

**ATTACHMENTS**  
**ORDINARY COUNCIL AGENDA**  
**26 APRIL 2022**

**Attachment No. 1**

Ordinary Council Minutes of 22 March 2022

**Attachment No. 2**

EMRC Unconfirmed Minutes 24 March 2022

**Attachment No. 3**

Development Plans - 77 West Road, Bassendean

**Attachment No. 4**

Development Plans - 3A Lukin Way  
Objection to Proposal

**Attachment No. 5**

- A. Road Closure Sketch Plan
- B. Submission

**Attachment No. 6**

Draft Public Open Space Strategy

**Attachment No. 7**

- A. Current Council Policy– Banner Poles
- B. Draft amended Council Policy – Alfresco Dining and Public Trading (including proposed modifications as tracked)

**Attachment No. 8**

Bassendean Local Emergency Management Committee Minutes:

- A- 11 August 2021
- B - 3 November 2021
- C - 2 March 2022

**Attachment No. 9**

List of Payments

**Attachment No. 10**

Financial Statements

**Attachment No. 11**

Arbor Carbon Report – May 2019

**Confidential Attachment No. 1**

Tender Evaluation Report

**Confidential Attachments No. 2**

Proposal CEO Performance Review - Submissions  
Standards for CEO Recruitment, Performance and Termination Policy

# **ATTACHMENT NO. 1**

# TOWN OF BASSENDEAN

## MINUTES

### ORDINARY COUNCIL MEETING

HELD BY ELECTRONIC MEANS IN ACCORDANCE WITH REGULATION 12(2) AND 14(D)  
OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996

ON TUESDAY 22 MARCH 2022 AT 6.00PM

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

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

#### Council Resolution – Item 1.0 OCM – 1/03/22

MOVED Cr McLennan, Seconded Cr Wilding, that Council suspend the operation of clauses 6.9, 6.12, 6.17, 7.1 and 7.2 and modify the operation of clauses 6.1, 6.6, 6.7, 6.10 and 6.11 of the Town of Bassendean Meeting Procedures Local Law 2020 for the duration of this electronic meeting and that these matters be determined at the discretion of the Presiding Member.

CARRIED UNANIMOUSLY 7/0

#### 2.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Phase3 Landscape Construction are at the halfway mark of installing the nature playground at Sandy Beach. It's anticipated to be completed in the second half of 2022 with a new jetty, bike racks, drinking fountain, new toilets and native planting beds.

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

#### **Present**

##### Councillors

Cr Kathryn Hamilton, Mayor  
Cr Renee McLennan, Deputy Mayor  
Cr Hilary MacWilliam  
Cr Emily Wilding  
Cr Jennie Carter  
Cr Paul Poliwka  
Cr Tallan Ames

##### Officers

Ms Peta Mabbs, Chief Executive Officer  
Mr Luke Gibson, Director Community Planning  
Mr Paul White, Director Corporate Services  
Mr Phil Adams, Exec Manager Infrastructure  
Ms Nicole Davey, Exec Manager Sustainability & Environment  
Ms Elizabeth Kania, Manager Governance & Strategy  
Ms Alex Evans,  
Ms Donna Shaw,  
Mr Brice Campbell,  
Mrs Amy Holmes, Minute Secretary

##### Public

Nil

#### **Leave of Absence**

##### **Council Resolution – Item 3.0**

##### **OCM – 2/03/22**

MOVED Cr Wilding, Seconded Cr MacWilliam, that Cr McLennan be granted a leave of absence for 18-25 April 2022.

**CARRIED UNANIMOUSLY 7/0**

### **4.0 DECLARATIONS OF INTEREST**

Cr Hamilton declared a Proximity Interest for Item 12.3 as she lives adjacent to a right of way.

Cr McLennan declared an Impartiality Interest for Item 16.2 as she has nominated one of the nominees recommended to receive a community award.

Cr Ames declared an Impartiality Interest for Item 12.2 as he has a long term association with the Swan Districts Football Club, and an Impartiality Interest for Item 12.3 as he has relatives that reside adjacent to a right of way in Bassendean.

## **5.0 PRESENTATIONS OR DEPUTATIONS**

Mr George Christos addressed the Council on Item 12.3 - Draft Rights of Way Strategy.

## **6.0 STATEMENTS BY MEMBERS OF THE PUBLIC ON AGENDA ITEM**

*It should be noted that public statements are not recorded in the minutes.*

## **7.0 QUESTIONS FROM MEMBERS OF THE PUBLIC**

Mr Don Yates, 10 Thompson Road, Bassendean

*Based on Bureau of Metrology predictions for Perth, higher than average rainfall is predicted between now and the end of winter 2022. If the flooding level is say 0.5m deep, does the Town of Bassendean administration accept that the new Sandy Beach playground could be almost completely flooded if a flood depth of 0.5m event was to happen.*

The CEO responded that hypothetically if there is flooding of 0.5m, some parts of the playground may be impacted.

*While the flooding levels may not be as severe as Lismore in NSW, residents of Lismore may no longer be able to take out insurance policies to recover losses from flooding. With the Sandy Beach playground being in a "1 in 25 year flooding area", and major 7 'major' floods occurred in 1862, 1872, 1910, 1945, 1963, 1964 and 1983, does the Town of Bassendean administration believe that a 'major' flood will not happen in the next 25 years?*

The Executive Manager Sustainability and Environment advised that a 1 in 25 year flood event has an annual recurrence interval

(ARI) of 4% (i.e. a 4% chance of occurring in any year). The Town is not able to comment on whether the seasonal climate outlook issued by BOM will impact risk of flooding of Sandy Beach playground. The BOM outlook for April - June 2022 is for "below median rainfall" for south-west WA (not increased rainfall).

*Does the Town of Bassendean Administration believe that they hold insurance policies that would repair/replace the Sandy Beach playground if a 'major' flood incident was to happen.*

The Director Corporate Services responded that the Town's assets (playground, benches etc) will be listed on the Town's property asset register and will be covered by LGIS for the usual risks such as fire, storm, flood, vandalism etc.

Ms Nonie Jekabsons, 6 Barton Parade, Bassendean

*The Town has proposed to revert to the spraying of Glyphosate Based Herbicide on hard surfaces. If GBH is "safe", why is it not to be used near schools and day care centres.*

The Executive Manager Sustainability and Environment advised that there is no reason why Roundup Biactive can't be used adjacent to sensitive sites, if consideration is given to appropriate timing and notification. The use of steam in these areas is proposed as a compromise due to community concerns relating to use of glyphosate.

*Has the Town taken into consideration the expense / staff time required to maintain and enforce a "No Spray" register of residents who do not wish to have their verges sprayed, and to send timely notifications to affected residents prior to undertaking GBH weed treatment?*

The Executive Manager Sustainability and Environment commented that while there may initially be some time involved in establishing the "No-Spray" list, this can be managed with existing staff resources over the 3 month period prior to commencement of the proposed amended weed management approach in July 2022. An electronic online form will be created to enable residents/property owners to register (paper based copies will also be available). Should those on the 'No spray' list wish to receive notifications prior to each application, this can occur through standard email sent at a specified timeframe prior to the programmed dates.

*Has the Town considered revising verge mowing practises to reduce the spread of weed seeds, and the germination of weeds in bare patches of ground created by heavy mowing?*

The Executive Manager Infrastructure advised that the Town is proposing to review its mowing schedules.

Mr Bill Busby, Haig Street, Ashfield

*Will the Town Consider funding of training for volunteer community groups for Weed Control and these volunteers to work in co-operation with the Councils professional staff supervision.*

The Executive Manager Sustainability and Environment advised that the Town currently works with a range of volunteers and community/ Friends of Groups in natural areas, who contribute to a variety of tasks including weed control. Use of herbicides by volunteers is not permitted. The support provided by the Town includes funding, in-kind assistance and supervision/ guidance. A revised Bushcare Volunteer Manual is currently being created, and this will include provision for training. Unfortunately, volunteer work within road reserves is generally not possible, due to the traffic management considerations and safety risks. For more information or if you wish to be involved please contact the Town's Conservation Officer or search the list of existing groups at Listings for Community » Community Organisations » Town of Bassendean.

*Will the Town follow up on the EMRC having ownership of Weed Control Equipment to Hire or Loan . From some correspondence I note that there could be 50 or more good people to volunteer to assist the Town we all care for.*

The Executive Manager Sustainability and Environment advised that due to the nature of steam weeding, for the Town of Bassendean contracting out this service is a more efficient and effective option than hiring equipment.

**8.0 PETITIONS**

Nil

## **9.0 CONFIRMATION OF MINUTES**

### **9.1 Ordinary Council Meeting held on 22 February 2022**

#### **Council Resolution/Officer Recommendation – Item 9.1(a)** **OCM – 3/03/22**

MOVED Cr MacWilliam, Seconded Cr Wilding, that the minutes of the Ordinary Council Meeting held 22 February 2022, be received.

CARRIED UNANIMOUSLY 7/0

#### **Council Resolution/Officer Recommendation – Item 9.1(b)** **OCM – 4/03/22**

MOVED Cr MacWilliam, Seconded Cr McLennan, that the minutes of the Ordinary Council Meeting held on 22 February 2022, be confirmed as a true record.

CARRIED UNANIMOUSLY 7/0

## **10.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

Nil

## **11.0 EXTERNAL COMMITTEE REPORTS/UPDATES**

<b>Item No. 11.1</b>	<b>Receipt of External Committee and Organisation Minutes</b>
<b>Property Address (if applicable)</b>	Not applicable
<b>Landowner/Applicant (if applicable)</b>	Not applicable
<b>File Ref/ROC</b>	INFM/INTPROP/1
<b>Previous Council Reports (if applicable)</b>	Not applicable
<b>Directorate</b>	Chief Executive
<b>Authority/Discretion</b> <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.



<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act</i> , <i>Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
<b>Attachment No. 2</b>	A. WALGA East Metropolitan Zone Meeting Minutes – 17 February 2022 B. EMRC Abridged Minutes – 24 February 2022 C. EMRC Delegates Report – 24 February 2022 D. EMRC Special Meeting Unconfirmed Minutes – 3 March 2022

## Purpose

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

### **Council Resolution/Officer Recommendation – Item 11.1** **OCM – 5/03/22**

MOVED Cr McLennan, Seconded Cr Hamilton, that Council notes the attached documents from external Committee meetings held within the reporting period.

**CARRIED UNANIMOUSLY 7/0**

## **12.0 REPORTS**

### **12.1 Adoption of Recommendations En Bloc**

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

### **Council Resolution/Officer Recommendation – Item 12.1(a)** **OCM – 6/03/22**

MOVED Cr McLennan, Seconded Cr MacWilliam, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Meeting Agenda:

Item	Report
12.9	Australian Local Government Association Nation General Assembly Motion
12.10	Accounts Paid – February 2022
12.11	Monthly Financial Report – February 2022
12.12	Use of Common Seal

**CARRIED UNANIMOUSLY 7/0**

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

Item	Report
12.2	Bassendean Oval Business Case
12.3	Draft Rights of Way Strategy
12.4	Draft Local Planning Policy – Sustainable Development
12.5	Review of Streetscape Weed Management
12.6	Review of Council Policies - Environmental Sustainability and Adaption to Climate Change
12.7	Proposed Cats Amendment Local Law 2022
12.8	Audit and Governance Committee Meeting held on 9 March 2022
12.13	Calendar for April 2022
13.1	Notice of Motion – Cr Poliwka: Engagement with property development industry representative body to assess impacts when developing policy proposals impacting town centre
16.1	Baywaste Tip Passes
16.2	Community Awards

*Cr Hamilton moved a procedural motion to defer item 16.1.*

**Council Resolution/Officer Recommendation – Item 12.1(b)**  
**OCM – 7/03/22**

MOVED Cr Hamilton, Seconded Cr McLennan, that Item 16.1 be deferred.

**CARRIED UNANIMOUSLY 7/0**

<b>Item No. 12.2</b>	<b>Bassendean Oval Business Case</b>
<b>Property Address</b>	1 West Road, Bassendean
<b>Landowner/Applicant</b>	Crown land vested with Town of Bassendean
<b>Ref</b>	COMDEV/PLANNING/4 and ROC19/69544
<b>Directorate</b>	Community Planning
<b>Decision Type</b>	Executive
<b>Authority/Discretion</b>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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<b>Attachment</b>	Nil.

## **Purpose**

The purpose of this report was for Council to consider the Bassendean Oval Business Case project in light of the development of a Town Centre Masterplan.

## **Officer Recommendation – Item 12.2**

That Council:

1. Ceases its involvement with the Bassendean Oval Business Case project (as currently scoped) and notes that unspent funds will be returned to the original sources on a proportionate basis.
2. Acknowledges that, whilst it has resolved to cease its involvement with the Bassendean Oval Business Case, the Town will, where possible, continue liaison and discussion with the Swan Districts Football Club regarding matters affecting Bassendean Oval, including (but not limited to) the future redevelopment of the reserve site.

*Cr Ames moved the Officer Recommendation with an amendment to Point 1 and an additional Point 3 as shown in bold.*

## **Council Resolution/Officer Recommendation – Item 12.2** **OCM – 8/03/22**

MOVED Cr Ames, Seconded Cr Poliwka, that Council:

1. **Ceases its involvement with the Bassendean Oval Business Case project (as currently scoped);**
2. Acknowledges that, whilst it has resolved to cease its involvement with the Bassendean Oval Business Case, the Town will, where possible, continue liaison and discussion with the Swan Districts Football Club regarding matters affecting Bassendean Oval, including (but not limited to) the future redevelopment of the reserve site; and
3. **Requests that the CEO approaches funding contributors in order to seek to redirect funds (unspent from the Business Case) to Swan Districts Football Club to support their future endeavours in the planning of a new football facility.**

CARRIED UNANIMOUSLY 7/0

*Reason: Important and valuable information (2+ years) has been developed in the previous business case, and it's important that this information is used, where appropriate, moving forward and not shelved & forgotten about. Funding that is currently on hand for the Bassendean Oval Business case can be used for the continued efforts between The Town & SDFC to reduce further costs in the development of a new business case that is in line with the Town Centre Master Plan.*

<b>Item No. 12.3</b>	<b>Draft Rights of Way Strategy</b>
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>Ref</b>	ROAD/STMNGT/4
<b>Directorate</b>	Community Planning
<b>Authority/Discretion</b>	<input type="checkbox"/> <input checked="" type="checkbox"/>
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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<input type="checkbox"/> Information	For the Council/Committee to note.
<b>Attachment No. 3</b>	A. Draft ROW Strategy (as amended after advertising) B. ROW Map C. Schedule of Submissions D. Council Policy 1.6 – Maintenance of Rights of Way Policy E. Council Policy 1.20 – Rights of Way Closure

*Cr Hamilton declared a Proximity Interest and left the meeting at 6.50pm, Cr McLennan took the Chair.*

## Purpose

The purpose of this report was for Council to consider the draft Rights of Way (ROW) Strategy for final adoption, and revoking Council Policies 1.6 – Maintenance of Rights of Way Policy and 1.20 – Right-of-Way Closure.

## Officer Recommendation – Item 12.3

That Council:

1. Adopts the draft amended Rights of Way Strategy as contained in Attachment A;
2. Waives the administrative fee associated with ROW closure requests where closure is recommended within the adopted ROW Strategy; and
3. Revokes Council Policies 1.6 – Maintenance of Rights of Way and 1.20 – Right-of-Way Closure.

*Cr McLennan moved the Officer Recommendation with amendments as shown in bold.*

**Council Resolution/Officer Recommendation – Item 12.3**  
**OCM – 9/03/22**

MOVED Cr McLennan, Seconded Cr Poliwka, that Council:

1. Adopts the draft amended Rights of Way Strategy as contained in Attachment A **with the following changes:**
  - a) **Amend the recommendation for RoW 5 (page 17) to replace “Future Closure” with “Closure”;**
  - b) Amend the RoW Assessment for RoW 5 (Attachment A) to replace:

*“There is currently one property using ROW 5 for rear caravan access. The Strategy recommends that the formal closure of ROW 5 be delayed until this property redevelops.”*

**with**

*“There is currently one property using ROW 5 for rear caravan access. The Strategy recommends that ROW 5 be closed, acknowledging that the closure may occur in two stages, depending on the redevelopment of Lot 778”;*
  - c) **The rights of way designated as RoW1 and RoW4 are to be retained until the Town has investigated the appropriate density to be applied to the transit corridors that run parallel to RoW1 and RoW4;**
2. Waives the administrative fee associated with ROW closure requests where closure is recommended within the adopted ROW Strategy; and
3. Revokes Council Policies 1.6 – Maintenance of Rights of Way and 1.20 – Right-of-Way Closure.

**CARRIED BY AN ABSOLUTE MAJORITY 7/0**

*Reason: The Town has received a petition from the residents/owners of properties adjoining ROW#5 requesting that the ROW be recommended for closure. There is no strategic reason for this request not to be supported.*

*The retention of the named laneways (i.e. ROW 1 and 4) is to provide flexibility in the planning treatment that may be applied in respect of the properties adjacent to the laneways in the event an investigation into the appropriate density on, and in the vicinity of, transit corridors yields significantly higher density. Such planning treatment could include mandating vehicular access to be limited to a redeveloped laneway to preserve the streetscape.*

*Planning changes should not defeat legitimate expectations of residents or unduly change the town planning landscape. It being known there are aspirations in respect of the corner lot that can be accommodated without interference with any other resident or orderly planning, this should occur.*

*Cr Hamilton returned to the meeting at 7.05pm and resumed as Chair.*

<b>Item No. 12.4</b>	<b>Draft Local Planning Policy – Sustainable Development</b>
<b>Property Address (if applicable)</b>	N/A
<b>Landowner/Applicant (if applicable)</b>	N/A
<b>Ref</b>	LUAP/POLICY/8 LUAP/POLICY/9
<b>Directorate</b>	Community Planning
<b>Authority/Discretion</b>	<input type="checkbox"/> <input checked="" type="checkbox"/>
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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<input type="checkbox"/> Information	For the Council/Committee to note.
<b>Attachment No. 4</b>	A. Draft Local Planning Policy – Sustainable Design B. Local Planning Policy No. 2 – Energy Efficient Design C. Local Planning Policy No. 3 – Water Sensitive Design Policy D. Sustainable Development Information Sheet

## Purpose

The purpose of this report was for Council to consider a new draft Local Planning Policy – Sustainable Development, for the purposes of advertising. The draft Policy is intended to replace existing Local Planning Polices 2 and 3.

## Officer Recommendation – Item 12.4

That Council pursuant to Clause 4(1) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, advertises the draft Local Planning Policy – Sustainable Development, as contained as an attachment to this report.

*Cr McLennan moved the Officer Recommendation with amendments as shown in bold.*

**Council Resolution/Officer Recommendation – Item 12.4**  
**OCM – 10/03/22**

MOVED Cr McLennan, Seconded Cr Wilding, that Council pursuant to Clause 4(1) of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, advertises the draft Local Planning Policy – Sustainable Development, as contained as an attachment to this report **with the following amendments incorporated:**

1. **Application: applies to all residential development** for single houses, grouped dwellings and multiple dwellings (up to and including R35 only);
2. **New dwellings with single residential density code must comply with requirements 6.1.1 c, d & e and 6.1.2. Requirements for split residential density code seeking approval at the middle or higher residential coding remain as drafted;**
3. **Incorporates the following changes:**
  - (i) **6.1.2 Roof colour** – Flat roof structures that are not visible from the street or adjacent properties – 0.4. Pitched roof structures or roof structures that are visible from the street or adjacent properties – 0.5 unless otherwise required by Local Planning Policy – Heritage and Character, a Conservation Management Plan and/or a Heritage Assessment; and  
**CARRIED UNANIMOUSLY 7/0**

Note: 6.1.1 clause c = solar panels; clause d = rainwater tank; e= provision for electric charger; clause 6.1.2 = roof colour

*Reason: The world is facing a climate crisis. The 2022 IPCC (Intergovernmental Panel on Climate Change) Report states: It is unequivocal that climate change has already disrupted human and natural systems. Past and current development trends (past emissions, development and climate change) have not advanced global climate resilient development (very high confidence). Societal choices and actions implemented in the next decade determine the extent to which medium and long-term pathways will deliver higher or lower climate resilient development (high confidence).” At COP26 (November 2021), the world recognised the need for rapid action if the possibility of limiting global temperature rise to 1.5 degrees and avoidance of predicted catastrophic effects of climate change is to be achieved. This requires action at all levels including local government and community where there is the opportunity to reduce the impact of development on emissions and urban heating and contribute to a more sustainable future. The amended policy supports to the Town’s commitment to leadership in the area of sustainability as reflected in our vision: “A community and local government that take environmentally sustainable actions for our Town, State, country and planet... that makes brave decisions and enables positive change... resilient, adaptable to change and moving towards self-sufficiency”.*

<b>Item No. 12.5</b>	<b>Review of Streetscape Weed Management</b>
<b>Property Address (if applicable)</b>	N/A
<b>Landowner/Applicant (if applicable)</b>	N/A
<b>Ref</b>	ENVM/MAINT/1
<b>Directorate</b>	Environment and Sustainability
<b>Authority/Discretion</b>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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<input type="checkbox"/> Information	For the Council/Committee to note.
<b>Attachment No. 5</b>	A. Steam Weeding Monitoring Report B. Amended Streetscape Weed Management Strategy

## Purpose

The purpose of this report was for Council to consider rescinding a previous resolution to suspend the use of glyphosate on hard surfaces in the urban environment, to enable a revised streetscape weed management approach (Attachment B) to commence in 2022/23.

## Officer Recommendation – Item 12.5

That Council:

1. Rescinds Council resolution OCM 12/04/16, Part 3 which reads:

*“Suspends the use of glyphosate on hard surfaces in the urban environment”;*

2. Rescinds Council resolution OCM 8/05/17, Part 1 which reads:

*“Upholds the suspension of the use of glyphosate on hard surfaces in the urban environment as per the Council resolution OCM-12/4/16”;* and



3. Notes that steam weeding of hard surfaces within streetscapes will continue until 30 June 2022, following which a new integrated weed management approach will commence as summarised in Attachment B.

*Cr Hamilton moved the Officer Recommendation with amendments as shown in bold.*

**Council Resolution/Officer Recommendation – Item 12.5**  
**OCM – 11/03/22**

MOVED Cr Hamilton, Seconded Cr Poliwka, that Council:

1. Rescinds Council resolution OCM 12/04/16, Part 3 which reads:

*“Suspends the use of glyphosate on hard surfaces in the urban environment”;*

2. Rescinds Council resolution OCM 8/05/17, Part 1 which reads:

*“Upholds the suspension of the use of glyphosate on hard surfaces in the urban environment as per the Council resolution OCM-12/4/16”;* and

3. Notes that steam weeding of hard surfaces within streetscapes will continue until 30 June 2022; following which a new integrated weed management approach will commence as summarised in Attachment B **with the following amendments:**

- **That provision be made to continue steam weeding for all Tier 3 hard surfaces (local access roads) until June 2023 with some spot spraying of herbicides or alternative treatments permitted where there is demonstrated instances of weeds causing damage to infrastructure;**
  - **Requests the CEO enter into discussions for MRWA to take back maintenance of the Guildford Road Medians;**
  - **Trials new or alternative methods of weed control with the aim to phase out use of glyphosate on hard surfaces within the road reserves over the next four years;**
- 4 **Requests the CEO provide Councillors with an assessment of the overall Streetscape Weed Management each year;**
  - 5 **Requests a review of the Town’s mowing programs and equipment with an aim to reduce the weed seed bank throughout the district; and**
  - 6 **Requests allocation of \$10,000 for consideration in the 2022/23 budget for the co-funding of WaterWise Grants for Verge Transformation projects in the lead up to winter planting periods during the 2022/23 financial year.**

CARRIED BY AN ABSOLUTE MAJORITY 4/3

*Crs Hamilton, MacWilliam, Poliwka & Ames voted in favour of the motion. Crs McLennan, Wilding & Carter voted against the motion.*

*Reason: To provide the best integrated weed management practices as the Town of Bassendean trials new emerging processes and technologies for weed control.*

<b>Item No. 12.6</b>	<b>Review of Council Policies - Environmental Sustainability and Adaption to Climate Change</b>
<b>Property Address (if applicable)</b>	N/A
<b>Landowner/Applicant (if applicable)</b>	N/A
<b>Ref</b>	GOVR/POLCY/1
<b>Directorate</b>	Environment and Sustainability
<b>Authority/Discretion</b>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes & policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
<input type="checkbox"/> Information	For the Council/Committee to note.
<b>Attachment No. 6</b>	Attachment A 2.1 Sustainable Bassendean Policy 2.2 Treatment of Weeds and Noxious Plants Policy 2.3 Natural Areas Management Policy 2.4 Local Biodiversity Policy 2.6 Foreshore Restoration Policy 2.8 Energy Use 2.9 Water Sensitive Urban Design and Water Conservation 2.10 Nutrient and Irrigation Management 2.11 Wetlands B. Policy review recommendations C. Natural Environment, Sustainability and Climate Action Statement

## Purpose

The purpose of this report was for Council to consider revocation of the following Council Policies:

- 2.1 Sustainable Bassendean Policy;
- 2.2 Treatment of Weeds and Noxious Plants Policy;
- 2.3 Natural Areas Management Policy;

- 2.4 Local Biodiversity Policy;
- 2.6 Foreshore Restoration Policy;
- 2.8 Energy Use; and
- 2.10 Nutrient and Irrigation Management.

**Council Resolution/Officer Recommendation – Item 12.6**  
**OCM – 12/03/22**

MOVED Cr McLennan, Seconded Cr Hamilton, that Council:

1. Pursuant to the Local Government Act 1995, revokes the following Council Policies:
  - 2.1 Sustainable Bassendean Policy;
  - 2.2 Treatment of Weeds and Noxious Plants Policy;
  - 2.3 Natural Areas Management Policy;
  - 2.4 Local Biodiversity Policy;
  - 2.6 Foreshore Restoration Policy;
  - 2.8 Energy Use;
  - 2.10 Nutrient and Irrigation Management; and
  
2. Notes that the following policies will be reconsidered upon development of the Waterwise Bassendean Strategy in 2022/23:
  - 2.9 Water Sensitive Urban Design and Water Conservation; and
  - 2.11 Wetlands.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

<b>Item No. 12.7</b>	<b>Proposed Cats Amendment Local Law 2022</b>
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>Ref</b>	LAWE/LOCLWS/2
<b>Directorate</b>	Community Planning
<b>Authority/Discretion</b>	<input type="checkbox"/> <input checked="" type="checkbox"/>
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes & policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building permits, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
<input type="checkbox"/> Information	For the Council/Committee to note.
<b>Attachment No. 7</b>	Draft Cats Amendment Local Law 2022

## Purpose

The purpose of this report was for Council to consider making the *Cats Amendment Local Law 2022*.

## **Council Resolution/Officer Recommendation – Item 12.7**

### **OCM – 13/03/22**

MOVED Cr Hamilton, Seconded Cr Poliwka, that Council, in accordance with Section 3.12(4) of the *Local Government Act 1995*, makes the Town of Bassendean *Cats Amendment Local Law 2022*, as attached, and authorises the Common Seal to be attached.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

<b>Item No. 12.8</b>	<b>Audit and Governance Committee Meeting held on 9 March 2022</b>
<b>Property Address (if applicable)</b>	
<b>Landowner/Applicant (if applicable)</b>	
<b>File Ref/ROC</b>	GOVN/CCLMEET/18
<b>Previous Council Reports (if applicable)</b>	
<b>Directorate</b>	Corporate Services
<b>Authority/Discretion</b> <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
<b>Attachment No. 8</b>	<ul style="list-style-type: none"> <li>A. Minutes of the Audit and Governance Committee meeting held on 9 March 2022</li> <li>B. OAG Independent Auditor's Report 2020/2021</li> <li>C. Draft Report to the Minister for Local Government – Ratios</li> <li>D. Town of Bassendean Compliance Audit Return 2021 (updated 17 March 2022)</li> <li>E. Draft Amended Purchasing Policy</li> <li>F. Current Risk Management Policy</li> <li>G. Draft Risk Management Policy</li> </ul>

<b>Confidential Attachment No. 1</b>	H. Draft Fraud and Corruption Policy A. Draft Risk Management Framework B. Risk Profile and Reporting Tool C. Draft Fraud and Corruption Control Plan D. Audit Risk Register
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## Purpose

The purpose of this report was for Council to receive the report on the meeting of the Audit and Governance Committee held on 9 March 2022.

## **Council Resolution/Officer Recommendation – Item 12.8**

### **OCM – 14/03/22**

MOVED Cr Poliwka, Seconded Cr McLennan, that Council:

1. Receives the report on the Audit and Governance Committee meeting held on 9 March 2022;
2. Receives the draft Report to the Minister for Local Government attached to this report and provides the report to the Minister for Local Government;
3. Notes that a copy of the Report to the Minister for Local Government will be made available on the Town's website, within 14 days as prescribed;
4. Considers increasing asset renewal expenditure in relation to assets which have been earmarked for long term retention by the Town through its Asset Management Strategy;
5. Adopts the Local Government 2021 Compliance Audit Return for the Town of Bassendean for the period 1 January 2021 to 31 December 2021, attached to this report;
6. Adopts the draft Amended Purchasing Policy, attached to this report;
7. Revokes the current Risk Management Policy, attached to this report;
8. Adopts the draft Risk Management Policy, attached to this report;
9. Adopts the draft Risk Management Framework (confidential), attached to this report;
10. Notes the Risk Profile and Reporting Tool (confidential), attached to this report;
11. Adopts the draft Fraud and Corruption Policy, attached to this report;
12. Endorses the draft Fraud and Corruption Control Plan (confidential), attached to this report; and

13. Receives the Audit Risk Register (confidential) attached to this report and notes the action taken or proposed to address the identified risks.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

<b>Item No. 12.9</b>	<b>Australian Local Government Association Nation General Assembly Motion</b>
<b>Directorate</b>	Environment and Sustainability
<b>Property Address (if applicable)</b>	N/A
<b>Landowner/Applicant (if applicable)</b>	N/A
<b>File Ref</b>	WSTMNGT/SVPROVN/3
<b>Authority/Discretion</b> <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licenses (e.g. under <i>Health Act</i> , <i>Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
<b>Attachment No. 9</b>	Draft ALGA NGA Motion

### Purpose

For Council to consider endorsing a Motion for the Australian Local Government Association's (ALGA) National General Assembly (NGA) relating to the packaging coregulatory product stewardship scheme.

### Council Resolution/Officer Recommendation – Item 12.9

#### OCM – 15/03/22

MOVED Cr McLennan, Seconded Cr MacWilliam, that Council endorses the attached Motion to be submitted for Australian Local Government Association's 2022 National General Assembly.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-6/03/22 7/0

<b>Item No. 12.10</b>	<b>Accounts Paid – February 2022</b>
<b>File Ref/ROC</b>	FINM/CREDTS/4
<b>Directorate</b>	Corporate Services
<b>Authority/Discretion</b> <input checked="" type="checkbox"/> <input type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
<b>Attachment No. 10</b>	List of Payments - February 2022

### Purpose

The purpose of this report was for Council to receive the list of payments for February 2022.

### **Council Resolution/Officer Recommendation – Item 12.10**

#### **OCM – 16/03/22**

MOVED Cr McLennan, Seconded Cr MacWilliam, that Council receive the list of payments for February 2022.

**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-6/03/22 7/0**

<b>Item No. 12.11</b>	<b>Monthly Financial Report – February 2022</b>
<b>File Ref/ROC</b>	FINM/AUD/1
<b>Directorate</b>	Corporate Services
<b>Authority/Discretion</b> <input checked="" type="checkbox"/> <input type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.

<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits/licenses (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that October be appealable to the State Administrative Tribunal.
<b>Attachment No. 11</b>	Monthly Financial Report

### Purpose

The purpose of this report was for Council to receive the Monthly Financial Report for February 2022 which incorporates the Statement of Financial Activity as legislatively required.

### **Council Resolution/Officer Recommendation – Item 12.11** **OCM – 17/03/22**

MOVED Cr McLennan, Seconded Cr MacWilliam, that Council:

1. Notes the Explanation of Material Variances in the Statement of Financial Activity; and
2. Receives the Monthly Financial Report for the period ending 28 February 2022, which incorporates the Statement of Financial Activity for the period to February 2022.

**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-6/03/22 7/0**

<b>Item No. 12.12</b>	<b>Use of Common Seal</b>
<b>Property Address (if applicable)</b>	Not applicable
<b>Landowner/Applicant (if applicable)</b>	Not applicable
<b>File Ref/ROC</b>	INFM/INTPROP/1
<b>Previous Council Reports (if applicable)</b>	Not applicable
<b>Directorate</b>	Chief Executive
<b>Authority/Discretion</b> <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.



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

### Purpose

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

### **Council Resolution/Officer Recommendation – Item 12.12** **OCM – 18/03/22**

MOVED Cr McLennan, Seconded Cr MacWilliam, that Council notes the affixing of the Common Seal during the reporting period.

**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-6/03/22 7/0**

<b>Item No. 12.13</b>	<b>Calendar for April 2022</b>
<b>Property Address (if applicable)</b>	Not applicable
<b>Landowner/Applicant (if applicable)</b>	Not applicable
<b>File Ref/ROC</b>	INFM/INTPROP/1
<b>Previous Council Reports (if applicable)</b>	
<b>Directorate</b>	Chief Executive
<b>Authority/Discretion</b> <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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<b>Attachment</b>	Nil

## **Purpose**

The purpose of this report was for Council to consider the calendar for April 2022.

### **Council Resolution/Officer Recommendation – Item 12.13** **OCM – 19/03/22**

MOVED Cr MacWilliam, Seconded Cr Wilding, that Council adopt the calendar for April 2022.

CARRIED UNANIMOUSLY 7/0

## **13.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

### **13.1 Notice of Motion – Cr Poliwka: Engagement with property development industry representative body to assess impacts on new or amended planning controls**

#### **Council Resolution/Officer Recommendation – Item 12.13** **OCM – 20/03/22**

MOVED Cr Poliwka, Seconded Cr McLennan, that Council:

1. Acknowledges the importance of maintaining a town planning environment conducive to encouraging expedited development within the Town so that the Town Centre Masterplan (and development in the Town as a whole) may be substantially realised in the near term.
2. Requests that, prior to presenting any report to Council to consider new or amended planning controls, the CEO seeks input from a peak membership organisation representing the property development industry in Western Australia.

CARRIED UNANIMOUSLY 7/0

## **14.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING**

Nil

## **15.0 URGENT BUSINESS**

Nil

## **16.0 CONFIDENTIAL BUSINESS**

### **Council Resolution – Item 16.0(a)**

#### **OCM – 21/03/22**

MOVED Cr Wilding, Seconded Cr McLennan, that the meeting go behind closed doors in accordance with Section 5.23 of the Local Government Act 1995, the time being 8.11pm.

**CARRIED UNANIMOUSLY 7/0**

<b>Item No. 16.1</b>	<b>Baywaste Tip Passes</b>
<b>Directorate</b>	Environment and Sustainability
<b>Property Address (if applicable)</b>	N/A
<b>Landowner/Applicant (if applicable)</b>	N/A
<b>File Ref</b>	WSTMNGT/SVPROVN/3
<b>Authority/Discretion</b> <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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<b>Attachment</b>	Nil

*This item was deferred.*

<b>Item No. 16.2</b>	<b>Community Awards</b>
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>Ref</b>	COMR/AWADP/2
<b>Directorate</b>	Community Planning
<b>Authority/Discretion</b>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.

<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act</i> , <i>Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
<b>Attachment No. 12</b>	Council Policy 5.2 – Community Awards
<b>Confidential Att 2</b>	Community Award Nominations

## Purpose

The purpose of this report was for Council to determine the recipients of the 2022 Town of Bassendean Community Awards.

*This matter was considered with members of the public excluded from the Chamber under Clause 5.23 (2) (b) of the Local Government Act 1995, as the officer report discusses information of a personal nature.*

### **Council Resolution/Officer Recommendation – Item 16.2**

#### **OCM – 22/03/22**

MOVED Cr McLennan, Seconded Cr Wilding, that Council:

1. Notes the nominations of the recommended award recipients;
2. Issues awards to those names shown in the Confidential Minutes attached to the Ordinary Council Minutes of 22 March 2022; and
3. Embargoes the details of the recipients until further notice.

**CARRIED UNANIMOUSLY 7/0**

### **Council Resolution – Item 16.0(b)**

#### **OCM – 23/03/22**

MOVED Cr Ames, Seconded Cr Wilding, that the meeting come from behind closed doors, the time being 8.16pm.

**CARRIED UNANIMOUSLY 7/**

## **17.0 CLOSURE**

The next Briefing Session will be held on Tuesday 19 April 2022, commencing at 6pm, by electronic means. The next Ordinary Council Meeting will be held on Tuesday 26 April 2022, commencing at 6pm, by electronic means.

There being no further business, the Presiding Member declared the meeting closed, the time being 8.17pm.

# **ATTACHMENT NO. 2**

# **UNCONFIRMED MINUTES**

D2022/05421

**Ordinary Meeting of Council**

24 March 2022



## Ordinary Meeting of Council 24 March 2022

An ordinary Meeting of Council was held at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, Ascot WA 6104 on **Thursday 24 March 2022**. The meeting commenced at **6:02pm**.

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## 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 6:02pm.

### 1.1 ACKNOWLEDGEMENT OF COUNTRY

The Chairman acknowledged the traditional custodians of the land on which the meeting is held and paid respects to elders past, present and future.

## 2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

### Councillor Attendance Members

Cr Mel Congerton	Chairman	City of Swan
Cr Dylan O'Connor	Deputy Chairman	City of Kalamunda
Cr Kathryn Hamilton	EMRC Member	Town of Bassendean
Cr Steven Ostaszewskyj	EMRC Member	City of Bayswater
Cr Michelle Sutherland	EMRC Member	City of Bayswater
Cr Margaret Thomas	EMRC Member	City of Kalamunda
Cr John Daw	EMRC Member	Shire of Mundaring
Cr Doug Jeans ( <i>via Teams meeting</i> )	EMRC Member	Shire of Mundaring
Cr Charlie Zannino	EMRC Member	City of Swan

### Apologies

Cr Hilary MacWilliam	EMRC Member	Town of Bassendean
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### EMRC Officers

Mr Marcus Geisler	Chief Executive Officer
Mr Hua Jer Liew	Chief Financial Officer
Mr Brad Lacey	Chief Operating Officer
Mr Douglas Bruce	Chief Project Officer
Mrs Wendy Harris	Chief Sustainability Officer
Mrs Lee Loughnan	Personal Assistant to Chief Financial Officer (Minutes)

### EMRC Observers

Mr David Ameduri	Manager Financial Services
Ms Izabella Krzysko	Manager Procurement & Governance
Mr Stephen Fitzpatrick	Waste and Resources Recovery Specialist
Mr Chris Snook	Information Services Support Officer
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer



**Observer(s)**

Cr Giorgia Johnson	EMRC Deputy Member	City of Bayswater
Cr Andrew Kiely	EMRC Deputy Member	City of Swan

**Visitor(s)**

Mr Greg Mohen ( <i>departed 6:46pm</i> )	Consultant	Law Central Legal
Mr Jerome Mohen ( <i>via Teams meeting</i> <i>(departed 6:46pm)</i> )	Partner, Restructuring & Recovery	RSM Australia Pty Ltd

**3 DISCLOSURE OF INTERESTS**

Nil

**4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

**5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**6 PUBLIC QUESTION TIME**

Nil

**7 APPLICATIONS FOR LEAVE OF ABSENCE**

7.1 CR STEVEN OSTASZEWSKYJ – LEAVE OF ABSENCE

**COUNCIL RESOLUTION**

MOVED CR ZANNINO                      SECONDED CR SUTHERLAND

THAT COUNCIL APPROVE THE APPLICATIONS FOR LEAVE OF ABSENCE FOR CR STEVEN OSTASZEWSKYJ FROM 9 APRIL 2022 TO 3 MAY 2022 INCLUSIVE.

**CARRIED UNANIMOUSLY**

**8 PETITIONS, DEPUTATIONS AND PRESENTATIONS**

Nil

**9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 24 FEBRUARY 2022**

That the minutes of the Ordinary Meeting of Council held on 24 February 2022 which have been distributed, be confirmed.

**COUNCIL RESOLUTION**

MOVED CR THOMAS                      SECONDED CR ZANNINO

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 24 FEBRUARY 2022 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

**MOTION CARRIED 8/1**

**For:              Crs Congerton, O'Connor, Hamilton,  
Sutherland, Thomas, Daw, Jeans, Zannino**  
**Against:       Cr Ostaszewskyj**

Cr Ostaszewskyj advised that he was not present at the meeting to vote for confirming the minutes of the meeting.

The CFO advised it is not essential that the vote for confirming the minutes can only be made by members who were present at the meeting concerned. Meeting participants are not considered, nor expected, to take individual responsibility for the content of minutes when voting to confirm them. A member who votes to accept or confirm minutes is simply expressing confidence that those who were present at a meeting and prepared the minutes have provided an appropriate record.

**9.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 3 MARCH 2022**

That the minutes of the Special Meeting of Council held on 3 March 2022 which have been distributed, be confirmed.

**COUNCIL RESOLUTION**

MOVED CR HAMILTON                      SECONDED CR OSTASZEWSKYJ

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 3 MARCH 2022 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

**CARRIED UNANIMOUSLY**

**10 QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**11 QUESTIONS BY MEMBERS WITHOUT NOTICE**

Cr Daw spoke about the integrity of Australian Carbon Credit Units (ACCUs) and commented that the intention for greenhouse gas abatement activities is not being achieved by the way it is being run at the moment. Cr Daw enquired if there is a risk to the EMRC with the proposed projects.

The CEO responded that the EMRC will receive the benefits of ACCUs under this initiative.

Cr Ostaszewskj requested for the most up to date information on the City of Bayswater's equity shareholding in the EMRC.

The CFO advised that that he will distribute the latest equity shareholding based on the February 2022 unaudited financial reports to all Councillors for their information following the meeting.

## **12 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS MAY BE CLOSED TO THE PUBLIC**

NOTE: Section 5.23(2) of the *Local Government Act 1995*, details a number of matters upon which Council may discuss and make decisions without members of the public being present. These matters include: matters affecting employees; personal affairs of any person; contractual matters; legal advice; commercial-in-confidence matters; security matters; among others.

The following report items are covered in Section 19 of this agenda.

- HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE
- PROGRESS REPORT ON EMRC REQUEST FOR TENDER 2021-002, PERMANENT FOGO PROCESSING FACILITY
- APCr UPDATE

As our advisors Mr Greg Mohen, Consultant, from Law Central Legal and Mr Jerome Mohen, Partner, from RSM were both in attendance to advise Council under confidential Item 19.1 - Hazelmere Wood Waste to Energy Plant Update, the Chairman changed the order of proceedings to discuss the confidential items under Item 19 at this point of the meeting.

Following the completion of the confidential items under Item 19, the meeting resumed from Item 13 - Business Not Dealt With From A Previous Meeting.

## **13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING**

Nil

**14 REPORTS OF EMPLOYEES**

- 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF FEBRUARY 2022 (D2022/03005)
- 14.2 FINANCIAL REPORT FOR PERIOD ENDED 28 FEBRUARY 2022 (D2022/03288)
- 14.3 REVIEW OF COUNCIL POLICIES (D2022/04270)
- 14.4 CHIEF EXECUTIVE OFFICER ATTENDANCE AT WASTE 2022 CONFERENCE (D2022/04639)
- 14.5 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2022/04302)

**QUESTIONS**

The Chairman invited questions from members on the reports of employees.

Cr Ostaszewskyj withdrew Item 14.3 to amend Council Policy 1.5 – Meeting Agenda/Minutes – Confidential Items.

**RECOMMENDATION(S)**

That with the exception of item 14.3, which is to be withdrawn and dealt with separately, Council adopts the recommendations in the Reports of Employees (Section 14).

**COUNCIL RESOLUTION(S)**

MOVED CR ZANNINO                      SECONDED CR THOMAS

THAT WITH THE EXCEPTION OF ITEM 14.3, WHICH IS TO BE WITHDRAWN AND DEALT WITH SEPARATELY, COUNCIL ADOPTS THE RECOMMENDATIONS IN THE REPORTS OF EMPLOYEES (SECTION 14).

**CARRIED UNANIMOUSLY**

## **14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF FEBRUARY 2022**

**D2022/03005**

### **PURPOSE OF REPORT**

The purpose of this report is to present to Council a list of accounts paid under the Chief Executive Officer's delegated authority during the month of February 2022 for noting.

### **KEY POINT(S)**

- As per the requirements of regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, the list of accounts paid during the month of February 2022 is provided for noting.

### **RECOMMENDATION(S)**

That Council notes the CEO's list of accounts for February 2022 paid under delegated power in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, forming the attachment to this report totalling \$5,160,177.90.

### **SOURCE OF REPORT**

Chief Financial Officer

### **BACKGROUND**

Council has delegated to the Chief Executive Officer (CEO) the exercise of its power to make payments from the Municipal Fund and Trust Fund. In accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the CEO is to be provided to Council, where such delegation is made.

## REPORT

- 1 The table below summarises the payments drawn on the funds during the month of February 2022. A list detailing the payments made is appended as an attachment to this report.

<b>Municipal Fund</b>	EFT Payments	EFT48791 – EFT49031	
	Cheque Payments	220643 - 220647	
	Payroll EFT	PAY 2022-16, PAY 2022-17 & PAY 2022-17.1	
	Direct Debits		
	➤ Superannuation	DD23511.1 – DD23511.22	
	➤ Bank Charges	1*FEBN22	
	➤ Other	2087 - 2100	\$5,160,177.90
	Less Cancelled EFT's & Cheques		Nil
<b>Trust Fund</b>	EFT Payments		Nil
<b>Total</b>			<b>\$5,160,177.90</b>

Summary of Expenditure for the Month of February 2022		
Payroll	\$	515,696.23
Term Deposit Investments	\$	2,000,000.00
Capital Expenditure	\$	1,418,729.51
Operating Expenditure		
➤ Landfill Levy *	\$	0.00
➤ Other	\$	1,225,752.16
<b>Total</b>	<b>\$</b>	<b>5,160,177.90</b>

\* Note: The Landfill Levy is paid quarterly in July, October, January and April

### STRATEGIC/POLICY IMPLICATIONS

- 2 Key Result Area 3 – Good Governance
- 3.3 To provide responsible and accountable governance and management of the EMRC
- 3.4 To continue to improve financial and asset management practices

### FINANCIAL IMPLICATIONS

- 3 As detailed within the report.

### SUSTAINABILITY IMPLICATIONS

- 4 Nil

## RISK MANAGEMENT

### Risk – Adverse credit rating if creditor accounts are not paid when due

Consequence	Likelihood	Rating
Possible	Insignificant	Low
Action/Strategy		
➤ Ensure timely payment of creditor accounts when they fall due.		

### MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Nil
City of Bayswater	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

### ATTACHMENT(S)

CEO's Delegated Payments List for the month of February 2022 (D2022/04317)

### VOTING REQUIREMENT

Simple Majority

### RECOMMENDATION(S)

That Council notes the CEO's list of accounts for February 2022 paid under delegated power in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, forming the attachment to this report totalling \$5,160,177.90.

### COUNCIL RESOLUTION(S)

MOVED CR ZANNINO

SECONDED CR THOMAS

THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR FEBRUARY 2022 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE *LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*, FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$5,160,177.90.

**CARRIED UNANIMOUSLY**





## Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF FEBRUARY 2022

Cheque / EFT No	Date	Payee		Amount
EFT48791	01/02/2022	AFGRI EQUIPMENT AUSTRALIA PTY LTD	PLANT REPAIR	371.80
EFT48792	01/02/2022	AIR FILTER DRY CLEAN SYSTEMS WA	CLEAN & SERVICES FILTERS	724.24
EFT48793	01/02/2022	ALLIGHTSYKES PTY LTD	QUARTERLY SERVICE - GENERATOR AT RED HILL ADMINISTRATION OI	514.80
EFT48794	01/02/2022	ALLPEST - ROL-WA PTY LTD T/AS	PEST CONTROLS	2,523.00
EFT48795	01/02/2022	ALLWEST PLANT HIRE	PLANT HIRE	5,197.50
EFT48796	01/02/2022	APOLLO FABRICATIONS	HOOK-LIFT BIN PURCHASE	19,910.00
EFT48797	01/02/2022	AUSCO MODULAR PTY LTD	PLANT HIRE - HAZELMERE	2,854.06
EFT48798	01/02/2022	AUSTRALIA POST - ASCOT PLACE	POSTAL CHARGES	116.72
EFT48799	01/02/2022	AUSTRALIAN HVAC SERVICES	AIRCONDITIONING SERVICE & REPAIR	665.50
EFT48800	01/02/2022	AZILITY	STAFF TRAINING - AZILITY PAYMENT	962.50
EFT48801	01/02/2022	BARFIELD EARTHMOVING (JAYCOURT NOMINEES P/L)	PLANT HIRE	1,501.50
EFT48802	01/02/2022	BIN BATH AUSTRALIA PTY LTD	BIN CLEANING	82.72
EFT48803	01/02/2022	BIOGAS SYSTEMS AUSTRALIA PTY LTD	QUARTERLY SERVICES - LEACHATE DRAINAGE SYSTEMS	3,727.55
EFT48804	01/02/2022	BOBCAT ATTACH	PLANT REPAIR	1,930.50
EFT48805	01/02/2022	BREATHALYSER SALES AND SERVICE	EQUIPMENT CALIBRATION, SERVICE & MAINTENANCE	396.00
EFT48806	01/02/2022	BRING COURIERS	COURIER SERVICE	210.56
EFT48807	01/02/2022	BROOKS HIRE SERVICE PTY LTD	PLANT HIRE - EXCAVATOR	10,061.10
EFT48808	01/02/2022	BUNNINGS GROUP LTD	HARDWARE SUPPLIES	696.02
EFT48809	01/02/2022	BURSON AUTOMOTIVE PTY LTD	PLANT PARTS	286.00
EFT48810	01/02/2022	CHARLES SERVICE COMPANY	CLEANING SERVICES - RED HILL	3,470.22
EFT48811	01/02/2022	CHIDLOW WATER CARRIERS	WATER SUPPLIES - RED HILL SITE	720.00
EFT48812	01/02/2022	CITY OF SWAN	COUNCIL RATES	33,000.00
EFT48813	01/02/2022	CJD EQUIPMENT PTY LTD	AVON DESCENT 2021	9,675.10
EFT48814	01/02/2022	CME BOILERMAKING PTY LTD	REPAIR TO WOODWASTE GRINDER	3,201.00
EFT48815	01/02/2022	COMPU-STOR	IT BACKUP DATA SERVICES	790.66
EFT48816	01/02/2022	CPR ELECTRICAL SERVICES	INSTALL PUSH BUTTON TO FRONT GATE AT HAZELMERE	2,623.50
EFT48817	01/02/2022	DORMAKABA AUSTRALIA PTY LTD	NEW FRONT DOOR - ASCOT PLACE	5,266.10
EFT48818	01/02/2022	ECO ENVIRONMENTAL (BENFOSTER PTY LTD)	WATER MONITORING EQUIPMENT RENTAL & TRAINING	233.75
EFT48819	01/02/2022	ECOLO WA	EQUIPMENT HIRE	1,518.00
EFT48820	01/02/2022	EFFICIENT REFRIGERATION & ENERGY SAVINGS PTY LTD	QUARTERLY AIRCONDITIONING MAINTENANCE & REPAIR	770.00
EFT48821	01/02/2022	ELAN ENERGY MATRIX	TYRE DISPOSAL COSTS- RED HILL	1,220.59
EFT48822	01/02/2022	ELEMENT HYDROGRAPHIC SOLUTIONS	EQUIPMENT MAINTENANCE & SERVICE	309.10
EFT48823	01/02/2022	ELK FISH ROBOTICS PTY LTD	BATTERY PURCHASE	43.99
EFT48824	01/02/2022	ENVIRO SWEEP	SITE SWEEPING - HAZELMERE, RED HILL AND BAYWASTE	2,156.00
EFT48825	01/02/2022	ENVIRONMENTAL INDUSTRIES PTY LTD	REHABILITATE CLASS III, IV CELLS & OFFSET	3,124.00
EFT48826	01/02/2022	EUROFINS ARL PTY LTD T/AS EUROFINS	SAMPLE TESTING - DUST & WATER	23,972.30
EFT48827	01/02/2022	EVERSAFE FIRE PROTECTION	FIRE FIGHTING POWDER	209.00
EFT48828	01/02/2022	FLEET DYNAMICS PTY LTD	MONTHLY EQUIPMENT HIRE FEE	48.40
EFT48829	01/02/2022	FRESH VENTURE GROUP PTY LTD T/AS FRUIT AT WORK	STAFF AMENITIES	298.00
EFT48830	01/02/2022	GALLOWAY ELECTRICAL CONTRACTORS	ELECTRICAL MAINTENANCE AT HAZELMERE	220.44



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF FEBRUARY 2022

Cheque / EFT No	Date	Payee		Amount
EFT48831	01/02/2022	GHD PTY LTD	CONSULTANCY FEE - PERMANENT FOGO PROCESSING FACILITY & SUS	32,723.48
EFT48832	01/02/2022	GREENS ELECTRICAL SERVICE	ELECTRICAL MAINTENANCE AT RED HILL	151.80
EFT48833	01/02/2022	HARDHAT MEDIA & COMMUNICATIONS	CONSTRUCTION TIME-LAPSE FOR WASTE STATION AT HRRP	698.50
EFT48834	01/02/2022	HARTAC SALES & DISTRIBUTION PTY LTD	PROTECTIVE CLOTHING	1,212.15
EFT48835	01/02/2022	HECS FIRE	FIRE EQUIPMENT INSPECTION & SERVICE	1,327.70
EFT48836	01/02/2022	HOPGOODGANIM LAWYERS	PROBITY SERVICES - PERMANENT FOGO FACILITY	1,540.00
EFT48837	01/02/2022	HOVER HOLDINGS PTY LTD	WASTE PRODUCT TRANSPORTATION COSTS	16,500.00
EFT48838	01/02/2022	IAN BANCROFT	BUILDING REPAIR & MAINTENANCE AT RED HILL EDUCATION CENTER	577.50
EFT48839	01/02/2022	ILLION AUSTRALIA PTY LTD ( DUN & BRADSTREET)	ONLINE CREDIT REFERENCE CHECKS	57.75
EFT48840	01/02/2022	INSTANT WEIGHT PTY LTD T/A INSTANT WEIGHING	PLANT CALIBRATION	880.00
EFT48841	01/02/2022	INTEGRATED ICT	IT SUPPORT	5,049.48
EFT48842	01/02/2022	JCB CONSTRUCTION EQUIPMENT AUSTRALIA (CFC HOLDINGS- PLANT PARTS & REPAIR CEA; JCB CEA; DYNAPAC CEA)		1,450.11
EFT48843	01/02/2022	KARLA HOOPER	PRESENTATION FEE - WASTE EDUCATION	500.00
EFT48844	01/02/2022	KENNARDS HIRE	PLANT HIRE	1,452.00
EFT48845	01/02/2022	KOOL KREATIVE	CHRISTMAS CARD ANIMATION	154.00
EFT48846	01/02/2022	KOTT GUNNING LAWYERS	REVIEW LEASE AGREEMENT	2,090.00
EFT48847	01/02/2022	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	9,261.64
EFT48848	01/02/2022	LANDFILL GAS & POWER PTY LTD	RED HILL STAGE 15 DRILLING PROGRAM COSTS	238,054.97
EFT48849	01/02/2022	LAW CENTRAL LEGAL PTY LTD T/AS LAW CENTRAL LEGAL	LEGAL ADVICE - WWIE PROJECT, FOGO & INTERIM PROCESSING FACILI	3,756.50
EFT48850	01/02/2022	MA SERVICES GROUP PTY LTD	SECURITY MONITORING	6,396.52
EFT48851	01/02/2022	MAIL PLUS PERTH	MAIL EXPENSES	369.60
EFT48852	01/02/2022	MANDALAY TECHNOLOGIES PTY LTD	ADDITIONAL SUPPORT FOR WEIGHBRIDGE PROGRAM	880.00
EFT48853	01/02/2022	MARSMEN PLUMBING	BUIDLING MAINTENANCE AT ASCOT PLACE	168.30
EFT48854	01/02/2022	MCINTOSH & SON	PLANT PARTS	145.53
EFT48855	01/02/2022	MCLEODS BARRISTERS & SOLICITORS	COUNCILLOR INDUCTION	796.95
EFT48856	01/02/2022	MUNDARING CRANE TRUCK HIRE	PLANT TRANSPORTATION COSTS	842.60
EFT48857	01/02/2022	MURPHY'S TYRE POWER	TYRE REPLACEMENTS	876.00
EFT48858	01/02/2022	NATIONAL PUMP & ENERGY PTY LTD	EQUIPMENT HIRE	1,880.27
EFT48859	01/02/2022	NEVERFAIL SPRINGWATER	BOTTLED WATER	267.71
EFT48860	01/02/2022	ONSITE RENTALS PTY LTD	EQUIPMENT RENTAL	477.47
EFT48861	01/02/2022	OTIS ELEVATOR COMPANY PTY LTD	QUARTERLY SERVICE - LIFT	1,933.16
EFT48862	01/02/2022	PERTH BIN HIRE - IWM (PBH) PTY LTD T/A	SKIN BIN HIRE	900.00
EFT48863	01/02/2022	PETRO MIN ENGINEERS	CONSULTING FEE - RED HILL NEW WORKSHOP	7,723.87
EFT48864	01/02/2022	PIRTEK MALAGA - JH FLUID TRANSFER SOLUTIONS T/AS	PLANT REPAIR	1,477.54
EFT48865	01/02/2022	PIRTEK MIDLAND (M & B HYDRAULICS PTY LTD)	HYDRAULIC HOSE SUPPLIES & REPAIRS	2,152.93
EFT48866	01/02/2022	POWERUP AUTO TREATMENTS - CHEMSOL AUSTRALIA PTY LTD T/AS	SOLUTIONS FOR ENGINES	240.90
EFT48867	01/02/2022	PR POWER PTY LTD	PARTS & FILTERS FOR GENERATOR	523.51
EFT48868	01/02/2022	PRESTIGE ALARMS	SECURITY MONITORING AT REDI HILL & INSTALLATION OF CCTV AT H	1,298.00
EFT48869	01/02/2022	PROTECTOR FIRE SERVICES	FIRE FIGHTING EQUIPMENT INSPECTION AND SERVICE	3,506.70
EFT48870	01/02/2022	PRUDENTIAL INVESTMENT SERVICES CORP P/L	INVESTMENT ADVISORY SERVICES	2,012.88



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF FEBRUARY 2022

Cheque / EFT No	Date	Payee		Amount
EFT48871	01/02/2022	QUAD SERVICES PTY LTD	CLEANING SERVICES & CONSUMABLES - ASCOT PLACE	4,291.25
EFT48872	01/02/2022	REMONDIS AUSTRALIA PTY LTD	COLLECTION OF PAPER RECYCLABLES	13.86
EFT48873	01/02/2022	RENTOKIL INITIAL PTY LTD	QUARTERLY PEST CONTROL SERVICE	1,173.57
EFT48874	01/02/2022	RIGHTWAY INSPECTIONS	INSPECTION AND REPORT ON OLD HOUSE AT RED HILL	275.00
EFT48875	01/02/2022	SETON AUSTRALIA - BRADY AUSTRALIA PTY LTD T/AS	HAND SANITISERS	79.35
EFT48876	01/02/2022	SHIRE OF TOODYAY	AVON DESCENT 2021	33,000.00
EFT48877	01/02/2022	SHOWCASE CATERING	CATERING COSTS	7,219.50
EFT48878	01/02/2022	SIGN SUPERMARKET	SIGNS & STICKERS	1,057.00
EFT48879	01/02/2022	SIGNS & LINES	SIGNS FOR HAZELMERE	4,537.50
EFT48880	01/02/2022	SOFT LANDING - GREAT LAKES COMMUNITY RESOURCES INCORPORATED T/A	COLLECTION & DISPOSAL OF MATTRESSES AT HAZELMERE	55,467.50
EFT48881	01/02/2022	SONIC HEALTHPLUS PTY LTD	PRE-EMPLOYMENT MEDICAL	588.50
EFT48882	01/02/2022	SOURCE MY PARTS	PLANT PARTS	464.57
EFT48883	01/02/2022	ST JOHN AMBULANCE ASSOCIATION	FIRST AID TRAINING	89.00
EFT48884	01/02/2022	STATEWIDE BEARINGS - PARTOUT PTY LTD T/A	PARTS FOR WOOD GRINDER	2,116.40
EFT48885	01/02/2022	SUEZ RECYCLING & RECOVERY	FOGO BIN HIRE	34.56
EFT48886	01/02/2022	SWAN FIRE SERVICES	SERVICE MAINTENANCE - FIRE PROTECTION SYSTEM AT HAZELMERE	173.80
EFT48887	01/02/2022	SYNERGY	ELECTRICITY CHARGES - ASCOT PLACE & HAZELMERE	11,558.58
EFT48888	01/02/2022	TALIS CONSULTANTS	CONSULTING FEE - STAGE 16 LANDFILL, EPA SUBMISSION & OTHER W/	42,918.15
EFT48889	01/02/2022	TENDERLINK	ADVERTISING COSTS - TENDER	184.80
EFT48890	01/02/2022	THE WATERSHED	PURCHASE OF EVAPORATORS & PLANT PARTS FOR RED HILL	166,278.17
EFT48891	01/02/2022	THERMO FISHER SCIENTIFIC AUSTRALIA PTY LTD	RECALIBRATION OF EQUIPMENTS	495.00
EFT48892	01/02/2022	TJ DEPIAZZI & SONS	PRODUCT TRANSPORTATION COSTS	1,701.15
EFT48893	01/02/2022	TOTALLY WORKWEAR MIDLAND	PROTECTIVE CLOTHING	2,368.86
EFT48894	01/02/2022	TOWN OF BASSENDEAN	REFUND OF CONTRIBUTION	2,204.00
EFT48895	01/02/2022	TRADEFAIRE INTERNATIONAL PTY LTD (PREVIOUSLY ACCESS INDUSTRIAL TYRES #3106)	TYRE REPLACEMENTS & REPAIRS	3,406.70
EFT48896	01/02/2022	TRUCKLINE - SPECIALIST WHOLESALERS PTY LTD T/AS	PLANT PARTS	71.46
EFT48897	01/02/2022	TRUSTEE FOR THE OZAIR UNIT TRUST T/A OZAIR P/L	SOLUTIONS FOR ENGINES	918.94
EFT48898	01/02/2022	TUTT BRYANT EQUIPMENT (BT EQUIPMENT PTY LTD)	PLANT PARTS & REPAIR	4,743.92
EFT48899	01/02/2022	TWISTECH - GREG WOOD	FENCE REPAIRS AT RED HILL & HAZELMERE	6,066.50
EFT48900	01/02/2022	TYREPOWER MUNDARING	PUNCTURE REPAIR & TYRE REPLACEMENTS	140.00
EFT48901	01/02/2022	UNITED CRANE SERVICES PTY LTD	PLANT TRANSPORTATION COSTS	3,894.00
EFT48902	01/02/2022	VOLICH WASTE CONTRACTORS PTY LTD	BULK BIN HIRE	44.00
EFT48903	01/02/2022	WA BROILER GROWERS ASSOCIATION (INC)	REFUND OF PAYMENT GUARANTEE	7,496.64
EFT48904	01/02/2022	WA SAFETY PRODUCTS	PROTECTIVE CLOTHING	1,566.25
EFT48905	01/02/2022	WA SAND SUPPLY AND HAULAGE PTY LTD	WASTE PRODUCT TRANSPORTATION COSTS	7,920.00
EFT48906	01/02/2022	WASTETRANS WA - APPALA HOLDINGS PTY LTD T/AS	PLANT REPAIR	5,304.42
EFT48907	01/02/2022	WATERLOGIC AUSTRALIA PTY LTD	EQUIPMENT RENTAL	799.34
EFT48908	01/02/2022	WESFARMER KLEENHEAT GAS PTY LTD	EQUIPMENT RENTAL	94.14
EFT48909	01/02/2022	WEST TIP WASTE CONTROL	SKIP BIN HIRE & PLANT TRANSPORTATION COSTS	9,020.00
EFT48910	01/02/2022	WESTRAC EQUIPMENT PTY LTD	PLANT SERVICE AGREEMENT & PLANT PARTS	3,428.59



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF FEBRUARY 2022

Cheque / EFT No	Date	Payee		Amount
EFT48911	01/02/2022	WINC AUSTRALIA PTY LTD	STATIONERY & CONSUMABLES	1,153.21
EFT48912	01/02/2022	WORK CLOBBER	PROTECTIVE CLOTHING	150.00
EFT48913	01/02/2022	WREN OIL	WASTE OIL REMOVAL	33.00
EFT48914	01/02/2022	WURTH AUSTRALIA PTY LTD	HARDWARE SUPPLIES	820.48
EFT48915	03/02/2022	AMER SAABI	STAFF REIMBURSEMENT	29.55
EFT48916	03/02/2022	CITY TOYOTA	VEHICLE PURCHASE	31,758.82
EFT48917	03/02/2022	CUTTING EDGES REPLACEMENT PARTS PTY LTD	PLANT PARTS	8,042.82
EFT48918	03/02/2022	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	CONTROL WASTE TRACKING FORM CHARGES	308.00
EFT48919	03/02/2022	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	10,395.21
EFT48920	03/02/2022	ENVIRO SWEEP	SITE SWEEPING AT BAYWASTE	1,371.70
EFT48921	03/02/2022	FUELFIX PTY LTD	EQUIPMENT HIRE	730.72
EFT48922	03/02/2022	G AND D FENCING - GRALEI PTY LTD T/A	NOISE CONTROL FENCE INSTALLATION - HRRP	25,421.00
EFT48923	03/02/2022	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	1,114.99
EFT48924	03/02/2022	INFINITY TRAINING AUSTRALIA	STAFF TRAINING	18,150.00
EFT48925	03/02/2022	IZABELLA KRZYSKO	STAFF REIMBURSEMENT	1,699.00
EFT48926	03/02/2022	NATIONAL WORKFORCE	LABOUR HIRE	3,725.16
EFT48927	03/02/2022	PERTH BIN HIRE - IWM (PBH) PTY LTD T/A	PRODUCT TRANSPORTATION COSTS	594.00
EFT48928	03/02/2022	PERTH ENERGY PTY LTD	GAS SUPPLY - WWtE	136.84
EFT48929	03/02/2022	POOJA SRIRAM	STAFF REIMBURSEMENT	778.95
EFT48930	03/02/2022	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	439.41
EFT48931	03/02/2022	WEST TIP WASTE CONTROL	SKIP BIN HIRE	539.00
EFT48932	03/02/2022	WESTRAC EQUIPMENT PTY LTD	PLANT PARTS	697.66
EFT48933	03/02/2022	WINC AUSTRALIA PTY LTD	STATIONERY	44.55
EFT48934	03/02/2022	YEOMAN PTY LTD ATF THE RJ ROHRLACH FAMILY TRUST	CONSULTING FEES - SOLAR SYSTEM FOR NEW WORKSHOP	4,290.00
EFT48935	08/02/2022	ADAMS COACHLINES	BUS HIRE	465.00
EFT48936	08/02/2022	BEDROCK MINE MAINTENANCE SERVICES PTY LTD	PLANT REPAIR	209.00
EFT48937	08/02/2022	CIVIL AUTO ELECTRICS PTY LTD	PLANT REPAIRS	251.90
EFT48938	08/02/2022	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	3,157.75
EFT48939	08/02/2022	KLB SYSTEMS	COMPUTER HARDWARE PURCHASES	3,709.20
EFT48940	08/02/2022	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	12,056.46
EFT48941	08/02/2022	MILLS RECRUITMENT - MILLS CORPORATION PTY LTD T/AS	LABOUR HIRE	7,824.69
EFT48942	08/02/2022	MINETEK (INDUSTRIAL EQUIPMENT PTY LTD)	PLANT COVERS	1,958.00
EFT48943	08/02/2022	NEVERFAIL SPRINGWATER	BOTTLED WATER	689.33
EFT48944	08/02/2022	SOUTHERN CROSS PROTECTION	COURIER SERVICE	132.00
EFT48945	08/02/2022	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	609.79
EFT48946	08/02/2022	TOTAL TOOLS MIDLAND	HARDWARE SUPPLIES	15,203.18
EFT48947	08/02/2022	TOTALLY WORKWEAR MIDLAND	PROTECTIVE CLOTHING	61.56
EFT48948	08/02/2022	CHILD SUPPORT	EMPLOYEE DEDUCTION	352.70
EFT48949	08/02/2022	PAYG PAYMENTS	PAYG TAXATION PAYMENT	78,690.00
EFT48950	11/02/2022	ARDEA ENVIRONMENTAL	CONSULTING FEE - GREEN DEAL ALLIANCE PROJECT	4,800.00



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF FEBRUARY 2022

Cheque / EFT No	Date	Payee		Amount
EFT48951	11/02/2022	BROOKS HIRE SERVICE PTY LTD	PLANT HIRE - EXCAVATOR	9,768.00
EFT48952	11/02/2022	CIVIL AUTO ELECTRICS PTY LTD	PLANT REPAIRS	798.05
EFT48953	11/02/2022	DIAL BEFORE YOU DIG	DIAL BEFORE YOU DIG - HAZELMERE	110.00
EFT48954	11/02/2022	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	3,243.24
EFT48955	11/02/2022	ELK FISH ROBOTICS PTY LTD	SERVICE FEE	99.99
EFT48956	11/02/2022	HERBERT SMITH FREEHILLS LAWYERS	LEGAL ADVICE	7,047.59
EFT48957	11/02/2022	IAN BANCROFT	REPAIR TO RECYCLING CABINETS	220.00
EFT48958	11/02/2022	KLB SYSTEMS	COMPUTER HARDWARE PURCHASES	16,450.50
EFT48959	11/02/2022	MIDLAND STEEL FABRICATION - RASON HOLDINGS P/L AS TRUSTEE FOR THE MIDLAND STEEL TRUST (PREVIOUSLY CR#	PARTS FOR WOOD GRINDER	71.50
EFT48960	11/02/2022	MOTORCHARGE PTY LTD	FLEET FUEL PURCHASES	2,549.53
EFT48961	11/02/2022	NATIONAL WORKFORCE	LABOUR HIRE	3,746.60
EFT48962	11/02/2022	QUAD SERVICES PTY LTD	CLEANING SERVICES & CONSUMABLES - ASCOT PLACE	1,035.65
EFT48963	11/02/2022	SETON AUSTRALIA - BRADY AUSTRALIA PTY LTD T/AS	PROTECTIVE CLOTHING & SAFETY EQUIPMENT	106.55
EFT48964	11/02/2022	SIX CATS CONSULTING PTY LTD	CONSULTING FEE - FOGO OMTID	8,360.00
EFT48965	11/02/2022	SYNERGY	ELECTRICITY CHARGES - RED HILL	118.25
EFT48966	11/02/2022	TALIS CONSULTANTS	CONSULTING FEE - ASSISTING WITH THE ACCC APPLICATION	1,358.50
EFT48967	11/02/2022	WEST COAST WATER FILTER MAN	REPAIR TO WATER FILTER SYSTEM AT HAZELMERE	517.50
EFT48968	15/02/2022	ABA AUTOMATIC GATES WA	GATE MAINTENANCE AT HAZELMERE	865.00
EFT48969	15/02/2022	BURSON AUTOMOTIVE PTY LTD	PLANT PARTS	545.61
EFT48970	15/02/2022	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	CONTROL WASTE TRACKING FORM CHARGES	528.00
EFT48971	15/02/2022	G AND D FENCING - GRALEI PTY LTD T/A	NOISE CONTROL FENCE INSTALLATION - HRRP	23,575.20
EFT48972	15/02/2022	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	2,327.82
EFT48973	15/02/2022	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	13,908.84
EFT48974	15/02/2022	QUAD SERVICES PTY LTD	CLEANING SERVICES & CONSUMABLES - ASCOT PLACE	1,035.65
EFT48975	15/02/2022	STEPHEN FITZPATRICK	STAFF REIMBURSEMENT	524.63
EFT48976	15/02/2022	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	363.30
EFT48977	18/02/2022	DEPUTY COMMISSIONER OF TAXATION	GST PAYMENT	109,017.00
EFT48978	18/02/2022	AUSTRALIAN INSTITUTE OF MANAGEMENT - AIM	STAFF TRAINING	1,468.00
EFT48979	18/02/2022	BP AUSTRALIA PTY LTD	FUEL PURCHASES	49,007.12
EFT48980	18/02/2022	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	7,846.47
EFT48981	18/02/2022	MADDERN ELECTRICS	ELECTRICAL MAINTENANCE - ASCOT PLACE	1,155.00
EFT48982	18/02/2022	NATIONAL WORKFORCE	LABOUR HIRE	2,778.73
EFT48983	18/02/2022	ODOUR CONTROL SYSTEMS INTERNATIONAL LTD	ALTERNATIVE DAILY COVER MATERIAL	41,798.00
EFT48984	18/02/2022	SOUTHERN CROSS PROTECTION	COURIER SERVICE	132.00
EFT48985	18/02/2022	ST JOHN AMBULANCE ASSOCIATION	FIRST AID TRAINING	320.00
EFT48986	18/02/2022	TALIS CONSULTANTS	CONSULTING FEE - RED HILL WORKSHOP NO. 3	1,111.00
EFT48987	18/02/2022	TANGIBILITY PTY LTD	MARKETING MATERIALS - FOGO	752.40
EFT48988	18/02/2022	TIM DAVIES LANDSCAPING PTY LTD (TDL)	GARDEN MAINTENANCE ASCOT PLACE	1,014.99
EFT48989	18/02/2022	URIMAT AUSTRALIA PTY LTD	EQUIPMENT PURCHASE	3,828.00
EFT48990	18/02/2022	WASTETRANS WA - APPALA HOLDINGS PTY LTD T/AS	WASTE PRODUCT TRANSPORTATION COSTS	42,636.00



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF FEBRUARY 2022

Cheque / EFT No	Date	Payee		Amount
EFT48991	18/02/2022	WILLIAM RAD	STAFF REIMBURSEMENT	140.51
EFT48992	18/02/2022	EMRC TRUST FUND	GREEN DEAL ALLIANCE PROJECT - EMRC CONTRIBUTION	40,000.00
EFT48993	18/02/2022	TANK MASTER AUSTRALIA PTY LTD	PLANT HIRE	3,346.00
EFT48994	21/02/2022	EMILY WILDING	COUNCILLOR'S MEETING FEE	238.00
EFT48995	21/02/2022	ALLIGHTSYKES PTY LTD	QUARTERLY SERVICE - GENERATOR AT ASCOT PLACE	470.98
EFT48996	21/02/2022	CHILD SUPPORT	EMPLOYEE DEDUCTION	352.70
EFT48997	21/02/2022	FLEXI STAFF PTY LTD	LABOUR HIRE	12,145.63
EFT48998	21/02/2022	G AND D FENCING - GRALEI PTY LTD T/A	NOISE CONTROL FENCE INSTALLATION - HRRP	28,579.10
EFT48999	21/02/2022	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	1,757.75
EFT49000	21/02/2022	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	10,620.12
EFT49001	21/02/2022	PAYG PAYMENTS	PAYG TAXATION PAYMENT	80,403.00
EFT49002	21/02/2022	SETON AUSTRALIA - BRADY AUSTRALIA PTY LTD T/AS	PROTECTIVE CLOTHING COVER	40.76
EFT49003	21/02/2022	SIGNS & LINES	SIGNS FOR HRRP	12,039.50
EFT49004	21/02/2022	STEPHEN CONWAY	STAFF REIMBURSEMENT	90.49
EFT49005	21/02/2022	WEST COAST WATER FILTER MAN	SERVICE TO WATER FILTER SYSTEM AT BAYWASTE	170.00
EFT49006	25/02/2022	ABA AUTOMATIC GATES WA	REPAIR TO HAZELMERE GATES	270.00
EFT49007	25/02/2022	ABIGAIL JONES	STAFF REIMBURSEMENT	263.98
EFT49008	25/02/2022	ACOR CONSULTANTS (WA) PTY LTD	CONSULTING FEE - HRRP	6,954.06
EFT49009	25/02/2022	CAVALIER PORTABLES & PARK HOMES	PLANT HIRE - WWtE	1,429.99
EFT49010	25/02/2022	CIVIL AUTO ELECTRICS PTY LTD	PLANT REPAIRS	958.10
EFT49011	25/02/2022	CPR ELECTRICAL SERVICES	ELECTRICAL MAINTENANCE AT HAZELMERE SITE	1,078.00
EFT49012	25/02/2022	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	9,109.96
EFT49013	25/02/2022	MADDERN ELECTRICS	ELECTRICAL MAINTENANCE - ASCOT PLACE	770.00
EFT49014	25/02/2022	MCLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE	4,544.10
EFT49015	25/02/2022	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - TRANSFER STATIONS A	3,245.00
EFT49016	25/02/2022	RENT A FENCE PTY LTD	HIRING COSTS - TEMPORARY FENCE FOR WWtE	69.69
EFT49017	25/02/2022	SPUDS GARDENING SERVICES	GARDENING SERVICE AT RED HILL	3,998.00
EFT49018	25/02/2022	SYNERGY	ELECTRICITY CHARGES - RED HILL & ASCOT PLACE	9,927.07
EFT49019	25/02/2022	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	7,903.57
EFT49020	25/02/2022	TUTT BRYANT EQUIPMENT (BT EQUIPMENT PTY LTD)	PLANT SERVICE	1,586.89
EFT49021	28/02/2022	AUSCO MODULAR PTY LTD	PLANT HIRE - HAZELMERE	2,854.06
EFT49022	28/02/2022	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY ACMA ANNUAL LICENCE RENEWAL		71.00
EFT49023	28/02/2022	BISTEL CONSTRUCTION PTY LTD	CONSTRUCTION - HAZELMERE WASTE TRANSFER STATION & RED HILL	863,432.30
EFT49024	28/02/2022	BULLIVANTS PTY LTD	PLANT INSPECTION	264.00
EFT49025	28/02/2022	CLEANAWAY PTY LTD	COLLECTION OF GAS CYLINDERS FROM TRANSFER STATION	2,543.09
EFT49026	28/02/2022	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	CONTROL WASTE TRACKING FORM CHARGES	528.00
EFT49027	28/02/2022	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	10,792.45
EFT49028	28/02/2022	MILLS RECRUITMENT - MILLS CORPORATION PTY LTD T/AS	LABOUR HIRE	6,115.78
EFT49029	28/02/2022	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - TRANSFER STATION &	1,892.00
EFT49030	28/02/2022	PROTECTOR FIRE SERVICES	FIRE FIGHTING EQUIPMENT INSPECTION	165.00



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF FEBRUARY 2022

Cheque / EFT No	Date	Payee		Amount
EFT49031	28/02/2022	SEEK LIMITED	ADVERTISEMENT - RECRUITMENT	2,750.00
220643	11/02/2022	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	237.40
220644	11/02/2022	EMRC PETTY CASH - HAZELMERE	PETTY CASH RECOUP	100.60
220645	11/02/2022	EMRC PETTY CASH - MATHIESON ROAD	PETTY CASH RECOUP	24.15
220646	11/02/2022	EMRC PETTY CASH - RED HILL	PETTY CASH RECOUP	22.90
220647	15/02/2022	WATER CORPORATION	WATER RATES & USAGE - ASCOT PLACE & HAZELMERE	938.59
PAY 2022-16	02/02/2022	PAYROLL FE 30/1/22	NET PAYROLL	229,356.43
PAY 2022-17	16/02/2022	PAYROLL FE 16/2/22	NET PAYROLL	237,953.27
PAY 2022-17.1	18/02/2022	PAYROLL	PAYROLL	265.00
1*FEB22	1/02/2022	BANK CHARGES (1968 - 1972)	BANK FEES AND CHARGES	1,937.05
DD23511.1	13/02/2022	AWARE SUPER PTY LTD (FORMALLY FIRST STATE SUPER)	SUPERANNUATION	25,030.73
DD23511.2	13/02/2022	MARANI SUPER FUND	SUPERANNUATION	1,098.80
DD23511.3	13/02/2022	HUB24 SUPER FUND	SUPERANNUATION	231.39
DD23511.4	13/02/2022	MY NORTH SUPER (THE TRUSTEE FOR WEALTH PERSONAL SUPERANNUATION & PENSION FUND)	SUPERANNUATION	1,746.40
DD23511.5	13/02/2022	PLUM SUPERANNUATION FUND ( MLC )	SUPERANNUATION	1,277.93
DD23511.6	13/02/2022	CBUS INDUSTRY SUPER	SUPERANNUATION	997.01
DD23511.7	13/02/2022	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	321.49
DD23511.8	13/02/2022	MLC SUPER FUND	SUPERANNUATION	553.85
DD23511.9	13/02/2022	BT SUPER FOR LIFE	SUPERANNUATION	844.83
DD23514.1	13/02/2022	AUSTRALIAN SUPER	SUPERANNUATION	-199.40
DD23511.10	13/02/2022	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	253.58
DD23511.11	13/02/2022	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION	285.11
DD23511.12	13/02/2022	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	939.61
DD23511.13	13/02/2022	IOOF EMPLOYER SUPER	SUPERANNUATION	254.71
DD23511.14	13/02/2022	COLONIAL FIRST STATE FIRSTCHOICE	SUPERANNUATION	208.35
DD23511.15	13/02/2022	MARITIME SUPER	SUPERANNUATION	224.22
DD23511.16	13/02/2022	LEGALSUPER	SUPERANNUATION	435.77
DD23511.17	13/02/2022	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	3,928.62
DD23511.18	13/02/2022	AUSTRALIAN SUPER	SUPERANNUATION	6,502.98
DD23511.19	13/02/2022	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST SUPER)	SUPERANNUATION	2,003.42
DD23511.20	13/02/2022	SUNSUPER	SUPERANNUATION	269.23
DD23511.21	13/02/2022	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	324.81
DD23511.22	13/02/2022	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	189.29
2087	11/02/2022	ANZ BANKING GROUP	TERM DEPOSIT INVESTMENT	2,000,000.00
2088	15/02/2022	WBC - CORPORATE MASTERCARD - BRADLEY LACEY	CREDIT CARD PURCHASES	705.19
2089	15/02/2022	WBC - CORPORATE MASTERCARD - D AMEDURI	CREDIT CARD PURCHASES	320.24
2090	15/02/2022	WBC - CORPORATE MASTERCARD - DAVID SCHMIDT	CREDIT CARD PURCHASES	1,839.92
2091	15/02/2022	WBC - CORPORATE MASTERCARD - FRANK HUA HIM KUA	CREDIT CARD PURCHASES	242.00
2092	15/02/2022	WBC - CORPORATE MASTERCARD - H LIEW	CREDIT CARD PURCHASES	145.00
2093	15/02/2022	WBC - CORPORATE MASTERCARD - HEIN VON BENECKE	CREDIT CARD PURCHASES	965.3



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF FEBRUARY 2022

<b>Cheque / EFT No</b>	<b>Date</b>	<b>Payee</b>		<b>Amount</b>
2094	15/02/2022	WBC - CORPORATE MASTERCARD - IZABELLA KRZYSKO	CREDIT CARD PURCHASES	1,042.38
2095	15/02/2022	WBC - CORPORATE MASTERCARD - MARCUS GEISLER	CREDIT CARD PURCHASES	210.89
2096	15/02/2022	WBC - CORPORATE MASTERCARD - S FITZPATRICK	CREDIT CARD PURCHASES	3,916.21
2097	15/02/2022	WBC - CORPORATE MASTERCARD - T BEINHAUER	CREDIT CARD PURCHASES	850.36
2098	15/02/2022	WBC - CORPORATE MASTERCARD - T ECKSTEIN	CREDIT CARD PURCHASES	625.03
2099	15/02/2022	WBC - CORPORATE MASTERCARD - W HARRIS	CREDIT CARD PURCHASES	799.42
2100	15/02/2022	WBC - CORPORATE MASTERCARD - Z WILLIAMSON	CREDIT CARD PURCHASES	197.16
<b>SUB TOTAL</b>				<b>5,160,177.90</b>
<b>LESS CANCELLED EFTs &amp; CHEQUES</b>				<b>Nil</b>
<b>TOTAL</b>				<b>5,160,177.90</b>
<b>REPORT</b>				
<b>Bank Code</b>	<b>Bank</b>			
		<b>EMRC - Municipal Fund</b>		<b>5,160,177.90</b>

All Employee Superannuation obligations for the period of February 2022 has been paid by the EMRC.



