

ATTACHMENTS
ORDINARY COUNCIL MEETING
28 MARCH 2017

Attachment No. 1

Ordinary Council Minutes of 28 February 2017

Attachment No. 2

125 Walter Road East
Site plan, floor plan and elevation plans of the proposed development.

Attachment No. 3

Letter of objection from owner of 8 Thompson Road, Bassendean

Attachment No. 4

Arboricultural Assessment Report

Attachment No. 5

Consolidated Reconciliation Action Plan Stocktake Report

Attachment No. 6

Special Meeting of Electors Minutes of 13 March 2017

Attachment No. 7

Bassendean River Parks Management Committee Minutes of 8 February 2017

Attachment No. 8

Access and Inclusion Committee Minutes of 1 March 2017.

Attachment No. 9

Local Studies Collection Management Committee Minutes of 2 March 2017.

Attachment No. 10

Minutes of the Audit & Risk Management Committee held on 8 March 2017

Attachment No. 11

List of Accounts

Attachment No. 12

Financial Statements

ATTACHMENT NO. 1

<p>TOWN OF BASSENDEAN MINUTES ORDINARY COUNCIL MEETING 28 FEBRUARY 2017</p>
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TABLE OF CONTENTS

	Page No.
1.0 Declaration of Opening/Announcement of Visitors	1
2.0 Public Question Time and Address by Members of the Public	1
3.0 Attendances, Apologies and Applications for Leave of Absence	4
4.0 Deputations	4
5.0 Confirmation of Minutes	5
5.1 Ordinary Council Meeting held on 31 January 2017	5
6.0 Announcements by the Presiding Person Without Discussion	5
7.0 Petitions	5
8.0 Declarations of Interest	5
9.0 Business Deferred from Previous Meeting	5
10.0 Reports	6
10.1 Adoption of Recommendations en bloc	6
10.2 Retrospective Application for a Patio at Lot 19; No. 15 Bridson Street, Bassendean	7
10.3 Development Assessment Panels: Local Government Nominations – Correspondence received from Director General of Department of Planning	8
10.4 RFT CO 054 2016-17 Success Hill Bore, Separable Portions – Repair or Replace for the Town of Bassendean	8
10.5 Recreational Boating Facilities Scheme (RBFS) Application for a Round 22 RBFS Planning/Design Project Grant	9
10.6 Local Planning Strategy – Notional Planning Precincts	9
10.7 Design WA Initiative	10
10.8 Code of Conduct Review	11
10.9 2016/17 Budget Review for the Period ending 30 June 2017	11

10.10	Bassendean Local Emergency Management Committee Meeting held on 1 February 2017	12
10.11	Liveable Town Advisory Committee (LTAC) 7 February 2017	13
10.12	Determinations Made by the Principal Building Surveyor	14
10.13	Determinations Made by Development Services	14
10.14	Use of the Common Seal	15
10.15	Calendar for March 2017	15
10.16	Implementation of Council Resolutions	15
10.17	Accounts for Payment – January 2017	15
10.18	Financial Statements – January 2017	16
11.0	Motions of Which Previous Notice has Been Given	16
11.1	Notice of Motion – Cr Pule: Potential to transfer the leasing of the laneway between Montessori School and the Bowling Club from the Bowling Club to and for use by Montessori School	16
11.2	Notice of Motion – Cr Pule: Proposed Land Use Intensification for Success Hill; Traffic and Transport Needs Assessment	17
11.3	Notice of Motion – Cr Pule: To include Solar Photo Voltaic Panels as rated inducements in Sustainable Building Designs Policy	17
11.4	Notice of Motion – Cr Pule: Business Continuity Improvement	17
11.5	Notice of Motion – Cr Brown: Ashfield Parade Foreshore Restoration Project	18
11.6	Notice of Motion – Cr Bridges: Flood Level Indicators	18
11.7	Notice of Motion – Cr McLennan: Communication & Engagement Strategy	18
12.0	Announcements of Notices of Motion for the Next Meeting	19
13.0	Confidential Business	20
13.1	Sport Achievement Awards	20
14.0	Closure	21

TOWN OF BASSENDEAN

MINUTES

ORDINARY COUNCIL MEETING

**HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON TUESDAY 28 FEBRUARY 2017 AT 7.00PM**

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Mayor 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 being held.

2.0 PUBLIC QUESTION TIME & ADDRESS BY MEMBERS OF THE PUBLIC

2.1 Public Question Time

Mr Graham King, 15 North Road, Bassendean

Mr King referred to the various policies on the Town's website and asked what the consequences are if Council or Councillors don't follow them, making particular reference to Policy 6.12 - Communication, Consultation, Community and Stakeholders and the recent announcement regarding Ashfield Reserve?

The Director Corporate Services advised that the policies available on the Town's website are comprehensive and are referred to as a guide for Councillors and Officers.

Mr King asked the Mayor how well he follows this policy and why the community had not been provided with a copy of the business case relating to the Ashfield Reserve announcement?

The Mayor responded that he felt Council followed the policy well and advised that the Business Plan on the development of the reserve was considered 'commercial in confidence' by the Department of Sport and Recreation.

The Mayor stated that any information provided by Mr King through the FOI process on the Ashfield Soccer would be circulated to Councillors and it would then be determined whether it was appropriate to place on the Town's website, and that the Mayor had no issue in making the business case for the Ashfield Soccer public.

Ms Kathryn Hamilton, 53 Broadway Street, Bassendean

Ms Hamilton asked why the concept plan for Ashfield Reserve had not been published in the Bassendean Briefings as part of the announcement by the Premier, when the Director Community Services had a copy in his possession since March 2016?

The Director Community Development advised that the plan had been deemed as 'commercial in confidence' by the Department of Sport and Recreation and was not to be released.

Mrs Hamilton queried why Council is wasting money on event signage that are unreadable from a car when driving and asked who is responsible for this signage.

The Mayor acknowledged that whilst some signage may be difficult to read whilst driving a car, there are many people that walk and that individual departments are responsible for signage.

Ms Nonie Jekabsons, 6 Barton Parade, Bassendean

Ms Jekabsons referred to item 10.5 on the agenda and asked why there hasn't been any public consultation or feedback sought?

The Director Operational Services advised that when Council submits an application, they are unsure whether it will be successful. If successful, it is then that a concept plan will be prepared for public consultation.

Ms Jekabsons asked if Council's intention was to replace the old jetty, which was previously located at the up river end of the reserve? The Director Operational Services advised that the intention was to consider providing a jetty adjacent to current boat ramp.

Ms Jekabsons queried who placed the signs up at entrance to Point Reserve during recent flooding and why were they not erected earlier as the area was unsafe, yet still being utilised by members of the public?

The Director Operational Services confirmed that Asset Services staff erected these signs at their first opportunity on Monday. Other work associated with street flooding was the priority on Sunday.

Mr Don Yates, 10 Thompson Road, Bassendean

Mr Yates referred to item 11.3 and asked that some wording be included about battery capacity in solar panels.

Mr Yates referred to item 10.5 and asked if Syrinx still have an open contract with the Town, to which the answer was no.

Mrs Val Dreyer, 31 Naunton Crescent, Eden Hill

Mrs Dryer asked if staff could address the following:

- Condition of the sign at the Mary Crescent Reserve
- Dry grass at Sandy Beach Reserve
- Trees in the median strip on Guildford
- Weeds on Lord Street particularly near the bridge.

The Director Operational Services will follow these matters up.

Mr Ian Veale, 33 Bassendean Pde, Bassendean

Mr Veale asked if Council was aware of the dates on the heritage plaques in the footpath near Bassendean Parade and West Road, which give the false impression that the people recognised have been living for 200 years?

The Director Community Development advised that the 200 years refers to the Bicentenary Project, not those being honoured.

Mr Veale queried whether the motion 11.6 has been seconded and was advised that it was on the agenda tonight to be considered.

2.2 Address by Members of the Public

Members of the public who wished to do so addressed Council at this point in the agenda.

These Public Statements were not recorded in the minutes.

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Councillors

Cr John Gangell, Mayor
Cr Gerry Pule
Cr Paul Bridges
Cr Bob Brown
Cr Renee McLennan

Apologies

Cr Mike Lewis, Deputy Mayor
Mr Bob Jarvis, Chief Executive Officer

Officers

Mr Michael Costarella, Acting Chief Executive Officer
Mr Graeme Haggart, Director Community Development
Mr Simon Stewert-Dawkins, Director Operational Services
Mr Anthony Dowling, Director Strategic Planning
Mr Brian Reed, Manager Development Services
Mrs Catherine Muraszko, Minute Secretary

Public

Approximately 12 members of the public were in attendance.

Press

One member of the press was in attendance.

4.0 DEPUTATIONS

Nil

5.0 CONFIRMATION OF MINUTES

5.1 Ordinary Council Meeting held on 31 January 2017

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 5.1(a)**

OCM – 1/02/17 MOVED Cr Pule, Seconded Cr Bridges, that the minutes of the Ordinary Council meeting held on 31 January 2017, be received.

CARRIED UNANIMOUSLY 5/0

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 5.1(b)**

OCM – 2/02/17 MOVED Cr Bridges, Seconded Cr Pule, that the minutes of the Ordinary Council meeting held 31 January 2017, be confirmed as a true record.

CARRIED UNANIMOUSLY 5/0

**6.0 ANNOUNCEMENT BY THE PRESIDING PERSON WITHOUT
DISCUSSION**

Nil

7.0 PETITIONS

Nil

8.0 DECLARATIONS OF INTEREST

Nil

9.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

10.0 REPORTS

10.1 Adoption of Recommendations En Bloc

It was agreed that items 10.3, 10.4, 10.7, 10.9, 10.10 and 10.11, be removed from the en bloc table and considered separately.

It was noted that Items 10.6 and 10.8 had been withdrawn from the Agenda.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.1

OCM - 3/02/17 MOVED Cr Pule, Seconded Cr Brown that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Agenda 28 February 2017:

Item	Report
10.2	Retrospective Application for a Patio at Lot 19; No. 15 Bridson Street, Bassendean
10.5	Recreational Boating Facilities Scheme (RBFS) Application for a Round 22 RBFS Planning/Design Project Grant
10.12	Determinations Made by the Principal Building Surveyor
10.13	Determinations Made by Development Services
10.14	Use of the Common Seal
10.15	Calendar for March 2017
10.16	Implementation of Council Resolutions
10.17	Accounts for Payment – January 2017
10.18	Financial Statements – January 2017

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

Item	Report
10.3	Development Assessment Panels: Local Government Nominations – Correspondence received from Director General of Department of Planning
10.4	RFT CO 054 2016-17 Success Hill Bore, Separable Portions – Repair or Replace for the Town of Bassendean
10.7	Design WA Initiative
10.9	2016/17 Budget Review for the Period ending 30 June 2017
10.10	Bassendean Local Emergency Management Committee Meeting held on 1 February 2017
10.11	Liveable Town Advisory Committee (LTAC) 7 February 2017
11.2	Notice of Motion – Cr Pule: Proposed Land Use Intensification for Success Hill; Traffic and Transport Needs Assessment
11.3	Notice of Motion – Cr Pule: To include Solar Photo Voltaic Panels as rated inducements in Sustainable Building Designs Policy

11.4	Notice of Motion – Cr Pule: Business Continuity Improvement
11.5	Notice of Motion – Cr Brown: Ashfield Parade Foreshore Restoration Project
11.6	Notice of Motion – Cr Bridges: Flood Level Indicators
11.7	Notice of Motion – Cr McLennan: Communication & Engagement Strategy
13.1	Sports Achievement Awards

CARRIED UNANIMOUSLY 5/0

10.2 Retrospective Application for a Patio at Lot 19; No. 15 Bridson Street, Bassendean, Property Owner: Kevin Prior (Ref: DABC/BDVAPPS/2017-005 – Dylan Stokes, Planning Officer)

APPLICATION

The purpose of this report was for Council to consider a retrospective proposal for a patio at Lot 19; 15 Bridson Street, Bassendean, and if necessary, to commence legal action to remove the unauthorised patio.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.2

OCM – 4/02/17 MOVED Cr Pule, Seconded Cr Brown that Council:

1. Refuses to grant development approval for the retrospective Patio at Lot 19 (No. 15) Bridson Street, Bassendean for the following reasons:
 - a) The proposal does not meet the Deemed to Comply Provisions under Clause 5.1.2 of the Residential Design Codes which requires that a minimum setback of 3.0m and an average setback of 6.0m for an R20 coded lot. The existing development is setback at 0.25m from the street with an average setback of approximately 5.8m;
 - b) The proposal does not meet the Design Principles under Clause 5.1.2 of the Residential Design Codes which requires Buildings to be set back from street boundaries an appropriate distance to ensure they contribute to and are consistent with an established streetscape. These Design Principles also require that buildings mass and form positively contributes to the prevailing development context and streetscape. There is no precedent along the streetscape of a similar setback distance or a structure that is similar in appearance;

- c) The existing development does not meet Town's Local Planning Policy 12: Development in the Front Street Setback which requires the following:
 - i. Roof to be of tile or steel in material;
 - ii. The colour of the roof is to match the existing residence;
 - iii. The support columns are to be provided in brick or an alternate material to match the materials of the dwelling facing the street; and
2. Authorises the Chief Executive Officer to initiate legal action if the unauthorised patio is not removed within 60 days of the date of refusal.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-3/02/17 5/0

10.3 Development Assessment Panels: Local Government Nominations – Correspondence received from Director General of Department of Planning (Ref: DABC/LIAIS/1 Christian Buttle, Senior Planning Officer)

APPLICATION

The purpose of this report was for Council to nominate a second alternate member to sit on the Metropolitan Central Joint Development Assessment Panel (JDAP).

COUNCIL RESOLUTION/OFFICER RECOMMENDATION —
ITEM 10.3

OCM – 5/02/17 MOVED Cr Gangell, Seconded Cr Pule, that Council nominates Cr Gangell as the second deputy member to sit on the Metro Central Joint Development Assessment Panel.

CARRIED UNANIMOUSLY 5/0

10.4 RFT CO 054 2016-17 Success Hill Bore, Separable Portions – Repair or Replace for the Town of Bassendean (WATR/TENDNG/2 – Mandy Godfrey, Contracts Support Officer & Ken Cardy Manager Asset Services)

APPLICATION

The purpose of this report was to present to Council a summary of tenders received against Request for Tender (RFT) CO 054 2016-17 Success Hill Bore, Separable Portions – Repair or Replace for the Town of Bassendean and appoint the most appropriate contractor.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 10.4

- OCM – 6/02/17** MOVED Cr Pule, Seconded Cr Brown, that Council appoints J & S Drilling to undertake the work as required in RFT CO 054 2016-17 Success Hill Bore, Separable Portions – Repair or Replace for the Town of Bassendean in accordance with the specifications and terms and conditions, with completion expected by 30 May 2017 – Separable Portion (Part 2) Replacement of the Bore at Success Hill.
CARRIED BY AN ABSOLUTE MAJORITY 5/0

10.5 Recreational Boating Facilities Scheme (RBFS) Application for a Round 22 RBFS Planning/Design Project Grant (Ref: PARE/MAINT/52 – Andreea Balica (Compliance Officer))

APPLICATION

The purpose of this report was to present Council a summary of grant application submitted.

COUNCIL RESOLUTION - OFFICER RECOMMENDATION –
ITEM 10.5

- OCM – 7/02/17** MOVED Cr Pule, Seconded Cr Brown, that Council notes, if funding for the design of the Pickering Park boat ramp and floating jetty is successful and receipt of the grant, funding of \$22,500 for this project be included in the draft 2017-18 Operating Budget for Council's consideration.
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-3/02/17 5/0

10.6 Local Planning Strategy – Notional Planning Precincts (Ref: LUAP/Bassendean LPS 2017-2030 - Anthony Dowling, Director Strategic Planning)

At the Briefing Session, this item was withdrawn from the agenda.

10.7 Design WA Initiative (Ref: GOVR/STLIAS/3 – Anthony Dowling, Director Strategic Planning)

APPLICATION

The Western Australian Planning Commission (WAPC) and Department of Planning (DoP) released last October (2016) for public consideration and comment a draft framework to facilitate well-designed built form, especially in relation to residential and mixed-use development. Endorsement by Council of the preliminary submission was requested.

Cr Bridges moved that an amendment be made to the Officer recommendation to include a third point (c) in Section 3 as highlighted in bold below.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION —
ITEM 10.7

OCM – 8/02/17 MOVED Cr Bridges, Seconded Cr Pule that:

1. Council thanks the Western Australian Planning Commission (WAPC) for granting an extension of time to lodge a submission on its Design WA initiative;
2. Council endorses the preliminary submission dated and lodged with the Department of Planning (DoP) on 17 February 2017;
3. As a matter of priority, Council reviews and revises Local Planning Policy 1.14 Design Review Panel Policy so that by the time SPP7 is gazetted, the operation and conduct of the Town's Design Review Panel generally aligns with the 'best-practice' principles, processes and conduct provisions cited in the WAPC's draft or subsequent finalised *Design Review Guideline* and the:
 - a) Review is to include an estimate of the annual expense to the Town to operate its Design Review Panel, including the estimated level of remuneration for panel members (not employed as staff);
 - b) Estimated expense of operating the Town's Design Review Panel be considered as part of the 2017-2018 budget deliberations; and

- c) **Policy aligns with the submission lodged with the Dept of Planning on 17 February 2017 and the specific comments in the draft Design Policy prepared by the Town's Director Strategic Planning addresses primary controls forwarded to the WAPC for endorsement.**

4. Clarifies with the Department of Local Government and Communities and the Department of Planning, whether there is potential for the recovery of fees from proponents of development to conduct design reviews by the Town's Design Review Panel.

CARRIED UNANIMOUSLY 5/0

10.8 Code of Conduct Review (Ref: GOVN/CCLMEET/1- Bob Jarvis, CEO)

At the Briefing Session, this item was withdrawn from the agenda.

10.9 2016/17 Budget Review for the Period ending 30 June 2017 (Ref: FINM/BUGTG/1 – Ken Lapham, Manager of Corporate Services)

APPLICATION

Council was requested to adopt a revised 2016/17 budget.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.9

OCM – 9/02/17 MOVED Cr Brown, Seconded Cr McLennan that, in accordance with Local Government (Financial Management) Regulation 33A and the Local Government Act, Council approves the Budget Review for the period ended 30th June 2017, as attached to the Ordinary Council Agenda of 28 February 2017.

CARRIED BY AN ABSOLUTE MAJORITY 5/0

10.10 Bassendean Local Emergency Management Committee Meeting held on 1 February 2017 (Ref: GOVN/CCLMEET/18 – Graeme Haggart, Director Community Development)

APPLICATION

The purpose of the report is for Council to receive the report on a meeting of the Bassendean Local Emergency Management Committee held on 1 February 2017.

Cr Bridges moved an amendment to remove the words:

“to avoid confusion where not adjacent to the flood information signs. Should this require a further financial contribution then this be addressed in the forthcoming budget review” at the end of item 1.

COUNCIL RESOLUTION - OFFICER/COMMITTEE RECOMMENDATION – ITEM 10.10

OCM – 10/02/17 MOVED Cr Bridges, Seconded Cr McLennan that:

1. Council rescinds OCM-33/10/16, which reads:

“MOVED Cr Bridges, Seconded Cr Brown, that the temporary 100 year flood height vinyl stickers recently attached to power poles be replaced with non-corroding metal bands with the same message and where this is impractical due to the presence of reinforced supports a white band be painted around the pole and supports and the 25 and 100 year flood zone bands be removed.

2. The temporary 100 year flood height vinyl stickers recently attached to power poles be replaced with non-corroding metal discs with the same message and where this is impractical due to the presence of reinforced supports, a white band be painted around the pole and supports and the 25 and 100 year flood zone bands be removed to avoid confusion where not adjacent to the flood information signs; and
3. Council receives the report on the meeting of the Bassendean Local Emergency Management Committee held on 1 February 2017.

CARRIED BY AN ABOLUTE MAJORITY 5/0

10.11 Liveable Town Advisory Committee (LTAC) 7 February 2017 (Ref: GOVN/CCL/MEET/34 – Graeme Haggart, Director Community Development)

APPLICATION

The purpose of the report was for Council to receive the report on a meeting of the Liveable Town Advisory Committee held on Tuesday 7 February 2017.

Cr Bridges moved Item 10.11 with the following minor amendments:

- *References to 2016/2017 to be replaced with 2017/2018;*
- *Point 2 “has been established” to be replaced with “is being established”;*
- *Point 4 – acknowledges the resignation from Angie Piantadosi; and*
- *Point 5 “vacancies” to be changed to “vacancy” and “notify previous applications to be changed to “notifies previous unsuccessful applicants”.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.11

OCM – 11/02/17 MOVED Cr Bridges, Seconded Cr McLennan that Council:

1. Notes the Parent Services Funding acquired by the Shire of Mundaring is to include new services to be delivered in the Town of Bassendean;
2. Notes a Working Group has been established to review the Australia Day Celebrations to consider the:
 - Sensitivity of holding the event on 26 January each year;
 - Effectiveness of the Town’s Australia Day event from the perspective of measuring the quality and impact of the event and experiences;
 - Current investment by the Town, complexity of the event each year and risk management issues associated with the fireworks and overall event management;
 - Cultural Plan review that will be conducted in the second half of the 2016/2017 financial year;

3. Provides sponsorship of \$1,000 under the Community Events Sponsorship Program to the Bassendean Church of Christ to assist with the staging of the Easter Fair on Sunday 9 April 2017 at the Church premises at 4 Ivanhoe Street, Bassendean, and that a sponsorship agreement is prepared between the Town and the Bassendean Church of Christ to outline the conditions of the sponsorship;
4. Acknowledges the contribution made to the Committee by retiring member Clara Pound **and Angie Piantadosi**;
5. Promotes the casual vacancy to the Committee; and notifies previous **unsuccessful** applicants in writing of the vacancies; and
6. Receives the report of the meeting of the Liveable Town Advisory Committee held on Tuesday 7 February 2017.
CARRIED UNANIMOUSLY 5/0

10.12 Determinations Made by the Principal Building Surveyor
Ref: LUAP/PROCD/1 – Kallan Short, Principal Building Surveyor

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 10.12

OCM – 12/02/17 MOVED Cr Pule, Seconded Cr Brown that Council notes the decisions made under delegated authority by the Principal Building Surveyor.
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-3/02/17 5/0

10.13 Determinations Made by Development Services (Ref:
LUAP/PROCD/1 – Christian Buttle, Development Services

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 10.13

OCM – 13/02/17 MOVED Cr Pule, Seconded Brown, that Council notes the decisions made under delegated authority by the Manager Development Services.
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-3/02/17 5/0

10.14 Use of the Common Seal (Ref: INFM/INTPROP/1 – Sue Perkins, Executive Assistant to the CEO)

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 10.14

OCM – 14/02/17 MOVED Cr Pule, Seconded Cr Brown that Council notes that the Common Seal was not attached to any documents during the reporting period.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-3/02/17 5/0

10.15 Calendar for March 2017 (Ref: Sue Perkins, Executive Assistant)

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 10.15

OCM – 15/02/17 MOVED Cr Pule, Seconded Cr Brown that the Calendar for March 2017 be adopted.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-3/02/17 5/0

10.16 Implementation of Council Resolutions (Ref: Sue Perkins, Executive Assistant)

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 10.16

OCM – 16/02/17 MOVED Cr Pule, Seconded Cr Brown, that the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 28 February 2017 be deleted from the Implementation of Council Resolutions list.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-3/02/17 5/0

10.17 Accounts for Payment – January 2017 (Ref: FINM/CREDTS/4 – Ken Lapham, Manager Corporate Services)

APPLICATION

The purpose of this report is for Council to receive the Accounts for Payment in accordance with Regulation 13 (3) of the Local Government (Financial Management) Regulations 1996.

COUNCIL RESOLUTION - OFFICER RECOMMENDATION -
ITEM 10.17

- OCM – 17/02/17** MOVED Cr Pule, Seconded Cr Brown, that Council receives the List of Accounts paid for January 2017, as attached to the Ordinary Council Agenda of 28 February 2017.
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-3/02/17 5/0

10.18 Financial Statements – January 2017 (Ref: FINM/AUD/1 –
Ken Lapham, Manager Corporate Services)

APPLICATION

The Local Government Financial Management Regulations, Clause 34(1) requires that a monthly financial report be presented to Council. A Local Government is to prepare each month a statement of financial activity that clearly shows a comparison of the budget estimates with the actual revenue and expenditure figures for the year to date.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 10.18

- OCM – 18/02/17** MOVED Cr Pule, Seconded Cr Brown, that the Financial Report for the period ending 31 January 2017, as attached to the Ordinary Council Agenda of 28 February 2017, be received.
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-3/02/17 5/0

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11.1 Notice of Motion – Cr Pule: Potential to transfer the leasing of the laneway between Montessori School and the Bowling Club from the Bowling Club to and for use by Montessori School

Cr Pule moved the following motion:

COUNCIL RESOLUTION – ITEM 11.1

- OCM - 19/02/17** MOVED Cr Pule, Seconded Cr McLennan, that the Town enter into discussion with Montessori School and the Bowling Club into whether it is desirable or feasible for the adjoining laneway land to become available for lease and use to the Montessori School, and that a report be brought to Council if there is agreement.

CARRIED UNANIMOUSLY 5/0

11.2 Notice of Motion – Cr Pule: Proposed Land Use Intensification for Success Hill; Traffic and Transport Needs Assessment

Cr Pule moved the following motion with an amendment to his original motion to remove the words “prepare plans and”:

COUNCIL RESOLUTION – ITEM 11.2

- OCM - 20/02/17** MOVED Cr Pule, Seconded Cr Bridges, that Council considers allocating funds for a traffic and transport needs assessment to be conducted as part of preparing a Local Planning Strategy for the Success Hill proposed land use Intensification.
CARRIED UNANIMOUSLY 5/0

11.3 Notice of Motion – Cr Pule: To include Solar Photo Voltaic Panels as rated inducements in Sustainable Building Designs Policy

Cr Pule moved the following motion with an amendment to include reference to “battery capacity if viable” and adding the words “that Council considers” as highlighted in bold.

COUNCIL RESOLUTION – ITEM 11.3

- OCM - 21/02/17** MOVED Cr Pule, Seconded Cr Bridges, **that Council considers** the Solar Photo Voltaic Panels be included and rated for Sustainable Building Design incentives and included in the Policy, **including battery capacity if viable**.
CARRIED ABSOLUTE MAJORITY 5/0

11.4 Notice of Motion – Cr Pule: Business Continuity Improvement

Cr Pule moved the following motion with an amendment to include the words “and reports” as highlighted in bold.

COUNCIL RESOLUTION – ITEM 11.4

- OCM - 22/02/17** MOVED Cr Pule, Seconded Cr Brown that the Town of Bassendean assess **and reports on** the provision of suitable stand alone generators for the Ashfield Disability Centre and the Town Depot.
CARRIED UNANIMOUSLY 5/0

11.5 Notice of Motion – Cr Brown: Ashfield Parade Foreshore Restoration Project

Cr Brown moved the following motion:

COUNCIL RESOLUTION – ITEM 11.5

OCM - 23/02/17 MOVED Cr Brown, Seconded Cr Pule, that the Town of Bassendean write to the Principal of the consulting company Syrinx Environmental Pty Ltd seeking a written explanation as to why the Ashfield Parade Foreshore Restoration Project did not adhere to the parameters of the project as presented to residents during the project consultation phase.

CARRIED 4/1

Crs Brown, Pule, Bridges and McLennan voted in favour of the motion. Cr Gangell voted against the motion.

11.6 Notice of Motion – Cr Bridges: Flood Level Indicators

Cr Bridges moved the following motion:

COUNCIL RESOLUTION – ITEM 11.6

OCM - 24/02/17 MOVED Cr Bridges, Seconded Cr McLennan, that the Town of Bassendean reinstate flood level indicators on static jetties to warn boat traffic of a submerged structure and in areas subject to flooding principally boardwalks, low lying paths, car parks and roads where floodwaters may rise and create hazards.

CARRIED UNANIMOUSLY 5/0

11.7 Notice of Motion – Cr McLennan: Communication & Engagement Strategy

Cr McLennan moved the following Notice of Motion:

COUNCIL RESOLUTION – ITEM 11.7

OCM - 25/02/17 MOVED Cr McLennan, Seconded Cr Brown that Council:

1. Engages a suitably qualified consultant to facilitate a complete review of the Town of Bassendean's current "Communication & Consultation Policy (6.12)" and associated practices;
2. In conjunction with the consultant, community and Town of Bassendean staff, develops an innovative new communication and engagement strategy;

3. Provides a specialised communication and engagement training opportunity (e.g. IAP2) for key staff and Councillors following the October 2017 local government elections;
4. Allocates adequate funding in the draft 2017/18 budget for these purposes; and
5. Requests all officer reports to include a heading of "Communication & Engagement" that identifies how the community has/ will be consulted on the report topic in the interim.

CARRIED UNANIMOUSLY 5/0

12.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

12.1 Cr Pule

That the Town of Bassendean prepare a cost impact analysis of the discontinuation of vehicle licence concessions for Local Government's effect on Bassendean and prepare a submission to the State Government highlighting the financial impost to ratepayers and request a better outcome.

12.2 Cr Pule

That a report be prepared for Council:

1. Reviewing current seniors' policies (Seniors Ageing Policy) including housing and accommodation opportunities for seniors,
2. Reviewing wellbeing opportunities that can be innovative and guide supporting service developments and benefits to seniors,
3. Note WALGA Interim Submission to the Housing Authority and the Seniors Housing Strategy Discussion Paper, and
4. Commence the preparation of an encompassing Seniors Housing and Well Being Strategy for the Town of Bassendean, supporting the WALGA initiatives.

13.0 CONFIDENTIAL BUSINESS

COUNCIL RESOLUTION – ITEM 13.0(a)

- OCM - 26/02/17** MOVED Cr Bridges Seconded Cr Brown, that the meeting go behind closed doors in accordance with Section 5.23 of the Local Government Act 1995, the time being 7.57 pm.
CARRIED UNANIMOUSLY 5/0

All members of the public vacated the chamber, the time being 7.58pm

13.1 Sports Achievement Awards (Ref: COMR/AWADP/4 –Tim Dayman, Recreation Development Officer)

This report was considered with members of the public excluded under Section 5.23 (2) (b) of the Local Government Act in order to maintain the confidentiality of the names of the nominees.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 13.1

- OCM - 27/02/17** MOVED Cr McLennan, Seconded Cr Pule that:

1. Council awards \$150 to the Officer's recommended recipient under the senior sports category in the Town of Bassendean Sports Achievement Award;
2. Council awards \$250 to the Officer's recommended recipient under the junior sports category in the Town of Bassendean Sports Achievement Award;
3. Council presents the two Sports Achievement Awards at a future Ordinary Council meeting; and
4. The report and the names of the recipients of the Awards remain confidential until after the Awards are presented.

CARRIED UNANIMOUSLY 5/0

COUNCIL RESOLUTION – ITEM 13.0(b)

- OCM - 28/02/17** MOVED Cr Gangell, Seconded Cr Bridges that the meeting proceed with open doors, the time being 8.00pm.
CARRIED UNANIMOUSLY 5/0

As no members of the public returned the Chamber, the reading aloud of the motion passed behind closed doors was dispensed with.

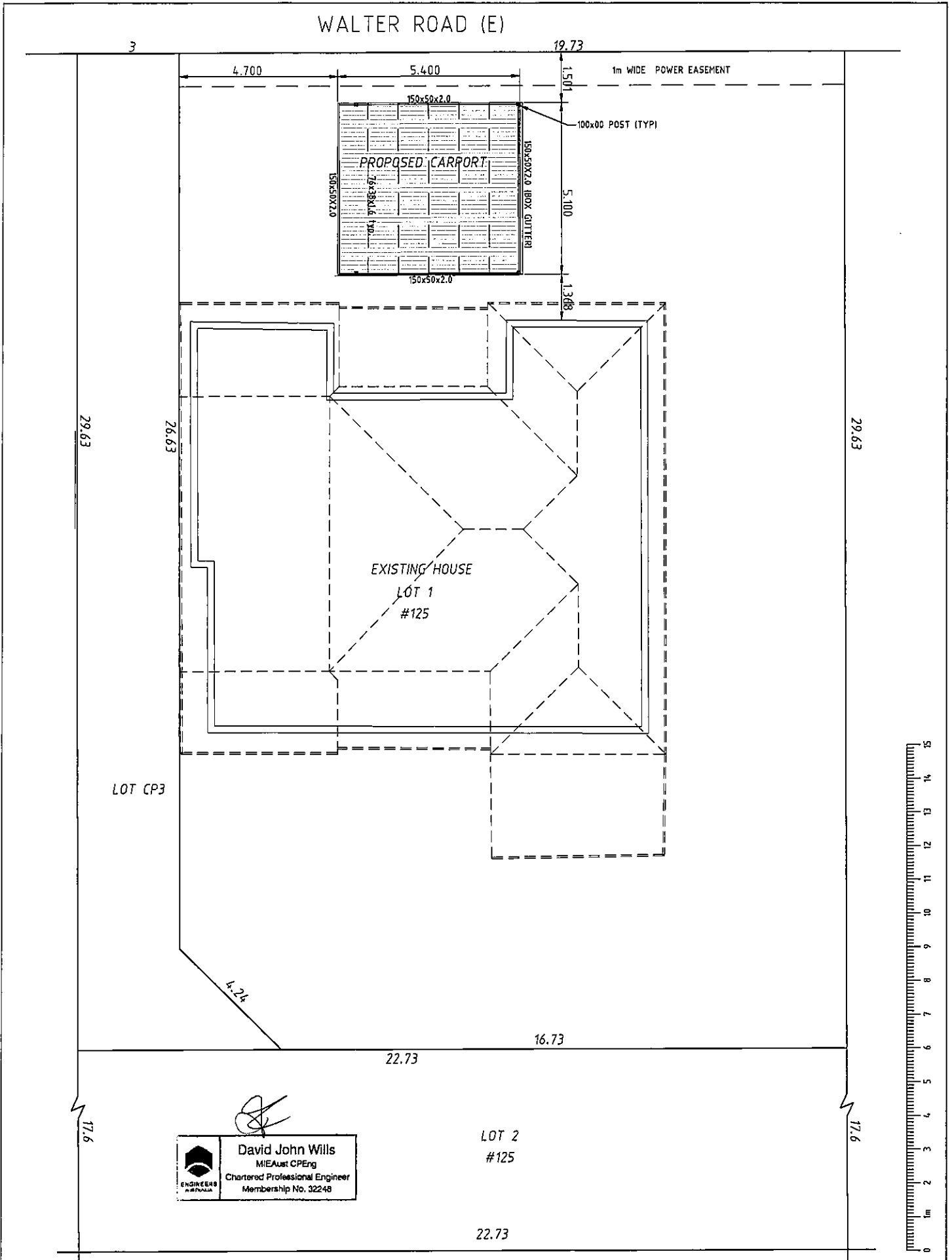
14.0 CLOSURE


The next Ordinary Council meeting will be held on Tuesday 28 March 2017.

