

ATTACHMENTS

ORDINARY COUNCIL AGENDA

23 FEBRUARY 2021

Attachment No. 1

Ordinary Council Minutes of 15 December 2020

Attachment No. 2

WALGA – State Council Meeting – Summary Minutes – 2 December 2020
EMRC – EMRC Council Meeting – Delegates Report – 3 December 2020

Attachment No. 3

105 Broadway, Bassendean

- Location Plan
- Development Application Plans
- Written Agreement for reciprocal parking arrangement
- Parking Management Plan
- Written Deputation (tabled at Briefing Session)
- Submission – Objection

Attachment No. 4

32 (Lot 134) Bridson Street, Bassendean

- Submission – Objection
- Arboricultural Assessment

Attachment No. 5

Development Plans: 23A - Lot 2 West Road, Bassendean

Attachment No. 6

- Local Planning Policy No. 19 – Parking of Commercial Vehicles
- Draft amended Local Planning Policy No. 19 – Parking of Commercial Vehicles

Attachment No. 7

- Council Policy 1.21 – Standards for Street Numbering (CP 1.21)
- Council Policy 1.22 – Guidance for Street Numbering (CP 1.22)
- Information Sheet – Street Names and Street Numbers

Attachment No. 8

- Council Policy 3.2 – Outdoor Eating Facilities on Public Places Policy
- Council Policy 3.3 – Trading in Public Places Policy
- Draft Council Policy – Alfresco Dining and Public Trading

Attachment No. 9

Town of Bassendean Annual Report 2019/2020 , including Annual Financial Statements 2019/2020

Attachment No. 10

- Quarterly Report – period ending 31 December 2020.
- Outstanding Council Resolutions – Recommended for Deletion

Attachment No. 11

Complaints Form

Attachment No. 12

- Audit and Governance Minutes of 10 February 2021

Confidential Attachment No. 1

Confidential: Findings Identified during the Audit (Management Letter)

Attachment No. 13

- Monthly Financial Report - December 2020
- Monthly Financial Report - January 2021

Attachment No. 14

- List of payments - December 2020
- List of payments - January 2021

ATTACHMENT NO. 1

TOWN OF BASSENDEAN

MINUTES

ORDINARY COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON TUESDAY 15 DECEMBER 2020 AT 6.00PM

1.0 DECLARATION OF OPENING; ACKNOWLEDGEMENT OF COUNTRY; ACKNOWLEDGEMENT OF VISITORS

The Presiding Member declared the meeting open, welcomed all those in attendance and acknowledged the past and present traditional owners and custodians of the land on which the meeting was held.

2.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

QR Code

Those people in attendance were reminded to scan the QR Code provided or register on the contact tracing form.

Annual Report

The Town's Annual Report has not been received by Council as there has been a delay in receiving the Audited Financial Statements from the Office of the Auditor General, which form part of the Annual Report.

Section 5.27 of the Act requires the Town hold a General Meeting of Electors once every financial year. The Act specifies that this meeting is to be held no more than 56 days after the acceptance of the Annual Report for the previous year.

The Annual Report will be presented to Council as soon as practicable after the Town receives the auditor's report. Council will then set a date for the general meeting of electors.

Christmas Closure

The Customer Services Centre, Administration and Library will be closed from 24 December 2020 and will reopen on 11 January 2021. These service areas will also be closed from midday on 18 December 2020 for the rest of the day. The Ranger Services will continue from 7am to 7pm, except for Christmas day.

The Mayor acknowledged the efforts of all staff and their outstanding work in keeping services operating in what has been a challenging year.

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Councillors

Cr Renee McLennan, Mayor
Cr Kathryn Hamilton, Deputy Mayor
Cr John Gangell
Cr Sarah Quinton (from 6.29pm)
Cr Jai Wilson
Cr Chris Barty

Apologies

Ms Peta Mabbs, Chief Executive Officer
Cr Hilary MacWilliam

Officers

Mr Paul White, Acting Chief Executive Officer
Mr Luke Gibson, Director Community Planning
Mr Syed Ahmed, Acting Director Corporate Services
Mr Phil Adams, Executive Manager Infrastructure
Mr Jeremy Maher, Executive Manager Sustainability & Environment
Ms Elizabeth Kania, Manager Governance & Strategy
Mrs Alex Evans, Manager Information Technology
Mrs Yvonne Zaffino, Senior Governance Officer

Public

No members of the public were in attendance.

Press

No members of the press were in attendance.

4.0 DECLARATIONS OF INTEREST

Nil.

5.0 PRESENTATIONS OR DEPUTATIONS

Nil.

6.0 STATEMENTS BY MEMBERS OF THE PUBLIC ON AGENDA ITEM

Nil.

7.0 QUESTIONS FROM MEMBERS OF THE PUBLIC

Mr Don Yates – 12 Thompson Road, Bassendean

The Mayor advised that two questions have been received from Mr Don Yates relating to communications and on-line meeting coverage.

A response will be provided to Mr Yates.

8.0 PETITIONS

Nil.

9.0 CONFIRMATION OF MINUTES

9.1 Ordinary Council Meeting held on 24 November 2020

Council Resolution/Officer Recommendation – Item 9.1(a)
OCM – 1/12/20

MOVED Cr Wilson, Seconded Cr Barty, that the minutes of the Ordinary Council meeting held on 24 November 2020, be received.

CARRIED UNANIMOUSLY 5/0

Council Resolution/Officer Recommendation – Item 9.1(b)
OCM – 2/12/20

MOVED Cr Wilson, Seconded Cr Barty, that the minutes of the Ordinary Council meeting held on 24 November 2020, be confirmed as a true record.

CARRIED UNANIMOUSLY 5/0

10.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil.

11.0 EXTERNAL COMMITTEE REPORTS/UPDATES

Item No.	Receipt of External Committee and Organisation Minutes
Property Address (if applicable)	Not applicable
Landowner/Applicant (if applicable)	Not applicable
File Ref/ROC	INFM/INTPROP/1
Previous Council Reports (if applicable)	Not applicable
Directorate	Chief Executive
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act</i> , <i>Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 2	WALGA – East Metropolitan Regional Zone Minutes of 26 November 2020

Purpose

The purpose of this report was for Council to consider minutes from external Committees and organisations.

Council Resolution/Officer Recommendation – Item 11.1
OCM – 3/12/20

MOVED Cr Wilson, Seconded Cr Barty, that Council notes the attached minutes from external Committee meeting held within the reporting period.

CARRIED UNANIMOUSLY 5/0

12.0 REPORTS

12.1 Adoption of Recommendations En Bloc

It was agreed that items 12.2, 12.4, 12.9 and 12.11 be removed from the en-bloc table and considered separately.

Council Resolution/Officer Recommendation – Item 12.1
OCM – 4/12/20

MOVED Cr Hamilton, Seconded Cr Barty, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Agenda:

Item	Report
12.3	Proposed Tree Preservation Order
12.10	Monthly Financial Report – November 2020
12.12	Calendar
12.13	Common Seal

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/12/20 5/0

Council was then requested to consider the balance of the Officer recommendations independently.

Item	Report
12.2	Amendment to Development Application – Place of Worship
12.4	Draft amended Local Planning Policy No. 19 – Parking of Commercial Vehicles
12.5	Review of Various Parking Restrictions
12.6	Revocation of Council Policies 4.1 – Local Studies Collection Photographic Reproduction and 5.15 – Services to Young People
12.7	Attendance at Events Policy – CEO and Councillors
12.8	Town of Bassendean Purchasing Policy
12.9	Information and Communications Technology Strategy for 2020 to 2025
12.11	Accounts Paid – November 2020

Item No. 12.2	Amendment to Development Application – Place of Worship
Property Address (if applicable)	Lot 1 (Unit A, No. 105) Broadway, Bassendean
Landowner/Applicant (if applicable)	Perth Chin Baptist Church Inc. / Dynamic Planning & Developments PTY LTD
File Ref	DABC/BDVAPPS/2020-135
Directorate	Community Planning
Authority/Discretion	<input type="checkbox"/> <input checked="" type="checkbox"/>
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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Attachment No. 3	<ul style="list-style-type: none"> • Location Plan • Development Application Plans • Written Agreement for reciprocal parking arrangement • Parking Management Plan

Purpose

The purpose of this report is for Council to consider an application to amend a development approval for a Place of Worship at Lot 1 (Unit A, No. 105) Broadway, Bassendean. The matter is referred to Council for determination as the original development application was determined by Council.

Motion

Cr Wilson foreshadowed the following motion, should the Officer Recommendation not be passed:

“That Council defers consideration of the application to amend a development approval for the Place of Worship at Lot 143 (No. 105A) Broadway, Bassendean pending further consultation with units north of the Broadway Arboretum.

Officer Recommendation – Item 12.2

MOVED Cr Gangell, Seconded Cr Barty, that Council approves the application dated 21 October 2020 to amend the existing development approval dated 22 August 2017 for a Place of Worship at Lot 143 (No. 105A) Broadway, Bassendean as follows:

1. Amending Condition No. 2 to read as follows:

“2. Operation of the Place of Worship is to be in accordance with details provided in correspondence from the applicant date stamped received 20 July 2017 and which form part of this approval, but excludes any services on Sunday mornings.”

2. Amending Condition No. 3 to read as follows:

“3. The proposed Place of Worship is limited to a maximum capacity of 200 people at any given time.”

3. Inserting a new Condition No. 10 to read as follows:

“10. Prior to the occupation of the Place of Worship, a legal agreement is to be prepared and executed at the cost of the landowner/applicant, to the satisfaction of the Town of Bassendean, confirming the reciprocal access and car parking arrangements for the use of 30 vehicle parking bays at Lot 20 (No. 33) Hanwell Way, Bassendean. The Town of Bassendean is to be party to that arrangement.”

4. All other conditions and advice notes on the previous approval dated the 22 August 2017 shall remain.

Cr Gangell withdrew his motion as it was agreed that further consultation should be carried out with the units north of the Broadway Arboretum.

Council Resolution – Item 12.2

OCM – 5/12/20

MOVED Cr Wilson, Seconded Cr Gangell, that Council defers consideration of the application to amend a development approval for the Place of Worship at Lot 143 (No. 105A) Broadway, Bassendean pending further consultation with residents of the units north of the Broadway Arboretum.

CARRIED 5/0

Item No. 12.3	Proposed Tree Preservation Order
Property Address	199 (Lot 800) West Road, Bassendean
Landowner/Applicant	Lea Bawden
File Ref	ENVM/NOTIF/1
Directorate	Community Planning
Authority/Discretion	<input type="checkbox"/> <input checked="" type="checkbox"/>
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input checked="" type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building permit, applications for other permits/licences (eg under <i>Health Act</i> , <i>Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 4	Photographs of Tree - 199 (Lot 800) West Road, Bassendean

Purpose

The purpose of this report was for Council to consider making Tree Preservation Orders (TPO) for a tree located at 199 (Lot 800) West Road, Bassendean.

Council Resolution/Officer Recommendation – Item 12.3
OCM – 6/12/20

MOVED Cr Hamilton, Seconded Cr Barty, that Council, pursuant to Clause 4.7.7.2 of Local Planning Scheme No. 10, makes a Tree Preservation Order for the river gum tree (*Eucalyptus Rudi*), located at 199 (Lot 800) West Road, Bassendean.
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/12/20 5/0

Item No. 12.4	Draft amended Local Planning Policy No. 19 – Parking of Commercial Vehicles
Property Address (if applicable)	N/A
Landowner/Applicant (if applicable)	N/A
File Ref/ROC	LUAP/POLCY/3
Previous Council Reports (if applicable)	N/A
Directorate	Community Planning
Authority/Discretion	<input type="checkbox"/> <input checked="" type="checkbox"/>

<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building permits, applications for other permits/licences (e.g. under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 5	<ul style="list-style-type: none"> Local Planning Policy No. 19 – Parking of Commercial Vehicles Draft amended Local Planning Policy No. 19 – Parking of Commercial Vehicles

Purpose

The purpose of this report was for Council to consider a draft amended Local Planning Policy No. 19 – Parking of Commercial Vehicles, for the purposes of advertising.

Cr Gangell left the Chamber at 6.23pm

Council Resolution/Officer Recommendation – Item 12.4 **OCM – 7/12/20**

MOVED Cr Wilson, Seconded Cr Barty, that Council, pursuant to Clause 5(1) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, advertises the draft amended Local Planning Policy No. 19 – Parking of Commercial Vehicles.

CARRIED 4/0

Item No. 12.5	Review of Various Parking Restrictions
Property Address	N/A
Landowner/Applicant	N/A
Ref	LAWE/REPRTNG/3
Directorate	Community Planning
Authority/Discretion	<input type="checkbox"/> <input checked="" type="checkbox"/>
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes & policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.

<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
<input type="checkbox"/> Information	For the Council/Committee to note.
Attachment No. 6	<ul style="list-style-type: none"> • Parker Street image • Kenny Street image • Old Perth Road image • Yellow edge lines images • McKinlay Lane mapping • Pirani Lane, Pryde Way and Dobson Lane mapping • Schedule of Submissions for McKinlay Lane Survey • Schedule of Submissions for Pirani Lane, Pryde Way and Dobson Lane Survey • Concept Plan provided by submitter • Letter from landowner regarding Kenny Street

Purpose

The purpose of this report is for Council to consider the removal or modification of existing parking restrictions and installation of new parking restrictions in six different locations.

Council Resolution/Officer Recommendation – Item 12.5 **OCM – 8/12/20**

MOVED Cr Wilson, Seconded Cr McLennan, that Council, pursuant to Clause 1.9 of the *Parking Local Law 2019*, makes the following modifications to parking restrictions:

1. Removal of the 'No Parking' and 'No Stopping' restrictions from the road in front of the Fire Station at 10-14 Parker Street, Bassendean;
2. Removal of the 'No Standing' restrictions at 119 Kenny Street, Bassendean;
3. Removal of the 'No Verge Parking' restrictions from the verge opposite 105 Old Perth Road, Bassendean;
4. Changing the yellow edge line markings on First Avenue, Bassendean at the intersections of Walter Road and Anzac Terrace, the intersection of Old Perth Road and Brook Street, Bassendean, the intersection of Haig Street and Colstoun Road, Ashfield, the intersection of Guildford Road and Fisher Street, Ashfield and intersections surrounding Jubilee Reserve, Eden Hill along Robinson Road, May Road and Jubilee Avenue, from a visual guidance for parking within 10m of a corner to 'No Stopping' yellow edge lines restrictions;

5. Installing 'No Stopping' yellow edge lines on the southern side of McKinlay Lane; and
6. Installing 'No Stopping' yellow edge lines on both sides of Pirani Lane and Dobson Lane and on the southern side of Pryde Way, Eden Hill.

CARRIED BY AN ABSOLUTE MAJORITY 4/0

Item No. 12.6	Revocation of Council Policies 4.1 – Local Studies Collection Photographic Reproduction and 5.15 – Services to Young People
Property Address (if applicable)	NA
Landowner/Applicant (if applicable)	NA
File Ref/ROC	GOVN/CCLMEET/12
Previous Council Reports (if applicable)	Nil.
Directorate	Community Planning
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
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Attachment No. 7	<ul style="list-style-type: none"> • Policy 4.1 – Local Studies Collection Photographic Reproduction. • Policy 5.15 – Services to Young People.

Purpose

The purpose of this report was for Council to consider revoking Council Policies 4.1 – Local Studies Collection Photographic Reproduction (CP 4.1) and 5.15 – Services to Young People (CP 5.15).

Council Resolution/Officer Recommendation – Item 12.6
OCM – 9/12/20

MOVED Cr McLennan, Seconded Cr Hamilton, that Council revokes Council Policies 4.1 – Local Studies Collection Photographic Reproduction and 5.15 – Services to Young People.

CARRIED BY AN ABSOLUTE MAJORITY 4/0

Cr Gangell returned to the Chambers, the time being 6.25pm.

Item No. 12.7	Attendance at Events Policy – CEO and Councillors
Property Address (if applicable)	N/A
Landowner/Applicant (if applicable)	N/A
File Ref/ROC	GOVR/POLCY/1
Previous Council Reports (if applicable)	
Directorate	Chief Executive
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person’s right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 8	Attendance at Events Policy – CEO and Councillors

Purpose

The purpose of this report was for Council to consider the adoption of the proposed Attendance at Events Policy by the CEO and Councillors.

Council Resolution/Officer Recommendation – Item 12.7
OCM – 10/12/20

MOVED Cr Barty, Seconded Cr Wilson, that Council adopts the proposed Attendance at Events Policy – CEO and Councillors, as contained in the attachment to this report.

CARRIED BY AN ABSOLUTE MAJORITY 5/0

Item No. 12.8	Town of Bassendean Purchasing Policy
Property Address (if applicable)	NA
Landowner/Applicant (if applicable)	NA
File Ref/ROC	FINM/PROCED/1
Previous Council Reports (if applicable)	
Directorate	Corporate Services
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person’s right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 9	<ul style="list-style-type: none"> • Council Purchasing Policy (Current) • Draft Council Purchasing Policy (Proposed)

Purpose

The purpose of this report was to present a draft Council Purchasing Policy to Council for adoption.

Cr Quinton entered the Chambers, the time being 6.29pm.

Officer Recommendation – Item 12.8

That Council revokes Council Purchasing Policy 6.14 and adopts Council Purchasing Policy, as attached to this report.

Cr Hamilton requested an additional point (three below) be added to the motion, with the approval of the mover. Cr Wilson, as the mover, agreed with Cr Hamilton's request.

Council Resolution – Item 12.8

OCM – 11/12/20

MOVED Cr Wilson, Seconded Barty, that:

1. Council revokes Council Purchasing Policy 6.14; and
2. Council adopts Council Purchasing Policy, as attached to this report, with the following amendments:

- a. Insert, immediately after the sub-heading 5.2.1 Aboriginal Businesses:

“The Town is not required to publicly invite tenders if the goods or services are supplied by a Noongar business registered with the Noongar Chamber of Commerce and Industry, where consideration under the contract is \$250,000 or less”;

and

- b. Insert, immediately before the sub-heading 5.1 Environmentally Sustainable Procurement:

“Where a qualitative criterion for sustainable procurement has been included as part of an RFQ or RFT process, a price tolerance will be applied during price evaluation to suppliers of goods and services that demonstrate the highest evaluation for that criterion. The price tolerance will be up to ten (10) per cent for an RFQ and up to five (5) per cent for an RFT”.

3. Staff provide a report to Council on the operation, outcomes and benefits of the new Purchasing Policy within 2 years of implementation of the policy.

CARRIED BY AN ABSOLUTE MAJORITY 5/1

Crs McLennan, Hamilton, Wilson, Quinton and Barty voted in favour of the motion. Cr Gangell voted against the motion.

Item No. 12.9	Information and Communications Technology Strategy for 2020 to 2025
Property Address (if applicable)	n/a
Landowner/Applicant (if applicable)	n/a
File Ref/ROC	INFT/IMPLTN/1
Previous Council Reports (if applicable)	
Directorate	Corporate Services
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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Attachment No. 10 Confidential Attachment No. 1	Draft ICT Strategy for 2020-2025 ICT Strategic Plan 2020-2025

Purpose

The purpose of this report was to present to Council the Town of Bassendean's proposed Information and Communications Technology (ICT) Strategy for 2020 to 2025.

Officer Recommendation – Item 12.9

That Council receives the Town of Bassendean ICT Strategy 2020 – 2025, as attached to this report.

Cr Hamilton requested that the ICT Strategy 2020 – 2025 be reviewed annually so that key projects could be fast tracked and considered by Council.

Council Resolution – Item 12.9
OCM – 12/12/20

MOVED Cr Hamilton, Seconded Cr Wilson, that:

1. Council receives the Town of Bassendean ICT Strategy 2020 – 2025, as attached to this report;
2. The Administration be requested to review the ICT Strategic Plan annually to investigate opportunities to fast track key projects; and
3. Provide an annual report to Council on those key projects that may be advanced more quickly, with associated costings for consideration by Council.

CARRIED 6/0

Item No. 12.10	Monthly Financial Report – November 2020
File Ref/ROC	FINM/AUD/1
Directorate	Corporate Services
Authority/Discretion <input checked="" type="checkbox"/> <input type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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Attachment No. 11	Monthly Financial Report – November 2020

Purpose

The purpose of this report was for Council to receive the monthly financial report for November 2020.

Council Resolution/Officer Recommendation – Item 12.10
OCM – 13/12/20

MOVED Cr Hamilton, Seconded Cr Barty, that Council receive the monthly financial report for November 2020.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/12/20 5/0

Item No.12.11	Accounts Paid – November 2020
File Ref/ROC	FINM/CREDTS/4
Directorate	Corporate Services
Authority/Discretion <input checked="" type="checkbox"/> <input type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 12	List of Payments – November 2020

Purpose

The purpose of this report was for Council to receive the list of payments for November 2020.

Council Resolution/Officer Recommendation – Item 12.11
OCM – 14/12/20

MOVED Cr Wilson, Seconded Cr Barty, that Council receive the list of payments for November 2020.

CARRIED 6/0

Item No. 12.12	Calendar for January and February 2021
Property Address (if applicable)	Not applicable
Landowner/Applicant (if applicable)	Not applicable
File Ref/ROC	INFM/INTPROP/1
Previous Council Reports (if applicable)	
Directorate	Chief Executive
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment	Nil

Purpose

The purpose of this report was for Council to consider the calendar for January and February 2021.

Council Resolution/Officer Recommendation – Item 12.12 **OCM – 15/12/20**

MOVED Cr Hamilton, Seconded Cr Barty, that Council adopt the calendar for January and February 2021.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/12/20 5/0

Item No. 12.3	Use of Common Seal
Property Address (if applicable)	Not applicable
Landowner/Applicant (if applicable)	Not applicable
File Ref/ROC	INFM/INTPROP/1
Previous Council Reports (if applicable)	Not applicable
Directorate	Chief Executive
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under

	Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment	Nil

Purpose

The purpose of this report was for Council to note the documents affixed with the Common Seal during the reporting period.

Council Resolution/Officer Recommendation – Item 12.13
OCM – 16/12/20

MOVED Cr Hamilton, Seconded Cr Barty, That Council notes the affixing of the Common Seal during the reporting period.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/12/20 5/0

13.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

14.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Notice of Motions – Cr Gangell

Cr Gangell has advised that he wishes to move the following motions at the next Ordinary Council meeting:

14.1 Tourism and Marketing Strategy

“That Council receives a report on creating a tourism and marketing strategy in-house for the Town with a focus on creating the Town of Bassendean as a destination location.”

14.2 Lighting at Steel Blue Oval Bassendean

“That Council receives a report on the cost and funding opportunities available to install match quality lighting at Steel Blue Oval Bassendean for consideration in the 2021/22 draft budget.”

15.0 URGENT BUSINESS

Nil.

16.0 CONFIDENTIAL BUSINESS

Nil.

17.0 CLOSURE

The next Briefing Session will be held on Tuesday 16 February 2021.

The next Ordinary Council meeting will be held on Tuesday 23 February 2021.

There being no further business, the Presiding Member declared the meeting closed, the time being 7.05pm.

ATTACHMENT NO. 2



Summary Minutes

STATE COUNCIL MEETING

2 December 2020

NOTICE OF MEETING

Meeting of the Western Australian Local Government Association State Council held at WALGA, on Wednesday 2 December.

1. ATTENDANCE, APOLOGIES & ANNOUNCEMENTS

1.1 Attendance

Members	President of WALGA - Chair Deputy President of WALGA, Northern Country Zone Avon-Midland Country Zone Central Country Zone Central Metropolitan Zone Central Metropolitan Zone East Metropolitan Zone East Metropolitan Zone Goldfields Esperance Country Zone Gascoyne Country Zone Great Eastern Country Zone Great Southern Country Zone Kimberley Country Zone Murchison Country Zone North Metropolitan Zone North Metropolitan Zone Peel Country Zone Pilbara Country Zone South East Metropolitan Zone South East Metropolitan Zone South Metropolitan Zone South Metropolitan Zone South West Country Zone	Mayor Tracey Roberts JP President Cr Karen Chappel JP Cr Jan Court - Deputy President Cr Phillip Blight Cr Paul Kelly Cr Joanne Fotakis - Deputy Cr Catherine Ehrhardt Cr Cate McCullough President Cr Malcolm Cullen President Cr Cheryl Cowell President Cr Stephen Strange Cr Ronnie Fleay Cr Chris Mitchell JP Cr Les Price Mayor Mark Irwin Cr Russ Fishwick JP President Cr Michelle Rich Cr Peter Foster JP - Deputy Cr Julie Brown Mayor Ruth Butterfield Mayor Carol Adams OAM Mayor Logan Howlett JP President Cr Tony Dean
Ex Officio	Local Government Professionals WA	Mr Jamie Parry
Guest	Goldfields Esperance Country Zone	President Cr Laurene Bonza - Observer
Secretariat	Chief Executive Officer EM Commercial and Communications EM Governance & Organisational Services EM Infrastructure EM Strategy Policy and Planning Manager Strategy & Association Governance Intergovernmental Relations and Risk Chief Financial Officer Governance Advisor Senior Community Policy Advisor Senior Community Policy Advisor Executive Officer Governance	Mr Nick Sloan Mr Zac Donovan Mr Tony Brown Mr Ian Duncan Ms Narelle Cant Mr Tim Lane Ms Joanne Burges Mr Rick Murray Ms Lyn Fogg Ms Marissa MacDonald Ms Susie Moir Ms Margaret Degebrodt

APOLOGIES

Pilbara Country Zone Central Metropolitan Zone South Metropolitan Zone Avon-Midland Country Zone North Metropolitan Zone City of Perth	Mayor Peter Long Cr Jenna Ledgerwood Cr Doug Thompson Cr Ken Seymour Cr Frank Cvitan JP Lord Mayor Basil Zempilas
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ORDER OF PROCEEDINGS

- **OPEN and WELCOME**

The Chair declared the meeting open at 4:15pm

- **Acknowledgement of Country**

The Chair acknowledged the Whadjuk Nyoongar People who are the Traditional Custodians of this land we met on this day and paid respects to their Elders past, present and future.

Welcome to:

- Cr Peter Foster JP Deputy Pilbara Country Zone
- Cr Joanne Fotakis Deputy Central Metropolitan Zone
- Cr Jan Court Deputy Avon-Midland Country Zone
- President Laurene Bonza Deputy Goldfields Esperance Country Zone (observer)
- Ms Narelle Cant Executive Manager Strategy, Policy and Planning
- State Councillors
- WALGA Secretariat

ANNOUNCEMENTS

Nil

2 DECLARATION OF INTEREST

Pursuant to our Code of Conduct, State Councillors must declare to the Chair any potential conflict of interest they have in a matter before State Council as soon as they become aware of it.

I note that there are several State Councillors and deputies that may be directly or indirectly associated with the recommendations of the Selection Committee. I ask that if you are affected by these recommendations, that you excuse yourself from the meeting and do not participate in deliberations.

- *Mayor Carol Adams declared an interest – Item 5.8 as candidate for a position considered by the Selection Committee.*
- *President Cr Michelle Rich declared an interest – Item 5.8 as candidate for a position considered by the Selection Committee.*
- *Cr Paul Kelly declared an impartiality interest in item 5.4.*
- *Mayor Logan Howlett declared an impartiality interest in part of Item 8.*

PAPERS

State Councillors have been distributed the following papers under separate cover:

- Strategic Forum Agenda
- Item 5.7 Finance and Services Meeting Minutes
- Item 5.8 Selection Committee Minutes
- Item 5.9 Honours Panel Minutes
- Item 5.10 Use of Common Seal
- Item 5.11 LGIS Board Minutes
- Item 5.12 Minutes CEO Performance Review Committee
- CEO's Report to State Council
- President's Report (previously emailed to your Zone meeting)

3 MINUTES OF PREVIOUS MEETINGS

3.1 Minutes of 2 September 2020 State Council Meeting

Moved: President Cr Michelle Rich
Seconded: Cr Catherine Ehrhardt

That the Minutes of State Council Meeting held on [2 September 2020](#) be confirmed as a true and correct record of proceedings.

RESOLUTION 140.6/2020

CARRIED

3.1.1 Business arising from the Minutes of 2 September 2020

Nil

3.2 Minutes of Special State Council Meeting held 2 November 2020

Moved: Cr Julie Brown
Seconded: President Cr Cheryl Cowell

That the Minutes of the Special State Council Meeting held [2 November 2020](#) be confirmed as a true and correct record of proceedings.

RESOLUTION 141.6/2020

CARRIED

3.2.1 Business arising from the Minutes of 2 November 2020

Nil

5. MATTERS FOR DECISION

5.1 Local Government Act Review Advocacy Paper – Key Issues from Recent Inquiries into Local Government (05-034-01-0001 TL)

By Tony Brown, Executive Manager Governance and Organisational Services

WALGA RECOMMENDATION

That:

1. Ongoing advocacy relating to the Review of the *Local Government Act 1995* be noted; and,
2. The *Advocacy Positions for a New Local Government Act: Key issues from recent Inquiries into Local Government* – be endorsed.

Avon Midland Country Zone	WALGA Recommendation supported
Gascoyne Zone	WALGA Recommendation supported
Great Eastern Country Zone	WALGA Recommendation supported
Kimberley Zone	WALGA Recommendation supported
Murchison Country Zone	WALGA Recommendation supported
North Metropolitan Zone	WALGA Recommendation supported
Northern Country Zone	WALGA Recommendation supported
Peel Zone	WALGA Recommendation supported
Pilbara Zone	WALGA Recommendation supported
South East Metropolitan Zone	WALGA Recommendation supported
South Metropolitan Zone	WALGA Recommendation supported

CENTRAL METROPOLITAN ZONE

That WALGA conduct a consultation process with Members in relation to compulsory voting.

That the Roles and Responsibilities recommendation in the ‘WALGA Advocacy Positions for a New Local Government Act’ be amended to read: ‘that clarification of roles and responsibilities for Mayors/Presidents, Councilors and CEOs be considered.’

CENTRAL COUNTRY ZONE

That the Central Country Zone alter the WALGA Recommendation to read as follows:

That:

1. Ongoing advocacy relating to the Review of the Local Government Act 1995 be noted; and;
2. The Advocacy Positions for a New Local Government Act: Key issues from recent Inquiries into Local Government – be endorsed subject to the following:
 - Intergovernmental Cooperation
That LG Professionals not be a signatory to any future Partners in Government Agreement (currently known as the State Local Partnership Agreement); and
 - Roles and Responsibilities
Local Government Position be amended to read:
That clarification of roles, responsibilities and powers for Mayors/Presidents, Councillors and CEO’s be considered to ensure that there is no ambiguity.

SECRETARIAT COMMENT – Central Metropolitan Zone and Central Country Zone

The above Zones recommended amendment to the WALGA advocacy statement “Roles and Responsibilities”, to be amended as follows:

Roles and Responsibilities

That clarification of the roles and responsibilities for mayors / presidents, councillors and CEO's be considered to ensure that there is no ambiguity, in conjunction with the separation of powers between the Council as governing body and the administration of the Local Government.

The Central Country Zone proposal to exclude LG Professionals from any future Partners in Government Agreement is not recommended, as it may erode opportunities for the Association to work collaboratively with LG Professionals to provide a strong voice for the Local Government sector.

GOLDFIELDS ESPERANCE (GVROC) COUNTRY ZONE

The GVROC:

1. Note WALGA's ongoing advocacy relating to the Review of the *Local Government Act 1995*; and,
2. Endorse the WALGA Advocacy Positions for a New Local Government Act: *Key issues from recent Inquiries into Local Government* document with the amendment to the Recommendation 1 on page 32 to read as follows:

Requests the Minister for Local Government to require the Department of Local Government to prepare a Model set of Financial Statements and Annual Budget Statements for the Local Government sector, in consultation with the Office of the Auditor General;

SECRETARIAT COMMENT

The Zones suggestion is supported.

SOUTH WEST COUNTRY ZONE

That:

1. Ongoing advocacy relating to the Review of the Local Government Act 1995 be noted; and,
2. The Advocacy Positions for a New Local Government Act: *Key issues from recent Inquiries into Local Government* – be endorsed, subject to the paper being amended so that recommendation 3 relating to External Oversight be amended to read:

“That an early intervention framework of monitoring to support Local Governments be provided with any associated costs to be the responsibility of the State Government”

SECRETARIAT COMMENT

The Zones suggestion is supported.

GREAT SOUTHERN COUNTRY ZONE

That:

- Ongoing advocacy relating to the Review of the *Local Government Act 1995* be noted;
- The Advocacy Positions for a New Local Government Act: *Key issues from recent Inquiries into Local Government* – be endorsed, and
- That WALGA supports the retention of the adequately-resourced Standards Panel and does not support the move to a new Independent Assessor.

SECRETARIAT COMMENT

It is considered that creation of the proposed Office of the Independent Assessor will provide improved outcomes for the sector through both capacity building and regulatory / enforcement being vested in a single entity, rather than seeking to modify the Standards Panel system.

EAST METROPOLITAN ZONE

That:

1. Ongoing advocacy relating to the Review of the Local Government Act 1995 be noted; and,
2. The Advocacy Positions for a New Local Government Act: Key issues from recent Inquiries into Local Government – be endorsed, subject to the following amendments:
 - a) It should be compulsory to vote in Local Government elections.
 - b) The voting system should be preferential contingent upon voting in Local Government sector being compulsory.

SECRETARIAT COMMENT

The majority of Zones support non-compulsory voting and first past the post elections.

Cr Kelly declaration an impartiality interest – independent review of rating exemptions.

Moved: President Cr Karen Chappel
Seconded: Cr Chris Mitchell

That:

1. Ongoing advocacy relating to the Review of the *Local Government Act 1995* be noted; and,
2. The Advocacy Positions for a New Local Government Act: *Key issues from recent Inquiries into Local Government* – be endorsed, subject to the following amendments;
 - I. Roles and Responsibilities: That clarification of the roles and responsibilities for mayors / presidents, councillors and CEO's be considered to ensure that there is no ambiguity.
 - II. External Oversight: The Local Government sector supports:
 1. Establishing an Office of the Independent Assessor to replace the Standards Panel to provide an independent body to receive, investigate and assess complaints against elected members and undertake inquiries.
 2. Remove the CEO from being involved in processing complaints.
 3. That an early intervention framework of monitoring to support Local Governments be provided with any associated costs to be the responsibility of the State Government.
 - III. Financial Management and Procurement: That the Local Government sector:
 1. Requests the Minister for Local Government to direct the Department of Local Government to prepare a Model set of Financial Statements and Annual Budget Statements Reports for the Local Government sector, in consultation with the Office of the Auditor General;
 2. Requests the Department of Local Government to re-assess the amount of detail required to be included in annual financial reports, in particular for small and medium sized entities as suggested by the Office of Auditor General;
 3. Supports Local Governments being able to use freehold land to secure debt;
 4. Supports Building Upgrade Finance being permitted for specific purposes such as cladding, heritage and green improvements;
 5. Supports the alignment of Local Government procurement thresholds, rules and policies with the State Government.

AMENDMENT

Moved: Cr Russ Fishwick
Seconded President Cr Cheryl Cowell

That point IV be included as follows:

- I. Intergovernmental Cooperation:
That a Partners in Local Government Agreement promoting a collaborative partnership approach be signed by the Premier, Minister for Local Government, Western Australian Local Government Association and Local Government Professionals WA, at the commencement of each term of the State Government.

CARRIED

AMENDMENT

Moved: Cr Paul Kelly
Seconded: Mayor Carol Adams

That point V be included as follows:

- II. That WALGA conduct a consultation process with Members in relation to compulsory voting.

LOST

THE AMENDED MOTION NOW READS:

That:

1. Ongoing advocacy relating to the Review of the *Local Government Act 1995* be noted; and,
2. The Advocacy Positions for a New Local Government Act: *Key issues from recent Inquiries into Local Government* – be endorsed, subject to the following amendments;
 - I. Roles and Responsibilities: That clarification of the roles and responsibilities for mayors / presidents, councillors and CEO's be considered **to ensure that there is no ambiguity.**
 - II. External Oversight: The Local Government sector supports:
 1. Establishing an Office of the Independent Assessor to replace the Standards Panel to provide an independent body to receive, investigate and assess complaints against elected members and undertake inquiries.
 2. Remove the CEO from being involved in processing complaints.
 3. That an early intervention framework of monitoring to support Local Governments be provided ***with any associated costs to be the responsibility of the State Government.***
 - III. Financial Management and Procurement: That the Local Government sector:
 1. Requests the Minister for Local Government to direct the Department of Local Government to prepare a Model set of *Financial Statements and Annual Budget Statements* for the Local Government sector, in consultation with the Office of the Auditor General;
 2. Requests the Department of Local Government to re-assess the amount of detail required to be included in annual financial reports, in particular for small and medium sized entities as suggested by the Office of Auditor General;
 3. Supports Local Governments being able to use freehold land to secure debt;
 4. Supports Building Upgrade Finance being permitted for specific purposes such as cladding, heritage and green improvements;
 5. Supports the alignment of Local Government procurement thresholds, rules and policies with the State Government.
 - IV. Intergovernmental Cooperation:
That a Partners in Local Government Agreement promoting a collaborative partnership approach be signed by the Premier, Minister for Local Government, *Western Australian Local Government Association and Local Government Professionals WA*, at the commencement of each term of the State Government.

RESOLUTION 142.6/2020

CARRIED

Cr Ehrhardt requested that her vote against the motion be recorded

5.2 Submission – Registration of Building Engineers in WA (05-015-02-0010 VJ)

By Vanessa Jackson, Policy Manager Planning and Improvement

WALGA RECOMMENDATION

That WALGA:

1. Advise the Department of Mines Industry Regulation and Safety (DMIRS) that the registration of Building Engineers in WA is supported.
2. Request that DMIRS also consider the registration of Electrical Engineers, Façade Engineers, Energy Assessors, Bush Fire Consultants, Access consultants, Swimming pool, Patio installers and Demolition contractors.
3. Request that DMIRS clarify that dilapidation reports may only be undertaken by Registered Engineers.
4. Provide this report to Department of Mines Industry Regulation and Safety as feedback on the Consultation Regulatory Impact Statement.

Avon Midland Country Zone	WALGA Recommendation supported
Central Country Zone	WALGA Recommendation supported
Central Metropolitan Zone	WALGA Recommendation supported
East Metropolitan Zone	WALGA Recommendation supported
Gascoyne Zone	WALGA Recommendation supported
Goldfields Esperance Country Zone	WALGA Recommendation supported
Great Eastern Country Zone	WALGA Recommendation supported
Great Southern Country Zone	WALGA Recommendation supported
Kimberley Zone	WALGA Recommendation supported
Murchison Country Zone	WALGA Recommendation supported
North Metropolitan Zone	WALGA Recommendation supported
Northern Country Zone	WALGA Recommendation supported
Peel Zone	WALGA Recommendation supported
Pilbara Zone	WALGA Recommendation supported
South Metropolitan Zone	WALGA Recommendation supported
South West Country Zone	WALGA Recommendation supported

SOUTH EAST METROPOLITAN ZONE

That the words 'Demolition Contractors' be deleted from point 2 of Item 5.2

That the South East Metropolitan Zone supports item 5.2 as amended below:

That WALGA:

1. Advise the Department of Mines Industry Regulation and Safety (DMIRS) that the registration of Building Engineers in WA is supported.
2. Request that DMIRS also consider the registration of Electrical Engineers, Façade Engineers, Energy Assessors, Bush Fire Consultants, Access consultants, Swimming pool, and Patio installers.
3. Request that DMIRS clarify that dilapidation reports may only be undertaken by Registered Engineers.
4. Provide this report to Department of Mines Industry Regulation and Safety as feedback on the Consultation Regulatory Impact Statement.

SECRETARIAT COMMENT

Under the *Occupational Safety and Health Regulation 1996* (r.3.114 – 3.128), which took effect 1 July 2001, demolition work not requiring a contractor to be licensed is as follows-

- Demolition of a single storey dwelling does not require a demolition license, but it may require a restricted Asbestos removal license if asbestos >10sq m (this information is not however captured on the Demolition Permit Application form).

- Demolition regulations do not apply to the demolition of a building or structure by a person in the metal fabrication or engineering industry in the course of maintaining, refurbishing, upgrading, modifying or decommissioning plant.
- Demolition work in mines is covered by the Mines Safety and Inspection Act and Regulations and most mine managers are risk adverse and typically insist on a demolition license in the contract.

Under the *Building Act 2011*, only demolition work over 40m² requires the submission of an application for a Demolition Permit to the Local Government.

Given the loophole in State legislation for the demolition of an entire single storey dwelling, it is important that these contractors are registered with the State, either through the *Building Act 2011* or through the *Occupational Safety and Health Regulations*. Local Governments have been advised of numerous issues of unsafe practices, including the removal of Asbestos without any required safety equipment, in the demolition of single dwelling. Having all demolition contractors registered would mean that there is a consequence of losing registration for any repeated breaches and unsafe work practices. Therefore, a registration process for all Demolition contractors may improve the current demolition process within the community.

A minor edit is suggested in the recommendation, to include Swimming pool companies rather than just stating Swimming Pools, to provide greater clarity.

Moved: President Cr Tony Dean
Seconded: Mayor Logan Howlett

That WALGA:

1. Advise the Department of Mines Industry Regulation and Safety (DMIRS) that the registration of Building Engineers in WA is supported.
2. Request that DMIRS also consider the registration of Electrical Engineers, Façade Engineers, Energy Assessors, Bush Fire Consultants, Access consultants, Swimming pool companies, Patio installers and Demolition contractors.
3. Request that DMIRS clarify that dilapidation reports may only be undertaken by Registered Engineers.
4. Provide this report to Department of Mines Industry Regulation and Safety as feedback on the Consultation Regulatory Impact Statement.

RESOLUTION 143.6/2020

CARRIED

5.3 Family and Domestic Violence and the Role of Local Governments (05-086-03-0004 MM)

By Marissa MacDonald, Acting Policy Manager Community

WALGA RECOMMENDATION

That:

- 1. WA Local Governments recognise the prevalence, seriousness and preventable nature of family and domestic violence and the roles that Local Governments can play in addressing gender equity and promoting respectful relationships in their local community.**

- 2. WALGA advocates to the State Government:**
 - a. to define and communicate the role, responsibilities and expectations of Local Governments in family and domestic violence.**
 - b. for adequate funding for family and domestic violence programs and services, particularly in regional areas.**
 - c. for appropriate resources and funding be allocated to Local Governments to implement any particular roles and actions addressing family and domestic violence as defined in the State Strategy.**
 - d. to provide support to Local Government in the broader rollout of the Prevention Toolkit for Local Government.**
 - e. to continue advocacy to the Commonwealth Government for additional funding and support.**

- 3. WALGA organises presentations for Local Governments that address family and domestic violence, as part of relevant events or webinars.**

Avon Midland Country Zone	WALGA Recommendation supported
East Metropolitan Zone	WALGA Recommendation supported
Gascoyne Zone	WALGA Recommendation supported
Great Eastern Country Zone	WALGA Recommendation supported
Great Southern Country Zone	WALGA Recommendation supported
Kimberley Zone	WALGA Recommendation supported
Murchison Country Zone	WALGA Recommendation supported
North Metropolitan Zone	WALGA Recommendation supported
Northern Country Zone	WALGA Recommendation supported
South East Metropolitan Zone	WALGA Recommendation supported
South Metropolitan Zone	WALGA Recommendation supported
South West Country Zone	WALGA Recommendation supported

PEEL ZONE

That the Peel Country Zone supports Item 5.3 with a change to point 2.a, as follows: -

- a. to work with Local Government in defining the role and responsibilities and expectations of Local Government in family and domestic violence.**

SECRETARIAT COMMENT

The secretariat recommends the inclusion of the proposed changes for clarification.

PILBARA COUNTRY ZONE

That the Pilbara Country Zone amends the recommendation to read:

1. WA Local Governments recognise the prevalence, seriousness and preventable nature of family and domestic violence;
2. WALGA advocates to the Commonwealth and State Government for adequate funding for family and domestic violence programs and services, particularly in regional areas.

SECRETARIAT COMMENT

The secretariat recognises the Zone's acknowledgement of the issue and desire to ensure Local Government is not assigned any level of responsibility for provision of direct services in relation to family and domestic violence. The discussion paper was explicit that this matter was not in relation to direct service provision, rather to seek clarification on any expectation of the sector to assist in advocacy for those Local Governments that wish to address this issue.

Item 3 of the Recommendation was a specific request of the original March 2019 resolution from the South West Country Zone, therefore it has been retained in the current motion.

GOLDFIELDS ESPERANCE COUNTRY ZONE

GVROC support the WALGA recommendation as stated above with an inclusion that the Department of Communities provide adequate resources, funding and regular consultation and engagements with Goldfields Esperance LGAs.

SECRETARIAT COMMENT

Given this is a whole of sector recommendation the secretariat acknowledges the specific request from the Goldfields Esperance Zone around the specifics for Local Governments in the Goldfields Esperance region. The secretariat believes the Zone's resolution is addressed by 2(b) '*for adequate funding for family and domestic violence programs and services, particularly in regional areas*' and covered under 2(a) through advocacy to the State Government (i.e. Department of Communities) to 'work with Local Government' which will encompass consultation and engagement.

CENTRAL COUNTRY ZONE

That the Central Country Zone alter the WALGA Recommendation to read as follows:

1. WA Local Governments recognise the prevalence, seriousness and preventable nature of family and domestic violence.
2. WALGA advocates to the State Government:
 - a. for adequate funding for family and domestic violence programs and services, particularly in regional areas.
 - b. for appropriate resources and funding to be allocated to implement any particular roles and actions addressing family and domestic violence as defined in the State Strategy.
 - c. to continue advocacy to the Commonwealth Government for additional funding and support.

SECRETARIAT COMMENT

The secretariat recognises the Zone's acknowledgement of the issue, and desire to ensure Local Government is not assigned any level of responsibility for provision of direct services in relation to family and domestic violence. The discussion paper was explicit that this matter was not in relation to direct service provision, rather to seek clarification from the State Government on any expectation of the sector to assist in advocacy for those Local Governments that wish to address this issue.

Item 3 of the Recommendation was a specific request of the original March 2019 resolution from the South West Country Zone, therefore it has been retained in the current motion.

Moved: Cr Catherine Ehrhardt
Seconded: Cr Julie Brown

That:

1. WA Local Governments recognise the prevalence, seriousness and preventable nature of family and domestic violence and the roles that Local Governments can play in addressing gender equity and promoting respectful relationships in their local community.
2. WALGA advocates to the State Government:
 - a. to work with Local Government in defining the role and responsibilities and expectations of Local Governments in family and domestic violence.
 - b. for adequate funding for family and domestic violence programs and services, particularly in regional areas.
 - c. for appropriate resources and funding be allocated to Local Governments to implement any particular roles and actions addressing family and domestic violence as defined in the State Strategy.
 - d. to provide support to Local Government in the broader rollout of the Prevention Toolkit for Local Government.
 - e. to continue advocacy to the Commonwealth Government for additional funding and support.
3. WALGA organises presentations for Local Governments that address family and domestic violence, as part of relevant events or webinars.

RESOLUTION 144.6/2020

CARRIED

5.4 Underground Power (05-0149-02-0001 ID)

By Ian Duncan, Executive Manager, Infrastructure and Roads

WALGA RECOMMENDATION

That Local Government supports the:

1. continuation of cooperative arrangements between the State Government, Western Power and Local Government to progressively replace the overhead electricity distribution network in residential areas with underground power.
2. development of a new approach to identifying and prioritizing areas for investment in underground power, initiated by the need to invest in the overhead network to meet safety, reliability and capability requirements.
3. development of a new approach to allocating State Government resources to facilitate projects proceeding in areas with a high electricity network need and lower economic capacity of ratepayers while retaining a commitment to funding an average of 25% of program costs.
4. opportunity for Local Governments to initiate projects to convert areas to underground power be retained with Western Power to continue to contribute the amount recoverable as an efficient investment as calculated by the New Facilities Investment Test (NFIT).

Avon Midland Country Zone	WALGA Recommendation supported
Central Country Zone	WALGA Recommendation supported
Central Metropolitan Zone	WALGA Recommendation supported
East Metropolitan Zone	WALGA Recommendation supported
Gascoyne Zone	WALGA Recommendation supported
Goldfields Esperance Country Zone	WALGA Recommendation supported
Great Eastern Country Zone	WALGA Recommendation supported
Great Southern Country Zone	WALGA Recommendation supported
Kimberley Zone	WALGA Recommendation supported
Murchison Country Zone	WALGA Recommendation supported
North Metropolitan Zone	WALGA Recommendation supported
Northern Country Zone	WALGA Recommendation supported
Pilbara Zone	WALGA Recommendation supported
South East Metropolitan Zone	WALGA Recommendation supported
South West Country Zone	WALGA Recommendation supported

SOUTH METROPOLITAN ZONE

That the South Metropolitan Zone supports the WALGA recommendation, subject to the removal of the underlined in point 3.

That Local Government supports the:

1. continuation of cooperative arrangements between the State Government, Western Power and Local Government to progressively replace the overhead electricity distribution network in residential areas with underground power.
2. development of a new approach to identifying and prioritizing areas for investment in underground power, initiated by the need to invest in the overhead network to meet safety, reliability and capability requirements.
3. development of a new approach to allocating State Government resources to facilitate projects proceeding in areas with a high electricity network need and lower economic capacity of ratepayers while retaining a commitment to funding an average of 25% of program costs.
4. opportunity for Local Governments to initiate projects to convert areas to underground power be retained with Western Power to continue to contribute the amount recoverable as an efficient investment as calculated by the New Facilities Investment Test (NFIT).

PEEL ZONE

That the Peel Country Zone supports Item 5.4 with the addition of a new point 5, as follows:

5. review of the Western Power/State Government contribution towards underground power where there is an identified service need to ensure this contribution is increased to reflect its responsibilities for maintaining a safe, reliable and capable electricity network.

SECRETARIAT COMMENT

The proposed amendments both seek to respond to the cost impacts of underground power projects on property owners with low financial capacity. If achieved, the proposed underground power program approach will result in Western Power contributions increasing from an average of around 25% over the program to date, to around 50%. However, even if the property owner is only required to pay for the house connection, this is a significant impost for some. If many property owners in a potential project area are in this situation it is likely that a project would not be supported and the opportunity lost.

A well targeted mechanism to provide financial support to property owners able to demonstrate disadvantage as a result of an underground power program project proceeding offers the potential to achieve an equitable outcome.

Cr Paul Kelly declared an impartiality interest in Item 5.4

Moved: President Cr Stephen Strange
Seconded: Mayor Mark Irwin

1. That Local Government supports the:

- a) continuation of cooperative arrangements between the State Government, Western Power and Local Government to progressively replace the overhead electricity distribution network in residential areas with underground power.
- b) development of a new approach to identifying and prioritizing areas for investment in underground power, initiated by the need to invest in the overhead network to meet safety, reliability and capability requirements.
- c) development of a new approach to allocating State Government resources to facilitate projects proceeding in areas with a high electricity network need and lower economic capacity of ratepayers while retaining a commitment to funding an average of 25% of program costs.
- d) opportunity for Local Governments to initiate projects to convert areas to underground power be retained with Western Power to continue to contribute the amount recoverable as an efficient investment as calculated by the New Facilities Investment Test (NFIT).

2. That WALGA advocate for a targeted funding mechanism through the State Government to assist property owners in underground power program project areas that would suffer disadvantage as a result of needing to contribute to the cost of underground power.

RESOLUTION 145.6/2020

CARRIED

Cr Catherine Ehrhardt left the meeting at 5:24pm.

5.5 CEO Recruitment and Selection, Performance Review and Termination Standards Regulations (05-034-01-0001 JM)
--

Tony Brown, Executive Manager Governance and Organisational Service
James McGovern, Manager Governance

WALGA RECOMMENDATION

1. That WALGA support the establishment of CEO Recruitment, Selection and Performance Review Standards subject to:
 - a) removal from the Regulations the requirement to re-advertise CEO positions after 10 year's continual service;
 - b) Encouraging, rather than mandating, the involvement of an independent person in the CEO Recruitment and Selection Process;
 - c) The retention of Regulation 18C of the *Local Government (Administration) Regulations*;
 - d) Deletion of the requirement under Regulation 18FB(4) to provide a copy of a council resolution certifying compliance with the CEO standards to the Departmental CEO;
 - e) The conduct of an independent assessment of potential industrial and employment law consequences arising from the proposed regulations under Schedule 2, Division 4 'Standards for termination of employment of CEOs'; and
 - f) Deferral of Regulation 18FC pending an independent assessment of the Schedule 2, Division 4 'Standards for termination of employment of CEOs'.
2. Seek that the CEO Recruitment and Selection, Performance Review and Termination Working Group be reconvened to oversee the development of CEO Standards Regulations.

Avon Midland Country Zone	WALGA Recommendation supported
Central Country Zone	WALGA Recommendation supported
East Metropolitan Zone	WALGA Recommendation supported
Gascoyne Zone	WALGA Recommendation supported
Goldfields Esperance Country Zone	WALGA Recommendation supported
Great Eastern Country Zone	WALGA Recommendation supported
Great Southern Country Zone	WALGA Recommendation supported
Kimberley Zone	WALGA Recommendation supported
Murchison Country Zone	WALGA Recommendation supported
North Metropolitan Zone	WALGA Recommendation supported
Northern Country Zone	WALGA Recommendation supported
Peel Zone	WALGA Recommendation supported
Pilbara Zone	WALGA Recommendation supported
South East Metropolitan Zone	WALGA Recommendation supported
South Metropolitan Zone	WALGA Recommendation supported
South West Country Zone	WALGA Recommendation supported

CENTRAL METROPOLITAN ZONE

That Item 5.5 be amended to read:

- 1(a) Support Regulations that require re-advertising CEO positions after 10 year's continual service; and
- 1(b) Encouraging, rather than mandating, that Council seek the involvement of a suitably qualified, experienced, independent recruitment consultant in the CEO Recruitment and Selection Process.

SECRETARIAT COMMENT

WALGA received twenty-six submissions from Local Governments on the CEO Standards and all Local Governments opposed the proposal for CEO positions to be re-advertised after 10 years'.

The other 16 Zones opposed the proposal to require advertising of the CEO's after 10 years.

Moved: Cr Julie Brown
Seconded: Cr Chris Mitchell

1. That WALGA support the establishment of CEO Recruitment, Selection and Performance Review Standards subject to:
 - a) removal from the Regulations the requirement to re-advertise CEO positions after 10 year's continual service;
 - b) Encouraging, rather than mandating, the involvement of an independent person in the CEO Recruitment and Selection Process;
 - c) The retention of Regulation 18C of the *Local Government (Administration) Regulations*;
 - d) Deletion of the requirement under Regulation 18FB(4) to provide a copy of a council resolution certifying compliance with the CEO standards to the Departmental CEO;
 - e) The conduct of an independent assessment of potential industrial and employment law consequences arising from the proposed regulations under Schedule 2, Division 4 'Standards for termination of employment of CEOs'; and
 - f) Deferral of Regulation 18FC pending an independent assessment of the Schedule 2, Division 4 'Standards for termination of employment of CEOs'.
2. Seek that the CEO Recruitment and Selection, Performance Review and Termination Working Group be reconvened to oversee the development of CEO Standards Regulations.

RESOLUTION 146.6/2020

CARRIED

5.6 Model Code of Conduct for Council Members, Committee Members and Candidates Regulations (05-034-01-0001 JM)

Tony Brown, Executive Manager Governance and Organisational Service
James McGovern, Manager Governance

WALGA RECOMMENDATION

That WALGA generally supports the *Local Government (Model Code of Conduct) Regulations 2020* with the following recommendations:

- a) Amend Division 2, Clause 4(d) to read ‘*identify and appropriately manage any conflict of interest*’;
- b) Does not support the inclusion of local level complaints about alleged behavioral breaches and Local Governments dealing with complaints provisions in Division 3, Clauses 10 and 11; and
- c) Supports an external oversight body to manage local level complaints involving council members as prefaced in the *Local Government Review Panel Report, City of Perth Inquiry Report* and *Select Committee into Local Government Report*, to be considered in a future Local Government Act.

Avon Midland Country Zone	WALGA Recommendation supported
Central Country Zone	WALGA Recommendation supported
Central Metropolitan Zone	WALGA Recommendation supported
East Metropolitan Zone	WALGA Recommendation supported
Gascoyne Zone	WALGA Recommendation supported
Goldfields Esperance Country Zone	WALGA Recommendation supported
Great Eastern Country Zone	WALGA Recommendation supported
Kimberley Zone	WALGA Recommendation supported
Murchison Country Zone	WALGA Recommendation supported
North Metropolitan Zone	WALGA Recommendation supported
Northern Country Zone	WALGA Recommendation supported
Peel Zone	WALGA Recommendation supported
Pilbara Zone	WALGA Recommendation supported
South East Metropolitan Zone	WALGA Recommendation supported
South Metropolitan Zone	WALGA Recommendation supported
South West Country Zone	WALGA Recommendation supported

GREAT SOUTHERN COUNTRY ZONE

That WALGA generally supports the *Local Government (Model Code of Conduct) Regulations 2020* with the following amendments to part C:

- Supports an external oversight body with the retention of the adequately-resourced Standards Panel to manage local level complaints involving council members, in preference to a new Independent Assessor, as prefaced in the *Local Government Review Panel Report, City of Perth Inquiry Report* and *Select Committee into Local Government Report*, to be included in a future Local Government Act.

SECRETARIAT COMMENT

It is intended that the creation of the proposed Office of the Independent Assessor will provide improved outcomes for the sector through both capacity building and regulatory / enforcement being vested in a single entity, rather than seeking to modify the Standards Panel system.

Moved: President Cr Karen Chappel
Seconded: President Cr Malcolm Cullen

That WALGA generally supports the *Local Government (Model Code of Conduct) Regulations 2020* with the following recommendations:

- a) Amend Division 2, Clause 4(d) to read '*identify and appropriately manage any conflict of interest*';
- b) Does not support the inclusion of local level complaints about alleged behavioral breaches and Local Governments dealing with complaints provisions in Division 3, Clauses 10 and 11; and
- c) Supports an external oversight body to manage local level complaints involving council members as prefaced in the *Local Government Review Panel Report, City of Perth Inquiry Report* and *Select Committee into Local Government Report*, to be considered in a future Local Government Act.

RESOLUTION 147.6/2020

CARRIED

**MATTERS FOR CONSIDERATION BY STATE COUNCILLORS
(UNDER SEPARATE COVER)**

5.7 Finance and Services Committee Minutes (01-006-03-0006 TB)

Moved: President Cr Karen Chappel
Seconded: President Cr Stephen Strange

That:

1. The Minutes of the Finance and Services Committee Meeting held 18 November 2020 be endorsed.
2. The Governance Budget 2020/21, being for the full year ending 31 May 2021, be endorsed.

RESOLUTION 148.6/2020

CARRIED ABSOLUTE MAJORITY

Cr Catherine Ehrhardt returned to the meeting at 5:40pm.

Cr Catherine Ehrhardt left the meeting at 5:45pm and did not return.

5.8 Selection Committee Minutes (01-006-03-0011 CO)

Mayor Carol Adams and President Cr Michelle Rich declared and interest in Item 5.8 and left the meeting at 5:53pm.

Cr Julie Brown declared an impartiality interest in Item 5.8

Moved: Mayor Logan Howlett
Seconded: President Cr Karen Chappel

That:

1. Recommendation of item 5.4 contained in the 28 October 2020 Selection Committee Minutes be endorsed; and
2. The resolutions contained in the 28 October 2020 Selection Committee minutes be noted.

RESOLUTION 149.6/2020

CARRIED

Mayor Carol Adams and President Cr Michelle Rich left the meeting at 5:53pm and returned at 5:54pm.

5.9 Honours Panel Minutes (01-006-03-0006 MD)

Moved: Cr Chris Mitchell
Seconded: President Cr Phillip Blight

That the Minutes of the Honours Panel held 3 November 2020 be noted.

RESOLUTION 150.6/2020

CARRIED

5.10 Use of the Association’s Common Seal (01-004-07-0001 NS)

Moved President Cr Malcolm Cullen
Seconded Cr Julie Brown

That the use of the Association’s Common Seal be noted.

Document	Document Description	Signatories	State Council prior approval
Funding Agreement Water Corporation and WALGA	Agreement to distribute funds under the Urban Forest Grant Program	WALGA President, Mayor Tracey Roberts WALGA CEO, Nick Sloan	No
Variation Letter - Western Australian Local Government Association ABN 28 126 945 127 as trustee for the LGIS Local Government Insurance Scheme	Acceptance of amendment to credit facility for LGIS credit card (for an additional \$15,000)	WALGA President, Mayor Tracey Roberts WALGA CEO, Nick Sloan	No
LETTER OF OFFER - ANZ COMMERCIAL CARD	Acceptance of offer for commercial credit card and conditions for LGIS (\$15,000 limit)	WALGA President, Mayor Tracey Roberts WALGA CEO, Nick Sloan	No

RESOLUTION 151.6/2020

CARRIED

5.11 LGIS Board Minutes

Moved Cr Paul Kelly
Seconded President Cr Karen Chappel

That State Council note the following:

- a) **LGIS Scheme Board Workshop held on 17 September.**
- b) **Minutes of the LGIS Board meeting held on 8 October.**
- c) **Revised LGISWA Scheme Board Corporate Governance Charter.**

RESOLUTION 152.6/2020

CARRIED

5.12 Flying Minutes CEO Performance Review Committee

Moved Cr Ronnie Fleay
Seconded President Cr Karen Chappel

That the progress report on the Chief Executive Officer's Key Performance Indicators be noted.

RESOLUTION 153.6/2020

CARRIED

6. MATTERS FOR NOTING / INFORMATION

6.1 Submission to the Infrastructure WA State Infrastructure Strategy Discussion Paper (05-085-03-0001 DM)

By Dana Mason, Policy Manager Economics

WALGA RECOMMENDATION

That the endorsed Submission to the Infrastructure WA State Infrastructure Strategy Discussion Paper be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	WALGA recommendation noted
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: Cr Cate McCullough
Seconded: Cr Les Price

That the endorsed Submission to the Infrastructure WA State Infrastructure Strategy Discussion Paper be noted.

RESOLUTION 154.6/2020

CARRIED

6.2 Draft Amendments to the *Planning and Development (Local Planning Scheme) Regulations 2015 (05-047-01-0017 VJ)*

By Vanessa Jackson, Policy Manager Planning and Improvement

Cr Ronnie Fleay declared and interest in Items 6.2 and 6.3 and left the meeting at 5:56pm

WALGA RECOMMENDATION

That the endorsed Submission on the Draft Amendments to the *Planning and Development (Local Planning Scheme) Regulations 2015*, be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	WALGA recommendation noted
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: President Cr Karen Chappel
Seconded: President Cr Phillip Blight

That the endorsed Submission on the Draft Amendments to the *Planning and Development (Local Planning Scheme) Regulations 2015*, be noted.

RESOLUTION 155.6/2020

CARRIED

6.3 Interim Review – State Planning Policy 3.1 Residential Design Codes (05-015-02-0002 CH)

WALGA RECOMMENDATION

That the endorsed submission on the interim review of State Planning Policy 3.1 Residential Design Codes, be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	WALGA recommendation noted
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: President Cr Karen Chappel
Seconded: President Cr Phillip Blight

That the endorsed submission on the interim review of State Planning Policy 3.1 Residential Design Codes, be noted.

RESOLUTION 156.6/2020

CARRIED

Cr Ronnie Fleay returned to the meeting at 5:57pm.

6.4 State and Federal Budgets (05-088-03-0001 DM)

By Dana Mason, Policy Manager Economics

WALGA RECOMMENDATION

That the update on the 2020 Federal and State Budgets be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	WALGA recommendation noted
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: Cr Cate McCullough
Seconded: Cr Les Price

That the update on the 2020 Federal and State Budgets be noted.

RESOLUTION 157.6/2020

CARRIED

6.5 Noongar Heritage Agreement for Local Government (05-032-01-0001 SM)

By Susie Moir, Policy Officer Community

WALGA RECOMMENDATION

That the update on the Noongar Heritage Agreement for Local Government be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	WALGA recommendation noted
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: Cr Cate McCullough
Seconded: Cr Les Price

That the update on the Noongar Heritage Agreement for Local Government be noted.

RESOLUTION 158.6/2020

CARRIED

6.6 Aboriginal Cultural Heritage Bill Consultation (05-032-01-0001 SM)

By Susie Moir, Policy Officer Community

WALGA RECOMMENDATION

That the update on the consultation on the Aboriginal Cultural Heritage Bill be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	WALGA recommendation noted
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: Cr Cate McCullough
Seconded: Cr Les Price

That the update on the consultation on the Aboriginal Cultural Heritage Bill be noted.

RESOLUTION 159.6/2020

CARRIED

6.7 Local Government Animal Welfare in Emergencies Grant Program (06-081-01-0001 EDR)

By Evie Devitt-Rix, Acting Policy Manager Emergency Management

WALGA RECOMMENDATION

That State Council note:

- 1. The Local Government Animal Welfare in Emergencies Grant Program is a collaboration between the Department of Primary Industries and Regional Development (DPIRD) and WALGA to build the capacity of Local Government to assist their communities in responding to, and recovering from, emergencies.**
- 2. Recipients of the Grant funding have been notified and will commence their projects in November.**

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	WALGA recommendation noted
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: Cr Cate McCullough
Seconded: Cr Les Price

That State Council note:

- 1. The Local Government Animal Welfare in Emergencies Grant Program is a collaboration between the Department of Primary Industries and Regional Development (DPIRD) and WALGA to build the capacity of Local Government to assist their communities in responding to, and recovering from, emergencies.**
- 2. Recipients of the Grant funding have been notified and will commence their projects in November.**

RESOLUTION 160.6/2020

CARRIED

6.8 2020 Annual General Meeting (01-003-02-0003 TL)

By Tim Lane, Manager Strategy and Association Governance

WALGA RECOMMENDATION

That the actions taken on the resolutions from the 2020 WALGA Annual General Meeting be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	WALGA recommendation noted
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: Cr Cate McCullough
Seconded: Cr Les Price

That the actions taken on the resolutions from the 2020 WALGA Annual General Meeting be noted.

RESOLUTION 161.6/2020

CARRIED

6.9 COVID-19 Update

By Nicole Matthews: COVID-19 Coordinator

WALGA RECOMMENDATION

That the information contained in this report be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	WALGA recommendation noted
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: Cr Cate McCullough
Seconded: Cr Les Price

That the information contained in this report be noted.

RESOLUTION 162.6/2020

CARRIED

7. ORGANISATIONAL REPORTS

7.1 Key Activity Reports

7.1.1 Report on Key Activities, Commercial and Communications (01-006-03-0017 ZD)

Moved: Cr Julie Brown
Seconded: Cr Chris Mitchell

That the Key Activities Report from the Environment and Waste Unit to the December 2020 State Council meeting be noted.

RESOLUTION 163.6/2020

CARRIED

Cr Joanne Fotakis left the meeting at 5:57pm.

Mayor Ruth Butterfield left the meeting at 5:58 and did not return.

Cr Joanne Fotakis returned to the meeting at 5:59pm.

7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)

Moved: Cr Julie Brown
Seconded: Cr Chris Mitchell

That the Key Activities Report from the Governance and Organisational Services Unit to the December 2020 State Council meeting be noted.

RESOLUTION 164.6/2020

CARRIED

7.1.3. Report on Key Activities, Infrastructure (05-001-02-0003 ID)

Moved: Cr Julie Brown
Seconded: Cr Chris Mitchell

That the Key Activities Report from the Infrastructure Unit to the December 2020 State Council meeting be noted.

RESOLUTION 165.6/2020

CARRIED

7.1.4 Report on Key Activities, Strategy, Policy and Planning (01-006-03-0014 JB)

Moved: Cr Julie Brown
Seconded: Cr Chris Mitchell

That the Key Activities Report from the Strategy, Policy and Planning Unit to December 2020 State Council meeting be noted.

RESOLUTION 166.6/2020

CARRIED

7.2 Policy Forum Report (01-006-03-0007 TB)

Moved: Cr Julie Brown
Seconded: Cr Chris Mitchell

That the report on the key activities of the Association's Policy Forums to the December 2020 State Council meeting be noted.

RESOLUTION 167.6/2020

CARRIED

7.3 President's Report

Moved: Cr Julie Brown
Seconded: Cr Chris Mitchell

That the President's Report for December 2020 be received.

RESOLUTION 168.6/2020

CARRIED

State Council expressed thanks and congratulations to Mayor Tracey Roberts for a successful year in difficult circumstances.

7.4 CEO's Report

Moved: Cr Julie Brown
Seconded: Cr Chris Mitchell

That the CEO's Report for December 2020 be received.

RESOLUTION 169.6/2020

CARRIED

State Council expressed thanks to the Chief Executive Officer, Nick Sloan and the Executive Team for a successful year.

Mayor Howlett left the meeting at 6:19pm and did not return.

7.5 Ex-Officio Reports

7.5.1 LG Professionals Report

Mr Jamie Parry, President, LG Professionals, provided an update to the meeting.

7.5.2 City of Perth Report

Lord Mayor Basil Zempilas, City of Perth was an apology to the meeting.

Tony Brown acknowledged the resignation of Margaret Degebrodt, Governance Executive Officer and thanked her for her commitment and dedication to WALGA and the State Council.

7.6 Item of Special Urgent Business
--

Moved: President Cr Phillip Blight
Seconded: Cr Chris Mitchell

In accordance with WALGA Standing Orders, clause 8; an item of special urgent business be considered in respect to erroneous comments made in the W.A Legislative Council on 11 November 2020

RESOLUTION 170.6/2020

CARRIED BY TWO THIRDS MAJORITY

Moved: President Cr Phillip Blight
Seconded: Mayor Carol Adams

That WALGA write to the President of the Legislature, to request for the erroneous information recorded in Hansard on 11 November 2020 relating to comments made by the Hon Sue Ellery MLC, in respect to the Disallowance Motion concerning Regulation 9 of the Local Government (Rules of Conduct) Regulations 2007 be redacted.

RESOLUTION 171.6/2020

CARRIED

8. ADDITIONAL ZONE RESOLUTIONS

Moved: Cr Julie Brown
Seconded: Cr Paul Kelly

That the additional Zone Resolutions from the November 2020 round of Zones meetings as follows be referred to the appropriate policy area for consideration and appropriate action.

RESOLUTION 172.6/2020

CARRIED

AVON-MIDLAND COUNTRY ZONE

WALGA AGM Venue – Commercial and Communication

That the Zone recommends to the WA Local Government Association that the Association's Annual General Meeting revert to being held at the Perth Convention Centre.

SOUTH METROPOLITAN ZONE

Regional State Council Meeting 2021 – Governance and Organisational Services

That the City of Cockburn host the May 2021 Metropolitan Zone Forum and State Council Regional Meeting, on Wednesday 5 May.

Introduction of Indigenous Country Names to Australia's Official Address Standard – Strategy Policy and Planning

That WALGA support the inclusion of indigenous country names as part of Australia's official address standard and to advocate this position to Australia Post and other relevant bodies.

Office of the Auditor General (OAG) – Cyber Security Alert – Governance and Organisational Services

That the South Metropolitan Zone requests WALGA to research Audit Standards relating to:

- Cyber Security and requirements for Local Governments;
- Ways of combating Cyber Security; and
- Confidentiality Issues

PILBARA COUNTRY ZONE

Lodging Houses and Mining Operations – Strategy, Policy and Planning

That the Pilbara Zone considers and agrees that there is a lack of direction from the State in relation to Mining and Transient Workers Accommodation with respect to its inclusion as a 'lodging-house' and requests WALGA:

1. Advocates to the State Government (Department of Health) to provide a clear determination in consultation with Local government and industry;
2. Advocates to the State Government to clearly define accommodation with respect to mining operations and amend its existing legislated definitions to clearly include or exclude such mining operation accommodation.

CENTRAL COUNTRY ZONE

Roads 2040: Development Strategies for Regionally Significant Local Roads – Infrastructure

That the Central Country Zone seek comment from WALGA on:

1. the progress of implementation of the *DRAFT GUIDELINES AND CRITERIA for the Identification of Significant Local Government Roads*; and
2. the anticipated inclusion of routes/roads within the Central Country Zone of WALGA region into ROADS 2040 that are currently included in Roads 2030.

NORTH METROPOLITAN ZONE

Elected Member Compulsory Training – Governance and Organisational Services

That:

1. The Council Member Essentials course be reviewed, and any amendments implemented prior to 2021 Local Government Elections; and
2. Recognition of Prior Learning be included in round two and beyond.

In addition, the North Metropolitan Zone noted:

1. *There is a gap in the training on planning and finance.*
2. *General and financial support is required for Elected Members undertaking the training.*

PEEL ZONE

Cat Management – Governance and Organisational Services

1. That WALGA write to the Minister for Local Government requesting the urgent advancement of amendments to the *Cat Act 2011* and subsidiary legislation incorporating the following:
 - a) That cats are required to be confined to the cat owner's property.
 - b) That prohibited areas be able to be created via Council resolution without local law amendment (via Council resolution similar to the *Dog Act 1976*).
 - c) That there is a consistent approach to the number of cats permitted at a property and this is prescribed within the state legislation.
 - d) Clear definitions on differentiation of feral, stray and domesticated cats are incorporated and recognised as the high number of unowned stray cats that are not feral. Unidentified cats should be considered feral and be managed in shorter time periods given the low rate of owner collections from impoundment and high rate of informal "ownership".
2. That a comprehensive state-wide public education campaign be developed. It is clear that there remains a percentage of the community who are not aware of the requirements of the *Cat Act 2011* to register, microchip and sterilise their cats. For any cat related laws to be effective identification must be comprehensive and clear advice on the preferred requirement for containment as well as registration, micro-chipping and sterilisation requirements.
3. That a state-wide financial assistance program be provided to pensioners for cat sterilisation and microchipping. There remains clear barriers to cat identification and it is essential that efforts are made to overcome this. Without effective identification any cat legislation will not be effective and lead to heavy burdens on trapping and rehoming programs.

SOUTH WEST COUNTRY ZONE

Request for WALGA to Advocate for a Reduction in Local Government Expenditure for Regional Road Group Projects – Infrastructure

That WALGA advocate to Main Roads Western Australia to reduce the 33 percent Local Government contribution to 15 percent for all approved Regional Road Group projects.

SWAMS HealthHUB – Strategy, Policy and Planning

That the WALGA South West Country Zone

1. Supports the South West Aboriginal Medical Service's (SWAMS) proposal for a SWAMS HealthHUB to be located in Bunbury, and
2. Requests that WALGA write to State Government on behalf of Local Governments to advocate for funding for the project.

Slip-on Eligibility for ESL Grant Support – Strategy, Policy and Planning

That the South West Country Zone of WALGA supports the recommendation that slip-on fire units be reinstated onto the eligibility list for ESL grant funding.

GASCOYNE COUNTRY ZONE

Asset Preservation Model – Infrastructure

1. WALGA write to the Grants Commission recommending that they resolve the various labelling, formatting, documentation and other legibility issues.
2. WALGA seek direction from the Infrastructure Policy Team to advocate to the Grants Commission for change to the Asset Preservation Model.
3. In the longer term, the Asset Preservation Model could be reviewed and rebuilt, with model using a much simpler method of estimating road maintenance need.

SOUTH EAST METROPOLITAN ZONE

The Cost of Revaluations – Governance and Organisational Services

That WALGA advocate for the equal distribution of valuation costs for properties where the Water Corporation, the Department of Fire and Emergency Services and the Local Government require the valuation.

CENTRAL METROPOLITAN ZONE

Mayor Logan Howlett declared an impartiality interest in this item.

Authorised Inquiries and Show Cause Notices – Governance and Organisational Services

That WALGA:

1. Receives the Supreme Court Decision [2020] WASC 350, made by Justice Tottle on 2 October 2020 about the Show Cause Notice issued by the Minister for Local Government on 26 May 2020 against the Town of Cambridge;
2. Requests the Minister for Local Government to:
 - 2.1 Acknowledge the Supreme Court Findings made by Justice Tottle in his decision [2020] WASC 350, as there are applicable to other local governments;
 - 2.2 Consider that he will not issue any more Show Cause Notices against local government without giving prior written reasons and prior engagement with the affected Council, in order to attempt to resolve; and
 - 2.3 Consider that the process for an Authorised Inquiry will be amended to:
 - a) Require prior engagement and a less adversarial approach with the affected local government, in order to attempt to resolve issues, improve good governance and performance;
 - b) Require regular progress reports to the affected local government; and

- c) Require a specified time frame to be state for the conduct of the Authorised Inquiry and any extension of the Inquiry to require the Minister’s approval.

9. DATE OF NEXT MEETING

The next meeting of the WALGA State Council will be held in the Boardroom at WALGA, ONE70 Railway Parade, West Leederville, on Wednesday **3 March 2021** commencing at 5pm.

10. CLOSURE

There being no further business the Chair declared the meeting closed at 6:30pm.

DECLARATION

These minutes will be confirmed at the meeting held on 3 March 2021.

Signed

 Person presiding at the meeting at which these minutes were confirmed

TOWN OF BASSENDEAN DELEGATES REPORT

The following report is based on the 3 DECEMBER 2020 MEETING OF THE EMRC COUNCIL.

1. Council Minutes

1a. Draft EMRC Annual Report (Item 14.4)

Overview

- It is a requirement of section 5.53 of the *Local Government Act 1995* (the Act) that an annual report is prepared for each financial year.
- Section 5.54 of the Act requires the annual report to be accepted by Council, with an absolute majority, no later than 31 December after that financial year.
- Section 5.55 of the Act states that, “*The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government*”.

Resolution(s)

That:

1. Council, by absolute majority, in accordance with section 5.54 of the *Local Government Act 1995*, accepts the draft EMRC Annual Report 2019/2020 and the statements therein forming the attachment to this report.
2. Local public notice be given, in accordance with section 5.55 of the *Local Government Act 1995*, of the availability of EMRC’s Annual Report 2019/2020.

Implication(s) for Town of Bassendean

- Member Councils own a proportionate share of the equity of the EMRC per the Establishment Agreement.

1b. Request for Tender RFT 2020-009 EMRC Caddy Bins, Caddy Liners, Pet Waste Bags and Distribution Services (Item 14.7)

Overview

- The EMRC has worked with the City of Bayswater to manage the supply chain of caddy bins, caddy liners and pet waste bags in the implementation of the FOGO initiative for the City of Bayswater.
- At this time the award of contract is for the supply of caddy bins and caddy liners only to the City of Bayswater with an opportunity for other member Councils in the future. The EMRC is not proceeding with the award of contract in regards to the FOGO caddy distribution services and supply of pet waste bags.
- The request for tender has also allowed for each tenderer to propose a volume discount commercial arrangement to assist other member Councils with their implementation of the FOGO initiative in the future (if required).
- The EMRC is to be reimbursed from the City of Bayswater, and possibly other participating member Councils in future years, as per the RFT for the supply of caddy bins and caddy liners as and when required.
- A request for tender for the supply of caddy bins, caddy liners, pet waste bags and distribution services was advertised via Tenderlink on 4 November 2020.
- Tenders closed on 26 November 2020 with four (4) conforming submissions being received.
- A contingency allowance of 10% of the contract sum is recommended to cover unexpected costs during the caddy bins and liners distribution process.

Resolution(s)

That:

1. Council award Tender RFT 2020-009 Caddy Bins, Caddy Liners, Pet Waste Bags and Distribution Services to Mastec Australia Pty Ltd for \$126,140.00 (ex GST) for the supply of caddy bins and Biobag World Australia Pty Ltd for \$2,412,000.00 for the supply of caddy bin liners based on separate fixed price schedules for 3 years with two (2) optional one (1) year extensions.
2. The CEO be authorised on behalf of the EMRC to enter into a contract separately with Mastec Australia Pty Ltd and Biobag World Australia Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed between the EMRC and Mastec Australia Pty Ltd and/or Biobag World Australia Pty Ltd.
3. Council authorise a 10% contingency based on the tendered price schedule for any contract variations that may arise in relation to Tender RFT 2020-009 Caddy Bins, Caddy Liners, Pet Waste Bags and Distribution Services.

Implication(s) for Town of Bassendean

- The outcome of the RFT 2020-009 Caddy Bins, Caddy Liners, Pet Waste Bags and Distribution Services will vary according to the take up by individual member Councils.

1c. Arrangement to Operate a Baywaste Transfer Station (Item 14.8)

Overview

- The City of Bayswater's transfer station at 271 Collier Road, Morley known as Baywaste was operated by Cleanaway on a month by month lease.
- At their May 2020 Council meeting, the City of Bayswater resolved to enter into an arrangement with the EMRC to operate the transfer station on behalf of the City for a period of six months on a trial basis.
- EMRC Council resolved to enter into an agreement with the City of Bayswater to operate the City of Bayswater's Baywaste Transfer Station at 271 Collier Road, Morley WA 6062 on a cost-plus basis, for a period up to 31 December 2020 or an earlier period as deemed appropriate by the EMRC CEO.
- The EMRC has been operating the site since 1 July 2020 and in that time commercial waste tonnages received have exceeded budget resulting in more waste delivered to Red Hill as well as reducing costs to the City of Bayswater.
- At their 27 October 2020 Council Meeting, the City of Bayswater resolved to extend the agreement with the EMRC to operate Baywaste on its behalf until 30 June 2024 with an option for a further two-year extension at the sole discretion of the City of Bayswater.

Resolution(s)

That Council extends the agreement with the City of Bayswater to operate the City of Bayswater's Baywaste Transfer Station at 271 Collier Road, Morley WA 6062 on a cost-plus basis, until 30 June 2024 with an option for a further two year extension at the sole discretion of the City of Bayswater.

Implication(s) for Town of Bassendean

Town of Bassendean Access to a local transfer station for waste disposal and some recycling.

1d. Sustainability Team Projects Proposal 2021/2022 (Item 14.10)

Overview

- The Sustainability Team Projects Proposal for 2021/2022 has been developed and is attached for Council's consideration.
- Regional strategies including advocacy, economic development, integrated transport and the environment assist in guiding delivery of the Sustainability Team's programs and projects to participating member Councils.
- The programs/projects and associated financial commitments have been prepared for member Councils' consideration.
- It is proposed that commencing in 2021/2022 the Sustainability Team will focus its efforts on a regional scale to progress a Net Zero Cities (Region) 2040 or 2050 depending on the will of member Councils.
- Net Zero will be the overarching theme for existing programs/projects such as Achieving Carbon Emissions Reduction (ACER); Water and Energy programs, Building Benchmarking; Future Proofing and new initiatives such as LED Street lights conversions and other supported initiatives.
- The following regional programs/projects will continue for 2021/2022:
 - Integrated transport projects, with a particular emphasis on road safety and congestion;
 - Economic development related projects;
 - Regional events and Advocacy;
 - Eastern Region Catchment Management Program; and
 - Final Stage 4 of the Flood Study - Managing Flood Risk.
- The EMRC Regional Development Reserve currently totalled at \$322,511, will be utilised to fund Net Zero initiatives as agreed to by member Councils.
- State and federal government and other stakeholder funding will also continue to be sought to help fund and guide future delivery of key infrastructure projects in the region.

Resolution(s)

That Council:

1. Notes the programs/projects and funding commitments outlined in the Sustainability Team Projects Proposal 2021/2022, forming the attachment to this report, which will form the basis of discussion with member Council CEOs; and
2. Acknowledges that any new Net Zero program will be part funded from the Regional Development Reserve fund (currently totalling \$322,511) in 2021/2022, which will be the subject of a future report to Council in 2021.

Implication(s) for Town of Bassendean

- Discussions to be had with CEO and any relevant staff.
- Participating member Councils officers' time may be required when liaising with the EMRC on specific projects delivered by the Sustainability Team

2. Audit Committee Minutes 19 November 2020

2a. Annual Financial Report and Audit Report for Year Ended 30 June 2020 (Item 11.1)

Overview

- The Terms of Reference of the Audit Committee includes a list of duties and responsibilities, among which is a requirement for the Committee to:
 - Review Council's draft annual financial report; and
 - Recommend adoption of the Annual Financial Report to Council.
- The Office of the Auditor General (OAG), via contractors Butler Settineri, has completed the audit of the 2019/2020 Financial Report, which is attached for Council adoption.