## **14.2 FINANCIAL REPORT FOR PERIOD ENDED 28 FEBRUARY 2022**

**D2022/03288**

### **PURPOSE OF REPORT**

The purpose of this report is to provide Council with an overview of the EMRC's financial performance for the period ended 28 February 2022.

### **KEY POINTS**

- Significant year to date budget variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Comprehensive Income as at 28 February 2022 have been identified and are reported on in the body of the report.

### **RECOMMENDATIONS**

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 28 February 2022.

### **SOURCE OF REPORT**

Chief Financial Officer

### **BACKGROUND**

- 1 It is a requirement of the *Local Government (Financial Management) Regulations 1996* (r.34) that a Local Government is to prepare and present to Council financial reports in such a form as the Local Government considers to be appropriate.
- 2 Submitted to each meeting of Council is a financial report and summaries which provide an overview of year to date budget performance for operating activities and capital works. Variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Comprehensive Income are reported on in the body of the report. Also included are end of year forecasts by nature and type for operating activities and end of year forecasts for each capital works project. These forecasts are reviewed regularly in order to provide an accurate forecast of the end of year result.

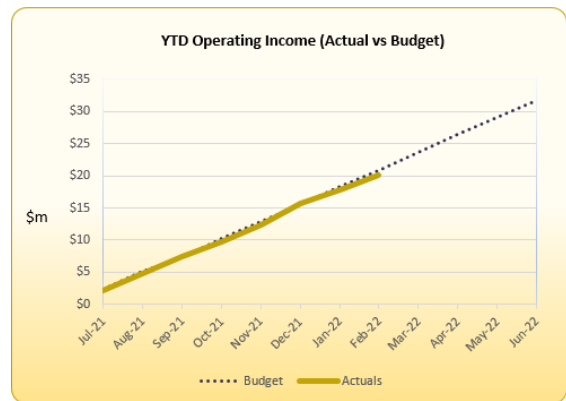
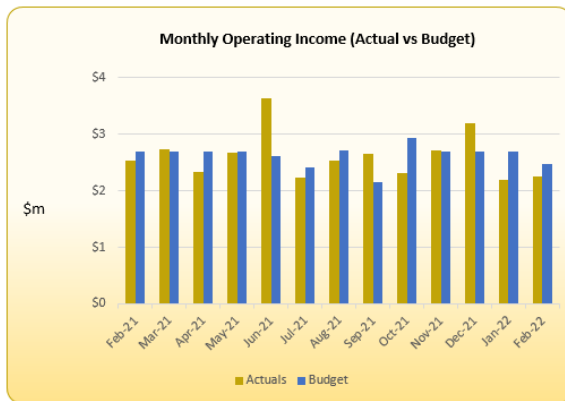
### **REPORT**

- 3 Outlined below are financial statements for the period ended 28 February 2022. Where possible the year to date monthly budget allocations will be reviewed in order to match the appropriate timing for the various projects budgeted to be undertaken. This will provide a better comparison between the year to date actual and year to date budget figures.

**Statement of Comprehensive Income - Nature and Type (refer Attachment 1)**

4 The net operating result as at 28 February 2022 is a favourable variance of \$1,078,743 (38.27%) against budget. The following information is provided on key aspects of Council’s year to date financial performance:

5	<b>Operating Income</b>	Actuals for the Year	An unfavourable variance of \$688,403 (3.32%)
		End of Year Forecasts	An unfavourable variance of \$789,064 (2.49%)



**Operating Income Variances previously reported to Council**

6 Year to date Operating Grants of \$193,000 is above the budget by \$20,000 (11.56%). The variance is due to a successful grant for \$20,000 relating to the Circular Economy in the Community project that was received and not previously budgeted for.

7 The full year forecast for Operating Grants is below the annual budget by \$195,000 (48.99%). The variance is due to the following grants that were budgeted for but will not be received (associated costs relating specifically to these grants have not been incurred):

- ⇒ \$105,000 - Co-ordination of Community Led NRM Projects due to the Environmental Services Section no longer existing effective from July 2021;
- ⇒ \$100,000 - Farm Dam Project; and
- ⇒ \$20,000 - Regional Integrated Transport Strategy including Net Zero; and

This is offset by the following successful grant not previously budgeted for that has been received:

- ⇒ \$20,000 - Circular Economy in the Community project.

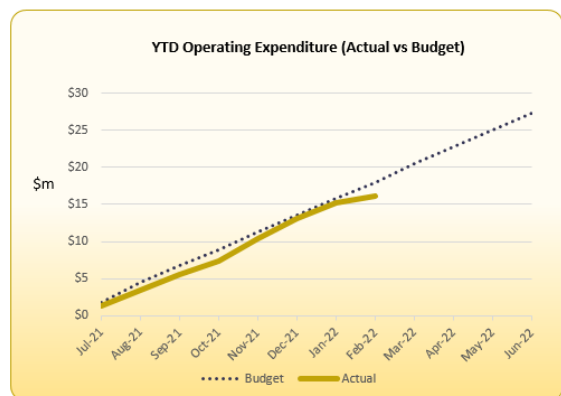
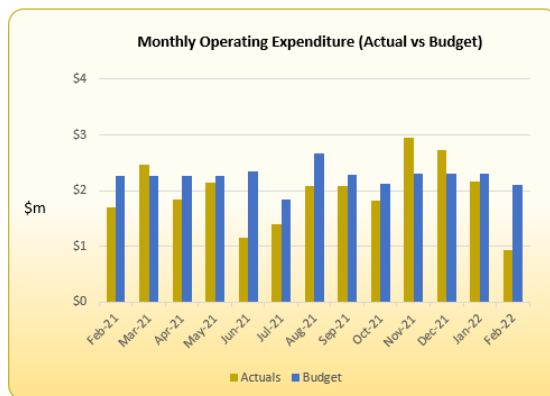
8 Year to date Interest Restricted Cash Investments of \$206,495 is below the budget by \$302,185 (59.41%). The variance is due to the lower interest rates on investments being obtained and the low value of term deposit maturities to date.

9 The full year forecast for Interest on Municipal Fund Cash and Investment is \$360,105 (45.01%) below the budget of \$799,975. The variance is due to the lower interest rates on investments being obtained and the low value of term deposit maturities by year end.

### Operating Income Variances not previously reported to Council

- 10 The full year forecast for Contributions is below the annual budget by \$72,339 (30.21%). The variance relates to lower than budgeted contributions to Sustainability projects from the City of Swan (\$22k - ERCMP & Regional Spatial Mapping), Shire of Mundaring (\$19k - ERCMP & Regional Spatial Mapping) & Other Organisations (\$31k - Regional Spatial Mapping & Environmental Sustainability & Net Zero programs).
- 11 The full year forecast for Other Income is below the annual budget by \$825,898 (29.04%). The variance is attributable to:
  - ⇒ \$506,000 - Nil Electricity Sale as a result of the WWtE project not being commissioned in the 2021/2022 financial year;
  - ⇒ \$66,109 - Lowered Sale of Products Income; and
  - ⇒ \$290,000 - Lower Royalty Income as a result of the low level of return on the sale of the EMRC LGC's. The sale of the LGC's is undertaken by EDL who operate the Landfill Gas operation at the Red Hill Waste Management Facility. The rate for the LGC's fluctuates based on market conditions. The recent sale in February 2022 achieved a sale price of \$24 compared to \$84 that was achieved in 2018.
- 12 This is off-set by a forecast increase in Rebate Income - Other of \$33,000. This relates to a forecast increase in the diesel fuel rebate due to the increased usage of diesel fuel expected by the year end.
- 13 There were no further significant Operating Income variances as at 28 February 2022.

14	<b>Operating Expenditure</b>	Actuals for the Year	An underspend variance of \$1,767,146 (9.85%)
		End of Year Forecasts	An underspend variance of \$1,159,423 (4.24%)



### Operating Expenditure Variances previously reported to Council

- 15 Year to date Salary Expenses of \$6,008,026 is below the budget by \$1,015,891 (11.46%). This variance relates to budgeted positions yet to be filled together with unfilled vacant positions. This is partially offset by higher than budget contract labour expenses.

- 16 Year to date Contract Expenses of \$3,680,474 is below the budget by \$574,624 (13.50%) due to the timing of various projects from different business units. Areas where the expenditures are lower than budget for various directorates/business units include: CEO's (\$95,435), Business Support (\$277,793), Sustainability (\$168,214), Projects (\$200,627). This is off-set by expenditure greater than budget in the Operations business unit totalling \$167,445.
- 17 Year to date Material Expenses of \$650,622 is below the budget by \$236,754 (26.68%) due to the timing of various projects from different business units. Areas where the expenditures are lower than budget for various directorates/business units include: CEO's (\$33,237), Business Support (\$30,846), Sustainability (\$57,559), Projects (\$27,523) and Operations (\$87,589).
- 18 Year to date Miscellaneous Expenses of \$571,729 is below the budget by \$233,025 (28.96%) due to the timing of various projects from different business units. Areas where the expenditures are lower than budget for various directorates/business units include: CEO's (\$38,960), Business Support (\$21,294), Sustainability (\$57,852), Projects (\$30,310) and Operations (\$19,701).
- 19 Year to date Cost Allocations of \$101,870 is above the budget by \$38,253 (60.13%). This variance relates to internal costs allocated to various projects and specifically capital expenditure projects that have been budgeted to utilise the EMRC's plant and labour.

**Operating Expenditure Variances not previously reported to Council**

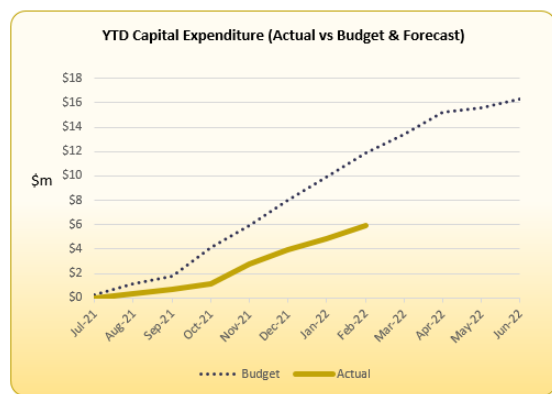
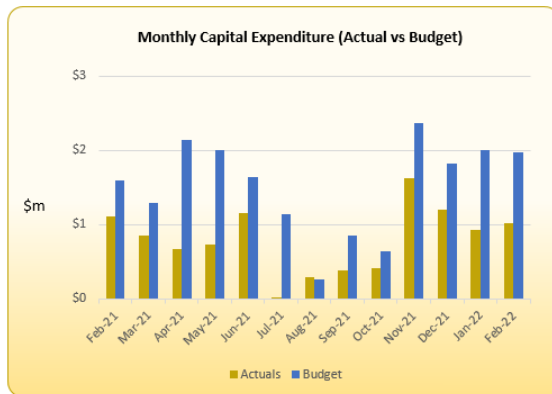
- 20 The full year forecast for Fuel Expenses is \$115,083 above the budget of \$720,135 (15.98%). The variance is attributable to the higher purchase price of diesel fuel compared to budget together with the higher level of tonnages forecast to be received as at year end compared to budget.
- 21 Following instructions from the OAG regarding the method of calculation of provisions, the full year forecast for Provision Expenses is \$1,468,811 (185.02%) above the budget of \$793,871. This variance relates to a higher than budgeted rate per tonne for the Post Closure Site Rehabilitation provision and the Environmental Monitoring provision that was recalculated following the completion of the 2020/2021 Annual Financial Report. The 12-month CPI rate and discount factor rates as at 30 June each year are used to calculate the provisions. As the rates can vary significantly from year to year, the budgeting for these provisions is based on an average of the 3 previous years rates with the actual value being calculated as at year end. Although this has an impact on the Net Result in the Statement of Comprehensive Income, these non-cash additional provisions do not affect the cash flow.
- 22 The full year forecast for Carrying Amount of Assets Disposed Of (Other Expenses) is \$56,006 (19.71%) above the budget of \$284,165. This relates to the Written Down Value of Plant and Vehicles that have achieved their change over period and have been sold.
- 23 There were no further significant Operating Expenditure variances as at 28 February 2022.

<b>Other Comprehensive Income</b>	Actuals for the Year	Nil
	End of Year Forecasts	Nil

- 24 There were no significant Other Comprehensive Income variances as at 28 February 2022.

### Capital Expenditure Statement (refer Attachment 2)

<b>Capital Expenditure</b>	Actuals for the Year	An underspent variance of \$5,996,930
	End of Year Forecasts	Additional expenditure of \$2,153,192 compared to budget.



### Capital Expenditure Variances

- 25 An underspent variance of \$5,996,930 existed as at 28 February 2022 when compared to the year to date budget of \$11,895,837. Various factors have impacted on the capital expenditure on projects during the early part of the financial year, particularly as a result of inclement weather. October 2021 represented the highest rainfall for October since weather records began. As a result, it has impacted on the EMRC’s project works at Red Hill Waste Management Facility (RHWMF).
- 26 Work at RHWMF and other site works are now progressing well with Stage 16 Class III cell being completed.
- 27 It is anticipated that there will be a significant uplift in project activity over the coming months as project works continue unhindered by the weather, bringing capital expenditure back in line with budgeted timing.
- 28 Minimal capital expenditure has been undertaken to 28 February 2022 with the major capital expenditure being on the following:
- Construct Commercial Transfer Station - HRRP - \$2,630,706;
  - Construct Class III Cell, Stage 16 - RHWMF - \$536,767;
  - Construct WWtE Building (Pre-Commissioning Costs) - HRRP - \$343,510;
  - Construct Concrete Pad East of C & I Building - HRRP - \$255,228;
  - Purchase/Replace Plant - HRRP - \$245,019;
  - Purchase/Replace Minor Plant & Equipment - RHWMF - \$238,216;
  - Gas Extraction System Wells - RHWMF - \$216,414
  - WWtE Project - HRRP - \$172,875;
  - Purchase/Replace Vehicles - \$165,542;
  - Purchase/Replace Plant - RHWMF - \$155,539;
  - Extension of Concrete Pad with Workshop Area - HRRP - \$121,653; and

- Noise Control Fencing - HRRP - \$116,693;
- 29 The forecast capital expenditure of \$18,486,196 is \$2,153,192 above the budget of \$16,333,004.
- 30 Significant reductions to capital budgets where savings have been achieved, or where project expenditure has been deferred due to delays and/or carried forward or not required include the following:
- ⇒ Air Pollution Control Residue Facility (APCR) - RHLF - \$721,085 (c/fwd);
  - ⇒ Purchase / Replace Plant - RHLF - \$544,461;
  - ⇒ Liquid Waste Project - RHLF - \$350,000 (c/fwd);
  - ⇒ Construct Class III Cell Stage 17 - RHLF - \$200,000 (c/fwd);
  - ⇒ Install Power to Lots 8, 9 and 10 - RHLF - \$150,000 (c/fwd);
  - ⇒ Implementation of the FOGO Recovery Strategy - RHLF - \$113,577 (c/fwd);
  - ⇒ Refurbish Plant - RHLF - \$100,000;
  - ⇒ Upgrade Power to Workshop No 2 - RHLF - \$100,000 (c/fwd);
  - ⇒ Noise Barrier for Hammer Mill - HRRP - \$99,900 (c/fwd);
  - ⇒ Construct Monitoring Bores - HRRP - \$70,000 (c/fwd);
  - ⇒ Purchase Vehicles - Ascot Place - \$69,000;
  - ⇒ Undertake FOGO Reference Site Tours - \$62,000 (c/fwd); and
  - ⇒ Digital Sign - HRRP - \$50,000 (c/fwd).
- 31 This is offset by an increase in the following Capital Expenditure budget provision following a review of the capital expenditure program:
- ⇒ Construct Commercial Transfer Station (HRRP) - \$2,900,249;
- This was subject to a report submitted to Council and approved by Council at its meeting held on 26 August 2021 (Ref: D2021/12261) for an additional sum of \$4,041,126 (\$3,500,000 was forecast in the 2022/2023 financial year and was bought forward to 2021/2022). Due to the timing of works \$1,140,877 of the approved amount is to be carried forward into the 2022/2023 financial year;
- ⇒ Construct Class III Stage 16 Landfill Cell - RHLF - \$585,475;
- The construction of the Class III Stage 16 Cell was expected to be completed by 30 June 2021 at a forecast cost of \$3,171,717. As a result, no carried forward provision was made in the 2021/2022 Annual Budget. However, due to the cell liner which was found to be out of specification and had to be replaced at the contractor's expense, as well as inclement weather, the construction of the cell was not completed by the end of June 2021. The actual expenditure as at 30 June 2021 totalled \$1,923,859 being \$1,247,858 below the expected forecast value of \$3,171,717. The Class III Stage 16 Cell has now been completed.
- ⇒ Construct Site Workshop (HRRP) - \$563,983;
- This was subject to a report submitted to Council and approved by Council at its meeting held on 25 November 2021 (Ref: D2021/23177) for an additional sum of \$846,384 to accommodate a higher than budgeted tender submission. Due to the timing of works \$282,401 of the approved amount is to be carried forward into the 2022/2023 financial year;

- ⇒ Purchase/Replace Plant - HRRP - \$350,000

This additional forecast expenditure relates to the purchase of a 16 Tonne Forklift and a Walking Floor at the HRRP.

- ⇒ Wood Waste to Energy Building Project (Pre-Commissioning Cost) - HRRP - \$204,108;

This expenditure relates to the additional capitalisation of WWtE pre-commissioning operating costs. It was expected that the WWtE project would be commissioned by April 2022, however due to delays it is now not expected to be commissioned during 2021/2022. The operating costs for the April - June 2022 period have therefore been transferred from the operating budget to the capital budget as on-going pre-commissioning expenses.

- ⇒ Construct FOGO Processing Area - RHLF - \$108,460;

This was subject to a report submitted to Council and approved by Council at its meeting held on 26 August 2021 (Ref: D2021/15757).

#### **Statement of Financial Position (refer Attachment 3)**

32 The Statement of Financial Position shows the overall impact of actual balances compared with budget provisions and end of year forecasts for operating and capital works activities.

33 Total Equity as at 28 February 2022 totals \$189,650,575. This is an increase of \$3,897,597 from the 30 June 2021 equity of \$185,752,978.

34 It has been forecast that Total Equity as at 30 June 2022 will be above the original budget of \$189,263,414 by \$11,684,135.

#### **Statement of Cash and Investments (refer Attachment 4)**

35 The level of cash and investments in the Municipal Fund as at 28 February 2022 is \$13,620,245 and Restricted Cash amount to \$66,099,715.

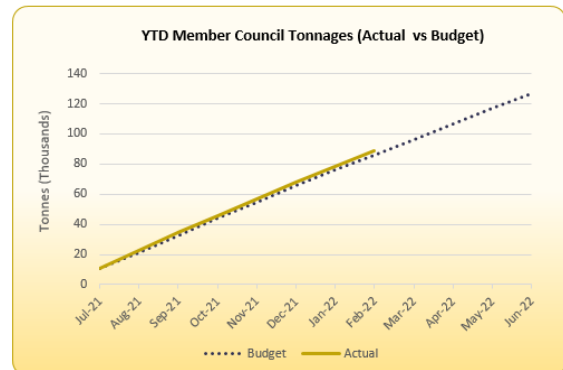
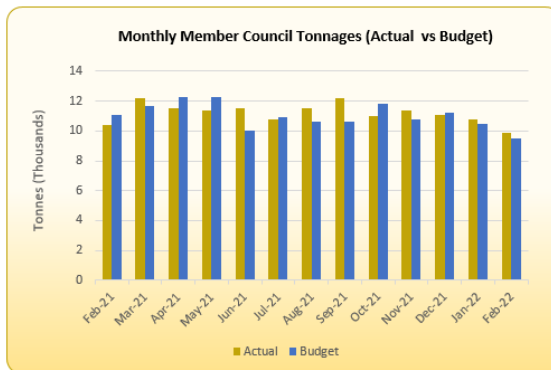
36 The net movement for the month is an increase of \$78,464.

37 It has been currently forecast that Total Cash and Investments as at 30 June 2022 will be above the original budget of \$69,885,715 by \$10,172,416.

#### **Investment Report (refer Attachment 5)**

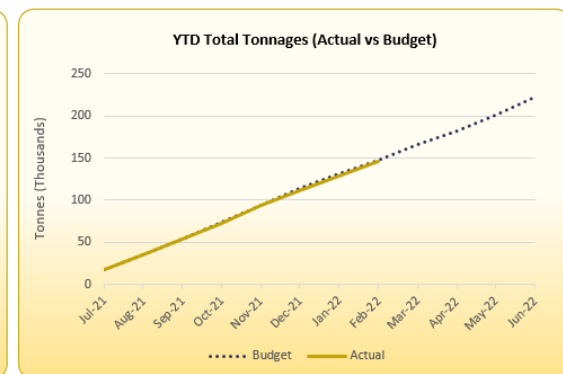
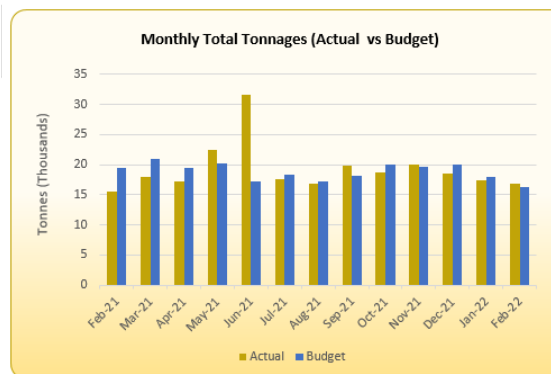
38 Term deposits valued at \$2,000,000 matured during February 2022. Of this amount \$4,000,000 was reinvested into further term deposits.

### Tonnages – Member Councils



39 YTD tonnages received from member Councils total 88,558 tonnes compared to the budget of 85,912 tonnes. As at the same period in 2020/2021 tonnages from member Councils totalled 95,626 tonnes (which included City of Belmont tonnages of 11,110).

### Tonnages – Total Tonnages



40 YTD total tonnages received from all sources total 145,898 tonnes compared to the budget of 148,049 tonnes. As at the same period in 2020/2021 tonnages received from all sources totalled 144,718 tonnes (which included City of Belmont tonnages of 11,110).

### STRATEGIC/POLICY IMPLICATIONS

- 41 Key Result Area 3 - Good Governance
  - 3.3 To provide responsible and accountable governance and management of the EMRC.
  - 3.4 To continue to improve financial and asset management practices.

### FINANCIAL IMPLICATIONS

42 As outlined within the report and attachments

### SUSTAINABILITY IMPLICATIONS

43 Nil



**Risk – Non Compliance with Financial Regulations**

Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
<ul style="list-style-type: none"> <li>➤ The financial report is scrutinised by the EMRC Council to ensure that all statutory requirements are met.</li> <li>➤ Internal Audit reviews to ensure compliance with Financial Regulations.</li> <li>➤ External Audit confirms compliance.</li> </ul>		

**MEMBER COUNCIL IMPLICATIONS**

**Member Council**

Town of Bassendean  
 City of Bayswater  
 City of Kalamunda  
 Shire of Mundaring  
 City of Swan

**Implication Details**

As outlined in the report.

**ATTACHMENT(S)**

1. Statement of Comprehensive Income by Nature and Type (D2022/04447)
2. Capital Expenditure Statement (D2022/04448)
3. Statement of Financial Position (D2022/04449)
4. Statement of Cash and Investments (D2022/04450)
5. Investment Report (D2022/04452)

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION(S)**

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 28 February 2022.

**COUNCIL RESOLUTION(S)**

MOVED CR ZANNINO

SECONDED CR THOMAS

THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 28 FEBRUARY 2022.

**CARRIED UNANIMOUSLY**



## STATEMENT OF COMPREHENSIVE INCOME

### Nature and Type

Year to Date				FEBRUARY 2022		Full Year		
Actual	Budget	Variance		Forecast	Budget	Variance		
<b>Operating Income</b>								
\$21,950,604	\$22,569,842	(\$619,238)	(U)	User Charges	\$35,746,768	\$33,566,196	\$2,180,572	(F)
(\$8,311,275)	(\$8,546,304)	\$235,029	(F)	<u>Less</u> Landfill Levy Charges	(\$13,236,325)	(\$12,819,464)	(\$416,861)	(U)
\$13,639,329	\$14,023,538	(\$384,209)	(U)	Net User Charges	\$22,510,443	\$20,746,732	\$1,763,711	(F)
\$386,108	\$379,020	\$7,088	(F)	Special Charges	\$605,925	\$556,739	\$49,186	(F)
\$2,871,221	\$2,805,893	\$65,328	(F)	Secondary Waste Charge	\$4,493,804	\$4,121,290	\$372,514	(F)
\$165,117	\$167,121	(\$2,004)	(U)	Contributions	\$167,121	\$239,460	(\$72,339)	(U)
\$193,000	\$173,000	\$20,000	(F)	Operating Grants	\$203,000	\$398,000	(\$195,000)	(U)
\$98,048	\$87,992	\$10,056	(F)	Interest Municipal Cash Investments	\$137,029	\$132,000	\$5,029	(F)
\$206,495	\$508,680	(\$302,185)	(U)	Interest Restricted Cash Investments	\$439,869	\$799,975	(\$360,106)	(U)
\$997,282	\$1,010,884	(\$13,602)	(U)	Reimbursements	\$1,610,688	\$1,536,722	\$73,966	(F)
\$1,271,898	\$1,346,200	(\$74,302)	(U)	Other	\$2,018,381	\$2,844,278	(\$825,897)	(U)
\$241,091	\$255,664	(\$14,573)	(U)	Proceeds from Sale of Assets	\$329,000	\$351,000	(\$22,000)	(U)
<b>\$20,069,589</b>	<b>\$20,757,992</b>	<b>(\$688,403)</b>	<b>(U)</b>	<b>Total Operating Income</b>	<b>\$32,515,260</b>	<b>\$31,726,196</b>	<b>\$789,064</b>	<b>(F)</b>
<b>Operating Expenditure</b>								
\$6,008,026	\$7,023,917	\$1,015,891	(F)	Salary Expenses	\$10,064,688	\$11,174,794	\$1,110,106	(F)
\$3,680,474	\$4,255,098	\$574,624	(F)	Contract Expenses	\$6,985,567	\$6,429,257	(\$556,310)	(U)
\$650,622	\$887,376	\$236,754	(F)	Material Expenses	\$1,305,145	\$1,347,539	\$42,394	(F)
\$187,267	\$205,778	\$18,511	(F)	Utility Expenses	\$340,150	\$310,375	(\$29,775)	(U)
\$550,311	\$509,032	(\$41,279)	(U)	Fuel Expenses	\$835,218	\$720,135	(\$115,083)	(U)
\$208,000	\$206,320	(\$1,680)	(U)	Insurance Expenses	\$309,404	\$310,604	\$1,200	(F)
\$3,483,657	\$3,199,464	(\$284,193)	(U)	Depreciation Expenses	\$5,029,558	\$4,826,380	(\$203,178)	(U)
\$571,729	\$804,754	\$233,025	(F)	Miscellaneous Expenses	\$1,147,559	\$1,261,747	\$114,188	(F)
\$713,573	\$679,240	(\$34,333)	(U)	Provision Expenses	\$2,262,682	\$793,871	(\$1,468,811)	(U)
(\$101,870)	(\$63,617)	\$38,253	(F)	Costs Allocated	(\$91,195)	(\$89,343)	\$1,852	(F)
\$220,203	\$231,776	\$11,573	(F)	Carrying Amount of Assets Disposed Of	\$340,171	\$284,165	(\$56,006)	(U)
<b>\$16,171,992</b>	<b>\$17,939,138</b>	<b>\$1,767,146</b>	<b>(F)</b>	<b>Total Operating Expenditure</b>	<b>\$28,528,947</b>	<b>\$27,369,524</b>	<b>(\$1,159,423)</b>	<b>(U)</b>
<b>\$3,897,597</b>	<b>\$2,818,854</b>	<b>\$1,078,743</b>	<b>(F)</b>	<b>NET RESULT BEFORE OTHER COMPREHENSIVE INCOME</b>	<b>\$3,986,313</b>	<b>\$4,356,672</b>	<b>(\$370,359)</b>	<b>(U)</b>
Surplus	Surplus				Surplus	Surplus		
<b>Other Comprehensive Income</b>								
\$0	\$0	\$0	(F)	Revaluation of Assets/Accumulated Depreciation Reversal	\$0	\$0	\$0	(F)
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(F)</b>	<b>Total Other Comprehensive Income</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(F)</b>
<b>\$3,897,597</b>	<b>\$2,818,854</b>	<b>\$1,078,743</b>	<b>(F)</b>	<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>	<b>\$3,986,313</b>	<b>\$4,356,672</b>	<b>(\$370,359)</b>	<b>(U)</b>
Surplus	Surplus				Surplus	Surplus		

## Notes:

1. User Charges - include member Councils and casual users pertaining to waste, risk management and environmental services fees and charges;
2. Special Charges - Waste Education Levy;
3. Contributions - member Councils' contributions to projects and services;
4. Operating Grants - grant income predominantly from government agencies; and
5. Other Operating Income - includes income from the sale of products;

(F) denotes Favourable variance and (U) denotes Unfavourable variance



## CAPITAL EXPENDITURE STATEMENT

### FEBRUARY 2022

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
<b>CEO's Team</b>							
\$0	\$0	\$0	\$0 24550/01	<b>Purchase Information Technology &amp; Communication Equipment - Councillors</b>	\$30,000	\$30,000	\$0
\$0	\$0	\$0	\$0 24620/00	<b>Purchase Art Works</b>	\$10,000	\$10,000	\$0
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$40,000</b>	<b>\$40,000</b>	<b>\$0</b>



# CAPITAL EXPENDITURE STATEMENT

FEBRUARY 2022

Year to Date			On Order		Full Year			
Actual	Budget	Variance			Forecast	Budget	Variance	
<b>Business Support</b>								
\$165,542	\$145,855	(\$19,687)	\$0	24440/00	<b>Purchase Vehicles - Ascot Place</b>	\$197,000	\$266,000	\$69,000
\$0	\$0	\$0	\$0	24510/01	<b>Purchase Furniture Fittings &amp; Equipment - Corporate Services</b>	\$10,000	\$10,000	\$0
\$90,193	\$129,000	\$38,807	\$0	24550/00	<b>Purchase Information Technology &amp; Communication Equipment</b>	\$190,000	\$129,000	(\$61,000)
\$0	\$108,000	\$108,000	\$520	25240/01	<b>Capital Improvement Administration Building - Ascot Place</b>	\$458,000	\$458,000	\$0
\$0	\$0	\$0	\$0	25530/01	<b>Upgrade Security Equipment - Ascot Place</b>	\$5,000	\$5,000	\$0
<b>\$255,735</b>	<b>\$382,855</b>	<b>\$127,120</b>	<b>\$520</b>			<b>\$860,000</b>	<b>\$868,000</b>	<b>\$8,000</b>



# CAPITAL EXPENDITURE STATEMENT

FEBRUARY 2022

Year to Date			On Order		Full Year			
Actual	Budget	Variance			Forecast	Budget	Variance	
<b>Operations Team</b>								
\$0	\$50,000	\$50,000	\$0	24399/10	Air Supply lines - Waste Management Structures - Red Hill Landfill Facility	\$50,000	\$50,000	\$0
\$216,414	\$200,000	(\$16,414)	\$0	24399/20	Gas Extraction System Wells - Red Hill Landfill Facility	\$216,414	\$200,000	(\$16,414)
\$155,539	\$800,000	\$644,461	\$210,604	24410/00	Purchase / Replace Plant - Red Hill Landfill Facility	\$405,539	\$950,000	\$544,461
\$245,019	\$500,000	\$254,981	\$739,484	24410/01	Purchase / Replace Plant - Hazelmere	\$1,000,000	\$650,000	(\$350,000)
\$238,216	\$195,000	(\$43,216)	\$38,307	24420/00	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility	\$275,000	\$275,000	\$0
\$40,342	\$72,000	\$31,658	\$0	24420/02	Purchase / Replace Minor Plant and Equipment - Hazelmere	\$89,000	\$104,000	\$15,000
\$0	\$66,000	\$66,000	\$0	24430/00	Purchase / Replace Vehicles - Red Hill Landfill Facility	\$132,000	\$132,000	\$0
\$0	\$2,500	\$2,500	\$0	24520/07	Purchase Fire Fighting System/Equipment - Hazelmere	\$5,000	\$5,000	\$0
\$5,060	\$213,500	\$208,440	\$10,120	24530/08	Purchase / Replace Security System - Red Hill Waste Management Facility	\$213,500	\$213,500	\$0
\$19,250	\$10,000	(\$9,250)	\$0	24530/10	Purchase / Replace Security System - Hazelmere	\$19,250	\$10,000	(\$9,250)
\$0	\$20,000	\$20,000	\$0	24550/03	Purchase Information Technology & Communication Equipment - Hazelmere	\$30,000	\$30,000	\$0
\$0	\$26,000	\$26,000	\$0	24590/00	Purchase / Replace Other Equipment - Red Hill Landfill Facility	\$40,000	\$40,000	\$0
\$15,000	\$0	(\$15,000)	\$0	24590/02	Purchase / Replace Miscellaneous Equipment - Hazelmere	\$15,000	\$0	(\$15,000)
\$59,850	\$70,000	\$10,150	\$0	24610/10	Purchase Office Furniture and Fittings - Hazelmere Office	\$70,000	\$70,000	\$0
\$6,783	\$60,000	\$53,217	\$0	24610/11	Purchase Furniture and Fittings - Hazelmere Workshop	\$60,000	\$60,000	\$0
\$0	\$300,000	\$300,000	\$0	25410/00	Refurbish Plant - Red Hill Landfill Facility	\$200,000	\$300,000	\$100,000



# CAPITAL EXPENDITURE STATEMENT

## FEBRUARY 2022

Year to Date			On Order	Full Year		
Actual	Budget	Variance		Forecast	Budget	Variance
\$1,001,472	\$2,585,000	\$1,583,528	\$998,516	\$2,820,703	\$3,089,500	\$268,797



# CAPITAL EXPENDITURE STATEMENT

## FEBRUARY 2022

Year to Date			On Order		Full Year			
Actual	Budget	Variance			Forecast	Budget	Variance	
<b>Projects Team</b>								
\$257	\$0	(\$257)	\$0	24150/02	Purchase Waste Management Land	\$257	\$0	(\$257)
\$10,648	\$100,000	\$89,352	\$0	24250/01	Construct Waste Management Facility Buildings - Red Hill Landfill Facility	\$100,000	\$100,000	\$0
\$94,749	\$464,886	\$370,137	\$1,502,544	24250/08	Construct Workshop No 3 - Red Hill Landfill Facility	\$1,338,794	\$774,811	(\$563,983)
\$39,120	\$268,000	\$228,880	\$28,439	24259/05	Construct Wood Waste to Energy Building - HRRP	\$273,032	\$273,032	\$0
\$94	\$65,000	\$64,906	\$0	24259/06	Construct Community Recycling Centre (CRC) - HRRP	\$130,000	\$130,000	\$0
\$2,630,706	\$3,500,000	\$869,294	\$4,385,899	24259/10	Construct Commercial Transfer Station - HRRP	\$6,400,249	\$3,500,000	(\$2,900,249)
\$25,578	\$0	(\$25,578)	\$0	24259/13	Construct Site Workshop - HRRP	\$21,609	\$0	(\$21,609)
\$24	\$100,000	\$99,976	\$0	24259/15	Upgrade Power Supply to Workshop No 2 - Red Hill Landfill Facility	\$150,000	\$250,000	\$100,000
\$0	\$150,000	\$150,000	\$0	24259/16	Install Power Supply to Lots 8 9 & 10 - Red Hill Landfill Facility	\$0	\$150,000	\$150,000
\$343,510	\$735,040	\$391,530	\$12,187	24259/18	Construct Wood Waste to Energy Building (Pre-Commissioning) - HRRP	\$1,031,028	\$826,920	(\$204,108)
\$10,376	\$30,000	\$19,624	\$1,120	24259/19	Construct Wood Waste to Energy Dry Char Storage Facility - HRRP	\$60,000	\$60,000	\$0
\$250	\$40,000	\$39,750	\$39,150	24259/20	Construct Wood Waste to Energy Bucket Extension - HRRP	\$40,000	\$40,000	\$0
\$536,767	\$0	(\$536,767)	\$133,925	24310/19	Construct Class III Cell Stage 16 - Red Hill Landfill Facility	\$585,475	\$0	(\$585,475)
\$766	\$0	(\$766)	\$0	24310/21	Construct Class III Cell Stage 17 - Red Hill Landfill Facility	\$150,000	\$350,000	\$200,000
\$846	\$150,000	\$149,154	\$0	24330/05	Design and Construct Class IV Cell Stage 3 - Red Hill Landfill Facility	\$150,000	\$150,000	\$0



# CAPITAL EXPENDITURE STATEMENT

FEBRUARY 2022

Year to Date			On Order		Full Year			
Actual	Budget	Variance			Forecast	Budget	Variance	
<b>Projects Team</b>								
\$4,778	\$100,000	\$95,222	\$0	24350/01	Construct Leachate and Stormwaste Infrastructure and Siltation Ponds - Red Hill Landfill Facility	\$154,731	\$200,000	\$45,269
\$78,492	\$145,000	\$66,508	\$2,652	24370/00	Construct Roads / Carparks - Red Hill Landfill Facility	\$183,492	\$185,500	\$2,008
\$1,269	\$130,000	\$128,731	\$0	24370/02	Construct Access Road to Lots 8 9 10 - Red Hill Landfill Facility	\$130,000	\$130,000	\$0
\$0	\$50,000	\$50,000	\$0	24380/00	Construct Drainage Diversion and Earthworks Infrastructures - Red Hill Landfill Facility	\$100,000	\$100,000	\$0
\$0	\$50,000	\$50,000	\$0	24394/05	Construct Litter Fence - Redhill Landfill Facility	\$50,000	\$50,000	\$0
\$116,693	\$150,000	\$33,307	\$0	24394/06	Resource Recovery Park - Noise Control Fencing	\$150,000	\$150,000	\$0
\$33,752	\$55,000	\$21,248	\$0	24395/01	Construct Hardstand and Road - Hazelmere	\$33,752	\$55,000	\$21,248
\$35,273	\$0	(\$35,273)	\$1,755	24395/05	Construct FOGO Processing Area - Red Hill Landfill Facility	\$108,460	\$0	(\$108,460)
\$0	\$62,500	\$62,500	\$0	24395/06	Undertake FOGO Reference Site Tours	\$0	\$62,500	\$62,500
\$74,694	\$215,909	\$141,215	\$24,433	24395/07	Implementation of the FOGO Recovery Strategy	\$186,423	\$300,000	\$113,577
\$29,900	\$45,000	\$15,100	\$0	24396/00	Construct Monitoring Bores - Red Hill Landfill Facility	\$70,000	\$70,000	\$0
\$0	\$45,000	\$45,000	\$0	24396/02	Construct Monitoring Bores - Hazelmere	\$0	\$70,000	\$70,000
\$114,372	\$402,660	\$288,288	\$68,887	24399/11	Wood Waste to Energy Utilities/Infrastructure - HRRP	\$408,754	\$408,754	\$0
\$0	\$0	\$0	\$0	24399/16	Liquid Waste Project - Red Hill Landfill Facility	\$150,000	\$500,000	\$350,000
\$30,785	\$750,000	\$719,215	\$10,000	24399/21	Air Pollution Control Residue Facility (APCR) - Red Hill Landfill Facility	\$1,578,915	\$2,300,000	\$721,085
\$255,228	\$250,000	(\$5,228)	\$0	24399/22	Construct Concrete Pad east of C&I Building - HRRP	\$255,228	\$250,000	(\$5,228)





# CAPITAL EXPENDITURE STATEMENT

FEBRUARY 2022

Year to Date			On Order		Full Year			
Actual	Budget	Variance			Forecast	Budget	Variance	
<b>Projects Team</b>								
\$330	\$200,000	\$199,670	\$0	24399/23	Extension of Sewer Line from WWtE to Sewer Sump & existing ATU - HRRP	\$200,000	\$200,000	\$0
\$3,732	\$300,000	\$296,268	\$0	24399/24	Sewer Line from Lakes Rd to Mary St - HRRP	\$300,000	\$300,000	\$0
\$121,653	\$120,000	(\$1,653)	\$0	24399/25	Extension of Concrete Pad with Workshop area - HRRP	\$121,653	\$120,000	(\$1,653)
\$97	\$100,000	\$99,903	\$0	24399/26	Noise Barrier for Hammer Mill - HRRP	\$100	\$100,000	\$99,900
\$0	\$50,000	\$50,000	\$0	24399/27	Digital Sign (DWER Requirement) - HRRP	\$0	\$50,000	\$50,000
\$19,383	\$103,987	\$84,604	\$20,980	24410/03	Purchase Wood Waste to Energy Plant & Equipment - HRRP	\$103,987	\$103,987	\$0
\$2,800	\$0	(\$2,800)	\$0	24410/10	Purchase FOGO Processing Plant - Red Hill Landfill Facility	\$2,800	\$0	(\$2,800)
\$24,777	\$0	(\$24,777)	\$0	24410/14	Regional Waste Collection Project	\$21,754	\$0	(\$21,754)
\$0	\$0	\$0	\$814	24550/02	Purchase Information Technology & Communication Equipment - Projects	\$25,000	\$25,000	\$0
<b>\$4,641,699</b>	<b>\$8,927,982</b>	<b>\$4,286,283</b>	<b>\$6,232,785</b>			<b>\$14,765,493</b>	<b>\$12,335,504</b>	<b>(\$2,429,989)</b>
<b>\$5,898,907</b>	<b>\$11,895,837</b>	<b>\$5,996,930</b>	<b>\$7,231,821</b>		<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$18,486,196</b>	<b>\$16,333,004</b>	<b>(\$2,153,192)</b>



## STATEMENT OF FINANCIAL POSITION

### FEBRUARY 2022

Actual June 2021	Actual Year to Date		Full Year			
			Forecast	Budget	Variance	
		(F) = Favourable variation (U) = Unfavourable variation				
<b>Current Assets</b>						
\$5,861,145	\$4,092,515	Cash and Cash Equivalents	\$4,717,848	\$4,010,280	\$707,568	(F)
\$82,123,503	\$75,627,445	Investments	\$75,340,283	\$65,875,435	\$9,464,848	(F)
\$3,431,287	\$4,534,484	Trade and Other Receivables	\$2,987,058	\$2,987,058	\$0	(F)
\$36,424	\$82,886	Inventories	\$39,035	\$39,035	\$0	(F)
\$32,382	\$581,915	Other Assets	\$67,382	\$67,382	\$0	(F)
<b>\$91,484,741</b>	<b>\$84,919,245</b>	<b>Total Current Assets</b>	<b>\$83,151,606</b>	<b>\$72,979,190</b>	<b>\$10,172,416</b>	<b>(F)</b>
<b>Current Liabilities</b>						
\$12,624,600	\$3,642,980	Trade and Other Payables	\$6,160,299	\$6,160,299	\$0	(F)
\$1,814,744	\$1,814,744	Provisions	\$1,892,645	\$1,892,645	\$0	(F)
<b>\$14,439,344</b>	<b>\$5,457,724</b>	<b>Total Current Liabilities</b>	<b>\$8,052,944</b>	<b>\$8,052,944</b>	<b>\$0</b>	<b>(F)</b>
<b>\$77,045,397</b>	<b>\$79,461,521</b>	<b>Net Current Assets</b>	<b>\$75,098,662</b>	<b>\$64,926,246</b>	<b>\$10,172,416</b>	<b>(F)</b>
<b>Non Current Assets</b>						
\$47,850,000	\$47,850,257	Land	\$52,586,164	\$52,585,907	\$257	(F)
\$6,506,875	\$7,893,220	Buildings	\$19,955,050	\$16,583,375	\$3,371,675	(F)
\$21,977,142	\$22,807,062	Structures	\$29,231,936	\$30,428,680	(\$1,196,744)	(U)
\$13,136,462	\$12,601,439	Plant	\$14,500,132	\$14,867,626	(\$367,494)	(U)
\$638,147	\$627,875	Equipment	\$1,214,005	\$1,123,575	\$90,430	(F)
\$126,449	\$178,831	Furniture and Fittings	\$246,488	\$250,604	(\$4,116)	(U)
\$25,179,667	\$25,651,104	Work in Progress	\$17,536,763	\$17,536,763	\$0	(F)
<b>\$115,414,742</b>	<b>\$117,609,788</b>	<b>Total Non Current Assets</b>	<b>\$135,270,538</b>	<b>\$133,376,530</b>	<b>\$1,894,008</b>	<b>(F)</b>
<b>Non Current Liabilities</b>						
\$6,707,161	\$7,420,734	Provisions	\$9,421,651	\$9,039,362	(\$382,289)	(U)
<b>\$6,707,161</b>	<b>\$7,420,734</b>	<b>Total Non Current Liabilities</b>	<b>\$9,421,651</b>	<b>\$9,039,362</b>	<b>(\$382,289)</b>	<b>(U)</b>
<b>\$185,752,978</b>	<b>\$189,650,575</b>	<b>Net Assets</b>	<b>\$200,947,549</b>	<b>\$189,263,414</b>	<b>\$11,684,135</b>	<b>(F)</b>
<b>Equity</b>						
\$76,354,391	\$82,641,476	Accumulated Surplus/Deficit	\$84,606,081	\$84,606,081	\$0	(F)
\$65,953,610	\$65,953,610	Cash Backed Reserves	\$76,866,559	\$64,812,065	\$12,054,494	(F)
\$37,157,892	\$37,157,892	Asset Revaluation Reserve	\$35,488,596	\$35,488,596	\$0	(F)
<b>\$6,287,085</b>	<b>\$3,897,597</b>	<b>Net change in assets from operations</b>	<b>\$3,986,313</b>	<b>\$4,356,672</b>	<b>(\$370,359)</b>	<b>(U)</b>
<b>\$185,752,978</b>	<b>\$189,650,575</b>	<b>Total Equity</b>	<b>\$200,947,549</b>	<b>\$189,263,414</b>	<b>\$11,684,135</b>	<b>(F)</b>



## CASH AND INVESTMENTS FEBRUARY 2022

Actual June 2021	Actual Year to Date		Full Year		
			Forecast	Budget	Variance
<b>Municipal Cash and Investments</b>					
5,857,095	4,088,465	Cash at Bank - Municipal Fund 01001/00	4,006,230	2,006,230	2,000,000 (F)
4,050	4,050	Cash on Hand 01019/00 - 02	4,050	4,050	0 (F)
16,046,391	9,527,730	Investments - Municipal Fund 02021/00	707,568	2,000,000	(1,292,432) (U)
<b>21,907,536</b>	<b>13,620,245</b>	<b>Total Municipal Cash</b>	<b>4,717,848</b>	<b>4,010,280</b>	<b>707,568 (F)</b>
<b>Restricted Cash and Investments</b>					
749,821	752,123	Restricted Investments - Plant and Equipment 02022/01	1,877,760	704,819	1,172,941 (F)
2,943,263	2,952,298	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	3,442,229	6,090,227	(2,647,998) (U)
11,460,995	11,496,174	Restricted Investments - Future Development 02022/03	22,950,099	9,086,393	13,863,706 (F)
1,349,161	1,353,303	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,623,250	2,951,545	(1,328,295) (U)
59,639	0	Restricted Investments - Environmental Insurance Red Hill 02022/05	0	65,714	(65,714) (U)
15,813	0	Restricted Investments - Risk Management 02022/06	0	16,002	(16,002) (U)
600,945	602,790	Restricted Investments - Class IV Cells Red Hill 02022/07	626,916	551,046	75,870 (F)
41,177,833	41,276,214	Restricted Investments - Secondary Waste Processing 02022/09	35,699,868	37,275,373	(1,575,505) (U)
1,158,161	1,161,716	Restricted Investments - Class III Cells 02022/10	2,383,246	2,231,556	151,690 (F)
79,842	0	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	0	80,683	(80,683) (U)
5,325,000	5,341,345	Restricted Investments - EastLink Relocation 02022/13	5,343,168	5,325,000	18,168 (F)
123,503	127,445	Restricted Investments - Accrued Interest 02022/19	338,109	433,707	(95,598) (U)
1,033,136	1,036,307	Restricted Investments - Long Service Leave 02022/90	1,055,638	1,063,370	(7,732) (U)
<b>66,077,112</b>	<b>66,099,715</b>	<b>Total Restricted Cash</b>	<b>75,340,283</b>	<b>65,875,435</b>	<b>9,464,848 (F)</b>
<b>87,984,648</b>	<b>79,719,960</b>	<b>TOTAL CASH AND INVESTMENTS</b>	<b>80,058,131</b>	<b>69,885,715</b>	<b>10,172,416 (F)</b>

The Cash at Bank - Municipal Fund represents the balance on the last day of the relevant month. Any portion of the balance available for investment is transferred into the Investment - Municipal Fund account in the following period. Funds held in the Cash at Bank - Municipal Fund continue to accrue interest as per the Westpac commercial rates.

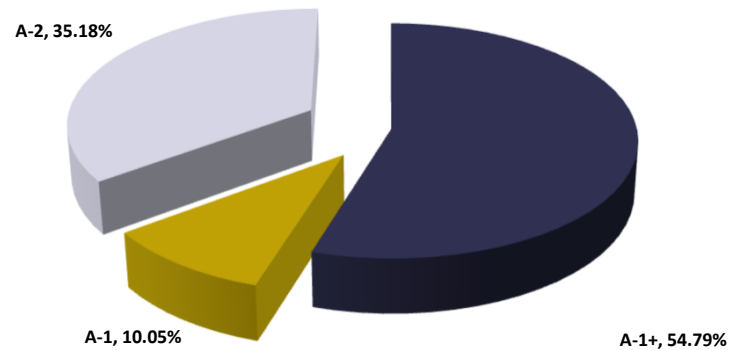
## EMRC Investment Report

February 2022

### I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	Short Term % Portfolio	Investment Maximum %
AAA	A-1+	54.79%	100.00%
AA	A-1	10.05%	100.00%
BBB	A-2	35.18%	40.00%
		100.00%	

**Investment by S&P Rating**



### II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	Short Term % Portfolio	
ANZ Banking Group	AA-	A-1+	2.51%	
AMP	BBB	A-2	12.56%	
NAB	AA-	A-1+	34.56%	
Westpac / St. George Bank	AA-	A-1+	17.71%	
Suncorp	A+	A-1	3.77%	*
Bank of Queensland	BBB+	A-2	10.05%	
ME Bank	BBB	A-2	12.56%	*
Macquarie Bank	A+	A-1	6.28%	
			100.00%	

\* Non-Fossil Fuel ADI (Authorised Deposit Taking Institution)

### III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines		
	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater than 1 year & less than or equal to 3 years	0.00%	0%	60%

### IV. Fossil Fuel Divestment

	% Portfolio
Non-Fossil Fuel ADI's	16.33%
Fossil Fuel ADI's	83.67%
100.00%	

### **14.3 REVIEW OF COUNCIL POLICIES**

**D2022/04270**

#### **PURPOSE OF REPORT**

The purpose of this report is to review five (5) of the EMRC's policies in accordance with Council's decision of 6 December 2018 that all EMRC policies be reviewed in the twelve months following the ordinary election day in 2021.

#### **KEY POINT(S)**

- Council Policies 1.7, 3.6, 3.7 and 6.2 were last fully reviewed at the meeting of Council held on 6 December 2018.
- Council Policy 1.5 was last fully reviewed at the meeting of Council held on 23 March 2019.
- It is proposed that existing policies, as revised, be adopted.

#### **RECOMMENDATION(S)**

That:

1. The five (5) policies, as reviewed and amended forming attachment 3 to this report, be adopted.
2. That the five (5) policies, as reviewed and amended forming attachment 3 to this report, be reviewed in the twelve months following the ordinary election day in 2023.

#### **SOURCE OF REPORT**

Chief Financial Officer

#### **BACKGROUND**

1 The following five (5) Council policies:

- Council Policy 1.5 - Meeting Agenda/Minutes - Confidential Items;
- Council Policy 1.7 - Legal Representation Costs Indemnification;
- Council Policy 3.6 - Asset Management;
- Council Policy 3.7 - Related Party Transaction and Disclosure; and
- Council Policy 6.2 - Appointed Members and Staff - Conferences, Seminars, and Other Events.

were last reviewed at the meeting of Council held on 6 December 2018 (D2018/14285) and Council resolved inter alia that:

"All EMRC policies be reviewed in the twelve months following the ordinary election day in 2021."

2 Council Policy 1.5 - Meeting Agenda/Minutes - Confidential Items, was again reviewed at the meeting of Council held on 21 March 2019 (D2019/03460)

#### **REPORT**

3 The policies of the EMRC, determined by Council as required by Section 2.7(2)(b) of the *Local Government Act 1995* (the Act), guide and inform management and the public about key Council principles. It is important that policies are reviewed periodically and amended where necessary.

- 4 EMRC's Executive Leadership Team, together with relevant Officers, have undertaken a comprehensive review of the five (5) policies. The following objectives were used as a basis for undertaking the review:
- To ensure policies met the definition of a policy;
  - To incorporate in the policies appropriate amendments to account for changes due to legislative changes (if any) or details such as dates, times and values since the last review;
  - To realign all Council policies with the adopted EMRC 10 Year Strategic Plan 2017 - 2027 under the heading 'Strategic Plan Objective'; and
  - To ensure the policies are contemporary and appropriate for the Council.
- 5 Five (5) policies have been reviewed and the changes are tabled here for Council's consideration.
- 6 A summary of the proposed changes to the Council policies are provided in Attachment 1 of this report.
- 7 The main types of considerations for this review are as follows:
- Maintain the current policy without amendment;
  - Maintain the policy with amendments; and
  - Delete the policy if it is no longer required, for example if these are covered under the *Local Government Act 1995* and regulations or has been incorporated into another policy.
- 8 No policy has been recommended for deletion.
- 9 The proposed changes are tracked and provided in Attachment 2 of this report.
- 10 All the changes are minor updates only. No significant changes have been made to the policies.
- 11 A clean copy of the final draft of the five (5) policies are tabled for Council's consideration for adoption, forming Attachment 3 of this report.

### **STRATEGIC/POLICY IMPLICATIONS**

- 12 Key Result Area 3 – Good Governance
- 3.3 To provide responsible and accountable governance and management of the EMRC.

### **FINANCIAL IMPLICATIONS**

- 13 Nil

### **SUSTAINABILITY IMPLICATIONS**

- 14 The policy under review contributes to sustainability by informing management and the public about key Council principles.

**RISK MANAGEMENT**

**Risk – Non Compliance with Local Government Act and Administration Regulations.**

Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Council to adopt the new and revised Council Policies 1.5, 1.7, 3.6, 3.7 and 6.2		

**MEMBER COUNCIL IMPLICATIONS**

Member Council	Implication Details
Town of Bassendean	} Nil
City of Bayswater	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

**ATTACHMENT(S)**

1. Summary of five (5) x EMRC policies and recommended changes (D2022/04271)
2. Five (5) x EMRC policies with tracked changes to the documents (D2022/04273)
3. Five (5) x EMRC policies incorporating changes made i.e. final policy documents (D2022/04279)

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION(S)**

That:

1. The five (5) policies, as reviewed and amended forming attachment 3 to this report, be adopted.
2. That the five (5) policies, as reviewed and amended forming attachment 3 to this report, be reviewed in the twelve months following the ordinary election day in 2023.

The Chairman invited questions to the report item.

Cr Ostaszewskyj put forward amendments to Council Policy 1.5 – Meeting Agenda/Minutes – Confidential Items.

The Chairman highlighted that there were a number of amendments being proposed for Council Policy 1.5 and to enable Councillors the opportunity to consider the proposed amendments, that the item could be deferred to a future meeting of Council.

#### **MOTION**

That Council defers Item 14.3 – Review of Council Policies to be considered at a future meeting of Council.

The Chairman called for a mover and seconder to defer Item 14.3 Review of Council Policies to be considered at a future meeting of Council.

Cr Daw moved the motion and Cr Zannino seconded.

#### **COUNCIL RESOLUTION(S)**

MOVED CR DAW

SECONDED CR ZANNINO

THAT COUNCIL DEFERS ITEM 14.3 – REVIEW OF COUNCIL POLICIES TO BE CONSIDERED AT A FUTURE MEETING OF COUNCIL.

**CARRIED UNANIMOUSLY**





## Summary of EMRC Policies and Recommended Changes

### 1.0 MANAGEMENT

No:	Policy Title	Summary of Changes
1.5	Meeting Agenda / Minutes – Confidential Items Policy	Keep with minor Amendments
1.7	Legal representation costs indemnification	Keep with minor Amendments

### 3.0 FINANCE

No:	Policy Title	Summary of Changes
3.6	Asset Management Policy	Keep with minor Amendments
3.7	Related Party Transaction and Disclosure Policy	Keep with minor Amendments

### 6.0 CONFERENCES

No:	Policy Title	Summary of Changes
6.2	Reimbursement of Expenses for Conferences, Seminars and Other Events	Keep with minor Amendments



## Council Policy 1.5

### Meeting Agenda/Minutes - Confidential Items

#### Strategic Plan Objective

3.3 To provide responsible and accountable governance and management of the EMRC.

#### Purpose

To ensure that confidential items, appearing on the Council and/or Committee agendas are easily recognised so that they can be dealt with in accordance with their special nature.

#### Legislation

*Local Government Act 1995 s.5.23, s.5.25(1)(j), 5.94 and 5.95*

*Local Government (Administration) Regulations 1996 s.5.23, r14, 29 and 29A*

*Local Government (Rules of Conduct) Regulations 2007*

*Freedom of Information Act 1992 r.6 Schedule 1 Clause 4*

*EMRC Standing Order Local Law 2013 clauses, 4.20 and 5.13*

#### Policy Statement

1. That items which at the discretion of the Chief Executive Officer (CEO) are ~~felt to require confidentiality~~ are to be distributed separate from but accompanying the Council and/or Committee agendas and marked confidential, on paper of a colour not used elsewhere in the agenda.
2. That the agenda is to indicate that an item is to be treated as confidential while it is being considered by Council/Committee.
3. That the Council and/or Committee decision relating to a confidential item be included in the minutes of the meeting.
4. That confidential documents and attachments are ~~to be distributed~~ mailed to all councillor and deputy members via an online platform (i.e. Diligent Board) upon delivery of all relevant agendas.
5. ~~That there is no requirement of councillors or deputy members to return confidential attachments to the CEO.~~
6. ~~That the power of the CEO, under section 5.25(1)(j)~~ That in accordance with s.5.95(1)(b) and s.5.95(3) of the Local Government Act 1995 be exercised so that the reports and other documents, relating to the confidential item and presentation at the meeting, not be available for inspection by the public unless the document has been declassified.

The ~~procedure~~ for dealing with confidential information is:

1. Confidential information will be categorised by the EMRC CEO ~~of the EMRC~~ into information that will be disclosed only to the Council and information which may be disclosed to committees and member Council CEOs and officers.
2. Confidential information which will only be disclosed to the Council will include information which is the subject of legal professional privilege, commercially sensitive information and information relating to employees and information which, if disclosed will or may cause economic harm to the EMRC.

3. Where confidential information is to be disclosed only to the Council, it will be considered behind closed doors. ~~Release of confidential with the result the recipients of the~~ information will be limited to officers and employees of the EMRC and Council members including member Council Mayors and Shire President. ~~This e~~Confidential information will not be disclosed to any third party, inclusive of member Council CEOs and officers unless authorised by the EMRC CEO prior.
4. Confidential information which may be disclosed to committees and member Council CEOs and officers will be marked as being expressly subject to confidentiality and will also be considered behind closed doors.
5. Confidential information which is categorised by the CEO to be not disclosed to committees and member Council CEO's and officers may be referred to Council for review about whether it should be disclosed to committees and member Council CEOs and officers.
6. Application of the ~~se procedures protocol~~ will be made in a manner which will facilitate decision making by the EMRC and its Council and committees, prevent confidential information being accidentally disseminated, minimise the conflict of interest member Council CEOs and officers may have consequent upon the duty they owe to a participant and the legal and equitable duty of confidence they owe to the EMRC and to avoid the need for litigation by the EMRC.

## Financial Considerations

Nil

## Adopted/Reviewed

18 September 1997

22 July 1999

02 May 2002

20 May 2004

23 February 2006

18 September 2008

23 September 2010

18 September 2014

06 December 2018

21 March 2019

24 March 2022

## Next Review

Following the Ordinary Elections in 202~~3~~<sup>4</sup>

## Responsible Unit

Business Support Team

# Council Policy 1.7

## Legal Representation Costs Indemnification

### Strategic Plan Objective

3.3 To provide responsible and accountable governance and management of the EMRC.

### Purpose

To protect the interests of Council members and employees (including past members and former employees) where they become involved in civil legal proceedings because of their official functions. In most situations the EMRC may assist the individual in meeting reasonable expenses and any liabilities incurred in relation to those proceedings.

In each case it will be necessary to determine whether assistance with legal costs and other liabilities is justified for the good government of the **r**Region.

### Legislation

*Local Government Act 1995 s9.56 – 9.57*

*Local Government (Functions and General) Regulations 1996 r35*

### Policy Statement

#### 1 General Principles

- a) The EMRC may provide financial assistance to members and employees in connection with the performance of their duties provided that the member or employee has acted reasonably and has not acted illegally, dishonestly, against the interests of the EMRC or otherwise in bad faith.
- b) The EMRC may provide such assistance in the following types of legal proceedings:
  - i) Those brought by members and employees to enable them to carry out their EMRC functions (eg where a member or employee seeks a restraining order against a person using threatening behaviour);
  - ii) Those brought against members or employees [this could be in relation to a decision of Council or an employee which aggrieves another person or where the conduct of a member or employee in carrying out his or her functions is considered detrimental to the person (eg defending defamation actions)]; and
  - iii) Statutory or other inquiries where representation of members or employees is justified.
- c) The EMRC will not support any defamation actions seeking the payment of damages for individual members or employees in regard to comments or criticisms levelled at their conduct in their respective roles. Members or employees are not precluded, however, from taking their own private action. Further, the EMRC may seek its own advice on any aspect relating to such comments and criticisms of relevance to it.
- d) The legal services the subject of assistance under this policy will usually be provided by the EMRC's solicitors. Where this is not appropriate for practical reasons or because of a conflict of interest then the service may be provided by other solicitors approved by the EMRC.

## 2 Applications for Financial Assistance

- a) Subject to item (f), decisions as to financial assistance under this policy are to be made by Council.
- b) A member or employee requesting financial support for legal services under this policy is to make an application in writing, where possible in advance, to the Council providing full details of the circumstances of the matter and the legal services required. Such a request is to contain a declaration that the applicant has acted in good faith, and has not acted unlawfully or in any way that constitutes improper conduct in relation to the matter to which the application relates.
- c) The application is to be accompanied by a written statement by the applicant that he or she:
  - i) has read, and understands, the terms of this policy;
  - ii) acknowledges that any approval of legal representation costs is conditional on the repayment provisions of clause 3 and any other conditions to which the approval is subject; and
  - iii) undertakes to repay to the EMRC any legal representation costs in accordance with the provisions of clause 3.
- d) An application to the Council is to be accompanied by an assessment of the request and with a recommendation, which has been prepared by, or on behalf of, the Chief Executive Officer (CEO) or where the CEO is the applicant by the Chief Financial Officer.
- e) A member or employee requesting financial support for legal services, or any other person who ~~—~~might have a financial interest in the matter, should take care to ensure compliance with the ~~—~~financial interest provisions of the *Local Government Act 1995*.
- f) Where there is a need for the provision of urgent legal services before an application can be considered by Council, the CEO may give an authorisation to the value of \$5,000 provided that the power to make such an authorisation has been delegated to the CEO in writing under section 5.42 of the *Local Government Act 1995*. Council has delegated the authority to the CEO, up to \$5,000 per application, where the need arises for urgent legal services. (Delegation [reference](#) C7/2001).
- g) Where it is the CEO who is seeking urgent financial support for legal services the Chief Financial Officer in consultation with the Chairman shall deal with the application.

## 3 Repayment of Assistance

- a) Any amount recovered by a member or employee in proceedings, whether for costs or damages, will be off set against any monies paid or payable by the EMRC.
- b) Assistance will be withdrawn where the Council determines, upon legal advice, that a person has acted unreasonably, illegally, dishonestly, against the interests of the EMRC or otherwise in bad faith; or where information from the person is shown to have been false or misleading.
- c) Where assistance is so withdrawn, the person who obtained financial support is to repay any moneys already provided. The EMRC may take action to recover any such moneys in a court of competent jurisdiction.

## Financial Considerations

A contingent item that could materialise at any time and therefore requires a budget allocation.

## Adopted/Reviewed

20 October 2000

14 December 2000

02 May 2002

20 May 2004

23 February 2006

18 September 2008

23 September 2010

18 September 2014

06 December 2018

24 March 2022

## Next Review

Following the Ordinary Elections in 202~~3~~<sup>4</sup>

## Responsible Unit

Business Support Team



## Council Policy 3.6

### Asset Management Policy

#### Strategic Plan Objective

3.4 To continue to improve financial and asset management practices.

#### Purpose

To provide for the responsible management of EMRC controlled assets.

This policy covers all assets controlled by the EMRC and applies to all areas of EMRC that have responsibility to manage, maintain, operate or provide a service utilising EMRC's assets.

#### Definitions

An asset is a resource controlled by the entity as a result of past events and from which future economic benefits are expected to flow to the entity – Australian Accounting Standards Board.

#### Legislation

*Local Government Act 1995 s 5.56*

*Local Government (Administration) Regulations 1996 r19C and 19 DA*

#### Policy Statement

EMRC recognises the role that efficient, sustainable and cost effective asset management has in underpinning the delivery of quality services, both in the present and in the future, to its member Councils.

EMRC is committed to an integrated and strategic approach to asset management that is underpinned by the following key principles:

- Ensuring service delivery needs form the basis of asset management;
- Informed decision-making, incorporating a life-cycle approach to asset management and risk management; and
- Sustainability, providing for present needs while sustaining resources for future generations.

#### Policy Objectives

The objectives of this policy are to:

- Ensure that assets and service levels are maintained in an efficient, sustainable and cost effective manner through long term planning;
- Integrate asset management with other corporate planning to ensure that the impacts of changes in demands and service levels are taken into consideration;
- Assign accountability and responsibility for asset management; and
- Maintain accurate and reliable asset data to effectively inform decision-making.

It is intended that the policy objectives will be achieved through the following:

- The development of a 10 Year Strategic Asset Management Plan (SAMP) to support EMRC's corporate strategic and business planning;
- The development of a 5 Year Operational Asset Management Plan (OAMP) which provides detailed action plans on key initiatives to be delivered in the next 5 financial years to support the SAMP;
- Identification of existing and new asset requirements based on changes in demands and service levels as part of asset management planning;
- Establishment of clear roles and responsibilities for asset management; and
- Utilisation of an integrated asset management and financial management information system to maintain asset data.