There being no further business, the Mayor declared the meeting closed, the time being 8.00pm.

ATTACHMENT NO. 2

WALTER ROAD (E)




David John Wills
 MIEAust CPEng
 Chartered Professional Engineer
 Membership No. 32248

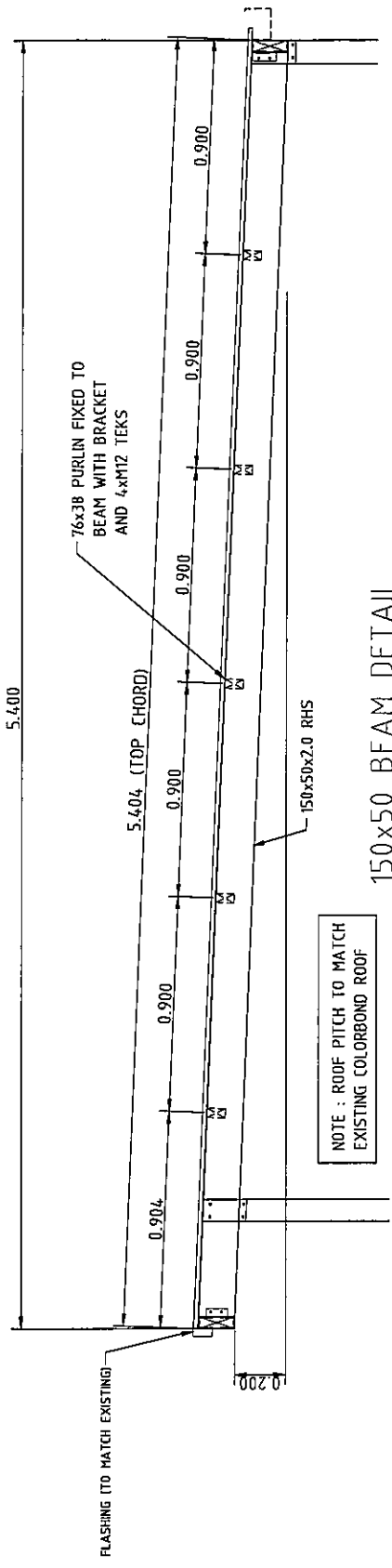
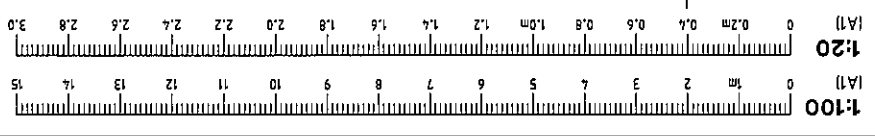
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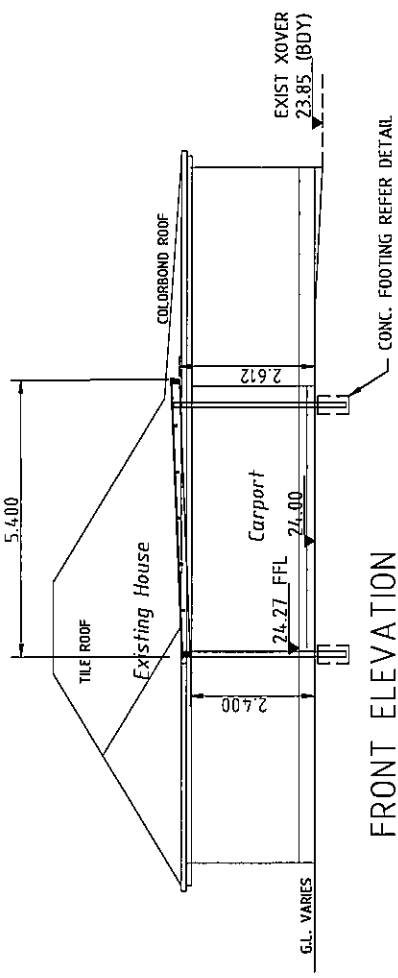
D O'ROURKE
 LOT 1 #125 WALTER ROAD E
 BASSENDEAN

PROPOSED CARPORT
 SITE PLAN

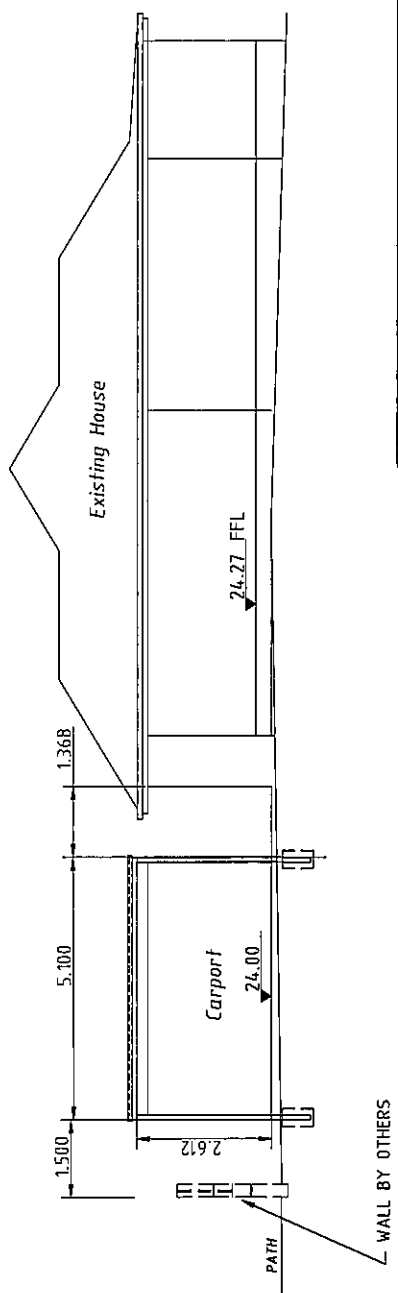
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 1m
 1:100 (A1)




150x50 BEAM DETAIL
1:20



FRONT ELEVATION
1:100



100x100 POST DETAIL
(NTS)


David John Willis
 MIEAust CP/Eng
 Chartered Professional Engineer
 Membership No. 32248

D O'ROURKE
 LOT 1 #125 WALTER ROAD E
 BASSENDEAN

PROPOSED CARPORT
 ELEVATIONS AND DETAILS

WALL BY OTHERS

Existing House

Carport

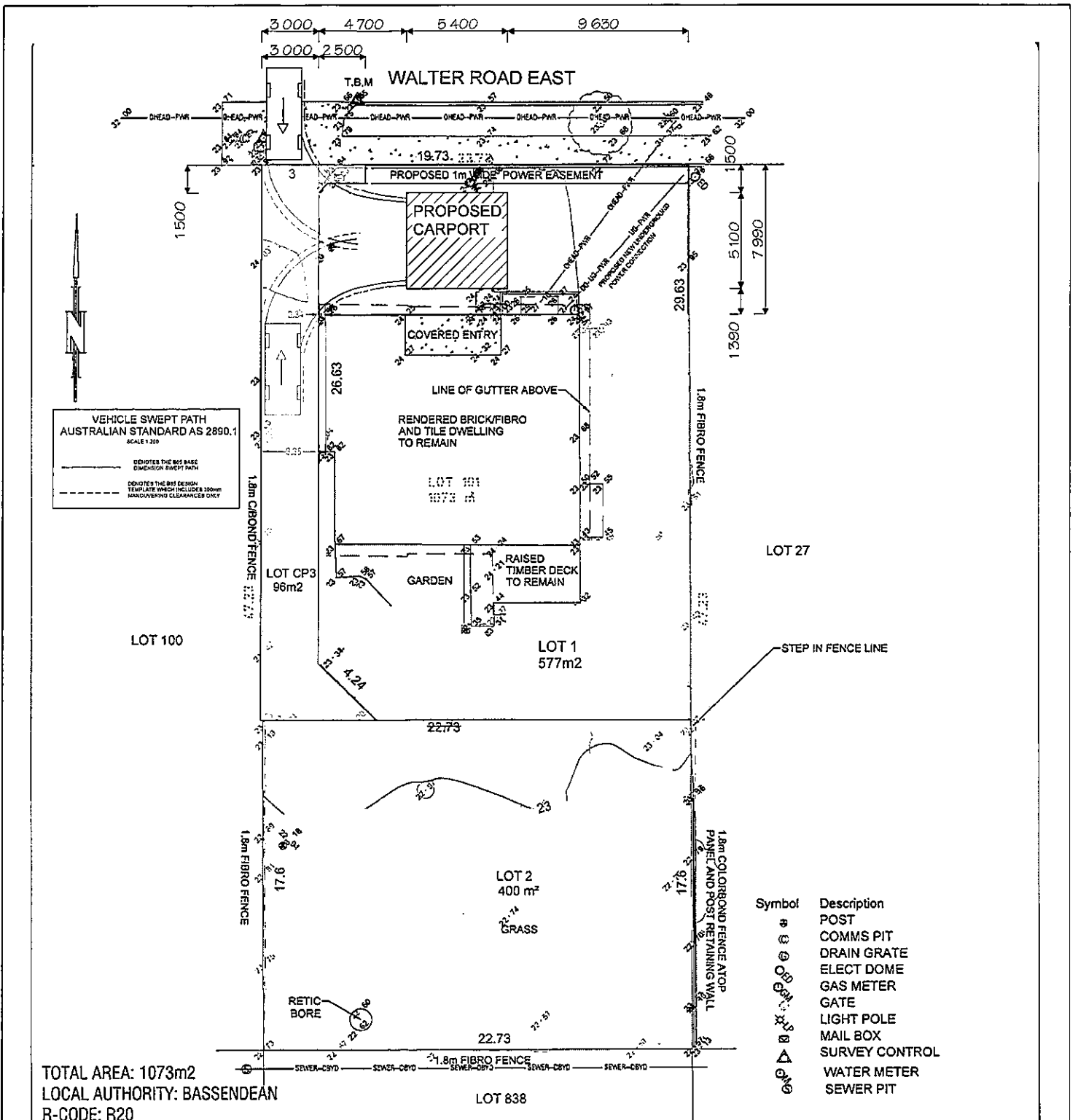
24.27 FFL

1.500

5.100

2.612

1.368



VEHICLE SWEEP PATH
AUSTRALIAN STANDARD AS 2890.1
SCALE 1:200

— DENOTES THE BMS BASE DIMENSION SWEEP PATH

- - - DENOTES THE BMS DESIGN TEMPLATE WHICH INCLUDES 300MM HANDOVERING CLEARANCES ONLY

- Symbol Description
- ⊕ POST
 - ⊙ COMMS PIT
 - ⊚ DRAIN GRATE
 - ⊛ ELECT DOME
 - ⊜ GAS METER
 - ⊝ GATE
 - ⊞ LIGHT POLE
 - ⊟ MAIL BOX
 - ⊠ SURVEY CONTROL
 - ⊡ WATER METER
 - ⊢ SEWER PIT

TOTAL AREA: 1073m²
 LOCAL AUTHORITY: BASSENDEAN
 R-CODE: R20
 SUBJECT TO CHANGE PENDING W.A.P.C
 CONDITIONS AND SURVEY
 PROPOSED LOTS: 2 & Common Property
 ORIGINAL LOTS: 1

AMENDMENTS	FEATURE SURVEY LOT 101 (#125) WALTER ROAD EAST BASSENDEAN WA 6054	Prepared for : Mr Daniel O'Rourke		
	CROSSLAND & HARDY PTY LTD CONSULTING LICENSED SURVEYORS 177 RAILWAY PARADE, MAYLANDS 6051 TEL 08 9272 2214 FAX 08 9370 3547 EMAIL: info@chsurveys.com.au A.B.N. 46 008 745 542	VER DATUM : AHD ORIGIN : SSM GLFD 22	HORIZ DATUM : ORIGIN :	
		CAD 834902 Feature Survey.DWG		
		DATE 18/11/2016	PLAN 8349/02	
	REF 8349 SURVEYOR MW DWG SIZE A3	SCALE 1:200	REVISION	

Wanneroo Design Drafting		Proposed Addition to Residence For Mr & Mrs D. O'Rourke Lot 101 (hse 125) Walter Road East Bassendean WA 6054 Mob: 04169 16844 Email: dorourke@binary-sol.com		Scale As Shown Date 2016-11-29 Drawn Delaney Drawing	Chief 72 A3P Revision	Job No 16-11 Revision B Sheet 1 of 1
2017-3-9	Revision B	20b Koolyanga Road Mullaloo 6027 Western Australia Russell Delaney Email: russell@wanneroodrafting.com.au Mob: 0423 9876 89 Ph 9401 2597		1		
2016-12-2	Revision A					
Date	Issue / Revision					

ATTACHMENT NO. 3

2012-2-13

T. A. Cassidy
8 Thompson Blvd
BASSENDEN

Mr. B. REED
MANAGER DEVELOPMENT SERVICES. T. O. B.

Dear Mr. Reed

re of New York Bag Fig at above
Proposing your letter of 21-12-12 and further
to my phone conversation with you on 18.2.13.
I am responding to ^{your} request to place in
writing my objection to any consideration,
or more, by Council to place a
preservation order on the above. I also
wish to reaffirm to you my disquiet
at the action of anonymous person, or
persons, attaching this action from you,
together with the action sought per Item 3
of your letter. Either one, or both of
these, could be disadvantageous to me
in due course.

Truly yours
T. A. Cassidy



ATTACHMENT NO. 4

16th February 2017

Wayne Hartley
A/ Parks & Gardens Supervisor
Town of Bassendean
PO Box 87
BASSENDEAN WA 6934



Dear Wayne,

ARBORICULTURAL ASSESSMENT AT 89 ANZAC TERRACE BASSENDEAN

Please find enclosed the results of the arboricultural assessment undertaken recently for the tree located adjacent to the recent construction at 89 Anzac Terrace, 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 be 'BB', written in a cursive style.

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 and provide recommendations for the mature southern blue gum tree (*Eucalyptus bicostata*) located on the municipal verge and adjacent to the recently completed residential development at 89 Anzac Terrace, Bassendean. The site visit, tree appraisal and visual tree assessment was undertaken from ground level on the 8th February 2017 at 1030hrs and was accurate at the time of inspection, and is subsequent to the previous assessment undertaken pre-construction during late 2016. No soil excavation, below ground inspection or detailed assessment of tree health and structure was undertaken unless specified. Viewing conditions were fine. Concern has been raised by the Town of Bassendean regarding the rapid decline in tree health condition and necrosis of the majority of the crown.

1.3 Executive Summary

1.4 The tree identified within this report has previously provided a range of benefits to the ecosystem, to human beings for environmental and health reasons, and to the climate. Assessment has revealed a moderately well-formed crown structure however tree health condition was assessed as moribund, with improvement in tree health condition unlikely. The rapid decline in health condition for mature healthy trees is generally attributable to two main causal agents – aggressive soil borne fungal pathogens or the application of herbicide.

1.5 With no fungal mycelium or sporophores observed at the trunk basal area, and a drill hole into a large woody structural root identified, the intentional application of herbicide to give rise to tree mortality is deduced as the causal agent. With several minor sections of living foliage revealed within the crown, consideration could be given to the monitoring of the tree over the next three months to observe any improvements in the health condition of the tree and growth of new foliage.

2.0 Site Investigation

2.1 Tree Location

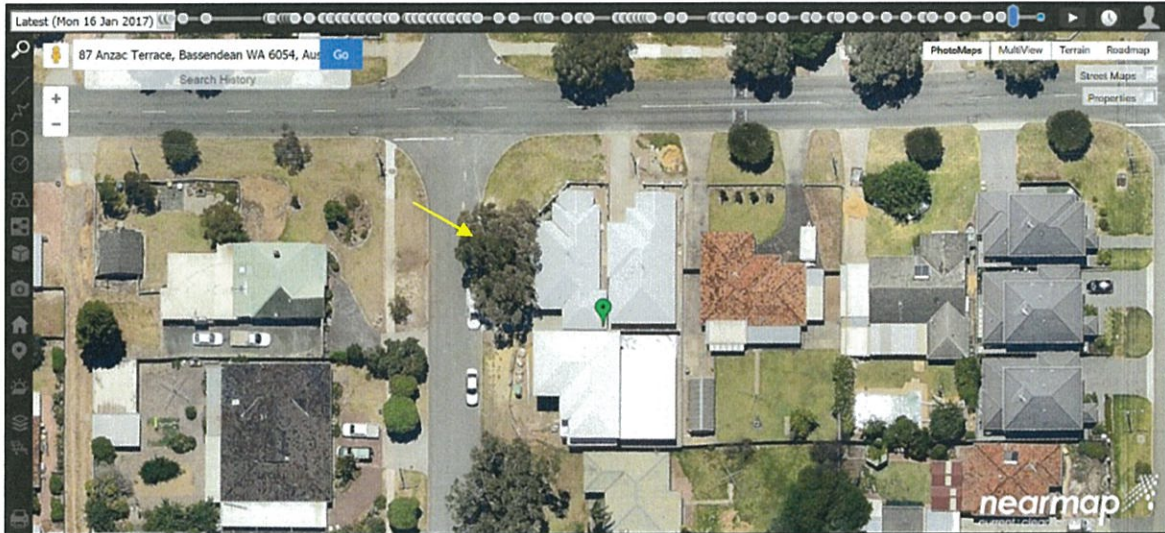


Figure 1. Aerial photo of site dated 16 January 2017 which provides evidence (green crown) of a satisfactory health condition for the southern blue gum tree (see arrow), with the rapid decline occurring over the subsequent four weeks.

2.2 Tree Structure and Health

2.3 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
- To be assessed (TBA) – further investigation required

2.4 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

Assessed Tree	Botanical Name: <i>Eucalyptus bicostata</i>
Common Name:	southern blue gum
Location:	1.2m from the property line to the east
Height:	15.4m
DBH:	92cm
Structure:	Fair
Health:	Moribund
Crown Spread (NS/ EW):	17m/ 11m
Useful Life Expectancy:	<5 years
Comments:	Necrosis of approximately 90% of the tree crown was identified with only several minor section of residual green (live) foliage remaining, no pathogenic fungal sporophores or mycelium from the Australian honey fungus (<i>Armillaria luteobubalina</i>) were evident at the rootplate and root collar, removal of a minor amount of soil from atop the large woody structural roots was undertaken a revealed a 8mm diameter drill hole at a distance of 0.5m on the northeast side of the tree, various damaged roots observed on the south and east side of the tree and which provide potential entry points for the application of herbicide



Figure 2. Assessed tree, looking towards the southwest.



Figure 3. No pathogenic fungal sporophores or mycelium from the Australian honey fungus (*Armillaria luteobubalina*) were evident at the rootplate and root collar, looking towards the north.



Figure 4. The removal of a minor amount of soil from atop the large woody structural roots revealed drill hole at a distance of 0.5m on the northeast side of the tree (see arrow).



Figure 5. Closer inspection revealed an 8mm drill hole (see arrow) which is likely to be the probable entry point for the intentional application of herbicide.



Figure 6. A number of live branch sections were visible throughout the crown and as such remedial works should be limited to monitoring only (no pruning to be undertaken), to assess the ability of the tree to produce new foliage; looking towards the northwest.

2.5 Tree Valuation

- 2.6 Tree appraisal using the "*The (Revised) Burnley Method of Amenity Tree Evaluation*" (Moore, 2006) was undertaken to provide an amenity value for the tree prior to the intentional damage. The formula has been developed for Australian trees and is as follows:

Appraised value = base value × tree volume × life expectancy × form and vigour × location
\$79 × 782m³ × 0.8 × 0.7 × 0.8

Amenity tree value: \$27,676

3.0 Discussion and Recommendations

3.1 Discussion

3.2 Contribution of Trees to Society

3.3 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 Recommendations

3.5 Monitor tree health condition over the next three months for signs of new foliage growth. Any remedial pruning works should be postponed for the short term as the removal of large branches and creation of pruning wounds has the potential to set back tree recovery.

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.
- 4.3 DBH - diameter of the main trunk, measured at breast height approximately 1.3m 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 First order structural branch – the large branches arising from the trunk that form the main structure of the crown.
- 4.7 Included bark defect – ingrown bark from adjacent parts of the tree that are in contact with each other; usually forks, acutely angled branches or basal stems – often a high failure potential.
- 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 Second order branch – a branch arising from a first order structural branch.
- 4.11 Structural root zone (SRZ) – the zone of the root plate most likely to contain roots that are critical for anchorage and the stability of the tree; generally, trunk diameter x 5.
- 4.12 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.
- 4.13 Topping and Lopping – deleterious tree and branch reduction work often at indiscriminate points and generally resulting in weakly attached regrowth branches.
- 4.14 Tree Protection Zone (TPZ) – the zone of the root plate most likely to contain roots that are critical for anchorage as well as the absorbing roots responsible for the uptake of water and essential plant nutrients; generally determined as trunk diameter x 12.

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
International Society of Arboriculture
www.isa-arbor.com/certification/benefits/credentialsExplained.aspx
- 5.8 ISA Tree Risk Assessment Qualification (TRAQ) - 2013
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 Hartley, W., (2017). Town of Bassendean – recent history of tree condition, (pers. comm.).
- 5.20 Lilly, S., Matheny, N. & Smiley, E., (2011). *Best Management Practices - Tree Risk Assessment*, Champaign, IL: International Society of Arboriculture
- 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

ATTACHMENT NO. 5

Strategy / Target	Status	Comments	RAP Element
Community Development			
Building relationships with Aboriginal and Torres Strait Islander peoples and organisations that operate in the Town of Bassendean			
1. Bassendean Cultural Advancement Group (BCAG)			
Assistance is provided by ToB to ensure the BCAG is an effective group for Council to refer to and take advice from	Achieved	RAP Consultant convened and administered BCAG meetings. Recreation and Culture AND Youth Services have regularly attended meetings and contributed where possible in regards to events, i.e. Dandjoo Koorliny Sorry Day event, NAIDOC Family Day and school holiday activities.	Relationships
The BCAG Strategic Plan be reviewed and aligned with the ToB's RAP; and ToB provides assistance to implement the BCAG strategic plan.	Not achieved	BCAG Strat Plan not reviewed. To ensure that all relevant strategic plans are aligned, Recreation and Culture have included relevant components of the RAP in the Business Unit Plan.	Relationships
BCAG to annually review the RAP implementation progress report and recommend amendments to Council.	ToB has undertaken some reporting	RAP progress report presented for BCAG consideration annually.	Relationships
2. Mary Crescent Gathering Site:			
Integrates artworks with reference to Indigenous heritage of the site	Not achieved.	Budget allocation sought but not approved.	Relationships
Incorporates art installations that acknowledge the stories and spiritual aspects of the Reserve.	Partly achieved	Artwork achieved by Peter Farmer and children from the nearby Schools at Gathering Site and linked to six-seasons gardens.	Relationships
Recognises the history and families associated with the Reserve, e.g. the itinerant grape-pickers who camped in and around the Reserve	Not achieved	Local studies collection conducts Oral History recordings including of local Aboriginal identities.	Relationships
Recognises the stories of families, who lived in the area.	Achieved	Local studies collection conducts Oral History recordings including of local Aboriginal identities.	Relationships
Includes interpretative inserts within paving and walls	Work in progress.	Gathering site performance space wall painted. Inserts in new paths in Mary Crescent Reserve being explored.	Relationships

Strategy / Target	Status	Comments	RAP Element
Consider the development of a functional performance space, i.e. the positioning of three-phase power, feature lighting and natural sound barriers in the overall design to enable the site is used for special outdoor performances and recreational cultural activities.	Achieved.	Gathering site has achieved this purpose without the provision of 3-phase power or other infrastructure. Dandjoo Koorliny Reconciliation Gathering and tree planting ceremony conducted at this site annually to mark Sorry Day.	Relationships
Uses traditional and customary materials where appropriate and possible.	Not achieved.	No known specific reference to traditional and customary materials	Relationships
Incorporates native landscaping / trees and plants that are indigenous to the area.	Achieved.	Completed. Plantings around the gathering site performance space has included range of native plants and trees.	Relationships
The Gathering Site is developed in partnership with local and other relevant communities or organisations as a venue for art and cultural activities.	Achieved	Completed. Dandjoo Koorliny Reconciliation Gathering held at Mary Crescent and based around the Gathering Site.	Relationships
Includes interpretative inserts within paving and walls	Work in progress.	Gathering site performance space wall painted. Inserts in new paths in Mary Crescent Reserve being explored.	Relationships
Foster the development of Cultural Centre, a meeting place for all, to show Aboriginal history, culture, and heritage. A place to be embraced by the whole community.			
Comment on the WA Planning Commission on the development of the draft Bennett Brook Noongar Cultural and Environmental Concept Plan – KORNDIN KULLUCH (A Place of Reconciliation).	Achieved	Completed in 2012.	Relationships
The ToB is an active stakeholder in the planning and development process for KK advocating and consulting on behalf of the local Whadjuk families aspirations.	Achieved.	Submission to Bassendean Oval redevelopment drafted in June 2016.	Relationships
Celebrate and acknowledge significant dates in Aboriginal History.			
Explore funding opportunities and existing assets and spaces in the ToB in collaboration with BCAG and	Work in progress.	Cultural Centre or a “place to call their own” has been a major priority for the BCAG but without traction to this point. Application for a facility presented to LandCorp	Relationships

Strategy / Target	Status	Comments	RAP Element
community leaders to the development of a scope for proposed Cultural Centre.		as an outcome of the Town Activity Centre development study currently underway.	
Tree planting or other commemorative event to be conducted annually during National Reconciliation Week and encourage staff and stakeholders to attend.	Ongoing annually	Tree planting undertaken annually since 2012. Significant Reconciliation event for Primary Schools now part of the ToB annual community event program. Dandjoo Koortlily Reconciliation Event initiated in May 2015.	Relationships
Develop a "calendar of significant dates" in local Aboriginal History	Work in progress.	Draft Calendar developed for significant events nationally but not locally.	Relationships
<ul style="list-style-type: none"> • Have the "calendar of significant dates" incorporated within the Town's calendar of events 	Work in progress.	Reconciliation event and NAIDOC promoted through Town events and on relevant Town Facebook sites.	Relationships
<ul style="list-style-type: none"> • Promote dates of significance in various publications of the Town 	Work in progress.	Reconciliation and NAIDOC promoted in town publications.	Relationships
Support the local Aboriginal community to develop their futures by strengthening community based development and capacity			
Provide support for the Incorporation of BCAG		Greater membership and mission being achieved before BCAG consideration to incorporation	Relationships
Provide financial and administrative support to the BCAG	Achieved.	Support provided through RAP implementation consultant	Relationships
Support the BCAG with strategic and operational planning processes.	Achieved.	Support provided through RAP implementation consultant	Relationships
Engagement of consultative approach to planning of sensitive sites and relevant community events and initiatives.			
NAIDOC Week will be celebrated annually with a free family fun day community event in the park.	Achieved	Annually the Town has coordinated the planning and staging of the annual NAIDOC Family Day in partnership with Derbarl Yerrigan Health Service Inc.	Relationships
ToB to ensure local Aboriginal representatives are involved and invited to participate in planning of the annual NAIDOC Week celebration event	Achieved	The BCAG has regularly been engaged in the planning of the annual NAIDOC Family Day. Traditionally the BCAG has undertaken the role of "Face Painting" at the NAIDOC events.	Relationships

Strategy / Target	Status	Comments	RAP Element
The ToB will conduct Danjoo Koorliny Harmony Walk to the NAIDOC Week Family Fun Day.	Achieved	The annual Danjoo Koorliny Harmony Walk has been staged for each NAIDOC Family Day event. Given that the NAIDOC event is held during the school holidays, it has been difficult to secure school children to bolster numbers for the walk.	Relationships
The ToB to develop or review the Consultation Strategy and Communication Strategy in reference to and collaboration with Aboriginal Leaders and relevant representatives from the community.	Not achieved.	Consultation and Communication Strategies not reviewed	Relationships
ToB to ensure proper consultation protocol be followed; Aboriginal monitors are in place when any works are done to sacred sites under Section 18's.	Achieved	Appropriate protocols maintained.	Relationships
Opportunities for more engagement with Aboriginal People to build a stronger positive presence in the community.			
Regular editorial articles in Town publications including the Bassendean Briefings to profile Indigenous programs, leaders in the community and sporting achievements.	Work in progress.	Occasional rather than regular items included on Town's facebook and other promotional tools. Opportunity exist to further promote the achievements of Aboriginal people from a sport/rec and arts/culture via Town's mediums.	Relationships
Up to date reference information available on services in the community and knowledge of where it is			
The ToB develops and maintains up to date an information database on services and resources available to Aboriginal people.	Achieved.	Ruah manages the Perth Aboriginal Resources Directory: http://www.ruah.com.au/wp-content/uploads/ARD-final-2015.pdf	
Staff to be aware of the database and trained on its maintenance.	Achieved.	Ruah directory link posted on the Towns intranet	Respect
Recognition of the rich history and association of Noongar people in Bassendean.			