Resolution(s)

That:

1. Council adopts the audited Annual Financial Report for the year ended 30 June 2020 and the Independent Auditor's Report on that Annual Financial Report forming attachment 1 of this report.
2. Council notes the contents of the Interim Audit Report and the management comments provided in the response forming attachment 2 of this report.
3. Council notes the contents of the Audit Completion Report to the Audit Committee for the year ended 30 June 2019 forming attachment 3 of this report.
4. In accordance with Regulation 51(2) of the *Local Government (Financial Management) Regulations 1996*, a copy of the 2019/2020 Annual Financial Report be submitted to the Departmental CEO, Department of Local Government, Sport and Cultural Industries, within 30 days of the receipt by the EMRC's CEO of the auditor's report on that financial report.

Implication(s) for Town of Bassendean

- Proportional share in the total equity of the EMRC.

Grants Awarded in 2020/2021 Financial Year.


Name of Grant		\$ Grant Amount Awarded
1	<p>Tackling a Troublesome Two: Provision of drop-off points for expanded polystyrene and aerosols in Perth's Eastern Region</p> <p>Perth's eastern region currently lacks locations where empty aerosols and polystyrene can be dropped off, resulting in them being landfilled. This project will establish a drop-off point in each EMRC's member council and will be supported by a comprehensive waste education program. Location: Multiple sites in Perth's eastern region. Members: Town of Bassendean, City of Bayswater, City of Kalamunda, Shire of Mundaring and City of Swan.</p>	\$65,775
2	<p>Circular Economy Training and Capacity Building</p> <p>This Grant will enable the EMRC to work closely with the Circular Economy Alliance Australia (CEAA) to develop and deliver capacity-building training education programs aimed at key people across government, business, industry and the community sectors.</p>	\$50,000

Awards Received in 2020/2021 financial year.

Name of Award	
1	<p>Department of Transport 'Your Move' 2020 Awards</p> <p>The EMRC won the 'Innovate Award' in the Department of Transport's Your Move 2020 Awards for its 'Share the Space' behavioural change campaign.</p> <p>The Award was presented on 18 November by the Minister for Transport and Planning, Rita Saffioti, and accepted by the EMRC's Chief Sustainability Officer Wendy Harris.</p>
2	<p>2020 Waste Champion</p> <p>Marcus was the winner of the 2020 Waste Champion title in the WA Waste Authority's Infinity Awards, which acknowledge and celebrate outstanding achievements of Western Australians working towards a better future through improved waste practices and innovative waste solutions.</p>

ATTACHMENT NO. 3

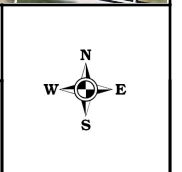


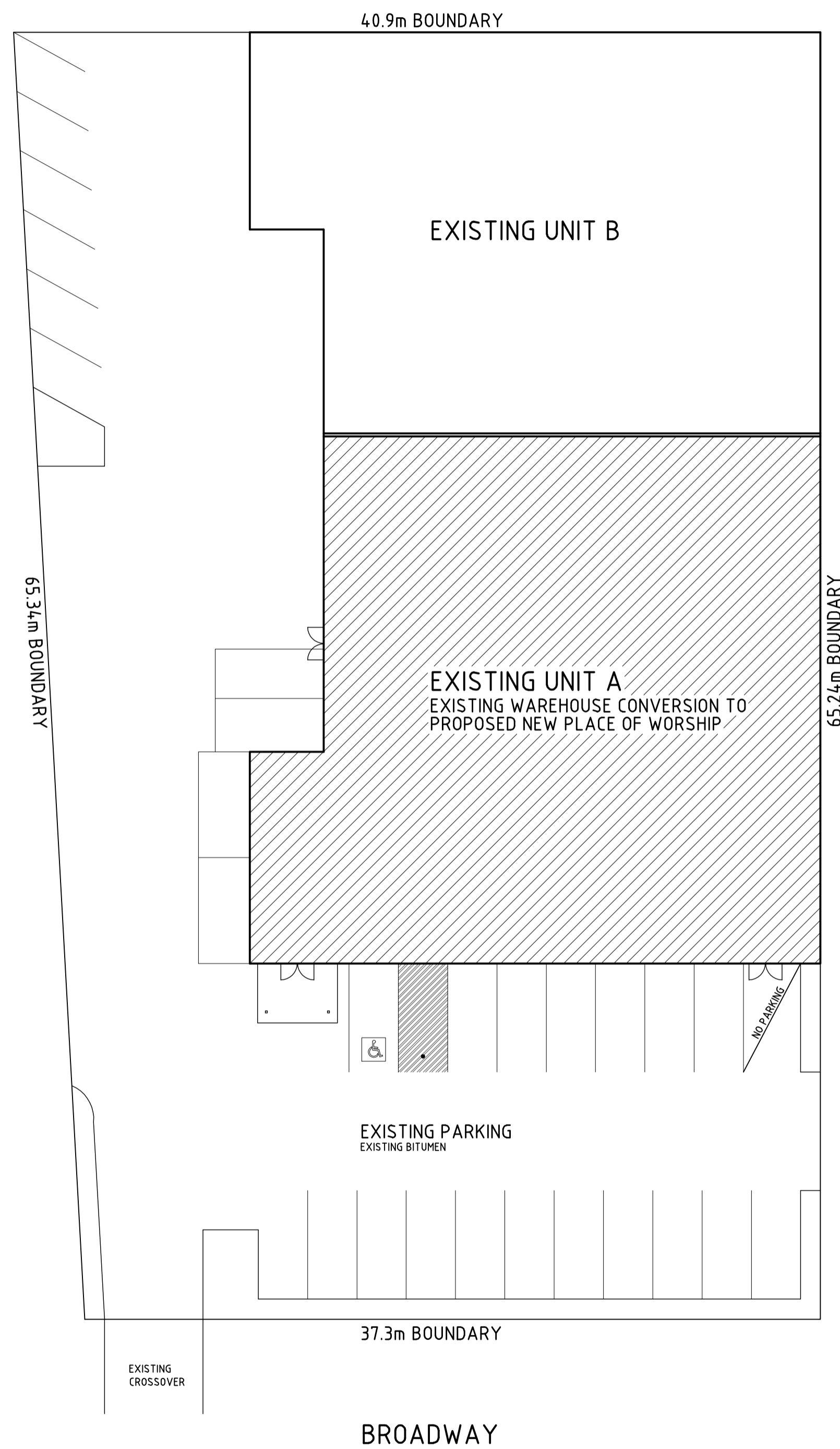

 Town of Bassendean
 35 Old Perth Road
 Bassendean WA 6054
 Phone: 9377 8000
 Fax: 9279 4257
 Email: mail@bassendean.wa.gov.au

Disclaimer: The Town Of Bassendean accepts no responsibility for the accuracy of this image or the results of any actions taken when using this image. This map is based on information provided by and with the permission of the Western Australian Land Information Authority.

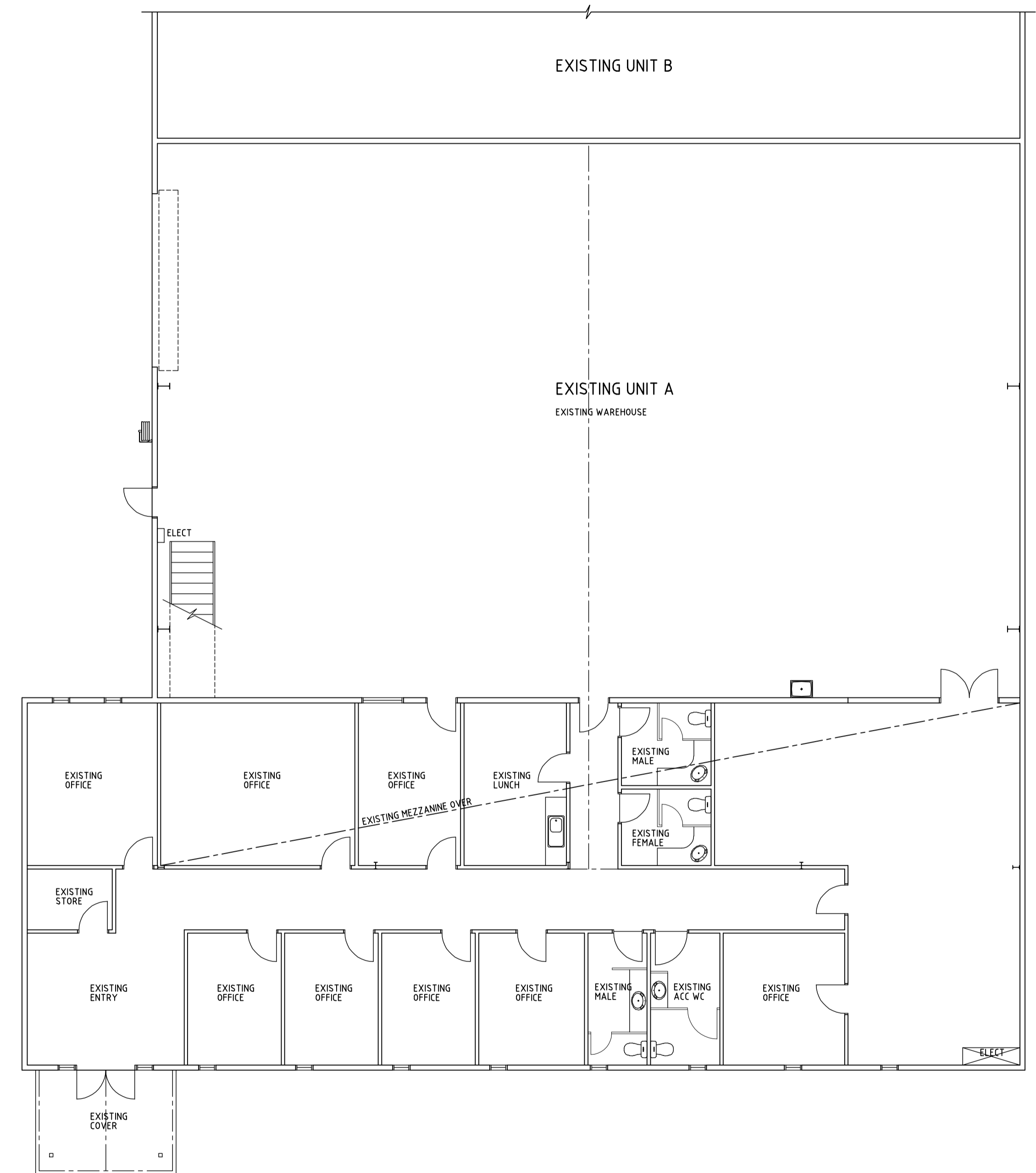
Location Plan

25/11/2020
 Scale: 1: 1500

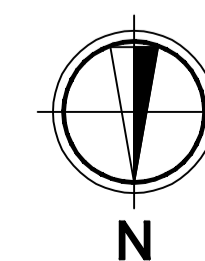




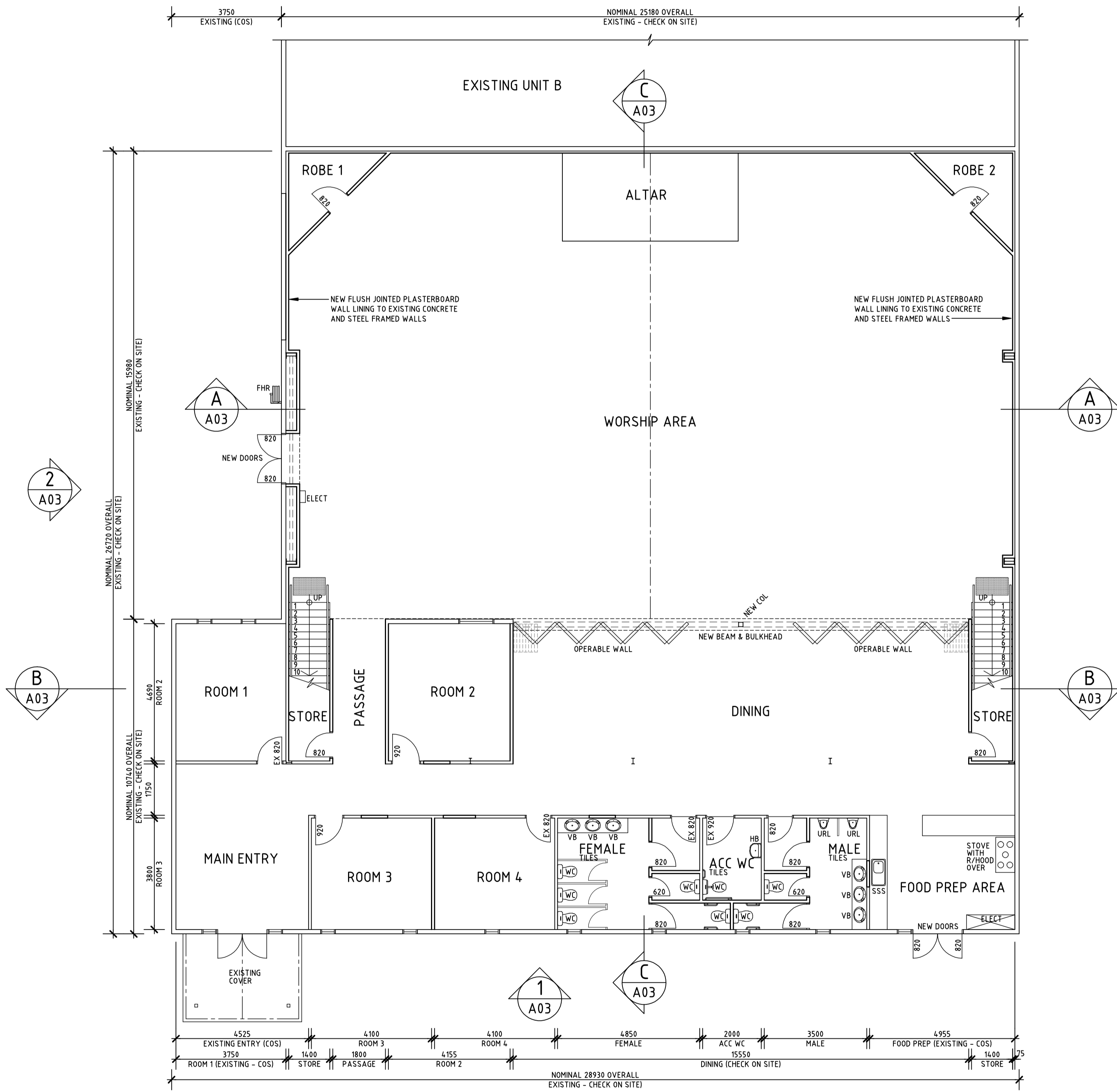
SITE PLAN
SCALE 1:200



EXISTING FLOOR PLAN
SCALE 1:100



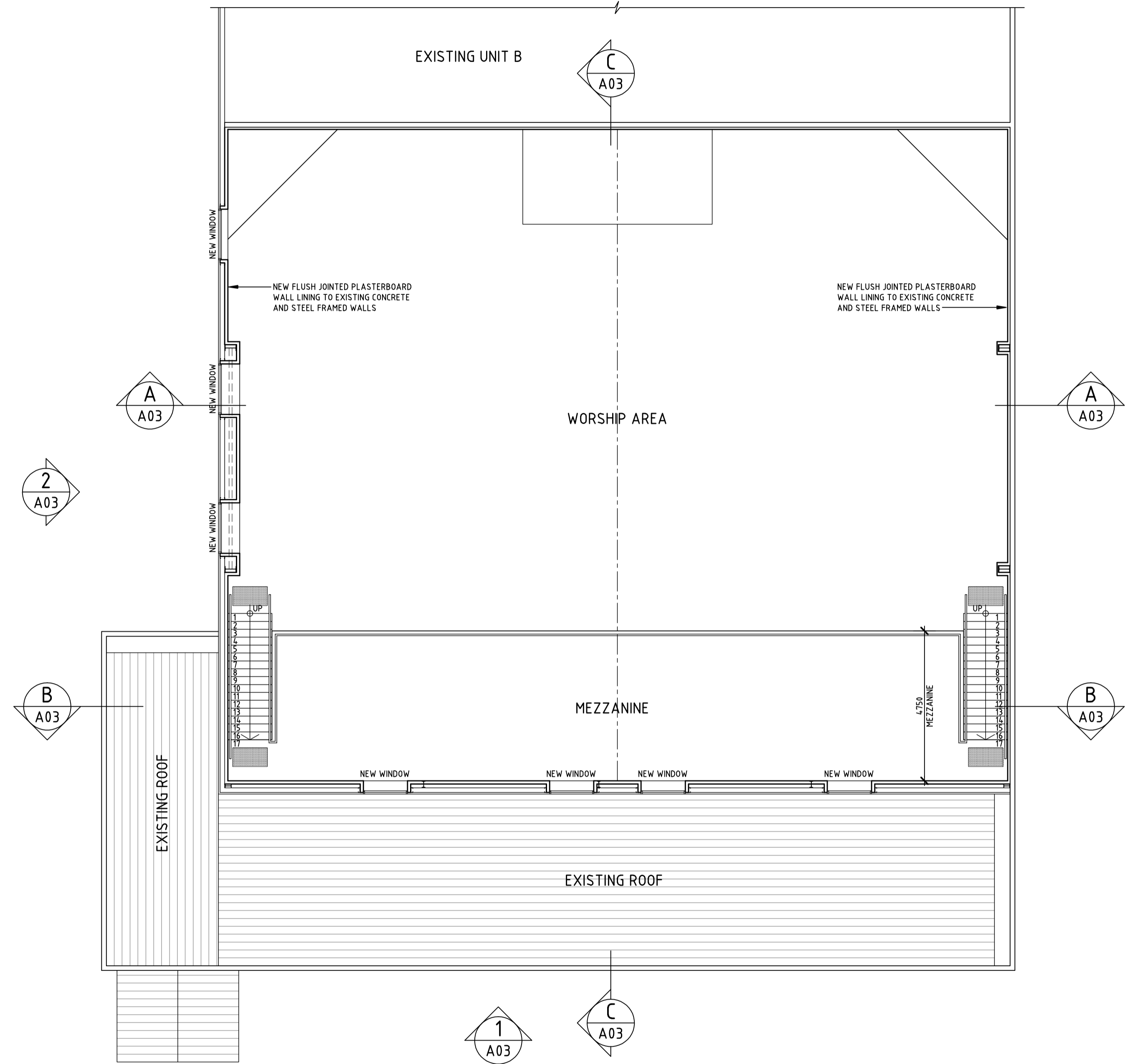
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A	ISSUED FOR CLIENT APPROVAL AND CHECKING	11.07.2017
No.	REVISION	DATE
EXISTING WAREHOUSE CONVERSION TO PROPOSED NEW PLACE OF WORSHIP ON LOT 143 (UNIT A 105) BROADWAY, BASSENDEAN		SCALE: 1:100
		DATE: JULY 2017
SITE PLAN & EXISTING FLOOR PLAN		BASSENDEAN DWG
DWG No. A01_B		PRINT AT 'A1'



PROPOSED FLOOR PLAN
SCALE 1:100

AREAS:

WORSHIP AREA	378 m ²
AMENITIES	315 m ²
TOTAL	693 m ²
MEZZANINE	108 m ²
Q/A TOTAL	801 m ²

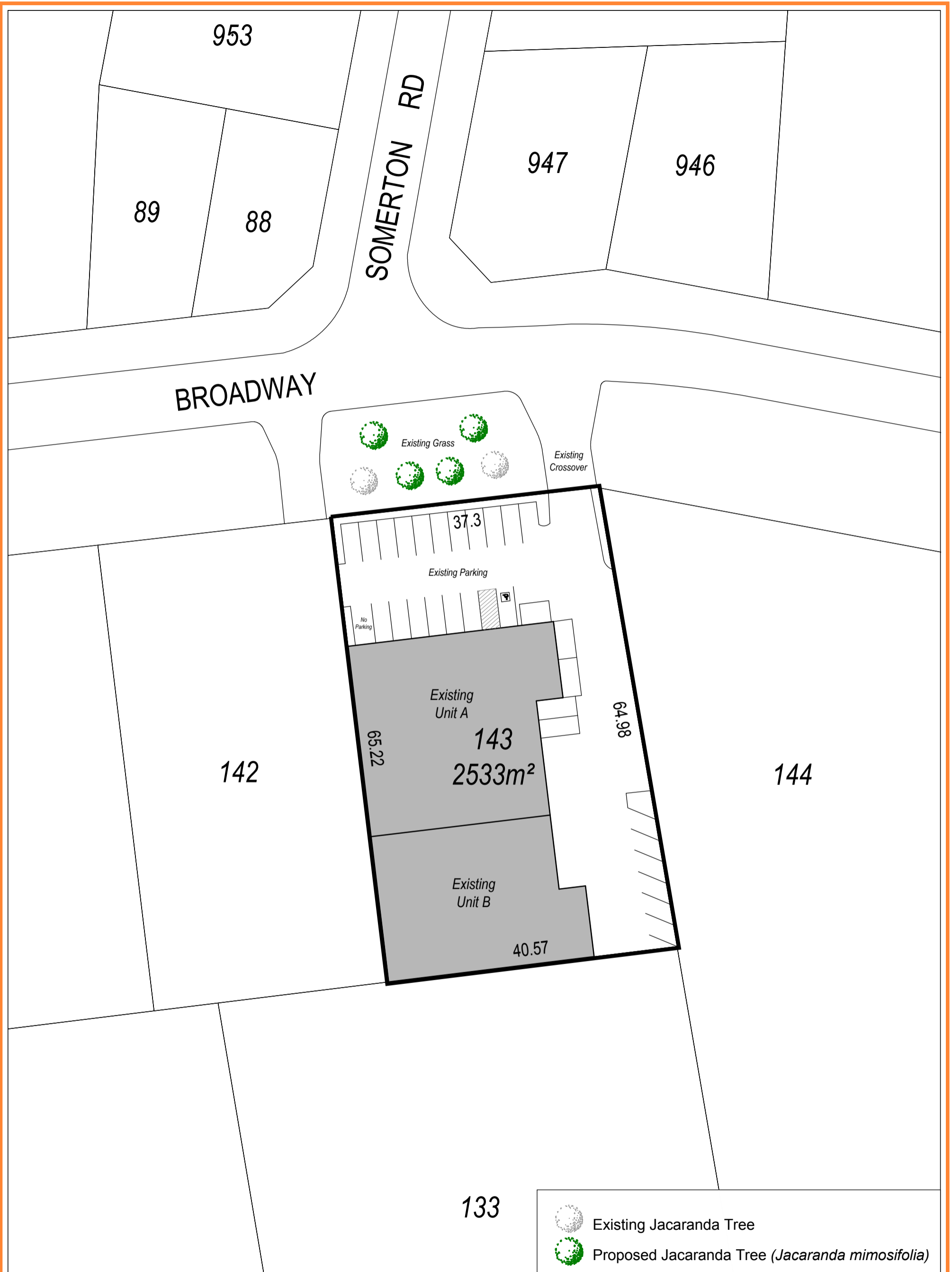




PROPOSED MEZZANINE FLOOR PLAN
SCALE 1:100



B	ISSUED FOR PLANING APPROVAL	14.07.2017
A	ISSUED FOR CLIENT APPROVAL AND CHECKING	11.07.2017
No.	REVISION	DATE
EXISTING WAREHOUSE CONVERSION TO PROPOSED NEW PLACE OF WORSHIP ON LOT 143 (UNIT A 105) BROADWAY, BASSENDEAN		SCALE: 1:100
		DATE: JULY 2017
		BASSENDAN.DWG
DWG No. A02_B		PRINT AT 'A'

FLOOR PLANS

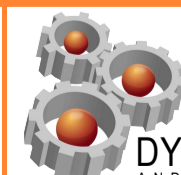


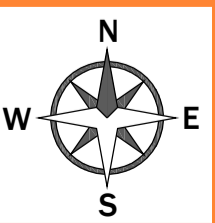
 Existing Jacaranda Tree
 Proposed Jacaranda Tree (*Jacaranda mimosifolia*)

LANDSCAPING PLAN
LOT 143 (No. 105) BROADWAY
BASSENDAN
COPYRIGHT RESERVED BASE PLAN COURTESY OF LANDGATE

 **UDA**
 Urban Development Institute of Australia
 WESTERN AUSTRALIA
 **PIA**
 Planning Institute Australia
 **CPP**
 CERTIFIED PRACTISING PLANNER

SCALE: 1:500 @ A3
DATE: 1st OCTOBER 2020
 FILE: 678_1.10.2020.dwg
 DRAW: - SB
 CHECKED: -


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Pastor James Tin Kung
Perth Chin Baptist Church Inc
Unit 1 105 Broadway
BASSENDEAN WA 6054

Dear Pastor James

Thank you for your letter regarding using additional car parking spaces on Sunday afternoons.

I have pleasure in letting you know that the number of bays available for you has been increased to 30 bays subject to the terms of our current agreement. We will amend the agreement we have with you to reflect this change.

It is a pleasure to assist a sister Church in this way.

Kind Regards

A handwritten signature in black ink that reads "Terry Hicks".

Terry Hicks
Business Manager
11th August 2020

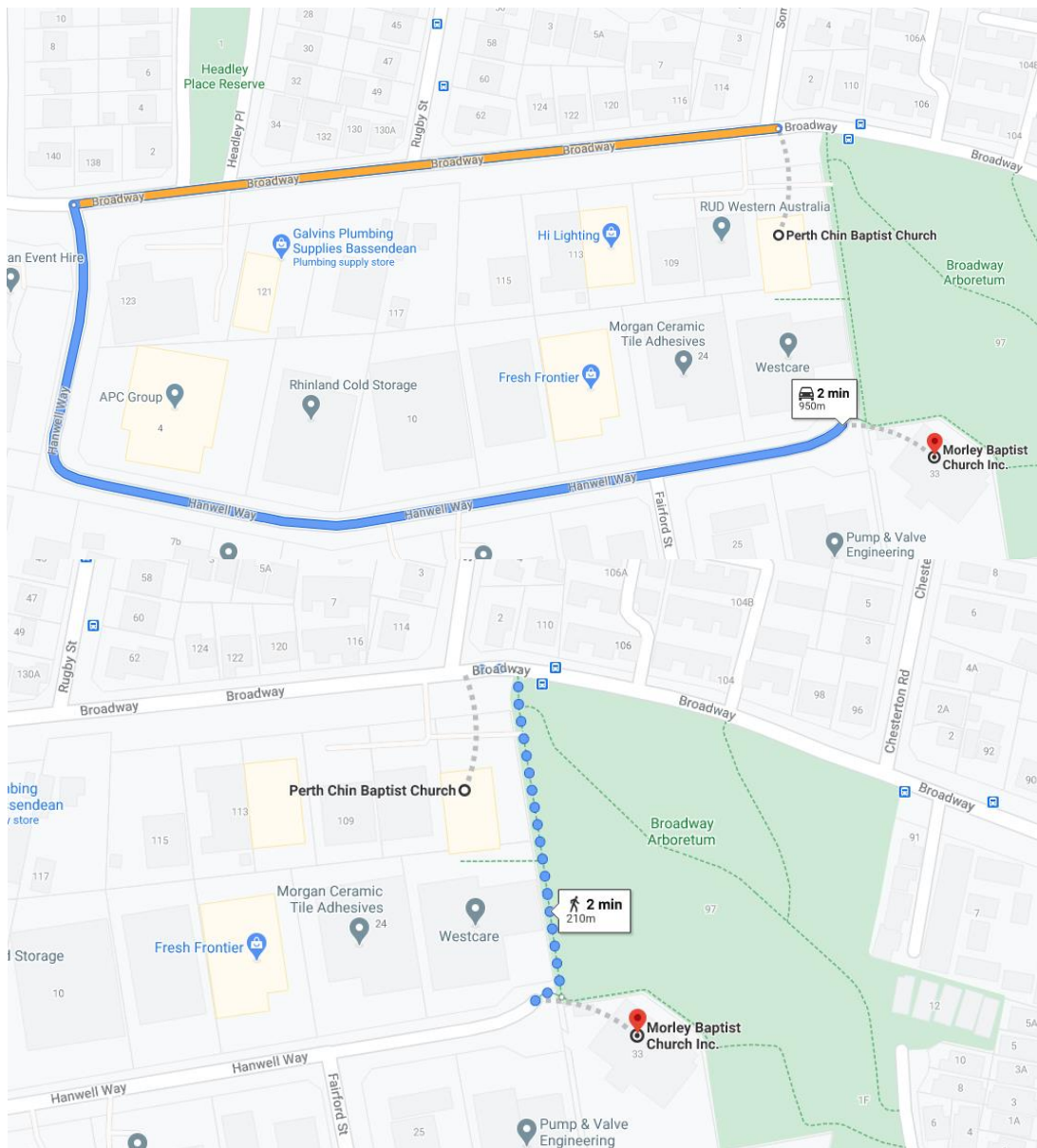
PERTH CHIN BAPTIST CHURCH
SUNDAY SERVICE PARKING MANAGEMENT PLAN

To Patrons

Perth Chin Baptist Church has an established legal agreement with Morley Baptist Church to utilise a total of 30 car parking bays during our Sunday service at their property at 33 Hanwell Way, Bassendean. Should you attend the service and realise no parking exists on site please make your way to Morley Baptist Church by:

1. Turning left onto Broadway;
2. Turning left onto Hanwell Way and driving along Hanwell Way until the end of the cul-de-sac where Morley Baptist Church is location; and
3. Once parked, please utilise the pedestrian paths through Broadway Arboretum back to the Perth Chin Baptist Church.

A map noting the directions to Morley Baptist Church is noted below.



Transport Impact Statement

Proposed Increase in Capacity /
Shared Parking Arrangement - No.
105 Broadway, Bassendean

CW1142500



Prepared for
Chin Baptist Church Inc

25 September 2020

Contact Information

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Document Information

Prepared for	Chin Baptist Church Inc
Project Name	Proposed Increase in Capacity / Shared Parking Arrangement - No. 105 Broadway, Bassendean
File Reference	CW1142500
Job Reference	CW1142500
Date	25 September 2020
Version Number	A

Author(s):

Dana Romic
 Transport Planner

Effective Date 25/09/2020

Approved By:

Ray Cook
 Business Leader – Traffic & Transport Planning

Date Approved 25/09/2020

Document History

Version	Effective Date	Description of Revision	Prepared by	Reviewed by
A	25 September 2020	For Issue	DR	RJC

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Our report is based on information made available by the client. The validity and comprehensiveness of supplied information has not been independently verified and, for the purposes of this report, it is assumed that the information provided to Cardno is both complete and accurate. Whilst, to the best of our knowledge, the information contained in this report is accurate at the date of issue, changes may occur to the site conditions, the site context or the applicable planning framework. This report should not be used after any such changes without consulting the provider of the report or a suitably qualified person.

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1 Introduction

1.1 Background

Cardno was commissioned by Chin Baptist Church Inc (“the Client”) to prepare a Transport Impact Statement (TIS) to support a development application for an increase in the total capacity and an agreed shared parking arrangement at No. 105 Broadway, Bassendean.

This TIS has been prepared in accordance with the *Western Australian Planning Commission (WAPC) Transport Impact Assessment Guidelines for Developments: Volume 4 – Individual Developments (2016)* and the checklist is included in **Appendix A**.

This application proposes an increase in the total capacity of patrons attending the Sunday service at Chin Christian Church from 110 to 200 and entering an agreement to lease 30 car parking bays from Morley Baptist Church to cater for the increase in patrons. No new development is proposed as part of this application.

1.2 Existing Site Context

The Site is located at No. 105 Broadway, Bassendean. **Figure 1-1** shows an aerial image of the Site.

Figure 1-1 Aerial Image of Site



Source: Neapmap 2020

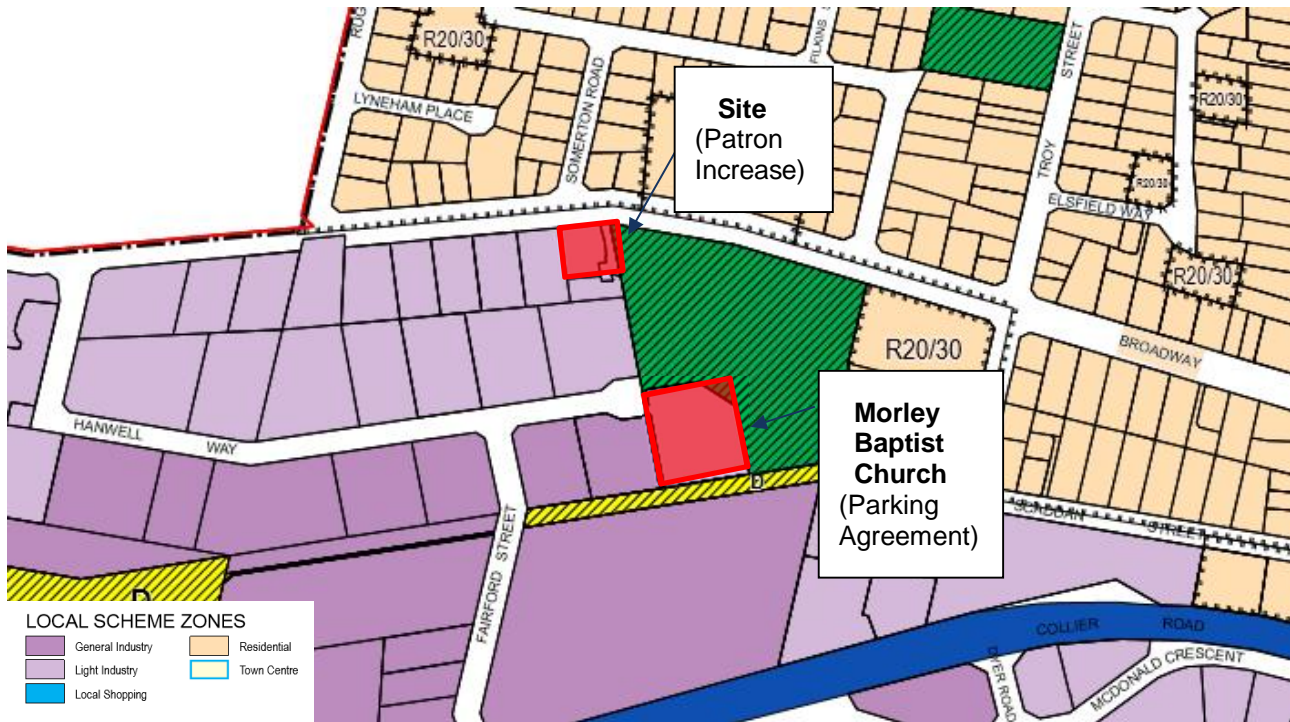
The Site (Chin Christian Church) was originally zoned ‘Light Industry’ under the *Town of Bassendean Local Planning Scheme No. 10* as shown below in **Figure 1-2**.

A change of use application was proposed at the Site from ‘Light Industry’ to ‘Place of Worship’ which was approved in 2017.

The approval was subject to a range of conditions including a maximum permitted capacity of 110 people on-site at any one time and an agreement with the Town of Bassendean to provide 22 on-site car parking bays for patrons during the Sunday service.

This application is for a proposed increase in total capacity at the Site from 110 patrons to 200 and for the Site (Chin Christian Church) to enter into an agreement with Morley Baptist Church (located 1km away by road or 200m on foot) to lease 30 car parking bays during Sunday service only.

Figure 1-2 Town of Bassendean Zoning



Source: Town of Bassendean Local Planning Scheme No. 10

1.3 Surrounding Road Network

Road classifications are defined in the Main Roads Functional Hierarchy as follows:

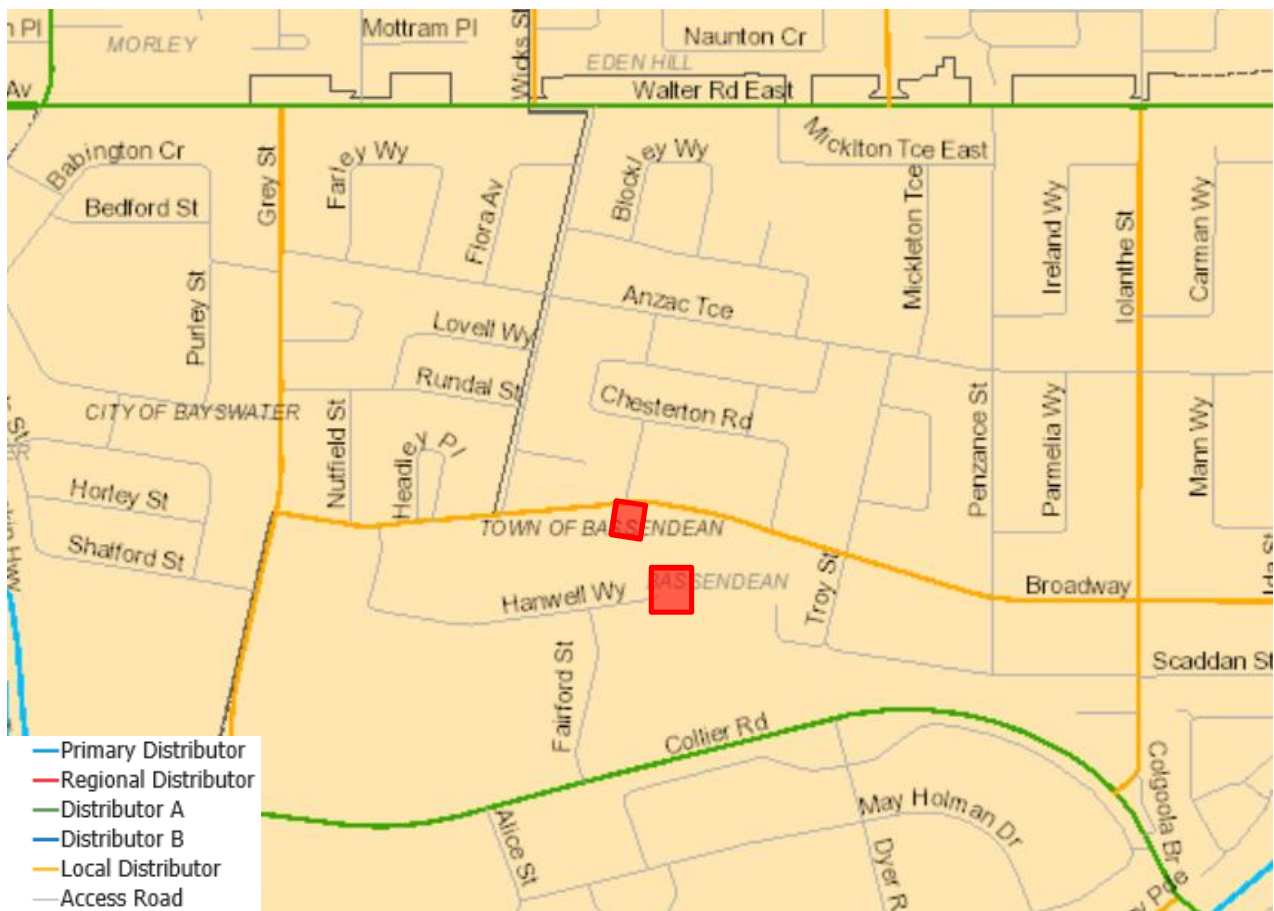
- > **Primary Distributors (light blue):** Form the regional and inter-regional grid of MRWA traffic routes and carry large volumes of fast-moving traffic. Some are strategic freight routes, and all are National or State Roads WA.
- > **Regional Distributors (red):** Roads that are not Primary Distributors, but which link significant destinations and are designed for efficient movement of people and goods within and beyond regional areas. They are managed by Local Government
- > **District Distributor A (green):** These carry traffic between industrial, commercial and residential areas and connect to Primary Distributors. These are likely to be truck routes and provide only limited access to adjoining properties. They are managed by Local Government.
- > **Distributor B (dark blue):** perform a similar function to District Distributor A but with reduced capacity due to flow restrictions from access to and roadside parking alongside adjoining property. These are often older roads with traffic demand in excess of that originally intended. District Distributor A and B roads run between land-use cells and not through them, forming a grid that would ideally be around 1.5 kilometres apart. They are managed by Local Government.
- > **Local Distributors (orange):** Carry traffic within a cell and link District Distributors at the boundary to access roads. The route of the Local Distributor discourages through traffic so that the cell formed by the grid of District Distributors only carries traffic belonging to or serving the area. These roads should accommodate buses but discourage trucks. They are managed by Local Government.
- > **Access Roads (grey):** Provide access to abutting properties with amenity, safety and aesthetic aspects having priority over the vehicle movement function. These roads are bicycle and pedestrian friendly. They are managed by Local Government.

The Site is bounded by Broadway to the north and Broadway Arboretum Park to the east. The surrounding road network is further described in **Table 1-1** and **Figure 1-3** shows the road hierarchy as per the Main Roads WA Road Information Mapping System.

Table 1-1 Road Network Classification

Street Names	Road Hierarchy			Road Network		
	Road Hierarchy	Jurisdiction	No. of Lanes	No. of Footpaths	Width (m)	Posted Speed
Broadway	Local Distributor	Local Government	2	1	6	50
Somerton Road	Access Road	Local Government	2	0	6	50
Hanwell Way	Access Road	Local Government	2	1	6	50
Fairford Street	Access Road	Local Government	2	1	6	50

Figure 1-3 Road Hierarchy



Source: Main Roads Road Information Mapping System

1.4 Traffic Volumes

The most recent traffic volumes for the roads in the vicinity of the Site were obtained from the Town of Bassendean and are summarised in **Table 1-2**.

No existing traffic volumes were available for Hanwell Way. However, given Hanwell Way is a lower order street in comparison to Broadway, it is likely to carry lower traffic volumes. Importantly, Morley Baptist Church is surrounded by general industry land uses, this would suggest very little traffic would come through on Sundays.

Table 1-2 Daily Traffic Volumes

Road Names	Year	Average Weekday Daily Traffic Volume	% HV
Broadway	2019	1574	5.4%

Source: Town of Bassendean

2 Public Transport Facilities

2.1 Existing Public Transport Facilities

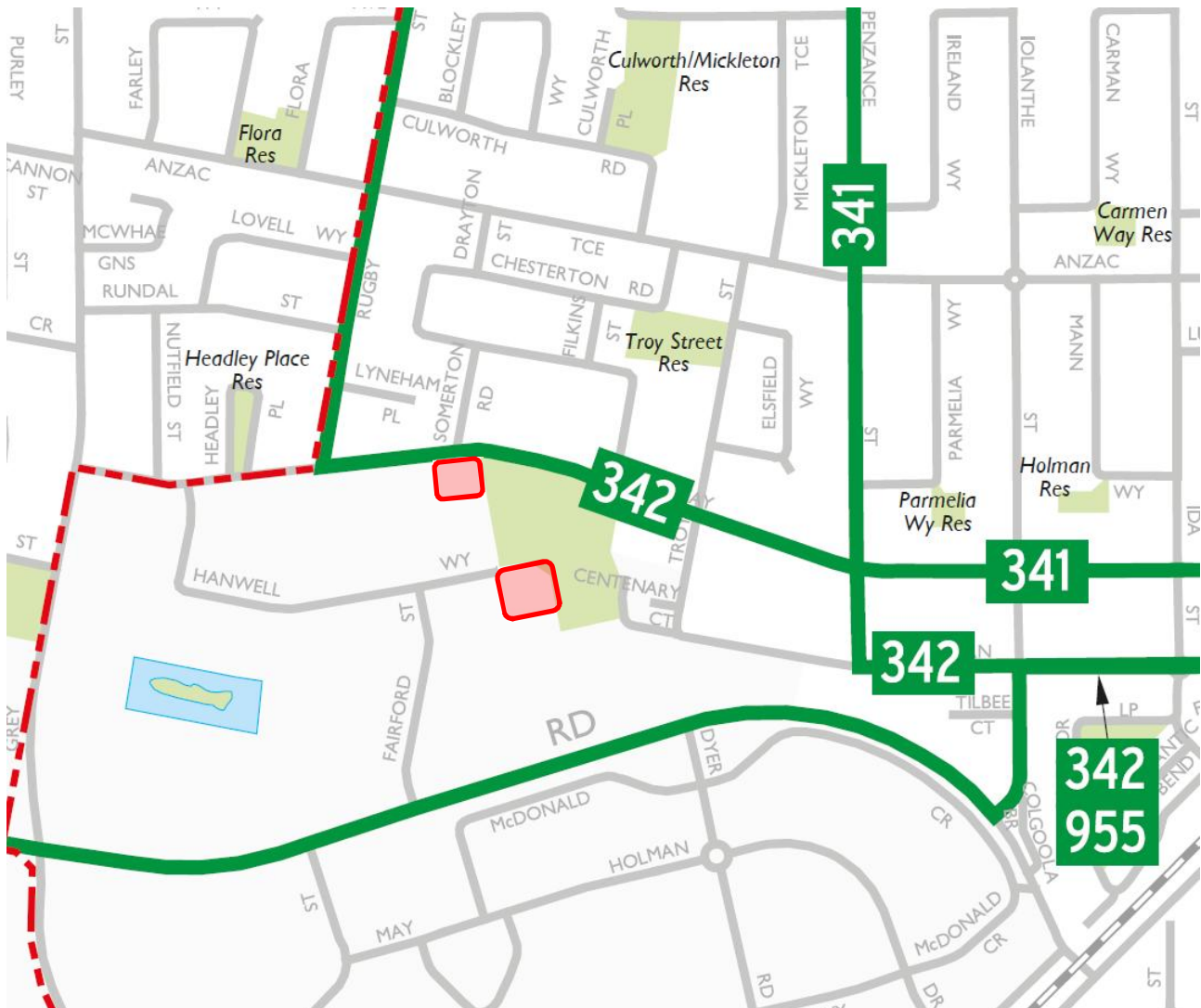
The nearest bus stops to the Site are located approximately 35m from the Site and 200m from Morley Baptist Church as shown below in **Figure 2-1**. Bus route 342 operates from these stops along Broadway, as shown in **Figure 2-1** and travels from Beechboro to Morley Bus Station. **Table 2-1** summarises the bus frequency for the 342 routes.

Figure 2-1 Nearest Bus Stops



Source: Nearmap 2020

Figure 2-2 Existing Bus Routes



Source: Transperth Network Maps (2020)

Table 2-1 Public Transport Route and Frequency

Bus Route	Route Description	Frequencies		
		Weekdays	Saturdays	Sundays and Public Holidays
342	Sacramento Avenue before Thams Court – Morley Bus Station	15 minutes	30 minutes	60 minutes

2.2 Future Public Transport Facilities

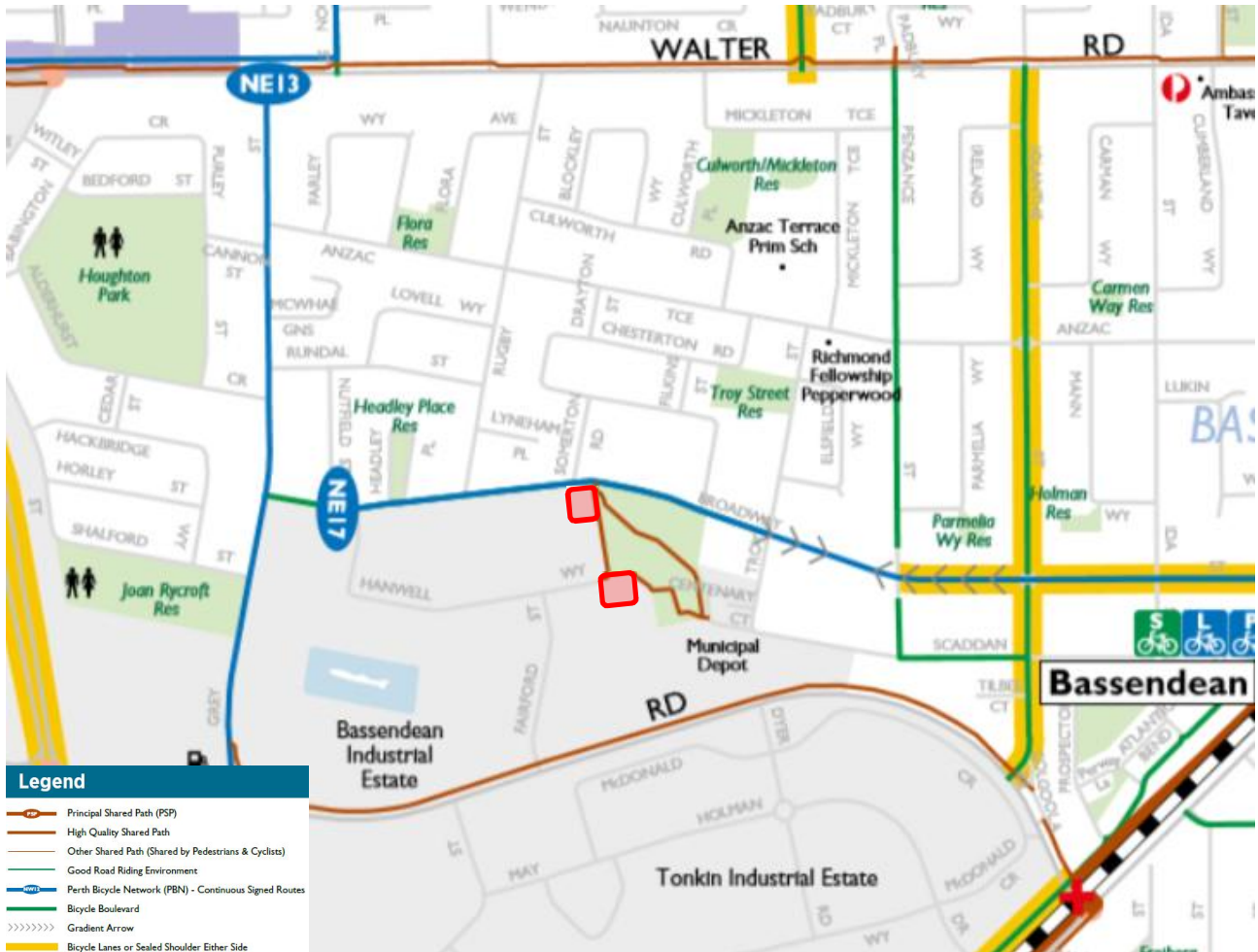
Cardno contacted the Public Transport Authority and understand there are no proposed changes to the network in this area.

3 Pedestrian/Cycle Network Facilities

3.1 Existing Pedestrian/Cycle Network Facilities

The Perth Bicycle Network stretches along Broadway as shown in **Figure 3-1**. High quality shared paths run along the eastern boundary of the Site and Collier Road, with “Good Road Riding Environments” on Pendanzce Street and Scaddan Street. Both sites are surrounding by good pedestrian/cycle networks.

Figure 3-1 Pedestrian and Cycling Network



Source: Department of Transport Bicycle Network Maps

3.2 Future Pedestrian/Cycle Network Facilities

Cardno contacted the Town of Bassendean and understand there are no proposed changes to the network.

4 Proposed Development

4.1 Proposed Development

The proposal at the Site is for the following:

- > *Increase in on-site total capacity*

As per the 2017 approval the Site as a condition is only permitted to have a maximum capacity of 110 people. This application proposes to increase the on-site capacity by 90 bringing the total to 200 people.

- > *Shared Parking Agreement with Morley Baptist Church*

The Site currently provides 22 car parking bays as per the *Town of Bassendean* parking requirements, however is unable to physically accommodate the additional bays required on-site. The applicant proposes to enter into an agreement with Morley Baptist Church to lease 30 car parking bays during Sunday service time only.

4.2 Hours of Operation

The proposed hours of operation at the Site (Chin Christian Church) during Sunday Service are:

- > 1:00pm to 4:00pm.

Sunday Service hours at Morley Baptist Church are:

- > 8:00am to 12:00pm.

The proposed hours of operation at the Site have been carefully selected around the existing hours of Morley Baptist Church to ensure that there is no overlap in traffic arriving/leaving at the same time, as a result of the shared parking agreement.

4.3 Traffic Generation

Table 4-1 summarises the estimated trip generation for the existing operations and the proposed development, based on the availability of car parking and proposed service times.

For the most robust assessment, all trips are assumed to occur within the hour preceding the start time and the hour following the finish time.

Table 4-1 Estimated Trip Generation

Land Use	Sunday 12:00-1:00pm		Sunday 4:00 – 5:00pm		Daily (Sunday only)	
	In	Out	In	Out	In	Out
Site – Existing Operations (110 persons)	22	-	-	22	22	22
Site – Proposed Operations (200 persons)	30	-	-	30	30	30
Total	52	-	-	52	52	52
Net Increase	+ 30	-	-	+ 30	+ 30	+ 30
	+ 30		+ 30		+ 60	

The Site is estimated to generate an additional 60 trips on a Sunday, related to the increase in patrons and associated increase in parking provisions.

The Site will have a total trip generation on a Sunday of approximately 60 trips in the PM Peak hour period. These trips are as a result of the parking agreement to lease 30 car bays from Morley Baptist Church. These volumes are very low and are unlikely to have any material impact on the local road network.

4.4 Traffic Distribution

The existing Site car park is accessed via Broadway and is estimated to generate 44 daily trips associated with the Sunday service. This represents no change from existing conditions.

The proposed increase in patron numbers will be served by an agreement allowing patrons to park at the Morley Baptist Church and walk to the subject site. Therefore, all trips generated by the proposed development (60 daily trips) will occur on Hanwell Way and Fairford Street. These streets are Access Roads within a light industrial area and carry very low volumes of traffic on a Sunday afternoon when the trips will occur.

Accordingly, no material impact on the transport network is anticipated.

4.5 Vehicle Access

No changes are proposed to vehicle access at the Site.

Vehicular access to the Morley Baptist Church parking area will be via an existing 7.5m wide crossover on Hanwell Way that is already used for the purpose.

4.6 Pedestrian Access

Patrons that park at the Morley Baptist Church site will be able to walk 200m to the Site via an existing footpath located along the western boundary of the Broadway Arboretum.

No changes to pedestrian access to the site are proposed.

5 Parking

5.1 Parking Supply

The Statutory parking requirements, in accordance with the *Town of Bassendean Local Planning Scheme No. 10 (LPS10)* for a 'Place of Worship' are shown below in **Table 5-1**.

Table 5-1 Existing Car Parking Provision and Requirements

Development Classification	Parking Requirement	Yield	Parking Required	Parking Provided
Place of Worship	1 bay per 5 seats	110 people	22 bays	22 bays
Total				22 bays

Source: *Town of Bassendean Local Planning Scheme No. 10*

In accordance with the requirements above, the Site was required to provide 22 on-site car parking bays for patrons attending the Sunday service to accommodate the maximum capacity of 110 people.

Importantly, no changes are proposed to the existing on-site parking at the Site as part of this application and will remain unchanged as per the previous agreement with the Town of Bassendean.

As a result of the proposed increase in patrons by 90, the Applicant has reached an agreement with Morley Baptist Church to lease 30 car parking bays from their approximate 95 existing bays.

Table 5-2 Car Parking Provision and Requirements for Proposed Development

Development Classification	Parking Requirement	Yield	Parking Required	Parking Leased
Place of Worship	1 bay per 5 seats	90 people	18 bays	30 bays
Total				30 bays
Total Surplus				12 bays

The proposed additional parking will provide a surplus of 12 bays above statutory requirements.

5.2 Parking Management

Parking will be allocated on a 'first come first served' basis, with earlier arrivals making use of the parking on the Site and later arrivals parking at Morley Baptist Church.

Some bays on the Site may be reserved for elderly or disabled patrons, at the discretion of the operator.

5.3 Bicycle Parking Requirements

According to the *Town of Bassendean Local Planning Scheme No. 10*, bicycle parking provisions are not required for a place of worship. No bicycle parking is proposed as part of this application.

6 Summary

This Transport Impact Statement outlines the transport aspects of the proposed development focusing on traffic operations, access and provision of car parking. Included are discussions regarding pedestrian, cycle and public transport considerations.

This statement has been prepared in accordance with the *WAPC Transport Impact Assessment Guidelines for Developments: Volume 4 – Individual Developments (2016)*.

The following conclusions are evident about the proposal:

- > The proposal is for an increase in on-site capacity at Chin Christian Church from 110 patrons to 200 patrons;
- > The applicant has reached an agreement with Morley Baptist Church located along Hanwell Way to lease 30 car parking bays during Sunday service only;
- > The proposed additional parking agreement between the Site and Morley Baptist Church will provide a surplus of 12 bays above statutory requirements;
- > The Site will have a total trip generation on a Sunday of approximately 60 trips in the PM Peak hour period. These trips are as a result of the parking agreement to lease 30 car bays from Morley Baptist Church; and
- > The nearest public transport services are located along Broadway, 35m from the Site and 200m from Morley Baptist Church. These services include route 342.

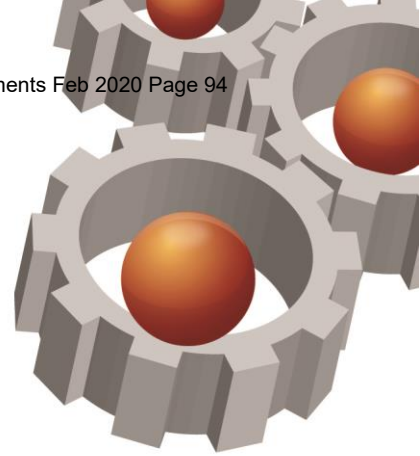
Proposed Increase in Capacity /
Shared Parking Arrangement - No. 105
Broadway, Bassendean

APPENDIX

A

WAPC CHECKLIST

Item	Status	Comments/Proposals
Proposed subdivision		
proposed land use	Section 4	
existing land uses	Section 1	
context with surrounds	Section 1	
Vehicular access and parking		
access arrangements	Section 4	
public, private, disabled parking set down / pick up	Section 5	
Service vehicles (non-residential)		
access arrangements	Section 4	
on/off-site loading facilities	N/A	
Service vehicles (residential)		
Rubbish collection and emergency vehicle access	Section 4	
Hours of operation (non-residential only)		
Traffic volumes		
daily or peak traffic volumes	Section 1	
type of vehicles (e.g. cars, trucks)	Section 1	
Traffic management on frontage streets		
Public transport access		
nearest bus/train routes	Section 2	
nearest bus stops/train stations	Section 2	
pedestrian/cycle links to bus stops/train station	Section 3	
Pedestrian access/facilities		
existing pedestrian facilities within the development (if any)	Section 3	
proposed pedestrian facilities within development	Section 3	
existing pedestrian facilities on surrounding roads	Section 3	
proposals to improve pedestrian access	NA	
Cycle access/facilities		
existing cycle facilities within the development (if any)	Section 3	
proposed cycle facilities within the development	Section 5	
existing cycle facilities on surrounding roads	Section 3	
proposals to improve cycle access	N/A	
Site specific issues		
	N/A	
Safety issues		
identify issues	N/A	
remedial measures	N/A	



Our Ref: 678

15 February 2021

Town of Bassendean Councillors
PO Box 87
BASSENDEAN WA 6934

Dear Councillors,

ITEM 7.1 – AMENDMENT TO DEVELOPMENT APPLICATION – PLACE OF WORSHIP
STRATA LOT 1, LOT 143 (NO. 105) BROADWAY, BASSENDEAN
WRITTEN DEPUTATION

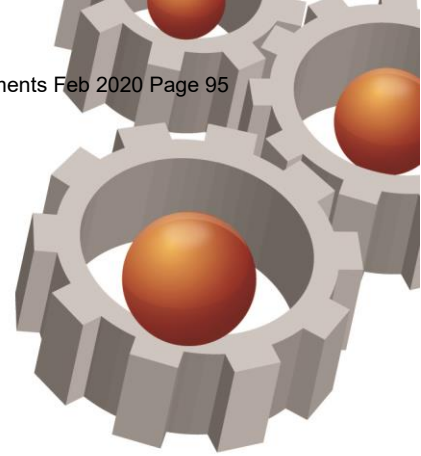
Dynamic Planning and Developments Pty Ltd (DPD) acts on behalf of the registered proprietor of Strata Lot 1, Lot 143 (No. 105) Broadway, Bassendean – Perth Chin Baptist Church Inc. This written deputation is intended to supplement the officers report and express support for the proposed officer recommendation of approval.

Application Summary

- Seeking an amendment to Condition 3 of a prior planning approval in order to increase the maximum occupancy of the facility from 110 people to 200 people during the Sunday church service.
- As part of the amendment, the Sunday services will be reduced to one (1) with all other activities remaining consistent with the prior approval.
- In order to alleviate any concerns with the proposed parking shortfall a legal agreement will be established with an adjoining church – Morley Baptist Church at Lot 20 (No. 33) Hanwell Way, Bassendean to lease 30 car parking bays for use during the proposed Sunday service. The Town of Bassendean will also be a party to this legal agreement.

Primary Considerations

- **Parking compliance** – the additional patrons result in an on-site shortfall of 18 car parking bays but with the 30 bays being leased from the adjoining premises the parking provision will result in a surplus of 12 bays.
- **Availability of parking** – the Sunday services have been reduced to one (1) at 2.30pm in the afternoon to ensure there is no overlap with any services at the Morley Baptist Church. This guarantees that the 30 bays being leased will be available for use.
- **Patron awareness of parking location** – to ensure patrons frequenting the Sunday service are aware of the parking location a Parking Management Plan has been prepared to supplement the application and will be available to patrons. In addition all church staff will brief patrons to ensure that over time all patrons become aware of the parking location.



- **Traffic** – a Traffic Impact Statement was submitted as part of our application that illustrated the surrounding road network had sufficient capacity to accommodate the proposed increase in traffic.
- **Noise** – an acoustic report was submitted as part of our proposal illustrating that even with the additional patrons, the proposal would easily comply with the *Environmental Protection (Noise) Regulations 1997* with regard to the noise noted at the adjoining residential properties.

It is evident that the proposal is entirely compliant with the relevant statutory planning framework and all primary considerations have been appropriately addressed with no detrimental impacts on any surrounding residents or businesses.

Previous Decision and Advertising

- In December 2020, Council resolved to defer the subject application to allow further advertising of the proposed changes. This resulted in the church being unable to offer the planned festive season services to as many members of the congregation with some missing out.
- During the original advertising period between 12 November and 26 November, no submissions were received.
- During the second advertising period between 12 January and 27 January, two submissions were received with one non-objection and one objection citing issues with parking, traffic safety and noise. These issues have all been addressed in detail with the findings of various expert consultants revealing that no detrimental impact on adjoining residents would be noted.

It is considered that through the two separate advertising periods, the surrounding residents have had more than sufficient time to comment on the proposal. In addition, all relevant issues raised have been appropriately addressed and as such **the subject application warrants approval without further delay.**

Should you have any queries or require any clarification in regard to the matters raised, please do not hesitate to contact the undersigned on 9275-4433.

Yours faithfully,

Reegan Cake
Senior Planner

**Amendment to Development Application – Place of Worship
Lot 1 (Unit A, No. 105) Broadway, Bassendean**

Submission:

I would like to lodge my objection to the above proposal on the following basis:

- This use is intrusive to the surrounding neighbourhood under the current development conditions, without there being additional persons permitted to attend. While it is positioned on land appropriately zoned for these types of uses, there is residential land opposite and as such, the nearby residents are subject to the impacts of this land use. I wonder if this proposal was advertised for comment before it was first approved, given that it is a D use, whereas if a similar proposal was made in the Residential zone, it would have been publicly advertised. Unfortunately, I did not live in this area at that time, though I would have lodged my strong objection to the proposal, based on how intrusive places of public worship can be.
- While it is recognised that the Church have taken steps to institute parking controls, in the past patrons have parking down the street opposite residential properties. While I understand there is no rules against this as such, I have concerns that increased numbers will result in future parking issues, irrespective of any arrangements they have made with Morley Baptist Church. On special event days, people are parking in multiple locations impacting the adjoining residential areas.
- More importantly, this is already a busy street and cars travel at speeds well exceeding the speed limit. Any increase to activities of the adjoining businesses will only further increase vehicle movements on this road. I wonder whether the traffic impact study was assessed based on Industrial or Residential standards - while this use may be compliant with the expectations of an Industrial area, there is an interface with Residential and it cannot be viewed without this consideration. The submission notes there will be no material impact, however assuming an additional 90 people attending the site, with an average car occupancy of say 3 people (generous), that represents a further 60 traffic movements (cars attending then leaving the site). This may not be a "material impact" but it will impact the local residents, especially as the movements will be concentrated to a particular time.
- I have previously made two noise complaints to the Church directly and that has had no impact on the noise coming from this site on Sunday afternoons. Their base reverberation can be felt throughout my house on Sundays and is very intrusive and at times, stressful. Irrespective of the acceptable noise levels relative to regulations, if you experience negative impacts from that noise, then it's a problem. This is not like a party, which is occasional. This is every week, expecting significant noise not so much from their actual activities, but from their speakers and/or instruments. If they had made an effort to adjust their base noise, I would not have raised this as a concern, but to be disregarded by this Church shows their care and concern for the local residents.
- While approval of this use is considered relative to the context of the use of a building and surrounds, these patrons regularly spills into the adjoining areas. The hang around the front gate, in the park area next door and quite concerning, I regularly witness people smoking outside of the property and nearby a bush land area. While the noise is a nuisance, I am more concerned by the fire risk.
- Overall, the proponent does not show much regard for their impact on the adjoining neighbourhood under their current approval conditions. I do not think they should be rewarded with an expansion / amendment to those conditions.

I would like to thank the Town of Bassendean for contacting me personally on this proposal, understanding that I had previously raised concerns about the operation of this church. I received both a personally addressed letter, as well as a "to the owner" contact in my letterbox. I appreciate the opportunity to comment.

I do not expect a detailed response, but I would like to be advised of the final decision. I make this submission on the basis that my name and address are not published in any publicly circulated document.

With kind regards

ATTACHMENT NO. 4

OBJECTION – 32 BRIDSON STREET, BASSENDEAN

We wish to object to the proposed tree preservation order on 32 (LOT 134) Bridson Street, Bassendean. We would like to note that although we want to keep the trees and do not intend on removing them, we do not want to be restricted by a sanction placed on the trees, based on the following reasons:

- We have recently purchased this property and had to pay a premium for the block because of the value that the land holds based on its development potential. We therefore believe it was unfair to be informed two days prior to settlement that the pretenses we purchased the property on had changed. The proposed preservation has the potential to devalue the property based on the restrictions of development and in turn decreases the resale value. Although, we do not intend to subdivide or sell any time soon, we stand to lose money if unforeseen circumstances were to force us to sell.
- The three red iron bark trees, Eucalyptus Sideroxylon are not native to WA and are introduced from over East which questions the justification of them being added to a preservation list
- Under clause 4.7.7.2, we do not believe that the three red ironbark trees hold historical value, rarity or aesthetic quality
 - o They have little historical association to Bassendean or Western Australia as they are native to the Eastern States
 - o The trees are located at the rear of the property, away from the street and therefore do not hold aesthetic value for the public
 - o Rarity is not a factor as this species is native to the Eastern States and there is a large number of established trees directly opposite our property.
- There are branches overhanging neighbouring fences and structures, including our own shed. By putting this sanction on the trees we are unable to cut/prune these branches and ensure they are maintained to a safe standard. If they were to fall on any structures causing damage, who would be liable?
- This tree preservation order could stop us being able to add an extension to our home if root systems had to be cut back or somehow were damaged through earthworks, It would make extending a lot more expensive for us.

In summary, there is no need to place a preservation act on these trees as we do not intend on removing them and all it will do is devalue our property we have just paid a premium for and restrict us from maintaining the trees to a safe standard.

20th October 2020

Donna Shaw
Manager Development & Place
Town of Bassendean
PO Box 87
BASSENDEAN WA 6934



Dear Donna,

ARBORICULTURAL ASSESSMENT AT 32 BRIDSON STREET BASSENDEAN

Please find enclosed the results of the arboricultural assessment undertaken recently for the three red ironbark trees located at 32 Bridson Street, Bassendean.

Where recommendations for remedial arboricultural work have been made, it is imperative that it is undertaken as outlined in the Australian Standard 4373-2007: Pruning of Amenity Trees and/ or Australian Standard 4970-2009: Protection of Trees on Development Sites. It is also strongly advised that any remedial pruning works be undertaken by, or supervised by, a qualified arborist (AQF Level 3 in Arboriculture).

If you have any questions regarding the assessment or if I can be of service to you again in the future, please feel free to contact me.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'BB', followed by a small horizontal line.

Brad Bowden
Principal
Bowden Tree Consultancy®

B.Sc. Sustainable Forestry
Dip. Arboriculture & Parks Management
ISA Certified Arborist – Municipal Specialist AU-0020AM & Tree Risk Assessment Qualified (TRAQ)

1.0 Introduction

1.1 Scope of Report

1.2 The purpose of this report is to summarise the results of the arboricultural assessment of the three mature red ironbark trees (*Eucalyptus sideroxylon*) known respectively as tree numbers one, two and three located within the rear yard of the residential property at 32 Bridson Street, Bassendean. The site visit and visual tree assessments were undertaken from ground level on the 11th September 2020 and were accurate at the time of inspection. No soil excavation, below ground inspection or detailed tree assessment was undertaken unless specified. Viewing conditions were fine. Concern has been raised regarding the condition of the three trees and the potential for a Tree Preservation Order as per Town of Bassendean Local Planning Scheme No. 10.

1.3 Executive Summary

1.4 The Australian-native trees identified within this report provide a range of benefits to the ecosystem, to human beings for environmental and health reasons, and to the climate. The assessment has identified a satisfactory structural condition for the assessed trees whilst tree vitality (health condition) was assessed as high, indicative of the capacity of the trees to maintain and/ or improve the current condition through self-optimization and the production of response growth to maintain strength. Subsequently, a medium-long useful life expectancy is deduced (15-40yrs).

1.5 No urgent remedial pruning or other arboricultural works are recommended at present. Consideration could be given however to reduction pruning to reduce/ shorten the length of several branches assessed with excessive elongation, and deadwooding to remove a small number of large diameter dead and broken branches – where pedestrian frequency within the dripline of the trees is expected to increase. Based on my site visit and observations, and due to the tree species being relatively common throughout Perth, I do not believe the trees to have any outstanding significance. The mature trees however do provide a wide range of benefits to the urban environment and consideration could be given to a tree preservation order due to aesthetic quality within a group and/ or the size of the trees.

2.0 Site Investigation

2.1 Tree Location

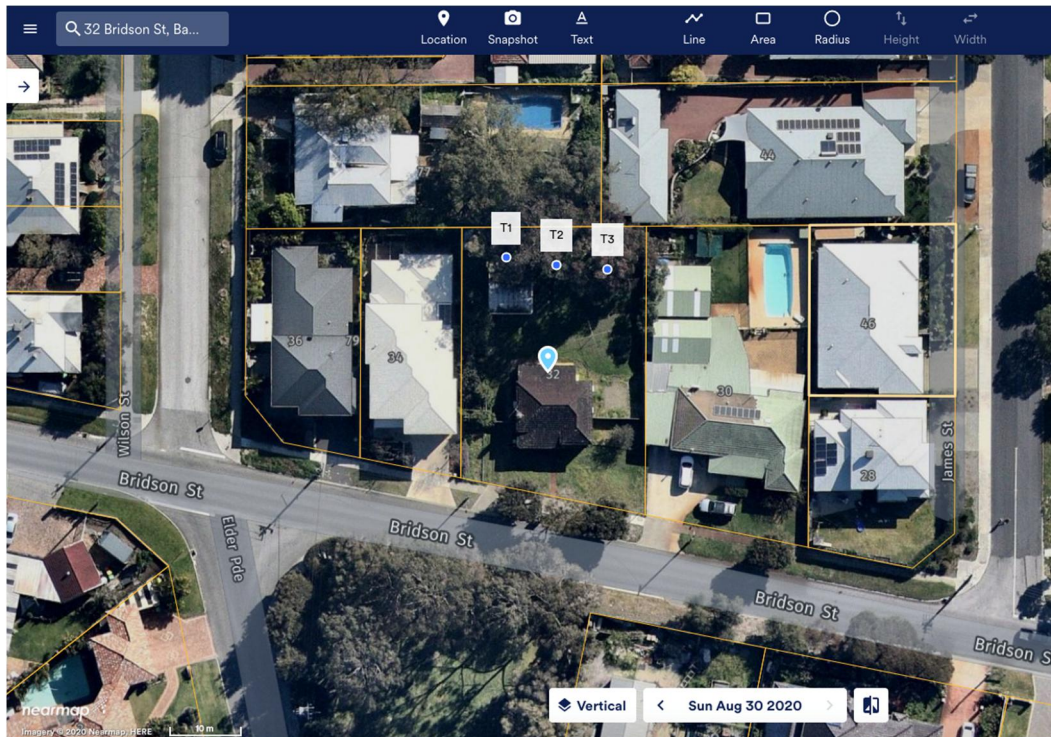


Figure 1. Aerial photo of site and location of the three red ironbark trees (T1, T2 & T3) within the residential property known as 32 Bridson Street, Bassendean.

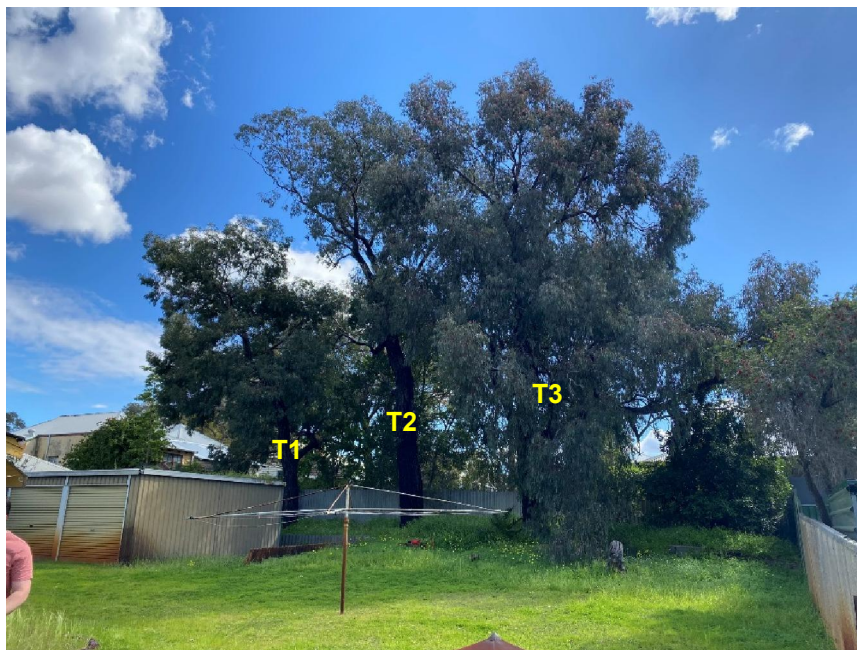


Figure 2. The three assessed trees (T1-3) were located adjacent to the north boundary fence of the property; looking towards the northwest.

2.2 Assessed Trees

Tree Number 1:	Botanical Name: <i>Eucalyptus sideroxylon</i>
Common Name:	red ironbark
Location:	westernmost tree, 3m south of fence
Height:	13.3m
DBH:	55cm
Crown Spread (NS/EW):	15 /9m (approx.)
Structure:	Fair (suppressed)
Health:	High
Useful Life Expectancy:	15-40yrs
SRZ Radius:	2.8m
TPZ Radius:	6.6m
Comments:	Adequate trunk basal flare was evident with buttressing visible, no significant trunk defects or decay observed, no compromised stem/ branch unions evident throughout the lower crown, naturally occurring dead branches to approximately 100mm diameter visible, stem elongation beyond the crown periphery was observed on the west side, minor low branches evident

Recommendations: As part of general maintenance pruning it is recommended to undertake deadwooding to remove the large dead branches, crown lifting of low branches to improve clearance, and reduction pruning by 2-3m on the west side to alleviate crown spread and branch failure potential



Figure 3. No significant trunk defects, wood decay or infestation by wood-destroying insects was observed; looking towards the west.



Figure 4. No compromised stem/ branch unions were evident throughout the lower crown and several minor low branches were visible; looking towards the northwest.



Figure 5. Stem elongation beyond the crown periphery was observed on the west side (see dashed line) and as such reduction pruning is recommended to reduce/ shorten stem length to alleviate failure potential; looking towards the northwest.

Tree Number 2:	Botanical Name: <i>Eucalyptus sideroxylon</i>
Common Name:	red ironbark
Location:	central tree, 2.9m south of fence
Height:	22.3m
DBH:	80cm
Crown Spread (NS/EW):	17 /11m (approx.)
Structure:	Fair (suppressed)
Health:	High
Useful Life Expectancy:	15-40yrs
SRZ Radius:	4m
TPZ Radius:	9.6m
Comments:	Adequate rootplate development deduced, no significant trunk defects or decay observed, a canker wound was evident at 5m above ground level on the southeast side, no compromised stem/ branch unions evident throughout the lower crown, naturally occurring dead branches to approximately 100mm diameter visible

Recommendations: As part of general maintenance pruning it is recommended to undertake deadwooding to remove the large dead branches and reduction pruning by 3-4m on the west side to alleviate crown spread and branch failure potential



Figure 6. Adequate rootplate development was deduced however minor fill soil atop the original grade was evident; looking towards the northeast.



Figure 7. A canker wound was evident at 5m above ground level on the southeast side (see dashed line) however adequate woundwood was deduced as the tree attempt at wound closure and self-optimisation; looking towards the northwest.



Figure 8. No compromised stem/ branch unions were evident throughout the lower crown or at the main stem attachments; looking towards the northwest.

Tree Number 3:	Botanical Name: <i>Eucalyptus sideroxylon</i>
Common Name:	red ironbark
Location:	easternmost tree, 3m south of fence
Height:	20.3m
DBH:	65cm
Crown Spread (NS/EW):	15 /14m (approx.)
Structure:	Fair
Health:	High
Useful Life Expectancy:	15-40yrs
SRZ Radius:	3.3m
TPZ Radius:	7.8m
Comments:	Adequate rootplate development deduced, no significant trunk defects or decay observed, no compromised stem/ branch unions evident throughout the lower crown, dead broken and lodged branches to approximately 180mm diameter were visible, low branches were observed on the south side of the tree

Recommendations: As part of general maintenance pruning it is recommended to undertake deadwooding to remove the large dead and broken branches, crown lifting of low branches to improve clearance, and reduction pruning by 3-4m on the east side to alleviate crown spread and branch failure potential



Figure 9. Adequate rootplate development was deduced however minor fill soil atop the original grade was evident; looking towards the northwest.



Figure 10. No significant trunk defects or wood decay was observed and sounding with a nylon hammer failed to return any tonal variations indicative of a thin residual trunk wall; looking towards the northwest.



Figure 11. Dead and broken branches to approximately 180mm diameter were visible including a lodged branch (see dashed line) within the lower crown; looking towards the northeast.

2.3 Tree Valuation

2.4 Tree appraisal using the "*The (Revised) Burnley Method of Amenity Tree Evaluation*" (Moore, 2006) was undertaken. The formula has been developed for Australian trees and is as follows:

Appraised value = base value × tree volume × life expectancy × form and vigour × location.

Tree number one:

- \$79 (base value)
- 485m³ (tree volume)
- 0.8 (life expectancy: 30-39yrs)
- 0.7 (form and vigour: good vigour with average form)
- 0.9 (location: no major problems)

Amenity tree value: \$19,310

Tree number two:

- \$79 (base value)
- 1117m³ (tree volume)
- 0.8 (life expectancy: 30-39yrs)
- 0.7 (form and vigour: good vigour with average form)
- 0.9 (location: no major problems)

Amenity tree value: \$44,474

Tree number three:

- \$79 (base value)
- 1089m³ (tree volume)
- 0.8 (life expectancy: 30-39yrs)
- 0.7 (form and vigour: good vigour with average form)
- 0.9 (location: no major problems)

Amenity tree value: \$43,359

3.0 Discussion and Recommendations

3.1 Discussion

3.2 Tree root plate: Root plate composition for most tree species consists of a structural root zone and an absorbing root zone, responsible respectively for the stability/ anchorage of the tree and the uptake of water/ mineral solutes from the soil. Severance of the large diameter woody roots within the structural root zone (the root plate area immediately adjacent to the tree and generally determined as trunk diameter x 5) can compromise tree stability and must be avoided. It can also result in the loss of a significant proportion of the fine, water-absorbing roots, subsequently placing considerable stress on the tree in the short term and may initiate a decline in health condition and/ or tree mortality. The severance of large diameter roots also provides an entry opportunity for infection by wood decay fungi and infestation by wood-destroying insects, increasing the potential for the degradation of wood tissue at the root collar and trunk basal area and compromising tree stability in the long term.

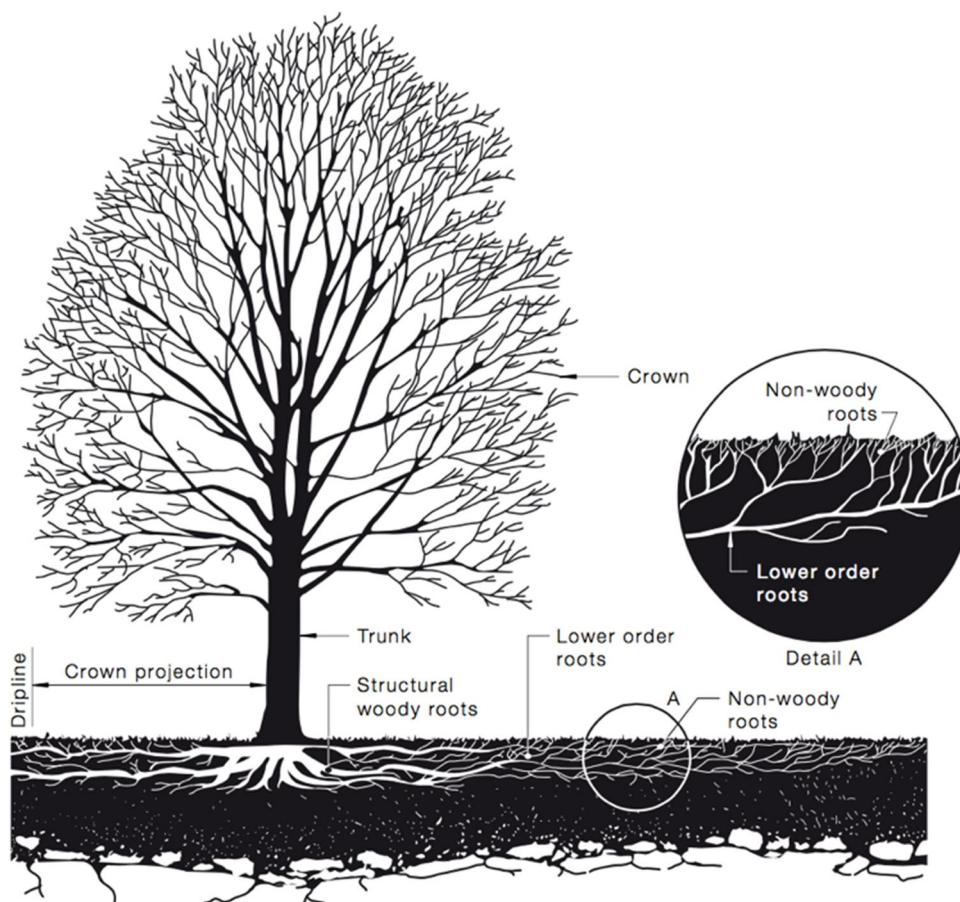


Figure 12. Typical tree structure above and below ground for cultivated urban trees with rootplate development predominantly lateral and close to the soil surface. Source: AS4970-2009: Protection of Trees on Development Sites.