Position	Roles and Responsibilities
Council	<ul style="list-style-type: none"> <li>➤ Act as stewards for all assets owned by EMRC</li> <li>➤ Provides strategic direction for asset management</li> <li>➤ Endorses asset management policy and strategy</li> <li>➤ Endorses SAMP (as part of strategic planning) and OAMP (as part of budget process)</li> </ul>
Chief Executive Officer	<ul style="list-style-type: none"> <li>➤ Develops asset management policy and strategy for submission to Council</li> <li>➤ Develops SAMP for submission to Council</li> <li>➤ Develops OAMP</li> <li>➤ Develops business cases</li> <li>➤ Monitors and reports progress of SAMP and OAMP to Council as required</li> </ul>
<del>Directors</del> Chiefs	<ul style="list-style-type: none"> <li>➤ Contribute towards preparation of SAMP and OAMP</li> <li>➤ Authorise asset additions and disposals in accordance with the approved OAMP</li> <li>➤ Maintain oversight over assets under their control (including usage, safeguards, risk management and insurance)</li> </ul>
Asset Officer	<ul style="list-style-type: none"> <li>➤ Maintains Asset Register and asset related records</li> <li>➤ Updates General Ledger for asset related transactions (including depreciation, write off, acquisition and disposal)</li> <li>➤ Provides assistance to <del>business unit</del>EMRC teams as required</li> </ul>
Staff	<ul style="list-style-type: none"> <li>➤ Initiate acquisition or disposal requests</li> <li>➤ Utilise assets in a responsible manner</li> </ul>

## Financial Considerations

The EMRC prepares its financial reports in accordance with Australian Accounting Standards as they apply to local governments, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations.

The EMRC reports on the classes of assets including:

- Land;
- Buildings;
- Structures;
- Plant and Equipment;
- ~~Equipment~~;
- Furniture and Fittings; and ~~and~~
- ~~Fittings~~Artworks.

Provisions will be included in financial plans and annual budgets.





**Adopted/Reviewed**

- 21 March 2013
- 18 September 2014
- 06 December 2018
- 24 March 2022

**Next Review**

Following the Ordinary Elections in 2024~~2023~~

**Responsible Unit**

Business Support Team

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## Council Policy 3.7

### Related Party Transaction and Disclosure

#### Strategic Plan Objective

3.3 To provide responsible and accountable governance and management of the EMRC.

#### Purpose

To ensure that the Eastern Metropolitan Regional Council's (EMRC) Financial Statements contain disclosures necessary to comply with the Australian Accounting Standard AASB 124 Related Party Disclosures, which draws attention to the possibility that the EMRC's financial position and profit or loss may have been affected by the existence of transactions with a related party and outstanding balances and commitments with such parties.

#### Legislation

Australian Accounting Standard AASB 124 Related Party Disclosures

#### Policy Statement

The Related Party Disclosure Policy aims to assist Council in complying with the disclosure requirements and the level of reporting within the Financial Statements as per AASB-124 Related Party Disclosures. It aims to define the parameters for related party transactions and the level of disclosure and reporting.

#### Scope

The Policy is to be applied in:

- Identifying and recording related parties and related party relationships;
- Identifying and recording related party transactions and their terms and conditions;
- Assessing materiality and or significance of these transactions;
- Identifying the circumstances in which disclosure of points 1 and 2 is required;
- Determining the disclosures to be made about points 1 and 2; and
- Disclosing relevant information in the Financial Statements.

#### Definitions

##### 1 Related Party

A person or an entity that is related to the EMRC, referred to as the "reporting entity".

Examples of related parties of the EMRC are:

- Council Subsidiaries;
- Key Management Personnel (KMP);
- Close family members of KMP; and
- Entities that are controlled or jointly controlled by KMP or their close family members.



## 2 Key Management Personnel (KMP)

A person or persons having authority and responsibility for planning, directing and controlling the activities of the entity, either directly or indirectly, including any director (executive or otherwise) of that entity. In the case of the EMRC, KMP will include, but is not limited to, Councillors, CEO and [DirectorsChiefs](#).

## 3 Close members of the family

Those are family members who may be expected to influence or be influenced by those individuals' dealings with the EMRC and include:

- Children and spouse or domestic partner;
- Children of that person's spouse or domestic partner; and
- Dependents of that person or that persons spouse or domestic partner.
- Under AASB 124, close members of the family could also include extended members of the family such as parents, siblings, grandparents, uncles/aunts or cousins if they could be expected to have influence or be influenced by the KMP in their dealings with the EMRC.

## 4 Related Party Transactions

These are a transfer of resources, services or obligations between the EMRC and a related party, regardless of whether there is a cost involved.

## 5 Ordinary Citizen Transaction

These are transactions that an ordinary citizen would undertake with the EMRC, which would be undertaken at arm's length and in the ordinary course of carrying out the EMRC's functions and activities. They would not be seen as material in nature.

Example of ordinary citizen transactions would be:

- The paying of disposal charges at EMRC facilities; and
- The purchase of saleable products from EMRC facilities.

## 6 Control

The power to govern the financial and operating policies of any entity to obtain benefits from its activities.

## 7 Significant Influence

The power to participate in the financial and operating policy decision of an entity but not to control those policies.

### Responsibilities

Key Management Personnel will include, but is not limited to, Councillors, CEO and [DirectorsChiefs](#).

### Recommended Practices

From 1 July 2016, AASB 124 Related Party Disclosures applies to the EMRC. This means that the EMRC will be required to disclose information about related parties and the EMRC's transactions with those related parties in the 2016-2017 financial statements and onwards. In the context of transactions, this means cash and non-cash transactions.

As the disclosures will form part of the financial statements, they will be subject to audit by the external auditors.



KMP will be identified and the position they hold with the EMRC disclosed. They will be required to complete a disclosure notification, which at minimum will require details of the related party, (family members and/or entities) that may have existing transaction potential with the EMRC and the relationship to the KMP.

As per paragraph 17 AASB 124, the EMRC shall disclose compensation in total provided to KMP, and for each of the following categories:

- Short term employee benefits;
- Post-employment benefits;
- Other long-term benefits;
- Termination benefits; and
- Share based payments.

For disclosure requirements of AASB 124, the EMRC shall implement a process to capture related party transactions for reporting in the financial statements. The following will be collated and recorded throughout each year:

- Related parties to the KMP;
- Relationship to KMP;
- Transactions that are monetary and/or non-monetary;
- The value of the transaction if monetary;
- The benefit if non-monetary;
- The value of outstanding balances;
- Details of commitments and/or guarantees; and
- Recognition for the provision of doubtful debts related to outstanding balances of related parties.

KMP who no longer hold that role with the EMRC will still be subject to disclosure requirements up until their status as KMP is no longer applicable. The same will apply for KMP who acquire the role in that year.

Once the related party transactions have been identified, they will be assessed by the Manager Financial Services and a determination will be made regarding the materiality of the transaction. This will include assessment of Ordinary Citizen Transactions and whether the terms and conditions differ from normal practice, which would then exclude them from being Ordinary Citizen Transactions.

If a Councillor believes a transaction may constitute a related party transaction, they must notify the CEO who will discuss the matter with the Manager Financial Services to confirm whether the transaction falls within the scope of this policy.

If an Employee believes a transaction may constitute a related party transaction, they must notify their supervisor or manager who will discuss the matter with the Manager Financial Services to confirm whether the transaction falls within the scope of this policy.

The Finance Department will be responsible for the maintenance of a register that captures all related party transactions of KMP.

### **Privacy**

The EMRC will endeavour to ensure that only those staff and the external auditors who are involved in the preparation of the related party disclosures will have access to the related party declarations and related party transactions.



**Adopted/Reviewed**

22 June 2017

6 December 2018

24 March 2022

**Next Review**

Following the Ordinary Elections in 2024~~2023~~

**Responsible Unit**

Business Support Team

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## Council Policy 6.2

### Reimbursement of Expenses – Appointed Members and Staff - Conferences, Seminars, and Other Events

#### Strategic Plan Objective

3.3 To provide responsible and accountable governance and management of the EMRC

#### Purpose

To establish a policy governing the reimbursement of reasonable out of pocket expenses actually and necessarily incurred by appointed members of Council, EMRC staff, or a participant staff member, whilst attending approved conferences, seminars and other events that are considered to be in the course of their authorised EMRC duties.

#### Legislation

Nil

#### Policy Statement

Where an appointed member, staff member, or a committee member is authorised to attend a conference, seminar or other event on behalf of the EMRC, expenses incurred will be reimbursed as follows:

##### Registration Costs

Actual cost of registration for the conference, seminar and/or other event being attended.

##### Travel and Accommodation Costs

###### Air Travel - Intrastate and Interstate

- Return economy class airfare to the airport nearest the venue.
- Individuals travelling have the option of upgrading to business class travel at their own expense with the difference between the applicable economy rate and business class rate being payable to the EMRC in advance. Personal frequent flyer credits may be used to upgrade travel class however no reimbursement will be made by EMRC in this case.

Where an appointed member and/or a staff member is required to spend the night away from their normal residence, the actual cost of reasonable hotel or motel accommodation including the night immediately prior to the event and the evening of the last day of the event will be reimbursed.

###### Air Travel - International Destinations

- Return economy class airfare to the airport nearest the venue.
- Individuals travelling have the option of upgrading to business class travel at their own expense with the difference between the applicable economy rate and business class rate being payable to the EMRC in advance. Personal frequent flyer credits may be used to upgrade travel class however no reimbursement will be made by EMRC in this case.



Where an appointed member and/or a staff member is required to spend the night away from their normal residence, the actual cost of reasonable hotel or motel accommodation including up to two (2) nights immediately prior to the event and the evening of the last day of the event will be reimbursed, subject to the availability of flights.

#### Other Travel

- Travel to and from airports and other terminals at both ends of the journey.
- Train, bus and taxi fares to and from the venue.
- Car rental and associated petrol costs.
- Personal mileage for use of own vehicle. Where a staff member is authorised to use their own vehicle for business related travel, an allowance shall be paid for the relevant kilometres travelled using the "cents per kilometre method" permissible under the Income Tax Assessment Act.

#### Accommodation Costs

Accommodation bookings should be made at a hotel, motel, and/or serviced apartment located in close proximity to the conference seminar or event. As a guide, accommodation standards will generally be of a 4/5 star rating with the most competitive rate available at the time of booking being selected.

Meals (including reasonable liquid refreshments served with meals)

The actual cost of the meal consumed with the production of a receipt, or the following rates if receipts are not retained:

- Breakfast \$30
- Lunch \$40
- Dinner \$70

Incidental Expenses - including dry cleaning, telephone calls (necessitated by attendance at the conference), parking, and internet access

Actual reasonable expenses incurred as included on the accommodation account or supported by receipts or credit card accounts.

#### Accompanying Person(s)

Appointed members and/or members of staff may travel with an accompanying person(s) provided:

- (i) the accompanying person(s) does not incur any costs at Council expense; and/or
- (ii) the presence of the accompanying person(s) does not interfere with the business requirements of the travel.

The only exception to point (i) is the nominated cost for conference related social functions ~~ie. e.:~~ dinner or cocktail ~~function~~ ~~for function for~~ the appointed member's and/or staff member's partner, which will be reimbursed.

#### Cash Advance

A cash advance of \$70 per day for the duration of the event will be made to an appointed member, staff member and/or participant staff member attending the event on behalf of the EMRC. An additional cash advance may be made, at the discretion of the CEO, when it is apparent that payments by cash will exceed \$70 per day.



Persons receiving cash advances are liable to reimburse EMRC for the difference where the advance exceeds the actual expenditure authorised in accordance with this policy.

#### **Supporting Documentation**

All claims for travel related expenses, including cash advance payments, must be supported by provision of the appropriate documentation including receipts, itemised accounts, and/or credit card records. A Statutory Declaration detailing the exact costs making up the claim is acceptable where a receipt is not able to be provided.

All supporting documentation should be provided and settled, including outstanding cash advances, within four (4) working weeks following return from the conference, seminar and other event.

#### **Chief Executive Officer Approval**

Any expenses incurred which are not related to official travel should be paid personally by the person attending the approved conference, seminar and other event.

The Chief Executive Officer has the discretion to approve other non-personal out-of-pocket expenses associated with attendance at approved conferences, seminars and other events that are considered to be in the course of authorised duties.

#### **Certification**

The officer for whom the expense was incurred, is where possible, to certify the account. Discretion is to be exercised to ensure that reasonable costs only are incurred.

#### **Financial Considerations**

An amount will be provided in the annual budget to meet estimated costs.

#### **Adopted/Reviewed**

- 22 July 1999
- 02 May 2002
- 20 May 2004
- 08 December 2005
- 23 February 2006
- 18 September 2008
- 23 September 2010
- 18 September 2014
- 06 December 2018
- [23 March 2022](#)

#### **Next Review**

Following the Ordinary Elections in [2024/2023](#)

#### **Responsible Unit**

Business Support Team

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## Council Policy 1.5

### Meeting Agenda/Minutes - Confidential Items

#### Strategic Plan Objective

3.3 To provide responsible and accountable governance and management of the EMRC.

#### Purpose

To ensure that confidential items, appearing on the Council and/or Committee agendas are easily recognised so that they can be dealt with in accordance with their special nature.

#### Legislation

*Local Government Act 1995 s.5.23, s.5.25(1)(j), 5.94 and 5.95*

*Local Government (Administration) Regulations 1996 s.5.23, r14, 29 and 29A*

*Local Government (Rules of Conduct) Regulations 2007*

*Freedom of Information Act 1992 r.6 Schedule 1 Clause 4*

*EMRC Standing Order Local Law 2013 clauses, 4.20 and 5.13*

#### Policy Statement

1. That items which at the discretion of the Chief Executive Officer (CEO) are confidential are to be distributed separate from but accompanying the Council and/or Committee agendas and marked confidential.
2. That the agenda is to indicate that an item is to be treated as confidential while it is being considered by Council/Committee.
3. That the Council and/or Committee decision relating to a confidential item be included in the minutes of the meeting.
4. That confidential documents and attachments are distributed to all councillor and deputy members via an online platform (i.e. Diligent Board) upon delivery of all relevant agendas.
5. That in accordance with s.5.95(1)(b) and s.5.95(3) of the *Local Government Act 1995* be exercised so that the reports and other documents, relating to the confidential item and presentation at the meeting, not be available for inspection by the public unless the document has been declassified.

The procedure for dealing with confidential information is:

1. Confidential information will be categorised by the EMRC CEO into information that will be disclosed only to the Council and information which may be disclosed to committees and member Council CEOs and officers.
2. Confidential information which will only be disclosed to the Council will include information which is the subject of legal professional privilege, commercially sensitive information and information relating to employees and information which, if disclosed will or may cause economic harm to the EMRC.

3. Where confidential information is to be disclosed only to the Council, it will be considered behind closed doors. Release of confidential information will be limited to officers and employees of the EMRC and Council members including member Council Mayors and Shire President. Confidential information will not be disclosed to any third party, inclusive of member Council CEOs and officers unless authorised by the EMRC CEO prior.
4. Confidential information which may be disclosed to committees and member Council CEOs and officers will be marked as being expressly subject to confidentiality and will also be considered behind closed doors.
5. Confidential information which is categorised by the CEO to be not disclosed to committees and member Council CEO's and officers may be referred to Council for review about whether it should be disclosed to committees and member Council CEOs and officers.
6. Application of these procedures will be made in a manner which will facilitate decision making by the EMRC and its Council and committees, prevent confidential information being accidentally disseminated, minimise the conflict of interest member Council CEOs and officers may have consequent upon the duty they owe to a participant and the legal and equitable duty of confidence they owe to the EMRC and to avoid the need for litigation by the EMRC.

### **Financial Considerations**

Nil

### **Adopted/Reviewed**

18 September 1997

22 July 1999

02 May 2002

20 May 2004

23 February 2006

18 September 2008

23 September 2010

18 September 2014

06 December 2018

21 March 2019

24 March 2022

### **Next Review**

Following the Ordinary Elections in 2023

### **Responsible Unit**

Business Support Team

# Council Policy 1.7

## Legal Representation Costs Indemnification

### Strategic Plan Objective

3.3 To provide responsible and accountable governance and management of the EMRC.

### Purpose

To protect the interests of Council members and employees (including past members and former employees) where they become involved in civil legal proceedings because of their official functions. In most situations the EMRC may assist the individual in meeting reasonable expenses and any liabilities incurred in relation to those proceedings.

In each case it will be necessary to determine whether assistance with legal costs and other liabilities is justified for the good government of the region.

### Legislation

*Local Government Act 1995 s9.56 – 9.57*

*Local Government (Functions and General) Regulations 1996 r35*

### Policy Statement

#### 1 General Principles

- a) The EMRC may provide financial assistance to members and employees in connection with the performance of their duties provided that the member or employee has acted reasonably and has not acted illegally, dishonestly, against the interests of the EMRC or otherwise in bad faith.
- b) The EMRC may provide such assistance in the following types of legal proceedings:
  - i) Those brought by members and employees to enable them to carry out their EMRC functions (eg where a member or employee seeks a restraining order against a person using threatening behaviour);
  - ii) Those brought against members or employees this could be in relation to a decision of Council or an employee which aggrieves another person or where the conduct of a member or employee in carrying out his or her functions is considered detrimental to the person (eg defending defamation actions); and
  - iii) Statutory or other inquiries where representation of members or employees is justified.
- c) The EMRC will not support any defamation actions seeking the payment of damages for individual members or employees in regard to comments or criticisms levelled at their conduct in their respective roles. Members or employees are not precluded, however, from taking their own private action. Further, the EMRC may seek its own advice on any aspect relating to such comments and criticisms of relevance to it.
- d) The legal services the subject of assistance under this policy will usually be provided by the EMRC's solicitors. Where this is not appropriate for practical reasons or because of a conflict of interest then the service may be provided by other solicitors approved by the EMRC.

## **2 Applications for Financial Assistance**

- a) Subject to item (f), decisions as to financial assistance under this policy are to be made by Council.
- b) A member or employee requesting financial support for legal services under this policy is to make an application in writing, where possible in advance, to the Council providing full details of the circumstances of the matter and the legal services required. Such a request is to contain a declaration that the applicant has acted in good faith, and has not acted unlawfully or in any way that constitutes improper conduct in relation to the matter to which the application relates.
- c) The application is to be accompanied by a written statement by the applicant that he or she:
  - i) has read, and understands, the terms of this policy;
  - ii) acknowledges that any approval of legal representation costs is conditional on the repayment provisions of clause 3 and any other conditions to which the approval is subject; and
  - iii) undertakes to repay to the EMRC any legal representation costs in accordance with the provisions of clause 3.
- d) An application to the Council is to be accompanied by an assessment of the request and with a recommendation, which has been prepared by, or on behalf of, the Chief Executive Officer (CEO) or where the CEO is the applicant by the Chief Financial Officer.
- e) A member or employee requesting financial support for legal services, or any other person who might have a financial interest in the matter, should take care to ensure compliance with the financial interest provisions of the *Local Government Act 1995*.
- f) Where there is a need for the provision of urgent legal services before an application can be considered by Council, the CEO may give an authorisation to the value of \$5,000 provided that the power to make such an authorisation has been delegated to the CEO in writing under section 5.42 of the *Local Government Act 1995*. Council has delegated the authority to the CEO, up to \$5,000 per application, where the need arises for urgent legal services. (Delegation reference C7/2001).
- g) Where it is the CEO who is seeking urgent financial support for legal services the Chief Financial Officer in consultation with the Chairman shall deal with the application.

## **3 Repayment of Assistance**

- a) Any amount recovered by a member or employee in proceedings, whether for costs or damages, will be off set against any monies paid or payable by the EMRC.
- b) Assistance will be withdrawn where the Council determines, upon legal advice, that a person has acted unreasonably, illegally, dishonestly, against the interests of the EMRC or otherwise in bad faith; or where information from the person is shown to have been false or misleading.
- c) Where assistance is so withdrawn, the person who obtained financial support is to repay any moneys already provided. The EMRC may take action to recover any such moneys in a court of competent jurisdiction.

## **Financial Considerations**

A contingent item that could materialise at any time and therefore requires a budget allocation.

## **Adopted/Reviewed**

20 October 2000  
14 December 2000  
02 May 2002  
20 May 2004  
23 February 2006  
18 September 2008  
23 September 2010  
18 September 2014  
06 December 2018  
24 March 2022

## **Next Review**

Following the Ordinary Elections in 2023

## **Responsible Unit**

Business Support Team

## Council Policy 3.6

### Asset Management Policy

#### Strategic Plan Objective

3.4 To continue to improve financial and asset management practices.

#### Purpose

To provide for the responsible management of EMRC controlled assets.

This policy covers all assets controlled by the EMRC and applies to all areas of EMRC that have responsibility to manage, maintain, operate or provide a service utilising EMRC's assets.

#### Definitions

An asset is a resource controlled by the entity as a result of past events and from which future economic benefits are expected to flow to the entity – Australian Accounting Standards Board.

#### Legislation

*Local Government Act 1995 s 5.56*

*Local Government (Administration) Regulations 1996 r19C and 19 DA*

#### Policy Statement

EMRC recognises the role that efficient, sustainable and cost effective asset management has in underpinning the delivery of quality services, both in the present and in the future, to its member Councils.

EMRC is committed to an integrated and strategic approach to asset management that is underpinned by the following key principles:

- Ensuring service delivery needs form the basis of asset management;
- Informed decision-making, incorporating a life-cycle approach to asset management and risk management; and
- Sustainability, providing for present needs while sustaining resources for future generations.

#### Policy Objectives

The objectives of this policy are to:

- Ensure that assets and service levels are maintained in an efficient, sustainable and cost effective manner through long term planning;
- Integrate asset management with other corporate planning to ensure that the impacts of changes in demands and service levels are taken into consideration;
- Assign accountability and responsibility for asset management; and
- Maintain accurate and reliable asset data to effectively inform decision-making.

It is intended that the policy objectives will be achieved through the following:

- The development of a 10 Year Strategic Asset Management Plan (SAMP) to support EMRC’s corporate strategic and business planning;
- The development of a 5 Year Operational Asset Management Plan (OAMP) which provides detailed action plans on key initiatives to be delivered in the next 5 financial years to support the SAMP;
- Identification of existing and new asset requirements based on changes in demands and service levels as part of asset management planning;
- Establishment of clear roles and responsibilities for asset management; and
- Utilisation of an integrated asset management and financial management information system to maintain asset data.

Position	Roles and Responsibilities
Council	<ul style="list-style-type: none"> <li>➤ Act as stewards for all assets owned by EMRC</li> <li>➤ Provides strategic direction for asset management</li> <li>➤ Endorses asset management policy and strategy</li> <li>➤ Endorses SAMP (as part of strategic planning) and OAMP (as part of budget process)</li> </ul>
Chief Executive Officer	<ul style="list-style-type: none"> <li>➤ Develops asset management policy and strategy for submission to Council</li> <li>➤ Develops SAMP for submission to Council</li> <li>➤ Develops OAMP</li> <li>➤ Develops business cases</li> <li>➤ Monitors and reports progress of SAMP and OAMP to Council as required</li> </ul>
Chiefs	<ul style="list-style-type: none"> <li>➤ Contribute towards preparation of SAMP and OAMP</li> <li>➤ Authorise asset additions and disposals in accordance with the approved OAMP</li> <li>➤ Maintain oversight over assets under their control (including usage, safeguards, risk management and insurance)</li> </ul>
Asset Officer	<ul style="list-style-type: none"> <li>➤ Maintains Asset Register and asset related records</li> <li>➤ Updates General Ledger for asset related transactions (including depreciation, write off, acquisition and disposal)</li> <li>➤ Provides assistance to EMRC teams as required</li> </ul>
Staff	<ul style="list-style-type: none"> <li>➤ Initiate acquisition or disposal requests</li> <li>➤ Utilise assets in a responsible manner</li> </ul>

## Financial Considerations

The EMRC prepares its financial reports in accordance with Australian Accounting Standards as they apply to local governments, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations.

The EMRC reports on the classes of assets including:

- Land;
- Buildings;
- Structures;
- Plant and Equipment;
- Furniture and Fittings; and
- Artworks.

Provisions will be included in financial plans and annual budgets.



### **Adopted/Reviewed**

21 March 2013

18 September 2014

06 December 2018

24 March 2022

### **Next Review**

Following the Ordinary Elections in 2023

### **Responsible Unit**

Business Support Team



# Council Policy 3.7

## Related Party Transaction and Disclosure

### Strategic Plan Objective

3.3 To provide responsible and accountable governance and management of the EMRC.

### Purpose

To ensure that the Eastern Metropolitan Regional Council's (EMRC) Financial Statements contain disclosures necessary to comply with the Australian Accounting Standard AASB 124 Related Party Disclosures, which draws attention to the possibility that the EMRC's financial position and profit or loss may have been affected by the existence of transactions with a related party and outstanding balances and commitments with such parties.

### Legislation

Australian Accounting Standard AASB 124 Related Party Disclosures

### Policy Statement

The Related Party Disclosure Policy aims to assist Council in complying with the disclosure requirements and the level of reporting within the Financial Statements as per AASB-124 Related Party Disclosures. It aims to define the parameters for related party transactions and the level of disclosure and reporting.

### Scope

The Policy is to be applied in:

- Identifying and recording related parties and related party relationships;
- Identifying and recording related party transactions and their terms and conditions;
- Assessing materiality and or significance of these transactions;
- Identifying the circumstances in which disclosure of points 1 and 2 is required;
- Determining the disclosures to be made about points 1 and 2; and
- Disclosing relevant information in the Financial Statements.

### Definitions

#### 1 Related Party

A person or an entity that is related to the EMRC, referred to as the "reporting entity".

Examples of related parties of the EMRC are:

- Council Subsidiaries;
- Key Management Personnel (KMP);
- Close family members of KMP; and
- Entities that are controlled or jointly controlled by KMP or their close family members.

## **2 Key Management Personnel (KMP)**

A person or persons having authority and responsibility for planning, directing and controlling the activities of the entity, either directly or indirectly, including any director (executive or otherwise) of that entity. In the case of the EMRC, KMP will include, but is not limited to, Councillors, CEO and Chiefs.

## **3 Close members of the family**

Those are family members who may be expected to influence or be influenced by those individuals' dealings with the EMRC and include:

- Children and spouse or domestic partner;
- Children of that person's spouse or domestic partner; and
- Dependents of that person or that persons spouse or domestic partner.
- Under AASB 124, close members of the family could also include extended members of the family such as parents, siblings, grandparents, uncles/aunts or cousins if they could be expected to have influence or be influenced by the KMP in their dealings with the EMRC.

## **4 Related Party Transactions**

These are a transfer of resources, services or obligations between the EMRC and a related party, regardless of whether there is a cost involved.

## **5 Ordinary Citizen Transaction**

These are transactions that an ordinary citizen would undertake with the EMRC, which would be undertaken at arm's length and in the ordinary course of carrying out the EMRC's functions and activities. They would not be seen as material in nature.

Example of ordinary citizen transactions would be:

- The paying of disposal charges at EMRC facilities; and
- The purchase of saleable products from EMRC facilities.

## **6 Control**

The power to govern the financial and operating policies of any entity to obtain benefits from its activities.

## **7 Significant Influence**

The power to participate in the financial and operating policy decision of an entity but not to control those policies.

### **Responsibilities**

Key Management Personnel will include, but is not limited to, Councillors, CEO and Chiefs.

### **Recommended Practices**

From 1 July 2016, AASB 124 Related Party Disclosures applies to the EMRC. This means that the EMRC will be required to disclose information about related parties and the EMRC's transactions with those related parties in the 2016-2017 financial statements and onwards. In the context of transactions, this means cash and non-cash transactions.

As the disclosures will form part of the financial statements, they will be subject to audit by the external auditors.

KMP will be identified and the position they hold with the EMRC disclosed. They will be required to complete a disclosure notification, which at minimum will require details of the related party, (family members and/or entities) that may have existing transaction potential with the EMRC and the relationship to the KMP.

As per paragraph 17 AASB 124, the EMRC shall disclose compensation in total provided to KMP, and for each of the following categories:

- Short term employee benefits;
- Post-employment benefits;
- Other long-term benefits;
- Termination benefits; and
- Share based payments.

For disclosure requirements of AASB 124, the EMRC shall implement a process to capture related party transactions for reporting in the financial statements. The following will be collated and recorded throughout each year:

- Related parties to the KMP;
- Relationship to KMP;
- Transactions that are monetary and/or non-monetary;
- The value of the transaction if monetary;
- The benefit if non-monetary;
- The value of outstanding balances;
- Details of commitments and/or guarantees; and
- Recognition for the provision of doubtful debts related to outstanding balances of related parties.

KMP who no longer hold that role with the EMRC will still be subject to disclosure requirements up until their status as KMP is no longer applicable. The same will apply for KMP who acquire the role in that year.

Once the related party transactions have been identified, they will be assessed by the Manager Financial Services and a determination will be made regarding the materiality of the transaction. This will include assessment of Ordinary Citizen Transactions and whether the terms and conditions differ from normal practice, which would then exclude them from being Ordinary Citizen Transactions.

If a Councillor believes a transaction may constitute a related party transaction, they must notify the CEO who will discuss the matter with the Manager Financial Services to confirm whether the transaction falls within the scope of this policy.

If an Employee believes a transaction may constitute a related party transaction, they must notify their supervisor or manager who will discuss the matter with the Manager Financial Services to confirm whether the transaction falls within the scope of this policy.

The Finance Department will be responsible for the maintenance of a register that captures all related party transactions of KMP.

### **Privacy**

The EMRC will endeavour to ensure that only those staff and the external auditors who are involved in the preparation of the related party disclosures will have access to the related party declarations and related party transactions.



### **Adopted/Reviewed**

22 June 2017

6 December 2018

24 March 2022

### **Next Review**

Following the Ordinary Elections in 2023

### **Responsible Unit**

Business Support Team

## **Council Policy 6.2**

### **Reimbursement of Expenses – Appointed Members and Staff - Conferences, Seminars, and Other Events**

#### **Strategic Plan Objective**

3.3 To provide responsible and accountable governance and management of the EMRC

#### **Purpose**

To establish a policy governing the reimbursement of reasonable out of pocket expenses actually and necessarily incurred by appointed members of Council, EMRC staff, or a participant staff member, whilst attending approved conferences, seminars and other events that are considered to be in the course of their authorised EMRC duties.

#### **Legislation**

Nil

#### **Policy Statement**

Where an appointed member, staff member, or a committee member is authorised to attend a conference, seminar or other event on behalf of the EMRC, expenses incurred will be reimbursed as follows:

##### **Registration Costs**

Actual cost of registration for the conference, seminar and/or other event being attended.

##### **Travel and Accommodation Costs**

Air Travel - Intrastate and Interstate

- Return economy class airfare to the airport nearest the venue.
- Individuals travelling have the option of upgrading to business class travel at their own expense with the difference between the applicable economy rate and business class rate being payable to the EMRC in advance. Personal frequent flyer credits may be used to upgrade travel class however no reimbursement will be made by EMRC in this case.

Where an appointed member and/or a staff member is required to spend the night away from their normal residence, the actual cost of reasonable hotel or motel accommodation including the night immediately prior to the event and the evening of the last day of the event will be reimbursed.

Air Travel - International Destinations

- Return economy class airfare to the airport nearest the venue.
- Individuals travelling have the option of upgrading to business class travel at their own expense with the difference between the applicable economy rate and business class rate being payable to the EMRC in advance. Personal frequent flyer credits may be used to upgrade travel class however no reimbursement will be made by EMRC in this case.

Where an appointed member and/or a staff member is required to spend the night away from their normal residence, the actual cost of reasonable hotel or motel accommodation including up to two (2) nights immediately prior to the event and the evening of the last day of the event will be reimbursed, subject to the availability of flights.

### **Other Travel**

- Travel to and from airports and other terminals at both ends of the journey.
- Train, bus and taxi fares to and from the venue.
- Car rental and associated petrol costs.
- Personal mileage for use of own vehicle. Where a staff member is authorised to use their own vehicle for business related travel, an allowance shall be paid for the relevant kilometres travelled using the “cents per kilometre method” permissible under the Income Tax Assessment Act.

### **Accommodation Costs**

Accommodation bookings should be made at a hotel, motel, and/or serviced apartment located in close proximity to the conference seminar or event. As a guide, accommodation standards will generally be of a 4/5 star rating with the most competitive rate available at the time of booking being selected.

Meals (including reasonable liquid refreshments served with meals)

The actual cost of the meal consumed with the production of a receipt, or the following rates if receipts are not retained:

- Breakfast      \$30
- Lunch            \$40
- Dinner          \$70

Incidental Expenses - including dry cleaning, telephone calls (necessitated by attendance at the conference), parking, and internet access

Actual reasonable expenses incurred as included on the accommodation account or supported by receipts or credit card accounts.

### **Accompanying Person(s)**

Appointed members and/or members of staff may travel with an accompanying person(s) provided:

- (i) the accompanying person(s) does not incur any costs at Council expense; and/or
- (ii) the presence of the accompanying person(s) does not interfere with the business requirements of the travel.

The only exception to point (i) is the nominated cost for conference related social functions i.e. dinner or cocktail function for the appointed member's and/or staff member's partner, which will be reimbursed.

### **Cash Advance**

A cash advance of \$70 per day for the duration of the event will be made to an appointed member, staff member and/or participant staff member attending the event on behalf of the EMRC. An additional cash advance may be made, at the discretion of the CEO, when it is apparent that payments by cash will exceed \$70 per day.

Persons receiving cash advances are liable to reimburse EMRC for the difference where the advance exceeds the actual expenditure authorised in accordance with this policy.

### **Supporting Documentation**

All claims for travel related expenses, including cash advance payments, must be supported by provision of the appropriate documentation including receipts, itemised accounts, and/or credit card records. A Statutory Declaration detailing the exact costs making up the claim is acceptable where a receipt is not able to be provided.

All supporting documentation should be provided and settled, including outstanding cash advances, within four (4) working weeks following return from the conference, seminar and other event.

### **Chief Executive Officer Approval**

Any expenses incurred which are not related to official travel should be paid personally by the person attending the approved conference, seminar and other event.

The Chief Executive Officer has the discretion to approve other non-personal out-of-pocket expenses associated with attendance at approved conferences, seminars and other events that are considered to be in the course of authorised duties.

### **Certification**

The officer for whom the expense was incurred, is where possible, to certify the account. Discretion is to be exercised to ensure that reasonable costs only are incurred.

### **Financial Considerations**

An amount will be provided in the annual budget to meet estimated costs.

### **Adopted/Reviewed**

22 July 1999  
02 May 2002  
20 May 2004  
08 December 2005  
23 February 2006  
18 September 2008  
23 September 2010  
18 September 2014  
06 December 2018  
23 March 2022

### **Next Review**

Following the Ordinary Elections in 2023

### **Responsible Unit**

Business Support Team

## **14.4 CHIEF EXECUTIVE OFFICER ATTENDANCE AT WASTE 2022 CONFERENCE**

**D2022/04639**

### **PURPOSE OF REPORT**

The purpose of this report is to seek Council's approval for the Chief Executive Officer (CEO) to attend the Waste 2022 Conference that is scheduled to be held in Coffs Harbour from 3 to 5 May 2022.

### **KEY POINT(S)**

- As part of the Chief Executive Officer's professional development, the following conference has been identified.
- The Waste 2022 Conference is held annually and is hosted by the Impact Environmental Consulting Pty Ltd.
- The Conference includes best practice Waste Management from leading waste experts

### **RECOMMENDATION(S)**

That Council approves the Chief Executive Officer to attend the Waste 2022 Conference being held in Coffs Harbour from 3 to 5 May 2022, at an estimated cost of \$5,100.00.

### **SOURCE OF REPORT**

Chief Executive Officer

### **BACKGROUND**

- 1 The Coffs Harbour Waste Management Conference is now well regarded as the industry's leading waste management conference in Australia. Historically, attracting delegates both nationally and internationally, the conference is targeted at anyone who works in, or has an interest in waste management issues, and is particularly relevant to local government. This prestigious event features two and a half days of presentations, a comprehensive trade exhibition and social events on three evenings providing invaluable networking opportunities.
- 2 Attendees will hear from leading waste management professionals on the latest developments in the industry, be able to visit a vast array of exhibitions, and have the opportunity to network with other experts in the waste and resource recovery industry.



## REPORT

- 3 The Waste 2022 Conference program begins on Tuesday 3 May 2022 and concludes on Thursday 5 May 2022. The program is streamed to allow delegates to tailor their learning to their specific needs. There are also three social events for onsite delegates, providing ample networking opportunities.

Relevant topics on the programme include:

- Energy from Waste;
  - Alternative Recycling Pathways;
  - Regional Issues;
  - Key Waste Issues and Strategy;
  - Plastics;
  - Circular Economy;
  - Technology;
  - Product Stewardship;
  - Litter;
  - Food Organics and Garden Organics (FOGO); and
  - Illegal Dumping.
- 4 The conference topics align to current and future work being undertaken by the EMRC at the Red Hill Waste Management Facility and Hazelmere Resource Recovery Park.
- 5 The EMRC Chief Executive Officer is a “Waste Management & Resource Recovery Association Australia (WMRR) Member” and the conference cost for WMRR Members is discounted to \$3,102.00 per attendee inclusive of accommodation, excluding incidental expenses and meals. Cost of airfares is \$1,933.77. This totals \$5,035.77 excluding incidental expenses and meals.

## STRATEGIC/POLICY IMPLICATIONS

- 6 Key Result Area 1 - Environmental Sustainability
- 1.1 To investigate leading edge waste management practices
- 7 Council Policy 6.3 Attendance at Events

## FINANCIAL IMPLICATIONS

- 8 Each year funds are budgeted for officer attendance at conferences. The expected cost of the conference is \$5035.77 excluding incidental expenses and meals.

## SUSTAINABILITY IMPLICATIONS

- 9 Nil

**RISK MANAGEMENT**

<b>Risk – Non Compliance with Council Policy</b>		
<b>Consequence</b>	<b>Likelihood</b>	<b>Rating</b>
Moderate	Unlikely	Moderate
<b>Action/Strategy</b>		
➤ Approval be sought for the CEO to attend Waste 2022 Conference and Exhibition to comply with Council Policy 6.3 Attendance at Events		

**MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	} Nil
City of Bayswater	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

**ATTACHMENT(S)**

Conference Program (D2022/04645)

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION(S)**

That Council approves the Chief Executive Officer to attend the Waste 2022 Conference being held in Coffs Harbour from 3 to 5 May 2022 at an estimated cost of \$5,100.00.

**COUNCIL RESOLUTION(S)**

MOVED CR ZANNINO

SECONDED CR THOMAS

THAT COUNCIL APPROVES THE CHIEF EXECUTIVE OFFICER TO ATTEND THE WASTE 2022 CONFERENCE BEING HELD IN COFFS HARBOUR FROM 3 TO 5 MAY 2022 AT AN ESTIMATED COST OF \$5,100.00.

**CARRIED UNANIMOUSLY**

# WASTE 2022 CONFERENCE PROGRAM

The Waste 2022 Conference program begins at 10.00am on Tuesday 3rd May and concludes at 5pm on Thursday 5th May. There are also two optional pre-conference events which you might like to take part in.

The program is designed with all delegates in mind, the program is streamed to allow delegates to tailor their learning to their specific needs. There are also 3 social events for onsite delegates providing ample networking opportunities.

Delegates taking advantage of the live broadcasts can also follow the program below and login to the streams most applicable to them.

Click on the date tabs below to see the program for each of the 3 days or click on the stream name to see the list of presenters and topics featured within each stream!

Event Time - (UTC+10:00) Canberra, Melbourne, S... ▾

Tuesday, May 3, 2022	Wednesday, May 4, 2022	Thursday, May 5, 2022
<b>PRE-CONFERENCE OPTIONAL EVENTS</b>		
7:45 AM - 9:45 AM	<b><u>PRE-CONFERENCE: Return &amp; Earn Tour</u></b> <a href="#">Register via the Coffs Conference registration form</a>	
8:00 AM - 9:45 AM	<b><u>PRE-CONFERENCE: AORA Workshop - FOGO by 2030</u></b> <a href="#">Register via the Coffs Conference registration form</a>	
9:45 AM - 10:00 AM	**** WASTE 2022 CONFERENCE BEGINS **** Registration from 7:30 AM in the Pre Function Foyer	
10:00 AM - 10:10 AM	<b><u>Opening Address &amp; Welcome</u></b> <a href="#">Greg Freeman, Managing Director, Impact Environmental Consulting</a>	
10:10 AM - 10:30 AM	<b><u>Keynote Address 1: Title TBC</u></b> Presenter TBC	
10:40 AM - 12:15 PM	<a href="#">EDUCATION (PART 1)</a>	<a href="#">LANDFILL</a>
12:15 PM - 1:15 PM	<a href="#">LUNCH - TUESDAY</a>	
1:15 PM - 2:50 PM	<a href="#">EDUCATION (PART 2)</a>	<a href="#">INDIGENOUS WASTE MANAGEMENT</a>
2:50 PM - 3:20 PM	<a href="#">AFTERNOON TEA - TUESDAY</a>	
3:25 PM - 5:00 PM	<a href="#">EDUCATION (PART 3)</a>	<a href="#">LITTER &amp; ILLEGAL DUMPING</a>
5:30 PM - 7:30 PM	<a href="#">CONFERENCE WELCOME RECEPTION</a> <a href="#">The Welcome Reception will take place outside among the outdoor exhibits at Opal Cove Resort (weather permitting).</a>	
	<a href="#">EXPO - OPERATIONAL EQUIPMENT &amp; FLEET SAFETY</a>	
	<a href="#">EXPO - RECYCLING &amp; LANDFILL EQUIPMENT</a>	
	<a href="#">EXPO - TECHNOLOGY &amp; INNOVATION</a>	

# WASTE 2022 CONFERENCE PROGRAM

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Tuesday, May 3, 2022

Wednesday, May 4, 2022

Thursday, May 5, 2022

7:45 AM - 8:45 AM	WELCOME TEA AND COFFEE - WEDNESDAY		
8:45 AM - 8:55 AM	<b><u>Introduction and Welcome from the Chair</u></b> <u>Gayle Sloan, CEO, WMRR</u>		
8:55 AM - 9:10 AM	<b><u>Welcome from Coffs Harbour City Council</u></b> <u>Cr Paul Amos, Mayor, Coffs Harbour City Council</u>		
9:10 AM - 9:35 AM	<b><u>Keynote Address 2:</u></b> <u>The Hon. James Griffin, Minister for Environment and Heritage</u>		
9:35 AM - 10:00 AM	<b><u>Keynote Address 3: Australia's circular transition: Progress and perspectives</u></b> <u>Jodie Bricout, Circular Economy Manager, Lifecycles and Adjunct Senior Lecturer, University of Adelaide</u>		
10:00 AM - 10:45 AM	MORNING TEA - WEDNESDAY		
10:45 AM - 12:00 PM	PANEL DISCUSSION 1: ADVANCED RECYCLING Facilitated by: <u>Barry Cosier, Australian Food and Grocery Council</u>		PANEL DISCUSSION 2: CONTAINER DEPOSIT SCHEMES Facilitated by: <u>Alex Young, Director CDS Policy &amp; Compliance, NSW Environment Protection Authority</u>
12:00 PM - 1:00 PM	LUNCH - WEDNESDAY		
1:00 PM - 2:50 PM	<u>STRATEGY &amp; PLANNING (PART 1)</u>	<u>CIRCULAR ECONOMY</u>	<u>TECHNOLOGY (PART 1)</u>
2:50 PM - 3:25 PM	AFTERNOON TEA - WEDNESDAY		
3:30 PM - 5:00 PM	<u>STRATEGY &amp; PLANNING (PART 2)</u>	<u>PLASTICS</u>	<u>TECHNOLOGY (PART 2)</u>
6:15 PM - 11:59 PM	<b><u>CONFERENCE DINNER</u></b> <u>The conference dinner will be held offsite at Pacific Bay Resort. Theme TBC Free scheduled transport will be provided between venues.</u>		

# WASTE 2022 CONFERENCE PROGRAM

The Waste 2022 Conference program begins at 10.00am on Tuesday 3rd May and concludes at 5pm on Thursday 5th May. There are also two optional pre-conference events which you might like to take part in.

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Event Time - (UTC+10:00) Canberra, Melbourne, S... ▾

Tuesday, May 3, 2022

Wednesday, May 4, 2022

Thursday, May 5, 2022

8:00 AM - 9:00 AM	WELCOME TEA & COFFEE - THURSDAY		
9:00 AM - 9:15 AM	<b><u>Welcome address from the chair</u></b> <u>Presenter TBC</u>		
9:15 AM - 9:35 AM	<b><u>Keynote Address 4: Meeting the challenge of halving Australian food waste by 2030</u></b> <u>Mark Barthel, Chief Operating Officer, Stop Food Waste Australia</u>		
9:35 AM - 9:55 AM	<b><u>Keynote Address 5: Driving circularity through product stewardship</u></b> <u>Claire Kneller, Head of WRAP Asia Pacific, WRAP</u>		
9:55 AM - 10:40 AM	MORNING TEA - THURSDAY		
10:40 AM - 12:00 PM	<u>PANEL DISCUSSION 3: EXTENDED PRODUCER RESPONSIBILITY</u> <u>Facilitated by: Gayle Sloan, CEO, WMRR</u>		<u>PANEL DISCUSSION 4: DISASTER WASTE MANAGEMENT</u> <u>Facilitated by: Mike Ritchie, Managing Director, MRA Consulting Group</u>
12:00 PM - 1:00 PM	LUNCH - THURSDAY		
1:00 PM - 2:50 PM	<u>FOGO (PART 1)</u>	<u>RECYCLING</u>	<u>ENERGY FROM WASTE</u>
2:50 PM - 3:20 PM	AFTERNOON TEA - THURSDAY		
3:30 PM - 5:00 PM	<u>FOGO (PART 2)</u>	<u>PRODUCT STEWARDSHIP</u>	<u>PROBLEM WASTE</u>
6:30 PM - 11:59 PM	<u>CONFERENCE FINALE BUFFET</u> <u>The conference finale buffet will be held at Opal Cove Resort on the outdoor terrace (weather permitting) and in Horizons Restaurant.</u>		

14.5 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2022/02491)

The following items are included in the Information Bulletin, which accompanies the Agenda.

1. REGISTER OF COUNCIL RESOLUTIONS 2022 (D2022/04304)
2. CEO EXERCISE OF DELEGATED POWERS AND DUTIES (D2022/04298)
3. 2021/2022 COUNCIL TONNAGE COMPARISONS AS AT 28 FEBRUARY 2022 (D2022/04293)

**RECOMMENDATION**

That the Council notes the items contained in the Information Bulletin accompanying the 24 March 2022 Ordinary Meeting of Council Agenda.

**COUNCIL RESOLUTION**

MOVED CR ZANNINO

SECONDED CR THOMAS

THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 24 MARCH 2022 ORDINARY MEETING OF COUNCIL AGENDA.

**CARRIED UNANIMOUSLY**

**15 REPORTS OF COMMITTEES**

15.1 AUDIT COMMITTEE MEETING HELD ON 3 MARCH 2022 (D2022/04468)

The minutes of the Audit Committee meeting held on 3 March 2022 accompany and form part of this agenda – (refer to section of 'Minutes of Committees' for Council accompanying this Agenda).

**QUESTIONS**

The Chairman invites general questions from members on the minutes of the Audit Committee.

**RECOMMENDATION(S)**

That Council notes the recommendation(s) in the Audit Committee report (Section 15.1).

MOVED CR HAMILTON                      SECONDED CR SUTHERLAND

THAT COUNCIL NOTES THE RECOMMENDATION(S) IN THE AUDIT COMMITTEE REPORT (SECTION 15.1).

**CARRIED UNANIMOUSLY**

**16 REPORTS OF DELEGATES**

16.1 MUNICIPAL WASTE ADVISORY COUNCIL (MWAC) MINUTES HELD ON 16 FEBRUARY 2022

The minutes of the MWAC meeting held on 16 February 2022 were included in the agenda.



# Municipal Waste Advisory Council

## Minutes

4.00pm Wednesday  
16 February 2022  
Online



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**ATTENDANCE**

Cr Doug Thompson (Fremantle)	WALGA State Council	<i>Chair</i>
Cr Giorgia Johnson (City of Bayswater)	Eastern Metropolitan Regional Council	<i>Deputy Chair</i>
Cr Les Price (Cue)	WALGA State Council	
Mayor Ruth Butterfield (Armadale)	WALGA State Council	
Cr Peter Abetz	City of Gosnells	
Cr Karen Vernon (Victoria Park)	Mindarie Regional Council	
Cr Karen Wheatland (Melville)	Resource Recovery Group	
Cr Andrew Maurice (Mosman Park)	Western Metropolitan Regional Council	
Mr Tim Youé	Resource Recovery Group	<i>OAG Chair</i>
Mr Andrew Murphy (Vincent)	Metropolitan Local Government	<i>OAG Deputy</i>
Mr Peter Keane	Bunbury Harvey Regional Council	
Mr Marcus Geisler	Eastern Metropolitan Regional Council	
Mr Scott Cairns	Mindarie Regional Council	
Mr Stefan Frodsham	Western Metropolitan Regional Council	
Mr Chris Hoskisson (Joondalup)	Metropolitan Local Government	
Mr James Trail (Coolgardie)	Non-Metropolitan Local Government	
Ms Ruth March (Albany)	Non-Metropolitan Local Government	
Ms Rebecca Brown	Municipal Waste Advisory Council	
Ms Tazra Hawkins	Municipal Waste Advisory Council	
Ms Gráinne Whelan	Municipal Waste Advisory Council	
Cr Karen Chapple	WA Local Government Association	<i>President</i>

**APOLOGIES**

Cr Tresslyn Smith (Bunbury)	Bunbury Harvey Regional Council
Ms Nicole Matthews	WA Local Government Association
Ms Candy Wong	Municipal Waste Advisory Council
Ms Hayley Williamson	City of Greater Geraldton
Cr Bob Hall	City of Greater Geraldton

# 1 PROCEDURAL MATTERS

## 1.1 Election of MWAC Chair and Deputy Chair

Cr Doug Thompson was elected unopposed as MWAC Chair, Cr Giorgia Johnson was elected as MWAC Deputy Chair.

## 1.2 MWAC Minutes tabled at WALGA State Council

A summary of the Minutes of the Municipal Waste Advisory Council meeting held Wednesday, 8 December 2022 will be noted at the next WA Local Government Association State Council meeting.

# 2 MINUTES OF PREVIOUS MEETING

## 2.1 Confirmation of the Previous MWAC Minutes

### MUNICIPAL WASTE ADVISORY COUNCIL MOTION (CR JOHNSON/CR PRICE)

That the Minutes of the meeting of the Municipal Waste Advisory Council held on Wednesday, 8 December 2022 be confirmed as a true and accurate record of the proceedings.

## 2.2 Business Arising from the Previous MWAC Minutes

A	<b>Issue</b>	June 2021 MWAC Item 5.8 FOGO in MUDS		
	<b>Action</b>	<ol style="list-style-type: none"> <li>Executive Officer will follow up to determine if information on the <i>Waste Avoidance and Resource Recovery Act 2007</i> can be provided to DAPs so the members understand the regulatory requirements regarding Local Government waste collection.</li> <li>The Chair requested that the Executive Officer provide information on how the amount/type of education a Local Government undertakes can impact on their contamination rate.</li> </ol>		
	<b>Timeframe</b>		<b>Status</b>	<ol style="list-style-type: none"> <li>Examples are requested from Members regarding this issue.</li> <li>To be completed</li> </ol>

B	<b>Issue</b>	August 2021 MWAC Item 7 General Business		
	<b>Action</b>	That the Municipal Waste Advisory Council undertake a workshop with the Goldfields Esperance Country Zone at their earliest convenience to identify ways that MWAC can further represent and assist the Zone.		
	<b>Timeframe</b>		<b>Status</b>	The Zone have requested that MWAC hold a Waste Summit in the Regional. Expressions of Interest will be sought from Local Governments to host the next three Waste Summits.

### 3 DECISION ITEMS

#### 3.1 COVID-19 Contingency Planning\*\*\*

##### MUNICIPAL WASTE ADVISORY COUNCIL MOTION (CR JOHNSON/CR PRICE)

That the Municipal Waste Advisory Council:

1. Note the following:
  - a. Omicron Planning Paper
  - b. Mutual Assistance Memorandum of Understanding.
2. Provide a copy of the Omicron Planning Paper and Mutual Assistance MoU to the Environment Minister.

##### In Brief

- The WALGA Team are taking a coordinated approach to Omicron Planning, based on issues that have arisen and queries from the sector. An Omicron Planning Paper has been developed to capture this information and provide guidance.
- The Mutual Assistance Memorandum of Understanding (MoU) developed in 2020 to provide continuity of service for waste collections has been updated.

##### Background

On 14 January, the Association held an online meeting with Local Governments and waste companies to seek feedback on any additional considerations for the Mutual Assistance MoU and to discuss the new challenges for Local Governments and waste companies in managing COVID-19.

##### Comment

Discussions included:

- Managing ongoing operations
- Contingency planning
- Extension to hours of operation
- Vaccination mandates
- WALGA Rapid Antigen Test Procurement
- Consistent Communication.

The Officers Advisory Group discussed the MoU and the Planning Paper. Both are being updated to include additional information on Rapid Antigen Tests, Vaccination, Essential Worker definitions and Department of Health information regarding exposure sites. The discussion highlighted the particular challenges for Local Governments in regional areas where there may be only one service provider. The Omicron Planning Paper and MoU are attached **(p. 1 and 10 respectively)**.

##### Discussion at the Municipal Waste Advisory Council

An overview was given in relation to Rapid Antigen Testing for critical workers and new isolation requirements. An issue was raised at the Officers Advisory Group as one of the challenges in regional areas is when there is only one waste collector providing a service and how they implement contingency measures in that circumstance. At one of the Material Recovery Facilities an employee tested COVID-19 positive and all staff were considered casual/close contacts. The definitions have now changed and casual contacts are no longer used.

A member highlighted issues in relation to staffing at MRFs where staff are specialised in their role and there may not be other staff on standby to step into the role. Training and induction of standby staff takes time and is also an additional cost. A query was raised in relation to the definition of a close contact under the health direction. WALGA will seek clarification and report back to the group. The definition of a high case load versus a very high case load environment was queried and at what stage does that come into effect. Currently the definitions are set by the State Government and WALGA is awaiting confirmation as to when the very high case load environment would

come into effect. The Chair recommended that the Omicron Planning Paper be sent to the Minister for Environment for information.

### **3.2 CDS Minimum Network Standards – Second Review\*\*\***

#### **MUNICIPAL WASTE ADVISORY COUNCIL MOTION (CR JOHNSON/CR PRICE)**

**That the Municipal Waste Advisory Council endorse the Draft Submission on the CDS Minimum Network Standards – Second Review.**

#### **In Brief**

- On 6 December 2021 the Department of Water and Environmental Regulation (DWER) released the second review of the Container Deposit Scheme (CDS) Minimum Network Standards with submissions due by 14 January.
- The main focus of this review was on the definitions of seasonal, pop-up and mobile refund points, with the review suggesting that standard opening hours were not required for these types of refund point.
- The Draft Submission identifies the need for standard opening hours to be defined and maintained.

#### **Background**

This is the second review of the CDS Minimum Network Standards and focused on:

- Application of maximum travel distances
- Refund point requirements for Laverton, Ngaanyatiarra-Giles, Telfer
- Definitions of seasonal, pop-up and mobile refund points.

Comment on the review was due in January.

#### **Comment**

In the Draft Submission the Association supported clarifying that the maximum travel distances are only used to calculate the state-wide coverage of the Scheme whilst also ensuring that if refund point operators are not available the Scheme Coordinator needs to provide the service.

The new definition of seasonal refund point was supported, as it is in line with ensuring some flexibility for areas with seasonal populations based on tourism. The Draft Submission also supported refund points in regional and remote locations to self-identify as seasonal due to their location.

The Draft Submission did not support 'pop-up' refund points, with only nominal opening hours, being part of the Minimum Network Standards.

For all the new definitions, the Draft Submission requested that there be justification provided to DWER for the number of operating hours to ensure community interest is protected. The Draft Submission was attached (**p. 12**).

#### **Discussion at the Municipal Waste Advisory Council**

The item was passed with minimal discussion.

### **3.3 Stewardship for Consumer and Other Electrical and Electronic Products – Discussion Paper\*\*\***

#### **MUNICIPAL WASTE ADVISORY COUNCIL MOTION (CR JOHNSON/CR PRICE)**

**That the Municipal Waste Advisory Council endorse the Draft Submission on Stewardship for Consumer and Other Electrical and Electronic Products – Discussion Paper.**

## **In Brief**

- The Department of Agriculture, Water and Environment released the [discussion paper](#) on 14 December 2021 which contains a significant number of questions for consideration, covering the National Television and Computer Recycling Scheme (NTCRS) and a range of other electric and electronic materials
- The Draft Submission focuses on the key issues for Local Government in WA, regarding the NTCRS and the longer-term requirements for Product Stewardship Schemes.

## **Background**

The Department of Agriculture, Water and Environment released a Stewardship for consumer and other electrical and electronic products in late 2021, which included discussion and consultation with various stakeholders that took place in August to November 2021. In the last 10 years the rate of e-waste generated each year by Australians has more than doubled and the Discussion Paper identifies a range of different products that need to be considered. The Discussion Paper is divided into:

1. Introduction – overview of the context, evidence and key concepts
2. Product categories – data and issues divided into categories
3. Key issues – issues identified through early consultation across all product categories.

Consultation closes on 25 February 2022.

## **Comment**

The Discussion Paper contains a significant number of questions relating to electrical and electronic waste and its management. Some of the matters included in the Discussion Paper are outside the scope of Local Government expertise and experience, therefore not every section of the Paper has been commented on.

In providing comment on the Discussion Paper, some of the issues identified include the:

- Design of products without hazardous substances to make them easier to manage at end of life
- Need for a national Product Stewardship Scheme to manage solar PV and battery storage
- Potential to recover more mobile phones by expanding the NTCRS to accept mobile phones
- Need for manufactures of goods to design for durability to ensure that electrical and electronic devices are kept in circulation longer
- Requirement of supporting measures to accompany landfill bans on e-waste
- Collection, treatment, recovery and environmental disposal of products being the legal responsibility of producers regardless of the type of scheme introduced (mandatory, co-regulatory, voluntary)
- Design of future Schemes in such a way that ensures manufacturers, importers and distributors and organisations tasked with delivering Schemes, are financially or physically responsible for managing actual end-of-life impacts, as opposed to projected end-of-life impacts.

The Draft Submission was attached **(p. 16)**.

## **Discussion at the Municipal Waste Advisory Council**

A number of participants attended the e-waste industry breakfast seminar which outlined the range of research taking place in relation to recycling e-waste. Solar Panels are captured in the Draft Submission under a priority waste stream but packaging from e-waste is not. This is best covered by the Australian Packaging Covenant Organisation. Members highlighted that e-waste is an issue at aged care facilities and residential lifestyle villages where people stockpile until verge collection.

## 4 INFORMATION ITEMS

### 4.1 Program Update

- Bin Tagging Program
  - The Bin Tagging App is being tested in February
  - WALGA is working with Resource Recovery Group, Western Metropolitan Regional Council, Town of Bassendean, City of Wanneroo and City of Vincent
  - As part of the Program, waste audits will be conducted prior to and post bin tagging of approximately 200 households.
- Better Practice Guidelines for Multiple Dwelling Developments (MDDs)
  - Talis Consulting have developed a Draft Better Practice Guideline for new MDDs
  - WALGA are working to update the Better Practice Guideline for existing MDDs
  - Talis will be working with several Local Governments in 2022, to undertake pilot projects to test the various communications/infrastructure approaches to reduce contamination and increase resource recovery from MDDs.
- E-waste Recycling Program
  - Collection events were held at the following locations:

Date	Location	Tonnage e-waste collected
27 November 2021	Geraldton	3.45
14 November – 5 December	Denmark	1.71
	Jerramungup	0.74
	Plantagenet	1.66

- Community Sharps Program
  - WALGA has placed an order for 277 sharps containers, to be provided to 24 Local Governments across WA
  - Delivery of the containers and signage will occur over the next few months.

### 4.2 DWER New category checklists for works approvals and licences for waste facilities

- The Department of Water and Environmental Regulation's Industry Regulation division is developing a series of category checklists that will assist those applying for works approvals and licences under Part V of the Environmental Protection Act 1986. These new checklists are anticipated to help improve the overall quality of applications and their supporting information, thereby streamlining the overall assessment process.
- The first of these new category checklists relates to landfills. This checklist is optional for applications for solid waste landfill sites associated with mining operations or for category 89 rural landfill sites. It is mandatory for all other new landfill applications that include one or more of categories 63, 64, 65, and/or 66, and for prescribed premises with any of those categories that seek to amend their instrument(s) to expand existing landfill operations, for example through the construction of new landfill cells.
- A minor update to the main works approval, licence, and amendment application form has also been published to support this and future category checklists. The new category checklist and updated main application form are available on the [DWER website](#). The main application form is 25 pages long and the category checklist is 14 pages long, so it is not clear how useful the check lists will be.

## 5 REPORTS

### 5.1 Working Groups/Committee Reports

#### MWAC Groups

- 1. Metropolitan Regional Council Working Group**  
Delegates/Nominees: Mr Tim Youé, Working Group Chair  
This Group has not met since the previous MWAC Meeting.
- 2. Reducing Illegal Dumping Working Group**  
Delegates/Nominees: n/a  
This Group has not met since the previous MWAC Meeting.
- 3. Vergeside Collection Working Group**  
Delegates/Nominees: n/a  
This Group has not met since the previous MWAC Meeting. However it anticipated that the DWER Better Practice Guideline for Vergeside Collection and Drop off will be released in early 2022.
- 4. Consistent Communications Collective**  
Delegates/Nominees: n/a  
This Group met on Wednesday 9 February to discuss COVID communications and other matters.
- 5. Industry Training Reference Group**  
Delegates/Nominees: n/a  
This Group has not met since the previous MWAC Meeting.
- 6. Household Hazardous Waste Advisory Group / Operators Meeting**  
This Group has not met since the previous MWAC Meeting.

#### External Committees and Working Groups

- 1. DWER Waste Reform Advisory Group**  
Representative: MWAC Chair, MWAC Executive Officer and CEO of SMRC  
This Group has several meetings scheduled for 16 February (to discuss the State Waste Infrastructure Plan (SWIP)) and 17 February (to discuss COVID Planning).

#### Discussion at the Municipal Waste Advisory Council

The Chair gave an overview of the Scope, Objectives and Principles of the SWIP. A member queried if the document discussed the number of Regional Councils in the Metropolitan area. The document does not deal with this level of detail. A member stated that a SWIP was previously developed in 2014 and is still available to view. It was noted that in the current draft SWIP transfer stations were not quantified within the scope of the plan. Members who attended the meeting raised concerns that transfer stations are part of the key waste infrastructure particularly in regional areas. The current SWIP will be available for public consultation for 12 weeks from April-June with the final document published in August /September.

- 2. DWER Regulatory Reference Group**  
Representative: WALGA Executive Manager, Strategy Policy and Planning  
This Group has not met since the previous MWAC Meeting.



- 3. DWER FOGO Reference Group**  
Representative: MWAC Executive Officer, SMRC, EMRC, WMRC,  
This Group has not met since the previous MWAC Meeting.
- 4. DWER Single Use Plastic Working Group**  
Representative: MWAC Executive Officer  
This Group has not met since the previous MWAC Meeting.
- 5. WARRRL Local Government Reference Group**  
Representative: MWAC Executive Officer  
This Group has not met since the previous MWAC Meeting.
- 6. Australasian Packaging Label Marketing and Communications Working Group**  
Representative: MWAC Executive Officer  
This Group has not met since the previous MWAC Meeting.
- 7. Hazard Coordinating Committee**  
Representative: MWAC Executive Officer  
This Group has not met since the previous MWAC Meeting.
- 8. Across Agency Asbestos Group**  
Representative: MWAC Executive Officer  
This Group has not met since the previous MWAC Meeting.
- 9. Main Roads Waste Forum**  
Representative: MWAC Executive Officer / Waste Management Specialist  
This Group met in early 2022, however will not meet again as it has been superseded by a Waste Authority chaired C&D group.
- 10. Waste Management and Resource Recovery Association**  
Representative: MWAC Executive Officer, CEO of SMRC  
This Group has not met since the previous MWAC Meeting.
- 11. Charitable Recyclers Australia**  
Representative: MWAC Executive Officer  
This Group has not met since the previous MWAC Meeting.

## **6 OTHER GENERAL BUSINESS**

The meeting closed at 4:45pm.

## **7 NEXT MEETING**

The next meeting of the Municipal Waste Advisory Council will be held online at **4:00pm on Wednesday, 27 April 2022.**

## COVID-19 Omicron Planning February 2022



### Background – Essential Service and Waste Definitions

Waste Management is an essential service, provided by Local Government and a range of private contractors across Western Australia. An essential service is defined as:

*“a service formally recognised by government to be a basic right for its citizens and the failure to deliver this service would result in potential risks to the public. Therefore, the government will ensure that this service is considered a priority in strategic planning and is ultimately protected from disruption from outside sources such as natural and man-made disasters, market failure, economic pressures, community complaint and mismanagement” (WALGA, 2020).*

To define what waste management encompasses, the most relevant reference is the *Waste Avoidance and Resource Recovery Act 2007* (WARR Act). The terms of particular relevance are the definitions of waste, waste facilities and waste services:

**waste** includes matter —

- a) whether liquid, solid, gaseous or radioactive and whether useful or useless, which is discharged into the environment; or
- b) prescribed by the regulations to be waste;

**waste facility** means premises used for the storage, treatment, processing, sorting, recycling or disposal of waste;

**waste service** means —

- a) the collection, transport, storage, treatment, processing, sorting, recycling or disposal of waste; or
- b) the provision of receptacles for the temporary deposit of waste; or
- c) the provision and management of waste facilities, machinery for the disposal of waste and processes for dealing with waste.

In looking closely at the services that Local Government provides, or provides for, there may be some additional measures that are required. This document outlines current practice and protections and makes suggestions about a common approach to facilities.

### Waste Management – COVID Directions

#### Mandatory Vaccination

Waste management is captured under the [Critical Infrastructure Worker \(Restriction on Access\) Directions](#). Consequently waste management is also captured under the [Booster Vaccinations \(Restrictions on Access\) Directions](#).

The relevant definitions under the Directions are:

47. Waste has the same meaning that it has in the Waste Avoidance and Resource Recovery Act 2007 (WA) and includes controlled waste.
48. Waste infrastructure site means premises used for the predominant purpose of collection, transport, receipt, sorting, treatment, recycling, recovery (including energy recovery),

processing or disposing of domestic or commercial waste and includes licensed or unlicensed waste management premises where one or more waste service is provided.

49. Waste infrastructure worker means:

- a) a person of the kind set out in Row 6, Column 1 of the table in Schedule 1; or
  - b) any other person specified in writing to be a waste infrastructure worker by the Chief Health Officer or any person authorised by Chief Health Officer for that purpose, but does not include:
  - c) a person covered by Row 6, Column 2 of this Schedule.
50. Waste service has the same meaning that it has in section 3 of the Waste Avoidance and Resource Recovery Act 2007 (WA)

Waste Management workers are also identified under the State Governments current definitions of critical workers – which has an impact in a very high case load environment (with a reduction in the requirements for isolation/quarantine).

## Preparedness - Local Government Contingency Planning

### Collection Contingency

Local Government, working with WALGA Preferred Suppliers, have put in place a Memorandum of Understanding which allows an organisation to utilise fleet and workers from other organisations for waste collection. This provides some contingency in case the workers are affected by the virus. There are some key insurance considerations for Local Governments in this situation:

- Inductions for third party operators of the Local Government vehicles. Ensuring they know how to properly operate the vehicle; that personnel are fit and capable of undertaking the prescribed activity; and ensuring compliance with incident response/reporting procedures.
- Inspection of vehicle pre and post engagement to avoid any disputes over when damaged occurred and whose insurance applies.
- Utilising/following the WALGA Preferred Supplier Arrangement on labour hire. There should be specific protections in there for the member if the labour hire personnel is injured whilst under the supervision of the member.

### Business Continuity Planning

Local Governments are already undertaking business continuity plans. In the waste context, it is useful to look at prioritising waste services and deciding what services are most important whilst also considering workforce skills and adaptability.

Priority	Service
1	Kerbside waste/FOGO collection
2	Dead animals/Hazardous waste/Putrid waste
3	Kerbside recycling/GO collection
4	MGB deliveries
5	Park/bus stop bin collection
6	Verge litter collection
7	MGB household repairs
8	Bulk verge collection
9	Illegal dumping not included in (2)
10	Recycling centre drop off

## Response

Each Local Government may have a different waste service priority list. The following example from the City of Wanneroo is part of their business continuity planning process and shows what waste services will be impacted, if a certain proportion of the workforce is impacted. Other considerations in relation to workforce include pre-existing health conditions or whether they need to care for people in the home.

Staff Reduction	Impact
10%	None (short term)
20%	None (short term)
30%	Some disruption to verge/illegal dumping. Commence sourcing of temporary staff/contacting other Local Governments
40%	Verge litter/illegal dumping and greens drop-off ceased. Some reduction in bulk waste collection staff (service slow down)
50%	Verge/illegal dumping, greens drop-off and bulk collection ceased. Reduced capacity for park bins, et
60%	Verge litter/illegal dumping, greens drop off, bulk collection, park bins and delivery of MGBs suspended
70%	Verge litter/illegal dumping, greens drop-off, bulk collection, park bins, delivery of MGBs ceased. All available staff (internal and external) to concentrate on kerbside collections.
80%	Verge litter/illegal dumping, greens drop-off, bulk collection, park bins MGB delivery and kerbside recycling collection ceased. Consider a fortnightly waste collection
90%	Major impact on domestic collection

Staged phases of reduced services are included in Appendix 1, noting however the Government has expressed a preference to avoid lock down.

## Waste Collection – Kerbside

**Contamination of household bins** – advice from the Department of Health PHEOC is:

*It is possible that someone with COVID-19 may contaminate the surface of a bin and this could lead to transmission onto the next person to touch the bin. The bin is acting as a fomite- i.e., an inanimate object which can spread a pathogen on when touched. The risk of this occurring is no higher than any other object that people may touch throughout the course of their day. Thus, the risk mitigation strategy for this occurrence is to ensure that all staff handling bins wear gloves and wash their hands effectively after handling bins and regularly throughout the course of the day. It may also be an idea for Local Governments to remind consumers to wash their hands regularly throughout the day, including when handling bins.*

**Collection Vehicles** – a large proportion of waste collection vehicles, for kerbside collections, are side arm trucks. This means that a person does not physically touch the bin, instead the side arm of the truck collects the bin. The contents of the bin are tipped into the sealed body of the truck. This system is set up to minimise any contact between the driver and the bin or its contents, thereby minimising risk. It is recommended that workers keep the same truck where possible, or the truck is sanitised between uses.

For those organisations using rear lift trucks, where workers are required to manoeuvre bins to be picked up by the trucks, it is recommended that the workers follow the Department of Health advice regarding hygiene. The Local Government may also want to encourage

residents to wash their hands after handling bins. For workers sharing vehicles – it is suggested that waste collection vehicles are thoroughly sanitised between shifts.

**Collection / Processing Contracts** - Local Governments who have outsourced collection may need to consider some flexibility in their contracts, should the workforce undertaking collections be severely impacted. For example, the collection time (earlier or later) and the destination of the material. In regard to destination, it may be quicker for a vehicle to go to another landfill / transfer station than the one contracted. The main message is, consider this as an option and Local Government discuss this with your contractors.

### **Waste Facilities** **Sharing vehicles**

As for collection workers, it is suggested that vehicles are thoroughly sanitised between shifts/users. This can include forklifts, front end loaders and compactors.

### **Material Recovery Facilities**

The workers at these facilities wear full PPE – masks, glasses and gloves – as the nature and condition of the material received at these facilities is also quite variable and Material Recovery Facilities do have issues with the type of material they receive at times (for example nappies and sharps). Rapid Antigen Testing could form a key part of ensuring that exposure of workforce is limited.

### **Composting facilities**

At composting facilities, for example processing FOGO, workers would wear full PPE, practice good hygiene and utilise litter pick grabs to remove all contamination. That means tissues can continue to be disposed of in the FOGO bin. Rapid Antigen Testing could form a key part of ensuring that exposure of workforce is limited.

### **Transfer Stations/Drop off centres/Landfills**

The current approach used by these facilities is to minimise staff contact with the community who are dropping off recyclables or waste. This includes social distancing processes and additional PPE where appropriate. Currently, these sites are still open and taking 'self-haul' material. Disposing of waste is necessary and people may be taking the opportunity, while self-isolating, to have a good clear out. While transfer stations/drop off centres and landfills can remain open to allow people to dispose of self-haul material – while minimising staff exposure – it is encouraged that this occur, rather than the material remaining in people's homes or being illegally disposed of. However, if Government was to put in place more stringent recommendations regarding people not leaving their homes – except to get essentials – then it is suggested that transfer stations/drop off centres / landfills close their self-haul facilities. In this case the community would be encouraged to store material at home until such time as the restrictions were lifted.

Where the community has a clear pathway to dispose of the waste that they are usually generating (through kerbside/verge collection) then the restriction on self-haul should not prove too onerous. If these services are not in place in a Local Government – or are only in place for a proportion of the population – there is a rationale for self-haul to remain in operation, as it is the only waste disposal option for the community. Depending on the size of the community being serviced, arrangements could be put in place for pre-booking of waste drop off and electronic transactions.

### **Cash handling**

It is suggested that sites minimise cash handling from an Occupational Health and Safety point of view. If your Local Government has not yet instituted a 'no cash' policy, then it is suggested

that this be referred to those responsible for dealing with COVID-19 issues within your Local Government and a whole of organisation policy be put in place.

### **Staffing**

Considering options to reduce risks, there could be the option for multiple shifts, with smaller numbers of staff, as a way of social distancing and reducing risk.

### **Key Community Messages**

Through the Associations Consistent Communications Collective, the following key messages for the community were discussed, and there are some resources available to promote these messages:

- Do not place tissues or kitchen paper towels in your recycling bin – these materials are usually considered contamination in the recycling bin but now with concerns about COVID-19 this behaviour is not acceptable. Place used tissues or kitchen paper towels in your general waste bin.
- Rapid Antigen Tests are not recyclable, please place them in your waste bin.
- Takeaway containers – clean and empty plastic containers in the recycling bin. Compostable packaging goes in the general waste bin.
- If there is a 'stay at home Direction' from Government, kerbside and verge collection services will continue. Waste management is an essential service. However, drop off centres – such as transfer stations and landfills – may limit community access during this time (to encourage people to stay home).

## Appendix 1

In developing the document, considerations include the need to ensure that the community can dispose of waste generated in an effective and efficient way which minimises the risk of COVID-19 transmission and facilitates adherence to Government Directions. Waste is an essential service, however the specific elements of the waste services which are required at all times needs further discussion. If this consistent approach is to work, there will need to be widespread adoption – or a Government requirement – because if one site is open when others are closed it is likely to be overwhelmed.