Strategy / Target	Status	Comments	RAP Element
Integrating stories of Noongar connection with the Sandy Beach Reserve area to within a Regional Playground development at that site.	Work in progress.	Design processes for the Regional Playground commencing in 2017.	Respect
Recognition of significant sites through interpretive works and cultural activities.			
Develop dual Language Signage for significant Aboriginal sites in Bassendean, including interpretive signage with important historical reference.	Not achieved.	Considered but not supported by BCAG.	Respect
Register Mary Crescent Gathering Site as a tourist location.	Work in progress.	Initial contact has been made with Experience Perth regarding listing local Tourism events and opportunities. Experience Perth happy to list location once the arts, culture and heritage works at Mary Crescent Reserve are completed.	Respect
Provide community with opportunities to meet, gather and learn about traditional cultural activities in recreational settings in local parks and reserves.	Partly achieved	The strategy evolved to being the Dandjoo Koorliny Reconciliation Gathering and Closing the Gap events.	Respect
Partnerships and/or projects with Aboriginal and Torres Strait Islander professionals, organisations or communities that are mutually beneficial			
Collaborate with the Maali Maali Sports in the Park Program to obtain support and funding for long-term health programs accessible to the wider community, in collaboration with Aboriginal Health agencies.	Achieved	Traditionally the Maali Maali Sports program has been staged at Steel Blue Oval in partnership with the Swan Districts FC.	Opportunities
Fund or seek funding for the "Sports for All – Holiday" previous run as a pilot program for Indigenous Young people during the school holidays.	Achieved	The "Sports For All – Holiday" program conducted. The Town continues to receive KidSport funding of which eligible applicants of Aboriginal/ Torres Strait Islander origin are recipients. Noongar Sports have regularly been invited to participate in the NAIDOC Family Day.	Opportunities
Develop recreation and cultural activities in consultation with the community			

Strategy / Target	Status	Comments	RAP Element
ToB Leisure Courses to source Aboriginal facilitators and conduct Aboriginal cultural and education courses for the community.	Work in progress	Commencing term 2 2017	Opportunities
Create opportunities to encourage the development of art activities within the Town			
Develop and maintain a database of local Aboriginal Artists within the community.	Work in progress.	List of contacts for artists/creatives that live in the ToB commenced.	Opportunities
Ensure local Aboriginal artists and community members have the opportunity, are encouraged and specifically invited to participate in cultural activities in the ToB.	Achieved.	Gina Williams, Delta Oui and young rapper (who performed at the 2016 Dandjoo Koorliny Event) has been invited to perform at Australia Day and other events	Opportunities
Work in partnership with agencies and arts workers to encourage and develop Aboriginal public / community arts project the outcome visible within the ToB.	Work in progress.	The Cultural Development Officer has developed a working relationship with Bindi Bindi Dreaming to advance Aboriginal Culture at the 2016 NAIDOC Family Day as well as other opportunities.	Opportunities
Develop partnership with relevant health agencies to address health and fitness issues.			
Source and formulate partnership with Aboriginal Health agencies.	Work in progress.	Street Doctor and other allied health services operate the most successful aboriginal medical service in Australia in Ashfield Reserve.	Opportunities
In conjunction with the agencies, develop specific programs to implement the strategies of the Physical Activity Plan to address obesity, health and nutritional eating with local Aboriginal residents.	Work in progress.	Aboriginal people are encouraged to participate in the Town's Leisure Course Program and sporting clubs. The KidSport program has provided opportunities for Aboriginal people to participate at club level.	Opportunities
Develop partnership with local sporting group to run sporting and local development programs for young people			
The ToB works with local and major sporting clubs to initiate or provide access to existing sport and personal development programs currently available in the community. I.e. V-Swans	Work in progress.	Community Development maintains strong relationships with local sporting organisations.	Opportunity

Strategy / Target	Status	Comments	RAP Element
Consult with the local Aboriginal community in the development of sporting programs / activities.	Work in progress.	Youth Services working closely with BCAG to provide a range of school holiday activities for local indigenous young people. Community Development to continue to support this program and other activity programs with appropriate budget requests	Opportunity

Children's Services

Engagement with local Aboriginal community groups and services

The Boola Boola playgroup continues to operate within the ToB and is assisted to secure new premises in Ashfield prior to completion of their funding.	Not Achieved	Boola Boola Playgroup ceased operation. BCAG has been mindful to ensure activities organised for school holidays and community event (e.g. NAIDOC) includes activities for young people (those under 10).	Opportunity
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Asset Services

Creating places and environments where all people feel welcomed and accepted

			Relationships
ToB to consider improvements to the waiting area for patrons of mobile health services in Ashfield, to provide protection against elements and be shelter in a dignified waiting area.	Partially Achieved	New toilet facilities completed January 2015 providing better protection. Additional brick paving provided to cover surrounding area where during winter months the area becomes extremely wet.	Relationships
ToB to provide improved community facilities for the new playground at Ashfield Reserve, including consideration to BBQ's, new toilet facilities and lighting.	Partially Achieved	New toilet facilities completed January 2015. No BBQ facilities were provided.	Relationships

Strategy / Target	Status	Comments	RAP Element
BBQs and other community amenity be considered as standard for district level playground developments in the ToB within the review of the Playground Development Plan.	Achieved	Consideration of community facilities, such as BBQ's are taken into account when designing district playgrounds. A new picnic shelter was installed at Success Hill.	Relationships
Corporate Services			
Provide cultural awareness training for all Town of Bassendean staff			
All staff of the Town to have received cultural awareness training.	Achieved.	Cultural Awareness training program has been developed and implemented. Biennial training in place for all staff.	Respect
Cultural awareness training is a part of the induction process for all new staff	Achieved.	Cultural Awareness training program has been developed and implemented.	Respect
Cultural protocols are known, acknowledged and practiced by staff and staff will have information and awareness about the Reconciliation Action Plan and the relevant stakeholders i.e. Bassendean Cultural Advancement Group / Swan Native Title Holders.	Achieved.	After the accessibility audit a new staff/community event (Closing the Gap luncheon) was initiated to assist in the development of relationships between staff, BCAG and Aboriginal and Torres Strait Islander residents.	Respect
Accessible, flexible and tailored delivery of services and information to ensure the Town delivers culturally inclusive services			
Develop an instrument to assess perceived accessibility of services of the Town of Bassendean to local Aboriginal residents.	Achieved	Audit undertaken in August 2014. Audit provided significant recommendations and templates and protocols to assess services for local Aboriginal residents	Respect
Conduct an annual audit on the perceived accessibility of services delivered by the Town of Bassendean.	Achieved.	Implementation plan of Audit recommendations commenced. New draft RAP to incorporate audit recommendations	Respect
Provide feedback to Managers on the annual audit outcome and establish new action plans to address poor performance, where appropriate.	Achieved	Implementation plan of Audit recommendations commenced.	Respect

Strategy / Target	Status	Comments	RAP Element
Economic, employment and /or professional development for Aboriginal and Torres Strait Islander peoples			
Strategy developed for recruitment of Aboriginal person/s in the direct service delivery roles.	Not achieved.	No action taken	Opportunity
Investigate employment opportunities provided through: <ul style="list-style-type: none"> • Traineeships • Apprenticeships • Cadetships • Direct recruitment 	Not achieved.	No action taken	Opportunity
Further development and feasibility of Aboriginal "Land Care Field Work" Team project	Not achieved.	No action taken	Opportunity

Seniors and Disability Services			
Creating places and environments where all people feel welcomed and accepted.			
ToB to consider improvements to the waiting area for patrons of mobile health services in Ashfield, to provide protection against elements and be shelter in a dignified waiting area.	Achieved.	New facilities have been purpose built to shelter people that may be waiting for a health service, along with ablutions. The Health services can park close to the shelter which avoids people getting wet.	Relationships
ToB to provide improved community facilities for the new playground at Ashfield Reserve, including consideration to BBQ's, new toilet facilities and lighting.	Achieved.	The Ashfield Reserve playground is being used regularly. New toilet facilities and lighting are completed. There were no BBQ facilities provided.	Relationships
ToB to ensure BBQs and other community amenities are considered as standard for district level playground developments in the ToB within the review of the Playground Development Plan.	Not achieved.	No BBQ facilities supplied at this time	Relationships

Library and Information Services

Strategy / Target	Status	Comments	RAP Element
Recognition of the rich history and association of Noongar people in Bassendeandean.			
Annual displays and talks on Noongar history in Bassendeandean Library.	Achieved.	Display cases used regularly during NAIDOC week and Reconciliation Week. Established permanent display on local Noongar history in Local Studies	Respect
Local studies to establish a local Noongar history collection including Oral History record and make transcripts accessible.	Achieved.	Local Studies has collected a range of information from local residents and wider Noongar community. Long term projects already in progress: Oral History project: Local Noongar history collection:	Respect
Publish the local Aboriginal History and be promoted on the Towns website.	Work in progress.	This is a very ambitious project, not achievable within the timeframe. Staff have drafted a timeline of events in aboriginal history specific to West Guildford and Bassendeandean.	Respect
A display of traditional Aboriginal farming techniques to be mounted in the Interpretive Centre alongside the Pensioner Guards Cottage Museum.	Work in progress.	A very ambitious project, not achievable within the timeframe- linked to Pensioner Guards Collage Museum.	Respect

Office of the CEO / Councillors			
Develop protocols for Acknowledging the local Traditional custodians and Welcome to Country for the Town of Bassendeandean			
Encourage presiding Members to verbally acknowledge protocols for Acknowledgement of Country at all committee and council meetings.	Achieved	Presiding Members read Acknowledgement of Country at opening of all Council meetings.	Respect
Ensure the organisation as a whole is aware of the Welcome to Country protocols and are included in all public events and significant meetings.	Achieved	This protocol is met at all public events organised by the Town.	Respect
Website to be updated and acknowledging Noongar people as the Traditional Custodians of this land.	Achieved	Acknowledgement made on "Our History" page.	Respect

Strategy / Target	Status	Comments	RAP Element
Acknowledgement of traditional owners at OCM enshrined in Standing Orders Local Law, Code of Conduct, Business Unit Operations Manual			
Documents updated	Achieved	Documents are updated in accordance with their review schedule	Respect
Invitations for Aboriginal Representatives / Leaders to attend and address council			
Aboriginal community representatives be invited and present to attend and address council.	Achieved	Change in meeting format such that Briefings are conducted ahead of the meeting for questions of Officers. Aboriginal representatives have and continue to make deputations to Council.	Respect
Appointment of the RAP Working Group			
Working group members appointed by CEO. Representation from across the organisation and from all levels of seniority Developed ToRs including meeting frequency, reporting mechanisms etc.	Not achieved in this form.	RAP Mark 2 Committee is in the process of being established – consideration is being given to representatives from each Service Area as well as representatives from the local Aboriginal and Torres Strait Islander community, (including gender equity).	Relationships
The Staff RAP Implementation Group meets quarterly assess actions and implementation progress and to annually prepare a report to Council.	Work in progress	RAP review process has been effectively achieved via the BCAG rather than a Staff Implementation Group.	Overview
To annually complete and submit the RAP Impact Measurement Questionnaire to the BCAG and Reconciliation Australia.	Work in progress	Information reported as required.	Overview
The number of actions being met by the due date.	Work in progress	Information reported as required.	Overview
Recognition of the rich history and association of Noongar people in Bassendean.			
The Aboriginal and Torres Strait Islander Flags to be flown daily alongside the National, State and Local Flags.	Achieved	The flag is flown daily.	Respect
Review of RAP			
Working group members appointed by CEO. Representation from across the organisation and from all levels of seniority.	Work in progress	RAP review process has been effectively achieved via the BCAG rather than a Staff Implementation Group.	Overview

Strategy / Target	Status	Comments	RAP Element
Actions, timelines and measurable targets are reviewed annually and recommended changes reported to Council for consideration.	Work in progress	Information reported as required.	Overview
BCAG consulted on proposed changes.	Work in progress	RAP issues discussed at BCAG Meetings as required.	Overview

Reconciliation activities or initiatives undertaken that were not part of RAP that should be reported			
Children's Services involvement in NAIDOC.	Achieved	NAIDOC Day celebrations are attended by the Kindy children at Wind in the Willows, and both services undertake cultural activities as part of NAIDOC. Wind in the Willows hosts incursions that reflect Indigenous culture and arts, including a dreamtime storytelling and music experience, and having an indigenous artist work with the children.	Relationships
Dandjoo Koorliny Reconciliation Event (Sorry Day)	Achieved	Recreation and Culture business unit support for the staging of the 2015 and 2016 Dandjoo Koorliny Events (Sorry Day).	Relationships
Closing the Gap Luncheon	Achieved	Recreation and Culture Business unit provided support for the "Closing-the-Gap" staff and community luncheon held annually in March.	Relationships
360 Health and Community	Third party supplier.	There is currently a "street doctor" providing free Aboriginal health checks which are parked beside the facilities in Ashfield Reserve. Visitors are able to access the Town's amenities inside the Senior's and Disabilities office in Ashfield.	Relationships

Strategy / Target	Status	Comments	RAP Element
		<p>Care Coordination - for Aboriginal and Torres Strait Islanders who have a Chronic disease or Mental Health.</p> <p>Outreach - who assist with transporting clients to medical Appointments, collection of medications, delivery of Paper work.</p> <p>Health Checks - This program provides physical, psychological and social wellbeing health.</p> <p>Moorditj Djena- foot care and diabetes education service.</p>	
A disclaimer for ATSI on the Library Catalogue. A guide to Indigenous resources in the Local Studies Collection	Achieved	New acquisitions will be added to the guide on an ongoing basis.	Respect
Dandjoo Koornliny Events (Sorry Day)	Achieved	<p>Volunteer services provided support for Sorry Day event.</p> <p>200 flyers were distributed to homes around Mary Crescent reserve on Thursday 19/5 and Friday 20/5</p> <p>Three volunteers assisted at the coloring station for schools at the event.</p>	Relationships
Youth Services Case Management activities engaging a large proportion of Aboriginal Young People	Ongoing	Case Management of 40 young people per year. Around 50% Aboriginal representation	Relationship
Targeted school holiday activities (co-designed) NAIDOC Family Day Youth Area	Ongoing	School holiday activities targeting specific local aboriginal cohort	Relationship

ATTACHMENT NO. 6

TOWN OF BASSENDEAN

MINUTES

SPECIAL MEETING OF ELECTORS

HELD IN THE BASSENDEAN COMMUNITY HALL, 48 OLD PERTH ROAD, BASSENDEAN
ON MONDAY 13 MARCH 2017 AT 7.00PM

1.0 DECLARATION OF OPENING

The Mayor declared the meeting open, welcomed all those in attendance and conducted an Acknowledgement of Country.

2.0 ATTENDANCES & APOLOGIES

Present

Councillors

Cr John Gangell, Mayor
Cr Mike Lewis, Deputy Mayor
Cr Gerry Pule
Cr Paul Bridges
Cr Bob Brown

Officers

Mr Michael Costarella, Acting Chief Executive Officer
Mr Graeme Haggart, Director Community Development
Mr Simon Stewert-Dawkins, Director Operational Services
Mr Anthony Dowling, Director Strategic Planning
Mrs Amy Holmes, Minute Secretary

Public

Approximately 70 members of the public were in attendance.

Press

One member of the press was in attendance.

Apologies

Cr Renee McLennan
Mr Bob Jarvis, Chief Executive Officer

3.0 GENERAL BUSINESS

3.1 Petition – Request for Special Meeting of Electors

A petition containing 103 signatures was received by Council on 10 February 2017, requesting that a Special Meeting of Electors be held to discuss the following matters:

- The conduct of Council and processes surrounding implementation and execution of all community consultations, particularly in relation to Ashfield Reserve 'Home of Soccer' and LandCorp 'Activity Centre' plans;
- Council transparency issues that fail to meet the needs and expectations of the ratepayers and electors of the Town; and
- The Council's predilection for plans that limit and/or reduce residents use and/or enjoyment of existing public open spaces and green spaces.

4.0 DEPUTATIONS

- 4.1** Ms Kathryn Hamilton spoke on the proposed State Football Centre development at Ashfield Reserve and raised concerns regarding Council's process of public consultation.
- 4.2** Ms Megan Longwill spoke on the proposed State Football Centre development at Ashfield Reserve and raised concerns regarding Council's process of public consultation, particularly the most recent publication of the Bassendean Briefings.
- 4.3** Ms Sarah Quinton spoke on the availability of audio recordings of Council Meetings.
- 4.4** Mr Warren Wright addressed the Council on the proposed State Football Centre development at Ashfield Reserve and raised concerns regarding Council's process of public consultation. Mr Wright also commented on the concrete batching plant.
- 4.5** Ms Kathryn Hamilton on behalf of Tessa spoke on the high density development of the avenues in Bassendean and the slow response of Council to address these developments.
- 4.6** Ms Tina Klein spoke on the availability of audio recordings of Council Meetings.

5.0 PUBLIC QUESTION TIME

Ms Nonie Jekabsons, 6 Barton Parade, Bassendean

Ms Nonie Jekabsons spoke on the agenda of tonight's meeting and stated that it does not accurately reflect the order of proceedings.

Dr John Goldsmith

Dr John Goldsmith spoke on the Mayor's and CEO's refusal to respond to and progress his formal complaint.

Mrs Fran Phelan, 15 River Street, Bassendean

Mrs Fran Phelan stated that Councillors are elected to represent the ratepayers not to rule them and they are given responsibility not power.

Ms Kathryn Hamilton, 53 Broadway Street, Bassendean

Ms Hamilton asked why were some Councillors were not supplied with a copy of the Ashfield Reserve plans prior to their voting in May.

The Director Community Development responded that Councillors were given the opportunity to view the concept plan, including the relocation of some facilities. The concept plan was developed so that the project could be costed.

Ms Hamilton asked why the survey had such minimal information.

The Director Community Development stated that the aim of the survey was to find out whether the community generally supported the proposal and that was put to the community.

Ms Hamilton asked why the Council allows a state government department to dictate what happens in our community.

Cr Bridges commented that the Department of Sport and Recreation (DSR) put the proposal forward and said that Bassendean was one of three preferred sites and were asked to keep it confidential. Council was concerned about keeping it confidential and imposed a number of conditions with regard to public consultation. Council was only made aware of the preferred site when the Premier announced it.

Cr Gangell commented that information in the Bassendean Briefings was provided to the residents so they could be kept informed.

Ms Hamilton asked why Council did not demand the state government publically release the business case and other pre-planning information, especially as the DSR had agreed to the terms of this Council's May motion.

Cr Gangell responded that the document was deemed cabinet in confidence and Council could not release the document.

Ms Sarah Quinton, 23 Deakin Street, Bassendean

Ms Quinton asked whether the project is still going ahead under a Labor government.

Cr Gangell responded there was no commitment from the Labor government that this project would go ahead.

Ms Quinton asked why a proposal was put forward for audio recordings to not be made available to the public.

The Acting CEO responded that it was considered as part of a policy review. The audio recordings are used to assist the Minute Clerk and are not deemed accurate enough for use by the public.

Ms Nonie Jekabsons, 6 Barton Parade, Bassendean

Ms Jekabsons asked whether anyone had previously contacted the opposition government to see if they were supportive of the project.

Cr Gangell responded that he had contacted the opposition – they were supportive but not committed to fund it.

Ms Jekabsons referred to the Bassendean Briefings and stated that under the Code of Conduct, ratepayers' funds should not be expended on political promotional material.

Cr Gangell responded that the information was provided as it was deemed of interest to the public.

Mr Nick Virgana, 63 Parker Street, Bassendean

Mr Virgana asked what review will be conducted by the Council to improve future processes and public consultation.

Cr Pule responded that Council has agreed to undertake a complete review of its policy on community communication. Cr Pule stated that at the next Ordinary Council meeting, he will move a motion that audio recordings are made available to the public.

Mr Jon Moore, 2 Prowse Street, Bassendean

Mr Moore asked how Council surveys are carried out as he has lived here for 36 years and has never been asked to complete a survey.

The Acting CEO advised that Council conducts online surveys, as well as paper based. In the consultation of the Community Strategic Plan, Councillors and staff attended shopping centres and workshops, which Council had received 1,200 responses.

Mr Don Yates, 10 Thompson Road, Bassendean

Mr Yates asked when the Town is going to sort out the website so that old minutes are available.

The Acting CEO advised that minutes and attachments are gradually being changed over to pdf to be made available on the Town website, however all minutes are available at the Library.

Mr Yates asked why the Mayor needed to have a statement prepared for the December 2016 Council meeting, and was the speech ever delivered.

The Acting CEO responded that Town staff engaged a consultant to prepare a statement which was given to the Mayor to use at his discretion. The Mayor did not request it, it was authorised by staff.

Mr Yates asked why Main Roads took 14 months to respond to the CEO regarding traffic access issues coming down from Ellenbrook to Lord Street.

The question was taken on notice due to the CEO's absence.

Mr Yates asked how long has Macri Partners been the auditors for the Town of Bassendean.

Cr Gangell did not accept the question as it is not part of this meeting.

Mr Yates asked if deputations should be heard before items at an Audit and Risk Management Committee meeting.

Cr Pule responded that Mr Yates was asked to provide Cr Pule, the Presiding Member of the Audit and Risk Management Committee, a written copy of the deputation, but this did not happen. Based on the request, Cr Pule did not allow the deputation.

Mr Terry Blanchard, 5 Devon Road, Bassendean

Mr Blanchard asked if there are any other additional plans for the Ashfield soccer stadium.

Cr Gangell responded that it is his understanding that under the new Labor government, the project will not be going ahead.

Mr Blanchard asked if there will be a meeting to discuss the potential LandCorp developments.

Cr Gangell responded that this is another project that will not go ahead under the new government.

Ms Tina Klein, 2 Wicks Street, Eden Hill

Ms Klein asked if the Deputy Mayor is in a position to step in when the Mayor is unavailable.

Cr Gangell responded that part of the Deputy Mayor's role is to fill in for the Mayor.

Ms Klein asked for clarification on whether Town staff have the authority to spend money without the Council's authority.

The Acting CEO responded that he has the authority to spend funds included in the budget and within authority limits.

Mr Moss Johnson, 6 Barton Parade, Bassendean

Mr Johnson asked if this meeting is being conducted in the same format as the last Special Meeting of Electors.

Cr Gangell responded that it is up to the Presiding Member's discretion on how the meeting is conducted and believes he is very consistent with the format.

Mr Johnson asked if Council will be reviewing its processes to see a more bottom up approach to governance.

Cr Gangell responded that he would see that happening and believes it's what the community expects.

Mr Tony Dorling, 45 Haig Street, Ashfield

Mr Dorling referred to an article in the Eastern Reporter newspaper regarding the development of sporting facilities and asked if the sporting clubs and community have been consulted. Mr Dorling also asked if Council takes into consideration the current community value of the land or is it considered as vacant land.

The Director Community Development responded that staff are in the process of putting out a Request for Quote for the review of our facilities to ensure they meet community needs.

Cr Gangell stated that developments are to enhance current facilities and would be a fantastic investment.

Mr Dorling asked if Councillors were made aware that the trees at Ashfield Reserve would be lost and how could the Council think this development would be a good idea.

The Director Community Development advised that the Councillors were made aware at the presentation by the Department of Sport and Recreation.

Cr Gangell commented that the development would be a great asset to have in the Town, it would increase the number of people coming into the Town and increase job opportunities.

Cr Brown stated that we have an opportunity to create something worthwhile at Ashfield and improve the existing facilities. It needs to be done in consultation with the community. We shouldn't abandon the project, we need to come up with alternative plans.

Ms Kim Petrig, Colstoun Road, Ashfield

Ms Petrig asked that if this project goes ahead, will the Council come back to the community with proper information and consultation and stated that the playground and trees should not be removed.

Cr Pule stated that he gave a commitment to maintain the trees at Ashfield Reserve and will maintain this commitment. Cr Pule stated that Council will give full consultation should the Labour Government provide a new proposal.

Mr Nick Virgana, 63 Parker Street, Bassendean

Mr Virgana asked for an affirmation from the Mayor that all future surveys conducted by the Town of Bassendean will be done so with truth, accuracy and precision.

Cr Gangell responded that the Town always conducts its surveys that way.

Mr Steven Bacich, 4/41 Cyril Street, Bassendean

Mr Bacich asked if the survey results were used to confirm public support of the Ashfield Reserve redevelopment.

Cr Gangell responded that the survey results were one of the many things considered by Council.

Mr Bacich asked what safeguards will Council implement to ensure all future investment projects have genuine community support and have a positive impact on amenity for ratepayers.

Cr Gangell responded that this project was only at the very early stage. The State Government had determined Ashfield was the preferred location and that was as far as the project had gone.

Mr Ian Veale, 33 Bassendean Parade, Bassendean

Mr Veale asked the electors present if they read and understood the Council's Code of Conduct, Standing Orders and Corporate Governance Charter and suggested that future meetings may run better if people make themselves familiar with Council processes and procedures.

Ms Noni Jekabsons, 6 Barton Parade, Bassendean

Ms Jekabsons asked if the survey results had shown a complete lack of support, would the project have still gone ahead.

Cr Gangell responded that it's a hypothetical question.

Mrs Bev Barnsley, 42 Cyril Street, Bassendean

Mrs Barnsley expressed her concern at the article on the front page of the Bassendean Briefings relating to Ashfield Reserve, and stated that promotional material supporting a political party should not be produced by the Council.

Mr Warren Wright, Ashfield

Mr Wright stated that a letter sent to DSR showed that the survey was a major factor of the project going ahead.

Cr Gangell commented that the survey was one of a number of factors, including the investment in the Town.

Mr Robert Quelch, 49 Haig Street, Ashfield

Mr Quelch asked what is happening with the floodlights on Ashfield Reserve that are shining into people's properties.

The Director Community Development responded that he is happy to speak to Mr Quelch after the meeting.

Mr Robert Cross, 49 Haig Street, Ashfield

Mr Cross commented on three signs on the street that need to be addressed, as they have been like it for a considerable amount of time.

The Director Operational Services advised that he will make a report to Main Roads and will discuss further with Mr Cross after the meeting.

Ms Anne Marie van Hoek, 22 Haig Street, Ashfield

Ms van Hoek asked why the Council is speaking to the State Government when the Ashfield Reserve and Bassendean Oval are A class reserves.

The Director Community Development responded that both Ashfield and Bassendean ovals are State Government land that are vested in the Town and the Town has a management order over that land.

Mr Tony Dorling, 45 Haig Street, Ashfield

Mr Dorling asked whether local sporting clubs will be advised of the community's response to the development of the sporting facilities or will that be up to DSR.

The Director Community Development responded yes, absolutely.

MOTION 1

SME - 1/3/17

MOVED Megan Longwill, Seconded Kathryn Hamilton, that the Council establish a Committee of residents to work with staff to review the format of the Bassendean Briefings as well as assess the relevance and accuracy of information of each Bassendean Briefings and that this be coordinated through the Volunteer Centre.

CARRIED

MOTION 2

SME - 2/3/17 MOVED Sarah Quinton, Seconded Tina Klein, that:

1. The audio of all formal Council Meetings including Special Meetings continue to be recorded, except when Council resolves to go behind closed doors; and
 - a) that the original recordings of meetings remain unmodified;
 - b) that all recordings are retained as part of the Town's records for a minimum of five years;
 - c) that copies of the recorded audio of Council Meetings be available at the Library so members of the public can access and listen to the recordings whilst at the Library;
 - d) that audio recordings of Council Meetings continue to be made available to members of the public upon request on disc or USB; and
2. All formal Council Meetings, including Special Meetings are streamed live online, which is followed by recordings being made available to the public by uploading to the Town's website within three business days and maintained online as an archive.

CARRIED

MOTION 3

SME - 3/3/17 MOVED Warren Wright, Seconded Moss Johnson, that Council:

1. Set aside the Ashfield Reserve Community Consultation Survey as this document was not sufficient or of a standard;
2. Ensure no reference to this survey is made in any future decision making.

CARRIED

MOTION 4

SME - 4/3/17 MOVED Warren Wright, Seconded Kathryn Hamilton, that the Town of Bassendean measures the air quality in several locations, some within 500metres of the site for the concrete batching plant, to establish a baseline for air quality before the plant becomes operational and that these locations are regularly monitored to check for possible air quality contamination from the concrete batching plant.

CARRIED

MOTION 5

- SME - 5/3/17** MOVED Kathryn Hamilton, Seconded Teresa Scott, that Council immediately implement detailed quality design guidelines with primary controls unique to our area that, after statutory process, become part of our Town Planning Scheme in an effort to improve the quality of development in this town.
CARRIED

MOTION 6

- SME - 6/3/17** MOVED Tina Klein, Seconded Kathryn Hamilton, that the accuracy of all Council Meeting minutes is to be a major assessment area of the Chief Executive Officer's Key Performance Indicators.
CARRIED

MOTION 7

MOVED Michael Grogan, that the Council formally censure Deputy Mayor Mike Lewis for contravening the Town of Bassendean's Code of Conduct by engaging in unseemly conduct and making derogatory pronouncements whilst Chairing the Annual Meeting of Electors on 23 November 2016 and whilst Charing the Ordinary Council Meeting on 31 January 2017.

This Motion was ruled out of order by the Mayor.

MOTION 8

MOVED Anthea Marshall, that a vote of no confidence in the Chief Executive Officer, Bob Jarvis and the Mayor, Cr John Gangell be passed.

This motion was ruled out of order by the Mayor.

MOTION 9

MOVED Peter Pearson, that a vote of no confidence in the Chairperson be passed.

This motion was ruled out of order by the Mayor.

MOTION 10

- SME - 7/3/17** MOVED Don Yates, Seconded Megan Longwill, that all Council meetings and Committee meetings include public question time and presentations.

CARRIED

MOTION 11

SME - 8/3/17 MOVED Michelle Grady, Seconded Kathryn Hamilton, that Council no longer accepts any proposals from State, Federal, Local Government or other non-government entities, which are done so on a confidential basis.

CARRIED

6.0 CLOSURE

Members of the public were invited to partake of light refreshments at the conclusion of the meeting.

There being no further business the Mayor declared the meeting closed, the time being 9.00pm.

ATTACHMENT NO. 7

TOWN OF BASSENDEAN

MINUTES

BASSENDEAN RIVER PARKS MANAGEMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN

ON WEDNESDAY 8 FEBRUARY 2017, AT 10.00AM

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Acknowledgement of Country

The Presiding Member opened the meeting, welcomed all those in attendance and conducted an Acknowledgement of Country.

2.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Cr Bob Brown, Presiding Member
Cr Paul Bridges, Deputy Presiding Member
Andrew Hawkins, Department of Planning
Peter Kane, Department of Planning
Stephen Lloyd, Department for Parks and Wildlife
Brian Vincent, Community Representative
Nonie Jekabsons, Community Representative
Carol Seidel, Community Representative

Staff

Simon Stewert Dawkins, Director Operational Services
Brian Reed, Manager Development Services
Amy Holmes, Minute Secretary
Jeremy Walker, Environmental Officer

Apologies

Lucy Bromell, Ashfield CAN

3.0 DEPUTATIONS

Nil

4.0 CONFIRMATION OF MINUTES

4.1 Minutes of the Bassendean River Parks Management Committee meeting held on 3 November 2016

COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.1

MOVED Cr Bridges, Seconded Jeremy Walker, that the minutes of the Bassendean River Parks Management Committee meeting, held on 3 November 2016, be confirmed as a true record.

CARRIED UNANIMOUSLY 9/0

5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

This Committee has the ability to make some great achievements for our parks and river.

A Bassendean resident, Melissa Mykytiuk, has expressed a desire to be a part of this Committee.

6.0 DECLARATIONS OF INTEREST

Nil

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

8.0 REPORTS

8.1 Bassendean River Parks Management Committee Instrument of Appointment – Amendment (Ref GOVR/LREGLIA/29) – Yvonne Zaffino Council Support Officer)

APPLICATION

The purpose of the report is to advise that in December 2016, Council resolved to invite a representative from the Department of Fire and Emergency Services to be a member of the Bassendean River Parks Management Committee.

BACKGROUND

At the December 2016 Ordinary Council Meeting the following was resolved:

“OCM – 28/12/16 MOVED Cr Bridges, Seconded Cr McLennan, that the CEO write to the Department of Fire and Emergency Services (DFES) inviting them to appoint a representative to the Bassendean River Parks Management Committee (BRPMC) and that the Instrument of Appointment for the BRPMC be amended to include a representative from DFES.”

As a result, the Town has written to the Department of Fire and Emergency Services' (DFES) Assistant Commissioner Metropolitan Operations seeking a representative to this Committee and providing a copy of the 2017 meeting schedule along with the Bassendean River Parks Management Committee Instrument of Appointment and Delegation (see attached amended Instrument of Appointment & Delegation).

COMMENT

To date, the Town has not received feedback from the Department of Fire and Emergency Services to advise if a representative is available to attend the Bassendean River Parks Management Committee meetings.

It was agreed by the Committee that the Town writes to DFES and expresses concern about the proposal to use the Kitchener Road reserve to construct a fire track across Ashfield Flats.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.1

RPMC – 1/02/17 MOVED Cr Bridges, Seconded Carol Seidel, that:

1. The Committee notes the information regarding the appointment of a representative from the Department of Fire and Emergency Services to the Committee.
2. Council amends the Bassendean River Parks Management Committee's Instrument of Appointment and Delegation, to include an additional community representative, and invites Ms Melissa Mykytiuk from the Botanic Gardens and Parks Authority to join the Committee.

CARRIED UNANIMOUSLY 9/0

8.2 Bindaring Park – Stage 2 Bindaring Wetland Concept Plan Development (Ref PARE/MAINT/67/69 – Jeremy Walker Senior Environmental Officer)

APPLICATION

The purpose of the report is to advise that quotations have been invited for the RFQ 335W 2016-17 Stage 2 Bindaring Wetland Concept Plan Development and CoTerra Environment has been appointed as Successful contractor.

BACKGROUND

At the Bassendean River Parks Management Committee meeting held 16 November 2016 (RPMC – 1/11/16) the Committee noted the specifications for Stage 2 of the Bindaring Park project.

In December 2016, quotes were invited from suitably qualified and experienced contractors in accordance with the specifications to undertake Stage 2 works that will comprise of the following:

- Consultation with the Town of Bassendean and key stakeholders, including the Friends of Bindaring Park and also the Department of Parks and Wildlife (previously the Swan River Trust) on the water quality treatment train design objectives which fit the purpose of the Town and its stakeholders, enhances ecological values and improve the amenity of the upper portion of Bindaring Park.
- Following agreement on proposed options appointed consultant will develop concept options that address the agreed design objectives.
- Presentation of a concept design report including sketches and detail of the concept options, including probable development estimate costs for the proposed concepts and identifying operational and management options to be considered.

STRATEGIC IMPLICATIONS

Environmental Sustainability & Adaptation to Climate Change

Objective: Conserve, protect and provide access to the Town's waterways

Strategy: Continue to rehabilitate and preserve the Swan River foreshore and provide responsible access to the river for the community

Strategy: Strive to divert drainage water to recharge groundwater and ensure that run-off to the Swan River is of a high quality

COMMENT

The Town's officers have reviewed all submissions and evaluated accordingly, with the successful contractor being CoTerra Environment. Stage 2 works will commence in February 2017.

STATUTORY REQUIREMENTS

Nil.

FINANCIAL CONSIDERATIONS

Funds have been listed in the 2016/17 Operational Budget

Cr Bridges requested that in future, committee members be given the opportunity to review the scope of works.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.2

RPMC – 2/02/17 MOVED Cr Bridges, Seconded Carol Seidel, that the Committee notes that CoTerra has been awarded the contract for Stage 2 works and that works are due to commence in February 2017.

CARRIED UNANIMOUSLY 9/0

8.3 Bassendean Foreshore Precinct Plan (Ref. GOVN/CCLMEET/1 – Brian Reed, Manager Development Services)

APPLICATION

The purpose of this report is to provide an update on the status of the Bassendean Foreshore Precinct Plan.

BACKGROUND

This matter was last considered by the Committee at its meeting held on 16 November 2016 where it was resolved by (RPMC – 2/11/16) to note the status of the Bassendean Foreshore Precinct Plan.

On 8 December 2016, a meeting has been held between officers of Department of Parks and Wildlife and officers of the Town to discuss the resurrection of the project.

The outcomes of the meeting are described in the comment section below.

STRATEGIC IMPLICATIONS

Environmental Sustainability & Adaptation to Climate Change

Objectives: Continue to rehabilitate and preserve the Swan River foreshore and provide responsible access to the river for the community

Outcome : Adoption of the Bassendean Foreshore Precinct Plan by June 2017.

COMMENT

The following outcomes were agreed on the meeting held on 8 December 2016:

- The Steering Group is to meet in February – Brian Reed to arrange
- Brian Reed to contact Department of Planning to establish representation from that organization.
- A mini literature review is needed in terms of the relevant Strategic Documents – Appendix 1 – The Town' officers will do this for the EMRC and Town's documents.
- The draft plan needs updating in terms of new projects that have been initiated in the meantime
- Department of Parks and Wildlife –to contact UDLA about getting the draft plan in an editable version.

Further updates will be provided to the Committee once the Steering Committee has met.

STATUTORY REQUIREMENTS

Nil at this stage

FINANCIAL CONSIDERATIONS

The Town has budgeted \$5,000 to complete the project which included \$1,560 of the Original Swan River Trust Grant Funding.

COMMITTEE/OFFICER RECOMMENDATION — ITEM 8.3

RPMC – 3/02/17 MOVED Simon Stewert-Dawkins, Seconded Jeremy Walker, that the Committee notes the status report on the Bassendean Foreshore Precinct Plan.

CARRIED UNANIMOUSLY 9/0

8.4 Ashfield Flats Reserve - Land Management (Ref PARE/MAINT/68 – Simon Stewert-Dawkins, Director Operational Services)

APPLICATION

The purpose of the report is to advise that the Department of Planning has prepared a draft Ashfield Flats Reserve Fire Management Plan and Weed Management Plan, and is seeking comment from key stakeholders.

BACKGROUND

In May 2015, the Bassendean Local Emergency Management Committee considered the Ashfield Flats, 5 March 2015, bush fire and risk management issues.

As a result, in June 2015 Council (OCM-32/06/15) resolved to write to the Department of Planning and Water Corporation to request the respective agencies to:

- a) *Implement a Bushfire Management Strategy, similar to the attached document for land owned by the respective agencies; and*
- b) *Implement the attached April 2015, Ashfield Flats Reserve Preliminary Weed Management Plan, in order to reduce the fire risk and rehabilitate this important wetland and bush forever site, and it be reviewed in conjunction with those households on Hardy Road directly impacted by the fire threat, the Bassendean Preservation Group and AshfieldCAN.*

On 3 November 2016, the Department of Planning provided to the Town the attached copy of the draft Ashfield Flats Reserve Fire Management Plan and Weed Management Plan.