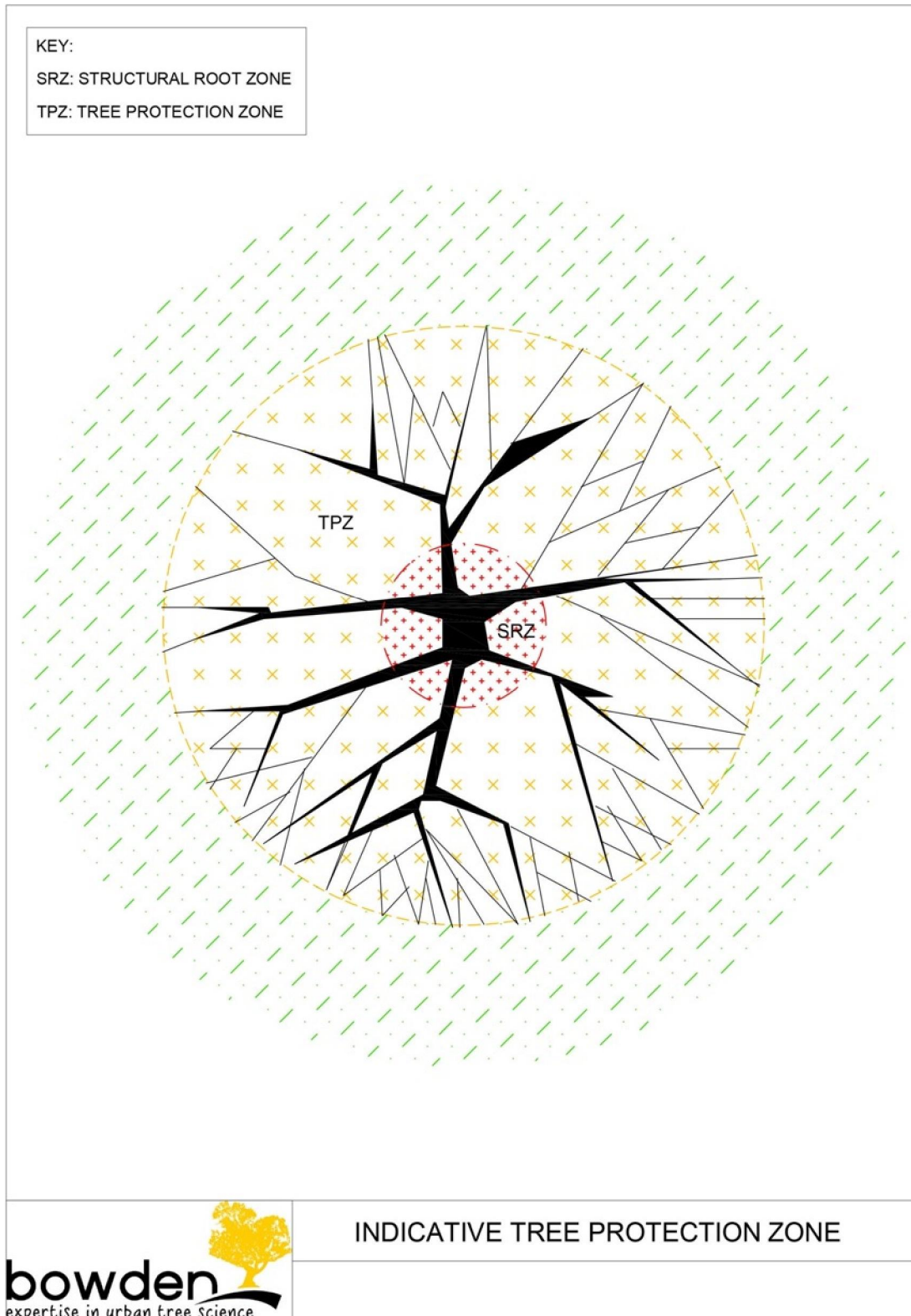


Figure 13. Plan view of tree protection zones that delineates the area of the large woody roots that are responsible for anchorage and tree stability (SRZ), and which taper into smaller diameter non-woody absorbing roots that take up water and nutrients. Beyond the TPZ periphery (green zone), preservation of tree roots is less critical.

- 3.3 Tree benefits:** Mature urban trees confer many benefits including shade and cooler air temperatures, screening (privacy) and noise reduction, built form aesthetic amelioration, energy conservation, mitigation of the urban heat island effect, air quality improvement and oxygen production, carbon uptake/ storage and greenhouse gas reduction, minimisation of storm water run-off and improvement of water quality, fauna habitat and food source. In general, they enhance our built and natural environments with larger trees providing more benefits.
- 3.4 Tree risk:** Tree failure is an infrequent occurrence and serious damage, injury or death from tree failure is rare (Lilly *et al*, 2011). Research finds that for Britain, with a population of 60 million people, the risk of any tree causing a fatality is exceedingly small (Ball & Ball-King, 2011). It is impossible to maintain trees completely free of risk and some level of risk must be accepted to experience the benefits that trees provide. The use of 'safe' or 'unsafe' when assessing trees is both imprecise and ambiguous, as a tree cannot be free from defects or potential hazards - such a state is simply unattainable. It is essential to maintain a balance between the benefits and costs of risk reduction, not only financial cost but also the loss of amenity and other tree related benefits.
- 3.5 Recommendations**
- 3.6** No urgent remedial pruning or other arboricultural works are recommended at present. Consideration could be given however to reduction pruning to reduce/ shorten the length of several branches assessed with excessive elongation, and deadwooding to remove a small number of large diameter dead and broken branches – where pedestrian frequency within the dripline of the trees is expected to increase.

4.0 Appendix I

4.1 Arboricultural Terminology

- 4.2 Crown – the leaves and branches of a tree measured from the lowest branch on the trunk to the top of the tree, whilst crown lifting involves pruning of the lower branches to improve clearance for buildings, pedestrians, vehicles etc.
- 4.3 DBH - diameter of the main trunk, measured at breast height approximately 1.4m above ground level for urban trees.
- 4.4 Deadwooding – the removal of dead, diseased or damaged branch wood from the crown of the tree.
- 4.5 Dripline – the width of the crown of the tree, measured by the lateral extent of the foliage.
- 4.6 Fall zone – is the area in which the tree or tree part is likely to fall when it fails, often calculated as 1.5 times the tree height where brittle dead branches etc. may break up and scatter debris.
- 4.7 First order structural branch – the large branches arising from the trunk that form the main structure of the crown.
- 4.8 Reduction prune – pruning to reduce the extension of a branch, back to a lateral branch that is at least one-third the diameter of the branch being removed.
- 4.9 Root collar – area at the base of the tree where the roots and trunk merge.
- 4.10 Targets – an object, person or structure that would be damaged or injured in the event of tree or branch failure is referred to as the target or target area. The hazard evaluation of the target area is relative to the expected use and occupancy of that area.
- 4.11 Topping and Lopping – deleterious tree height and branch reduction work often at indiscriminate points and generally resulting in weakly-attached regrowth branches prone to failure as subsequent growth occurs.
- 4.12 Tree Protection Zone (TPZ) – the zone of the root plate most likely to contain roots that are critical for anchorage and stability (large roots in the structural root zone – SRZ, generally calculated as trunk diameter x 5) and the absorbing roots further out responsible for the uptake of water and nutrients collectively; calculated as trunk diameter (DBH) x 12.
- 4.13 V-shaped union – ingrown bark from adjacent parts of the tree that are in contact with each other; usually branch forks, acutely-angled branch attachments or basal stems – often a high failure potential.

4.14 Tree Structure and Health

4.15 The structural condition ('Structure') for each tree or group of trees has been assessed using the following qualitative criteria:

- Good – generally free of structural defects
- Fair – defects evident that may be typical for the species and age class, and which could be corrected through remedial pruning works
- Poor – significant defects that are not likely to be corrected through remedial pruning or arboricultural works
- TBA – to be assessed, requiring further investigation/ time to evaluate tree structural condition

4.16 The vitality ('Health') for each tree or group of trees has been assessed using the following qualitative criteria:

- High – consistent crown density and foliage colour, good shoot extension and an insignificant number of naturally-occurring internal dead branches
- Average – crown condition that may be representative for the species and/ or seasonal, possessing satisfactory shoot extension and/ or minimal decline and dead branches
- Low – poor shoot extension, sparse crown density and not likely to be corrected through improvement of site resources and plant nutrition
- Moribund – final stages of a decline spiral

5.0 Appendix II

5.1 Author Formal Qualifications

5.2 Bachelor of Science (Sustainable Forestry) – 2012
Edith Cowan University, Joondalup & Murdoch University, Murdoch, WA.

5.3 Diploma of Applied Science (Horticulture) – 2000
Major studies Arboriculture and Parks/ Gardens management
University of Melbourne, Burnley campus, VIC.

5.4 Certificate IV (TAE40110) in Training & Assessment – 2014
Plenty Training, Robina, QLD.

5.5 Certificate of Horticultural Practice – 1994
Challenger TAFE, Murdoch campus, WA.

5.6 Additional Certifications

5.7 ISA Certified Arborist Municipal Specialist (AU-0020AM) – 2012 (recertified 2018)
International Society of Arboriculture
www.isa-arbor.com/certification/benefits/credentialsExplained.aspx

5.8 ISA Tree Risk Assessment Qualification (TRAQ) – 2013 (recertified 2018)
International Society of Arboriculture
<http://www.isa-arbor.com/certification/becomequalified/becomequalified.aspx>

5.9 Limitation of Liability

5.10 Bowden Tree Consultancy are tree specialists who use their qualifications, education, knowledge, training, diagnostic tools and experience to examine trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce the risk of living near trees. Clients may choose to accept or disregard the recommendations of this assessment and report.

5.11 Bowden Tree Consultancy cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways that the arboriculture industry does not fully understand. Conditions are often hidden within trees and below ground. Unless otherwise stated, observations have been visually assessed from ground level. Bowden Tree Consultancy cannot guarantee that a tree will be healthy or a low risk of harm under all circumstances, or for a specified period of time. Likewise, remedial treatments cannot be guaranteed.

5.12 Treatment, pruning and removal of trees may involve considerations beyond the scope of Bowden Tree Consultancy's service, such as property boundaries and ownership, disputes between neighbours, sight lines, landlord-tenant matters and other related incidents. Bowden Tree

Consultancy cannot take such issues into account unless complete and accurate information is given prior or at the time of the site inspection. Likewise, Bowden Tree Consultancy cannot accept responsibility for the authorisation or non-authorisation of any recommended treatment or remedial measures undertaken.

5.13 In the event that Bowden Tree Consultancy recommends retesting or inspection of trees at stated intervals, or installs any cable/s, bracing systems and support systems, Bowden Tree Consultancy must inspect the system installed at intervals of not greater than 12 months, unless otherwise specified in written reports. It is the client's responsibility to make arrangements with Bowden Tree Consultancy to conduct the re-inspection.

5.14 Trees can be managed, but they cannot be controlled. To live or work near a tree involves a degree of risk. All written reports must be read in their entirety; at no time shall part of the written assessment be referred to unless taken in full context with the whole written report. If this written report is to be used in a court of law, or any other legal situation, Bowden Tree Consultancy must be advised in writing prior to the written assessment being presented in any form to any other party.

5.15 Business Details

5.16 Bowden Tree Consultancy®
ABN: 51925884945
Post Office Box 104 DARLINGTON W.A. 6070
M: 0438 936 679
E: info@bowdentree.com.au
W: www.bowdentree.com.au

5.17 Literature Cited

5.18 Ball, D.J. & Ball-King, L. (2011). *Public Safety and Risk Assessment*. Great Britain: Earthscan

5.19 Lilly, S., Matheny, N. & Smiley, E., (2011). *Best Management Practices - Tree Risk Assessment*, Champaign, IL: International Society of Arboriculture

5.20 Mattheck, C., & Breloer, H. (1994). *The Body Language of Trees - A Handbook for Failure Analysis*. London, England: The Stationery Office.

5.21 Moore, G.M. (2006). *Revised Burnley Method of Urban Tree Valuation*. Sourced: <http://tinyurl.com/gnspd66>

5.22 Standards Australia, (2007). *AS4373-2007 Pruning of Amenity Trees*, Sydney: SAI Global

5.23 Standards Australia, (2009). *AS4970-2009 Protection of Trees on Development Sites*, Sydney: SAI Global

ATTACHMENT NO. 5



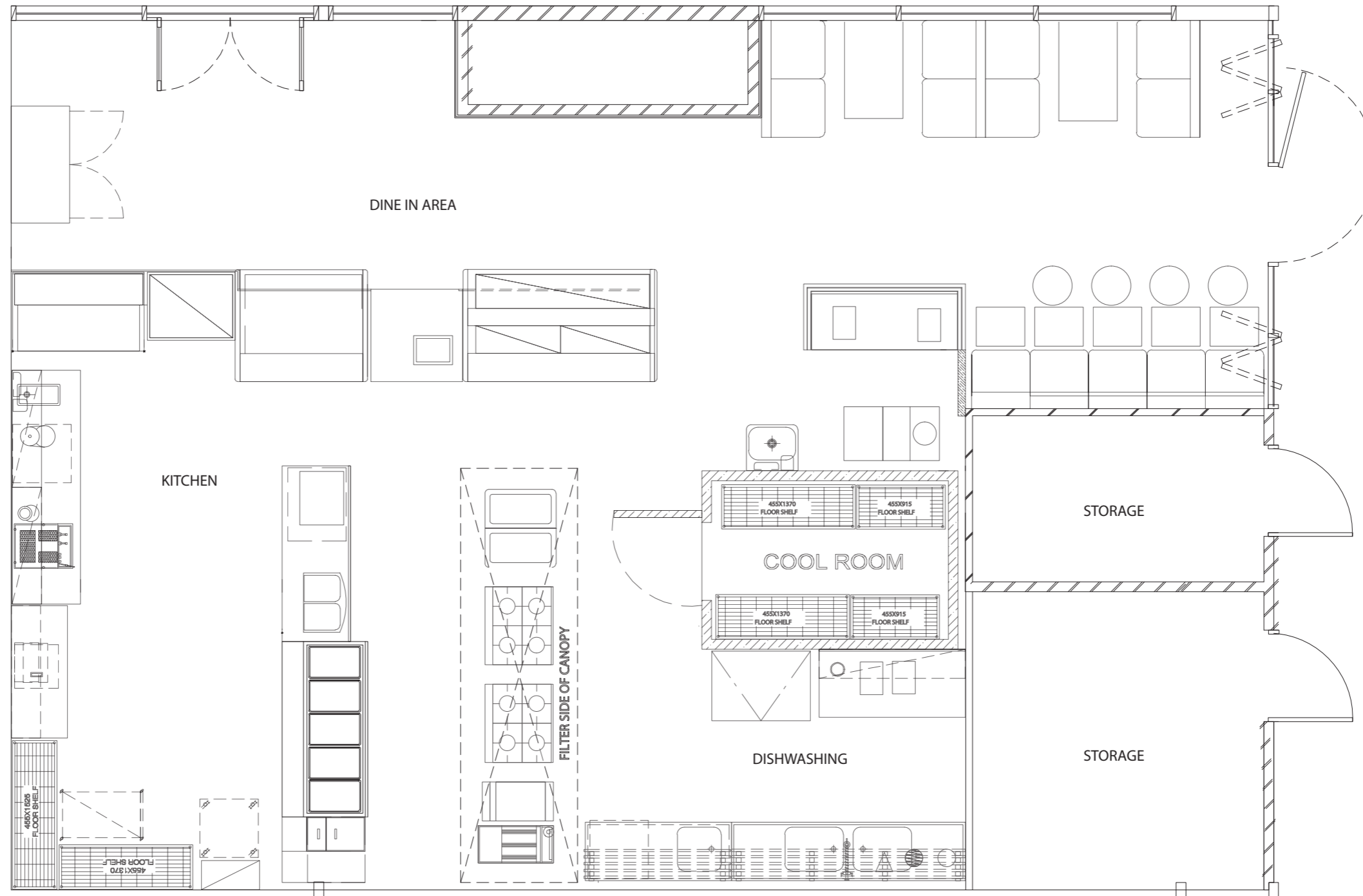
RP INTERIORS (AUST) PTY LTD
UNIT 5/A 135 GREAT EASTERN HIGHWAY,
BELMONT, 6104
PH: 08 9478 5100
MOB: 0418 920 314
BL : 100658
WEB: www.rpinteriors.com.au
EMAIL: info@rpinteriors.com.au

4 MATES BURGER BAR
PRELIMINARY DESIGN PACKAGE



LOCATION OF THE
BURGER BAR - T 23 A

 Address Unit 5, 135 Great Eastern Highway, Belmont, WA, 6104 TEL: 08 9478 5100	
61 OLD PERTH, ROAD BURGER BAR - LOCATION	
DATE 12 NOVEMBER 2020	SHEET A00
SCALE A3 NTS	REV REV 1
THIS DRAWING IS THE PROPERTY OF RP INTERIORS WHICH IS SUBJECT TO RETURN ON REQUEST.	



NOTES:

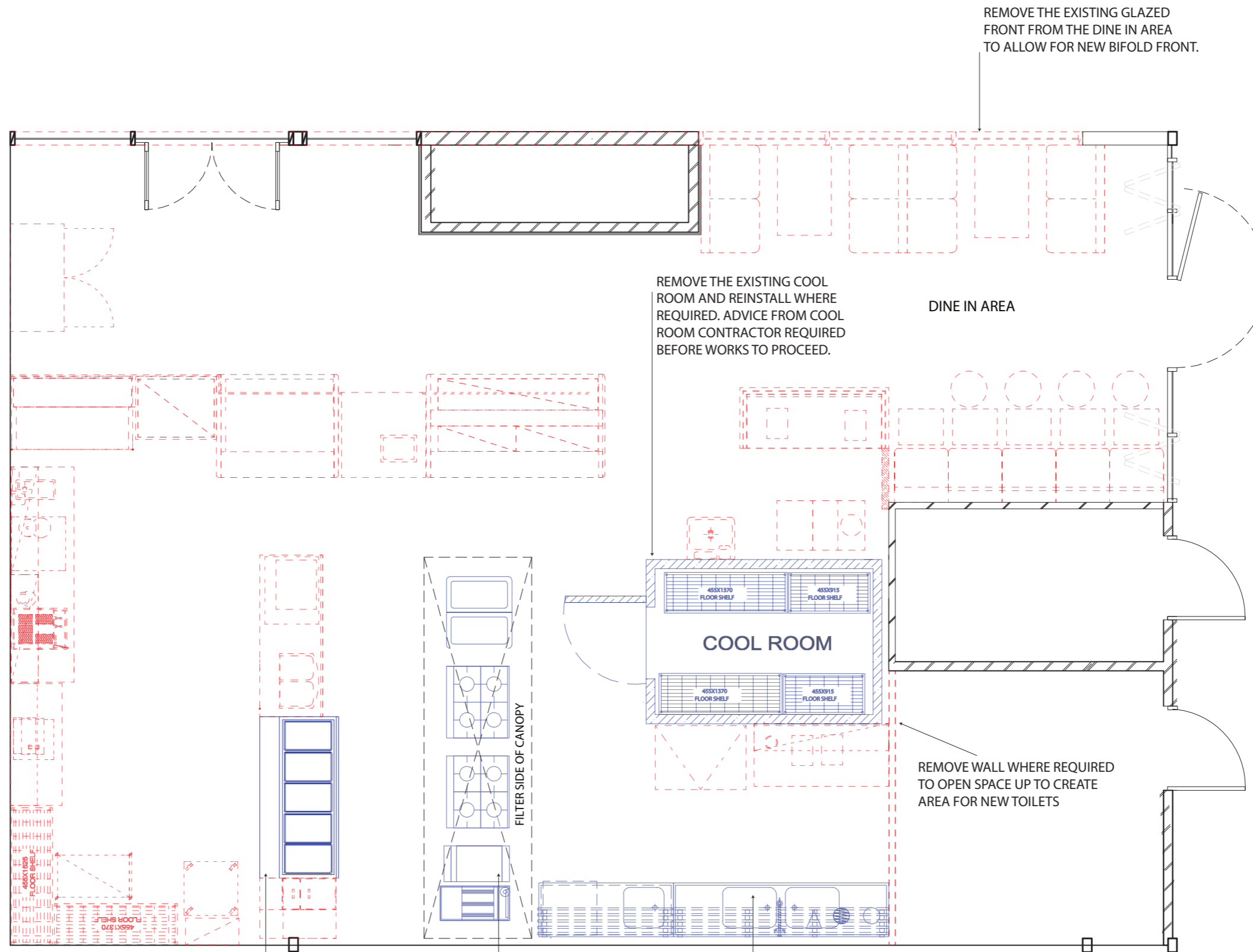
- EXISTING

rpi
 Address
 Unit 5, 135 Great Eastern Highway,
 Belmont, WA, 6104
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61 OLD PERTH, ROAD
 BURGER BAR - EXISTING PLAN

DATE 12 NOVEMBER 2020	SHEET A01
SCALE A3 1:50	REV REV 1

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FRIDGE TO BE REUSED
CLIENT TO ADVISE FUTURE
LOCATION.

INTERNAL GAS APPLIANCES TO BE
RE-ARRANGED, NEW APPLIANCES TO
SWAPPED IN WHERE REQUIRED.

RE-USE THE EXISTING SINK AND
TAP WARE REQUIRED AND INSTALL
IN NEW LOCATION.

NOTES:

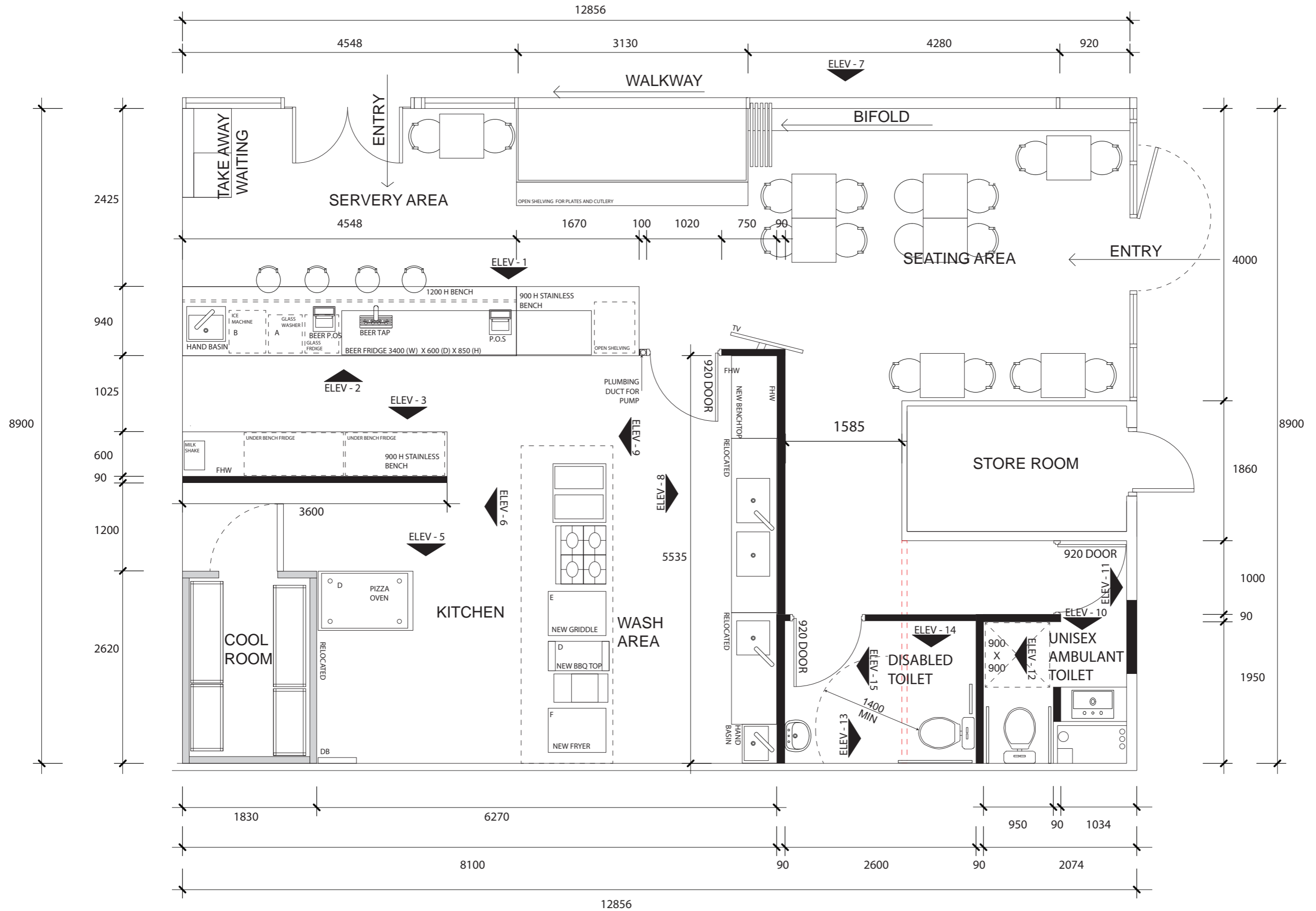
- EXISTING
- DEMOLISHED WALL
- REUSED ITEMS

rpi
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Belmont, WA, 6104
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61 OLD PERTH, ROAD
BURGER BAR - DEMOLITION
PLAN

DATE 12 NOVEMBER 2020	SHEET A02
SCALE A3 1:50	REV 1

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NOTES:

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- DEMOLISHED WALL
- FHW - FULL HEIGHT GYPROCK WALL
- ALFRESCO ZONED AREA

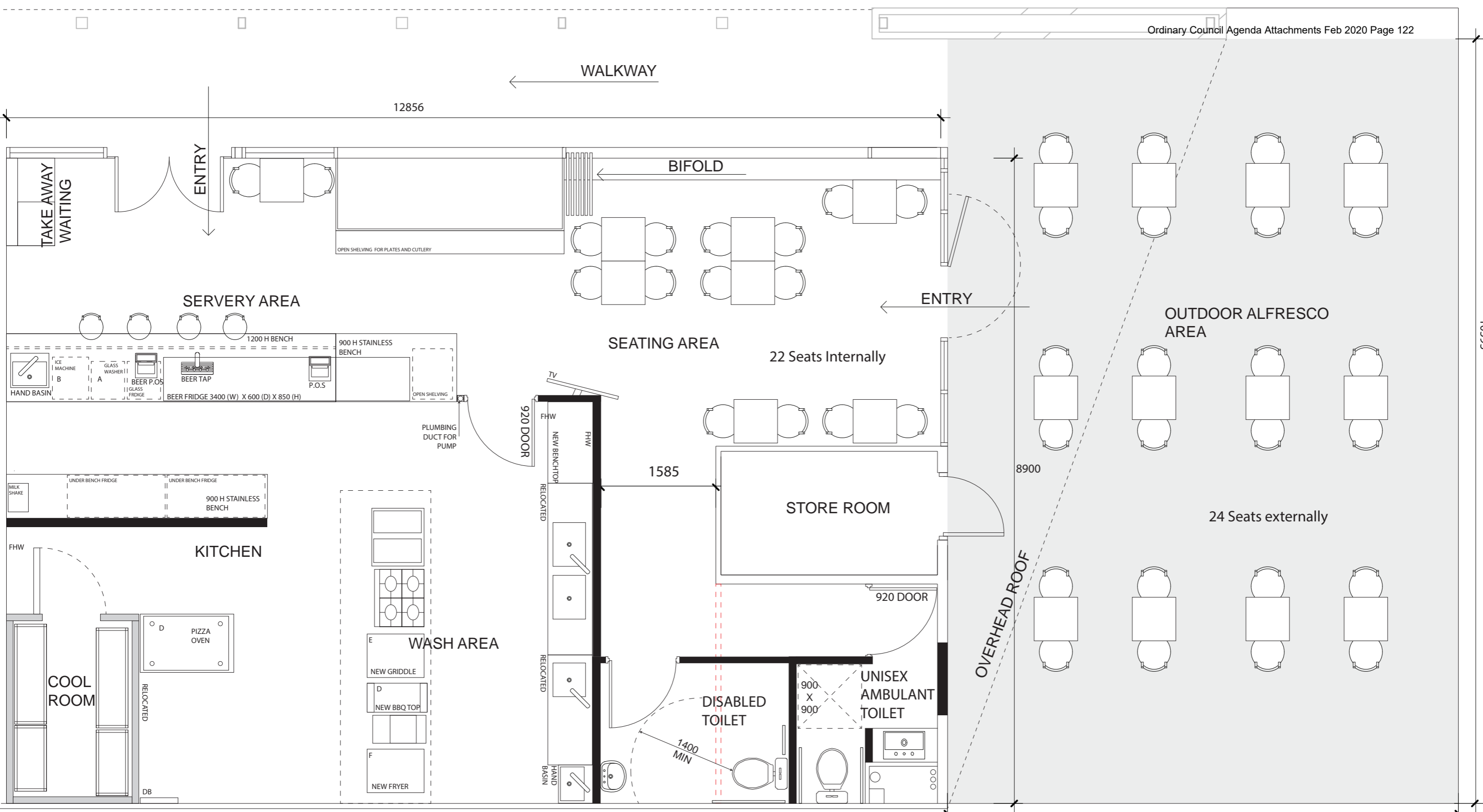
rpi

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61 OLD PERTH, ROAD
BURGER BAR - GENERAL PLAN
1:100

DATE 12 NOVEMBER 2020	SHEET A03
SCALE A3 1-50	REV REV 1

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NOTES:

- EXISTING
- DEMOLISHED WALL
- FHW - FULL HEIGHT GYPROCK WALL
- ALFRESCO ZONED AREA

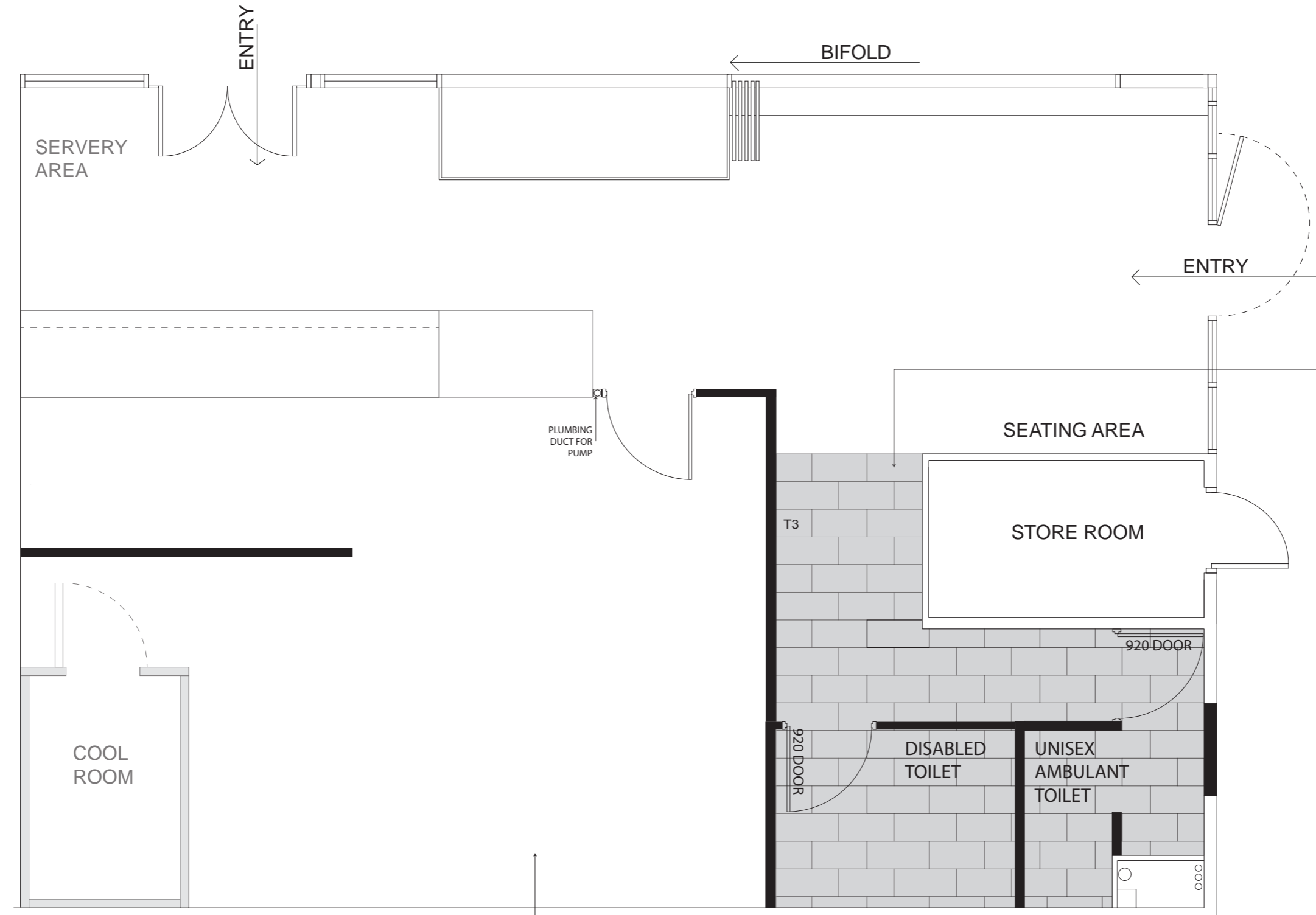
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 Address
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 Belmont, WA, 6104
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61 OLD PERTH, ROAD
 BURGER BAR - CONCEPT
 SEATING PLAN
 1:100

DATE 12 OCTOBER 2020	SHEET A04
SCALE A3 1-50	REV 1

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 SUBJECT TO RETURN ON REQUEST.

46 Total Seats



NEW TILING TO THE PROPOSED AREA - R 11 NON SLIP ALL OTHER AREAS TO BE LEFT AS IS, AS REQUESTED BY CLIENT. SKIRTING TILE 1 ROW EXCEPT MARKED ON ELEVATIONS

EXISTING TILING TO THE KITCHEN TO REMAIN.

NOTES:

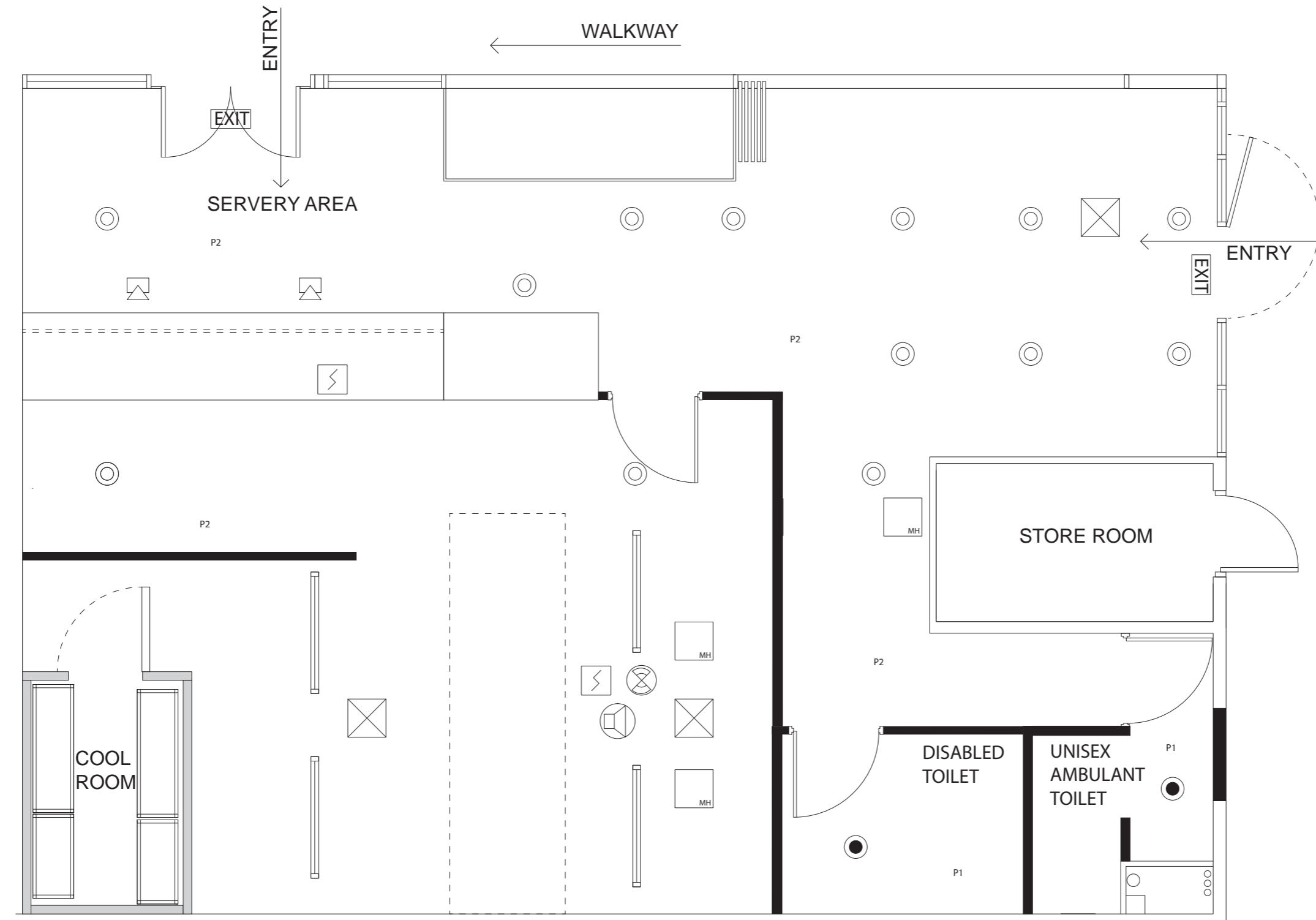
 - NEW TILING

rpi
 Address
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61 OLD PERTH, ROAD
 BURGER BAR - FLOORING
 LAYOUT

DATE 12 NOVEMBER 2020	SHEET A05
SCALE A3 1-50	REV 1

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NOTES:

	EXISTING DOWNLIGHT
	EXISTING PANEL
	EXISTING DIRECTIONAL
	NEW DOWNLIGHT
	EXIT SIGN
	SMOKE DETECTOR
	EXISTING A/C VENT
	EXISTING ALARM
	EXISTING EMERGENCY LIGHT
	EXISTING MAN HOLE

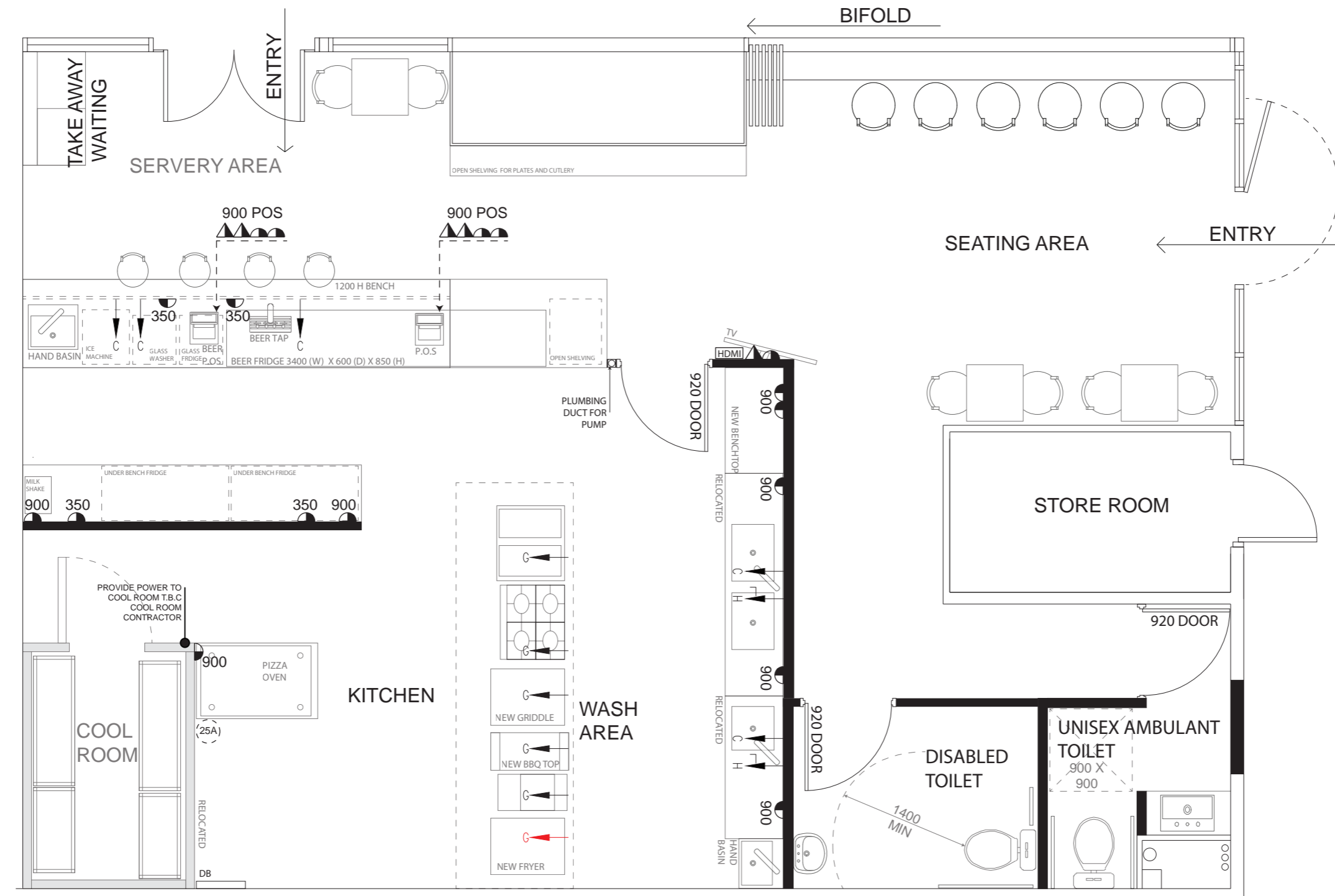
rpi
 Address
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 Belmont, WA, 6104
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61 OLD PERTH, ROAD
 BURGER BAR - REFLECTED
 CEILING PLAN
 1:100

DATE 12 NOVEMBER 2020	SHEET A06
SCALE A3 1-50	REV REV 1

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* PLEASE NOTE POSITIONG
 OF THE ITEMS NEED TO
 BE CONFIRMED ONSITE *



NOTE- THE CLIENT HAS OPTED TO USE A PUMP TO DRAIN THE FRONT COUNTER.

NOTES:

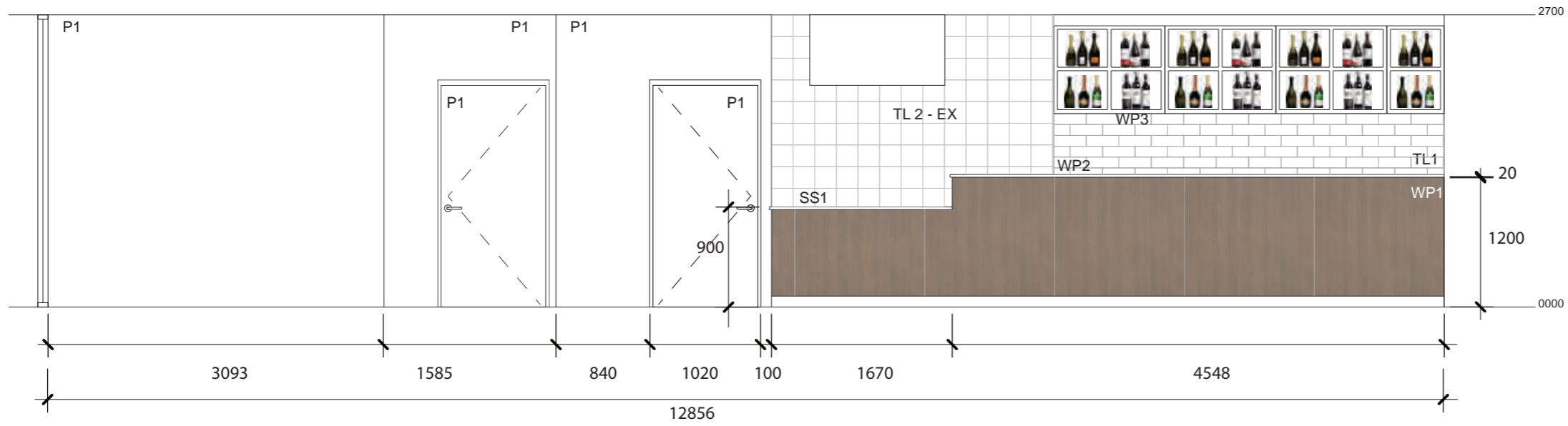
- DOUBLE GPO
- HANGING - 25 AMP
- NOMINATED HEIGHT ABOVE FLOOR LEVEL FOR POINT
- COLD AND HOT WATER FEED
- EXISTING GAS FEEDS TO BE REWORKED
- NEW GAS FEEDS

rpi
 Address
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 Belmont, WA, 6104
 TEL: 08 9478 5100

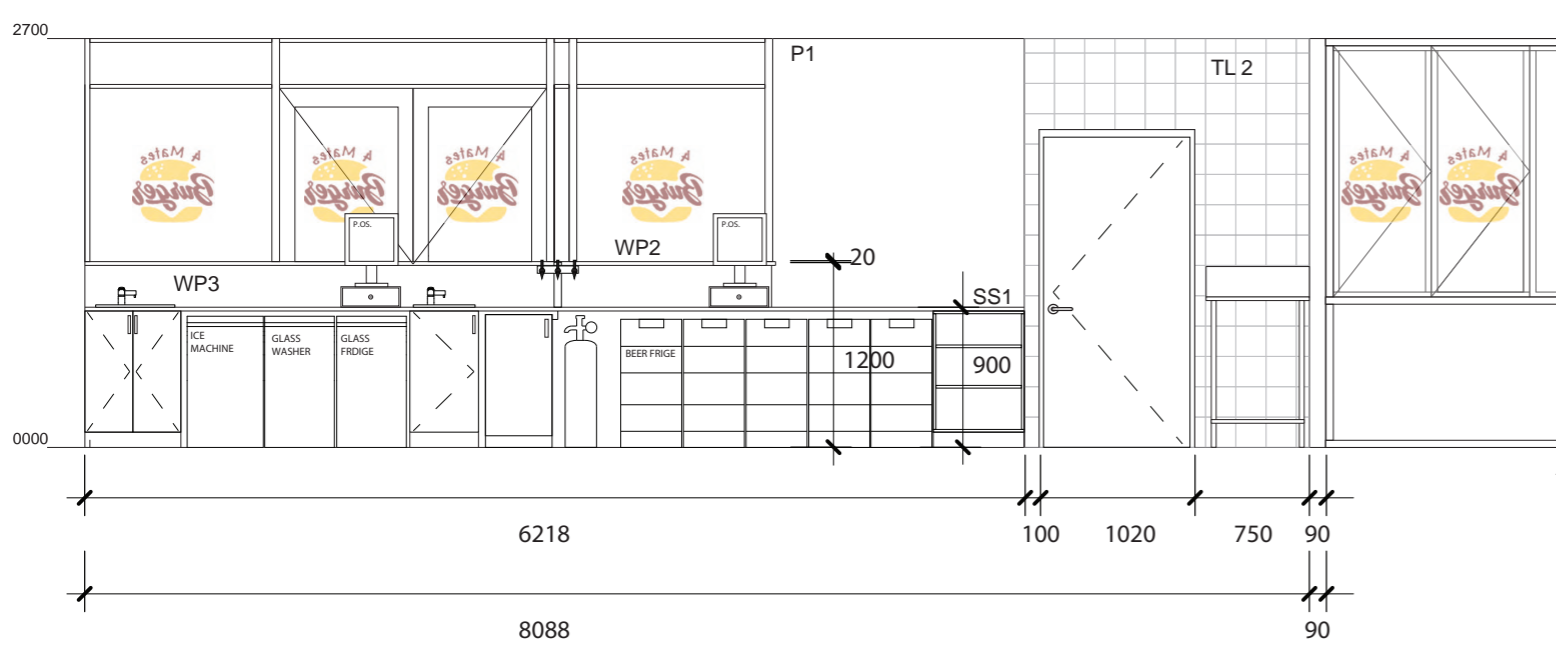
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 BURGER BAR - ELECTRICAL
 & PLUMBING SERVICES
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DATE 12 NOVEMBER 2020	SHEET A07
SCALE A3 1-50	REV 1

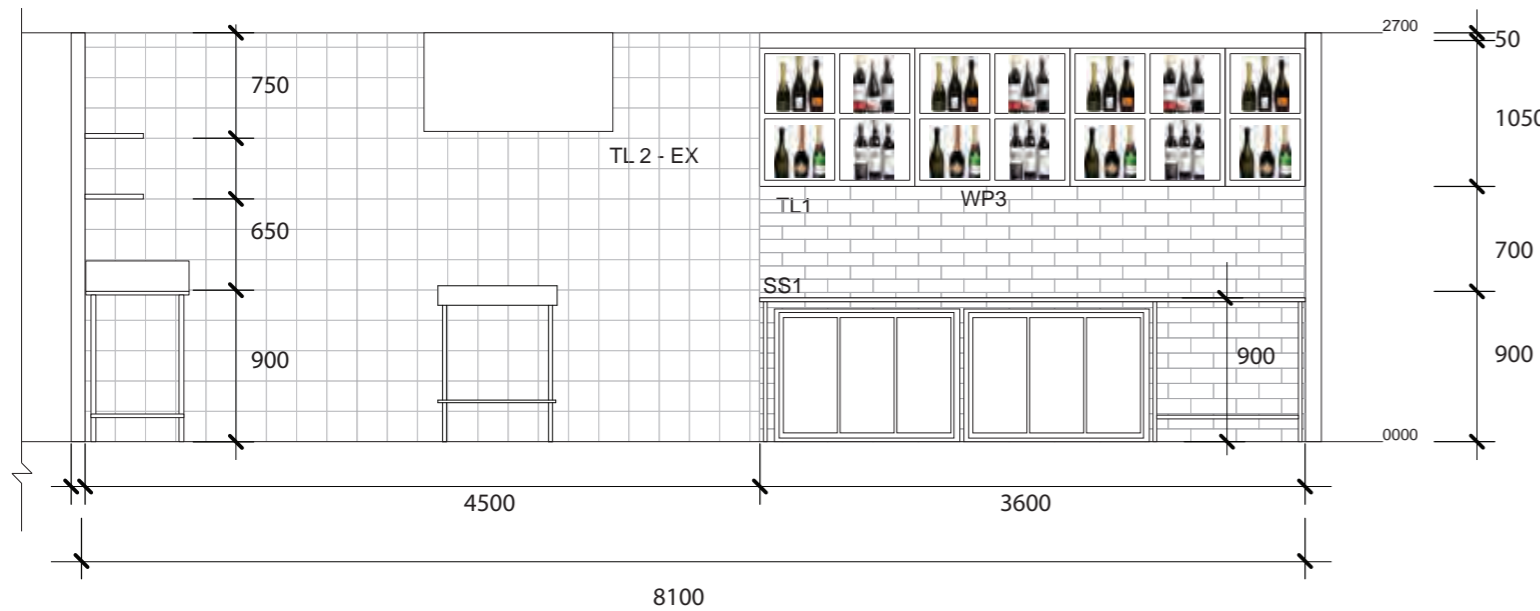
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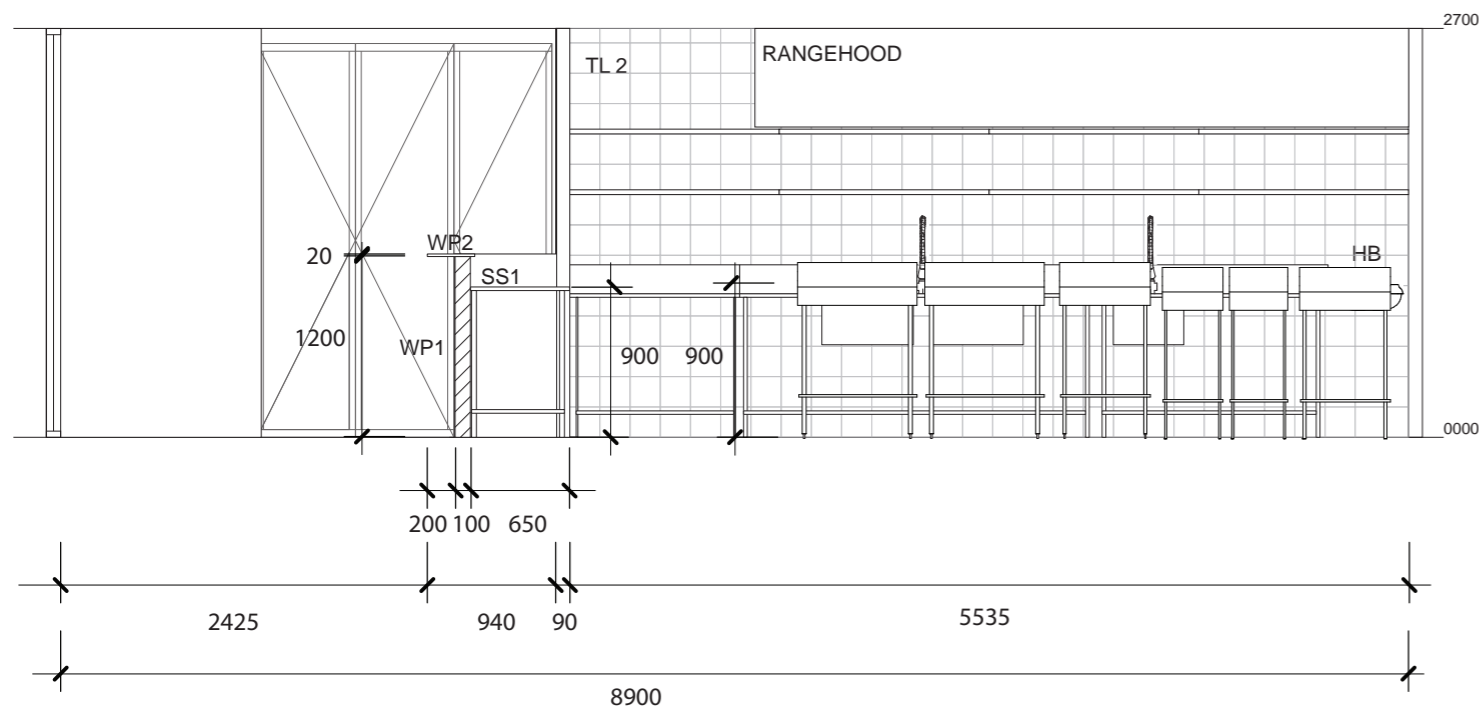


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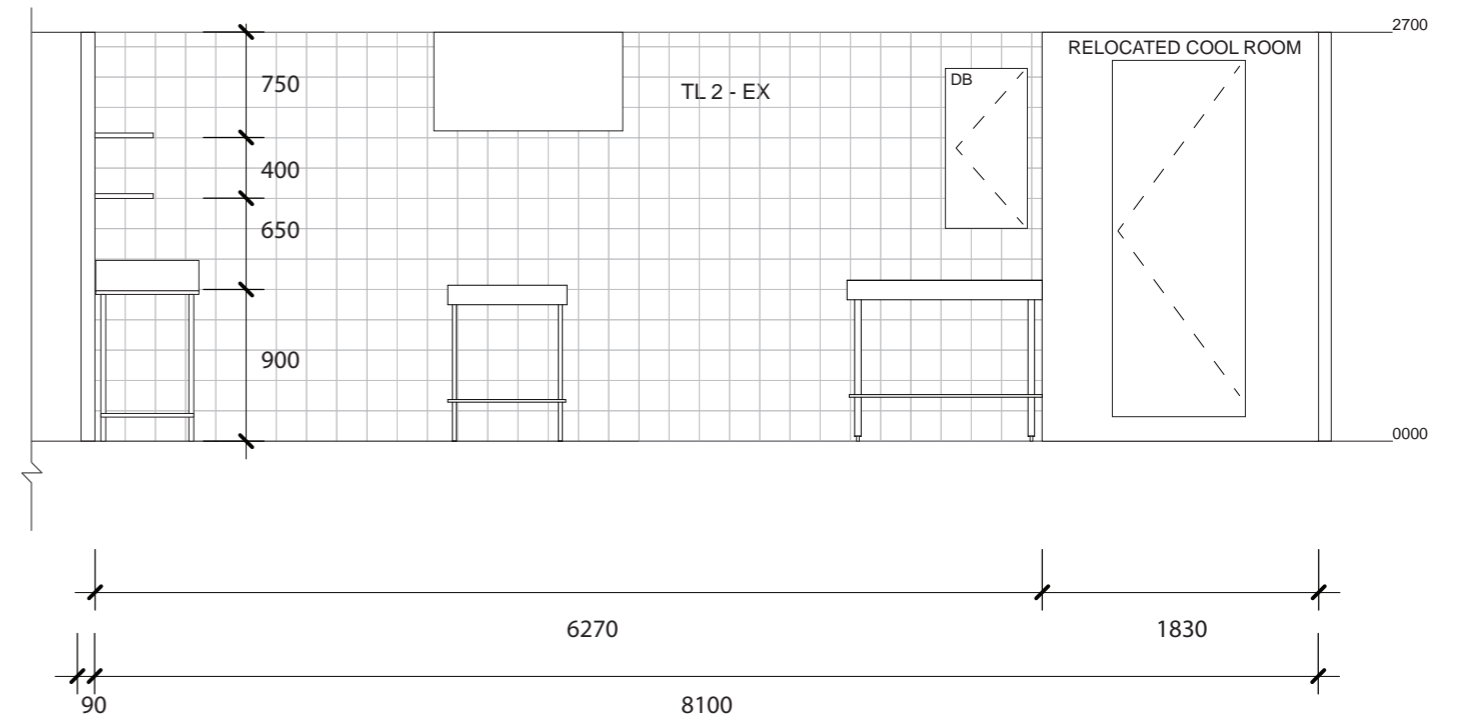


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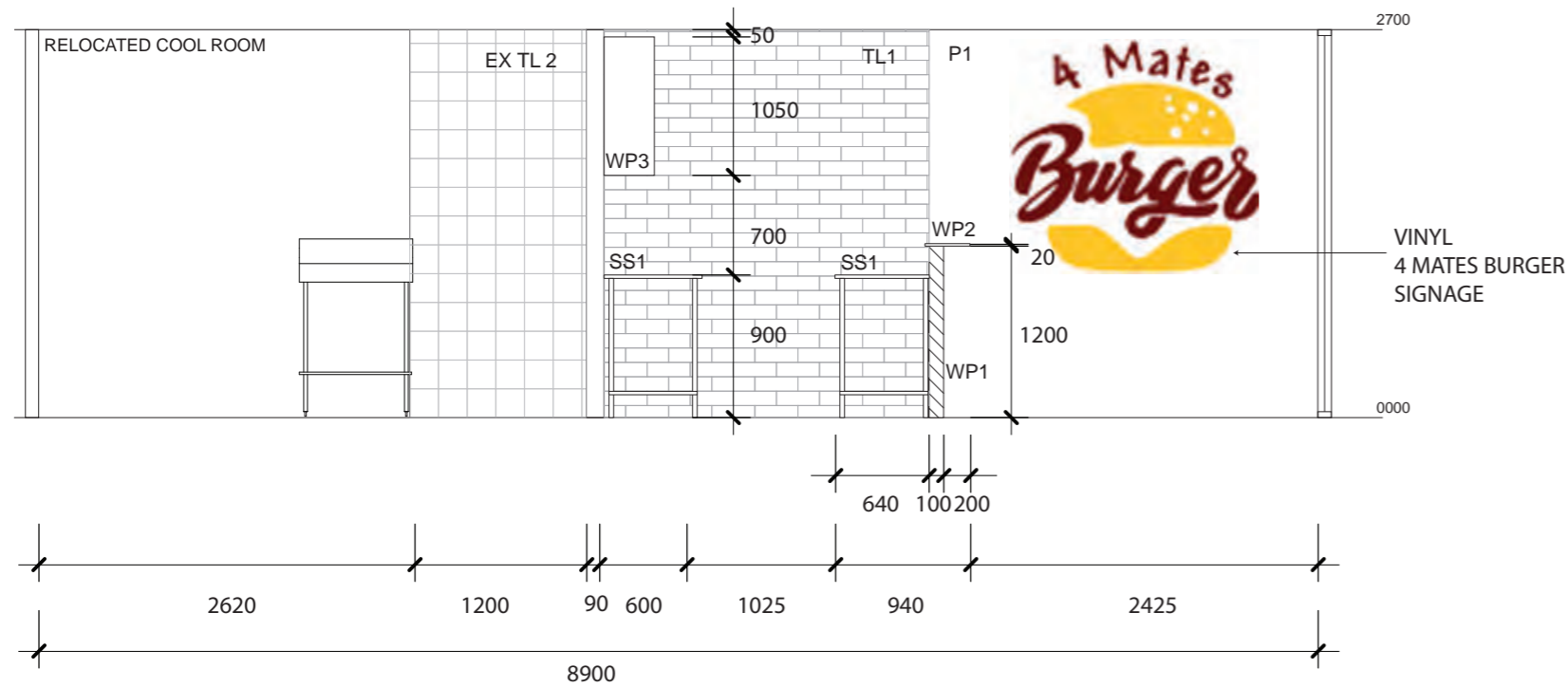
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4 MATES BURGER BAR ELEVATIONS - PAGE 1 SCALE: 1-50	
DATE 12 NOVEMBER 2020 SCALE A3 1:50	SHEET A08 REV 1
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ELEVATION - ELEV -4 - KITCHEN

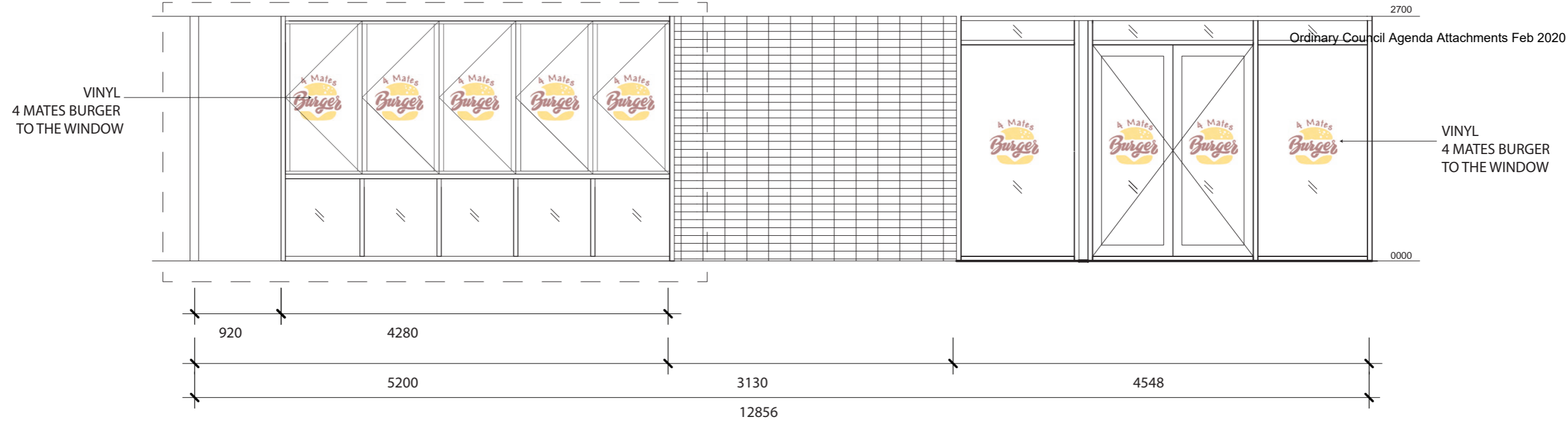


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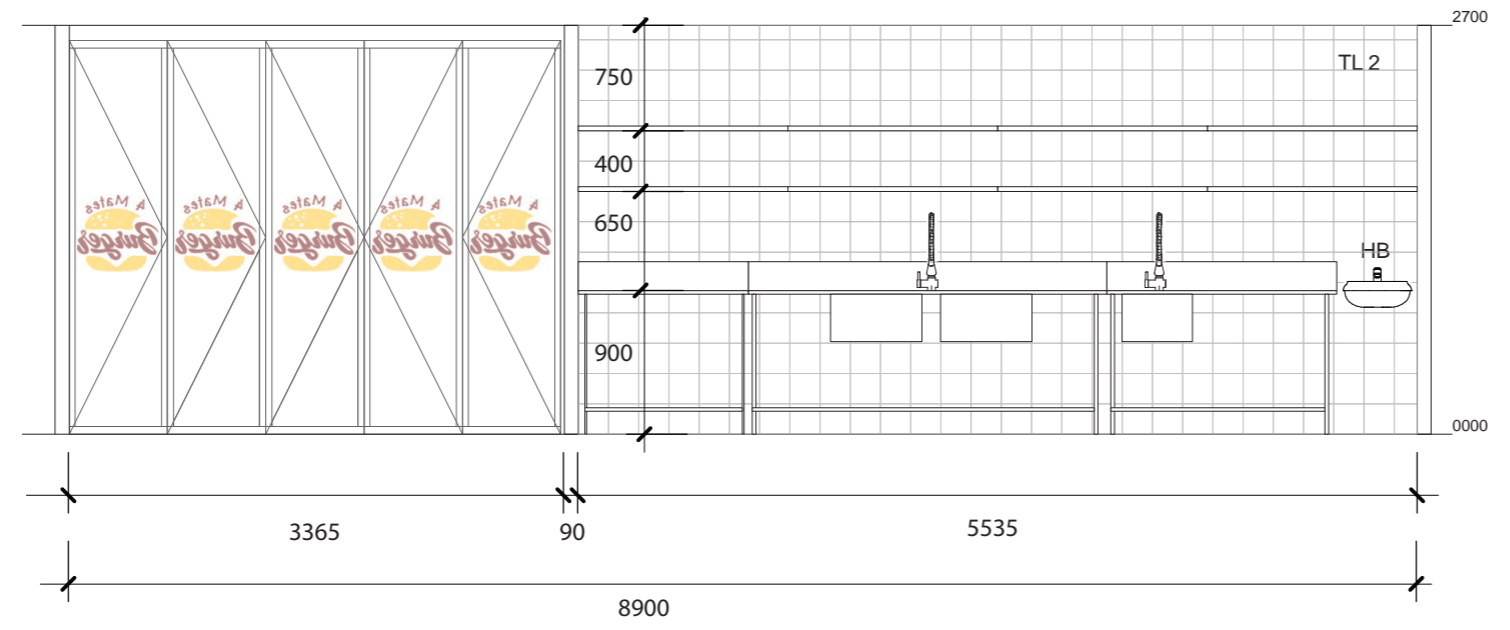


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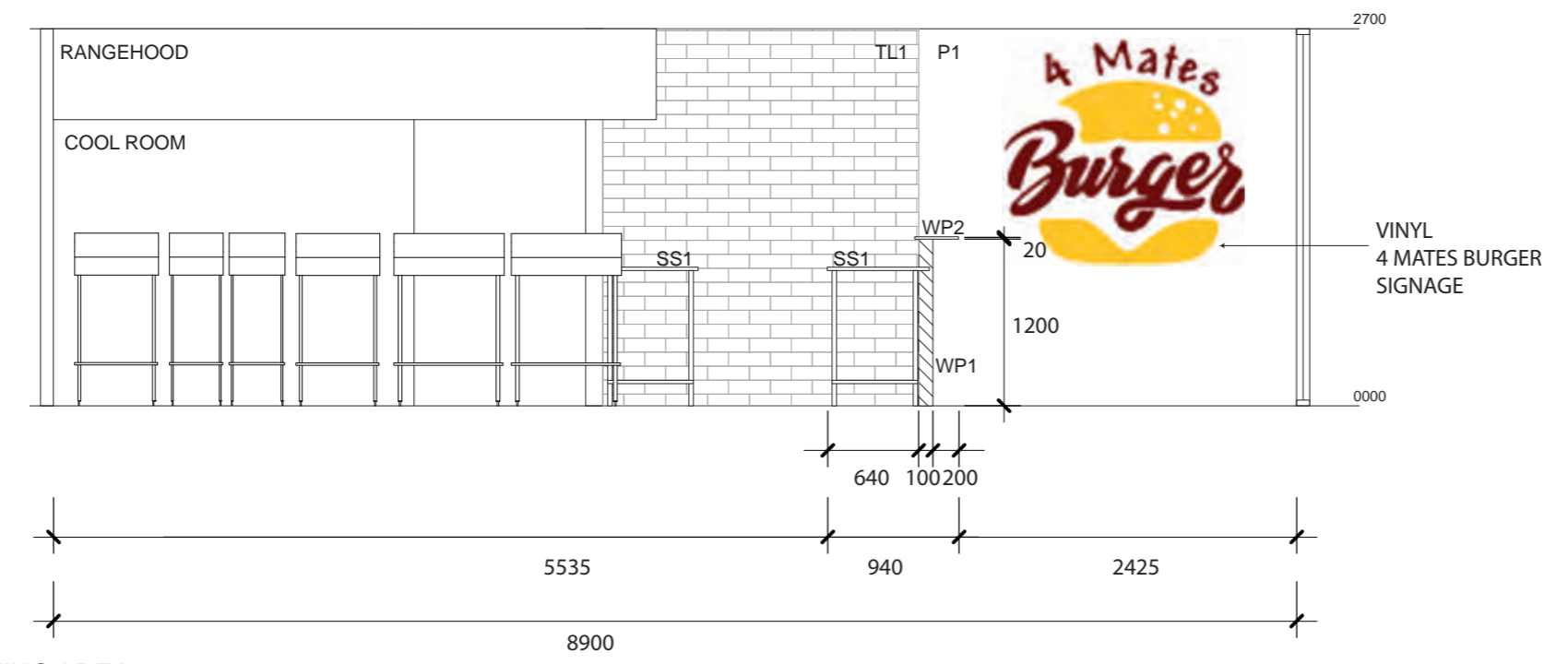
 Address Unit 5, 135 Great Eastern Highway, Belmont, WA, 6104 TEL: 08 9478 5100	
4 MATES BURGER BAR ELEVATIONS - PAGE 2 SCALE : 1-50	
DATE 12 NOVEMBER 2020 SCALE A3 1:50	SHEET A09 REV 1
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ELEVATION - ELEV -7 - SHOPFRONT ELEVATION - 1:50

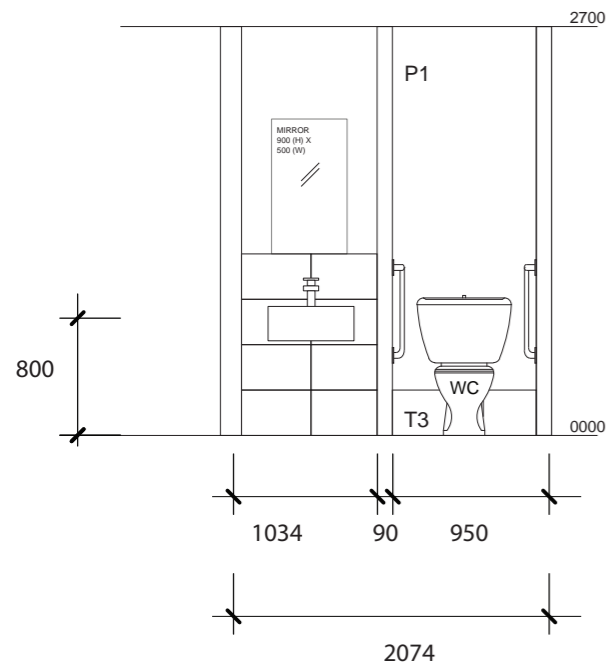


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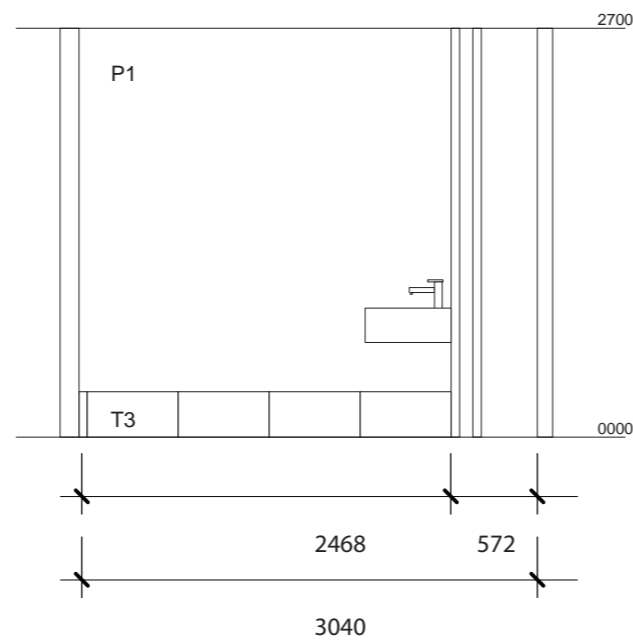


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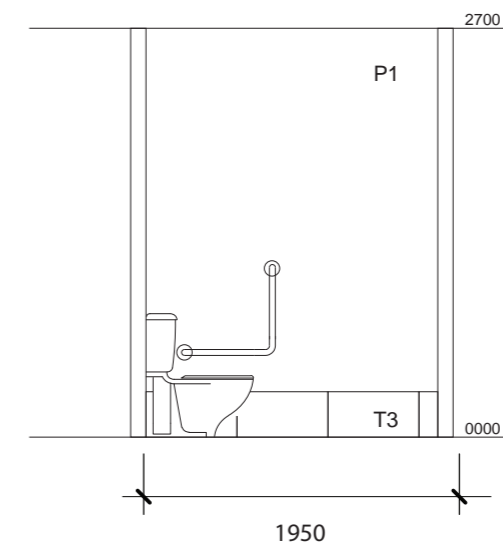
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4 MATES BURGER BAR ELEVATIONS - PAGE 2 SCALE : 1-50	
DATE 12 NOVEMBER 2020 SCALE A3 1:50	SHEET A10 REV 1
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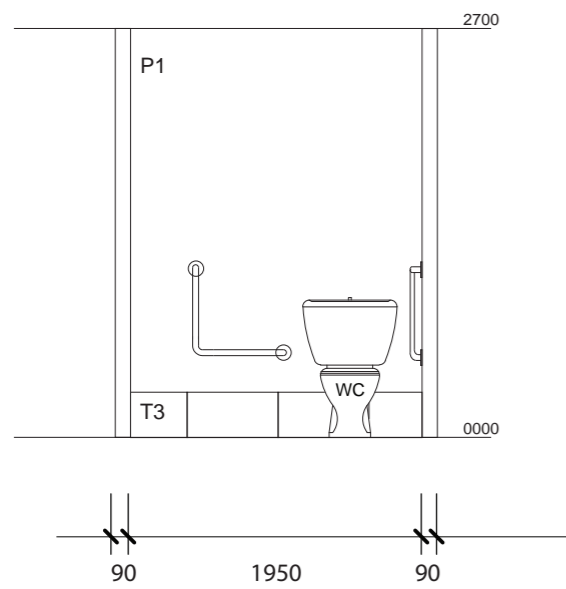
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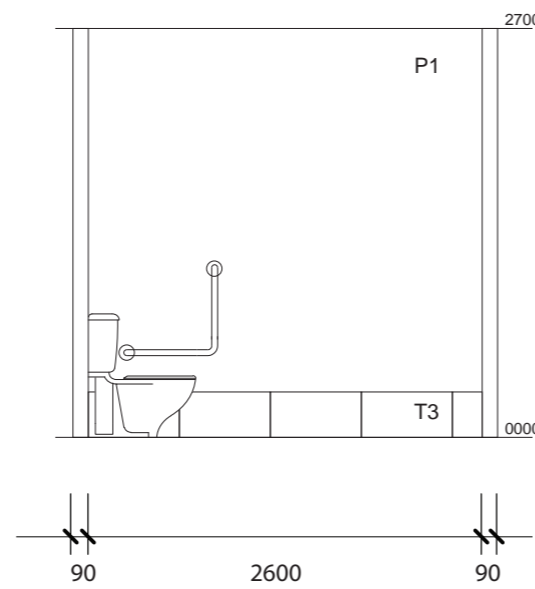
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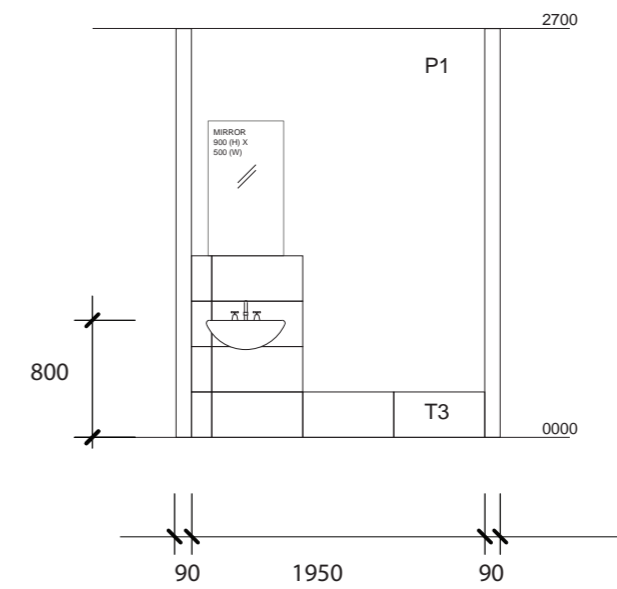
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ELEVATION - ELEV -13 - DISABLED TOILET - 1:50



ELEVATION - ELEV -14 -DISABLED TOILET- 1:50






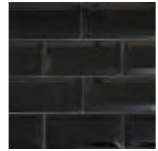

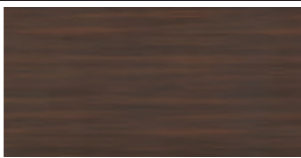



ELEVATION - ELEV -15 -DISABLED TOILET- 1:50

 Address Unit 5, 135 Great Eastern Highway, Belmont, WA, 6104 TEL: 08 9478 5100	
4 MATES BURGER BAR - TOILETS ELEVATIONS - PAGE 4 SCALE : 1-50	
DATE 12 NOVEMBER 2020 SCALE A3 1:50	SHEET A11 REV 1
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RENDER

 Address Unit 5, 135 Great Eastern Highway, Belmont, WA, 6104 TEL: 08 9478 5100	
4 MATES BURGER BAR INTERNAL RENDER	
DATE 12 NOVEMBER 2020	SHEET A12 REV 1
SCALE A3 NTS	
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CODE	ITEM	MANUFACTURER	LOCATION	DESCRIPTION	COLOUR	IMAGE
PAINT FINISHES						
P1	PAINT	DULUX/ SOLVER	GENERAL WALLS & CEILINGS IN TOILETS	Wash and Wear Low VOC Low sheen acrylic	NATURAL WHITE SW1F4	
P2	PAINT	DULUX	CEILINGS	CEILING BLACK	BLACK	
TILING						
T1	TILE	Contact: SWAN CERAMICS	WALLS BATHROOM KITCHEN	FEATURE FLOOR TILE	BLACK SUBWAY TILE 100 X 300	
T2	TILE	Contact: SWAN CERAMICS	WALLS	WHITE 200 X 200 GLOSS TILE	WHITE 200 X 200	
T3	TILE	Contact: SWAN CERAMICS	FLOOR KITCHEN	R 11 NON SLIP TILES FOR BACK OF HOUSE AREA	Ossido Grey	
FEATURE WOOD PATTERN - PANELLING						
WP 1	FRONT COUNTER FASCIA	Contact: LAMINEX	MAIN COUNTER FASCIA	LAMINEX BOARD	JARRAH LEGNO	
WP 2	FRONT COUNTER TOP	Contact: LAMINEX	COUNTER TOP	LAMINEX BOARD	MILKWOOD NATURAL	
WP3	BEHIND COUNTER CABINERY	Contact: FORMICA	DRINKS CABINERY COUNTER CARCASS	FORMICA BOARD	SNOW DRIFT	
STAINLESS STEEL						
SS1	FRONT COUNTER TOP	STEEL SUPPLIER	COUNTER TOP	STAINLESS STEEL		

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61 OLD PERTH, ROAD
 BURGER BAR - FINISHES
 SELECTION
 1:100

DATE 12 NOVEMBER 2020	REV A13 REV 1
SCALE A3 1-50	

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ATTACHMENT NO. 6

LOCAL PLANNING SCHEME NO. 10

LOCAL PLANNING POLICY NO. 19 - PARKING OF COMMERCIAL VEHICLES

1.0 OPERATION OF THIS PLANNING POLICY

- (a) This planning policy has been prepared in accordance with Part 2 of the Town Planning Amendment Regulations 1999.
- (b) This policy does not bind the Council in respect of any application for planning approval but the Council will have due regard to the provision of the policy and the objectives which the policy is designed to achieve before making its determination.
- (f) This policy applies only to variation to Scheme requirement for the parking of commercial vehicles under Clause 5.7.11 on land zoned Residential, Town Centre and Local Centre as designated on the gazetted Scheme map.
- (g) This policy may also be used as a guide to operators of commercial vehicles making application to park within the Town.

2.0 PURPOSE OF THIS POLICY

The purpose of this policy is to:

1. Clearly outline the criteria under which Council will consider variations to its Scheme requirements for the parking of Commercial Vehicles.
2. To provide information to residents and potential residents seeking to park commercial vehicles within the Town.
3. Enable a consistent and therefore equitable basis for decision making in regard to commercial vehicle parking within the Town.
4. Allow the delegated approval of planning applications that meet policy requirements.

3.0 APPLICATION OF THE POLICY

This policy shall be applicable where to all land zoned Residential Town Centre and Local centre. There are no restrictions to the size number, and type of commercial vehicles parked on the Industrial zoned land within the Town.

4.0 BACKGROUND

The parking of commercial vehicles within the Town is governed by Clause 5.7.11 of Local Planning Scheme No.10 which states inter alia that:

1. *No person shall park, or cause to be parked or permit to be parked any commercial vehicle in excess of three (3) tonnes combined tare weight on any lot within the Residential, Town Centre or Local Shopping zones without the planning approval of Council.*

The above clause allows 'as of right' commercial vehicles to be parked on private property within the Town up to a maximum of combined tare weight of 3-tonnes.

The Local Planning Scheme also states that in cases where vehicles are in excess of 3 tonnes, that Council may approve commercial vehicle parking within the Town to a maximum as prescribed in the following Scheme extract;:

2. *The parking of any commercial vehicle on any lot within the residential, Town Centre or Local Shopping zones, shall at all times comply with the following standard requirements:*
 - (a) *The commercial vehicle shall not exceed 9 metres in length and 3 metres in height; and*
 - (b) *There shall be a limit of one (1) commercial vehicle per lot.*

5.0 POLICY PROVISIONS

Council is prepared to consider the parking of commercial vehicles that exceed 9-metres in length and more than 3-metres in height subject to the following;

1. The commercial vehicle is not a Prime Mover.

2. There is sufficient space on the lot to park the commercial vehicles behind the building line.
3. There are no objections by immediately adjoining/affected neighbours to the proposal following a 14 day consultation period
4. The commercial vehicles will not operate to and from the site between 11:00pm and 7:00am Monday to Sunday.
5. Approval is restricted to parking only, with servicing and repairs not being carried out on site.
6. The commercial vehicle is parked on a single residential lot.
7. The combined tare weight does not exceed 5-tonnes.
8. The commercial vehicles can access the lot via a constructed crossover to Council specifications.

6.0 ASSESSMENT PROCEDURE

The assessment of any planning application for the parking of a commercial vehicle shall take into account the criteria set down under section 5 above.

The applicant shall provide the following relevant information with any application made to park a commercial vehicle;

1. Accurate dimensions and tare weight of the commercial vehicle along with a copy of the registration paper and a photograph of the commercial vehicle.
2. A site plan that indicates the location the commercial vehicle will be parked. Buildings are to be at least outlined.
3. A letter justifying the variations to the Scheme requirements outlined above and the hours of operation.
4. The letter should also indicate that no repair or maintenance works are to be undertaken on the site and that the nature of the business in which the commercial vehicle will be used for.