### Planning for Local Government Services during an Emergency Event

Stage of Emergency	Local Government Waste Services
<p><b><i>Complete Lock Down / Very High Caseload Environment</i></b>            Significant community transmission and multiple outbreaks across wider geographic area.</p> <p>Restrictions:</p> <ul style="list-style-type: none"> <li>• Limited movement of people between geographic areas (within and outside metropolitan area, including regional travel restrictions)</li> <li>• Severely restricted community movement – shopping, exercise, emergency only</li> <li>• Social distancing/ masks for anyone outside</li> <li>• Work from home, unless absolutely essential</li> <li>• Non-essential businesses close</li> <li>• Take away only from restaurants /café</li> </ul>	<p><b>Kerbside:</b> Continue as normal</p> <p><b>Vergeside:</b> Continue as normal, unless concerns about ability of service provider to collect.</p> <p><b>Drop off</b>            Reuse shops closed            Public drop off – closed            Household Hazardous Waste drop off – closed</p> <p><b>Note</b></p> <ul style="list-style-type: none"> <li>• Although closed, there is the potential for it to be open by appointment, for urgent waste disposal.</li> <li>• For some Local Governments drop off is the only waste disposal option for residents (or a portion of residents), for these Local Governments they would need to continue providing a drop off option, with increased precaution for workers (if present at the site).</li> </ul> <p><b>Container Deposit Scheme</b>            Bag drop, in certain shops (e.g., charity shops) are likely to be impacted.</p> <p><b>Communications – community facing</b>            Wash hands after you take the bin in /out            Reduction of waste messaging            Do not put tissues in the recycling bin</p> <p><b>Worker considerations</b>            Waste management services workers need to have permits to cross borders / boundaries.            Workers will need to have social distancing and wear masks, ensure that exposure risks are minimised – for example no congregating of workers, same people working together, split shifts etc. to make sure if one section of the workforce falls sick or are required to self-isolate, there are sufficient workers to cover those shifts.            PPE and hand sanitiser must be provided to workers.</p>

	<p>Have labour hire company or casual workforce on standby to provide labour if insufficient workers due to sickness and self-isolation requirements.  Increase hygiene requirements – frequency of hand washing if not wearing PPE.  Cashless system.  Workers should be encouraged to self-isolate and get tested if they are feeling unwell. Identify workers who are at high risk of serious illness/death if they contract COVID-19. Seek advice on alternative work arrangements.</p>
<p><b>Very high case load environment</b>  Community transmission, across a range of geographic areas.</p> <p>Restrictions:</p> <ul style="list-style-type: none"> <li>• Limited movement of people between geographic areas (within and outside metropolitan area, including regional travel restrictions)</li> <li>• Social distancing in public spaces</li> <li>• Gatherings allowed</li> <li>• Work from home if you can</li> <li>• Non-essential businesses close</li> <li>• Take away only from restaurants /cafés</li> </ul>	<p><b>Kerbside</b> – Continue as normal</p> <p><b>Vergeside</b> – Continue as normal, unless concerns about ability of service provider.</p> <p><b>Drop off</b>  Reuse shops closed  Public drop off – open  Household Hazardous Waste drop off – open</p> <p><b>Container Deposit Scheme</b>  Bag drop, in certain shops (e.g. charity shops) are likely to be impacted.</p> <p><b>Communications – community facing</b>  Wash hands after you take the bin in /out  Reduction of waste messaging  Do not put tissues in the recycling bin</p> <p><b>Worker considerations</b>  Waste management services workers need to have permits to cross borders / boundaries.  Workers will need to have social distancing and wear masks, ensure that exposure risks are minimised – for example no congregating of workers, same people working together, split shifts etc. to make sure if one section of the workforce falls sick or are required to self-isolate, there are sufficient workers to cover those shifts. PPE and hand sanitiser must be provided to workers.  Have labour hire company or casual workforce on standby to provide labour if insufficient workers due to sickness and self-isolation requirements.  Increase hygiene requirements – frequency of hand washing if not wearing PPE.  Cashless system.  Workers should be encouraged to self-isolate and get tested if they are feeling unwell.  Identify workers who are at high risk of serious illness/death if they contract COVID-19. Seek advice on alternative work arrangements.</p>



<p><b>High case load environment</b> Some community transmission</p> <p>Restrictions:</p> <ul style="list-style-type: none"> <li>• 1.5 square metre social distancing</li> <li>• Travel restrictions relaxed across majority of WA</li> <li>• Gatherings allowed</li> <li>• Café &amp; restaurants open – for food only</li> <li>• COVID Safety plans for businesses</li> </ul>	<p><b>Kerbside</b> – Continue as normal</p> <p><b>Vergeside</b> – Continue as normal, unless concerns about ability of service provider.</p> <p><b>Drop off</b> <i>Reuse shops closed</i> Public drop off – open Household Hazardous Waste drop off – open</p> <p><b>Communications – community facing</b> Wash hands after you take the bin in /out Reduction of waste messaging Do not put tissues in the recycling bin</p> <p><b>Worker considerations</b> Workers will need to have social distancing and wear masks, ensure that exposure risks are minimised – for example no congregating of workers, same people working together, split shifts etc. to make sure if one section of the workforce falls sick or are required to self-isolate, there are sufficient workers to cover those shifts. PPE and hand sanitiser must be provided to workers. Have labour hire company or casual workforce on standby to provide labour if insufficient workers due to sickness and self-isolation requirements. Increase hygiene requirements – frequency of hand washing if not wearing PPE. Cashless system. Workers should be encouraged to self-isolate and get tested if they are feeling unwell.</p>
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## Risk of transmission relating to Waste Services

Services	Risk	Likelihood of occurrence	Mitigation
<b>Kerbside</b>	Transmission of virus from bin to bin, if workers are touching multiple bins during the collection process	Low – feedback from Dept of Health indicated that bin to bin transmission was relatively low likelihood of occurring and straightforward to mitigate	Community messaging – wash hands after taking the bin out.
	People with the virus at home placing items which have the virus on them (e.g., tissues etc) in the waste, recycling, GO or FOGO bin	High – material is likely to be placed in the bin that does carry the virus, however there are a range of mitigation options and current procedures which reduce the risk.	Community messaging – don't put tissues in your recycling bin. Double bag your waste. Operational – No one is touching the material in the bin. Recycling, GO or FOGO sorting workers already wearing full PPE, as nasty stuff frequently in the waste.
<b>Vergeside</b>	People going through the piles of waste on the verge, which may have the virus on them	Medium/low – feedback from Dept of Health indicated that transmission was relatively low likelihood of occurring and straightforward to mitigate	Community messaging / enforcement – do not go through the bulk verge collection material.
<b>Drop off</b>	Virus infected waste being in contact with workers – directly or indirectly	Medium – waste could be infected with the virus.	Community messaging – if you have the virus double bag your waste. Operational – PPE for those working closely with waste. Ensure that the filters on vehicles sufficient. Limit the number of cars allowed on site at any one time to allow social distancing – ensure additional staff to undertake traffic control.
<b>All</b>	Worker concern regarding the potential impact of COVID.  If an employee contracts COVID at work, the employer could be at risk of receiving a workers' compensation claim.	High – workers are rightly concerned about any potential impact of COVID through exposure in their workplace.	Ensure that workers have the most contemporary health advice from the Department of Health. Ensure workers have relevant PPE and training in how to use the PPE. Check in regularly with workers to understand any concerns or facilitate improvements to how work is being undertaken.



## Mutual Assistance Memorandum of Understanding

### Waste Collection and Transport

2022

#### Purpose

The Purpose of this Memorandum of Understanding (MoU) is to facilitate agreement between all parties and identify how all parties will work together in case the need arises to use staff or vehicles/equipment from other organisations to ensure the collection of waste continues in an emergency situation.

#### Parties to the MoU

WALGA Preferred Suppliers and Local Governments.

#### Background

This MoU has been developed in response to COVID-19 and the need to ensure that contingency planning is place for worse case scenarios relating to waste management collection. The scenario considered is that a significant proportion of the waste collection truck drivers were affected by COVID-19 or required to self-isolate.

#### Definitions

Requester of support – the organisation seeking assistance under the terms of this MoU.

Provider of support – the organisation providing assistance under the terms of this MoU.

#### Prioritising Collection

The agreed approach is that collections of putrescible waste will be prioritised.

#### Staffing

- Any staff being put forward need to have some experience in waste truck driving and the Supplier of support provide to the Requester of support the drivers CV/Drivers licence on their relevant experience.
- Any staff will need to undertake the relevant inductions for the Requester of support. Sufficient time needs to be given to the Supplier of support to organise the induction.
- Any staff being put forward will provide confirmation of vaccination.
- Staff may have to undertake Rapid Antigen Tests.

#### Insurance

- There are three potential scenarios in relation to insurance
  - Vehicle and driver – Provider of support to cover insurance
  - Vehicle only – Requester of support to temporarily note vehicle on their insurance policy
  - Driver only – Provider of support to cover insurance.
- From an insurance point of view there are varying degrees of exposure to the Provider or Requestor of support, which could suggest one approach is preferred over another.
- Provider of support to ensure personnel and equipment covered by their insurance.

#### Labour Hire Companies

- Labour Hire Companies potential have staffing available.

#### Funding

- The Supplier of support will charge out any vehicles, staff or combination thereof at their usual rate to the Requester of support.

- The Requester of support will be responsible for all incidental costs associated with the Provider of support personnel and equipment such as catering, accommodation, Occupational Health & Safety (OHS) issues, transport, fuel and storage.

#### **Process**

- Parties to the MoU are encouraged to engage with each other now to determine specific requirements and how the process work for them (Contact Details – Appendix 1), this includes identifying rates for charge out of vehicles, staff or combination thereof and the insurance considerations.
- WALGA, through this MoU, are facilitating the process.

#### **Duration of the MoU**

This MoU is intended to continue until January 2023 and will be reviewed as required during that time.

#### **Termination**

This MoU may be terminated by agreement of all parties.

#### **Withdrawal**

Parties may withdraw from this MoU at any time by providing written notice to WALGA (during usual business hours).

#### **Contact Details**

##### **Primary Contact**

**Name**

**Position**

**Email**

**Mobile**

##### **Secondary contact**

**Name**

**Position**

**Email**

**Mobile**



## Submission on the Review of the Container Deposit Scheme Minimum Network Standards Second Review

January 2022

### Status of this Submission

This Submission has been prepared through the Municipal Waste Advisory Council (MWAC) for the Western Australian Local Government Association (WALGA). MWAC is a standing committee of WALGA, with delegated authority to represent the Association in all matters relating to solid waste management. MWAC's membership includes the major Regional Councils (waste management) as well as a number of Local Government representatives. This makes MWAC a unique forum through which all the major Local Government waste management organisations cooperate.

This Submission therefore represents the consolidated view of Western Australia Local Government. However, individual Local Governments and Regional Councils may have views that differ from the positions taken here.

Due to the timeframe for consultation, this Submission has not yet been considered by MWAC. It will be put before the Council at the upcoming meeting on Wednesday, 16 February 2022. The Department will be informed of any changes to this Submission following consideration by MWAC.

### Introduction

The Western Australian Local Government Association (the Association) welcomes the opportunity to comment on the Second Review of the *Container Deposit Scheme Minimum Network Standards*. In contributing to the development of the Scheme, the Association made [comment](#) on the Customer Service Standards which informed the Minimum Network Standards. WALGA acknowledges that many of the recommendations made in this Submission have been included, such as the increase in allocation of refund points within the metropolitan area. In October 2021, the Association made a Submission on the first Review of the CDS Minimum Network Standards.

The Container Deposit Scheme (CDS) was established under the *Waste Avoidance and Resource Recovery Act 2007* on 1 October 2020. As part of the regulations, the Minimum Network Standards are to be reviewed as soon as practicable after the six-month anniversary of the Scheme commencing and after that, at intervals of not more than six months for the first three years.

As part of the Scheme a scheduled review process was included for the Minimum Network Standards. The first review occurred in October 2021 with this second review focusing on issues identified in Appendix 4 of the Issues Paper.

The second review identifies the following key points:

- Application of maximum travel distances used for modelling network coverage, which were based on an approximation of maximum shopping distances customers travel in different areas of the State
- Application of sites identified in Minimum Network Standards Consultation Summary (Laverton, Ngaanyatjarra-Giles, Telfer)
- Definition of seasonal refund point
- Definition of pop-up refund point
- Definition of mobile refund point.

This Submission comments on the key points which have been identified as part of the Second Review process.

Key Issue Identified	Options: The Minimum network standards could be updated to:			
<p>a) Application of maximum travel distances* were used for modelling network coverage and were based on an approximation of maximum shopping distances customers travel in different areas of the state</p> <p>b) Application of sites identified in Minimum Network Standards Consultation Summary (Laverton, Ngaanyatjarra-Giles, Telfer)</p>	<p>1. Insert additional text applied to section 1.3 of the minimum network standards to clarify that maximum travel distances are only used to calculate the state-wide coverage of the scheme</p>	<p>2. Remove section 1.3</p>	<p>3. Remove reference to Telfer as an indicative refund point location</p>	<p>4. Scheme coordinator to investigate regular or occasional mobile service for the Ngaanyatjarra-Giles community</p>
<p><b>WALGA Comment</b></p>	<p>1. <b>Support</b>  2. <b>Don't support:</b> These distances are important to ensure there is adequate access to refund points.  3. <b>No comment</b>  4. <b>Support:</b> The Scheme requires that if a refund point operator is not available the Scheme Coordinator needs to provide the service.</p>			
Key Issue	Options for consideration:			
<p><b>Definition of seasonal refund point</b></p>	<p>1. Define seasonal refund points as those that serve a town with less than 500 people and only operate for part of the year when tourism assists economic viability</p>	<p>2. Exempt seasonal refund points from specified minimum hours required for flexible refund points</p>	<p>3. Allow refund points in addition to those listed in the minimum network standards to self-identify as 'seasonal'.</p>	<p>4. Establish (if required) date ranges applicable for individual seasonal refund points</p>

<b>WALGA Comment</b>	<ol style="list-style-type: none"> <li>1. <b>Support:</b> In certain parts of WA seasonal refund points can potentially benefit local communities.</li> <li>2. <b>Conditional support:</b> The Association understands that stipulating minimum hours for seasonal refund points may attribute additional costs and overheads which could potentially be cost prohibitive to the operation and viability of the seasonal refund point. However, there needs to be some level of minimum hours required to ensure the community can access the service. For example, in some areas there may be a need for seasonal refund points to be opened more than the minimum hours for a flexible refund point and in areas few hours, depending on seasonal populations. WALGA agrees that seasonal refund points have some flexibility regarding hours of operation, but the refund point would need to provide some form of justification to DWER for the opening hours.</li> <li>3. <b>Support:</b> In some instances, it may be appropriate for some refund points in regional and remote locations to self-identify as seasonal due to their location and therefore have different minimum hours of operation. However, the refund point would need to provide some form of justification to DWER for self-identifying as seasonal.</li> <li>4. <b>Don't support:</b> COVID-19 has had a significant impact on tourism in certain parts of WA, showing a substantial increase in many regions. This has meant visitors outside of the seasonal dates or times which were once considered usual. If date ranges were established based on seasonal activities, it could potentially reduce the number of containers that could potentially be captured through refund points in these locations.</li> </ol>		
<b>Key Issue</b>	<b>Options for consideration:</b>		
<b>Definition of pop-up refund point</b>	1. Define pop-up refund points as servicing temporary social events that exist outside regular business hours such as markets, music festivals, agricultural shows, sporting carnivals	2. Clarify that event-based refund points or 'pop-up' refund points do not form part of the minimum network standards in terms of minimum hours of operation	
<b>WALGA Comment</b>	1 and 2. <b>Support:</b> Pop-up refund points have the potential to capture a large number of containers from events. It is unlikely they can adhere to the minimum hours of operation as required under the CDS Minimum Network Standards and as such should be exempt. WALGA would also suggest that pop-up refund points should also be excluded from the minimum network standards count of refund points required as they cannot meet these requirements.		
<b>Key Issue</b>	<b>Options for consideration:</b>		
<b>Definition of mobile refund point</b>	1. Define a mobile refund point as being a refund point that can be easily moved from location to location as part of a vehicle, connected to a vehicle or carried in a vehicle	2. Mobile refund points are not required to meet the minimum hours of operation designated for flexible refund points	3. Refund point locations nominated in the minimum network standards that are reasonably considered by the scheme coordinator to not be economically viable as stationary refund points can be serviced as mobile refund points.

<b>WALGA Comment</b>	<ol style="list-style-type: none"> <li>1. <b>Support</b></li> <li>2. <b>Conditional Support:</b> A definition of a mobile refund point needs to be included in the Glossary section indicating it is not required to meet the minimum network standard hours of operation for flexible refund points (16 ordinary business hours per fortnight at least eight of which must be weekend hours). Where a stationary refund point is not economically viable but produces a high container return this should be treated as mobile refund points.</li> <li>3. <b>Conditional Support:</b> Mobile refund points would still need to meet some form of minimum servicing standard/operating hours, approved by the DWER.</li> </ol>
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### 1.3 Maximum travel distances

On and from 12 months from the date of commencement, the Coordinator must ensure that the travel distances to a refund point for those persons identified in column 1 of the table in Part 1.3 are no more than those distances specified in column 2 of the table in Part 1.3.

*Travel distance to refund point for regional category*

<b>Column 1 Regional category</b>	<b>Column 2 Maximum travel distance to refund point</b>
Perth metropolitan area	5 km
Inner regional area	50 km
Outer regional area	100 km
Remote and very remote area	200 km



## Submission on the Stewardship for consumer and Other Electrical and Electronic Products – Discussion paper February 2022



### Status of this Submission

This Submission has been prepared through the Municipal Waste Advisory Council (MWAC) for the Western Australian Local Government Association (WALGA). MWAC is a standing committee of WALGA, with delegated authority to represent the Association in all matters relating to solid waste management. MWAC's membership includes the major Regional Councils (waste management) as well as a number of Local Government representatives. This makes MWAC a unique forum through which all the major Local Government waste management organisations cooperate.

This Submission therefore represents the consolidated view of Western Australia Local Government. However, individual Local Governments and Regional Councils may have views that differ from the positions taken here.

*This Submission will be put before the Council at the upcoming meeting on Wednesday, 16 February 2022.*

### Introduction

The Association welcomes the opportunity to comment on the Stewardship for Consumer and Other Electrical and Electronic Products Discussion paper (the Discussion paper) and considers the outcomes of this consultation will be essential to address issues with shared responsibility, cost recovery and consistent service delivery. Product Stewardship Schemes in Australia are diverse in their approaches, including the legislation that is relevant to their implementation, the focus of the schemes, the governance structure, approach to targets and funding model.

Local Government has actively engaged in the development and implementation of Product Stewardship Schemes where there is a clear opportunity to reduce costs and improve access for the community. Through the process of engaging with the Schemes, Local Government has seen positive outcomes, innovative solutions and developed important learnings. There have also been negative outcomes, where Local Governments have incurred considerable costs.

There has been considerable national developments and actions in relation to Product Stewardship such as the Federal Government, through the National Product Stewardship Investment Fund, investing in 20 projects to establish/enhance Product Stewardship Schemes. The Centre of Excellence for Product Stewardship represents an opportunity to ensure that Schemes are developed consistently and to maximise access, however the Centre does not have a regulatory role. The Productivity Commission Right to Repair Report identified that built-in obsolescence and Right to Repair, could be incorporated into Product Stewardship Schemes, but has not been to date. Right to Repair legislation in other countries exists alongside, and is complementary to, Product Stewardship.

This Submission highlights key reforms which are necessary for the National TV and Computer Recycling Scheme (NTCRS) immediately and provides comments on the questions posed in the Discussion Paper.

## Key Reforms

The Department has developed a comprehensive Discussion Paper which covers a range of matters. To ensure what is essential for Local Government is identified the Association is making the following recommendations:

	Recommendations
<b>Short term</b>	1. That the Federal Government, before the end of the 2021/22 Financial year, enhance the National TV and Computer Recycling Scheme to: <ol style="list-style-type: none"> <li>Ensure the Scheme covers all of the costs associated with the recycling of Scheme products</li> <li>Expand the scope of the Scheme to cover out of scope products such as small kitchen appliances, radios, CDs, DVDs, vacuums</li> <li>Increase Targets for the Scheme</li> <li>Make Targets State/Territory based, to ensure equitable coverage.</li> </ol>
	2. That the Federal Government does not support the collection of material through the kerbside recycling system, which is flammable, hazardous and undermines consistent messages.
	3. That the Federal Government develop a national Product Stewardship Scheme to manage solar PV and battery storage, to be implemented in the 2022/23 financial year.
	4. That the Federal Government by 2023/24 amend laws to give consumers more rights to repair products instead of being obliged to keep on buying branded products. This was highlighted in the Productivity Commission Inquiry Right to Repair Report
<b>Medium term</b>	5. The Association does not support a landfill ban for e-waste, in the absence of an effective Product Stewardship Scheme for e-waste.
	6. Within the next five years manufacturers need to embrace a circular economy which aims to design out waste and pollution whilst also incorporating durable designs to ensure that electronic devices and materials are kept in circulation for longer.
	7. That the Federal Government put in place an effective Product Stewardship Scheme for fluorescent lighting which covers the cost of collection, transport and recycling of these products.
<b>Long term</b>	8. That the Federal Government put in place a labelling scheme which provides consumers with information about the longevity of the products they are purchasing.
	9. That the Federal Government prohibit the sale or distributing new products, where there is no clear pathway to manage end-of-life impacts in an environmentally sound manner.

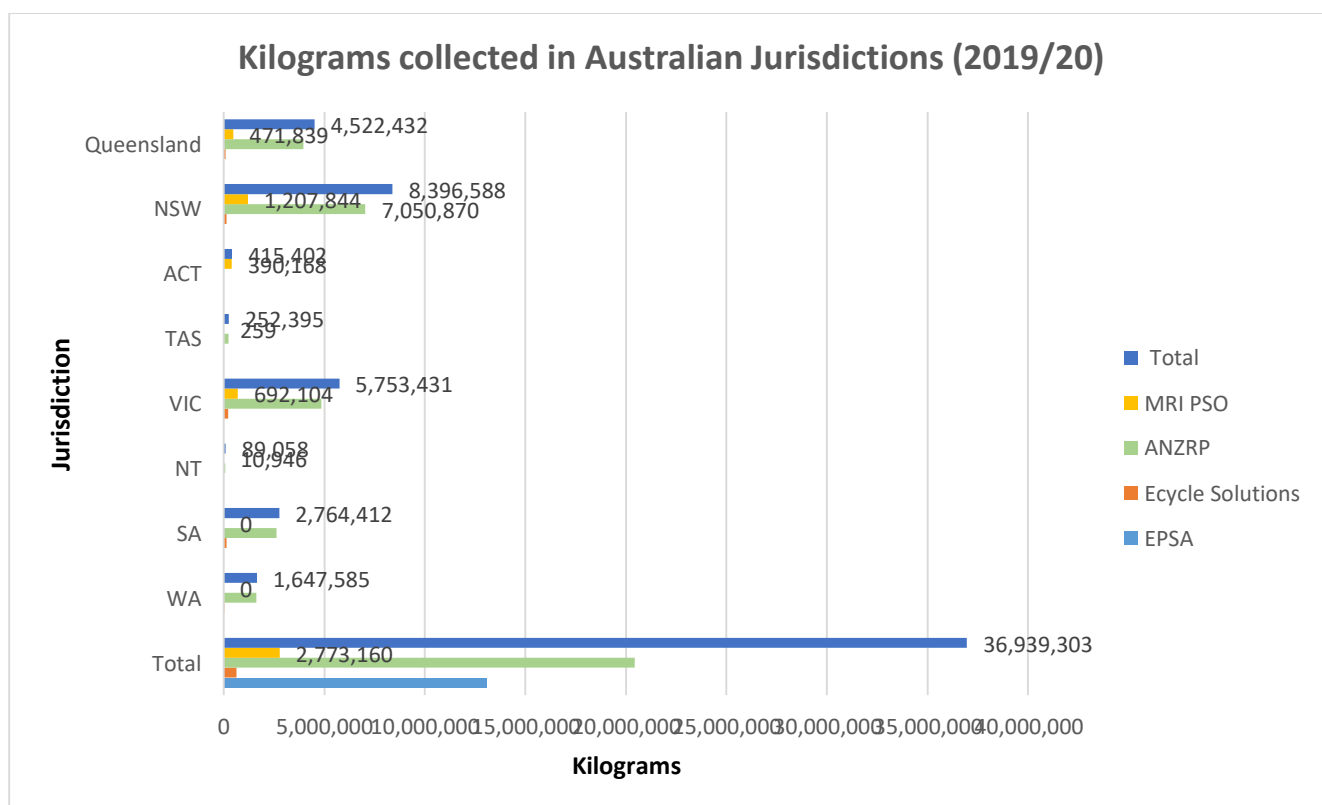
## Background

The NTCRS has delivered significant improvements in the Australian recycling rate for TV and Computers. Local Governments initial experience with the Scheme was positive, with the cost of recycling TVs and Computers reduced. Unfortunately, Local Government confidence in the Scheme was undermined by the actions taken by certain Arrangements in late 2014 - to limit their involvement to the minimum legislated requirements for collected tonnes and number of access points provided. Contracts to host permanent collection sites were either terminated or reduced, with no prior warning or offer to negotiate. Regional/remote sites across Australia were most likely to have their services terminated or reduced. Western Australia has many sites within this classification, due to the dispersed nature of its population.

**Figure 1** provides a comparison of the kilograms collected by Arrangements in each jurisdiction, as reported by the Arrangements for the 2019/20 Financial Year<sup>1</sup>. In viewing this information, it should be noted that:

- The requirements for reasonable access (i.e., number of collection sites) differ between jurisdictions related to population,
- The minimum amount of material that must be collected by Arrangements differs and relates to the number of liability parties who are members of that Arrangement.

From the data available it appears not all Arrangements are providing similar levels of service. While the requirements for reasonable access may technically be met by Arrangements, the effectiveness of some collection sites is debatable - given the amount of material collected. Nationally, ANZRP collected 55% of material, followed by EPASA (35%), MRIPSO (8%) and Ecycle Solution (2%). As EPASA did not provide a State by State, or regional breakdown of the services they provided, kilograms collected are recorded as N/A in **Figure 1**.



**Figure 1: Comparison of kilograms collected by Arrangements in each Australian Jurisdiction (2019/20)**

The parameters used to design the Scheme have resulted in a situation where material is most likely to be collected in populated areas. A comparison of the amount of material collected by the four Arrangements, that provided jurisdictional data for the 2019/20 Financial Year, shows that only 4% of material came from Western Australia. Western Australia accounts for approximately 10% of Australians<sup>2</sup>, therefore it is clear that although the Arrangements are meeting the national recycling target, the service provision nationally is not equitable. There is an urgent need for the recycling target to be applied on a state-by-state basis. In Western Australia, Arrangements have predominantly concentrated their efforts in the metropolitan area - with 86% of material collected in this region.

<sup>1</sup> [Waste publications and data - DAWE](#)

<sup>2</sup> [National, state and territory population, June 2021 | Australian Bureau of Statistics \(abs.gov.au\)](#)

### Questions

- Q1.1** What market and regulatory failures make it challenging for you to safely reduce the accumulation of e-waste in Australia?
- Q1.2:** Under what circumstances is voluntary product stewardship more appropriate and why? What are the advantages and disadvantages of voluntary product stewardship?
- Q1.3:** Under what circumstances is co-regulatory product stewardship more appropriate and why? What are the advantages and disadvantages of co-regulatory product stewardship?
- Q1.4:** Under what circumstances is mandatory product stewardship more appropriate and why? What are the advantages and disadvantages of mandatory product stewardship?

### Association Response

The high cost of electronic waste recycling has a significant impact on Local Governments' ability to reduce accumulated electronic waste. The National TV and Computer Product Stewardship Scheme (NTCRS) is a Co-Regulatory Scheme under the national Product Stewardship Legislation, which has been successful but is now costing the WA community \$300 a tonne to recycle products included in the Scheme and does not cover the \$700 a tonne to recycle other electronic waste. National targets do not provide an equitable outcome for WA. WA is 10% of the national population but is only collecting 4% (data from 2019/20) of the material through the Scheme. In the past collections from Local Government have been ceased when Scheme Targets have been met.

The Association supports the timely implementation of national Product Stewardship Schemes that deliver outcomes that benefit the entire country. The Association supports equal provision of services and the development of Schemes that take into account local conditions across Australia. The Association considers that the Commonwealth Government has a responsibility to ensure that all States and Territories have access to effective product stewardship arrangements, whether the Schemes they are mandatory, co-regulatory or voluntary.

Local Government has been an important stakeholder in the implementation of the two Voluntary Product Stewardship Schemes (Fluorocycle and Mobilemuster) currently accredited under the Act. The Association sees limited benefit in the accreditation process, as there is no requirement that Product Stewardship Schemes demonstrate their effectiveness against pre-determined criteria, such as a level and type of service offering.

FluoroCycle is a voluntary scheme that aims to increase the recycling of lamps that contain mercury and reduce the amount of mercury entering the environment. To achieve this, FluoroCycle provides a national, voluntary scheme which businesses, government agencies and other organisations can join as Signatories. The scheme gives public recognition to Signatories for their commitment to recycling. The Association considers that Fluorocycle is an ineffective Product Stewardship Scheme. The lack of requirements for data capture, management and reporting does not clarify what impact, if any, this scheme has had on tonnes collected for recovery, or reduction in cost to State and Local Government recycling programs. The 2015/16 annual report is the most current on the Departments website.

It must be noted that the majority of Voluntary Schemes operate outside the accreditation process established by the Act. While there are examples where Voluntary Schemes have arisen from a genuine industry commitment to reduce the entire lifecycle impact of a product, these are outweighed by examples where the key driver has been industry resistance to Government intervention and/or a lack of political will or Government resources to intervene.

Paintback is a voluntary scheme that has complete coverage across all of Australia. Since it was established in 2016, Paintback through collaborating with Local Government and other stakeholders has established a collection network of 160 sites nationally, and when combined with the mobile collection events, provides a responsible disposal pathway to 88% of the population.

Bcycle which is due to launch in early 2022 is a voluntary scheme targeting battery importers, manufactures, retailers, consumers and recyclers. The scheme has taken at least 10 years to come to fruition.

#### Questions

- Q2.1:** How can the data be improved?
- a) Is there data on local manufacturing?
  - b) Is it reasonable to keep using the international parameters for product lifetimes?
  - c) How can repair, reuse and resale be measured?
  - d) Is there data on recycling outside the NTCRS and Mobile Muster?
  - e) What can be done to measure the type and amounts of hazardous substances?
  - f) Are there better estimates on the type and amounts of 'unknown' materials?
  - g) Are the eight product categories suitable for the Australian context?

#### Association Response

No comment

#### Questions

##### Small Equipment

- Q2.2:** Can and, if so, how should product stewardship be implemented for small equipment?
- Q2.3:** Would an approach similar to a container deposit scheme be a feasible option to safely reduce the volume and rate of small appliances becoming e-waste? Why, or why not?
- Q2.4:** Would providing households with an easily identifiable bag to place small appliances into before placing in kerbside bins be a feasible option for safely reducing the volume and rate of small appliances to e-waste? Why, or why not?
- Q2.5:** What are the other opportunities and challenges for improving the stewardship of small equipment in Australia?

#### Association Response

The Association strongly opposes the use of the kerbside recycling bin as means of collecting electronic waste, for the following reasons:

**Potential increased fire risk for kerbside recycling and recycling facilities:** In August 2021 the Association carried out a survey on fires in waste collection vehicles and waste facilities. 56 organisations responded comprising of 82% Local Government/Regional Council, 14% waste industry and 4% unknown. 64% of fires occurred in waste collection vehicles, 50% in recycling collection vehicles and 7% in garden organics collection vehicles 43% of fires was caused by lithium batteries. The cost of the fires ranged from \$500 - \$200,000. Placing small appliances, which contain lithium batteries, in identifiable bags will only increase the number of fires in waste collection vehicles.

**Contradicts existing messaging and is a Work Health and Safety risk:** In WA all Local Governments and Material Recovery Facility operators have agreed to exclude flexible plastics from the kerbside recycling bin as it contaminates the paper stream and is a low value product which is difficult to recover. Another cause for concern is the potential for inconsistent messaging, State and Local Government have consistently promoted - leave material loose in the bins messaging. There are also considerable Work Health and Safety concerns regarding opening of bags, as the content is not known.

An option for improving the stewardship of small equipment could potentially be to implement a scheme similar to the container deposit scheme (CDS) for small, short lived electronic products. It may not be suitable for older electronic products. The WA CDS scheme commenced in October 2020 and has been extremely successful. Given that the infrastructure is already in place the Scheme could potentially be expanded to cater for small equipment however this would require further exploration. Another potential option and a longer-term solution would be for all CDS Refund points to include Op Shops or to donate working electronic goods to Op Shops/Social enterprises. This would facilitate electronic items being dropped off for free whilst also capturing any electronic items that are still working and would allow them to be tag/tested and reuse/sold, thus extending the lifecycle of the products.

### Questions

#### Televisions and Computers

- Q2.6:** Aside from lifting NTCRS targets, does anything else need to be in place to drive increased recycling and recovery rates for televisions and computers?
- Q2.7:** Would collection targets based on convenience rather than volume improve the environmental, social, and economic outcomes of the NTCRS?
- Q2.8:** Is the payment of levies by importers and manufacturers to co-regulators an effective and efficient way to fund high-efficiency recycling activities? Why or why not?
- Q2.9:** Is there a role for the Australian Government in setting a levy that importers and manufacturers pay to co-regulators? Why or why not?
- Q2.10:** Should the true cost of recycling be a consideration in setting a levy for importers and manufacturers? What outcomes would be realised by considering this?
- Q2.11:** Should recycling (or refurbishment and repair if counted) that occurs overseas contribute to material recovery targets in Australia?

### Association Response

There is a need to apply the recycling target on a jurisdictional basis and specify the material that Arrangements must collect from individual sites to fulfil reasonable access requirements. The current approach to reasonable access has not delivered equitable access to services in WA with the bulk of collections occurring in the Perth metropolitan area. In May 2021, the State and Territory Local Government Associations in conjunction with the Australian Local Government Association, sought Local Government feedback on the NTCRS to determine the current costs to Local Government and the community.

From Western Australia, thirty-three Local Governments responded with twenty-nine Local Governments (88%) offering e-waste drop-off/collection to their residents and four Local Governments not offering e-waste collection services. The four Local Governments not offering an e-waste service stated that they were too expensive, Local Government could not afford it, no suitable location was available for drop off and their Department of Water and Environmental Regulation licence needed amendment before they could collect e-waste.

Of the twenty-nine Local Governments which offer e-waste collection services to the community. Each Local Government provides staffing, infrastructure and sites which contribute to the in-kind costs of recycling e-waste. The amount of financial in-kind costs varies from \$1,000 - \$150,000 per year per Local Government.

For 2022 many Local Governments are now faced with additional financial burden due to the provider charging a rate per tonne for a service that was previously free. The anticipated costs per tonne for NTCRS and non-NTCRS e-waste are varied. For NTCRS e-waste the cost varies from \$200 to \$1,000 per tonne and for non-NTCRS e-waste the cost varies from \$500 to \$1,000 per tonne. This is a significant financial impost on the community which makes it difficult for Local Governments to accurately budget, as the amount and type of e-waste that may be collected is demand driven and changes year to year.

### Questions

#### Large Appliances

**Q2.12:** What feasible interventions need to be made so that Australia can shift from 90 per cent low-efficiency recycling of large appliances to a greater proportion of high-efficiency recycling? Would it be a short, medium or long-term intervention?

**Q2.13:** What are the opportunities for better data-collection at the point of recycling and recovery?

### Association Response

The Association suggests that a free take back system similar to what operates in Europe under the waste Electrical and Electronic Equipment Directive (WEEE) would be useful. The purpose of the WEEE directive is to minimise the impact of electrical and electronic goods on the environment, by increasing re-use and recycling and reduce the amount of WEEE going to landfill. It seeks to achieve this by making producers responsible for financing the collection, treatment and recovery of waste electrical equipment and by obliging distributors to allow consumers to return their waste equipment free of charge. Also designing products without hazardous components which are easier to manage at their end of life.

### Questions

#### Temperature exchange equipment

**Q2.14:** Would extending the *Ozone Protection and Synthetic Greenhouse Gas Management Act 1989* to include equipment as well as ozone depleting substances and synthetic greenhouse gases be a feasible option for increasing high-efficiency recycling of temperature exchange equipment?

**Q2.15:** What other feasible interventions need to be made so that Australia can shift from 90 per cent low-efficiency recycling of temperature exchange equipment to a greater proportion of high-efficiency recycling? Would it be a short, medium or long-term intervention?

**Q2.16:** What are the opportunities and challenges in recycling and recovering polyurethane and polystyrene plastics from fridges, freezers, and other equipment?

### Association Response

The Association suggests that it is more efficient to include all Product Stewardship Schemes under one legislative instrument, rather than using other legislation which was not established for Product Stewardship purposes. The challenge with recycling plastics from these types of equipment is if products such as Brominated Flame Retardants have been used, as these products are persistent organic pollutants and therefore mean that recycling of this plastic is not possible.

### Questions

#### Other large equipment

**Q2.17:** Would strengthening commercial leasing arrangements to include high-efficiency recycling for end-of-life management of other large equipment improve environmental and social outcomes? How could this be done, and would it be a short, medium or long-term intervention?

**Q2.18:** Could leasing options for consumer products in this category be promoted? How could this be done, and would it be a short, medium or long-term intervention?

**Q2.19:** What other feasible interventions need to be made so that Australia can shift from 90 per cent low-efficiency recycling of other large appliances to a greater proportion of high-efficiency recycling? Would it be a short, medium or long-term intervention?

### Association Response

In relation to other feasible interventions for commercial leasing arrangements it is unlikely that there are any. In the most recent report from the Productivity Commission's Inquiry on 'Right to Repair' (October 2021) it was stated that 'At present, copyright laws inhibit the reproduction of copyrighted materials - including repair information such as manuals and schematics which may inhibit the repair and reuse of high-end professional products. In the Commission's

view, 'this does not strike the right balance between the interest of rights holders and of others seeking to access and use those materials for the purpose of undertaking repairs - and thus unnecessarily limits the ways in which repair information can be used'. To address this, the Copyright Act 1968 should be amended to include a new 'use' exception that allows for the reproduction and sharing of repair information under certain circumstances. That would assist in increasing the reuse and repair options for the more complex machinery.

### Questions

#### Solar PV and battery storage

- Q2.20:** Should product stewardship aim to promote repair and reuse of second-hand solar panels (including in overseas markets)? What state and territory electrical safety laws and regulations, and other energy market considerations, are relevant to promoting a second-hand PV panel market?
- Q2.21:** How can existing measures promoting and regulating domestic and utility PV systems be leveraged to accelerate solar panel stewardship in Australia?
- Q2.22:** Who should be responsible for paying the costs of transporting solar panel waste for processing and recycling, and what are measures could be implemented to promote equitable and efficient transport and logistics for solar panel waste?
- Q2.23:** What measures can be adopted to cover the cost of managing waste from legacy/orphan panels, and what measures can be implemented to assure the integrity of a stewardship scheme from 'phoenixing', risks arising from export of second-hand panels and dumping?
- Q2.24:** How do recycling processes and e-waste recovery options differ between panel technology sub-types and what different technology is required to manage for these differences?

### Association Response

A national approach to manage solar PV and battery storage is required. This involves producers, retailers and consumers taking responsibility for the environmental and health related impacts of solar infrastructure across its lifecycle. PV systems were first listed in the Ministers Priority List in 2016-17. The following actions were recommended:

- **Action 1:** The Photovoltaic industry must demonstrate that it will manage photovoltaic waste through an industry-led product stewardship arrangement.
- *An industry agreed nationwide scheme design must be finalised by June 2022.*
- *The nationwide scheme must be operational by June 2023 and include an approach to deal with legacy panels.*
- Government will consult industry over the next 6 months on how to meet these two objectives.

Depending on the outcome of the consultation process if industry indicates that it has no intention of operating a voluntary scheme then Government must intervene to implement either a mandatory or co-regulatory scheme.

### Questions

#### Lighting

- Q2.25:** What needs to be in place to divert the 82 per cent of lighting from landfill? Why and would it be a short, medium, or long-term intervention?
- Q2.26:** Would an approach similar to container deposit schemes be a feasible option for safely reducing the volume and rate of lighting to e-waste? Why and would it be a short, medium or long-term intervention?

### Association Response



As noted in this Submission, the Association does not consider that FluoroCycle is an effective product stewardship scheme. Through the Household Hazardous Waste Program, 162.8 tonnes of this material was recycled over the last 10 years at a cost of \$520,998.

The Association does not support the collection of these materials through the kerbside recycling system. With these particular products, mercury contamination is a potential issue as the material would be broken through collection.

#### Questions

##### Mobile phones

**Q2.29:** What needs to be in place to divert the 96 per cent of mobiles from people's drawers? Why and would it be a short, medium, or long-term intervention?

#### Association Response

MobileMuster, a mobile phone recycling program, is a not-for-profit program voluntarily funded by mobile phone industry groups. It is not governed by regulation or enforced by mandatory laws, but it is accredited under the Australia's Product Stewardship Act (2011). The program collects mobile phones, accessories and batteries through a comprehensive collection network, dismantles and recovers over 95% of their components for use in new products.

Mobile phones are estimated to represent a little over 1 per cent of all e-waste in Australia. A potential opportunity to recover more mobile phones would be to expand the NTCRS to accept mobile phones free of charge. Potential opportunity may include:

- offering discounts for new phones when the old one is returned or providing other forms of financial compensation

Another way to encourage collection is to introduce requirements for any retailer of mobile phones to accept and ensure the proper handling of an old device.

#### Questions

##### Key Issues – compliance

**Q3.1:** How can compliance be lifted across the supply chain and across jurisdictions, or for a particular program or compliance issue?

**Q3.2:** What approaches are the most efficient and effective to ensure compliance is properly resourced?

**Q3.3:** What steps can be taken to improve confidence in the electrical and electronic product and recycling industry?

**Q3.4:** Are there international standards that could be adopted and/or more widespread to promote Australia's circular economy?

#### Association Response

To ensure compliance is undertaken for product stewardship schemes, the Federal Government has to assign appropriate resources to this activity. As with other types of regulation cost recovery could be considered, to ensure that the Scheme is funding compliance, and that funding is secure.

#### Questions

##### Key issues – Design and Manufacture

**Q3.5:** What are the most efficient and effective methods for influencing electrical and electronic product design to increase sustainability? Why and would it be a short- medium-, or long-term intervention?

#### Association Response

At present, the electrical and electronic goods industry operates on a traditional linear business model based on high throughput of goods. Much of this waste is not returned to the system, with only 50% recycled (2019). This contrasts to a circular economy which aims to design out waste and pollution, keep products and materials in use, and regenerate natural systems therefore gradually decoupling economic activity from the consumption of finite resources. Many companies have made global commitments to designing waste out of the electronics value chain and others have worked hard to design hazardous materials out of their products. These kinds of experiences must be shared across the industry, creating a pre-competitive, open-source space for collaboration.

Embracing durable designs can ensure that electronic devices are kept in circulation for longer. Configurations should have a product's end-of-life in mind, as well as encouraging disassembly and reuse. Taking a "systems approach" and redesigning the entire electronic device lifecycle for a circular economy could also create more value in the system.

### Questions

#### Exporting e-waste

- Q3.6:** How do international conventions impact the electrical and electronic products supply chain?
- Q3.7:** Should product stewardship aim to achieve the outcomes of international conventions and why?
- Q3.8:** Does Australia have sufficient recycling capacity to manage the expected 674,000 tonnes each year of e-waste in 2030 without exporting some e-waste?
- Q3.9:** If Australia was to destroy all materials containing POPs, how would industry approach this and what impact would it have on industry?
- Q3.10:** What interventions are required to encourage manufacturers/importers to disclose the hazardous chemicals composition of products to help recyclers and others meet international convention requirements?

### Association Response

Australia is a signatory to the Basel Convention prohibiting export of hazardous waste (including e-waste) and has enacted these prohibitions domestically via the Hazardous Waste (Regulation of Exports and Imports) Act 1989 and the Recycling and Waste Reduction Act 2020. Currently exporters and importers of hazardous waste require Prior Informed Consent (PIC) for transboundary movement of hazardous waste via a hazardous waste permit. The permit can be issued for up to 12 months and can cover multiple waste shipments.

Feedback from a WA based e-waste recycler has identified they are currently unable to export some plastic fractions from e-waste due to the Recycling and Waste Reduction Act 2020 export ban on plastics. This has reduced the recovery rate for electronic waste, as there are not local recycling options. As it is proposed there will be fees and levies associated with obtaining hazardous permits this will contribute additional costs for exporters and importers of electronic waste components. Obtaining PIC's can also take several months which may lead to delayed shipments.

### Questions

#### Landfill bans

- Q3.11:** What is your experience of the impacts of e-waste landfill bans and/or mandatory recycling in Australia?
- Q3.12:** Do you expect e-waste landfill bans (or otherwise highly restrictive levies and other policies) to be implemented in other jurisdictions?
- Q3.13:** What are the potential benefits and perverse outcomes of developing a common approach to e-waste landfill bans across Australia?
- Q3.14:** Do other complementary measures need to be in place before or concurrently implemented with landfills and, if so, what are they?

### Association Response

A landfill ban is an end-of-the-line solution that does not place obligations on those involved in the management of e-waste upstream from a landfill. Without other complementary mechanisms, this would place a disproportionate responsibility on a landfill operator to prevent e-waste from ending up in landfill, with neither incentives nor alternative pathways for upstream parties to support this. Clearly a ban must therefore be accompanied by other supporting measures, which result in others further up the supply chain - households, businesses, Local Governments, waste management companies - supporting the goal of avoiding e-waste reaching the landfill gate.

In WA e-waste will be banned from landfill in 2024. To prepare for this the following complimentary measures need to be adopted:

- expand the existing NTCRS to include out of scope materials as this material which is funded by the Local Governments has increased substantially over the last few years

- provide additional funding to e-waste recyclers to recycle out of scope materials
- upgrade existing e-waste collection and storage facilities
- increase the community's access to drop-off points
- collection infrastructure
- support for development of recycling industries
- develop markets for recycling.

#### Questions

##### Overseas schemes

**Q3.15:** How would the introduction of legislation aligning restrictions on the concentration of chemicals of concern impact on imports of electrical and electronic products? For example, a Restriction on Hazardous Substances, similar to both the European Union and the Republic of Korea.

**Q3.16:** Would the adoption (and likely adaptation) of other overseas schemes be beneficial for Australia's management of electrical and electronic products across the product cycle?

#### Association Response

Many of the chemicals contained within electronic products are toxic including arsenic, beryllium, cadmium, lead and mercury. Flame retardants are also found in waste electronics, though some companies are reducing the amounts they add to newer electronics. These can persist in the environment and in the dust in our homes and can be particularly harmful. This means electronic products need high-quality treatment and recycling infrastructure when they become waste. Australia implements its obligations under the Basel Convention through the Hazardous Waste (Regulation of Exports and Imports) Act 1989. Currently exporters and importers of hazardous waste require Prior Informed Consent (PIC) for transboundary movement of hazardous waste via a hazardous waste permit.

A key element of any scheme is the producers should be legally responsible for the management of their products once they reach end-of-life. Producers are considered organisations that either manufacture and sell; resell; import or supply Electrical and Electronic Equipment.

#### Questions

##### Product labelling

**Q3.17:** Can product labels help consumers make their decisions on what electrical and electronic products to purchase? Do consumers want this information? Are there particular electrical and electronic products for which consumer labels would be more effective than others?

**Q3.18:** Can product labels and other technologies help consumers and recyclers lift the efficiency and recovery rates in recycling end-of-life electrical and electronic products?

**Q3.19:** For both consumer and end-of-life product labels, are the regulatory and financial costs likely to outweigh the benefits? Would alignment with international schemes (now and into the future) reduce the costs?

#### Association Response

Providing information to consumers through labelling is an important step in allowing consumers make informed decisions on the products they purchase. Currently in Australia there are no laws mandating information on product repairability but there are a range of regulations and government funded programs relating to other product qualities such as product safety, energy and water efficiency labelling. However, a product labelling scheme may not necessarily influence a consumer's purchasing habits as many consumers may choose to replace their products with newer ones, rather than the product actually breaking, or replacing a product with a product that better meets their needs.

To date, product stewardship schemes have tried to effect change using loosely defined market development activities, community/industry engagement, voluntary commitments to dispose of materials in an environmentally sound manner, or change which party contributes financially to collection, processing, recycling or disposal costs at end-of-life. These activities have been viewed by industry and regulators as a way to begin addressing the lifecycle impacts of various products, as these approaches do not require a fundamental rethink to manufacturing and consumption. Unfortunately, the current approach has not addressed, or resolved, the complexities of the market forces and costs experienced by the waste management industry. Future Schemes must be designed in such a way that manufacturers, importers and distributors, and organisations tasked with delivering schemes, such as Arrangements, are financially or physically responsible for providing repair options and managing actual end-of-life impacts, as opposed to projected end-of-life impacts.

Alternatively, an approach could be taken where manufacturers, importers and distributors are prohibited from selling or distributing new products, where there is no clear pathway to manage end-of-life impacts in an environmentally sound manner. Reframing Product Stewardship in such a light, would encourage those producing or selling products to consider the lifecycle impacts of their products, and assist with a transition to a circular economy.

#### Questions

##### Regional and remote Australia

**Q3.20:** How could reasonable access in regional and remote Australia be improved? How would this work?

**Q3.21:** Should regional and remote communities have individualised collection targets? If so, how would this work and what perverse outcomes might be realised? If you do not think regional and remote communities should have individualised collection targets, please explain why?

#### Association Response

Reasonable access needs to be better determined, with specific requirements in relation to access. For example, the WA Container Deposit Scheme (CDS) not only specifies the regions and areas where refund points are needed and the number of refund points but opening hours. This means that access is certain. The CDS scheme is an example of a scheme that is operating successfully in regional and remote areas of WA. The Gascoyne region has the highest approximate regional return rate of containers, 88% for the January to March 2021 quarter.

#### Questions

##### Reuse and repair

**Q3.22:** How could repair and reuse be included into the National Television and Computer Recycling Scheme, or any other product stewardship scheme? How could any identified perverse incentives be addressed?

**Q3.23:** What other ways can the Australian Government and others foster reuse and repair in electrical and electronic products in Australia?

#### Association Response

Repair markets include manufacturer or independent repair services, community-led reuse and repair centres, or suitably qualified individuals that engage in activities to restore products - that are damaged, faulty, or worn to a usable condition. Repair markets should be considered for all durable goods, including consumer electronics, sporting goods, household and office appliances and furnishings, vehicles, and machinery. When consumers purchase durable goods, often at higher costs, there is a reasonable expectation that these goods will last for an extended period of time and be repairable - regardless of individual choices to repair, replace, or live without.

Ways to foster reuse and repair include:

- Designing durable goods that can be disassembled with commonly available tools
- Making spare parts and service information available to anyone, including independent service providers and community led repair centres
- Giving consumers the freedom and confidence to have their durable goods repaired by a service provider of their choice at a fair price, or the option to perform their own repairs if suitably qualified
- Phasing in requirements to ensure upgradability of software and hardware, and the ability to replace hardware components such as batteries and screens
- Incorporate reuse and repair into Tender contracts
- Requiring durable goods to be labelled with lifetime expectancy and reparability information.

In December 2020, the Association undertook a short online survey of Local Government seeking feedback on the potential for Right to Repair legislation that could extend the life of products and reduce waste going to landfill. Forty-four Local Governments responded to the survey with 95% indicating that they supported federal action to introduce laws to improve consumers' Right to Repair options. Local Government recognises the value in salvaging usable goods from the waste stream with 75% of survey respondents indicating that they actively facilitate reuse or repair options for their communities. Almost 41% of these Local Governments operate reuse shops to redistribute usable goods. Local Governments provided a range of support to community-led repair services, 25% of Local Governments assist with advertising, 20% of Local Governments provide venues and 18% of Local Governments provide some form of financial support.

#### Questions

##### **Roles and responsibilities**

**Q3.24:** What other roles and responsibilities do different levels of government and the supply chain have in properly managing electrical and electronic products?

**Q3.25:** How can these various roles and responsibilities be made clear and understood across these groups and the broader community?

#### Association Response

To date, Product Stewardship Schemes have tried to effect change using loosely defined market development activities, community/industry engagement, voluntary commitments to dispose of materials in an environmentally sound manner, or change which party contributes financially to collection, processing, recycling or disposal costs at end-of-life. These activities have been viewed by industry and regulators as a way to begin addressing the lifecycle impacts of various products, as these approaches do not require a fundamental rethink to manufacturing and consumption. The Schemes that have delivered the best results, have required industry to make an up-front contribution on projected end-of-life management costs.

Unfortunately, the current approach has not addressed, or resolved, the complexities of the market forces and costs experienced by the waste management industry. Future Schemes must be designed in such a way that manufacturers, importers and distributors and organisations tasked with delivering Schemes, financially or physically responsible for managing actual end-of-life impacts, as opposed to projected end-of-life impacts.

Alternatively, an approach could be taken where manufacturers, importers and distributors are prohibited from selling or distributing new products, where there is no clear pathway to manage end-of-life impacts in an environmentally sound manner. Reframing Product Stewardship in such a light, would encourage those producing or selling products to consider the lifecycle impacts of their products, and assist with a transition to a circular economy.

#### Questions

### **Social enterprises and charities**

- Q3.26:** What feasible interventions need to be made so that product stewardship can better support social enterprises? Would it be a short, medium, or long-term intervention?
- Q3.27:** What can be done to ensure that quality, working electrical and electronic products are donated to charitable organisations to support social outcomes while promoting reuse?
- Q3.28:** What solutions would make it more convenient for consumers to take e-waste to recycling collection points and not illegally dump them on charities?
- Q3.29:** Is there a role for government when designing and implementing product stewardship for electrical and electronic products to assist in closing the digital divide?

#### **Association Response**

The Association, with funding from the State Government through the New Industries Fund that is managed by the Department of Jobs, Tourism, Science and Innovation, has been working with Local Governments to collect electronic waste outside the metropolitan area. At a recent event, the community dropped off approximately 1.5 tonne of electronic waste of this material approximately 500kg was described by the community as 'still working'. WorkPower, the Social Enterprise delivering the collection event, took this material for 'testing and tagging' and approximately 250kg was assessed as working and suitable for resale. A number of residents indicated when dropping off their e-waste that the product was still working, but just needed a minor repair that they were unable to do.

#### **Questions**

### **Urban mining**

- Q3.30:** How can governments help develop sustainable urban mining?
- Q3.31:** What are the key challenges in infrastructure and technology that could benefit from greater investment?
- Q3.32:** What are the barriers and challenges in commercialising and deploying urban mining technologies following the research and development stage?

#### **Association Response**

The Association does not consider this is an immediate priority.

#### **Questions**

### **Waste to Energy**

- Q3.33:** Does waste to energy have a role in the management of end-of-life electrical and electronic products in Australia?
- If yes, why is waste-to-energy a better option and what is driving community concerns?
  - If no, what are the alternative options for electrical and electronic products (and in particularly their plastics) that cannot be safely recycled?
- Q3.34:** Should the amount of e-waste sent to waste to energy facilities be limited to avoid building a reliance on incineration? Why?
- Q3.35:** Is it feasible for waste to energy to be seen as a last resort once all other waste management options further up the waste hierarchy have been exhausted.

#### **Association Response**

Waste to energy does not have a role in the management of end-of-life electrical and electronic products. At concept design stage of products any material that cannot be recycled should be designed out thus eliminating hard to recycled products at the end of a products life. Products which have a higher value use such as repair/reuse should be look at first.

**17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**18 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PRESIDING MEMBER OR BY DECISION OF MEETING**

Nil

**19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

**RECOMMENDATION (Closing Meeting to the Public)**

That with the exception of ....., the meeting be closed to members of the public in accordance with Section 5.23 (2) of the *Local Government Act 1995* for the purpose of dealing with matters of a confidential nature.

**COUNCIL RESOLUTION**

MOVED CR O'CONNOR

SECONDED CR THOMAS

THAT WITH THE EXCEPTION OF THE CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, CHIEF OPERATING OFFICER, CHIEF PROJECT OFFICER, CHIEF SUSTAINABILITY OFFICER, MANAGER FINANCIAL SERVICES, MANAGER PROCUREMENT AND GOVERNANCE, WASTE AND RESOURCES RECOVERY SPECIALIST, CONSULTANT LAW CENTRAL LEGAL, PARTNER RESTRUCTURING AND RECOVERY RSM AUSTRALIA PTY LTD, INFORMATION SERVICES SUPPORT OFFICER, EXECUTIVE ASSISTANT TO THE CHIEF EXECUTIVE OFFICER AND PERSONAL ASSISTANT TO THE CHIEF FINANCIAL OFFICER THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE *LOCAL GOVERNMENT ACT 1995* FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

**CARRIED UNANIMOUSLY**

The doors of the meeting were closed at 6:11pm.

The Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Chief Project Officer, Chief Sustainability Officer, Manager Financial Services, Manager Procurement and Governance, Waste and Resources Recovery Specialist, Consultant Law Central Legal, Partner Restructuring and Recovery RSM Australia Pty Ltd, Information Services Support Officer, Executive Assistant to the Chief Executive Officer and Personal Assistant to the Chief Financial Officer remained in Council Chambers.

**19.1 HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (D2022/02890)**

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

See Confidential Item circulated with the Agenda under Separate Cover.

Following Council resolution of Item 19.1, Mr Greg Mohen and Mr Jerome Mohen departed the meeting at this point of the meeting.

19.2 PROGRESS REPORT ON EMRC REQUEST FOR TENDER 2021-002, PERMANENT FOGO PROCESSING FACILITY (D2022/04284)

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

See Confidential Item circulated with the Agenda under Separate Cover.

19.3 APCr UPDATE (D2022/04350)

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

See Confidential Item circulated with the Agenda under Separate Cover.

**RECOMMENDATION [Meeting re-opened to the Public]**

That the meeting be re-opened, the members of the public be invited to return to the meeting and the recommendations passed behind closed doors be recorded.

**COUNCIL RESOLUTION(S)**

MOVED CR OSTASZEWSKYJ            SECONDED CR THOMAS

THAT THE MEETING BE RE-OPENED, THE MEMBERS OF THE PUBLIC BE INVITED TO RETURN TO THE MEETING AND THE RECOMMENDATIONS PASSED BEHIND CLOSED DOORS BE RECORDED.

**CARRIED UNANIMOUSLY**

The doors of the meeting were re-opened at 6:51pm.

Recording of the resolutions passed behind closed doors, namely:

19.1 HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (D2022/02890)

**COUNCIL RESOLUTION(S)**

MOVED CR O'CONNOR            SECONDED CR ZANNINO

THAT:

1. THE REPORT BE RECEIVED.
2. COUNCIL, BY ABSOLUTE MAJORITY IN ACCORDANCE WITH s.5.42 OF THE *LOCAL GOVERNMENT ACT 1995* DELEGATES AUTHORITY TO THE CEO TO REPRESENT THE EMRC'S INTEREST AND VOTE ON ITS BEHALF AT THE CREDITORS MEETING TO BE HELD BY THE VOLUNTARY ADMINISTRATOR OF ANERGY AUSTRALIA PTY LTD, IN CONSULTATION WITH THE CHAIRMAN.
3. THAT THE CHAIRMAN AND THE CEO BE AUTHORISED TO EXECUTE A DEED OF APPOINTMENT AND DEED OF INDEMNITY TO GIVE EFFECT TO THE APPOINTMENT OF GREGORY BRUCE DUDLEY OF RSM ACCOUNTANTS AS RECEIVER AND MANAGER OF ANERGY AUSTRALIA PTY LTD AND TO AFFIX THE COMMON SEAL OF THE EMRC TO THOSE DEEDS.
4. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

**CARRIED UNANIMOUSLY**



19.2 PROGRESS REPORT ON EMRC REQUEST FOR TENDER 2021-002, PERMANENT FOGO PROCESSING FACILITY (D2022/04284)

**COUNCIL RESOLUTION(S)**

MOVED CR O'CONNOR                      SECONDED CR HAMILTON

THAT:

1. COUNCIL CONFIRMS TENDERER A, AS IDENTIFIED IN THE REPORT, AS THE PREFERRED TENDERER FOR REQUEST FOR TENDER 2021-002 PERMANENT FOGO PROCESSING FACILITY.
2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO NEGOTIATE THE TERMS OF A CONTRACT WITH TENDERER A.
3. EMRC INVESTIGATES THE VARIOUS OPTIONS UNDER PARAGRAPH 20 OF THE CONFIDENTIAL REPORT
4. COUNCIL ENDORSES THE NEXT STEPS UNDER PARAGRAPH 30 OF THE CONFIDENTIAL REPORT.
5. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

**CARRIED UNANIMOUSLY**

19.3 APCr UPDATE (D2022/04350)

**COUNCIL RESOLUTION(S)**

MOVED CR SUTHERLAND                      SECONDED CR DAW

THAT:

1. COUNCIL ENDORSES THE REVISED BUSINESS PLAN FORMING THE ATTACHMENT TO THIS REPORT.
2. COUNCIL INSTRUCTS THE EMRC CEO TO NEGOTIATE WITH THE EAST ROCKINGHAM WASTE TO ENERGY MANAGEMENT TEAM AS DETAILED IN THIS REPORT.
3. COUNCIL DIRECTS THE EMRC CEO TO PREPARE A SEPARATE REPORT TO COUNCIL WITH THE PROPOSED AGREEMENT FOR ITS REVIEW AND ENDORSEMENT.
4. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

**CARRIED UNANIMOUSLY**

**20 FUTURE MEETINGS OF COUNCIL**

The next meeting of Council will be held on Thursday 28 April 2022 (If Required) at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, Ascot WA 6104 commencing at 6.00pm.

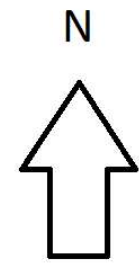
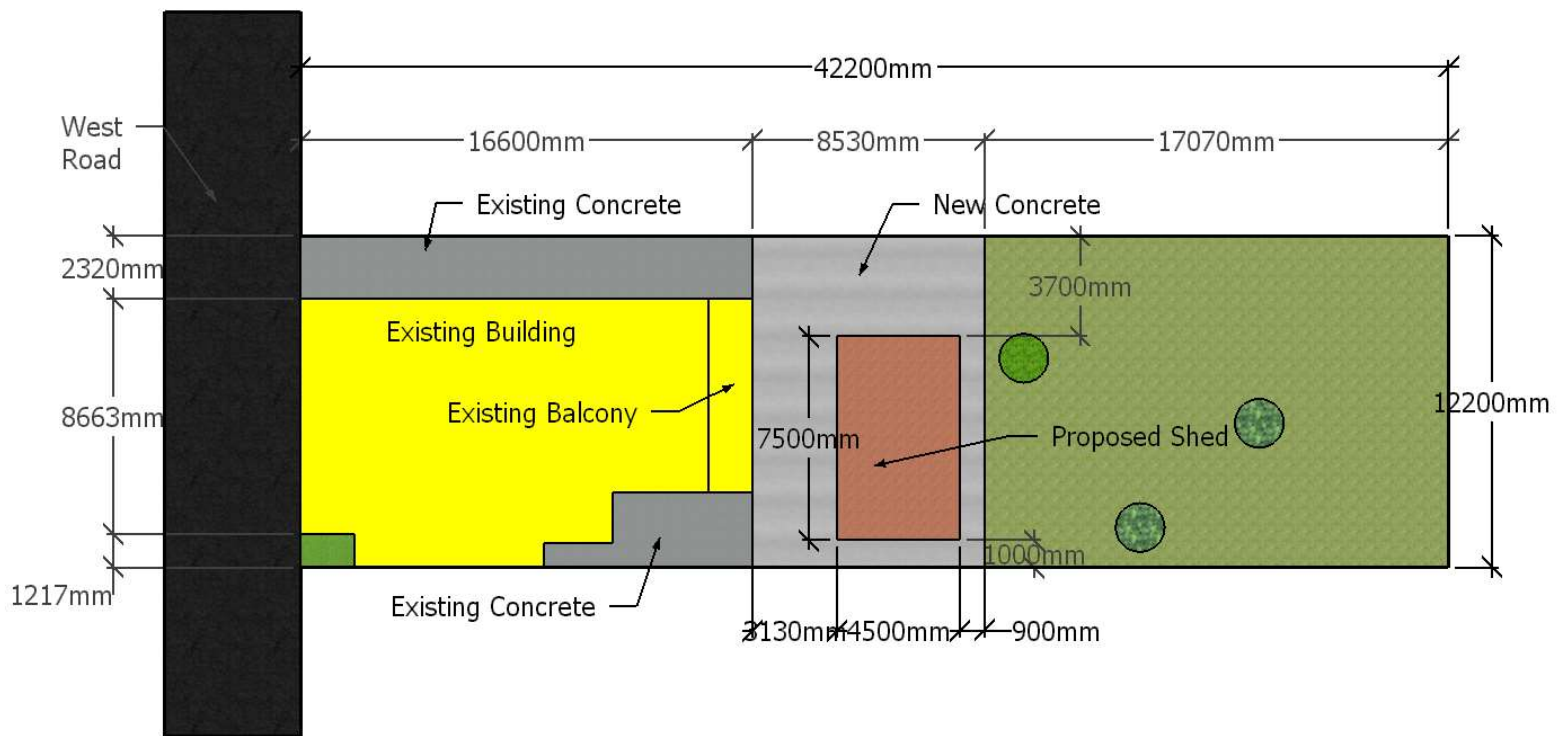
**Future Meetings 2022**

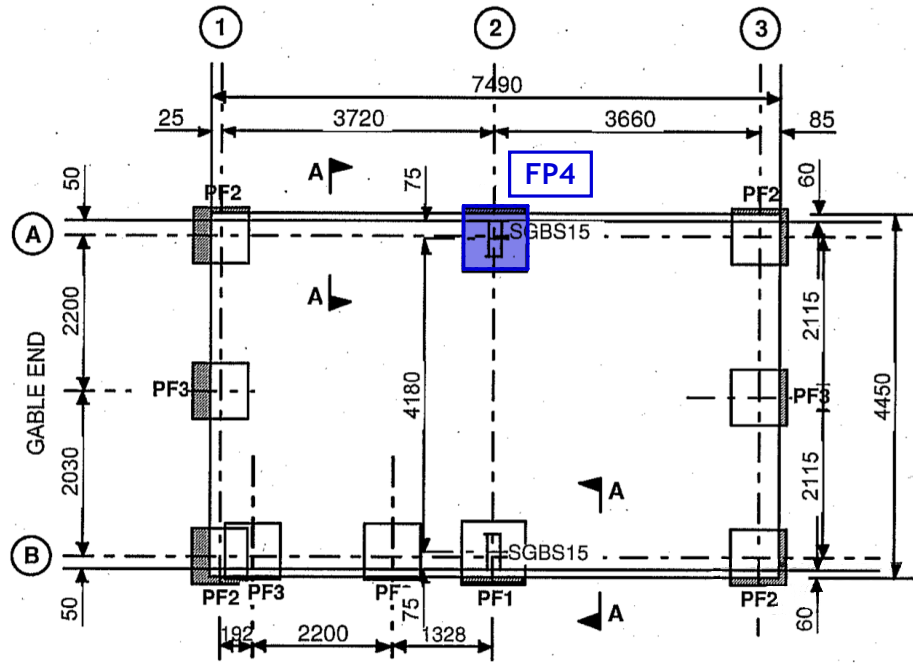
Thursday	26	May	(If Required)	at	EMRC Administration Office
Thursday	23	June		at	EMRC Administration Office
Thursday	28	July	(If Required)	at	EMRC Administration Office
Thursday	25	August	(If Required)	at	EMRC Administration Office
Thursday	22	September	(If Required)	at	EMRC Administration Office
Thursday	27	October	(If Required)	at	EMRC Administration Office
Thursday	24	November	(If Required)	at	EMRC Administration Office

**21 DECLARATION OF CLOSURE OF MEETING**

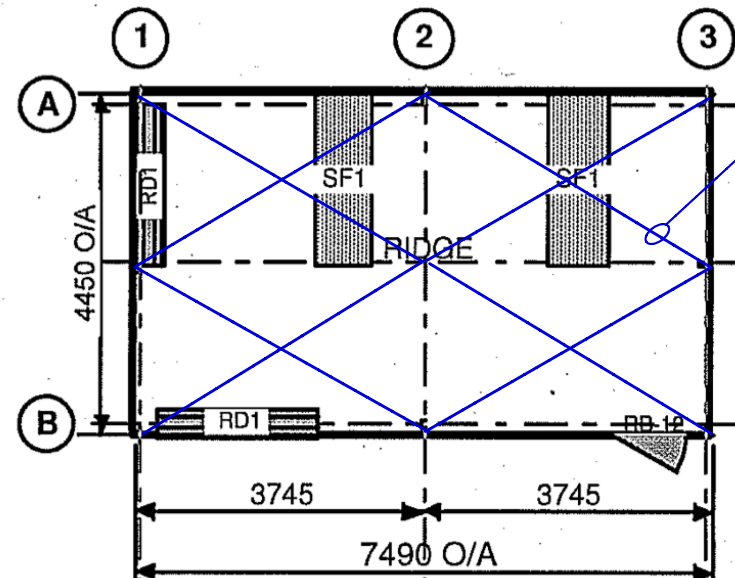
The Chairman declared the meeting closed at 7:01pm.