On 18 January 2017 the Town provided the attached feedback concerning the draft Ashfield Flats Reserve Fire Management Plan.

STRATEGIC IMPLICATIONS

Environmental Sustainability & Adaptation to Climate Change

Objectives: Continue to rehabilitate and preserve the Swan River foreshore and provide responsible access to the river for the community

Outcome : Foreshore rehabilitation works are undertaken in accordance with Swan River Trust (Department of Parks and Wildlife) Best Management Practices for Foreshore stabilization and bush rehabilitation is undertaken in accordance with Council adopted weed management plan and biodiversity plan

STATUTORY REQUIREMENTS

Bush Fire Act 1954
Local Government Act 1995

Metropolitan Region Scheme
State Planning Policy 3.7 Planning in Bushfire Prone Areas
State Planning Policy 2.8 - Bushland Policy for the Perth Metropolitan Region

FINANCIAL CONSIDERATIONS

Nil at this stage.

COMMENT

The Department of Planning is working with key stakeholders to progress a final Ashfield Flats Reserve Fire Management Plan and Weed Management Plan.

The Department of Planning has advised that it would like to discuss the draft WAPC plans and seek comment from Committee members and key stakeholders. Once the feedback has been received, the draft final documents will be re-presented to the Committee prior to being adopted by the WAPC/ Department of Planning and being implemented.

Peter Kane addressed the committee on this item.

The Committee made the following comments:

- *DPAW, as a key stakeholder will be requiring that the draft plan be submitted for review and feedback.*

- *Draft Weed Management Plan will be updated.*
- *Discussed the proposed fire track on the Kitchener Road Reserve, given sensitive nature of the area.*
- *Typha weed shouldn't be eradicated and should be contained in some areas as it provides habitat for some birdlife.*

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.4

RPMC – 4/02/17 MOVED Simon Stewert-Dawkins, Seconded Stephen Lloyd, that the Committee notes that:

1. The Department of Planning is working with key stakeholders and seeking comments on the draft Ashfield Flats Reserve Fire Management Plan and Weed Management Plan attached to the agenda of 8 February 2017; and
2. The Department of Planning has indicated that the draft final Ashfield Flats Reserve Fire Management Plan and Weed Management Plan documents will be re-presented to the Committee prior to being adopted and implemented.

CARRIED UNANIMOUSLY 9/0

8.5 Water Corporation Stormwater Drains (Ref WATR/MAINT/2 – Simon Stewert-Dawkins, Director Operational Services)

APPLICATION

The purpose of the report is to advise that in January 2017 the Town promoted the Department of Water and Water Corporation's Drainage for Liveability Project to the broader Bassendean community inviting suggestions to make better use of the green spaces around Storm Water Drains.

BACKGROUND

In November 2016, the Bassendean River Parks Management Committee considered the Water Corporation's Drainage Liveability project and resolved:

"RPMC – 4/11/16 MOVED Lucy Bromell, Seconded Nonie Jekabsons, that the Committee notes Council (OCM – 35/10/16) resolution concerning the Water Corporation's Drainage for Liveability Project and suggests an expression of interest application be collated for:

1. *The Chapman Street drain between the outlet and the Villiers Street road reserve; and*

2. *The site 17 drain at the corner of Railway Parade and May Holman Drive; and*
3. *Be presented to Council for consideration.”*

As a result, Council (OCM - 15/12/16) MOVED Cr Pule, Seconded Bridges, resolved, in part to:

“Note that once the broader community has provided their suggestions to make better use of the green spaces around Storm Water Drains, a further report will be provided outlining the broader community and Committee’s suggestions, together with a draft proposal for the Drainage for Liveability Project for Council for consideration.”

In January 2017, the Town promoted the Water Corporation’s Drainage for Liveability Project to the broader Bassendean community inviting suggestions to make better use of the green spaces around Storm Water Drains.

COMMENT

The Department of Water and Water Corporation, earlier this year signed a “Drainage Partnership Agreement to commit to move Perth from ‘Drained City’ towards a ‘Water Sensitive City’; and have also recently released a “Drainage for Liveability Program” to enhance stormwater drains and basins across Western Australia.

Stormwater drains and basins serve a functional purpose, but they also have the potential to contribute to the liveability of our local communities.

As part of the “Water Sensitive” urban design vision, the Water Corporation is seeking to integrate water systems planning with land use planning and are inviting expressions of interest from Local Governments with the aim that it will show how water can make our communities more sustainable, productive, resilient and liveable.

In January 2017, the Town promoted the Drainage Liveability project via the Town’s website at <http://www.bassendean.wa.gov.au/community/community-engagement/drainage-liveability-idea.aspx> and also via social media, the Customer Service Centre and Bassendean Library asking residents to provide their feedback by the 10 March 2017.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.5

RPMC – 5/02/17 MOVED Nonie Jekabsons, Seconded Carol Seidel, that the Committee notes the Drainage Liveability project community consultation currently being undertaken and that a further report will be presented to Council for consideration.

CARRIED UNANIMOUSLY 9/0

8.6 Nature-Based Regional Playground Location (Ref: PARE/DESCONT/10 - Graeme Haggart, Director Community Development)

APPLICATION

The purpose of this report is to advise the Bassendean River Parks Management Committee of a Council resolution for site for the Nature-based Regional Playground.

BACKGROUND

In December 2016 Council (OCM - 12/12/16) resolved the location for the Nature-based Regional Playground to be on part of Lot 646 Kitchener Road.

The Town has engaged Nature Play Solutions (consultants) to consult with the community; design the facility; prepare the tender documents; assist with the tender process and selection of builder; and then assist the Town with supervision of construction.

An early priority outcome required of the consultants was to assist with site selection for the facility.

A major consideration in facility design is site location, such that the facility is designed to suit the topography and geographical features of the site.

The consultants met with the Regional Playground Working Group (Working Group), a community reference group of the Liveable Town Advisory Committee on 16 November.

The Working Group is comprised of seven community members and two Councillors (Crs Gangell and McLennan) and has been established to assist with achieving the Regional Playground facility.

At the meeting the Working Group work-shopped with the consultant, the community engagement plan and the preferred location for the facility.

The December 2016, Officer Report to Council articulated the benefits and constraints associated with each of the potential four potential sites for the facility and recommended Council resolve that the facility be constructed on the preferred site, being that aspect of Ashfield Flats immediately adjacent to and to the south of Sandy Beach Reserve (part of Lot 646 Kitchener Road).

The Town has commenced discussions with the Western Australian Planning Commission (WAPC) / Department of Planning to establish a management order for the portion of land where the Regional Playground is proposed to be located and these discussions are continuing.

COMMENT

At the May 2014 Ordinary Council meeting, Council resolved (OCM-20/05/14) to "consider allocating funding in the 2014/15 Budget for the development of a regional playground in accordance with the Town of Bassendean's Long Term Financial Plan".

Achieving a Nature-based Regional Playground located on part of Lot 646 Kitchener Road will achieve the long held ambition of the community and of Council.

Given the Western Australian Planning Commission / Department of Planning has provided agreement to a management order, the Town has commenced design processes.

A consulting Arborist report has been received and a feature survey of the site ordered.

STATUTORY REQUIREMENTS

Local Government Act 1995.

FINANCIAL CONSIDERATIONS

Council has allocated \$150,000 in the 2016/2017 Budget for the design process for the proposed Nature-based Regional Playground.

The project is estimated will cost up to \$2m.

A project funding strategy has been established including that two properties have been acquired by the Town under 20A Reserve classification from the Department for Lands for 5% their market value in order to sell the properties for residential purposes with the yield to be used for the facility.

Additional funding is to be acquired from Cash in Lieu Reserves and through a LotteryWest grant application.

The Committee expressed concern about raising the level of the playground with fill/soil and about the playground being in the floodway and the potential to cause obstruction or hazards should there be a flood.

COMMITTEE/OFFICER RECOMMENDATION — ITEM 8.6

RPMC – 6/02/17 MOVED Cr Bridges, Seconded Carol Seidel, that the Committee notes the December 2016 Council (OCM - 12/12/16) resolution for the Nature-based Regional Playground at the preferred location at Part Lot 646 Kitchener Road **and requests that due consideration be given to isolating the location of the former McDonald's farmhouse as an archaeological site and providing appropriate interpretive signage.**

CARRIED UNANIMOUSLY 9/0

9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

10.1 Cr Brown

That a working group be established to develop the contemplative park and observatory on the Villiers Street Reserve.

11.0 CONFIDENTIAL BUSINESS

Nil

12.0 CLOSURE

The next meeting is to be held on Wednesday 3 May 2017 commencing at 10am.

There being no further business, the Presiding Member declared the meeting closed, the time being 11.25am.

ATTACHMENT NO. 8

TOWN OF BASSENDEAN

MINUTES

ACCESS & INCLUSION ADVISORY COMMITTEE MEETING

HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN

ON WEDNESDAY 1 MARCH 2017 AT 10.00AM

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open, welcomed all those in attendance and conducted an Acknowledgement of Country.

2.0 PUBLIC QUESTION TIME AND ADDRESS BY MEMBERS OF THE PUBLIC

Nil

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Ms Annie Klaassen, Presiding Member
Mr David Potter, Deputy Presiding Member
Mr Scott Robinson, Community Representative
Ms Jennie MacLachlan, Community Representative
Ms Lillian Cottingham, Community Representative
Mr Darren Taylor, Community Representative
Ms Diana Ritchie, DSC Local Area Coordinator Bassendean

Officers

Mr Graeme Haggart, Director Community Development
Mona Soliman, Manager Seniors and Disability Services
Mrs Amy Holmes, Minute Secretary

Visitors

Mr Peter Hodgson, Manager, Lord Street Disability Justice Centre

Apologies

Cr Gerry Pule
Ms Catherine Parker, Community Representative

4.0 DEPUTATIONS

Mr Peter Hodgson, Manager, Lord Street Disability Justice Centre, was in attendance and gave an overview of the facility and plans for strengthening community connectivity largely donations to community groups from their woodwork and arts programmes and developing vocational opportunities.

5.0 CONFIRMATION OF MINUTES

5.1 Minutes of meeting held on 23 November 2016

COMMITTEE/OFFICER RECOMMENDATION – ITEM 5.1

MOVED Lilian Cottingham, Seconded David Potter, that the minutes of the Access and Inclusion Advisory Committee meeting held on 23 November 2016, be confirmed as a true record.

CARRIED UNANIMOUSLY 7/0

6.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

7.0 DECLARATIONS OF INTEREST

Nil

8.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

9.0 REPORTS

9.1 DAIP Action Plan Implementation

Update not provided as there are no new implementation initiatives commenced since the last meeting.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.1

AIAC – 1/03/17 MOVED Jennie MacLachlan, Seconded Lilian Cottingham, that the Committee notes that a DAIP Action Plan Implementation Update report was not provided as there is no known new implementation initiatives commenced since the last meeting.
CARRIED UNANIMOUSLY 7/0

9.2 DAIP Review

The Disability Services Act (1993) requires all public authorities to have a Disability Access and Inclusion Plan (DAIP). The Plan is required to be renewed, building on the previous Plan, every five years. The current Plan was adopted in 2012 for the period concluding 2017.

Disability Services Commission has produced a “how to” 10-step process guide to assist with renewing DAIP’s.

The two review methods employed most recently by the Town has been the establishment and facilitation of a working group of the Committee to prepare a revised DAIP; and in the last iteration, the engagement of a final year student to undertake the project as long term practicum placement.

The DCD advocates a 2017/18 budget request be prepared to engage a suitably qualified consultant to undertake the review.

The Committee considered the extent of work required and of the current workloads for the Manager Seniors and Disability Services and of the Director and agreed that a 2017/18 budget request be prepared to engage a suitably qualified consultant to undertake the review.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.2

AIAC – 2/03/17 MOVED Jennie MacLachlan, Seconded Darren Taylor, that the Committee support officers to prepare a budget request for a suitably qualified consultant to be engaged to conduct the DAIP review process.

CARRIED UNANIMOUSLY 7/0

9.3 Accessible Voting for Eligible Electors

The 2017 State Election includes capacity for anyone unable to vote without assistance and/or anyone who may have difficulty casting a vote at a polling place, to cast their vote unassisted via the iVote system. Users of the iVote system cast their vote by telephone, computer or mobile device from home or wherever they are comfortable.

Eligible electors are required to be registered and asked to make a self-declaration, confirming their eligibility.

Committee expressed concern at the lack of wheelchair access at the Ashfield Primary School polling place used for the State and Federal elections.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.3

AIAC – 3/03/17 MOVED Jennie MacLachlan, Seconded Lilian Cottingham, that:

1. The information on iVote be received; and
2. The Director Community Development contact the Electoral Commission to express concern at the lack of wheelchair access at the Ashfield Primary School polling site.

CARRIED UNANIMOUSLY 7/0

9.4 ACROD Parking Training

Town Rangers are to attend National Disability Services training on Tuesday 28 March, on the relevant standard relating to off-street parking for people with disability.

Topics to be covered include:

- a profile of ACROD parking permit holders
- understanding of Local Government legislative requirements
- parking bay design; and
- update on the Australian Disability Parking Scheme implementation

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.4

AIAC – 4/03/17 MOVED Diana Ritchie, Seconded Darren Taylor, that the information on ACROD Parking training be received.

CARRIED UNANIMOUSLY 7/0

9.5 Seniors & Disability Services Business Unit Update

The Manager Seniors and Disability Services provided the following update report on the Business Unit activity:

Workforce Update

- The new Client Directed Care Coordinator has completed her six week probation and is going well.
- Replacement for Home and Garden Maintenance Officer still under way as it was necessary to readvertise.

Home Care Packages (HCP)

- We are at 28 filled level 2.
- Reforms take effect and we commenced taking level 3 and 4 clients from Monday 27 February.

Home and Community Care (HACC)

- HACC approved the use of surplus from the 2015-2016 HACC grant of \$7,859 to be used to fit the Toyota Hiaces with hoist.

NDIS

- The application to DSC to become an approved NDIS provider has been approved for household tasks and travel/transport. The other registration groups are still pending but the Manager SDS reports she has been told verbally that approval has been granted.

Hyde Retirement Village

- Nothing to report

Brokerage

- All going well – now starting to include NDIS funded clients

New Client Management Software

- Second round of training for TRACCs for office staff completed.
- Data migration ongoing.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.5

AIAC – 5/03/17 MOVED Jennie MacLachlan, Seconded Lilian Cottingham, that the report on the Seniors and Disability Services Business Unit activity, be received.

CARRIED UNANIMOUSLY 7/0

9.6 Items Raised at the Last Meeting

The only item of note from the last meeting was for the Manager Development Services to prepare a report addressing the ability of the Town to address universal access requirements through the Town Planning process.

As the Manager Development Services has been on leave during the preparation of this report an update is unable to be provided.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.6

AIAC – 6/03/17 MOVED Jennie MacLachlan, Seconded Lilian Cottingham, that the feedback on the items raised by members at the last meeting be received.

CARRIED UNANIMOUSLY 7/0

9.7 Other Committee Business

- Tactile paving outside the old post office on Old Perth Road is lifting and may be a trip hazard.
- Lack of Acrod bays on Old Perth Road.
- Low hanging trees over footpaths.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.7

AIAC – 7/03/17 MOVED Lilian Cottingham, Seconded Jennie MacLachlan, that the Other Committee Business items raised by members be received.

CARRIED UNANIMOUSLY 7/0

10.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Nil

12.0 CONFIDENTIAL BUSINESS

Nil

13.0 **CLOSURE**

The next meeting will be held on Wednesday 10 May 2017, commencing at 10.00am.

There being no further business, the Presiding Member declared the meeting closed, the time being 11.50am.

ATTACHMENT NO. 9

TOWN OF BASSENDEAN

MINUTES

BASSENDEAN LOCAL STUDIES COLLECTION MANAGEMENT COMMITTEE
HELD IN THE COMMITTEE ROOM, 48 OLD PERTH ROAD, BASSENDEAN
ON THURSDAY 2 MARCH 2017 AT 9.50AM

1.0 **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Acknowledgement of Country

The Deputy Presiding Member opened the meeting, welcomed all those in attendance and conducted an Acknowledgement of Country.

2.0 **PUBLIC QUESTION TIME AND ADDRESS BY MEMBERS OF THE PUBLIC**

Nil.

3.0 **ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

Present

Michael Grogan, Deputy Presiding Member
Cr Gerry Pule
Val Hobson
Anne Brinkworth
Jennie Carter (from 10.10am)

Staff

Janet Megarrity, Local Studies Librarian
Renata Pietracatella, Manager Library & Information Services
Amy Holmes, Minute Secretary

4.0 **DEPUTATIONS**

Nil

5.0 CONFIRMATION OF MINUTES

5.1 Minutes of the Meeting held on 6 October 2016

COMMITTEE/OFFICER RECOMMENDATION – ITEM 5.1

MOVED Anne Brinkworth, Seconded Val Hobson, that the minutes of the meeting held 6 October 2016 be confirmed as a true record.

CARRIED UNANIMOUSLY 4/0

6.0 DECLARATIONS OF INTEREST

Nil

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

8.0 REPORTS

8.1 Local Studies Librarian's Report

Volunteers' Thank you

The Local Studies Librarian attended a Library Volunteer's Christmas 'Thank You' function on 6 December to acknowledge the significant contribution of volunteers in the Local Studies Collection.

Municipal Heritage Inventory

The Local Studies Librarian has contributed to and reviewed the draft Municipal Heritage Inventory by the Town of Bassendean and consultants by meeting with planning colleagues to check the accuracy of information.

Free Guided Walks

Free Guided Walks for community members have been organised by the Local Studies Librarian and promoted as part of the Leisure Services 'Relax' program. The Guided Walks will be held on the first Wednesday of each month (February-November) by a Local Studies volunteer and provide information about local history, art and architecture on Old Perth Road.

The Guided Walks are being promoted on the Town of Bassendean Recreation and Culture Facebook page, Bassendean Memorial Library Facebook page, Bassendean Memorial Library webpage, in the Eastern Reporter newspaper (diary), on the community noticeboard and via flyers available in the Bassendean Memorial Library. Information has also been sent to many local groups and organisations and emails sent to interested parties.

Training/Planning/Personal Development

The Local Studies Librarian attended the following courses:

- An online Occupational, Safety and Health training course 'Manual Handling in the Workplace' in September 2016 and 'Slips, Trips and Falls' in November 2016.
- 'At The Coalface' customer service training in October 2016.
- Fire Warden refresher training.
- An over view of 'My Gov' website.
- Moodle self-paced training module using State Library of Western Australia resources.
- Attended the Local Studies Practitioner's meeting at Cambridge Library on 5th October 2016
- Hosted the Local Studies Practitioners Group on 7th December 2016 and provided access to the Pensioner Guard Cottage. Approximately twenty colleagues from the metropolitan area attended. This meeting provides an opportunity for colleagues to view other collections and share relevant knowledge and information.

Displays

An Informational display about services offered by the Local Studies Collection, consisting of various brochures and flyers, was provided in the Library during December and January.

Visits/Outreach

A new colleague (Shantelle), Life Long Learning, Children's Youth Librarian, was welcomed and provided with an orientation tour of the Town of Bassendean showing historical and cultural sites.

Volunteers

A new volunteer has started in the Local Studies in December.

Collection Management

The Local Studies Librarian has researched and documented election dates for the municipality from the West Guildford Road Board in 1901 to the present Town of Bassendean, using information from the WA Electoral Commission and Trove online newspapers. In addition to the election dates, information on candidates and the voting totals has been found and filed chronologically. Making this information accessible in a single location is significant. A document hyperlinking to Trove has been created for future electronic applications. This information can be updated annually to ensure it is comprehensive and current.

The Local Studies Librarian was advised that the Office of Heritage's database Inherit error regarding the incorrect information by the Department for Fire and Emergency Services (DFES) about the site of the former West Guildford Fire Station (before the station was built in Parker Street) will be corrected when DFES updates its Municipal Inventory. To date this has not yet occurred. The error has existed since September 2015.

Cataloguing/Indexing/Processing

Conversion of over 1000 catalogued images from jpeg to tif, for appropriate archival storage, has been completed.

Information about Aboriginal site informants for the Swan River knowledge holders was provided by the Department of Aboriginal Affairs staff, three months after the request was lodged with DAA.

Timelines and Powerpoint presentations have been created for Guildford Road and Rail Bridges, Hyde family advertisements, Bassendean Oval, Hays' Swamp, local cyclist and shop owner Eddie Barron and the McDonald family.

Indexed Bassendean Briefings vol. 111, vol. 112
Newspapers - 58
Books - nil
Rates Book Indexing - 56 218

New items

- Bassendean and Guildford Sketchbook by Morva Gogan (Donation).
- Archaeological Management Plan for No 1 Surrey Street (October 2016) by Fiona Bush.

- A collection of eight photographs documenting the original train station, its demolition and temporary platforms.
- The original rural crown grant system in Western Australia and some aspects of its implementation / by D. Barrett-Lennard. 1990 (donation).
- The Coolbarro Club 1947-1960 [brochure] (donation)
- Will of Sir Cyril Jackson.
- Illuminated address R. A. McDonald (donation).
- Biographical information on Wilkinson, Thomas Beasley (Illawarra), John Welbourne, Jarlath Duffy (street name), Mr Rule (draper), Tom Wardle (Tom the Cheap), Mr Gadd, Mr Welbourne and Eddie Barron (cyclist).
- Family history book containing photographs and genealogical information for the family of Charles Henry Partington and Lillian Bright. (donation).

Oral History

The following interviews have been conducted:

- Ilia Rossi
- Gwen Fenech
- Associate Professor Ted Wilkes
- Uncle Richard Wilkes
- Carl Nicoletto – Riverside Vineyard

Two interviews remain to be completed this financial year.

Enquiries

Many enquiries have taken research time including:

- queries on Pyrton.
- the location of Dodd Street.
- the location of Government Road.
- general local history questions and the history of a house.
- information about City of Bayswater's Eric Singleton Bird Sanctuary.
- requests for information about Bassendean Volunteer Fire Brigade.
- Information about access to Town of Bassendean minutes which were previously available on the Town of Bassendean's website.
- queries about people including Mr Ackling, Pisano family, Mr Allison, Bright family, Abell family, W. Clarke and Mr McDonald.

Website and Facebook

The Local Studies Librarian updated information about the Local Studies Collection on the new Bassendean Memorial Library website and provided information to update the community directory on the new Town of Bassendean website. The Local Studies Librarian continues to promote the Local Studies Collection by providing information and images for Tuesday Treasures and street name origins on the Bassendean Memorial Library Facebook page and Town of Bassendean Facebook page.

Surrey Street Steering Committee

The Committee met to review architectural plans including landscape plans on 28 November and on 7 February. A LotteryWest grant application has been submitted.

History Book Steering Committee

The Committee met in the first week of February to review the layout of the text and images. The next meeting is planned for early March to progress the publication.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.1

LSCMC – 1/03/17 MOVED Cr Gerry Pule, Seconded Anne Brinkworth, that the Local Studies Librarian’s report be received.
CARRIED UNANIMOUSLY 5/0

8.2 2017/2018 Budget Proposal

The budget proposal covers operational requirements to enable the usual programs to be carried out without major changes to existing projects.

The Committee is requested to consider the budget proposal and, should they wish to add additional projects or cancel the existing one, to amend it accordingly.

2017/2018 Local Studies Collection – Proposed Budget

Expenditure		
1	Three oral histories ASTIC	\$3,000
2	Three oral histories	\$3,000
3	Microfilming newspapers	\$3,000
4	Photos- purchases/rescue/conversion	\$800
5	Stationery	\$500
6	Local Studies Lecture- recording of	\$1,500
7	Stock purchases	\$500
8	Professional Memberships	\$400
9	Miscellaneous	\$500
	Total	\$13,200
Income	Political history book	\$7,000

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.2

LSCMC – 2/03/17 MOVED Jennie Carter, Seconded Val Hobson, that the Committee considers the budget proposal.

CARRIED UNANIMOUSLY 5/0

8.3 Financial Activity Statements

The Financial Activity Statement as at 23 February 2017 is shown below:

LOCAL HISTORY EXPENDITURE 2016/2017		
Date	Description	Credit
	Income as at 27 September	\$ -
21/10/2016	LOST LIBRARY	\$ 4.00
07/12/2016	HISTORY BOOK	\$ 20.00
		\$ -
	Income Received from 28 Septmeber 2016 to 22 February 2017	\$ 24.00
	SUMMARY	
	Total Income for 2016/2017 - from 01/07/2016 to 22/02/2017	\$ 24.00
	Budget for 2016/2017	\$ 7,000.00
	Income required to meet Budget	\$ 6,976.00
LOCAL HISTORY PROJECT EXPENSES 2016/2017		
Date	Description	Debit
	Expenditure as at 27 September 2016	\$ 221.39
	Expenditure from 28 September 2016 to 22 February 2017	\$ -
14/10/2016	TOWN OF BASSENDEAN-PETTY CASH-PLEASE PAY CASH LIBRARY - LOCAL STUDIES SUPPLIES	\$ 12.73
17/10/2016	ANNE YARDLEY ORAL HISTORY INTERVIEW AND TRANSCRIPT WITH MARION ARUNDELL	\$ 685.00
20/10/2016	OFFICEWORKS SUPERSTORES PTY LTD 1 X CLEAR TAB INDICATOR & 1 X TAB INSERTS - LOCAL STUDIES	\$ 17.20
11/11/2016	OFFICEWORKS SUPERSTORES PTY LTD 19MM FOLD BACK CLIPS & A4 MARBIG SHEET PROTECTORS - LOCAL STUDIES	\$ 18.73
17/11/2016	RENATA PIETRACATELLA LIBRARY - LOCAL STUDIES - DIGITAL IMAGES FROM STATE RECORDS OFFICE	\$ 150.73
22/11/2016	ANNE YARDLEY ORAL HISTORY INTERVIEW AND TRANSCRIPT WITH ILIA ROSSI	\$ 795.00
30/11/2016	ORAL HISTORY ASSOCIATION OF AUSTRALIA LIBRARY - LOCAL STUDIES - MEMBERSHIP 2016 / 2017	\$ 65.00
05/10/2016	COMMONWEALTH CREDIT CARDS COLOR PHOTOCOPIES OF BASS HISTORY WALK BOARD GAME CREDIT CARD - OCTOBER 2016	\$ 58.27
05/10/2016	COMMONWEALTH CREDIT CARDS BOOK CREDIT CARD - OCTOBER 2016	\$ 31.82
04/11/2016	COMMONWEALTH CREDIT CARDS 1 X BOOK - MANAGING MILLION SQ MILES CREDIT CARD - NOVEMBER 2016	\$ 52.27
30/11/2016	TOWN OF BASSENDEAN-PETTY CASH-PLEASE PAY CASH LIBRARY - LOCAL HISTORY - BOOK PURCHASE	\$ 10.91
07/12/2016	HEATHER CAMPBELL ORAL HISTORY INTERVIEW AND TRANSCRIPT FOR GWEN FENECH	\$ 2,845.00
16/12/2016	TOWN OF BASSENDEAN-PETTY CASH-PLEASE PAY CASH LIBRARY - LOCAL STUDIES - MEETING SUPPLIES	\$ 47.54
01/01/2017	WESTERN AUSTRALIAN GENEALOGICAL SOCIETY INC. LIBRARY LOCAL STUDIES - SUBSCRIPTION MEMBERSHIP 2016/2017	\$ 90.91
15/02/2017	ANNE YARDLEY ORAL HISTORY INTERVIEW AND TRANSCRIPT WITH MR NICOLETTO	\$ 785.00
		\$ 5,887.50
	Outstanding Purchase Orders	
26/07/2016	ANNUAL INSTITUTIONAL MEMBERSHIP	65.00
07/11/2016	ORAL HISTORY INTERVIEW AND TRANSCRIPT WITH ASSOC PROFESSOR TED WILKES	1000.00
06/12/2016	ORAL HISTORY INTERVIEW WITH VIV WEIR AND LYN COX	909.09
16/02/2017	EASTER RERORTER AND ECHO NEWSPAPER MICROFILMING	2588.00
		\$ -
	Expenditure (Inc O/S PO's) From 28 September 2016 to 22 February 2017	\$ 10,449.59
	SUMMARY	
	Total Expenditure 2016/2017 - from 01/07/2016 to 22/02/2017	\$ 10,449.59
	Budget for 2016/2017	\$ 13,200.00
	Balance of Expenditure to Budget	\$ 2,750.41

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.3

LSCMC – 3/03/17 MOVED Cr Gerry Pule, Seconded Anne Brinkworth, that the Financial Activity Statements, be received.

CARRIED UNANIMOUSLY 5/0

9.0 MOTIONS FOR 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 meeting will be held on Thursday 4 May 2017 at 9.30am.

There being no further business the Deputy Presiding Member declared the meeting closed, the time being 10.25am.

ATTACHMENT NO. 10

TOWN OF BASSENDEAN

MINUTES

AUDIT AND RISK MANAGEMENT COMMITTEE

**HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON WEDNESDAY 8 MARCH 2017 AT 5.30PM**

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open, welcomed all those in attendance and conducted an Acknowledgement of Country.

2.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Cr Gerry Pule, Presiding Member
Cr Mike Lewis (from 5.40pm)
Cr Paul Bridges
Ian Walters

Staff

Mike Costarella, Director Corporate Services
Ken Lapham, Manager Corporate Services
Amy Holmes, Minute Secretary

Consultant

Ron Back, Financial Advisor

3.0 DEPUTATIONS

Nil

4.0 CONFIRMATION OF MINUTES

4.1 Minutes of the Meetings held on 7 December 2016

COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.1

MOVED Cr Bridges, Seconded Ian Walters, that the minutes of the meeting held on 7 December 2016 be confirmed as a true record.

CARRIED UNANIMOUSLY 3/0

5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

6.0 DECLARATIONS OF INTEREST

Nil

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

8.0 REPORTS

8.1 Resignation from Committee – Michelle Rutherford

On 23 February 2017, Michelle Rutherford advised of her resignation from the Committee, as follows:

“Hi Michael, I hope this finds you well. Unfortunately, due to unforeseen circumstances I wish to tender my resignation as a member of the Risk and Audit Committee, effective immediately.

I have enjoyed my time as a Committee Member representing the people of our Town. I wish the Committee all the best for the future. Regards, Michelle Rutherford.”

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.1

ARMC - 1/03/17 MOVED Cr Bridges, Seconded Ian Walters, that the Committee:

1. Expresses its appreciation to Ms Michelle Rutherford for her contribution to the Committee; and
2. Recommends that Council advertises the vacant position.

CARRIED UNANIMOUSLY 3/0

8.2 Local Government Compliance Audit Return 2016 (Ref: GOVR/LREGLIA/9 – Mike Costarella, Director Corporate Services)

APPLICATION

The report presents the Local Government Compliance Audit Return 2016, 1 January to 31 December 2016 to Council in order that the report be adopted.

ATTACHMENT

Attachment No. 1: 2016 Compliance Audit Report

BACKGROUND

The Department of Local Government initially introduced a voluntary self-assessment return in 1995, which is now mandatory, for local governments to determine the level of compliance with the Local Government Act and associated Regulations.

STRATEGIC IMPLICATIONS

Leadership and Governance

- We will provide leadership and build a sustainable place through our regional and government partnerships.
- We will be accountable and make decisions for the good of the community
- We will engage with our community, building cohesive community and support community participation

COMMENT

Each Local Government Authority is required to complete a Compliance Audit Return for the period 1 January to 31 December 2016. The Compliance Audit Return 2014 must be submitted to the Director General, Department of Local Government by 31 March 2017.

The return is one of the tools that allows Council to monitor how the organisation is functioning. It places emphasis on the need to bring to Council's attention, issues of non-compliance, or issue where full compliance was not achieved.

In addition to explaining or qualifying cases of non-compliance, the return also requires Council to endorse any remedial action taken or proposed to be taken in regard to instances of non-compliance.

The document contains a total of 87 questions to test compliance with the Local Government Act and Regulations. The compliance areas includes:-

TOPIC	No of Questions	OFFICER
Commercial Enterprises by Local Governments	5	Michael Costarella
Delegation of Power / Duty	13	Bob Jarvis
Disclosure of Interest	16	Sue Perkins
Disposal of Property	2	Michael Costarella
Elections	1	Michael Costarella
Finance	14	Ken Lapham
Local Government Employees	5	Michael Costarella
Official Conduct	6	Bob Jarvis
Tenders for Providing Goods and Services	25	Ken Cardy

The responses are shown below and includes prior years.

RESPONSE	2016	2015	2014	2013	2012
Areas of Compliance	52	72	55	58	46
Areas of Non Compliance	1	0	1	0	0
Not Applicable	34	15	22	20	32
Total	87	87	78	78	78

The area of non compliance related to the Tenders Regulations and this was reported in the 2016 Interim Audit Report. The report contained actions to ensure compliance in the future and the actions that have now been implemented.

STATUTORY REQUIREMENTS

Local Government Act 1995 and associated Regulations

FINANCIAL CONSIDERATIONS

Nil

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.2

ARMC - 2/03/17 MOVED Cr Lewis, Seconded Ian Walters, that the Audit and Risk Management Committee recommends that Council adopts the Compliance Audit Return 2016 for the period 1 January to 31 December 2016, as attached to the Agenda of 8 March 2017.

CARRIED UNANIMOUSLY 4/0

8.3 Internal Audit – Moore Stephens (Ref: FINM/AUD/1, Ken Lapham, Manager Corporate Services)

APPLICATION

The purpose of this report was to provide Council, through the Audit and Risk Management Committee, with the Internal Audit Report and provide management comments and information on the remedial action taken.

ATTACHMENT

Attachment No. 2: 2016 Internal Audit Report

BACKGROUND

Under the Financial Management Regulations of the Local Government Act (Section 6.10), efficient systems and procedures are to be established by the Chief Executive Officer (CEO) of a local government. Furthermore, the CEO is required to undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 4 financial years) and report to the local government the results of those reviews.