Any approval granted by the Town is subject to all other provisions under Clause 5.7.11 (3) of Local Planning Scheme No.10.

Policy Number: Local Planning Policy No 19
Policy Title: Parking of Commercial Vehicles

1. Citation

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This Policy may be cited as Local Planning Policy No. 19 – Parking of Commercial Vehicles.

2. Policy Statement

The purpose of this Policy is to set out the objectives and policy provisions / criteria which the Town shall have due regard to in the assessment and determination of applications for Commercial Vehicle Parking, having regard to Clause 4.7.11 of Local Planning Scheme No. 10.

3. Policy Objective

To provide opportunities for the parking of commercial vehicles in a manner that does not detrimentally impact on the amenity of the surrounding area.

4. Application

This policy applies to all applications for the parking of Commercial Vehicles with a combined tare weight of greater than three tonnes, on land zoned Residential, Town Centre or Local Shopping.

5. Definitions

Commercial Vehicle: *means a vehicle whether it is licensed or not and which is used in conjunction with a trade of profession and shall include trailers, tractors and their attachments, buses and earth moving machines whether self-propelled or not but shall not include a passenger car derivative as defined by the Vehicle Sales Regulations 1976 (as amended), a van, utility or light truck which is rated by the manufacturer as being suitable of carrying loads of up to 1.5 tonnes.*

Commercial Vehicle Parking: *means premises used for parking of one or two commercial vehicles but does not include:*

- (a) any part of a public road used for parking or for a taxi rank; or*
- (b) parking of commercial vehicles incidental to the predominant use of the land.*

6. Policy Requirements

6.1 Consultation

- (a) All applications for development approval for the parking of a commercial vehicle (or vehicles) that involve variations to the requirements of this Policy will be subject to community consultation prior to determination.
- (b) Community consultation will be for a period of 14 days and will involve advertising to nearby landowners that, in the opinion of the assessing officer, may be impacted by the proposal.

6.2 On-site Parking and Access

- (a) On land zoned Residential, a commercial vehicle may be parked on a property containing a single house only, and not as part of a grouped or multiple dwelling (strata) development.
- (b) The commercial vehicle must be parked entirely within the property behind the building setback line, unless otherwise screened from view of the street and from neighbouring properties.
- (c) Access to the property on which the commercial vehicle is to be parked is to be via a crossover that has been constructed to the Town's specifications.
- (d) Commercial vehicle parking shall not preclude domestic passenger vehicles from parking at the property.
- (e) The intended frequency of movement of the vehicle to its parking location should not unreasonably impinge on the function or prevailing traffic conditions in the locality.
- (f) The traffic movements associated with the commercial vehicle must not exceed the capability and capacity of the local road network, as determined by the Town.

6.3 Use and Movement

- (a) On land zoned Residential, no commercial vehicle is to be brought to or taken from the property between 9:00pm and 7:00am.
- (b) The parking of a commercial vehicle that is, or has been, used for the transportation of animals, liquid wastes, or other dangerous, hazardous or contaminated substances (which either requires a special permit for their transportation, or which if spilled or discharged from the vehicle, would cause pollution or pose a danger or threat to the health of inhabitants of the locality), is not supported.
- (c) Vehicle loads and equipment must not be stored separately on-site.

- (d) The parking of a commercial vehicle shall not detrimentally impact on the amenity of neighbouring properties, the streetscape and/or the surrounding area, including by way of noise, fumes, odours and/or visual impact.

6.4 Conditions of Development Approval

Where an application for Commercial Vehicle Parking is approved, the Town may impose conditions relating to any or all of the following:

- (a) Restricting the hours during which the vehicle may be started (including the length of any idling time) and enter or leave the property.
- (b) The approval being personal to the applicant and not transferable or assignable to any other person or property.
- (c) Restricting the nature and extent of any cleaning or servicing of the commercial vehicle on the property.
- (d) Prohibiting the commercial vehicle being laden when parked on the property, or restricting the nature of any item, equipment, goods or material that may be carried by the commercial vehicle when parked on the property.
- (e) Prohibiting persons other than the designated occupants of the dwelling on the property driving the commercial vehicle to or from the property.
- (f) Requiring the commercial vehicle to be parked in its designated location at all times when on the property, unless otherwise required for any permitted cleaning or servicing.
- (g) Major repairs are not to be undertaken on the property and any minor repairs, servicing or cleaning of the commercial vehicle shall be carried out in areas which are screened from view from the property.
- (h) Activities such as spray painting, panel beating or mechanical repairs that have the potential to adversely impact upon the amenity of the locality by the emission of noise, odours, by-products or otherwise, are not permitted.

Document Control

Directorate	Community Planning
Business Unit	Development and Place
Inception Date	[Insert OCM RESOLUTION NO & DATE]
Version	
Next Review Date	[Insert date – maximum 2 years generally is considered good practice]

ATTACHMENT NO. 7

1.21 Standards for Street Numbering

Policy

Clear street numbering is a standard condition for all building licences - commercial, industrial and residential.

Guidelines

In the interest of safety and convenience Council encourages the establishment of house numbers painted on kerbs in accordance with the following requirements.

- a) The essence of this policy and standards is to produce a visible, uniform, attractive kerbside house number.
- b) Contractors may apply the kerbside house number with the approval of the property owner/occupier only, in accordance with this specification and standard.
- c) Owner/occupier shall make all arrangements regarding application, alteration and maintenance of house numbers at their own cost.
- d) Correct house numbers (not lot numbers) only shall be used.
- e) Council shall not be responsible for reinstatement of numbers affected by maintenance or construction works.
- f) For barrier kerbs, numbers shall be located on or near the kerb returns of the crossover. For mountable kerbs, numbers shall be placed on the side that most closely aligns with the centre of the house frontage.
- g) The size of the number shall be a minimum of 120 x 60mm with 30mm spacing and 30mm edge clearance. Background patch should be 180 x 240mm, depending on kerb face.
- h) The colour of the numbers shall be reflective mid green, located centrally in the background patch which shall be all weather white matt finish.

Application

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

<p>Policy Type: Strategic Policy</p> <p>Link to Strategic Community Plan: Town Planning & Built Environment</p>	<p>Responsible Officer: Chief Executive Officer and Manager Development Services</p> <p>First Adopted:</p> <p>Last Reviewed: March 2014</p> <p>Version: 2</p> <p>Next Review due by: December 2016</p>
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1.22 Guidance for Street Numbering

POLICY

This policy is to establish the guidelines for officers to allocate street numbers pursuant to Council's Thoroughfares and Trading Local Law. The Council requires that street numbers be allocated to allow for maximum potential growth in residence numbers when numbering a new street or if renumbering of an existing street becomes necessary. Street numbering is to be dealt with as an administrative function subject only to:

- Adequate prior notice to current residents of change in the event of renumbering.
- In the case of renumbering, affected residents are to be offered an opportunity to make comment on renumbering proposals, and officers must take any comments into account before finalising a decision.
- Residents may have their submission referred to the Council.

The following policies and guidelines shall be used to achieve the policy objectives.

Allocation of Street Numbers

Street numbers should be allocated to accommodate the maximum future number of residences. Numbering is to be by sequential numerals.

Alpha or alpha/numeric combinations are to be avoided if possible.

Re-number of Established Streets

Where renumbering of an established street becomes necessary, the following procedures are to apply:

a) Preliminary to Renumbering

The Building Surveyor is to allocate proposed numbers on a plan of the street. All residences to be affected directly by the proposed change are to have a letter of advice delivered which explains the change, at least six weeks before the date proposed for the introduction of new number.

The officers are to make every attempt to explain the renumbering and resolve resident's concerns administratively. If this is not possible, the resident is to have the opportunity to refer concerns for consideration by Council.

Where no submissions against the renumbering are received within two weeks, the new numbers are to be formally introduced.

b) Submission to Council

Where a submission (or submissions) is received within the specified two week period, it is referred to Council with an officer report. Upon the Town Planning Committee recommendation being dealt with by Council, the officers are to implement the Council decision forthwith and advise that decision to the affected residents.

c) Assistance to Residents in Event of Re-numbering

Standard practice to be implemented by the officers in the event of renumbering of an established street will be:

- i) Re-mark any existing street numbers painted on street kerbs;
- ii) Issue to each affected residence reflective adhesive numbers for the new number;
- iii) Provide five postage paid change of address cards for each affected residence;
- iv) Advise statutory service providers and local emergency service agencies of the changed numbers; and
- v) Arrange through Australia Post for the redirection of wrongly addressed mail for up to twelve months.

Application

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

<p>Policy Type: Strategic Policy</p> <p>Link to Strategic Community Plan: Town Planning & Built Environment</p>	<p>Responsible Officer: Chief Executive Officer and Manager Development Services</p> <p>First Adopted:</p> <p>Last Reviewed: March 2014</p> <p>Version: 2</p> <p>Next Review due by: December 2016</p>
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Street Addresses and Street Names Information Sheet

General

The Town is responsible for street addresses and street names in accordance with Australian Standard 4819:2011 (*Rural and Urban Addressing*). The *Land Administration Act 1997* requires developers of new subdivisions to submit street names for approval by the Council, before being determined by the Minister for Lands.

Street Numbering

- Street numbers are consecutive and sequential, ranging from lowest to highest, with odd and even numbers on opposite sides of the street.
- Street numbers for subdivisions, amalgamations, survey strata and strata subdivisions will be allocated at the subdivision clearance/endorsement stage.
- Where there is only one street number available, developments will be allocated suffixes such as 1A, 1B, 1C, or 1/10, 2/10 etc.
- Where a street number has been allocated to a property, then that number must be used. The Town will only consider changing the number if there are difficulties identifying the property.

Street Numbering Design

- Landowners are required to display and maintain the number in a highly visible place as viewed from the street prior to occupation of the property. Where a lot has a rear laneway access for garages/carports, the street address will be the primary street frontage of the residence.
- Numbering on residential letterboxes should be at least 75mm high, or for non-residential properties, at least 150mm high.
- Numbers painted on kerbs are permitted. For barrier kerbs, numbers shall be located on or near the kerb returns of the crossover. For mountable kerbs, numbers shall be placed on the side that most closely aligns with the centre of the house frontage.
- The size of the number shall be a minimum of 120mm x 60mm with 30mm spacing and 30mm edge clearance. The background patch should be 180mm x 240mm, depending on the kerb face.
- The colour of the numbers shall be reflective mid green, located centrally in the background patch which shall be all weather white matte finish.

Landowner Responsibilities

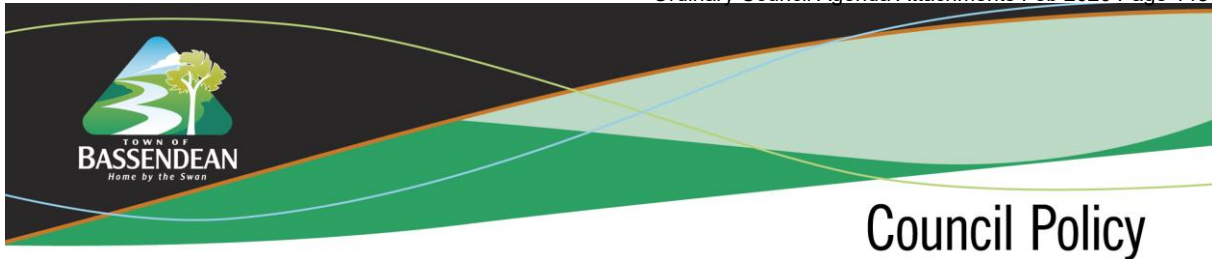
All costs associated with changes to street numbering shall be met by the property owner or the developer. This includes the replacement or relocation of letterboxes, cost of new numbers and/or amendments to numbers on buildings.

It is the landowners' responsibility to ensure the correct street number is appropriately displayed.

Street Naming

- New street names (such as where roads are created in new subdivisions) are generally proposed by the developer.
- An application for road naming will require the support of the Town before it is submitted to Landgate for approval. Landgate then assesses the proposal in accordance with Geographic Names Committee Guidelines.
- The renaming of roads is discouraged unless there is a good reason for requesting the change. Typical reasons are redesign of a road, changed traffic flow, mail delivery problems, mis-spelling of a name and duplication problems.
- Whilst individuals can request road re-naming, proposals will require the support of the Council, with the Minister for Lands having the final authority on such matters.

ATTACHMENT NO. 8



3.2 Outdoor Eating Facilities On Public Places Policy

Application

The Town of Bassendean's Vision 2030 guiding principles recognise that the ability to sit outdoors and enjoy the ambiance of the Town, the activities and people are important in maintaining the village atmosphere and encouraging a cohesive vibrant streetscape.

Creating dynamic street frontages with well planned and maintained outdoor eating areas adds to the amenity of the Town and urban life in general and provides a link between businesses and pedestrians and encourages active street life beyond normal trading hours.

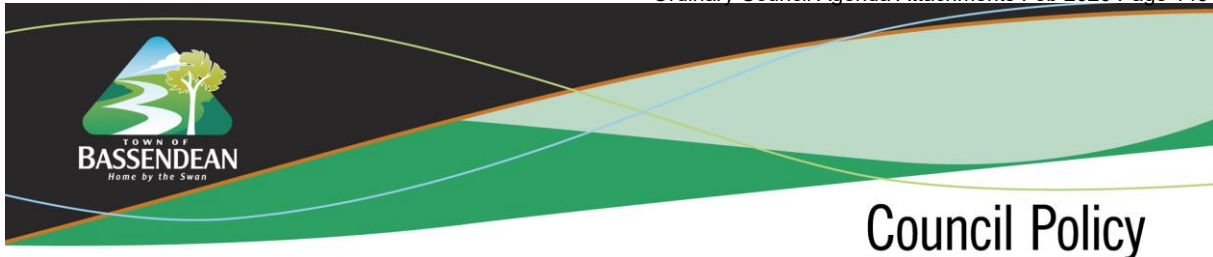
Objective

The Town of Bassendean's objectives for the Outdoor Eating Facilities on Public Places policy are:

- Encourage the establishment of outdoor dining on public footpaths and the public domain area located adjacent to restaurants/ eating house;
- To enrich the pedestrian experience and present an open, inviting image which complies with the Disability Discrimination Act in providing an environment that is safe and accommodating for all pedestrians;
- To create an attractive, cohesive and vibrant streetscape that provides the community with high quality outdoor eating facilities; and
- To ensure compliance with the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law, Building Code of Australia (BCA) 2007 and the Health (Food & Hygiene) Regulation 1993 relating to Outdoor Eating.

Strategy

The Town of Bassendean strives to achieve these objectives by:



Council Policy

Approval requirements

A permit for an outdoor eating area shall be approved only where the proposal is part of an application to establish an eating house within an adjacent building, or is proposed as an extension of an existing eating house already operating within an adjacent building.

For existing outdoor eating facilities, the Town of Bassendean will allow a 6-month grace period from the date of adopting this Policy to allow proprietors to submit an application for a permit and comply with requirements of the policy.

Application for a Permit

An application should be accompanied by:

1. A completed Town of Bassendean application form;
2. Photographs, drawings or manufacturer's brochures fully describing the appearance and dimensions of all (maximum) proposed commercial standard tables, chairs, umbrellas, menu board, planter boxes and any other furniture related to the proposal including their relationship to the building in which the eating house is located;
3. The applicant is to ensure that the submitted application complies with the requirements of this policy;
4. Details of the location and extent of advertising; and
5. The applicant is to indicate whether it is intended to serve alcohol to patrons at the tables proposed in the outdoor area.

Conditions

An outdoor eating proposal may be supported in principle, with the following conditions:

Furniture

- Outdoor commercial standard furniture shall be approved by the (FIAA) Furnishing Industry Association of Australia or meet relevant Australian Standard;
- All commercial standard furniture shall meet Occupational Health & Safety requirements, be visually attractive taking into consideration style, colour and materials requirements;



Council Policy

- Furniture materials selected shall be rust proof, practical, serviceable and to assist the visually impaired have a 30% contrast between furniture and paving;
- Table and chair designs shall be complimentary and manufactured from steel framed (rust proof) table legs and chairs with ultraviolet (UV) light stabilized polypropylene /resin, UV stabilized synthetic wicker or UV protected timber for the table tops and seat area or similar may shall be permitted;
- The use of plastic tables & “mono block” chairs made entirely of plastic shall not be permitted;
- All furniture shall be supplied and be maintained to a high standards by the permit holder;
- All out door eating facilities shall be of a movable nature, not be fixed to the public footpath paving material and shall be removed from the public footpath area in accordance to the specified time frames, unless otherwise approved. If specifically requested by the applicant, or where positive benefits to the public and the Council can be seen, then fixing may be considered but only subject to detailed conditions on the method of fixing and, the costs of any subsequent removal and restoration being borne by the permit holder;
- Furniture shall be stackable to allow for easy storage at the end of each days trading. Off-street storage is required for all furniture outside of operating hours;
- Where the use of a heating device is proposed, details of the type, location and design must be included in the application. Heating devices must comply to the relevant Australian Standard and shall turn off automatically if turned over turned, to prevent injury to patrons and property;
- Where the use of a menu board is proposed the location, size, design and colour must be included in the application. The menu board may be internally illuminated to display a menu sheet of maximum size 420mmx 890mm;
- To evoke a high quality outdoor eating ambiance in the evenings, the permit holders are encouraged to provide table cloths.

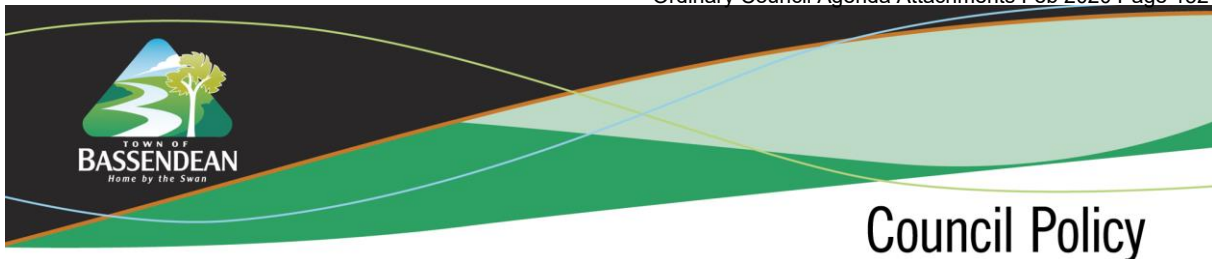
Lighting

Should the outdoor eating area operate in the evenings, lighting shall be provided to the dinning tables by candle light in a transparent/ frosted candle holder or by an approved electrical lighting plan.

Any electric lighting is only to be erected after written approval from the Town has been provided. The applicant is to provide detail electrical drawings provided by a qualified electrician and meet Western Power safety requirements. Light fixtures selected are to create a soft lighting ambiance and the light spill is to be controlled within the eating area for the safety and amenity of adjoining business, patrons and the public. Architecturally appropriate lighting fixtures should be of a style, finish and character appropriate to the architecture of a building or the light fixtures are to be located in a position that is visually non intrusive.



Council Policy



Council Policy

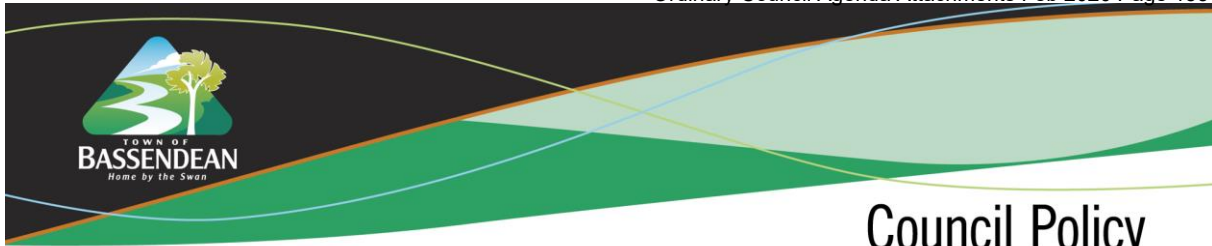
Shade protection

Outdoor dining should enrich the pedestrian experience and public alike and therefore adequate protection from the elements should be provided ensuring that the streetscape is open, attractive, inviting and easily accessible by the public.

- “Market” style umbrellas may be provided if tables and chairs are to be placed in unshaded areas to provide adequate protection for patrons;
- The “market” style umbrellas should have a minimum height of 2.0 metres from the lowest point of the canopy;
- Umbrellas shall be maintained to a high standard and securely anchored in accordance to the Australian Standards AS1170 (wind loads) and / or manufactures recommendations to ensure public safety;
- Umbrellas shall be closed or removed from the outdoor eating area when not in use and shall be removed during extremely windy conditions;
- The complete enclosure of the outdoor area and umbrella side curtains are not permitted.

Planter Boxes

- Planter boxes may be considered in the public domain areas or widened footpaths;
- The physical appearance of planter boxes including colours and construction materials shall compliment the streetscape;
- Planter boxes shall not be within 6 metres of an intersection and be strictly within the bounds of the permit area;
- Planter boxes shall be in the order of 450 millimetres high by 450 millimetres wide and 1200 millimetres long to ensure they are of an appropriate scale in relation to other elements of the street, and to ensure visibility to the pedestrian;
- Planter boxes shall be a distance of 1000mm from the edge of the road kerb, and shall be a minimum of 1000mm between each planter box or other structures to maximize access for pedestrians;
- Plant material used in the planter boxes may be at the discretion of the permit holder but shall be suitable for the public domain and maintained below 750mm above ground level to prevent screening of pedestrians and to ensure visibility for motorists when reversing or alighting from vehicles;
- Planter boxes should be designed to ensure that water discharge does not create a hazard for pedestrians or stain the pavement;
- Any damage to footpath, verge, or other street furniture caused by the planter box or its movement shall be the responsibility of the permit holder; and



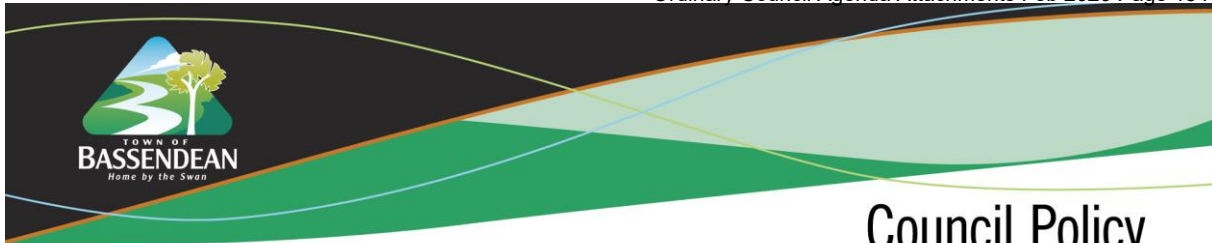
Council Policy

- Notwithstanding the granting of approval, the Town reserves the right to remove the planter boxes at any time, and applicants should ensure that the Town is indemnified against all claims resulting from the installation of planter boxes.

Pedestrian Access

The establishment of an outdoor eating area should not require extension of the existing footpath, unless this can be done without unduly affecting the prevailing form of the street or prejudicing its proper use as a traffic route and, without involving the loss of kerbside parking or loading zones. Where a footpath can be widened and it does not negatively impact on the safe movement of traffic and / or pedestrians, permission may be granted at full cost to the applicant and materials used shall be to Council's satisfaction.

- Outdoor eating will only be permitted in those areas where there is sufficient width of footpath to permit adequate space for the volume of pedestrians and where such an operation will not present a hazard or nuisance to public (see Attachment 1 for typical outdoor dining layout).
- In considering application for an outdoor dining permit, the location of adjacent street furniture shall form part of the assessment process and these details are to be included on the plans provided.
- Any outdoor eating area should not obstruct pedestrian movement. A minimum clear footpath width of 1800mm should be provided at all times ensuring light poles, parking and street signs and street furniture are not obstructing the free movement of pedestrians;
- No table, chair, umbrella or planter box shall be permitted to be located within 1000mm from a road kerb alignment;
- Adequate space (approx 1000sq mm) shall be provided around furniture to ensure that patrons and waiting staff can move comfortably within the permit area;
- All furniture shall be kept strictly within the bounds of the outdoor eating area;
- The outdoor eating area should not obstruct sight lines for either vehicles or pedestrians, both at road junctions and vehicle access crossovers.
- The establishment and use of outdoor eating areas should not conflict with or inconvenience other retail and commercial activities, or obstruct the views of, or access to, adjacent properties. Where the Town believes that such problems may arise, it may consult with the owners and/or occupiers of the affected premises before reaching a decision on the application.
- The approved permit area will be marked out with pavement identification plates installed by Council officers at the corner boundaries of the outdoor eating area. (see Attachment 1 for typical outdoor dining area identification plates). The



Council Policy

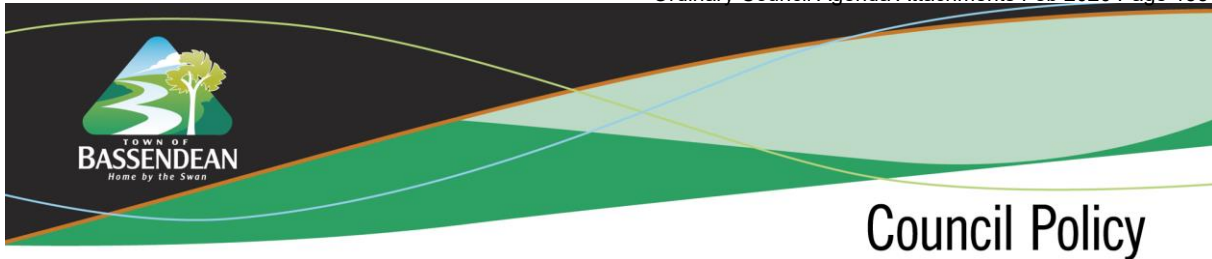
permit holder is to adhere to the requirements and ensure that the outdoor operations are strictly contained within the approved permit area as defined by the pavement identification plates.

Cleaning and Maintenance

- The permit holder shall ensure that area is kept clean and tidy at all times. The permit holder is responsible for disposal of litter and cleaning of the footpath. The permit holder shall regularly high pressure steam clean the pavement area to the satisfaction of the Chief Executive Officer or the delegated representative.
- The permit holder shall ensure that no debris or litter is swept into the street gutter and or subsequently washed down the stormwater drainage system. No detergents and cleaning agents shall be washed into the street gutter or drainage system.
- Graffiti that may be applied to furniture/ planters boxes within the permit area is to be removed by the permit holder as soon as practicable. No detergents and cleaning agents shall be washed into the street gutter or drainage system.
- The permit holder is responsible for the maintenance of the permit area and shall maintain a high standard of presentation for all outdoor dining furniture and fittings. The permit holder shall effect any necessary repairs in a timely manner, or as directed by Council. Failure to comply with a direction by Council shall result in the permit being cancelled.

Insurance

- The proprietor shall hold a current Public Liability Insurance Policy to the amount of \$10 million, which specifically indemnifies the interests of Council against any damage that may arise out of the outdoor dining activity. Such cover can be varied at the discretion of Council and the licensee permit holder will provide proof of renewals. Council shall be advised directly by the Insurance Company of the Policy and any changes to that Policy, a copy of which is required to be kept at Council.
- Failure to comply at any time in providing the Public Liability Insurance policy or complying with the outdoor dining conditions may, result in the revocation of the permit.



Advertising

- Council encourages innovation in design, however, the opportunity of footpath trading should not be used as a basis for creating increased advertising space
- Operators may feature the name of their business premises or relevant product names on umbrellas.
- Details of any proposed signage on umbrellas must be submitted with applications.

Other Uses

- No music or amusement machines will be permitted without the approval of Council within the permit area.
- Any additional furniture or features shall be complimentary to the streetscape of the area and shall be constructed and maintained to a high standards

Health Requirements

The increased patronage associated with outdoor eating facilities, applicants are required to provide toilet facilities to all patrons in accordance with the Building Code of Australia and the Health (Food Hygiene) Regulations 1993 and these will only be approved where the kitchen is 25% or more of the combined kitchen and dining area of the associated Food Premises.

Service of Alcohol

The Liquor Licensing Division of the Office of Racing and Gaming does not require a permit holder to submit an application for "Bring Your Own" (BYO) alcohol. Other service requirements do apply and the permit holder is to ensure compliance to the Liquor Licensing Division requirements.

An Outdoor Eating proposal incorporating the sale of alcohol or modification of an existing license to incorporate alcohol shall include the following conditions:

- The service of alcohol shall not commence unless the relevant approval has been obtained from the Liquor Licensing Division of the Office of Racing and Gaming.



Council Policy

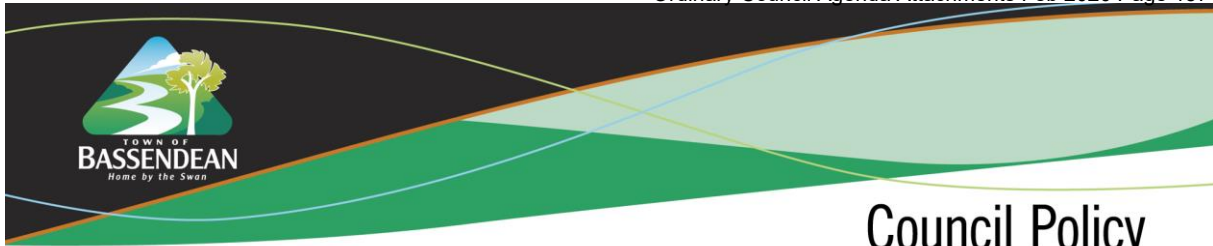
- The Service of alcohol shall not commence until the applicant has been issued with Section 39 and Section 40 Certificates of the Liquor Control Act 1988, from Council.
- The hours of sale of alcohol shall not exceed the licensed hours of the establishment; the subject of the Trading Permit.
- Alcohol shall only be consumed from the chairs and tables where patrons are served food at the establishment.
- The permit holder be advised that failure to comply at any time with the conditions of the Trading Permit may result in the revocation of the Permit.
- Not less than one (1) month prior to the expiry of the Trading Permit which includes provision for the sale of alcohol, the Council will review the operation to determine whether renewal for a further twelve (12) month period should be approved. As part of this review, the Council will consider the need to amend any existing Trading Permit conditions or to add further conditions deemed necessary to ensure its satisfactory operation.
- Council may attach to the Trading Permit any other conditions considered necessary to ensure a high quality outdoor eating facility is provided and that the service of alcohol to the patrons of Outdoor eating areas takes place in a satisfactory manner.
- Public toilets must be provided if sale of alcohol is permitted.

Fees and Administration

- An annual application for a permit shall be submitted.
- A monthly fee, payable in advance, will be charged in accordance with Council's schedule Fees & Charges to the permit holder on the basis of a rate per metre squared of the outdoor eating area.
- Pavement markers shall be installed at the corner boundaries of the outdoor eating area in accordance with Council's schedule Fees & Charges at a cost proportional for the number of pavement marker plates required and the associated labour.

Termination

- Council may terminate the licence without notice if the licensed (permit) area ceases to be used in conjunction with the adjacent restaurant/eating house operated by the permit holder.
- If the permit holder is in breach of Council's Outdoor Dining Policy to the full satisfaction of Council, the permit may be terminated within seven (7) days after receiving written notice thereof from Council.



Council Policy

- In the event of the business ceasing or the permit not being renewed, the proprietor is responsible for the removal of any improvements installed and reinstatement of the footpath dining area, as directed.

Administration of this Policy

The Manager Development Services has delegated authority to approve the Outdoor Dining permit that complies with the provisions of this Policy.

Environment & Ranger Services will monitor approvals granted to ensure that businesses comply with the “trading activity zone” approvals granted.

Application

Responsibility for the implementation of this policy rest with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

Definitions

The following definitions apply for the purposes of this policy:

Restaurant/Eating House

A premise in which food is regularly supplied on sale to the public for consumption.

Council

Town of Bassendean

Footpath

That part of the road as set aside or formed as a path or way for pedestrian traffic.

Furniture

Movable articles of high quality, design, materials and workmanship used in readying an outdoor eating area for occupancy or use

Proprietor

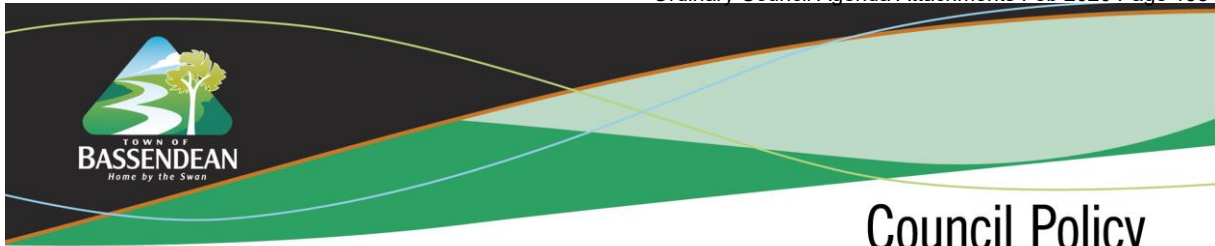
Operator of the registered business being carried out on the premises.

Permit Holder

The person to whom the outdoor dining permit has been issued.

Outdoor Eating Area

A designated area immediately adjacent to a restaurant used for the purposes of outdoor eating/dining.



Menu board

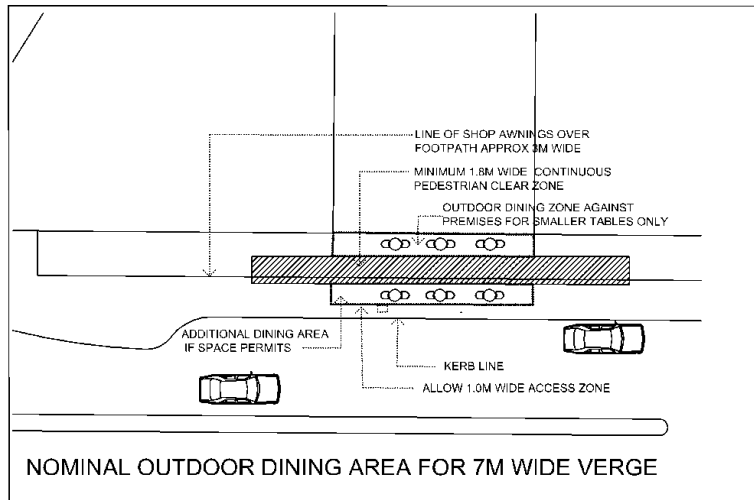
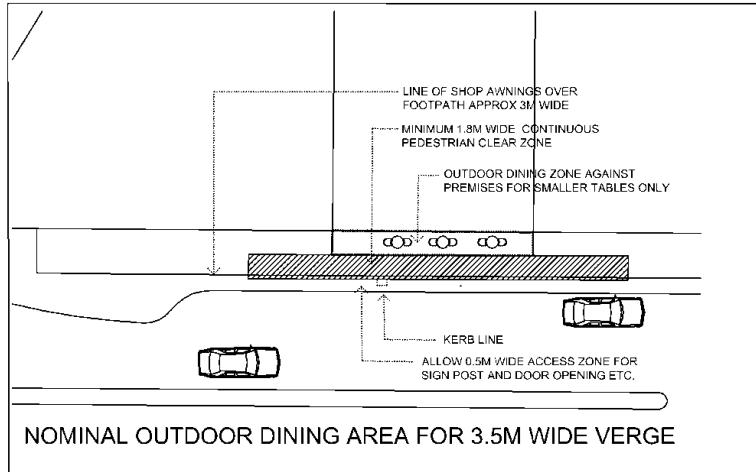
A board allowing for the posting of a restaurants complete menu and fabricated in such a manner so as not to constitute a form of general advertising or establishment identification.

<p>Policy Type: Strategic Policy</p> <p>Link to Strategic Community Plan: Leadership and Governance</p>	<p>Responsible Officer: Chief Executive</p> <p>Last Review Date: March 2014 Version 2</p> <p>Next Review due by: December 2016</p>
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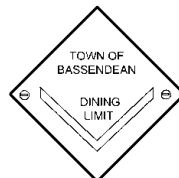
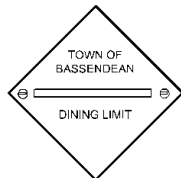


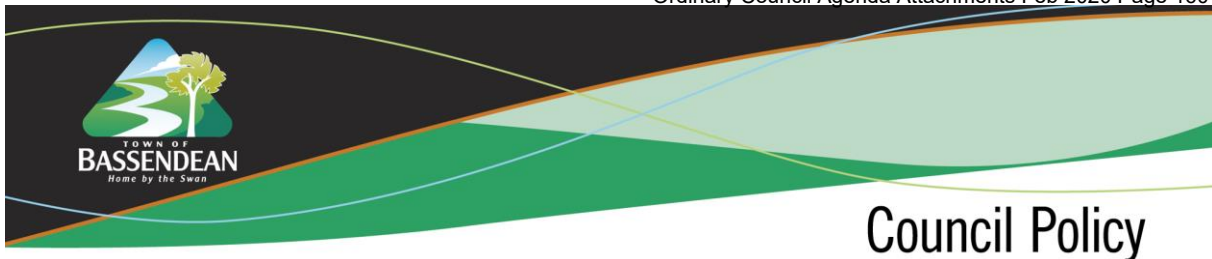
Council Policy

Attachment 1 - Typical Bassendean Outdoor Dining Layout



OUTDOOR DINING AREA IDENTIFICATION PLATES





Council Policy

3.3 Trading in Public Places Policy

Application

The Town of Bassendean's Vision 2030 guiding principles recognise that to make the Town a vibrant hub of activity with a village atmosphere that business activity in public places is to be encouraged in an orderly manner.

Objective

The Town of Bassendean's objectives for Trading in Public Places Policy are:

- To create attractive, cohesive and vibrant public places and provide the community with high quality trading activities.
- To enrich the pedestrian experience and present an open, inviting image which complies with the Disability Discrimination Act in providing an environment that is safe and accommodating for all pedestrians; and
- To ensure all forms of "trading" as defined in the 'Activities on Thoroughfares and Trading in Thoroughfares and Public Places' Local Law are supported;

Strategy

The Town of Bassendean strives to achieve these objectives by:

Approval requirements

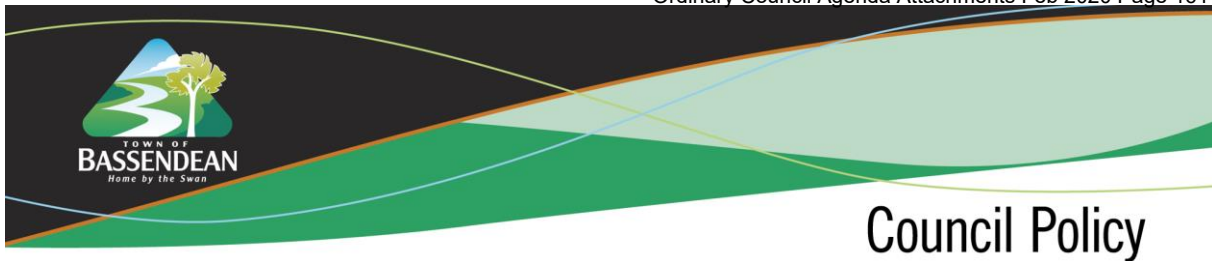
A permit for a Trading in Public Places shall be approved only where the Trading activities are appropriate to the character and amenity of the area and the proposed Trading activities should meet a demand for goods or services in the locality.

Application

Any application to trade in a public place must be accompanied by a Trading in Public Places Permit Application Form and the required fee.

In addition to the completed application form, an application should include:

1. Photographs, drawings or manufacturer's brochures fully describing the appearance and dimensions of all proposed display tables and any other furniture
2. Identification of where the furniture will be stored outside of operating hours.
3. The required fee.



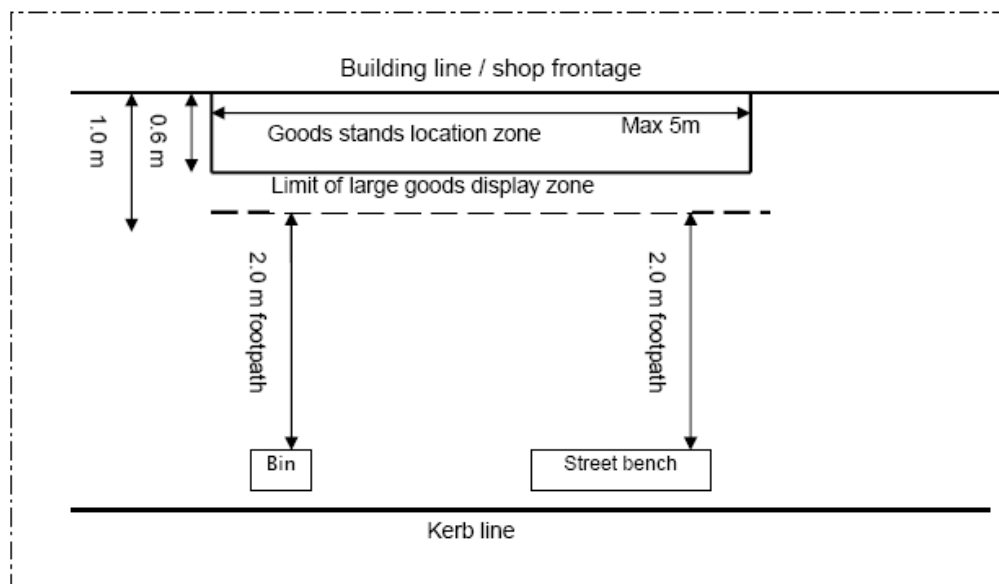
Conditions

A Trading In Public Places proposal may be supported in principle, with the following conditions:

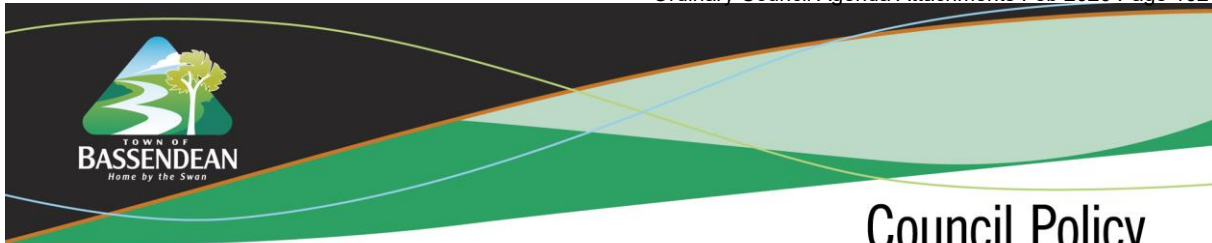
Public Trading Activity

Trading should take into account pedestrian movements and have regard to the impacts that the congregating of customers would have on the amenity of the area and the safety of passers by. Accordingly, goods may only be displayed in the Public Trading Zone, as detailed below:

Public Trading Zone



- Outdoor display stands should be designed to a commercial standard.
- The display stands must meet relevant Australian Standards and be approved by the (FIAA) Furnishing Industry Association of Australia
- The display stands must meet Occupational Health & Safety requirements, including they shall be rust proof, practical, serviceable and to assist the visually impaired have a 30% contrast between furniture and paving;
- The display stands shall be supplied and maintained by the permit holder;
- Display stands shall be visually appealing, easily movable and have a design consistent with the principles and objectives of Trading in Thoroughfares and Public Places - Division 3 to effectively promote the goods;
- The proposed method of display shall be appropriate design and style taking into consideration the overall retail area; and



Council Policy

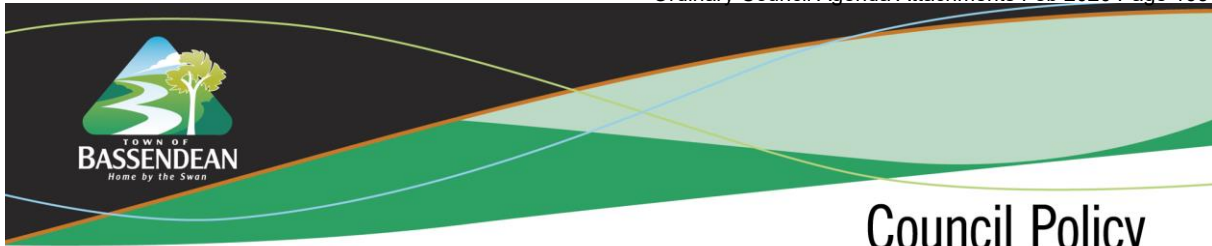
- Goods and display stands shall only be placed on the footpath during the normal hours of trade and must be removed on completion of each day's trading.

Pedestrian Access

- Any Trading in Public Place activity should not obstruct pedestrian movement. A minimum clear footpath width of 2.0 m should be provided. The footpath clearance may be reduced to 1.8 metres at the discretion of the Town on the condition that all obstructions including light poles, parking and street signs and street furniture are not obstructing the free movement of pedestrians.
- A trading activity zone shall be a maximum of 1.0 metre out from the premises boundary towards the kerb and for the width of the shop frontage up to 5 metres, excluding access doors or exits.
- Premises having a shop frontage greater than 5 metres, excluding access doors or exits, shall be liable for an additional fee per metre per annum where an application for a permit to place goods outside the premises is for an area greater than 5 metres wide.
- Displayed goods shall be at least 2 metres away from a truncation, crossover or street corner;
- Goods will not be permitted on footpaths where access to a loading zone or disabled parking bay will be impeded;
- Goods displayed on stands shall not exceed a length/width of 0.6 metres.

Cleaning and Maintenance

- The permit holder shall ensure that area is kept clean and tidy at all times. The permit holder is responsible for disposal of litter and cleaning of the footpath.
- The permit holder shall ensure that no debris or litter is swept into the street gutter and or subsequently washed down the stormwater drainage system. No detergents and cleaning agents shall be washed into the street gutter or drainage system.
- Graffiti that may be applied to display stands / furniture within the permit area is to be removed by the permit holder as soon as practicable. No detergents and cleaning agents shall be washed into the street gutter or drainage system.
- The permit holder is responsible for the maintenance of the permit area and shall maintain the display stands/ furniture to a high standard.



Council Policy

- The permit holder shall effect any necessary repairs in a timely manner, or as directed by Council. Failure to comply with a direction shall result in the permit being cancelled.

Special events

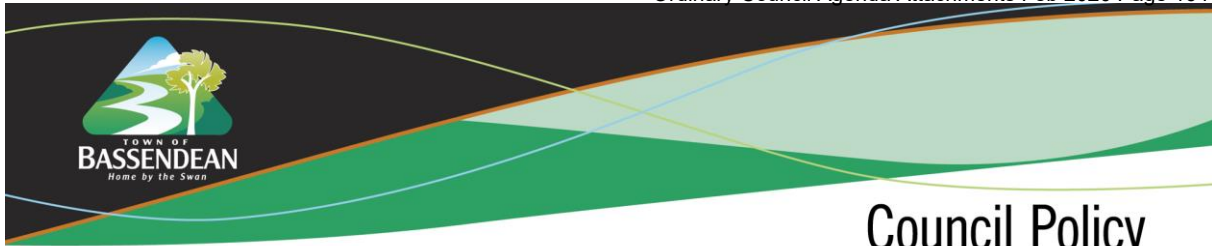
- Commercial grade portable “market” style umbrellas or marquees with a pitched roof shall be permitted;
- All “market” style umbrellas or marquees shall be modern free standing clear span with no guy ropes or poles;
- The fabric of the “market” style umbrellas or marquee roof and sidewalls (if required) shall be flame retardant, water proof and free of any advertising;
- Portable “market” style umbrellas or marquees shall be of a high standard and securely anchored in accordance to the Australian Standards 1170 (wind loads) and / or manufactures recommendations to ensure public safety.

Insurance

- The permit holder shall have a current Public Liability Insurance Policy to the amount of \$10 million, which specifically indemnifies the interests of Council against any damage that may arise out of the trading in a public place activity. Such cover can be varied at the discretion of Council and the licensee permit holder will provide proof of renewals. Council shall be advised directly by the Insurance Company of the Policy and any changes to that Policy, a copy of which is required to be kept at Council.
- Failure to comply at any time in providing the Public Liability Insurance policy or complying with the Trading in Public Places conditions may result in the revocation of the permit.

Advertising / Promotion

- Council encourages innovation in design in accordance to the Council’s Advertising Signage policy.
- Council supports the conduct of footpath activity associated with established businesses throughout shopping centres and other business activity areas.
- Solicitation of customers by touting or the use of public address systems is prohibited.



Council Policy

- For Council endorsed special events, the name of the permit holders business/logo or registered Trademark may be used within a permit area.

Other Uses

- No music or amusement machines will be permitted.
- Any electric lighting is only to be erected after written approval from the Town has been provided. The applicant is to provide detailed electrical drawings provided by a qualified electrician and meet Western Power safety requirements. Light fixtures selected are to create a soft lighting ambiance and the light spill is to be controlled within the trading area for the safety and amenity of adjoining business, patrons and the public. Architecturally appropriate lighting fixtures should be of a style, finish and character appropriate to the architecture of a building or the light fixtures are to be located in a position that is visually non intrusive.

Fees and Administration

- An annual application for a permit shall be submitted.
- A monthly fee, payable in advance, will be charged in accordance with Council's schedule Fees & Charges to the permit holder on the basis of a rate per metre squared of trading area.
- Pavement markers shall be installed at the corner boundaries of the trading in Public Places permit area in accordance with Council's schedule Fees & Charges at a cost proportional for the number of pavement marker plates required and the associated labour.

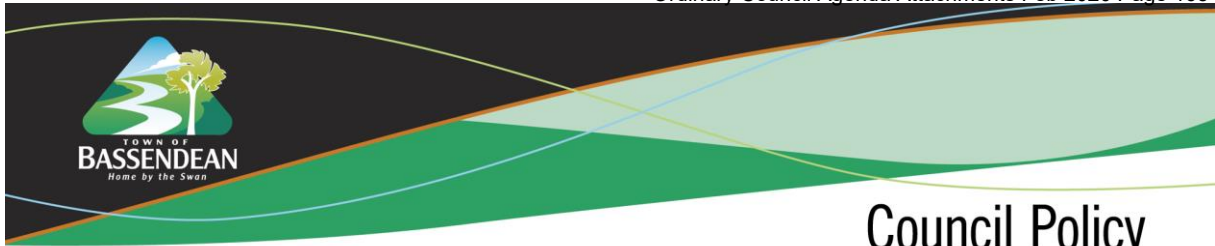
Termination

- If the permit holder is in breach of Council's Trading in Public Places Policy to the full satisfaction of Council, the permit may be terminated within seven (7) days after receiving written notice thereof from Council.
- In the event of the business ceasing or the permit not being renewed, the proprietor is responsible for the removal of any improvements installed and reinstatement of the footpath area, as directed

Administration of this Policy

The Chief Executive Officer (CEO) has the authority to administer the requirements of the Trading in Public Places Policy. The CEO has on-delegated this authority to:

- The Manager Development Services to approve trading in public places that comply with the provisions of this Policy;



Council Policy

- The Health & Ranger Services to monitor approvals granted and ensure that businesses comply with the “trading activity zone” approvals granted.

<p>Policy Type: Council Policy</p> <p>Link to Strategic Community Plan: Economic Wellbeing and Prosperity</p>	<p>Policy Owner: CEO</p> <p>Adopted:</p> <p>Last Review Date: March 2014</p> <p>Version: 1</p> <p>Next Review due by: December 2016</p>
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Council Policy

DRAFT 18/2/2021

Alfresco Dining and Public Trading

Policy Objective

- (a) To provide a framework for the assessment and management of alfresco dining and public trading within the Town.
- (b) To ensure alfresco dining and public traders do not impede on the safe movement of pedestrian or vehicular traffic.
- (c) To ensure a high standard of alfresco dining that enhances the activation and amenity of streets within the Town.

Policy Scope

This Policy applies to proposals for alfresco dining activities, trading in thoroughfares and public places, mobile food vendors and parklets throughout the Town.

Policy Statement

Under the Town's *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010*, the Town may issue a permit to allow certain activities to occur in public streets and on Town reserves.

The Town recognises that public land can be used for range of activities that can enhance the amenity of the Town and the enjoyment of the use of that land.

Alfresco dining and parklets can be used by local businesses to enhance the dining experience and create interest and activation of a space, whilst traders that operate in public locations, such as mobile food vendors, can provide food and beverages to an area that may otherwise not be available in that location.

This Policy seeks to provide an appropriate policy framework to guide such use.

Definitions

The terms used in this Policy are as per the definitions contained in the *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010*, or as defined below:

Parked Mobile Food Vendor means a static (parked) caravan, vehicle, cart or truck used for purposes of preparing and dispensing food products in public areas.

Parklet means a small public space set into the existing streetscape that can be used by any member of the public and is not for the exclusive use the adjacent business.

Roaming Mobile Food Vendor means a caravan, vehicle, cart or truck used for purposes of preparing and dispensing food products from the roadway, that travels from place to place to engage in trade, not staying in one location other than while executing a sale.

1. Policy

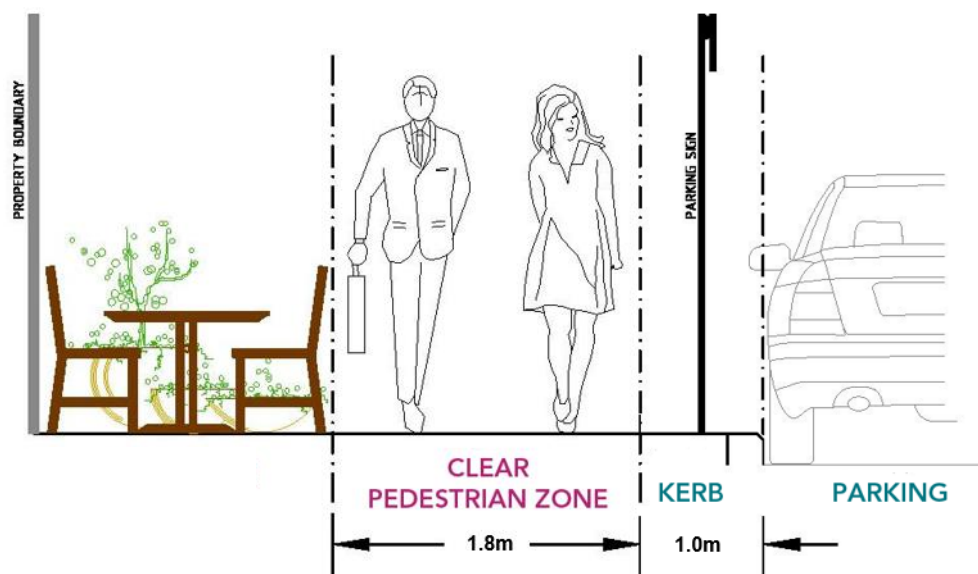
1.1 General Requirements

- (a) Traders and mobile food vendors are responsible for maintenance of public land on and immediately surrounding where the activity is trading or operating and shall make good any damage to the satisfaction of the Town.
- (b) The permit holder or proprietor shall have current public liability insurance of not less than \$10,000,000, and provide an indemnity from the permit holder or proprietor indemnifying the Town in respect of any injury to any person or any damage to any property which may occur in connection with the use of the public place.

1.2 Alfresco Dining, Trading and Portable Signage

(Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010: Part 3, Division 2 and Part 5, Divisions 1 and 3)

- (a) Alfresco dining areas, trading and portable signage shall be restricted to the area adjacent to the subject business. That is, the portion of the road reserve between the private lot, the kerb line and the lines that would be the extension of the side boundaries.
- (b) Unless otherwise approved by the Town, Alfresco dining areas, trading and portable signage must provide for a minimum 1.8m wide pedestrian clearway (running parallel to the street) and be located a minimum 1.0m from any kerb line. In areas of heavy pedestrian traffic, the Town may require a wider pedestrian thoroughfare and/or greater setback to the kerb line.



- (c) Unless otherwise approved by the Town, no more than two Portable Signage are permitted for each commercial tenancy with each sign having a maximum height of 0.9m and a maximum width of 0.6m.
- (d) All furniture and signage shall be durable, waterproof, rustproof and weather resistant, be maintained in good condition, be designed so that corners and fastenings do not create potential hazards for patrons and pedestrians and be securely anchored in accordance with *Australian Standard AS1170.2-2011 – Structural Design Actions – Wind Actions* and/or any recommendations provide by the manufacturer.
- (e) All furniture and signage must be removed from the public realm at the close of business each day. In any event, the Town may remove any furniture, structure or signage from public land at any time to allow the undertaking of works in the road reserve.
- (f) Outdoor heating devices must comply with *Australian Standards AS1596:2014 – The Storage and Handling of LP Gas* and shall switch off automatically if overturned, to prevent injury to patrons, pedestrians and property.
- (g) Where the alfresco area is being used at night, clear and well distributed lighting must be provided to ensure the safety and amenity of both patrons and the public. Lighting shall not cause a nuisance by way of light spill to any nearby premises.
- (h) Alcohol consumption shall only be permitted where the necessary approvals have been obtained from the Department of Racing, Gaming and Liquor.
- (i) Smoking is not permitted within alfresco dining areas. The permit holder is required to provide appropriate non-smoking signage to ensure compliance.
- (j) Unless otherwise specified by the Town, hours of operation may be determined at the discretion of the permit holder, subject to compliance with any Liquor Licence conditions and the *Environmental Protection (Noise) Regulations 1997*.

1.3 Parked Mobile Food Vendors

(Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010: Part 5, Division 1)

- (a) Unless otherwise approved by the Town or trading as part of a Town approved event, parked mobile food vendors are only permitted to trade within the car parking areas at Sandy Beach Reserve (*also requires DBCA approval*), Pickering Park, Success Hill Reserve and Point Reserve. The Town reserves the right to make any approved location unavailable for a set period of time for community events, for works to be undertaken at or near the location or for any other reason that the Town deems necessary.
- (b) Unless otherwise approved by the Town or trading as part of a Town approved event, there are to be no more than three vendors at any venue at any time, with availability to be on a 'first come, first serve' basis.
- (c) Waste, litter or pollutants are not to be disposed of on-site, allowed to enter any watercourse or stormwater system nor disposed of in Town rubbish bins. Mobile food vendors permit holders must provide bins for use and ensure the area around their position is kept clear of rubbish and refuse at all times.
- (d) Vendors must be located so as not to obstruct pedestrian flow or vehicular traffic.

- (e) Noise generated from the business (including from any generator) is to be accordance with the *Environmental Protection (Noise) Regulations 1997* and must not detrimentally impact the enjoyment of other users of the public area. Amplified noise is not permitted unless otherwise approved by the Town.
- (f) Mobile food vendors are to provide their own power and water supply unless otherwise approved by the Town.
- (g) Hours of operation are restricted to between 7:00am and 7:00pm.
- (h) Temporary furniture and fixtures are permitted subject to the fixtures being be durable, waterproof, rustproof and weather resistant, be maintained in good condition, be designed so that corners and fastenings do not create potential hazards for patrons and pedestrians and being removed at the end of each trading day.

1.4 Roaming mobile food vendors

(Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010: Part 5, Division 1)

- (a) Roaming mobile food vendors are permitted to move around the district and trade intermittently from the road reserve, but are not permitted to trade from locations that abut or are within 50m of land zoned for commercial purposes.
- (b) Roaming mobile food vendors are required to observe all traffic rules and parking restrictions and operate in such a way that does not compromise the safety or convenience of any road user.

1.5 Parklets

(Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010: Part 2, Division 1)

- (a) Parklets shall be located:
 - (i) in existing on-street car parking bays (not loading, taxi, bus or accessible car parking bays) on a local road with a speed limit of no greater than 50kph;
 - (ii) so as to not impact street and road signage, furniture, accessways, hydrants or manholes;
 - (iii) at least one car parking space (or a minimum of 6.0m) from a corner and at least 0.3m from the edge of the traffic lane;
 - (iv) so as to not have a detrimental impact on the functionality or amenity of the existing streetscape, including the availability of on-street car parking bays.
- (b) The structure must be freestanding, have an overhead clear height of a minimum of 2.0m and not require fixtures to adjacent structures or buildings. The parklet design must have structural certification from a suitably qualified engineer.
- (c) The floor of the parklet is to be flush with the abutting kerb and the parklet must be accessible from the footpath via an unobstructed section with a minimum width of 1.8m.

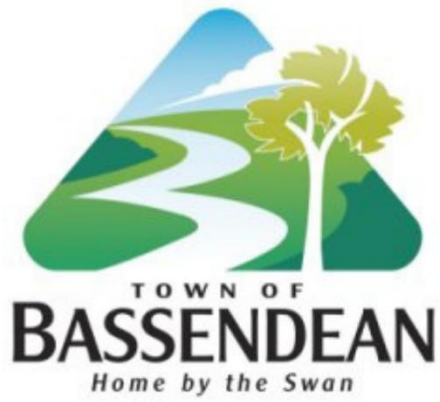
- (d) The road side of the parklet is to be visually permeable and utilise planter boxes, railing, cabling or other suitable means to define the space. The footpath side of the parklet is to remain open. The ends of the parklet must be protected by wheel stops with retro reflective material (or similar).

1.6 Consultation

- (a) Applications considered under this Policy, with the exception of Parklets, will be determined without consultation.
- (b) Applications for Parklets will be advertised to landowners and business operators within 50m of the proposed location

Document Control box			
Document Responsibilities:			
Owner:	Chief Executive Officer	Owner Business Unit:	Community Planning
Inception Date:		Decision Maker:	Council
Review Date:	Annual	Repeal and Replace:	N/A
Compliance Requirements:			
Legislation:	<i>Local Government Act 1995 Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010</i>		

ATTACHMENT NO. 9



Annual Report

2019

2020



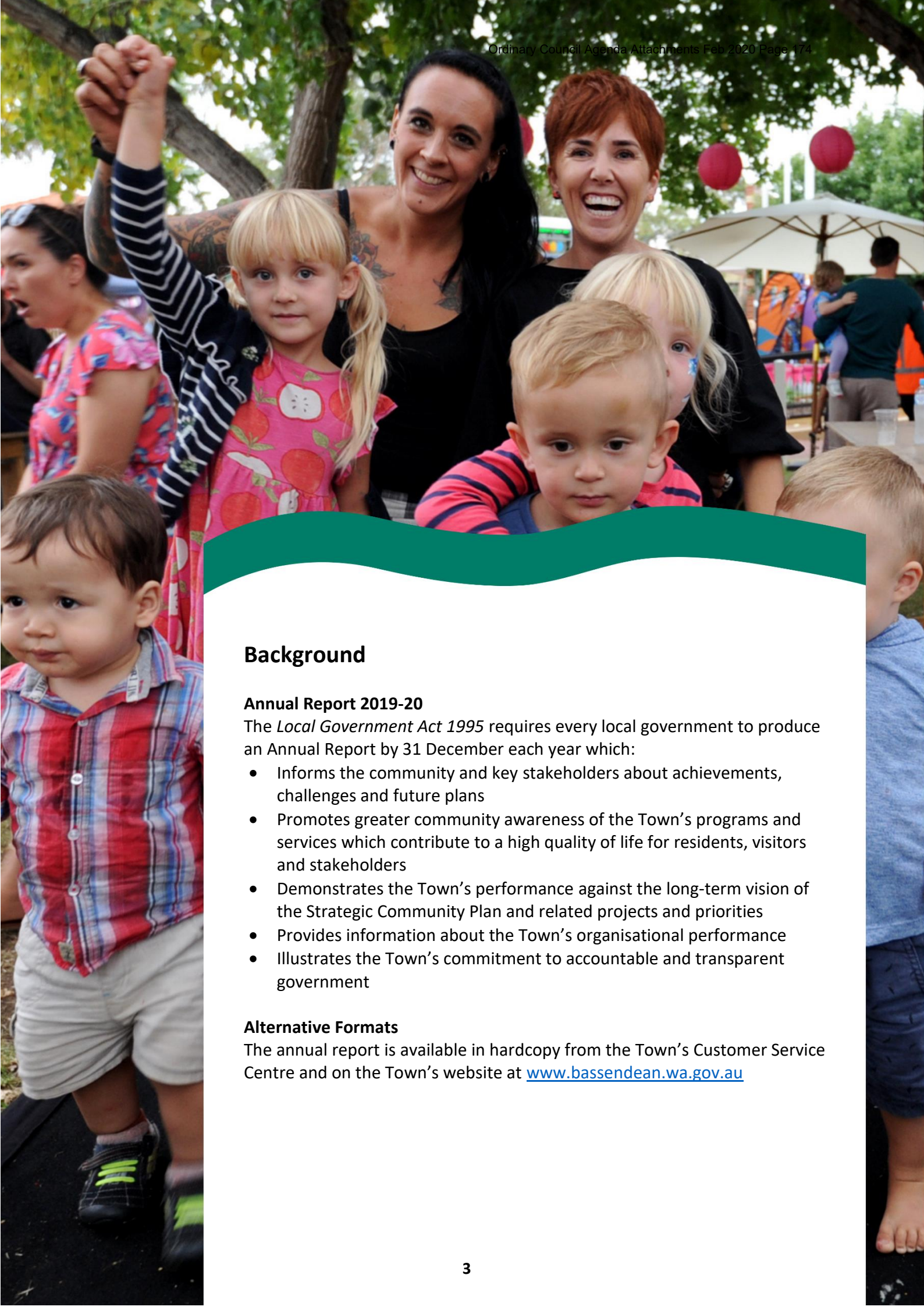
**Ngalak kaartitj nidja Boodja
baal Whadjuk Noongar Boodja
Ngalak nyininy.**

**We-together know this land.
It Whadjuk Noongar land.
We together sitting.**

In the language of the first people of this land we say that we know we are gathered together here on the land of the Whadjuk Noongar people. Always was, always will be.



Ashfield Primary School students sing at Council's Briefing Session in Ashfield as part of a trial to take Council meetings to the community



Background

Annual Report 2019-20

The *Local Government Act 1995* requires every local government to produce an Annual Report by 31 December each year which:

- Informs the community and key stakeholders about achievements, challenges and future plans
- Promotes greater community awareness of the Town's programs and services which contribute to a high quality of life for residents, visitors and stakeholders
- Demonstrates the Town's performance against the long-term vision of the Strategic Community Plan and related projects and priorities
- Provides information about the Town's organisational performance
- Illustrates the Town's commitment to accountable and transparent government

Alternative Formats

The annual report is available in hardcopy from the Town's Customer Service Centre and on the Town's website at www.bassendean.wa.gov.au

Welcome to Bassendean, our Home by the Swan

Our Vision for the Future

Over the next 10 years, our Town and community will be:

A welcoming and inclusive community whose members know and support each other.



A community and local government that take environmentally sustainable actions for our Town, State, country and planet.



An accessible place with a rich natural environment, thriving town centre and precincts, and connection to history.



Supported by a proactive local government that makes brave decisions and enables positive change.



Resilient, adaptable to change and moving towards self-sufficiency.

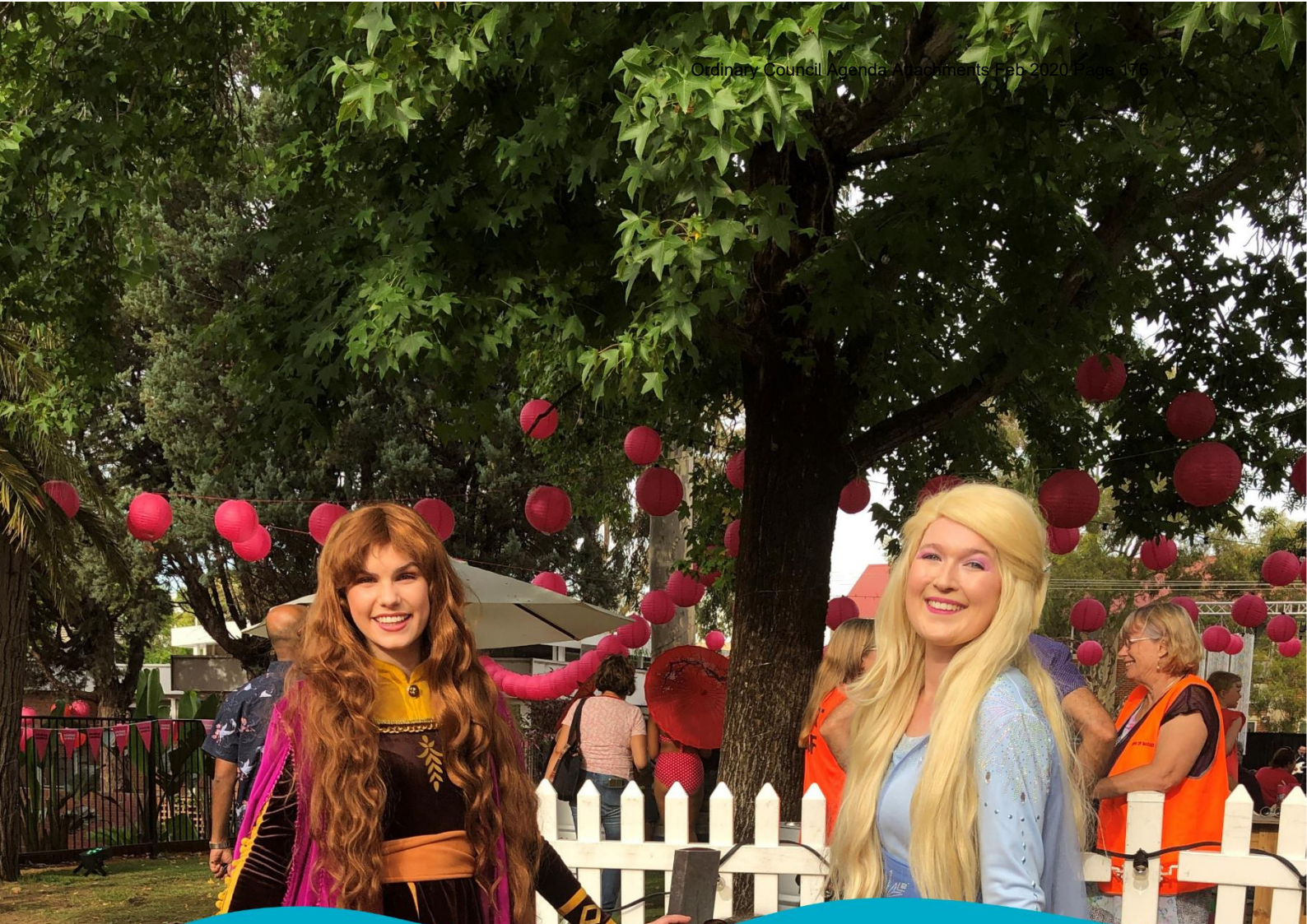


We value the One Planet Living Principles



ONE PLANET LIVING PRINCIPLES

HEALTH AND HAPPINESS
EQUITY AND LOCAL ECONOMY
CULTURE AND HERITAGE
LAND USE AND WILDLIFE
SUSTAINABLE WATER
LOCAL AND SUSTAINABLE FOOD
SUSTAINABLE MATERIALS
SUSTAINABLE TRANSPORT
ZERO WASTE
ZERO CARBON



Our Community

Our residents are among the most satisfied in Western Australia, rating Bassendean highly as a “place to live” and rating the local government highly as a “governing organisation”.

With seven kilometres of Swan River frontage, it’s no wonder residents love living in Bassendean, Ashfield and Eden Hill. A tight-knit community with a village feel, giving a high priority to trees, the environment, history and the arts, we’re building on the community spirit to plan for even greater vibrancy and community connection.

For local businesses, it’s the location that’s important – close to the airport, major highways and a customer base.

One of the first settlements in Western Australia, we have a rich Noongar and pioneering history.

Our future is assured. All the ingredients are there. We have land next to three train stations providing ideal locations for future transit-oriented development. We’re only 15 minutes by train to the Perth CBD and close to the Metronet rail connections.

The Council of the Town of Bassendean

Deputy Mayor Cr Bob Brown and Cr Melissa Mykytiuk retired at the October 2019 local government elections.

Council welcomed incoming Councillors Hilary MacWilliam and Chris Barty and elected Cr Kathryn Hamilton as Deputy Mayor and Cr Renee McLennan was reelected as Mayor.



CR. RENÉE MCLENNAN
MAYOR



CR. KATH HAMILTON
DEPUTY MAYOR



CR. JOHN GANGELL



CR. SARAH QUINTON



CR. JAI WILSON



CR. HILARY MACWILLIAM



CR. CHRIS BARTY



Message from the Mayor

Hello Bassendean community

Despite the challenges in recent times, by working with our community we have achieved real progress.

This is demonstrated by some of the highlights for 2019/20 which include:

- 1,000 street trees planted over winter to provide future shade canopy
- Statewide survey finds Bassendean in top three local governments for community support of Council
- Men's Shed built in May Holman Drive as permanent home for social connection and community work
- Whitfield Street Safe Active Street construction underway to provide safer cycling and walking routes for residents between Guildford Road and the Swan River
- Mary Crescent Reserve playground wins award for Environments Promoting Physical Activity (Local Government Policy Awards)
- Success Hill cycle path construction started following community consultation
- Eden Hill land sale next to the former shopping centre
- Executive restructure to build a leadership team aligned to Council priorities for the future
- BassenDream Our Future engagement project identifies community priorities
- One Planet Living ethos adopted
- Three bin system adopted to reduce waste going to landfill, saving money and protecting the environment
- WA Planning Commission acceptance of our Report of Review, paving the way for an amended Local Planning Strategy and new Local Planning Scheme
- Providing Neighbour Assist and support for vulnerable people during COVID-19
- Launching a Town Centre Masterplan project to facilitate the revitalisation of the Town Centre as a strategic response to COVID-19

Our focus now is on bringing more people to live, work, shop and play in our Town Centre.

I thank you for making our Town the wonderful place that we all love and enjoy.

A handwritten signature in black ink that reads "Renée McLennan". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Renée McLennan

Mayor

Message from the Chief Executive Officer

Despite the challenges of 2020, we are poised for recovery by attracting investment to our main street.

Bringing more people to live, work and dine in Old Perth Road, right next to the train station and only 15 minutes from the Perth CBD, will reinvigorate not only the main street but the Town's prosperity in years to come.

We are working with Government departments, developers and Ministers to create the right environment for investment. This stimulus will help us emerge from the economic downturn and social isolation of the COVID-19 pandemic.

From the end of March 2020 until June 2020, the Town adapted its services in order to minimise the spread of the virus COVID-19, maintain business continuity whilst increasing support for our community, particularly the most vulnerable.

It was time to adapt and live and work differently. Our Library closed its doors, offering online storytime and delivering books to housebound residents. Homeschooling parents pinned homemade poppies to letterboxes and lined up outside their homes at dawn on ANZAC Day, instead of gathering at the war memorial.

Citizenship ceremonies stopped. Community halls, skateparks, barbecues, drinking fountains were all closed for a few months. Council meetings transitioned to an online environment. Increased hygiene and physical distancing became the norm. Council diverted funding from events, arts and markets to community support initiatives, using social media to stay connected.

In recognition of businesses closing and job losses, Council made a commitment to no increase in rates revenue for 2020-2021 and delayed the repayment of underground power for affected households until September 2021.

This unprecedented year has provided an opportunity to reassess our priorities and projects for the coming year, prioritising those that will deliver an economic and social impact and we look forward to working with the community to deliver on our plans.

Our new Strategic Community Plan, based on the input from BassenDream Our Future and the MARKYT Community Scorecard, will guide our expenditure and efforts in the year ahead.



Peta Mabbs
Chief Executive Officer



Organisational Structure – Our Executive Team



Peta Mabbs, Chief Executive Officer

- Manage day-to-day operations of the local government
 - Liaison with the Mayor on local government affairs and function
 - Implement council decisions
 - Council support
 - Corporate communications
 - Human resources and organisational development
 - Strategy, governance and reporting
-



Paul White, Director Corporate Services

- Finance, rates and procurement
 - Customer service
 - Information management and IT
 - Children's services
 - Seniors services
 - Library Services
 - Youth Services
-



Luke Gibson, Director Community Planning

- Strategic town planning
 - Development control
 - Rangers and environmental health
 - Community engagement, development and recreation
 - Volunteering
-



Phillip Adams, Executive Manager Infrastructure

- Roads, cycling and transport
 - Parks and gardens
 - Civil construction projects
 - Facilities maintenance
 - Asset management
 - Fleet
-



Jeremy Maher, Executive Manager Sustainability and Environment

- Waste management and recycling
 - Sustainability
 - Environment
 - Sustainable Urban Form
-

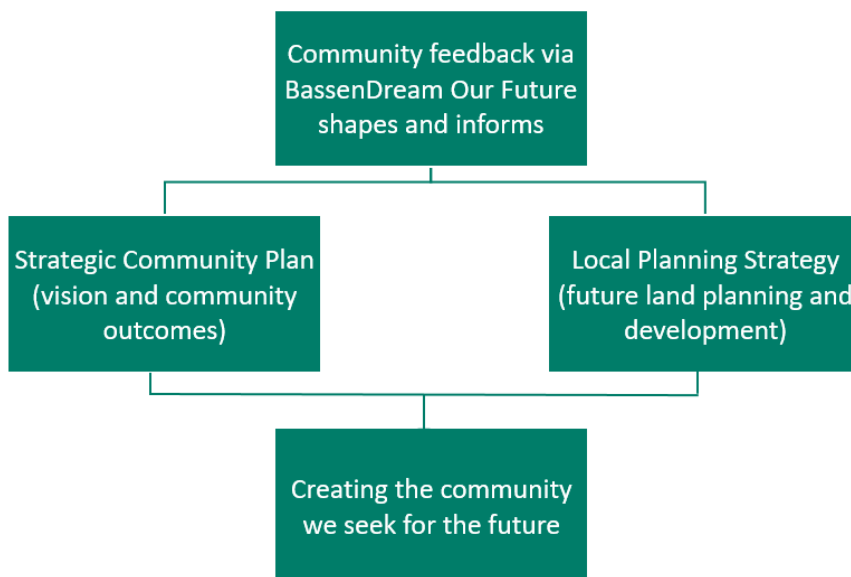


In 2018/2019, the Town working with consultants Creating Communities, committed to engage the community through a project named BassenDream Our Future. In 2019/2020, the Town built upon that feedback and began work on developing a new strategic direction.

Bassendean, with its beautiful riverside environment has attracted a new generation of people to the area. The local population comprises a mix of young families (about 1,000 of the 15,000 residents are under five), artists, musicians, business operators and commuters. Its close proximity to the capital city, less than 16 minutes by rail, and its community lifestyle, make the Town an attractive location to live and work.

The future

Many of the Town’s existing residents want to preserve the conservation areas and open spaces, particularly links to the river. They want more vibrancy and business activity in the town centre. Logically, they want proposed new apartments and mixed use developments to be built near the railway stations. Council reinforced its commitment to embed the community’s priorities in 2019/2020 with the commencement of a number of strategic projects.



Overview of Community Feedback – BassenDream Our Future

Past and Present

Top 5 great things about the Town

1. Proximity to the river
2. Proximity to Perth city
3. Access to public transport
4. Natural environment
5. Location (general)

Top 10 words to describe the Town now

1. Sense of community
2. Green and natural
3. Relaxed/quiet
4. Feels like a village/country town
5. Connection to history and heritage
6. Connected/accessible
7. Future potential
8. Proximity to the river
9. Progressive
10. Too quiet/uneventful

In the Future

Top 5 themes to make living in the Town even better




1. Environmental management
2. Preserve/enhance open space
3. Events/arts/cultural initiatives
4. Improved connection/accessibility
5. Old Perth Road activation/revitalization

Top 10 words to describe the Town in the future

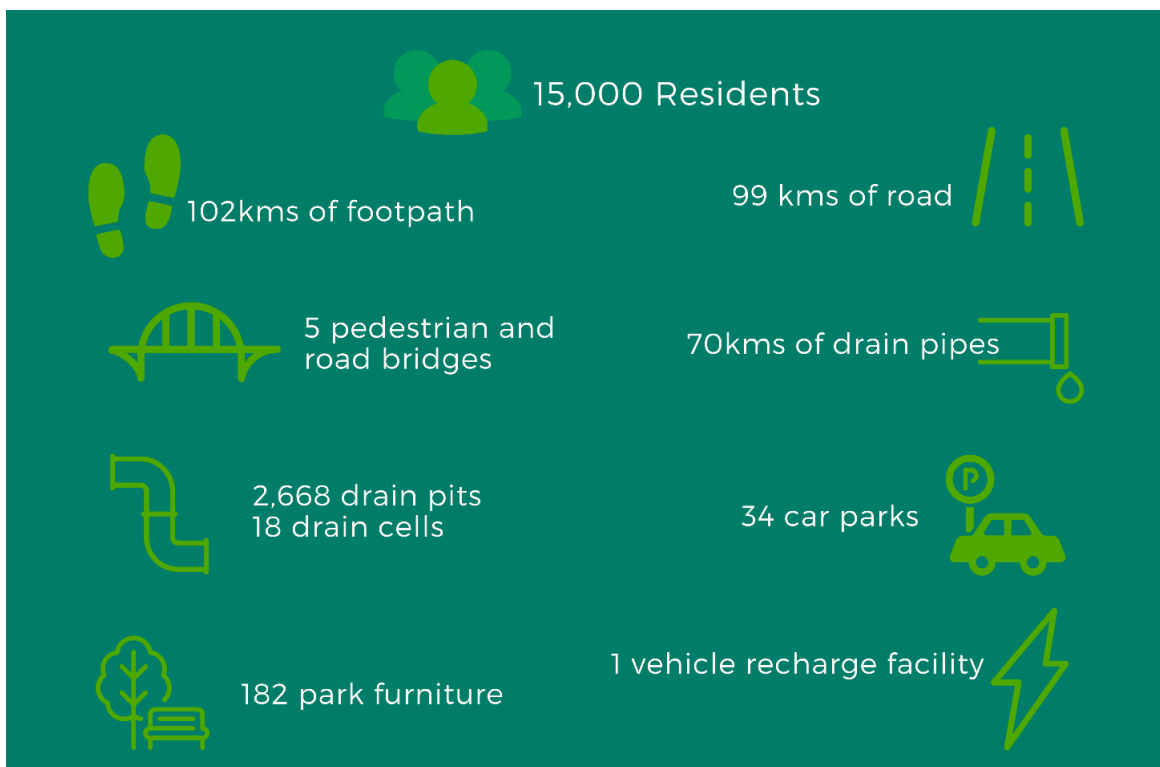
1. Vibrant/active
2. Green and natural
3. Sense of community
4. Modern/progressive
5. Sustainable
6. Place of interest
7. Inclusive/inviting
8. Connected/accessible
9. Safe
10. Relaxed/quiet



At a Glance

	People	15,092
	Male	49.2%
	Female	50.8%
	Median age	39
	Families	4,053
	Average children per family for families with children	1.8
	for all families	0.7
	All private dwellings	6,831
	Average people per household	2.4
	Median weekly household income	\$1,508
	Median monthly mortgage repayments	\$1,922
	Median weekly rent	\$345
	Average motor vehicles per dwelling	1.8

Source: Australian Bureau of Statistics, 2016 Census QuickStats



Key Events in 2019-2020



Community Gives Town Top Score

An independent study found that residents in the Town of Bassendean are among the most satisfied in Western Australia with their local government and their community.

The 2019 MARKYT Community Scorecard has shown Bassendean to be one of the highest performing local governments as a “place to live” and as a “governing organisation”.

Bassendean achieved a high score of 77 out of 100, making it the third highest performing local government out of 45 Western Australian metropolitan and regional governments that participated in the survey.

The study by independent consultant CATALYSE is the first one that the Town has participated in with the resulting scorecard used to monitor performance and community priorities over time. A total of 843 ratepayers completed the survey in November 2019.