# **ATTACHMENT NO. 3**



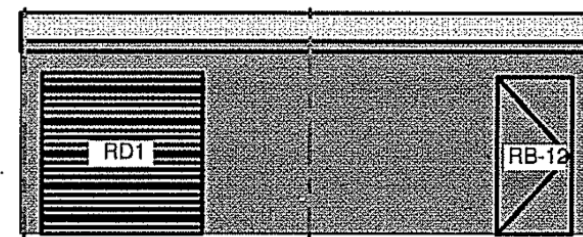


**FP4** - 500 x 500 x 600 DEEP MASS CONCRETE PAD FOOTING

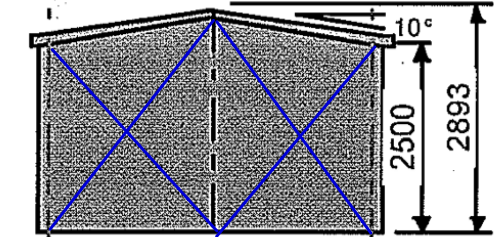


FRAME ROOF PLAN

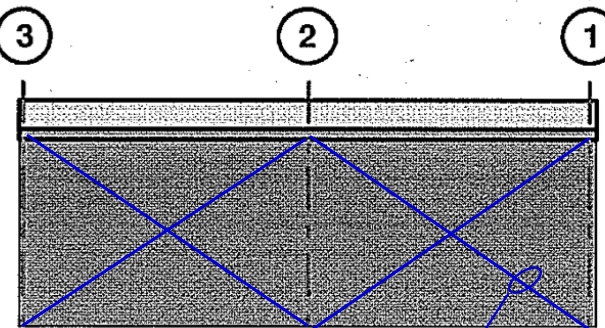
30 x 0.8 TENSIONED METAL STRAP BRACING. FIXING AS PREVIOUSLY ISSUED DRAWINGS. (TYPICAL)



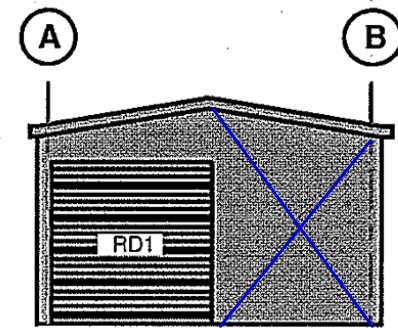
ELEVATION GRID B



ELEVATION GRID 3



ELEVATION GRID A



ELEVATION GRID 1

30 x 0.8 TENSIONED METAL STRAP BRACING. FIXING AS PREVIOUSLY ISSUED DRAWINGS. (TYPICAL)

PROPOSED SHED AMENDMENTS NTS

**READ THIS DRAWING IN CONJUNCTION WITH THE ATTACHED LETTER.**

JOB N°	<b>J395096</b>
PROJECT N°	<b>D281441</b>
SHEET	1 of 1

**STRUCterre**  
consulting engineers

Zemla Pty. Ltd. (ABN: 71 349 772 837) ATF the Young Purich and Higham Unit Trust trading as Structerre Consulting Engineers  
1 ERINDALE ROAD, BALCATTA W.A. 6021  
TEL (08) 9205 4500 FAX (08) 9205 4541 EMAIL: perth@structerre.com.au

PROJECT:	77 WEST ROAD, BASSENDEEN
CLIENT:	GRANT WHEELER
SCALE:	APPROVED BY Gervase Purich
DATE:	15/10/21

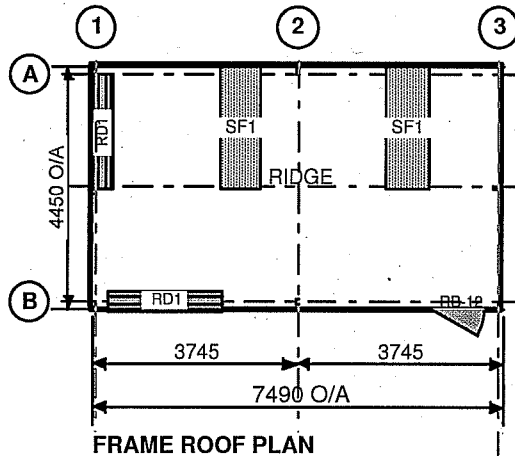


Copyright 2008  
Lysaght Building  
Solutions Pty Ltd  
trading as RANBUILD

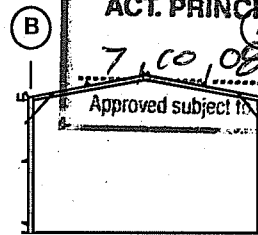
# TOWN of BASSENDEAN

ACT. PRINCIPAL BUILDING SURVEYOR

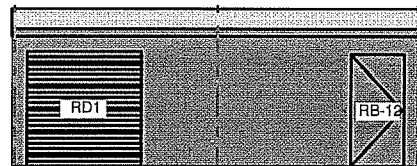
7,00,08 APPROVAL NO. 280878  
Approved subject to the conditions attached to the Building Licence



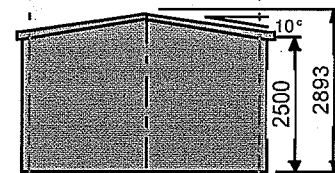
FRAME ROOF PLAN



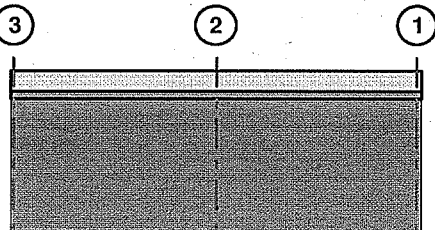
SECTION GRID 2



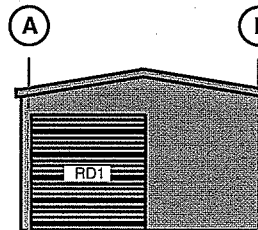
ELEVATION GRID B



ELEVATION GRID 3



ELEVATION GRID A



ELEVATION GRID 1

CLADDING			
ITEM	PROFILE (min)	FINISH	COLOUR
ROOF	TRIMDEK 0.42	ZINCALUME	ZL
WALLS	TRIMDEK 0.35	COLORBOND	BL
CORNERS	-	COLORBOND	BL
BARGE	-	COLORBOND	BL
GUTTER	SHEERLINE	COLORBOND	BL

ACCESSORY SCHEDULE & LEGEND		
QTY	MARK	DESCRIPTION
2	RD1	CSI Rollmasta, R.D, Manual "A", 2025 high x 2100 wide Clear Opening C/B
1	RB-12	Premium Access Door Kit, C/B (D).
2	SF1	Translucent Sheeting, 1800gm F/glass, High Profi (SGFGS/AACB)

ARCHITECTURAL DRAWING ONLY  
NOT FOR CONSTRUCTION USE

WIND DESIGN				
CLASS	REGION	TERRAIN	Vp	ENGINEERING
NORMAL	A	SS	41	V41N-SS

CLIENT  
**GRANT WHEELER**

SITE  
**90 HAMILTON ROAD  
BASSENDEAN WA 6054**

BUILDING  
**Super WA  
4450 SPAN x 2500 EAVE x 7490 LONG**

TITLE  
**FLOOR PLAN & ELEVATION**

SCALE A4 SHEET 1:125	DRAWING NUMBER <b>ARMAD1-613064767</b>	PAGE <b>1/1</b>
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# **ATTACHMENT NO. 4**

20.2m

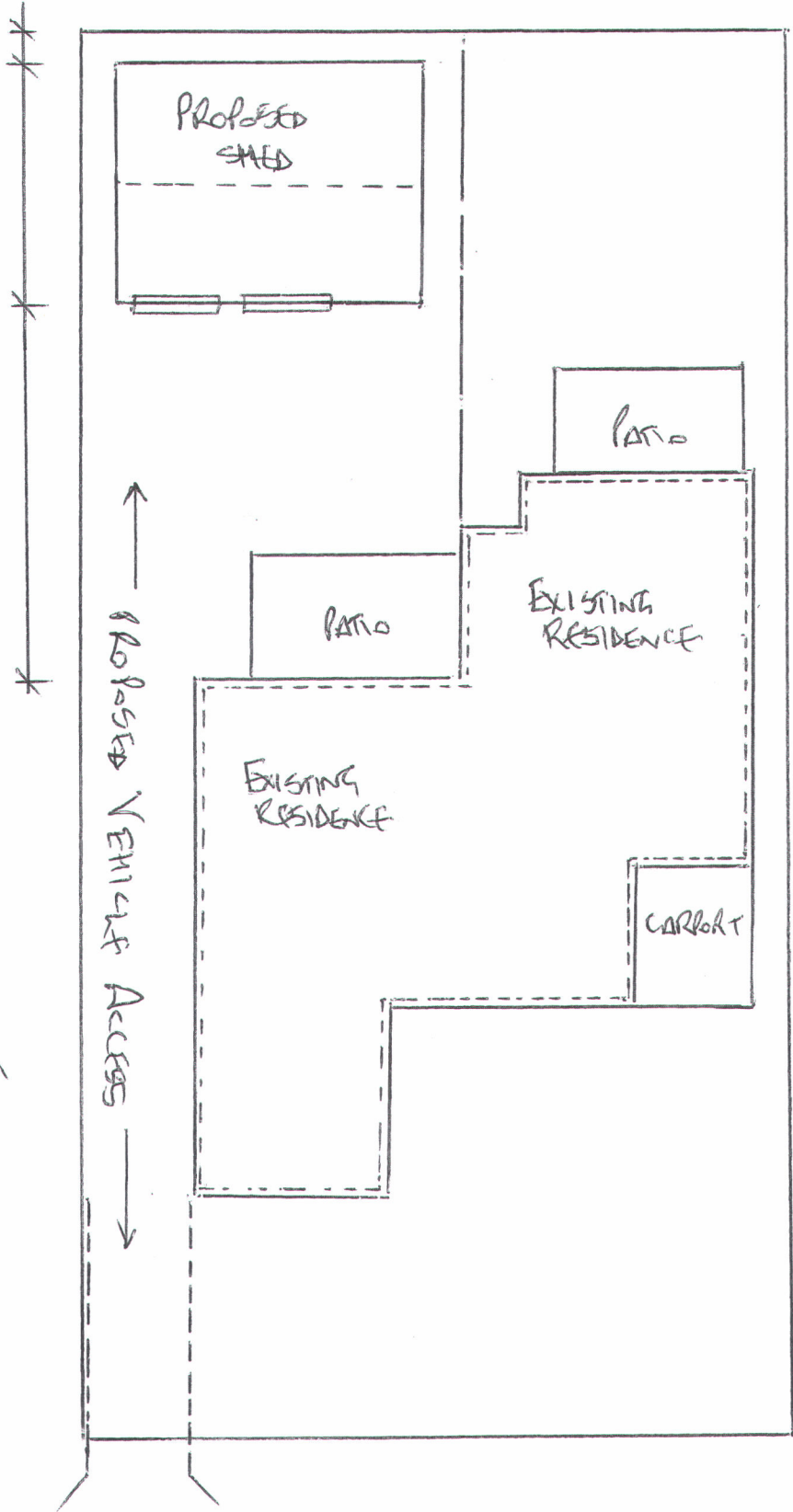
900 9200 900

6920

10700

40.1m

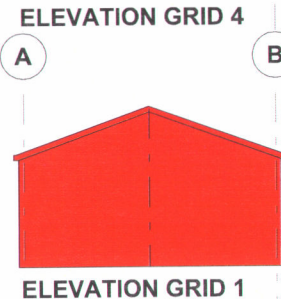
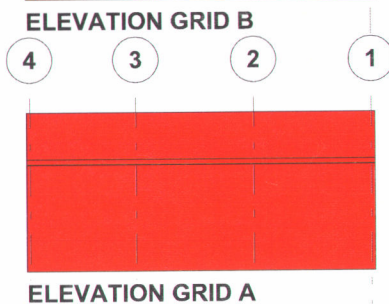
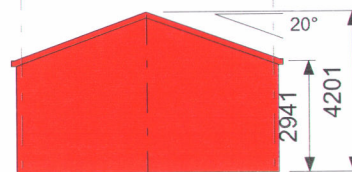
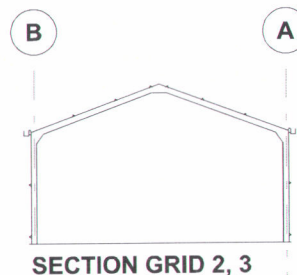
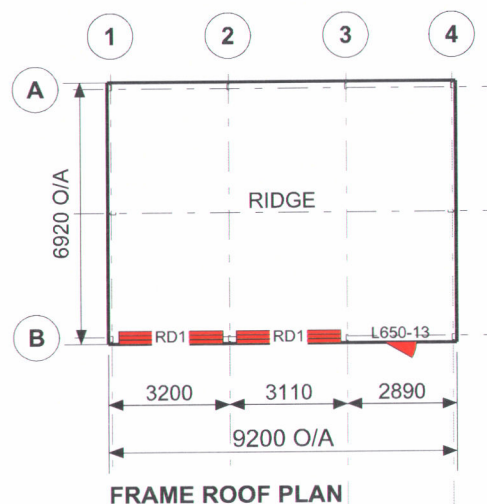
Proposed Shed  
 9200 x 6920 x 2941  
 for  
 DEAN ANSTEY  
 of  
 3A LUKIN WAY  
 BASSENDEN  
 SCALE 1:200  
 F.F.L AS EXISTING



3A Lukin Way

3B Lukin Way





CLADDING			
ITEM	PROFILE (min)	FINISH	COLOUR
ROOF	CUSTOM ORB 0.42 BMT	CB	AA
WALLS	TRIMDEK 0.35 BMT	CB	AA
CORNERS	-	CB	AA
BARGE	-	CB	AA
GUTTER	SHEERLINE	CB	AA
DOWNPIPE	100x50	CB	AA

0.35bmt=0.40tct; 0.42bmt=0.47tct; 0.48bmt=0.53tct

ACCESSORY SCHEDULE & LEGEND		
QTY	MARK	DESCRIPTION
2	RD1	B&D, Firmadour, R.D, Residential "R1F", 2540 high x 2750 wide Clear Opening C/B
1	L650-13	Lysaght PA Door & Pre-Hung Frame 180 Deg Std. 2040 x 820 C/Bond (BDS)

ARCHITECTURAL DRAWING ONLY, NOT FOR CONSTRUCTION USE

WIND DESIGN			
IMPORTANCE LEVEL	REGION	TERRAIN	Ms
2	A	2.5	1.0

CLIENT <b>DEAN ANSTEY</b>			
SITE <b>3a LUKIN WAY BASSENDEAN WA 6054</b>			
BUILDING <b>SUNDOWN DELUXE 6920 SPAN x 2941 EAVE x 9200 LONG</b>			
TITLE <b>GENERAL ARRANGEMENT</b>			
SCALE A4 SHEET 1:200	DRAWING NUMBER <b>ELLN01-5277</b>	REV <b>A</b>	PAGE <b>1/1</b>

**From:** Lana Noack <[lanarudez@hotmail.com](mailto:lanarudez@hotmail.com)>  
**Sent:** Tuesday, 22 March 2022 8:25 PM  
**To:** Emily Comber <[Emily.Comber@bassendean.wa.gov.au](mailto:Emily.Comber@bassendean.wa.gov.au)>  
**Subject:** Re: IEM-20167822 - RE: IPA-20154522 - 2022-019

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Emily

Yes we would like to object to the proposal.

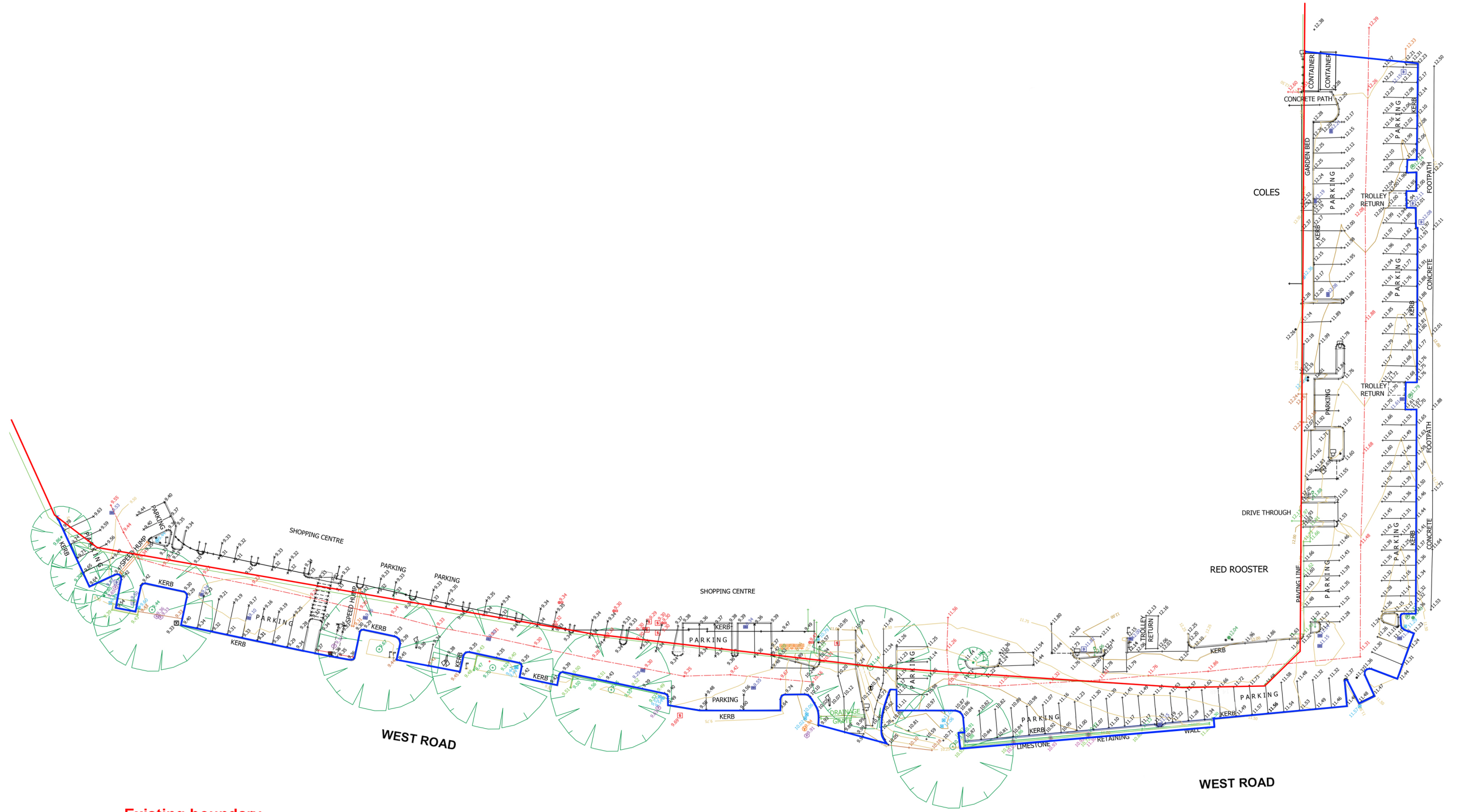
This is based on the size of the walls.

Regards  
Lana and Luke Noack

# **ATTACHMENT NO. 5**

WHITFIELD STREET

OLD PERTH ROAD



Existing boundary

New proposed boundary

GUILDFORD RD

# Planned road closure SUBMISSION

Extension St and the west side of West Road  
between Guildford Rd and Old Perth Road, Bassendean

Attn Ms P Mabbs, CEO of the Town of Bassendean  
Ms Donna Shaw, Manager of Development & Place

## Background

1. Yet again the Town of Bassendean administration appears to have no knowledge of recent planning history in the Town of Bassendean and lacks the perspective to seize the opportunity to address multiple local planning issues.

These include:

- 1.A By not having due regard of State Planning Policy 4.2 Activity Centres and Urban Corridors (as published by DPLH / WAPC in March 2018), but using such a state planning policy to argue before the JDAP in Aug 2012 and April 2013, that the Hawaiian Bassendean Village Shopping Centre should benefit from a reduction in onsite car bays from 788 to 488, (and then even further reduced to 439 to save 6 trees, 4 of which were already on public open space), the town selectively gave the benefits of an 'activity centre' recognition to Hawaiian, BUT EXCLUDED all other property owners in the same Bassendean Activity Centre from enjoying such recognition and possible rezoning benefits.

This selective use of SPP 4.2 Activity Centres is still subject to multiple Ombudsman Appeals, seeking appropriate cash compensation from the Town of Bassendean for multiple property owners in a class action, if no other outcome like appropriate rezoning of properties within the Bassendean Activity Centre is not undertaken soon.

- 1.B in correspondence received from the Town of Bassendean, it has been admitted that there are only some 318 onsite car bays and not the 448 as stipulated in the August 2021 JPAD Decision in item 8.2, part k.

- k) The provision of 448 constructed drained and line marked on-site car parking bays to the satisfaction of the Town of Bassendean prior to the occupation of the shopping centre additions.

The shopping centre additions were opened in Nov 2014.  
This land 'closure' solution and the provision of the 439 onsite car bays is well past this date.



## PROPOSED CLOSURE OF PUBLIC ROAD RESERVE

### PORTIONS OF EXTENSION ROAD AND WEST ROAD, BASSENDEAN

Notice is hereby given that the Town is proposing the closure of portions of Extension Road and West Road, Bassendean and its amalgamation into the adjoining lot.

Details of the proposed closure are available for inspection at the Town of Bassendean Customer Service Centre, 35 Old Perth Road, Bassendean. Alternatively, the documents can be viewed online at [www.bassendean.wa.gov.au/your-town/news-events/projects.aspx](http://www.bassendean.wa.gov.au/your-town/news-events/projects.aspx).

Submissions should be lodged via [mail@bassendean.wa.gov.au](mailto:mail@bassendean.wa.gov.au). Written submissions should be addressed to the Chief Executive Officer, Town of Bassendean, PO Box 87, Bassendean WA 6934.

Submissions close **5:00pm Friday 23 April, 2021.**

**Peta Mabbs**  
CHIEF EXECUTIVE OFFICER

[www.bassendean.wa.gov.au](http://www.bassendean.wa.gov.au)  
Advancing Perth's Eastern Region



**Ombudsman Western Australia**  
**Complaint Form**

Please use this form to make a complaint about a State Government department or agency, local government or authority.

For information on what you can and cannot complain about go to: [www.ombudsman.wa.gov.au](http://www.ombudsman.wa.gov.au) or contact us on 1800 000 726 (Toll free in WA) or 08 9447 7000 (not toll free for queries outside WA). The information you provide will only be used for the purpose of assessing and investigating your complaint.

What State Government department or agency, local government or authority are you complaining about?

**Your contact details**

Name: Title  Given names  Surname   
 Mailing address: Street or PO Box   
 Suburb  State  Postcode   
 Telephone: Home  Mobile  Work   
 Email:

Do you want assistance to help you with your complaint?  Yes  No. If yes, please tell us your Representative's contact details.

Authority to Act: Do you authorize us to act on your behalf?  Yes  No. If yes, please provide us with your Representative's name, position, title, street address or PO box, suburb, telephone, email and postcode.

Do you require help to access our services?  Yes  No. If yes, please tell us how we can assist you.

Do you need a translator?  Yes  No. If yes, please tell us what language you require.

How did you find out about the Ombudsman?  
 Referral by agency:  Department Structure  Community Group  Member of Parliament  
 Friend/family:  Ombudsman Website  Phone Book  Other, please specify  
 Legal/Other adviser:  Ombudsman Regional Unit  Internet Search  Other, please specify

Tell us about your complaint:

Serving Parliament - Serving Western Australians  
 setting standards - setting records - measuring success

- 1.C Some years ago in 2017, Hawaiian attempted to illegally seize control of the land subject to this Extension Street and west side of West Road, including the issuing of multiple parking infringement notices for \$65 to students working greater than 4 hour shifts for commercial tenants like DOME and Coles. After some complaints, most infringement notices were withdrawn. (Oct 2017).
- 1.D By retaining Extension Street and the west side of West Road between Old Perth Rd and Guildford Rd, then Hawaiian cannot introduce illegal parking restrictions and fines for claimed breaches against those parking in such sites and working shifts that maybe longer than any claimed parking conditions.

Bassendean Shopping Centre  
Sat Oct 28 2017



While the signs maybe inside the private land, many signs like the example shown include 'both directions'. This can be easily corrected with a piece of white tape on each erring sign.

There are still some 10 PRIVATE LAND signs which should be removed or corrected.



Typical mod - one way arrow



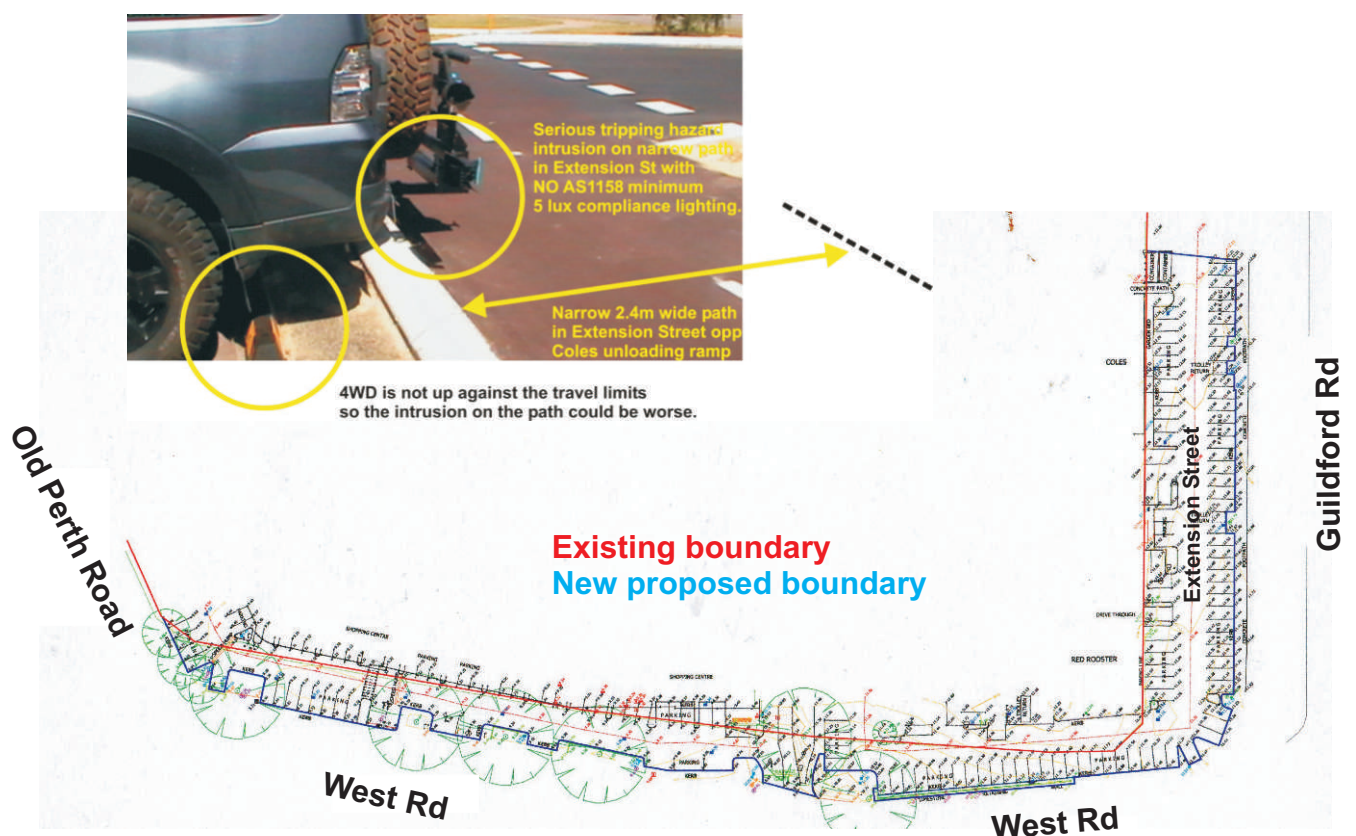
UNIMPROVED ROAD INFORMATION		GENERAL BOUNDARIES	
Block Name	Block Centre Date (BY)	Block Boundary	Block Boundary
Block Centre	Block Centre Date (BY)	Unimproved Boundary	Unimproved Boundary
Number of lots	Number of lots	Road Footings	Road Footings
Block Area	Block Area	Unimproved Road Footings	Unimproved Road Footings
Block Date	Block Date	Unimproved Block Mark	Unimproved Block Mark
		Unimproved Block Mark	Unimproved Block Mark

Some 90 car bays OUTSIDE Private Land but claimed as 'PRIVATE LAND' by the 'Accredited Parking Operator'

- 1.E It took Hawaiian SOME MONTHS to remove illegal parking restriction signs at the Bassendean Village Shopping Centre. Such uncaring attitudes should not be rewarded by the Town's current initiatives!
- 1.F The proposed multiple step solution following is designed to resolve many planning local issues that have been present for almost 2 decades at effectively no cost to Hawaiian.
- 1.G The Women's Auxilliary of the Bassendean Improvement Committee raised funds to purchase Hays Swamp before Ww2 and donated the BIC Reserve to the Bassendean Roads Board for recreation in perpetuity. Sadly around 1938, the Bassendean Roads Board transferred the title to the WA State Government which is why around 2016, Landcorp (now Development WA) could have onsold the BIC Reserve with no benefit except long term rates, for the Bassendean Community. The planned Extension St and west side of West Road between Guildford Rd and Old Perth Road could be subject to a similar fate if the proposed 'road closure' was to proceed.

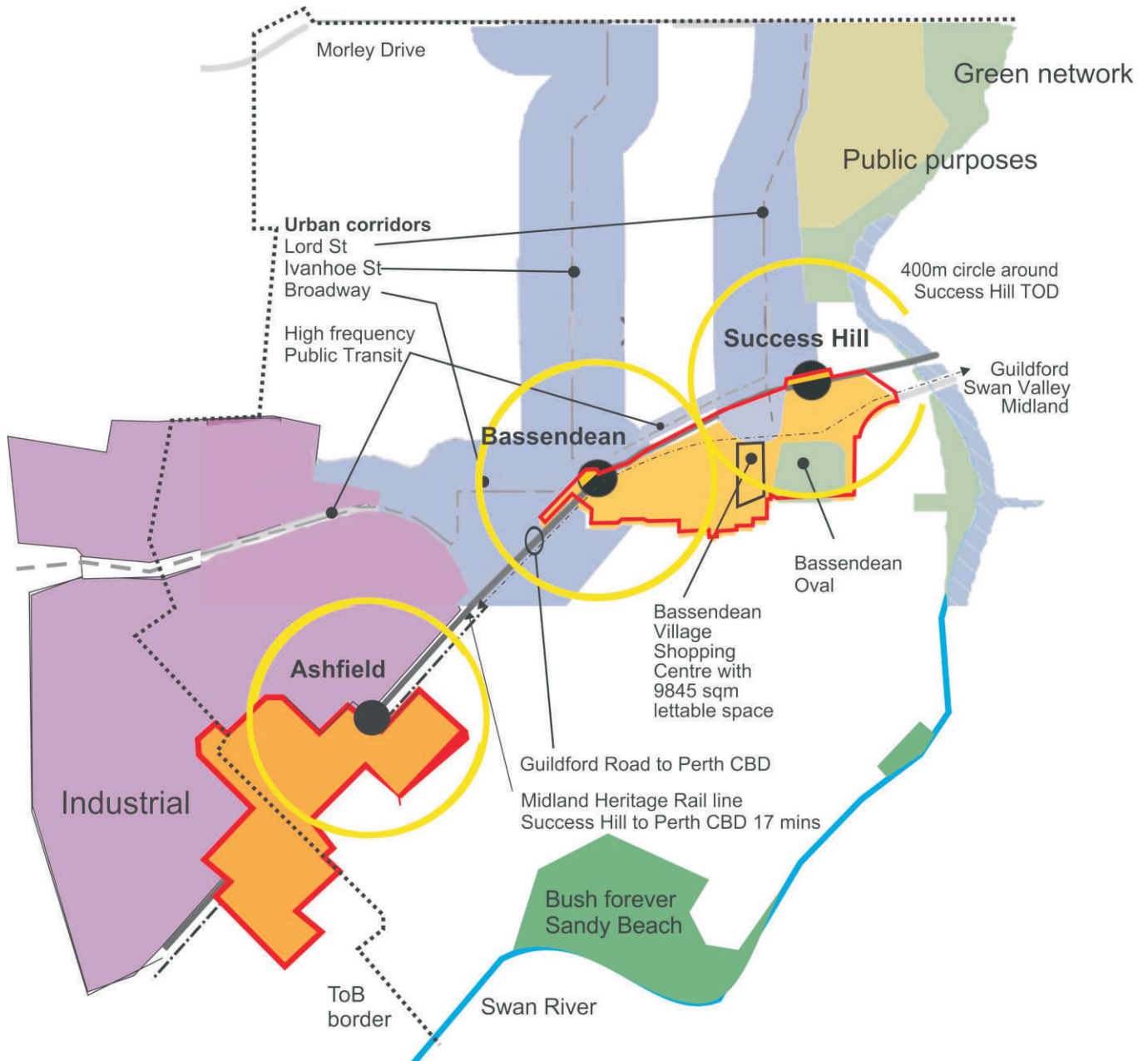
## 2. Immediate local planning issues that can be resolved with an innovative approach

- 2.A Missing 121 onsite car bays
- 2.B Shopping centre main ramp fails AS 2890 - too narrow and too steep
- 2.C Long term car bays users (like shift working students and shop attendants) could be subject to parking infringement penalties
- 2.D Bassendean Oval lacks lighting appropriate for AFL Lighting standards compliance
- 2.E State Planning Policy 4.2 Activity Centres and rapid transit urban corridors has been used to favour only 1 major entity (Hawaiian), and excluded all other land owners in the same Bassendean Activity Centre ... And the Town's administration is tending to continue and make worse, this untenable situation.
- 2.F There is no use of the compulsory State Planning Policy 3.6 Developer Contribution for Infrastructure to improve the local road and other walkable links in the immediate vicinity of the Bassendean Shopping Centre and Bassendean Oval.
- 2.G There is no immediate benefit to the Swan Districts Football Club
- 2.H There is no improvement in access issues to the Success Hill South precinct, an area identified as a high density R160 area in the proposed replacement LPS11, currently with the WAPC Statutory Planning Committee seeking approval for advertising for community comment.
- 2.I The nature of revised border of the proposed road closure also creates safety issues with the blue proposed boundary and for example 4WD's and other vehicles where items like tow bars create tripping hazards and obstructions for walkers and bike riders. Who will manage public bike paths like shown below when the adjoining parking area is potentially 'supervised' by parking enforcement contractors under Hawaiian control?



### 3. Planning initiatives to resolve the many points raised in Point 2

3.A Immediately recognise and adopt the provisions of SPP 4.2 activity Centres and rapid transit Urban Corridors, for both Ashfield and Bassendean, with a density of R-AC3, the same as the shopping centre and Old Perth Road, so that the claimed onsite parking reduction numbers from 788 to eventually 439 is made more legitimate, even though 9 years late, and Hawaiian is not subject to 'cash-in-lieu-of-parking' immediate compensation of some \$4.53 million dollars, payable to the Bassendean community, as per the current Local Planning Scheme 10 to provide the parking space. (121 missing bays x 25 sqm /bay x \$1500 /sqm to buy needed land in the R-AC3 area).



State Planning Policy 4.2 Activity Centres of *Perth and Peel*  
for the Central Sub-Regional Planning Framework  
Showing Ashfield and Bassendean (inc Success Hill) Activity Centres  
Release by Dept of Planning, Lands and Heritage / WAPC March 23 2018



- 3.B Use Section 152 provisions to buy sufficient land from the State Government at only 5% of the land value, on the west side of the Bassendean Oval, for say 150 car bays.
- 3.D Consult with the Bassendean Community as to where any net profits from the sale of the land at the west side of the Bassendean Oval is used. (Suggestions follow).
- 3.E Negotiate with Hawaiian over the sale of the 150 car bay land to them, so they forgo the seeking of Extension Street and the west side of West Rd between Old Perth Rd and Guildford Rd, (so it can still be used by onsite workers without worry of getting parking infringements), and the main ramp access and exit from the Shopping Centre is made wider (on both sides of the retained trees) and less steep with roundabouts at the top and bottom of the ramp in compliance with AS 2890, noting that there could be a loss in onsite car bays, but that is taken care of by the land purchase opposite the shopping centre for 150 car bays.
- 3.F Allow Hawaiian to construct apartments for sale above the 150 car bays with grade separated pedestrian and trolley links above West Road within the usual limits of R-AC3 zoning specifications etc. This generates the cash for Hawaiian to purchase the land, build the apartments and the grade separated links and other works as thought appropriate.
- 3.G The Bassendean Oval is not necessarily re-orientated but rather just shortened to still comply with the minimum playing length for AFL games. (135m + 5m runoff at each end). This means that costs related to relocating the 2 existing timber grandstands are saved.
- 3.H It would be expected that the community agreed net proceeds from the Section 152 land purchase and sale to Hawaiian would be used to provide appropriate oval lighting for all 3 playing areas, namely Bassendean Oval, Ashfield Reserve and Jubilee Reserve plus a mobile large screen facility for shared scoreboard use at all grounds and for background use for movies, art shows, special events etc. The rentals revenues would be used for maintenance and moving costs as needed without impost on small community groups etc. Swan Districts Football Club already own a piece of conditional freehold land at the NE corner of the Bassendean Oval. It would be hoped that some proceeds of the Section 152 sale would be used to buy additional land for the Swan Districts Football Club to expand their 3273 sqm area for their own plans, including new change rooms etc and possible apartments to generate a more secure financial future. Similar support should be extended from the original Section 152 transactions to make it possible for the Ashfield Sports Club & Jubilee tenants to achieve similar arrangements to own their own freehold land.

**Superseded - Copy for Sketch Only**

Area and measurements on the Plan herein are correct or true, and a peg has been placed at each corner of the Lot.

Scale: 1:750  
 Survey: P.A. N&L  
 Class: 1730 / 1730  
 Volume: Dia 899.75  
 Date: 1996  
 District: 156

SECOND SCHEDULE		NOTE: SELLING THROUGH AND DEALING WITH THE OFFICE SEAL INDICATES THAT AN ENTRY NO LONGER HAS EFFECT. OTHERS MAY BE MADE THROUGH THE OFFICE BY SUBSEQUENT ENCUMBRANCES.									
INSTRUMENT	PARTICULARS	ACQUIRED	TERM	SEAL	REMARKS	CANCELLATION NUMBER	REMARKS	REMARKS	REMARKS	REMARKS	REMARKS
Mortgage 1971056	To Commonwealth Bank of Australia. As to portion only; lodged 1.9.1996 at 16.20 hrs.	2.6.90	12.5%		Discharged	629092	16.11.95				

CERTIFICATE OF TITLE VOL 1580 638

SDFC Freehold land would also be rezoned to R-AC3, being within the Bassendean Activity Centre area, that is also shown as the 'Bassendean Town Centre Strategy and Guidelines of LPP1, as accepted by Council in July 2008.

The area of the Ashfield Sports Club is also within the Ashfield Activity Centre so would also have a zoning of R-AC3.

3.1 State Planning Policy 3.6 Developer Contribution for Infrastructure is MANDATORY but not in action in Bassendean. The developments that could arise from the 150 car bays with apartments, the SDFC redevelopments with apartments and the various developments from recognising SPP 4.2 Activity Centres and rapid transit Urban Corridors should generate cash to stimulate a series of road access issues that have suffered for too long. They could include:

- A. Entry and exit only at North Road adjoining Guildford Rd
- B. Entry and exit only at Ealsferry Court adjoining Guildford Rd
- C. Entry and exit only at Thompson Rd adjoining Guildford Rd
- D. Roundabout joining Guildford Rd and Old Perth Road at the SDFC carpark with links to Nurstead Ave to also allow access to 4800 sqm private land on Guildford Rd. (May still be owned by International Analytical).



E. A roundabout to replace the West Rd and Guildford Rd Intersection.

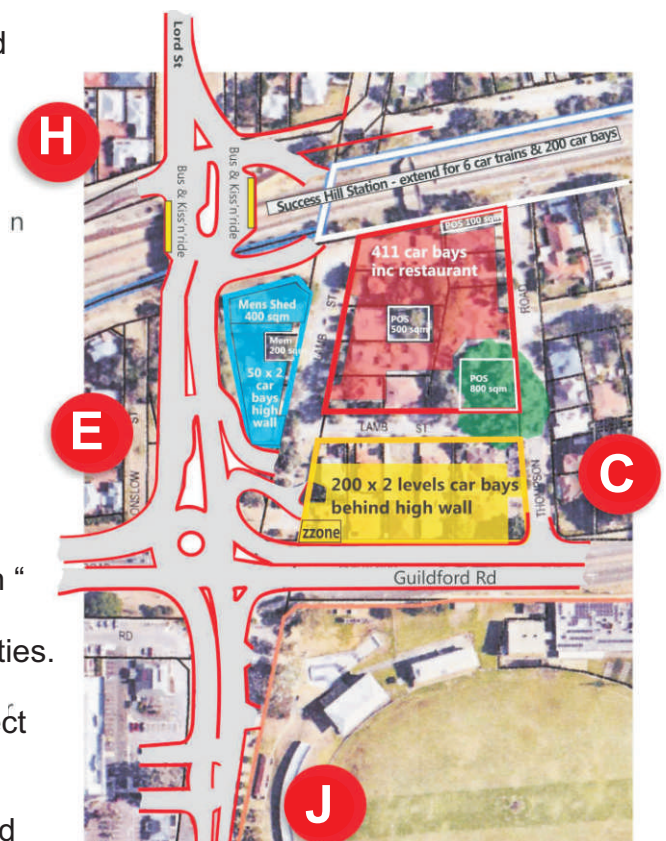
F. Upgrades to Lord Street between Morley Road and Guildford Rd including the Lord Street Bridge (to comply with AS 5100) and to meet the Priority requirements of the EMRC Regional Infrastructure Transport Strategy (RITS) of 2017

G. Roundabout or traffic controlled intersection for Colstoun Rd and Guildford Rd

H. Extension of the Success Hill Station “ to 150m and links to Lord St Bridge with Kiss’n’ride & bus terminus facilities.

I. Bike safe links to expand and connect with the Perth to Midland PSP.

J. Roundabouts top & bottom of revised Main Shopping Centre ramp that is wider



# **ATTACHMENT NO. 6**



# Public Open Space Strategy

**April 2022**

DRAFT FOR APRIL 2022

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## 1.0 Introduction

The Town of Bassendean recognises the many social, economic, environmental and health benefits in providing the community with appropriately located, functional and attractive public open space (POS). These spaces play a fundamental role in increasing the liveability of the Town by providing recreational opportunities, conservation and environmental benefits, high amenity and venues for community interactions, events and programs.

The Town is currently responsible for the management of 73.1ha of POS, including local parks, active playing fields and nature reserves. The Town also has an additional 959.3ha of regional open space reserved under the Metropolitan Region Scheme (MRS), including the Swan River foreshore areas and Bassendean Oval.

The Town greatly values these areas of POS and to ensure the future protection, provision and management of these sites meet the ongoing needs of the community, the Town has prepared this POS Strategy ("BassenGreen"). Through its suite of recommendations, this framework will guide, coordinate and inform POS matters, from the broad, strategic level through to the operational, on-the-ground, outcomes.

The adoption and subsequent implementation of the Strategy will ensure an improved POS provision for the community in the future.

### 1.1 Purpose

The purpose of this Strategy is to provide guidance on the provision, development, management and use of POS within the Town of Bassendean. The Strategy highlights several key actions that will enable the delivery of an integrated POS network that enhances the quality of life for the community.

### 1.2 Vision

The purpose of this strategy is to facilitate the achievement of Council's vision in relation to the POS:

*"A sustainable hierarchy of accessible and resource efficient quality open spaces that enhance the recreational, environmental, social and health needs of the community of the Town of Bassendean."*

### 1.3 Objectives

The objectives of the Strategy are to:

- (i) Maximise the value of open spaces for the community through improved amenity and functionality;
- (ii) Identify and respond to the impacts of development, population growth, demographic change and competing demands and functions on POS;
- (iii) Identify opportunities to improve access to and functionality of POS;
- (iv) Establish appropriate levels of service across the POS hierarchy to ensure POS is cost effective to maintain; and
- (v) Ensure the design and development of POS meets conservation and environmental outcomes, including responding to climate change.

## 2.0 Background

### 2.1 Study Area

The Town of Bassendean (the Town) is located approximately 8km north-east of the Perth CBD. Covering an area of 10.3km<sup>2</sup>, the Town comprises three suburbs: Ashfield, Bassendean and Eden Hill.

The Town is bounded by the Swan River, the City of Swan to the north and the City of Bayswater to the west. It has a river frontage of 7km.

### 2.2 Demographics

The most recent 2016 Australian Bureau of Statistics (ABS) census data indicates a residential population for the municipality of 15,089. This has steadily increased from 13,305 in 2001. *Western Australia Tomorrow - Population Report No. 11, 2016 to 2031* uses a series of simulations to estimate population growth over the period. The lowest growth indicates a population of 12,600 in 2031, the highest growth indicates a population of 15,800 at 2031, whilst the median growth is estimated at 14,170.

The age structure of the Town's population in 2016 indicates an ageing population that is in keeping with national and regional trends. Similar to the results in the 2001 ABS Census, again in 2016 the 30-39 age group comprised the highest percentage of all the age groups in the Town.

The Town's housing stock is predominantly low to medium density, with 79% of dwellings being single detached housing. Housing stock (lot configuration and size) can be a contributing factor in defining the demographic of a suburb. In turn, the demographic of a suburb can be used to assess demand and plan for social infrastructure such as POS. Different demographics have different uses and need for POS and public facilities.

The demographic analysis from the *Community Facility and Ovals/Reserves Audit* conducted by AECOM Australia in 2017-18 states the growing population is predominantly younger families, due to the convenient location to the Perth CBD and housing opportunities available. There is a need for diverse facilities, public open space and boating infrastructure, due to the diverse cultural and aged demographic within the Town. The audit also states that there is a high opportunity for social and economic growth within the area.

### 2.3 Previous Review

The Strategy is informed by the *Community Facility and Oval/Reserve Audit* conducted by AECOM Australia in 2017-18. The audit evaluated each POS in relation to form and function, distribution, accessibility, tenure, level of infrastructure and maintenance standard.

Key findings from the audit were:

- There is a requirement for further analysis, research, development and management of all POS within the Town. Specifically, District and Regional open spaces, as they do not currently meet the need or function of a growing demographic and ability to adapt to change.
- The Asset Management Plan needs to be scheduled and implemented more proactively.



- Integration of plans, assets, facilities, and maintenance throughout the Town. Assets need to be adaptable to change. The integration and collaboration within business units needs to improve.
- The majority of facilities and POS have poor accessibility for all, which does not meet current Australian Standards. Upgrades to ramps, paths and access doors/gates are required. This includes lighting of POS.
- The financial impost to the Town in developing POS continues to be a challenge given the limited resources available.
- Increased and changing community expectations has created greater pressure on, and demand for public spaces; these factors impact the overall cost of development and on-going delivery of these sites to the community.

## 2.4 Community Consultation

In addition to the technical review, the *Community Facility and Oval/Reserve Audit* included elements of community consultation, including consultation with key stakeholders and the broader public consultation via resident surveys and community forums.

That consultation, which involved over 200 residents and groups, broadly found that:

- Most respondents were satisfied with the existing facilities;
- The existing facilities are dated;
- There is a desire for better access to POS;
- There is a desire for the enhancement of the Town's larger areas of POS;
- Park amenities should include seating and shade facilities; and
- There is a desire for dedicated dog walking areas.

In addition, *BassenDream Our Future* is the name of the Town's extensive community engagement project, which concluded in September 2019. The Town endeavoured to reach as many people as possible through multiple community engagement initiatives including workshops, pop up hubs, interviews, surveys, focus groups and more. Local residents and stakeholders were able to share their ideas and have input into the development of a new vision for Ashfield, Bassendean and Eden Hill, to inform future plans aligned to community expectations. The findings informed the Town's Strategic Community Plan 2020-2030 and the preparation of a draft local planning framework.

Over 3,000 interactions later, the community conveyed what it loves about living in the Town of Bassendean, what it values and what could make it even better in the future.

A key theme was preserving and enhancing open space, and this Strategy seeks to provide a framework to achieve the community's aspirations in this regard.

## 3.0 Strategic Alignment

### 3.1 Strategic Community Plan 2020-2030

This Strategy addresses the Community's Vision for the future and specifically the following Priority Areas contained within the Town's Strategic Community Plan 2020-2013:

#### Priority Area 1: Strengthening and Connecting our Community

Direction	Potential Strategies	What Success Looks Like
Supporting healthy lifestyles throughout our Town	<ul style="list-style-type: none"> <li>• Improve functionality of amenities and lifestyle options</li> <li>• Improve walkability and cycle-ability, including through infrastructure improvements</li> </ul>	<ul style="list-style-type: none"> <li>• Increased use of public open spaces and other amenities</li> <li>• Improved health and wellbeing of residents</li> </ul>

#### Priority Area 2: Leading Environmental Sustainability

Direction	Potential Strategies	What Success Looks Like
Conserve, protect and enhance our natural environment and biodiversity	<ul style="list-style-type: none"> <li>• Conserve, enhance and repair natural and urban areas</li> <li>• Facilitate management of reserves by Friends groups</li> </ul>	<p>SHORT TERM</p> <ul style="list-style-type: none"> <li>• Increased number and rate of participation of environmental volunteers</li> </ul> <p>LONG TERM</p> <ul style="list-style-type: none"> <li>• Restoration and revegetation measures improve</li> </ul>
Value and conserve and protect our water resources and waterways	<ul style="list-style-type: none"> <li>• Implement waterwise initiatives and policies for residents, businesses and other organisations</li> <li>• Convert drains into living streams</li> </ul>	<p>SHORT TERM</p> <ul style="list-style-type: none"> <li>• Gold Waterwise Council status is retained</li> <li>• Quality of water flows into Swan River improves</li> <li>• Stream restoration measures improve</li> </ul>
Support the creation of a more green and shaded Town	<ul style="list-style-type: none"> <li>• Create an urban forest throughout reserves, gardens and streets</li> <li>• Protect existing trees and green spaces</li> </ul>	<p>SHORT TERM</p> <ul style="list-style-type: none"> <li>• Fewer trees lost during development</li> </ul> <p>LONG TERM</p> <ul style="list-style-type: none"> <li>• Increased proportion of tree cover</li> <li>• Reduced heat island effect</li> </ul>

## Priority Area 4: Driving Financial Suitability

Direction	Potential Strategies	What Success Looks Like
Ensure there is sufficient, effective and sustainable use of assets	<ul style="list-style-type: none"> <li>Assess assets (including review of portfolio, landholdings and facility condition, use and capacity) to optimise and rationalise</li> <li>Ensure financial planning has a longterm outlook and a focus on land asset rationalisation</li> </ul>	<p><b>SHORT TERM</b></p> <ul style="list-style-type: none"> <li>All Town-owned buildings increased in their utilisation</li> <li>Defined position and strategy of when buildings need renewal</li> </ul> <p><b>LONG TERM</b></p> <ul style="list-style-type: none"> <li>Consolidated infrastructure footprint</li> <li>Enhanced sustainability footprint</li> <li>Clear indications of whole-of-life costs</li> </ul>

### 3.2 One Planet Living

On 25 June 2019, Council resolved to adopt the One Planet Living sustainability framework to assist in future strategic and corporate planning. The framework comprises ten principles that cover all aspects of social, environmental and economic sustainability.

This Strategy has been prepared with due regard to those principles, particularly Health and Happiness, Culture and Community, Land and Nature and Sustainable water.

### 3.3 Strategic Planning Framework

Document	Overview	Implications
<b>State Planning Strategy 2050</b>	The State Planning Strategy provides the strategic context and basis for the coordination and integration of land use planning and development across Western Australia, regional and local levels. It contemplates a future in which high standards of living, improved public health and an excellent quality of life are enjoyed by present and future generations of Western Australians.	The Strategy advocates for the high-quality POS, including school ovals that are accessible for community use and contribute to a community's urban fabric and sense of place. It promotes that POS should be designed to promote healthy living together with accessible healthy environments to meet the recreation needs of the community, with natural bushland and wetland areas, (including Bush Forever sites) being incorporated into broader POS network.
<b>Perth &amp; Peel @ 3.5million</b>	The Perth and Peel @ 3.5million land use planning and infrastructure frameworks aim to accommodate 3.5 million people by 2050.	The Perth and Peel @ 3.5million land use planning and infrastructure frameworks provides for the provision of infill development, as a means of contributing to housing diversity and affordability. It also supports the provision, enhancement and preservation of POS and green networks to ensure areas of infill developments are supported by areas of POS.

<p><b>Central Sub-Regional planning Framework</b></p>	<p>Aims to establish a long-term, integrated planning framework for land use and infrastructure, with a focus on guiding future infill growth in the Central sub-region.</p>	<p>The framework advocates the improvement and protection of POS provision for sport, nature and recreation purposes and the preservation and enhancement of existing environmental and landscape values of the sub-region. It seeks to create and enhance existing green networks and identify ecological linkages to connect the green network and assist in the retention of habitat for significant fauna dispersal and migration. Importantly in relation to this strategy, it advocates that local government encourage or require new development to be designed to deliver on clear connections to the green network through the provision of new open space or contribution to the enhancement of existing spaces.</p>
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### 3.4 Statutory Planning Framework

Document	Overview	Implications
<p><b>Planning and Development Act 2005</b></p>	<p>An Act to provide for a system of land use planning and development in the State and for related purposes.</p>	<p>The Act provides (in Section 152) that as part of subdivisional activity, certain land (including recreational and environmental) may be required to vest with the Crown. It also provides that a subdivider may make a cash payment, in lieu of setting aside physical land.</p>
<p><b>Metropolitan Region Scheme</b></p>	<p>The MRS defines the future use of land and provides the legal basis for planning in the Perth metropolitan region, dividing it into broad zones and reservations.</p>	<p>The Strategy acknowledges that a number of existing public open spaces are reserved as Parks and Recreation under the Scheme.</p>
<p><b>Local Planning Scheme No. 10 (LPS 10)</b></p>	<p>Specifies the statutory land use planning controls within the Town.</p>	<p>The Scheme zones and reserves land for various purposes.</p>
<p><b>Town Planning Scheme No. 4A (TPS 4A)</b></p>	<p>Specifies the statutory land use planning controls and contribution requirements within the TPS 4A Scheme Area (Bindaring Park)</p>	<p>A number of sites within the TPS 4A area are reserved as Local Open Space under LPS 10 and require acquisition by the Town. In addition, disposing of surplus land may require the parcels to be rezoned under the Scheme, so as to enable them to be used for an alternative purpose.</p>

### 3.5 Planning Policy Framework

Document	Overview	Implications
<b>Liveable Neighbourhoods</b>	Is a Western Australian Planning Commission (WAPC) operational policy. The document guides the design and assessment of structure plans and subdivision for new urban areas in Perth and Peel and major regional centres, on greenfield and large infill sites.	The policy identifies the types of public parkland (Regional Reserves, Foreshore Reserves and POS) and creates the hierarchy of POS (district, neighbourhood and local). In doing so, it also recommends appropriate walkable catchment areas for each type of park. It promotes urban water management with landscape design, providing for an integrated approach to water sensitive urban design and suggests that POS is to be designed to enhance safety, addressing crime prevention through environmental design (CPTED) principles.
<b>State Planning Policy 7.0 – Design of the Built Environment</b>	Overarching planning policy and supporting information introducing Design WA.	The design principles seek to create local areas that enhance the natural and built features to create a positive sense of place. It promotes high quality and sustainable landscapes that optimise internal and external amenity for the community by providing environments that are productive and healthy. POS plays a fundamental role in providing healthy communities, facilitating social interaction and contributing to local aesthetic and aligns closely with the principles in the Policy.
<b>State Planning Policy 3.7 – Planning in Bushfire Prone Areas</b>	Policy and regional information for planning in bushfire prone areas.	This Policy seeks to avoid any increase in the threat of bushfire to people, property and infrastructure. It seeks to achieve an appropriate balance between bushfire risk management measures and, biodiversity conservation values, environmental protection and biodiversity management and landscape amenity, with consideration of the potential impacts of climate change.

<p><b>Development Control Policy 2.3 – Public Open Space in Residential Areas</b></p>	<p>This policy sets out the WAPC’s requirements for landowners intending to subdivide residential land. It assists to create a diversity of lot and housing types throughout the State.</p>	<p>The Policy sets out that the Commission will not normally require an open space contribution for five lots or less, but may do so where:</p> <ul style="list-style-type: none"> <li>(i) the local government has identified an existing or potential deficiency of public open space and has an adopted strategy to improve or provide open space by land acquisition in the locality of the subdivision; or</li> <li>(ii) similar proposals containing five lots or less would be likely to eventuate in the locality. This Strategy seeks to satisfy the abovementioned requirement of DC 2.3.</li> </ul>
<p><b>Development Control Policy 5.3 – Use of Land Reserved for Parks and Regional Open Space</b></p>	<p>This Policy outlines the circumstances under which the WAPC may approve the use and development of land reserved for Parks and Recreation and Regional Open Space, under the MRS for different purposes.</p>	<p>This Policy prescribes when it may be appropriate to permit clubs, community groups and private business to locate on land reserved for Parks and Recreation or Regional Open Space. This Policy is relevant to the Town given the significant quantity of riverside land that is reserved as Parks and Recreation under the MRS as well as Bassendean Oval being reserved in the same way</p>

### 3.6 Planning Guidelines

Document		Impact and Influence
<p><b>Better Urban Water Management</b></p>	<p>Provides a framework to facilitate better management of urban water resources by ensuring appropriate consideration is given to the total water cycle at each stage of the planning system</p>	<p>This document encourage water sensitive design and strategies to minimise water and nutrient use as well as the integration of stormwater management into areas of POS. It is relevant to any proposals by the Town to upgrade existing areas of POS.</p>
<p><b>Designing Out Crime Planning Guidelines</b></p>	<p>Intended to provide all relevant stakeholders with an understanding of the principles of designing out crime.</p>	<p>This document advocates improvements to lighting, fencing, landscaping and surveillance to reduce opportunities crime and antisocial behaviour. It supports development “fronting” onto areas of POS with blank walls and side of buildings adjacent POS should be minimised. It is relevant to the assessment and determination of proposals for land abutting POS as well as the establishment of any bespoke development controls.</p>
<p><b>Position Statement: Expenditure of cash-in-lieu of public open space</b></p>	<p>This statement provides guidance on the expenditure of cash-in-lieu of open space in accordance with the Planning and Development Act 2005.</p>	<p>Guide the expenditure of cash-in-lieu of open space in accordance with the requirements of the position statement and recommendations contained within this Strategy.</p>

### 3.7 Other Considerations

Document	Overview	Impact and Influence
<p><b>Bassendean Town Centre Masterplan</b></p>	<p>The Town Centre Masterplan provides a vision for the Bassendean Town Centre area that responds to the community's desire to be a vibrant and activated mixed use precinct.</p> <p>Key components of the Masterplan include creation of a centrally located piazza, future redevelopment of key Crown landholdings and closure of a portion of Old Perth Road to create a pedestrian only zone. A range of heights are proposed up to 10 storeys, in strategic locations to ensure the retention of heritage and character, and having regard to overlooking and overshadowing.</p>	<p>With respect to open space, the Masterplan contemplates the following:</p> <ul style="list-style-type: none"> <li>• Redevelopment at Bassendean Oval; confined to the northern and western parts of the reserve, which have already been impacted by existing development.</li> <li>• The realignment of the Old Perth Road / Surrey Street intersection so as to create a standard "T" junction. This will result in the loss of the Surrey Street POS reserve, but be offset by the creating of a new open space in the south-eastern corner of Bassendean Oval.</li> <li>• The redevelopment of the Child Health Clinic site, which currently forms part of BIC Reserve.</li> </ul> <p>This Strategy will therefore recommend various responses to achieve the above.</p>

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## 4.0 Assessment

### 4.1 Categorisation

The Town's public open spaces have been classified into five distinct categories, based largely on the Liveable Neighbourhoods size classifications, but also considering function and its designation under the MRS, as below:

- Local (up to 3,000m)
- Neighbourhood (3,000m<sup>2</sup> – 2ha)
- District (2ha – 15ha)
- Environment and Conservation (serving a predominately a biodiversity purpose)
- Regional (reserved as Regional Open Space under the MRS)

Further details of the above categories are contained as **Appendix 1**.

The Town currently has 42 areas of public open space, which are categorised, by suburb, as follows.

Suburb	Number of Public Open Spaces					
	Local	Neighbourhood	District	E & C	Regional	Total
Ashfield	0	1	1	0	2	4
Bassendean	14	6	1	4	5	30
Eden Hill	3	3	2	0	0	8
<b>Total</b>	<b>17</b>	<b>10</b>	<b>4</b>	<b>4</b>	<b>7</b>	<b>42</b>

The list of the individual areas of public open space is contained as **Appendix 2**.

It should be noted that the above classifications do not further define the specific uses within each reserve, such as active playing fields or dog on/off-leash areas. This Strategy recommends further investigation into areas appropriate for dog exercise areas.

### 4.2 Quantity

In 1955 the state government adopted the *Plan for the Metropolitan Region Perth and Fremantle* (Stephenson-Hepburn Plan). This established numerous recommendations for the provision of POS, including developers setting aside 10% of the subdivisional area for public recreation, which would ultimately be managed by the relevant local government. The 10% requirement was eventually formalised via the Western Australian Planning Commission's *Development Control Policy DC 2.3 – Public Open Space in Residential Areas*.

The table below illustrates the current provision of POS (excluding Regional Open Space) within the Town, relative to quantity of residential zoned land in each suburb.



Suburb	Percentage of Public Open Space		
	Open Space (ha)	Gross Subdivisible Area (ha)	% POS
Ashfield	8.1	49.1	16.5%
Bassendean	27.3	370.9	7.4%
Eden Hill	21.6	122.3	17.6%
<b>Total</b>	57.0	542.2	10.5%

It should be noted that the above calculations exclude the following:

- Private land holdings that are reserved Open Space under LPS 10 but are yet to be formally acquired.
- Road reserves that are reserved Open Space under LPS 10 but are yet to be formally closed.
- Town-owned lots that are reserved Open Space under LPS 10 but are yet to be formally vested as open space.
- Regional Open Space, as reserved under the Metropolitan Region Scheme.
- The Wilson Street carpark site, which, whilst reserved as Open Space under LPS 10, is reserved for the purpose of a car park and is envisaged to be developed for residential purposes in accordance with the Council-adopted Town Centre Masterplan.

While Ashfield and Eden Hill satisfy the provisional requirement for 10%, Bassendean does not. In considering the issue and the required Strategy responses, the following is relevant:

- Unlike Ashfield and Jubilee Reserves, Bassendean Oval is a regional reserve (reserved as such under the MRS) and therefore is not included in the calculations.
- The suburb of Bassendean accommodates three areas of open space (Success Hill Reserve, Point Reserve and Pickering Park) that, whilst serving a localised function, are reserved as regional open space under the MRS; and therefore is not included in the calculations.
- The suburb of Bassendean accommodates approximately 6.5ha of residential land that is located north of Walter Road. Given the regional nature of that road, it is quite likely that residents of those sites would seek to access recreational space within the suburb if Eden Hill, reducing the nominal demand for POS in the suburb of Bassendean.

Based on the above, it could be contended that the suburb is provided with adequate physical space to serve the needs of the recreational needs of the community.

Given there is adequate provision of POS in each suburb, this Strategy focuses on the upgrading of existing areas of POS, as opposed to the broad acquisition of further land.

### 4.3 Distribution

The distribution of POS is a major factor that impacts both use and viability of the space. Like most other established areas in the Perth metropolitan region, the Town has areas that are well serviced with POS and areas that are meaningfully underserved.

Under Liveable Neighbourhoods, the recommended distribution is such that most dwellings in a district should be located within 150m-300m of a Local-level POS, 400m of a Neighbourhood-level POS and/or 600m – 1km of a District-level POS. For the purposes of this Strategy, the following distribution catchments have been used:

Category	Catchment
Local	0 – 400m
Neighbourhood	400 – 800m
District	800m – 2km
Environment & Conservation	2km +
Regional	2km +

The current distribution is illustrated on the plan contained as **Appendix 3**.

Based on the current distribution, there is scope to effectively “redistribute” some of the existing POS so as to ensure a more equitable provision for the overall community. Whilst that may involve the disposal (or partial disposal) of some portions of land, it is critical to acknowledge that such an approach would only be supported where this Strategy has demonstrated a legitimate overprovision in a particular area. The proceeds of such disposal would be directed to the acquisition of other land in an area that was underserved or outside of the walkable catchments for POS. The above notwithstanding, given the likely community sensitivities with the rationalisation of open space, this Strategy recommends that it be an action only in relation to two existing lots in the vicinity of Bindaring Park, as set out in section 4.5.1.

#### 4.4 Quality

To determine the strategic approach to POS provision within the district, the Town conducted a detailed evaluation of the current POS provision in terms of its quality; measured based upon design, functionality, infrastructure provision, accessibility, surveillance and maintenance standard. The results of the evaluation are contained as **Appendix 4**.

The findings of the assessment revealed an overall underperformance in the quality of POS throughout the Town. The key areas of concern included functionality, with lack of infrastructure constraining sports and recreation usages. Some POS had infrastructure, however displayed signs of ageing and degradation, indicating a maintenance issue. POS with infrastructure also somewhat lacked co-located safety infrastructure including lighting and shading. This issue was exacerbated by a lack of passive surveillance.

POS also lacked appropriate design to facilitate effective accessibility, particularly for those who are physically impaired. This was most evident in the ‘Environment and Conservation’ category.

It should be noted that some POS displayed significant over performance, with exceptionally high-quality design and infrastructure that optimised functionality and surveillance. The inequitable distribution of POS across the Town is a key issue this Strategy seeks to resolve.

Based on the above, it is clear that a number of the Town’s POS areas require meaningful upgrading and enhancement so as to better reflect contemporary POS development standards and broad community expectations.

To ensure equity across the district, it is recommended that POS be incrementally upgraded to ensure a consistent standard based on an established hierarchy. Such upgrades and enhancement represent a significant financial impost for the Town, and in turn the community. To assist in funding such upgrades, this Strategy recommends that the Town pursue the imposition of POS conditions on subdivision approvals that seek to create three or more lots (including built strata lots as part of multiple dwelling developments).

In considering the design of new and upgraded areas of POS within the Town, POS is required to cater for a range of activities including passive and recreational use, sporting groups, water conservation and conservation of environmental features.

Key considerations with respect to the design of POS include:

- Ensuring the design of infrastructure contained within the POS is consistent with the hierarchy of the POS;
- Meeting the recreational and POS need of an ageing population;
- Providing infrastructure that adequately caters for multi-use activities;
- Ensuring POS is accessible to all members of the community, including people with a disability;
- Incorporation of CPTED principles into POS and adjacent developments;
- The identification and protection of environmental features including significant flora and wetlands;
- Striking an appropriate balance between protecting the Town's environmental values as well as providing appropriate community facilities and infrastructure; and
- Appropriately planning for a drying and warming climate by increasing the Town's tree canopy cover and reducing urban heat island effect.

Further, it is essential that POS is designed with an understanding on the ongoing maintenance obligation for the Town. It is necessary to consider asset management and ongoing maintenance, as well of the renewal of POS to serve changing community needs. In implementing this Strategy, the Town will consider the following matters when determining appropriate POS management practices:

- Providing an appropriate level of management based on the POS hierarchy;
- Ensuring the development of POS is consistent with the maintenance and replacement abilities of the Town;
- Ensuring that the quality of POS is maintained and further enhanced to ensure that it meets the community's changing needs into the future; and
- Implementing sustainable management and operational practices.

The quality of any given POS is not only defined by what is on or in the open space parcel itself, but is impacted by the surrounding and abutting urban environment; particularly the abutting road network and/or abutting built form and fencing. As such, whilst this Strategy focuses on the upgrading of existing areas of POS, as opposed to the broad acquisition of further land, it is recommended that the Strategy at least contemplates the ad-hoc purchase of strategically appropriate residential lots, where acquisition would provide increased road frontage and greater passive surveillance, in turn, creating a safer and more welcoming public space. Such acquisitions could potentially be funded using a variety of sources, including, but not limited to cash-in-lieu contributions levied as part of relevant subdivision proposals.

Further, for the same reasons, this Strategy recommends when assessing a determining subdivision and development proposals for land abutting POS, apply CPTED/passive surveillance principles, particularly in relation to major openings and fencing. It is also recommends, in the longer term, that the Town investigates opportunities and merits of providing bespoke development controls for sites directly abutting areas of POS, so as to improve the public/private interface and to maximise passive surveillance of those spaces.

## 4.5 Specific Considerations

### 4.5.1 Bindaring Park

The Town owns 27 Hyland Street, having purchased the site due to it accommodating a small portion of land reserved as open space. Whilst the balance is zoned residential, the site would be difficult to development due to it being affected by a Conservation Category Wetland, bushfire issues and the lack of typical road access.

As such, it may be appropriate to reserve that portion as open space. In reviewing the broader Bindaring Park area, it is noted that the Town owns four freehold lots (17, 19, 21 and 23 Anstey Road); two reserved as open space and two zoned residential. Whilst the lots accommodate some mature, native vegetation, they are separated from the broader Bindaring Park reserve by a constructed public road. Based on the above, this Strategy recommends the following:

- Reserving the Town-owned 27 Hyland Street, as open space. *This will result in an increase of 1,369m<sup>2</sup> of open space.*
- Removing the POS reservation from the Town-owned 21 and 23 Anstey Road and zoning the sites as residential.
- Removing the POS reservation from the privately-owned 17 Harcourt Street and 18 Anstey Road.
- Formally closing the unused portions of road reserve (including Harcourt Street and Anstey Road) that are already reserved as open space under the scheme. *This would result in an increase of 9,175m<sup>2</sup> of open space.*

The above changes would result in a net increase of 10,544m<sup>2</sup> of open space, reduce the impact on a private landowner and potentially generate revenue from the sale of land, which could in turn be redirected to other open spaces within the district.

### 4.5.2 Iveson Place Reserve

Iveson Place Reserve is made up of a large number of separate parcels as well as a series of unconstructed road reserves. Given that there is no intention of constructing the roads, this Strategy recommends formally closing the redundant portions of road reserve. This would result in an increase of 15,580m<sup>2</sup> of open space.

### 4.5.3 Reserve Naming

The Town recognises that Aboriginal people named places and geographical features long before the arrival of non-Aboriginal people, and such names were attached to local understanding of history, rights, culture and the responsibility to manage land. To ensure the ongoing preservation of Aboriginal heritage and culture, this Strategy recommends dual-naming of local reserves with names of Aboriginal and non-Aboriginal origin. Consultation with Traditional Owner groups is required in this respect, and the approval of the Minister for Lands for officially naming reserves in accordance with the *Land Administration Act 1997*.

## 5.0 Strategy Recommendations

Based on the analysis of the current situation and objectives the strategy and desired outcomes of the community, the following actions are recommended to improve the overall POS provision within the Town.

These recommendations seek to rectify areas deficient in POS by identifying where additional land can be acquired, improve service and functionality level through enhancement and disposal (or partial disposal) of land that is considered to be surplus to requirements or does not actually serve a POS function.

Action	Recommendation	Timeframe
1.	<p><b>Acquisition of Land for Public Open Space</b></p> <p>Investigate ad-hoc opportunities to acquire strategically important sites for POS within the district.</p>	Ongoing
2.	<p><b>Cash-in-Lieu</b></p> <p>That the Town will seek, for any proposed subdivision (including built strata subdivisions) creating three or more lots, for the Western Australian Planning Commission to impose a Public Open Space (cash-in-lieu) condition, unless actual land is preferable.</p>	Ongoing
3.	<p><b>Enhancement of Open Space</b></p> <p>That the Town, as funding and resources allow, enhance those open space throughout the district. In prioritising any competing upgrades, the Town shall have regard to the existing level of service, cost of the required upgrades, nearby recreational opportunities and community demand.</p> <p>When developing and/or upgrading POS, the Town will seek to:</p> <ul style="list-style-type: none"> <li>• Adopt water sensitive urban design principles;</li> <li>• Use endemic native vegetation, where practical, to provide and enhance ecological linkages;</li> <li>• Increased tree canopy cover;</li> <li>• Ensure that parks are accessible to people of all abilities;</li> <li>• Incorporate Crime Prevention through Environmental Design (CPTED) principles;</li> <li>• Provide improved shade (trees or shade sails);</li> <li>• Apply resource-efficient strategies (e.g. hydrozoning, native planting, etc.) to minimise natural resource use;</li> <li>• Ensure and changes to the space do not compromise any existing water management functions;</li> <li>• Provide for universal access; and</li> <li>• Ensure bushfire risk in minimised.</li> </ul>	Ongoing
4.	<p><b>Pedestrian Access</b></p> <p>Improve pedestrian access to existing areas of POS throughout the district. In prioritising any competing improvements, the Town shall have regard to existing maintenance standard, nearby recreational opportunities and community demand.</p>	Ongoing

5.	<p><b>Subdivision and Development</b></p> <p>When assessing a determining subdivision and development proposals for land abutting POS, apply CPTED/passive surveillance principles, particularly in relation to major openings and fencing.</p>	Ongoing
6.	<p><b>Environmental Sensitive Areas</b></p> <p>Ensure linkages and access to environmentally sensitive areas is appropriately managed to minimise environmental impacts.</p>	Ongoing
7.	<p><b>BIC Reserve</b></p> <p>Rationalise the open space within BIC Reserve in accordance with the Council-adopted Town Centre Masterplan, as identified on the <a href="#">Strategy Map A</a> (Appendix 5) by:</p> <ul style="list-style-type: none"> <li>removing the POS reservation from the constructed portion of James Street (900m<sup>2</sup>).</li> <li>removing the POS reservation from the constructed portions of Hamilton Street (360m<sup>2</sup>).</li> <li>removing the POS reservation from the existing former Child Health Clinic site (1,000m<sup>2</sup>).</li> </ul>	Short
8.	<p><b>Bindaring Park</b></p> <p>Reconfiguring the open space within Bindaring Park, as identified on the <a href="#">Strategy Map B</a> (Appendix 5) by:</p> <ul style="list-style-type: none"> <li>reserving the Town-owned 27 Hyland Street and 19 Anstey Road as POS.</li> <li>removing the POS reservation from the Town-owned 21 and 23 Anstey Road and zoning the sites as residential.</li> <li>removing the POS reservation from the privately-owned 17 Harcourt Street and 18 Anstey Road.</li> <li>seeking to formally close the unused portions of road reserve that are already reserved as open space under LPS 10.</li> </ul>	Short
9.	<p><b>Iveson Place Reserve</b></p> <p>Increasing the quantity of open space within Iveson Place Reserve, as identified on the <a href="#">Strategy Map C</a> (Appendix 5) by seeking to formally close the unused portions of road reserve.</p>	Short
10.	<p><b>Dog Areas</b></p> <p>That the Town review the existing on and off-leash designations for reserves.</p>	Short
11.	<p><b>School sites</b></p> <p>Advocate for shared use agreements with the Department of Education where POS abuts school sites.</p>	Short
12.	<p><b>Levels of Service</b></p> <p>Review Levels of Service to ensure maintenance is responsive to community values and changing needs, and ensure Levels of Service are appropriate based on the hierarchy of POS.</p>	Medium

13.	<p><b>Intersection of Old Perth Road and Surrey Street</b></p> <p>Reconfiguring the above intersection in accordance with the Council-adopted Town Centre Masterplan, as identified on the <a href="#">Strategy Map D</a> (Appendix 5) by:</p> <ul style="list-style-type: none"> <li>• seeking to formally close the redundant portion of Old Perth Road (1,384m<sup>2</sup>) and converting it to open space abutting Bassendean Oval.</li> <li>• Seek to have Reserve 21990 (Surrey Street POS) converted to road reserve (554m<sup>2</sup>).</li> </ul>	Medium
14.	<p><b>Development Controls</b></p> <p>Investigate the opportunities and merits of providing bespoke development controls for sites directly abutting areas of POS, so as to improve the public/private interface and to maximise passive surveillance of those spaces.</p>	Medium
15.	<p><b>Dual-naming</b></p> <p>Pursue the provision of dual-naming for the Town's reserves. This will involves investigation of the process associated with dual-naming and comprehensive consultation with both the community and the traditional owners.</p>	Long

## 6.0 Implementation and Review

The Strategy is a long term plan outlining the recommendations for POS within the Town of Bassendean. As with any long-term strategy, this POS Strategy will take a number of years to fully implement and that due to budgetary constraints, the implementation of various elements will be contingent on the successful disposal of surplus open space. This factor contributes to the uncertainty in the overall implementation of the Strategy, particularly in relation to financial viability, designation of timeframes and community perceptions. Based on the above, the Strategy will be implemented in a stage manner, based on available funding and acquisition opportunities.

The Strategy will be reviewed periodically to ensure that it an appropriate and useful tool to guide POS matters within the Town. Those reviews will also ensure that the document responds to any meaningful changes to the regulatory environment, funding avenues and community desires.