In September 2016, Moore Stephens were appointed to undertake an internal audit for the ensuing 4 year period. The areas of audit include (but not limited to):

2016/17 ACTIVITIES	2017/18 ACTIVITIES	2018/19 ACTIVITIES	2019/20 ACTIVITIES
Procurement Procedures and Processes	Fixed Assets-Property Plant & Equipment	Revenue (All Sources) Budget and Financial Reporting	Compliance Return Payments Credit Cards
Contracts Tender and Administration Creditors-EFT and Cheques	Annual Report Records keeping and compliance	Payroll (Inc. FBT) & Human Resources (Inc. OHS) Commercial Activities	Council Meetings and Administration Disclosures of Financial Interests Delegations of Authority
	Strategic Community & Corporate Plans	Leases and Rental Agreements	Local Laws

COMMENT

In each of the areas covered, the Internal Auditors consider the controls and procedures in place are adequate, however, they have raised a number of issues that can be improved. Officers have reviewed the report prepared by the Internal Auditors and noted areas where additional attention should be given.

STRATEGIC IMPLICATIONS

Leadership & Governance

Improve capability and capacity	<ul style="list-style-type: none"> • Ensure financial sustainability • Monitor and enhance organisational performance and service delivery • Review and develop the workforce to meet changing needs • Review and implement asset management plans • Review risk management plans
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STATUTORY REQUIREMENTS

The Local Government Act 1995

FINANCIAL CONSIDERATION

The 2016/17 Budget includes an amount for the internal audit contract.

The Committee requested information on which staff have credit cards, what they are being used for, number of transactions etc.

The Committee requested that checks be put in place to assist in creditor verification.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.3

ARMC - 3/03/17 MOVED Cr Lewis, Seconded Cr Bridges, that:

1. The Audit and Risk Management Committee recommends to Council that it receives the 2016 Internal Audit Report from Moore Stephens, and notes the managements' comments;
2. Council notes that a further internal audit report will be provided to the Audit and Risk Management Committee at its next meeting;
3. Council notes that a report on the Town's credit card usage will be provided to the Audit and Risk Management Committee at its next meeting.
4. Council notes that the Accounts Payable Officer will check the ABN on the ATO website to assist in creditor verification.

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

COMMITTEE RECOMMENDATION – ITEM 11.0(a)

ARMC - 4/03/17 MOVED Cr Lewis, Seconded Cr Bridges, that the meeting go behind closed doors in accordance with Section 5.23 of the Local Government Act 1995, the time being 6.45pm.

CARRIED UNANIMOUSLY 4/0

All members of the public vacated the Chamber, the time being 6.45pm.

11.1 Various Debts Write-off Ref: FINM/DBTOS/2– (Ken Lapham – Manager Corporate Services)

APPLICATION

The purpose of this report was to recommend that various outstanding & unrecoverable debts be written off. The Manager Corporate Services recommends that Debtors, totalling \$2,444.85 be written off.

This matter was considered with members of the public excluded from the Chamber under Clause 5.23 (2) (e) (iii) of the Local Government Act as the officer report discusses a matter that if disclosed, would reveal information about a business, professional, commercial or financial affairs of a person.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 11.1

ARMC - 5/03/17 MOVED Cr Lewis, Seconded Ian Walters, that Council writes off debtors of \$2,444.85 as listed in the Confidential Report to the Audit & Risk Management Committee Agenda of 8 March 2017.

CARRIED BY AN ABSOLUTE MAJORITY 4/0

COMMITTEE RECOMMENDATION – ITEM 11.0(b)

ARMC - 6/03/17 MOVED Cr Lewis, Seconded Cr Bridges, that the meeting proceed with open doors, the time being 6.45pm.

CARRIED UNANIMOUSLY 4/0

As no members of the public returned to the Chamber, the reading aloud of the motions passed behind closed doors was dispensed with.

12.0 CLOSURE

The next meeting will be held on Wednesday 7 June 2017.

There being no further business the Presiding Member declared the meeting closed the time being 6.45pm.



Bassendean - Compliance Audit Return 2016

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government and Communities together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2016.	N/A		Michael Costarella
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2016.	N/A		Michael Costarella
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2016.	N/A		Michael Costarella
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2016.	N/A		Michael Costarella
5	s3.59(5)	Did the Council, during 2016, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Michael Costarella

Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	Yes		Bob Jarvis
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	Yes		Bob Jarvis
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	Yes		Bob Jarvis
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	Yes		Bob Jarvis
5	s5.18	Has Council reviewed delegations to its committees in the 2015/2016 financial year.	Yes		Bob Jarvis
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Bob Jarvis
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Bob Jarvis
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Bob Jarvis
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Bob Jarvis
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Bob Jarvis



11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes	Bob Jarvis
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2015/2016 financial year.	Yes	Bob Jarvis
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes	Bob Jarvis

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Sue Perkins
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Sue Perkins
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Sue Perkins
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Sue Perkins
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Sue Perkins
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2016.	Yes		Sue Perkins
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2016.	N/A		Sue Perkins
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Sue Perkins
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Sue Perkins
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of	Yes		Sue Perkins



		disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.		
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes	Sue Perkins
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes	Sue Perkins
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes	Sue Perkins
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes	Sue Perkins
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes	Sue Perkins
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes	Sue Perkins

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	N/A		Michael Costarella
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Michael Costarella

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	N/A		Michael Costarella



Finance						
No	Reference	Question	Response	Comments	Respondent	
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Ken Lapham	
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Ken Lapham	
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Ken Lapham	
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Ken Lapham	
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2016 received by the local government within 30 days of completion of the audit.	Yes		Ken Lapham	
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2016 received by the local government by 31 December 2016.	Yes		Ken Lapham	
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken by the local government, was that action undertaken.	N/A	No matters raised in Audit report	Ken Lapham	
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A	No issues raised in Audit Report	Ken Lapham	
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A	No issues were raised in the Annual audit report. Auditors confirm Audit report to ratepayers sent to Dept.	Ken Lapham	
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Ken Lapham	
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Ken Lapham	
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Ken Lapham	
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Ken Lapham	



14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes	Ken Lapham
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Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		Michael Costarella
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A		Michael Costarella
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Michael Costarella
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Michael Costarella
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Michael Costarella

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A		Bob Jarvis
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Bob Jarvis



3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes	Bob Jarvis
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes	Bob Jarvis
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes	Bob Jarvis
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes	Bob Jarvis

Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	No	Matters were raised at the interim Audit Report and presented to the Audit Committee in August 2016. Actions have been taken to ensure compliance in the future	Ken Cardy
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A		Ken Cardy
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes	Apart from Item 1, which was reported to audit committee all advertising was as per F&G Reg 14 & 15	Ken Cardy
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes	Apart from Item 1, which was reported to audit committee all advertising was as per F&G Reg 14 & 15	Ken Cardy
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes	Apart from Item 1, which was reported to audit committee all advertising was as per F&G Reg 14 & 15	Ken Cardy
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Ken Cardy
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Ken Cardy
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and	Yes		Ken Cardy



		which tender was most advantageous to the local government to accept, by means of written evaluation criteria.		
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes	Ken Cardy
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes	Ken Cardy
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A	Ken Cardy
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A	Ken Cardy
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A	Ken Cardy
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A	Ken Cardy
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A	Ken Cardy
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	N/A	Ken Cardy
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	N/A	Ken Cardy
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	N/A	Ken Cardy
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	N/A	Ken Cardy
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	N/A	Ken Cardy
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers,	N/A	Ken Cardy



		comply with the requirements of F&G Reg 24AG.		
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A	Ken Cardy
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A	Ken Cardy
24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	N/A	Ken Cardy
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes	Ken Cardy

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor Town of Bassendean

Signed CEO, Bassendean

Internal Audit Report

Town of Bassendean
November 2016

Contents

1.0	Disclaimer.....	3
2.0	Engagement Overview.....	4
3.0	Overview and Results of Testing Performed	5
4.0	Summary of Risks Identified	12
5.0	Appendix One: Risk Assessment Table – Level of Risk	13
6.0	Appendix Two: Likelihood Levels – Criteria Guide	14
7.0	Appendix Three: Consequence Levels – Criteria Guide	15

1.0 Disclaimer

The objective of the work we have performed as outlined in Part 2 of this report as presented, was to provide internal audit services to the Town of Bassendean, as directed by the officers of the Town.

It has been prepared by Moore Stephens (WA) Pty Ltd for this sole purpose.

It is not intended to be used by any other individual or organisation.

Confidential - this document and the information contained in it are confidential and should not be used or disclosed in any way without our prior consent.

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2.0 Engagement Overview

Introduction

At the request of the Town, Moore Stephens was engaged to provide internal audit services. This consisted of a review of the appropriateness and effectiveness of certain financial management systems and procedures.

Objective and scope

As detailed in the quotation specification, our response to the quotation request and the references made in the final contract agreed upon by both parties.

Objective

To review the appropriateness and effectiveness of the Town's financial management systems and procedures by undertaking sectional reviews each year as selected and directed by the designated officers of the City.

Scope

For the 2016/17 year, our procedures focused on the following key control areas as specified by the Town of Bassendean Audit Committee four-year Internal Audit Programme;

- Procurement procedures and processes
- Contracts tender and administration
- Creditors' payment – EFT and cheques

Approach / methodology

The process included:

- Onsite review and testing from 9 November 2016 to 11 November 2016;
- Initial discussions with relevant staff to identify existing policies and procedures in place;
- Detailed sample testing and review of relevant documents as applicable; and
- Provision of a draft report to the Director Corporate Services.

The results of our procedures, report on work performed, along with management responses and target resolution dates can be found at Sections 3.0 and 4.0 on the following pages.

3.0 Overview and Results of Testing Performed

No	Key control area examined & testing approach	Sample size	Results	Findings & Comments	Management response & target date
3.1	Purchase of Goods and Services				
3.1.1	Testing approach: Conducted a review of the purchasing policy and performed a walkthrough of the purchasing procedure as well as tested samples to ensure compliance with the purchasing policy. Tests conducted on the samples above to verify purchase order authorisation and goods/services received within the parameters of the purchasing policy.	EFT payments 20 samples selected at random for the period 1 July to 3 November 2016.	We noted one instance where one project valued >\$150,000 was authorised and paid with only one quotation obtained and no consideration for tender. Explanation obtained was, the supplier was a WALGA preferred supplier, hence not necessary to obtain competitive quotes from other WALGA suppliers.	Findings: Whilst technically in accordance with the Act, regulations and the Town's Procurement Guidelines, only obtaining one quote for contracts in excess of the tender threshold is not considered to be best practice. Comments: In future consideration should be given to obtaining quotes from other WALGA preferred suppliers to keep project costs competitive and favourable to the Council.	The Procurement Procedures have been amended to ensure that all WALGA preferred suppliers of a particular services are invited to submit a quotation or Tender.
3.1.2		Cheque payments 5 samples selected at random for the period 1 July to 3 November 2016.	In the EFT sequential numbers check, we noted one instance where one EFT appeared to be missing from the sequential population. A satisfactory explanation was obtained for the cancelled payment. Cheque folders were reviewed and we noted one cheque was cancelled. Cancelled cheque was marked with a red cross and kept in file. Additionally, we reviewed unused cheques for pre-signed cheques – none noted.	Findings: No matters to report.	Noted
3.1.2				Findings: No matters to report.	Noted

3.0 Overview and Results of Testing Performed (Continued)

No	Key control area examined & testing approach	Sample size	Results	Findings & Comments	Management response & target date
3.1.3	<p>Conducted a review of Appendix 5 of the Procurement Guidelines – 'Use of Corporate Credit Cards' procedures to determine if adequate controls are in place. Credit card transactions tested to ensure compliance with the 'Use of Corporate Credit Card' procedures</p>	<p>Credit card limits were reviewed for any excessive limits in comparison to designations.</p>	<p>Names, designation, credit limits were reviewed for each card and enquired on the expenses normally incurred by these credit card holders.</p>	<p>Findings:</p> <p>Number of credit cards available appears excessive considering the size of the Council is rather small. Certain departments within the council have 2 credit cards.</p> <p>Comments:</p> <p>Given the size of the Council, the number of credit cards available is excessive which could lead to increase in probability of fraud and error. The number of credit cards currently on issue should be reviewed and guidelines established relating to future issues.</p>	<p>Credit Cards provide an efficient method of purchasing. Card holders Card statements & purchases require authorisation of a senior officer. This is also verified by a Finance officer for policy compliance. A review of card transactions is currently being undertaken, with the CEO recommending that cards with low usage will be cancelled, therefore a subsequent reduction in card's issued to an acceptable level.</p>

3.0 Overview and Results of Testing Performed (Continued)

No	Key control area examined & testing approach	Sample size	Results	Findings & Comments	Management response & target date
	10 credit card statements across 25 credit card holders were tested. Credit Card payments for the months of July to September 2016 were tested to ensure payments were properly supported, authorised, allocated and within allowable parameters.		Noted one instance where a credit card was used to purchase iPads for use as participation incentives in relation to the Community survey, Although the purchase falls under the Director's service area, the iPad purchase does not appear to comply with "Credit Card Allowable Purchases" on the Credit Card policy.	<p>Findings: Explanation was obtained from Director of Corporate Services on the iPad purchase. The purchase was made at a supplier that does not accept purchase orders for the best price offered for the iPad. Hence, the final decision to use credit card to finalise the payment.</p> <p>Comments: Notwithstanding the reason given, the purchase of the iPads do not fall under exemptions listed in the Procurement Policy and procedures should be implemented to avoid this reoccurring in the future.</p>	The purchase of the iPads does comply with the authority within the Credit Card procedures and meets the requirements of the procurement procedures. This is referred to on page 30 of the Procurement Procedures. The purchase is also listed on the exemption list of the Procurement Procedures- Credit Card Purchases
3.1.4	Conducted a review of the purchasing policy as well as tested samples to ensure compliance with the purchasing policy.	Purchasing procedures 5 samples selected at random from completed purchase orders listing from 1 July to 3 November 2016.	No specific exceptions were noted. Controls and procedures appears to be operating as required.	<p>Findings: No matters to report.</p>	Noted

3.0 Overview and Results of Testing Performed (Continued)

No	Key control area examined & testing approach	Sample size	Results	Findings & Comments	Management response & target date
3.2	<p>Creditor's payment and data matching</p> <p>Testing approach:</p> <p>Conducted a review of the purchasing policy and performed a walkthrough of payment procedure.</p> <p>Tested samples to ensure appropriate authorisation of purchase and payments made.</p> <p>Ensured the correct amount was paid to the correct bank account.</p>	<p>10 creditors were selected at random and 2 payment transaction were selected from the creditors for data matching testing.</p>	<p>No specific exception noted with regards to payments. All samples selected for testing show the payment made was to the correct bank account and none of them had their bank details changed in the audit period. An additional sample with bank details changed was selected to perform a walkthrough to test if the procedures were adhered to.</p> <p>We noted emails sent to the Manager's e-mail folder (automatically sent by Synergy Soft for all changes) remained unopened and appeared not to be cross-checked or reviewed for authorised changes.</p>	<p>Findings:</p> <ul style="list-style-type: none"> - The Accounts Payable Officer (APO) is allowed to make changes to the EFT bank details on Synergy Soft's Vendor Master File and an instant notification is sent from Synergy Soft system to the Manager of Corporate Services. Authorisation is not required to allow creditor's information to be changed on the system. - The APO randomly checks the bank details on the system upon payment with Synergy Soft's records for creditors who are rarely engaged. However, this is not consistent. - Creditors who required their bank details updated would need to submit the new creditor's form for the Manager of Corporate Services to approve. - New creditor's details are completed in a form, approved by Manager of Corporate Services before the APO updates the Vendor Master File. <p>Comments:</p> <p>Matter was previously raised in 2015's internal audit report. Although the mitigating procedure is to have Manager of Corporate Service monitor the changes in the Vendor Master File, there are no indication that there is further action after the notification has been received from Synergy Soft.</p> <p>A recent "scam" has been successful at a local government in very similar circumstances and procedures should be updated to strengthen how changes are effected. - particularly the procedures around verifying the requested changes is bonafide. We are able to provide further guidance in this regard if requested.</p>	<p>A review of the current processes has been undertaken. Changes include a verifying officer will cross check Combiz payments list back to invoice payment data. Notified changes from creditors will only be changed on creditor letterhead advice, and completion of form to creditor when APO is aware EFT details have changed. The Manager CS will copy Synergy notification of EFT details and match to creditors request to amend EFT details, so all changes are held together.</p> <p>APO will also check ABN on ATO website to assist in creditor verification is bonafide. Additionally, New Creditors will be requested to provide documentation to substantiate the ABN and Company ownership. This will require Companies providing documentation from ATO and ASIC.</p>

3.0 Overview and Results of Testing Performed (Continued)

No	Key control area examined & testing approach	Sample size	Results	Findings & Comments	Management response & target date
3.3	<p>Duplicate payments</p> <p>Testing approach: Conducted a review on the creditors' ledger for the months of July to October 2016 for any duplicate payments.</p>	Reviewed payment information from creditors' ledger with reference numbers filtered to detect duplicate information.	<p>Investigated transactions with duplicate information.</p> <p>Explanation obtained appears reasonable. Duplicate information detected mainly related to payroll (salary and wages, superannuation etc) and these were satisfactorily explained. No other exceptions noted. Controls and procedures appears to be operating successfully.</p>	<p>Findings: No matters to report</p>	Noted
3.4	<p>Creditor's month end procedures</p> <p>Testing approach: Reviewed creditors' reconciliation workings for the months of July to October 2016 to ensure reconciliations are reviewed and signed off.</p>	Tested and verified the month end reconciliation of the creditors' subsidiary ledger to the creditors general ledger control account for the months selected.	<p>Reconciliations were performed as required and no discrepancies noted.</p> <p>Reviewed and authorised as required.</p> <p>Original copy of August 2016's authorised reconciliation was misplaced and a replacement copy was presented instead.</p>	<p>Findings: Filing of authorised reconciliation should be completed every month instead of accumulating the documents. Improvement is required to ensure the relevant authorised reconciliation is attached with supporting documents and correspondences.</p> <p>Comments: To streamline procedures for month-end process to include filing of documents for manager or Council's review. This may include tasking a specific individual with the responsibility to ensure there is a specific month end procedure in place.</p>	Noted.

3.0 Overview and Results of Testing Performed (Continued)

No	Key control area examined & testing approach	Sample size	Results	Findings & Comments	Management response & target date
3.5	Trust Funds				
	Testing approach:				
	Ensure trust transactions agree to the general ledger and supporting documents.	Randomly selected 5 samples from Trust transaction listing from 1 July to 3 November 2016.	Control over the Trust refund appears reasonable and no weaknesses identified.	No matters to report.	Noted
	Sighted original receipt to ensure payment was collected before refunds are made.				
	Sighted the payment authorisation form to ensure refunds are properly authorised.				

3.0 Overview and Results of Testing Performed (Continued)

No	Key control area examined & testing approach	Sample size	Results	Findings & Comments	Management response & target date
3.6	Contracts and Tender Administration Testing approach: Reviewed tender registers and tender process.	All relevant tenders on the register from 1 July to 3 November 2016 were reviewed.	We noted the components of the individual tenders completed with no matters noted. However, there appears to be an electronic summary and a manual summary that do not match.	<p>Findings: The list of tenders between the electronic and manual summaries do not match. It appears they were not simultaneously updated.</p> <p>Comments: Some staff preferred the manual system while others viewed electronic copies. To ensure up-to-date information both copies should contain the same information or systems changed so only one system is used. There needs to be consideration of the requirements of the Act and Regulations which require an up to date register to be kept.</p>	The Town uses its Intranet to keep a register of ALL the Requests for Quotes, Requests for Tender and Expression of Interest. This is not the Official Tender Register. The tender Register is in paper version and this ensures that the contents of the Tender Register complies with the Regulations.

4.0 Summary of Risks Identified

The following is a summary of risks identified during the course of the internal audit and highlighted in the response matrix at Section 5.0.

S	Systems and Procedures
C	Compliance Matter

FINDINGS	NATURE	Risk Assessment (Refer Appendices)		
		Consequence	Likelihood	Level of Risk
Purchase of Goods and Services				
Procurement – 3.1.1				
Procurement guidelines should be amended with respect to the number of quotes required from WALGA preferred suppliers when contract > \$150,000	S	Moderate	Possible	M
Credit Card Payments – 3.1.3				
Number of credit cards on issue appears excessive for the size of the Town	S	Moderate	Possible	M
Credit card purchases should always be in compliance with the 'Use of Corporate Credit Card' policy.	S	Moderate	Possible	M
Creditors Payment and Data Matching – 3.2				
That the employee (in this case, the Accounts Payable Officer) responsible for entering supplier invoices and payments should not have sole access to the Vendor Master File. Particularly relevant given recent 'scam' activity affecting the local government industry.	S	Major	Possible	H
Creditor's Month End Procedures – 3.4				
Filing of creditors' reconciliation, signed and dated by the person preparing them and evidence as to review should be improved.	S	Minor	Unlikely	L
Contracts and Tender Administration – 3.6				
A decision be made as to the form of the Tender Register.	C	Minor	Possible	L
The official Tender Register is in Hard Copy and complies with the requirements of the Regulations.				

5.0 Appendix One: Risk Assessment Table – Level of Risk

CONSEQUENCE (APPENDIX THREE)

	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC
Almost Certain	Medium	High	High	Extreme/ Exceptional	Extreme/ Exceptional
Likely	Medium	Medium	High	High	Extreme/ Exceptional
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Very low	Low	Low	Medium	Medium

(Appendix Two)
Likelihood

6.0 Appendix Two: Likelihood Levels – Criteria Guide

Risk/ Opportunity level	Description
5. Almost Certain	Expected to occur in most circumstances or occurs regularly. A clear opportunity already apparent, which can easily be achieved.
4. Likely	Occurrence is noticeable or is likely to occur. An opportunity that has been explored and may be achievable.
3. Possible	Occurs occasionally or may occur. Possible opportunity identified.
2. Unlikely	Occurs infrequently or is not likely to occur. Opportunity that is fairly unlikely to happen.
1. Rare	Only occurs in exceptional circumstances, Opportunity that is very unlikely to happen.

7.0 Appendix Three: Consequence Levels – Criteria Guide

Strategic level	Performance	Financial	Environmental	Reputation
Consequence	<p>Town unable to achieve its key objectives/ Exceptional improvement on the delivery of the Town's key strategic objectives.</p> <p>Catastrophic</p> <p>Ongoing loss of critical infrastructure.</p>	<p>Loss of assets, >15% of asset value.</p> <p>Adverse impact on annual revenues >15% deviation from budget.</p>	<p>Catastrophic long term environmental harm.</p> <p>Exceptional improvement to local environment and/or national environment.</p>	<p>Significant long term damage to public confidence in the City leading to sustained compromise in the achievement of strategic objectives, Extensive positive coverage in local and/or national press.</p>
	<p>Major impact on the Town's ability to achieve its key strategic objectives, Major improvement on the delivery of the Town's key strategic objectives.</p> <p>Major</p> <p>Impact cannot be managed with the current resources.</p> <p>Long-term loss of critical infrastructure.</p>	<p>Loss of assets, 5% to 15% of asset value.</p> <p>Adverse impact on revenue and costs 5% to 15% deviation from budget.</p> <p>External audit qualification on the report and accounts.</p>	<p>Significant long-term environmental harm, Major impact to local environment.</p>	<p>Adverse local publicity of a major and persistent nature, affects the perception/ standing of the City within the community, Negative coverage in local press (e.g. extensive or front page).</p>

7.0 Appendix Three: Consequence Levels – Criteria Guide (Continued)

Strategic level	Performance	Financial	Environmental	Reputation
	Moderate impact on the Town's ability to meet its key objectives, Moderate impact on the delivery of the Town's key objectives. Significant adjustment to resource allocation required to manage impact. Loss of support infrastructure.	Loss of assets, 2% to 5% of asset value. Adverse impact on revenue and costs 2% to 5% deviation from budget. External audit management letter contains significant issues.	Significant short-term environmental harm, Moderate improvement to local environment.	Negative publicity or damage to reputation to a specific audience which may not have significant long-term or community effects, Negative coverage in local press.
	Minor impact on the Town's key objectives, Minor impact on the delivery of the Town's key objectives. Additional internal management efforts required to manage impact. Interruption to support infrastructure.	Loss of assets <2% of asset value. Adverse impact on revenues and costs <2% deviation from budget.	Minor transient environmental harm, Minor impact to local environment.	Minor negative publicity or damage to reputation to an insignificant audience, complaint from a large group of people, Minimal negative coverage in local press.
Consequence	Minor			
	Negligible impact on the Town's key objectives, Negligible impact on the delivery of the Town's key objectives. Impact can be managed through routine activities. Negligible interruption to support infrastructure.	Insignificant loss of assets or, Insignificant adverse impact on annual revenue or costs.	Negligible transient environmental harm, Negligible impact to local environment.	Minor unsubstantiated negative publicity or damage to reputation to an insignificant audience, contained within a business unit/directorate, complaint from individual/small group, of arguable merit, Negligible negative coverage in local press.
	Insignificant			

7.0 Appendix Three: Consequence Levels – Criteria Guide (Continued)

Strategic level	Service delivery/Business disruption	Financial	Osh	Physical	Legislative/regulatory/policy
	Major loss of service, including several important areas of service and/or a protracted period, Exceptional impact to service(s). Catastrophic	Loss of assets, >15% of asset value. Adverse impact on annual revenues, Exceptional income and/or savings > 15% deviation from budget.	Death	Extreme incident effecting organisation's survival.	All personal details compromised/ revealed.
	Ongoing loss of business systems.				
	Complete loss of an important service area for a short period, Major impact to service (s). Major disruption in business processes.	Loss of assets, 5% to 15% of asset value. Adverse impact on revenue and costs, Major income and/or savings 5% to 15% deviation from budget.	Multiple serious injuries and/or major OS&H and WC incident/issue.	Significant incident affecting multiple locations.	Regulatory non-compliance which place individuals at risk of harm. Significant breach of code of conduct. Many individual personal details compromised/ revealed.
Consequence	Major				
	Major effect to an important service area for a short period, moderate impact to service (s). Adverse effect to services in one or more areas for a brief period. Moderate disruption in business processes.	Loss of assets, 2% to 5% of asset value. Adverse impact on revenue and costs, Moderate income and/or savings. 2% to 5% deviation from budget.	Serious injury and /or illness.	Localised incident. Significant effect on operations.	Breach of code of conduct. Some individual personal details compromised/ revealed.
	Moderate				

7.0 Appendix Three: Consequence Levels – Criteria Guide (Continued)

Strategic level	Service delivery/Business disruption	Financial	Osh	Physical	Legislative/regulatory/policy
Consequence	Minor Brief disruption of important service area, Noticeable effect to non-crucial service area, Minor impact to service(s). Minor disruption in business processes.	Loss of assets < 2 % of asset value. Adverse impact on revenues and costs, Minor income and/or savings <2% deviation from budget.	First aid or minor lost time injury and/or minor OS&H liability incident/issue.	Localised incident. No effect on operations.	Minor breach of code of conduct. Isolated individual personal details compromised/revealed.
	Insignificant Brief disruption of non-crucial service area, Negligible impact to service (s). Negligible impact on the effectiveness of the organisation's processes. Negligible disruption in business processes.	Insignificant loss of assets or insignificant adverse impact on annual revenue or costs.	Incident with or without minor injury.	No notifiable or reportable incident.	Little or no impact to code of conduct. An individual's personal details compromised/revealed.

ATTACHMENT NO. 11

LIST OF PAYMENTS
FOR PERIOD
ENDED 28th FEBRUARY 2017

SUMMARY OF SCHEDULE OF ACCOUNTS

FUND	VOUCHERS	AMOUNT \$
MUNICIPAL / TRUST		
EFT and Direct Debits 01-28 February 2017	30581 – 30851	2,045,460.05
TRUST FUND		
Cheques Commonwealth 6100-1015-9136	0	0
MUNICIPAL BANK		
Cheques Commonwealth 6100-1015-9128	85672 – 85680	107,427.58
		<hr/>
		\$2,152,887.63
		<hr/> <hr/>

DIRECTOR CORPORATE SERVICES' DECLARATION:

This schedule of accounts to be passed for payment, covering vouchers as above, which was submitted to each member of Council on 28th March 2017 been checked and is fully supported by vouchers and invoices, which are submitted herewith, and 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 are due for payment.

DIRECTOR CORPORATE SERVICES

MAYOR'S DECLARATION

I hereby certify that this schedule of accounts, covering vouchers as above, was submitted to the Council on 28th March 2017 and that the amounts were approved by the Council for payment.

MAYOR

1st February 2017
to
28th February 2017

Chq/EFT	Date	Name	Description	Amount
EFT30581	08/02/2017	AUSTRALIAN SERVICES UNION	Payroll Deductions	-184.45
EFT30582	08/02/2017	AUSTRALIAN TAX OFFICE (PAYG)	Payroll Deductions	-80,583.00
EFT30583	08/02/2017	HEALTH INSURANCE FUND (HIF)	Payroll Deductions	-134.50
EFT30584	08/02/2017	LGRCEU	Payroll Deductions	-61.50
EFT30585	08/02/2017	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll Deductions	-2,636.42
EFT30586	09/02/2017	BRUCHARD NOMINEES PTY LTD	Security Bond Refund	-1,610.00
EFT30587	09/02/2017	CAROL BONNER	Hall & Key Bond Refund	-1,050.00
EFT30588	09/02/2017	GILLIAN JONES	Key Bond Refund	-50.00
EFT30589	09/02/2017	HELEN GOJANOVICH	Hall Key Bond Refund	-350.00
EFT30590	09/02/2017	NITTIKUMAR KORIVA	Hall & Key Bond Refund	-350.00
EFT30591	09/02/2017	PALMER CONSTRUCTIONS AND CONTRACTING PTY LTD	Stormwater Bond Refund	-950.00
EFT30592	09/02/2017	SLOBODAN ILIC	Security Bond Refund	-2,250.00
EFT30593	09/02/2017	STEPHEN TUCKER	Security Bond Refund	-2,112.00
EFT30594	09/02/2017	TANGENT NOMINEES PTY LTD	Security Bond Refund	-2,112.00
EFT30595	09/02/2017	TODD ANDREWS	Security Bond Refund	-2,250.00
EFT30596	09/02/2017	TOWN OF BASSENDEAN (TRANS FROM TRUST TO MUNI)	Security Bond Refund	-2,500.00
EFT30597	09/02/2017	AAA PRODUCTION SERVICES	Australia Day - Production Equipment Hire	-15,664.71
EFT30598	09/02/2017	AARON PEACE	Australia Day - Event Staff	-240.00
EFT30599	09/02/2017	ALYSSA WILLIAMSON	Australia Day - Event Staff	-420.00
EFT30600	09/02/2017	ANTHONY DOWLING	Reimbursement - Fleet Vehicle Fuel	-70.00
EFT30601	09/02/2017	BASSONOVAS	Australia Day - Performance	-500.00
EFT30602	09/02/2017	BRYCE WILLIAMSON	Australia Day - Event Staff	-240.00
EFT30603	09/02/2017	CARDILE INTERNATIONAL FIREWORKS PTY LTD	Australia Day - Fireworks Display	-19,800.00
EFT30604	09/02/2017	CHANTELLE KING	Australia Day - Event Staff	-240.00
EFT30605	09/02/2017	CONSTABLE CARE CHILD SAFETY FOUNDATION INC	Australia Day - Lost Child Point	-1,554.30
EFT30606	09/02/2017	CYNTHIA WILLIAMSON	Australia Day - Event Staff	-420.00
EFT30607	09/02/2017	CYNTONE CONSULTING	Australia Day - Consulting	-6,708.35
EFT30608	09/02/2017	DAVID CLARKE	Community Development Office - Painting After Hours	-1,200.00
EFT30609	09/02/2017	ELLA STEINER	Australia Day - Origami Workshops	-125.00
EFT30610	09/02/2017	FIRE 4 HIRE	Australia Day - Fire Protection	-726.00

1st February 2017
to
28th February 2017

Chq/EFT	Date	Name	Description	Amount
EFT30611	09/02/2017	GABRIELLA RINA FILIPPI	Relax Program - Expenses	-134.49
EFT30612	09/02/2017	HAZEL JESS	Hyde Ret Village - Solar Connection Refund	-67.27
EFT30613	09/02/2017	HOME CARE PHYSIOTHERAPY	Seniors - In Home Care - Physiotherapy Services	-396.00
EFT30614	09/02/2017	HOPE ST PRODUCTIONS	Cultural - Reimbursement - Bassendream Film	-999.03
EFT30615	09/02/2017	I E MARKETING	Digital Community Engagement Platforms And Presentation	-1,900.00
EFT30616	09/02/2017	JD'S FAST FOODS	Australia Day - Staff Food Vouchers	-788.00
EFT30617	09/02/2017	JORDAN PHILIP ANDONOVSKI	Relax Program Design - Booklet, Map, Street Signs	-1,980.00
EFT30618	09/02/2017	JOSHUA WOOD	Australia Day - Event Staff	-520.00
EFT30619	09/02/2017	JUSTIN BENSON-COOPER	Australia Day - Photography	-500.00
EFT30620	09/02/2017	KELLI BRADBROOK	Human Resources - Ohs Support Contract	-3,000.00
EFT30621	09/02/2017	MATHEW BAIN	Australia Day - Event Staff	-140.00
EFT30622	09/02/2017	RACHAEL GRAHAM	Australia Day - Event Staff	-540.00
EFT30623	09/02/2017	RANDA AND THE SOUL KINGDOM	Australia Day - Performance	-4,500.00
EFT30624	09/02/2017	TARYN A RYAN	Old Perth Road Markets - Acoustic Music	-450.00
EFT30625	09/02/2017	ZACHEUS FRIIS	Australia Day - Event Staff	-240.00
EFT30626	09/02/2017	ALSCO PERTH	Office Linen And Laundry Services	-62.95
EFT30627	09/02/2017	ASHFIELD IGA	Seniors & Disability Services - Day Centre - Groceries	-1,640.31
EFT30628	09/02/2017	AUSTRALIA POST	Various Business Units - Postal Charges - January 2017	-3,860.06
EFT30629	09/02/2017	BEAVER TREE SERVICES	Various Sites - Street Tree Pruning	-4,840.00
EFT30630	09/02/2017	BIKE VALET AUSTRALIA PTY LTD	Australia Day - Bike Valet Service And Prizes	-860.00
EFT30631	09/02/2017	CYRIL JACKSON SENIOR CAMPUS	Australia Day - Hire School Oval For Public Parking	-1,500.00
EFT30632	09/02/2017	DEVELOPMENT CARTOGRAPHICS	Town Planning - Local Planning Strategy	-594.00
EFT30633	09/02/2017	DIRECT IMAGE DIGITAL PRINTING	Gravitr8 - Banner Youth Festival	-465.30
EFT30634	09/02/2017	EASTERN METROPOLITAN REGIONAL COUNCIL	Various Domestic & Council Rubbish	-112,817.55
EFT30635	09/02/2017	FLAIR PHOTOGRAPHY	Australia Day - Photographer	-225.00
EFT30636	09/02/2017	FOOD TECHNOLOGY SERVICES PTY LTD	Food Safety Services Contract - January 2017	-1,634.99
EFT30637	09/02/2017	GINO'S ALL ROUND HANDYMAN SERVICE	Seniors - Home Garden & Maintenance	-894.32
EFT30638	09/02/2017	HARDWARE MAGIC BASSENDEAN	Hardware Supplies - January 2017 - Signs	-560.00
EFT30639	09/02/2017	MT LAWLEY MILK	Office Milk Supplies - 35, 46 & 48 Old Perth Road	-156.00
EFT30640	09/02/2017	N & N J HAEUSLER	Library & Volunteer - Daily/Weekly Newspaper Subscriptions	-38.60