Key Findings

1. The Overall Performance Index Score is a combined measure of the Town of Bassendean as a “place to live” and as a “governing organisation”. At 77 out of 100, the Town of Bassendean’s overall performance index score is 11 index points above the WA industry average of 66, and the third highest score received by a Council on the MARKYT reference database for Western Australia.
2. The Town scored well above average in the Vision, Liveability, Governance and Rates Value dimensions.
3. The Town’s highest scoring areas are library services, public transport and “festivals, events, art and cultural activities”, with industry-leading scores for:
 - Council’s leadership
 - Community consultation
 - Efforts to adapt to climate change and promote sustainability
 - Public transport
 - Youth services

Priorities that the community would like the Town to focus on are:

- Playgrounds, parks and reserves
- Streetscapes and lighting
- Waste management
- Management of growth and development
- Town centre and economic development
- Safety and security

The scorecard captures our community’s perceptions about the Town’s “current state” and will be a key input into shaping the Town’s next Strategic Community Plan in 2020.





COVID-19

The response to the COVID-19 pandemic dominated much of the business of the Town in the latter part of the financial year. The complexity of dealing with the COVID-19 pandemic was outlined at a Special Council Meeting in March 2020 with the Town of Bassendean seeking to maximise assistance to the community while minimising the adverse impact on people's health.

Council resolved to request the Chief Executive Officer to prepare a budget scenario for 2020/2021 based on –

1. a) 0% rate revenue increases in accordance with *section 6.2 of the Local Government Act* and no increase in fees and charges
b) Any proposal for undergrounding of power by Western Power in parts of Eden Hill and the Bassendean area, not to financially impact home owners in the 2020/2021 financial year.
2. Repurposing funds from cancelled events to a new community outreach service, Neighbour Assist, to support residents over the next three months
3. Allowing 20 days paid leave for employees who contract COVID-19, need to care for another person who has the virus or is required to self-isolate, cannot access school or other care arrangements or are otherwise prevented from working because of COVID-19

The pandemic changed the way that the Town had to operate. Due to public health requirements playgrounds were required to close, community events were cancelled or postponed, face to face interactions were no longer possible, and the Town's Administration closed its physical doors to the public. However, the Town remained open to its customers through the virtual world. The pandemic meant that the Town became creative in the way it could provide services to its community especially those who were vulnerable. The Library moved online providing services once conducted in the library face to face, but now in the virtual format. Books and multimedia were delivered to members' doors. Customers could still access the Town's services by email, web, or telephone. Building and planning applications were still assessed and processed. The Wind in the Willows Early Childhood Education remained open to ensure that parents who could not work from home or who were employed in essential services, could still work and know that their children were looked after in quality care. The Town's Seniors and Disability Services continued to operate, providing essential care to the vulnerable in the community. The service was able to provide high-quality care to its clients and meet the increased demand during the lockdown period.

The most significant difference in the way that the Town operated internally was employees working from home through remote access. The process placed a strain on the Town's aged IT systems, and employees were required to improvise utilising their own computer hardware to log into the Town's databases. Meetings were conducted online and once the technology was sorted, electronic meetings became the norm. The Council resolved to commence meetings online and through the online platform, residents were able to continue to participate in the Council meeting process.

As restrictions lifted in the latter part of the financial year, social distancing, regular hand sanitisation, and room cleaning became a routine requirement.

Neighbour Assist

The Town introduced a number of initiatives to support the community, with a particular focus on the most vulnerable.

A graphic for 'Neighbour Assist' featuring a green background with a white dashed border. On the left, there is an illustration of two elderly people, a man and a woman, standing behind a white picket fence. A tree is behind them. Below the illustration, the text 'Neighbour Assist' is written in a bold, black font. To the right of the illustration, there are three lines of text: 'Residents can access personal assistance through the Community Support Hotline.', 'A staff member will work with you to design and deliver the support you may need during difficult circumstances.', and 'Call the hotline on 9377 8099.' Large quotation marks are on the left and right sides of the graphic.

Residents can access personal assistance through the Community Support Hotline.

A staff member will work with you to design and deliver the support you may need during difficult circumstances.

Call the hotline on 9377 8099.

Focus on reducing COVID-19

Children at the Wind in the Willows centres in Bassendean and Ashfield learned games about hygiene.



The children aged from toddlers to five years old engaged in experiments and experiences to raise awareness of the need for healthy hygiene practices.

They dipped their hands in glitter (germs) and moved around the room, following instructions to open the door or paint a picture. Then they retraced their steps to see how easily germs can spread. They read books and learned handwashing songs.

3

Strategic Community Plan

Regulation 19CA.

The Town of Bassendean commenced the development of a new 10 year Strategic Community Plan for 2020 to 2030. The Plan embeds the One Planet Living Principles, the community input and priorities from the Town’s BassenDream Our Future community engagement project and the findings of the MARKYT Scorecard. The draft Plan was advertised for public submissions during June 2020

The draft Plan outlines the long-term vision, values, aspirations and priorities for our community.



4

Keeping our Community Informed

To keep our residents informed, 2019/2020 saw the creation and distribution of a new Town publication called THRIVE. The magazine was produced and distributed to residents and businesses every two months.

The Town maintained its efforts to keep its community informed through a number of social media platforms including the Town of Bassendean Facebook page.



facebook.com/bassendeancouncil

August 2019



October 2019



December 2019



February 2020



April 2020





5

Waste Services and the introduction of FOGO

Sustainability is a high priority for our community. Council became a leader in waste management by introducing a third bin for Food Organics and Garden Organics.

Through the Town's partnership with the East Metropolitan Regional Council, and notwithstanding the challenges imposed by the COVID-19 environment, the goal to introduce FOGO was achieved.

On 29 June 2020, the Town of Bassendean became the first metropolitan local government north of the Swan River to use three bins, including a bin for Food Organics and Garden Organics (FOGO).

The Town's leadership decision provides benefits to the environment, the community and the economy. It is the intention that the food scraps and green waste will be made into compost and be returned to the Town for use in parks and on residents' gardens.

6

Our Events

While the constraints placed on the Town by COVID-19 restrictions meant that planned events were either cancelled or postponed, the Town was able to conduct the following community events:

- The popular Old Perth Road Markets ran monthly until February 2020, and continued to be a success, bringing the community together in the Town's centre.
- The Town was able to conduct three Citizenship ceremonies.
- NAIDOC Family Day was a successful event held in July 2019 showcasing the Town's rich Aboriginal heritage.
- Vietnam Veterans Day August 2019
- Bassendean Visual Art Awards August 2019
- Children's Week Walk October 2019
- Keen on Halloween October 2019
- Remembrance Day Ceremony (11 November)
- Seniors Week (November)
- Telethon Community Cinemas (over the summer period)
- Citizens of the Year January 2020
- Australia Day Fireworks January 2020
- International Women's Day Breakfast March 2020

WonderRealm Perth Fringe Festival February 2020

The Town of Bassendean was the major sponsor for the 2020 WonderRealm Event staged in partnership with local resident and events manager Nella Fitzgerald over two weekends on Old Perth Road from Friday 7 to Sunday 9, and Friday 14 to Sunday 16 February 2020. WonderRealm was part of the 2020 Perth Fringe Festival. The Town supported this event with a \$50,000 grant in addition to marketing.





Our Services

As a local government, the Town of Bassendean is responsible for delivering a wide range of economic, human, recreational and property services as well as developing and maintaining essential community infrastructure. Local governments have legislative responsibility to perform many mandatory functions for the local community.

The Town of Bassendean delivers a range of services in addition to its statutory responsibilities. A summary of which is provided below:

Directorate	Activities
Office of the CEO	
	Provide oversight and compliance with the Local Government Act and Regulations; drive organisational performance
Human Resources	Delivery of human resource and organisational development services in relation to workforce planning, recruitment and selection, occupational health and safety, training and development and recognition and wellbeing.
Governance	Election process and education programs for councillors; management of meetings and decisions; local laws; delegations; policy reviews; risk management; Annual Report
Strategic Communications	Strategic advocacy, media
Integrated Planning and Reporting	Monitor, report and review the Strategic Community Plan and Corporate Business Plan
Council and Executive Support	Support the Mayor and Elected Members
Corporate Services	
	Deliver financial management and good governance
Customer Service	Respond to requests and enquiries
Finance Services	Efficient, effective and compliant accounting services, financial management and reporting; development of long term financial plan
Rating Services	Manage the application and payment of approved rates to properties across the Town
Information Management	Plan and manage IT resources to support the business; provide systems to promote compliance with the State Records Act and FOI requirements
Procurement services	Coordinate and manage of the procurement of goods and services, in compliance with legislation and policy
Children's Services	Manage two early childhood education centres
Seniors Services	Manage the Hyde Retirement Village and provision of in-home care for seniors
Library Services	Support the recreational, educational and technological needs of the community
Youth Services	Provision of youth programs and support

Community Planning

Plan and deliver services and facilities for the community

Community Services	Coordinate civic events, management of recreation facilities, provision of recreation and volunteering programs; support of community groups and initiatives and provide opportunities for community inclusion and connection.
Ranger Services	Provision of parking and traffic management control; management of public amenity; animal control; and emergency management
Statutory Planning and Development Services	Provision of statutory planning and development; development of Local Planning Strategy and Scheme; issue building approvals and undertake building compliance
Environmental Health Services	Regulate and deliver public health; food safety; and mosquito control

Facilitate development and implementation of asset management plans; deliver and maintain infrastructure within the Town

Infrastructure

Engineering Services	Provide safe, efficient and effective infrastructure including roads and drainage
Parks and Gardens	Maintain parks and open spaces
Facilities Management	Day to day management of the Town's facilities
Asset Planning and Management	Development and management of asset plans aligned to the SCP and CBP

Develop, manage and implement plans for the future sustainability of our environment

Sustainability and Environment

Waste management and recycling	Develop and implement strategies and engagement to reduce the Town's waste
Sustainability	Develop and implement concepts to reduce the organisations and District's carbon footprint
Environment	Improve the water quality of the river and catchment areas; develop plans to improve the natural environment including urban forest

Achievements for 2019/2020

Strategic Priority 1: Social

Strategic Community Plan Priorities

Build a sense of place and belonging
Ensure all community members have the opportunity to be active, socialize and connected
Plan for a healthy and safe community
Improve lifestyle choices for the aged, family and youth

One Planet Living Principles

Health and happiness
Cultural and community

Actions

BassenDream Our Future completed
MARKYT Community Benchmarking Scorecard completed
Men's Shed completed
Council Briefings held at Ashfield Community Centre, Bassendean Youth Centre and Eden Hill Primary School to take Council to the community
Neighbour Assist launched

Our major community engagement exercise, BassenDream Our Future sought the community's thoughts, ideas and expectations on how the Town should respond to the future challenges and opportunities offered by a growing community with evolving needs.

Together with the MARKYT Community Benchmarking Scorecard, the results provide a key strategic input into the development of a new Local Planning Framework and Strategic Community Plan, as well as other supporting strategies.

Council Briefings were held in the community at Ashfield Community Centre, Eden Hill Primary School and Bassendean Youth Centre as part of our community engagement strategy to improve civic participation.

The Town responded swiftly to the emergence of COVID-19 and developed measures to support the local community, particularly those most vulnerable with a new community outreach program, "Neighbour Assist".



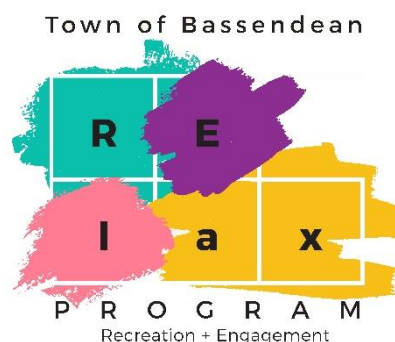
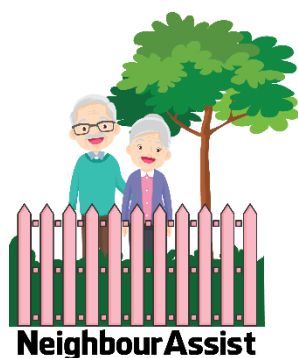
Social Inclusion

Plans for 2020 were disrupted in a major way by the shutdown of schools, services and shops across the State in an effort to limit the spread of COVID-19.

For the Town, it required a change in mindset and practice to create community connection, despite the need for staff to work from home and residents to stay at home.

The outcome is that the Town:

- Established Neighbour Assist to provide telephone support to isolated people during the COVID-19 shutdown
- Worked with the Old Perth Road Collective to create Neighbour2Neighbour, a social media-based opportunity for volunteers to connect with people in need to provide shopping deliveries and the like
- Used Facebook to promote opportunities for online events during the shutdown, such as ANZAC Day
- Conducted its RELax program online with 244 registrations for online ukulele playing, junkyard percussion, Zumba, yoga and Pilates to encourage recreation, learn new hobbies and interact with others
- Provided online storytime from the Library to connect families and young children
- Live streaming of Council meetings, hardcopy newsletter, newspaper advertising, online consultation hub and Facebook posts to reach different audiences
- Before the shutdown, trialed Council Briefing Sessions in the community at Ashfield, Bassendean and Eden Hill, with presentations to long-time volunteers, performances by school children and guest speakers on underground power.





Men's Shed

A major project completed in January 2020 was the construction of the Men's Shed in May Holman Drive.

The shed is an initiative of the Town, with the support of Lotterywest, to help the local Association realise a desire to help others in the community.

The Shed provides a safe, supervised working environment and a meeting place for old fashioned mateship, alleviating the feeling of isolation and mental stagnation.

The Shed aligns to the Town's focus on community health and wellbeing.

A key factor in building the shed was not only to provide a home for the men, but also to create a community space to accommodate a range of uses.

To complement the project, the Town worked with the Water Corporation to install a Waterwise garden on adjoining land.

Wind in the Willows

At the Town's two Early Childhood Education centres more than 200 children were enrolled at the start of the financial year, with both services rated as 'exceeding' the National Quality Standard.

Highlights included:

- Moving beyond the fence for nature walks and connecting to community
- Intergenerational programs engaging with seniors
- Enhancing inclusion and communication with Signing Hands
- Connections with local primary schools to support transition to school
- Engagement with Toni and Robin Christie, early childhood educators from New Zealand
- New hanging gardens, reflecting the learnings of Reggio Emilia
- Midvale Hub providing workshops to support positive parenting
- Children's week celebrations in partnership with the Shire of Mundaring

Both centres remained open during the shutdown to provide care for children of essential workers.



Image: Intergenerational program

Library Services

On Monday 23 March 2020, the Bassendean Memorial Library closed its doors to the public and remained in lockdown until 25 May, when it re-opened with a new look, safety screens, social distancing signage and hygiene requirements in place, as per the COVID-19 Safety Plan.

Library staff found alternative ways to involve the community, including a social media series tagged "Reporting from the inside", online storytelling, online jigsaw puzzles, and the delivery of 2,000 items to housebound residents.

The library is well utilised by the community. The library runs extensive programs for both children and seniors.



Online storytelling sessions were recorded and posted weekly on the Library website and Facebook. Children's librarian Shantelle Tylor was interviewed by Gillian O'Shaughnessy on ABC Afternoons.

Strategic Priority 2: Natural Environment

Strategic Community Plan Priorities

Display leadership in environmental sustainability
Protect our river, bushland reserves and biodiversity
Ensure the Town's open space is attractive and inviting

One Planet Living Principles

Land and nature
Sustainable water
Materials and products
Zero waste
Zero carbon energy

Actions

Working with stallholders at Old Perth Road Markets and local businesses to become plastic-free
Consultation started on a proposal to create a Living Stream from the Second to Fourth Avenue drain
Planning for introduction of FOGO, including logistics and education
600 of 1,000 trees planted by 30 June 2020
New Verge Policy and guidelines developed
Consultation on weed management practices
Federal grant for weeding equipment for Friends of Bindaring Park
Mary Crescent Reserve chosen by Lotterywest and other partners as a restoration project, involving community input over next two years
Waste Plan updated as per Waste Avoidance and Resource Recovery Act 2007
Use of remote bin sensors at Jubilee Reserve provide data on temperature, number of lid openings, lid positioning and bin fullness
Minor erosion along the river was addressed at Pickering Park and Ashfield Parade during low tides
Talks with the South West Aboriginal Land and Sea Council outlining a proposal to replace the Success Hill temporary spillway

Fantastic response to plastic free

In a 12-month pilot project to replace single use plastics, local cafes swapped out 26,300 items which would have gone to landfill.

This amazing result came after the Town of Bassendean, known for its leadership in sustainability and commitment to reducing plastic, was invited by the Waste Authority to work with the Boomerang Alliance to target six single-use plastic items which are prolific in the litter stream -- water bottles, foodware (cups, cutlery, plates), straws, coffee cups/lids, takeaway containers and plastic bags. This involved direct engagement with food outlets, events and markets.

The Town has again been endorsed as a Gold Waterwise Council for 2020 in recognition of sustainable water management and for demonstrating commitment to building waterwise communities over the past year.



Strategic Priority 3: Built Environment

Strategic Community Plan Priorities

Plan for an increased population and changing demographics
Enhance connectivity between places and people
Enhance the Town's appearance

One Planet Living Principles

Travel and transport
Cultural and community

Actions

BassenDream Our Future consultation shapes development of new Local Planning Framework
Local Integrated Transport Plan adopted
Work starts on Town Centre masterplan
Completed construction of a Men's Shed at May Holman Drive
Started construction of Whitfield Street Safe Active Street
Long-term cycling network plan adopted by Council
Completed construction of Broadway Access Bike Path, with state government, near Bassendean train station
Started construction of shared path near rail station, providing the missing link on the cycling and walking path between Midland and Perth CBD, with funding for a future "green route" along the rail line
Discussions with Department of Transport on future rail and transport systems to enhance traffic flow and open up more efficient routes to, from and around Bassendean for the community and business
Successful discussions with Western Power to provide underground power in Eden Hill and parts of Bassendean north of the railway line, with construction due to start in January 2021
Removal of jetties at Point Reserve due to structural deterioration and safety concerns
Tenders evaluated for 1 Surrey Street refurbishment of historic buildings and new child health centre
Concept designs for Success Hill Spillway development to design a new drainage outlet and riverbank vegetation.



Planning

A restructure of the Town’s Planning team welcomed the appointment of a new Director Community Planning and new Manager Development and Place.

Achievements included:

- Work started on a new Local Planning Strategy and Local Planning Scheme 11, with the Report of Review approved by the WA Planning Commission with documents being drafted for public consultation in 2020 -2021
- Revitalisation project for Town Centre announced, with Council endorsement for the preparation of a concept masterplan
- Online lodgement of applications and the ability to assess and determine applications electronically
- Review of the Town’s suite of local planning policies, resulting in two being revoked, three being amended, and a new one being created, including abolishing development bonds to reduce costs associated with developing
- Progressed a development application for the nature-based playground at Sandy Beach Reserve, to be lodged with the DBCA.
- Creation of a land asset strategy to ensure the Town’s land, buildings and other assets are managed

Underground Power

Western Power approached the Town with an offer for underground power in Eden Hill and parts of Bassendean where ageing infrastructure required replacing. The favourable offer meant Western Power would pay for the undergrounding of power and residents would only pay for the connection to their homes. Construction is due to start in January 2021.

Strategic Priority 4: Economic

Strategic Community Plan Priorities

Build economic capacity
Facilitate local business retention and growth

One Planet Living Principles

Equity and local economy
Local and sustainable food
Materials and products

Actions

Progressed updating Planning Scheme and policies to provide optimal environment for investment
Advocacy to State and Federal agencies and Ministers
Review of Town-owned assets and identification of State owned assets
Review of procurement approach to encourage ‘buy local’
Be A Loyal Local campaign launched on social media and in THRIVE
Signed Small Business Friendly Local Government charter
Engaged with Bassendean Business Network to drive economic development
Hosted Old Perth Road Markets and WonderRealm Fringe event to draw visitors to the area

Strategic Priority 5: Good Governance

Strategic Community Plan Priorities

Enhance Organisational Accountability
Proactively partner with the community and our stakeholders
Strive for improvement and innovation

One Planet Living Principles

Equity and local economy
Materials and products
Zero Waste

Actions

October 2019 local government elections held and new Council appointed
Executive appointments, namely, Director Community Planning and Executive Manager Sustainability and Environment
Council adopts Corporate Business Plan 2019, Workforce Plan Review and Compliance Audit Return
Complete Strategic Information Technology review
Consultation on newly drafted Strategic Community Plan
Silver award from LGIS for commitment to workplace safety
Improvements in: <ul style="list-style-type: none"> • Corporate reporting and delegations • Audit and risk management • Community engagement and communications • Strategic planning • Local laws and policies • Procurement processes • Governance
Business Continuity Plan and Pandemic Response Plan reviewed and updated
Budget for 2020-2021 drafted on basis of 0% increase in rates revenue, no billing of residents for underground power until September 2021, and a new hardship policy for rates payments
Ethical & Accountable Decision Making training held for all staff to raise awareness of their obligations as public officers
<ul style="list-style-type: none"> • Meeting Procedures Local Law gazetted • Waste Local Law gazetted; and • Animals, Environment, Nuisance and Pests Local Law 2019 gazetted.










Our Future

Council has outlined its priorities for the next decade in its draft Strategic Community Plan 2020 - 2030.

The plan will drive the Town's agenda for the next decade, providing overarching guidance for Council, staff and the community in the delivery of projects and services.

The Plan, due to be adopted by Council in July 2020, is based on the findings of the community consultation undertaken as part of the BassenDream Our Future project and the community's priorities identified by the MARKYT Community Scorecard in 2019. Council and Administration also provided feedback through a series of workshops in March 2020.

The top priorities for the next decade are:

-  1. Strengthening and connecting our community
-  2. Leading environmental sustainability
-  3. Creating a vibrant town and precincts
-  4. Driving financial sustainability
-  5. Facilitating people-centred services
-  6. Providing visionary leadership and making great decisions
-  7. Building community identity by celebrating culture and heritage.

Future Projects for 2020/2021

Town Centre Masterplan

The Bassendean Town Centre Masterplan is a project that will gain momentum in 2020/2021 and into the future. The Masterplan will create an overarching land use plan that sets the conditions needed to attract investment and enhance the vibrancy and liveability of the town centre precinct for the next 20 years.

The masterplan is being progressed in response to community input that wants a more vibrant, inviting and connected town centre that is easy to access, has a diversity of local goods and services, is an attractive place to live, shop, relax and spend time.

The masterplan will align with the work the Town has undertaken in its Local Planning Scheme and Strategy, whilst also supporting the Town's COVID-19 recovery plan. This integrated approach is focussed on making sure the Town achieves the best possible outcome for its town centre and community.

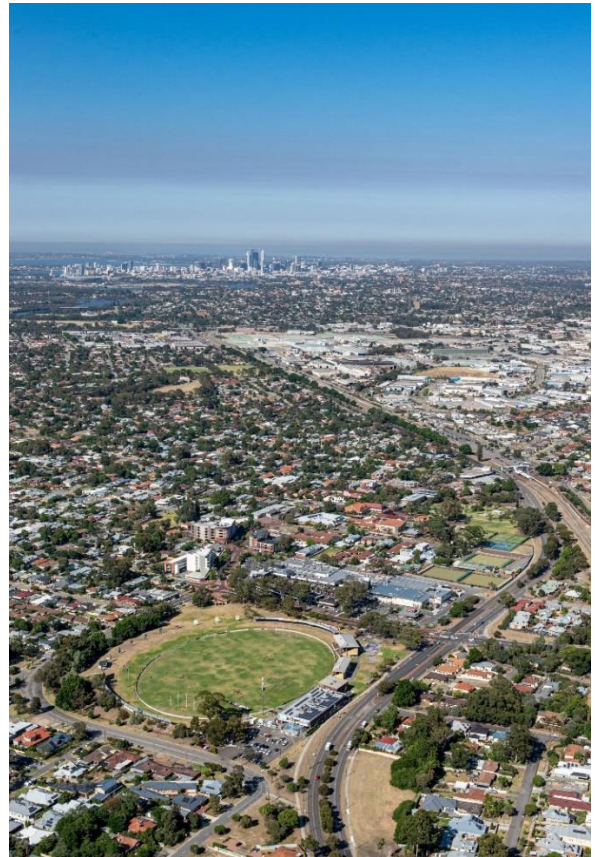


Image: aerial photo of Bassendean

Underground Power

In partnership with Western Power, the Town will bring underground power to Eden Hill and nearby areas commencing in the first half of 2021.

The Eden Hill Underground Power Project will replace older sections of Western Power's metropolitan overhead electricity network with newer, more reliable underground power infrastructure with fewer power outages particularly after storms.

Having power underground means some street poles and wires will be removed, and new street lighting installed resulting in improved safety and appearance of the streets and neighbourhood making the area more attractive and raising property values.

The project will also open up more opportunities for emerging technologies, energy trading, electric vehicles, and Smart City strategies.

Top image: Overhead power in Bassendean

Bottom image: Underground power in Ashfield



Sandy Beach Playground and Ablutions

The project is to be progressed in 2020/2021 with the Town finalising the design for the playground, securing funds and going to tender. This project will provide a focal recreation area for families.

Image: Draft Concept Plan for Sandy Beach Playground



Mary Crescent Wetlands

The Our Park, Our Place project aims to address climate change and urban heat resilience in some of Perth's lowest-canopy hotspots by regenerating local parks and reconnecting people with nature in the process.

Greening Australia is the lead for this project focussing on Mary Crescent Reserve.

During 2020/2021, the project will develop the concept design review with the assistance of Eden Hill CAN, and engage further with the Whadjuk Working Group and local Noongar people, with Council considering the concept and design. Works are proposed to begin May 2021.

Image: Artist impression of what Our Park, Our Place projects could look like



Statutory Reporting

Workforce

In accordance with s. 5.53(2)(g) of the *Local Government Act 1995* and regulation 19B of the *Local Government (Administration) Regulations 1996*, the number of Town employees earning an annual salary of \$100,000 or more is set out below, in bands of \$10,000.

Number of Employees entitled to an Annual salary of \$100,000 or more

Range	# of Employees
\$100,000 - \$110,000	3
\$110,000 - \$120,000	2
\$120,000 - \$130,000	1
\$130,000 - \$140,000	1
\$140,000 - \$150,000	0
\$150,000 - \$160,000	0
\$160,000 - \$170,000	0
\$170,000 - \$180,000	2
\$180,000 - \$190,000	0
\$190,000 - \$200,000	0
\$200,000 - \$210,000	1

Access and Inclusion

An ethos of social inclusion is maintained through programs, projects and events provided by the Town. During 2019/2020, the Town demonstrated its commitment to the provision of an accessible community.

The Town maintained its operation of the Bassendean Seniors and Disability Services, providing quality aged care services to residents of the Town as well as to clients from surrounding local government districts. This became an important service during the COVID-19 restriction period, with demand for services increasing.

Construction of a new Safe Active Street on Whitfield Street, in partnership with the Department of Transport commenced and when completed in 2020/2021 financial year will provide not only traffic calming initiatives along the length of the thoroughfare, but also provision of pedestrian and mobile access for those with disabilities.

Staff and community members attended training hosted by the Socially Inclusive Communities WA program on how to run inclusive events and disability awareness.

The Town has implemented a Disability Access and Inclusion Plan.



Reconciliation Action Plan

The Town, in partnership with Derbarl Yerrigan Health Service, hosted the 2019 NAIDOC Family Day on 11 July at Ashfield Reserve with more than 3,000 attendees. The theme was Voice-Treaty-Truth and celebrated Aboriginal culture and art with live performances and promotion of Nyoongar culture. It included the annual Dandjoo Koorliny Reconciliation Walk from Old Perth Road to Ashfield, the Derbarl Yerrigan's Moorditj Healthy Lifestyle Zone, Deadly Jobs Expo tent and youth zone.

The Town hosted a Wanjoo Song Workshop as part of its Relax program, and a staff briefing from the South West Aboriginal Land and Sea Council (SWALSC).

Students from Ashfield Primary School sang an Aboriginal welcome song at Council's community meeting in November 2019, and children at the Town's Children's Services learned Aboriginal songs.

Register of Councillor Attendance at Meetings (July 2019 to June 2020)

Councillor	Ordinary Council Meetings	Special Council Meetings	Committee Meetings
2019-21 Term			
Cr Renee McLennan	11	6	5
Cr Kathryn Hamilton	11	5	8
Cr John Gangell	10	6	1
Cr Jai Wilson	11	6	3
Cr Sarah Quinton	10	6	0
Cr Chris Barty	8	2	1
Cr Hilary MacWilliam	8	1	6

2017-19 Term			
Cr Bob Brown	3	3	0
Cr Melissa Mykytiuk	3	1	1

2019/2020 Annual Electors' Meeting

Held 10 February 2020.

National Competition Policy

The Competition Principles Agreement is an agreement between the Federal Government and all State and Territory Governments. The CPA aims to ensure all public enterprises operate in a transparent manner in the best interests of the public. Under the CPA, public enterprises are required to review their operations to ensure they have no competitive advantage or disadvantage as a result of their public status.

Competitive Neutrality (under the CPA)

Competitive neutrality addresses potential advantages or disadvantages that public enterprises may have compared with businesses operating in the private sector.

Local Government is affected where it operates business activities which could compete with private businesses, and where its local laws may unnecessarily affect competition. The Town gazetted three new local laws in 2019/20. These local laws were based on the WALGA templates, which have already considered the NCP obligations.

Compliance Audit Return

The Town carried out its Compliance Audit Return for the period 1 January to 31 December. The Town's Compliance Audit Return was presented to Council on 24 March 2020. A certified copy of the Compliance Audit Return was submitted to the Director General of the Department of Local Government, Sport and Cultural Industries.

Public Interest Disclosure

In the reporting period, no public interest disclosures were made.



Official Conduct Report - Complaints

In accordance with s. 5.53(2)(hb) of the *Local Government Act 1995*, the Town is required to include in its Annual Report details of complaints alleging minor breaches by Council Members in 2019/2020 including –

1. the number of complaints recorded in the register of complaints;
2. how the complaints were dealt with.

No complaints alleging minor breaches by Council Members were received in the 2019/2020 financial year.

Freedom of Information Activity Report

The Town received and processed three requests for information under the *Freedom of Information Act 1992*, processing each in an average of 20 days (below the requirement of 45 calendar days).

Record Keeping Statement

Under the *State Records Act 2000*, the Town and its employees are obliged to comply with the Town's Record Keeping Plan. A revised plan was endorsed by the State Records Office of WA in June 2018 and remains valid until 2023. During the past year, 25,825 documents have been registered to the Town's records management system Synergy

Our Citizens of the Year

The Town of Bassendean recognised eight outstanding individuals for their contribution to our community.

Gina Ogilvie was named Community Citizen of the Year for her dedication in running the Free Little Library, providing environmentally conscious workshops to the local community, and for her volunteer efforts with verge planting, the Repair Café, and community events.



Senior Community Citizen of the Year, Stella Turner was recognised for her dedication to the Eden Hill Little Athletics Club spanning 35 years, and her tireless volunteer work in the Town of Bassendean community.

Active Citizenship event in 2019 was awarded to WonderRealm, organised by Nella Fitzgerald, bringing the Fringe World Festival to Bassendean in a colourful street-party.



Other finalists included

- **Jeremy Warnock** who established the Eden Hill “Fathering Group” in 2015
- **Nonie Jekabsons** for coordinating the Cyril Jackson Arts House Community Garden
- **Ngairé Kasdorf**, member of the Bassendean Galaxy Basketball Club, and Bassendean Primary School P&C
- **Michael Grogan** for sharing his local historical knowledge; and
- **Marion Arundel**, a volunteer for 35 years, including 17 with St John Ambulance.



Financial Report

For the year ended 30 June 2020



TOWN OF BASSENDEAN
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

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COMMUNITY VISION

"A connected community, developing a vibrant and sustainable future, that is built upon the foundations of our past"

Principal place of business:
48 Old Perth Road
BASSENDEAN WA 6054



**TOWN OF BASSENDEAN
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

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

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the Town of Bassendean for the financial year ended 30 June 2020 is based on proper accounts and records to present fairly the financial position of the Town of Bassendean at 30 June 2020 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the eleventh day of February 2021



Chief Executive Officer

Peta Mabbs

TOWN OF BASSENDEAN
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2020

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
Revenue				
Rates	25(a)	13,375,582	13,410,680	13,125,890
Operating grants, subsidies and contributions	2(a)	3,249,254	2,563,074	2,934,732
Fees and charges	2(a)	5,969,778	5,989,971	6,220,530
Interest earnings	2(a)	364,799	460,345	519,008
Other revenue	2(a)	463,019	427,316	524,212
		23,422,432	22,851,386	23,324,372
Expenses				
Employee costs		(13,158,941)	(12,291,093)	(12,723,399)
Materials and contracts		(6,960,228)	(8,122,358)	(7,197,066)
Utility charges		(695,799)	(719,114)	(660,898)
Depreciation on non-current assets	11(b)	(3,731,705)	(3,505,012)	(3,507,677)
Interest expenses	2(b)	(46,220)	(49,688)	(48,563)
Insurance expenses		(473,470)	(452,413)	(464,998)
Other expenditure		(632,526)	(870,570)	(1,137,827)
		(25,698,889)	(26,010,248)	(25,740,428)
		(2,276,457)	(3,158,862)	(2,416,056)
Non-operating grants, subsidies and contributions	2(a)	1,349,865	2,066,917	1,477,679
Profit on asset disposals	11(a)	0	1,500	0
(Loss) on asset disposals	11(a)	(3,868)	(9,819)	(5,227)
Investment in Local Government House Trust		2,017	0	14,352
Net Share of Interest in Associate - EMRC		(638,176)	0	432,583
		709,838	2,058,598	1,919,387
Net result for the period		(1,566,619)	(1,100,263)	(496,669)
Share of changes in asset revaluation surplus of associate	13	104,712	0	(1,339)
Total other comprehensive income for the period		104,712	0	(1,339)
Total comprehensive income for the period		(1,461,907)	(1,100,263)	(498,008)

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

TOWN OF BASSENDEAN
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2020

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
Revenue				
Governance		61,074	17,200	16,268
General purpose funding		14,698,027	14,316,403	14,388,772
Law, order, public safety		118,788	116,400	113,284
Health		2,894,086	2,732,665	2,739,940
Education and welfare		5,003,626	5,120,258	5,278,623
Community amenities		136,273	148,000	164,470
Recreation and culture		241,865	188,910	334,498
Transport		64,356	34,000	60,126
Economic services		107,128	95,350	98,594
Other property and services		97,209	82,200	129,797
		23,422,432	22,851,386	23,324,372
Expenses				
Governance		(1,135,786)	(1,140,872)	(985,993)
General purpose funding		(954,023)	(914,245)	(782,116)
Law, order, public safety		(648,258)	(716,404)	(680,183)
Health		(3,289,396)	(3,257,400)	(3,056,737)
Education and welfare		(5,811,723)	(5,679,422)	(5,983,421)
Community amenities		(1,271,977)	(1,474,379)	(1,365,337)
Recreation and culture		(5,999,596)	(6,441,277)	(6,342,751)
Transport		(5,989,756)	(5,679,404)	(5,790,298)
Economic services		(503,182)	(620,697)	(557,430)
Other property and services		(48,972)	(36,459)	(147,599)
		(25,652,669)	(25,960,559)	(25,691,865)
Finance Costs				
Governance		(2,125)	0	0
General purpose funding		(14,442)	(16,003)	(15,895)
Law, order, public safety		(250)	0	0
Health		(309)	0	0
Education and welfare		(605)	0	0
Community amenities		(20)	0	0
Recreation and culture		(25,167)	(33,685)	(32,668)
Transport		(52)	0	0
Economic services		(68)	0	0
Other property and services		(3,182)	0	0
		(46,220)	(49,688)	(48,563)
		(2,276,457)	(3,158,861)	(2,416,056)
Non-operating grants, subsidies and contributions	2(a)	1,349,865	2,066,917	1,477,679
Profit on disposal of assets	11(a)	0	1,500	0
(Loss) on disposal of assets	11(a)	(3,868)	(9,819)	(5,227)
Investment in Local Government House		2,017	0	14,352
Net Share of Interest in Associate-EMRC		(638,176)	0	432,583
		709,838	2,058,598	1,919,387
Net result for the period		(1,566,619)	(1,100,263)	(496,669)
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Share of changes in asset revaluation surplus of associate	13	104,712	0	(1,339)
Total other comprehensive income for the period		104,712	0	(1,339)
Total comprehensive income for the period		(1,461,907)	(1,100,263)	(498,008)

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

TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2020

	NOTE	2020	2019
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	4,273,122	7,960,795
Trade and other receivables	6	1,706,165	1,022,253
Other financial assets	5(a)	8,974,492	4,418,273
Inventories	7	9,037	17,080
Other assets	8	41,241	0
TOTAL CURRENT ASSETS		15,004,057	13,418,401
NON-CURRENT ASSETS			
Trade and other receivables	6	325,083	325,083
Other financial assets	5(b)	305,667	327,780
Investment in associate	24(a)	7,852,617	8,386,081
Property, plant and equipment	9(a)	56,339,210	55,780,006
Infrastructure	10(a)	105,286,630	107,396,632
Right of use assets	12(a)	318,280	0
TOTAL NON-CURRENT ASSETS		170,427,487	172,215,582
TOTAL ASSETS		185,431,544	185,633,983
CURRENT LIABILITIES			
Trade and other payables	14	5,542,603	3,330,886
Contract liabilities	15	455,426	0
Lease liabilities	16(a)	152,712	0
Borrowings	17(a)	97,006	130,368
Employee related provisions	18	2,258,170	2,417,924
TOTAL CURRENT LIABILITIES		8,505,917	5,879,178
NON-CURRENT LIABILITIES			
Contract liabilities	15	29,286	0
Lease liabilities	16(a)	167,151	0
Borrowings	17(a)	452,310	549,315
Employee related provisions	18	215,344	158,837
TOTAL NON-CURRENT LIABILITIES		864,091	708,152
TOTAL LIABILITIES		9,370,008	6,587,330
NET ASSETS		176,061,536	179,046,653
EQUITY			
Retained surplus		26,916,719	29,209,223
Reserves - cash/financial asset backed	4	6,159,687	6,957,012
Revaluation surplus	13	142,985,130	142,880,418
TOTAL EQUITY		176,061,536	179,046,653

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

TOWN OF BASSENDEAN
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2020

		RESERVES			
		RETAINED	CASH/FINANCIAL	REVALUATION	TOTAL
	NOTE	SURPLUS	ASSET	SURPLUS	EQUITY
		\$	\$	\$	\$
Balance as at 1 July 2018		30,952,646	5,710,258	142,881,755	179,544,661
Comprehensive income					
Net result for the period		(496,669)	0	0	(496,669)
Other comprehensive income	13	0	0	(1,339)	(1,339)
Total comprehensive income		(496,669)	0	(1,339)	(498,008)
Transfers from reserves	4	1,007,493	(1,007,493)	0	0
Transfers to reserves	4	(2,254,247)	2,254,247	0	0
Balance as at 30 June 2019		29,209,223	6,957,012	142,880,418	179,046,653
Change in accounting policy	29(c)	(1,523,210)	0	0	(1,523,210)
Restated total equity at 1 July 2019		27,686,013	6,957,012	142,880,418	177,523,443
Comprehensive income					
Net result for the period		(1,566,619)	0	0	(1,566,619)
Other comprehensive income	13	0	0	104,712	104,712
Total comprehensive income		(1,566,619)	0	104,712	(1,461,907)
Transfers from reserves	4	2,097,054	(2,097,054)	0	0
Transfers to reserves	4	(1,299,729)	1,299,729	0	0
Balance as at 30 June 2020		26,916,719	6,159,687	142,985,130	176,061,536

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

TOWN OF BASSENDEAN
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2020

NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
Rates	11,911,879	13,610,680	13,131,934
Operating grants, subsidies and contributions	3,413,702	2,711,074	2,963,981
Fees and charges	5,969,778	6,009,971	6,220,530
Interest received	364,799	460,345	519,008
Goods and services tax received	896,442	1,350,000	978,318
Other revenue	463,019	400,316	524,212
	23,019,619	24,542,386	24,337,983
Payments			
Employee costs	(13,175,810)	(12,391,093)	(12,493,552)
Materials and contracts	(5,168,172)	(8,166,766)	(7,640,793)
Utility charges	(695,799)	(719,114)	(660,898)
Interest expenses	(46,220)	(44,688)	(48,563)
Insurance paid	(473,470)	(452,413)	(464,998)
Goods and services tax paid	(1,019,511)	(900,000)	(888,276)
Other expenditure	(632,526)	(870,570)	(1,137,826)
	(21,211,508)	(23,544,644)	(23,334,906)
Net cash provided by (used in) operating activities	19 1,808,111	997,742	1,003,077
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for purchase of property, plant & equipment	9(a) (1,190,079)	(2,431,788)	(200,315)
Payments for construction of infrastructure	10(a) (816,198)	(3,673,163)	(1,157,619)
Non-operating grants, subsidies and contributions	2(a) 1,349,865	2,066,917	1,477,679
Proceeds from financial assets at amortised cost - term deposits	(4,557,871)	0	3,877,519
Proceeds from financial assets at fair values through profit and loss	2,017	0	0
Proceeds from sale of property, plant & equipment	11(a) 8,514	656,500	0
Net cash provided by (used in) investment activities	(5,203,752)	(3,381,534)	3,997,264
CASH FLOWS FROM FINANCING ACTIVITIES			
Repayment of borrowings	17(b) (130,367)	(130,368)	(131,697)
Payments for principal portion of lease liabilities	16(b) (185,431)	0	0
Proceeds from self supporting loans	17(b) 23,766	23,766	19,951
Trust Transfers	0	400,000	0
Net cash provided by (used in) financing activities	(292,032)	293,398	(111,746)
Net increase (decrease) in cash held	(3,687,673)	(2,090,394)	4,888,595
Cash at beginning of year	7,960,795	12,377,774	3,072,201
Cash and cash equivalents at the end of the year	19 4,273,122	10,287,380	7,960,795

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

TOWN OF BASSENDEAN
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2020

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)	26 (b)	(61,574)	1,630,400	1,921,369
		(61,574)	1,630,400	1,921,369
Revenue from operating activities (excluding rates)				
Governance		63,091	17,200	30,620
General purpose funding		1,322,446	905,723	1,276,419
Law, order, public safety		118,789	116,400	113,284
Health		2,894,086	2,732,665	2,739,940
Education and welfare		5,003,626	5,120,258	5,278,623
Community amenities		136,273	148,000	164,470
Recreation and culture		241,865	188,910	334,498
Transport		64,356	34,000	60,126
Economic services		107,128	95,350	98,594
Other property and services		97,209	83,700	129,797
		10,048,869	9,442,206	10,226,371
Expenditure from operating activities				
Governance		(1,137,918)	(1,140,872)	(985,993)
General purpose funding		(968,465)	(930,248)	(798,011)
Law, order, public safety		(648,508)	(716,404)	(680,183)
Health		(3,289,705)	(3,257,400)	(3,056,737)
Education and welfare		(5,812,327)	(5,679,422)	(5,983,421)
Community amenities		(1,271,997)	(1,474,379)	(1,365,337)
Recreation and culture		(6,024,762)	(6,474,962)	(6,375,419)
Transport		(5,989,808)	(5,679,404)	(5,790,298)
Economic services		(503,250)	(620,697)	(557,430)
Other property and services		(56,022)	(46,278)	(152,826)
		(25,702,762)	(26,020,066)	(25,745,655)
Non-cash amounts excluded from operating activities	26(a)	3,278,757	3,528,202	3,156,662
Amount attributable to operating activities		(12,436,710)	(11,419,258)	(10,441,253)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	2(a)	1,349,865	2,066,917	1,477,679
Proceeds from disposal of assets	11(a)	8,514	656,500	0
Purchase of property, plant and equipment	9(a)	(1,190,079)	(2,431,788)	(200,315)
Purchase and construction of infrastructure	10(a)	(816,198)	(3,673,163)	(1,157,619)
Amount attributable to investing activities		(647,898)	(3,381,534)	119,745
FINANCING ACTIVITIES				
Repayment of borrowings	17(b)	(130,367)	(130,368)	(131,697)
Proceeds from self supporting loans	17(b)	23,766	23,766	19,951
Payments for principal portion of lease liabilities	16(b)	(185,431)	0	0
Transfers to reserves (restricted assets)	4	(1,299,729)	(2,150,310)	(2,254,247)
Transfers from reserves (restricted assets)	4	2,097,054	3,671,705	1,007,493
Amount attributable to financing activities		505,293	1,414,793	(1,358,500)
Surplus/(deficit) before imposition of general rates		(12,579,315)	(13,386,000)	(11,680,008)
Total amount raised from general rates	25(a)	13,375,582	13,410,680	13,112,353
Surplus/(deficit) after imposition of general rates	26(b)	796,267	24,680	1,432,345

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

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1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the Local Government Act 1995 and accompanying regulations.

AMENDMENTS TO LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

The Local Government (Financial Management) Regulations 1996 take precedence over Australian Accounting Standards. Prior to 1 July 2019, Financial Management Regulation 16 arbitrarily prohibited a local government from recognising as assets Crown land that is a public thoroughfare, i.e. land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets pertaining to vested land, including land under roads acquired on or *after 1 July 2008, were not recognised in previous financial reports of the Town. This was not in accordance with the requirements of AASB 1051 Land Under Roads paragraph 15 and AASB 116 Property, Plant and Equipment paragraph 7.*

From 1 July 2019, the Town has applied AASB 16 Leases which requires leases to be included by lessees in the statement of financial position. Also, the Local Government (Financial Management) Regulations 1996 have been amended to specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the statement of financial position) rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Town to measure any vested improvements at zero cost.

The Town has accounted for the removal of the vested land values associated with vested land previously recognised by removing the land value and associated revaluation reserve as at 1 July 2019. The comparative year amounts have been retained as AASB 16 does not require comparatives to be restated in the year of transition.

Therefore the departure from AASB 1051 and AASB 16 in respect of the comparatives for the year ended 30 June 2019 remains.

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

NEW ACCOUNTING STANDARDS FOR APPLICATION IN FUTURE YEARS

On 1 July 2020 the following new accounting standards are to be adopted:

- AASB 1059 Service Concession Arrangements: Grantors
- AASB 2018-7 Amendments to Australian Accounting Standards - Materiality

AASB 1059 Service Concession Arrangements: Grantors is not expected to impact the financial report.

Specific impacts of AASB 2018-7 Amendments to Australian Accounting Standards - Materiality, have not been identified.

CRITICAL ACCOUNTING ESTIMATES

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Town controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 30 to these financial statements.

2. REVENUE AND EXPENSES

REVENUE RECOGNITION POLICY

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

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	None	Set by State legislation	Apportioned equally across the inspection cycle	No refunds	After inspection complete based on a 4 year cycle
Other inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Set by State legislation or limited by legislation to the cost of provision	Applied fully on timing of inspection	Not applicable	Revenue recognised after inspection event occurs
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Adopted by council annually	Apportioned equally across the collection period	Not applicable	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Based on timing of entry to facility	Not applicable	On entry to facility
Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	Adopted by council annually	Based on timing of entry to facility	Returns limited to repayment of transaction price	On entry or at conclusion of hire
Fees and charges for other goods and services	Library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed	Not applicable	When claim is agreed

TOWN OF BASSENDEAN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

2. REVENUE AND EXPENSES

(a) Grant revenue

Grants, subsidies and contributions are included as both operating and non-operating revenues in the Statement of Comprehensive Income:

	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Operating grants, subsidies and contributions			
Governance	2,962	0	0
General purpose funding	771,562	282,628	543,657
Law, order, public safety	49,676	45,000	18,561
Education and welfare	2,322,983	2,195,446	2,286,749
Community amenities	3,609	0	0
Recreation and culture	40,000	10,000	36,185
Transport	58,462	30,000	49,580
	3,249,254	2,563,074	2,934,732
Non-operating grants, subsidies and contributions			
Health	604,346	232,500	93,000
Recreation and culture	200,000	1,013,700	270,000
Transport	545,519	820,717	1,114,679
	1,349,865	2,066,917	1,477,679
Total grants, subsidies and contributions	4,599,119	4,629,991	4,412,411
Fees and charges			
General purpose funding	106,824	114,030	115,565
Law, order, public safety	63,032	58,200	65,948
Health	2,858,374	2,732,166	2,738,009
Education and welfare	2,498,966	2,704,075	2,736,232
Community amenities	128,911	147,000	164,416
Recreation and culture	169,897	123,500	258,818
Transport	4,398	4,000	4,580
Economic services	90,159	63,800	65,388
Other property and services	49,217	43,200	71,574
	5,969,778	5,989,971	6,220,530

There were no changes during the year to the amount of the fees or charges detailed in the original budget.

SIGNIFICANT ACCOUNTING POLICIES

Grants, subsidies and contributions

Operating grants, subsidies and contributions are grants, subsidies or contributions that are not non-operating in nature.

Non-operating grants, subsidies and contributions are amounts received for the acquisition or construction of recognisable non-financial assets to be controlled by the local government.

Fees and Charges

Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)

Contracts with customers and transfers for recognisable non-financial assets

Revenue from contracts with customers and transfers to enable the acquisition or construction of recognisable non-financial assets to be controlled by the Town was recognised during the year for the following nature or types of goods or services:

	2020 Actual \$	2020 Budget \$	2019 Actual \$
Operating grants, subsidies and contributions	2,474,730	2,280,446	0
Fees and charges	5,882,877	5,902,771	0
Other revenue	298,144	346,125	0
Non-operating grants, subsidies and contributions	1,349,865	2,066,917	0
	10,005,616	10,596,259	0

Revenue from contracts with customers and transfers to enable the acquisition or construction of recognisable non-financial assets to be controlled by the Town is comprised of:

Contracts with customers included as a contract liability at the start of the period	168,000	0	0
Other revenue from contracts with customers recognised during the year	8,655,751	8,529,342	0
Transfers intended for acquiring or constructing recognisable non financial assets included as a contract liability at the start of the period	29,286		
Other revenue from performance obligations satisfied during the year	1,152,579	2,066,917	0
	10,005,616	10,596,259	0

Information about receivables, contract assets and contract liabilities from contracts with customers along with financial assets and associated liabilities arising from transfers to enable the acquisition or construction of recognisable non financial assets is:

Trade and other receivables from contracts with customers	178,957	0	0
Contract liabilities from contracts with customers	(484,712)	0	0

Contract liabilities for contracts with customers primarily relate to grants with performance obligations received in advance, for which revenue is recognised over time as the performance obligations are met.

Information is not provided about remaining performance obligations for contracts with customers that had an original expected duration of one year or less.

Consideration from contracts with customers is included in the transaction price.

Performance obligations in relation to contract liabilities from transfers for recognisable non financial assets are satisfied as project milestones are met or completion of construction or acquisition of the asset. All associated performance obligations are expected to be met over the next 12 months.

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)

Revenue from statutory requirements

Revenue from statutory requirements was recognised during the year for the following nature or types of goods or services:

	2020 Actual \$	2020 Budget \$	2019 Actual \$
General rates	13,375,582	13,410,680	13,112,353
Statutory permits and licences	99,145	86,700	91,847
Fines	19,017	13,700	31,564
Inspection fees	17,306	0	0
Town Planning fees	99,521	115,000	120,236
Registration fees	48,414	47,000	51,411
Freedom of Information	255	255	353
	13,659,239	13,673,335	13,407,763
Other revenue			
Reimbursements and recoveries	53,069	18,500	60,650
Other	409,950	408,816	463,562
	463,019	427,316	524,212
Interest earnings			
Financial assets at amortised cost - self supporting loans	14,785	15,845	15,846
Interest on reserve funds	93,350	100,000	143,629
Rates instalment and penalty interest (refer Note 25(c))	169,730	164,500	169,697
Other interest earnings	86,934	180,000	189,836
	364,799	460,345	519,008

SIGNIFICANT ACCOUNTING POLICIES

Interest earnings

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

Interest earnings (continued)

Interest income is presented as finance income where it is earned from financial assets that are held for cash management purposes.

TOWN OF BASSENDEAN
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2. REVENUE AND EXPENSES (Continued)

(b) Expenses

Auditors remuneration

- Audit of the Annual Financial Report
- Other services
- Internal Audit Fees

Interest expenses (finance costs)

- Borrowings
- Lease liabilities

Note	2020 Actual \$	2020 Budget \$	2019 Actual \$
	40,000	40,000	40,000
	900	5,200	3,100
	24,088	33,000	8,600
	64,988	78,200	51,700
17(b)	39,237	49,689	48,563
16(b)	6,983	0	0
	46,220	49,689	48,563

3. CASH AND CASH EQUIVALENTS

<u>NOTE</u>	<u>2020</u>	<u>2019</u>
	\$	\$
Cash at bank and on hand	3,273,122	1,461,479
Term deposits	1,000,000	6,499,316
Total cash and cash equivalents	4,273,122	7,960,795
Restrictions		
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:		
- Cash and cash equivalents	222,346	4,929,453
- Financial assets at amortised cost - Term Deposits	8,950,362	4,394,507
	9,172,708	9,323,960
The restricted assets are a result of the following specific purposes to which the assets may be used:		
Reserves - cash/financial asset backed	4 6,159,687	6,957,012
Contract liabilities from contracts with customers	15 484,712	0
	6,644,399	6,957,012
Other restricted cash and cash equivalents and other financial assets at amortised cost		
Bonds and Other Deposits	14 2,309,859	2,110,398
Hyde Retirement Village Bonds	14 218,450	256,550
Total restricted assets	9,172,708	9,323,960

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of less than three months that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Restricted assets

Restricted asset balances are not available for general use by the local government due to externally imposed restrictions. Externally imposed restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement.

**TOWN OF BASSENDEAN
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4. RESERVES - CASH/FINANCIAL ASSET

	2020 Actual		2020 Actual		2020 Budget		2020 Budget		2020 Actual		2019 Actual		2019 Actual	
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Opening Balance	Transfer (from)	Closing Balance
(a) Employee Entitlements Reserve	743,532	12,234	(523,540)	232,226	743,532	14,871	(345,923)	412,480	1,020,253	9,368	(286,089)	1,020,253	9,368	743,532
(b) Plant and Equipment Reserve	396,298	7,035	(29,461)	373,872	396,298	7,926	(50,000)	354,224	384,098	12,200	0	384,098	12,200	396,298
(c) Waste Management Reserve	1,085,370	308,127	0	1,393,497	1,085,370	21,707	(617,578)	489,500	738,910	346,460	0	738,910	346,460	1,085,370
(d) Wind in the Willows Childcare Reserve	48,206	856	(8,379)	40,683	48,206	964	(35,000)	14,170	89,841	2,739	(44,374)	89,841	2,739	48,206
(e) Aged Persons Reserve	550,966	9,898	0	560,864	507,423	10,148	0	517,571	484,371	75,145	(8,550)	484,371	75,145	550,966
(f) Youth Development Reserve	29,227	519	0	29,746	29,229	50,585	0	79,813	28,328	899	0	28,328	899	29,227
(g) Community Facilities Reserve	53,616	952	0	54,568	53,617	1,072	0	54,689	51,966	1,650	0	51,966	1,650	53,616
(h) Underground Power Reserve	84,354	1,497	0	85,851	84,354	1,687	0	86,041	81,757	2,597	0	81,757	2,597	84,354
(i) Drainage Infrastructure Reserve	144,737	2,570	(20,905)	126,402	144,737	2,895	(63,541)	84,091	417,421	13,258	(285,942)	417,421	13,258	144,737
(j) HACC Asset Replacement Reserve	122,784	1,897	(10,598)	114,083	133,214	2,664	(5,000)	130,878	129,113	4,101	(10,430)	129,113	4,101	122,784
(k) Unspent Grants Reserve	1,628,014	100,426	(1,328,008)	400,432	1,597,552	50,000	(1,115,000)	532,552	454,371	1,545,751	(372,108)	454,371	1,545,751	1,628,014
(l) Bus Shelter Reserve	21,300	323	0	21,623	21,300	427	0	21,727	0	21,300	0	0	21,300	21,300
(m) Street Tree Reserve	160,660	108,173	(176,163)	92,670	176,163	103,523	(176,163)	103,523	0	160,660	0	0	160,660	160,660
(n) Land and Buildings Infrastructure Reserve	1,887,948	33,514	0	1,921,462	1,887,948	681,841	(1,263,500)	1,306,289	1,829,829	58,119	0	1,829,829	58,119	1,887,948
(o) Information Technology Reserve	0	200,000	0	200,000	0	200,000	0	200,000	0	0	0	0	0	0
(p) Future Projects Reserve	0	511,708	0	511,708	0	1,000,000	0	1,000,000	0	0	0	0	0	0
	6,957,012	1,299,729	(2,097,054)	6,159,687	6,908,943	2,150,310	(3,671,705)	5,387,548	5,710,258	2,254,247	(1,007,493)	5,710,258	2,254,247	6,957,012

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserves - cash/financial assets backed.

In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Anticipated date of use	Name of Reserve	Purpose of the reserve
Ongoing	(a) Employee Entitlements Reserve	To provide funds for future payments to staff for employee entitlements.
Ongoing	(b) Plant and Equipment Reserve	To accrue funds for the purpose of replacement of major plant items.
Ongoing	(c) Waste Management Reserve	To accrue funds for the purpose of renewal or upgrade of waste management services.
Ongoing	(d) Wind in the Willows Childcare Reserve	To accrue funds for the purpose of asset improvement in the Centre and to cater for future surplus or deficit from operations.
Ongoing	(e) Aged Persons Reserve	To accrue funds to provide for the operational deficit, refurbishment and capital expenses, for Hyde Retirement Village.
Ongoing	(f) Youth Development Reserve	To provide funds for activities and facilities for the benefit of youth in the Town.
Ongoing	(g) Community Facilities Reserve	To accrue funds for major expenditure in the provision of community facilities and community events.
Ongoing	(h) Underground Power Reserve	To accrue funds for engaging consultants to consider the implementation of Underground Power.
Ongoing	(i) Drainage Infrastructure Reserve	To provide for the renewal and upgrade of the drainage network.
Ongoing	(j) HACC Asset Replacement Reserve	To provide funding for support of community care programs for senior and disability services.
Ongoing	(k) Unspent Grants Reserve	To provide for unspent funding received as grant contributions to Works and Services.
Ongoing	(l) Bus Shelter Reserve	To provide funds for the purpose of installation or replacement of bus shelters within the Town.
Ongoing	(m) Street Tree Reserve	To accrue unspent funds from tree planting program for the purpose of planting and maintaining trees.
Ongoing	(n) Land and Buildings Infrastructure Reserve	To hold funds accrued as a result of sale of land and buildings and for the provisions of funds for the purchase and development of land and building infrastructure.
Ongoing	(o) Information Technology Reserve	To fund the acquisition and enhancement of technology and digital service delivery initiatives.
(p) Future Projects Reserve		To assist in funding new and upgrade capital initiatives that are generally significant in nature and provide a means to spread the cost of intergenerational assets over multiple years.

TOWN OF BASSENDEAN
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5. OTHER FINANCIAL ASSETS

(a) Current assets

Financial assets at amortised cost

	2020	2019
	\$	\$
	8,974,492	4,418,273
	<u>8,974,492</u>	<u>4,418,273</u>

Other financial assets at amortised cost

Term deposits

Self supporting loans

	8,950,362	4,394,507
	24,130	23,766
	<u>8,974,492</u>	<u>4,418,273</u>

(b) Non-current assets

Financial assets at amortised cost

	305,667	327,780
	<u>305,667</u>	<u>327,780</u>

Financial assets at amortised cost

Self supporting loans

Units in Local Government House Trust

	181,030	205,160
	124,637	122,620
	<u>305,667</u>	<u>327,780</u>

Loans receivable from clubs/institutions have the same terms and conditions as the related borrowing disclosed in Note 17(b) as self supporting loans.

SIGNIFICANT ACCOUNTING POLICIES

Other financial assets at amortised cost

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

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

Financial assets at fair value through profit and loss

The Town classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Town has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 27.

6. TRADE AND OTHER RECEIVABLES

Current

Rates receivable	
Sundry Receivables	
GST receivable	
Accrued Interest	
LSL Due from Other Councils	

Non-current

Pensioner's rates and ESL deferred	
------------------------------------	--

2020	2019
\$	\$
1,223,711	785,846
178,957	86,436
190,260	67,191
12,105	2,130
101,132	80,650
1,706,165	1,022,253
325,083	325,083
325,083	325,083

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables

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

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

Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 27.

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Classification and subsequent measurement

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

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

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

TOWN OF BASSENDEAN
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FOR THE YEAR ENDED 30 JUNE 2020

7. INVENTORIES

Current

Fuel and materials

	2020	2019
	\$	\$
	9,037	17,080
	9,037	17,080
	17,080	15,018
	(98,939)	(125,676)
	90,896	127,738
	9,037	17,080

The following movements in inventories occurred during the year:

Carrying amount at beginning of period

Inventories expensed during the year

Additions to inventory

Carrying amount at end of period

SIGNIFICANT ACCOUNTING POLICIES

General

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

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

8. OTHER ASSETS

Other assets - current

Prepayments

	2020	2019
	\$	\$
	41,241	0
	41,241	0

SIGNIFICANT ACCOUNTING POLICIES

Other current assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

Non-current assets held for sale

Assets are classified as held for sale where the carrying amount will be recovered through a sale rather than continuing use and the asset is available for immediate sale with a sale being highly probable.

Non-current assets held for sale (Continued)

Non-current assets classified as held for sale are valued at the lower of the carrying amount and fair value less costs to sell.

The fair value of land and buildings was determined using the sales comparison approach using comparable properties in the area. This is a level 2 measurement as per the fair value heirachy set out in Note 31(h).

**TOWN OF BASSENDEAN
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FOR THE YEAR ENDED 30 JUNE 2020**

9. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land - freehold land	Total land	Buildings - specialised	Total buildings	Total land and buildings	Furniture and equipment	Plant and equipment	Minor Assets (Artworks)	Work in Progress	Total property, plant and equipment
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2018	36,357,000	36,357,000	18,360,286	18,360,286	54,717,286	299,873	1,115,970	62,620	0	56,195,748
Additions	24,646	24,646	130,706.00	130,706	155,352	28,853	16,110	0	0	200,315
(Disposals)	0.00	0	0.00	0	0	0	(5,227)	0	0	(5,227)
Depreciation (expense)	0.00	0	(491,474.00)	(491,474)	(491,474)	(40,148)	(79,209)	0	0	(610,831)
Carrying amount at 30 June 2019	36,381,646	36,381,646	17,999,518.00	17,999,518	54,381,164	288,578	1,047,644	62,620	0	55,780,005
Comprises:										
Gross carrying amount at 30 June 2019	36,381,646	36,381,646	26,275,930	26,275,930	62,657,576	446,515	2,627,975	62,620	0	65,794,686
Accumulated depreciation at 30 June 2019	0	0	(8,276,412)	(8,276,412)	(8,276,412)	(157,937)	(1,580,331)	0	0	(10,014,680)
Carrying amount at 30 June 2019	36,381,646	36,381,646	17,999,518	17,999,518	54,381,164	288,578	1,047,644	62,620	0	55,780,006
Additions	0	0	529,347	529,347	529,347	0	37,975	0	622,757	1,190,079
(Disposals)	0	0	0	0	0	0	(12,382)	0	0	(12,382)
Depreciation (expense)	0	0	(496,778)	(496,778)	(496,778)	(42,386)	(79,329)	0	0	(618,493)
Carrying amount at 30 June 2020	36,381,646	36,381,646	18,032,087	18,032,087	54,413,733	246,192	993,908	62,620	622,757	56,339,210
Comprises:										
Gross carrying amount at 30 June 2020	36,381,646	36,381,646	26,805,277	26,805,277	63,186,923	446,515	2,646,459	62,620	622,757	66,965,274
Accumulated depreciation at 30 June 2020	0	0	(8,773,190)	(8,773,190)	(8,773,190)	(200,323)	(1,652,551)	0	0	(10,626,064)
Carrying amount at 30 June 2020	36,381,646	36,381,646	18,032,087	18,032,087	54,413,733	246,192	993,908	62,620	622,757	56,339,210

TOWN OF BASSENDEAN
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2020

9. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
Land and buildings					
Land - freehold land	2	Market approach using recent observable market data for similar items. (Net revaluation method)	Independent Valuation	2017	Price per hectare/market borrowing rate
Buildings - specialised	3	Cost approach using depreciated replacement cost. (Net revaluation method)	Independent Valuation	2017	Construction/Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.
Furniture and equipment	3	Cost approach using depreciated replacement cost. (Net revaluation method)	Management Valuation	2016	Construction/Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.
Plant and equipment					
	2	Market approach using recent observable market data for similar items. (Net revaluation method)	Independent Valuation	2016	Construction/Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.
	3	Cost approach using depreciated replacement cost. (Net revaluation method)	Independent Valuation	2016	Construction/Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.
Minor Assets (Artworks)	2	Market approach using recent observable market data for similar items. (Net revaluation method)	Management Valuation	2018	Comparison with items offered for sale in the open market.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement. There were no transfers between level 2 and 3 during the current and previous year.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

Following a change to *Local Government (Financial Management) Regulation 17A*, plant and equipment type assets (being plant and equipment, furniture and equipment and minor assets artworks) are to be measured under the cost model, rather than at fair value. This change is effective from 1 July 2019 and represents a change in accounting policy. Revaluations carried out previously were not reversed as it was deemed fair value approximates cost at the date of change.

**TOWN OF BASSENDEAN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

10. INFRASTRUCTURE

(a) Movements in Carrying Amounts

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - Roads	Infrastructure - Footpaths	Infrastructure - Parks & Ovals	Infrastructure - Drainage	Work in Progress	Total Infrastructure
	\$	\$	\$	\$	\$	\$
Balance at 1 July 2018	67,570,914	7,048,406	11,795,935	22,720,604	0	109,135,859
Additions	385,124	40,767	451,585	280,143	0	1,157,619
Depreciation (expense)	(1,474,307)	(241,923)	(589,410)	(591,206)	0	(2,896,846)
Carrying amount at 30 June 2019	66,481,731	6,847,250	11,658,110	22,409,541	0	107,396,632
Comprises:						
Gross carrying amount at 30 June 2019	84,599,586	10,332,111	18,392,206	40,475,300	0	153,799,203
Accumulated depreciation at 30 June 2019	(18,117,855)	(3,484,861)	(6,734,096)	(18,065,759)	0	(46,402,571)
Carrying amount at 30 June 2019	66,481,731	6,847,250	11,658,110	22,409,541	0	107,396,632
Additions	550,037	46,505	89,750	9,862	120,044	816,198
Depreciation (expense)	(1,481,284)	(242,894)	(607,022)	(594,999)	0	(2,926,199)
Carrying amount at 30 June 2020	65,550,484	6,650,861	11,140,838	21,824,403	120,044	105,286,630
Comprises:						
Gross carrying amount at 30 June 2020	85,149,623	10,378,616	18,481,956	40,485,161	120,044	154,615,400
Accumulated depreciation at 30 June 2020	(19,599,139)	(3,727,755)	(7,341,118)	(18,660,758)	0	(49,328,770)
Carrying amount at 30 June 2020	65,550,484	6,650,861	11,140,838	21,824,403	120,044	105,286,630

**TOWN OF BASSENDEAN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

10. INFRASTRUCTURE (Continued)

(b) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
Infrastructure - Roads	3	Replacement cost. (Gross revaluation method)	Independent Valuation	2017	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.
Infrastructure - Footpaths	3	Replacement cost. (Gross revaluation method)	Independent Valuation	2017	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.
Infrastructure - Parks & Ovals	3	Replacement cost. (Gross revaluation method)	Independent Valuation	2017	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.
Infrastructure - Drainage	3	Replacement cost. (Gross revaluation method)	Independent Valuation	2017	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

11 FIXED ASSETS

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement between mandatory revaluation dates

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

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

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Town includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, infrastructure and investment properties acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

Revaluation

The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the Town.

At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with Local Government (Financial Management) Regulation 17A (2) which requires land, buildings, infrastructure, investment properties and vested improvements to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

Land under control prior to 1 July 2019

In accordance with the then Local Government (Financial Management) *Regulation 16(a)(ii)*, the Town was previously required to include as an asset (by 30 June 2013), vested Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land.

Land under roads prior to 1 July 2019

In Western Australia, most land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the then Local Government (Financial Management) Regulation 16(a)(i) which arbitrarily *prohibited local governments from recognising such land as an asset*. This regulation has now been deleted.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, the then Local Government (Financial Management) Regulation 16(a)(i) prohibited local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of *AASB 1051, Local Government (Financial Management)* Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail. Consequently, any land under roads acquired on or after 1 July 2008 was not included as an asset of the Town.

Land under roads from 1 July 2019

As a result of amendments to the Local Government (Financial Management) Regulations 1996, effective from 1 July 2019, vested land, including land under roads, are treated as right-of-use assets measured at zero cost. Therefore, the previous inconsistency with AASB 1051 in respect of non-recognition of land under roads acquired on or after 1 July 2008 has been removed, even though measurement at zero cost means that land under roads is still not included in the statement of financial position.

The Town has accounted for the removal of the vested land values associated with vested land previously recognised by removing the land value and associated revaluation reserve as at 1 July 2019. The comparatives have not been restated.

Vested improvements from 1 July 2019

The measurement of vested improvements at fair value in accordance with Local Government (Financial Management) Regulation 17A(2)(iv) is a departure from AASB 16 which would have required the Town to measure the vested improvements as part of the related right-of-use assets at zero cost. Refer to Note 12 that details the significant accounting policies applying to leases (including right of use assets).

TOWN OF BASSENDEAN
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11 FIXED ASSETS

(a) Disposals of Assets

	2020 Actual Net Book Value	2020 Actual Sale Proceeds	2020 Actual Profit	2020 Actual Loss	2020 Budget Net Book Value	2020 Budget Sale Proceeds	2020 Budget Profit	2020 Budget Loss	2019 Actual Net Book Value	2019 Actual Sale Proceeds	2019 Actual Profit	2019 Actual Loss
Land - freehold land	\$ 0	\$ 0	\$ 0	\$ 0	650,000	650,000	0	0	0	0	0	0
Plant and equipment	12,382	8,514	0	(3,868)	14,819	6,500	1,500	(9,819)	5,227	0	0	(5,227)
	12,382	8,514	0	(3,868)	664,819	656,500	1,500	(9,819)	5,227	0	0	(5,227)

The following assets were disposed of during the year.

	2020 Actual Net Book Value	2020 Actual Sale Proceeds	2020 Actual Profit	2020 Actual Loss
Plant and Equipment				
Other property and services				
TORO Ride on Mower	12,382	8,514	0	(3,868)
	12,382	8,514	0	(3,868)
	12,382	8,514	0	(3,868)

11 FIXED ASSETS

(b) Depreciation

	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Buildings - specialised	496,778	494,979	491,474
Furniture and equipment	42,386	28,719	40,148
Plant and equipment	79,329	79,243	79,209
Infrastructure - Roads	1,481,284	1,470,119	1,474,307
Infrastructure - Footpaths	242,894	241,482	241,923
Infrastructure - Parks & Ovals	607,022	591,507	589,410
Infrastructure - Drainage	594,999	598,964	591,206
Right of use assets - plant and equipment	157,205	0	0
Right of use assets - furniture and equipment	29,808	0	0
	3,731,705	3,505,012	3,507,677

SIGNIFICANT ACCOUNTING POLICIES

Depreciation

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

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

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

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings	20 to 150 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Infrastructure - Roads Componentised	18 to 120 years
Infrastructure - Parks Plant & Equipment	3 to 80 years
Infrastructure - Footpaths Componentised	10 to 50 years
Infrastructure - Drainage Componentised	10 to 120 years

Depreciation on revaluation

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

(a) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or

(b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Amortisation

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

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

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

12. LEASES

(a) Right of Use Assets

Movement in the carrying amounts of each class of right of use asset between the beginning and the end of the current financial year.

	Right of use assets - plant and equipment \$	Right of use assets - furniture and equipment \$	Right of use assets Total
Carrying amount at 30 June 2019	0	0	0
Recognised on initial application of AASB 16	295,726	34,030	329,756
Restated total equity at the beginning of the financial year	295,726	34,030	329,756
Additions	44,506	131,031	175,537
Depreciation (expense)	(157,205)	(29,808)	(187,013)
Carrying amount at 30 June 2020	183,027	135,253	318,280
(b) Cash outflow from leases			
Interest expense on lease liabilities	4,975	2,008	6,983
Lease principal expense	156,421	29,010	185,431
Total cash outflow from leases	161,396	31,018	192,414
(c) Other expenses and income relating to leases			
Short-term lease payments recognised as expense	(16,637)	0	(16,637)
Low-value asset lease payments recognised as expense	0	(9,137)	(9,137)
	(16,637)	(9,137)	(25,774)

The Town has 25 leases relating to plant and equipment and 7 leases relating to furniture and equipment. The lease term varies between 3 to 5 years.

The measurement of lease liabilities does not include any future cash outflows associated with leases not yet commenced to which the Town is committed.

The Town has not revalued the right of use assets relating to leased plant and furniture equipment as the difference between the fair value and carrying amount is immaterial.

SIGNIFICANT ACCOUNTING POLICIES

Leases

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

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

All contracts that are classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Leases for right-of-use assets are secured over the asset being leased.

Right-of-use assets - valuation

Right-of-use assets are measured at cost. This means that all right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the statement of financial position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 11 for details on the significant accounting policies applying to vested improvements.

Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shortest. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the Town anticipates to exercise a purchase option, the specific asset is amortised over the useful life of the underlying asset.

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13. REVALUATION SURPLUS

	2020		2020		2020		2019		2019		2019	
	Opening Balance	Revaluation Increment	Revaluation (Decrement)	Movement on Revaluation	Total	Closing Balance	Opening Balance	Revaluation Increment	Revaluation (Decrement)	Movement on Revaluation	Total	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land - freehold land	41,252,189	0	0	0	0	41,252,189	41,252,189	0	0	0	0	41,252,189
Revaluation surplus - Buildings - non-specialised	12,637,520	0	0	0	0	12,637,520	12,637,520	0	0	0	0	12,637,520
Revaluation surplus - Furniture and equipment	56,792	0	0	0	0	56,792	56,792	0	0	0	0	56,792
Revaluation surplus - Plant and equipment	732,285	0	0	0	0	732,285	732,285	0	0	0	0	732,285
Revaluation surplus - Infrastructure - Roads	57,996,640	0	0	0	0	57,996,640	57,996,640	0	0	0	0	57,996,640
Revaluation surplus - Infrastructure - Footpaths	4,698,372	0	0	0	0	4,698,372	4,698,372	0	0	0	0	4,698,372
Revaluation surplus - Infrastructure - Parks & Ovals	5,881,532	0	0	0	0	5,881,532	5,881,532	0	0	0	0	5,881,532
Revaluation surplus - Infrastructure - Drainage	17,762,118	0	0	0	0	17,762,118	17,762,118	0	0	0	0	17,762,118
Revaluation surplus/deficit EMRC	1,862,970	104,712	0	104,712	0	1,967,682	1,864,309	0	(1,339)	(1,339)	(1,339)	1,862,970
	142,880,418	104,712	0	104,712	0	142,985,130	142,881,757	0	(1,339)	(1,339)	(1,339)	142,880,418

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

14. TRADE AND OTHER PAYABLES

Current

Sundry creditors	
Prepaid rates	
Accrued employee costs	
Accrued interest on long term borrowings	
Bonds and deposits	
Hyde Retirement Village bonds	
Deferred Revenue	

	2020	2019
	\$	\$
	1,213,564	691,773
	300,080	0
	355,606	268,160
	2,937	4,005
	2,309,859	2,110,398
	218,450	256,550
	1,142,107	0
	5,542,603	3,330,886

SIGNIFICANT ACCOUNTING POLICIES

Trade and other payables

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

Deferred Revenue

Deferred Revenue relates to grants. Income is recognised when the Town achieves milestones specified in the agreement.

Prepaid rates

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

15 CONTRACT LIABILITIES

Current

Contract liabilities from contracts with customers

2020	2019
\$	\$
455,426	0
<u>455,426</u>	<u>0</u>

Non-current

Contract liabilities from contracts with customers

29,286	0
<u>29,286</u>	<u>0</u>
<u>484,712</u>	<u>0</u>

Performance obligations from contracts with customers are expected to be recognised as revenue in accordance with the following time bands:

Less than 1 year

1 to 2 years

455,426
<u>29,286</u>
<u>484,712</u>

SIGNIFICANT ACCOUNTING POLICIES

Contract Liabilities

Contract liabilities represent the the Town's obligation to transfer goods or services to a customer for which the Town has received consideration from the customer.

With respect to transfers for recognisable non-financial assets, contract liabilities represent performance obligations which are not yet satisfied.

Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

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16. LEASE LIABILITIES

	2020	2019
(a) Lease Liabilities	\$	\$
Current	152,712	0
Non-current	167,151	0
	319,863	0

(b) Movements in Carrying Amounts

Purpose	Lease Number	Institution	Lease Interest Rate	Lease Term	30 June 2020		30 June 2019		30 June 2020		30 June 2019		30 June 2020		30 June 2019	
					Actual Lease Principal 1 Jul/2019	Actual New Leases	Actual Lease Principal	Actual Repayments	Budget Lease Principal 1 Jul/2019	Budget Repayments	Budget Lease Principal	Budget Repayments	Actual Lease Principal 1 Jul/2020	Actual Repayments	Budget Lease Principal	Budget Repayments
Governance																
Photocopier-Administration	A5000C6875	Fuji Xerox	2.10%	36 months	16,934	0	8,378	8,556	274	0	0	0	0	0	0	0
Franking Machine-Administration	70ID-03568041	Pitney Bowes	2.20%	60 months	0	7,384	1,413	5,971	147	0	0	0	0	0	0	0
Photocopier-Administration	A5000B9198	Fuji Xerox	2.10%	48 months	4,243	0	1,861	2,382	71	0	0	0	0	0	0	0
Servers-Administration	012-0045879-000	BOQ Finance	2.00%	60 months	0	116,618	13,024	103,594	1,278	0	0	0	0	0	0	0
A0 Scanner & Plotter-Administration	110047091	Abacus	1.40%	36 months	0	7,030	367	6,663	8	0	0	0	0	0	0	0
Manager Vehicle	928342	SG Fleet	2.10%	36 months	21,031	0	9,588	11,443	348	0	0	0	0	0	0	0
Law, order, public safety																
Ranger Vehicle	875800	SG Fleet	2.10%	48 months	12,066	0	7,189	4,877	183	0	0	0	0	0	0	0
Ranger Vehicle	886970	SG Fleet	2.10%	36 months	6,615	0	6,615	0	58	0	0	0	0	0	0	0
Ranger Vehicle-Lease Extension	886970	SG Fleet	1.40%	6 months	0	4,647	2,322	2,325	9	0	0	0	0	0	0	0
Health																
Works Vehicle	755109	SG Fleet	2.10%	48 months	6,365	0	4,757	1,608	88	0	0	0	0	0	0	0
Works Vehicle	929703	SG Fleet	2.10%	36 months	13,283	0	5,026	7,457	222	0	0	0	0	0	0	0
Education and welfare																
Manager Vehicle	755038	SG Fleet	2.10%	36 months	1,446	0	1,446	0	5	0	0	0	0	0	0	0
Manager Vehicle-Lease Extension	755038	SG Fleet	1.80%	6 months	0	2,597	2,597	0	11	0	0	0	0	0	0	0
Manager Vehicle-Lease Extension	755038	SG Fleet	2.10%	6 months	0	2,235	1,116	1,119	5	0	0	0	0	0	0	0
Manager Vehicle	875564	SG Fleet	2.10%	36 months	3,935	0	3,935	0	24	0	0	0	0	0	0	0
Manager Vehicle-Lease Extension	875564	SG Fleet	1.90%	6 months	0	3,518	3,518	0	14	0	0	0	0	0	0	0
Youth Services Bus	875622	SG Fleet	2.10%	48 months	15,483	0	9,225	6,258	235	0	0	0	0	0	0	0
Community Transport Bus	926441	SG Fleet	2.10%	36 months	19,036	0	9,033	10,003	311	0	0	0	0	0	0	0
Community amenities																
Manager Vehicle	755056	SG Fleet	2.10%	36 months	1,259	0	1,259	0	4	0	0	0	0	0	0	0
Manager Vehicle-Lease extension	755056	SG Fleet	1.80%	6 months	0	2,510	2,510	0	11	0	0	0	0	0	0	0
Manager Vehicle-Lease extension	755056	SG Fleet	1.40%	6 months	0	2,161	1,080	1,081	5	0	0	0	0	0	0	0
Recreation and culture																
Photocopier-Library	A5000C6842	Fuji Xerox	2.10%	48 months	6,651	0	2,053	4,598	119	0	0	0	0	0	0	0
Manager Vehicle	913613	SG Fleet	2.10%	36 months	14,100	0	7,286	6,814	225	0	0	0	0	0	0	0
Works Vehicle	926442	SG Fleet	2.10%	48 months	20,680	0	5,900	14,780	375	0	0	0	0	0	0	0
Works Vehicle	340838	SG Fleet	2.10%	48 months	1,258	0	1,258	0	4	0	0	0	0	0	0	0
Works Vehicle-Lease Extension	888865	SG Fleet	1.80%	10 months	0	3,568	2,850	718	28	0	0	0	0	0	0	0
Works Vehicle	901800	SG Fleet	2.10%	48 months	11,403	0	5,892	5,511	182	0	0	0	0	0	0	0
Works Vehicle	939348	SG Fleet	2.10%	48 months	11,504	0	5,244	6,260	190	0	0	0	0	0	0	0
Water Truck	755173	SG Fleet	2.20%	60 months	57,451	0	11,393	46,058	1,142	0	0	0	0	0	0	0
Manager Vehicle	755173	SG Fleet	2.10%	36 months	2,508	0	2,508	0	11	0	0	0	0	0	0	0
Manager Vehicle-Lease Extension	755173	SG Fleet	1.90%	6 months	0	2,677	2,677	0	15	0	0	0	0	0	0	0
Manager Vehicle-Lease Extension	755173	SG Fleet	1.10%	6 months	0	2,060	687	1,373	2	0	0	0	0	0	0	0
Works Vehicle	965075	SG Fleet	1.50%	48 months	0	17,103	696	16,407	39	0	0	0	0	0	0	0
Transport																
Works Vehicle	895434	SG Fleet	2.10%	36 months	4,616	0	4,616	0	52	0	0	0	0	0	0	0
Works Vehicle	926443	SG Fleet	2.10%	48 months	20,428	0	5,980	14,448	369	0	0	0	0	0	0	0
Works Vehicle	720036	SG Fleet	2.10%	48 months	4,263	0	4,263	0	37	0	0	0	0	0	0	0
Works Vehicle-Lease Extension	720036	SG Fleet	1.40%	3 months	0	1,430	952	478	3	0	0	0	0	0	0	0
Economic services																
Manager Vehicle	895432	SG Fleet	2.10%	36 months	6,057	0	6,057	0	68	0	0	0	0	0	0	0
Other property and services																
Photocopier-Depot	MPC3504EXSP	Ricoh	2.10%	40 months	6,202	0	1,914	4,288	111	0	0	0	0	0	0	0
Works Vehicle	926444	SG Fleet	2.10%	48 months	20,450	0	5,986	14,464	370	0	0	0	0	0	0	0
Works Vehicle	913610	SG Fleet	2.10%	48 months	14,832	0	5,646	9,186	256	0	0	0	0	0	0	0
Works Vehicle	755065	SG Fleet	2.10%	48 months	5,657	0	4,514	1,143	74	0	0	0	0	0	0	0
TOTAL					329,756	175,558	185,631	319,863	6,983							

**TOWN OF BASSENDEAN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

17. INFORMATION ON BORROWINGS

	2020	2019
(a) Borrowings	\$	\$
Current	97,006	130,368
Non-current	452,310	549,315
	549,316	679,683

(b) Repayments - Borrowings

Particulars	Loan Number	Institution	Interest Rate	30 June 2020		30 June 2020		30 June 2020		30 June 2020		30 June 2019		30 June 2019		30 June 2019		1 July 2018	
				Actual Principal	Actual Interest	Budget Principal	Budget Interest	Actual Principal repayments	Actual Interest repayments	Budget Principal repayments	Budget Interest repayments	Actual Principal repayments	Actual Interest repayments	Budget Principal repayments	Budget Interest repayments	Actual Principal repayments	Actual Interest repayments	Actual Principal repayments	Actual Interest repayments
Recreation and culture																			
Civic Centre Redevelopment	156	WATC	8.07%	38,133.00	1,018	38,133	5,425	38,133	5,425	0	38,133	5,425	47,416	4,788	85,549	47,416	4,788	38,133	
Civic Centre Redevelopment	160A	WATC	6.41%	51,114.00	17,168	51,114	20,441	51,114	20,441	240,296	291,410	20,441	47,965	20,270	339,375	47,965	20,270	291,410	
Civic Centre Redevelopment	160B	WATC	5.92%	17,354.00	6,609	17,355	7,786	17,355	7,786	103,860	121,214	7,786	16,365	7,610	137,579	16,365	7,610	121,214	
				450,757	24,795	450,757	33,652	450,757	33,652	344,156	450,757	33,652	111,746	32,668	562,503	111,746	32,668	450,757	
Self Supporting Loans																			
Governance																			
Ashfield Soccer Club	157	WATC	6.80%	11,408	561	11,408	880	11,408	880	5,285	11,408	880	3,434	878	14,842	3,434	878	11,408	
TADWA	162	WATC	6.65%	217,518	13,881	217,518	15,157	217,518	15,157	199,875	217,518	15,157	16,517	15,017	234,035	16,517	15,017	217,518	
				228,926	14,442	228,926	16,037	228,926	16,037	205,160	228,926	16,037	19,951	15,895	248,877	19,951	15,895	228,926	
				679,683	39,237	679,683	49,689	679,683	49,689	549,316	679,683	49,689	131,697	48,563	811,380	131,697	48,563	679,683	

* WA Treasury Corporation

Self supporting loans are financed by payments from third parties. These are shown in Note 5 as other financial assets at amortised cost. All other loan repayments were financed by general purpose revenue.