## Appendix 1: POS Levels of Service

Category	Local	Function	Passive Recreation
Size	3,000m <sup>2</sup> -	Distribution	0 – 400m
Number (Town)	17	Total Area (Town)	2.7ha
Criteria	<ul style="list-style-type: none"> <li>• Accessibility friendly, no major road impediments</li> <li>• Good pedestrian and cycling connections</li> <li>• Support good passive surveillance</li> <li>• Build a sense of place</li> <li>• Assist to the preservation of local biodiversity</li> </ul>		
Minimal Amenities	<ul style="list-style-type: none"> <li>• Unirrigated grass</li> <li>• Minor landscaping</li> <li>• Local biodiversity</li> <li>• Seating</li> <li>• Park name sign</li> </ul>		
Optional Amenities	<ul style="list-style-type: none"> <li>• Irrigated grass</li> <li>• Playground equipment and shade structures</li> <li>• Major landscaping</li> <li>• Footpaths</li> <li>• Bins</li> </ul>		

Category	Neighbourhood	Function	Active and Passive Recreation
Size	3,000m <sup>2</sup> - 2ha	Distribution	400m – 800m
Number (Town)	10	Total Area (Town)	6.6ha
Criteria	<ul style="list-style-type: none"> <li>• Central with the surrounding neighbourhood</li> <li>• Accessibility friendly</li> <li>• Good pedestrian and cycling connections</li> <li>• Support good passive surveillance</li> <li>• Create a sense of place</li> </ul>		
Minimal Amenities	<ul style="list-style-type: none"> <li>• Irrigated grass</li> <li>• Playground equipment &amp; shade sails</li> <li>• Picnic settings/ shelters/ gazebos</li> <li>• Minor landscaping</li> <li>• Perimeter fencing</li> <li>• Footpaths</li> <li>• Bins, including dog poo stations</li> <li>• Signs</li> <li>• Accessible</li> </ul>		
Optional Amenities	<ul style="list-style-type: none"> <li>• Exercise equipment</li> <li>• Nature inspired play structures</li> <li>• Skate parks</li> <li>• Sporting Infrastructure (½ Court Basketball, football / soccer goals, etc.)</li> <li>• Drinking Fountain</li> <li>• BBQs</li> <li>• Lighting</li> <li>• Public Toilets (feasibility study per site to be completed)</li> <li>• Major landscaping</li> <li>• Designated Dog Exercise Areas</li> <li>• Event amenities/3 phase power</li> </ul>		



<b>Category</b>	<b>District</b>	<b>Function</b>	Active and Passive Recreation
<b>Size</b>	2ha – 15ha	<b>Distribution</b>	800m – 2km
<b>Number (Town)</b>	4	<b>Total Area (Town)</b>	30.8ha
<b>Criteria</b>	<ul style="list-style-type: none"> <li>Centrally located</li> <li>Accommodate required sporting dimensions for a variety of codes</li> <li>Be co-located with schools</li> <li>Services by public transport</li> <li>Accessible by car, cycling or walking</li> <li>Good accessible footpath connectivity with local community</li> <li>Good passive surveillance</li> </ul>		
<b>Minimal Amenities</b>	<ul style="list-style-type: none"> <li>Clubrooms including public toilets &amp; parking bays</li> <li>Nature inspired Playground equipment &amp; shade structure</li> <li>Signs ( informative / interpretive/ entrance)</li> <li>Picnic Setting / Shelters / Gazebos</li> <li>Skate Parks</li> <li>Advanced landscaping</li> <li>Perimeter fencing</li> <li>Drinking Fountains Irrigation</li> <li>Footpaths</li> <li>Lighting</li> <li>Sporting Infrastructure (½ Court Basketball, set football / soccer goals, etc.) Be accessible</li> </ul>		
<b>Optional Amenities</b>	<ul style="list-style-type: none"> <li>Event amenities/ 3-phase power</li> </ul>		

<b>Category</b>	<b>Environmental &amp; Conservation</b>	<b>Function</b>	Nature
<b>Size</b>	N/A	<b>Distribution</b>	2km+
<b>Number (Town)</b>	4	<b>Total Area (Town)</b>	19.7ha
<b>Criteria</b>	<ul style="list-style-type: none"> <li>Accessibility friendly, no major road impediments</li> <li>Good pedestrian and cycling connections</li> <li>Build a sense of place</li> <li>Assist to the preservation of local biodiversity</li> </ul>		
<b>Minimal Amenities</b>	<ul style="list-style-type: none"> <li>Unirrigated grass</li> <li>Minor landscaping</li> <li>Local biodiversity</li> <li>Seating</li> <li>Park name sign</li> </ul>		
<b>Optional Amenities</b>	<ul style="list-style-type: none"> <li>Irrigated grass</li> <li>Major landscaping</li> <li>Bins</li> <li>BBQ facilities</li> </ul>		

<b>Category</b>	<b>Regional</b>	<b>Function</b>	Various
<b>Size</b>	N/A	<b>Distribution</b>	2km
<b>Number (Town)</b>		<b>Total Area (Town)</b>	ha
<b>Criteria</b>	<ul style="list-style-type: none"> <li>• Reserved as Regional Open Space under the MRS</li> <li>• Significant biodiversity &amp; environmental values</li> <li>• Provide for organised sporting activities Attracts visitors from outside the local government area</li> <li>• Size is variable and can exceed 20ha</li> <li>• Accessed by vehicle or public transport</li> <li>• Parking provision is essential</li> <li>• Well connected to major road networks</li> <li>• House community events</li> </ul>		
<b>Minimal Amenities</b>	<ul style="list-style-type: none"> <li>• Nature inspired Playground Equipment &amp; Shade Structure</li> <li>• Exercise equipment</li> <li>• Skate Parks</li> <li>• Car park</li> <li>• Public toilets</li> <li>• Lighting &amp; Closed Circuit Television</li> <li>• Shelters / Gazebos</li> <li>• Advanced landscaping</li> <li>• Multipurpose Courts</li> <li>• Drinking Fountains</li> <li>• Irrigation</li> <li>• Signs ( informative / interpretive/ entrance)</li> <li>• Footpaths</li> <li>• Be accessible and Inclusive</li> <li>• Conservation areas</li> <li>• Sporting Infrastructure (half-court Basketball, set football / soccer goals, etc.)</li> <li>• Event amenities/3 phase power</li> </ul>		
<b>Optional Amenities</b>	<ul style="list-style-type: none"> <li>• Dependent on function</li> </ul>		

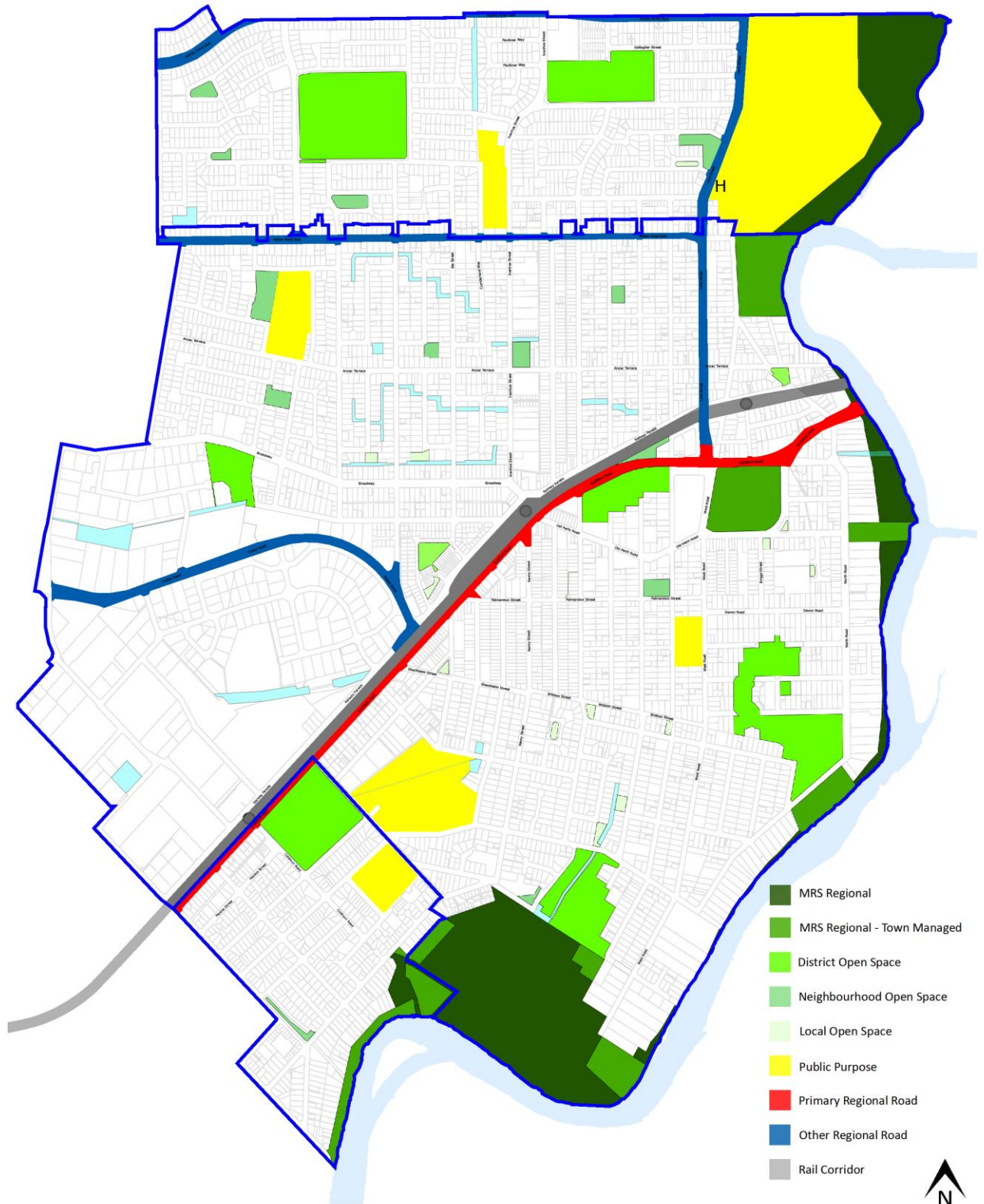
## Appendix 2: POS Areas

Ref	Reserve Name	Hierarchy	POS Area (ha)
<b>ASHFIELD</b>			
A1	Ashfield Reserve	District	7.8
A2	Gary Blanch Reserve	Neighbourhood	0.3
R1	Ashfield Flats	MRS Regional	39.9
R2	Ashfield Parade Reserve	MRS Regional	2.7
<b>BASSEDEAN</b>			
B1	Bindaring Park	Environment	8.3
B2	Iverson Place Reserve	Environment	5.4
R3	Bassendean Oval	MRS Regional	5.6
B3	BIC Reserve	District	3.9
B4	Broadway Arboretum	Environment	2.8
B5	Culworth/Mickleton Reserve	Neighbourhood	1.4
B6	Park Estate Reserve (Prospectus Loop POS)	Neighbourhood	0.8
B7	Palmerston Square Park	Neighbourhood	0.6
B8	Troy Street Reserve	Neighbourhood	0.6
B9	Anzac Terrace Reserve	Neighbourhood	0.6
B10	BIC Reserve North	Environment	0.5
B11	Kelly Park	Local	0.3
B12	Parmelia Way Reserve	Local	0.2
B13	Third Avenue Public Open Space	Neighbourhood	0.3
B14	Carman Way Reserve	Local	0.3
B15	Hatton Court Reserve (Pinzone Park)	Local	0.2
B16	May Holman Reserve	Local	0.2
B17	Bridson/Elder Reserve	Local	0.2
B18	Freiberg Reserve	Local	0.1
B19	Abell Reserve (Clarke Way Reserve)	Local	0.2
B20	Hamilton Street Reserve North	Local	0.2
B21	Surrey Street Public Open Space	Local	0.1
B22	Link Park	Local	0.2
B23	Christie Park	Local	0.1
B24	Calnon Street Public Open Space	Local	0.1
B25	Watson Street Public Open Space	Local	0.1
R4	Pickering Park	MRS Regional	1.9
R5	Point Reserve	MRS Regional	1.6
R6	Sandy Beach Reserve	MRS Regional	2.8
R7	Success Hill Reserve	MRS Regional	5.8

<b>EDEN HILL</b>			
E1	Jubilee Reserve	District	12.3
E2	Mary Crescent Reserve	District	6.8
E3	Lord/ Schofield Reserve	Neighbourhood	1.0
E4	Padbury Way Reserve	Neighbourhood	0.6
E5	Freeland Square	Neighbourhood	0.4
E6	Colin Smith Reserve	Local	0.2
E7	Bradshaw Reserve	Local	0.2
E8	Padbury Place Public Open Space	Local	0.04

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### Appendix 3: Current provision of POS




## Appendix 4: POS Assessments

The following section contains specific assessments on the various attributes of each area of POS. The “Quality Ranking” is based upon the following:

<b>Active Reserves</b>	
A	A reserve for organised sport.
<b>Passive Reserves</b>	
B1	A non-sport reserve developed to a high standard that requires a high level of maintenance and/or has a high level of infrastructure.
B2	A non-sport reserve developed to a medium standard that requires a medium level of maintenance and/or has a medium level of infrastructure.
B3	A non-sport reserve developed to a low standard that requires a low level of maintenance and/or has a low level of infrastructure.
<b>Conservation Reserves</b>	
C	Reserves with conservation and/or environmental management needs.

## Ashfield

Ashfield Flats			
<b>Classification</b>	MRS Regional	<b>Quality Ranking</b>	C
<b>Reserve/Plan/Lot Numbers</b>	D008007: lots 63-69, D064386 3, D064959 12, D070256 9, P003712: lots 616 & 617, P003767 667, P040483 301, P040943 821	<b>Surrounding Zoning</b>	R5; R20; R25/30 – Residential; Public Purposes (High School); Public Purposes
<b>Area</b>	38.0ha	<b>Surrounding Future Zoning</b>	R5; R20; R25; Public Purposes (High School); Public Purposes
<b>Photograph</b>			
<b>Infrastructure</b>	None.		
<b>Condition</b>	N/A.		
<b>Maintenance</b>	Mowed 12 times p.a. (monthly). In addition, the area is subject to natural area management activities.		

Ashfield Parade Reserve			
<b>Classification</b>	MRS Regional	<b>Quality Ranking</b>	C
<b>Reserve/Plan/Lot Numbers</b>	'P Road', D034948 50, P003767 668, P008362: lots 33 & 34, P161862 4689, P004989 1092, P161867 4690, P004989: 1094 - 1097  Portions of P004989: 1059 , 1060, 1062, 1063, D100499 202.	<b>Surrounding Zoning</b>	R20 – Residential
<b>Area</b>	2.73ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Singular park bench, drink fountain and footpath.		
<b>Condition</b>	Bench and footpath in moderate/good condition.		
<b>Maintenance</b>	Mowed 24 times p.a., drink fountain cleaned six times p.a., bench cleaned once p.a., bins changed 52 p.a. (weekly), weed control application six times p.a., watering four times p.a., 'site maintenance' four times p.a., planting once p.a., brush matressing once p.a., site ripping once p.a., tree guard removal once p.a. In addition, the area is subject to natural area management activities.		



Ashfield Reserve			
<b>Classification</b>	District	<b>Quality Ranking</b>	A
<b>Reserve/Plan/Lot Numbers</b>	R 25430; R 43782; P185975 10459	<b>Surrounding Zoning</b>	R20; R20/30 – Residential; Public Purposes (High School)
<b>Area</b>	7.75ha	<b>Surrounding Future Zoning</b>	R20 – Residential; Public Purposes (High School); Mixed Use
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, turf, toilets, sports and recreational facilities, bins, lighting, basketball ring and benches/ seating.		
<b>Condition</b>	Infrastructure appears to be in moderate condition, evidence of graffiti on the toilets, playground and benches.		
<b>Maintenance</b>	<p>Moved 48 times p.a., garden beds maintained 12 times p.a., reticulated 68 times p.a., playground safety inspections four times p.a. (quarterly), drink fountain clean six times p.a., play equipment clean and/or oil once p.a., bench/seat clean and/or oil once p.a., bins changed 208 times p.a., basketball rings maintained four times p.a., soccer goals maintained three times p.a.</p> <p>Turf: weed control three times p.a., fertilising &amp; soil wettener treatment five times p.a., renovations two times p.a.</p>		


Gary Blanch Reserve			
<b>Classification</b>	Neighbourhood	<b>Quality Ranking</b>	B2
<b>Reserve/Plan/Lot Numbers</b>	R 41107	<b>Surrounding Zoning</b>	R20 & R20/30/40
<b>Area</b>	0.34ha	<b>Surrounding Future Zoning</b>	R20 & R40
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, wooden benches, picnic table, basketball hoop and swings.		
<b>Condition</b>	Infrastructure is in good condition, good integration of nature into the design.		
<b>Maintenance</b>	Irrigated, moved 24 times p.a. garden beds maintained 48 times p.a., reticulated 24 times p.a., playground safety inspection four times p.a., sofffall cleaning 4 times p.a., basketball ring maintenance four times p.a., picnic table oil/clean once p.a., bench/seat oil/clean once p.a. bins changes 52 times p.a. (weekly).		


Bassendean


Abell Reserve (Clarke Way Reserve)			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 29948	<b>Surrounding Zoning</b>	R20 – Residential & Public Purposes (Drainage)
<b>Area</b>	0.2ha	<b>Surrounding Future Zoning</b>	R20 – Residential & Public Purposes (Drainage)
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, bench and bin.		
<b>Condition</b>	Moderation condition.		
<b>Maintenance</b>	Garden beds maintained 12 times p.a., playground safety inspection four times p.a., softfall cleaning four times p.a., play equipment clean/oil once p.a., sandpit clean four p.a., bench/seat clean/oil once p.a., bins changed 52 times p.a. (weekly).		

Anzac Terrace Reserve			
<b>Classification</b>	Neighbourhood	<b>Quality Ranking</b>	B2
<b>Reserve/Plan/Lot Numbers</b>	P002934 635 & P002934 636	<b>Surrounding Zoning</b>	R20/40 – Residential & Public Purposes (Drainage)
<b>Area</b>	0.61ha	<b>Surrounding Future Zoning</b>	R20 Residential & Public Purposes (Drainage)
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, basketball hoop, BBQ's, bins and benches.		
<b>Condition</b>	Playground and BBQs in good condition, significant rusting evident on the basketball ring and pavement.		
<b>Maintenance</b>	Mowed 24 times p.a., garden beds maintenance 48 times p.a., reticulated 24 times p.a., sand pit cleans four times p.a., playground safety inspection four times p.a., softfall cleaning four times p.a., basketball hoop maintenance four times p.a., BBQ cleaning and rubbish removal 96 times p.a., bins changed 52 times p.a. (weekly).		


Bassendean Oval			
<b>Classification</b>	MRS Regional	<b>Quality Ranking</b>	A
<b>Reserve/Plan/Lot Numbers</b>	R 52332	<b>Surrounding Zoning</b>	R20; R25; R20/30 - Residential; Town Centre
<b>Area</b>	5.63ha	<b>Surrounding Future Zoning</b>	R20; R40; R60; R100 – Residential; Town Centre
<b>Photograph</b>			
<b>Infrastructure</b>	Football grounds area, flood lighting, spectator stands, car park, rest rooms, club rooms, bar, gym, function room, dining room and a member's lounge.		
<b>Condition</b>	Poor condition with signs of significant degradation and in need of asset renewal.		
<b>Maintenance</b>	<p>Inside oval mowed 48 times p.a., outside fence mowed 24 times p.a., entrance garden and rose garden maintained 48 times p.a., inside oval reticulated 68 times p.a., outside fence reticulated 14 times p.a., skate park maintained 12 times p.a., basketball rings maintained 12 times p.a., AFL posts maintained three times p.a., benches/seat maintained once p.a.</p> <p>Turf: weed control three times p.a., fertilising and soil wettener five times p.a., renovations twice p.a.</p>		

BIC Reserve			
<b>Classification</b>	District	<b>Quality Ranking</b>	B2
<b>Reserve/Plan/Lot Numbers</b>	R 21150	<b>Surrounding Zoning</b>	R20 – Residential, Town Centre
<b>Area</b>	3.89ha	<b>Surrounding Future Zoning</b>	R100 – Residential, Town Centre
<b>Photograph</b>			
<b>Infrastructure</b>	War memorial, benches, bins, lighting and footpath.		
<b>Condition</b>	All infrastructure in very good condition.		
<b>Maintenance</b>	Mowed 24 times p.a., garden bends maintained 96 times p.a., reticulated 68 times p.a., sand pit cleaned 4 times p.a., tennis posts maintained 4 times p.a., bins changed 104 times p.a.		

BIC Reserve North			
<b>Classification</b>	Environment	<b>Quality Ranking</b>	C
<b>Reserve/Plan/Lot Numbers</b>	R 37614	<b>Surrounding Zoning</b>	R25; R40 Residential –
<b>Area</b>	0.45ha	<b>Surrounding Future Zoning</b>	R60; R100 Residential –
<b>Photograph</b>			
<b>Infrastructure</b>	None.		
<b>Condition</b>	N/A.		
<b>Maintenance</b>	Mowed eight times p.a.		

Bindaring Park			
<b>Classification</b>	Environment	<b>Quality Ranking</b>	C
<b>Reserve/Plan/Lot Numbers</b>	D085730 500, P001911: Lots 104 – 112; 134 – 140; 152-154; 160 & 161; 189-191; 202 & 203; 207; 210-222; 226-230; 233-237; P001911 4436: lots 4436, 4745, 6146, 6147, 7136; P002789 128, P025587 101, R 28991	<b>Surrounding Zoning</b>	R5;R20;R25;R25/30 – Residential
<b>Area</b>	8.3ha	<b>Surrounding Future Zoning</b>	R5;R20;R25 Residential –
<b>Photograph</b>			
<b>Infrastructure</b>	Constructed boardwalk.		
<b>Condition</b>	Constructed boardwalk is in moderate condition.		
<b>Maintenance</b>	Mowed eight times p.a., weed control eight times p.a., watering four times p.a., site maintenance five times p.a., planting twice p.a., erosion control once p.a., tree guard removal once p.a. In addition, the area is subject to natural area management activities.		



Bridson/Elder Reserve			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 51095	<b>Surrounding Zoning</b>	R20 – Residential
<b>Area</b>	0.15ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	None.		
<b>Condition</b>	N/A.		
<b>Maintenance</b>	12 times p.a. (monthly).		

**Broadway Arboretum**

<b>Classification</b>	Environment	<b>Quality Ranking</b>	C
<b>Reserve/Plan/Lot Numbers</b>	R 41199 D076640 144	<b>Surrounding Zoning</b>	R20; R20/30 – Residential; Light Industry; General Industry; Public Purposes (Drainage)
<b>Area</b>	2.75ha	<b>Surrounding Future Zoning</b>	R20; R20/30 – Residential; Light Industry; General Industry; Public Purposes (Drainage)
<b>Photograph</b>			
<b>Infrastructure</b>	Playground and bins.		
<b>Condition</b>	Infrastructure is in good condition.		
<b>Maintenance</b>	Mowed 12 times p.a. (monthly), garden beds maintained 12 times p.a. (monthly), weed control application seven times p.a., reticulated seven times p.a., playground safety inspection four times p.a., softfall cleaning four times p.a., play equipment clean/oil once p.a., bench/seat clean/oil once p.a., bins changed 52 times p.a. (weekly). In addition, the area is subject to natural area management activities.		

Calnon Street POS			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	P009441 226	<b>Surrounding Zoning</b>	R20; R25 Residential –
<b>Area</b>	0.08ha	<b>Surrounding Future Zoning</b>	R20; R25 Residential –
<b>Photograph</b>			
<b>Infrastructure</b>	None.		
<b>Condition</b>	N/A		
<b>Maintenance</b>	Mowed 12 times p.a.		

Carman Way Reserve			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 43433	<b>Surrounding Zoning</b>	R20/40 – Residential
<b>Area</b>	0.29ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground and bin.		
<b>Condition</b>	Infrastructure in good condition.		
<b>Maintenance</b>	Mowed 12 times p.a., reticulated 24 times p.a., playground safety inspection four times p.a., softfall cleaning four times p.a., sand pit cleaning four times p.a., play equipment clean/oil once p.a., bins changed 52 times p.a. (weekly).		

Christie Park			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	P002713: lots 14 & 15	<b>Surrounding Zoning</b>	R20 – Residential
<b>Area</b>	0.11ha	<b>Surrounding Future Zoning</b>	R20; R40 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	None.		
<b>Condition</b>	N/A.		
<b>Maintenance</b>	Mowed 12 times p.a. (monthly).		

Culworth/Mickleton Reserve			
<b>Classification</b>	Neighbourhood	<b>Quality Ranking</b>	B2
<b>Reserve/Plan/Lot Numbers</b>	R 38626	<b>Surrounding Zoning</b>	R20; 20/30 – Residential & Public Purposes (Primary School)
<b>Area</b>	1.35ha	<b>Surrounding Future Zoning</b>	R20 – Residential & Public Purposes (Primary School)
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, play equipment, basketball hoop, soccer goals, benches and bins.		
<b>Condition</b>	Play equipment in moderate/good condition, however sandpits are not enclosed with any barrier, basketball ball hoop and concrete in poor condition displaying moderate rusting.		
<b>Maintenance</b>	Mowed 24 times p.a., garden beds maintenance 12 times p.a. (monthly), reticulated 24 times p.a., safety inspection four times p.a., sofffall inspection four times p.a., sand pit clean four times p.a., basketball rings four times p.a., soccer goals three times p.a., play equipment clean/oil once p.a., bench/seat clean/oil once p.a., bins changed 52 times p.a.		

Freiberg Reserve			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	P002792 28: lots 27 & 28	<b>Surrounding Zoning</b>	R20; R20/30 – Residential
<b>Area</b>	0.13ha	<b>Surrounding Future Zoning</b>	R20 - Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, bench and a bin.		
<b>Condition</b>	Swings showing significant rust, playground in good condition.		
<b>Maintenance</b>	Mowed 12 times p.a., reticulated 24 times p.a., safety inspection four times p.a., softfall inspection four times p.a., sand pit clean four times p.a., play equipment clean/oil once p.a., bench/seat clean/oil once p.a., bins changed 52 times p.a.		

Hamilton Street Reserve North			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	P009078 9118	<b>Surrounding Zoning</b>	R20; R20/30 – Residential
<b>Area</b>	0.22ha	<b>Surrounding Future Zoning</b>	R20 - Residential
<b>Photograph</b>			
<b>Infrastructure</b>	None.		
<b>Condition</b>	N/A.		
<b>Maintenance</b>	Mowed four times p.a.		



Hatton Court Reserve (Pinzone Park)			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	P014399 12072	<b>Surrounding Zoning</b>	R20; R25 – Residential
<b>Area</b>	0.15ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, bench and bin.		
<b>Condition</b>	Play equipment in moderate to good condition.		
<b>Maintenance</b>	Mowing 12 times p.a. (monthly), reticulation 24 times p.a., safety inspection four times p.a., sofffall inspection four times p.a., sand pit clean four times p.a., play equipment clean/oil once p.a., bench/seat clean/oil once p.a., bins changed 52 times p.a. (weekly).		


Iveson Place Reserve			
<b>Classification</b>	Environment	<b>Quality Ranking</b>	C
<b>Reserve/Plan/Lot Numbers</b>	D080439 108, D080439 12074, D090002 11, P ROAD, P002789 272-274, 276-280, P039632 4744, P415024 8111	<b>Surrounding Zoning</b>	R20; R25 – Residential; Parks & Recreation
<b>Area</b>	5.39ha	<b>Surrounding Future Zoning</b>	R20; R25 – Residential; Parks & Recreation
<b>Photograph</b>			
<b>Infrastructure</b>	None.		
<b>Condition</b>	N/A.		
<b>Maintenance</b>	Mowed 12 times p.a., weed control application five times p.a.		

Kelly Park			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 48363 & R 43398	<b>Surrounding Zoning</b>	R25; R20/40 Residential –
<b>Area</b>	0.27ha	<b>Surrounding Future Zoning</b>	R20; R25 Residential –
<b>Photograph</b>			
<b>Infrastructure</b>	Bin and bench.		
<b>Condition</b>	Bench is in good condition and is painted indigenous colours.		
<b>Maintenance</b>	Mowed 12 times p.a., platform clean/oil once p.a., bench/seat clean/oil once p.a., bins changed 104 times p.a.		

Link Park			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 49929	<b>Surrounding Zoning</b>	R20/30/60 Residential –
<b>Area</b>	0.17ha	<b>Surrounding Future Zoning</b>	R20/ Residential R40 –
<b>Photograph</b>			
<b>Infrastructure</b>	Footpath and lighting.		
<b>Condition</b>	Footpath appears to be in poor condition.		
<b>Maintenance</b>	Mowed 12 times p.a. (monthly).		

May Holman Reserve			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 43485	<b>Surrounding Zoning</b>	R20/40 – Residential
<b>Area</b>	0.23ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground and bin.		
<b>Condition</b>	Poor to moderate condition, sandpits are not enclosed with any barrier.		
<b>Maintenance</b>	Mowed 24 times p.a., garden beds maintained 24 times p.a., reticulated 24 times p.a., safety inspection four times p.a., softfall inspection four times p.a., sand pit clean four times p.a., play equipment clean/oil once p.a., bins changed 52 times p.a. (weekly).		

Palmerston Square Park			
<b>Classification</b>	Neighbourhood	<b>Quality Ranking</b>	B2
<b>Reserve/Plan/Lot Numbers</b>	P001786: lots 133 – 138	<b>Surrounding Zoning</b>	R20 – Residential
<b>Area</b>	0.61ha	<b>Surrounding Future Zoning</b>	R20;R100 Residential –
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, drink fountain, benches and bin.		
<b>Condition</b>	Very good condition, nature playground is brand new.		
<b>Maintenance</b>	Mowed 24 times p.a., garden beds maintained 24 times p.a., playground safety inspection four times p.a., sofffall cleaning six times p.a., drink fountain clean six times p.a., play equipment clean/oil once p.a., benches/seat clean/oil once p.a., bins changed 52 times p.a. (weekly).		

Park Estate Reserve (Prospectus Loop POS)			
<b>Classification</b>	Neighbourhood	<b>Quality Ranking</b>	B2
<b>Reserve/Plan/Lot Numbers</b>	R 49929	<b>Surrounding Zoning</b>	R20/30/60 Residential –
<b>Area</b>	0.75ha	<b>Surrounding Future Zoning</b>	R20;R30;R40 Residential –
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, benches, lighting and footpath.		
<b>Condition</b>	Infrastructure in very good condition.		
<b>Maintenance</b>	Mowed 24 times p.a., playground safety inspection four times p.a., play equipment clean/oil once p.a., benches/seat clean/oil once p.a., sand pit cleaned four times p.a., bins changed 52 times p.a. (weekly).		

Parmelia Way Reserve			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 43486,	<b>Surrounding Zoning</b>	R20 – Residential
<b>Area</b>	0.17ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground and bin.		
<b>Condition</b>	Poor condition, signs of infrastructure degradation and mould on limestone sandpit enclosure barriers.		
<b>Maintenance</b>	Mowed 24 times p.a., reticulated 24 times p.a., playground safety inspection four times p.a., softfall cleaning four times p.a., play equipment clean/oil once p.a., sand pit cleaned four times p.a., bins changed 52 times p.a. (weekly).		



Pickering Park			
<b>Classification</b>	MRS Regional	<b>Quality Ranking</b>	B2
<b>Reserve/Plan/Lot Numbers</b>	R 18091	<b>Surrounding Zoning</b>	R5 – Residential
<b>Area</b>	1.92ha	<b>Surrounding Future Zoning</b>	R5 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, sheltered picnic bench, basketball hoop and bin.		
<b>Condition</b>	Moderate condition, signs of mould on limestone sandpit enclosure barrier.		
<b>Maintenance</b>	Mowed 18 times p.a., garden beds maintenance 12 times p.a. (monthly), weed control application seven times p.a., site maintenance twice p.a., planting twice p.a., playground safety inspection four times p.a., sofffall cleaning four times p.a., sand pit cleaned four times p.a., play equipment clean/ oil once p.a., picnic table clean/oil once p.a., basketball ring four times p.a., bins changed 104 times p.a. In addition, the area is subject to natural area management activities.		

Point Reserve			
<b>Classification</b>	MRS Regional	<b>Quality Ranking</b>	B1
<b>Reserve/Plan/Lot Numbers</b>	P110055 197 & 198; P193450 239 & 240	<b>Surrounding Zoning</b>	R5 – Residential
<b>Area</b>	1.6ha	<b>Surrounding Future Zoning</b>	R5 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, sheltered picnic tables, benches, BBQs, drink fountains, bins and lighting.		
<b>Condition</b>	Moderate condition, signs of infrastructure beginning to age, signs of mould on playground limestone sandpit enclosure barrier.		
<b>Maintenance</b>	Mowed 24 times p.a., garden bed maintenance 12 times p.a., reticulated 36 times p.a., playground safety inspection four times p.a., sofffall cleaning four times p.a., sand pit cleaned four times p.a., play equipment clean/ oil once p.a., BBQ cleaning and rubbish removal 96 times p.a., drink fountains cleaned six times p.a., picnic table clean/oil once p.a., benches/seat clean/oil once p.a., bins changed 104 times p.a.		

Sandy Beach Reserve			
<b>Classification</b>	MRS Regional	<b>Quality Ranking</b>	B1
<b>Reserve/Plan/Lot Numbers</b>	D010690: lots 51, 52; R 18092	<b>Surrounding Zoning</b>	R5 – Residential
<b>Area</b>	2.76ha	<b>Surrounding Future Zoning</b>	R5 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, play equipment, BBQ's, drink fountains, sheltered picnic tables, benches, bins and lighting.		
<b>Condition</b>	Moderate condition, however no enclosure barrier around the sandpits.		
<b>Maintenance</b>	Mowed 24 times p.a., garden beds maintained 24 times p.a., weed control application six times p.a., watering four times p.a., site maintenance four times p.a., planting twice p.a., tree guard removal once p.a., reticulated 36 times p.a., playground safety inspection four times p.a., softfall cleaning four times p.a., sand pit cleaned four times p.a., BBQ cleaning and rubbish removal 96 times p.a., drink fountain clean six times p.a., picnic table and clean once p.a., play equipment clean/oil once p.a., bench/seat clean once p.a., bins changed 104 times p.a. In addition, the area is subject to natural area management activities.		

Success Hill Reserve			
<b>Classification</b>	MRS Regional	<b>Quality Ranking</b>	B1
<b>Reserve/Plan/Lot Numbers</b>	R 16456	<b>Surrounding Zoning</b>	R10; R20/40 – Residential; Public Purposes (High School); Parks & Recreation
<b>Area</b>	5.75ha	<b>Surrounding Future Zoning</b>	R20 – Residential; Public Purposes (High School); Parks & Recreation
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, BBQ's, picnic table, footpath, bins and lighting.		
<b>Condition</b>	Good condition.		
<b>Maintenance</b>	Mowed 24 times p.a., garden beds maintained 24 times p.a., weed control application eight times p.a., watering four times p.a., site maintenance four times p.a., planting twice p.a., erosion control once p.a., tree guard removal once p.a., reticulated 36 times p.a., playground safety inspection four times p.a., soffall cleaning four times p.a., sand pit cleaned four times p.a., basketball ring maintained four times p.a., BBQ cleaning and rubbish removal 96 times p.a., picnic table clean/oil once p.a., play equipment once p.a., bins changed 104 times p.a. In addition, the area is subject to natural area management activities.		

Surrey Street POS			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 21990	<b>Surrounding Zoning</b>	R20 – Residential
<b>Area</b>	0.06ha	<b>Surrounding Future Zoning</b>	R20; R40 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	A single slide, bin and well.		
<b>Condition</b>	Slide in moderate condition, limestone barrier appears to have moderate mould.		
<b>Maintenance</b>	Mowed 12 times p.a. (monthly), weed control application once p.a., playground safety inspection four times p.a., sofffall cleaning four times p.a., sand pit cleaned four times p.a., play equipment clean/oil once p.a., bins changed 52 times p.a. (weekly).		


Third Avenue POS			
<b>Classification</b>	Neighbourhood	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 30297	<b>Surrounding Zoning</b>	R20/40 – Residential
<b>Area</b>	0.30ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, bench and bin.		
<b>Condition</b>	Good condition.		
<b>Maintenance</b>	Mowed 24 times p.a., garden beds maintained 12 times p.a. (monthly), reticulated 24 times p.a., playground safety inspection four times p.a., sofffall cleaning four times p.a., sand pit cleaned four times p.a., play equipment clean/oil once p.a., bench/seat oil/clean once p.a., bins changed 52 times p.a.		

Troy Street Reserve			
<b>Classification</b>	Neighbourhood	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 39686	<b>Surrounding Zoning</b>	R20 – Residential
<b>Area</b>	0.60ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground.		
<b>Condition</b>	Poor condition, dirt throughout grass and sandpit not enclosed with any barrier.		
<b>Maintenance</b>	Mowed six times p.a., playground safety inspection four times p.a., sofffall cleaning four times p.a., sand pit cleaned four times p.a., play equipment clean/oil once p.a.		

Watson Street POS			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 47865	<b>Surrounding Zoning</b>	R20 – Residential
<b>Area</b>	0.09ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	None.		
<b>Condition</b>	N/A.		
<b>Maintenance</b>	Mowed 24 times p.a.		



Eden Hill


Bradshaw Reserve			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 35712	<b>Surrounding Zoning</b>	R20/30 – Residential; R20/40 Residential
<b>Area</b>	0.15ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	None.		
<b>Condition</b>	N/A.		
<b>Maintenance</b>	Mowed 12 times p.a. (monthly).		


Colin Smith Reserve			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 37836	<b>Surrounding Zoning</b>	R17.5 – Residential
<b>Area</b>	0.21ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, bench and bin.		
<b>Condition</b>	Moderate condition, mould starting to appear on sandpit limestone barrier.		
<b>Maintenance</b>	Mowed 12 times p.a. (monthly), reticulated 24 times p.a., playground safety inspection four times p.a., sofffall cleaning four times p.a., sand pit cleaned four times p.a., play equipment clean/oil once p.a., bench/seat clean/oil once p.a., bins changed 52 times p.a.		

Freeland Square			
<b>Classification</b>	Neighbourhood	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 37051	<b>Surrounding Zoning</b>	R17.5; R17.5/30 – Residential
<b>Area</b>	0.42ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Basketball ring and sheltered picnic table.		
<b>Condition</b>	Poor condition, significant rusting evident on the basketball hoop and picnic table.		
<b>Maintenance</b>	Mowed 12 times p.a., reticulated 24 times p.a., basketball rings maintained four times p.a., picnic table clean/oil once p.a., bins changed 52 times p.a.		

Jubilee Reserve			
<b>Classification</b>	District	<b>Quality Ranking</b>	A
<b>Reserve/Plan/Lot Numbers</b>	P011960 9683; R 24780; R 25144; P011429 9566; P053064 100	<b>Surrounding Zoning</b>	R17.5 – Residential
<b>Area</b>	12.3ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Gym equipment, AFL posts, soccer goals, playground, drink fountains, picnic tables, bins, turf, change rooms and toilets.		
<b>Condition</b>	Poor condition, all infrastructure displaying significant signs of rust/ageing and in need of replacement/renewal.		
<b>Maintenance</b>	<p>Mowed 48 times p.a., reticulated 96 times p.a., gym equipment maintained three times p.a., AFL posts three time p.a., soccer goals three times p.a., playground safety inspection four times p.a., softfall cleaning four times p.a., sand pit cleaned four times p.a., play equipment clean/oil once p.a., drink fountain clean six times p.a., picnic table clean/oil once p.a., play equipment clean/oil once p.a., bench/seat clean/oil once p.a., bins changed 104 times p.a.</p> <p>Turf: weed control three times p.a., fertilising &amp; soil wettener treatment five times p.a., renovations two times p.a. In addition, the area is subject to natural area management activities.</p>		

Lord/Schofield Reserve			
<b>Classification</b>	Neighbourhood	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 25661; R 35712	<b>Surrounding Zoning</b>	R20/30; R20/40 – Residential
<b>Area</b>	1.0ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground and log benches.		
<b>Condition</b>	Playground in good condition, mulch/logs contribute to amenity.		
<b>Maintenance</b>	Mowed 12 times p.a., garden beds maintained 12 times p.a., playground safety inspection four times p.a., sofffall cleaning four times p.a., sand pit cleaned four times p.a., play equipment clean/oil once p.a.		

Mary Crescent Reserve			
<b>Classification</b>	District	<b>Quality Ranking</b>	B1/C
<b>Reserve/Plan/Lot Numbers</b>	D041398 1; D041399 2; R 35457; R 27561; P004504 120; R 27561; P008192 8004; P008192: lots 23 – 26; P004504: lots 119 & 120	<b>Surrounding Zoning</b>	R20/30; R20/40 – Residential
<b>Area</b>	6.8ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Playground, toilets, drink fountains, basketball hoops, drink fountains and BBQ's.		
<b>Condition</b>	Good condition.		
<b>Maintenance</b>	Mowed 24 times p.a., reticulated 36 times p.a., playground safety inspection four times p.a., softfall cleaning four times p.a., sand pit cleaned four times p.a., drink fountain clean six times p.a., play equipment clean/oil once p.a., bench/seat clean/oil once p.a., bins changed 52 times p.a. (weekly). BBQ cleaning and rubbish removal 96 times p.a.		

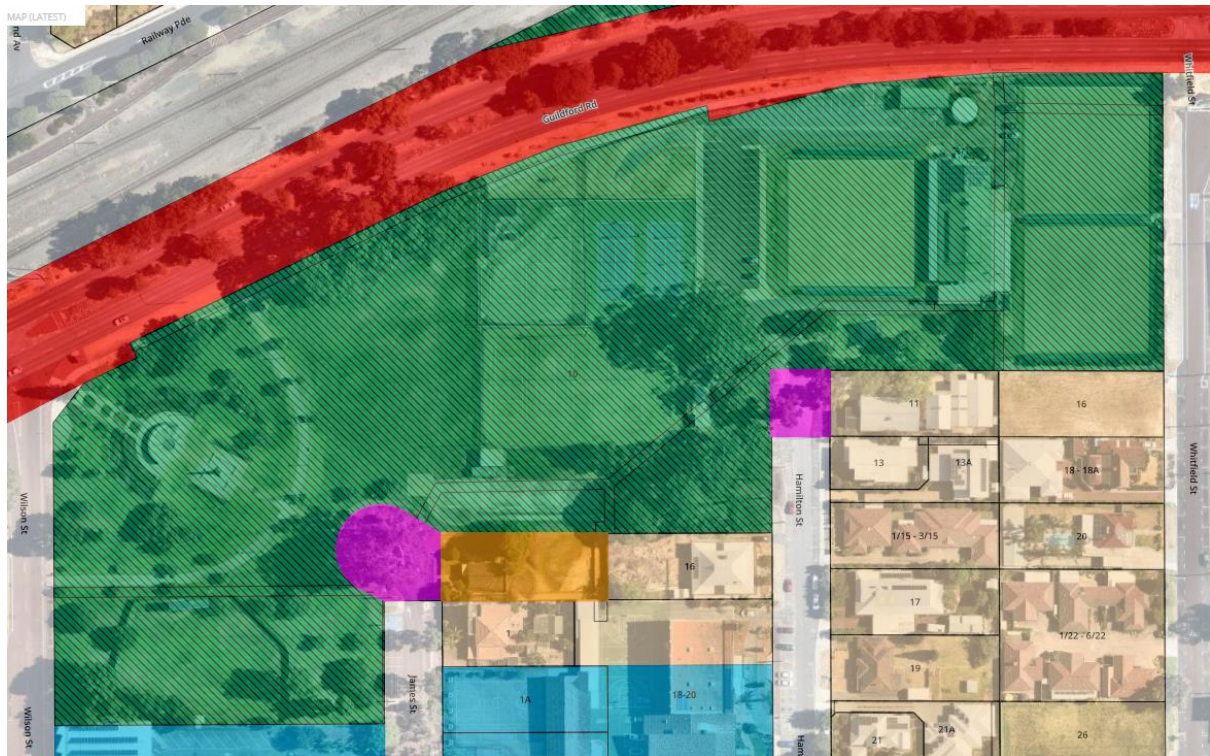
Padbury Place POS			
<b>Classification</b>	Local	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 36143	<b>Surrounding Zoning</b>	R17.5/30 – Residential
<b>Area</b>	0.04ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	None – provides pedestrian access from Padbury Place to Walter Road East.		
<b>Condition</b>	N/A.		
<b>Maintenance</b>	Mowed six times p.a.		

Padbury Way Reserve			
<b>Classification</b>	Neighbourhood	<b>Quality Ranking</b>	B3
<b>Reserve/Plan/Lot Numbers</b>	R 36146	<b>Surrounding Zoning</b>	R17.5 – Residential
<b>Area</b>	0.63ha	<b>Surrounding Future Zoning</b>	R20 – Residential
<b>Photograph</b>			
<b>Infrastructure</b>	Nature play slide and wooden log benches.		
<b>Condition</b>	Very good condition, appears to be new playground infrastructure.		
<b>Maintenance</b>	Mowed 24 times p.a., reticulated 24 times p.a., playground safety inspection four times p.a., softfall cleaning four times p.a., sand pit cleaned four times p.a., picnic table clean/oil once p.a., play equipment clean/oil once p.a., bins changed 52 times p.a. (weekly).		



## Appendix 5: Strategy Maps (A - D)

### Strategy Map A – BIC Reserve



Pink: proposed road reserve  
Orange: proposed development site

DRAFT

# Strategy Map B – Bindaring Park



Orange: proposed development site  
Green: proposed POS

## Strategy Map C – Iveson Place Reserve



Green: proposed POS

DRAFT

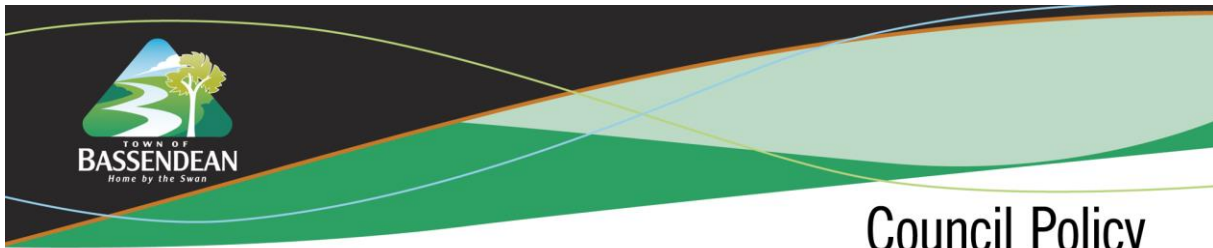
## Strategy Map D – Surrey Street POS



Pink: proposed road reserve  
Green: proposed POS

DRAFT

**ATTACHMENT NO. 7**



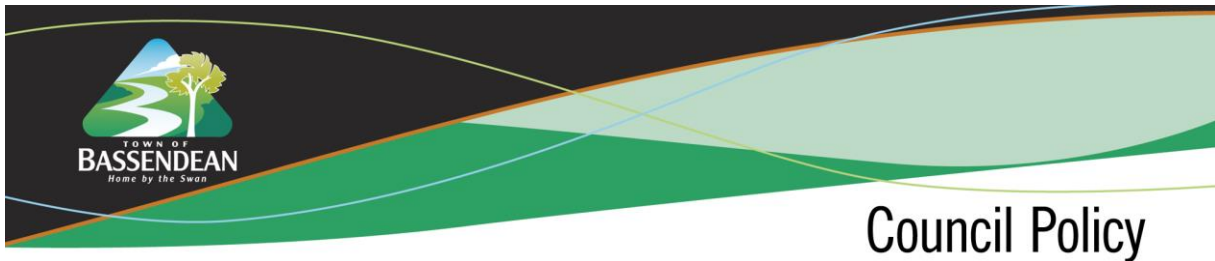
## 4.5 Banner Poles Policy

### Objectives

1. To provide priority access to Council for the use of the banner poles, and allow secondary access to community groups when not required for Council purposes, on a “user pays” principle that is cost neutral to the Town.
2. To enhance the Town’s visual appearance and sense of vitality through the use of well designed and appropriate banners.
3. To convey information about sporting, cultural, community, recreation and tourist events.
4. To encourage sponsor involvement in the promotion of events in the Town through providing opportunities for sponsor recognition.

### Strategies

1. Events to be promoted on the Council’s banner poles must fall within one of the following categories:
  - a) A Council run or sponsored event;
  - b) Events that attract large numbers of visitors to the Town and that promote the Town through the media (including sporting, cultural, recreation and tourism events);
  - c) An original community art banner of merit;
  - d) An event run by a non-profit organisation (including sponsored events);
  - e) An event run by a government organisation that is in the interest of the general public.
2. The Town has the discretion to accept or reject applications for the hire of banner poles.
3. The Town will not permit advertising of the following on its banner poles:
  - a) Tobacco or alcohol products;
  - b) Electoral material; or
  - c) Any other material or images that is likely to offend reasonable sensitivities of any significant sector of the community.



## Application

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

<b>Policy Type:</b> Council Policy	<b>Policy Owner:</b> Director Community Development
<b>Link to Strategic Community Plan:</b> Arts, Heritage and Culture	<b>Adopted:</b> OCM 6/6/01
	<b>Last Review Date:</b> March 2014
	<b>Version 1</b>
	<b>Next Review due by:</b> December 2016

## Alfresco Dining, Public Trading and Displays

### Policy Objective

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

### Policy Scope

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

### Policy Statement

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

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

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

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

### Definitions

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

Banner Poles *means the pole structures located within various road reserves throughout the district that are capable of displaying advertising, promotion material, signs and/or miscellaneous imagery.*



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

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

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

## 1. Policy

### 1.1 General Requirements

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

### 1.2 Alfresco Dining, Trading and Portable Signage

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

- (a) Alfresco dining areas, trading and portable signage shall be restricted to the area adjacent to the subject business. That is, the portion of the road reserve between the private lot, the kerb line and the lines that would be the extension of the side boundaries.
- (b) Unless otherwise approved by the Town, Alfresco dining areas, trading and portable signage must provide for a minimum 1.8m wide pedestrian clearway (running parallel to the street) and be located a minimum 1.0m from any kerb line. In areas of heavy pedestrian traffic, the Town may require a wider pedestrian thoroughfare and/or greater setback to the kerb line. [See Appendix 1.](#)
- (c) Unless otherwise approved by the Town, no more than two Portable Signage are permitted for each commercial tenancy with each sign having a maximum height of 0.9m and a maximum width of 0.6m.
- (d) All furniture and signage shall be durable, waterproof, rustproof and weather resistant, be maintained in good condition, be designed so that corners and fastenings do not create potential hazards for patrons and pedestrians and be securely anchored in accordance with *Australian Standard AS1170.2-2011 – Structural Design Actions – Wind Actions* and/or any recommendations provide by the manufacturer.
- (e) All furniture and signage must be removed from the public realm at the close of business each day. In any event, the Town may remove any furniture, structure or signage from public land at any time to allow the undertaking of works in the road reserve.

- (f) Outdoor heating devices must comply with *Australian Standards AS1596:2014 – The Storage and Handling of LP Gas* and shall switch off automatically if overturned, to prevent injury to patrons, pedestrians and property.
- (g) Where the alfresco area is being used at night, clear and well distributed lighting must be provided to ensure the safety and amenity of both patrons and the public. Lighting shall not cause a nuisance by way of light spill to any nearby premises.
- (h) Alcohol consumption shall only be permitted where the necessary approvals have been obtained from the Department of Racing, Gaming and Liquor.
- (i) Smoking is not permitted within alfresco dining areas. The permit holder is required to provide appropriate non-smoking signage to ensure compliance.
- (j) Unless otherwise specified by the Town, hours of operation may be determined at the discretion of the permit holder, subject to compliance with any Liquor Licence conditions and the *Environmental Protection (Noise) Regulations 1997*.

### 1.3 Parked Mobile Food Vendors

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

- (a) Unless otherwise approved by the Town or trading as part of a Town approved event, parked mobile food vendors are only permitted to trade within the car parking areas at Sandy Beach Reserve (*also requires DBCA approval*), Pickering Park, Success Hill Reserve and Point Reserve. The Town reserves the right to make any approved location unavailable for a set period of time for community events, for works to be undertaken at or near the location or for any other reason that the Town deems necessary.
- (b) Unless otherwise approved by the Town or trading as part of a Town approved event, there are to be no more than three vendors at any venue at any time, with availability to be on a 'first come, first serve' basis.
- (c) Waste, litter or pollutants are not to be disposed of on-site, allowed to enter any watercourse or stormwater system nor disposed of in Town rubbish bins. Mobile food vendors permit holders must provide bins for use and ensure the area around their position is kept clear of rubbish and refuse at all times.
- (d) Vendors must be located so as not to obstruct pedestrian flow or vehicular traffic.
- (e) Noise generated from the business (including from any generator) is to be accordance with the *Environmental Protection (Noise) Regulations 1997* and must not detrimentally impact the enjoyment of other users of the public area. Amplified noise is not permitted unless otherwise approved by the Town.
- (f) Mobile food vendors are to provide their own power and water supply unless otherwise approved by the Town.
- (g) Hours of operation are restricted to between 7:00am and 7:00pm.
- (h) Temporary furniture and fixtures are permitted subject to the fixtures being be durable, waterproof, rustproof and weather resistant, be maintained in good condition, be designed so that corners and fastenings do not create potential hazards for patrons and pedestrians and being removed at the end of each trading day.

**1.4 Roaming mobile food vendors**

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

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

**1.5 Parklets**

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

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

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**1.6 Banner Poles**

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

- (a) The Town will allow banner poles to be used to promote events that are run or sponsored by the Town, attract large number of visitors to the Town, run by not-for-profit organisations and/or run by a government organisation.
- (b) The Town will allow the banner poles to be used to display community artworks.
- (c) The cost of the production of banners and any required traffic management shall be borne by the applicant/group wishing to use the banners poles.

(d) The Town will generally not allow the banner poles to be used for generic advertising of commercial enterprises and/or products for sale or hire.

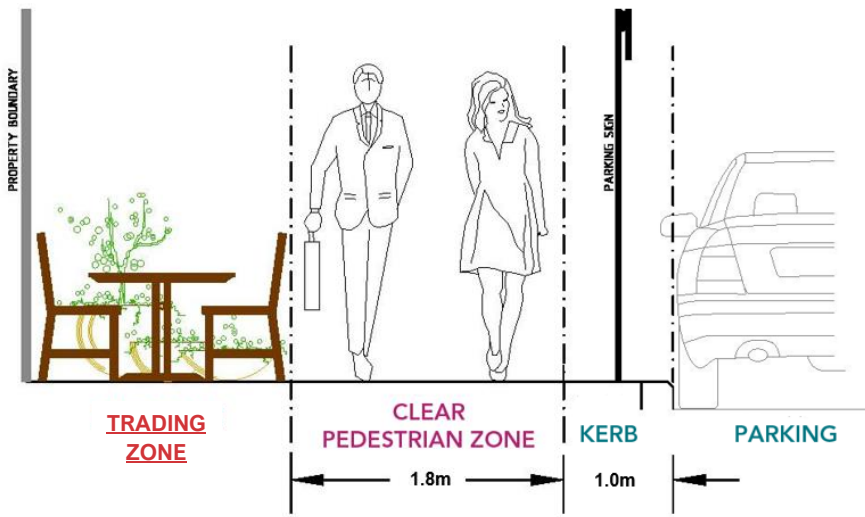
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**1.7. Consultation**

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

**Appendix 1 – cross-section of trading zone [Clause 1.2(b)]**



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

# **ATTACHMENT NO. 8**

# TOWN OF BASSENDEAN

## MINUTES

### BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE

HELD BY ELECTRONIC MEANS IN ACCORDANCE WITH REGULATION 12(2) AND  
14(D) OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996

ON WEDNESDAY 2 MARCH 2022, AT 3.30PM

---

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

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

Cr Tallan Ames conducted an Acknowledgement of Country.

#### 2.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

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

##### Members

Matthew McCaughey, Kiara Police, Acting Presiding Member  
Cr Tallan Ames  
Cr Jennie Carter  
Kieran Hutchinson, St John WA  
Chris Kin-Maung, DFES, Metropolitan North East Operations  
Luke Gibson, Director Community Planning, ToB

##### Officers

Matt Folini - DFES, District Officer Swan  
Phil Adams, Executive Manager Infrastructure  
John Lane, Emergency Management Officer  
Sharna Merritt, Senior Ranger  
Jeff Somes, Environmental Health Officer  
Merveen Cross – DFES, District Advisor  
Amy Holmes - Minute Secretary

## **Apologies**

Cr Paul Poliwka, Presiding Member  
Ryan Hamblion, Department of Communities

## **4.0 DECLARATIONS OF INTEREST**

Nil

## **5.0 PRESENTATIONS OR DEPUTATIONS**

Nil

## **6.0 CONFIRMATION OF MINUTES**

### **6.1 Minutes of the Bassendean Local Emergency Management Committee meeting held on 3 November 2021**

#### **COMMITTEE/OFFICER RECOMMENDATION – ITEM 6.1**

**BLEMC – 1/03/22** MOVED Luke Gibson, Seconded Cr Ames, that the minutes of the BLEMC meeting held on 3 November 2021, be confirmed as a true record.

**CARRIED UNANIMOUSLY 7/0**

## **7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

Nil

## **8.0 REPORTS**

### **8.1 Joint Local Government Recovery Exercise**

John Lane, Emergency Management Officer, spoke on the report of the Joint Recovery Exercise (Exercise Seismic) held on 7 December 2021 by the Town of Bassendean and City of Bayswater.

It was a very successful exercise and was supported well by the agencies involved. All six outcomes were achieved and demonstrated that both Bassendean and Bayswater local governments are well prepared.

**COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.1**

**BLEMC – 2/03/22** MOVED Luke Gibson, Seconded Matt McCaughey, that the Executive Officer's report be received.

**CARRIED UNANIMOUSLY** 7/0

**8.2 Emergency Management Agency Reports**

**District Emergency Management Advisor**

Refer attached report – DFES DA Report March 2022.

**WALGA LGEMAG**

Refer attached report.

**COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.2**

**BLEMC – 3/03/22** MOVED Luke Gibson, Seconded Matt McCaughey, that the Emergency Management Agency Reports be received.

**CARRIED UNANIMOUSLY** 7/0

**8.3 Post Incident Report and Post Exercise Reports**

Nil

**8.4 Contact Details and Key Holders**

No updates required.

**8.5 Preparedness, Prevention, Response and Recovery Issues**

Luke Gibson provided in update on the revocation of former *Local Planning Policy No. 4* on the basis of the DPLH's release of draft *State Planning Policy No. 2.9 – Planning for Water*. He made reference to the Town's website containing relevant flood information:

[https://www.bassendean.wa.gov.au/Profiles/bassendean/Assets/ClientData/Documents/Centre/Information Sheets/Flood Affected Area Information Sheet.pdf](https://www.bassendean.wa.gov.au/Profiles/bassendean/Assets/ClientData/Documents/Centre/Information%20Sheets/Flood%20Affected%20Area%20Information%20Sheet.pdf)



Jeff Somes spoke on the latest COVID measures being taken to address the expected rapid rise in cases. The Town of Bassendean have done a lot of work around creating COVID safety plans. For those areas with critical staff the Town has produced business continuity plans. There is a good stock of masks and PPE and cleaning products and a small supply of RAT kits. The Town is regularly communicating through its website and keeping the community informed on restrictions and changes. Health Officers have been checking on local businesses through routine inspections.

Sharna Merritt, advised that Rangers continue fire risk inspections until the end of season, 31 March. 24 infringements for non compliance have been issued.

Phil Adams advised that the Town will be undertaking regular street sweeping to reduce the impact of early winter rains.

Merveen Cross advised that DFES are currently in the process of reviewing the State Emergency Management Arrangements. Local Emergency Management Arrangements (LEMA) will be reviewed once this review is complete. In the meantime, key contacts, resource list, recovery plan and operational plan should be kept up to date.

Matt Folini advised that the Department of Fire and Emergency Services is working with all other Australian states and territories to implement an Australian Fire Danger Rating System (AFDRS). It will be rolled out in September 2022 and will enhance public safety and reduce the impacts of bushfires by improving the scientific accuracy behind fire danger predictions and improving how fire danger is communicated. See attached for further information – AFDRS Background Document.

#### COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.5

**BLEMC – 4/03/22** MOVED Matt Folini, Seconded Cr Ames, that Preparedness, Prevention, Response and Recovery Issues raised, be received.

CARRIED UNANIMOUSLY 7/0

#### 9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

**10.0**            **ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE  
NEXT MEETING**

Nil

**11.0**            **CONFIDENTIAL BUSINESS**

Nil

**12.0**            **CLOSURE**

The next meeting is to be held on Wednesday 1 June 2022,  
commencing at 3.30pm.

There being no further business, the Presiding Member  
declared the meeting closed, the time being 4.10pm.

For public comment



Department of **Planning,  
Lands and Heritage**



# Draft State Planning Policy 2.9 **Planning for Water**

August 2021

*Prepared under Section 26 Part 3 of the Planning and Development Act 2005*

#### Disclaimer

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[click to follow](#)

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## 1 CITATION

This is a State Planning Policy prepared under Part Three of the *Planning and Development Act 2005*. It may be cited as *State Planning Policy 2.9 Planning for Water*.

## 2 POLICY INTENT

To ensure that planning and development considers water resource management and includes appropriate water management measures to achieve optimal water resource outcomes.

## 3 WATER IN WESTERN AUSTRALIA

Water is a basic requirement of life. The health and wellbeing of the community, the environment and the economy are all dependent on water that is of sufficient quantity and quality. Groundwater, surface water and desalinated water support a wide range of ecological values and human use values such as drinking water, amenity, recreation, tourism, agriculture, fishing, aquaculture, mining, industry and cultural heritage.

Western Australia's water resources are vulnerable and subject to increasing pressure from factors that can affect both quality and quantity of water, as well as the values that depend on it. Climate change in Western Australia has already resulted in changes to rainfall patterns, increased temperatures and sea level rise, which has in-turn impacted the reliability and quality of our water resources. For example, decreased rainfall in the south west land division of the state is resulting in lower recharge to groundwater and surface water flows into waterways and reservoirs.

Land use change and development required to support a growing population can impact water resources through changes to hydrological regimes, ecological health, contamination, water demand, salinisation and eutrophication.

Planning plays an important role in responding to the pressures on water resources. This includes ensuring that future development is located adequately, serviced with appropriate wastewater, stormwater and groundwater management infrastructure and contributes towards the management of water quality and quantity, ecological health and the social and cultural values of water resources.

Future development will need to be supported by both drinking and non-drinking water supplies from a range of sources, including surface water, groundwater, desalinated seawater, treated wastewater, stormwater and rainwater and should be suited to the required purpose (that is 'fit-for-purpose').

For the foreseeable future, surface water and groundwater will continue to be the most cost-effective source of high-quality public drinking water. The protection of public drinking water source areas is essential to safeguard public health and retain these strategically important supply resources. The State Government has adopted an integrated land use and water resource management approach to protect public drinking water supplies, with an emphasis on the prevention of risks to water quality.

Development and water resource management are interrelated and need to be assessed and delivered in an integrated manner. Integrated water resource management is essential for the sustainable growth of our State. It provides an opportunity to respond to the pressures on water resources and enhance the values that depend on them. This includes improving the amenity, liveability and economic viability of our cities, towns and rural areas.

Integrated water resource management requires a whole-of-government approach. It involves a range of water, environmental, planning, health and economic legislation, policies and processes.



## 4 APPLICATION OF THIS POLICY

This policy and its guidelines outline how water resource management should be integrated into planning processes. For detailed guidance on the implementation and application of this policy, the policy is to be considered in conjunction with the policy mapping and the Planning for Water Guidelines (Guidelines).

This policy and its Guidelines apply to the preparation and assessment of proposals in relation to water resource matters, including regional and sub-regional frameworks, region and local planning schemes and scheme amendments, local planning policies, planning strategies, precinct plans, activity centre plans, structure plans, subdivision applications and development applications across Western Australia.

This policy applies only to proposals prepared and assessed under the *Planning and Development Act 2005*. This policy is not intended to apply to a single house on a single lot unless a significant water resource matter has been identified for the lot within a local planning scheme (e.g. sections 7.3, 7.5 and 7.7 of this policy).

The policy mapping includes:

- Public drinking water source areas
- Peel Harvey coastal plain catchment
- Swan Canning river system
- Sensitive water resource areas

The policy mapping is available online and can be viewed at [www.dplh.wa.gov.au](http://www.dplh.wa.gov.au).

## 5 POLICY OBJECTIVES

The objectives of this policy are to:

- 5.1 Protect and improve the environmental, social, cultural and economic values of the State's water resources.
- 5.2 Protect public health and the long-term supply of good quality and affordable drinking water.
- 5.3 Manage the risk of riverine flooding to people, property and infrastructure.
- 5.4 Ensure the secure and sustainable supply, use and re-use of water resources.
- 5.5 Ensure future development is resilient to the water-related impacts of climate change.
- 5.6 Minimise future costs and protect public health by ensuring that appropriate wastewater infrastructure is provided.

## 6 POLICY OUTCOMES

The outcomes listed below specify the role of planning and development in contributing to the overall objectives of this policy. Due to the interrelated nature of water resources, each outcome may contribute to multiple objectives. The outcomes should be achieved through compliance with the policy measures. The outcomes may also provide a basis for policy evaluation.

### *Environmental, social and cultural values*

- 6.1 Planning and development maintains or enhances water quality and hydrological regimes to protect public health and support healthy ecosystems through the:
  - i. protection of sensitive water resources;
  - ii. protection of existing vegetation and/or restoration of cleared or degraded vegetation, preferably with endemic species;
  - iii. appropriate siting and management of land uses; and
  - iv. maintenance of natural flows in waterways, groundwater levels and inundation of wetlands to sustain aquatic and terrestrial habitats through the delivery of appropriate stormwater and groundwater management systems.
- 6.2 Waterways and wetlands have adequate foreshore areas and wetland buffers to protect, manage and conserve water quality and quantity, native vegetation, aquatic and riparian habitats, ecological linkages and associated biodiversity values.
- 6.3 Aboriginal and historic cultural heritage values of water resources are protected and, where appropriate promoted.



- 6.4 Planning and development maintains and enhances access to water resources where relevant.
- 6.5 Planning and development enhances amenity and sense of place associated with water resources, which in turn protects public health and increases resilience of the community.

#### *Riverine flooding*

- 6.6 Planning and development in and around flood prone land:
  - i. does not introduce unacceptable risk to people, property or infrastructure;
  - ii. does not impede the movement of or increase floodwater (upstream or downstream) in flood events; and
  - iii. reduces, where possible, the impact of flooding on people, property and infrastructure.

#### *Water use and infrastructure*

- 6.7 Water demand is minimised through water sensitive design, and the efficient use and re-use of water.
- 6.8 Development has access to, and contributes to secure, sustainable, and climate resilient water supplies. Where practical, this involves recycled water and/or other fit-for-purpose water sources.
- 6.9 Development connects to or provides for reticulated sewerage to protect public health, amenity and the environment and to minimise financial burden to future communities.

- 6.10 Onsite wastewater disposal is only provided where reticulated sewerage is not a viable option and where the associated risks are appropriately managed.
- 6.11 The construction of dams, crossings and rural drains does not adversely affect the environment, visual amenity, public health or other users (upstream or downstream) of the water resource.
- 6.12 Safe, resilient and effective stormwater and groundwater management systems adopt water sensitive design approaches to enhance amenity and protect environmental values.

#### *Public drinking water source protection*

- 6.13 Planning and development in public drinking water source areas maximises the long-term protection and management of water quality and quantity for public drinking water supply.

## **7 POLICY MEASURES**

### **7.1 General measures**

- a) Water resources should be considered at the earliest possible stage of the planning process and all subsequent stages in accordance with the Guidelines.
- b) Proposals are to be accompanied by sufficient information to demonstrate appropriate protection and management of water resources relating to relevant policy outcomes. The information provided should be in accordance with the Guidelines, which specify instances where a Water Management Report is required and what it must contain.
- c) Proposals and supporting information should be referred to relevant agencies and licensed water service providers in accordance with the Guidelines.
- d) Proposals should consider water resource related issues associated with climate change.
- e) Planning decisions (except development applications) should consider cumulative impacts on water resources. Where the cumulative impact is considered significantly detrimental, the proposal should not be supported.

### **7.2 Environmental, social and cultural values**

#### *Wetlands and waterways*

Proposals should, in accordance with the Guidelines:

- a) identify wetlands and their buffers and waterways and their foreshore areas and/or reserves;



- b) facilitate the transfer of wetland buffers and waterway foreshore areas to public ownership, where appropriate;
- c) retain and/or restore vegetation important for the long-term health of water resources within wetlands buffers and waterway foreshore areas with the restoration of vegetation should preferably using endemic species;
- d) where possible, maintain and restore ecological linkages;
- e) identify appropriate wetland buffers and foreshore areas to protect public health from mosquito borne diseases;
- f) identify and protect sensitive water resources;
- g) where possible, protect and enhance vegetation within sensitive water resource areas, in particular, deep-rooted native and endemic species; and
- h) ensure that land uses that have the potential to significantly alter the hydrological regime are managed to protect water resources and associated ecological and aquatic values.

### Water quality

Proposals should, in accordance with the Guidelines:

- i) minimise export of nutrient and non-nutrient contaminants entering water resources;
- j) avoid adverse effects on the natural and built environment and/or human health when undertaking subdivision and development of land containing acid sulfate soils or contaminated sites;

- k) be located on land where nutrient export to sensitive water resources can be effectively managed, when they involve:
  - *agriculture - intensive* (particularly annual horticulture)
  - *animal husbandry* – intensive
  - *animal establishments or rural pursuits* involving stocking rates that exceed recommended stocking rates

Flexibility to this measure may be applied where the proposal is located within priority agricultural land. In areas where nutrient export cannot be effectively managed, closed agricultural systems are encouraged; and

- l) demonstrate that infrastructure and site management practices are in place to manage contaminants, particularly within sensitive water resource areas and public drinking water source areas.

Local planning schemes and local planning policies should, in accordance with the Guidelines:

- m) include site-specific measures where relevant to manage the potential impacts on water quality and protect water resources.

### Social

Proposals should, in accordance with the Guidelines:

- n) maintain or enhance safe public access to water resources, except where at the detriment of ecosystem health and/or public drinking water source protection; and

- o) maximise opportunities for water in the landscape to enhance amenity, senses of place, liveability and contribute to urban greening and mitigation of urban heat.

### Cultural

Proposals should, in accordance with the Guidelines:

- p) identify, protect and, where appropriate, promote Aboriginal and other historic cultural heritage places and values.

### 7.3 Riverine flooding

The following measures apply to flood prone areas that are dominated by riverine processes. Coastal storm surge and other inundation associated with water bodies dominated by tidal processes is to be addressed in accordance with *State Planning Policy 2.6 State Coastal Planning*. Where there are any inconsistencies between this policy and the flood measures in Section 5.2 of *State Planning Policy 3.4 Natural Hazards and Disasters*, this policy shall prevail.

Proposals should, in accordance with the Guidelines:

- a) identify flood prone areas;
- b) not rezone, subdivide or propose additional development that intensifies land use within a defined floodway;
- c) maintain the free passage and temporary storage of floodwaters;
- d) incorporate minimum habitable floor level of 0.5 metre above the expected 1 per cent annual exceedance probability flood event (or alternative height above the defined flood event as defined in an endorsed floodplain development strategy);





- e) consider the flood risk management principles when replacing existing development within a floodway; and
- f) be informed by advice from the Department of Water and Environmental Regulation, if flooding is likely and no flood mapping exists.

## 7.4 Infrastructure and supply

### Water demand and supply

Proposals should, in accordance with the Guidelines:

- a) minimise future water demand by ensuring that development is designed to conserve and use water efficiently; and
- b) demonstrate secure, sustainable and fit-for-purpose drinking and non-drinking water supply for domestic consumption, public open space irrigation and industry. This should include consideration of future rainfall projections that incorporate climate change and, where a licence is required, within water allocation limits.

### Dams, crossings and rural drains

Proposals should, in accordance with the Guidelines:

- c) demonstrate that the dam, crossing or rural drain and their associated clearing and site works manage water resources appropriately and do not result in unacceptable off-site impacts.

Local planning schemes and/or local planning policies should, in accordance with the Guidelines:

- d) specify instances where the construction of dams, crossings and rural drains is exempt from development approval; and

- e) outline development requirements for dams, crossings and rural drains in response to local conditions.

### Stormwater and groundwater

Proposals should, in accordance with the Guidelines:

- f) ensure stormwater and groundwater management systems are designed and constructed in accordance with the *Decision process for stormwater management in Western Australia, Stormwater Management Manual for Western Australia and the Australian Rainfall and Runoff Guidelines*, and in consultation with the relevant water management agency and/or infrastructure manager(s);
- g) provide for the retention, detention, conveyance and treatment (where required) of stormwater and manage groundwater inundation, including treatment of groundwater discharges, while also protecting and enhancing environmental functionality, local amenity and liveability; and
- h) incorporate water sensitive design, in the early stages of the planning process. This should include setting aside sufficient land for drainage areas as part of an integrated stormwater drainage system.

### Wastewater

- i) Proposals are required to connect to or provide for reticulated sewerage where:
  - i. deemed reasonable;
  - ii. required on planning grounds; or

- iii. the decision maker determines that the absence of reticulated sewerage will pose an unacceptable risk to public health, the environment or water resources.

Refer to the Guidelines for details on the assessment of these criteria;

- j) Proposals for on-site wastewater disposal<sup>1</sup> may be considered where the decision maker is satisfied that:
  - i. reticulated sewerage is not required in accordance with measure 7.4(l) of this policy;
  - ii. the highest groundwater level is greater than 0.5m from the natural ground surface for rezoning proposals to create unsewered lots less than 1 hectare in size;
  - iii. each lot can accommodate on-site wastewater disposal in accordance with *AS/NZS 1547:2012 On-site domestic wastewater management* where relevant;
  - iv. the site requirements for on-site wastewater disposal outlined in the Guidelines can be met; and
  - v. development will be serviced by an appropriate on-site wastewater system that will manage risk to the environment and public health where relevant.
- k) Proposals are, in accordance with the guidelines, encouraged to incorporate the beneficial use and re-use of wastewater; and

<sup>1</sup> On-site disposal of trade waste to be managed in accordance with an industry regulation approval under the *Environmental Protection Act 1986*, where relevant.



- l) local planning schemes should in accordance with the Guidelines require the provision of reticulated sewerage where appropriate.

### 7.5 Specific area measures: Public drinking water source areas

In addition to all other measures contained in this policy, the following policy measures apply to public drinking water source areas that are constituted under the *Metropolitan Water Supply, Sewerage, and Drainage Act 1909* or the *Country Areas Water Supply Act 1947* (identified on the policy map of Public Drinking Water Source Areas). They may also be used for guidance within non-constituted drinking water source areas such as remote communities, mine sites and catchments identified as future public drinking water source areas.

The protection of public drinking water source areas and other sources of public drinking water should not be compromised. There is a presumption against development or land uses that pose an increased risk to public drinking water source areas.

Proposals should, in accordance with the Guidelines:

- a) be consistent with *Water Quality Protection Note No.25: Land use compatibility tables for public drinking water source areas*. Proposals inconsistent with this document should not be supported;
- b) identify public drinking water source area boundaries, priority areas, wellhead protection zones, reservoir protection zones and water off-take points (that is, reservoirs and abstraction bores);
- c) include measures to address risk to the drinking water resource. These measures should be incorporated into a Water Management Report where required;

- d) provide for connection to reticulated sewerage for all urban and industrial subdivision;
- e) where practical, maintain or increase native vegetation coverage to protect water quality; and
- f) be referred to the Department of Water and Environmental Regulation and the relevant licenced water service provider for advice, prior to making a determination on:
  - i. regional and sub-regional frameworks, region and local planning schemes and scheme amendments, planning strategies, precinct plans, activity centre plans and structure plans;
  - ii. subdivision applications that are inconsistent with *Water Quality Protection Note No.25: Land use compatibility tables for public drinking water source areas*; and
  - iii. development applications involving a use class that is: listed as 'incompatible', 'compatible with conditions', or not identified in *Water Quality Protection Note No.25: Land use compatibility tables for public drinking water source areas*.

The Metropolitan Region Scheme (MRS) and corresponding local planning schemes should, in accordance with the Guidelines:

- g) include Priority 1 areas within the Water Catchment reservation;
- h) include Priority 2 areas within the 'Rural-Water Protection' zone (or equivalent); and
- i) identify Priority 3 and Priority 3\* areas as Special Control Area (or equivalent) in the local planning scheme.

Region schemes and local planning schemes outside the MRS area should, in accordance with the Guidelines:

- j) identify and protect public drinking water source areas (Priority 1, 2 and 3) as Special Control Areas.

Planning decisions involving the intensification of land uses in Priority 1 and 2 areas should be based on the following and in accordance with the Guidelines:

- k) there is a general presumption against the intensification of land uses;
- l) proposals will only be considered where the land is located in the MRS area and has been identified for development in the manner proposed through a strategic planning document prepared by the Western Australian Planning Commission (WAPC), such as a sub-regional planning framework or subregional structure plan; and
- m) planning decisions should give due regard to the detailed assessment of the associated risk to the drinking water source. Criteria to inform this assessment are provided in the Guidelines.

### 7.6 Specific area measures: Peel-Harvey coastal plain catchment

In addition to all other measures contained in this policy, specifically 7.2 water quality, the following measures apply to planning proposals in the Peel-Harvey coastal plain catchment (identified on the policy map of *Peel-Harvey Coastal Plain Catchment*).

Proposals should, in accordance with the Guidelines:

- a) have regard to the water quality objectives contained in *Environmental Protection (Peel Inlet – Harvey Estuary) Policy Approval Order 1992* for the Peel Harvey estuarine system;



- b) protect remnant vegetation and maintain or increase deep-rooted perennial vegetation coverage to improve water quality;
- c) protect and revegetate waterways and drains with endemic plant species to improve the values to the Peel-Harvey estuarine system and/or engineer and manage rural drains to reduce nutrient export; and
- d) manage nutrient export when they involve:
  - *agriculture – intensive*
  - *animal husbandry – intensive*
  - *animal establishments or rural pursuits* that exceed recommended stocking rates

In this regard:

- the use of closed agricultural systems is encouraged;
- there is a presumption against non-closed agricultural systems on sites with low or very low capability land for the intended land use or sites prone to nutrient export;
- in all other instances, applicants should demonstrate that nutrient export will be managed within acceptable levels.

Region and local planning schemes and local planning policies should in accordance with the Guidelines:

- e) identify the Peel-Harvey coastal plain catchment in scheme maps; and
- f) include specific provisions in scheme text to protect water resources.

### 7.7 Specific area measures: Swan Canning river system

In addition to all other measures contained in this policy, the following measures apply to planning proposals that are within the Swan Canning river system and that are wholly or partially within, abut the water or land of the Swan Canning Development Control Area (DCA) or are, in the opinion of the WAPC, likely to affect the waters of the DCA.

The Swan Canning river system refers to the catchment areas of the Swan, Canning, Helena, Southern and Avon (to Moondyne Brook) rivers. The DCA was established in the *Swan and Canning Rivers Management Act 2006* (both areas are identified on the policy map of *Swan Canning River System*).

Proposals should, in accordance with the Guidelines:

- a) maintain and enhance the natural ecosystem and hydrological functions of the river system, and demonstrate detrimental impacts have been mitigated;
- b) demonstrate a benefit to the community and a functional need to be located within the river and/or foreshore reserves, where the proposal is located on public land;
- c) maintain and enhance public access to and along the rivers and its foreshores, including through the establishment of foreshore reserves;
- d) consider the importance of the river as a strategic water transport network for commercial and recreational use;
- e) maintain and enhance the natural landscape character and sense of place of the river system;

- f) maintain and enhance views to or from the Swan Canning river system from public places;
- g) identify and protect Noongar and other cultural heritage places and values;
- h) protect, maintain or increase vegetation coverage (preferably with endemic species); and
- i) maintain or establish ecological and public open space linkages to the Swan Canning river system for wildlife habitat and movement and natural water flows.



## 8 DEFINITIONS

**Agriculture - intensive:** as per *Planning and Development (Local Planning Schemes) Regulations 2015*.

**Animal husbandry - intensive:** as per *Planning and Development (Local Planning Schemes) Regulations 2015*.

**Closed agricultural system:** a system of intensive agricultural production or animal husbandry where there is zero or minimal discharge of nutrient rich liquid or solids or non-nutrient contaminants to the immediate environment. Nutrient enriched liquid and solids waste and non-nutrient contaminants are removed from the property and disposed in an environmentally safe manner.