1st February 2017
to
28th February 2017

Chq/EFT	Date	Name	Description	Amount
EFT30641	09/02/2017	NEED FOR FEED	Seniors - Adult Day Care Client - Mixed Sandwiches	-76.80
EFT30642	09/02/2017	NORTHERN SAINTS BASKETBALL CLUB	Kidsport Voucher	-165.00
EFT30643	09/02/2017	PLE COMPUTERS	Various Business Units - Computer Supplies	-588.00
EFT30644	09/02/2017	REMO'S HANDYMAN SERVICE	Seniors - Home Garden & Maintenance	-1,333.75
EFT30645	09/02/2017	S O'GRADY ENTERPRISES	Australia Day - Hire 6 Skip Bins	-1,980.00
EFT30646	09/02/2017	SIFTING SANDS	Various Sites Playgrounds - Sandpit Cleaning	-4,308.00
EFT30647	09/02/2017	SONSHINE FM	Australia Day - Production Soundtrack And Broadcast Presentation	-5,500.00
EFT30648	09/02/2017	SPIDERWEB SOLUTIONS PTY LTD	Keen On Halloween - Website Hosting	-159.50
EFT30649	09/02/2017	SPORTROPHY	Australia Day - Engraving Medals For Citizenship Presentation	-28.00
EFT30650	09/02/2017	TANKS FOR HIRE	Australia Day - 2 X Hydration Trailers	-682.00
EFT30651	09/02/2017	TOWN OF BASSENDEAN (TSF FROM MUNI TO TRUST)	Cheque Cancelled Stale - Monies In Trust	-854.27
EFT30652	09/02/2017	WALLEYSTACK INTERNATIONAL PTY LTD	Australia Day - M C, Welcome To Country And Performance	-4,000.00
EFT30653	09/02/2017	ZIPFORM PTY LTD	Rates - Print And Post 4Th Instalment	-3,760.33
EFT30654	15/02/2017	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 162 Fixed Component - Self Supporting Loan 162 Tadwa	-7,918.44
EFT30655	17/02/2017	ALSCO PERTH	Office Linen And Laundry Services	-124.90
EFT30656	17/02/2017	APV VALUERS & ASSET MANAGEMENT	Town Of Bassendean - Revalue Land And Buildings And Assets	-3,793.90
EFT30657	17/02/2017	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD	Library - Music license	-166.91
EFT30658	17/02/2017	AXIS CONTRACTING	Various Sites - Crossover, Road And Footpath Maintenance	-16,235.56
EFT30659	17/02/2017	BASSENDEAN NEWSAGENCY	Library - Subscriptions - January 2017	-127.78
EFT30660	17/02/2017	BCITF	Building & Construction Industry - Levy Collected - January 2017	-2,101.10
EFT30661	17/02/2017	BLUE FORCE PTY LTD	Seniors - Alarm Monitoring Services & Client Supplies	-85.80
EFT30662	17/02/2017	BOC LIMITED	Depot - Bottled Gas Supplies & Equipment	-46.11
EFT30663	17/02/2017	BROCHURE HOLDERS & DISPLAYS PTY LTD	Office Supplies - Outdoor Brochure Holders	-172.45
EFT30664	17/02/2017	CLEANAWAY PTY LTD	Council Domestic Rubbish Collection - January & February	-141,723.10
EFT30665	17/02/2017	COMESTIBLES	Australia Day - Citizenship Ceremony - Morning Tea	-3,570.93
EFT30666	17/02/2017	COMMAND-A-COM PTY LTD	Various Sites - Telephone System Maintenance & Repairs	-352.00
EFT30667	17/02/2017	COMMISSIONER OF POLICE	Volunteer Services - Volunteers Police Checks - January 2017	-29.80
EFT30668	17/02/2017	CORK AND BOTTLE OLD PERTH ROAD	Business Awards - Hosting Sundowner	-250.00
EFT30669	17/02/2017	DEPARTMENT OF COMMERCE	Building Services Levy Collected - January 2017	-4,216.39
EFT30670	17/02/2017	DONNA CZEKALOWSKI	Refund - Dog Registration - Paid Twice	-50.00

1st February 2017
to
28th February 2017

Chq/EFT	Date	Name	Description	Amount
EFT30671	17/02/2017	GREAT SOUTHERN FUEL SUPPLIES	Depot - Fuel Supplies	-13,292.12
EFT30672	17/02/2017	H DAPS FOODS P/L	Volunteers - Community Transport - Lunch Vouchers	-500.00
EFT30673	17/02/2017	HAYDEN SOFOULIS	Gravt8 - Urban Art Piece -Youth Centre	-100.00
EFT30674	17/02/2017	MARKET CREATIONS	Library Website - Transfer All Content To New Website	-4,829.00
EFT30675	17/02/2017	MIDLAND BUS COMPANY	Children Services - Bus For School Holiday Activity	-420.00
EFT30676	17/02/2017	GARAGE SALE TRAIL FOUNDATION LTD	Recreation & Culture - Participation - 50% Contribution	-3,300.00
EFT30677	17/02/2017	GHD PTY LTD	Consultants - Geotechnical Investigation	-18,136.80
EFT30678	17/02/2017	GLOBAL CARE GROUP	Seniors - Client - Respite Fees	-480.00
EFT30679	17/02/2017	GRAINGER GARDEN SUPPLIES	Various Sites - Garden Soil Supplies	-312.00
EFT30680	17/02/2017	HOME CHEF	Seniors - Meals On Wheels - January 2017	-202.80
EFT30681	17/02/2017	HYGIENE CONCEPTS	Various Sites - Hygiene Service & Sharp Disposal	-5,355.49
EFT30682	17/02/2017	LGIS RISK MANAGEMENT	Risk Management Review	-1,980.00
EFT30683	17/02/2017	MACQUARIE EQUIPMENT RENTALS PTY LTD	Library - Digital Scanner Lease	-623.05
EFT30684	17/02/2017	MORLEY FLOORING CENTRE	Caledonian Soccer Club - New Vinyl In Kitchen	-1,200.00
EFT30685	17/02/2017	MT LAWLEY MILK	Office Milk Supplies - 35, 46 & 48 Old Perth Road	-136.50
EFT30686	17/02/2017	NATURE CALLS PORTABLE TOILETS	Australia Day - Portable Toilets	-4,983.00
EFT30687	17/02/2017	NEENZ CLEANZ	Seniors - In Home Care - Client Cleaning	-112.50
EFT30688	17/02/2017	NORTH LAKE ELECTRICAL PTY LTD	Jubilee Reserve - Repairs - Reticulation Cabinet - Fire Damage	-4,642.00
EFT30689	17/02/2017	OCP SALES	Depot - Staff Uniforms	-149.99
EFT30690	17/02/2017	PATRICIA FLETCHER	Relax Program - Instructor - Zumba - Term 1 2017	-1,600.00
EFT30691	17/02/2017	PAUL LANGFORD	Rates Refund	-174.22
EFT30692	17/02/2017	PROFESSIONAL DEVELOPEMENT TRAINING PTY LTD	Staff Training - Conflict Resolution Training Course	-660.00
EFT30693	17/02/2017	REBECCA J FLANAGAN	Library - Activity - Storytime	-50.00
EFT30694	17/02/2017	RECOMMENDED TOWING PTY LTD	Ranger Services - Abandoned Vehicles	-88.00
EFT30695	17/02/2017	REECE'S STRUCTURES	Australia Day - Equipment Hire	-4,129.42
EFT30696	17/02/2017	REMO'S HANDYMAN SERVICE	Seniors - Home Garden & Maintenance	-453.75
EFT30697	17/02/2017	RICOH AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-1,611.68
EFT30698	17/02/2017	RICOH FINANCE AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-441.10
EFT30699	17/02/2017	ROSS'S DISCOUNT HOME CENTRE	Depot Staff Room - New Dishwasher	-600.00
EFT30700	17/02/2017	SCHWEPES AUSTRALIA PTY LTD	Councillor Kitchen - Refreshments	-206.33

1st February 2017
to
28th February 2017

Chq/EFT	Date	Name	Description	Amount
EFT30701	17/02/2017	SPIDERWEB SOLUTIONS PTY LTD	Ryde Program Development	-1,375.00
EFT30702	17/02/2017	ST JOHN AMBULANCE AUSTRALIA	Australia Day - First Aid Officers	-1,006.50
EFT30703	17/02/2017	T & C COURIER & TRANSPORT SERVICES	Courier Service - Document Delivery	-387.14
EFT30704	17/02/2017	TRAFFIC HIRE EQUIPMENT PTY LTD	Gravit8 - Hire Of Video Board Advertising	-2,321.00
EFT30705	17/02/2017	WATERSHED WATER SYSTEMS	Australia Day - Hire Mist Fans	-640.00
EFT30706	23/02/2017	AUSTRALIAN SERVICES UNION	Payroll Deductions	-184.45
EFT30707	23/02/2017	AUSTRALIAN TAX OFFICE (PAYG)	Payroll Deductions	-80,522.00
EFT30708	23/02/2017	HEALTH INSURANCE FUND (HIF)	Payroll Deductions	-134.50
EFT30709	23/02/2017	LGRCEU	Payroll Deductions	-61.50
EFT30710	23/02/2017	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll Deductions	-2,859.42
EFT30711	27/02/2017	CHOICELIVING (WA) PTY LTD	Security Bond Refund	-4,224.00
EFT30712	27/02/2017	FORESTFIELD BUILDING SERVICES	Security Bond Refund	-2,250.00
EFT30713	27/02/2017	SSB PTY LTD	Security Bond Refund	-3,200.00
EFT30714	27/02/2017	SWITCH HOMES FOR LIVING	Security Bond Refund	-1,850.00
EFT30715	27/02/2017	TOWN OF BASSENDEAN (TRANS FROM TRUST TO MUNI)	Hyde Ret Village - Bond - Drawdowns @ 31/01/2017	-48,000.00
EFT30716	27/02/2017	ACTION GLASS AND ALUMINIUM	Various Sites - Window Replacement	-444.79
EFT30717	27/02/2017	ADAMAS CORPORATE SOLUTIONS	Seniors Staff - New Software Training	-4,400.00
EFT30718	27/02/2017	ADASOUND PUBLIC ADDRESS	One World Event - Hire Audio/Visual Equipment	-819.50
EFT30719	27/02/2017	AIR-BORN AMUSEMENTS	Gravit8 - Hire Of Bucking Bull, Dunk Tank, Bungee Tramp	-1,487.00
EFT30720	27/02/2017	ALLTOOLS (WA) PTY LTD	Depot - Minor Consumable Tools And Equipment	-549.00
EFT30721	27/02/2017	ALSCO PERTH	Office Linen And Laundry Services	-31.48
EFT30722	27/02/2017	ANNE YARDLEY	Library - Oral History Interview And Transcript	-785.00
EFT30723	27/02/2017	ARCHIVEWISE (TOTALLY CONFIDENTIAL RECORDS) MANAGEMENT	Records - Bin Rental & Storage Fees - January	-68.90
EFT30724	27/02/2017	ARTEIL (WA) PTY LTD	Office - New Desk Chair	-434.50
EFT30725	27/02/2017	ASHFIELD COMMUNITY ACTION NETWORK	Ashfield Community Action Network - Financial Support	-10,000.00
EFT30726	27/02/2017	ASHTON PROPERTY GROUP PTY LTD	Reconciliation Action Plan - Convene Meetings Culture Advancement	-1,127.50
EFT30727	27/02/2017	ASSET INFRASTRUCTURE MANAGEMENT	Consulting Fee - Asset Management	-14,692.70
EFT30728	27/02/2017	AUSTRALIAN NATIVE NURSERIES GROUP	Various Street Garden Sites - New Plants	-300.00
EFT30729	27/02/2017	AUSTRALIAN OFFICE	Various Business Units - Self Seal Window Envelopes	-192.08
EFT30730	27/02/2017	AVANTGARDE TECHNOLOGIES	Various Sites - Cctv Equipment And Installation	-20,207.00

1st February 2017
to
28th February 2017

Chq/EFT	Date	Name	Description	Amount
EFT30731	27/02/2017	BALLAUURA SCOUT GROUP	Australia Day - Assistance With Ground Cleanup	-500.00
EFT30732	27/02/2017		Cancelled	0.00
EFT30733	27/02/2017	BEAVER TREE SERVICES	Various Sites - Street Tree Pruning	-10,737.10
EFT30734	27/02/2017	BEN NASH SURVEYS	Town Of Bassendean - Full Feature Survey Map	-1,056.00
EFT30735	27/02/2017	BEVERLEY DANIELS	Council Crossover Contribution	-430.00
EFT30736	27/02/2017	DANIELLE YOUNG	Council Crossover Contribution	-410.00
EFT30737	27/02/2017	HANNAH-LEE PATU	Wind In The Willows - Childcare Fees Refund Overcharges	-193.28
EFT30738	27/02/2017	JORDAN PHILIP ANDONOVSKI	Relax Program - Design - Booklet, Map, Street Signs	-120.00
EFT30739	27/02/2017	LG SOLUTIONS PTY LTD	Financial Support - Rollover 2015/2016 Actuals	-4,400.00
EFT30740	27/02/2017	MAXWELL JONATHON LANDY	Gravitr8 Skate Event - D J Services	-500.00
EFT30741	27/02/2017	ROAD RULES DRIVING SCHOOL	Volunteer Driver - Ryde Program - Driving Assessment	-65.00
EFT30742	27/02/2017	THE ENVIRONMENTAL PRINTING COMPANY	Relax Program - Printing Street Signs And Flyers	-4,224.00
EFT30743	27/02/2017	BGC AUSTRALIA	Various Sites - Supply Concrete For Footpath Repairs	-1,043.68
EFT30744	27/02/2017	BOS SURVEYING PTY LTD	Blacksport - Survey Walter Road & Ida Street	-1,332.65
EFT30745	27/02/2017	BOWDEN TREE CONSULTANCY	Various Sites - Tree Inspection - Arborist Reports	-429.00
EFT30746	27/02/2017	BOYA EQUIPMENT PTY LTD	Depot - Fleet Vehicle Parts	-4,180.00
EFT30747	27/02/2017	BUDGET PEST CONTROL	Various Sites - Pest Control Inspections And Treatments	-5,486.00
EFT30748	27/02/2017	BUNNINGS GROUP LIMITED	Various Sites - Maintenance Supplies And Equipment	-967.15
EFT30749	27/02/2017	BUNZL LTD	Depot - Toilet & Office Supplies	-1,659.85
EFT30750	27/02/2017	CABCHARGE AUSTRALIA LIMITED	Seniors - Transport For Clients	-903.51
EFT30751	27/02/2017	CASA SECURITY PTY LTD	Various Sites - Security Alarm Repairs And Monitoring	-1,608.75
EFT30752	27/02/2017	CENTURION TEMPORARY FENCING	Australia Day - Temporary Fencing	-4,120.05
EFT30753	27/02/2017	CHILDREN'S BOOK COUNCIL OF AUSTRALIA	Library - Book Subscription 2016/2017	-60.00
EFT30754	27/02/2017	CLASSIC HIRE	Australia Day - Equipment Hire	-5,592.40
EFT30755	27/02/2017	CLEANAWAY PTY LTD	Various Sites - 3.0M Bin Rubbish Collection	-2,602.10
EFT30756	27/02/2017	CLEANINDUSTRIAL SERVICES PTY LTD	Various Buildings - Cleaning	-22,427.46
EFT30757	27/02/2017	COMMMAND-A-COM PTY LTD	Wind In The Willows - Telephone System Maintenance Charges	-122.10
EFT30758	27/02/2017	COMMISSIONER OF POLICE	Volunteer Services - Volunteers Police Checks - January	-74.50
EFT30759	27/02/2017	COMMUNITY ARTS NETWORK WA LTD	Cultural Plan - Develop Consultancy Project	-550.00
EFT30760	27/02/2017	COMPLETE CORPORATE HEALTH - ASCOT	Various Business Units - Recruitment - Pre Employment Check	-495.00

1st February 2017
to
28th February 2017

Chq/EFT	Date	Name	Description	Amount
EFT30761	27/02/2017	CONTRAFLOW PTY LTD	Australia Day - Traffic Management	-13,230.47
EFT30762	27/02/2017	CORPORATE SECURITY AUSTRALIA PTY LTD	Australia Day - Security Officers / Crowd Controllers	-17,598.78
EFT30763	27/02/2017	COVS - COVS PARTS PTY LTD	Depot - Minor Fleet Vehicle Parts	-449.48
EFT30764	27/02/2017	DEVAHASDIN COMMUNICATIONS	Australia Day - Public Relations Campaign	-3,630.00
EFT30765	27/02/2017	DEVELOPMENT CARTOGRAPHICS	Town Planning - Local Planning Strategy	-310.00
EFT30766	27/02/2017	DI CANDILLO & SONS	Depot - Minor Supplies	-342.90
EFT30767	27/02/2017	DIAL A NAPPY	Children Services - Laundry Supplies	-639.00
EFT30768	27/02/2017	DOMMUS NURSERY	Various Street Garden Sites - New Plants	-688.05
EFT30769	27/02/2017	DS WORKWEAR & SAFETY	Depot - Staff Uniforms	-497.04
EFT30770	27/02/2017	DVG MORLEY CITY	Depot - Fleet Vehicle - Parts	-315.46
EFT30771	27/02/2017	DYMOCKS HAY STREET	Library - Book Purchase	-520.51
EFT30772	28/02/2017	BATTERY WORLD	Depot - Minor Consumable Items	-50.00
EFT30773	28/02/2017	E FIRE & SAFETY (WA)	Various Sites And Library - Panel Testing	-198.00
EFT30774	28/02/2017	EASTERN METROPOLITAN REGIONAL COUNCIL	Various Domestic & Council Rubbish	-67,814.28
EFT30775	28/02/2017	ECOSCAPE (AUSTRALIA) PTY LTD	Mary Crescent Playground - Design Stage 3	-2,693.63
EFT30776	28/02/2017	ELITE ELECTRICAL AND PUMPSPTY LTD	Bassendean Bowling Club - Replacement Of Switchboard & Cables	-27,492.30
EFT30777	28/02/2017	ELLIOTTS IRRIGATION PTY LTD	Bic Reserve - Service Bore / Iron Filter	-236.50
EFT30778	28/02/2017	FORPARK AUSTRALIA	Jubilee Reserve - Playground Repair To Softfall Burnt	-7,531.70
EFT30779	28/02/2017	FREESTYLE NOW	Gravitr8 - Management And Organisation Of Competition	-1,980.00
EFT30780	28/02/2017	FUJI XEROX AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-1,917.26
EFT30781	28/02/2017	GALLERIA MOTORS PTY LTD	Depot - Fleet Vehicle - Parts	-545.83
EFT30782	28/02/2017	GALVINS PLUMBING PLUS	Various Site - Plumbing Supplies	-247.75
EFT30783	28/02/2017	GARRARDS PTY LTD	Environ Services - Mosquito Treatment Supplies	-420.20
EFT30784	28/02/2017	GLENVIEW MACHINE KERBING	Various Sites - Kerbing Repairs	-854.70
EFT30785	28/02/2017	GREENACRES TURF GROUP	Bassendean Oval - Jumbo Turf Supplied	-15,796.00
EFT30786	28/02/2017	GUARDIAN TACTILE SYSTEMS PTY LTD	Various Sites - Ground Surface Indicators Replacements	-1,151.03
EFT30787	28/02/2017	HAVILAH LEGAL	Professional Legal Fees - Rates Recovery	-225.95
EFT30788	28/02/2017	IBM GLOBAL FINANCING AUSTRALIA LIMITED	Lease - New Servers / Equipment	-2,673.31
EFT30789	28/02/2017	IMAGESOURCE DIGITAL SOLUTIONS	Various Business Units - Staff Business Cards	-114.40
EFT30790	28/02/2017	INSTANT PRODUCTS HIRE	Australia Day - Hire Of Commentary Booth	-1,044.46

1st February 2017
to
28th February 2017

Chq/EFT	Date	Name	Description	Amount
EFT30791	28/02/2017	KD AIRE MECHANICAL SERVICES	Various Sites - Air Conditioning Repairs & Maintenance	-1,283.72
EFT30792	28/02/2017	KENNARDS HIRE	Bassendean Bowling Club - Hire Generators Due To New Switchboard	-1,078.00
EFT30793	28/02/2017	LANDGATE	Land Licence & Rates Evaluations	-468.70
EFT30794	28/02/2017	LR MAINTENANCE SERVICES	Ashfield Community Centre - Build Storage Shed	-8,789.00
EFT30795	28/02/2017	LOCKDOC	Various Sites - Key & Lock Repairs	-198.00
EFT30796	28/02/2017	MANHEIM PTY LTD	Ranger Services - Abandoned Vehicles	-110.00
EFT30797	28/02/2017	MARKETFORCE PTY LTD	Various Business Units - Advertising	-1,995.10
EFT30798	28/02/2017	MARTINS TRAILER PARTS	Various Fleet Vehicles - Parts	-38.65
EFT30799	28/02/2017	MCDERMOTT GROUP	Various Sites - Plumbing Repairs	-5,100.26
EFT30800	28/02/2017	E FIRE & SAFETY (WA)	Various Sites And Library - Panel Testing	-121.00
EFT30801	28/02/2017	MCINERNEY FORD	Depot - Fleet Vehicle - Parts	-231.31
EFT30802	28/02/2017	MCL COMMERCIAL SERVICES	Various Sites - Mowing - January 2017	-6,594.00
EFT30803	28/02/2017	MCLEODS & CO	Professional Fees - Legal Advise	-924.79
EFT30804	28/02/2017	MIRRABOOKA AUTO ELECTRICS	Depot Fleet Vehicle - Repairs	-220.00
EFT30805	28/02/2017	MORLEY EAGLES TEEBALL	Kidsport Voucher	-200.00
EFT30806	28/02/2017	MORLEY MOWER CENTRE	Depot - Minor Plant Parts	-185.73
EFT30807	28/02/2017	MT LAWLEY MILK	Office Milk Supplies - 35, 46 & 48 Old Perth Road	-58.50
EFT30808	28/02/2017	NATURAL AREA HOLDINGS	Bindaring Park - Site Watering	-2,171.88
EFT30809	28/02/2017	OFFICEWORKS SUPERSTORES PTY LTD	Various Business Units - Office Stationery	-988.08
EFT30810	28/02/2017	PARAMOUNT ELECTRICAL SERVICES	Various Sites - Electrical Repairs & Maintenance	-10,958.77
EFT30811	28/02/2017	PERTH SAFETY PRODUCTS PTY LTD	Depot - Safety Equipment And Signage	-179.30
EFT30812	28/02/2017	PLANET FOOTPRINT PTY LTD	Carbon Emission Reduction Program Subscription	-7,551.50
EFT30813	28/02/2017	PROFESSIONAL LIMESTONE SERVICES	Surrey Street - Limestone Wall Installation To Retain Drain Wall	-4,290.00
EFT30814	28/02/2017	PROGRAMMED PROPERTY SERVICES	Various Sites - Garden Bed Watering	-6,696.87
EFT30815	28/02/2017	QUICK CORPORATE AUSTRALIA PTY LTD	Various Business Units - Office Stationery	-952.15
EFT30816	28/02/2017	REFACE INDUSTRIES PTY LTD	Library - Cd/Dvd Cleaning Spray	-67.39
EFT30817	28/02/2017	REMO'S HANDYMAN SERVICE	Seniors - Home Garden & Maintenance	-467.50
EFT30818	28/02/2017	RESOURCE RECOVERY SOLUTIONS	Council Depot - Disposal Of Asbestos / Rubbish	-460.90
EFT30819	28/02/2017		Cancelled	0.00
EFT30820	28/02/2017		Cancelled	0.00

1st February 2017
to
28th February 2017

Chq/EFT	Date	Name	Description	Amount
EFT30821	28/02/2017	ROADS 2000	Various Sites - Road Re-Surfacing Repairs	-353.88
EFT30822	28/02/2017	ROAMING TECHNOLOGIES PTY LTD	Depot - Graffiti I T Equipment	-9,530.40
EFT30823	28/02/2017	ROVERS NETBALL CLUB	Kidsport Voucher	-600.00
EFT30824	28/02/2017	S-TECH HOLDINGS PTY LTD	Various Sites - Globes For Lighting	-330.00
EFT30825	28/02/2017	SCORPION TRAINING SOLUTIONS	Staff Training - Health And Safety Representative Training	-748.00
EFT30826	28/02/2017	RICOH AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-1,394.34
EFT30827	28/02/2017	RICOH FINANCE AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-810.20
EFT30828	28/02/2017	SCOUTS ASSOCIATION OF AUSTRALIA	Gravit8 - Hire Of Sound And Lighting Equipment	-2,486.00
EFT30829	28/02/2017	SEEK LIMITED	Various Business Units - Employment Advertising	-297.00
EFT30830	28/02/2017	SPIDERWEB SOLUTIONS PTY LTD	Website Maintenance - Convert To Mobile Friendly Veiwing	-605.00
EFT30831	28/02/2017	STAPLES AUSTRALIA PTY LTD	Various Business Units - Office Stationery	-260.35
EFT30832	28/02/2017	STARMITES GYM SPORTS	Kidsport Voucher	-177.50
EFT30833	28/02/2017	STEPHEN PEACOCK	Gravit8 - Urban Art	-250.00
EFT30834	28/02/2017	STRATAGREEN	Depot - Minor Consumable Tools And Equipment	-1,346.22
EFT30835	28/02/2017	STYLUS DESIGN	Various Business Units - Design & Print Requirements	-1,548.80
EFT30836	28/02/2017	SUPERCHARGE BATTERIES	Depot - Minor Consumable Tools	-237.00
EFT30837	28/02/2017	SUSAN LILLIAN SUMMERS	Australia Day - Citizenship Ceremony - Duo Singers	-300.00
EFT30838	28/02/2017	TALENT PROPELLER	Human Resources - Recruitment Advertising	-528.00
EFT30839	28/02/2017	THE MIDLAND TIMBER COMPANY PTY LTD	Various Sites - Timber Supplies	-1,420.90
EFT30840	28/02/2017	THE ORS GROUP	Human Resources - Eap Consultancy	-962.50
EFT30841	28/02/2017	TOP OF THE LADDER GUTTERMAN	Various Sites - Gutter Cleaning	-4,750.00
EFT30842	28/02/2017	TOTAL EDEN PTY LTD	Various Sites - Reticulation Supplies	-7,462.76
EFT30843	28/02/2017	WA ASSETT PTY LTD	Seniors - Day Centre - Toilet Renovations	-19,160.77
EFT30844	28/02/2017	WATTLEUP TRACTORS	Depot - Minor Plant - Parts	-149.60
EFT30845	28/02/2017	WATTS WESTERN RUBBER	Various Fleet Vehicle - Tyre Repairs & Replacements	-1,477.00
EFT30846	28/02/2017	WEST COAST SHADE PTY LTD	Jubilee Reserve - Playground Shade Sail Replacement	-1,980.00
EFT30847	28/02/2017	WESTBOOKS	Library - Book Purchases	-293.12
EFT30848	28/02/2017	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	Emergency Management Service Subscription	-1,694.00
EFT30849	28/02/2017	WESTERN HEARING SERVICES MIDLAND	Depot Staff - Full Audiological Testing	-204.05
EFT30850	28/02/2017	WESTLINE ELECTRICAL SERVICES	Hyde Ret Village - After Hours Callout Electrical Fault Repairs	-539.00
EFT30851	28/02/2017	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD	Reserves /Parks - Dog Poo Bags	-1,149.50

1st February 2017
to
28th February 2017

Chg/EFT	Date	Name	Description	Amount
DD14892.1	01/02/2017	ONHOLD MAGIC	Messages On Hold - January 2017	-138.80
DD14894.1	01/02/2017	CMS ASSET SOLUTIONS	Folding Machine - February 2017	-260.02
DD14985.1	03/02/2017	COMMONWEALTH CREDIT CARDS	Credit Card - January 2017	-25,594.56
DD14910.1	07/02/2017	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll Deductions	-44,799.54
DD14910.2	07/02/2017	HOST PLUS	Payroll Deductions	-405.95
DD14910.3	07/02/2017	MANIC SUPERANNUATION SUPER FUND	Payroll Deductions	-642.05
DD14910.4	07/02/2017	VIC SUPER	Superannuation Contributions	-214.77
DD14910.5	07/02/2017	MLC MASTERKEY	Superannuation Contributions	-215.88
DD14910.6	07/02/2017	SUPER DIRECTIONS FUND	Superannuation Contributions	-180.99
DD14910.7	07/02/2017	ANZ SMART CHOICE SUPER	Superannuation Contributions	-256.74
DD14910.8	07/02/2017	COMMONWEALTH ESSENTIAL SUPER	Payroll Deductions	-528.43
DD14910.9	07/02/2017	AMP SUPERLEADER	Superannuation Contributions	-350.29
DD14910.10	07/02/2017	REST SUPERANNUATION	Superannuation Contributions	-136.88
DD14910.11	07/02/2017	SUNCORP EVERYDAY SUPER	Superannuation Contributions	-60.87
DD14910.12	07/02/2017	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Payroll Deductions	-528.06
DD14910.13	07/02/2017	IOOF SUPERANNUATION	Superannuation Contributions	-204.93
DD14910.14	07/02/2017	STATEWIDE SUPERANNUATION TRUST	Superannuation Contributions	-144.28
DD14910.15	07/02/2017	NGS SUPER	Superannuation Contributions	-272.02
DD14910.16	07/02/2017	COLONIAL FIRST STATE	Payroll Deductions	-555.44
DD14910.17	07/02/2017	HESTA SUPER FUND	Payroll Deductions	-1,669.27
DD14910.18	07/02/2017	PLUMMER SUPERANNUATION FUND	Superannuation Contributions	-447.02
DD14910.19	07/02/2017	B & L SUPER FUND	Superannuation Contributions	-184.07
DD14910.20	07/02/2017	AUSTRALIAN/WESTSCHEME SUPER	Superannuation Contributions	-2,554.21
DD14910.21	07/02/2017	TWU SUPERANNUATION	Superannuation Contributions	-270.44
DD14910.22	07/02/2017	ONEPATH SUPER	Superannuation Contributions	-419.12
DD14933.1	15/02/2017	SG FLEET AUSTRALIA PTY LTD	Fleet Vehicles Leases - February 2017	-22,268.15
DD14947.1	21/02/2017	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll Deductions	-43,563.97
DD14947.2	21/02/2017	HOST PLUS	Payroll Deductions	-417.30
DD14947.3	21/02/2017	MANIC SUPERANNUATION SUPER FUND	Payroll Deductions	-642.05
DD14947.4	21/02/2017	VIC SUPER	Superannuation Contributions	-214.77

1st February 2017
to
28th February 2017

Chq/EFT	Date	Name	Description	Amount
DD14947.5	21/02/2017	MLC MASTERKEY	Superannuation Contributions	-215.88
DD14947.6	21/02/2017	SUPER DIRECTIONS FUND	Superannuation Contributions	-206.42
DD14947.7	21/02/2017	ANZ SMART CHOICE SUPER	Superannuation Contributions	-256.74
DD14947.8	21/02/2017	COMMONWEALTH ESSENTIAL SUPER	Payroll Deductions	-528.43
DD14947.9	21/02/2017	AMP SUPERLEADER	Superannuation Contributions	-353.83
DD14947.10	21/02/2017	REST SUPERANNUATION	Superannuation Contributions	-136.88
DD14947.11	21/02/2017	SUNCORP EVERYDAY SUPER	Superannuation Contributions	-126.26
DD14947.12	21/02/2017	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Payroll Deductions	-580.60
DD14947.13	21/02/2017	IIOOF SUPERANNUATION	Superannuation Contributions	-204.93
DD14947.14	21/02/2017	STATEWIDE SUPERANNUATION TRUST	Superannuation Contributions	-151.49
DD14947.15	21/02/2017	NGS SUPER	Superannuation Contributions	-272.02
DD14947.16	21/02/2017	COLONIAL FIRST STATE	Payroll Deductions	-606.13
DD14947.17	21/02/2017	HESTA SUPER FUND	Payroll Deductions	-1,702.86
DD14947.18	21/02/2017	PLUMMER SUPERANNUATION FUND	Superannuation Contributions	-448.68
DD14947.19	21/02/2017	B & L SUPER FUND	Superannuation Contributions	-192.25
DD14947.20	21/02/2017	AUSTRALIAN/WESTSCHEMIE SUPER	Superannuation Contributions	-2,483.45
DD14947.21	21/02/2017	TWU SUPERANNUATION	Superannuation Contributions	-270.44
DD14947.22	21/02/2017	ONEPATH SUPER	Superannuation Contributions	-386.04
	28/02/2017	PAYROLL CREDITORS	TOTAL FOR MONTH FEBRUARY 2017	-742,148.66
TOTAL MUNICIPAL & TRUST EFT PAYMENTS				-2,045,460.05