TOWN OF BASSENDEAN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

17. INFORMATION ON BORROWINGS (Continued)

	2020	2019
	\$	\$
(c) Undrawn Borrowing Facilities		
Credit Standby Arrangements		
Bank overdraft limit	100,000	100,000
Credit card limit	150,000	150,000
Credit card balance at balance date	(13,098)	(22,470)
Total amount of credit unused	236,902	227,530
Loan facilities		
Loan facilities - current	97,006	130,368
Loan facilities - non-current	452,310	549,315
Lease liabilities - current	152,712	0
Lease liabilities - non-current	167,151	0
Total facilities in use at balance date	869,179	679,683

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are recognised at fair value when the Town becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Borrowing costs

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

Risk

Information regarding exposure to risk can be found at Note 27.

18. EMPLOYEE RELATED PROVISIONS

Employee Related Provisions

	Provision for Annual Leave \$	Provision for Long Service Leave \$	On-Costs Annual Leave	On-Costs Long Service Leave	Total \$
Opening balance at 1 July 2018					
Current provisions	888,011	1,103,124	115,391	143,344	2,249,870
Non-current provisions	0	206,655	0	26,854	233,509
	888,011	1,309,779	115,391	170,197	2,483,379
Additional provision	709,760	242,652	102,787	44,042	1,099,241
Amounts used	(686,058)	(217,459)	(93,553)	(29,654)	(1,026,724)
Increase in the discounted amount arising because of time and the effect of any change in the discounted rate	0	0	0	0	0
	2,204	18,661	0	0	20,865
Balance at 30 June 2019	913,917	1,353,633	124,625	184,585	2,576,761
Comprises					
Current	913,917	1,213,802	124,625	165,580	2,417,924
Non-current	0	139,830	0	19,007	158,837
Balance at 30 June 2019	913,917	1,353,633	124,625	184,586	2,576,761
Opening balance at 1 July 2019					
Current provisions	913,917	1,213,802	124,625	165,580	2,417,924
Non-current provisions	0	139,830	0	19,007	158,837
	913,917	1,353,633	124,625	184,586	2,576,761
Additional provision	701,194	179,713	85,504	16,174	982,585
Amounts used	(701,472)	(271,522)	(91,152)	(35,283)	(1,099,429)
Increase in the discounted amount arising because of time and the effect of any change in the discounted rate	0	0	0	0	0
	1,966	11,631	0	0	13,597
Balance at 30 June 2020	915,605	1,273,454	118,977	165,478	2,473,514
Comprises					
Current	915,605	1,082,875	118,977	140,713	2,258,170
Non-current	0	190,579	0	24,765	215,344
Balance at 30 June 2020	915,605	1,273,454	118,977	165,478	2,473,514

Annual Leave Liabilities

Classified as current as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	2020 \$	2019 \$
Less than 12 months after the reporting date	694,145	680,334
More than 12 months from reporting date	221,460	233,583
	915,605	913,917

The provision for annual leave is calculated at the present value of expected payments to be made in relation to services provided by employees up to the reporting date.

Long Service Leave Liabilities

Unconditional long service leave provisions are classified as current liabilities as the agency does not have an unconditional right to defer settlement of the liability for at least 12 months after the end of the reporting period. Preconditional and conditional long service leave provisions are classified as non-current liabilities because the agency has an unconditional right to defer the settlement of the liability until the employee has completed the requisite years of service. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	2020 \$	2019 \$
Less than 12 months after the reporting date	1,024,524	1,213,802
More than 12 months from reporting date	248,930	139,830
	1,273,454	1,353,632

TOWN OF BASSENDEAN
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FOR THE YEAR ENDED 30 JUNE 2020

18 EMPLOYEE RELATED PROVISIONS (Continued)

The provision for long service leave are calculated at present value as the agency does not expect to wholly settle the amounts within 12 months. The present value is measured taking into account the present value of expected future payments to be made in relation to services provided by employees up to the reporting date. These payments are estimated using the remuneration rate expected to apply at the time of settlement, and discounted using market yields at the end of the reporting period on national government bonds with terms to maturity that match, as closely as possible, the estimated future cash outflows.

Employment On-cost Provision

The settlement of annual leave and long service leave liabilities give rise to the payment of employment on-costs including workers compensation insurance. The provision is the present value of expected future payments.

Employment on-costs, including workers' compensation insurance, are not employee benefits and are recognised separately as liabilities and expenses when the employment to which they relate has occurred. Employment on-costs are included as part of "Employee Costs" in the Statement of Comprehensive Income. The related liability is included in Employee Costs provision.

Timing of the payment of current leave liabilities is difficult to determine as it is dependent on future decisions of employees. Expected settlement timings are based on information obtained from employees and historical leave trends and assumes no events will occur to impact on these historical trends.

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

The Town's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at

Other long-term employee benefits (Continued)

rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Town's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Town does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Provisions

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

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

19. NOTES TO THE STATEMENT OF CASH FLOWS

Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2020 Actual \$	2020 Budget \$	2019 Actual \$
Cash and cash equivalents	4,273,122	10,287,380	7,960,795
Reconciliation of Net Cash Provided By Operating Activities to Net Result			
Net result	(1,566,619)	(1,100,263)	(496,669)
Non-cash flows in Net result:			
(Increase)/decrease in investment in Local Government House Trust	(2,017)	0	(14,352)
Depreciation on non-current assets	3,731,705	3,505,012	3,507,677
(Profit)/loss on sale of asset	3,868	8,319	5,227
(Increase)/decrease in interest in associate	638,176	0	(432,583)
Changes in assets and liabilities:			
(Increase)/decrease in receivables	(683,912)	(60,000)	90,418
(Increase)/decrease in other assets	(41,241)	0	0
(Increase)/decrease in inventories	8,043	0	(2,062)
Increase/(decrease) in payables	885,793	225,000	(270,282)
Increase/(decrease) in provisions	(103,247)	50,000	93,382
Increase/(decrease) in contract liabilities	287,426	0	0
Non-operating grants, subsidies and contributions	(1,349,864)	(1,630,325)	(1,477,679)
Net cash from operating activities	1,808,111	997,743	1,003,077

20. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2020	2019
	\$	\$
Governance	5,103,033	4,078,612
Law, order, public safety	147,618	141,421
Health	107,458	195,476
Education and welfare	3,958,857	4,098,586
Community amenities	45,421,914	44,780,378
Recreation and culture	22,887,307	23,559,548
Transport	96,065,803	97,549,319
Economic services	920,000	920,000
Other property and services	1,436,361	1,500,900
Unallocated	9,383,193	8,809,743
	185,431,544	185,633,983

21. CONTINGENT LIABILITIES

The Town has an unresolved contract dispute with a supplier which results in a contingent liability of approximately \$120,000.

In compliance with the *Contaminated Sites Act 2003 Section 11*, the Town has listed the following sites as potential sources of contamination:

- 87 Whitfield Street, Bassendean
- 69 Scadden Street, Bassendean
- 17 Anstey Road, Bassendean
- 19 Anstey Road, Bassendean
- 14 Iverson Place, Bassendean
- 27 Hyland Street, Bassendean

The Town may have other sites that are possible sources of contamination. Until the Town conducts an investigation to determine the presence and scope of contamination, assess the risk, and agree with Department of Water and Environmental Regulation on the need and criteria for remediation of a risk based approach, the Town is unable to estimate the potential costs associated with remediation of these sites. This approach is consistent with the Department of Water and Environmental Regulation Guidelines.

22. LEASING COMMITMENTS

(a) Operating Lease Commitments

Non-cancellable operating leases contracted for but not capitalised in the accounts (short term and low value leases).

Payable:

- not later than one year
- later than one year but not later than five years

2020	2019
\$	\$
7,435	174,778
4,986	210,627
12,421	385,405

SIGNIFICANT ACCOUNTING POLICIES

Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Town, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower of the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leases (Continued)

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

23. RELATED PARTY TRANSACTIONS

Elected Members Remuneration

The following fees, expenses and allowances were paid to council members and/or the President.

	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Meeting fees	123,544	123,544	121,000
President's allowance	36,957	36,957	36,000
Deputy President's allowance	9,239	9,239	9,000
Communications allowance	24,500	24,500	24,500
Conference and other expenses	15,808	28,000	13,724
	210,048	222,240	204,224

Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the Town during the year are as follows:

	2020 Actual	2019 Actual
	\$	\$
Short-term employee benefits	726,541	915,327
Post-employment benefits	77,046	106,707
Other long-term benefits	(63,864)	26,314
Termination benefits	283,348	127,505
	1,023,071	1,175,853

Short-term employee benefits

These amounts include all salary, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

Post-employment benefits

These amounts are the current-year's estimated cost of providing for the Town's superannuation contributions made during the year.

Other long-term benefits

These amounts represent long service benefits accruing during the year.

Termination benefits

These amounts represent termination benefits paid to KMP (Note: may or may not be applicable in any given year).

23. RELATED PARTY TRANSACTIONS (Continued)

Transactions with related parties

Transactions between related parties and the Town are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

Related Parties

The Town's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.

ii. Other Related Parties

An associate person of a KMP employed by the Town under normal employment terms and conditions.

iii. Entities subject to significant influence by the Town

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

24. INVESTMENT IN ASSOCIATES

	2020	2019
	\$	\$
(a) Carrying amount of investment in associate		
<p>The Council is a member of the Eastern Metropolitan Regional Council. EMRC was established in accordance with the <i>Local Government Act 1995</i> and consists of six local governments, namely, Town of Bassendean, City of Bayswater, City of Belmont, Shire of Kalamunda, Shire of Mundaring, and City of Swan. The Town's interest in the associate calculated by EMRC as at 30 June 2020 was 4.26%, representing its share of the net assets of \$7,852,617. Bassendean's interest in the assets and liabilities of the EMRC is as follows:</p>		
Current assets	89,551,063	107,716,368
Non current assets	110,359,239	99,466,539
Total assets	199,910,302	207,182,907
Current liabilities	8,026,411	7,175,888
Non current liabilities	7,432,011	4,493,417
Total liabilities	15,458,422	11,669,305
Net assets	184,451,880	195,513,602
Share of EMRC'S net assets	7,852,617	8,386,081
Carrying amount at beginning of period	8,386,081	7,954,836
- (Decrease)/Increase in Interest in Associate	(533,464)	431,245
Carrying amount at end of period	7,852,617	8,386,081

SIGNIFICANT ACCOUNTING POLICIES

Interests in joint arrangements

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint arrangements providing joint ventures with an interest to net assets are classified as a joint venture and accounted for using the equity method. The equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the Town's share of net assets of the associate. In addition, the Town's share of the profit or loss of the associate is included in the Town's profit or loss.

Interests in joint arrangements (Continued)

Joint operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Town's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements.

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25 RATING INFORMATION (Continued)

(b) Discounts, Incentives, Concessions, & Write-offs

Waivers or Concessions

Rate or Fee and Charge to which the Waiver or Concession is Granted	Type	Discount %	Discount \$	2020	2020	2019
				Actual \$	Budget \$	Actual \$
Westcare Inc	Concession	0.50%	\$	6,304	6,000	6,242
				6,304	6,000	6,242
Total discounts/concessions (Note 25(a))				6,304	6,000	6,242

25 RATING INFORMATION (Continued)

(c) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
Option One				
Single full payment	11/10/2019	Nil	Nil	10.00%
Option Two				
First instalment	11/10/2019	Nil	Nil	10.00%
Second instalment	14/02/2020	12	5.50%	10.00%
Option Three				
First instalment	11/10/2019	Nil	Nil	10.00%
Second instalment	13/12/2019	12	5.50%	10.00%
Third instalment	14/02/2020	12	5.50%	10.00%
Fourth instalment	17/04/2020	12	5.50%	10.00%

	2020 Actual \$	2020 Budget \$	2019 Actual \$
Interest on unpaid rates	162,575	156,000	161,195
Interest on instalment plan	7,155	8,500	8,502
Charges on instalment plan	63,204	69,000	67,212
	232,934	233,500	236,909

26 RATE SETTING STATEMENT INFORMATION

		2019/20 Budget	2019/20	2018/19		
	2019/20 (30 June 2020 Carried Forward)	(30 June 2020 Carried Forward)	(1 July 2019 Brought Forward)	(30 June 2019 Carried Forward)		
Note	\$	\$	\$	\$		
(a) Non-cash amounts excluded from operating activities						
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .						
Adjustments to operating activities						
	Less: Profit on asset disposals	11(a)	0	(1,500)	0	0
	Less: Fair value adjustments to financial assets at fair value through profit and loss		(2,017)	0	(14,353)	(14,353)
	Movement in pensioner deferred rates (non-current)		0	0	9,504	9,504
	Movement in employee benefit provisions (non-current)		56,507	0	(74,672)	(74,672)
	Movement in Employee Entitlement Reserve		(511,306)	14,871	(276,721)	(276,721)
	Add: Loss on disposal of assets	11(a)	3,868	9,819	5,227	5,227
	Add: Depreciation on non-current assets	11(b)	3,731,705	3,505,012	3,507,677	3,507,677
	Non cash amounts excluded from operating activities		3,278,757	3,528,202	3,156,662	3,156,662
(b) Surplus/(deficit) after imposition of general rates						
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.						
Adjustments to net current assets						
	Less: Reserves - cash/financial asset backed	4	(6,159,687)	(5,387,548)	(6,957,013)	(6,957,013)
	Less: Financial assets at amortised cost - self supporting loans	5(a)	(24,130)	0	(23,766)	(23,766)
	Add: Current liabilities not expected to be cleared at end of year					
	- Current portion of borrowings	17(a)	97,006	0	130,368	130,368
	- Current portion of lease liabilities		152,712	0	0	0
	Total adjustments to net current assets		(5,934,099)	(5,387,548)	(6,850,411)	(6,850,411)
Net current assets used in the Rate Setting Statement						
	Total current assets		15,004,057	10,910,991	13,418,401	13,418,401
	Less: Total current liabilities		(8,505,917)	(5,911,243)	(7,373,096)	(5,879,178)
	Less: Total adjustments to net current assets		(5,934,099)	(5,387,548)	(6,850,411)	(6,850,411)
	Add: Liabilities funded by Cash Backed Reserve		232,226	412,480	743,532	743,532
	Net current assets used in the Rate Setting Statement		796,267	24,680	(61,574)	1,432,344
(c) Adjustments to current assets and liabilities at 1 July 2019 on application of new accounting standards						
	Total current assets at 30 June 2019					13,418,401
	- Contract assets					0
	Total current assets at 1 July 2019					13,418,401
	Total current liabilities at 30 June 2019					(5,879,178)
	- Contract liabilities from contracts with customers					(75,000)
	- Deferred Revenue					(1,134,681)
	- Prepaid Rates	29(b)				(284,237)
	Total current liabilities at 1 July 2019					(7,373,096)

27. FINANCIAL RISK MANAGEMENT

This note explains the Town's exposure to financial risks and how these risks could affect the Town's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rate	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The Town does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest rate risk

Cash and cash equivalents

The Town's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the Town to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Town to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
2020					
Cash and cash equivalents	0.25%	4,273,122	1,000,000	3,273,122	0
Financial assets at amortised cost - term deposits	1.05%	8,950,362	8,950,362	0	0
2019					
Cash and cash equivalents	1.25%	7,960,795	0	7,960,795	0
Financial assets at amortised cost	1.95%	4,394,507	4,394,507	0	0

Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2020	2019
	\$	\$
Impact of a 1% movement in interest rates on profit and loss and equity*	42,731	79,608

* Holding all other variables constant

Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Town manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Town does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 17(b).

TOWN OF BASSENDEAN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020
27. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

Trade and Other Receivables

The Town's major receivables comprise rates annual charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Town manages this risk by monitoring outstanding debt and employing debt recovery policies.

Credit risk on rates and annual charges is minimised by the ability of the Town to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The Town is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

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

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2019 or 1 July 2020 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors.

No expected credit loss was forecast on 30 June 2020 or 30 June 2019 for rates receivable as properties associated with unpaid rates may be disposed of to recover unpaid rates.

	Current	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total
30 June 2020					
Rates receivable					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	1,223,711	325,083	0	0	1,548,794
30 June 2019					
Rates receivable					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	782,366	334,587	0	0	1,116,953

The loss allowance as at 30 June 2020 and 30 June 2019 was determined as follows for trade receivables.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
30 June 2020					
Trade and other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.41%	
Gross carrying amount	119,324	0	3,090	56,543	178,957
Loss allowance	0	0	0	188	188
30 June 2019					
Trade and other receivables					
Expected credit loss	0.00%	0.00%	0.00%	1.84%	
Gross carrying amount	19,353	8,357	4,919	53,807	86,436
Loss allowance	0	0	0	743	743

27. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk (Continued)

Contract Assets

The Town's contract assets represent work completed, which have not been invoiced at year end. This is due to the Town not have met all the performance obligations in the contract which give an unconditional right to receive consideration. The Town applies the simplified approach to measure expected credit losses which uses a lifetime expected loss allowance for all contract assets. To measure the expected credit losses, contract assets have been grouped based on shared credit risk characteristics and the days past due. Contract assets have substantially the same risk characteristics as the trade receivables for the same types of contracts. The Town therefore concluded the expected loss rates for trade receivables are a reasonable approximation of the loss rates for the contract assets.

27. FINANCIAL RISK MANAGEMENT (Continued)

(c) Liquidity risk

Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Town manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 17(c).

The contractual undiscounted cash flows of the Town's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
<u>2020</u>					
Payables	1,872,187	2,528,309	0	4,400,496	5,542,603
Borrowings	129,693	428,757	102,939	661,389	549,316
Contract liabilities	455,426	0	0	455,426	484,712
Lease liabilities	149,325	180,422	0	329,747	319,863
	2,606,631	3,137,488	102,939	5,847,058	6,896,494
<u>2019</u>					
Payables	963,938	2,366,948	0	3,330,886	3,330,886
Borrowings	170,680	502,627	158,762	832,069	679,683
	1,134,618	2,869,575	158,762	4,162,955	4,010,569

28. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

There has been no material events after the reporting period which would affect the financial report of the Town of Bassendean for the year ended 30 June 2020 or which would require additional disclosures.

29 INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS

During the current year, the Town adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

(a) AASB 15: Revenue from Contracts with Customers

The Town adopted AASB 15 Revenue from Contracts with Customers (issued December 2014) on 1 July 2019 resulting in changes in accounting policies. In accordance with the transition provisions AASB 15, the Town adopted the new rules retrospectively with the cumulative effect of initially applying these rules recognised on 1 July 2019. In summary the following adjustments were made to the amounts recognised in the balance sheet at the date of initial application (1 July 2019):

Note	AASB 118 carrying amount 30 June 2019 \$	Reclassification \$	AASB 15 carrying amount 01 July 2019 \$
Contract liabilities - current			
Contract liabilities from contracts with customers	0	(168,000)	(168,000)
Contract liabilities non-current			
Contract liabilities from contracts with customers	0	(29,286)	(29,286)
Adjustment to retained surplus from adoption of AASB 15	29(c)	(197,286)	

(b) AASB 1058: Income For Not-For-Profit Entities

The Town adopted AASB 1058 Income for Not-for-Profit Entities (issued December 2016) on 1 July 2019 which will result in changes in accounting policies. In accordance with the transition provisions AASB 1058, the Town adopted the new rules retrospectively with the cumulative effect of initially applying AASB 1058 recognised at 1 July 2019. Comparative information for prior reporting periods was not restated in accordance with AASB 1058 transition requirements.

In applying AASB 1058 retrospectively with the cumulative effect of initially applying the Standard on 1 July 2019 changes occurred to the following financial statement line items by application of AASB 1058 as compared to AASB 118: Revenue and AASB 1004: Contributions before the change:

Note	AASB 118 and AASB 1004 carrying amount 30 June 2019 \$	Reclassification \$	AASB 1058 carrying amount 01 July 2019 \$
Trade and other payables			
Rates paid in advance	0	(284,237)	(284,237)
Deferred Revenue	0	(1,041,687)	(1,041,687)
Adjustment to retained surplus from adoption of AASB 1058	29(c)	(1,325,924)	

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Therefore the rates received in advance gave rise to a financial liability that is within the scope of AASB 9. On 1 July 2019 the prepaid rates were recognised as a financial asset and a related amount recognised as a financial liability and no income recognised by the Town. When the taxable event occurred, the financial liability was extinguished and the Town recognised income for the prepaid rates that have not been refunded.

Assets that were acquired for consideration, that were significantly less than fair value principally to enable the Town to further its objectives, may have been measured on initial recognition under other Australian Accounting Standards at a cost that was significantly less than fair value. Such assets are not required to be remeasured at fair value.

29 INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS (Continued)

The table below provides details of the amount by which each financial statement line item is affected in the current reporting period by the application of this Standard as compared to AASB 118 and 1004 and related Interpretations that were in effect before the change.

		2020 \$		2020 \$
	Note	As reported under AASB 15 and AASB 1058	Adjustment due to application of AASB 15 and AASB 1058	Compared to AASB 118 and AASB 1004
Statement of Comprehensive Income				
Revenue				
Rates	25(a)	13,375,582	0	13,375,582
Operating grants, subsidies and contributions	2(a)	3,249,254	(484,712)	2,764,542
Fees and charges	2(a)	5,969,778	0	5,969,778
Non-operating grants, subsidies and contributions	2(a)	1,349,865	(1,142,107)	207,758
Net result		(1,566,619)	(1,626,819)	(3,193,438)
Statement of Financial Position				
Trade and other payables	14	5,542,603	(1,142,107)	4,400,496
Contract liabilities	15	484,712	(484,712)	0
Net assets		176,061,536	1,626,819	177,688,355
Statement of Changes in Equity				
Net result		(1,566,619)	(1,626,819)	(3,193,438)
Retained surplus		26,916,719	(1,626,819)	25,289,900

Refer to Note 2(a) for new revenue recognition accounting policies as a result of the application of AASB 15 and AASB 1058.

The Town adopted AASB 16 retrospectively from 1 July 2019 which resulted in changes in accounting policies. In accordance with the transition provisions of AASB 16, the Town has applied this Standard to its leases retrospectively, with the cumulative effect of initially applying AASB16 recognised on 1 July 2019. In applying AASB 16, under the specific transition provisions chosen, the Town will not restate comparatives for prior reporting periods.

In applying AASB 16 for the first time, the Town will use the following practical expedient permitted by the standard.

- The exclusion of initial direct costs from the measurement of the right-of-use asset at the date of initial application.

29 INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS (Continued)

(c) Impact of New Accounting Standards on Retained Surplus

The impact on the Town's retained surplus due to the adoption of AASB 15, AASB 1058 and AASB 16 as at 1 July 2019 was as follows:

	<u>Note</u>	<u>Adjustments</u>	<u>2019</u>
			\$
Retained surplus - 30 June 2019		0	29,209,223
Adjustment to retained surplus from adoption of AASB 15	29(a)	(197,286)	
Adjustment to retained surplus from adoption of AASB 1058	29(b)	(1,325,924)	(1,523,210)
Retained surplus - 1 July 2019			<u>27,686,013</u>

30. TRUST FUNDS

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

	1 July 2019	Amounts Received	Amounts Paid	30 June 2020
	\$	\$	\$	\$
Public Open Space	728,409	13,483	0	741,892
	728,409	13,483	0	741,892

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

31. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)

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

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

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

b) Current and non-current classification

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

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

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

When the Town applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

e) Budget comparative figures

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

f) Superannuation

The Town contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Town contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the Town would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Town selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Town are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Town gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

i) Impairment of assets

In accordance with Australian Accounting Standards the Town's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the ends of the reporting period.

32. ACTIVITIES/PROGRAMS

Town operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
GOVERNANCE	Administration and operation of facilities and services to members of council; Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.
GENERAL PURPOSE FUNDING	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY	Supervision of various by-laws, fire prevention, emergency services and animal control.
HEALTH	Food quality and pest control, immunisation services, inspection of public buildings and operation of child health services.
EDUCATION AND WELFARE	Provision, management and support of educational services at the pre-school level and assistance to schools. The provision, management and support of welfare services for families, youth, children and the aged within the community.
COMMUNITY AMENITIES	The provision of sanitation (waste management), stormwater drainage, town and regional planning and development, the provision of rest rooms and protection of environment.
RECREATION AND CULTURE	Provision of facilities, and support of organisations concerned with leisure time activities and sport. This includes the provision of leisure programs, halls and community centres, libraries, historical sites, recreation centres, parks, gardens and sportsgrounds.
TRANSPORT	The construction and maintenance of streets, roads, bridges, footpaths and cycle ways.
ECONOMIC SERVICES	Regulation support and/or provision of such services as tourism, area promotion and building control.
OTHER PROPERTY AND SERVICES	Private works, public works overheads, plant operations and other revenues and expenses not elsewhere classified.

33. FINANCIAL RATIOS

	2020 Actual	2019 Actual	2018 Actual
Current ratio	1.02	1.48	1.66
Asset consumption ratio	0.68	0.69	0.72
Asset renewal funding ratio	1.00	1.00	1.00
Asset sustainability ratio	0.15	0.26	0.48
Debt service cover ratio	5.08	8.78	15.02
Operating surplus ratio	(0.15)	(0.10)	(0.03)
Own source revenue coverage ratio	0.79	0.79	0.83

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset consumption ratio	$\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expense}}$



Independent Auditor's Report

For the year ended 30 June 2020



INDEPENDENT AUDITOR'S REPORT

To the Councillors of the Town of Bassendean

Report on the Audit of the Financial Report

Opinion

I have audited the annual financial report of the Town of Bassendean which comprises the Statement of Financial Position as at 30 June 2020, and the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, as well as notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by the Chief Executive Officer.

In my opinion the annual financial report of the Town of Bassendean:

- (i) is based on proper accounts and records; and
- (ii) fairly represents, in all material respects, the results of the operations of the Town for the year ended 30 June 2020 and its financial position at the end of that period in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of the Town in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional and Ethical Standards Board's *APES 110 Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the annual financial report. I have also fulfilled my other ethical responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of Matter – Basis of Accounting

I draw attention to Notes 1 and 11 to the annual financial report, which describe the basis of accounting. The annual financial report has been prepared for the purpose of fulfilling the Town's financial reporting responsibilities under the Act, including the Local Government (Financial Management) Regulations 1996 (Regulations). My opinion is not modified in respect of these matters:

- (i) Regulation 17A requires a local government to measure vested improvements at fair value and the associated vested land at zero cost. This is a departure from AASB 16 *Leases* which would have required the entity to measure the vested improvements also at zero cost.
- (ii) In respect of the comparatives for the previous year ended 30 June 2019, Regulation 16 did not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report.

Responsibilities of the Chief Executive Officer and Council for the Financial Report

The Chief Executive Officer (CEO) of the Town is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of the annual financial report that is free from material misstatement, whether due to fraud or error.

In preparing the annual financial report, the CEO is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Town.

The Council is responsible for overseeing the Town's financial reporting process.

Auditor's Responsibility for the Audit of the Financial Report

The objectives of my audit are to obtain reasonable assurance about whether the annual financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the annual financial report.

A further description of my responsibilities for the audit of the annual financial report is located on the Auditing and Assurance Standards Board website at https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf. This includes the identification and assessment of the risk of material misstatement due to fraud arising from management override of controls. This description forms part of my auditor's report.

Report on Other Legal and Regulatory Requirements

In accordance with the Local Government (Audit) Regulations 1996 I report that:

- (i) In my opinion, the following material matters indicate significant adverse trends in the financial position of the Town:
 - a. The Asset Sustainability Ratio has been below the Department of Local Government, Sport and Cultural Industries (DLGSCI) standard for the last three financial years.
 - b. The Operating Surplus Ratio has been below the DLGSCI standard for the last three financial years.
- (ii) All required information and explanations were obtained by me.
- (iii) All audit procedures were satisfactorily completed.
- (iv) In my opinion, the Asset Consumption Ratio and the Asset Renewal Funding Ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

Other Matter

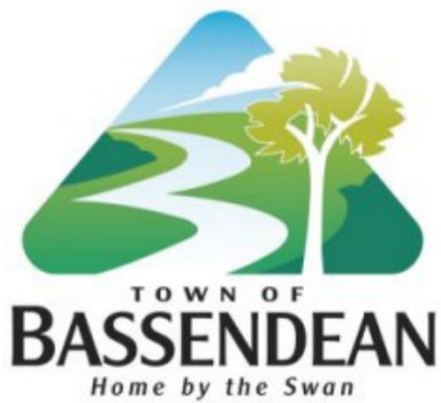
The financial ratios for 2018 in Note 33 of the annual financial report were audited by another auditor when performing their audit of the Town for the year ending 30 June 2018. The auditor expressed an unmodified opinion on the annual financial report for that year.

Matters Relating to the Electronic Publication of the Audited Financial Report

This auditor's report relates to the annual financial report of the Town of Bassendean for the year ended 30 June 2020 included on the Town's website. The Town's management is responsible for the integrity of the Town's website. This audit does not provide assurance on the integrity of the Town's website. The auditor's report refers only to the annual financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this annual financial report. If users of the annual financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited annual financial report to confirm the information contained in this website version of the annual financial report.

Aloha Morrissey.

ALOHA MORRISSEY
ASSISTANT AUDITOR GENERAL
Delegate of the Auditor General for Western Australia
Perth, Western Australia
16 February 2021



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ATTACHMENT NO. 10

Quarterly Report - Quarter Two

Status update - 1 October 2020 to 31 December 2020



Following is an update of projects/ actions set out in the Town of Bassendean Corporate Business Plan 2020-2024 for the period of 1 October 2020 to 31 December 2020. Projects not started refer to projects that are to commence in the latter part of 2020/2021 or in latter financial years in accordance with the timeframe stated in the Corporate Business Plan.

At a glance... 2020/2021 Financial Year Projects



Strengthening and Connecting our Community (Priority Area 1)

■ On track	(24)
■ Off track	(1)
■ Not started	(3)
■ Complete	(0)
TOTAL	(28)



Leading environmental sustainability (Priority Area 2)

■ On track	(20)
■ Off track	(0)
■ Not started	(8)
■ Complete	(1)
TOTAL	(29)



Creating a vibrant town and precincts (Priority Area 3)

■ On track	(5)
■ Off track	(0)
■ Not started	(1)
■ Complete	(0)
TOTAL	(6)



Driving financial sustainability (Priority Area 4)

■ On track	(8)
■ Off track	(2)
■ Not started	(5)
■ Complete	(0)
TOTAL	(15)



Facilitating people-centred services (Priority Area 5)

■ On track	(5)
■ Off track	(0)
■ Not started	(5)
■ Complete	(1)
TOTAL	(11)



Providing visionary leadership and making great decisions (Priority Area 6)

■ On track	(17)
■ Off track	(0)
■ Not started	(6)
■ Complete	(3)
TOTAL	(26)



Building community identity by celebrating culture and heritage (Priority Area 7)

■ On track	(3)
■ Off track	(0)
■ Not started	(8)
■ Complete	(0)
TOTAL	(11)



Strengthening and Connecting our Community (Priority Area 1)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
C1	Fostering a culture of collaboration and trust between the organisation and community	C1.1 Provide opportunity to listen and involve our community in decisions that affect them	C1.1.1	Build and nurture relationships with community groups for shared outcomes	●	●	●	●	On Track	The Town has recently consulted on a series of Local Planning Policies and applications for development approval; the Town Centre Masterplan has been subject to focus group sessions with various cohorts.	
C2	Establishing partnerships with the community that build capacity, connection and sense of belonging	C2.1 Identify community members and organisations with the capacity to deliver projects and programs	C2.1.1	Develop new community awards framework	●	●	●		On Track	New Policy adopted by Council.	
			C2.1.2	Deliver annual community awards			●	●	Not Started	<ul style="list-style-type: none"> Awards promoted. Nominations to open on 1 February 2021 and close on Monday 15 March 2021 	
			C2.1.3	Promote an Expression of Interest for the delivery of future markets in Bassendean	●	●			On Track	EOI advertised.	
		C2.2	Build capacity of community groups to deliver social return on investment	C2.2.1	Co-design community amenity where opportunity exists to promote multi-use and social benefits	●	●	●	●	On Track	Meetings have occurred with various community groups to better understand how the Town can foster productive relationships.
		C2.3	Identify and deliver community funding	C2.3.1	Revise Sponsorship and Grants Policy to facilitate delivery of new and innovative cultural and arts project	●	●	●		On Track	Under development.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
		C.2.3.2	Promote grant opportunities to community groups	●	●	●	●	On Track	Grant opportunities promoted to community groups.		
	C.2.4	Foster volunteering to provide services for our community and to build connections	C.2.4.1	Coordinate volunteer services.	●	●	●	●	On Track	BAU. The Town acknowledged the valuable contributions of its volunteers at the “Thank a Volunteer Day 2020” event on 5 December 2020.	
	C.2.5	Build capacity of volunteers to deliver programs and services with limited input from the Town	C.2.5.2	Deliver workshops and advice to support volunteers	●	●	●	●	On Track	One and ten year plans being developed for natural areas with an active friends group.	
C3	Treating people equitably with access to programs and services, regardless of advantage or ability	C3.1	Ensure access and inclusion to spaces and places throughout our Town for all, including community members with disabilities, youth, seniors, Indigenous people, and culturally and linguistically diverse people	C.3.1	Implement Disability Access and Inclusion Plan and promote the plan within the wider community	●	●	●	●	On Track	BAU. The Town reinforces access and inclusion in its business activities. All vacancies with the Town for employment advise the applicant of the Town’s commitment to the principles of Equal Opportunity, the encouragement of indigenous Australians, young people, people with disabilities, people from culturally diverse backgrounds and women to apply for positions with the Town.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
	C.3.2	Enable programs and services that cater for all, including community members with disabilities, youth, seniors, Indigenous people, and culturally and linguistically diverse people	C.3.2.1	Inclusion to be considered as part of all new infrastructure, programs and services delivered	●	●	●	●	On Track	The Town is in the initial phase of developing an educational guide, process and work procedure for capital projects and building maintenance. This will provide a framework for inclusion to be considered in all capital projects and building maintenance	
C4	Creating an environment where people feel welcome and safe	C.4.1	Create public spaces and transport routes that encourage people to linger, interact and enjoy (including evening use)	C.4.1.1	Upgrade Palmerston and Padbury Reserves	●	●	●	●	Off Track	Draft Concepts prepared.
				C.4.1.2	Deliver underground power to Eden Hill and parts of Bassendean	●	●	●	●	Off Track	Western Power has reviewed the Request for Quotations (RFQs) and advised the Town of a minor delay in awarding the contract. WP is confident the works will start in the first half of the year.
				C.4.1.3	Co-design and develop Mary Crescent Wetlands with local community and Greening Australia	●	●	●	●	On Track	In November a community workshop was held with Eden Hill Can to present the proposed draft project plan for the site. In December a community event was held at Mary Crescent Reserve to share the proposed draft project plan for the site.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments		
			Q1	Q2	Q3	Q4				
		C.4.1.4	Complete construction of a new nature based playground (and ablutions) at Sandy Beach Reserve	●	●	●	●	On Track	<p>Permit approved by the DBCA to build in the Swan River Park. Permit approved by Water Corporation for the construction of a sewer line. The Town has gone to market to tender for the construction of the sewer line.</p> <p>Finalisation of the detailed design in progress. Once completed and Ministerial approval has been received from the Minister for Environment, the Town will go to market to tender for the construction of the playground.</p> <p>The land disposal process for the Lord Street and Chapman Street properties (to fund the project) has been completed.</p> <p>The Town has appointed a project manager to coordinate all aspects of the project. The project is expected for completion in the latter part of 2021.</p>	
		C.4.1.5	Develop Ashfield Flats Look-out	●	●	●	●	On Track	<p>Two separate site meetings with Ashfield CAN and WAPC officers have been held to scope the project and discuss management requirements.</p> <p>A Management agreement is being developed with the WAPC to gain approval to undertake the works.</p>	
		C.4.1.6	Develop foreshore plan for Point Reserve	●	●	●	●	On Track	<p>A DBCA grant funding opportunity has been identified to help support the development of a Concept foreshore plan for Point Reserve.</p>	
	C.4.2	Encourage the adoption of a collective responsibility towards safety	C.4.2.1	Provide a welcome pack to all new households	●	●	●	●	On Track	<p>Review of welcome pack commenced</p>

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
		C.4.2.2	Ongoing campaign in Town's communications	●	●	●	●	On Track	Feature in December edition of Thrive.		
C5	Supporting healthy lifestyles throughout our Town	C.5.1	Improve functionality of amenities and lifestyle options	C.5.1.1	Provide health and wellbeing programs	●	●	●	●	On Track	BAU. Relax program being conducted and the Town continuing to be part of the Act Belong Commit campaign.
				C.5.1.2	Develop a Public Health Plan (to include mental health)	●	●	●	●	On Track	Under development.
	C.5.2	Improve walkability and cycle-ability, including through infrastructure improvements	C.5.2.1	Develop and activate Whitfield Safe Active Street	●	●	●	●	On Track	Construction works complete. Commenced planning activation activities, including ministerial event planned for the 27 January. Line marking and signage works commenced and due for completion early 2021.	
			C.5.2.2	Implement footpath program	●	●	●	●	On Track	An upgraded footpath will be installed at Mary Crescent in conjunction with the Our Park Our Place project.	
C6	Creating a resilient and adaptable community	C.6.1	Support community organisations in crisis preparedness and recovery	C.6.1.1	Develop and deliver education programs for community groups		●	●	●	Not Started	
		C.6.2	Prioritise local employment	C.6.2.1	Facilitate and promote opportunities to work and live locally via town centre masterplan, new planning framework and procurement model	●	●	●	●	On Track	Town Centre Masterplan project is continuing. Draft local planning framework considered by Council in November 2020 and is currently with the Western Australian Planning Commission for consent to advertise.

Objectives		Strategies		Actions		Timeframes 20/21				Status	Comments
						Q1	Q2	Q3	Q4		
		C.6.3	Identify essential and non-essential services for clear prioritisation	C.6.3.1	Undertake annual functional reviews as part of Workforce Plan	●	●	●	●	On Track	Council noted Minor Workforce Plan Review in Q2. Next Workforce Plan Review including identified functional reviews scheduled in Q3.
C7	Facilitating community connection	C.7.1	Prioritise projects that bring people together and strengthen community connectedness	C.7.1.1	Facilitate, support and/or deliver opportunities for community connection, cohesion and inclusion	●	●	●	●	On Track	The Town hosted the “Thank a Volunteer Day 2020” event on 5 December; and “International Day of People with Disability” on 3 December. Various other engagements hosted.
				C.7.1.2	Undertake a precinct planning approach in and around Parks and Playgrounds to improve accessibility with paths seating and shade				●	●	Not Started



Leading environmental sustainability (Priority Area 2)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
N1 Demonstrate strong leadership in waste reduction and carbon neutrality	N1.1 Initiate and drive innovative waste management practices	N1.1.1 Develop Waste Management Strategy	●	●	●	●	On Track	Council Workshop held in December. Draft Waste Plan incorporating Council feedback is being drafted. This will be submitted to DWER in Q3 for feedback prior to being presented to Council for consideration.
		N1.1.2 Implement Waste Management Strategy					Not Started	Scheduled for 21/22
	N1.2 Initiate and drive innovative renewable energy practices	N1.1.2.1 Create Emissions Reduction Strategy for organisation					Not Started	Scheduled for 21/22
		N1.1.2.2 Create Emissions Reduction Strategy for Community					Not Started	Scheduled for 21/22
		N1.1.2.3 Implement Emissions Reduction Strategies for organisation and community					Not Started	Scheduled for 21/22
	N2 Be innovative in responses to sustainability challenges	N.2.1 Embed sustainability considerations in Council decision making	N.2.1.1 Reduce our environmental footprint through investigating the co-location of Town administration	●	●	●	●	On Track
N.2.1.2 Embed sustainability as a key consideration in all planning, policies, reports etc					●	●	Not Started	

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
		N.2.1.3	Share our experiences as an early adopter of FOGO with other Councils to facilitate their transition	●	●	●	●	On Track	Discussions with City of Bayswater and City of Albany to share lessons learned. Contributing to the Department of Water and Environmental Regulation's FOGO Reference Group.		
	N.2.2	Practise early uptake of suitable new technologies and innovations	N.2.2.1	Recycled concrete for footpath and kerb replacement	●	●	●	●	On Track	The Town is moving towards ensuring all concrete works are undertaken using recycled concrete. All Capital projects works for the 20/21 FY are being completed using recycled concrete.	
			N.2.2.2	Explore 'green' power for Town facilities and battery storage and power purchasing agreements	●	●	●	●	On Track	A meeting was held with interested local government members and WALGA to explore a second proposed approach for purchasing aggregated green power. It is expected that the purchasing process would occur over 2021, with an opportunity to join the aggregated approach in mid-2022.	
N3	Foster an empowered community that drives sustainability	N.3.1	Increase community support for sustainability considerations	N.3.1.1	Partner and support community groups	●	●	●	●	On Track	The Town has developed an approach to partner with environmental community groups to develop 1 and 10 year restoration plans.
				N.3.1.2	Continue to promote community awareness and benefits for more sustainable approaches	●	●	●	●	On Track	Two streams of community workshops will be run in 2020/21 with a theme for Waterwise over 2020 and urban heat and natural areas for Mary Crescent in 2021. In December a Community event was held at Mary Crescent Reserve to share the proposed draft project plan for the site. In December a water indexing workshop was held with community, local and state government representatives to benchmark the cities progress towards a water sensitive city.

Objectives		Strategies		Actions		Timeframes 20/21				Status	Comments
						Q1	Q2	Q3	Q4		
N4	Conserve, protect and enhance our natural environment and biodiversity	N.4.1	Conserve, enhance and repair natural and urban areas	N.4.1.1	Weed strategy; continuous improvements and implementation	●	●	●	●	On track	Weed management strategies developed for four areas within the Town: 1. Hardscape (paths, footpaths, medians) 2. Natural areas 3. Parks and Gardens 4. 4. Special Area: Old Perth Road
				N.4.1.2	Implement and finalise Town Planning Scheme No 4A	●	●	●	●	On Track	The Town purchased 27 Hyland Street, Bassendean, in accordance with Council's October 2020 resolution.
				N.4.1.3	Undertake an assessment of our river and foreshore condition (including Point Reserve)	●	●	●	●	On Track	The quotation for the works has been awarded. The first stage of site inspections and assessments are expected to occur over Q3.
				N.4.1.4	Develop a 10 year investment program for our environment based on priorities					Not Started	Scheduled for 20/21 and 21/22.
		N.4.2	Facilitate management of reserves by Friends groups	4.2.1	Partner and support community groups	●				On Track	Same as N3.1.1
N5	Value and conserve and protect our water resources and waterways	N.5.1	Implement Waterwise initiatives and policies for residents, businesses and other organisations	N.5.1.1	Deliver a water indexing workshop	●	●			Complete	In December a water indexing workshop was held with community, local and state government representatives to benchmark the Town's progress towards a water sensitive district.
				N.5.1.2	Develop a Waterwise Bassendean Strategy					Not Started	Scheduled for 21/22.
		N.5.2	Convert drains into living streams	N.5.2.1	Repurpose open drain between Second and Fourth Avenue to create a Living Stream	●	●	●	●	On Track	Detailed design brief awarded. The detailed design works will occur over Q3 and Q4.

Objectives		Strategies		Actions		Timeframes 20/21				Status	Comments
						Q1	Q2	Q3	Q4		
				N.5.2.2	Create a rolling program for the design and implementation of living streams and integrate into Long term Financial Plan					Not Started	Scheduled for 21/22.
N6	Support the creation of a more green and shaded Town	N.6.1	Create an urban forest throughout reserves, gardens and streets	N.6.1.1	Deliver tree planting program for winter 2021	●	●	●	●	On Track	Finalising the planning of the 2021 Winter Tree Planting program comprising 400 verge trees and 600 trees in reserves.
				N.6.1.2	Develop longer term tree planting and biodiversity corridors program inclusive of a reporting framework to Council on rates of survival/ mortality/ health	●	●	●	●	On Track	The Town is currently developing future street tree planting programs. This includes the development of biodiversity trails and identifying sites for the planting of large tree species.
				N.6.1.3	Deliver a 'Green Trail' along our Principal Shared Path (near Railway line)	●	●	●	●	On Track	Draft options have been developed and will be presented at a council workshop in Q3.
				N.6.1.4	Promote and develop verge garden program	●	●	●	●	On Track	The ToB's verge garden grant will be advertised and released over Q3.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments		
			Q1	Q2	Q3	Q4				
	N.6.2 Protect existing trees and green spaces	N.6.2.1					On Track	<p>Council approved policy to protect existing street trees and provide a framework for the request for new street trees.</p> <p>The Town has been successful in pursuing legal action for unlawful street tree removal.</p> <p>The Town has recently recovered \$8,922 in costs for street tree damage through its Security Bonds associated with residential development.</p> <p>2021 winter tree planting to include installation of trees at schools providing a platform to discuss benefits of trees.</p> <p>Significant improvement has been achieved in ensuring compliance of developers in the installation of TPZ's to protect trees during construction.</p>		
		N.6.2.2	Assess and map the health of our existing trees to better plan for the future	●	●	●		●	On Track	Approximately 85% (7,201) of the Town's 8,472 street trees have now been assessed. This has included the identification of potential sites for future street tree plantings.
		N.6.2.3	Implement Local Planning Policy 13 – Tree Retention and Provision	●	●	●		●	On Track	BAU - Conditions of development approval requiring implementation of LPP 13 ongoing. Condition of subdivision approval being recommended to WAPC.
		N.6.2.4	Educate and promote the benefits of trees in our community	●	●	●		●	On Track	2021 winter tree planting to include installation of trees at schools providing a platform to discuss benefits of trees.



Creating a vibrant town and precincts (Priority Area 3)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
B1 Support the town centre to thrive	B1.1 Advocate for economic growth of our Bassendean town centre	B1.1.1 Drive opportunities to promote and support investment in the Town	●	●	●	●	On Track	Town Centre Masterplan project continuing including discussions with the development industry and State Government.
	B.1.2 Engage potential government and private sector development partners to realise opportunities within the Town of Bassendean	B2.1.1 Develop a Town Centre Master Plan to promote and facilitate future investment	●	●	●		On Track	Masterplan process underway and expected to be completed in March/April 2021.
		B2.1.2 Promote local businesses	●	●	●	●	On Track	Local businesses promoted in the December 2020 edition of Thrive.
		B.2.1.3 Explore and advocate for redevelopment of Wilson St carpark and civic/community buildings	●	●	●	●	On Track	Masterplan project continuing.
B2 Increase the residential population close to centres and train stations	B2.1 Ensure planning and development strategies and policies align with the desire to focus future development around centres and train stations	B3.1.1 Review the Local Planning Strategy and create a new Local Planning Scheme	●	●	●	●	On Track	Draft Local Planning Strategy and Scheme considered by Council in November. Submitted to DPLH for consideration.
		B3.1.2 Implement recommendations of Local Planning Strategy					Not Started	Pending B3.1.1



Driving financial sustainability (Priority Area 4)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
E1 Ensure there is sufficient, effective and sustainable use of assets	E1.1 Assess assets (including review of portfolio, landholdings and facility condition, use and capacity) to optimise and rationalise	E1.1.1 Review Land Asset Strategy				●	Not Started	To occur post development of Town Centre Masterplan.
		E1.1.1.2 Develop Asset Management Strategy					Not Started	Follows E1.1.1 and E1.1.3
		E1.1.1.3 Develop Asset Management Plans	●	●	●		On Track	The Town is progressing with reviewing its suit of asset management plans proposing to present to council in the next quarter as part of the planning process for 21/22.
		E1.1.1.4 Design and Deliver Success Hill Spillway(including restoration of embankment)	●	●	●	●	Off Track	The Town was not able to secure a consultant to undertake the design works for this project. The work will be re-tendered as a design & construct project. Tender documentation preparation has commenced. It is expected that a tender will be advertised in Q3 for construction to be conducted in the summer 21/22.
	E1.2 Ensure financial planning has a long-term outlook and a focus on land asset rationalisation	E2.1.1 Integrate Long Term Financial Plan with SCP, CBP and AMPs	●	●	●	●	On Track	SCP and CBP now integrated.
		E2.1.2 Review the Town's asset portfolio against the SCP, community aspirations and long term financial sustainability			●	●	Not Started	
E2 Ensure community	E.2.1 Community Infrastructure	E.2.1.1 Develop Jubilee Reserve Masterplan	●	●	●		On Track	Consultant appointed. Inception workshop with Council to be arranged.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments	
			Q1	Q2	Q3	Q4			
facilities are accessible to and well utilised by a diverse range of community members	Strategy (use of community spaces, shared or individual hubs, appropriate number of facilities) E.2.2 Leasing, Licensing and Hiring Strategy	E.2.1.2	Develop Business Case for Bassendean Oval				●	Off Track	Project requires re-scoping based on outcomes from Town Centre Masterplan.
		E.2.2.1	Audit all facilities and lease/ hire agreements prior to expiration			●	●	Not Started	
		E.2.2.2	Review standard hire conditions	●	●	●	●	On Track	Staff have recently prepared: 1. consolidated terms and conditions for the standard hire of community facilities and parks / reserves and 2. an online booking form. To be considered by CMC.
		E.2.2.3	Identify opportunities for standardisation and inclusion of social dividend as leases/licenses expire			●	●	Not Started	

Objectives		Strategies	Actions	Timeframes 20/21				Status	Comments		
				Q1	Q2	Q3	Q4				
E3	Support the local economy	E.3.1	Prioritise infrastructure projects that generate local employment and support a circular economy	E.3.1.1	Advocate for local employment opportunities as they arise	●	●	●	●	On Track	<p>Ongoing.</p> <p>All Town vacancies are promoted via the Town's FB page.</p> <p>The Town is currently considering different ways in which to engage local people, with a number of outcomes to be finalized in the next 6 months. This includes engaging with employment agencies and schools within surrounding areas to see how the Town can promote placements (work experience, return to work) along with encouraging locals within the community to apply for vacancies.</p> <p>This will be included in the Town's Workforce Plan for 2021.</p>
				E.3.1.2	Consider the impacts when assessing the Town's projects in terms of priorities	●	●	●	●	On Track	Ongoing.
	E.3.2	Ensure the local economy is positioned to recover from crises	E.3.2.1	Town to promote 'buy local' procurement practices		●	●	●	On Track	Purchasing Policy adopted by Council in December 2020. The policy incorporates sustainable procurement principles relating to the environment, social outcomes and local economic benefit.	
			E.3.2.2	Encourage social enterprise to build community capacity	●	●	●	●	On Track	Concept being explored.	



Facilitating people-centred services (Priority Area 5)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
CS1 Ensure community members know where and how to access services	CS.1.1 Improve communication regarding where community members can receive services, advice and provide feedback	CS.1.1.1 Review Customer Services Charter and Complaints Handling Procedure					Not Started	To be commenced 21/22.
		CS.1.1.2 Develop educational guide regarding who deals with different decisions					Not Started	To be commenced 21/22.
	CS.1.2 Ensure transparent and open discussions with community members	CS.1.2.2 Continue to deliver people-centred approaches to engagement	●	●	●	●	On Track	Opportunities incorporated as they arise.
		CS.1.2.3 Build and nurture relationships with community groups for shared outcomes	●	●	●	●	On Track	1 and 10 year management plans being developed in conjunction with Friends groups for natural areas (Sustainability)
CS2 Deliver efficient and well-connected internet and computer technology systems	CS.2.1 Improve efficiency of internet and computer technology systems for community-facing services	CS.2.1.1 Develop ICT strategy and investment roadmap	●	●	●	●	On track	ICT Strategy 2020-2025 adopted by Council in December 2020. ICT Strategic Plan 2020-2025 developed to implement the strategy.
		CS.2.1.2 Develop and implement annual ICT work program	●	●	●	●	Complete	ICT Strategy 2020 – 2025 received by Council in December 2020. The ICT Strategy is supported by an ICT Strategic Plan, which outlines key projects and actions for each of the five years of the ICT Strategy.
		CS.2.1.3 Develop and implement agenda preparation module			●	●	Not started	To be completed in 2021/22 in accordance with the ICT Strategy
		CS.2.1.4 Prepare Policy addressing Councillor ICT requirements				●	Not started	

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
		CS.2.1.5 Undertake Records Management review to align to ICT strategy					Not Started	To be commenced 22/23 as per the ICT Strategy.
	CS.2.2 Explore online options for services that currently require physical presence	CS.2.2.1 Facilitate online applications, lodgements and payments	●	●	●	●	On track	Online planning applications implemented. Online payments project in progress.
		CS.2.2.2 Improve website functionality	●	●	●	●	On track	Improvements to website accessibility and functionality continuing. Major website refresh scheduled for 22/23 under the ICT Strategy.



Providing visionary leadership and making great decisions (Priority Area 6)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
L1 Make brave decisions in line with a risk appetite	L.1.1 Early identification of potential risks / issues/ opportunities	L.1.1.1 Develop a Fraud and Corruption Control Plan			●	●	Not started	
		L.1.1.2 Develop new risk management framework			●	●	On track	Policy and framework under development.
		L.1.1.3 Implement Audit and Risk Register findings / recommendations to further strengthen organisation	●	●	●	●	On track	The Town has adopted an Audit Risk Register that contains all the identified strategic risks. The Audit and Governance Committee Meeting held in November 2020 reviewed the Audit and Risk register. The updated register was considered by Council at its November Ordinary meeting.
	L.1.2 Embed opportunity cost considerations	L.1.2.1 Council reports include recommendations that consider risks and opportunity cost	●	●	●	●	Complete	The Council Report template was amended in the first quarter to include provision for risk. All reports to Council must assess any risks associated with a matter.
L2 Ensure major decision making is informed by community feedback	L.2.1 Ensure community engagement processes are implemented in major strategic projects	L.2.1.1 Develop and implement community engagement guidelines			●	●	Not started	Scheduled to commence in 2021/22
		L.2.1.2 Embed community engagement as a key consideration in all major decision making	●	●	●	●	On-going	Embedded into Council reports.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
		L.2.1.3	Develop a strategic communications plan which is driven by Council's vision and SCP priorities			●	●	Not Started			
L3	Ensure operational activities reflect the strategic focus of Council	L.3.1	Ensure clear communication and flow of information from decision makers to operational staff	L.3.1.1	Continue to embed Councillor and Administration protocol	●	●	●	●	On-going	Regular communications to ensure that obligations understood in accordance with conduct requirements.
				L.3.1.2	Develop Internal Communications Plan			●	●	Not Started	
	L.3.2	Implement a framework on decision making that identifies delegated authority for different levels of decision	L.3.2.1	Delegated Authority Register review and adoption to balance risk and efficient operations	●	●			Complete	Council adopted the Delegations Register at its October Council Meeting. The Delegations Register appears on the Town's website.	
			L.3.2.2	Review policies and procedures to ensure good governance	●	●	●	●	On Track	The following governance policies were approved by Council in Q2 – <ul style="list-style-type: none"> Attendance at Events Policy – Councillors and CEO; Purchasing Policy. 	
			L.3.2.3	Develop and implement new Quarterly reporting framework	●	●			On Track	The new Quarterly Report was implemented in Q1. The Quarterly Report aligns with the CBP. The Town provides a report to Council on how it is meeting its strategic priorities. A number of key strategic measures are currently being developed to provide meaningful and measureable data on the Town meeting its strategic outcomes contained in the SCP.	

Objectives		Strategies	Actions	Timeframes 20/21				Status	Comments		
				Q1	Q2	Q3	Q4				
L4	Reinforce a culture of collaboration, trust and demarcation between Council, administration and the community	L.4.1	Build understanding and support for the vision and Strategic Community Plan	L.4.1.1	Engage and consult with the community on key initiatives and changes	●	●	●	●	On Track	BAU
				L.4.1.2	Demonstrate linkage and alignment to SCP in officer reports for Council decisions	●				Complete	The Council Report template was amended to reflect the new Strategic Community Plan that was adopted by Council in Q1.
				L.4.1.3	Implement regular communications with all staff via monthly debriefs regular staff newsletters, team building events and team meetings	●	●	●	●	On Track	Fortnightly distribution of the staff newsletter. 'BassenTeam' SCP Workshops held with all staff in Q2.
	L.4.2	Demonstrate clear connections between the Strategic Community Plan, project and business-as-usual services and operations	L.4.2.1	Deliver a new employee performance system to align organisational efforts to the Strategic Community Plan and Corporate Business Plan	●	●	●	●	On Track	New employee performance system rolled-out within organisation in Q2, due for completion by end of Q3.	
	L.4.3	Create an organisational culture of performance, innovation and excellence	L.4.3.1	Develop and implement new Quarterly reporting framework to report on projects and align to SCP	●	●			On Track	The new Quarterly Report was implemented in Q1. The Quarterly Report aligns with the CBP. The Town provides a report to Council on how it is meeting its strategic priorities.	

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
		L.4.3.2	Implement new model of Code of Conduct			●	●	On Track	A discussion paper on the Draft model Code of Conduct Regulations was provided to each local government by the DLGSC for their consideration in Q2. Submissions closed on 6 December 2020. It is expected that the regulations will be adopted in 2021. Local governments will then be able to adopt their own code of conduct.		
	L.4.4	Develop shared values between Council, administration and the community	L.4.4.1	Develop and promote shared values to ensure alignment to Strategic Community Plan		●	●	●	On Track	Feedback to inform shared values gathered from 'BassenTeam' SCP team building Workshops held with all staff in Q2. Further Leaders workshop scheduled in Q3 to continue develop and implement shared values.	
			L.4.4.2	Develop and deliver induction program for new Council					Not Started	Scheduled for 21/22	
L5	Foster an environment of innovation and leadership	L.5.1	Foster an environment of innovation, where people are encouraged to contribute	L.5.1.1	Create and model agreed values and behaviours in everything we do		●	●	●	Not Started	Implementation of shared values in Q3.
		L.5.2	Foster leadership: harness the talent of individuals	L.5.2.1	Promote ongoing development of the Administration	●	●	●	●	On Track	'BassenTeam' SCP team building Workshops held with all staff in Q2.
				L.5.2.2	Coordinate professional development and training opportunities for Elected Members	●	●	●	●	On Track	Essential Training promoted for Councillors in addition to other opportunities.

Objectives		Strategies	Actions	Timeframes 20/21				Status	Comments
				Q1	Q2	Q3	Q4		
		L.5.3 Recognise and reward innovation and leadership	L.5.3.1 Implement recognition system for staff to acknowledge right behaviours and performance	●	●	●	●	On Track	The Town's Annual Employee Award Certificates presented at the End of Year in Q2.
L6	Respond effectively and efficiently to crises	L.6.1 Implement crisis management framework	L.6.1.1 Finalise Business Continuity, Pandemic, and Disaster Recovery Plans	●	●	●	●	On Track	The Business Continuity Plan was updated to include lessons learnt from the Covid-19 Response Q2. The Pandemic Response Plan is in the process of being updated to ensure alignment with State Government Response Plans and lessons learnt.
		L.6.2 Communicate the impacts to business continuity	L.6.2.1 Develop and deliver communications strategy as required	●	●	●	●	On Track	As required.



Building community identity by celebrating culture and heritage (Priority Area 7)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
CH1 Appreciate, celebrate and engage with Noongar Boodjar (land), history, culture and people	CH.1.1 Enhance partnerships with Noongar people – be guided by Traditional Owners in the appreciation, celebration and participation of Noongar Boodjar, history, culture and people	CH.1.1.1 Inclusion of Acknowledgement and Welcome to Country at key events and ceremonies	●	●	●	●	On Track	Welcome/acknowledgement to Country being included in all Citizenship Ceremonies, Briefing Sessions and Council Meetings.
		CH.1.1.2 Develop a heritage agreement or shared approach to maintain and share noongar history, stories and culture		●	●	●	Not Started	
	CH.1.2 Enhance participation and engagement of local Noongar people in community life and decision making	CH.1.1.3 Host a workshop with the Whadjuk Working Group to build and nurture the Town's relationship with the Whadjuk Working Group		●	●	●	Not Started	
	CH.1.3 Enhance participation and engagement of local Noongar people in caring for the land	C.1.1.4 Create a cultural compact agreement (statement of respect) with the Whadjuk Working group.					Not Started	Scheduled for 2021/22
CH2 Create a community closely connected to its history and heritage	CH.2.1 Maintain and share the historical stories of the Town of Bassendean	C.2.1.1 Develop further opportunities to share the historical stories of the Town of Bassendean eg new history walks	●	●	●	●	On Track	All guided heritage walks (including the latest 'Explore Eden Hill' walk) have been suspended due to COVID-19 restrictions. The Town has recently applied for a grant from the Heart Foundation to establish virtual self-guided Heritage Trail walks.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments		
			Q1	Q2	Q3	Q4				
		C.2.1.2	Develop a heritage agreement or shared approach to maintain and share noongar history, stories and culture		●	●	●	Not Started		
	CH.2.2	Ensure heritage locations and buildings of historical value within the Town are recognised, cared for and utilised by the community	CH.2.2.1	Review the Town's Local Heritage Survey				Not Started	Scheduled for 21/22.	
			CH.2.2.2	Create a Local Planning Policy relating to protecting heritage and character				Not Started	Scheduled for 21/22.	
	CH.2.3	Implement initiatives, events and activities that focus on a range of cultural and artistic endeavours (not limited to entertainment)	CH.2.3.1	Create opportunities to showcase the Town's history and heritage to the community and visitors	●	●	●	●	On Track	Officers commenced engagement with local families at Mary Crescent to discuss the protection and identification of Indigenous heritage. Due to COVID-19 restrictions initiatives and events, cultural and artistic were not conducted in the reporting quarter.
CH3	Engage the community in arts and culture	CH.3.1	Implement arts and cultural programs and activities that reflect the unique history of the Town of Bassendean and are relevant to its community	CH.3.1.1	Review Council's Public Arts Framework			●	Not Started	
				CH.3.1.2	Review Relax program			●	●	Not Started

OUTSTANDING COUNCIL RESOLUTIONS

RECOMMENDED FOR DELETION (AS @ 11/2/2021)

REC_NO.	OFFICER	DESCRIPTION	ACTION_TAKEN
ROC18/64786	DONNA SHAW	<p>OCM-5/04/19 TONKIN PARK INDUSTRIAL ESTATE (TPIE) FENCING AUDIT AND REVIEW MOVED CR HAMILTON SECONDED CR WILSON THAT COUNCIL:</p> <p>1.APPROVES A MODIFICATION TO LOCAL PLANNING POLICY NO 6 – INDUSTRIAL ZONES DEVELOPMENT DESIGN GUIDELINES TO AMEND LANDSCAPING PART (D) FROM THE EXISTING RATIO OF ONE TREE PER SIX CAR PARKING BAYS TO ONE TREE PER FOUR CAR PARKING BAYS WITH ALL TREE PLANTING TO COMPLY WITH THE TOWN’S SPECIFICATIONS; AND 2.A)NOTES THAT THE PLANNING DEPARTMENT OF THE TOWN OF BASSENDEAN WILL CEASE COMPLIANCE ACTION AGAINST LANDOWNERS OF 76 AND 80 MAY HOLMAN DRIVE BASSENDEAN PROVIDED THE LANDOWNERS ENTER INTO AN AGREEMENT WITH THE TOWN TO INSTALL AND MAINTAIN AT THEIR OWN COST VERGE LANDSCAPING AND TREE PLANTING DESIGNED TO IMPROVE THE STREETScape OF THE RESPECTIVE SITES; AND B)REQUESTS THAT PLANNING STAFF DEFER ANY ACTION AGAINST OTHER LANDOWNERS IDENTIFIED DURING THE FENCING AUDIT AS BEING NON-COMPLIANT WITH CONDITIONS OF APPROVAL UNTIL POINT 3 OF THIS MOTION IS CONCLUDED; AND 3.REQUESTS OFFICERS UNDERTAKE AN ENTIRE REVIEW OF LOCAL PLANNING POLICY NO 6 – INDUSTRIAL ZONES DEVELOPMENT GUIDELINES TO REGULATE DEVELOPMENT STANDARDS DURING FUTURE RENEWAL OF INDUSTRIAL SITES TO ACHIEVE THE FOLLOWING OBJECTIVES: A)TO ENSURE BUILT FORM AND DESIGN PROVIDES A HIGH STANDARD OF AMENITY AND SUSTAINABILITY; B)TO ACHIEVE COORDINATED QUALITY DEVELOPMENT OUTCOMES INTO THE FUTURE THAT MAXIMISE STREETScape AMENITY AND TREE CANOPY; C)TO ESTABLISH A COHESIVE FRAMEWORK FOR THE ASSESSMENT OF FUTURE APPLICATIONS FOR DEVELOPMENT WITHIN THIS ZONE. OCM-9/7/15 (PREV 84973 FROM INTRANET) - UNAUTHORISED FRONT FENCE – LOT 837 (NO. 76) MAY HOLMAN DRIVE BASSENDEAN 2. IN RELATION TO THE UNAUTHORISED FENCE AT LOT 837 (NO. 76) MAY HOLMAN DRIVE BASSENDEAN AND THE FURTHER UNAUTHORISED FENCE AT LOT 836 (NO. 80) MAY HOLMAN DRIVE BASSENDEAN FORMALISED ENFORCEMENT ACTION BE HELD IN ABEYANCE PENDING THE RESULTS OF FURTHER INVESTIGATIONS INTO FENCING WITHIN THE TONKIN PARK INDUSTRIAL ESTATE; AND 3. AN AUDIT OF FENCING TO INDUSTRIAL PROPERTIES WITHIN THE TONKIN PARK INDUSTRIAL ESTATE BE UNDERTAKEN BY THE TOWN AND THE RESULTS OF THAT AUDIT BE REPORTED TO COUNCIL FOR FURTHER CONSIDERATION ALONG WITH AN ASSOCIATED REPORT DETAILING RECOMMENDED MODIFICATIONS (IF ANY) TO FENCING PROVISIONS CONTAINED WITHIN THE TOWN’S LOCAL PLANNING POLICY NO. 6 – INDUSTRIAL ZONES DEVELOPMENT DESIGN GUIDELINES.</p>	<p>LANDSCAPING AND FENCING REQUIREMENTS INCLUDED IN NEW LPP 6 - INDUSTRIAL DEVELOPMENT. COMPLIANCE ACTION TO BE UNDERTAKEN ADMINISTRATIVELY. RECOMMEND DELETION</p>

ROC20/76595	DONNA SHAW	<p>OCM-18/10/20 - UNAUTHORISED WORKS – 1 (LOT 223) RIVER STREET BASSENDEAN MOVED CR HAMILTON SECONDED CR QUINTON THAT COUNCIL IN ACCORDANCE WITH CLAUSE 13(2) OF SCHEDULE 2 OF THE PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 GIVES THE LANDOWNER OF 1 (LOT 223) RIVER STREET BASSENDEAN (SUCCESS HILL LODGE) A HERITAGE CONSERVATION NOTICE REQUIRING THE LANDOWNER TO DO THE FOLLOWING: 1.CARRY OUT THE FOLLOWING IN ACCORDANCE WITH THE DEVELOPMENT APPROVAL DATED 6 OCTOBER 2020 (REF: 2020-117) BY 31 MARCH 2021: •RE-ROOFING TO THE MAIN BUILDING; •PROVIDE STORMWATER DRAINAGE AWAY FROM THE BUILDING; AND •REPLACEMENT OF THE FASCIA AND GUTTERING OF THE MAIN ROOF. 2.OBTAIN DEVELOPMENT APPROVAL FOR AND THEREAFTER CARRY OUT THE FOLLOWING SPECIFIED REPAIRS TO THE HERITAGE PLACE IN ACCORDANCE WITH THE CONSERVATION MANAGEMENT STRATEGY (DATED 17 MAY 2019) BY 30 JUNE 2021 SPECIFICALLY: •REPAIRS TO THE DINING ROOM WEST WALL (INTERNALLY AND EXTERNALLY); •REPAIRS TO THE DOUBLE HUNG WINDOWS TO THE DINING ROOM; •RECONSTRUCTION AND STABILISATION WORKS AND REMOVAL OF AIR VENT PIPES TO THE VERANDAH; AND •INVESTIGATION AND TREATMENT OF TIME FOR TERMINATE CONTROL.</p>	<p>Ordinary Council Agenda Attachments Feb 2020 Page 303 CONSERVATION NOTICE ISSUED - RECOMMEND DELETION</p>
ROC20/77278	DONNA SHAW	<p>OCM-9/11/20 - ADDITIONS TO SMALL BAR - PATIO AND CAFÉ BLINDS (CORK AND BOTTLE) MOVED CR QUINTON SECONDED CR WILSON THAT COUNCIL: 1.APPROVES THE APPLICATION FOR DEVELOPMENT APPROVAL FOR ADDITIONS TO SMALL BAR - PATIO AND CAFÉ BLINDS (CORK AND BOTTLE) ABUTTING 77-83 (LOT 144) OLD PERTH ROAD BASSENDEAN SUBJECT TO THE FOLLOWING CONDITIONS: A)THE APPLICANT MUST HOLD A CURRENT PUBLIC LIABILITY INSURANCE POLICY WITH INDEMNITY OF NOT LESS THAN \$20000000. IF REQUESTED THE APPLICANT IS TO PROVIDE A CERTIFICATE OF CURRENCY TO THE TOWN OF BASSENDEAN PRIOR TO THE CONSTRUCTION ACTIVITY COMMENCING; B)THE PROPOSED DEVELOPMENT BEING KEPT IN GOOD CONDITION AND MAINTAINED AT ALL TIMES (I.E. NO TEARS RIPS ETC. TO CAFÉ BLINDS) TO THE SATISFACTION OF THE TOWN OF BASSENDEAN; C)THE ROAD AND FOOTPATH PAVEMENT AREAS MUST BE KEPT CLEAN AND FREE OF LITTER AT ALL TIMES; D)PRIOR TO APPLYING FOR A BUILDING PERMIT AN INFRASTRUCTURE SERVICES – APPLICATION FOR PERMIT FOR THE PROPOSED STORMWATER DISPOSAL MUST BE SUBMITTED TO AND APPROVED BY THE TOWN OF BASSENDEAN INCLUDING THE PAYMENT OF FEES IN ACCORDANCE WITH THE COUNCIL'S SCHEDULE OF FEES AND CHARGES. ANY PAVING REMOVED TO ACCOMMODATE STORMWATER INFRASTRUCTURE IS TO BE REINSTATED TO THE SATISFACTION OF THE TOWN OF BASSENDEAN; E)THE LANDOWNER/APPLICANT MUST ENSURE THAT NO DAMAGE OR OBSTRUCTION IS CAUSED TO A MAINTENANCE HOLE INSPECTION PIT FIRE HYDRANT WATER GAS ELECTRICAL OR COMMUNICATIONS INFRASTRUCTURE DRAINAGE OR OTHER SERVICE WITHIN THE ROAD RESERVE; F)PRIOR TO APPLYING FOR A BUILDING PERMIT THE LANDOWNER/APPLICANT SHALL PAY</p>	<p>DEVELOPMENT APPLICATION APPROVED - RECOMMEND DELETION</p>

		TO THE TOWN OF BASSENDEAN THE AMENITY VALUE OF THE TREE TO BE REMOVED (\$2264.80) IN ACCORDANCE WITH COUNCIL POLICY 1.8 – STREET TREES AND FOR THE TREE TO BE TRANSPLANTED AND FOR THE FUNDS TO BE DEPOSITED INTO THE TREE RESERVE ACCOUNT; G)WHEN NOT BEING USED FOR ANY ACTIVITY AUTHORISED BY A PERMIT UNDER THE TOWN'S ACTIVITIES ON THOROUGHFARES AND TRADING IN THOROUGHFARES AND PUBLIC PLACES LOCAL LAW 2010 THE BLINDS ARE TO REMAIN UP SO AS TO ALLOW FREE AND UNIMPEDED ACCESS THROUGH THE AREA. 2.ADVISES THE APPLICANT THAT IN ACCORDANCE WITH CONDITION (D) OF THE APPROVAL GRANTED ON 25 AUGUST 2015 THE STRUCTURE SHALL BE REMOVED ON WRITTEN NOTICE OF THE TOWN IF IT NO LONGER REQUIRED FOR USE IN CONNECTION WITH THE SMALL BAR; AND 3.ADVISES THE APPLICANT THAT THE USE OF THE SPACE REQUIRES THE ISSUANCE OF A PERMIT UNDER THE TOWN'S ACTIVITIES ON THOROUGHFARES AND TRADING IN THOROUGHFARES AND PUBLIC PLACES LOCAL LAW 2010.	
ROC20/75689	ELIZABETH KANIA	OCM-11/9/20 - COUNCILLOR TRAINING AND PROFESSIONAL DEVELOPMENT POLICY MOVED CR WILSON SECONDED CR BARTY THAT COUNCIL: 1.ADOPTS THE PROPOSED COUNCILLOR TRAINING AND PROFESSIONAL DEVELOPMENT POLICY AS CONTAINED IN AND THE ATTACHMENT; AND 2.REPEALS THE COUNCILLOR PROFESSIONAL DEVELOPMENT POLICY DATED SEPTEMBER 2017.	POLICY AND TOWN'S WEBSITE WAS UPDATED. RECOMMEND DELETION
ROC20/75690	ELIZABETH KANIA	OCM-12/9/20 - APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER POLICY MOVED CR BARTY SECONDED CR MACWILLIAM THAT COUNCIL: 1.REVOKES THE CHIEF EXECUTIVE OFFICER AND EXECUTIVE OFFICERS EMPLOYMENT POLICY; AND 2.ADOPTS THE PROPOSED APPOINTMENT OF AN ACTING CHIEF EXECUTIVE OFFICER POLICY AS ATTACHED.	POLICY AND WEBSITE UPDATED. RECOMMEND DELETION.
ROC20/77280	LUKE GIBSON	OCM-11/11/20 - PROPOSED TREE PRESERVATION ORDER MOVED CR HAMILTON SECONDED CR QUINTON THAT COUNCIL PURSUANT TO CLAUSE 4.7.7.2 OF LOCAL PLANNING SCHEME NO. 10 MAKES TREE PRESERVATION ORDERS FOR FOUR TREES (TREE 1 – TUART (EUCALYPTUS GOMPHOCEPHALA) TREE 3 – CAPE LILAC (MELIA AZEDARACH) TREE 4 – TUART (EUCALYPTUS GOMPHOCEPHALA) AND TREE 5 – STRING BARK (EUCALYPTUS GIGANTEAN) LOCATED AT 36 (LOT 50) ANZAC TERRACE BASSENDEAN.	TREE PRESERVATION ORDER MADE BY COUNCIL. REGISTER UPDATED. RECOMMEND DELETION
ROC20/78170	LUKE GIBSON	OCM-6/12/20 - PROPOSED TREE PRESERVATION ORDER MOVED CR HAMILTON SECONDED CR BARTY THAT COUNCIL PURSUANT TO CLAUSE 4.7.7.2 OF LOCAL PLANNING SCHEME NO. 10 MAKES A TREE PRESERVATION ORDER FOR THE RIVER GUM TREE (EUCALYPTUS RUDI) LOCATED AT 199 (LOT 800) WEST ROAD BASSENDEAN.	TREE PRESERVATION ORDER MADE BY COUNCIL - REGISTER UPDATED - RECOMMEND DELETION

<p>ROC20/77287</p>	<p>LUKE GIBSON</p>	<p>OCM-22/11/20 - NOTICE OF MOTION – CR MCLENNAN: 1 (LOT 223) RIVER STREET BASSENDEAN (SUCCESS HILL LODGE) MOVED CR MCLENNAN SECONDED CR WILSON AND CR QUINTON THAT COUNCIL: 1.REVOKES OCM-18/10/20) WHICH READS: “THAT COUNCIL IN ACCORDANCE WITH CLAUSE 13(2) OF SCHEDULE 2 OF THE PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 GIVES THE LANDOWNER OF 1 (LOT 223) RIVER STREET BASSENDEAN (SUCCESS HILL LODGE) A HERITAGE CONSERVATION NOTICE REQUIRING THE LANDOWNER TO DO THE FOLLOWING: 1.CARRY OUT THE FOLLOWING IN ACCORDANCE WITH THE DEVELOPMENT APPROVAL DATED 6 OCTOBER 2020 (REF: 2020-117) BY 31 MARCH 2021: •RE-ROOFING TO THE MAIN BUILDING; •PROVIDE STORMWATER DRAINAGE AWAY FROM THE BUILDING; AND •REPLACEMENT OF THE FASCIA AND GUTTERING OF THE MAIN ROOF. 2.OBTAIN DEVELOPMENT APPROVAL FOR AND THEREAFTER CARRY OUT THE FOLLOWING SPECIFIED REPAIRS TO THE HERITAGE PLACE IN ACCORDANCE WITH THE CONSERVATION MANAGEMENT STRATEGY (DATED 17 MAY 2019) BY 30 JUNE 2021 SPECIFICALLY: •REPAIRS TO THE DINING ROOM WEST WALL (INTERNALLY AND EXTERNALLY); •REPAIRS TO THE DOUBLE HUNG WINDOWS TO THE DINING ROOM; •RECONSTRUCTION AND STABILISATION WORKS AND REMOVAL OF AIR VENT PIPES TO THE VERANDAH; AND •INVESTIGATION AND TREATMENT OF TIME FOR TERMINATE CONTROL.” 2.IN ACCORDANCE WITH CLAUSE 13(2) OF SCHEDULE 2 OF THE PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 GIVES THE LANDOWNER OF 1 (LOT 223) RIVER STREET BASSENDEAN (SUCCESS HILL LODGE) A HERITAGE CONSERVATION NOTICE REQUIRING THE LANDOWNER TO CARRY OUT THE FOLLOWING IN ACCORDANCE WITH THE DEVELOPMENT APPROVAL DATED 6 OCTOBER 2020 (REF: 2020-117) BY 31 MARCH 2021: •RE-ROOFING TO THE MAIN BUILDING •PROVIDE STORMWATER DRAINAGE AWAY FROM THE BUILDING •REPLACEMENT OF THE FASCIA AND GUTTERING OF THE MAIN ROOF 3.REQUEST THE LANDOWNER TO LODGE AN APPLICATION AND OBTAIN DEVELOPMENT APPROVAL FOR AND THEREAFTER CARRY OUT THE FOLLOWING SPECIFIED REPAIRS TO THE HERITAGE PLACE IN ACCORDANCE WITH THE CONSERVATION MANAGEMENT STRATEGY (DATED 17 MAY 2019) BY 30 JUNE 2021 SPECIFICALLY: •REPAIRS TO THE DINING ROOM WEST WALL (INTERNALLY AND EXTERNALLY); •REPAIRS TO THE DOUBLE HUNG WINDOWS TO THE DINING ROOM; •RECONSTRUCTION AND STABILISATION WORKS AND REMOVAL OF AIR VENT PIPES TO THE VERANDAH; AND •INVESTIGATION AND TREATMENT OF TIME FOR TERMINATE CONTROL BY WHICH DATE IF THE WORKS ARE NOT SUBSTANTIALLY COMMENCED A REPORT WILL BE BROUGHT BACK TO COUNCIL TO CONSIDER THE ISSUING OF A HERITAGE CONSERVATION NOTICE FOR THE ABOVE WORKS.</p>	<p>Ordinary Council Agenda Attachments Feb 2020 Page 303 HERITAGE CONSERVATION NOTICE ISSUED RECOMMEND DELETION</p>
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ROC18/63852	LUKE GIBSON	<p>OCM-25/09/18 - ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD ON 4 SEPTEMBER 2018 MOVED CR MCLENNAN SECONDED CR GANGELL THAT COUNCIL: 1.TRIALS SUPPORTING THE NEXT EDITION OF CONNECTING BASSENDEAN BY: A)CONTRIBUTING UP TO A MAXIMUM OF \$600 TOWARDS THE DISTRIBUTION COSTS; B)CONTRIBUTING UP TO A MAXIMUM OF \$1000 FOR CONTENT INCLUDING THE COMMUNITY GROUP DIRECTORY; AND REQUESTS THAT THE COMMITTEE EVALUATES THE EFFECTIVENESS OF THE TRIAL INITIATIVE AND REPORTS BACK TO COUNCIL WITH FUTURE RECOMMENDATIONS; 2.RECEIVES THE REPORT ON A MEETING OF THE ECONOMIC DEVELOPMENT COMMITTEE HELD ON 4 SEPTEMBER 2018; 3.REQUESTS THAT OFFICERS IN CONJUNCTION WITH THE ECONOMIC DEVELOPMENT COMMITTEE ORGANISE A STRATEGIC MEETING WITH PROPERTY OWNERS OF COMMERCIAL AND RETAIL PREMISES AS WELL AS BUSINESS OWNERS; 4.SEEKS INTEREST FROM PROPERTY OWNERS IN PROVIDING EMPTY PREMISES FOR THE PURPOSES OF ART DISPLAYS AND POP UP STORES; AND 5.REQUESTS THAT OFFICERS PROVIDE A REPORT BACK TO COUNCIL.</p>	<p>COUNCILLORS WERE PROVIDED A DETAILED UPDATE ON ECONOMIC DEVELOPMENT MATTERS WITHIN THE COUNCILLOR BULLETIN OF 4 DECEMBER 2020. THAT UPDATE RECOMMENDED THAT THAT THE DRAFT ECONOMIC DEVELOPMENT STRATEGY PROJECT BE DISCONTINUED AND THE THREE APPLICABLE OUTSTANDING RESOLUTIONS OF COUNCIL (INCLUDING THIS ONE) BE DELETED.</p>
ROC20/76534	LUKE GIBSON	<p>SCM-2/11/20 3/11/20 4/11/20 AND 5/11/20 - DRAFT LOCAL PLANNING STRATEGY AND LOCAL PLANNING SCHEME – CONSENT TO ADVERTISE COUNCIL RESOLUTION – ITEM 6.1(A) SCM-2/11/20 MOVED CR WILSON SECONDED CR GANGELL THAT THE FOLLOWING MODIFICATION BE MADE: •CODING 38 (LOT 100) MAIDOS STREET ASHFIELD R100 RATHER THAN R60. CARRIED 5/2 COUNCIL RESOLUTION – ITEM 6.1(B) SCM-3/11/20 MOVED CR WILSON SECONDED CR GANGELL THAT THE FOLLOWING MODIFICATION BE MADE: •ZONING 6 (LOT 4) AND 8 (LOT 5) IVANHOE STREET BASSENDEAN RESIDENTIAL R100 RATHER THAN “PRIVATE CLUBS INSTITUTIONS AND PLACE OF WORSHIP”. CARRIED 5/2 COUNCIL RESOLUTION – ITEM 6.1(C) SCM-4/11/20 MOVED CR WILSON SECONDED CR MCLENNAN THAT THE FOLLOWING MODIFICATIONS BE MADE: •ZONING 2 BROADWAY BASSENDEAN MIXED USE RATHER THAN RESIDENTIAL R60. •INTRODUCING A NEW PROVISION WITHIN TABLE 5 OF THE SCHEME TEXT TO STATE AS FOLLOWS: “NOTWITHSTANDING 5(1) ABOVE FOR 2 BROADWAY AND 72 AND 76 RAILWAY PARADE BASSENDEAN THE LOCAL GOVERNMENT MAY AT ITS DISCRETION PERMIT RESIDENTIAL DENSITY TO A MAXIMUM DENSITY OF R160”. •ZONING 4 BROADWAY BASSENDEAN RESIDENTIAL R100 RATHER THAN RESIDENTIAL R60. SCM-5/11/20 MOVED CR GANGELL SECONDED CR HAMILTON THAT COUNCIL: 1.PURSUANT TO REGULATION 11(1) OF THE PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 ADOPTS THE DRAFT AMENDED LOCAL PLANNING STRATEGY FOR THE PURPOSES OF ADVERTISING AS CONTAINED IN ATTACHMENT 3. 2.PURSUANT TO SECTION 72(1) OF THE PLANNING AND DEVELOPMENT ACT 2005 ADOPTS FOR THE PURPOSES OF ADVERTISING THE DRAFT LOCAL PLANNING SCHEME NO. 11 CONSISTING OF THE SCHEME TEXT AND SCHEME MAPS AS CONTAINED AS ATTACHMENT 4 AND 5 RESPECTIVELY SUBJECT TO THE FOLLOWING MODIFICATIONS BEING MADE TO THE</p>	<p>DOCUMENTS FORWARDED TO WESTERN AUSTRALIAN PLANNING COMMISSION FOR CONSIDERATION. FUTURE PROGRESS TO BE REPORTED VIA QUARTERLY PROJECT REPORTING. RECOMMEND DELETION.</p>