**Crossing:** a structure or works such as a ford or low-level crossing, culvert, causeway or bridge to allow a waterway to be crossed from one waterway bank to another by a track, road, pipeline or railway.

**Dam:** any artificial structure, barrier or levee, whether temporary or permanent, which does or could impound, divert or control water, silt, debris or liquid borne materials, together with its appurtenant (associated) works.

**Ecological linkages:** a series of (both contiguous and non-contiguous) patches which, by virtue of their proximity to each other, act as stepping stones of habitat which facilitate the maintenance of ecological process and the movement of organisms within, and across, a landscape.

**Flood prone area:** land susceptible to inundation by the probable maximum flood event. Generally used interchangeably with floodplain.

**Floodplain:** the area inundated in a flood event on a waterway, which may include the floodway and flood fringe areas. For land planning purposes, the one percent (1 in 100) Annual Exceedance Probability event is typically adopted.

**Floodway:** the area of land that would be affected by river flooding in a one percent (1 in 100) Annual Exceedance Probability flood event for a waterway. This area is generally a high flood risk area where floodwaters are flowing fast and deep.

**Flood fringe:** the area of land that would be affected by river flooding in a one percent (1 in 100) Annual Exceedance Probability flood event but not designated as floodway.

**Foreshore area:** the land that adjoins or directly influences a waterway. It is the area of transition between the edge of the waterway channel and the furthest extent of riparian vegetation, the floodplain and riverine landforms; or a negotiated area endorsed by the Department of Water and Environmental Regulation (and on the advice of the Department of Biodiversity, Conservation and Attractions where it relates to the Swan Canning Development Control Area).

**Foreshore reserve:** all or part of a foreshore area that is publicly owned and vested with a local government or State Government department. It may be reserved under a planning scheme, for purposes such as foreshore protection; or foreshore protection and public recreation.

**Guidelines:** refers to Planning for Water Guidelines.

**Groundwater:** the area of an aquifer in which all pores and fractures are saturated with water. Also known as water in the phreatic zone.

**On-site wastewater disposal:** disposal of wastewater within the boundaries of the freehold lot or survey strata within which the wastewater was generated.

**On-site wastewater system:** a wastewater treatment and disposal or reuse system that receives treats and applies wastewater to a land application area located within the boundaries of the freehold lot or survey strata within which wastewater was generated.

**Priority agricultural land:** as per *State Planning Policy 2.5 Rural Planning*.

**Priority areas:** Priority 1, 2, 3 and 3\* areas assigned by the Department of Water and Environmental Regulation to guide land use and management decisions in public drinking water source areas in accordance with *Water Quality Protection Note No.25: Land use compatibility tables for public drinking water source areas*.

**Protection zones:** wellhead protection zones and reservoir protection zones that surround drinking water off-take points assigned by the Department of Water and Environmental Regulation in accordance with *Water Quality Protection Note No.25: Land use compatibility tables for public drinking water source areas*.

**Public drinking water source area:** underground water pollution control areas, catchment areas and water reserves that are constituted under the *Metropolitan Water Supply, Sewerage, and Drainage Act 1909* or the *Country Areas Water Supply Act 1947*.

**Public health:** as per *Public Health Act 2016*.

**Reticulated sewerage:** a network of sewers and associated wastewater treatment plant managed by a sewerage service provider.



**Sensitive water resource areas:** areas in which development has the potential to affect water dependent ecosystems, natural waterways and estuaries, wetlands and selected coastal inlets and embayment that have been recognised at either the State or National level as having high ecological, social, cultural and/or economic values and are sensitive to contamination associated with land use and development. They include:

- a) estuary catchments on the Swan and Scott Coastal Plains;
- b) land that drains to and is within two kilometres of Irwin Inlet, Wilson Inlet, Torbay Inlet, Manarup Lagoon, Lake Powell, Princess Royal Harbour and Oyster Harbour;
- c) land that drains to and is within two kilometres of the estuarine areas of the following: Dampier Creek (Broome), Hill River, Irwin River (Mid West), Margaret River (South West), Murchison River, Hardy Inlet, Chapman River, Walpole-Nornalup Inlet, Wellstead Estuary and Greenough River;
- d) land that drains to and is within two kilometres of the following coastal embayments: Cockburn Sound, Coral Bay, Cowaramup Bay, Flinders Bay, Geographe Bay, Jurien Bay, Koombana Bay, Mangles Bay, Peaceful Bay, Roebuck Bay, Shark Bay (south of the northern tip of Peron Peninsula) and Warnbro Sound;
- e) land that drains to and is within one kilometre of other estuarine areas, except for portions approved by Government for uses such as ports;
- f) within one kilometre up groundwater gradient and 250 metres down groundwater gradient of a significant wetland; or where the groundwater gradient is unknown or seasonably variable within one kilometre of the significant wetland;

- g) habitats of specially protected water dependent fauna and the area within one kilometre of groundwater dependent threatened ecological communities and groundwater dependent priority ecological communities; and
- h) wild rivers catchments.

Site specific assessments undertaken during the planning process may identify additional significant water resources.

The sensitive water resource area boundaries are identified on the policy map of *Sensitive Water Resource Areas* and may be refined through higher resolution mapping in accordance with the definition provided above.

**Sewage:** any kind of sewage, faecal matter or urine, and any waste composed wholly or in part of liquid.

**Significant wetland:** include Ramsar wetlands and those listed in the Australian Government's Directory of Important Wetlands in Australia; wetlands categorised as Conservation Category in the Department of Biodiversity, Conservation and Attraction's Swan Coastal Plain wetlands dataset, wetlands listed in the South Coast Significant Wetlands dataset, other endorsed wetland dataset and other wetlands that have been identified for protection during the land planning process.

**Stormwater:** water that flows over ground surfaces and in natural streams and drains, as a direct result of rainfall over a catchment. Stormwater consists of rainfall runoff and any material (soluble and insoluble) mobilised in its path of flow.

**Trade waste<sup>2</sup>:** any wastewater, discharged from a business or industry, aside from that which comes from staff amenities or office facilities.

**Wastewater:** sewage, and does not include stormwater, surface water or ground water of a type that is ordinarily drained from land as part of the provision of a drainage service. This includes trade waste.

**Water resources:** includes watercourses, waterways and their estuaries, inlets and floodplains, wetlands, groundwater, surface water, stormwater and drainage. A water resource includes all aspects of the water resource, including water, organisms and other components and ecosystems that contribute to the physical condition and ecological health of the water resource.

**Water service provider:** a company, non-governmental organisation or other person providing water services under and in accordance with the *Water Service Act 2012*.

**Waterway:** any river, creek, stream or brook, including its foreshore area or reserve, floodplain, estuary and inlet. This includes systems that flow permanently, for part of the year or occasionally; and parts of the waterway that have been artificially modified.

**Wetland:** an area of seasonally, intermittently or permanently waterlogged or inundated land, whether natural or otherwise, and includes a lake, swamp, marsh, spring, dampland and sumplands.

**Wetland buffer:** an area of terrestrial land immediately surrounding a wetland that provides spatial separation between the wetland and adjacent land use(s).

<sup>2</sup> On-site disposal of trade waste to be managed in accordance with an industry regulation approval under the *Environmental Protection Act 1986*, where relevant.

# TOWN OF BASSENDEAN

## MINUTES

### BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN ON WEDNESDAY 3 NOVEMBER 2021, AT 3.30PM

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#### 1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

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

#### 2.0 ELECTION OF PRESIDING MEMBER

*The Director Community Planning, Mr Luke Gibson, conducted the election of the Presiding Member under delegated authority of the Chief Executive Officer.*

*One nomination was received for Cr Poliwka. The Director Community Planning declared Cr Poliwka elected as Presiding Member.*

*The representative from Kiara Police will continue with the role of Deputy Presiding Member.*

#### 3.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

#### 4.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

##### Members

Cr Paul Poliwka, Presiding Member  
Cr Tallan Ames  
Matthew McCaughey, Kiara Police  
Chris Kin-Maung, DFES, Metropolitan North East Operations  
Mark Melvin, Bassendean SES  
Sharon Ellis, Department of Communities  
Luke Gibson, Director Community Planning ToB

### Officers

John Lane, Emergency Management Officer  
Donna Shaw, Manager Development & Place  
Jeff Somes, Environmental Health Officer  
Sharna Merritt, Senior Ranger  
Amy Holmes, Minute Secretary

### Apologies

Merveen Cross, District Advisor  
Steve Blackford, Bassendean SES

### Absent

Ryan Hamblion, Department of Communities  
Hylton Northey, St John WA

## 5.0 DECLARATIONS OF INTEREST

*Cr Poliwka declared a Financial and Proximity Interest for Item 9.1 as he owns a vacant lot in the flood plain.*

## 6.0 PRESENTATIONS OR DEPUTATIONS

Nil

## 7.0 CONFIRMATION OF MINUTES

### 7.1 Minutes of the Bassendean Local Emergency Management Committee meeting held on 11 August 2021

#### COMMITTEE/OFFICER RECOMMENDATION – ITEM 6.1

**BLEMC – 1/11/21** MOVED Luke Gibson, Seconded Chris Kin-Maung, that the minutes of the BLEMC meeting held on 11 August 2021, be confirmed as a true record.

CARRIED UNANIMOUSLY 7/0

## 8.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

## 9.0 REPORTS

**9.1 Local Planning Policy No. 4 – Floodplain Management and Development**

*Cr Poliwka declared an interest and left the meeting at 3.39pm.*

*The Director Community Planning, Mr Luke Gibson, provided an update on the policy.*

*The existing Local Planning Policy has been superseded by the draft State Planning Policy 2.9 (Planning for Water) and will therefore be considered by Council later this year or early next year.*

*For information and noting.*

*Cr Poliwka returned to the meeting at 3.44pm.*

**9.2 Flood Aware Be Prepared Campaign**

*The Director Community Planning, Mr Luke Gibson, provided an update on the campaign.*

*The Flood Aware Be Prepared campaign was a joint effort by member Councils and the EMRC to raise awareness in flood prone areas. Further information can be found on the Town's website at*

*<https://www.bassendean.wa.gov.au/community/rangers-community-safety/flood-aware.aspx>*

*The campaign was extensively promoted through social media. A Flood Aware booklet has been produced by the EMRC and will be included in welcome packs to new residents in flood affected areas. In addition, the EMRC have delivered copies to those properties in flood areas.*

*For information and noting.*



### **9.3 Emergency Exercise – Update**

*Mr John Lane presented the latest emergency exercise proposed.*

*The Joint Planning Committee has met three times in preparation for the joint exercise which will be conducted on 7 December at 9:00am with the City of Bayswater.*

*The exercise will focus on local government recovery. Agencies will prepare a two minute scenario of the incident and then hand over to local governments to focus on recovery. Areas to focus on will include communication, natural environment, planning and finance.*

*For information and noting.*

### **9.4 Emergency Management Agency Reports**

#### **SEMC Business Unit**

*See attached report.*

- *Amendments to State Emergency Management documents:  
State Hazard Plan – Crash Emergency  
State Hazard Plan – Heatwave  
State Hazard Plan – Human Biosecurity  
State Support Plan – Emergency Public Information*
- *State Recovery Controllers appointed by Premier for COVID-19 and Ex-Tropical Cyclone Seroja*
- *Consultation has now commenced on the Community Disaster Resilience Strategy Discussion Paper*
- *District Emergency Management Committee (DEMC) combined trials - Data is being collated from the evaluation surveys to determine how the Metropolitan District Emergency Management Committee's will operate in 2022.*
- *The Preparing Australia Program will provide grants to support projects that mitigate or reduce the disaster risk, impact and consequence associated with large-scale natural hazards. Local Governments are encouraged to prepare their applications ahead of the short application period Grant Applications Open: Friday, 10 December  
Grant Applications Close: Thursday, 6 January*

## WALGA LGEMAG

*No meetings held – No further updates.*

## Local Welfare Committee

*Evacuation Centre training continuing. No further updates.*

## COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.4

**BLEMC – 2/11/21** MOVED Cr Poliwka, Seconded Matt McCaughey, that the Emergency Management Agency Reports be received.  
CARRIED UNANIMOUSLY 7/0

### **9.5 Post Incident Report and Post Exercise Reports**

*A post exercise report will be prepared and distributed following the joint exercise on 7 December.*

*For information and noting.*

### **9.6 Contact Details and Key Holders**

*Director Community Planning to coordinate an update of contact details and key holders.*

### **9.7 Preparedness, Prevention, Response and Recovery Issues**

#### Rangers

*Property owners who require work have been notified, in preparation for fire season.*

#### Health – Covid 19

*As of 27 October 2021, 60.6% of WA population aged 12+ are fully vaccinated.*

*Environmental Health Officers review Covid 19 registers at the time of undertaking inspections and assess Covid 19 Event Safety Checklists and Plans.*

*Community Development staff are working with users of venues to ensure they meet their requirements around keeping contact registers.*

WA Police

*The Safe and Found WA initiative has been launched by WA Police Force in partnership with Australia Medic Alert Foundation and supports people living with dementia or a cognitive impairment who might be at risk of becoming lost or reported as missing. More information can be found at <https://www.safeandfound.org.au/>*

*For information and noting.*

**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 Committee meeting is to be held on Wednesday 2 March 2022, commencing at 3.30pm.

There being no further business, the Presiding Member declared the meeting closed, the time being 4.28pm.



**TOWN OF BASSENDEAN  
LOCAL EMERGENCY MANAGEMENT COMMITTEE  
DISTRICT EMERGENCY MANAGEMENT ADVISOR REPORT  
3 NOVEMBER 2021**

**STATE NEWS**

**AMENDMENTS TO STATE EMERGENCY MANAGEMENT DOCUMENTS**

The State Emergency Management Committee has approved amendments to the suite of State Emergency Management documents including the incident level criteria descriptors outlined in the State Emergency Management Plan and State Emergency Management Procedure, and a revised Incident Declaration Form (EM Form 23).

The amended incident level criteria descriptors are a result of a project undertaken by a working group established under the Response Capability Subcommittee. A review of the incident level criteria descriptors within the State Emergency Management Framework (EM) identified several inconsistencies. The review also considered the incident declaration process and ensured the criteria for each incident level are contemporary, fit for purpose, and consistent across the State EM Framework.

**Accessibility Redesign**

The following plans have been converted into the new accessible design and are available on the [SEMC website](#):

- State Hazard Plan – Crash Emergency
- State Hazard Plan – Heatwave
- State Hazard Plan – Human Biosecurity
- State Support Plan – Emergency Public Information

In addition to updating the documents to the new designs, the DFES State Emergency Management Policy Branch has made amendments including:

- statement of fact amendments
- amendments to improve accessibility (e.g. removing overuse of acronyms and abbreviations and ensuring documents use appropriate headers)
- amendments to apply consistent formatting across all documents.

Details of these amendments are available on the [State emergency management documents amendments page](#).

## TWO STATE RECOVERY CONTROLLERS

The State Government of Western Australia are managing 2 major incidents requiring separate State Recovery Controllers to be appointed by Premier:

- **COVID-19**  
Public Sector Commissioner **Sharyn O'Neill**
- **Ex-Tropical Cyclone Seroja**  
DFES Director Risk, Capability & Analysis  
**Melissa Pexton**

## COMMUNITY DISASTER RESILIENCE STRATEGY

Consultation has now commenced on the Community Disaster Resilience Strategy Discussion Paper.

At the WA Emergency Management Conference held on 13 October 2021 the Hon Reece Whitby MLA, Minister for Emergency Services announced the commencement of the next round of consultation on the Western Australian Community Disaster Resilience Strategy Discussion Paper.

The Discussion Paper describes the outcomes from the first round of community consultation and research into a proposed Community Disaster Resilience Strategy for Western Australia. Through consultation on the Discussion Paper we are seeking feedback on the strategic directions and initiatives to inform the final Strategy.

Views are sought on:

- The Five Outcomes – do they represent the right goals for a resilient community?
- Are the Transformational Shifts possible? Are there any others you might propose instead?
- Do you agree with the Change Initiatives?
- Is the Implementation Plan practical?

Information is available in the **Summary Document** and the full **Discussion Paper**.

Feedback can be provided via the website: <https://www.semc.wa.gov.au/resilience> or via email to [resilience@dfes.wa.gov.au](mailto:resilience@dfes.wa.gov.au).

## DISTRICT NEWS

### 2021 METROPOLITAN DISTRICT EMERGENCY MANAGEMENT COMMITTEES (DEMC) COMBINED TRIALS

The role of the District Emergency Management Committee (DEMC) is to create strong networks, maintain effective emergency management arrangements and fulfil responsibilities they have been given by the State Emergency Management Committee (SEMC). A trial meeting structure was held in 2021 to consider a more

contemporary and sustainable emergency management committee meeting structure for the four metropolitan emergency management (EM) districts.

In April/May 2021 the trial combined meetings were held:

- North and Central DEMCs on 20 April 2021
- East and South DEMCs on 18 May 2021.

The meetings concluded with a discussion exercise “Exercise Navitas” to explore capabilities across boundaries in the metropolitan district.

An alternative format was trialled in October 2021. The meetings were separated but held on the same day:

- 12 October 2021 - North DEMC in the morning and Central DEMC in the afternoon
- 26 October 2021 - East DEMC in the morning and South DEMC in the afternoon

A joint 2-hour pre-season forum “Wooroloo Bushfire - Looking Back, Looking Forward” was held in between each meeting on the day.

Data is being collated from the evaluation surveys to determine how the Metropolitan District Emergency Management Committee’s will operate in 2022.

## LOCAL NEWS

### PREPARING AUSTRALIA PROGRAM

The Australian Government has committed \$600 million over six years from 2021-22 to 2026-27 for the Preparing Australia Program. The Preparing Australia Program will provide grants to support projects that mitigate or reduce the disaster risk, impact and consequence associated with large-scale natural hazards.

The National Recovery and Resilience Agency (NRRA) has released the guidelines for the Preparing Australia Program administered by the Department of Industry, Science, Energy and Resources. Local Governments are eligible in the Community Stream.

The Program will deliver Grants from \$20,000 and up to \$10million (with varying co-contribution requirements) across three years, so projects can run until March 2025. 21 WA Local Government have been identified by the NRRA as bushfire, flood or cyclone risk and their applications will be given extra weighting.

Some key information:

- Applications will be open for four weeks and Local Governments are encouraged to prepare their applications ahead of the short application period
- Grant Applications Open: **Friday, 10 December**
- Grant Applications Close: **Thursday, 6 January**
- The three activity categories eligible for funding are Planning, Awareness and Capacity, and Infrastructure

- Collaborative grants are available

More information is available here: <https://business.gov.au/grants-and-programs/preparing-australian-communities-local-stream>

### 2021 SEMC MEETING SCHEDULE

- 3 December 2021

### 2022 SEMC MEETING SCHEDULE

- 11 March 2022
- 5 May 2022
- 4 August 2022
- 13 October 2022
- 1 December 2022

**Complied by:**  
**District Emergency Management Advisor**  
**Metropolitan Operations**  
**Department of Fire and Emergency Services**

# **TOWN OF BASSENDEAN**

## **MINUTES**

### **BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE** **HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN** **ON WEDNESDAY 11 AUGUST 2021, AT 3.40PM**

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#### **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**                    **ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Nil

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

##### Members

Cr Hilary MacWilliam, Presiding Member  
Cr Kath Hamilton  
Luke Gibson, Director Community Planning – ToB  
Mark Melvin, Bassendean SES  
Chris Kin-Maung, DFES - Metropolitan North East Operations  
(via telephone until 4.34pm)

##### Officers

Merveen Cross, District Advisor (until 4.34pm)  
John Lane, Emergency Management Officer  
Jeff Somes, Health Officer  
Sharna Merritt, Senior Ranger  
Amy Holmes, Minute Secretary

##### Apologies

Steve Blackford, Bassendean SES



**Absent**

Matthew McCaughey, WA Police  
Ryan Hamblion, Department of Communities  
Sharon Ellis, Department of Communities  
Hylton Northey, St John WA

**4.0 DECLARATIONS OF INTEREST**

Nil

**5.0 PRESENTATIONS OR DEPUTATIONS**

Nil

**6.0 CONFIRMATION OF MINUTES**

**6.1 Minutes of the Bassendean Local Emergency Management Committee meeting held on 5 May 2021**

**COMMITTEE/OFFICER RECOMMENDATION – ITEM 6.1**

**BLEMC – 1/8/21** MOVED Luke Gibson, Seconded Mark Melvin, that the minutes of the BLEMC meeting held on 5 May 2021, be confirmed as a true record.

CARRIED UNANIMOUSLY 5/0

**7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

Nil

**8.0 REPORTS**

**8.1 Emergency Management Agency Reports**

**State Emergency Management Committee (SEMC)**

***New National Recovery and Resilience Agency***

*A National Recovery and Resilience Agency will commence on 1 July 2021. The agency will help local communities respond to large-scale disasters and provide support during the relief and recovery phases following major disasters. It will also undertake new initiatives to manage the impact of future events and the changing climate.*

### **National Disaster Risk Reduction Competitive Grant**

*The National Disaster Risk Reduction Competitive Grant program is open, and applications are encouraged. Further information is available on the SEMC website Grant Page.*

### **Coronavirus**

*The Department of Health is continuing to work under a State Emergency Declaration to manage COVID-19. An omnibus Bill will be introduced into State Parliament to extend the timeframe for the COVID-19 legislative amendments and help keep Western Australians safe. The Bill amends the Emergency Management Amendment (COVID-19 Response) Act 2020 and the Criminal Code Amendment (COVID-19 Response) Act 2020, which have been vital to the State's successful management of the virus.*

### **SEMC Update**

- *The SEMC discussed the current emergency events – the Wooroloo bushfire and tropical cyclone Seroja. They have significantly impacted key personnel who have been working long hours for more than a year.*
- *The SEMC Business Unit will submit an options paper to SEMC at the August 2021 meeting on alternative models for lessons management and assurance and the future of the Lessons Management Reference Group.*
- *The State Emergency Coordination Group reported a need for better data regarding the conditions and structural standards of potential evacuation centres. The SEMC requested the Response Capability subcommittee to initiate a project to update the evacuation centre register with a focus on wind rating and structural adequacy of buildings. To be completed as a priority project.*
- *The draft State Hazard Plan – Severe Weather was adopted as an interim plan. A review of the plan will be undertaken informed by the lessons identified from TC Seroja.*
- *The SEMC resolved to review and complete the draft SEMC Strategic Plan for consideration by the Minister.*

### **Animal Welfare in Emergencies Grant – Round Two**

*The grant aims to build community resilience to the impact of emergencies on animal welfare through the funding of capacity building activities. For more information, visit the WALGA website.*

## District Emergency Management Committee (DEMC)

### **Combined Meetings Trials**

*A further combined meeting trial is required before any decisions can be made on the future of the metropolitan DEMC formats. There will be 2 DEMC meetings held on a day with a joint pre-season forum in between meetings each day. The WA Police Force are committed to the additional trials and will be chairing both DEMC meetings on relevant days.*

### **South District Emergency Risk Management Workshops**

*Storm & Flood workshop hosted by Rockingham Local Government. Rail Crash workshop hosted by Serpentine/Jarrahdale Local Government.*

### **Incident Support Group (ISG) Training Opportunity**

*There is an opportunity for a representative from the local government (Local Recovery Coordinator, LEMC Executive Officer, Councillor etc) to attend a training session to gain exposure and an insight into the workings of an ISG. The function of the ISG is to assist the Incident Controller through the provision of information, expert advice, support and resources relevant to their organisation. Sessions are held at the City of Gosnells Emergency Operations Centre.*

### **2021 Emergency Management Conference**

*The Shire of Dardanup is hosting the conference with funding assistance from the State Emergency Management Committee's AWARE Grants Program. The theme of the conference is Building Capacity to Adapt in an Era of Unprecedented Disasters and will explore topics on Climate Change. For more information visit:*

*<https://www.dardanup.wa.gov.au/community/emergency-management/wa-emergency-management-conference-2021/>*

### **Resource Support for Local Governments**

*WALGA is seeking expressions of interest from Local Government staff who can assist local governments impacted by Tropical Cyclone Seroja. A wide variety of skill sets will be required, including community development, events, rates and finance skills, emergency management, administrative support, environmental health, building surveying and others. For further information, please email WALGA's Emergency Management team: [em@walga.asn.au](mailto:em@walga.asn.au).*

## WALGA LGEMAG

*LGEMAG minutes from the May meeting along with the Volunteer Sustainability Strategy 2021 – 2023, were emailed out to members.*

## Local Welfare Committee

Nil

## SES

*Call-outs every weekend for the last six weeks. Also involved with Cyclone Seroja recovery and missing person search in Kununurra.*

## DFES

*Focus on severe weather over the last couple of months - providing storm related assistance. Monitoring flood levels, luckily nothing significant throughout the Swan River. Moving into high threat period.*

## COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.1

**BLEMC – 2/8/21** MOVED Cr MacWilliam, Seconded Luke Gibson, that the Emergency Management Agency Reports be received.  
CARRIED UNANIMOUSLY 5/0

## **8.2 State Hazard Plan Collapse, State Hazard Plans Collapse and Earthquake review**

The Executive Officer will provide feedback to the DFES State Emergency Policy Branch on the abovementioned plans. Both plans are reflected in the risk management assessment undertaken by the Town of Bassendean in 2020 and will form the basis for planning the 2021 Joint Recovery Exercise.

*Earthquake exercise in conjunction with Bayswater – September/October. John Lane to arrange and advise the Committee via email.*

## COMMITTEE/OFFICER RECOMMENDATION– ITEM 8.2

**BLEMC – 3/8/21** MOVED Cr MacWilliam, Seconded Cr Hamilton, that the review of the abovementioned State Hazard Plans be acknowledged.

CARRIED UNANIMOUSLY 5/0

**8.3 Success Hill Bollard installation update**

*Luke Gibson provided an update and advised that the bollards should be installed in the next couple of days.*

**COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.3**

**BLEMC – 4/8/21** MOVED Cr Hamilton, Seconded Luke Gibson, that the Success Hill update be received.

**CARRIED UNANIMOUSLY 5/0**

**8.4 East Metropolitan Regional Council Flood Awareness Program**

Report on the EMRC's flood awareness program launched last week.

*Luke Gibson advised that the LG members have each received a bespoke package from the EMRC. Information specific to the Town of Bassendean is available to residents through the Town's Facebook page, YouTube channel and website. Information will be included in welcome packs for new residents moving into a flood affected area.*

*The Planning Commission's Draft State Planning Policy will be emailed to Committee members for comment (see attached).*

**COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.4**

**BLEMC – 5/8/21** MOVED Cr Hamilton, Seconded Mark Melvin, that the officer's report be received.

**CARRIED UNANIMOUSLY 5/0**

**8.5 Post Incident Report and Post Exercise Reports**

*Electricity Disruption exercise conducted by DEMC. Biggest issue identified was the disruption to communication networks.*

**COMMITTEE/OFFICER RECOMMENDATION– ITEM 8.5**

**BLEMC – 6/8/21** MOVED Cr MacWilliam, Seconded Luke Gibson, that post incident and post exercise reports be received.

**CARRIED UNANIMOUSLY 5/0**

## **8.6 Contact Details and Key Holders**

*To be circulated with the minutes.*

*Merveen Cross and Chris Kin-Maung left the meeting at 4.34pm.*

## **8.7 Preparedness, Prevention, Response and Recovery Issues**

- *The Town's Capability Survey was submitted to DFES in mid-June.*
- *The Town has been successful in securing a grant for STAND - Strengthening Telecommunications Against National Disasters. The grant provides an NBN satellite dish to enhance telecommunications (internet access, phone calls etc) in the volunteer centre (emergency centre) for use during emergencies.*

*For information and noting.*

## **9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

## **10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING**

Nil

## **11.0 CONFIDENTIAL BUSINESS**

Nil

## **12.0 CLOSURE**

The next meeting will be held on 3 November 2021.

There being no further business, the Presiding Member declared the meeting closed, the time being 4.40pm.

# **ATTACHMENT NO. 9**

**LIST OF PAYMENTS**  
**FOR PERIOD**  
**ENDED 31<sup>st</sup> March 2022**

*Any questions relating to the List of Payments, please raise with Paul White,  
Director Corporate Services, prior to Briefing Session.*



## SUMMARY OF SCHEDULE OF ACCOUNTS

<b>FUND</b>	<b>VOUCHERS</b>	<b>AMOUNT \$</b>
<b>MUNICIPAL / TRUST</b>		
<b>EFT, Direct Debits Cr Card and Payroll 01-31 March 2022</b>	45960 – 46242	3,278,110.14
<b>TRUST FUND</b>		
<b>Cheques Commonwealth 6100-1015-9136</b>	0	0.00
<b>MUNICIPAL BANK</b>		
<b>Cheques Commonwealth 6100-1015-9128</b>	86356 – 86359	1,103.10
		<hr/>
		<b>\$3,279,213.24</b>
		<hr/> <hr/>

### DIRECTOR CORPORATE SERVICES' DECLARATION:

This list of payments, covering vouchers as above, will be submitted to Council on 26 April 2022. The List of Payments has been checked and is fully supported by vouchers and invoices, which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings, and the amounts shown have been paid.



\_\_\_\_\_  
**DIRECTOR CORPORATE SERVICES**

1st March 2022  
to  
31st March 2022

Chq/EFT	Date	Name	Description	Amount
EFT45960	01/03/2022	AUSTRALIAN SERVICES UNION	Payroll deductions	-129.50
EFT45961	01/03/2022	AUSTRALIAN TAX OFFICE (PAYG)	Payroll deductions	-97661.00
EFT45962	01/03/2022	LGRCEU	Payroll deductions	-82.00
EFT45963	01/03/2022	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll deductions	-552.00
EFT45964	08/03/2022	ANTHONY GILBERTHORPE	Key Bond Refund	-50.00
EFT45965	08/03/2022	ELIZABETH MICHELLE VAN DER WESTHUIZEN	Security Bond Refund	-2290.00
EFT45966	10/03/2022	ELIZABETH MICHELLE VAN DER WESTHUIZEN	Stormwater Bond Refund	-1000.00
EFT45967	10/03/2022	JOEL CARTER	Stormwater Bond Refund	-1000.00
EFT45968	10/03/2022	JORDAN TREANOR	Security Bond Refund	-2805.00
EFT45969	11/03/2022	A W & T CONCRETING (THE TRUST FOR THE JOLLEY FAMILY TRUST)	Footpath and Seat Pads	-5775.00
EFT45970	11/03/2022	A W BATES	GIS Support Services	-900.00
EFT45971	11/03/2022	A. M BOLTS & NUTS	Hardware items	-76.57
EFT45972	11/03/2022	AAA GARDEN SERVICES WA	Seniors - Home & Garden Maintenance	-740.00
EFT45973	11/03/2022	ABBICARE (RODNEY COLEMAN T/AS)	Supply and Delivery of Wheel Chair for HCP Client	-5913.50
EFT45974	11/03/2022	ACTION GLASS AND ALUMINIUM	Replace Safety Glass at Ashfield Community Centre	-1088.34
EFT45975	11/03/2022	ALLSPORTS LINEMARKING	Line marking at Bassendean Oval	-110.00
EFT45976	11/03/2022	ALSCO PERTH	Weekly linen services - Administration	-83.10
EFT45977	11/03/2022	AMANDA DREW	Sustainable Products Rebate	-100.00
EFT45978	11/03/2022	AMAZING BRICK PAVING	Pick Up & Relay Paving - Hamilton Street Tennis Club	-2449.00
EFT45979	11/03/2022	ANNE YARDLEY	Oral History Transcript Service	-555.00
EFT45980	11/03/2022	AUSTRALIAN AIRCONDITIONING SERVICES PTY LTD (AAS)	Air Conditioning service and inspection charges	-1067.55
EFT45981	11/03/2022	AXIIS CONTRACTING	Concrete Footpath Repairs - Hamilton Street Tennis Courts	-12354.77
EFT45982	11/03/2022	BAILEYS FERTILISER	Supply & Application of Seasorb Liquid & Biowash Crop	-1626.90
EFT45983	11/03/2022	BARCODE DIRECT	3X Opticon CCD Scanner, USB Black for Library	-550.00
EFT45984	11/03/2022	BASSENDEAN NEWSAGENCY	Library subscriptions	-107.31
EFT45985	11/03/2022	BASSENDEAN TENNIS CLUB	Reimbursement of Grass court maintenance	-2291.30
EFT45986	11/03/2022	BOC LIMITED	Monthly container service	-45.67
EFT45987	11/03/2022	BORVEK PTY LTD	Hand Sanitiser Gel and Sanitiser Dispenser Units	-657.16
EFT45988	11/03/2022	BRIGHT BYTES - MICHAEL STEVENSON	Cleaning of Library Computers and Phones	-154.00

1st March 2022  
to  
31st March 2022

Chq/EFT	Date	Name	Description	Amount
EFT45989	11/03/2022	BUDGET PEST CONTROL	Termite Inspections & Treatment	-\$ 1,145.00
EFT45990	11/03/2022	BUILDING CERTIFICATION SERVICES WA PTY LTD	BA3 Certification of Design Compliance - Depot	-\$ 660.00
EFT45991	11/03/2022	BUNNINGS GROUP LIMITED	Hardware items	-\$ 984.27
EFT45992	11/03/2022	BUNZL LTD	Hand Towels	-\$ 558.72
EFT45993	11/03/2022	CAREALOT HOME HEALTH SERVICES	Seniors - Home & Garden Maintenance	-\$ 1,718.20
EFT45994	11/03/2022	CASA SECURITY PTY LTD	Security monitoring cost - various sites	-\$ 1,909.93
EFT45995	11/03/2022	CATHERINE FEENEY	Sustainable Products Rebate	-\$ 50.00
EFT45996	11/03/2022	CITY OF SOUTH PERTH	Animal Pound fees	-\$ 984.50
EFT45997	11/03/2022	CLASSIC HIRE (MILLREEF HOLDINGS PTY LTD T/AS)	Variable Message Board - Lord Street	-\$ 101.88
EFT45998	11/03/2022	CLEAR HEALTH PARTNERS PTY LTD	Medical consultations	-\$ 800.00
EFT45999	11/03/2022	CLOSE THE LOOP OPERATIONS	Recycling of cartridges	-\$ 65.73
EFT46000	11/03/2022	COLES SUPERMARKETS AUSTRALIA	Groceries supplies - Ashfield Wind in the Willows	-\$ 1,991.92
EFT46001	11/03/2022	COMMAND-A-COM PTY LTD	Attend Site and Resolve Auto Attendant Issues	-\$ 242.00
EFT46002	11/03/2022	COMMERCIAL TYRES (MARGWAY PTY LTD T/AS)	Hankook Tyres- Fit and Align	-\$ 1,532.60
EFT46003	11/03/2022	COMMISSIONER OF POLICE	Volunteers - police checks	-\$ 33.40
EFT46004	11/03/2022	COMPLETE CORPORATE HEALTH - ASCOT	Pre employment medical	-\$ 272.80
EFT46005	11/03/2022	COMPLETE OFFICE SUPPLIES PTY LTD	Hand Towels	-\$ 448.86
EFT46006	11/03/2022	CORSIGN WA PTY LTD	Road signage- Devon Road	-\$ 49.50
EFT46007	11/03/2022	DAILY LIVING PRODUCTS	Seniors - shower chair for HCP client	-\$ 229.00
EFT46008	11/03/2022	DAVID CLARKE	Repaint Toilet Doors & Walls - Alf Faulkner Hall	-\$ 638.00
EFT46009	11/03/2022	DONNA LEA	Sustainable Products Rebate	-\$ 38.00
EFT46010	11/03/2022	DS WORKWEAR & SAFETY	Safety boots	-\$ 104.85
EFT46011	11/03/2022	E FIRE & SAFETY (WA)	Fire extinguisher testing at Library	-\$ 115.50
EFT46012	11/03/2022	EASTERN METROPOLITAN REGIONAL COUNCIL - EMRC	General Waste Disposal Costs	-\$ 21,189.79
EFT46013	11/03/2022	ELIZABETH MICHELLE VAN DER WESTHUIZEN	Crossover Contribution	-\$ 442.50
EFT46014	11/03/2022	EPOCH TRAINING (ORGANIC TRAINING SOLUTIONS)	Relax Term 1 - Wu Tao	-\$ 360.00
EFT46015	11/03/2022	FARMARAMA PTY LTD	Yarra Milla Complex Fertiliser	-\$ 5,963.10
EFT46016	11/03/2022	FREESTYLE NOW	Supply Skateboard, Scooter and BMX for Skatepark Competition	-\$ 2,200.00
EFT46017	11/03/2022	FUEL DISTRIBUTION OF WESTERN AUSTRALIA PTY LTD	Diesel for underground tank	-\$ 19,220.75

1st March 2022  
to  
31st March 2022

Chq/EFT	Date	Name	Description	Amount
EFT46018	11/03/2022	FUJI XEROX AUSTRALIA PTY LTD	Lease photocopier/printer	-\$ 2,645.85
EFT46019	11/03/2022	GEARED CONSTRUCTION	Replacement of Ceiling Tiles At Ashfield Wind In The Willows	-\$ 3,720.42
EFT46020	11/03/2022	GINO'S ALL ROUND HANDYMAN SERVICE	Seniors - Home & Garden Maintenance	-\$ 238.75
EFT46021	11/03/2022	GRONBEK SECURITY	Supply Security Key	-\$ 369.31
EFT46022	11/03/2022	HARVEY NORMAN AV/IT SUPERSTORE MIDLAND	Electric Stove	-\$ 699.00
EFT46023	11/03/2022	HATCHET PTY LTD	RYDE Website hosting	-\$ 396.02
EFT46024	11/03/2022	HEATLEY SALES PTY LTD	Safety boots	-\$ 1,916.25
EFT46025	11/03/2022	HOME CHEF (WA)	Meal Package for HCP Client	-\$ 410.19
EFT46026	11/03/2022	HUMES WEMBLEY CEMENT (HOLCIM)	Combinations Grated Side Entry Barrier Kerb	-\$ 5,275.60
EFT46027	11/03/2022	J & K HOPKINS	Supply 2X Rapid Roma Round Table for Admin	-\$ 533.00
EFT46028	11/03/2022	J SWIFT MAINTENANCE	Supply & Install Jarrah Skirting to Hyde Retirement Village	-\$ 942.70
EFT46029	11/03/2022	JAIMEE MARIE WIESE	Sustainable Products Rebate	-\$ 50.00
EFT46030	11/03/2022	JORDAN PHILIP ANDONOVSKI	Relax Term 1, Booklet Design	-\$ 280.00
EFT46031	11/03/2022	KAREN ALICE BYRNE	Sustainable Products Rebate	-\$ 47.15
EFT46032	11/03/2022	KINDY MANAGER PTY LTD	Data upgrade	-\$ 110.00
EFT46033	11/03/2022	KIRI AHIPENE	Sustainable Products Rebate	-\$ 20.00
EFT46034	11/03/2022	KLEENIT PTY LTD	Seal Path At War Memorial	-\$ 11,402.60
EFT46035	11/03/2022	LANDCARE WEED CONTROL (JOHN DERRICK LO	Chemical Weed Control	-\$ 980.10
EFT46036	11/03/2022	LANDGATE	Valuation charges	-\$ 120.20
EFT46037	11/03/2022	LIFE CARE HOME CARE (HOME CARE PHYSIOTHERAPY - LIFE CARE PHYSIO TRUST)	Physiotherapy Consultation for HCP Client	-\$ 1,964.00
EFT46038	11/03/2022	LIFE CYCLE FOR CANTEEN INC	Donation for Bassendean to Busselton Ride Breakfast	-\$ 250.00
EFT46039	11/03/2022	LIFE READY MOBILE PTY LTD	Medical consultations - HCP clients	-\$ 119.00
EFT46040	11/03/2022	LINDSAY MILES	Less Waste Kitchen Talk At Bassendean Community Hall	-\$ 729.99
EFT46041	11/03/2022	LISA PHILIP	Sustainable Products Rebate	-\$ 50.00
EFT46042	11/03/2022	LJR MAINTENANCE SERVICES	Excavator hire	-\$ 550.00
EFT46043	11/03/2022	LO-GO APPOINTMENTS	Contract staff expenses	-\$ 1,893.18
EFT46044	11/03/2022	LOCKDOC	Standard padlocks	-\$ 740.00
EFT46045	11/03/2022	MACKIE PLUMBING AND GAS PTY LTD	Various plumbing callouts	-\$ 2,008.71
EFT46046	11/03/2022	MAIN EVENT HIRE	Trestle Table	-\$ 140.00

1st March 2022  
to  
31st March 2022

Chq/EFT	Date	Name	Description	Amount
EFT46047	11/03/2022	MARK & ASHAYLA RAMSAY	Rate Refund	-\$ 495.43
EFT46048	11/03/2022	MAXIMUM INDEPENDENCE OCCUPATIONAL THERAPY	HCP Clients -OT Assessment	-\$ 582.52
EFT46049	11/03/2022	MICHELE KEOGH	Rate Refund	-\$ 246.17
EFT46050	11/03/2022	MIDLAND MINICRETE	Premix concrete for footpath repairs	-\$ 1,037.30
EFT46051	11/03/2022	MINT CIVIL PTY LTD T/A KALAMUNDA SWEEPING	Extra Sweep - Watson Street	-\$ 330.00
EFT46052	11/03/2022	MODERN TEACHING AIDS PTY LTD	Various Resources for Wind In The Willows	-\$ 619.03
EFT46053	11/03/2022	MORLEY BAPTIST CHURCH INCORPORATED.	Sponsorship for Christmas Festival Event	-\$ 2,200.00
EFT46054	11/03/2022	MORLEY CITY HYUNDAI	Auto parts	-\$ 195.80
EFT46055	11/03/2022	MORLEY MOWER CENTRE (SOGICO PTY LTD)	Spare parts	-\$ 793.83
EFT46056	11/03/2022	MT LAWLEY MILK	Weekly milk for various offices	-\$ 153.00
EFT46057	11/03/2022	N & N J HAEUSLER	Supply of news papers	-\$ 92.08
EFT46058	11/03/2022	NAMEPLATE ENGRAVERS	Name badges	-\$ 97.35
EFT46059	11/03/2022	NORMA READER	Refund of Taxi Fare	-\$ 42.00
EFT46060	11/03/2022	NUTRIEN WATER	Reticulation parts	-\$ 991.38
EFT46061	11/03/2022	OFFICEWORKS SUPERSTORES PTY LTD	Office stationery	-\$ 356.11
EFT46062	11/03/2022	OIL TECH WA PTY LTD	Lubricants	-\$ 836.00
EFT46063	11/03/2022	PARAMOUNT ELECTRICAL SERVICES (LEBONNE PTY LTD T/AS)	RCD Testing - At various locations	-\$ 5,697.65
EFT46064	11/03/2022	PEP TRANSPORT	Courier services - environmental health	-\$ 98.18
EFT46065	11/03/2022	PITNEY BOWES AUSTRALIA PTY LTD	Lease Rental of Franking Machine	-\$ 429.00
EFT46066	11/03/2022	PRODUCT RECOVERY INDUSTRIES PTY LTD	Sand and concrete waste recycling	-\$ 387.20
EFT46067	11/03/2022	REBECCA BRADLEY	Puppeteering In The Karaak & Marri Tree Performance At Birak Event	-\$ 300.00
EFT46068	11/03/2022	REECE'S EVENT HIRE	Hiring of Party Chairs, Trestle Tables, Table Cloth, etc.	-\$ 2,846.39
EFT46069	11/03/2022	REPCO	Consumables	-\$ 217.80
EFT46070	11/03/2022	RICOH AUSTRALIA PTY LTD	Photocopy Rentals	-\$ 538.78
EFT46071	11/03/2022	RICOH FINANCE AUSTRALIA PTY LTD	Lease rentals	-\$ 413.60
EFT46072	11/03/2022	ROADS 2000	Blow asphalt for road maintenance	-\$ 230.02
EFT46073	11/03/2022	ROBERT WALTERS PTY LTD	Contract staff expenses	-\$ 2,242.57
EFT46074	11/03/2022	RONALD & VALERIE SIMMONS	Crossover Contribution	-\$ 300.50
EFT46075	11/03/2022	SAFERIGHT PTY LTD	Height Safety Audit at 48 OPR	-\$ 1,980.00

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EFT46076	11/03/2022	SEAN BRADLEY	Karaak & Marri Tree Performance	-\$ 100.00
EFT46077	11/03/2022	SETON AUSTRALIA PTY LTD	Floor Marker Vinyl and Infrared Forehead Thermometer	-\$ 2,052.60
EFT46078	11/03/2022	SIGNING HANDS	Signing hands	-\$ 525.00
EFT46079	11/03/2022	SKYE LYONS	Sustainable Products Rebate	-\$ 47.35
EFT46080	11/03/2022	STARLET NAPERY	Rubber Glows	-\$ 284.40
EFT46081	11/03/2022	STRATAGREEN (PREVIOUSLY GREENWAY ENTERPRISES)	Arbortab Native Fertiliser Tablets	-\$ 228.49
EFT46082	11/03/2022	STRATEGIC PROPERTY CONVEYANCING	Rate Refund	-\$ 363.52
EFT46083	11/03/2022	SUEZ RECYCLING & RECOVERY PTY LTD	Empty of Front Lift Bins Stan Moses Pavilion	-\$ 239.62
EFT46084	11/03/2022	SYNERGY	Power charges for 1 May Holman Dr	-\$ 339.42
EFT46085	11/03/2022	T-QUIP	Consumables	-\$ 781.80
EFT46086	11/03/2022	TOWN OF BASSENDEAN (RATES REFUND TO MUNI)	Rate Refund	-\$ 1,161.17
EFT46087	11/03/2022	TPG NETWORK PTY LTD	Telephone Charges	-\$ 1,823.45
EFT46088	11/03/2022	TRUGRADE MEDICAL SUPPLIES (RELIABLE HEALTHCARE)	HCP clients -medical expenses	-\$ 401.00
EFT46089	11/03/2022	UMESH THAPA	Cleaning expenses	-\$ 4,080.00
EFT46090	11/03/2022	URBAQUA	Point Reserve Foreshore Project Management-	-\$ 30,360.00
EFT46091	11/03/2022	VENUS PLUMBING	Plumbing works at Hyde Retirement Village	-\$ 209.00
EFT46092	11/03/2022	WESTBOOKS	Library Books	-\$ 14.79
EFT46093	11/03/2022	WESTON ROAD SYSTEMS	Collier Road Spotting After Resurfacing -Night Works	-\$ 3,411.38
EFT46094	11/03/2022	WHITE OAK HOME CARE SERVICES	HCP clients -clinical care	-\$ 1,125.86
EFT46095	11/03/2022	LO-GO APPOINTMENTS	Contract staff expenses	-\$ 5,012.66
EFT46096	11/03/2022	ROBERT WALTERS PTY LTD	Contract staff expenses	-\$ 2,242.57
EFT46097	11/03/2022	SYNERGY	Electricity Charges Aux/Decorative Lights - Guildford Road	-\$ 163.50
EFT46098	11/03/2022	TECHNOLOGY ONE LTD	Intramaps Subscription Plan Licence Fee	-\$ 14,768.56
EFT46099	11/03/2022	TELSTRA	Office Telephone Charges	-\$ 1,899.12
EFT46100	11/03/2022	WATER CORPORATION	Water Sewerage Charges Bic Reserve	-\$ 192.70
EFT46101	15/03/2022	AUSTRALIAN SERVICES UNION	Payroll deductions	-\$ 129.50
EFT46102	15/03/2022	AUSTRALIAN TAX OFFICE (PAYG)	Payroll deductions	-\$ 99,190.00
EFT46103	15/03/2022	LGRCEU	Payroll deductions	-\$ 88.00
EFT46104	15/03/2022	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll deductions	-\$ 1,245.88

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EFT46105	22/03/2022	BASSEDEAN SES	ESL Operating Grant 2021/22 4th Quarter	-\$ 11,929.00
EFT46106	22/03/2022	BASSEDEAN WELLNESS CLINIC (BASSENDEAN CHIROPRACTIC)	Podiatry Home Visit for HCP Client	-\$ 200.00
EFT46107	22/03/2022	DEPARTMENT OF FIRE & EMERGENCY SERVICES	Emergency Services Levy	-\$ 740,207.70
EFT46108	22/03/2022	MILLS WILSON (TUDORVIEW HOLDINGS T/AS)	Drafting of Strategic Communications Strategy	-\$ 9,460.00
EFT46109	22/03/2022	OPTUS BILLING SERVICES PTY LTD	Mobile Phone Charges Seniors & Disabilities Centre	-\$ 1,129.89
EFT46110	22/03/2022	SYNERGY	Power charges for various sites and street lighting	-\$ 31,602.96
EFT46111	24/03/2022	AAA GARDEN SERVICES WA	Seniors - Home & Garden Maintenance	-\$ 840.00
EFT46112	24/03/2022	AARO GROUP PTY LTD	Drainage Relining- Hamilton Street	-\$ 27,899.14
EFT46113	24/03/2022	ABACUS CALCULATORS (WA) PTY LTD	Lease rentals	-\$ 213.82
EFT46114	24/03/2022	ACCWEST PTY LTD	Training Course Synergysoft Integration	-\$ 594.00
EFT46115	24/03/2022	ALLSPORTS LINEMARKING	Line marking at Bassendean Oval	-\$ 330.00
EFT46116	24/03/2022	APACE AID INCORPORATED	Plant Supply for Living Stream	-\$ 2,549.23
EFT46117	24/03/2022	ART JAM WA	Extension Activity, Clay Meditation With Art Jam	-\$ 450.00
EFT46118	24/03/2022	ASPHALTECH PTY LTD	Road Maintenance - Collier Road - Asphalt etc.	-\$ 244,806.70
EFT46119	24/03/2022	ASSET INFRASTRUCTURE MANAGEMENT	Consulting fee - Asset Management	-\$ 4,603.50
EFT46120	24/03/2022	AUSTRALIA POST	Postal charges	-\$ 2,079.07
EFT46121	24/03/2022	AUSTRALIAN AIRCONDITIONING SERVICES PTY LTD (AAS)	Air Conditioning service and inspection charges	-\$ 166.10
EFT46122	24/03/2022	AUSTRALIAN ASSOCIATION FOR ENVIRONMENTAL EDUCATION WA CHAPTER INC	Trolley Bin As Part of Cloth Nappy Service Trial By Little Green Steps	-\$ 386.27
EFT46123	24/03/2022	BANK OF QUEENSLAND FINANCE (AUST) LIMITED	Lease rentals	-\$ 2,247.43
EFT46124	24/03/2022	BASSEDEAN WELLNESS CLINIC (BASSENDEAN CHIROPRACTIC)	In-home podiatry -HCP client	-\$ 200.00
EFT46125	24/03/2022	BCITF	Building & Construction Industry - Levy collected	-\$ 1,173.24
EFT46126	24/03/2022	BEAVER TREE SERVICES	Call-Out Branch Failure Branch on Fence	-\$ 1,155.00
EFT46127	24/03/2022	BUDGET PEST CONTROL (QUELL PTY LTD T/AS)	Termite Inspections & Treatment	-\$ 3,155.00
EFT46128	24/03/2022	BUNNINGS GROUP LIMITED	Shower Curtains	-\$ 309.42
EFT46129	24/03/2022	CAI FENCING	Fence repair charges	-\$ 1,540.00
EFT46130	24/03/2022	CAREALOT HOME HEALTH SERVICES	Seniors - Home & Garden Maintenance	-\$ 1,640.10
EFT46131	24/03/2022	CHILDREN'S BOOK COUNCIL OF AUSTRALIA	Recurring Membership	-\$ 75.00
EFT46132	24/03/2022	CHIVERS ASPHALT PTY LTD	Asphalt Road Repair Entrance to Bassendean Oval	-\$ 5,940.00
EFT46133	24/03/2022	CLEAN NRG PTY LTD (THE TRUSTEE FOR)	Replace Solar Inverter in Hyde Retirement Village	-\$ 848.00

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EFT46134	24/03/2022	CLEAR HEALTH PARTNERS PTY LTD	Medical consultations	-\$ 320.00
EFT46135	24/03/2022	COLES SUPERMARKETS AUSTRALIA	Groceries supplies - Ashfield Wind in the Willows	-\$ 627.02
EFT46136	24/03/2022	COMPLETE CORPORATE HEALTH - ASCOT	Pre employment medical	-\$ 272.80
EFT46137	24/03/2022	COMPLETE OFFICE SUPPLIES PTY LTD	Office stationery	-\$ 474.73
EFT46138	24/03/2022	CORSIGN WA PTY LTD	Road signage	-\$ 1,807.30
EFT46139	24/03/2022	CTI RISK MANAGEMENT (CTI5 PTY LTD T/AS)	Banking collection from Office	-\$ 242.00
EFT46140	28/03/2022	DANIELLE STREITBERG	Sustainable Products Rebate	-\$ 31.00
EFT46141	28/03/2022	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	Building Services Levy	-\$ 4,811.97
EFT46142	28/03/2022	DIAL A NAPPY	Laundry and Cleaning Supplies for WIW Bassendean & Ashfield	-\$ 689.10
EFT46143	28/03/2022	EASIFLEET	Payroll deductions	-\$ 2,635.20
EFT46144	28/03/2022	EASTERN METROPOLITAN REGIONAL COUNCIL - EMRC	General Waste Disposal Costs	-\$ 38,709.92
EFT46145	28/03/2022	ELIZABETH MICHELLE VAN DER WESTHUIZEN	Sustainable Products Rebate	-\$ 29.75
EFT46146	28/03/2022	ELLIOTTS FILTRATION	Servicing of Iron Filter BIC Reserve	-\$ 253.00
EFT46147	28/03/2022	FOI (WA) SERVICES, ADVICE AND SOLUTIONS - CONSULTANTS	Provision of FOI Consulting Services	-\$ 2,000.00
EFT46148	28/03/2022	GABRIELLE SCHUMACHER	Sustainable Products Rebate	-\$ 50.00
EFT46149	28/03/2022	GARPEN (INDUSTRIAL POWER EQUIPMENT P/L T/AS)	Thermal Relief Valve	-\$ 55.00
EFT46150	28/03/2022	GINA & MARK OGILVIE	Sustainable Products Rebate	-\$ 50.00
EFT46151	28/03/2022	GRAFTON GENERAL PRODUCTS (MOBILYTA PTY LTD T/AS)	Wooden Ramp and Rails for HCP Client	-\$ 1,671.16
EFT46152	28/03/2022	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LTD	Contract staff expenses	-\$ 5,274.20
EFT46153	28/03/2022	HEATLEY SALES PTY LTD	Safety boots	-\$ 199.56
EFT46154	28/03/2022	HOME CHEF (WA)	Providing meal packages- HCP client	-\$ 653.76
EFT46155	28/03/2022	HYGIENE CONCEPTS	Replace Soap Dispensers	-\$ 60.50
EFT46156	28/03/2022	INTELFIFE GROUP LIMITED	Cleaning services various sites	-\$ 14,200.21
EFT46157	28/03/2022	JASMIN TASMA WADEMAN	Sustainable Products Rebate	-\$ 30.00
EFT46158	28/03/2022	JSM CONSTRUCTION WA	Remove A/C Units from Roof Repair Penetrations - Depot/SES	-\$ 2,453.00
EFT46159	28/03/2022	JULIA WILSON	Sustainable Products Rebate	-\$ 100.00
EFT46160	28/03/2022	KAREN HETHEY	Professional Artist Fee - Interview	-\$ 600.00
EFT46161	28/03/2022	LANDCARE WEED CONTROL (JOHN DERRICK LO	Caltrop and Doublegee Control Program	-\$ 2,238.78
EFT46162	28/03/2022	LANDGATE	Valuation charges	-\$ 70.40



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EFT46163	28/03/2022	LIFE CARE HOME CARE	Home Care Package - Physio Session	-\$ 3,520.00
EFT46164	28/03/2022	LIFE READY MOBILE PTY LTD	Medical consultations - HCP clients	-\$ 476.00
EFT46165	28/03/2022	LO-GO APPOINTMENTS	Contract staff expenses	-\$ 2,457.01
EFT46166	28/03/2022	LOCHNESS LANDSCAPE SERVICES	Supply and Apply Indemnify and Penetrant - Bassendean Oval	-\$ 6,022.50
EFT46167	28/03/2022	LOCKDOC	Standard padlocks	-\$ 110.00
EFT46168	28/03/2022	MACKIE PLUMBING AND GAS PTY LTD	Various plumbing works	-\$ 1,945.81
EFT46169	28/03/2022	MAHONEY TIDY	Sustainable Products Rebate	-\$ 24.98
EFT46170	28/03/2022	MAIN ROADS WESTERN AUSTRALIA	Installation of Signage and Pavement Park	-\$ 1,806.33
EFT46171	28/03/2022	MAJOR MOTORS	Consumables	-\$ 693.09
EFT46172	28/03/2022	MARKETFORCE PTY LTD	Advertisement for town centre masterplan	-\$ 1,133.74
EFT46173	28/03/2022	MAXIMUM INDEPENDENCE OCCUPATIONAL THERAPY	HCP Clients -OT Assessment	-\$ 340.99
EFT46174	28/03/2022	MELANIE ROBINSON	Rate Refund	-\$ 603.11
EFT46175	28/03/2022	MIDLAND MINICRETE	Supply of Premix Concrete for Footpath Repair - Corner Haige and French Street	-\$ 1,082.40
EFT46176	28/03/2022	MINT CIVIL PTY LTD T/A KALAMUNDA SWEEPING	Town street & reserve carpark sweeping	-\$ 4,359.40
EFT46177	28/03/2022	MMM (WA) PTY LTD	Watson Street - Remove and Replace Drainage Lids - Day Rate - Only 2	-\$ 4,430.80
EFT46178	28/03/2022	MORLEY FLOORING CENTRE	Supply and Install Carpet & Vinyl in HRV	-\$ 6,274.00
EFT46179	28/03/2022	MORLEY MOWER CENTRE (SOGICO PTY LTD)	Spare parts	-\$ 27.00
EFT46180	28/03/2022	MT LAWLEY MILK	Weekly milk for various offices	-\$ 76.50
EFT46181	28/03/2022	MYLES BARLOW	Crossover Contribution	-\$ 592.00
EFT46182	28/03/2022	NAPA (GPC ASIA PACIFIC PTY LTD)	Engine Coolant	-\$ 334.71
EFT46183	28/03/2022	NATURAL AREA HOLDINGS T/AS ENVIROWEST DISTRIBUTORS	Weed Matting Trial Installation	-\$ 6,578.00
EFT46184	28/03/2022	NUTRIEN AG SOLUTIONS LIMITED (LANDMARK)	Marking Dye	-\$ 370.26
EFT46185	28/03/2022	NUTRIEN WATER (PREVIOUSLY TOTAL EDE	Reticulation parts	-\$ 1,137.68
EFT46186	28/03/2022	OFFICE OF THE AUDITOR GENERAL	Audit Fees for year ending 30 June 2021	-\$ 44,880.00
EFT46187	28/03/2022	OFFICEWORKS SUPERSTORES PTY LTD	Office stationery	-\$ 648.57
EFT46188	28/03/2022	PARAMOUNT ELECTRICAL SERVICES	Various electrical repairs	-\$ 3,332.70
EFT46189	28/03/2022	PHASE 3 LANDSCAPE CONSTRUCTION PTY LTD	Construction of Sandy Beach Reserve Ablutions	-\$ 123,763.11
EFT46190	28/03/2022	PRODUCT RECOVERY INDUSTRIES PTY LTD (RESOU	Sand and concrete waste recycling	-\$ 473.00
EFT46191	28/03/2022	QTM PTY LTD	Traffic management plans	-\$ 3,132.28

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EFT46192	28/03/2022	QUITA MICHAELA BERRY	Rate Refund	-\$ 455.57
EFT46193	28/03/2022	RAECO INTERNATIONAL PTY LTD	Library supplies	-\$ 246.40
EFT46194	28/03/2022	RICOH AUSTRALIA PTY LTD	Photocopy Rentals	-\$ 1,615.64
EFT46195	28/03/2022	ROADS 2000	Blow asphalt for road maintenance	-\$ 117.30
EFT46196	28/03/2022	ROBERT WALTERS PTY LTD	Contract staff expenses	-\$ 4,036.63
EFT46197	28/03/2022	RUBY 9 PTY LTD (SALLY RIDDELL)	Morning Yoga Class	-\$ 1,050.00
EFT46198	28/03/2022	SALLY RIDGEWAY	Sustainable Products Rebate	-\$ 22.50
EFT46199	28/03/2022	SARA KNOX	Sustainable Products Rebate	-\$ 13.50
EFT46200	28/03/2022	SCM EARTHMOVING CONTRACTORS	Supply Drainage Crew, Plant & Equipment for Drainage Lid Replacement -	-\$ 3,080.00
EFT46201	28/03/2022	SEEK LIMITED	Recruitment advertisement	-\$ 390.50
EFT46202	28/03/2022	SETON AUSTRALIA PTY LTD	Printed Barricade Tapes and Floor Markers Vinyl for Social Distancing	-\$ 276.05
EFT46203	28/03/2022	SHONA AMELIA TAY	Sustainable Products Rebate	-\$ 43.89
EFT46204	28/03/2022	SIGNING HANDS	Signing hands	-\$ 1,125.00
EFT46205	28/03/2022	STEPHEN DORAN T/AS EDGYX	First Session of Robotics Activity	-\$ 300.00
EFT46206	28/03/2022	STIHL SHOP MALAGA	Hardware items	-\$ 386.00
EFT46207	28/03/2022	SUEZ RECYCLING & RECOVERY PTY LTD	Greenwaste Skip Bin at Depo	-\$ 885.19
EFT46208	28/03/2022	SURESHANK PTY LTD (T/AS O2 PLANTWALLS)	Consumables	-\$ 88.00
EFT46209	28/03/2022	SUSAN EDWARDS	Rate Refund	-\$ 1,363.96
EFT46210	28/03/2022	SUSAN MIDALIA	Library Event - Presentation Talk	-\$ 350.00
EFT46211	28/03/2022	THANH TAM LE-KOVACIC	Sustainable Products Rebate	-\$ 22.00
EFT46212	28/03/2022	THE BUTCHER SHOP	Art project materials	-\$ 3,018.14
EFT46213	28/03/2022	THE ENVIRONMENTAL PRINTING COMPANY	Printing of Bin Stickers	-\$ 770.00
EFT46214	28/03/2022	TOTALLY WORKWEAR MIDLAND	Staff uniforms	-\$ 167.31
EFT46215	28/03/2022	VENUS PLUMBING	Plumbing works at Sandy Beach Reserves	-\$ 330.00
EFT46216	28/03/2022	WA HINO SALES & SERVICE	Auto parts	-\$ 86.26
EFT46217	28/03/2022	WATTS WESTERN RUBBER	Tyres	-\$ 1,269.40
EFT46218	28/03/2022	WESKERB PTY LTD	Kerb Repairs - Second Ave	-\$ 2,541.00
EFT46219	28/03/2022	WEST TIP WASTE CONTROL PTY LTD ATF STEFNA FAMILY TRUST	General waste skip bin at the Depot	-\$ 874.50
EFT46220	28/03/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION-WALGA	Rapid Antigen Test Kits	-\$ 8,030.00

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EFT46221	28/03/2022	WHITE OAK HOME CARE SERVICES	HCP clients -clinical care	-\$ 382.60
EFT46222	28/03/2022	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD	Dog waste bags	-\$ 2,631.20
EFT46223	28/03/2022	YOLANTE BOOTH	Rate Refund	-\$ 575.79
EFT46224	28/03/2022	ZIRCODATA PTY LTD	Document storage expenses	-\$ 35.18
EFT46225	28/03/2022	ALEX CECHELE	Dudley Robinson Youth Grant	-\$ 250.00
EFT46226	28/03/2022	CHRISTOPHER WRIGHT	Dudley Robinson Youth Grant	-\$ 250.00
EFT46227	28/03/2022	ERICA KETTERER	Dudley Robinson Youth Grant	-\$ 250.00
EFT46228	28/03/2022	KYLIE ANNE LIDDELOW	Security Bond Refund	-\$ 2,805.00
EFT46229	28/03/2022	PETER RENZULLO	Hall bond refund	-\$ 350.00
EFT46230	28/03/2022	SUSAN SADLER	Security Deposit Refund	-\$ 2,112.00
EFT46231	29/03/2022	AUSTRALIAN SERVICES UNION	Payroll deductions	-\$ 129.50
EFT46232	29/03/2022	AUSTRALIAN TAX OFFICE (PAYG)	Payroll deductions	-\$ 99,236.00
EFT46233	29/03/2022	LGRCEU	Payroll deductions	-\$ 88.00
EFT46234	29/03/2022	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll deductions	-\$ 1,245.88
EFT46235	31/03/2022	CR HILARY MACWILLIAM	Quarterly Councillor Fee and Allowance Jan-Mar 2022	-\$ 4,966.75
EFT46236	31/03/2022	CR KATHRYN HAMILTON	Quarterly Mayor Fee and Allowances Jan - Mar 2022	-\$ 16,449.75
EFT46237	31/03/2022	CR RENEE MCLENNAN	Quarterly Dy Mayor Fee and Allowances Jan - Mar 2022	-\$ 7,276.50
EFT46238	31/03/2022	CR EMILY WILDING	Quarterly Councillor Fee and Allowance Jan-Mar 2022	-\$ 4,966.75
EFT46239	31/03/2022	CR JENNIFER MARGARET CARTER	Quarterly Councillor Fee and Allowance Jan-Mar 2022	-\$ 4,966.75
EFT46240	31/03/2022	CR PAUL NICHOLI POLIWKA	Quarterly Councillor Fee and Allowance Jan-Mar 2022	-\$ 4,966.75
EFT46241	31/03/2022	CR TALLAN JOHN MICHAEL AMES	Quarterly Councillor Fee and Allowance Jan-Mar 2022	-\$ 4,966.75
EFT46242	31/03/2022	WATER CORPORATION	Water charges	-\$ 516.37

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DD20174.1	01/03/2022	AWARE SUPERANNUATION	Superannuation contributions	-\$ 45,503.56
DD20174.2	01/03/2022	MLC SUPER FUND	Superannuation contributions	-\$ 736.49
DD20174.3	01/03/2022	COLONIAL FIRST STATE	Superannuation contributions	-\$ 1,535.78
DD20174.4	01/03/2022	ANZ SMART CHOICE SUPER	Superannuation contributions	-\$ 513.95
DD20174.5	01/03/2022	AMP SUPERLEADER	Superannuation contributions	-\$ 177.89
DD20174.6	01/03/2022	REST SUPERANNUATION	Superannuation contributions	-\$ 1,750.76
DD20174.7	01/03/2022	NGS SUPER	Superannuation contributions	-\$ 325.13
DD20174.8	01/03/2022	MLC SUPER FUND	Superannuation contributions	-\$ 371.67
DD20174.9	01/03/2022	SUN SUPER	Superannuation contributions	-\$ 473.37
DD20174.10	01/03/2022	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	-\$ 865.20
DD20174.11	01/03/2022	BT SUPER FOR LIFE	Superannuation contributions	-\$ 299.08
DD20174.12	01/03/2022	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Superannuation contributions	-\$ 60.19
DD20174.13	01/03/2022	MLC WRAP SUPER	Superannuation contributions	-\$ 64.65
DD20174.14	01/03/2022	LGIA SUPER	Superannuation contributions	-\$ 501.18
DD20174.15	01/03/2022	FUTURE SUPER FUND	Superannuation contributions	-\$ 630.74
DD20174.16	01/03/2022	COMMONWEALTH ESSENTIAL SUPER	Superannuation contributions	-\$ 175.80
DD20174.17	01/03/2022	MARITIME SUPER	Superannuation contributions	-\$ 340.56
DD20174.18	01/03/2022	UNISUPER	Superannuation contributions	-\$ 892.31
DD20174.19	01/03/2022	PLUMMER SUPERANNUATION FUND	Superannuation contributions	-\$ 1,026.28
DD20174.20	01/03/2022	B & L SUPER FUND	Superannuation contributions	-\$ 73.44
DD20174.21	01/03/2022	AUSTRALIAN/WESTSCHEME SUPER	Superannuation contributions	-\$ 7,953.90
DD20174.22	01/03/2022	HOST PLUS	Superannuation contributions	-\$ 1,444.18
DD20174.23	01/03/2022	MANIC SUPERANNUATION SUPER FUND	Superannuation contributions	-\$ 857.16
DD20174.24	01/03/2022	HESTA SUPER FUND	Superannuation contributions	-\$ 2,646.15
DD20174.25	01/03/2022	VIC SUPER	Superannuation contributions	-\$ 245.92
DD20212.1	15/03/2022	AWARE SUPERANNUATION	Superannuation contributions	-\$ 45,670.22
DD20212.2	15/03/2022	MLC SUPER FUND	Superannuation contributions	-\$ 681.25
DD20212.3	15/03/2022	COLONIAL FIRST STATE	Superannuation contributions	-\$ 1,513.26
DD20212.4	15/03/2022	ANZ SMART CHOICE SUPER	Superannuation contributions	-\$ 513.95

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DD20212.5	15/03/2022	AMP SUPERLEADER	Superannuation contributions	-\$ 207.91
DD20212.6	15/03/2022	REST SUPERANNUATION	Superannuation contributions	-\$ 1,658.59
DD20212.7	15/03/2022	NGS SUPER	Superannuation contributions	-\$ 342.20
DD20212.8	15/03/2022	MLC SUPER FUND	Superannuation contributions	-\$ 363.31
DD20212.9	15/03/2022	SUN SUPER	Superannuation contributions	-\$ 460.17
DD20212.10	15/03/2022	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	-\$ 865.20
DD20212.11	15/03/2022	BT SUPER FOR LIFE	Superannuation contributions	-\$ 325.11
DD20212.12	15/03/2022	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Superannuation contributions	-\$ 72.08
DD20212.13	15/03/2022	MLC WRAP SUPER	Superannuation contributions	-\$ 102.43
DD20212.14	15/03/2022	LGIA SUPER	Superannuation contributions	-\$ 501.18
DD20212.15	15/03/2022	FUTURE SUPER FUND	Superannuation contributions	-\$ 630.74
DD20212.16	15/03/2022	COMMONWEALTH ESSENTIAL SUPER	Superannuation contributions	-\$ 125.93
DD20212.17	15/03/2022	MARITIME SUPER	Superannuation contributions	-\$ 340.56
DD20212.18	15/03/2022	UNISUPER	Superannuation contributions	-\$ 892.31
DD20212.19	15/03/2022	PLUMMER SUPERANNUATION FUND	Superannuation contributions	-\$ 1,026.29
DD20212.20	15/03/2022	B & L SUPER FUND	Superannuation contributions	-\$ 68.86
DD20212.21	15/03/2022	AUSTRALIAN/WESTSCHEME SUPER	Superannuation contributions	-\$ 9,229.99
DD20212.22	15/03/2022	HOST PLUS	Superannuation contributions	-\$ 1,358.92
DD20212.23	15/03/2022	MANIC SUPERANNUATION SUPER FUND	Superannuation contributions	-\$ 857.16
DD20212.24	15/03/2022	HESTA SUPER FUND	Superannuation contributions	-\$ 2,571.18
DD20212.25	15/03/2022	VIC SUPER	Superannuation contributions	-\$ 245.92
DD20240.1	15/03/2022	SG FLEET AUSTRALIA PTY LTD	Fleet vehicles leases	-\$ 9,024.76
DD20245.1	29/03/2022	AWARE SUPERANNUATION	Superannuation contributions	-\$ 46,004.63
DD20245.2	29/03/2022	MLC SUPER FUND	Superannuation contributions	-\$ 817.10
DD20245.3	29/03/2022	COLONIAL FIRST STATE	Superannuation contributions	-\$ 1,513.26
DD20245.4	29/03/2022	ANZ SMART CHOICE SUPER	Superannuation contributions	-\$ 513.95
DD20245.5	29/03/2022	AMP SUPERLEADER	Superannuation contributions	-\$ 151.59

1st March 2022  
to  
31st March 2022

Chq/EFT	Date	Name	Description	Amount
DD20245.6	29/03/2022	REST SUPERANNUATION	Superannuation contributions	-\$ 1,676.34
DD20245.7	29/03/2022	NGS SUPER	Superannuation contributions	-\$ 325.13
DD20245.8	29/03/2022	MLC SUPER FUND	Superannuation contributions	-\$ 347.72
DD20245.9	29/03/2022	SUN SUPER	Superannuation contributions	-\$ 469.15
DD20245.10	29/03/2022	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	-\$ 874.85
DD20245.11	29/03/2022	BT SUPER FOR LIFE	Superannuation contributions	-\$ 299.08
DD20245.12	29/03/2022	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Superannuation contributions	-\$ 87.68
DD20245.13	29/03/2022	MLC WRAP SUPER	Superannuation contributions	-\$ 78.92
DD20245.14	29/03/2022	LGIA SUPER	Superannuation contributions	-\$ 501.18
DD20245.15	29/03/2022	FUTURE SUPER FUND	Superannuation contributions	-\$ 630.74
DD20245.16	29/03/2022	COMMONWEALTH ESSENTIAL SUPER	Superannuation contributions	-\$ 146.08
DD20245.17	29/03/2022	MARITIME SUPER	Superannuation contributions	-\$ 347.25
DD20245.18	29/03/2022	UNISUPER	Superannuation contributions	-\$ 892.31
DD20245.19	29/03/2022	PLUMMER SUPERANNUATION FUND	Superannuation contributions	-\$ 1,026.28
DD20245.20	29/03/2022	B & L SUPER FUND	Superannuation contributions	-\$ 68.86
DD20245.21	29/03/2022	AUSTRALIAN/WESTSCHEME SUPER	Superannuation contributions	-\$ 8,614.74
DD20245.22	29/03/2022	HOST PLUS	Superannuation contributions	-\$ 1,462.50
DD20245.23	29/03/2022	MANIC SUPERANNUATION SUPER FUND	Superannuation contributions	-\$ 857.16
DD20245.24	29/03/2022	HESTA SUPER FUND	Superannuation contributions	-\$ 2,804.16
DD20245.25	29/03/2022	VIC SUPER	Superannuation contributions	-\$ 245.92
DD20258.1	03/03/2022	COMMONWEALTH CREDIT CARDS	Commonwealth Bank - Credit Cards - See attachment 2	-\$ 20,025.26
DD20258.2	04/03/2022	COMMONWEALTH CREDIT CARDS	Commonwealth Bank - Credit Cards - See attachment 2	-\$ 3,014.41