ATTACHMENT NO. 12



FINANCIAL STATEMENTS

FOR THE PERIOD ENDED

28 FEBRUARY 2017

Town of Bassendean
MONTHLY FINANCIAL REPORT
For the Period Ended 28 FEBRUARY 2017

TABLE OF CONTENTS

	Page No.
Statement of Financial Activity	3 - 5
Balance Sheet	6
Statement of Changes in Equity	7
Statement of Cashflows	8-9
Note 2 Rating Information	10
Note 3 Net Current Funding Position	11
Note 4 Borrowings	12
Note 5 Investments	13
Note 6 Receivables	14
Note 7 Reserve Funds	15
Note 8 Capital Works Program	16-18
Note 9 Budget Amendments	19
Note 10 Trust	20
Note 11 Balance Sheet Notes	21-23
Note 12 Outstanding Creditors	24
Note 13 Project and Consultancies List	25-26

Town of Bassendean
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
For the Period Ended 28 FEBRUARY 2017

		Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(b)
Operating Revenues		\$		\$	\$	%
Operating Grants		2,656,055	3,027,740	2,421,760	2,115,471	(12.65%)
Profit on Asset Disposal		-	-	-	-	
Fees and Charges		5,727,153	5,682,053	4,582,373	4,572,796	(0.21%)
Interest Earnings		448,374	457,208	306,679	327,751	6.87%
Other Revenue		398,109	482,234	376,820	390,027	3.50%
Total (Excluding Rates)		9,229,691	9,649,235	7,687,632	7,406,045	(3.66%)
Operating Expense						
Employee Costs		(10,990,406)	(11,098,335)	(7,436,741)	(7,238,625)	2.66%
Materials and Contracts		(7,797,045)	(7,410,210)	(5,038,087)	(4,017,700)	20.25%
Utilities Charges		(717,385)	(734,084)	(495,319)	(449,472)	9.26%
Depreciation (Non-Current Assets)		(3,467,084)	(3,467,084)	(2,311,099)	(2,206,762)	4.51%
Interest Expenses		(66,523)	(66,523)	(39,457)	(37,336)	5.38%
Insurance Expenses		(481,735)	(511,506)	(449,585)	(498,061)	(10.78%)
Loss on Asset Disposal		(186,374)	(11,374)	(11,374)	-	
Other Expenditure		(1,258,648)	(1,279,422)	(968,777)	(615,175)	36.50%
Total		(24,965,199)	(24,578,539)	(16,750,439)	(15,063,130)	10.07%
Funding Balance Adjustment						
Add Back Depreciation		3,467,084	3,467,084	2,311,099	2,206,762	(4.73%)
Adjust (Profit)/Loss on Asset Disposal		186,374	11,374	11,374	-	(100.00%)
Adjust Employee Benefits Provision		16,249	16,249	16,249	9,015	80.25%
Net Operating (Ex. Rates)		(12,065,801)	(11,434,597)	(6,724,086)	(5,441,309)	
Capital Revenues						
Non Operating Grants		2,143,353	1,908,831	1,064,297	362,788	193.4%
Proceeds On Sale Of Assets		678,000	3,000	3,000	-	100.0%
Self-Supporting Loan Principal		18,511	18,511	12,750	12,750	0.0%
Transfer from Reserves		701,519	879,396	-	107,877	100.0%
Total	7	3,541,383	2,809,738	1,080,047	483,415	
Capital Expenses						
Land and Buildings	8	(2,008,927)	(2,049,877)	(1,628,721)	(243,507)	85.05%
Plant and Equipment	8	(93,953)	(325,709)	(294,380)	(110,806)	62.36%
Infrastructure Assets - Roads	8	(1,179,700)	(1,308,700)	(915,440)	(33,450)	96.35%
Infrastructure Assets - Other	8	(1,578,500)	(1,284,133)	(969,593)	(283,617)	70.75%
Repayment of Debentures	4	(115,713)	(115,713)	(74,370)	(74,370)	0.00%
Transfer to Reserves	7	(803,208)	(188,208)	(41,780)	(41,780)	0.00%
Total		(5,780,001)	(5,272,340)	(3,924,283)	(787,530)	
Net Capital		(2,238,618)	(2,462,602)	(2,844,236)	(304,114)	
Total Net Operating + Capital		(14,304,419)	(13,897,198)	(9,568,322)	(5,745,423)	
Rate Revenue		12,660,638	12,602,638	12,562,638	12,591,379	0.23%
Opening Funding Surplus/Defecit		1,668,642	1,345,706	1,345,706	1,345,706	0.00%
Closing Funding Surplus(Deficit)	3	24,860	51,146	4,340,022	8,191,662	

Town of Bassendean
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 28 FEBRUARY 2017

	Note	Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(b) 3
Operating Revenues		\$		\$	\$	%
Governance		14,400	39,400	34,600	29,729	(14.08%)
General Purpose Funding		1,175,069	1,200,430	713,012	878,896	23.27%
Law, Order and Public Safety		139,050	183,402	165,802	136,889	(17.44%)
Health		2,476,475	2,498,475	2,498,475	2,506,859	0.34%
Education and Welfare		4,639,537	4,755,569	3,538,428	3,414,142	(3.51%)
Community Amenities		231,000	132,000	54,032	76,275	41.17%
Recreation and Culture		1,643,860	1,655,659	1,019,449	223,331	(78.09%)
Transport		870,353	918,831	612,597	348,255	(43.15%)
Economic Services		110,900	91,900	55,933	62,275	11.34%
Other Property and Services		72,400	82,400	59,600	92,265	54.81%
Total (Excluding Rates)		11,373,044	11,558,066	8,751,929	7,768,916	(11.23%)
Operating Expense						
Governance		(866,030)	(987,430)	(718,992)	(556,545)	22.59%
General Purpose Funding		(745,317)	(759,317)	(469,989)	(502,651)	(6.95%)
Law, Order and Public Safety		(684,264)	(667,464)	(464,446)	(432,499)	6.88%
Health		(3,223,979)	(3,171,130)	(2,097,767)	(1,848,439)	11.89%
Education and Welfare		(5,128,678)	(5,160,177)	(3,508,518)	(3,375,541)	3.79%
Community Amenities		(1,831,625)	(1,558,625)	(1,159,476)	(774,076)	33.24%
Recreation and Culture		(6,796,078)	(6,695,079)	(4,564,934)	(3,981,591)	12.78%
Transport		(5,081,620)	(4,985,095)	(3,297,015)	(3,236,421)	1.84%
Economic Services		(515,132)	(504,104)	(332,448)	(293,029)	11.86%
Other Property and Services		(92,477)	(90,118)	(136,855)	(62,421)	54.39%
Total		(24,965,198)	(24,578,539)	(16,750,439)	(15,063,214)	10.07%
Funding Balance Adjustment						
Add back Depreciation		3,467,084	3,467,084	2,311,099	2,206,762	4.51%
Profit/Loss on Assets Disposal		186,374	11,374	11,374	-	100.00%
Movement in Employee Benefits		16,249	16,249	16,249	9,015	44.52%
Net Operating (Ex. Rates)		(9,922,448)	(9,525,766)	(5,659,789)	(5,078,521)	
Capital Revenues						
Proceeds from Disposal of Assets		678,000	3,000	3,000	-	(100.00%)
Self-Supporting Loan Principal		18,511	18,511	12,750	12,750	0.00%
Transfer from Reserves	7	701,519	879,396	-	107,877	
Total		1,398,030	900,907	15,750	120,627	
Capital Expenses						
Land and Buildings	8	(2,008,927)	(2,049,877)	(1,628,721)	(243,507)	85.05%
Plant and Equipment	8	(93,953)	(325,709)	(294,380)	(110,806)	62.36%
Infrastructure Assets - Roads	8	(1,179,700)	(1,308,700)	(915,440)	(33,450)	96.35%
Infrastructure Assets - Drainage	8	(300,000)	(99,960)	(99,960)	-	100.00%
Infrastructure Assets - Footpaths	8	(383,500)	(245,800)	(229,620)	(219,542)	
Infrastructure Assets - Parks	8	(895,000)	(938,373)	(640,013)	(64,075)	89.99%
Repayment of Debentures		(115,713)	(115,713)	(74,370)	(74,370)	0.00%
Transfer to Reserves	7	(803,208)	(188,208)	(41,780)	(41,780)	0.00%
Total		(5,780,001)	(5,272,340)	(3,924,283)	(787,530)	
Net Capital		(4,381,971)	(4,371,433)	(3,908,533)	(666,902)	
Total Net Operating + Capital		(14,304,419)	(13,897,198)	(9,568,322)	(5,745,423)	
Rate Revenue		12,660,638	12,602,638	12,562,638	12,591,379	0.23%
Opening Funding Surplus(Deficit)		1,668,642	1,345,706	1,345,706	1,345,706	0.00%
Closing Funding Surplus(Deficit)	3	24,860	51,146	4,340,022	8,191,662	

**Town of Bassendean
STATEMENT OF FINANCIAL ACTIVITY
(Corporate Business Plan)
For the Period Ended 28 FEBRUARY 2017**

	Sum of Original Budget	Sum of Current Budget	Sum of YTD Actual
Arts Heritage & Culture	\$ 2,738,362	\$ 2,699,846	\$ 1,153,026
Capital Expenditure	\$ 980,000	\$ 980,000	\$ -
Operating Expenditure	\$ 2,936,462	\$ 2,925,503	\$ 1,736,933
Operating Income	-\$ 1,178,100	-\$ 1,205,657	-\$ 583,907
Economic Wellbeing	\$ 275,570	\$ 264,042	\$ 79,389
Operating Expenditure	\$ 383,506	\$ 380,978	\$ 194,249
Operating Income	-\$ 107,936	-\$ 116,936	-\$ 114,860
Environmental Sustainability	\$ 4,245,084	\$ 3,833,145	\$ 1,245,004
Capital Expenditure	\$ 425,420	\$ 311,080	\$ 37,779
Operating Expenditure	\$ 6,891,439	\$ 6,614,340	\$ 3,749,178
Operating Income	-\$ 3,071,775	-\$ 3,092,275	-\$ 2,541,953
Health And Social Wellbeing	\$ 3,658,933	\$ 3,813,802	\$ 1,644,633
Capital Expenditure	\$ 1,817,460	\$ 2,045,480	\$ 364,205
Operating Expenditure	\$ 6,517,820	\$ 6,589,795	\$ 4,453,964
Operating Income	-\$ 4,676,347	-\$ 4,821,473	-\$ 3,173,537
Leadership And Governance	-\$ 12,236,650	-\$ 12,106,252	-\$ 12,484,896
Capital Expenditure	\$ 50,000	\$ 52,359	\$ 2,359
Operating Expenditure	\$ 1,510,721	\$ 1,631,121	\$ 976,479
Operating Income	-\$ 13,797,371	-\$ 13,789,732	-\$ 13,463,734
Town Planning & Built Enviro	\$ 7,111,298	\$ 6,881,670	\$ 3,737,143
Capital Expenditure	\$ 1,588,200	\$ 1,579,500	\$ 267,037
Operating Expenditure	\$ 6,725,251	\$ 6,436,801	\$ 3,952,412
Operating Income	-\$ 1,202,153	-\$ 1,134,631	-\$ 482,306
Grand Total	\$ 5,792,597	\$ 5,386,253	-\$ 4,625,701
Less Depreciation	-\$ 3,467,084	-\$ 3,467,084	-\$ 2,206,762
Plus Opening Surplus	-\$ 1,668,642	-\$ 1,345,706	-\$ 1,345,706
Transfer from/to Reserves	\$ 101,689	-\$ 691,188	-\$ 66,098
Proceeds from Disposal of Asse	-\$ 678,000	-\$ 3,000	\$ -
Employee Accruals	-\$ 16,249	-\$ 16,249	-\$ 9,015
P& L on sale of assets	-\$ 186,374	-\$ 11,374	\$ -
Loan Prinicpal Repayments	\$ 115,713	\$ 115,713	\$ 74,370
Self Supporting Loan	-\$ 18,511	-\$ 18,511	-\$ 12,750
TOTAL SUMMARY	-\$ 24,860	-\$ 51,146	-\$ 8,191,662

Town of Bassendean
BALANCE SHEET
For the Period Ended 28 FEBRUARY 2017

	2016/2017	2015/2016
	\$	\$
CURRENT ASSETS		
Cash and Cash Equivalents	14,268,333	9,495,249
Trade and Other Receivables	2,581,658	831,790
Inventories	11,786	19,878
TOTAL CURRENT ASSETS	<u>16,861,776</u>	<u>10,346,917</u>
NON-CURRENT ASSETS		
Trade and Other Receivables	578,713	591,464
EMRC Investments	7,275,989	7,275,989
WALGA Government House	125,220	125,220
Property, Plant and Equipment	37,796,668	38,147,993
Infrastructure	99,367,736	100,551,791
TOTAL NON-CURRENT ASSETS	<u>145,144,326</u>	<u>146,692,457</u>
TOTAL ASSETS	<u>162,006,102</u>	<u>157,039,374</u>
CURRENT LIABILITIES		
Trade and Other Payables	3,213,662	3,469,370
Borrowings	41,341	115,711
Provisions	1,762,493	1,762,767
TOTAL CURRENT LIABILITIES	<u>5,017,495</u>	<u>5,347,848</u>
NON-CURRENT LIABILITIES		
Borrowings	935,374	935,374
Provisions	194,119	194,119
TOTAL NON-CURRENT LIABILITIES	<u>1,129,492</u>	<u>1,129,493</u>
TOTAL LIABILITIES	<u>6,146,987</u>	<u>6,477,341</u>
NET ASSETS	<u>155,859,116</u>	<u>150,562,035</u>
EQUITY		
Retained Surplus	37,251,855	31,888,675
Reserves - Cash Backed	4,606,920	4,673,019
Reserves - Asset Revaluation	114,000,341	114,000,341
TOTAL EQUITY	<u>155,859,116</u>	<u>150,562,035</u>

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

TOWN OF BASSENDEAN
STATEMENT OF CHANGES IN EQUITY
For the Period Ended 28 FEBRUARY 2017

	2016/2017	2015/2016
	\$	\$
RETAINED SURPLUS		
Balance as at 1 July	31,888,675	33,414,087
Net Result	5,297,082	\$748,319
Transfer to Revaluation Surplus	-	(1,649,724)
Transfer from/(to) Reserves	<u>66,098</u>	<u>(624,003)</u>
Balance as at period end	<u>37,251,855</u>	<u>31,888,675</u>
 RESERVES - CASH BACKED		
Balance as at 1 July	4,673,019	4,049,015
Interest on Reserves	41,780	-
Transfer(from)/to Reserves	<u>(107,877)</u>	<u>624,003</u>
Balance as at period end	<u>4,606,920</u>	<u>4,673,019</u>
 RESERVES - ASSET REVALUATION		
Balance as at 1 July 2015	114,000,341	112,276,794
Changes on Revaluation of Assets	-	73,823
Transfer from Revaluation Surplus	<u>-</u>	<u>1,649,724</u>
Balance as at period end	<u>114,000,341</u>	<u>114,000,341</u>
TOTAL EQUITY	<u><u>155,859,116</u></u>	<u><u>150,562,035</u></u>

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

TOWN OF BASSENDEAN
STATEMENT OF CASH FLOWS
For the Period Ended 28 FEBRUARY 2017

	NOTE	2016/17 Actual \$	2016/17 Budget \$	2015/2016 \$ Actual
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts:				
Rates		10,964,173	12,710,638	11,945,900
Operating grants, subsidies and contributions		2,115,471	2,480,201	2,769,211
Fees and charges		4,351,748	5,727,153	5,734,184
Service charges		-	-	588,273
Interest earnings		330,622	448,374	511,192
Goods and services tax		610,617	-	1,091,254
Other revenue		390,027	398,109	644,681
		<u>18,762,659</u>	<u>21,764,475</u>	<u>23,284,695</u>
Payments:				
Employee costs		(7,310,873)	(10,990,406)	(10,332,589)
Materials and contracts		(4,017,700)	(7,803,045)	(6,484,894)
Utility charges		(449,472)	(717,385)	(669,249)
Interest expenses		(43,884)	(66,523)	(85,475)
Insurance expenses		(498,061)	(481,735)	(491,273)
Goods and services tax		(590,226)	-	(1,048,693)
Other expenditure		(615,175)	(1,258,648)	(997,469)
		<u>(13,525,391)</u>	<u>(21,317,742)</u>	<u>(20,109,642)</u>
Net cash provided by (used in) operating activities	14(b)	<u>5,237,268</u>	<u>446,733</u>	<u>3,175,054</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Receipts:				
Non-operating grants, subsidies and contributions		362,788	2,143,353	934,689
Proceeds from sale of assets		-	678,000	31,236
Payments:				
Payments for purchase of property, plant & equipment		(354,313)	(2,102,880)	(538,900)
Payments for construction of infrastructure		(317,068)	(2,758,220)	(2,348,834)
Net cash provided by (used in) investment activities		<u>(308,592)</u>	<u>(2,039,747)</u>	<u>(1,921,809)</u>
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts:				
Proceeds from self supporting loans		12,750	18,511	17,323
Deferred Income Sports Club		-	-	8,000
Transfer from Trust		(93,972)	5,322	194,765
Payments:				
Repayment of debentures		(74,370)	(115,713)	(587,574)
Net cash provided by (used in) financing activities		<u>(155,592)</u>	<u>(91,880)</u>	<u>(367,486)</u>
Net increase (decrease) in cash held		4,773,084	(1,684,874)	885,758
Cash and cash equivalents at beginning of year		9,495,249	9,055,985	8,609,493
Cash and cash equivalents at the end of the year	14(a)	<u>14,268,333</u>	<u>7,371,111</u>	<u>9,495,249</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 the related items in the balance sheet as follows:

	2016/17 Actual \$	2016/17 Budget \$	2015/2016 \$ Actual
Cash and Cash Equivalents	<u>14,268,333</u>	<u>7,371,111</u>	<u>9,495,249</u>

(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result

Net Result	5,297,082	(931,518)	748,319
Depreciation	2,206,762	3,467,084	3,332,383
Increase in Non Operating Income	-	-	-
(Profit)/Loss on Sale of Asset	-	186,374	36,561
Impairment (Loss)/Reversal	-	-	102,316
(Increase)/Decrease in Receivables	(1,853,475)	(125,854)	355,040
(Increase)/Decrease in Inventories	8,092	(6,000)	1,007
Increase in Investment in Joint Venture	-	-	(405,057)
Increase/(Decrease) in Payables & Accruals	(58,405)	-	(217,392)
Increase/(Decrease) in Employee Provisions	-	-	156,563
Grants/Contributions for the Development of Assets	(362,788)	(2,143,353)	(934,689)
Writeup in Fair Value of Infrastructure	-	-	-
Net Cash from Operating Activities	<u>5,237,268</u>	<u>446,733</u>	<u>3,175,054</u>

**TOWN OF BASSENDEAN
RATING INFORMATION
For the Period Ended 28 FEBRUARY 2017**

Note 2. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2016/17 Actual Rate Revenue \$	2016/17 Actual Interim Rates \$	2016/17 Actual Back Rates \$	2016/17 Actual Total Revenue \$	2016/17 YTD Budget \$
Differential General Rate								
GRV Properties	6.551	5,436	164,778,512	10,794,641	88,968		10,794,641	10,794,640
Interim Rates					88,968		88,968	150,000
Back Rates						1,772	1,772	10,000
Sub-Totals		5,436	164,778,512	10,794,641	88,968	1,772	10,885,381	10,954,640
Minimum Rates								
GRV Properties	1057.00	1,614	22,977,915	1,705,998			1,705,998	1,705,998
Sub-Totals		1,614	22,977,915	1,705,998			1,705,998	1,705,998
Discounts								
Totals								
							12,591,379	12,660,638
							12,591,379	12,660,638
							12,591,379	12,660,638

All land except exempt land in the Town of Bassendean is rated according to its Gross Rental Value (GRV). The general rates detailed above for the 2016/17 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

The Rates for 2016/17 were issued on the 22 July 2016. The due date for the payment of rates is August 26 2016, 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 2016/17 are:
 1st: 26 August 2016
 2nd: 26 October 2016
 3rd: 4 January 2017
 4th: 7 March 2017

Town of Bassendean
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 FEBRUARY 2017

Note 3: NET CURRENT FUNDING POSITION

Note	Positive=Surplus (Negative=Deficit)			2015-16 Actual
	2016-17 Last Period	2016-17 Last Year	2015-16 Actual	
	\$	\$	\$	
Current Assets				
Cash Unrestricted	7,691,916	8,329,855	6,962,491	2,758,762
Cash Restricted	6,576,417	6,630,171	6,105,988	6,736,487
Rates - Current	2,395,010	2,981,613	2,013,111	530,936
Sundry Debtors	102,649	130,570	221,268	196,463
GST Receivable	65,488	16,530	3,975	85,880
Inventories	11,786	8,901	18,224	19,878
	16,843,266	18,097,639	15,325,056	10,328,406
Less: Current Liabilities				
Sundry Creditors	(1,088,516)	(1,333,571)	(1,092,396)	(1,067,201)
Accrued Interest on Debentures	-	-	-	(6,548)
Accrued Salaries and Wages	-	-	-	(71,974)
Income Received in Advance	(25,932)	(25,932)	(8,132)	(41,768)
Rates in Advance	(129,718)	(109,505)	(105,408)	(218,413)
Hyde Retirement Village Bonds	(206,100)	(254,100)	(287,350)	(224,350)
Bonds & Other Deposits	(1,763,396)	(1,769,150)	(1,717,012)	(1,762,767)
Provisions	(1,762,493)	(1,762,493)	(1,596,356)	(1,839,118)
	(4,976,154)	(5,254,751)	(4,806,654)	(5,232,139)
Less: Cash backed Reserves	(4,606,920)	(4,606,921)	(4,101,625)	(4,673,019)
LSL	931,473	931,473	790,344	922,458
Net Current Funding Position	8,191,662	9,167,440	7,207,122	1,345,706

Town of Bassendean
INFORMATION ON BORROWINGS
For the Period Ended 28 FEBRUARY 2017

Note 4. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-16	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2016/17 Budget \$	2016/17 Actual \$	2016/17 Budget \$	2016/17 Actual \$	2016/17 Budget \$	2016/17 Actual \$
Loan 156 Civic Centre Redevelopment	169,738		40,414	30,006	129,324	139,732	12,340	9,556
Loan 157 Ashfield Soccer Club-SSL	23,193		4,035	1,983	19,158	21,210	1,454	761
Loan 160A Civic Centre Redevelopment	426,622		42,239	20,783	384,383	405,839	25,930	13,297
Loan 160B Civic Centre Redevelopment	167,558		14,550	10,832	153,009	156,726	9,600	7,281
Loan 161 Purchase of 35 Old Perth Rd	-		-	-	-	-	-	-
Loan 162- TADWA SSL	263,973		14,476	10,767	249,498	253,206	17,198	12,989
	1,051,084		115,713	74,370	935,372	976,714	66,522	43,883

All debenture repayments are to be financed by general purpose revenue.

(b) New Debentures - 2016/17

Council has no new debentures during 2016/17.

(c) Unspent Debentures

Council has no unspent debentures during 2016/17.

(d) Overdraft

Council has an overdraft facility of \$100,000 with the Commonwealth Bank
It is anticipated that this facility will not be required in the 2016/17 Financial Period.

Town of Bassendean
Monthly Investment Report

For the Period Ended 28 FEBRUARY 2017

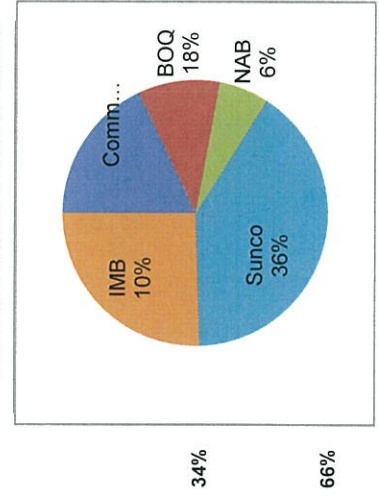
Note 5 : CASH INVESTMENTS

Deposit Ref	Deposit Date	Maturity Date	S & P Rating	Institution	Term (Days)	Rate of Interest	Amount Invested (Days)				Expected Interest	
							Up to 30	30-60	60-90	90-120+		
Municipal												
4185553	10/01/2017	5/04/2017	A1	Suncorp	85	2.45%			1,200,000		1,200,000	6,847
426010	7/02/2017	2/05/2017	A1+	Bank of Queensland	84	2.27%			2,000,000	-	2,000,000	10,448
4187024	22/02/2017	2/05/2017	A1	Suncorp	69	2.27%			1,800,000		1,800,000	7,724
46060	25/01/2017	22/03/2017	A1+	IMB	56	2.20%		1,500,000			1,500,000	5,063
190248	22/02/2017	19/04/2017	A1+	Commonwealth Bank	56	2.21%		500,000			500,000	1,695
								2,000,000	5,000,000	-	7,000,000	31,777
Reserve												
425874	31/10/2016	28/04/2017	A2	Bank of Queensland	179	2.75%				931,472	931,472	12,562
418138	30/09/2016	30/03/2017	A1	Suncorp	181	2.70%				2,137,960	2,137,960	28,625
164115	30/11/2016	30/05/2017	A1+	Commonwealth Bank	181	2.52%				1,537,488	1,537,488	19,213
								-	-	4,606,920	4,606,920	60,400
Trust												
089-062126-4	24/02/2017	26/06/2017	A1+	Bankwest	122	2.00%				11,351	11,351	76
94-401-6261	6/01/2017	6/04/2017	A1+	NAB	90	2.65%				860,141	860,141	5,620
443354	28/02/2017	31/05/2017	A2	Bank of Queensland	92	2.40%				400,000	400,000	2,420
4185199	30/11/2016	29/05/2017	A1	Suncorp	180	2.81%				1,500,000	1,500,000	20,786
								-	-	2,771,492	2,771,492	28,902
Total							-	2,000,000	5,000,000	7,378,412	14,378,412	121,080

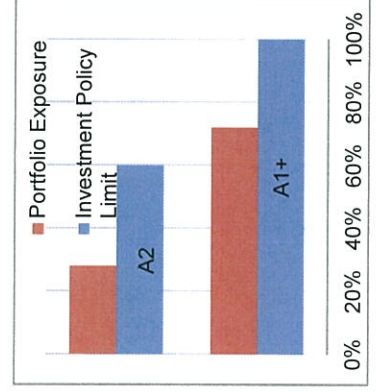
ENVIRONMENTAL COMMITMENT

Depositing Institution	Value Invested
Commonwealt	\$4,037,488
NAB	\$860,141
Bankwest	\$11,351
Fossil Fuel Lending ADI	\$4,908,980
Non Fossil Fuel Lending ADI	\$2,531,472
B of Queensla	\$1,500,000
IMB	\$5,437,960
Suncorp	\$9,469,432
Total Funds	\$14,378,412

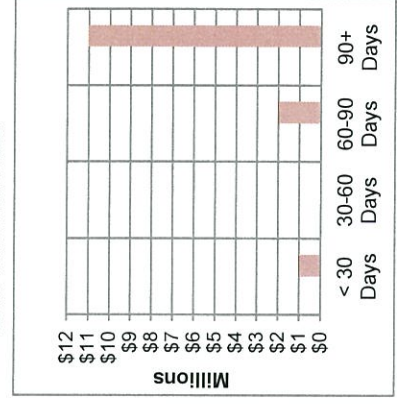
INDIVIDUAL INSTITUTION EXPOSURE



TOTAL CREDIT EXPOSURE



TERM TO MATURITIES



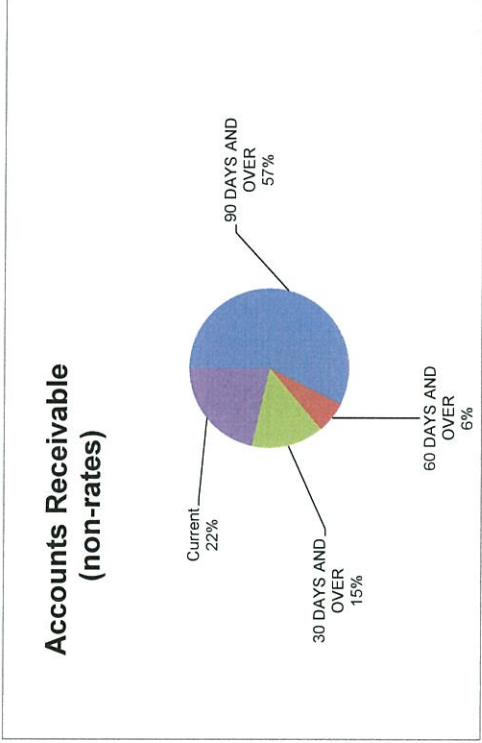
**Town of Bassendean
RECEIVABLES (DEBTORS ANALYSIS)
For the Period Ended 28 FEBRUARY 2017**

Note 6: Receivables

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	90 DAYS AND OVER	60 DAYS AND OVER	30 DAYS AND OVER	Current	Total
February 2016/17	\$34,453	\$3,465	\$1,777	\$33,156	\$72,851
January 2016/17	\$57,878	\$6,446	\$14,794	\$21,654	\$100,771
February 2015/2016	\$53,354	\$3,742	\$1,945	\$7,372	\$66,412

February 2016/17
January 2016/17
February 2015/2016



**Town of Bassendean
Reserve Funds
For the Period Ended 28 FEBRUARY 2017**

Note 7: Cash Backed Reserves

Name	Budgetted Opening Balance	Actual Opening Balance	Budget Interest Earned	Actual Interest Earned	Revised Budget Transfers In	Actual Transfers In	Revised Budget Transfers Out	Actual Transfers Out	Revised Budget Closing Balance	Actual YTD Closing Balance
Aged Persons Housing Reserve	\$ 528,227	\$ 525,303	\$ 12,497	\$ 4,834	-	\$ -	\$ (70,000)	\$ -	\$ 467,800	\$ 530,137
Cultural Events Reserve	5,039	5,025	107	46	-	-	-	-	5,132	5,071
Municipal Building & TP Reserve	1,795,832	1,794,264	21,353	16,511	-	-	(550,000)	-	1,265,617	1,810,775
Plant Reserve	366,820	369,025	8,500	3,396	-	-	-	-	377,525	372,421
Recreation Development Reserve	34,202	36,152	800	333	-	-	-	-	36,952	36,485
Self Insurance Reserve	8,002	7,981	171	73	-	-	-	-	8,152	8,054
Unspent Grants & Contributions	123,797	157,514	-	-	50,000	-	(67,000)	-	140,514	157,514
Underground Power Reserve	77,543	77,341	1,653	712	-	-	-	-	78,994	78,053
Waste Management Reserve	280,643	281,068	1,241	2,586	-	-	-	-	282,309	283,654
Wind in the Willows Reserve	51,970	51,943	228	478	-	-	-	-	52,171	52,421
Youth Development Reserve	26,867	26,797	573	247	-	-	-	-	27,370	27,044
Drainage Infrastructure Reserve	110,265	111,077	2,124	1,022	-	-	-	-	113,201	112,099
Employee Entitlements Reserve	918,258	922,458	16,249	9,015	60,000	-	-	-	998,707	931,473
Hacc Asset Replacement Reserve	304,552	307,070	12,712	2,526	-	-	(192,396)	(107,877)	127,386	201,719
	4,632,016	4,673,019	78,208	41,780	110,000	-	(879,396)	(107,877)	3,981,830	4,606,920

**Town of Bassendean
Capital Works Program**

For the Period Ended 28 FEBRUARY 2017

NOTE 8: CAPITAL WORKS							
Summary of Capital Acquisitions							
	Original Budget	Budget Amendments	Current Amended Budget	YTD Budget	Expenditure Actual	Order Value	TOTAL ACTUAL
Property, Plant & Equipment							
Land and Buildings	2,008,927	40,950	2,049,877	1,628,721	243,507	12,607	256,113
Plant & Equipment	22,000	90,000	112,000	104,664	-	19,491	19,491
Furniture & Equipment	71,953	141,756	213,709	189,716	110,806	16,400	127,206
Infrastructure							
Roadworks	1,179,700	129,000	1,308,700	915,440	33,450	526,415	559,865
Drainage	300,000	(200,040)	99,960	99,960	-	24,296	24,296
Footpaths	383,500	(137,700)	245,800	229,620	219,542	-	219,542
Parks, Gardens & Reserves	895,000	43,373	938,373	640,013	64,075	44,011	108,086
Totals	4,861,080	107,339	4,968,419	3,808,134	671,380	643,219	1,314,599

Land for Resale							
Account	Original Budget	Budget Amendments	Current Amended Budget	YTD Budget	Expenditure Actual	Order Value	TOTAL ACTUAL
AL1601	\$ 50,000	-	50,000	33,328	\$	\$	\$
AL1602	81,420	-	81,420	54,280	50,656	1,780	52,435
AL1603	10,000	-	10,000	6,664	20,109	6,458	26,567
Totals	141,420	-	141,420	94,272	70,765	8,238	79,003

Buildings							
Account	Original Budget	Budget Amendments	Current Amended Budget	YTD Budget	Expenditure Actual	Order Value	TOTAL ACTUAL
AB1601	\$ 670,000	-	670,000	670,000	\$	3,769	5,769
AB1602	70,000	-	70,000	46,664	69,440	-	69,440
AB1603	15,000	-	15,000	10,000	14,044	600	14,644
AB1604	980,000	-	980,000	653,336	-	-	-
AB1605	25,000	-	25,000	16,664	24,993	-	24,993
AB1606	12,000	-	12,000	8,000	7,990	-	7,990
AB1607	20,000	-	20,000	13,328	-	-	-
AB1608	5,000	(3,300)	1,700	1,700	1,636	-	1,636
AB1610	7,000	(1,300)	5,700	5,700	5,680	-	5,680
AB1611	15,000	(3,000)	12,000	12,000	11,990	-	11,990
AB1612	30,000	(12,450)	17,550	17,550	17,550	-	17,550
AB1613	18,507	(1,000)	17,507	17,507	17,419	-	17,419
AB1615	-	15,000	15,000	15,000	-	-	-
AB1616	-	15,000	15,000	15,000	-	-	-
AB1617	-	12,000	12,000	12,000	-	-	-
AB1618	-	20,000	20,000	20,000	-	-	-
Totals	1,867,507	40,950	1,908,457	1,534,449	172,742	4,369	177,111