		<p>SATISFACTION OF THE CHIEF EXECUTIVE OFFICER: (A)CODING 38 (LOT 100) MAIDOS STREET ASHFIELD R100 RATHER THAN R60. (B)ZONING 6 (LOT 4) AND 8 (LOT 5) IVANHOE STREET BASSENDEAN RESIDENTIAL R100 RATHER THAN "PRIVATE CLUBS INSTITUTIONS AND PLACE OF WORSHIP". (C)ZONING 2 BROADWAY BASSENDEAN MIXED USE RATHER THAN RESIDENTIAL R60. (D)INTRODUCING A NEW PROVISION WITHIN TABLE 5 OF THE SCHEME TEXT TO STATE AS FOLLOWS: "NOTWITHSTANDING 5(1) ABOVE FOR 2 BROADWAY AND 72 AND 76 RAILWAY PARADE BASSENDEAN THE LOCAL GOVERNMENT MAY AT ITS DISCRETION PERMIT RESIDENTIAL DENSITY TO A MAXIMUM DENSITY OF R160". (E)ZONING 4 BROADWAY BASSENDEAN RESIDENTIAL R100 RATHER THAN RESIDENTIAL R60.</p>	
ROC20/77281	LUKE GIBSON	<p>OCM-12/11/20 - DRAFT AMENDED COUNCIL POLICY 5.2 – AWARDS MOVED CR QUINTON SECONDED CR MACWILLIAM THAT COUNCIL AMENDS THE EXISTING COUNCIL POLICY 5.2 - AWARDS BY REPLACING IT WITH THE DRAFT AMENDED COUNCIL POLICY 5.2 – COMMUNITY AWARDS.</p>	<p>COMMUNITY AWARDS POLICY UPDATED AND PUBLISHED. RECOMMEND DELETION</p>
ROC20/78176	LUKE GIBSON	<p>OCM-9/12/20 - REVOCATION OF COUNCIL POLICIES 4.1 – LOCAL STUDIES COLLECTION PHOTOGRAPHIC REPRODUCTION AND 5.15 – SERVICES TO YOUNG PEOPLE MOVED CR MCLENNAN SECONDED CR HAMILTON THAT COUNCIL REVOKES COUNCIL POLICIES 4.1 – LOCAL STUDIES COLLECTION PHOTOGRAPHIC REPRODUCTION AND 5.15 – SERVICES TO YOUNG PEOPLE.</p>	<p>POLICIES REMOVED FROM POLICY MANUAL AND WEBSITE. RECOMMEND DELETION.</p>
ROC20/76598	LUKE GIBSON	<p>OCM-20/10/20 - PURCHASE OF 27 (LOT 100) HYLAND STREET BASSENDEAN MOVED CR HAMILTON SECONDED CR GANGELL THAT COUNCIL AGREES TO PURCHASE 27 (LOT 100) HYLAND STREET BASSENDEAN.</p>	<p>TRANSACTION FINALISED. RECOMMEND DELETION.</p>
ROC19/66661	LUKE GIBSON	<p>OCM-13/04/19 - ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD ON 13 MARCH 2019 MOVED CR WILSON SECONDED CR BROWN THAT: 1.COUNCIL RECEIVES THE REPORT ON A MEETING OF THE ECONOMIC DEVELOPMENT COMMITTEE HELD ON 13 MARCH 2019; AND 2.THE DRAFT ECONOMIC DEVELOPMENT STRATEGY BE PRESENTED TO A CONCEPT WORKSHOP FOR CONSIDERATION.</p>	<p>COUNCILLORS WERE PROVIDED A DETAILED UPDATE ON ECONOMIC DEVELOPMENT MATTERS WITHIN THE COUNCILLOR BULLETIN OF 4 DECEMBER 2020. THAT UPDATED RECOMMENDED THAT THAT THE DRAFT ECONOMIC DEVELOPMENT STRATEGY PROJECT BE DISCONTINUED AND THE THREE</p>

			<p>APPLICABLE OUTSTANDING RESOLUTIONS OF COUNCIL (INCLUDING THIS ONE) BE DELETED.</p>
ROC20/77279	LUKE GIBSON	<p>OCM-10/11/20 - DRAFT AMENDED LOCAL PLANNING POLICY NO. 7 – COMMERCIAL AND MIXED USE DEVELOPMENT (FINAL ADOPTION) MOVED CR WILSON SECONDED CR HAMILTON THAT COUNCIL PURSUANT TO CLAUSE 4(3) OF SCHEDULE 2 OF THE PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 ADOPTS DRAFT LOCAL PLANNING POLICY NO. 7 – COMMERCIAL AND MIXED USE DEVELOPMENT (AS AMENDED FOLLOWING ADVERTISING) AS CONTAINED IN THE ATTACHMENT.</p>	<p>POLICY ADOPTED BY COUNCIL. RECOMMEND DELETION</p>
ROC20/77289	LUKE GIBSON	<p>OCM-24/11/20 USE OF THE BASSENDEAN SENIORS AND COMMUNITY CENTRE KITCHEN FOR THE COMMUNITY KITCHEN PILOT PROGRAM MOVED CR MCLENNAN SECONDED CR HAMILTON THAT COUNCIL: 1.DISCONTINUE THE COMMUNITY KITCHEN PILOT PROGRAM; 2.ADVISE MR GRAU THAT ANY FUTURE USE OF THE COMMERCIAL KITCHEN WILL BE SUBJECT TO (I) THE TOWN'S STANDARD ARRANGEMENTS FOR THE HIRE OF COMMUNITY FACILITIES INCLUDING THE PAYMENT OF THE APPLICABLE FEES AND CHARGES RELATING TO COMMUNITY USAGE AND (II) ACQUIRING ALL RELEVANT HEALTH APPROVALS ; AND 3.CLASSIFY THE COMMERCIAL KITCHEN AT 50 OLD PERTH ROAD BASSSENDEAN AS A SMALL ROOM HIRE AS PER THE 2020/21 FEES AND CHARGES.</p>	<p>THE TOWN ADVISED MR GRAU OF COUNCIL'S RESOLUTION TO DISCONTINUE THE PILOT PROGRAM OF USING THE KITCHEN AT NO COST AND THAT THE RELEVANT FEES AND CHARGES WILL APPLY. RECOMMEND DELETION.</p>
ROC18/64881	LUKE GIBSON	<p>OCM-15/12/18 - ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD ON 4 DECEMBER 2018 MOVED CR GANGELL SECONDED CR MYKYTIUK THAT COUNCIL: 1.IDENTIFY SUPPORT FOR TRAINEESHIP/APPRENTICESHIP PROGRAMMES FOR BUSINESSES AS PART OF THE NEW ECONOMIC DEVELOPMENT STRATEGY; 2.RECEIVES A REVIEW OF ITS POLICIES: A.ASSESSING THEIR IMPACT ON LOCAL BUSINESS; AND B.RECOMMENDS "BUSINESS FRIENDLY" POLICES THAT DRIVE INVESTMENT AND SUPPORT THE LOCAL ECONOMY; 3.REVIEWS ITS EVENT SPONSORSHIP PROGRAMME TO ENCOURAGE LOCAL CONTENT; AND 4.RECEIVES THE REPORT ON A MEETING OF THE ECONOMIC DEVELOPMENT COMMITTEE HELD ON 4 DECEMBER 2018.</p>	<p>COUNCILLORS WERE PROVIDED A DETAILED UPDATE ON ECONOMIC DEVELOPMENT MATTERS WITHIN THE COUNCILLOR BULLETIN OF 4 DECEMBER 2020. THAT UPDATED RECOMMENDED THAT THAT THE DRAFT ECONOMIC DEVELOPMENT STRATEGY PROJECT BE DISCONTINUED AND THE THREE APPLICABLE OUTSTANDING RESOLUTIONS OF COUNCIL (INCLUDING THIS ONE) BE DELETED.</p>
ROC20/78183	PAUL WHITE	<p>OCM-12/12/20 - INFORMATION AND COMMUNICATIONS TECHNOLOGY STRATEGY FOR 2020 TO 2025 MOVED CR HAMILTON SECONDED CR WILSON THAT: 1.COUNCIL RECEIVES THE TOWN OF BASSENDEAN ICT STRATEGY 2020 – 2025 AS ATTACHED TO THIS REPORT; 2.THE ADMINISTRATION BE REQUESTED TO REVIEW THE ICT STRATEGIC PLAN ANNUALLY TO INVESTIGATE OPPORTUNITIES TO FAST TRACK KEY PROJECTS; AND 3.PROVIDE AN ANNUAL REPORT TO COUNCIL ON THOSE KEY PROJECTS THAT MAY BE ADVANCED MORE QUICKLY WITH ASSOCIATED COSTINGS FOR CONSIDERATION BY COUNCIL.</p>	<p>THE ICT STRATEGIC PLAN WILL BE REVIEWED ANNUALLY INCLUDING KEY PROJECTS AND ASSOCIATED COSTINGS. RECOMMEND DELETION.</p>

ROC20/77282	PAUL WHITE	<p>OCM-13/11/20 - ANNUAL BUDGET 2020/21 – NOVEMBER REVIEW MOVED CR MACWILLIAM SECONDED CR WILSON THAT COUNCIL ADOPTS THE NOVEMBER BUDGET REVIEW AS OUTLINED IN THIS REPORT AND DETAILED IN THE ATTACHED LIST OF PROPOSED BUDGET AMENDMENTS.</p>	<p>NFA - RECOMMEND DELETION</p>
ROC20/77285	PAUL WHITE	<p>OCM-17/11/20 - AUDIT AND GOVERNANCE COMMITTEE MEETING HELD ON 4 NOVEMBER 2020 MOVED CR HAMILTON SECONDED CR MACWILLIAM THAT COUNCIL: 1.GRANTS A 50% RATE CONCESSION TO WESTCARE FOR THE PROPERTY AT 28 HANWELL WAY BASSENDEAN FOR 2020/21 AND 2021/22; AND 2.RECEIVES THE REPORT ON THE AUDIT AND GOVERNANCE COMMITTEE MEETING HELD ON 4 NOVEMBER 2020.</p>	<p>NFA - RECOMMEND DELETION</p>

ROC20/78182	SYED AHMED	<p>OCM-11/12/20 - TOWN OF BASSENDEAN PURCHASING POLICY MOVED CR WILSON SECONDED BARTY THAT: 1.COUNCIL REVOKES COUNCIL PURCHASING POLICY 6.14; AND 2.COUNCIL ADOPTS COUNCIL PURCHASING POLICY AS ATTACHED TO THIS REPORT WITH THE FOLLOWING AMENDMENTS: A.INSERT IMMEDIATELY AFTER THE SUB-HEADING 5.2.1 ABORIGINAL BUSINESSES: "THE TOWN IS NOT REQUIRED TO PUBLICLY INVITE TENDERS IF THE GOODS OR SERVICES ARE SUPPLIED BY A NOONGAR BUSINESS REGISTERED WITH THE NOONGAR CHAMBER OF COMMERCE AND INDUSTRY WHERE CONSIDERATION UNDER THE CONTRACT IS \$250000 OR LESS"; AND B.INSERT IMMEDIATELY BEFORE THE SUB-HEADING 5.1 ENVIRONMENTALLY SUSTAINABLE PROCUREMENT: "WHERE A QUALITATIVE CRITERION FOR SUSTAINABLE PROCUREMENT HAS BEEN INCLUDED AS PART OF AN RFQ OR RFT PROCESS A PRICE TOLERANCE WILL BE APPLIED DURING PRICE EVALUATION TO SUPPLIERS OF GOODS AND SERVICES THAT DEMONSTRATE THE HIGHEST EVALUATION FOR THAT CRITERION. THE PRICE TOLERANCE WILL BE UP TO TEN (10) PER CENT FOR AN RFQ AND UP TO FIVE (5) PER CENT FOR AN RFT". 3.STAFF PROVIDE A REPORT TO COUNCIL ON THE OPERATION OUTCOMES AND BENEFITS OF THE NEW PURCHASING POLICY WITHIN 2 YEARS OF IMPLEMENTATION OF THE POLICY.</p>	<p>Ordinary Council Agenda Attachments Feb 2020 Page 3 of 10 POLICY MANUAL AND WEBSITE UPDATED. RECOMMEND DELETION</p>
ROC20/77283	YVONNE ZAFFINO	<p>OCM-14/11/20 - MEETING SCHEDULE FOR 2021 - COUNCIL MEETINGS BRIEFING SESSIONS COMMITTEE MEETINGS AND CITIZENSHIP CEREMONIES. MOVED CR QUINTON SECONDED CR MACWILLIAM THAT COUNCIL ENDORSES THE MEETING DATES AND CITIZENSHIP CEREMONIES FOR 2021 SHOWN IN THE OFFICER REPORT</p>	<p>MEETING SCHEDULE FOR 2021 ADVERTISED. RECOMMEND DELETION</p>

ATTACHMENT NO. 11

COMPLAINT ABOUT ALLEGED BREACH FORM

Code of conduct for Council Members, Committee Members and Candidates

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

- NOTE:** A complaint about an alleged breach must be made —
- (a) in writing in the form approved by the local government
 - (b) to an authorised person
 - (c) within one month after the occurrence of the alleged breach.

Name of person who is making the complaint:
Name: _____ <div style="display: flex; justify-content: space-around;"><u>Given Name(s)</u><u>Family Name</u></div>

Contact details of person making the complaint:
Address: _____
Email: _____
Contact number: _____

Name of the local government (city, town, shire) concerned:

Name of Council Member, Committee Member, Candidate alleged to have committed the breach:

State the full details of the alleged breach. Attach any supporting evidence to your complaint form.

Date of alleged breach:
_____ / _____ / 20

SIGNED:
Complainant's signature:
Date of signing: _____ / _____ / 20_____

Received by Authorised Officer
Authorised Officer's Name:
Authorised Officer's Signature:
Date received: _____ / _____ / 20_____

NOTE TO PERSON MAKING THE COMPLAINT:

This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

Signed complaint form is to be forwarded to:

**The Chief Executive Officer
Town of Bassendean
35 Old Perth Road
BASSENDEAN WA 6054**

or by email to

mail@bassendean.wa.gov.au marked to the attention of the CEO.

ATTACHMENT NO. 12

TOWN OF BASSENDEAN
MINUTES
AUDIT AND GOVERNANCE COMMITTEE
WEDNESDAY 10 FEBRUARY 2021, 5.32PM

In accordance with regulation 12(2) and 14D of the *Local Government (Administration) Regulations 1996*, that due to the public health emergency arising from the COVID-19 Pandemic, the Audit and Governance Committee was held by electronic means.

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member opened the meeting, welcomed all those in attendance and conducted an Acknowledgement of Country.

2.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

The Presiding Member advised that this was an additional meeting. The next meeting will be held on 10 March 2021.

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Members

Cr Hilary MacWilliam, Presiding Member
Cr Kathryn Hamilton
Martin Le Tessier, Community Representative
Elliott Brannen, Community Representative

Staff/Consultants

Paul White, Director Corporate Services
Elizabeth Kania, Manager Governance and Strategy
Krushna Hirani, RSM
Alasdair Whyte, RSM
Jay Teichert, Office of the Auditor General
Ron Back, Financial Advisor
Amy Holmes, Minute Secretary

Apologies

Cr McLennan
Cr Barty

4.0 DECLARATIONS OF INTEREST

Nil

5.0 PRESENTATIONS OR DEPUTATIONS

Nil

6.0 CONFIRMATION OF MINUTES

6.1 Audit and Governance Meeting held on 4 November 2020

OFFICER RECOMMENDATION – ITEM 6.1

That the minutes of the Audit and Governance Committee meeting held on 4 November 2020, be confirmed as a true record.

The Presiding Member advised that the Minutes will be confirmed at the next meeting on 10 March 2021.

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

8.0 REPORTS

Item No. 8.1	Audited Annual Financial Statements for the Year Ended 30 June 2020
Property Address (if applicable)	N/A
Landowner/Applicant (if applicable)	N/A
File Ref/ROC	FINM/AUD/7
Previous Council Reports (if applicable)	N/A
Directorate	Corporate Services
Authority/Discretion	<input type="checkbox"/> <input checked="" type="checkbox"/>

<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input checked="" type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act</i> , <i>Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 2	2A - 2019/20 Audited Annual Financial Statements 2B - Major Variances between the 2019/20 Budget and Actual amounts 2C Audit Closing Report for the year ended 30 June 2020 2D Audit Planning Memorandum for the year ended 30 June 2020
Confidential Attachment No. 1	Confidential: Findings Identified during the Audit (Management Letter)

Purpose

The purpose of this report is to submit for review the Audited Annual Financial Statements and the Audit Closing Report for the year ended 30 June 2020.

The Auditor General will issue the final Audit Report following review of the Audited Annual Financial Statements by the Committee.

The recommendations in this report are subject to the Auditor General issuing an unqualified audit opinion.

Background

The Instrument of Appointment and Delegation for the Committee ("Instrument") provides that the Committee has the authority of Council to:

- *Review the internal and external auditor's annual audit plans and the outcomes/results of all audits undertaken;*
- *Formally meet with the Town's appointed internal and external auditor as necessary;*
- *Ensure that any matters raised by the internal and external audit that require action are actioned; and*
- *Advise Council on any or all of the above as deemed necessary.*

Further, the responsibilities of the Committee include:

- *Review significant accounting and reporting issues, including complex or unusual transactions and highly judgmental areas, and recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the financial report;*
- *Review with management and the internal and/or external auditors the results of the audit, including any difficulties encountered;*
- *Review the annual financial report and performance report of the Town of Bassendean and consider whether it is complete, consistent with information known to AG committee members, and reflects appropriate accounting principles;*
- *Review with management and the internal and/or external auditors all matters required to be communicated to the AG committee under the Australian Auditing Standards; and*
- *Review the draft Annual Financial Statements and recommend the adoption of the Annual Financial Statements to Council, in accordance with the timeframes as prescribed.*

The Town received the 2019/20 Audited Annual Financial Statements and Audit Closing Report on 4 February 2021 and 3 February 2021, respectively.

The audit process for 2019/20 was protracted, mainly due to the following factors:

- The late start to the interim audit, which meant that the Town's limited staff were spread across the interim audit and the 2020/21 annual budget process at the same time;
- The introduction of new income recognition standards AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of Not-for Profit Entities, and changes to AASB Leases, all effective from 1 July 2019. Due a range of factors, these standards were not able to be fully assessed and implemented prior to 30 June 2020;
- Changes initiated by the Department of Local Government, Sport and Cultural Industries to the Local Government (Financial Management) Regulations 1996, gazette on 6 November 2020 with retrospective application to the year ended 30 June 2020.

This resulted in delays bringing the 2019/20 Audited Annual Financial Statements to this Committee and ultimately to Council and a delay to the general meeting of electors.

Finally, the manner in which the audit was conducted placed considerable pressure on the Town's resources and caused stress to the Town's Finance staff. The Town will continue to work with RSM Australia to improve the audit process for 2020/21.

Proposal

That the Audit and Governance Committee:

- Reviews the Audit Closing Report for the year ended 30 June 2020; and
- Reviews the 2019/20 Audited Financial Statements; and
- Recommends adoption by Council of the 2019/20 Audited Financial Statements, subject to the Auditor General issuing an unqualified audit opinion.

Communication and Engagement

The Town and its auditors RSM Australia engaged in regular communication during the conduct of the audit.

Strategic Implications

Priority Area 6: Providing Visionary Leadership and Making Great Decisions

Direction	Potential Strategies	What Success Looks Like
Reinforce a culture of collaboration, trust and demarcation between Council, administration and the community	<ul style="list-style-type: none"> • Build understanding and support for the vision and Strategic Community Plan • Demonstrate clear connections between the Strategic Community Plan, project and business as-usual services and operations • Create an organisational culture of performance, innovation and excellence • Develop shared values between Council, administration and the community 	<p>SHORT TERM</p> <ul style="list-style-type: none"> • Openness and transparency of decision making • Enhanced staff morale • Staff have appropriate strategic direction • Agreement on the link between projects and Strategic Community Plan • General alignment regarding values

Comment

The audit for the 2019/20 financial year has been completed and provides an overview of the financial activities of the Town of Bassendean for the 2019/20 year.

2019/20 Closing Surplus

The estimated closing surplus at 30 June 2020 was anticipated to be \$745,317. Following the conclusion of the financial year and the completion of the Annual Audit, the actual closing surplus for the 2019/20 financial year was \$796,267.

A list of the major variances between the 2019/20 Budget and Actual amounts are included as an attachment to the Agenda.

RSM Australia made one significant finding and two moderate findings from the final audit:

- Revenue recognition standards (significant);

- Fixed asset capitalisation dates (moderate); and
- Management of annual leave (moderate).

These are detailed further in the attached document, Findings Identified During the Audit, with management comments to the auditor. Management has accepted the findings and has or will introduce measures to address those findings.

RSM Australia also reported indicators of significant adverse trends, being the Asset Sustainability Ratio and Operation Surplus Ratio, which have been below the Department of Local Government, Sport and Cultural Industries standard for the last three years.

The Town is aware of the continuing adverse movement in these two ratios, the reversal of which requires a whole of Town approach to asset management and long-term financial and operational planning. The Town is presently conducting a comprehensive review of its asset management plans and its long-term financial plan and will endeavor to identify opportunities for capital renewal and replacement in the coming years. The Town will continue to explore further sources of own source revenue and is closely managing operating expenditure.

The Town will prepare a report for the Minister for Local Government to address the two ratios, being a significant issue under section 7.12A(4) of the Act. The draft report to the Minister will be tabled at the next meeting of the Committee.

Statutory Requirements

The Local Government (Audit) Regulations 1996 sets out some functions of an Audit Committee, including Regulation 16(e):

“to support the auditor of the local government to conduct an audit and carry out the auditor’s other duties under the Act in respect of the local government”.

The Audit Regulations require the CEO to provide certain documents to the Auditor General (Regulation 9A).

The Audit Regulations specify requirements for the auditor’s report (Regulation 10), including a requirement for the auditor’s report to be forwarded to the Mayor, CEO and Minister for Local Government within 30 days of completing the audit.

The Section 6.4 of the *Local Government Act 1995* requires a local government to prepare an annual financial report and to submit accounts to its auditor (Section 6.4):

- 1) *A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.*
- 2) *The financial report is to –*
 - a) *be prepared and presented in the manner and form prescribed; and*

- b) contain the prescribed information.*
- 3) *By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor-*
 - a) The accounts of the local government, balanced up to the last day of the preceding financial year;*
 - b) The annual financial report of the local government for the preceding financial year.*

Local Government (Financial Management) Regulations 1996 detail the requirements for a financial report prepared in compliance with section 6.4 of the Act.

Part 7 of the Act contains various audit provisions, including Division 3 which governs the conduct of the audit including the right of access to accounts and documents of the local government. Section 7.9 states:

An auditor is required to examine the accounts and annual financial report submitted for audit and, by the 31 December next following the financial year to which the accounts and report relate or such later date as may be prescribed, to prepare a report thereon and forward a copy of that report to —

- a) the mayor or president; and*
- b) the CEO of the local government; and*
- c) the Minister.*

Division 4 of Part 7 of the Act governs duties of local governments, including the requirement to assist the auditor carry out their duties and, relevantly, the requirement to prepare a report to the Minister to address any matters identified as significant by the auditor (section 7.12A(4)).

Financial Considerations

Funding to meet the costs associated with the 2020 final audit exists in the 2020/21 annual budget.

Risk Management Implications

The Town has not yet received the audit opinion from the Auditor General.

RSM Australia will recommend to the Auditor General that an unqualified audit opinion be issued on the financial statements, meaning RSM Australia considers the annual financial report was based on proper accounts and records and fairly represents, in all material respects, the results of the operations of the Town for the year ended 30 June 2020 and its financial position at the end of that period.

There is a risk that the Auditor General will form a different opinion to that formed by RSM Australia.

The Director Corporate Services advised that the Town has accepted the findings of RSM Australia and a response has been provided. The signed financial statements and management letter will be returned to RSM.

Committee/Officer Recommendation – Item 8.1
AGC-1/02/21

MOVED Cr MacWilliam, Seconded Martin Le Tessier, that the Audit and Governance Committee recommends that Council:

1. Receives the Audit Closing Report for the year ended 30 June 2020; and
2. Adopts the 2019/20 Audited Annual Financial Statements, subject to the Auditor General issuing an unqualified audit opinion.

CARRIED UNANIMOUSLY 4/0

9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Nil

11.0 CONFIDENTIAL BUSINESS

Nil

12.0 CLOSURE

The next Audit and Governance Committee meeting is to be held on Wednesday 10 March 2021, commencing at 5.30pm.

There being no further business, the Presiding Member closed the meeting at 5.56pm.

ATTACHMENT NO. 13



FINANCIAL STATEMENTS

FOR THE PERIOD ENDED

31 December 2020

TOWN OF BASSENDEAN

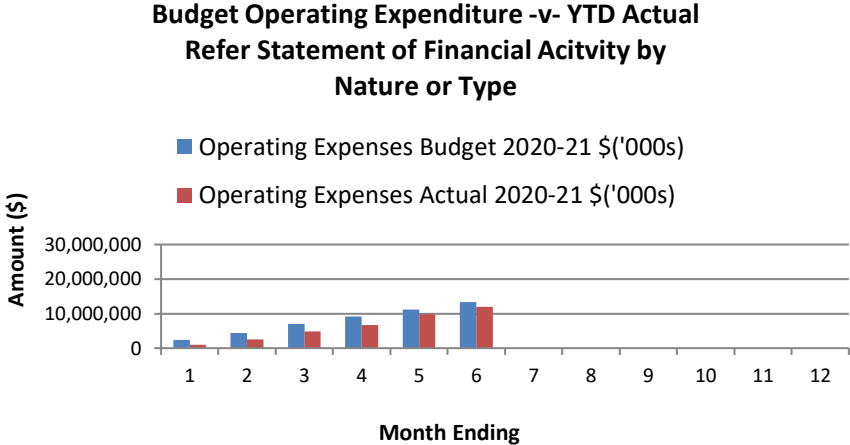
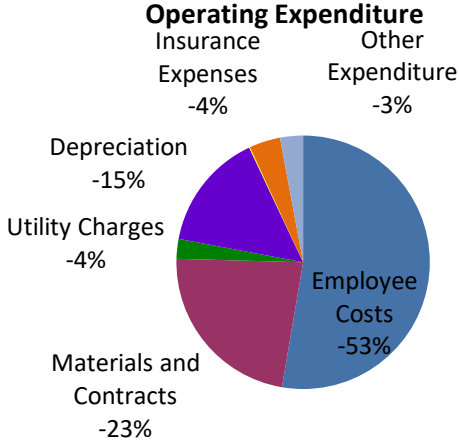
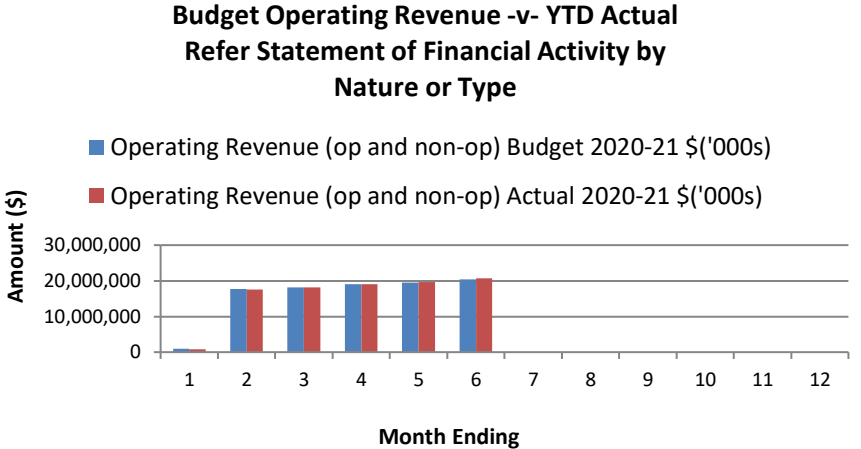
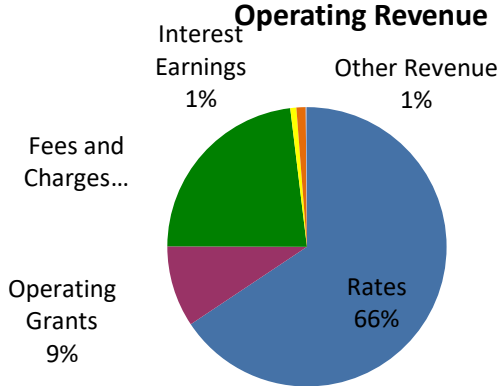
MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 December 2020

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**Town of Bassendean
Information Summary
For the Period Ended 31 December 2020**



TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 December 2020

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
		\$	\$	\$	%
Opening Funding Surplus(Deficit)	3	745,317	745,317	796,267	6.84%
Revenue from operating activities					
Governance		35,375	31,198	26,456	(15.20%)
General Purpose Funding - Rates	2	13,480,660	13,455,662	13,481,210	0.19%
General Purpose Funding - Other		793,178	480,257	422,550	(12.02%)
Law, Order and Public Safety		114,110	64,498	59,908	(7.12%)
Health		2,835,170	2,869,839	2,874,298	0.16%
Education and Welfare		5,046,381	2,920,607	3,132,921	7.27%
Community Amenities		112,300	76,156	156,360	105.32%
Recreation and Culture		186,812	72,957	121,467	66.49%
Transport		104,081	84,550	97,099	14.84%
Economic Services		78,222	54,070	102,926	90.36%
Other Property and Services		103,771	51,798	60,902	17.58%
		22,890,060	20,161,592	20,536,097	1.86%
Expenditure from operating activities					
Governance		(1,014,745)	(553,992)	(485,929)	12.29%
General Purpose Funding		(893,276)	(461,587)	(437,659)	5.18%
Law, Order and Public Safety		(716,355)	(358,010)	(301,204)	15.87%
Health		(3,910,909)	(1,845,700)	(1,573,546)	14.75%
Education and Welfare		(5,986,717)	(3,040,662)	(2,816,629)	7.37%
Community Amenities		(1,495,045)	(662,250)	(613,168)	7.41%
Recreation and Culture		(5,962,215)	(3,013,259)	(2,612,968)	13.28%
Transport		(6,305,828)	(3,148,672)	(2,837,704)	9.88%
Economic Services		(549,407)	(270,223)	(217,914)	19.36%
Other Property and Services		(63,000)	(54,990)	(33,492)	39.09%
		(26,897,497)	(13,409,345)	(11,930,213)	11.03%
Operating activities excluded from budget					
Add back Depreciation		3,559,374	1,794,316	1,793,651	(0.04%)
Adjust (Profit)/Loss on Asset Disposal		301,505	(30,000)	(30,000)	0.00%
Movement in Leave Reserve		2,706	2,706	2,801	3.50%
Amount attributable to operating activities		(143,852)	8,519,269	10,372,336	
Investing Activities					
Non-operating Grants, Subsidies and Contributions					
Proceeds from Disposal of Assets	10	1,837,947	228,709	204,209	(10.71%)
Land and Buildings	8	1,515,000	1,592,273	1,592,273	0.00%
Infrastructure Assets - Roads	8	(1,500,504)	(1,136,500)	(762,572)	32.90%
Infrastructure Assets - Footpaths	8	(1,834,854)	(1,590,115)	(1,220,675)	23.23%
Infrastructure Assets - Other	8	(184,531)	(51,000)	-	100.00%
Infrastructure Assets - Drainage	8	(1,856,166)	(927,393)	(30,561)	96.70%
Plant and Equipment	8	(319,718)	(184,471)	-	100.00%
Furniture and Equipment	8	(76,000)	(25,960)	-	100.00%
		(643,574)	(496,078)	(237,539)	52.12%
Amount attributable to investing activities		(3,062,400)	(2,590,535)	(454,865)	
Financing Activities					
Self-Supporting Loan Principal		24,130	11,865	11,865	0.00%
Transfer from Reserves	5	4,158,458	700,000	700,000	0.00%
Repayment of Borrowings	4	(97,006)	(47,735)	(47,735)	0.00%
Transfer to Reserves	5	(1,620,000)	(1,029,382)	(1,029,382)	0.00%
Amount attributable to financing activities		2,465,582	(365,252)	(365,252)	
Closing Funding Surplus(Deficit)	3	4,647	6,308,800	10,348,486	

TOWN OF BASSENDEAN

STATEMENT OF FINANCIAL ACTIVITY

(By Nature or Type)

For the Period Ended 31 December 2020

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
		\$	\$	\$	%
Opening Funding Surplus (Deficit)	3	745,317	745,317	796,267	6.84%
Revenue from operating activities					
Rates	2	13,480,660	13,455,662	13,481,210	0.19%
Operating Grants, Subsidies and Contributions		2,619,115	1,712,178	1,931,789	12.83%
Fees and Charges		6,031,127	4,547,157	4,729,501	4.01%
Interest Earnings		285,208	143,377	144,774	0.97%
Other Revenue		441,131	273,218	218,822	(19.91%)
Profit on Disposal of Assets	10	32,819	30,000	30,000	
		22,890,060	20,161,592	20,536,097	1.86%
Expenditure from operating activities					
Employee Costs		(13,476,198)	(6,644,388)	(6,284,793)	5.41%
Materials and Contracts		(7,327,227)	(3,618,100)	(2,715,401)	24.95%
Utility Charges		(696,582)	(357,593)	(300,634)	15.93%
Depreciation on Non-Current Assets		(3,559,374)	(1,794,316)	(1,793,651)	0.04%
Interest Expenses		(32,689)	(17,106)	(14,166)	17.19%
Insurance Expenses		(492,162)	(482,298)	(472,401)	2.05%
Other Expenditure		(978,941)	(495,544)	(349,166)	29.54%
Loss on Disposal of Assets	10	(334,324)	-	-	
		(26,897,497)	(13,409,345)	(11,930,213)	11.03%
Operating activities excluded from budget					
Add back Depreciation		3,559,374	1,794,316	1,793,651	(0.04%)
Adjust (Profit)/Loss on Asset Disposal		301,505	(30,000)	(30,000)	0.00%
Movement in Leave Reserve		2,706	2,706	2,801	3.50%
Amount attributable to operating activities		(143,852)	8,519,269	10,372,337	
Investing activities					
Grants, Subsidies and Contributions		1,837,947	228,709	204,209	(10.71%)
Proceeds from Disposal of Assets	10	1,515,000	1,592,273	1,592,273	0.00%
Land and Buildings	8	(1,500,504)	(1,136,500)	(762,572)	32.90%
Infrastructure Assets - Roads	8	(1,834,854)	(1,590,115)	(1,220,675)	23.23%
Infrastructure Assets - Footpaths	8	(184,531)	(51,000)	-	100.00%
Infrastructure Assets - Other	8	(1,856,166)	(927,393)	(30,561)	96.70%
Infrastructure Assets - Drainage	8	(319,718)	(184,471)	-	100.00%
Plant and Equipment	8	(76,000)	(25,960)	-	100.00%
Furniture and Equipment	8	(643,574)	(496,078)	(237,539)	52.12%
Amount attributable to investing activities		(3,062,400)	(2,590,535)	(454,865)	
Financing Activities					
Self-Supporting Loan Principal		24,130	11,865	11,865	0.00%
Transfer from Reserves	7	4,158,458	700,000	700,000	0.00%
Repayment of Borrowings	4	(97,006)	(47,735)	(47,735)	0.00%
Transfer to Reserves	7	(1,620,000)	(1,029,382)	(1,029,382)	0.00%
Amount attributable to financing activities		2,465,582	(365,252)	(365,252)	
Closing Funding Surplus (Deficit)	3	4,647	6,308,799	10,348,486	

Town of Bassendean
STATEMENT OF FINANCIAL POSITION
For the Period Ended 31 December 2020

	2020-21	2019-20
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	19,191,083	13,223,484
Trade and other receivables	4,975,206	1,762,273
Inventories	1,029	9,037
Other assets	-	41,240
TOTAL CURRENT ASSETS	<u>24,167,318</u>	<u>15,036,035</u>
NON-CURRENT ASSETS		
Financial assets	124,637	124,637
Trade and other receivables	494,248	506,113
Property, plant and equipment	56,058,941	56,339,210
Infrastructure	105,054,599	105,286,633
Right of use assets	318,281	318,281
Investment in Associate	7,852,617	7,852,617
TOTAL NON-CURRENT ASSETS	<u>169,903,320</u>	<u>170,427,489</u>
TOTAL ASSETS	<u>194,070,638</u>	<u>185,463,524</u>
CURRENT LIABILITIES		
Trade and other payables	5,566,700	5,574,582
Contract liabilities	310,504	455,426
Lease liabilities	152,712	152,712
Borrowings	49,271	97,006
Employee related provisions	2,255,729	2,258,170
TOTAL CURRENT LIABILITIES	<u>8,334,917</u>	<u>8,537,896</u>
NON-CURRENT LIABILITIES		
Contract liabilities	29,286	29,286
Lease liabilities	167,151	167,151
Borrowings	452,310	452,310
Employee related provisions	215,344	215,344
TOTAL NON-CURRENT LIABILITIES	<u>864,090</u>	<u>864,090</u>
TOTAL LIABILITIES	<u>9,199,007</u>	<u>9,401,986</u>
NET ASSETS	<u>184,871,631</u>	<u>176,061,538</u>
EQUITY		
Retained surplus	35,397,428	26,916,717
Reserves - cash backed	6,489,070	6,159,688
Revaluation surplus	142,985,133	142,985,132
TOTAL EQUITY	<u>184,871,631</u>	<u>176,061,538</u>

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

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2020

Statement of Financial Position Detailed	2020/2021 \$	2019/2020 \$
CASH AND CASH EQUIVALENTS		
Unrestricted	9,872,363	4,050,777
Restricted	9,318,720	9,172,708
	<u>19,191,083</u>	<u>13,223,484</u>
The following restrictions have been imposed by regulations or other externally imposed requirements:		
Employee Entitlements Reserve	235,026	232,226
Plant & Equipment Reserve	376,245	373,872
Community Facilities Reserve	54,889	54,568
Land & Building Infrastructure Reserve	2,232,144	1,921,462
Waste Management Reserve	1,399,996	1,393,497
Wind in the Willows Childcare Reserve	40,972	40,683
Aged Persons Reserve	564,163	560,864
Youth Development Reserve	29,921	29,746
Underground Power Reserve	86,356	85,851
Drainage Infrastructure Reserve	127,269	126,402
Street Tree Reserve	93,408	92,670
Bus Shelter Reserve	21,751	21,623
Information Technology Reserve	200,000	200,000
Future Projects Reserve	511,708	511,708
HACC Assets Replacement	114,790	114,083
Unspent Grants Reserve	400,432	400,432
Hyde Retirement Village Retention Bonds	200,872	218,450
Other Bonds & Deposits	2,288,988	2,309,859
Contract Liabilities from contracts with customers	339,790	484,712
	<u>9,318,720</u>	<u>9,172,708</u>
TRADE AND OTHER RECEIVABLES		
Current		
Rates Outstanding	5,046,420	1,223,711
Sundry Debtors - General	372,579	178,957
GST Receivable	18,735	222,238
Accrued Interest	4,483	12,105
Sundry Debtors - SSL	24,130	24,130
Long Service Leave Due from Other Councils	101,132	101,132
Proceeds from Disposal	(592,273)	-
	<u>4,975,206</u>	<u>1,762,273</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2020

	2020/2021	2019/2020
	\$	\$
Statement of Financial Position Detailed		
Non-Current		
Rates Outstanding - Pensioners	325,083	325,083
Loans - Clubs/Institutions	169,165	181,030
	<u>494,248</u>	<u>506,113</u>
FINANCIAL ASSETS		
Investments - Government House	<u>124,637</u>	<u>124,637</u>
INVESTMENT IN ASSOCIATE		
Investments- EMRC	<u>7,852,617</u>	<u>7,852,617</u>
INVENTORIES		
Current		
Fuel and Materials	1,029	9,037
	<u>1,029</u>	<u>9,037</u>
OTHER ASSETS		
Current		
Prepayments	-	41,240
	<u>-</u>	<u>41,240</u>
PROPERTY, PLANT AND EQUIPMENT		
Land and Buildings		
Land	36,381,646	36,381,646
- Less Disposals	(970,000)	
- Additions	701,376	-
	<u>36,113,022</u>	<u>36,381,646</u>
Buildings	26,823,688	26,275,931
- Additions	61,196	547,758
Less: accumulated depreciation	(9,026,223)	(8,773,190)
	<u>17,858,661</u>	<u>18,050,499</u>
Total Land and Buildings	<u>53,971,682</u>	<u>54,432,145</u>
Furniture and Equipment	1,050,861	446,515
- Additions	237,539	604,346
Less Accumulated Depreciation	(218,006)	(200,323)
	<u>1,070,393</u>	<u>850,538</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2020

	2020/2021	2019/2020
	\$	\$
Statement of Financial Position Detailed		
Plant and Equipment	2,646,459	2,627,975
- Additions	-	37,975
- Less Disposals	-	(19,491)
Less Accumulated Depreciation	<u>(1,692,214)</u>	<u>(1,652,551)</u>
	954,245	993,908
Art Works	62,620	62,620
	<u>62,620</u>	<u>62,620</u>
	<u>56,058,941</u>	<u>56,339,210</u>
INFRASTRUCTURE		
Roads	85,249,199	84,599,588
- Additions	1,220,675	649,611
Less Accumulated Depreciation	<u>(20,350,322)</u>	<u>(19,599,139)</u>
	66,119,552	65,650,060
Footpaths	10,378,616	10,332,111
- Additions	-	46,506
Less Accumulated Depreciation	<u>(3,850,706)</u>	<u>(3,727,755)</u>
	6,527,910	6,650,862
INFRASTRUCTURE		
Drainage	40,496,204	40,475,300
- Additions	-	20,905
Less Accumulated Depreciation	<u>(18,960,769)</u>	<u>(18,660,758)</u>
	21,535,435	21,835,447
Parks & Ovals	18,491,383	18,392,206
- Additions	30,561	99,177
Less Accumulated Depreciation	<u>(7,650,243)</u>	<u>(7,341,118)</u>
	10,871,701	11,150,265
	<u>105,054,599</u>	<u>105,286,633</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2020

Statement of Financial Position Detailed	2020/2021	2019/2020
	\$	\$
RIGHT OF USE ASSETS		
Leased Furniture and Equipment	165,062	165,062
Less Accumulated Depreciation	(29,808)	(29,808)
	<u>135,254</u>	<u>135,254</u>
Leased Plant and Equipment	340,232	340,232
Less Accumulated Depreciation	(157,205)	(157,205)
	<u>183,027</u>	<u>183,027</u>
	<u>318,281</u>	<u>318,281</u>
TRADE AND OTHER PAYABLES		
Current		
Sundry Creditors	1,769,015	1,245,542
Accrued Interest on Debentures	-	2,938
Accrued Salaries and Wages	-	355,606
Rates in Advance	165,719	300,080
Deferred Revenue (Grants)	1,142,107	1,142,107
Bonds & Other Deposits	2,288,988	2,309,859
Hyde Retirement Village Bonds	200,872	218,450
	<u>5,566,700</u>	<u>5,574,582</u>
CONTRACT LIABILITIES		
Current		
Contract Liability - Current	310,504	455,426
	<u>310,504</u>	<u>455,426</u>
Non-Current		
Contract Liability - Non-Current	29,286	29,286
	<u>29,286</u>	<u>29,286</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2020

Statement of Financial Position Detailed	2020/2021	2019/2020
	\$	\$
LEASE LIABILITIES		
Current		
Lease Liability - Current	152,712	152,712
	<u>152,712</u>	<u>152,712</u>
Non-Current		
Lease Liability - Non-Current	167,151	167,151
	<u>167,151</u>	<u>167,151</u>
BORROWINGS		
Current		
Loan Liability - Current	49,271	97,006
	<u>49,271</u>	<u>97,006</u>
Non-Current		
Loan Liability - Non Current	452,310	452,310
	<u>452,310</u>	<u>452,310</u>
EMPLOYEE RELATED PROVISIONS		
Current		
Provision for Annual Leave	1,032,141	1,034,582
Provision for Long Service Leave	1,223,588	1,223,588
	<u>2,255,729</u>	<u>2,258,170</u>
Non-Current		
Provision for Long Service Leave	215,344	215,344
	<u>215,344</u>	<u>215,344</u>
RECONCILIATION		
TOTAL CURRENT ASSETS	24,167,318	15,036,035
TOTAL NON CURRENT ASSETS	169,903,320	170,427,489
TOTAL ASSETS	194,070,638	185,463,524
TOTAL CURRENT LIABILITIES	8,334,917	8,537,896
TOTAL NON CURRENT LIABILITIES	864,090	864,090
TOTAL LIABILITIES	9,199,007	9,401,986
NET ASSETS	184,871,631	176,061,538

**TOWN OF BASSENDEAN
STATEMENT OF CASH FLOWS**

	2020/21 Actual \$	2020/21 Budget \$
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts:		
Rates	11,382,760	13,680,660
Operating grants, subsidies and contributions	1,786,867	2,619,115
Fees and charges	2,677,259	6,031,127
Interest	152,396	285,208
Goods and services tax	878,017	960,483
Other revenue	218,822	441,131
	<u>17,096,121</u>	<u>24,017,724</u>
Payments:		
Employee costs	(6,674,819)	(13,411,106)
Materials and contracts	(2,142,679)	(7,354,227)
Utility charges	(300,634)	(696,582)
Interest expenses	(17,104)	(32,689)
Insurance expenses	(472,401)	(492,162)
Goods and services tax	(642,535)	(925,575)
Other expenditure	(349,166)	(978,941)
	<u>(10,599,337)</u>	<u>(23,891,282)</u>
Net cash provided by (used in) operating activities	<u>6,496,783</u>	<u>126,442</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Receipts:		
Non-operating grants, subsidies and contributions	204,209	1,837,947
Proceeds from sale of assets	1,592,273	1,515,000
Payments:		
Payments for purchase of property, plant & equipment	(1,000,111)	(2,220,078)
Payments for construction of infrastructure	(1,251,237)	(4,195,269)
Net cash provided by (used in) investment activities	<u>(454,865)</u>	<u>(3,062,400)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Receipts:		
Proceeds from self supporting loans	11,865	24,494
Transfer from Trust	(38,449)	-
Payments:		
Repayment of borrowings	(47,735)	(97,370)
Payments for principal portion of lease liabilities	-	-
Net cash provided by (used in) financing activities	<u>(74,319)</u>	<u>(72,876)</u>
Net increase (decrease) in cash held	5,967,599	(3,008,834)
Cash and cash equivalents at beginning of year	13,223,484	12,653,905
Cash and cash equivalents at the end of the year	<u>19,191,083</u>	<u>9,645,071</u>

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

**TOWN OF BASSENDEAN
NOTES TO AND FORMING PART OF THE CASHFLOW**

NOTES TO THE CASH FLOW STATEMENT

(a) Reconciliation of Cash

For the purposes of the cash flow statement, cash includes cash on hand and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to related items in the balance sheet as follows:

	2020/21 Actual \$	2020/21 Budget \$
Cash and Cash Equivalents	19,191,083	9,645,071

(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result

Net Result	8,810,093	(2,169,490)
Depreciation	1,793,651	3,559,374
(Profit)/Loss on Sale of Asset	(30,000)	301,505
(Increase)/Decrease in Receivables	(4,287,993)	200,000
(Increase)/Decrease in Inventories	8,008	(2,000)
Increase/(Decrease) in Payables & Accruals	409,674	(25,000)
Increase/(Decrease) in Employee Provisions	(2,441)	100,000
Grants/Contributions for the Development of Assets	(204,209)	(1,837,947)
Net Cash from Operating Activities	6,496,783	126,442

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 1: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget, whichever is higher than \$5000 or 10%.

⊕ More Revenue OR Less Expenditure
⊖ Less Revenue OR More Expenditure

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenue	\$	%			
Governance	(4,742)	(15%)			Within variance threshold
General Purpose Funding - Rates	25,548	0%		Timing	Interim and back rates tracking above YTD budget
General Purpose Funding - Other	(57,707)	(12%)	⊖	Timing	Timing of insurance and interest income offset by late payment fees for rates above YTD budget
Law, Order and Public Safety	(4,590)	(7%)			Within variance threshold
Health	4,459	0%			Within variance threshold
Education and Welfare	212,314	7%		Timing	WIW income and grant funding for Seniors tracking above YTD budget
Community Amenities	80,204	105%	⊕	Timing/ Permanent	Development application fees and property and zoning enquiries above YTD budget
Recreation and Culture	48,510	66%	⊕	Timing	Hall hire/reserve fees and public events income tracking above the YTD budget
Transport	12,549	15%	⊕	Timing	Income recovered for street tree damage not budgeted
Economic Services	48,856	90%	⊕	Timing	Income for building licences above budget
Other Property and Services	9,104	18%	⊕	Timing	Private works income tracking above the YTD budget and income for OPR markets to be transferred to public events income
Operating Expense	\$	%			
Governance	68,063	12%	⊕	Timing	Building maintenance and administration costs currently under the YTD budget
General Purpose Funding	23,928	5%		Timing	Timing of administration expenses
Law, Order and Public Safety	56,806	16%	⊕	Timing	Administration expenses and payment of the grant to SES
Health	272,154	15%	⊕	Timing	COVID-19 expenses, mosquito control program, waste collection charges and environmental projects currently tracking under the year to date budget
Education and Welfare	224,033	7%		Timing	WIW and Seniors salaries are under the YTD budget
Community Amenities	49,082	7%			Planning projects under the YTD budget
Recreation and Culture	400,290	13%	⊕	Timing	Projects, reserve and building maintenance under the YTD budget
Transport	310,968	10%		Timing	Maintenance programs, street lighting charges, projects and street tree program under the YTD budget
Economic Services	52,309	19%	⊕	Timing	Building employee costs and Town Centre revitalisation project under the YTD budget
Other Property and Services	21,498	39%	⊕	Timing	Plant operations and insurance claims under the YTD budget
Operating activities excluded from budget					
Depreciation	665	(0%)		Timing	Within Variance Threshold
Adjust (Profit)/Loss on Asset Disposal	0	0%			Within Variance Threshold
Capital Revenues					
Grants, Subsidies and Contributions	(24,500)	(11%)	⊖	Timing	Timing of grant payments
Proceeds from Disposal of Assets	0	0%			Within variance threshold
Capital Expenses					<i>Refer to Note 8 for Capital expenditure detail</i>
Land and Buildings	(373,928)	33%		Timing	Timing of projects/Savings
Infrastructure - Roads	(369,440)	23%		Timing	Timing of projects
Infrastructure - Footpaths	(51,000)	100%		Timing	Timing of projects
Infrastructure Assets - Other	(896,832)	97%		Timing	Timing of projects
Infrastructure Assets - Drainage	(184,471)	100%		Timing	Timing of projects
Plant and Equipment	(25,960)	100%		Timing	Timing of projects
Furniture and Equipment	(258,539)	52%		Timing	Timing of projects
Financing					
Self-Supporting Loan Principal	0	0%			Within variance threshold
Transfer from Reserves	0	0%			Within variance threshold
Repayment of Borrowings	0	0%			Within variance threshold
Transfer to Reserves	0	0%			Within variance threshold
Opening Funding Surplus(Deficit)	50,950	7%		Timing	Timing, end of year processes not complete

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 2: Rating Information	Rate in	Number of Properties	Rateable Value	YTD Actual				Annual Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
General Rate	8.3230	4,911	129,473,404	10,776,078	48,645	5,406	10,830,128	10,776,078	50,000	3,500	10,829,578
Sub-Totals		4,911	129,473,404	10,776,078	48,645	5,406	10,830,128	10,776,078	50,000	3,500	10,829,578
Minimum Payment											
Minimum Rate	1,106	2,397	28,207,128	2,651,082	-	-	2,651,082	2,651,082	-	-	2,651,082
Sub-Totals		2,397	28,207,128	2,651,082	-	-	2,651,082	2,651,082	-	-	2,651,082
Amount from General Rates		7,308	157,680,532	13,427,160	48,645	5,406	13,481,210	13,427,160	50,000	3,500	13,480,660
Totals							13,481,210				13,480,660

Comments - Rating Information

The general rates have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the local government services/facilities.

The due date for the payment of rates is the 25 September 2020, unless the option to pay by instalments is taken. Rates instalments are subject to an instalment fee of \$36 and 5.5% interest. Instalment dates for 2020/21 are:
 1st: 25 September 2020
 2nd: 27 November 2020
 3rd: 29 January 2021
 4th: 1 April 2021

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Last Years Actual Closing	Current
	30 June 2020	31 December 2020
	\$	\$
Current Assets		
Cash Unrestricted	6,435,138	12,112,153
Cash Restricted	6,159,688	6,489,070
Restricted Cash - Trust	628,659	589,860
Rates Outstanding	1,223,711	5,046,420
Sundry Debtors	304,219	497,841
GST Receivable	222,238	18,735
Accrued Interest	12,105	4,483
Prepayments	41,240	-
Inventories	9,037	1,029
	15,036,034	24,759,591
Less: Current Liabilities		
Sundry Creditors	(1,245,542)	(1,769,015)
Accrued Interest on Borrowings	(2,938)	-
Accrued Salaries and Wages	(355,606)	-
Rates in Advance	(300,080)	(165,719)
Hyde Retirement Village Bonds	(218,450)	(200,872)
Bonds and Other Deposits	(2,309,859)	(2,288,988)
Contract liabilities	(455,426)	(310,504)
Deferred Revenue	(1,142,107)	(1,142,107)
Current Employee Provisions	(2,258,170)	(2,255,729)
	(8,288,177)	(8,132,934)
Net Current Assets	6,747,857	16,626,657
Less: Cash Reserves	(6,159,688)	(6,489,070)
Less: SSL Borrowings Repayments	(24,130)	(24,130)
Plus : Liabilities funded by Cash Backed Reserves	232,226	235,026
Net Current Funding Position	796,267	10,348,486

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 4 : Information on Borrowings

	2021
	\$
(a) Borrowings	
Current	49,271
Non-current	452,310
	501,581

(b) Borrowing Repayments

Particulars	01 Jul 2020	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Budget	Actual	Annual Budget
		\$	\$	\$	\$	\$	\$
Recreation and Culture							
Loan 160A - Civic Centre Redevelopment	240,296	26,802	54,471	213,493	185,824	7,248	13,891
Loan 160B- Civic Centre Redevelopment	103,860	9,067	18,405	94,792	85,454	1,893	5,745
Self Supporting Loans-Governance							
Loan 157 - Ashfield Soccer Club	5,285	2,598	5,285	2,687	-	154	224
Loan 162 - TADWA	199,875	9,267	18,846	190,608	181,029	4,872	12,829
	549,316	47,735	97,006	501,581	452,308	14,166	32,689

(b) New Borrowings

The Town will be establishing an overdraft facility with the Western Australian Treasury Corporation as part of the COVID-19 pandemic Short-Lending Facility.

The facility is not intended to be in use as at 30 June 2021.

Council has entered into a Network Renewal Underground Program Pilot (NRUPP) Co-funding Agreement with Western Power to provide underground electricity distribution to parts of the Town.

The Town is required to make the following cash calls to Western Power under the co-funding agreement:

29 September 2021	\$1,137,264
29 September 2022	\$1,137,264
	\$2,274,528

The Town proposes to seek a loan from WATC for the full amount of the cash calls and to draw down on that loan as and when required.

(c) Unspent Borrowings

The Town has no unspent borrowings funds as at 30 June 2020 nor is it expected to have unspent borrowing funds as at 30 June 2021.

(d) Overdraft Facility

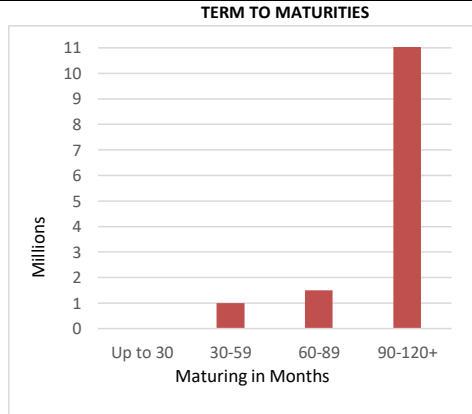
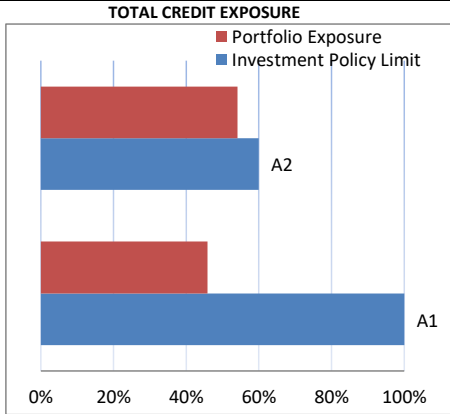
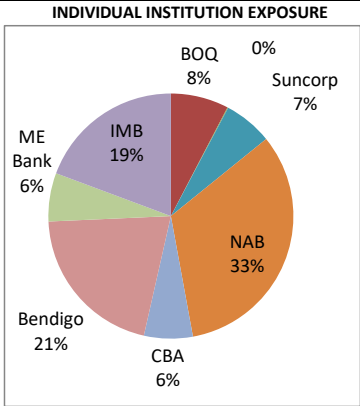
It is anticipated that this facility will not be required in the 2020/21 financial period.

**Town of Bassendean
Monthly Investment Report
For the Period Ended 31 December 2020**

Note 5 : CASH INVESTMENTS

Deposit Ref	Deposit Date	Maturity Date	S & P Rating	Institution	Term (Days)	Rate of Interest	Amount Invested (Days)				Expected Interest	
							Up to 30	30-59	60-89	90-120+		
Municipal												
745260755	4/12/2020	2/02/2021	A1	NAB	60	0.25%	-	-	500,000.00	-	205.48	
502041072	30/11/2020	29/01/2021	A1	NAB	60	0.25%	-	-	1,000,000.00	-	410.96	
4200474	29/09/2020	27/01/2021	A1	Suncorp	120	0.60%	-	-	-	1,000,000.00	1,972.60	
52824	30/11/2020	2/03/2021	A2	IMB	92	0.40%	-	-	-	1,000,000.00	1,008.22	
3555613	24/12/2020	24/03/2021	A2	Bendigo	90	0.25%	-	-	-	1,000,000.00	616.44	
0210111087531	11/01/2021	11/02/2021	A1	CBA	31	0.17%	-	1,000,000.00	-	-	144.38	
Restricted - Bonds and Deposits:												
286015	30/07/2020	29/01/2021	A2	BOQ	183	0.80%	-	-	-	400,000.00	1,604.38	
428088111	23/11/2020	24/05/2021	A1	NAB	182	0.45%	-	-	-	1,000,000.00	2,243.84	
428251206	23/11/2020	24/05/2021	A1	NAB	182	0.45%	-	-	-	500,000.00	1,121.92	
755365673	7/07/2020	7/01/2021	A1	NAB	184	0.85%	-	-	-	8,774.12	37.60	
							-	1,000,000.00	1,500,000.00	4,908,774.12	7,408,774.12	9,365.82
Reserve												
286016	30/07/2020	29/01/2021	A2	BOQ	183	0.80%	-	-	-	788,919.87	3,164.33	
145265771	23/12/2020	23/03/2021	A1	NAB	90	0.40%	-	-	-	1,368,285.90	1,349.55	
3555244	23/12/2020	23/03/2021	A2	Bendigo	90	0.25%	-	-	-	901,109.59	555.48	
52574	24/09/2020	22/01/2021	A2	IMB	120	0.50%	-	-	-	1,002,507.71	1,647.96	
52885	16/12/2020	16/03/2021	A2	IMB	90	0.40%	-	-	-	1,001,356.16	987.64	
220138	13/10/2020	10/02/2021	A2	ME Bank	120	0.60%	-	-	-	992,764.93	1,958.33	
3522185	19/11/2020	19/05/2021	A2	Bendigo	181	0.55%	-	-	-	1,324,800.15	3,613.26	
							-	-	-	7,379,744.31	7,379,744.31	13,276.54
Trust												
358770309	19/11/2020	19/05/2021	A1	NAB	181	0.45%	-	-	-	743,094.03	1,658.22	
							-	-	-	743,094.03	743,094.03	1,658.22
Total							-	1,000,000.00	1,500,000.00	13,031,612.46	15,531,612.46	24,300.58

ENVIRONMENTAL COMMITMENT	
Depositing Institution Value Invested	
BOQ	1,188,919.87
NAB	5,120,154.05
Total	6,309,073.92
Fossil Fuel Lending ADI	
CBA Green	1,000,000.00
IMB	3,003,863.87
Suncorp	1,000,000.00
ME Bank	992,764.93
Bendigo	3,225,909.74
Total	9,222,538.54
Total Funds	15,531,612.46

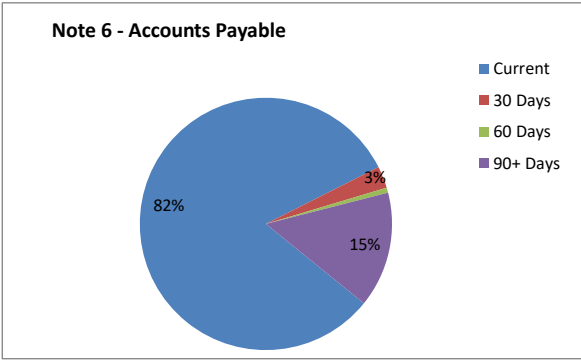
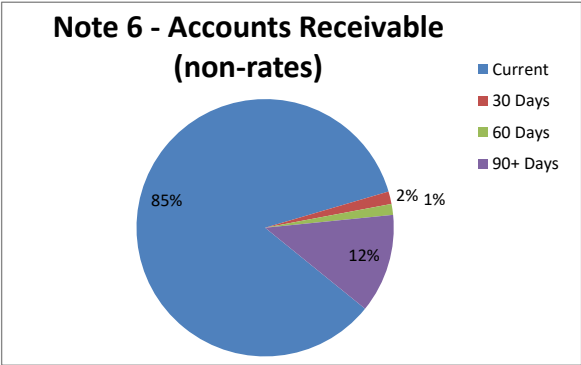


TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

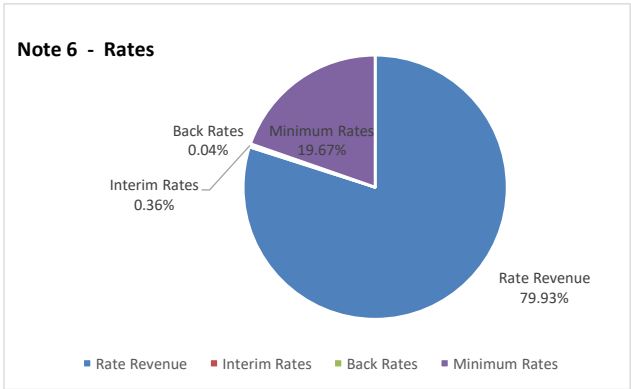
Note 6: Receivables and Payables

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	305,759	5,684	4,952	44,910	361,305
Balance per Trial Balance					
Sundry Debtors					361,305
Total Receivables General Outstanding					361,305

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables - General	99,844	3,426	792	18,104	122,166
Balance per Trial Balance					
Sundry Creditors					122,166
Total Payables General Outstanding					122,166



Comments/Notes - Receivables General
 The above amounts include GST where applicable.



TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 7: Cash Backed Reserves

Name	Opening Balance Original	Original Annual Budget Transfers In (+) Including Interest	Original Annual Budget Transfers Out (-)	Original Annual Budget Closing Balance	Actual Opening Balance 01/07/2020	Actual Transfers In (+) Including Interest	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment Reserve	373,483	4,343	(68,000)	309,826	373,872	2,373	-	376,245
Community Facilities Reserve	54,620	635	(27,000)	28,255	54,568	321	-	54,889
Land and Buildings Infrastructure Reserve	1,923,292	1,522,367	(1,389,731)	2,055,928	1,921,462	1,010,681	(700,000)	2,232,144
Waste Management Reserve	1,741,533	20,252	(722,824)	1,038,961	1,393,497	6,499	-	1,399,996
Wind In The Willows Child Care Reserve	30,000	349	(30,000)	349	40,683	289	-	40,972
Aged Persons Reserve	561,281	6,527	-	567,808	560,864	3,299	-	564,163
Youth Development Reserve	29,774	346	(4,000)	26,120	29,746	175	-	29,921
Underground Power Reserve	85,933	999	(20,000)	66,932	85,851	505	-	86,356
Employee Entitlements Reserve	232,721	2,706	(24,250)	211,177	232,226	2,801	-	235,026
Drainage Infrastructure Reserve	126,542	1,472	(126,620)	1,394	126,402	867	-	127,269
HACC Asset Replacement Reserve	120,914	1,406	(5,000)	117,320	114,083	707	-	114,790
Unspent Grants Reserve	1,858,865	-	(1,397,033)	461,832	400,432	-	-	400,432
Street Tree Reserve	-	-	-	-	92,670	738	-	93,408
Bus Shelter Reserve	21,644	252	(4,000)	17,896	21,623	128	-	21,751
Information Technology Reserve	200,000	2,326	(200,000)	2,326	200,000	-	-	200,000
Future Projects Reserve	517,708	6,020	(140,000)	383,728	511,708	-	-	511,708
Marine Assets Reserve	-	50,000	-	50,000	-	-	-	-
	7,878,310	1,620,000	(4,158,458)	5,339,852	6,159,688	1,029,382	(700,000)	6,489,070

Town of Bassendean
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 8: Capital Works Program

Assets	Budget		YTD Actual		2020/2021 Capital Expenditure Total		Purchase Order Value	YTD Variance Budget to Actual
	Annual Budget	YTD Budget	New/ Upgrade	Renewal	YTD			
Land and Buildings	\$ 1,500,504	\$ 1,136,500	\$ 709,907	\$ 52,665	\$ 762,572	\$ 11,553	\$ (373,928)	
Plant and Equipment	\$ 76,000	\$ 25,960	\$ -	\$ -	\$ -	\$ 66,390	\$ (25,960)	
Furniture and Equipment	\$ 643,574	\$ 496,078	\$ 237,539	\$ -	\$ 237,539	\$ 14,264	\$ (258,539)	
Roadworks	\$ 1,834,854	\$ 1,590,115	\$ 1,215,004	\$ 5,671	\$ 1,220,675	\$ 122,823	\$ (369,440)	
Drainage	\$ 319,718	\$ 184,471	\$ -	\$ -	\$ -	\$ 49,225	\$ (184,471)	
Footpaths	\$ 184,531	\$ 51,000	\$ -	\$ -	\$ -	\$ -	\$ (51,000)	
Parks, Gardens and Reserves	\$ 1,856,166	\$ 927,393	\$ 28,441	\$ 2,120	\$ 30,561	\$ 12,003	\$ (896,832)	
	\$ 6,415,347	\$ 4,411,517	\$ 2,190,891	\$ 60,456	\$ 2,251,347	\$ 276,258	\$ (2,160,170)	

**TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020**

Note 9: Budget Amendments					
GL Account Code	Description	Current Budget	Amended Budget	Budget Movement	Reason
	No Budget Amendments this Reporting Period				

TOWN OF BASSENDEAN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 December 2020

Note 10: Disposal of Assets

Asset Class	Original Annual Budget				YTD Actual			
	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
Plant & Equipment	41,505	15,000	2,819	(29,324)	-	-	-	-
Land	1,775,000	1,500,000	30,000	(305,000)	970,000	1,592,273	30,000	-
	1,816,505	1,515,000	32,819	(334,324)	970,000	1,592,273	30,000	-
Program								
Law, Order and Public Safety	24,000	7,000	-	(17,000)	-	-	-	-
Community Amenities	1,775,000	1,500,000	30,000	(305,000)	970,000	1,592,273	30,000	-
Recreation and Culture	17,324	5,000	-	(12,324)	-	-	-	-
Transport	181	3,000	2,819	-	-	-	-	-
	1,816,505	1,515,000	32,819	(334,324)	970,000	1,592,273	30,000	-

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 11: Trust, Bonds and Deposits

Trust Funds held at balance date over which the Town has no control and which are not included in this statement are as follows:

Description	Opening Balance 1/07/2020	Amount Received	Amount Paid	Closing Balance 31/12/2020
	\$	\$	\$	\$
Public Open Space	739,976	3,118	-	743,094
Total Uncontrolled Trust Funds	739,976	3,118	-	743,094

Bonds and Deposits held at balance date over which the Town has control are as follows:

Description	Opening Balance 1/07/2020	Amount Received	Amount Paid	Closing Balance 31/12/2020
Hyde Retirement Village Retention Bonds	218,450	250	(17,828)	200,872
<u>Other Bonds and Deposits</u>				
Sundry	387,166	4,957	(3,219)	388,904
Securities	1,151,678	239,205	(217,945)	1,172,938
Hall Hire Bonds	28,711	21,700	(19,400)	31,011
Crossover Deposits	108,675	-	-	108,675
Landscaping Bonds	601,965	22,680	(67,849)	556,796
Stormwater Deposits	30,596	3,000	(4,000)	29,596
Lyneham Hostel Residents Trust-T614	1,050	-	-	1,050
Iveson Hostel Residents Trust-T614	18	-	-	18
Total Other Bonds and Deposits	2,309,859	291,542	(312,413)	2,288,988
Total Controlled Trust Funds	2,528,309	291,792	(330,241)	2,489,860



FINANCIAL STATEMENTS

FOR THE PERIOD ENDED

31 January 2021

TOWN OF BASSENDEAN

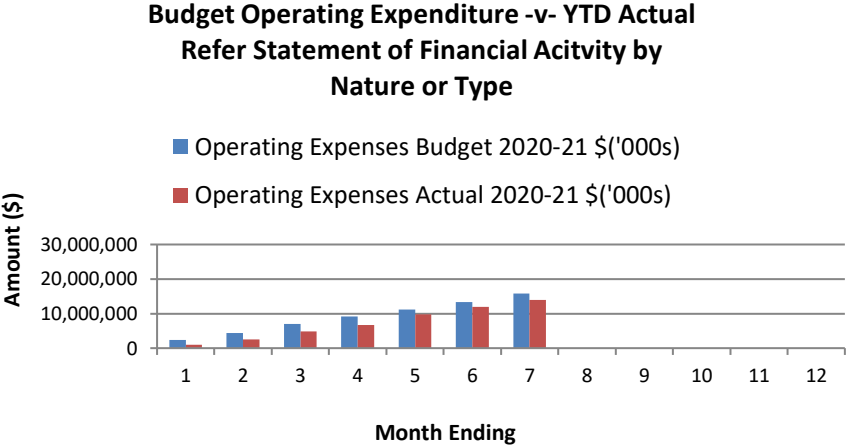
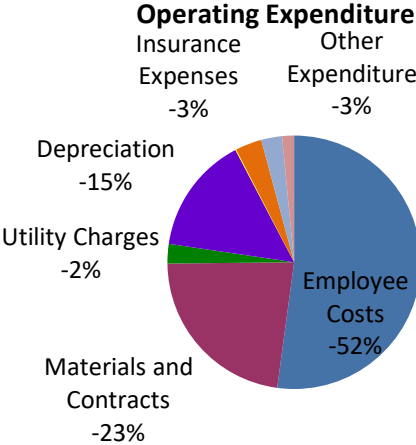
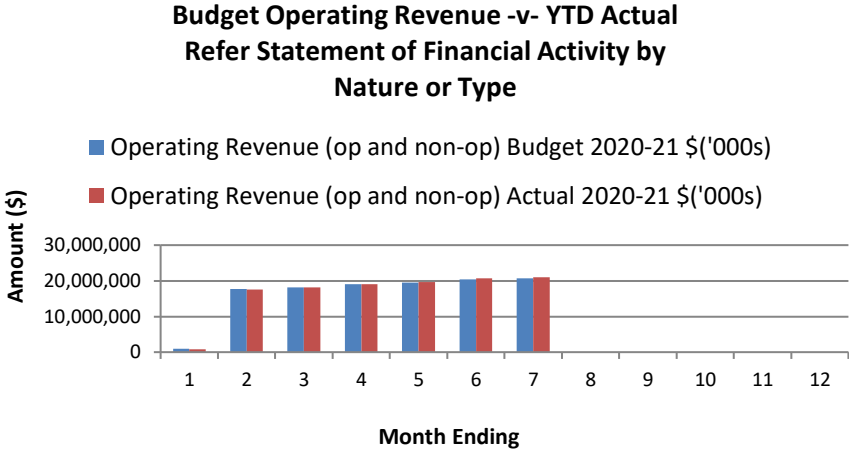
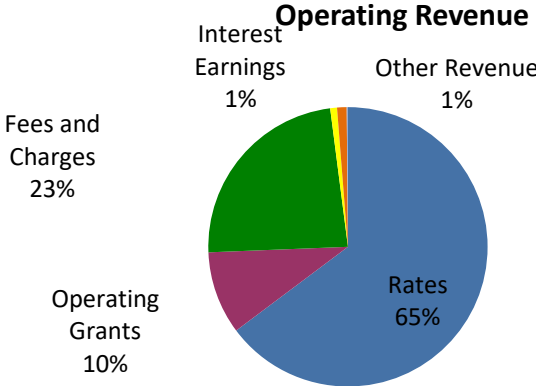
MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 January 2021

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**Town of Bassendean
Information Summary
For the Period Ended 31 January 2021**



TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 January 2021

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
		\$	\$	\$	%
Opening Funding Surplus(Deficit)	3	745,317	745,317	796,267	6.84%
Revenue from operating activities					
Governance		35,375	31,874	27,454	(13.87%)
General Purpose Funding - Rates	2	13,480,660	13,459,829	13,478,289	0.14%
General Purpose Funding - Other		793,178	508,273	446,386	(12.18%)
Law, Order and Public Safety		114,110	80,018	78,393	(2.03%)
Health		2,835,170	2,917,845	2,923,355	0.19%
Education and Welfare		5,046,381	3,205,626	3,287,497	2.55%
Community Amenities		112,300	83,407	169,342	103.03%
Recreation and Culture		186,812	85,039	148,398	74.51%
Transport		104,081	84,851	97,540	14.95%
Economic Services		78,222	58,094	87,457	50.54%
Other Property and Services		103,771	57,682	65,669	13.85%
		22,890,060	20,572,538	20,809,779	1.15%
Expenditure from operating activities					
Governance		(1,014,745)	(574,327)	(535,268)	6.80%
General Purpose Funding		(893,276)	(533,264)	(500,261)	6.19%
Law, Order and Public Safety		(716,355)	(410,375)	(348,887)	14.98%
Health		(3,910,909)	(2,261,853)	(1,880,654)	16.85%
Education and Welfare		(5,986,717)	(3,498,896)	(3,230,214)	7.68%
Community Amenities		(1,495,045)	(1,058,332)	(899,329)	15.02%
Recreation and Culture		(5,962,215)	(3,459,087)	(3,008,843)	13.02%
Transport		(6,305,828)	(3,642,858)	(3,288,706)	9.72%
Economic Services		(549,407)	(302,653)	(245,172)	18.99%
Other Property and Services		(63,000)	(46,583)	(36,518)	21.61%
		(26,897,497)	(15,788,228)	(13,973,852)	11.49%
Operating activities excluded from budget					
Add back Depreciation		3,559,374	2,096,619	2,095,961	(0.03%)
Adjust (Profit)/Loss on Asset Disposal		301,505	275,000	182,727	(33.55%)
Movement in Leave Reserve		2,706	2,706	5,965	120.44%
Amount attributable to operating activities		(143,852)	7,158,635	9,120,581	
Investing Activities					
Non-operating Grants, Subsidies and Contributions					
Proceeds from Disposal of Assets	10	1,837,947	182,053	158,803	(12.77%)
Land and Buildings	8	1,515,000	1,515,000	1,592,273	5.10%
Infrastructure Assets - Roads	8	(1,500,504)	(1,181,166)	(762,572)	35.44%
Infrastructure Assets - Footpaths	8	(1,834,854)	(1,616,820)	(1,234,473)	23.65%
Infrastructure Assets - Other	8	(184,531)	(72,995)	-	100.00%
Infrastructure Assets - Drainage	8	(1,856,166)	(1,093,964)	(30,794)	97.19%
Plant and Equipment	8	(319,718)	(207,012)	-	100.00%
Furniture and Equipment	8	(76,000)	(25,960)	(5,430)	79.08%
		(643,574)	(510,662)	(239,945)	53.01%
Amount attributable to investing activities		(3,062,400)	(3,011,526)	(522,139)	
Financing Activities					
Self-Supporting Loan Principal		24,130	11,865	11,865	0.00%
Transfer from Reserves	5	4,158,458	700,000	700,000	0.00%
Repayment of Borrowings	4	(97,006)	(52,369)	(52,369)	0.00%
Transfer to Reserves	5	(1,620,000)	(1,620,000)	(1,626,467)	-0.40%
Amount attributable to financing activities		2,465,582	(960,504)	(966,971)	
Closing Funding Surplus(Deficit)	3	4,647	3,931,922	8,427,738	

TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 January 2021

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
		\$	\$	\$	%
Opening Funding Surplus (Deficit)	3	745,317	745,317	796,267	6.84%
Revenue from operating activities					
Rates	2	13,480,660	13,459,829	13,478,289	0.14%
Operating Grants, Subsidies and Contributions		2,619,115	1,831,137	1,997,737	9.10%
Fees and Charges		6,031,127	4,789,239	4,909,403	2.51%
Interest Earnings		285,208	168,627	164,430	(2.49%)
Other Revenue		441,131	293,706	229,920	(21.72%)
Profit on Disposal of Assets	10	32,819	30,000	30,000	
		22,890,060	20,572,538	20,809,779	1.15%
Expenditure from operating activities					
Employee Costs		(13,476,198)	(7,653,146)	(7,285,525)	4.80%
Materials and Contracts		(7,327,227)	(4,291,756)	(3,172,622)	26.08%
Utility Charges		(696,582)	(413,930)	(348,028)	15.92%
Depreciation on Non-Current Assets		(3,559,374)	(2,096,619)	(2,095,961)	0.03%
Interest Expenses		(32,689)	(18,509)	(15,569)	15.88%
Insurance Expenses		(492,162)	(482,298)	(472,401)	2.05%
Other Expenditure		(978,941)	(526,970)	(371,018)	29.59%
Loss on Disposal of Assets	10	(334,324)	(305,000)	(212,727)	30.25%
		(26,897,497)	(15,788,228)	(13,973,852)	11.49%
Operating activities excluded from budget					
Add back Depreciation		3,559,374	2,096,619	2,095,961	(0.03%)
Adjust (Profit)/Loss on Asset Disposal		301,505	275,000	182,727	(33.55%)
Movement in Leave Reserve		2,706	2,706	5,965	120.44%
Amount attributable to operating activities		(143,852)	7,158,635	9,120,582	
Investing activities					
Grants, Subsidies and Contributions		1,837,947	182,053	158,803	(12.77%)
Proceeds from Disposal of Assets	10	1,515,000	1,515,000	1,592,273	5.10%
Land and Buildings	8	(1,500,504)	(1,181,166)	(762,572)	35.44%
Infrastructure Assets - Roads	8	(1,834,854)	(1,616,820)	(1,234,473)	23.65%
Infrastructure Assets - Footpaths	8	(184,531)	(72,995)	-	100.00%
Infrastructure Assets - Other	8	(1,856,166)	(1,093,964)	(30,794)	97.19%
Infrastructure Assets - Drainage	8	(319,718)	(207,012)	-	100.00%
Plant and Equipment	8	(76,000)	(25,960)	(5,430)	79.08%
Furniture and Equipment	8	(643,574)	(510,662)	(239,945)	53.01%
Amount attributable to investing activities		(3,062,400)	(3,011,526)	(522,139)	
Financing Activities					
Self-Supporting Loan Principal		24,130	11,865	11,865	0.00%
Transfer from Reserves	7	4,158,458	700,000	700,000	0.00%
Repayment of Borrowings	4	(97,006)	(52,369)	(52,369)	0.00%
Transfer to Reserves	7	(1,620,000)	(1,620,000)	(1,626,467)	(0.40%)
Amount attributable to financing activities		2,465,582	(960,504)	(966,971)	
Closing Funding Surplus (Deficit)	3	4,647	3,931,922	8,427,738	

Town of Bassendean
STATEMENT OF FINANCIAL POSITION
For the Period Ended 31 January 2021

	2020-21	2019-20
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	18,683,922	13,223,484
Trade and other receivables	3,973,977	1,762,273
Inventories	4,919	9,037
Other assets	-	41,240
TOTAL CURRENT ASSETS	<u>22,662,818</u>	<u>15,036,035</u>
NON-CURRENT ASSETS		
Financial assets	124,637	124,637
Trade and other receivables	494,248	506,113
Property, plant and equipment	55,209,367	56,339,210
Infrastructure	104,818,730	105,286,633
Right of use assets	318,281	318,281
Investment in Associate	7,852,617	7,852,617
TOTAL NON-CURRENT ASSETS	<u>168,817,877</u>	<u>170,427,489</u>
TOTAL ASSETS	<u>191,480,695</u>	<u>185,463,524</u>
CURRENT LIABILITIES		
Trade and other payables	4,800,573	5,574,582
Contract liabilities	310,504	455,426
Lease liabilities	152,712	152,712
Borrowings	44,637	97,006
Employee related provisions	2,251,912	2,258,170
TOTAL CURRENT LIABILITIES	<u>7,560,337</u>	<u>8,537,896</u>
NON-CURRENT LIABILITIES		
Contract liabilities	29,286	29,286
Lease liabilities	167,151	167,151
Borrowings	452,310	452,310
Employee related provisions	215,344	215,344
TOTAL NON-CURRENT LIABILITIES	<u>864,090</u>	<u>864,090</u>
TOTAL LIABILITIES	<u>8,424,427</u>	<u>9,401,986</u>
NET ASSETS	<u>183,056,268</u>	<u>176,061,538</u>
EQUITY		
Retained surplus	32,984,981	26,916,717
Reserves - cash backed	7,086,155	6,159,688
Revaluation surplus	142,985,133	142,985,132
TOTAL EQUITY	<u>183,056,268</u>	<u>176,061,538</u>

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

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2021

Statement of Financial Position Detailed	2020/2021 \$	2019/2020 \$
CASH AND CASH EQUIVALENTS		
Unrestricted	8,757,714	4,050,777
Restricted	9,926,208	9,172,708
	<u>18,683,922</u>	<u>13,223,484</u>
The following restrictions have been imposed by regulations or other externally imposed requirements:		
Employee Entitlements Reserve	238,191	232,226
Plant & Equipment Reserve	376,379	373,872
Community Facilities Reserve	54,907	54,568
Land & Building Infrastructure Reserve	2,825,154	1,921,462
Waste Management Reserve	1,400,363	1,393,497
Wind in the Willows Childcare Reserve	40,988	40,683
Aged Persons Reserve	564,349	560,864
Youth Development Reserve	29,931	29,746
Underground Power Reserve	86,385	85,851
Drainage Infrastructure Reserve	127,317	126,402
Street Tree Reserve	93,462	92,670
Bus Shelter Reserve	21,758	21,623
Information Technology Reserve	200,000	200,000
Future Projects Reserve	511,708	511,708
HACC Assets Replacement	114,832	114,083
Unspent Grants Reserve	400,432	400,432
Hyde Retirement Village Retention Bonds	200,872	218,450
Other Bonds & Deposits	2,299,391	2,309,859
Contract Liabilities from contracts with customers	339,790	484,712
	<u>9,926,208</u>	<u>9,172,708</u>
TRADE AND OTHER RECEIVABLES		
Current		
Rates Outstanding	3,705,279	1,223,711
Sundry Debtors - General	70,623	178,957
GST Receivable	68,330	222,238
Accrued Interest	4,483	12,105
Sundry Debtors - SSL	24,130	24,130
Long Service Leave Due from Other Councils	101,132	101,132
Proceeds from Disposal	-	-
	<u>3,973,977</u>	<u>1,762,273</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2021

	2020/2021	2019/2020
	\$	\$
Statement of Financial Position Detailed		
Non-Current		
Rates Outstanding - Pensioners	325,083	325,083
Loans - Clubs/Institutions	169,165	181,030
	<u>494,248</u>	<u>506,113</u>
FINANCIAL ASSETS		
Investments - Government House	<u>124,637</u>	<u>124,637</u>
INVESTMENT IN ASSOCIATE		
Investments- EMRC	<u>7,852,617</u>	<u>7,852,617</u>
INVENTORIES		
Current		
Fuel and Materials	4,919	9,037
	<u>4,919</u>	<u>9,037</u>
OTHER ASSETS		
Current		
Prepayments	-	41,240
	<u>-</u>	<u>41,240</u>
PROPERTY, PLANT AND EQUIPMENT		
Land and Buildings		
Land	36,381,646	36,381,646
- Less Disposals	(1,775,000)	
- Additions	701,376	-
	<u>35,308,022</u>	<u>36,381,646</u>
Buildings	26,823,688	26,275,931
- Additions	61,196	547,758
Less: accumulated depreciation	(9,068,854)	(8,773,190)
	<u>17,816,030</u>	<u>18,050,499</u>
Total Land and Buildings	<u>53,124,052</u>	<u>54,432,145</u>
Furniture and Equipment	1,050,861	446,515
- Additions	239,945	604,346
Less Accumulated Depreciation	(220,978)	(200,323)
	<u>1,069,828</u>	<u>850,538</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2021

	2020/2021	2019/2020
	\$	\$
Statement of Financial Position Detailed		
Plant and Equipment	2,646,459	2,627,975
- Additions	5,430	37,975
- Less Disposals	-	(19,491)
Less Accumulated Depreciation	<u>(1,699,022)</u>	<u>(1,652,551)</u>
	952,866	993,908
Art Works	62,620	62,620
	<u>62,620</u>	<u>62,620</u>
	<u>55,209,367</u>	<u>56,339,210</u>
INFRASTRUCTURE		
Roads	85,249,199	84,599,588
- Additions	1,234,473	649,611
Less Accumulated Depreciation	<u>(20,476,880)</u>	<u>(19,599,139)</u>
	66,006,792	65,650,060
Footpaths	10,378,616	10,332,111
- Additions	-	46,506
Less Accumulated Depreciation	<u>(3,871,421)</u>	<u>(3,727,755)</u>
	6,507,195	6,650,862
Drainage	40,496,204	40,475,300
- Additions	-	20,905
Less Accumulated Depreciation	<u>(19,011,315)</u>	<u>(18,660,758)</u>
	21,484,890	21,835,447
Parks & Ovals	18,491,383	18,392,206
- Additions	30,794	99,177
Less Accumulated Depreciation	<u>(7,702,324)</u>	<u>(7,341,118)</u>
	10,819,853	11,150,265
	<u>104,818,730</u>	<u>105,286,633</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2021

Statement of Financial Position Detailed	2020/2021	2019/2020
	\$	\$
RIGHT OF USE ASSETS		
Leased Furniture and Equipment	165,062	165,062
Less Accumulated Depreciation	(29,808)	(29,808)
	<u>135,254</u>	<u>135,254</u>
Leased Plant and Equipment	340,232	340,232
Less Accumulated Depreciation	(157,205)	(157,205)
	<u>183,027</u>	<u>183,027</u>
	<u>318,281</u>	<u>318,281</u>
TRADE AND OTHER PAYABLES		
Current		
Sundry Creditors	967,639	1,245,542
Accrued Interest on Debentures	-	2,938
Accrued Salaries and Wages	-	355,606
Rates in Advance	190,565	300,080
Deferred Revenue (Grants)	1,142,107	1,142,107
Bonds & Other Deposits	2,299,391	2,309,859
Hyde Retirement Village Bonds	200,872	218,450
	<u>4,800,573</u>	<u>5,574,582</u>
CONTRACT LIABILITIES		
Current		
Contract Liability - Current	310,504	455,426
	<u>310,504</u>	<u>455,426</u>
Non-Current		
Contract Liability - Non-Current	29,286	29,286
	<u>29,286</u>	<u>29,286</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2021

Statement of Financial Position Detailed	2020/2021	2019/2020
	\$	\$
LEASE LIABILITIES		
Current		
Lease Liability - Current	152,712	152,712
	<u>152,712</u>	<u>152,712</u>
Non-Current		
Lease Liability - Non-Current	167,151	167,151
	<u>167,151</u>	<u>167,151</u>
BORROWINGS		
Current		
Loan Liability - Current	44,637	97,006
	<u>44,637</u>	<u>97,006</u>
Non-Current		
Loan Liability - Non Current	452,310	452,310
	<u>452,310</u>	<u>452,310</u>
EMPLOYEE RELATED PROVISIONS		
Current		
Provision for Annual Leave	1,028,324	1,034,582
Provision for Long Service Leave	1,223,588	1,223,588
	<u>2,251,912</u>	<u>2,258,170</u>
Non-Current		
Provision for Long Service Leave	215,344	215,344
	<u>215,344</u>	<u>215,344</u>
RECONCILIATION		
TOTAL CURRENT ASSETS	22,662,818	15,036,035
TOTAL NON CURRENT ASSETS	168,817,877	170,427,489
TOTAL ASSETS	191,480,695	185,463,524
TOTAL CURRENT LIABILITIES	7,560,337	8,537,896
TOTAL NON CURRENT LIABILITIES	864,090	864,090
TOTAL LIABILITIES	8,424,427	9,401,986
NET ASSETS	183,056,268	176,061,538

**TOWN OF BASSENDEAN
STATEMENT OF CASH FLOWS**

	2020/21 Actual \$	2020/21 Budget \$
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts:		
Rates	12,248,920	13,680,660
Operating grants, subsidies and contributions	1,852,815	2,619,115
Fees and charges	3,656,023	6,031,127
Interest	172,052	285,208
Goods and services tax	868,966	960,483
Other revenue	229,920	441,131
	19,028,696	24,017,724
Payments:		
Employee costs	(7,679,368)	(13,411,106)
Materials and contracts	(3,405,167)	(7,354,227)
Utility charges	(348,028)	(696,582)
Interest expenses	(18,507)	(32,689)
Insurance expenses	(472,401)	(492,162)
Goods and services tax	(683,079)	(925,575)
Other expenditure	(371,018)	(978,941)
	(12,977,569)	(23,891,282)
Net cash provided by (used in) operating activities	6,051,127	126,442
 CASH FLOWS FROM INVESTING ACTIVITIES		
Receipts:		
Non-operating grants, subsidies and contributions	158,803	1,837,947
Proceeds from sale of assets	1,592,273	1,515,000
Payments:		
Payments for purchase of property, plant & equipment	(1,007,947)	(2,220,078)
Payments for construction of infrastructure	(1,265,267)	(4,195,269)
Net cash provided by (used in) investment activities	(522,139)	(3,062,400)
 CASH FLOWS FROM FINANCING ACTIVITIES		
Receipts:		
Proceeds from self supporting loans	11,865	24,494
Transfer from Trust	(28,046)	-
Payments:		
Repayment of borrowings	(52,369)	(97,370)
Payments for principal portion of lease liabilities	-	-
Net cash provided by (used in) financing activities	(68,550)	(72,876)
Net increase (decrease) in cash held	5,460,439	(3,008,834)
Cash and cash equivalents at beginning of year	13,223,484	12,653,905
Cash and cash equivalents at the end of the year	18,683,922	9,645,071

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

**TOWN OF BASSENDEAN
NOTES TO AND FORMING PART OF THE CASHFLOW**

NOTES TO THE CASH FLOW STATEMENT

(a) Reconciliation of Cash

For the purposes of the cash flow statement, cash includes cash on hand and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to related items in the balance sheet as follows:

	2020/21 Actual \$	2020/21 Budget \$
Cash and Cash Equivalents	18,683,922	9,645,071

(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result

Net Result	6,994,731	(2,169,490)
Depreciation	2,095,961	3,559,374
(Profit)/Loss on Sale of Asset	182,727	301,505
(Increase)/Decrease in Receivables	(2,620,051)	200,000
(Increase)/Decrease in Inventories	4,118	(2,000)
Increase/(Decrease) in Payables & Accruals	(441,298)	(25,000)
Increase/(Decrease) in Employee Provisions	(6,258)	100,000
Grants/Contributions for the Development of Assets	(158,803)	(1,837,947)
Net Cash from Operating Activities	6,051,127	126,442

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 1: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget, whichever is higher than \$5000 or 10%.

- ⊕ More Revenue OR Less Expenditure
- ⊖ Less Revenue OR More Expenditure

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenue	\$	%			
Governance	(4,420)	(14%)			Within variance threshold
General Purpose Funding - Rates	18,460	0%		Timing	Interim rates tracking above YTD budget
General Purpose Funding - Other	(61,887)	(12%)	⊖	Timing	Timing of insurance and interest income offset by late payment fees for rates above YTD budget
Law, Order and Public Safety	(1,625)	(2%)			Within variance threshold
Health	5,510	0%			Within variance threshold
Education and Welfare	81,871	3%		Timing	Grant funding for Seniors tracking above YTD budget
Community Amenities	85,935	103%	⊕	Timing/ Permanent	Development application fees and property and zoning enquiries above YTD budget
Recreation and Culture	63,359	75%	⊕	Timing/ Permanent	Hall hire/reserve fees and public events income tracking above the YTD budget
Transport	12,689	15%	⊕	Timing/ Permanent	Income recovered for street tree damage not budgeted
Economic Services	29,363	51%	⊕	Timing/ Permanent	Income for building licences above budget
Other Property and Services	7,987	14%	⊕	Timing	Private works income and admin compliance fees tracking above the YTD budget offset by insurance claims income under budget
Operating Expense	\$	%			
Governance	39,059	7%		Timing	Building maintenance and administration costs currently under the YTD budget
General Purpose Funding	33,003	6%		Timing	Timing of administration expenses
Law, Order and Public Safety	61,488	15%	⊕	Timing	Timing of administration expenses and payment of the grant to SES
Health	381,199	17%	⊕	Timing	COVID-19 expenses, mosquito control program, waste collection charges and environmental projects currently tracking under the year to date budget
Education and Welfare	268,682	8%		Timing	WV and Seniors salaries and other costs are under the YTD budget
Community Amenities	159,003	15%	⊕	Timing	Loss on sale of land assets under budget. Planning projects/expenses under the YTD budget
Recreation and Culture	450,244	13%	⊕	Timing	Projects, reserve and building maintenance and library expenses and leisure programs under the YTD budget
Transport	354,152	10%		Timing	Maintenance programs, street lighting charges, projects and street tree program under the YTD budget
Economic Services	57,481	19%	⊕	Timing	Building employee costs and Town Centre revitalisation project under the YTD budget
Other Property and Services	10,065	22%	⊕	Timing	Plant operations and insurance claims under the YTD budget
Operating activities excluded from budget					
Depreciation	658	(0%)		Timing	Within Variance Threshold
Adjust (Profit)/Loss on Asset Disposal	(92,273)	(34%)		Permanent	Loss on disposal of land assets less than estimated
Capital Revenues					
Grants, Subsidies and Contributions	(23,250)	(13%)	⊖	Timing	Timing of grant payments
Proceeds from Disposal of Assets	77,273	5%		Timing/ Permanent	Proceeds on disposal of land assets greater than estimated
Capital Expenses					<i>Refer to Note 8 for Capital expenditure detail</i>
Land and Buildings	(418,594)	35%		Timing	Timing of projects/Savings
Infrastructure - Roads	(382,347)	24%		Timing	Timing of projects
Infrastructure - Footpaths	(72,995)	100%		Timing	Timing of projects
Infrastructure Assets - Other	(1,063,170)	97%		Timing	Timing of projects
Infrastructure Assets - Drainage	(207,012)	100%		Timing	Timing of projects
Plant and Equipment	(20,530)	79%		Timing	Timing of projects
Furniture and Equipment	(270,717)	53%		Timing	Timing of projects
Financing					
Self-Supporting Loan Principal	0	0%			Within variance threshold
Transfer from Reserves	0	0%			Within variance threshold
Repayment of Borrowings	0	0%			Within variance threshold
Transfer to Reserves	(6,467)	(0%)			Within variance threshold
Opening Funding Surplus(Deficit)	50,950	7%		Timing	Timing, end of year processes not complete

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 2: Rating Information	Rate in	Number of Properties	Rateable Value	YTD Actual				Annual Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
General Rate	8.3230	4,911	129,473,404	10,776,078	48,645	2,484	10,827,207	10,776,078	50,000	3,500	10,829,578
Sub-Totals		4,911	129,473,404	10,776,078	48,645	2,484	10,827,207	10,776,078	50,000	3,500	10,829,578
Minimum Payment											
Minimum Rate	1,106	2,397	28,207,128	2,651,082	-	-	2,651,082	2,651,082	-	-	2,651,082
Sub-Totals		2,397	28,207,128	2,651,082	-	-	2,651,082	2,651,082	-	-	2,651,082
Amount from General Rates		7,308	157,680,532	13,427,160	48,645	2,484	13,478,289	13,427,160	50,000	3,500	13,480,660
Totals							13,478,289				13,480,660

Comments - Rating Information

The general rates have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the local government services/facilities.

The due date for the payment of rates is the 25 September 2020, unless the option to pay by instalments is taken. Rates instalments are subject to an instalment fee of \$36 and 5.5% interest. Instalment dates for 2020/21 are:
 1st: 25 September 2020
 2nd: 27 November 2020
 3rd: 29 January 2021
 4th: 1 April 2021

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Last Years Actual Closing	Current
	30 June 2020	31 January 2021
	\$	\$
Current Assets		
Cash Unrestricted	6,435,138	10,997,505
Cash Restricted	6,159,688	7,086,155
Restricted Cash - Trust	628,659	600,262
Rates Outstanding	1,223,711	3,705,279
Sundry Debtors	304,219	195,885
GST Receivable	222,238	68,330
Accrued Interest	12,105	4,483
Prepayments	41,240	-
Inventories	9,037	4,919
	15,036,034	22,662,819
Less: Current Liabilities		
Sundry Creditors	(1,245,542)	(967,639)
Accrued Interest on Borrowings	(2,938)	-
Accrued Salaries and Wages	(355,606)	-
Rates in Advance	(300,080)	(190,565)
Hyde Retirement Village Bonds	(218,450)	(200,872)
Bonds and Other Deposits	(2,309,859)	(2,299,391)
Contract liabilities	(455,426)	(310,504)
Deferred Revenue	(1,142,107)	(1,142,107)
Current Employee Provisions	(2,258,170)	(2,251,912)
	(8,288,177)	(7,362,989)
Net Current Assets	6,747,857	15,299,830
Less: Cash Reserves	(6,159,688)	(7,086,155)
Less: SSL Borrowings Repayments	(24,130)	(24,130)
Plus : Liabilities funded by Cash Backed Reserves	232,226	238,191
Net Current Funding Position	796,267	8,427,738

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 4 : Information on Borrowings

	2021
	\$
(a) Borrowings	
Current	44,637
Non-current	452,310
	496,946

(b) Borrowing Repayments

Particulars	01 Jul 2020	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Budget	Actual	Annual Budget
		\$	\$	\$	\$	\$	\$
Recreation and Culture							
Loan 160A - Civic Centre Redevelopment	240,296	26,802	54,471	213,493	185,824	7,248	13,891
Loan 160B- Civic Centre Redevelopment	103,860	13,702	18,405	90,158	85,454	3,296	5,745
Self Supporting Loans-Governance							
Loan 157 - Ashfield Soccer Club	5,285	2,598	5,285	2,687	-	154	224
Loan 162 - TADWA	199,875	9,267	18,846	190,608	181,029	4,872	12,829
	549,316	52,369	97,006	496,946	452,308	15,569	32,689

(b) New Borrowings

The Town will be establishing an overdraft facility with the Western Australian Treasury Corporation as part of the COVID-19 pandemic Short-Lending Facility.

The facility is not intended to be in use as at 30 June 2021.

Council has entered into a Network Renewal Underground Program Pilot (NRUPP) Co-funding Agreement with Western Power to provide underground electricity distribution to parts of the Town.

The Town is required to make the following cash calls to Western Power under the co-funding agreement:

29 September 2021	\$1,137,264
29 September 2022	\$1,137,264
	\$2,274,528

The Town proposes to seek a loan from WATC for the full amount of the cash calls and to draw down on that loan as and when required.

(c) Unspent Borrowings

The Town has no unspent borrowings funds as at 30 June 2020 nor is it expected to have unspent borrowing funds as at 30 June 2021.

(d) Overdraft Facility

It is anticipated that this facility will not be required in the 2020/21 financial period.

**Town of Bassendean
Monthly Investment Report
For the Period Ended 31 January 2021**

Note 5 : CASH INVESTMENTS

Deposit Ref	Deposit Date	Maturity Date	S & P Rating	Institution	Term (Days)	Rate of Interest	Amount Invested (Days)				Expected Interest		
							Up to 30	30-59	60-89	90-120+			
Municipal													
745260755	4/12/2020	2/02/2021	A1	NAB	60	0.25%	-	-	500,000.00	-	500,000.00	205.48	
10739338	29/01/2021	2/03/2021	A1	NAB	32	0.11%	-	1,000,000.00	-	-	1,000,000.00	96.44	
10739003	27/01/2021	29/03/2021	A1	NAB	61	0.20%	-	-	1,000,000.00	-	1,000,000.00	334.25	
52824	30/11/2020	2/03/2021	A2	IMB	92	0.40%	-	-	-	1,000,000.00	1,000,000.00	1,008.22	
3555613	24/12/2020	24/03/2021	A2	Bendigo	90	0.25%	-	-	-	1,000,000.00	1,000,000.00	616.44	
0210111087	11/01/2021	11/02/2021	A1	CBA	31	0.17%	-	1,000,000.00	-	-	1,000,000.00	144.38	
Restricted - Bonds and Deposits:													
347112	29/01/2021	29/10/2021	A2	BOQ	273	0.40%	-	-	-	400,000.00	400,000.00	1,196.71	
42808811	23/11/2020	24/05/2021	A1	NAB	182	0.45%	-	-	-	1,000,000.00	1,000,000.00	2,243.84	
428251206	23/11/2020	24/05/2021	A1	NAB	182	0.45%	-	-	-	500,000.00	500,000.00	1,121.92	
755365673	7/01/2021	7/05/2021	A1	NAB	120	0.40%	-	-	-	-	8,811.72	11.59	
							-	2,000,000.00	1,500,000.00	3,908,811.72	7,408,811.72	6,979.26	
Reserve													
347130	29/01/2021	29/10/2021	A2	BOQ	273	0.40%	-	-	-	792,084.20	792,084.20	2,369.74	
145265771	23/12/2020	23/03/2021	A1	NAB	90	0.40%	-	-	-	1,368,285.90	1,368,285.90	1,349.55	
3555244	23/12/2020	23/03/2021	A2	Bendigo	90	0.25%	-	-	-	901,109.59	901,109.59	555.48	
53027	22/01/2021	22/04/2021	A2	IMB	90	0.35%	-	-	-	1,004,155.67	1,004,155.67	866.60	
52885	16/12/2020	16/03/2021	A2	IMB	90	0.40%	-	-	-	1,001,356.16	1,001,356.16	987.64	
53038	27/01/2021	27/04/2021	A2	IMB	90	0.34%	-	-	-	592,272.73	592,272.73	496.54	
220138	13/10/2020	10/02/2021	A2	ME Bank	120	0.60%	-	-	-	992,764.93	992,764.93	1,958.33	
3522185	19/11/2020	19/05/2021	A2	Bendigo	181	0.55%	-	-	-	1,324,800.15	1,324,800.15	3,613.26	
							-	-	-	7,976,829.33	7,976,829.33	12,197.13	
Trust													
358770309	19/11/2020	19/05/2021	A1	NAB	181	0.45%	-	-	-	743,094.03	743,094.03	1,658.22	
							-	-	-	743,094.03	743,094.03	1,658.22	
Total							-	2,000,000.00	1,500,000.00	12,628,735.08	16,128,735.08	20,834.61	

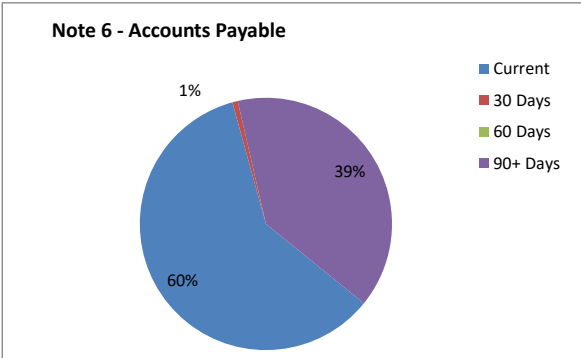
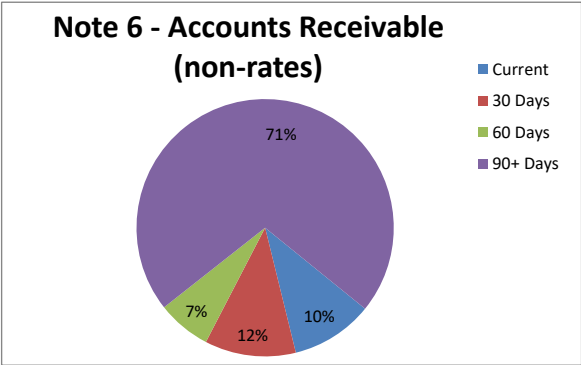
COMMITMENT		INDIVIDUAL INSTITUTION EXPOSURE		TOTAL CREDIT EXPOSURE		TERM TO MATURITIES	
Depositing Institution	Value Invested						
Fossil Fuel Lending ADI							
BOQ	1,192,084.20						
NAB	6,120,191.65						
	7,312,275.85						
Non Fossil Fuel Lending ADI							
CBA Green	1,000,000.00						
IMB	3,597,784.56						
ME Bank	992,764.93						
Bendigo	3,225,909.74						
	8,816,459.23						
Total Funds	16,128,735.08						

**TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021**

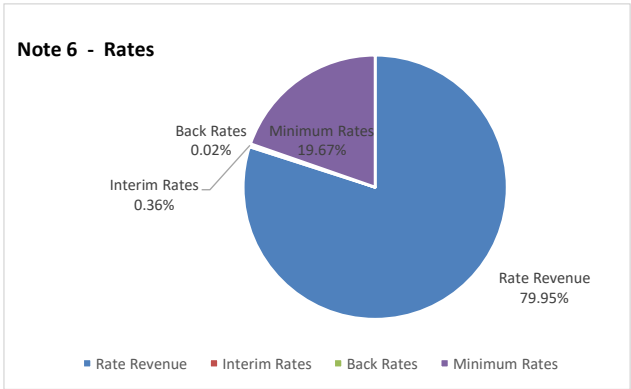
Note 6: Receivables and Payables

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	6,213	6,894	4,074	42,992	60,173
Balance per Trial Balance					
Sundry Debtors					60,173
Total Receivables General Outstanding					60,173

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables - General	20,881	242	0	13,748	34,871
Balance per Trial Balance					
Sundry Creditors					34,871
Total Payables General Outstanding					34,871



Comments/Notes - Receivables General
The above amounts include GST where applicable.



TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 7: Cash Backed Reserves

Name	Opening Balance Original	Original Annual Budget Transfers In (+) Including Interest	Original Annual Budget Transfers Out (-)	Original Annual Budget Closing Balance	Actual Opening Balance 01/07/2020	Actual Transfers In (+) Including Interest	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment Reserve	373,483	4,343	(68,000)	309,826	373,872	2,507	-	376,379
Community Facilities Reserve	54,620	635	(27,000)	28,255	54,568	339	-	54,907
Land and Buildings Infrastructure Reserve	1,923,292	1,522,367	(1,389,731)	2,055,928	1,921,462	1,603,691	(700,000)	2,825,154
Waste Management Reserve	1,741,533	20,252	(722,824)	1,038,961	1,393,497	6,865	-	1,400,363
Wind In The Willows Child Care Reserve	30,000	349	(30,000)	349	40,683	305	-	40,988
Aged Persons Reserve	561,281	6,527	-	567,808	560,864	3,485	-	564,349
Youth Development Reserve	29,774	346	(4,000)	26,120	29,746	185	-	29,931
Underground Power Reserve	85,933	999	(20,000)	66,932	85,851	534	-	86,385
Employee Entitlements Reserve	232,721	2,706	(24,250)	211,177	232,226	5,965	-	238,191
Drainage Infrastructure Reserve	126,542	1,472	(126,620)	1,394	126,402	916	-	127,317
HACC Asset Replacement Reserve	120,914	1,406	(5,000)	117,320	114,083	749	-	114,832
Unspent Grants Reserve	1,858,865	-	(1,397,033)	461,832	400,432	-	-	400,432
Street Tree Reserve	-	-	-	-	92,670	792	-	93,462
Bus Shelter Reserve	21,644	252	(4,000)	17,896	21,623	135	-	21,758
Information Technology Reserve	200,000	2,326	(200,000)	2,326	200,000	-	-	200,000
Future Projects Reserve	517,708	6,020	(140,000)	383,728	511,708	-	-	511,708
Marine Assets Reserve	-	50,000	-	50,000	-	-	-	-
	7,878,310	1,620,000	(4,158,458)	5,339,852	6,159,688	1,626,467	(700,000)	7,086,155

Town of Bassendean
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 8: Capital Works Program

Assets	Budget		YTD Actual		2020/2021 Capital Expenditure Total		Purchase Order Value	YTD Variance Budget to Actual
	Annual Budget	YTD Budget	New/ Upgrade	Renewal	YTD			
Land and Buildings	\$ 1,500,504	\$ 1,181,166	\$ 709,907	\$ 52,665	\$ 762,572	\$ 11,553	\$ (418,594)	
Plant and Equipment	\$ 76,000	\$ 25,960	\$ -	\$ 5,430	\$ 5,430	\$ 83,210	\$ (20,530)	
Furniture and Equipment	\$ 643,574	\$ 510,662	\$ 239,945	\$ -	\$ 239,945	\$ 26,870	\$ (270,717)	
Roadworks	\$ 1,834,854	\$ 1,616,820	\$ 1,228,802	\$ 5,671	\$ 1,234,473	\$ 134,919	\$ (382,347)	
Drainage	\$ 319,718	\$ 207,012	\$ -	\$ -	\$ -	\$ 49,298	\$ (207,012)	
Footpaths	\$ 184,531	\$ 72,995	\$ -	\$ -	\$ -	\$ -	\$ (72,995)	
Parks, Gardens and Reserves	\$ 1,856,166	\$ 1,093,964	\$ 28,659	\$ 2,135	\$ 30,794	\$ 11,990	\$ (1,063,170)	
	\$ 6,415,347	\$ 4,708,579	\$ 2,207,313	\$ 65,901	\$ 2,273,214	\$ 317,839	\$ (2,435,365)	

**TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021**

Note 9: Budget Amendments					
GL Account Code	Description	Current Budget	Amended Budget	Budget Movement	Reason
	No Budget Amendments this Reporting Period				

TOWN OF BASSENDEAN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 January 2021

Note 10: Disposal of Assets

Asset Class	Original Annual Budget				YTD Actual			
	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
Plant & Equipment	41,505	15,000	2,819	(29,324)	-	-	-	-
Land	1,775,000	1,500,000	30,000	(305,000)	1,775,000	1,592,273	30,000	(212,727)
	1,816,505	1,515,000	32,819	(334,324)	1,775,000	1,592,273	30,000	(212,727)
Program								
Law, Order and Public Safety	24,000	7,000	-	(17,000)	-	-	-	-
Community Amenities	1,775,000	1,500,000	30,000	(305,000)	1,775,000	1,592,273	30,000	(212,727)
Recreation and Culture	17,324	5,000	-	(12,324)	-	-	-	-
Transport	181	3,000	2,819	-	-	-	-	-
	1,816,505	1,515,000	32,819	(334,324)	1,775,000	1,592,273	30,000	(212,727)

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 11: Trust, Bonds and Deposits

Trust Funds held at balance date over which the Town has no control and which are not included in this statement are as follows:

Description	Opening Balance 1/07/2020	Amount Received	Amount Paid	Closing Balance 31/01/2021
	\$	\$	\$	\$
Public Open Space	739,976	3,118	-	743,094
Total Uncontrolled Trust Funds	739,976	3,118	-	743,094

Bonds and Deposits held at balance date over which the Town has control are as follows:

Description	Opening Balance 1/07/2020	Amount Received	Amount Paid	Closing Balance 31/01/2021
Hyde Retirement Village Retention Bonds	218,450	250	(17,828)	200,872
<u>Other Bonds and Deposits</u>				
Sundry	387,166	4,995	(3,219)	388,941
Securities	1,151,678	267,148	(240,520)	1,178,307
Hall Hire Bonds	28,711	24,000	(20,700)	32,011
Crossover Deposits	108,675	-	-	108,675
Landscaping Bonds	601,965	26,677	(67,849)	560,793
Stormwater Deposits	30,596	3,000	(4,000)	29,596
Lyneham Hostel Residents Trust-T614	1,050	-	-	1,050
Iveson Hostel Residents Trust-T614	18	-	-	18
Total Other Bonds and Deposits	2,309,859	325,820	(336,288)	2,299,391
Total Controlled Trust Funds	2,528,309	326,070	(354,116)	2,500,262

ATTACHMENT NO. 14

**LIST OF PAYMENTS
FOR PERIOD
ENDED 31st DECEMBER 2020**

*Any questions relating to the List of Payments, please raise with Paul White,
Director Corporate Services, prior to Briefing Session.*

SUMMARY OF SCHEDULE OF ACCOUNTS

FUND	VOUCHERS	AMOUNT \$
MUNICIPAL / TRUST		
EFT and Direct Debits 01-31 December 2020	42297 – 42515	2,196,017.24
TRUST FUND		
Cheques Commonwealth 6100-1015-9136	0	0.00
MUNICIPAL BANK		
Cheques Commonwealth 6100-1015-9128	86244 – 86267	38,060.02
		\$2,234,077.26
		\$2,234,077.26

DIRECTOR CORPORATE SERVICES' DECLARATION:

This list of payments, covering vouchers as above, will be submitted to Council on 23rd February 2021. The List of Payments has been checked and is 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, and the amounts shown have been paid.

DIRECTOR CORPORATE SERVICES

1st December 2020
to
31st December 2020

Chq/EFT	Date	Name		Amount
EFT42297	08/12/2020	AUSTRALIAN SERVICES UNION	Payroll Deductions	-155.40
EFT42298	08/12/2020	AUSTRALIAN TAX OFFICE (PAYG)	Payroll Deductions	-93,826.00
EFT42299	08/12/2020	CHILD SUPPORT AGENCY	Payroll Deductions	-236.27
EFT42300	08/12/2020	LGRCEU	Payroll Deductions	-61.50
EFT42301	08/12/2020	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll Deductions	-920.54
EFT42302	11/12/2020	ANGELA KAYE	Hall & Key Bond Refund	-1,050.00
EFT42303	11/12/2020	ASHFIELD PRIMARY SCHOOL	Key Bond Refund	-50.00
EFT42304	11/12/2020	B1 HOMES	Security Bond Refund	-3,400.00
EFT42305	11/12/2020	CHRISTINA CAREY	Key Bond Refund	-50.00
EFT42306	11/12/2020	HANNAH GOERKE	Hall & Key Bond Refund	-1,050.00
EFT42307	11/12/2020	JAIMIE FOSTER	Hall & Key Bond Refund	-1,050.00
EFT42308	11/12/2020	KIM VEALE	Hall & Key Bond Refund	-350.00
EFT42309	11/12/2020	MERIT CONSULTING GROUP	Security Bond Refund	-2,805.00
EFT42310	11/12/2020	SIANG YEAP	Security Bond Refund	-2,805.00
EFT42311	11/12/2020	TANGENT NOMINEES	Security Bond Refund	-2,805.00
EFT42312	11/12/2020	TOWN OF BASSENDEAN (TRANS FROM TRUST TO MUNI)	Security Bond Refund	-6,573.00
EFT42313	11/12/2020	VANESSA YOUNG	Reserve & Key Bond Refund	-50.00
EFT42314	11/12/2020	VENTURA HOME GROUP	Security Bond Refund	-2,280.00
EFT42315	11/12/2020	A & S TEGOZ	Rates Refund	-688.30
EFT42316	11/12/2020	A. M BOLTS & NUTS	Depot - Minor Supplies	-174.30
EFT42317	11/12/2020	ABACUS CALCULATORS (WA) PTY LTD	Town Planning - Canon Scanner & Plotter Lease	-293.82
EFT42318	11/12/2020	ADAM CASTLING	Refund - No Plans Found	-95.00
EFT42319	11/12/2020	ALSCO PERTH	Office Linen And Laundry Services	-160.20
EFT42320	11/12/2020	AMAZING BRICK PAVING	Various Sites - Repair Verge And Walkway Brick Paving	-2,057.00
EFT42321	11/12/2020	ANNE CULLINAN	Rates Refund	-75.00
EFT42322	11/12/2020	AUSTRALIA POST	Various Business Units - Postal Charges - November 2020	-1,849.43
EFT42323	11/12/2020	BANK OF QUEENSLAND FINANCE (AUST) LIMITED	Lease - New Servers / Equipment	-2,287.43
EFT42324	11/12/2020	BASSENDEAN CRICKET CLUB	Turf Wicket Maintenance Instalment	-19,675.00
EFT42325	11/12/2020	BCIFF	Building & Construction Industry - Levy Collected - November 2020	-691.25
EFT42326	11/12/2020	CLUB BUSY BLOKES	Children Services - Mud Kitchen For The Toddler Garden	-1,180.00

1st December 2020
to
31st December 2020

Chq/EFT	Date	Name	Description	Amount
EFT42327	11/12/2020	COLES SUPERMARKETS AUSTRALIA	Various Business Units - Groceries Supplies	-3,265.05
EFT42328	11/12/2020	CTI RISK MANAGEMENT	Customer Service - Banking Collection - November 2020	-242.00
EFT42329	11/12/2020	DATA3	Office 365 Services - User Lease	-1,292.54
EFT42330	11/12/2020	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	Building Services Levy Collected - November 2020	-8,538.65
EFT42331	11/12/2020	EASTERN METROPOLITAN REGIONAL COUNCIL	Various Domestic & Council Rubbish	-150,274.69
EFT42332	11/12/2020	ELLENBY TREE FARM PTY LTD	Various Street Garden Sites - New Plants	-19,019.00
EFT42333	11/12/2020	ESTATE OF B T SELENTIN	Rates Refund	-86.19
EFT42334	11/12/2020	JAYLON INDUSTRIES PTY LTD	Various Street Garden Sites - Supplies	-391.60
EFT42335	11/12/2020	JEFF GREEN TREE LOPPING	Various Sites - Street Tree Pruning & Removal	-1,881.00
EFT42336	11/12/2020	LEWIS KEVIN WEBBER	Rates Refund	-357.17
EFT42337	11/12/2020	MARIA DANIELS	Relax Instructor - Samba Drumming - Term 4	-1,200.00
EFT42338	11/12/2020	MT LAWLEY MILK	Milk Supplies - 35, 46 & 48 Old Perth Road & Depot	-211.05
EFT42339	11/12/2020	MUNDARING GLASS & SECURITY	Various Sites - Key & Lock Repairs	-238.10
EFT42340	11/12/2020	N & N J HAEUSLER	Library & Volunteer - Daily/Weekly Newspaper Subscriptions	-92.08
EFT42341	11/12/2020	SCOTT FRASER	Refund - Overpayment Of Childcare	-362.04
EFT42342	11/12/2020	SYNERGY	Various Sites Synergy Account - Electricity Supply Charges	-46,519.56
EFT42343	11/12/2020	ZIRCODATA PTY LTD	Records - Document Bin Rental & Storage Fees - November 2020	-33.51
EFT42344	22/12/2020	AUSTRALIAN SERVICES UNION	Payroll Deductions	-155.40
EFT42345	22/12/2020	AUSTRALIAN TAX OFFICE (PAYG)	Payroll Deductions	-91,514.00
EFT42346	22/12/2020	CHILD SUPPORT AGENCY	Payroll Deductions	-235.27
EFT42347	22/12/2020	LGRCEU	Payroll Deductions	-61.50
EFT42348	22/12/2020	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll Deductions	-920.54
EFT42349	21/12/2020	DIANNE KRUGER	Hall & Key Bond Refund	-350.00
EFT42350	21/12/2020	MARK & SANDRA HAMMOND	Security Bond Refund	-3,000.00
EFT42351	21/12/2020	MATTHEW BUTLER	Security Bond Refund	-2,805.00
EFT42352	21/12/2020	MG CAR CLUB OF WESTERN AUSTRALIA	Hall & Key Bond Refund	-350.00
EFT42353	21/12/2020	PAULINE & STEVE BASSO	Reserve & Key Bond Refund	-350.00
EFT42354	21/12/2020	SHANE BASIOLI	Stormwater Bond Refund	-1,000.00
EFT42355	21/12/2020	SHAUN WALSH	Security Bond Refund	-2,805.00
EFT42356	21/12/2020	URBANEWAL PTY LTD	Development Bond Refund	-7,752.00

1st December 2020
to
31st December 2020

Chq/EFT	Date	Name	Description	Amount
EFT42357	21/12/2020	AHAI CONSULTING	Strategic Community Plan And Organisational Workshops	-8,228.00
EFT42358	21/12/2020	ALSCO PERTH	Office Linen And Laundry Services	-40.05
EFT42359	21/12/2020	AMAZING BRICK PAVING	Various Sites - Repair Verge And Walkway Brick Paving	-2,147.00
EFT42360	21/12/2020	ANIMAL CARE EQUIPMENT & SERVICES P/L	Ranger Services - Snappy Snare Catch Poles	-246.75
EFT42361	21/12/2020	ANNE YARDLEY	Local Studies Oral History - Transcript Of Interview With Charlie Howar	-275.00
EFT42362	21/12/2020	AXIIS CONTRACTING	Various Sites - Crossover And Footpath Maintenance & Construction	-6,500.89
EFT42363	21/12/2020	BANK OF IDEAS	Culture & Rec - Staff Training	-781.00
EFT42364	21/12/2020	BASSENDEAN NEWSAGENCY	Library - Subscriptions - November 2020	-189.10
EFT42365	21/12/2020	BASSENDEAN PHYSIOTHERAPY PTY LTD	Seniors - Client - Physiotherapy Session	-175.00
EFT42366	21/12/2020	BBC ENTERTAINMENT	Citizenship Ceremony - Group Performance With Didgeridoo & Dancer	-2,750.00
EFT42367	21/12/2020	BEAVER TREE SERVICES	Various Sites - Street Tree Pruning	-25,958.90
EFT42368	21/12/2020	BEN NASH SURVEYS	Survey Of Binding Park North	-528.00
EFT42369	21/12/2020	BIDVEST FOOD SERVICE	Seniors - Client Related Expenses - Groceries	-173.29
EFT42370	21/12/2020	BIOBAG WORLD AUSTRALIA PTY LTD	Fogo Caddy Liners - Replacement Bags	-1,516.68
EFT42371	21/12/2020	BOC LIMITED	Depot - Bottled Gas Supplies & Equipment	-44.30
EFT42372	21/12/2020	BOLINDA PUBLISHING PTY LTD	Library - Digital Collection Of Books	-305.76
EFT42373	21/12/2020	BUNNINGS GROUP LIMITED	Various Sites - Maintenance Supplies And Equipment	-1,886.51
EFT42374	21/12/2020	C.E. NICHOLLS & SON PTY LTD	Building Control - Pool And Spa Inspections To 31/12/2020	-5,263.50
EFT42375	21/12/2020	CAPITAL RECYCLING	Depot - Pick Up Of Dumped Asbestos	-1,941.39
EFT42376	21/12/2020	CASA SECURITY PTY LTD	Various Sites - Security Alarm Repairs And Monitoring	-4,274.16
EFT42377	21/12/2020	CHURCH OF CHRIST BASSENDEAN	Thrive Magazine - Residential Distribution	-1,800.00
EFT42378	21/12/2020	CITY OF SOUTH PERTH	City Of South Perth Pound Fees For 2020/2021 Financial Year - November	-2,426.51
EFT42379	21/12/2020	COCKBURN CEMENT LIMITED	Rapid Cement 20Kg Bag Pcrap20Sw)	-363.66
EFT42380	21/12/2020	COLES SUPERMARKETS AUSTRALIA	Various Business Units - Groceries Supplies	-933.27
EFT42381	21/12/2020	GIOVANNI BERNERI	Rates Refund	-467.41
EFT42382	21/12/2020	HERBERT BROPHO	Cultural Engagement	-500.00
EFT42383	21/12/2020	JOHN LANE EMERGENCY MANAGEMENT SERVICES	Emergency Management Subscription Fee - 2020/2021	-4,980.00
EFT42384	21/12/2020	KRISTY LEANNE ARAVIDIS	Street Signage In & Out	-750.00
EFT42385	21/12/2020	SOMANATHAN MUTHUNARAYANAN	Rates Refund	-953.93
EFT42386	21/12/2020	CR CHRIS BARTY	Meeting Fees - October, November & December	-4,966.75

1st December 2020
to
31st December 2020

Chq/EFT	Date	Name	Description	Amount
EFT42387	21/12/2020	CR HILARY MACWILLIAM	Meeting Fees - October, November & December	-4,966.75
EFT42388	21/12/2020	CR JAI WILSON	Meeting Fees - October, November & December	-4,966.75
EFT42389	21/12/2020	CR JRH GANGELL	Meeting Fees - October, November & December	-4,966.75
EFT42390	21/12/2020	CR KATHRYN HAMILTON	Meeting Fees - October, November & December	-7,276.50
EFT42391	21/12/2020	CR RENEE MCLENNAN	Meeting Fees - October, November & December	-16,449.75
EFT42392	21/12/2020	CR SARAH QUINTON	Meeting Fees - October, November & December	-4,966.75
EFT42393	21/12/2020	COMMAND-A-COM PTY LTD	Various Sites - Telephone System Maintenance & Repairs	-242.00
EFT42394	21/12/2020	COMMISSIONER OF POLICE	Volunteers - National Police Checks	-100.20
EFT42395	21/12/2020	COMMUNITY CINEMAS	Town Of Bassendean - Contribution	-8,800.00
EFT42396	21/12/2020	COMPLETE CORPORATE HEALTH - ASCOT	Various Business Units - Recruitment - Pre Employment Check	-162.36
EFT42397	21/12/2020	CREATING COMMUNITIES AUSTRALIA PTY LTD	Consultancy Fees - Town Centre Revitalisation Masterplan	-7,463.50
EFT42398	21/12/2020	CUSTOM CARS	Various Fleet Vehicles - Parts	-280.50
EFT42399	21/12/2020	CUSTOM SCREENS & SECURITY PRODUCTS	Ashfield Changerooms - Supply Security Screen And Repair Fly Wire	-168.00
EFT42400	21/12/2020	DANISHI PATISSERIE	Mary Crescent Event - Hamburger Buns	-172.00
EFT42401	21/12/2020	DAVID A HEANEY	Hyde Ret Village - Supply & Install Limestone Block Retaining Wall	-2,387.00
EFT42402	21/12/2020	DEPARTMENT OF BIODIVERSITY CONSERVATION	Reel It In Project - Annual Contribution	-2,200.00
EFT42403	21/12/2020	DEPARTMENT OF TRANSPORT	Ranger Services - Vehicle Ownership Checks -November 2020	-70.40
EFT42404	21/12/2020	DI CANDILO & SONS	Depot - Minor Supplies	-253.45
EFT42405	21/12/2020	DOMUS NURSERY	Various Street Garden Sites - New Plants	-584.38
EFT42406	21/12/2020	DRAINFLOW SERVICES PTY LTD	Various Sites - Drain Cleaning	-2,112.00
EFT42407	21/12/2020	DS WORKWEAR & SAFETY	Depot - Staff Uniforms	-322.14
EFT42408	21/12/2020	E FIRE & SAFETY (WA)	Various Sites - Service And Check Fire Extinguishers	-1,350.80
EFT42409	21/12/2020	EASIFLEET	Payroll Deductions	-857.72
EFT42410	21/12/2020	EASTERN METROPOLITAN REGIONAL COUNCIL	Various Domestic & Council Rubbish	-1,972.05
EFT42411	21/12/2020	EDEN HILL COMMUNITY ACTION NETWORK INC	Thrive Magazine - Residential Distribution	-760.00
EFT42412	21/12/2020	ELISABETH RICHARDSON	Bassendean Markets - Coordinator Services	-4,238.33
EFT42413	21/12/2020	ELLIOTT'S IRRIGATION PTY LTD	Bic Reserve - Reticulation Iron Filter Service	-253.00
EFT42414	21/12/2020	ENVIRONMENT HOUSE INCORPORATED	Fogo - Worm Farm With Worms	-388.50
EFT42415	21/12/2020	FUJI XEROX AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-3,156.51
EFT42416	21/12/2020	GARRARDS PTY LTD	Environ Services - Mosquito Control Supplies	-578.88

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Chq/EFT	Date	Name	Description	Amount
EFT42417	21/12/2020	GINO'S ALL ROUND HANDYMAN SERVICE	Seniors - Home Garden & Maintenance	-859.70
EFT42418	21/12/2020	GO2CUP PTY LTD	Mary Crescent Event - Paper Cup Supplies	-233.20
EFT42419	21/12/2020	GRAFTON GENERAL PRODUCTS	Seniors - Client Independent Living Supplies	-376.20
EFT42420	21/12/2020	GREENACRES TURF GROUP	Padbury Reserve - Turf Repairs	-2,919.00
EFT42421	21/12/2020	GREENSTEAM AUSTRALIA	Various Sites - Steam Weeding	-3,960.00
EFT42422	21/12/2020	HATCHET PTY LTD	Various Sites - Website Hosting Opr Markets	-511.49
EFT42423	21/12/2020	HELEN DOBBIE	Relax Instructor - Monday Night Yoga - Term 4	-1,050.00
EFT42424	21/12/2020	HISTORICAL RESEARCH & PUBLICATION SERVICES	Completion Of Bassendean - A Brief History	-1,875.00
EFT42425	21/12/2020	HOLLY RAYE IRVING	Library Volunteers - Gift Vouchers	-450.00
EFT42426	21/12/2020	HUMES WEMBLEY CEMENT	Various Sites - Grated Cover	-2,508.00
EFT42427	21/12/2020	ILLION (AUSTRALIA)	Credit Checks On Preferred Tenderers	-336.60
EFT42428	21/12/2020	IMAGESOURCE DIGITAL SOLUTIONS	Town Of Bassendean - Letterhead	-1,030.70
EFT42429	21/12/2020	INTELIFE GROUP LIMITED	Various Buildings Cleaning - November 2020	-13,263.94
EFT42430	21/12/2020	IT VISION	Software - Synergy Licences	-14,603.09
EFT42431	21/12/2020	J & K HOPKINS	New Office Storage Cupboard	-470.00
EFT42432	21/12/2020	JSM CONSTRUCTION WA	Various Sites - Building & Maintenance Repairs	-1,998.20
EFT42433	21/12/2020	KENNARDS HIRE	Bassendean Markets - Hire Led Solar Light Towers	-1,081.99
EFT42434	21/12/2020	KLEENIT PTY LTD	Various Sites - Graffiti Removal	-35,574.91
EFT42435	21/12/2020	KWIK KOPY PRINTING CENTRE MALAGA	Depot Stationery - Requisition Books	-425.38
EFT42436	21/12/2020	LANDCARE WEED CONTROL	Various Sites - Application Of Weed Control	-5,251.74
EFT42437	21/12/2020	LANDGATE	Rates - Gross Rental Evaluations	-3,977.45
EFT42438	21/12/2020	PERTH COFFEE EXPRESS	Staff Meeting - Morning Tea	90.00
EFT42439	21/12/2020	LIVE TO TELL YOUR STORY INC	Volunteer Event 2020 - Catering	-600.00
EFT42440	21/12/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Staff Attendance - One Day Conference And Awards Dinner	-980.00
EFT42441	21/12/2020	LOCKDOC	Various Sites - Key & Lock Repairs	-720.00
EFT42442	21/12/2020	M P ROGERS & ASSOCIATES PTY LTD	Ashfield Parade - Drainage Rectification Design	-8,196.79
EFT42443	21/12/2020	MACKIE PLUMBING AND GAS PTY LTD	Various Sites - Plumbing Repairs	-7,524.33
EFT42444	21/12/2020	MARKETFORCE PTY LTD	Thrive Newsletter - Edition 8 - December 2020 - Design, Produce & Print	-7,661.67
EFT42445	21/12/2020	MCINERNEY FORD	Various Fleet Vehicles - Parts	-102.00
EFT42446	21/12/2020	MCLEODS & CO	Legal Professional Fees - Purchase Of Hyland Street Bassendean	-1,329.71

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Chq/EFT	Date	Name	Description	Amount
EFT42447	21/12/2020	MIDLAND MINICRETE	Various Sites - Supply Concrete For Footpath Repairs	-1,488.30
EFT42448	21/12/2020	MINT CIVIL PTY LTD	Various Sites - Street Sweeping Services	-21,447.85
EFT42449	21/12/2020	MIRRABOOKA AUTO ELECTRICS	Depot Fleet Vehicle - Repairs	-1,479.50
EFT42450	21/12/2020	MORLEY MOWER CENTRE	Depot - Minor Plant Parts	-421.42
EFT42451	21/12/2020	BASSEDEAN WELLNESS CLINIC	Seniors - Client - Podiatry Home Visit	-90.00
EFT42452	21/12/2020	HOME CHEF	Seniors - Clients - Meals On Wheels	-860.30
EFT42453	21/12/2020	LIFE CARE HOME CARE	Seniors - Client - Physiotherapy Session	-370.50
EFT42454	21/12/2020	LIFE READY MOBILE PTY LTD	Seniors - Client - Physiotherapy Session	-952.00
EFT42455	21/12/2020	MAXIMUM INDEPENDENCE OCCUPATIONAL THERAPY	Seniors - Independent Living - Initial Assessment	-385.00
EFT42456	21/12/2020	MT LAWLEY MILK	Milk Supplies - 35, 46 & 48 Old Perth Road & Depot	-70.35
EFT42457	21/12/2020	MULTILEC ENGINEERING PTY LTD	Library Lift - Conduct Service & Inspection	-385.00
EFT42458	21/12/2020	NAMEPLATE ENGRAVERS	Childrens Services - Name Badges	-232.10
EFT42459	21/12/2020	NAPA AUTO PARTS	Depot - Minor Fleet Vehicle Parts	-232.87
EFT42460	21/12/2020	NATURAL AREA HOLDINGS	Various Sites - Fire Hazard Reduction Works	-5,764.00
EFT42461	21/12/2020	NIKKI DENNERLEY	Children Services - Happy Feet Monthly Incursion	-250.00
EFT42462	21/12/2020	NORTH LAKE ELECTRICAL PTY LTD	Ashfield Community Centre - Electrical Repairs	-2,719.15
EFT42463	21/12/2020	NUTRIEN AG SOLUTIONS LIMITED	Various Sites - Application Of The Herbicide	-782.81
EFT42464	21/12/2020	OFFICEWORKS SUPERSTORES PTY LTD	Various Business Units - Office Stationery	-1,721.60
EFT42465	21/12/2020	PARAMOUNT ELECTRICAL SERVICES	Various Sites - Electrical Repairs & Maintenance	-1,616.60
EFT42466	21/12/2020	PATRICIA FLETCHER	Relax Instructor - Zumba And Metafit - Term 4	-4,000.00
EFT42467	21/12/2020	PERTH AIRPORTS MUNICIPALITIES GROUP	Membership Fee - Perth Airports Municipalities Group 2020/2021	-500.00
EFT42468	21/12/2020	PERTH BRAKE PARTS PTY LTD	Depot - Minor Plant Parts	-69.00
EFT42469	21/12/2020	PERTH SAFETY PRODUCTS PTY LTD	Historic Building And Land Expression Of Interest Signage	-308.00
EFT42470	21/12/2020	PILATES FLOW	Relax Instructor - Pilates Term 4	-2,000.00
EFT42471	21/12/2020	PORTNER PRESS PTY LTD	Human Resources - Employment Law Handbook Update	-87.00
EFT42472	21/12/2020	PRODUCT RECOVERY INDUSTRIES PTY LTD	Council Recycle Waste - Concrete, Bricks, Sand & Hotmix	-479.00
EFT42473	21/12/2020	PROGRAMMED PROPERTY SERVICES	Various Sites - Streetscape Watering	-6,625.46
EFT42474	21/12/2020	QUADIENT OCEANIA PTY LTD	Office Stationery - Binder Strips	-37.54
EFT42475	21/12/2020	QUICK CORPORATE AUSTRALIA PTY LTD	Various Business Units - Office Stationery	-402.52
EFT42476	21/12/2020	RELATIONSHIPS AUSTRALIA	Employee Assistance Program - Counselling	-581.50

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Chq/EFT	Date	Name	Description	Amount
EFT42477	21/12/2020	REMIDA PERTH INC	Fogo Workshop	-439.00
EFT42478	21/12/2020	REPAIR CAFE BASSENDEAN	Act Belong Commit - Volunteer Morning Tea	-150.00
EFT42479	21/12/2020	ROADS 2000	Various Sites - Road Repairs - Supply Asphalt	-115.01
EFT42480	21/12/2020	RICOH AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-3,679.06
EFT42481	21/12/2020	RICOH FINANCE AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-827.20
EFT42482	21/12/2020	ROTARY CLUB OF SWAN VALLEY	Bassendean Markets - Marshalling Services	-1,400.00
EFT42483	21/12/2020	ROYAL LIFE SAVING SOCIETY	Depot Staff Training First Aid Training	-1,336.00
EFT42484	21/12/2020	SAFE T CARD AUSTRALIA PTY LTD	Ranger Services - Monitoring Fees For Safe T Card Devices	-287.10
EFT42485	21/12/2020	SCM EARTHMOVING CONTRACTORS	Telethon Movies - Sand Pad Construction	-819.50
EFT42486	21/12/2020	SD & VH FINDLAY	Various Sites - Painting Interior & Exterior	-715.00
EFT42487	21/12/2020	SHOFER PTY LTD	Seniors - Transport For Clients - November 2020	-3,781.50
EFT42488	21/12/2020	SHORT PROMOTIONAL RUNS	Mary Crescent Community Event - Corflute Signs	-740.30
EFT42489	21/12/2020	STIHL SHOP MALAGA	Depot - Minor Plant Parts	-145.00
EFT42490	21/12/2020	STYLUS DESIGN	Various Business Units - Design & Print Requirements	-48.40
EFT42491	21/12/2020	SUEZ RECYCLING & RECOVERY PTY LTD	Various Sites - Bin Rubbish Collection & Bulk Rubbish Collection	-170,708.75
EFT42492	21/12/2020	SUPREME SHADES	Wind In The Willow - Shade Sail Re-Installation	-693.00
EFT42493	21/12/2020	PEP TRANSPORT	Courier Services - Document Delivery - November 2020	-167.17
EFT42494	21/12/2020	TOTAL EDEN PTY LTD	Various Sites - Reticulation Supplies	-1,327.27
EFT42495	21/12/2020	TREDWELL MANAGEMENT SERVICES	Jubilee Reserve Masterplan - Commencement Of Project	-14,265.90
EFT42496	21/12/2020	TRUGRADE MEDICAL SUPPLIES	Seniors - Client - Medical Supplies	-453.30
EFT42497	21/12/2020	UMESH THAPA	Various Sites - Floor Scrub & Buffing	-1,964.00
EFT42498	21/12/2020	UNIFORMS @ WORK AUSTRALIA PTY LTD	Seniors - Staff Uniforms	-263.72
EFT42499	21/12/2020	WATER2WATER PTY LTD	Water Dispenser Rental Maintenance Agreement	-671.80
EFT42500	21/12/2020	WATTLEUP TRACTORS	Depot Plant Equipment - Parts	-4,899.62
EFT42501	21/12/2020	WATTS WESTERN RUBBER	Various Fleet Vehicle - Tyre Repairs & Replacements	-862.00
EFT42502	21/12/2020	WESKERB PTY LTD	Various Sites - Road Re-Surfacing, Kerbing And Drainage Works	-2,217.60
EFT42503	21/12/2020	WESTBOOKS	Library - Book Purchases	-388.00
EFT42504	21/12/2020	WESTCARE INDUSTRIES	Seniors - Violinist For International Day Of People With A Disability	-310.00
EFT42505	21/12/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	Various Staff And Councillor Training	-7,090.00
EFT42506	21/12/2020	WGAWA PTY LTD	Fishing Platform - Structural Assessment & Remediation Design	-7,150.00

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Chq/EFT	Date	Name	Description	Amount
DD18893.1	01/12/2020	ONHOLD MAGIC	Messages On Hold - December 2020	-138.80
DD18993.1	03/12/2020	COMMONWEALTH CREDIT CARDS	Credit Card - November 2020	-13,519.19
DD18902.1	08/12/2020	AWARE SUPERANNUATION	Payroll Deductions	-46,568.05
DD18902.2	08/12/2020	MANIC SUPERANNUATION SUPER FUND	Payroll Deductions	-727.32
DD18902.3	08/12/2020	VIC SUPER	Superannuation Contributions	-230.17
DD18902.4	08/12/2020	MLC SUPER FUND	Superannuation Contributions	-457.06
DD18902.5	08/12/2020	COLONIAL FIRST STATE	Payroll Deductions	-601.43
DD18902.6	08/12/2020	AMP FLEXIBLE SUPER - SUPER	Superannuation Contributions	-270.45
DD18902.7	08/12/2020	ANZ SMART CHOICE SUPER	Payroll Deductions	-580.91
DD18902.8	08/12/2020	AMP SUPERLEADER	Superannuation Contributions	-136.32
DD18902.9	08/12/2020	DIY MASTER PLAN	Payroll Deductions	-472.54
DD18902.10	08/12/2020	NGS SUPER	Superannuation Contributions	-304.31
DD18902.11	08/12/2020	MLC SUPER FUND	Superannuation Contributions	-211.10
DD18902.12	08/12/2020	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Superannuation Contributions	-52.16
DD18902.13	08/12/2020	SUN SUPER	Superannuation Contributions	-88.01
DD18902.14	08/12/2020	AUSTRALIAN ETHICAL SUPER	Superannuation Contributions	-400.18
DD18902.15	08/12/2020	CBUS INDUSTRY SUPERFUND	Superannuation Contributions	-153.75
DD18902.16	08/12/2020	BT SUPER FOR LIFE	Superannuation Contributions	-279.92
DD18902.17	08/12/2020	MLC WRAP SUPER	Superannuation Contributions	-146.30
DD18902.18	08/12/2020	LGIA SUPER	Superannuation Contributions	-388.21
DD18902.19	08/12/2020	PLUMMER SUPERANNUATION FUND	Payroll Deductions	-1,093.02
DD18902.20	08/12/2020	TWU SUPERANNUATION	Superannuation Contributions	-282.94
DD18902.21	08/12/2020	B & L SUPER FUND	Superannuation Contributions	-192.49
DD18902.22	08/12/2020	AUSTRALIAN/WESTSCHEME SUPER	Payroll Deductions	-6,794.65
DD18902.23	08/12/2020	HOST PLUS	Superannuation Contributions	-1,608.38
DD18902.24	08/12/2020	REST SUPERANNUATION	Superannuation Contributions	-1,641.01
DD18902.25	08/12/2020	HESTA SUPER FUND	Superannuation Contributions	-2,182.18
DD18947.1	15/12/2020	SG FLEET AUSTRALIA PTY LTD	Fleet Vehicles Leases - December 2020	-14,109.92
DD18940.1	22/12/2020	AWARE SUPERANNUATION	Payroll Deductions	-44,363.55
DD18940.2	22/12/2020	MANIC SUPERANNUATION SUPER FUND	Payroll Deductions	-740.06

**LIST OF PAYMENTS
FOR PERIOD
ENDED 31st JANUARY 2021**

*Any questions relating to the List of Payments, please raise with Paul White,
Director Corporate Services, prior to Briefing Session.*

SUMMARY OF SCHEDULE OF ACCOUNTS

FUND	VOUCHERS	AMOUNT \$
MUNICIPAL / TRUST		
EFT and Direct Debits 01-31 January 2021	42516 – 42678	2,529,926.45
TRUST FUND		
Cheques Commonwealth 6100-1015-9136	0	0.00
MUNICIPAL BANK		
Cheques Commonwealth 6100-1015-9128	86268 – 86274	10,675.82
		\$2,540,602.27
		\$2,540,602.27

DIRECTOR CORPORATE SERVICES' DECLARATION:

This list of payments, covering vouchers as above, will be submitted to Council on 23rd February 2021. The List of Payments has been checked and is 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, and the amounts shown have been paid.



DIRECTOR CORPORATE SERVICES

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31st January 2021

Chq/EFT	Date	Name	Amount
EFT42516	20/01/2021	AUSTRALIAN SERVICES UNION	-155.40
EFT42517	20/01/2021	AUSTRALIAN TAX OFFICE (PAYG)	-98,405.00
EFT42518	20/01/2021	CHILD SUPPORT AGENCY	-236.27
EFT42519	20/01/2021	LGRCEU	-61.50
EFT42520	20/01/2021	TOWN OF BASSEDEAN PAYROLL DEDUCTIONS	-692.00
EFT42521	21/01/2021	CU BUILDING GROUP PTY LTD	-7,950.00
EFT42522	21/01/2021	DALE ALCOCK HOMES PTY LTD	-2,805.00
EFT42523	21/01/2021	KIRSTY PLOEG	-550.00
EFT42524	21/01/2021	PAIGE MUNRO-CERNAT	-100.00
EFT42525	21/01/2021	PORT BOUVARD HOMES	-2,805.00
EFT42526	21/01/2021	DEPARTMENT OF FIRE & EMERGENCY SERVICES	-704,775.60
EFT42527	21/01/2021	EASTERN METROPOLITAN REGIONAL COUNCIL	-114,150.98
EFT42528	21/01/2021	SUEZ RECYCLING & RECOVERY PTY LTD	-83,806.87
EFT42529	21/01/2021	ADVANCE PRESS (2013) PTY LTD	-726.00
EFT42530	21/01/2021	BCITF	-7,413.23
EFT42531	21/01/2021	C & G PARIS	-95.71
EFT42532	21/01/2021	COLES SUPERMARKETS AUSTRALIA	-3,496.56
EFT42533	21/01/2021	DATA3	-4,788.96
EFT42534	21/01/2021	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	-7,609.49
EFT42535	21/01/2021	FODOCO PTY LTD	-254.44
EFT42536	21/01/2021	FUEL DISTRIBUTION OF WESTERN AUSTRALIA PTY LTD	-10,991.07
EFT42537	21/01/2021	GINO'S ALL ROUND HANDYMAN SERVICE	-616.00
EFT42538	21/01/2021	GRANTS EMPIRE	-90.00
EFT42539	21/01/2021	GREENSTEAM AUSTRALIA	-1,100.00
EFT42540	21/01/2021	INTEGRAL DEVELOPMENT ASSOCIATES PTY LTD	-1,864.00
EFT42541	21/01/2021	K & T SWICK	-2,792.23
EFT42542	21/01/2021	LJR MAINTENANCE SERVICES	-1,132.00
EFT42543	21/01/2021	LOCHNESS LANDSCAPE SERVICES	-13,068.00
EFT42544	21/01/2021	MARINA BROUGHTON	97.00
EFT42545	21/01/2021	MINT CIVIL PTY LTD	-9,587.09

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Chq/EFT	Date	Name	Description	Amount
EFT42546	21/01/2021	P & M AUTOMOTIVE EQUIPMENT	Depot Workshop - Hoist Inspection & Service	-228.80
EFT42547	21/01/2021	PAUL WHITE	C P A Membership Renewal - 2020/2021	-720.00
EFT42548	21/01/2021	PRESTIGE PROPERTY MAINTENANCE	Various Sites - Reserves And Surrounds Mowing	-6,723.20
EFT42549	21/01/2021	PROGRAMMED PROPERTY SERVICES	Various Sites - Streetscape Watering	-8,198.65
EFT42550	21/01/2021	SD & VH FINDLAY	Various Sites - Painting Interior & Exterior	-2,942.50
EFT42551	21/01/2021	SIFTING SANDS	Various Sites - Reserves - Sand Clean	-4,879.81
EFT42552	21/01/2021	SLADE MORGAN	Rates Refund	-1,914.57
EFT42553	21/01/2021	TPG NETWORK PTY LTD	Various Sites - Telephone Charges	-3,642.09
EFT42554	21/01/2021	UMESH THAPA	Various Sites - Office & Facility Cleaning	-14,523.00
EFT42555	21/01/2021	W & M ELLISS	Depot - Minor Plant - Parts	-91.96
EFT42556	21/01/2021	WATER2WATER PTY LTD	Water Dispenser Rental Maintenance Agreement	-99.00
EFT42557	21/01/2021	WESTERN AUSTRALIAN GENEALOGICAL SOCIETY INC.	Library - Annual Membership 2020/2021	-100.00
EFT42558	27/01/2021	CLARE HONEY	Hall & Key Bond Refund	-550.00
EFT42559	27/01/2021	DIONE BILICK	Security Bond Refund	-600.00
EFT42560	27/01/2021	PITTER PATTEN MUSIC TOGETHER	Key Bond Refund	-100.00
EFT42561	27/01/2021	REDINK HOMES	Security Bond Refund	-2,805.00
EFT42562	27/01/2021	TANGENT NOMINEES	Security Bond Refund	-2,805.00
EFT42563	27/01/2021	VINSAN CONTRACTING PTY LTD	Security Bond Refund	-2,805.00
EFT42564	27/01/2021	ACTION GLASS AND ALUMINIUM	Alf Faulkner Hall - Replace Broken Window	-1,490.72
EFT42565	27/01/2021	ADELBY PTY LTD (FIREBREAKS & SLASHING)	Ranger Services - Fire Season Slashing/Property Clearing	-1,881.00
EFT42566	27/01/2021	ALSCO PERTH	Office Linen And Laundry Services	-100.15
EFT42567	27/01/2021	ASSET INFRASTRUCTURE MANAGEMENT	Consulting Fee - Asset Management	-9,652.50
EFT42568	27/01/2021	AUSTRALIA POST	Various Business Units - Postal Charges - December 2020	-1,849.27
EFT42569	27/01/2021	AUSTRALIAN AIRCONDITIONING SERVICES PTY LTD	Various Sites - Air Conditioning Repairs & Maintenance	-2,355.95
EFT42570	27/01/2021	B&A SMASH REPAIRS	Fleet Vehicle - Repairs	-425.92
EFT42571	27/01/2021	BAILEYS FERTILISER	Various Sites - Fertiliser Applications	-3,505.00
EFT42572	27/01/2021	BANK OF QUEENSLAND FINANCE (AUST) LIMITED	Lease - New Servers / Equipment	-11,287.15
EFT42573	27/01/2021	BARMAH HATS	Depot - Staff Uniforms	-510.40
EFT42574	27/01/2021	BASSENDAN BOWLING CLUB INC	Part Payment - Installation New Chef Electric Oven	-600.00
EFT42575	27/01/2021	BASSENDAN MEN'S SHED INC	Childrens Christmas Party - Barbeque	-782.00

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Chq/EFT	Date	Name	Description	Amount
EFT42576	27/01/2021	BASSEDEAN NEWSAGENCY	Library - Subscriptions - December 2020	-162.66
EFT42577	27/01/2021	BASSEDEAN WELLNESS CLINIC	Seniors - Client - Podiatry Home Visit	-35.10
EFT42578	27/01/2021	BEAVER TREE SERVICES	Various Sites - Street Tree Pruning	-45,586.92
EFT42579	27/01/2021	BOC LIMITED	Depot - Bottled Gas Supplies & Equipment	-35.44
EFT42580	27/01/2021	BOLINDA PUBLISHING PTY LTD	Library - Digital Collection Of Books	-271.15
EFT42581	27/01/2021	BUDGET PEST CONTROL	Various Sites - Pest Control - Black Ant Infestation	-165.00
EFT42582	27/01/2021	BUNNINGS GROUP LIMITED	Various Sites - Maintenance Supplies And Equipment	-1,091.35
EFT42583	27/01/2021	C & L GRACE	Rates Refund	-1,000.00
EFT42584	27/01/2021	C & S HENDERSON	Rates Refund	-1,502.23
EFT42585	27/01/2021	CAPITAL RECYCLING	Depot - Pick Up Of Dumped Asbestos	-1,351.35
EFT42586	27/01/2021	CASA SECURITY PTY LTD	Various Sites - Security Alarm Repairs And Monitoring	-1,611.50
EFT42587	27/01/2021	CHILDREN'S BOOK COUNCIL OF AUSTRALIA	Library - Extension Activities	-75.00
EFT42588	27/01/2021	CITY OF BAYSWATER	Town Planning - Design Review Bassendean Hotel	-2,500.00
EFT42589	27/01/2021	CITY OF SOUTH PERTH	Ranger Services - Pound Fees	-2,729.77
EFT42590	27/01/2021	GLADYS COVINGTON	Rates Refund	-896.61
EFT42591	27/01/2021	GORDON PEARS	Council Crossover Contribution	-592.00
EFT42592	27/01/2021	V CHAMBERS	Rates Refund	-904.31
EFT42593	28/01/2021	CLOSE THE LOOP OPERATIONS	Recycling - Print/Ink Cartridges	-23.65
EFT42594	28/01/2021	COMPLETE CORPORATE HEALTH - CITY	Various Business Units - Recruitment - Pre Employment Check	-19.79
EFT42595	28/01/2021	COODE 88 PTY LTD	Fogo - Event - Kids Entertainer	-198.00
EFT42596	28/01/2021	CTI RISK MANAGEMENT	Customer Service - Banking Collection - From Office To Commonwealth	-92.50
EFT42597	28/01/2021	DI CANDILO & SONS	Depot - Minor Supplies	-60.60
EFT42598	28/01/2021	DIAL A NAPPY	Children Services - Cleaning Supplies	-1,673.60
EFT42599	28/01/2021	DIGGA WEST & EARTH PARTS WA	Depot - Fleet Vehicle - Parts	-5,973.00
EFT42600	28/01/2021	DONEGAN ENTERPRISES PTY LTD	Various Sites - New Play Equipment	-748.50
EFT42601	28/01/2021	DS WORKWEAR & SAFETY	Depot - Staff Uniforms	-916.40
EFT42602	28/01/2021	E FIRE & SAFETY (WA)	Library - Fire Panel Fault - Repairs	-280.00
EFT42603	28/01/2021	EASIFLEET	Payroll Deductions	-2,561.10
EFT42604	28/01/2021	EASTERN METROPOLITAN REGIONAL COUNCIL	Various Domestic & Council Rubbish	-189.76
EFT42605	28/01/2021	ELLIOTTS IRRIGATION PTY LTD	Bic Reserve - Reticulation Iron Filter Service	-233.00

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EFT42606	28/01/2021	FUJI XEROX AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-1,009.80
EFT42607	28/01/2021	GALVINS PLUMBING PLUS	Various Sites - Plumbing Supplies	-264.00
EFT42608	28/01/2021	GRONBEK SECURITY	Various Sites - Restricted Keys & Coding	-286.87
EFT42609	28/01/2021	HEATLEY SALES PTY LTD	Depot - Minor Supplies	-192.07
EFT42610	28/01/2021	HYGIENE CONCEPTS	Various Sites - Quarterly - Toilet Hygiene Service	-8,911.24
EFT42611	28/01/2021	INTELIFE GROUP LIMITED	Various Buildings Cleaning - December 2020	-13,263.98
EFT42612	28/01/2021	IT VISION	It Vision Training - Staff Training	-770.00
EFT42613	28/01/2021	JOYCE TASMA	Christmas Markets - Act Belong Commit Workshop	-200.00
EFT42614	28/01/2021	LANDGATE	Rates - Gross Rental Evaluations	-1,173.18
EFT42615	28/01/2021	LEADERSHIP WESTERN AUSTRALIA	Leadership Program - Councillor Training	-2,372.50
EFT42616	28/01/2021	LIFE CARE HOME CARE	Seniors - Client - Physiotherapy Session	-1,166.00
EFT42617	28/01/2021	LIFE READY MOBILE PTY LTD	Seniors - Client - Physiotherapy Session	-699.00
EFT42618	28/01/2021	LINA'S CATERING	Community Transport Volunteers - Lunch Catering	-630.00
EFT42619	28/01/2021	LOCKDOC	Various Sites - Key & Lock Repairs	-90.00
EFT42620	28/01/2021	MACKIE PLUMBING AND GAS PTY LTD	Various Sites - Plumbing Repairs	-4,260.68
EFT42621	28/01/2021	MACRI PARTNERS	Complete A Better Bins Grant Acquittal Audit	-990.00
EFT42622	27/01/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 160B Interest Payment - Library Redevelopment	-6,037.49
EFT42623	27/01/2021	MARKETFORCE PTY LTD	Various Business Units - Advertising And Printing	-1,037.75
EFT42624	27/01/2021	MARTIN'S TRAILER PARTS	Various Fleet Vehicles - Parts	86.67
EFT42625	27/01/2021	MCLEODS & CO	Town Planning - Legal Professional Fees - Sale 48 Chapman Street Bass	833.40
EFT42626	27/01/2021	MEET THE ANIMALS	Library - Extension Activity - Quail Hatching	-210.00
EFT42627	27/01/2021	MINT CIVIL PTY LTD	Various Sites - Street Sweeping Services	-20.00
EFT42628	27/01/2021	MIRRABOOKA AUTO ELECTRICS	Depot Fleet Vehicle - Repairs	-1,940.50
EFT42629	27/01/2021	MT LAWLEY MILK	Milk Supplies - 35, 46 & 48 Old Perth Road & Depot	-130.70
EFT42630	27/01/2021	N & N J HAEUSLER	Library & Volunteer - Daily/Weekly Newspaper Subscriptions	1.79
EFT42631	27/01/2021	NAMEPLATE ENGRAVERS	Various Business Units - Staff Name Badges	8.60
EFT42632	27/01/2021	NAPA AUTO PARTS	Depot - Minor Fleet Vehicle Parts	256.41
EFT42633	27/01/2021	NATURAL AREA HOLDINGS	Fire Hazard Reduction Works	4,213.07
EFT42634	27/01/2021	NORTH LAKE ELECTRICAL PTY LTD	Various Sites - Electrical Repairs & Maintenance	-3,405.27
EFT42635	27/01/2021	OFFICEWORKS SUPERSTORES PTY LTD	Various Business Units - Office Stationery	-801.72

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Chq/EFT	Date	Name	Description	Amount
EFT42636	27/01/2021	OIL TECH WA PTY LTD	Depot - Oil Supplies	-799.00
EFT42637	27/01/2021	PARAMOUNT ELECTRICAL SERVICES	Various Sites - Electrical Repairs & Maintenance	-9,458.05
EFT42638	27/01/2021	PEP TRANSPORT	Courier Services - Document Delivery - December 2020	-19.46
EFT42639	27/01/2021	PRODUCT RECOVERY INDUSTRIES PTY LTD	Council Recycle Waste - Concrete, Bricks, Sand & Hotmix	-277.20
EFT42640	27/01/2021	QUALITY TRAFFIC MANAGEMENT PTY LTD	Various Road Closures And Traffic Management	-6,305.94
EFT42641	27/01/2021	QUICK CORPORATE AUSTRALIA PTY LTD	Various Business Units - Office Stationery	-155.18
EFT42642	27/01/2021	RELATIONSHIPS AUSTRALIA (WESTERN AUSTRALIA) INC	Employee Assistance Program - Counselling	-170.50
EFT42643	27/01/2021	RESILIENCE AGENDA AUSTRALIA PTY LTD	Children Services - Wellbeing Diaries	-1,000.00
EFT42644	27/01/2021	RICOH AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-818.68
EFT42645	27/01/2021	ROADS 2000	Various Sites - Road Repairs - Supply Asphalt	-353.07
EFT42646	27/01/2021	RSEA PTY LTD	Depot - Staff Uniforms & Safety Equipment	-294.40
EFT42647	27/01/2021	RUBY 9 PTY LTD	Relax Instructor - Thursday Morning Yoga - Term 4	-1,050.00
EFT42648	27/01/2021	SHORT PROMOTIONAL RUNS	Various Events - Banner Signage	-943.80
EFT42649	27/01/2021	SIGNING HANDS	Children Services - Signing Hands Incursion	-450.00
EFT42650	27/01/2021	SINGTEL OPTUS PTY LTD	Seniors - Support Workers - Mobile Phone Charges - December 2020	-1,129.89
EFT42651	27/01/2021	STARLET NAPERY	Depot - Uniforms & Safety Gear	-98.00
EFT42652	27/01/2021	MACKIE PLUMBING AND GAS PTY LTD	Various Sites - Plumbing Repairs	-139.90
EFT42653	27/01/2021	STATEWIDE CLEANING SERVICES PTY LTD	Various Sites - Paper Hand Towels Supplies	-261.40
EFT42654	27/01/2021	STIHL SHOP MALAGA	Depot - Minor Plant Parts	-128.00
EFT42655	27/01/2021	STOTT AND HOARE	Various Office - Computer Security Appliance & Support	-15,845.06
EFT42656	27/01/2021	SUEZ RECYCLING & RECOVERY PTY LTD	Various Sites - Bin Rubbish Collection & Bulk Rubbish Collection	-97,628.28
EFT42657	27/01/2021	SUPERCHARGE BATTERIES	Depot - Minor Consumables Tools	-120.76
EFT42658	27/01/2021	SURESHANK PTY LTD	Children Services - Plant Maintenance Schedule	-126.00
EFT42659	27/01/2021	SYNERGY	Various Sites Synergy Account - Electricity Supply Charges	-40,759.83
EFT42660	27/01/2021	T-QUIP	Depot - Fleet Vehicle - Parts	-657.30
EFT42661	27/01/2021	THE ENVIRONMENTAL PRINTING COMPANY	Printing - Community Group Contact Register Notepads	-352.00
EFT42662	27/01/2021	THE SCIENCE MUM	Library - Extension Activity - Slime Session	-250.00
EFT42663	27/01/2021	THE STATE LAW PUBLISHER	Ranger Services - Advertisement Fire Season 2020/2021	-197.76
EFT42664	27/01/2021	TOP OF THE LADDER GUTTERMAN	Hyde Ret Village - Gutter & Down Pipe Clean	-5,335.10
EFT42665	27/01/2021	TOTAL EDEN PTY LTD	Various Sites - Reticulation Supplies	-2,352.48

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DD18985.1	01/01/2021	ONHOLD MAGIC	Messages On Hold - January 2021	-138.80
DD18999.1	03/01/2021	COMMONWEALTH CREDIT CARDS	Credit Card - December 2020	-16,138.30
DD18964.1	05/01/2021	AWARE SUPERANNUATION	Payroll Deductions	-46,053.42
DD18964.2	05/01/2021	MANIC SUPERANNUATION SUPER FUND	Payroll Deductions	-778.24
DD18964.3	05/01/2021	VIC SUPER	Superannuation Contributions	-230.17
DD18964.4	05/01/2021	MLC SUPER FUND	Superannuation Contributions	-446.27
DD18964.5	05/01/2021	COLONIAL FIRST STATE	Payroll Deductions	-605.26
DD18964.6	05/01/2021	AMP FLEXIBLE SUPER - SUPER	Superannuation Contributions	-226.14
DD18964.7	05/01/2021	ANZ SMART CHOICE SUPER	Payroll Deductions	-597.44
DD18964.8	05/01/2021	AMP SUPERLEADER	Superannuation Contributions	-98.76
DD18964.9	05/01/2021	DIY MASTER PLAN	Payroll Deductions	-499.72
DD18964.10	05/01/2021	NGS SUPER	Superannuation Contributions	-325.61
DD18964.11	05/01/2021	MLC SUPER FUND	Superannuation Contributions	-225.14
DD18964.12	05/01/2021	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Superannuation Contributions	-59.81
DD18964.13	05/01/2021	AUSTRALIAN ETHICAL SUPER	Payroll Deductions	-748.40
DD18964.14	05/01/2021	CBUS INDUSTRY SUPERFUND	Superannuation Contributions	-133.76
DD18964.15	05/01/2021	BT SUPER FOR LIFE	Superannuation Contributions	-289.72
DD18964.16	05/01/2021	MLC WRAP SUPER	Superannuation Contributions	-66.01
DD18964.17	05/01/2021	LGIA SUPER	Superannuation Contributions	-388.21
DD18964.18	05/01/2021	PLUMMER SUPERANNUATION FUND	Payroll Deductions	-1,084.59
DD18964.19	05/01/2021	TWU SUPERANNUATION	Superannuation Contributions	-227.95
DD18964.20	05/01/2021	B & L SUPER FUND	Superannuation Contributions	-196.24
DD18964.21	05/01/2021	AUSTRALIAN/WESTSCHEME SUPER	Payroll Deductions	-6,189.48
DD18964.22	05/01/2021	HOST PLUS	Superannuation Contributions	-1,825.26
DD18964.23	05/01/2021	REST SUPERANNUATION	Superannuation Contributions	-1,740.81
DD18964.24	05/01/2021	HESTA SUPER FUND	Superannuation Contributions	-1,798.14
DD18988.1	15/01/2021	SG FLEET AUSTRALIA PTY LTD	Fleet Vehicles Leases - January 2021	-12,581.90
DD19000.1	19/01/2021	AWARE SUPERANNUATION	Payroll Deductions	-46,222.64
DD19000.2	19/01/2021	MANIC SUPERANNUATION SUPER FUND	Payroll Deductions	-765.50
DD19000.3	19/01/2021	VIC SUPER	Superannuation Contributions	-230.17