**Town of Bassendeau
Capital Works Program
For the Period Ended 28 FEBRUARY 2017**

Plant & Equipment							
Account	Original Budget	Budget Amendments	Current Amended Budget	YTD Budget	Expenditure Actual	Order Value	TOTAL ACTUAL
AF1602	\$ 22,000	-	\$ 22,000	\$ 14,664	\$ -	19,491	19,491
AF1604	-	90,000	90,000	90,000	-	-	-
Totals	22,000	90,000	112,000	104,664	-	19,491	19,491

Furniture & Equipment							
Account	Original Budget	Budget Amendments	Current Amended Budget	YTD Budget	Expenditure Actual	Order Value	TOTAL ACTUAL
AE1601	\$ 50,000	-	50,000	33,328	\$ -	\$ -	\$ -
AE1602	15,953	-	15,953	10,632	15,196	7,870	23,066
AE1603	6,000	-	6,000	4,000	5,529	-	5,529
AE1604	-	2,359	2,359	2,359	2,359	-	2,359
AE1605	-	20,152	20,152	20,152	18,370	-	18,370
AE1606	-	70,000	70,000	70,000	33,800	-	33,800
AE1607	-	27,000	27,000	27,000	26,888	-	26,888
AE1608	-	17,200	17,200	17,200	8,664	8,530	17,194
AE1609	-	5,045	5,045	5,045	-	-	-
Totals	71,953	141,756	213,709	189,716	110,806	16,400	127,206

Roads							
Account	Original Budget	Budget Amendments	Current Amended Budget	YTD Budget	Expenditure Actual	Order Value	TOTAL ACTUAL
AR1601	\$ 390,000	\$ (40,000)	\$ 350,000	\$ 220,000	\$ -	\$ 214,201	\$ 214,201
AR1602	285,000	-	285,000	190,000	8,950	-	8,950
AR1603	50,000	4,000	54,000	37,328	-	35,773	35,773
AR1604	73,000	(15,000)	58,000	33,664	-	30,826	30,826
AR1605	80,000	-	80,000	53,328	-	46,239	46,239
AR1606	200,000	-	200,000	133,328	-	178,407	178,407
AR1607	30,000	-	30,000	20,000	-	20,969	20,969
AR1608	40,000	-	40,000	26,664	411	-	411
AR1609	31,700	(7,000)	24,700	14,128	22,878	-	22,878
AR1610	-	80,000	80,000	80,000	-	-	-
AR1611	-	42,000	42,000	42,000	1,212	-	1,212
AR1612	-	65,000	65,000	65,000	-	-	-
Totals	1,179,700	129,000	1,308,700	915,440	33,450	526,415	559,865

**Town of Bassendean
Capital Works Program
For the Period Ended 28 FEBRUARY 2017**

Drainage		Original Budget	Budget Amendments	Current Amended Budget	YTD Budget	Expenditure Actual	Order Value	TOTAL ACTUAL
<i>Account</i>								
AD1601	ANZAC TCE DRAINAGE PROJECT	\$ 300,000	\$ (300,000)	-	-	-	\$ -	\$ -
AD1602	CLARKE WAY DRAINAGE LINE	-	9,960	9,960	9,960	-	-	-
AD1603	DRAINAGE ANZAC TCE-IOLANTHE TO LORD STREET (AR1606)	-	90,000	90,000	90,000	-	24,296	24,296
	Totals	300,000	(200,040)	99,960	99,960	-	24,296	24,296

Footpaths		Original Budget	Budget Amendments	Current Amended Budget	YTD Budget	Expenditure Actual	Order Value	TOTAL ACTUAL
<i>Account</i>								
AT1601	FAULKNER/WALKINGTON FOOTPATH & INSTALLATION OF SOLAR BOLLARD	28,500	(12,700)	15,800	-	15,780	-	15,780
AT1602	RAILWAY PDE FOOTPARH UPGRADE	70,000	(35,000)	35,000	35,000	34,846	-	34,846
AT1604	BEST STREET FOOTPATH UPGRADE	5,500	(5,500)	-	-	-	-	-
AT1605	ENTRY TO SHOPPING CENTRE - WEST ROAD	5,000	-	5,000	3,328	1,132	-	1,132
AT1606	CUMBERLAND WAY FOOTPATH UPGRADE	3,000	5,500	8,500	5,664	11,242	-	11,242
AT1608	LORD STREET FOOTPATH RENEWAL	33,000	(17,700)	12,300	12,300	12,246	-	12,246
AT1609	REID STREET FOOTPATH UPGRADE	30,000	(10,300)	22,700	22,700	22,635	-	22,635
AT1611	TPS 4A END REQUIREMENT FOOTPATH (HATTON COURT - BRIDSON ST) IN	35,000	-	35,000	23,328	10,494	-	10,494
AT1612	NEW FIPATH PROG (HANWELL WAY - FROM BROADWAY TO FAIRFORD) C/O	72,500	(13,000)	59,500	59,500	59,320	-	59,320
AT1613	NEW FOOTPATH PROGRAM (WHITFIELD ST - UP TO REID C-SC) C/O 15-16 (A	44,500	(4,500)	-	-	-	-	-
AT1614	NEW FOOTPATH PROGRAM (FAULKNER STREET) C/O 15-16 (AT1510)	56,500	(4,500)	52,000	52,000	51,848	-	51,848
	Totals	383,500	(137,700)	245,800	229,620	219,542	-	219,542

Parks, Gardens & Reserves		Original Budget	Budget Amendments	Current Amended Budget	YTD Budget	Expenditure Actual	Order Value	TOTAL ACTUAL
<i>Account</i>								
AP1601	SUCCESS HILL FISHING PLATFORM RE-LOCATE AND REPAIR SOLAR LIGHT	\$ 10,000	\$ (2,300)	7,700	7,700	7,696	-	7,696
AP1602	SANDY BEACH NATURE BASE PLAYGROUND(STAGE 1)	290,000	-	290,000	193,328	-	-	-
AP1603	BORE & PUMP RENEWAL - SUCCESS HILL	235,000	15,000	250,000	171,664	-	12,080	12,080
AP1604	STAGE 1 PLAYGROUND RENEWAL- MARY CRESEENT	250,000	-	250,000	166,664	-	-	-
AP1605	RETICULATION EXTENSION- PARK ESTATE	32,000	-	32,000	21,328	-	-	-
AP1606	RETICULATION UPGRADE- MARY CRESEENT	20,000	10,000	30,000	20,000	29,605	-	29,605
AP1607	RETICULATION UPGRADE- JUBILEE RESERVE	10,000	-	10,000	6,664	6,674	1,455	8,128
AP1608	CRICKET PITCH CHAIN MESH- JUBILEE RESERVE	6,000	-	6,000	4,000	6,000	-	6,000
AP1609	RETICULATION UPGRADE- OLD PERTH ROAD	22,000	-	22,000	14,664	2,160	10,402	12,562
AP1610	FENCING & SOLAR BOLLARD- JUBILEE RESERVE	20,000	-	20,000	13,328	11,940	3,567	15,507
AP1611	BASSENDEAN OVAL GATES & TURNSTYLES	-	20,673	20,673	20,673	-	16,507	16,507
	Totals	895,000	43,373	938,373	640,013	64,075	44,011	108,086

**Town of Bassendean
Budget Amendments
For the Period Ended 28 FEBRUARY 2017**

NOTE 9: Budget Amendments

Description	Ledger Code	Current Budget	Proposed Budget	Budget Change	Justification/Reason for Budget Amendment
CAR PARK UPGRADE (SCADDAN STREET) WATER DESIGN PRINCIPALS G	AR1608	\$ 40,000	\$ 12,000	\$ (28,000)	Reallocation of Budget
IOLANTHE/BROADWAY MRD BLACKSPOT GEN	AR1610	80,000	85,000	5,000	Reallocation of Budget
IDA-WALTER RD MRD BLACKSPOT GEN	AR1611	42,000	45,000	3,000	Reallocation of Budget
IOLANTHE-ANZAC MRD BLACKSPOT GEN	AR1612	65,000	85,000	20,000	Reallocation of Budget
NET MOVEMENT TO CLOSING FUNDING SURPLUS 16/17					
				-	

**Town of Bassendean
Trust Fund
For the Period Ended 28 FEBRUARY 2017**

Note 10: TRUST FUND - Restricted Cash

Funds held at balance date which are included in this statement are as follows:

Description	Opening Balance 1-Jul-16	Amount Received	Amount Paid	For the Period Ended 28 FEBRUARY
<i>TRUST FUNDS CONTROLLED</i>	\$	\$	\$	\$
Public Open Space Contributions	847,877	12,263	-	860,140
Trust Funds - No Control	847,877	12,263	-	860,140
		-	-	
Hyde Retirement Village Retention Bonds	224,350	29,750	(48,000)	206,100
Donations Community Bus	450	-	-	450
Lyneham Hostel Residents Trust	1,050	-	-	1,050
Iveson Hostel Residents Trust	18	-	-	18
Sundry	173,573	19,979	(32,838)	160,715
Securities	801,261	189,036	(190,334)	799,963
Hall Hire Bonds	25,541	29,700	(32,800)	22,441
Crossover Deposits	104,675	-	-	104,675
Development Bonds	711,225	19,850	(78,356)	652,719
Stormwater Deposits	21,326	5,820	(5,780)	21,366
Trust Funds - Controlled	2,063,469	294,135	(388,108)	1,969,496
		-	-	
Total Trust Funds	2,911,346	306,398	(388,108)	2,829,636

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 28 FEBRUARY 2017

Note 11 : Balance Sheet Notes	2016/2017 \$	2015/2016 \$
CASH AND CASH EQUIVALENTS		
Unrestricted	7,691,916	2,758,762
Restricted	6,576,417	6,736,487
	14,268,333	9,495,249
The following restrictions have been imposed by regulations or other externally imposed requirements:		
Leave Reserve	7 931,472	922,458
Plant & Equipment Reserve	7 372,420	369,024
Recreation Development Reserve	7 36,484	36,151
Muni Building & T P Reserve	7 1,810,775	1,794,264
Waste Management Reserve	7 283,654	281,068
Wind in the Willows Reserve	7 52,420	51,942
Aged Persons Reserve	7 530,138	525,304
Youth Development Reserve	7 27,043	26,797
Cultural Events Reserve	7 5,072	5,026
Self Insurance Reserve	7 8,054	7,981
Underground Power Reserve	7 78,052	77,340
Drainage Reserve	7 112,100	111,078
HACC Assets Replacement	7 201,720	307,071
Unspent Portion of Grants	7 157,514	157,514
Hyde Retirement Village Retention Bonds	10 206,100	224,350
Other Bonds & Deposits	10 1,763,396	1,839,119
	6,576,418	6,736,486
TRADE AND OTHER RECEIVABLES		
Current		
Rates Outstanding	2,395,010	530,935
Sundry Debtors - General	94,973	185,915
GST Receivable	65,488	85,880
Accrued Interest	-	2,871
Sundry Debtors - SSL	18,511	18,511
Long Service Leave Due from Other Councils	52,633	52,633
Sundry Debtors - Other	8,000	8,000
Provision for Doubtful Debts	(52,956)	(52,956)
	2,581,658	831,790
Non-Current		
Rates Outstanding - Pensioners	314,808	314,808
Loans - Clubs/Institutions	255,905	268,656
Other Deferred Debtors - Clubs Contributions	8,000	8,000
	578,713	591,464
Investments - Government House	125,220	125,220
Investments- EMRC	7,275,989	7,275,989

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 28 FEBRUARY 2017

Note 11 : Balance Sheet Notes continued	2016/2017 \$	2015/2016 \$
INVENTORIES		
Current		
Fuel and Materials	11,786	19,878
	<u>11,786</u>	<u>19,878</u>
PROPERTY, PLANT AND EQUIPMENT		
Land and Buildings		
- Independent Valuation 2013 - Level 2	<u>21,949,649</u>	<u>21,878,884</u>
Buildings at:		
- Independent Valuation 2013 - Level 3	17,789,867	17,789,867
- Additions after valuation - cost	1,157,700	984,958
Less: accumulated depreciation	<u>(4,439,854)</u>	<u>(3,791,564)</u>
	14,507,713	14,983,261
Total Land and Buildings	<u>36,457,362</u>	<u>36,862,145</u>
Furniture and Equipment - Management Valuation 2016		
- Additions after valuation - cost	165,239	165,239
Less Accumulated Depreciation	110,806	984,958
Less Accumulated Depreciation	<u>(90,421)</u>	<u>(79,284)</u>
	185,624	85,955
Plant and Equipment - Independent Valuation 2016		
- Independent Valuation 2016 - Level 2	1,898,330	1,898,330
- Independent Valuation 2016 - Level 3	714,601	714,601
- Additions after valuation - cost	-	-
Less Accumulated Depreciation	<u>(1,521,869)</u>	<u>(1,475,658)</u>
	1,091,062	1,137,273
Art Works		
- Independent Valuation 2015 - Level 2	<u>62,620</u>	<u>62,620</u>
	62,620	62,620
	<u>37,796,668</u>	<u>38,147,993</u>
INFRASTRUCTURE		
Roads - Independent Valuation 2013	78,932,337	78,932,337
- Additions after valuation - cost	2,501,883	2,468,433
Less Accumulated Depreciation	<u>(9,891,366)</u>	<u>(9,062,215)</u>
	71,542,855	72,338,555
Footpaths - Independent Valuation 2013	7,901,488	7,901,488
- Additions after valuation - cost	745,333	525,791
Less Accumulated Depreciation	<u>(2,972,051)</u>	<u>(2,782,978)</u>
	5,674,770	5,644,301

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 28 FEBRUARY 2017

Note 11 : Balance Sheet Notes continued	2016/2017 \$	2015/2016 \$
INFRASTRUCTURE		
Drainage - Independent Valuation 2013	22,060,547	22,060,547
- Additions after valuation - cost	254,845	254,845
Less Accumulated Depreciation	<u>(7,563,763)</u>	<u>(7,342,401)</u>
	14,751,629	14,972,991
Parks & Ovals - Independent Valuation 2015	13,667,875	13,667,875
- Additions after valuation - cost	623,910	559,835
Less Accumulated Depreciation	<u>(6,893,303)</u>	<u>(6,631,766)</u>
	7,398,482	7,595,944
	<u>99,367,736</u>	<u>100,551,791</u>
 TRADE AND OTHER PAYABLES		
Current		
Sundry Creditors	1,088,516	1,067,199
Accrued Interest on Debentures	-	6,548
Accrued Salaries and Wages	-	71,974
Rates in Advance	129,718	218,413
Income in Advance	25,932	41,768
Bonds & Other Deposits	1,763,396	1,839,118
Hyde Retirement Village Bonds	206,100	224,350
	<u>3,213,662</u>	<u>3,469,370</u>
 LONG-TERM BORROWINGS		
Secured by Floating Charge		
Loan Liability - Current	<u>41,341</u>	<u>115,711</u>
	41,341	115,711
Non-Current		
Secured by Floating Charge		
Loan Liability - Non Current	<u>935,374</u>	<u>935,374</u>
	935,374	935,374
 PROVISIONS		
Current		
Provision for Annual Leave	760,444	760,719
Provision for Long Service Leave	<u>1,002,048</u>	<u>1,002,048</u>
	1,762,493	1,762,767
Non-Current		
Provision for Long Service Leave	<u>194,119</u>	<u>194,119</u>
	194,119	194,119

**Town of Bassendean
Outstanding Creditors List
For the Period Ended 28 FEBRUARY 2017**

NOTE 12: Outstanding Creditors List

CREDITORS NAME	> 90 DAYS	>60 DAYS	>30 DAYS	CURRENT	TOTAL
A. M BOLTS & NUTS	\$ -	\$ -	\$ 17	\$ -	\$ 17
ABCORP AUSTRALASIA PTY LTD (ABNOTE)	\$ -	\$ -	\$ -	\$ 429	\$ 429
ACTION GLASS AND ALUMINIUM	\$ -	\$ -	\$ -	\$ 420	\$ 420
ADVANCE PRESS (2013) PTY LTD	\$ -	\$ -	\$ -	\$ 3,498	\$ 3,498
ALINTA ENERGY	\$ -	\$ -	\$ -	\$ 43	\$ 43
AMAZON SOILS & LANDSCAPING SUPPLIES	\$ -	\$ -	\$ -	\$ 249	\$ 249
ANIMAL CARE EQUIPMENT & SERVICES P/L	\$ -	\$ -	\$ -	\$ 73	\$ 73
BASSENDEAN MEN'S SHED INC	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500
BASSENDEAN NEWSAGENCY	\$ -	\$ -	\$ -	\$ 114	\$ 114
BCITF	\$ -	\$ -	\$ -	\$ 8,706	\$ 8,706
BEAVER TREE SERVICES	\$ -	\$ -	\$ 4,840	\$ 4,840	\$ 9,680
BGC AUSTRALIA (T/AS BGC CONCRETE)	\$ -	\$ -	\$ -	\$ 553	\$ 553
BIDVEST FOOD SERVICE	\$ -	\$ -	\$ -	\$ 527	\$ 527
BOYA EQUIPMENT PTY LTD	\$ -	\$ -	\$ -	\$ 622	\$ 622
BUNNINGS GROUP LIMITED	\$ -	\$ -	\$ -	\$ 357	\$ 357
BUNZL LTD	\$ -	\$ -	\$ -	\$ 277	\$ 277
CABCHARGE AUSTRALIA LIMITED	\$ -	\$ -	\$ -	\$ 1,107	\$ 1,107
CITY OF SOUTH PERTH	\$ -	\$ -	\$ -	\$ 1,900	\$ 1,900
CLEANAWAY PTY LTD	\$ -	\$ -	\$ -	\$ 702	\$ 702
COMESTIBLES (RHUM SERVICES PTY LTD T/AS)	\$ -	\$ -	\$ -	\$ 1,233	\$ 1,233
COMPLETE CORPORATE HEALTH - ASCOT	\$ -	\$ -	\$ -	\$ 198	\$ 198
COVS - COVS PARTS PTY LTD (COVEN	\$ -	\$ -	\$ -	\$ 400	\$ 400
DEPARTMENT OF COMMERCE (BUILDING	\$ -	\$ -	\$ -	\$ 1,938	\$ 1,938
DORMA AUSTRALIA PTY LTD	\$ -	\$ -	\$ -	\$ 24	\$ 24
DS WORKWEAR & SAFETY	\$ -	\$ -	\$ -	\$ 162	\$ 162
E FIRE & SAFETY (WA) (FORMERLY A	\$ -	\$ -	\$ 1,680	\$ -	\$ 1,680
EASTERN METROPOLITAN REGIONAL COUNCIL	\$ -	\$ -	\$ -	\$ 23,822	\$ 23,822
ETHAN COLLINS	\$ -	\$ -	\$ -	\$ 300	\$ 300
FAST FINISHING SERVICES / CLASSIC BOOK BIN	\$ -	\$ -	\$ -	\$ 369	\$ 369
FUJI XEROX AUSTRALIA PTY LTD	\$ -	\$ -	\$ -	\$ 859	\$ 859
GLOBAL CARE GROUP	\$ -	\$ -	\$ -	\$ 300	\$ 300
GRONBEK SECURITY	\$ -	\$ -	\$ -	\$ 154	\$ 154
HOME CARE PHYSIOTHERAPY (LIFE CARE PHYS	\$ -	\$ -	\$ -	\$ 116	\$ 116
HOME CHEF	\$ -	\$ -	\$ -	\$ 188	\$ 188
JEFF GREEN TREE LOPPING	\$ -	\$ -	\$ -	\$ 440	\$ 440
JOHN & JENNIFER REID	\$ -	\$ -	\$ -	\$ -	\$ -
KD AIRE MECHANICAL SERVICES (WA & SA)	\$ -	\$ -	\$ -	\$ 1,469	\$ 1,469
KENNETH LLOYD	\$ -	\$ -	\$ -	\$ 109	\$ 109
KRISTY MORTON	\$ -	\$ -	\$ -	\$ 540	\$ 540
LOCHNESS LANDSCAPE SERVICES	\$ -	\$ -	\$ -	\$ 990	\$ 990
M BOOTE	\$ -	\$ -	\$ -	\$ -	\$ -
MARKETFORCE PTY LTD	\$ -	\$ -	\$ -	\$ 406	\$ 406
MATTHEW PEARSON	\$ -	\$ -	\$ -	\$ 200	\$ 200
MCDERMOTT GROUP	\$ -	\$ -	\$ -	\$ 898	\$ 898
MCLEODS & CO	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
MOORE STEPHENS	\$ -	\$ -	\$ -	\$ 13,261	\$ 13,261
MORLEY MOWER CENTRE (SOGICO PTY LTD)	\$ -	\$ -	\$ -	\$ 184	\$ 184
MT LAWLEY MILK	\$ -	\$ -	\$ -	\$ 59	\$ 59
NEENZ CLEANZ	\$ -	\$ -	\$ -	\$ 25	\$ 25
OCHRE WEST PTY LTD	\$ -	\$ -	\$ -	\$ 1,840	\$ 1,840
OFFICEWORKS SUPERSTORES PTY LTD	\$ -	\$ -	\$ -	\$ 628	\$ 628
P & M AUTOMOTIVE EQUIPMENT	\$ -	\$ -	\$ -	\$ 229	\$ 229
PARAMOUNT ELECTRICAL SERVICES (LEBONNE	\$ -	\$ -	\$ -	\$ 139	\$ 139
PERTH SAFETY PRODUCTS PTY LTD	\$ -	\$ -	\$ -	\$ 418	\$ 418
PLE COMPUTERS	\$ -	\$ -	\$ -	\$ 1,170	\$ 1,170
QUICK CORPORATE AUSTRALIA PTY LTD	\$ -	\$ -	\$ -	\$ 313	\$ 313
REMO'S HANDYMAN SERVICE	\$ -	\$ -	\$ -	\$ 508	\$ 508
RESOURCE RECOVERY SOLUTIONS	\$ -	\$ -	\$ -	\$ 561	\$ 561
RICHARD SARA	\$ -	\$ -	\$ -	\$ 76	\$ 76
RICOH AUSTRALIA PTY LTD	\$ -	\$ -	\$ -	\$ 308	\$ 308
RICOH FINANCE AUSTRALIA PTY LTD	\$ -	\$ -	\$ -	\$ 207	\$ 207
RSEA PTY LTD	\$ -	\$ -	\$ -	\$ 346	\$ 346
SD & VH FINDLAY	\$ -	\$ -	\$ -	\$ 666	\$ 666
SEEK LIMITED	\$ -	\$ -	\$ -	\$ 594	\$ 594
SJR CIVIL CONSULTING PTY LTD	\$ -	\$ -	\$ -	\$ 5,808	\$ 5,808

**Town of Bassendean
Outstanding Creditors List
For the Period Ended 28 FEBRUARY 2017**

NOTE 12: Outstanding Creditors List

CREDITORS NAME	> 90 DAYS	>60 DAYS	>30 DAYS	CURRENT	TOTAL
SLATTERY AUSTRALIA PTY LTD	\$ -	\$ -	\$ -	\$ 2,200	\$ 2,200
STAPLES AUSTRALIA PTY LTD	\$ -	\$ -	\$ -	\$ 325	\$ 325
STIHL SHOP MIDLAND	\$ -	\$ -	\$ -	\$ 2,128	\$ 2,128
STYLUS DESIGN	\$ -	\$ -	\$ -	\$ 182	\$ 182
SUE VAN DEN AVOORT	\$ -	\$ -	\$ -	\$ 80	\$ 80
T & C COURIER & TRANSPORT SERVICES	\$ -	\$ -	\$ -	\$ 121	\$ 121
TANYA & RHYS COLREAVY	\$ -	\$ -	\$ -	\$ 525	\$ 525
TELSTRA	\$ -	\$ -	\$ -	\$ 6,427	\$ 6,427
THE ARTIST'S CHRONICLE EST 1991	\$ 590	\$ -	\$ -	\$ -	\$ 590
THE ORS GROUP	\$ -	\$ -	\$ -	\$ 142	\$ 142
TOTAL EDEN PTY LTD	\$ -	\$ -	\$ -	\$ 55	\$ 55
WATTS WESTERN RUBBER	\$ -	\$ -	\$ -	\$ 44	\$ 44
WESTERN AUSTRALIAN LOCAL GOVERNMENT A	\$ -	\$ -	\$ -	\$ 515	\$ 515
	\$ 590	\$ -	\$ 6,536	\$ 837,077	\$ 844,204

Town of Bassendean
LIST OF PROJECTS & CONSULTANCIES
For the Period Ended 28 FEBRUARY 2017

Note 13

PROJECT		2016/17 Original Budget	2016/17 Revised Budget	2016/17 Actual	FUNDING SOURCE
RECREATION & CULTURE					
121561	SPORT & REC - ACTIVE ABILITIES	\$0		\$0	COUNCIL
121562	SPORT & REC - CLUB CONNECT	\$5,000	\$2,000	\$1,539	COUNCIL
121563	SPORT & REC - KIDS SPORT	\$5,000	\$19,000	\$7,459	\$5,000 GRANT
121359	SPORT & REC - EVENT CONSULTANT	\$12,000	\$12,000	\$7,230	COUNCIL
121359	SPORT & REC - FACILITY NEEDS ASSESSMENT	\$40,000	\$40,000	\$0	COUNCIL
131390	CONSULTANT TO DESIGN NEW PLAYGROUND	\$175,000	\$175,000	\$10,270	COUNCIL
131479	CONSULTANT STREET AUDIT/CANOPY MAPPING	\$60,000	\$60,000	\$0	COUNCIL
151359	PENSIONER GUARD COTTAGE	\$40,000	\$40,000	\$24,281	COUNCIL
151360	CULTURE - CULTURAL COMMUNITY PROJECTS	\$20,000	\$20,000	\$2,564	COUNCIL
151360	CULTURE - REVIEW CULTURAL PLAN	\$15,000	\$15,000	\$0	COUNCIL
151595	GLOBAL CITIZENRY	\$10,000	\$10,000	\$9,578	\$10,000 GRANT
181496	PUBLIC EVENTS - 2 MAJOR EVENTS	\$80,000	\$80,000	\$34,235	COUNCIL
181496	PUBLIC EVENTS - VINTAGE CYCLING EVENT	\$5,000	\$5,000	\$0	COUNCIL
181501	PERTH AUTUMN FESTIVAL	\$0	\$0	\$0	COUNCIL
181507	PUBLIC EVENTS - CHILDREN WEEK	\$1,600	\$1,600	\$1,618	COUNCIL
181504	PUBLIC EVENTS - NAIDOC DAY	\$55,000	\$55,000	\$41,326	\$10,000 GRANT
181505	PUBLIC EVENTS - AUSTRALIA DAY	\$113,000	\$113,000	\$113,440	\$11,000 GRANT
181506	PUBLIC EVENTS - COMMUNITY EVENTS SPONSORSHIP	\$5,000	\$5,000	\$670	COUNCIL
181508	PUBLIC EVENTS - VISUAL ART AWARD	\$50,000	\$47,000	\$35,642	\$7,000 FEES
181509	PUBLIC EVENTS - SENIORS WEEK	\$4,100	\$5,700	\$5,900	COUNCIL
181510	PUBLIC EVENTS - AVON DECENT	\$1,600	\$3,774	\$2,453	COUNCIL
181511	PUBLIC EVENTS - ANZAC DAY	\$15,000	\$15,000	\$0	COUNCIL
181512	PUBLIC EVENTS - SUMMER OUTDOOR MOVIES	\$20,500	\$20,500	\$11,591	COUNCIL
	TOTAL RECREATION & CULTURE	\$732,800	\$744,574	\$309,796	
LIBRARY					
141302	TOWN OF BASSENDEAN HISTORY BOOK PRODUCTION	\$45,000	\$45,000	\$5,375.46	COUNCIL
	TOTAL LIBRARY	\$45,000	\$45,000	\$5,375	COUNCIL
ASSET SERVICES					
211309	ASSET MANAGEMENT	\$60,000	\$60,000	\$41,709	COUNCIL
211309	FOOTPATH STUDY (DEPT TRANSPORT)	\$30,000	\$30,000	\$0	\$15000 GRANT
211309	DRAINAGE REPORT	\$50,000	\$50,000	\$43,263	COUNCIL
211309	UNDERGROUND POWER CONSULTANT	\$0	\$0	\$0	COUNCIL
211309	GREENHOUSE EMISSIONS AUDIT	\$10,000	\$10,000	\$0	COUNCIL
211309	STREETScape PROJECT	\$30,000	\$30,000	\$1,122	COUNCIL
211359	GRAFFITI REMOVAL PROGRAM	\$30,000	\$30,000	\$7,170	COUNCIL
261361	LAND REMEDIATION - LOT 14 IVERSON PLACE	\$100,000	\$100,000	\$0	COUNCIL
211503	STEAM WEEDING OF ROADS	\$130,000	\$130,000	\$0	COUNCIL
	TOTAL ASSET SERVICES	\$440,000	\$440,000	\$93,264	
DEVELOPMENT SERVICES					
261359	SWAN RIVER TRUST PRECINCT PLAN REVIEW	\$5,000	\$5,000	\$0	COUNCIL
261359	MUNICIPAL HERITAGE INVENTORY	\$10,000	\$5,000	\$8,190	COUNCIL
261359	TREE ASSESSMENT	\$2,000	\$1,000	\$0	COUNCIL
261359	LTPS 10 SCHEME REVIEW	\$0	\$0	\$0	COUNCIL
261359	STRATEGIC PLANNING FRAMEWORK STAGE 1	\$262,000	\$262,000	\$0	COUNCIL
261359	APPEALS CONSULTANT	\$0	\$0	\$7,348	COUNCIL
261359	INTRAMAPS IMPLEMENTATION	\$30,000	\$30,000	\$0	COUNCIL
261359	CONTRACT SERVICES - RELIEF STAFF	\$22,000	\$5,000	\$0	COUNCIL
251356	SWIMMING POOL INSPECTIONS	\$0	\$0	\$0	POOL OWNERS
251359	CONTRACT SERVICES - STAFF RELIEF	\$25,000	\$20,000	\$3,342	COUNCIL
	TOTAL DEVELOPMENT SERVICES	\$356,000	\$328,000	\$18,880	
ECONOMIC DEVELOPMENT					
271502	ECONOMIC DEVELOPMENT- DEVELOPMENT PLAN	\$15,000	\$14,422	\$3,087	COUNCIL
271502	TOWN CENTRE BRANDING	\$30,000	\$30,000	\$0	COUNCIL
271504	OLD PERTH RD INITIATIVES	\$40,000	\$40,000	\$18,830	COUNCIL
271506	OLD PERTH RD ACTIVITIES	\$27,500	\$20,550	\$6,002	COUNCIL
271508	EMRC PROJECTS - ECONOMIC DEVELOPMENT	\$8,000	\$8,000	\$13,418	COUNCIL
271508	EMRC PROJECTS - REGIONAL EVENTS	\$5,418	\$5,418	\$0	COUNCIL
	TOTAL ECONOMIC DEVELOPMENT	\$125,918	\$118,390	\$41,337	

Town of Bassendean
LIST OF PROJECTS & CONSULTANCIES
For the Period Ended 28 FEBRUARY 2017

Note 13

PROJECT		2016/17 Original Budget	2016/17 Revised Budget	2016/17 Actual	FUNDING SOURCE
GOVERNANCE					
401361	EMPLOYEE ASSISTANCE PROGRAM	\$36,000	\$36,000	\$15,833	COUNCIL
401605	RECONCILIATION ACTION PLAN CONSULTATION	\$50,000	\$50,000	\$7,534	COUNCIL
401606	ASHFIELD ACTION PLAN - ASHFIELD CAN	\$10,000	\$10,000	\$10,250	COUNCIL
401333	GOVERNANCE INTEGRATED PLANNING	\$17,000	\$17,000	\$4,000	COUNCIL
391401	2015 COUNCIL ELECTIONS	\$0	\$0	\$0	COUNCIL
401494	OCCUPATIONAL HEALTH & SAFETY	\$49,000	\$49,000	\$21,480	COUNCIL
811237	INTEGRATED CHILDRENS FACILITY	\$0	\$0	\$0	COUNCIL
391361	COMMUNITY STRATEGIC PLAN (SURVEY)	\$25,000	\$25,000	\$21,575	COUNCIL
391361	DEVELOP NEW WEBSITE	\$25,000	\$25,000	\$26,472	COUNCIL
	TOTAL GOVERNANCE	\$217,000	\$217,000	\$112,144	
HEALTH					
741465	MOSQUITO CONTROL PROGRAM	\$40,000	\$40,000	\$1,793	COUNCIL
741466	PEST - RAT ERADICATION PROGRAM	\$2,400	\$2,400	\$394	COUNCIL
	TOTAL HEALTH	\$42,400	\$42,400	\$2,187	
RANGERS					
541504	DFES - NDFR GRANT FOR FLOOD MARKINGS	\$10,000	\$10,000	\$0	\$10,000 GRANT
541504	EMRC FLOOD PROJECT	\$10,000	\$10,000	\$10,000	COUNCIL
	TOTAL RANGERS	\$20,000	\$20,000	\$10,000	
ENVIRONMENT					
751354	NATURAL BUSH PROJECTS	\$150,000	\$110,000	\$0	COUNCIL
751359	CONTAMINATED SITES INVESTIGATIONS	\$180,000	\$180,000	\$0	COUNCIL
751504	(ACER) CARBON EMISSION REDUCTION PROGRAM	\$16,743	\$18,743	\$18,113	COUNCIL
751506	INTEGRATED TRANSPORT STUDY	\$5,728	\$5,728	\$5,728	COUNCIL
751508	WATER CAMPAIGN	\$12,488	\$12,488	\$12,438	COUNCIL
751510	SCHOOLS WASTE EDUCATION PROGRAM	\$5,000	\$5,000	\$0	COUNCIL
751513	WATER QUALITY MONITORING & IMPROVEMENT	\$650	\$650	\$650	COUNCIL
751516	FUTURE PROOFING CLIMATE CHANGE	\$15,450	\$15,450	\$15,450	COUNCIL
	TOTAL ENVIRONMENT	\$386,059	\$348,059	\$52,379	