**February Credit Card Expenditure 2022**  
**Statement Period: 03/02/2022 to 03/03/2022**

**Attachment 2**

<b>Date:</b>	<b>Vendor:</b>	<b>Description</b>	<b>Amount:</b>
3/02/2022	LIVE LIFE ALARMS TORONTO NSW	4GX Mobile Alarm for HCP Client	\$ 527.00
3/02/2022	FS *smtp2go.com Amsterdam NLD	Towns Monthly SMTP Service (email)	\$ 13.22
3/02/2022	TRYBOOKING* AAEE WA CH ONLINE PURCHNSW	Cloth in Childcare Workshop for Wind in the Willows	\$ 11.25
3/02/2022	Subway Bassendean Bassendean WA	Catering for Council Meetings	\$ 114.45
4/02/2022	DR.FIX BASSENDEAN	Copy of Building Keys for Scouts & Repair Café	\$ 90.00
4/02/2022	OFFICEWORKS 0609 MORLEY AUS	Printer Toner Replacement for Workshop	\$ 292.00
4/02/2022	SPEEDLITE PTY LTD MAYLANDS WA	Electric Bike Tyre, Tube & Thorn Proof Liner	\$ 55.00
4/02/2022	M & B SALES PTY LTD BAYSWATER WA	Plywood Boards for Bassendean Gallery Projects	\$ 663.19
7/02/2022	BP MAIDA VALE 6180 MAIDA VALE WA	Fuel	\$ 110.04
7/02/2022	WAREHOUSING EQUIPMEN WEST FOOTSCRVIC	Two Tier Trolley with Collapsible Crate for HCP Client	\$ 340.57
7/02/2022	BUNNINGS 387000 CLARKSON	Magnetic Door Curtin and Plant Seeds for Wind in the Willows	\$ 65.18
7/02/2022	CV CHECK OSBORNE PARKWA	National Police Clearance	\$ 59.80
7/02/2022	ASHFIELD IGA ASHFIELD WA	Groceries for Wind in the Willows	\$ 16.52
7/02/2022	COLES 0379 MAYLANDS AUS	Catering for Council Meetings	\$ 28.40
7/02/2022	BWS ONLINE BELLA VISTA NS	Catering for Council Meetings	\$ 144.00
8/02/2022	IINET BATCH PERTH GPO WA	NBN Charge for S&DS	\$ 109.99
8/02/2022	WANEWSDTI Osborne ParkWA	Subscription: The West & Weekend Newspaper for Library & Governance	\$ 144.01
9/02/2022	BP EXP BEAUMARIS 6103 OCEAN REEF WA	Fuel	\$ 66.86
9/02/2022	COLES 0395 BASSENDEAN AUS	Groceries for Dropin Program	\$ 19.75
9/02/2022	CHARLIES FRESH FOOD MORLEY	New Knives for 48 Old Peth Road Kitchen	\$ 9.95
9/02/2022	BOOKTOPIA PTY LTD LIDCOMBE	Library Stock Purchase - 20x Books	\$ 392.12
9/02/2022	JB Hi-Fi Southbank AUS	Library Stock Purchase - 15x DVDs	\$ 378.69
9/02/2022	LinkedIn 6616647706 Inkd.in/billAUS	Job Advertising	\$ 333.03
9/02/2022	CV CHECK OSBORNE PARKWA	National Police Clearance	\$ 49.90
9/02/2022	CV CHECK OSBORNE PARKWA	National Police Clearance	\$ 49.90
9/02/2022	COLES 0395 BASSENDEAN AUS	Groceries for Wind in the Willows	\$ 63.59
10/02/2022	COLES 0395 BASSENDEAN AUS	Groceries for Wind in the Willows	\$ 53.91
10/02/2022	BUNNINGS 458000 BAYSWATER	Material for Signage	\$ 91.50
10/02/2022	ASHFIELD IGA ASHFIELD WA	Groceries for Wind in the Willows	\$ 11.50
11/02/2022	PDQ.COM 801-657-4657UT ##0222 900.00 US DOLLAR	Windows Vulnerability Management Software	\$ 1,266.81
11/02/2022	INTNL TRANSACTION FEE	International Transaction Fee	\$ 31.67
11/02/2022	FS *smtp2go.com Amsterdam NLD	Towns Monthly SMTP Service (email)	\$ 119.91
11/02/2022	BOOKTOPIA PTY LTD LIDCOMBE	Library Stock Purchase - 26x Books	\$ 400.98
11/02/2022	VCS PRODUCTS PTY LTD OSBORNE PARK	Floor Paint for Youth Centre	\$ 274.00
11/02/2022	BUNNINGS 591000 MIDLAND	Paint Trays & Brushes for Bassendean Gallery Project	\$ 228.22

**February Credit Card Expenditure 2022**  
**Statement Period: 03/02/2022 to 03/03/2022**

**Attachment 2**

<b>Date:</b>	<b>Vendor:</b>	<b>Description</b>	<b>Amount:</b>
11/02/2022	VALSPAR MIDLAND MIDLAND WA	Epoxy Coating for Bassendean Gallery Project	\$ 153.12
11/02/2022	CHOMP 68 PTY. LTD. BASSENDEAN	Catering for Council Meetings	\$ 332.00
11/02/2022	SUISEN JAPANESE T RS BASSENDEAN WA	Catering for Council Meetings	\$ 47.60
14/02/2022	RAC MEMBERSHIP WEST PERTH WA	RAC Roadside Assistance for 2x Community Transport Vehicles	\$ 216.00
14/02/2022	MagshopOnline Sydney NSW	Subscription: 'Better Homes & Gardens' Magazine	\$ 69.99
14/02/2022	NEXTMEDIA PTY LTD ST LEONARDS NSW	Subscription: 'Gardening Australia' Magazine	\$ 60.00
14/02/2022	INSPIRATIIONS PAINT MORLEY WA	Epoxy Coating for Bassendean Gallery Project	\$ 228.42
14/02/2022	DANISH PATISSERIE BASSENDEAN	Morning Tea Catering for LM Workshop	\$ 7.00
14/02/2022	THE REJECT SHOP 6622 BASSENDEAN WA	Magnetic Whiteboard Duster & Palm Dish brush	\$ 13.25
14/02/2022	ANACONDA PTY LTD STH MELBOURNAUS	Dune 4WD 60 Can Rolling Cooler for Workshops & Events	\$ 70.99
14/02/2022	PUMA ENERGY VICTORIA VICTORIA PARWA	Fuel	\$ 90.32
14/02/2022	Adobe Systems Pty Ltd Sydney AUS	Adobe Premium Pro Plan 12/01/2022 - 11/02/2022	\$ 45.99
15/02/2022	BP MAIDA VALE 6180 MAIDA VALE WA	Fuel	\$ 123.94
15/02/2022	Spotify Sydney AUS	Subscription: Spotify for Youth Centre	\$ 18.99
15/02/2022	PARKSIDE TOWBARS PL WELSHPOOL WA	Trailer Light ECU Unit Replacement	\$ 171.55
15/02/2022	MAILCHIMP *MISC MAILCHIMP.COGA	Communications Marketing	\$ 26.51
15/02/2022	ADASOUND PUBLIC AD MORLEY WA	Speaker Repair in Hall	\$ 200.00
15/02/2022	COLES 0330 MUNDARING AUS	Groceries for Wind in the Willows	\$ 65.64
15/02/2022	OFFICEWORKS 0608 MIDLAND AUS	Various Stationery for Wind in the Willows	\$ 67.78
15/02/2022	STANDARDS AUSTRALIA SYDNEY NSW	Fraud and Corruption Control - Australian Standards	\$ 258.84
16/02/2022	PARKSIDE TOWBARS PL WELSHPOOL WA	Towbar Fitment to Ranger Vehicle	\$ 960.00
16/02/2022	CV CHECK OSBORNE PARKWA	National Police Clearance	\$ 49.90
16/02/2022	CV CHECK OSBORNE PARKWA	National Police Clearance	\$ 49.90
17/02/2022	MagshopOnline Sydney NSW	Subscription: 'Vogue Australia' & 'Delicious' Magazines	\$ 186.99
17/02/2022	SQ *PPCS TECHNICIAN D Bassendean AUS	Biohazard Decontamination Cleaning for Wind in the Willows	\$ 770.00
17/02/2022	BUNNINGS 591000 MIDLAND	Paint Trays & Brushes for Bassendean Gallery Project	\$ 37.39
17/02/2022	CLAYTONS AUSTRALIA PTY COFFS HARBOUNSW	250x Non-Woven Shopping Bags for Library	\$ 384.45
17/02/2022	Kogan.com GBPQPD7X Melbourne AUS	Refund of RAT Kits	-\$ 514.99
17/02/2022	LANDGATE MIDLAND	Certificate of Title Request	\$ 27.20
17/02/2022	Adobe Systems Pty Ltd Sydney AUS	Adobe Premium Pro Plan 16/01/2022 - 15/02/2022	\$ 45.99
17/02/2022	PREMIUMAPPLIANCEREPAIR HORNSBY NSW	Oven Repair for Wind in the Willows	\$ 548.17
18/02/2022	BUNNINGS 458000 BAYSWATER	Storage Containers and Chux Wipes for Ranger Covid Cleaning Kits	\$ 51.56
18/02/2022	COLES 0395 BASSENDEAN AUS	Cleaning Wipes for Ranger Covid Cleaning Kits & Rubbish Bags	\$ 56.50
18/02/2022	INSPIRATIIONS PAINT MORLEY WA	Epoxy Coating for Bassendean Gallery Project	\$ 456.85
18/02/2022	KMART ONLINE 03 AUS	2x Large Air Purifier & 2x Small Air Purifier for Library	\$ 450.89

**February Credit Card Expenditure 2022**  
**Statement Period: 03/02/2022 to 03/03/2022**

**Attachment 2**

<b>Date:</b>	<b>Vendor:</b>	<b>Description</b>	<b>Amount:</b>
18/02/2022	STATEWIDE CLEANING OSBORNE PARKWA	Cleaning Supplies: Bleach, Disinfectant & Sponge for Library	\$ 136.66
18/02/2022	KMART ONLINE 03 AUS	Sanitiser	\$ 75.00
18/02/2022	BUNNINGS 458000 BAYSWATER	2x Laundry Baskets & 2x 42L Storage Tub for Wind in the Willows	\$ 50.84
18/02/2022	Subway Bassendean Bassendean WA	Catering for Council Meetings	\$ 54.00
21/02/2022	SPOTLIGHT 058 MIDLAND WA	Hexagon Material & Stiffened Felt for Library	\$ 79.75
21/02/2022	WANEWSDTI Osborne ParkWA	Subscription: The West & Weekend Newspaper for Library & Governance	\$ 144.01
21/02/2022	BUNNINGS 458000 BAYSWATER	Under Couch Floor Pads	\$ 19.50
21/02/2022	THE REJECT SHOP 6622 BASSENDEAN WA	Paper Towel; Hand Sanitiser for Ranger Covid Cleaning Kits & Dust Pan	\$ 29.50
21/02/2022	KMART 1018 BELMONT AUS	Cups, Glasses and Picnic Cooler for Workshops & Events	\$ 48.00
21/02/2022	KMART 1018 BELMONT AUS	Return of Picnic Cooler	-\$ 26.00
21/02/2022	POST BASSENDEAN POSTBA BASSENDEAN AU	Posted Letter to Resident	\$ 1.10
21/02/2022	COLES EXPRESS 6901 BENTLEY AUS	Fuel	\$ 90.39
21/02/2022	COLES 0330 MUNDARING AUS	Groceries for Wind in the Willows	\$ 68.20
21/02/2022	THANH PHONG VO & THI BEECHBORO WA	Groceries for Wind in the Willows	\$ 13.80
21/02/2022	HOME CARE PHARMACY BASSENDEAN WA	Face Masks	\$ 19.90
22/02/2022	MAXO.COM.AU HARRISTOWN	Phone Charges for Youth Centre	\$ 39.95
22/02/2022	WEX AUSTRALIA PTY LTD CAMBERWELL VIC	Fuel Card for RYDE Vehicles	\$ 65.65
22/02/2022	CARTRIDGE UNIVERSE MIDLAND WA	Replacement Cartridges for Wind in the Willows	\$ 121.42
23/02/2022	BOC GAS & GEAR MALAGA	Dry Ice for Mosquito Trapping	\$ 12.19
23/02/2022	BUNNINGS 458000 BAYSWATER	Corflute Board for Planning Advertising	\$ 10.30
23/02/2022	KMART 1004 MORLEY AUS	Soft Toys for Storytime Session - Children Services	\$ 56.00
23/02/2022	EZI*EZIKindy Manager Parkwood AUS	Kindy Manager Kiosk Support for Wind in the Willows	\$ 213.74
23/02/2022	BUNNINGS 458000 BAYSWATER	Paint Rollers	\$ 20.10
23/02/2022	BUNNINGS 458000 BAYSWATER	Paint Rollers	\$ 20.47
23/02/2022	MORLEY TWF MORLEY WA	Car Wash for RYDE Vehicle	\$ 10.20
23/02/2022	BUNNINGS 591000 MIDLAND	Paint Trays & Brushes for Bassendean Gallery Project	\$ 14.90
23/02/2022	MORLEY TWF MORLEY WA	Car Wash for RYDE Vehicle	\$ 16.20
23/02/2022	IINET BATCH PERTH GPO WA	NBN Charges for Youth Services	\$ 79.99
23/02/2022	SOFTMED PTY LTD CAMPBELLFIELVIC	N95 Flat Folded Respirator & Surgical Mask with Ear loop x600	\$ 2,160.00
23/02/2022	OFFICEWORKS BENTLEIGH EA	Various Stationery for Wind in the Willows	\$ 182.27
23/02/2022	COLES 0379 MAYLANDS AUS	Catering for Council Meetings	\$ 17.00
24/02/2022	BP MAIDA VALE 6180 MAIDA VALE WA	Fuel	\$ 112.88
24/02/2022	ADOBE ACROPRO SUBS Sydney AUS	Adobe Pro Monthly Software Licence - Finance	\$ 24.99
24/02/2022	PAYPAL *WBT MAG 4029357733 AUS	Subscription: 'Wacky But True!!!' Magazine	\$ 79.95
24/02/2022	BUNNINGS 458000 BAYSWATER	Fixings for wall mounting Art Boards	\$ 69.04
24/02/2022	FACEBK *S2H9ZB73P2 fb.me/ads IRL	Facebook Advertising	\$ 169.00

**February Credit Card Expenditure 2022**  
**Statement Period: 03/02/2022 to 03/03/2022**

**Attachment 2**

<b>Date:</b>	<b>Vendor:</b>	<b>Description</b>	<b>Amount:</b>
24/02/2022	BOOKTOPIA PTY LTD LIDCOMBE	Library Stock Purchase - 21x Books	\$ 481.90
25/02/2022	Acrobat Pro Subs Sydney AUS	Adobe Pro Monthly Software Licence - Procurement	\$ 22.20
25/02/2022	BOOKTOPIA PTY LTD LIDCOMBE	Library Stock Purchase - 22x Books	\$ 476.41
25/02/2022	Barclay Books YORK WA	1x Book for Local Studies Collection	\$ 57.00
28/02/2022	LIVE LIFE ALARMS TORONTO NSW	4GX Mobile Alarm for HCP Client	\$ 527.00
28/02/2022	ZOHO-MANAGEENGINE SER SYDNEY NSW	IT Helpdesk Software Monthly Subscription	\$ 266.20
28/02/2022	IINET BATCH PERTH GPO WA	Towns NBN Account for 48 Old Perth Road	\$ 79.99
28/02/2022	COLES 0395 BASSENDEAN AUS	Baby Wipes for Wind in the Willows	\$ 20.00
28/02/2022	Nicci and Lu Joondalup WA	New Bowls & Spoons for Nursery	\$ 119.70
28/02/2022	BUNNINGS 458000 BAYSWATER	Wooden Board for Art Project	\$ 31.20
28/02/2022	M & B SALES PTY LTD BAYSWATER WA	Plywood Boards for Bassendean Gallery Projects	\$ 751.52
28/02/2022	SP * BUSICLEAN PERTH WA	RAT Kits	\$ 500.00
28/02/2022	CV CHECK OSBORNE PARKWA	National Police Clearance	\$ 59.80
28/02/2022	WOOLWORTHS 4384 BEECHBORO WA	Groceries for Wind in the Willows	\$ 12.00
28/02/2022	Subway Bassendean Bassendean WA	Catering for Council Meetings	\$ 64.00
28/02/2022	SUISEN JAPANESE T RS BASSENDEAN WA	Catering for Council Meetings	\$ 150.00
1/03/2022	ADOBE ACROPRO SUBS Sydney AUS	Adobe Pro Monthly Software Licence for Council Agenda	\$ 21.99
1/03/2022	BEAUMARIS IGA OCEAN REEF WA	Groceries for Wind in the Willows	\$ 72.34
1/03/2022	WOOLWORTHS 4384 BEECHBORO WA	Groceries for Wind in the Willows	\$ 59.54
2/03/2022	IINET BATCH PERTH GPO WA	Towns NBN Account for 48 Old Perth Road	\$ 219.98
2/03/2022	WESTNET PERTH WA	Public Internet Access	\$ 109.99
2/03/2022	PRIMARY TOYS CROYDON VIC	New Resources for Wind in the Willows	\$ 120.75
2/03/2022	WESTNET PERTH WA	NBN Charge for Wind in the Willows	\$ 69.99
2/03/2022	SMS Broadcast Pty Ltd Melbourne AUS	SMS Credits for RYDE Program	\$ 660.00
2/03/2022	Neverfail Springwater 133037 NSW	Water for Youth Services	\$ 96.45
2/03/2022	REV.COM 8883690701 CA ##0322 8.25 US DOLLAR	Subtitles for Mayor Video	\$ 11.63
2/03/2022	INTNL TRANSACTION FEE	International Transaction Fee	\$ 0.29
2/03/2022	BIG BUBBLE MIDVALE WA	Peroxide for Covid Cleaning	\$ 76.90
2/03/2022	BOFFINS BOOKSHOP PTY L PERTH WA	Library Stock Purchase - 9x Books	\$ 335.87
2/03/2022	DR.FIX BASSENDEAN	Key Cutting for PPE Storage Room	\$ 18.00
2/03/2022	CV CHECK OSBORNE PARKWA	National Police Clearance	\$ 59.80
2/03/2022	SP * SANIFLEX BRAESIDE VIC	Alcohol Antibacterial Wipes	\$ 130.90
2/03/2022	ASHFIELD IGA ASHFIELD WA	Groceries for Wind in the Willows	\$ 20.98
3/03/2022	Wheels Media Oakleigh VIC	Subscription: 'Motor' Magazine	\$ 89.00
3/03/2022	Wheels Media Oakleigh VIC	Subscription: 'Street Machine' Magazine	\$ 89.00
3/03/2022	BOOKTOPIA PTY LTD LIDCOMBE	Library Stock Purchase - 8x Books	\$ 160.63

**February Credit Card Expenditure 2022**  
**Statement Period: 03/02/2022 to 03/03/2022**

**Attachment 2**

Date:	Vendor:	Description	Amount:
3/03/2022	PAYPAL *AUSTRALIANR 4029357733 AUS	1x Book for Local Studies Collection, Railway Society WA	\$ 59.00
3/03/2022	JB Hi-Fi Southbank AUS	Library Stock Purchase - 10x DVDs	\$ 181.19
		<b>TOTAL:</b>	<b>\$ 23,039.67</b>

**ATTACHMENT NO. 10**



# **MONTHLY FINANCIAL REPORT**

**FOR THE PERIOD ENDED**

**31 March 2022**

# TOWN OF BASSENDEAN

## MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) for the period ended 31 March 2022

LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**TOWN OF BASSENDEAN**  
**STATEMENT OF COMPREHENSIVE INCOME**  
by Nature and Type  
for the period ended 31 March 2022

	2021/22 Revised Budget	2021/22 YTD Budget (a)	2021/22 YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
	\$	\$	\$	\$	\$
<b>Revenue</b>					
Rates	13,830,537	13,830,537	13,812,580	(17,957)	(0%)
Operating grants, subsidies and contributions	2,938,075	2,617,365	2,712,156	94,791	4%
Fees and charges	6,729,807	5,825,448	5,752,936	(72,512)	(1%)
Interest earnings	186,903	141,147	132,496	(8,651)	(6%)
Other revenue	330,465	244,522	436,070	191,548	78%
	<u>24,015,787</u>	<u>22,659,019</u>	<u>22,846,238</u>	<u>187,219</u>	<u>1%</u>
<b>Expenses</b>					
Employee costs	(13,206,634)	(9,965,502)	(9,956,491)	9,011	(0%)
Materials and contracts	(8,126,620)	(5,134,689)	(4,800,887)	333,802	(7%)
Utility charges	(665,274)	(513,234)	(493,802)	19,432	(4%)
Depreciation on non-current assets	(3,891,328)	(2,918,575)	(2,733,184)	185,391	(6%)
Interest expenses	(33,089)	(25,408)	(16,827)	8,581	(34%)
Insurance expenses	(496,374)	(423,315)	(465,745)	(42,430)	10%
Other expenditure	(1,154,924)	(837,127)	(837,102)	25	(0%)
	<u>(27,574,243)</u>	<u>(19,817,850)</u>	<u>(19,304,038)</u>	<u>513,812</u>	<u>(3%)</u>
<b>Subtotal</b>	(3,558,456)	2,841,169	3,542,200	701,031	25%
Non-operating grants, subsidies and contributions	1,551,439	452,806	453,727	921	0%
Profit on asset disposals	100	100	0	(100)	(100%)
Loss on asset disposals	(419,426)	(419,427)	(374,999)	44,428	(11%)
	<u>1,132,113</u>	<u>33,479</u>	<u>78,728</u>	<u>45,249</u>	<u>135%</u>
	0				
<b>Net result</b>	<b>(2,426,343)</b>	<b>2,874,648</b>	<b>3,620,928</b>	<b>746,280</b>	<b>26%</b>
<b>Other comprehensive income</b>					
Changes on revaluation of non-current assets	0	0	0	0	0%
<b>Total other comprehensive income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Total comprehensive income</b>	<b>(2,426,343)</b>	<b>2,874,648.00</b>	<b>3,620,928</b>	<b>746,280</b>	<b>26%</b>

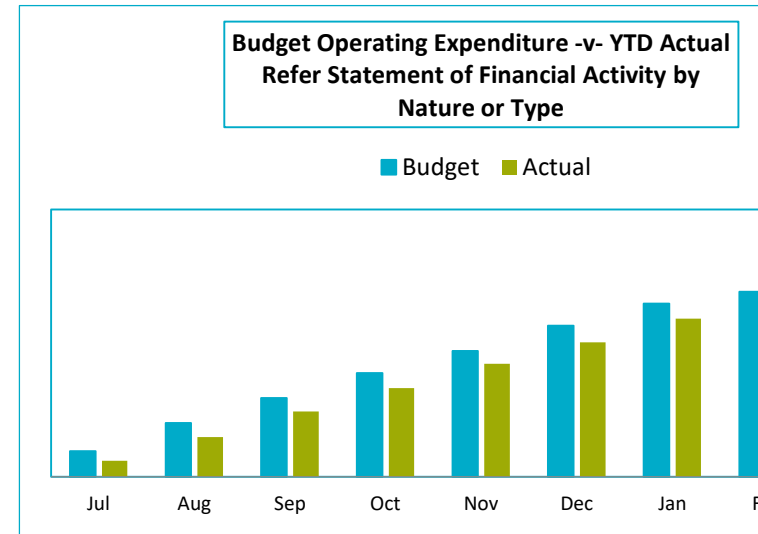
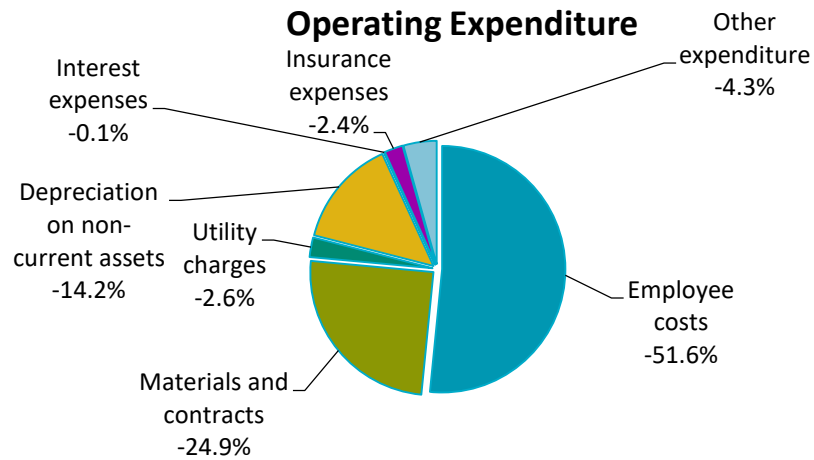
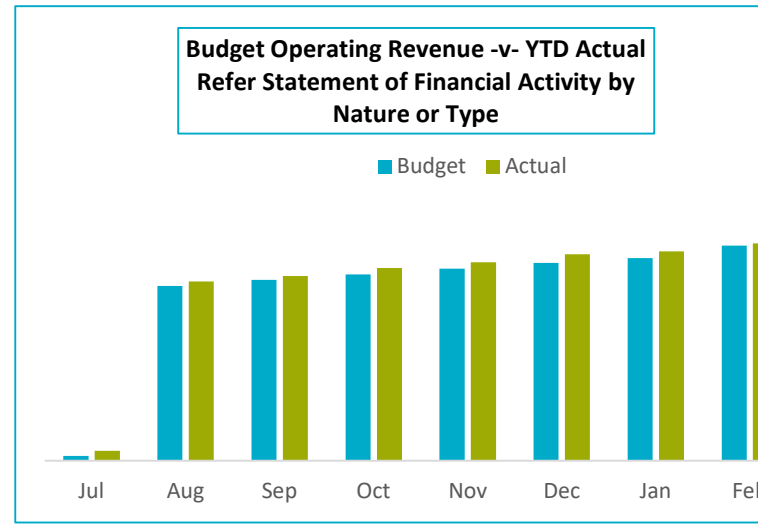
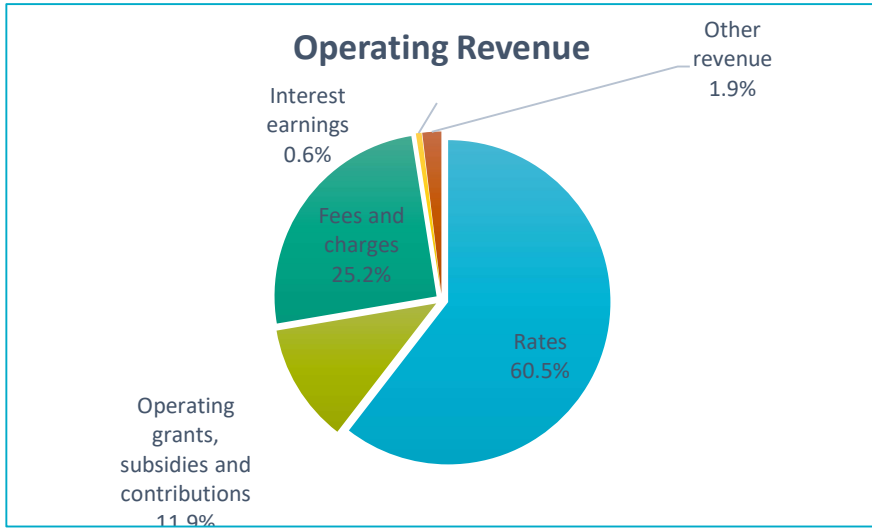
TOWN OF BASSENDEAN

RATE SETTING STATEMENT

by Nature and Type  
for the period ended 31 March 2022

	2021/22 Revised Budget	2021/22 YTD Budget (a)	2021/22 YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
	\$		\$		\$
<b>OPERATING ACTIVITIES</b>					
Net current assets at start of financial year - surplus/(deficit)	3,379,043	3,379,043	1,865,356	(1,513,687)	(45%)
Revenue from operating activities (excluding rates)	3,379,043	3,379,043	1,865,356	(1,513,687)	(45%)
Operating grants, subsidies and contributions	2,938,075	2,617,365	2,712,156	94,791	4%
Fees and charges	6,729,807	5,825,448	5,752,936	(72,512)	(1%)
Interest earnings	186,903	141,147	132,496	(8,651)	(6%)
Other revenue	330,465	244,522	436,070	191,548	78%
Profit on asset disposals	100	100	-	(100)	(100%)
	10,185,350	8,828,582	9,033,658	205,076	2%
Expenditure from operating activities					
Employee costs	(13,206,634)	(9,965,502)	(9,956,491)	9,011	(0%)
Materials and contracts	(8,126,620)	(5,134,689)	(4,800,887)	333,802	(7%)
Utility charges	(665,274)	(513,234)	(493,802)	19,432	(4%)
Depreciation on non-current assets	(3,891,328)	(2,918,575)	(2,733,184)	185,391	(6%)
Interest expenses	(33,089)	(25,408)	(16,827)	8,581	(34%)
Insurance expenses	(496,374)	(423,315)	(465,745)	(42,430)	10%
Other expenditure	(1,154,924)	(837,127)	(837,102)	25	(0%)
Loss on asset disposals	(419,426)	(419,427)	(374,999)	44,428	(11%)
	(27,993,669)	(20,237,277)	(19,679,037)	558,240	(3%)
Non-cash amounts excluded from operating activities	4,433,352	3,338,102	3,108,183	(229,919)	(7%)
<b>Amount attributable to operating activities</b>	<b>(9,995,924)</b>	<b>(4,691,550)</b>	<b>(5,671,840)</b>	<b>(980,290)</b>	<b>21%</b>
<b>INVESTING ACTIVITIES</b>					
Non-operating grants, subsidies and contributions	1,551,440	452,806	453,727	921	0%
Payments for property, plant and equipment	(1,417,920)	(1,139,213)	(395,203)	744,010	(65%)
Payments for construction of infrastructure	(3,201,009)	(2,414,004)	(1,774,055)	639,949	(27%)
Proceeds from disposal of assets	15,100	-	-	-	
Proceeds from self-supporting loans	21,000	15,450	14,889	(561)	(4%)
<b>Amount attributable to investing activities</b>	<b>(3,031,389)</b>	<b>(3,084,961)</b>	<b>(1,700,642)</b>	<b>1,384,319</b>	<b>(45%)</b>
<b>FINANCING ACTIVITIES</b>					
Repayment of borrowings	(97,696)	(73,272)	(72,305)	967	(1%)
Transfers to cash backed reserves (restricted assets)	(4,184,894)	(125,000)	(116,040)	8,960	(7%)
Transfers from cash backed reserves (restricted assets)	3,224,585	-	-	-	
<b>Amount attributable to financing activities</b>	<b>(1,058,005)</b>	<b>(198,272)</b>	<b>(188,345)</b>	<b>9,927</b>	<b>(5%)</b>
Budgeted deficiency before general rates	(14,085,318)	(7,974,783)	(7,560,826)	413,957	(5%)
Estimated amount to be raised from general rates	13,830,537	13,830,537	13,812,580	(17,957)	(0%)
<b>Net current assets at end of financial year - surplus/(deficit)</b>	<b>(254,781)</b>	<b>5,855,754</b>	<b>6,251,754</b>	<b>396,000</b>	<b>7%</b>

**Town of Bassendean  
Information Summary  
For the Period Ended 31 March 2022**



**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
for the period ended 31 March 2022

**Note 1: Explanation of Material Variances**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget, whichever is higher than \$5000 or 10%.

⊕ More Revenue OR Less Expenditure  
⊖ Less Revenue OR More Expenditure

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>OPERATING ACTIVITIES</b>					
<b>Net current assets at start of financial year - surplus/(deficit)</b>	(1,513,687)	(45%)	⊖	Permanent	Surplus position lower than expected with increased contract liabilities, deferred revenue, provisions in addition to accruals for invoices received late
<b>Revenue from operating activities (excluding rates)</b>					
Operating grants, subsidies and contributions	94,791	4%	⊕	Timing	Within Reporting Threshold
Fees and charges	(72,512)	(1%)	⊖	Permanent	Within Reporting Threshold
Interest earnings	(8,651)	(6%)	⊖	Permanent	Interest rates for short-term investments remain lower than expected
Other revenue	191,548	78%	⊕	Permanent	EMRC Dividend \$110K and higher income from Town Planning, Waste and SDS services
Profit on asset disposals	(100)	(100%)	⊖	Timing	Asset disposals occurring later than expected
	<u>205,076</u>	2%	⊕		
<b>Expenditure from operating activities</b>					
Employee costs	9,011	(0%)	⊕	Permanent	Within Reporting Threshold
Materials and contracts	333,802	(7%)	⊕	Timing	Lower due to timing of IT projects, FOGO Bins and liners, Green Verge collection and public events
Utility charges	19,432	(4%)	⊕	Timing	Within Reporting Threshold
Depreciation on non-current assets	185,391	(6%)	⊕	Timing	Lower due to timing of capitalisations
Interest expenses	8,581	(34%)	⊕	Timing	Marginally lower due to timing of repayments
Insurance expenses	(42,430)	10%	⊖	Timing	Budget scheduling
Other expenditure	25	(0%)	⊕	Timing	Within Reporting Threshold
Loss on asset disposals	44,428	(11%)	⊖	Timing	Asset disposals occurring later than expected
	<u>558,240</u>	(3%)	⊕		
Non-cash amounts excluded from operating activities	(229,919)	(7%)	⊖		
<b>Amount attributable to operating activities</b>	<b>(980,290)</b>	<b>21%</b>	<b>⊖</b>		
<b>INVESTING ACTIVITIES</b>					
Non-operating grants, subsidies and contributions	921	0%	⊕	Timing	Within Reporting Threshold
Payments for property, plant and equipment	744,010	(65%)	⊖	Timing	Due to scheduling of the projects
Payments for construction of infrastructure	639,949	(27%)	⊖	Timing	Due to scheduling of the projects
Proceeds from disposal of assets	0				
Proceeds from self-supporting loans	(561)	(4%)	⊖	Timing	Within Reporting Threshold
<b>Amount attributable to investing activities</b>	<b>1,384,319</b>	<b>(45%)</b>	<b>⊕</b>		
<b>FINANCING ACTIVITIES</b>					
Repayment of borrowings	967	(1%)	⊕	Timing	Within Reporting Threshold
Transfers to cash backed reserves (restricted assets)	8,960	(7%)	⊕	Timing	EMRC Dividend \$110K received is transferred to Reserves
Transfers from cash backed reserves (restricted assets)	0				
<b>Amount attributable to financing activities</b>	<b>9,927</b>	<b>(5%)</b>	<b>⊕</b>		
<b>Budgeted deficiency before general rates</b>	<b>413,957</b>	<b>(5%)</b>	<b>⊖</b>		
<b>Estimated amount to be raised from general rates</b>	<b>(17,957)</b>	<b>(0%)</b>	<b>⊖</b>		
<b>Net current assets at end of financial year - surplus/(deficit)</b>	<b>396,000</b>	<b>7%</b>	<b>⊕</b>		

**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
for the period ended 31 March 2022

**Note 2: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

	<b>Last Years Actual Closing 30 June 2021</b>	<b>Current 31 March 2022</b>
	\$	\$
<b>Current Assets</b>		
Cash - Other	7,622,851	9,780,576
Cash Restricted - Reserves	6,875,891	6,872,043
Restricted Cash - Trust	416,243	195,862
Rates Outstanding	604,796	2,060,299
Sundry Debtors	214,196	198,185
GST Receivable	118,211	110,992
Accrued Interest	9,872	9,872
Prepayments	23,724	23,724
Proceeds from Disposal		(1,682)
Inventories	6,298	3,012
	15,892,082	19,252,883
<b>Less: Current Liabilities</b>		
Sundry Creditors	(1,257,206)	(836,802)
Payroll Creditors		-
Accrued Interest on Borrowings	(2,550)	(2,550)
Accrued Salaries and Wages	(304,261)	
Rates in Advance		
Current Loan Liability	(97,696)	(36,350)
Hyde Retirement Village Bonds	(102,500)	(102,500)
Bonds and Other Deposits	(2,213,743)	(1,946,973)
Current Lease Liabilities	(93,799)	(93,799)
Contract liabilities	(628,512)	(628,512)
Deferred Revenue	(425,947)	(425,947)
Current Employee Provisions	(2,434,493)	(2,424,877)
	(7,560,708)	(6,498,310)
<b>Net Current Assets</b>	8,331,374	12,754,573
<b>Less: Cash Reserves</b>	(6,875,891)	(6,872,043)
<b>Less: SSL Borrowings Repayments</b>	(20,130)	(14,889)
<b>Loan Liability - Current</b>	97,696	36,350
<b>Lease Liability - Current</b>	93,799	93,799
<b>Other Misc Adjustments</b>		15,272
<b>Plus : Liabilities funded by Cash Backed Reserves</b>	238,508	238,692
<b>Net Current Funding Position</b>	<b>1,865,356</b>	<b>6,251,754</b>

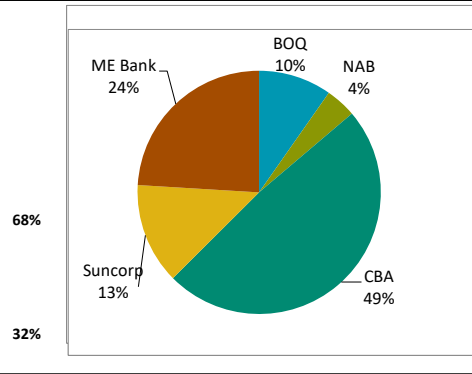
**Town of Bassendean  
Monthly Investment Report  
As at 31 March 2022**

**Note 5 : CASH INVESTMENTS**

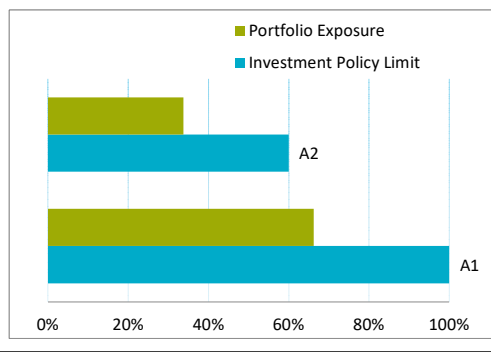
Deposit Ref	Deposit Date	Maturity Date	S & P Rating	Institution	Term (Days)	Rate of Interest	Amount Invested (Days)					Expected Interest	
							Up to 30	30-59	60-89	90-120+	120+		
<b>Municipal</b>													
13156679	5/03/2022	4/04/2022	A1	CBA	30	0.25%	200,000.00					200,000.00	41.09
13156679	12/03/2022	11/04/2022	A1	CBA	30	0.25%	3,500,000.00					3,500,000.00	719.18
13156679	23/03/2022	22/04/2022	A1	CBA	30	0.25%	5,000,000.00					5,000,000.00	1,027.40
382415	9/03/2022	7/06/2022	A2	ME Bank	90	0.40%			1,000,000.00			1,000,000.00	986.30
439072	27/01/2022	27/04/2022	A2	BOQ	90	0.30%	400,276.16					400,276.16	296.09
<b>Restricted - Bonds and Deposits:</b>													
373674	21/02/2022	23/05/2022	A2	ME Bank	91	0.35%		501,121.92				501,121.92	437.28
755365673	1/02/2022	2/05/2022	A1	NAB	90	0.38%		7,831.62				7,831.62	7.34
<b>Restricted - Contract Liabilities/Deferred Revenue (Grants)</b>													
							<b>9,100,276.16</b>	<b>508,953.54</b>	<b>1,000,000.00</b>	<b>-</b>	<b>-</b>	<b>10,609,229.70</b>	<b>3,514.68</b>
<b>Reserve</b>													
439083	27/01/2022	27/04/2022	A2	BOQ	90	0.30%	794,453.94					794,453.94	587.68
373313	16/02/2022	17/05/2022	A2	ME Bank	90	0.35%		903,927.27				903,927.27	780.10
4202919	2/02/2022	3/05/2022	A1	Suncorp	90	0.30%		1,000,665.75				1,000,665.75	740.22
373094	14/02/2022	16/05/2022	A2	ME Bank	91	0.35%		704,185.16				704,185.16	614.47
13156679	19/03/2022	18/04/2022	A1	CBA	30	0.25%	300,000.00					300,000.00	61.64
473713	24/02/2022	24/05/2022	A2	BOQ	89	0.35%		599,519.24				599,519.24	511.64
373095	14/02/2022	16/05/2022	A2	ME Bank	91	0.35%		1,330,871.20				1,330,871.20	1,161.32
<b>POS Funds</b>							<b>1,094,453.94</b>	<b>4,539,168.62</b>	<b>-</b>	<b>-</b>	<b>5,633,622.56</b>	<b>4,457.08</b>	
358770309	14/02/2022	16/05/2022	A1	NAB	91	0.40%		745,817.73				745,817.73	743.77
							<b>1,094,453.94</b>	<b>5,284,986.35</b>	<b>-</b>	<b>-</b>	<b>6,379,440.29</b>	<b>5,200.86</b>	
<b>Total</b>							<b>10,194,730.10</b>	<b>5,793,939.89</b>	<b>1,000,000.00</b>	<b>-</b>	<b>-</b>	<b>16,988,669.99</b>	<b>8,715.53</b>

**ENVIRONMENTAL COMMITMENT**

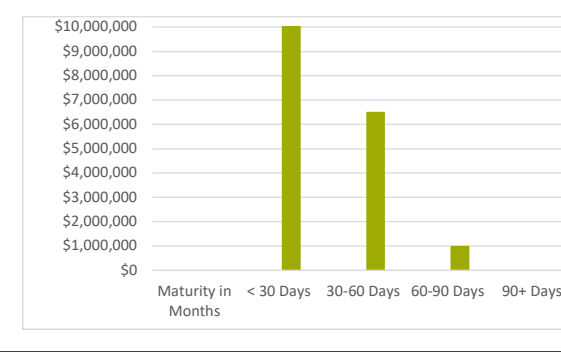
Depositing Institution	Value Invested
<b>Fossil Fuel Lending ADI</b>	
BOQ	1,794,249.34
NAB	753,649.35
CBA	9,000,000.00
	<b>11,547,898.69</b>
<b>Non Fossil Fuel Lending ADI</b>	
Suncorp	1,000,665.75
ME Bank	4,440,105.55
	<b>5,440,771.30</b>
<b>Total Funds</b>	<b>16,988,669.99</b>



**TOTAL CREDIT EXPOSURE**



**TERM TO MATURITIES**

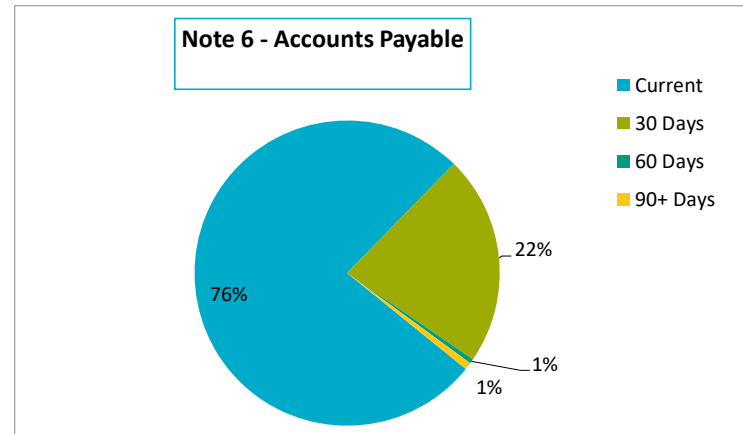
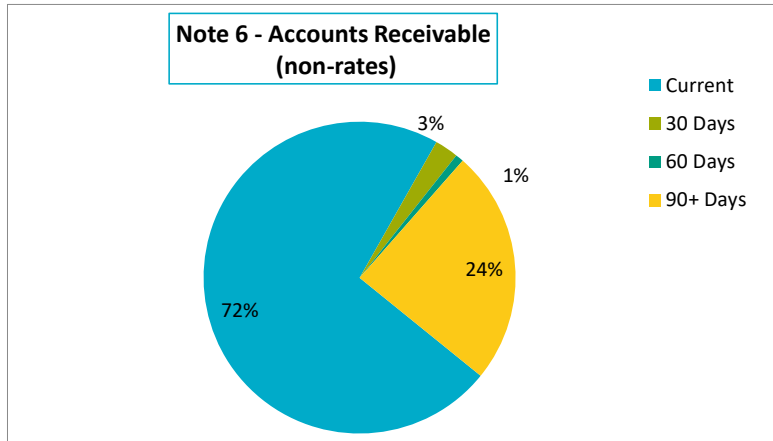


**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 March 2022**

**Note 4: Receivables and Payables**

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	56,998	1,930	642	19,164	78,734

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables - General	278,314	80,972	1,810	2,748	363,844



**Comments/Notes - Receivables General**  
 The above amounts include GST where applicable.

**Note 5 - Capital Works Projects**

**CAPITAL PROJECTS**

**31/03/2022**

Project Number	Project Title			2021/22 Original Budget	Budget Amendments	2021/22 Current Budget	2021/22 YTD Budget	YTD Actual	Purchase Orders	Total Inc Purchase Orders	Budget Remaining	% Total to Annual Budget
	LAND AND BUILDINGS			\$762,500.00	\$44,000.00	\$806,500.00	\$631,863.00	\$198,680.07	\$193,870.33	\$392,550.40	\$413,949.60	51.33%
	DRAINAGE			\$200,000.00	\$175,871.62	\$375,871.62	\$281,898.00	\$144,246.31	\$46,858.27	\$191,104.58	\$184,767.04	49.16%
	FURNITURE & EQUIPMENT			\$290,000.00	\$45,155.28	\$335,155.28	\$251,361.00	\$121,819.79	\$120,203.60	\$242,023.39	\$93,131.89	27.79%
	PLANT AND EQUIPMENT			\$216,000.00	\$60,265.00	\$276,265.00	\$255,989.00	\$74,702.94	\$43,844.00	\$118,546.94	\$157,718.06	57.09%
	INFRASTRUCTURE ASSETS - OTHER			\$1,931,500.00	\$32,767.64	\$1,964,267.64	\$1,478,428.00	\$873,737.11	\$536,664.51	\$1,410,401.62	\$553,866.02	28.20%
	ROADS			\$915,000.00	-\$86,340.22	\$828,659.78	\$621,468.00	\$740,696.18	\$95,354.00	\$836,050.18	-\$7,390.40	-0.89%
	FOOTPATHS			\$6,000.00	\$26,210.00	\$32,210.00	\$32,210.00	\$15,375.57	\$822.73	\$16,198.30	\$16,011.70	49.71%
<b>TOTAL</b>				<b>\$4,321,000.00</b>	<b>\$297,929.32</b>	<b>\$4,618,929.32</b>	<b>\$3,553,217.00</b>	<b>\$2,169,257.97</b>	<b>\$1,037,617.44</b>	<b>\$3,206,875.41</b>	<b>\$1,412,053.91</b>	<b>30.57%</b>



TOWN OF BASSENDEAN  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 28 February 2022

Note 6: Proposed Budget Amendments					
GL Account Code	Description	Current Budget	Amended Budget	Budget Movement	Reason
	Sub-total - Budget Re-alignments	\$ -	\$ -	\$ -	
	<b>NET CHANGE IN AMENDMENTS TO SURPLUS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>CHANGE TO SURPLUS</b>

**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 March 2022**

**Note 7: Disposal of Assets**

Asset Class	Original Annual Budget				YTD Actual			
	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
			-		-	-		-
	-	-	-	-	-	-	-	-

**ATTACHMENT NO. 11**



## **Old Perth Road Street Tree Audit**

**Town of Bassendean**

*Report No. J19384*

*29 May 2019*

Company Name: ArborCarbon Pty Ltd

ACN: 145 766 472

ABN: 62 145 766 472

Address: 1 City Farm Place, East Perth WA 6004

Phone Number: +61 8 9467 9876


Name and Position of Authorised Signatory: Dr Paul Barber | Managing Director

Contact Phone Number: +61 419 216 229

Website: [www.arborcarbon.com.au](http://www.arborcarbon.com.au)

## DOCUMENT QUALITY ASSURANCE

Prepared by	Reviewed by
Briony Williams Dr Harry Eslick	Dr Paul Barber

Approved & Released by	Position	Approval Signature
Dr Paul Barber	Managing Director	

## REVISION SCHEDULE

Revision	Report Description	Submission Date	Author(s)
A	Old Perth Road Street Tree Assessment	29/05/2019	Briony Williams Dr Harry Eslick Dr Paul Barber

## DISCLAIMER

ArborCarbon Pty Ltd has prepared this document using data and information supplied from Town of Bassendean and other individuals and organisations, who have been referred to in this document.

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Any conclusion and/or recommendation contained in this document reflect the professional opinion of ArborCarbon Pty Ltd and the author(s) using the data and information supplied. ArborCarbon Pty Ltd has used reasonable care and professional judgement in its interpretation and analysis of data in accordance with the contracted Scope of Works.

## Executive Summary

The Town of Bassendean (the Town) recognize that their existing street trees are not providing significant shading or amenity to the Town's main street, Old Perth Road. Old Perth Road is culturally and historically important to the Town. It begins at the Bassendean Train Station, and extends approximately 1.2 km to the east. It has numerous cafes and restaurants, the Town's library, community centre, and Town of Bassendean Council Information Centre. The Old Perth Road Markets are also held there monthly.

ArborCarbon were engaged by the Town to audit the existing streetscape plantings in Old Perth Road, and identify areas to increase canopy and greenness of the area.

ArborCarbon consultant's Dr Harry Eslick and Briony Williams visited the site on the 2<sup>nd</sup> of May 2019. All trees on old Perth Road between Guilford Road and West Road were surveyed and examined. An image was taken of each tree and its location, species, position, stem diameter and height were recorded along with a brief above-ground health inspection. Root plate stability was assessed by applying pressure to the main stem and observing movement of the soil and root plate. Examination of the below-ground root structure was conducted on several trees by gently removing the surface soils to expose the lateral surface roots.

The audit of current street trees found the current canopy cover within the street was 13.4% which is regarded as insufficient by council. Roughly half of the current canopy area is provided by *Melaleuca quinquenervia* in the median strip. A tree planting program was initiated in 2013 that has involved establishment of mainly *Triadica sebifera* within planting pits created in the footpath and between car-parking bays. These trees have in general performed poorly. Our limited inspection suggests that the primary reason for the poor establishment was poor quality nursery stock resulting in girdling roots and poor root development.

There currently exists relatively little space within the street for additional tree planting without compromising other functions of the street. A range of possible options is presented for consideration by council including a summary of their benefits and limitations. The most cost-effective option to increase canopy is likely to be replacement of the existing poor performing *T. sebifera*. These trees in their current form are unlikely to thrive in the future and are likely to die within the next 5-10 years regardless of management. Achieving the ambitious target of 70% canopy cover is unlikely to be possible without the implementation of major changes, such as replacing current median trees with high-quality advanced tree stock of species with a greater potential crown area once mature. The use of structural cells is recommended for any future tree planting within the street in order to maximise the health, growth rates and potential crown size of tree planted therein.

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# 1 Introduction

The Town of Bassendean (the Town) recognize that their existing street trees are not providing significant shading or amenity to the Town's main street, Old Perth Road. Old Perth Road is culturally and historically important to the Town. It begins at the Bassendean Train Station, and extends approximately 1.2 km to the east. It has numerous cafes and restaurants, the Town's library, community centre, and Town of Bassendean Council Information Centre. The Old Perth Road Markets are also held there monthly.

ArborCarbon were engaged by the Town to audit the existing streetscape plantings in Old Perth Road, and identify areas to increase canopy and greenness of the area.

## 1.1 Scope of Works

- Audit the street trees planted along Old Perth Road,
- Identify opportunities for increasing canopy through either:
  - Additional plantings with broad canopy trees;
  - Transplanting/replacement of existing smaller and/or narrow tree species with broad canopy trees;
  - Explore other possibilities for further greening of Old Perth Road additional plantings (e.g. pots, planter boxes, wall gardens, trellis etc; and
  - Provide a report on the results of the audit and options identified for increasing tree canopy & greening along the main street.

## 2 Methods

ArborCarbon consultant's Dr Harry Eslick and Briony Williams visited the site on the 2<sup>nd</sup> of May 2019. All trees on old Perth Road between Guilford Road and West Road were surveyed and examined. An image was taken of each tree and its location, species, position, stem diameter and height were recorded along with a brief above-ground health inspection. Root plate stability was assessed by applying pressure to the main stem and observing movement of the soil and root plate. Examination of the below-ground root structure was conducted on several trees by gently removing the surface soils to expose the lateral surface roots.

### 3 Existing streetscape

Old Perth Road extends from Bassendean Train Station approximately 1.2 km east to Brook Street. However, this analysis was limited to Old Perth Road up until it intersects with West Road, according to the survey design documents provided by the Town (Appendix 1). The dominant tree species in the existing Old Perth Road streetscape are *Melaleuca quinquenervia* (broad-leaved paperbark) and *Triadica sebifera* (Chinese tallow) (Table 1).

An estimate of canopy (vegetation more than 3 m in height) was calculated by delineating the crowns of trees using aerial imagery sourced from Nearmap (Figure 1). The analysis includes trees on Town of Bassendean owned land, as well as crowns of trees planted on private land that contribute to the streetscape. The current canopy area within the street area assessed was 2140.9 m<sup>2</sup> (Table 1). This equates to a 13.4 % canopy cover if the total area of interest is 15,994.2 m<sup>2</sup>. The Town of Bassendean have suggested a target of 70% canopy cover is desired to enhance the aesthetics and amenity of the street.



Figure 1: Current canopy cover of Old Perth Road.

Table 1: Tree species present on Old Perth Road, and the canopy that they provide.

Species	Number	Canopy area (m <sup>2</sup> )	Proportion of total canopy (%)
<i>Melaleuca quinquenervia</i>	46	1013.7	47.3
<i>Triadica sebifera</i>	48	596.9	24.6
<i>Lophostemon confertus</i>	5	200.8	12.6
<i>Calistemon viminalis</i> *	7	117.8	5.5
Other	10	211.7	9.9
<b>TOTAL</b>	<b>116</b>	<b>2140.9</b>	<b>100</b>

\* Not on Town of Bassendean owned land but still contributing to canopy of streetscape.

*Melaleuca quinquenervia* make up 39.7% of the total number of trees contributing to the streetscape of Old Perth Road, and provide 47.3% of the canopy cover (Table 1). The *M. quinquenervia* are planted single file down the median strip (approximately 1.8 to 2.2 m wide) (Figure 2A) of the majority of Old Perth Road, and are well established (planted over 10 years ago). They have an generally narrow growth form (Figure 2B)

with dense canopy, which makes them well suited to their position in the median strip. However, they do not provide as much canopy as a tree with broader growth form. They can be structurally pruned to have a broader growth form (Figure 2C). *Melaleuca quinquenervia* roots are known to cause structural damage to their surrounds when planted in similar scenarios. There was minor cracking and uplifting of the median strip curb and surrounding road (Figure 2D). Root barriers were observed around the root systems of some of the *M. quinquenervia* (Figure 2E), which may have reduced or delayed such root damage.

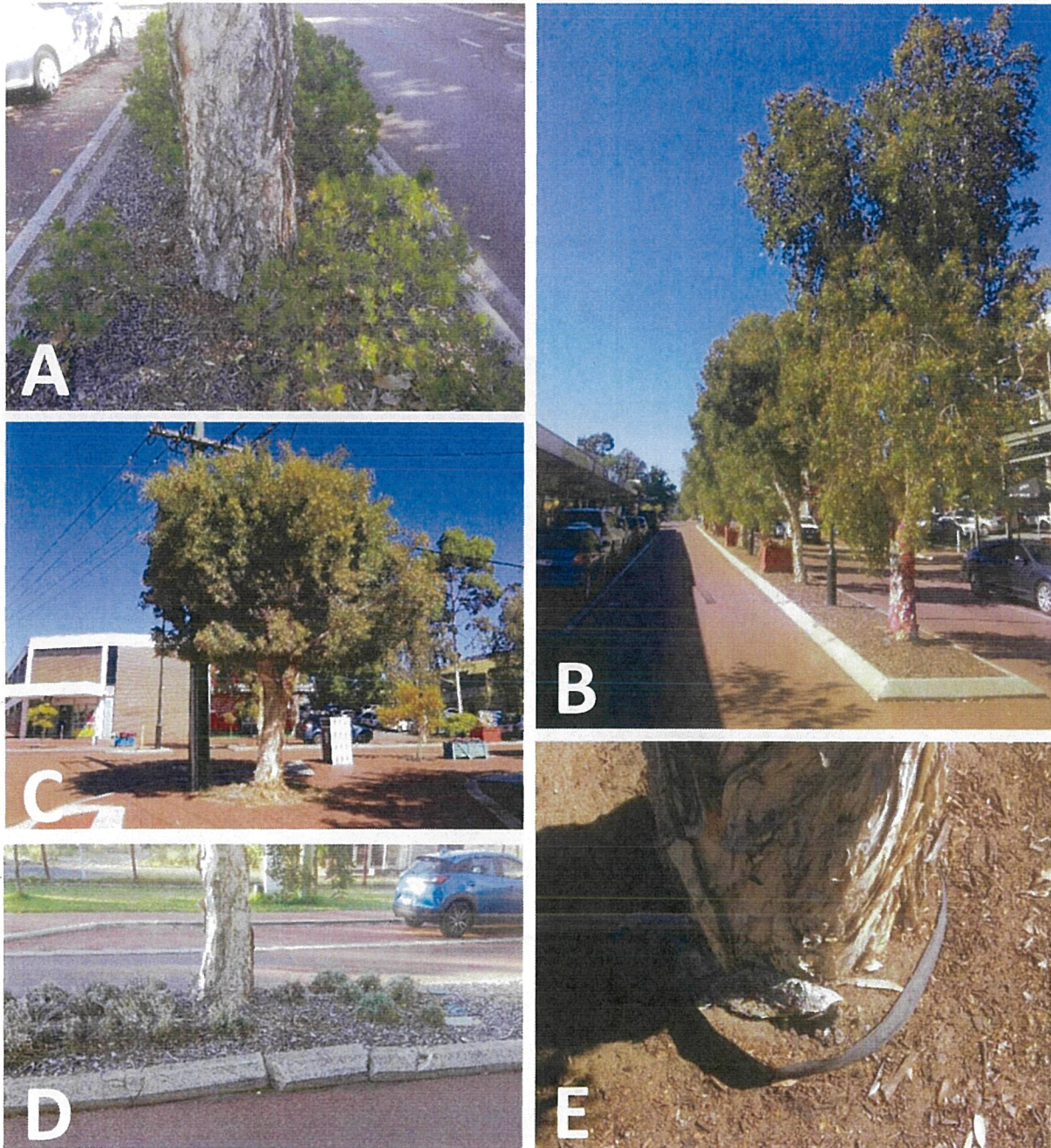


Figure 2: *Melaleuca quinquenervia* along old Perth Road, showing (A) their position in the median strip, (B) their narrow growth form, (C) their broad growth form, (D) damage to curbs from their invasive roots, and (E) root barriers.

*Triadica sebifera* make up 41.4% of the total number of trees planted along the streetscape of Old Perth Road, and provide 24.6% of the canopy (Table 1). An assessment of historical aerial imagery showed the

majority of these appeared to be planted between 2013 and 2014. The health of these recently established trees was generally poor. Several individuals displayed a stunted growth form (Figure 3A). Symptoms included frequent branch dieback, foliar chlorosis, sunscald (Figure 3D) and vandalism (Figure 3E). Many trees displayed an unstable root plate indicating poor root system development, and below-ground investigation revealed evidence of girdling roots (Figure 3B). These symptoms are often found in poor quality planting stock reflective of their sub-optimal growth and management in the nursery. In many cases, trees lacked a visible basal stem taper and appeared to be planted too deep or had received fill over their basal stem subsequent to planting (Figure 3C).

The use of planting pits of approximately 1m<sup>2</sup> is a fairly standard approach to establishment of trees in urban areas (Figure 3A). However, the soil conditions outside the direct planting pit are often very hostile to tree root establishment. Soil under roads and footpaths are generally highly compact, often including the use of high pH limestone sub-base material. The type of surface treatment also can prevent water infiltration into the soil. It is true that some trees are able to exploit these harsh soil environments. However, the number of species is limited and the rates of growth and mature tree dimensions will ultimately be restricted (Urban 2008). Where possible planting spaces should be increased to fill the available space and minimise footpath area. The remaining area of the planting space can be filled with ground level plants and shrubs, providing additional opportunity for greening and reducing radiant heat and physical damage to the basal stem which can be associated with tree pit covers. Alternatively, structural cells containing high quality imported soils with suspended hard surfaces provide good results, although these comes at a high cost.

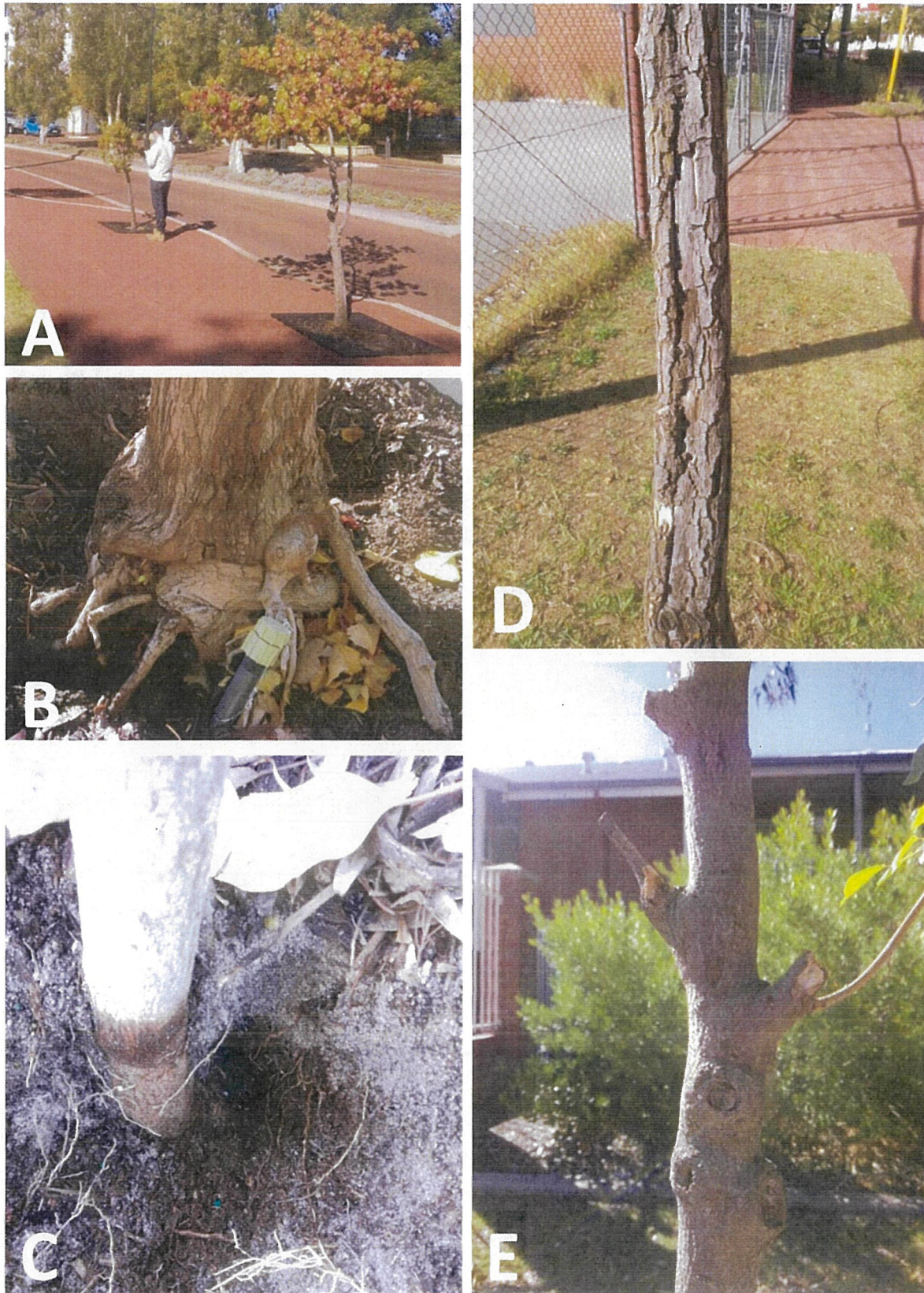


Figure 3: Examples of *T. sebifera* in poor condition: (A) stunted growth form, (B) girdling roots, (C) fill over basal stem, (D) sun-scald damage to the trunk, and (E) broken branches due to vandalism.

Many *T. sebifera* on the eastern end of Old Perth Road had severe sun-scald and mechanical damage to their trunks and branches, presumably from vehicles. This was particularly evident in specimens growing in roadside diamonds. The trees growing in roadside diamonds were relatively healthy when compared to many of the trees established in footpath planting pits. However, the extent of sunscald, and vehicle damage will likely reduce the lifespan of these tree in the future. Evidence of girdling roots was also observed in several specimens, which is likely to further reduce the life expectancy of these trees.

Relatively healthy *T. sebifera* were observed on Old Perth Road between Wilson Street and James Street. Examination of historical aerial photography showed these trees were planted in the same period as many of the other *T. sebifera* in 2014. Comparison of healthy and unhealthy *T. sebifera* established in the same year are presented in Figure 4.

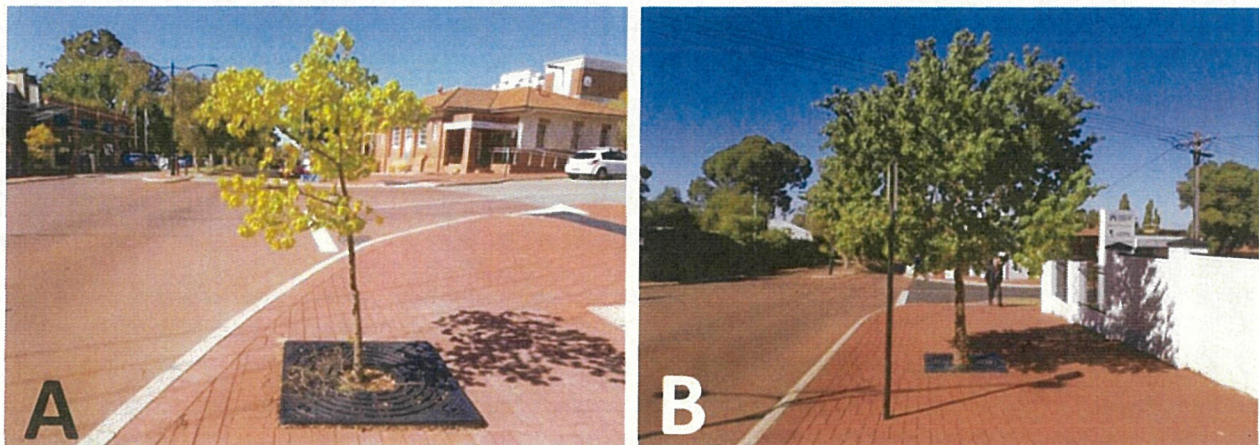


Figure 4: Examples of unhealthy (A) and healthy (B) *Triadica sebifera* on Old Perth Road, both planted at the same time (2014).

A stand of mature *T. sebifera* were present on the south eastern end of Old Perth Road. These trees were greater than 10 years of age and appeared to be relatively healthy, with some evidence of minor branch dieback observed. Tree condition was, however, difficult to ascertain as the foliage was becoming senescent as the trees entered their dormant stage. These trees had a much larger soil area in which to grow which likely contributed to the success of these plantings (Figure 5).

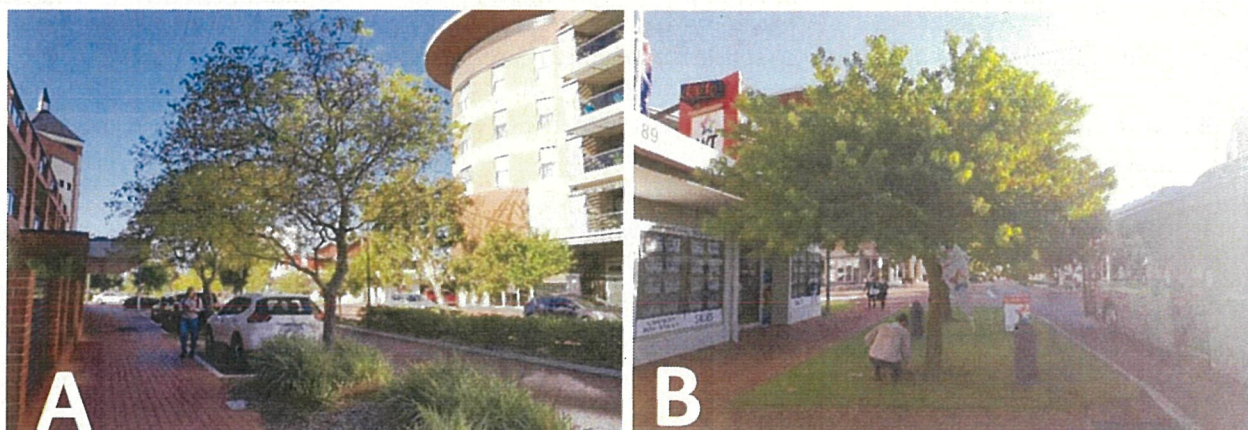


Figure 5: Example of mature *Triadica sebifera* in good condition on south eastern end of Old Perth Road, planted in (A) larger carpark bay and (B) turfed area.

There were five mature, healthy *Lophostemon confertus* located on the eastern half of Old Perth Road. The trees had large, broad crowns (Figure 6A), and while they only made up 4.3% of the total number of trees, they contributed to 12.6% of the total canopy cover of Old Perth Road. Some individuals had raised garden beds built around them, bringing the soil level up around the base of the tree (Figure 6B), however, this has not appeared to have had a negative impact on the condition of the trees.



Figure 6: Healthy, mature *Lophostemon confertus* with (A) large, dense crown and (B) raised garden bed around base.

### 3.1 Audit findings

Old Perth Road contained 116 trees, primarily in the public streetscape land. Detailed assessment of the trees is presented in Appendix 2. Several of the more significant trees were found in private land or in council property, such as those outside the Town of Bassendean council buildings. The total canopy coverage within the streetscape was 13.4%. The main species contributing towards canopy was *Melaleuca quinquenervia*, which was planted almost exclusively down the median strip and accounted for 47.3% of the street's canopy area. A tree planting program was initiated in 2013, involving the establishment of mainly *Triadica sebifera* in new tree pits within the footpath and car parking area. These trees have generally failed to thrive or were in decline.

The main factors preventing the increased canopy development on Old Perth Road appear to be:

- Use of small to medium sized tree species with limited canopy area capacity.
- Low success rate of recently established trees primarily due to poor quality planting stock and root development
- Lack of high-quality soil volume to sustain crown growth.



## 4 Options for increasing tree canopy

Old Perth Road is a relatively dense and narrow commercial precinct with little space on the streetscape to support additional tree plantings. Increase in the canopy cover within the street from the current level of 13.4% to the ambitious target of 70% canopy cover will require major changes to the street form through a combination of optimizing the existing planting space to support additional canopy, as well as finding new spaces for tree planting. This may reduce space available for current uses, such as car-parking.

We have provided options below to increase canopy cover and green space along Old Perth Road. Benefits and limitations are presented for each option, and a qualitative scale from lowest (left) to highest (right) for each of the categories of cost; time to maturity; maintenance; visual impact; and canopy addition are presented based on a subjective determination by ArborCarbon. Cost has been estimated considering both the cost of advanced tree stock and installation as well as potential engineering works and material required for development of the planting space. For example, the cost of replacing the *T. sebifera* would involve tree removal, soil improvement and installation of new planting stock. Whereas replacement of median strip trees will involve additional costs associated with street closure, complications associated with road engineering and curbing. Time to maturity considers both the expected tree growth rate in the different environments and the potential canopy size. Trees planted in structural cells would be expected to reach maturity more rapidly than trees planted directly into field soil. Maintenance score is based on estimated annual maintenance requirement once the plants are established, eg. excluding two years of irrigation for trees. Visual impact is a highly subjective measure of the potential contribution to streetscape aesthetics. Canopy addition is based on the total potential canopy addition to the street as a whole, considering the potential crown size and the number of potential planting locations.

The simplest and cheapest option to improve canopy coverage within the street would be to remove and replace all poor performing *T. sebifera* (Chinese tallow) (Figure 7). Many of these trees have been planted for 4-5 years and are in a declining state of health. Our investigation suggests that the principle reason for the poor performance is the quality of the initial planting stock, for which there is no remediation possible. These trees could be replaced with a tree species with a greater potential crown size at maturity. However, the lack of sufficient soil volume of suitable quality will likely restrict the crown volume possible in many of the planting spaces.

## 1. Replace poor performing *Triadica sebifera* (Chinese tallow)

Remove current poor performing Chinese tallow and replace with high quality stock.

### Benefits

- Opportunity to choose new species with greater potential crown size, which will vastly increase canopy cover.
- Increase number of species planted.
- Relatively low maintenance.

### Limitations

- Lack of soil volume will restrict the species choices and final crown size
- Number of available planting species.

Cost



Time to maturity



Maintenance



Visual Impact



Canopy addition



Figure 7: Replacement of poor performing *Triadica sebifera* with a species that has bigger potential crown size. The purple polygons are existing *T. sebifera* crowns, and the semi-transparent green polygons indicate potential canopy of poor performing *T. sebifera* are replaced with broader crowned trees. Note that some *T. sebifera* are could remain.

Similarly, there are still remaining spaces within the footpath area in which additional planting pits could be installed. The initial Old Perth Road drawings from 2013 (TOB 11-2013/1) (Appendix 1) identify several potential locations for additional planting pits which have not been utilised. It is possible that reasons exist for not adopting these planting locations which may be known within the Town. We have identified 40 potential new planting locations which could be developed (Figure 8).

## 2. Increased planting in available spaces

Create additional tree pits in available spaces, mainly footpath areas. Choose species with greater potential crown size.

**Benefits**

- Will increase shade provided to pedestrians
- Relatively low maintenance and potential for greater increase in canopy cover.

**Limitations**

- Lack of soil volume will restrict the species choices and final crown size
- Limited areas available to plant due to underground services and overhead structures

Cost



Time to maturity



Maintenance



Visual Impact



Canopy addition

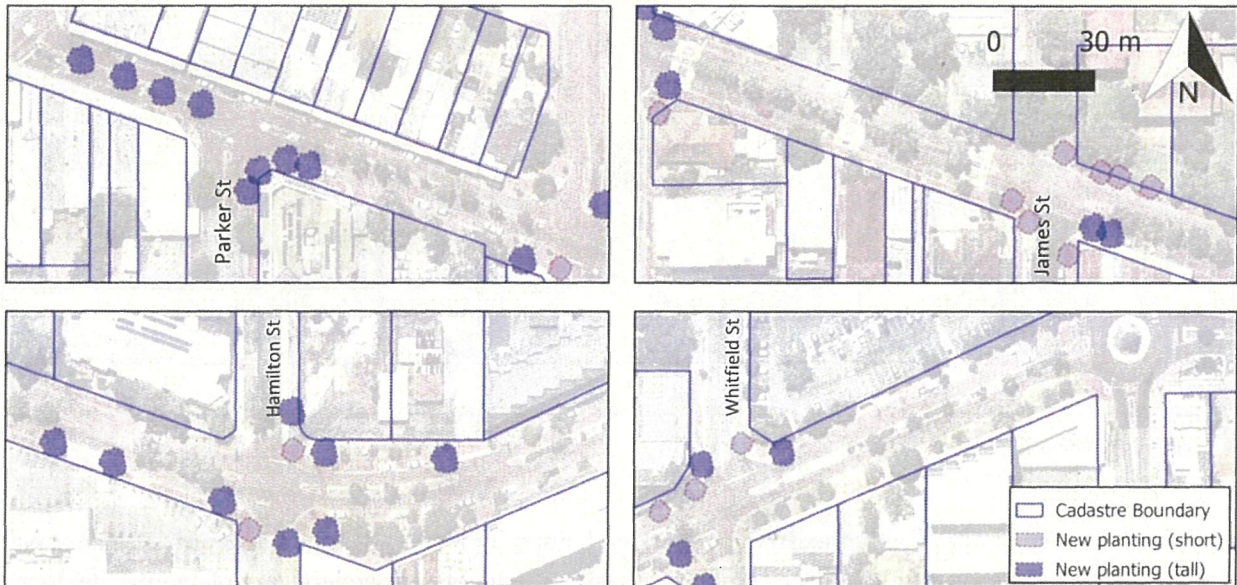


Figure 8: Increased tree planting in available spaces. The semitransparent purple polygons indicate potential canopy of additional planting of short trees, which are located under powerlines or other overhead obstructions. The semitransparent blue polygons are potential canopy of additional planting of larger, tall trees.

In addition to finding space for additional planting pits within footpath areas, an option exists to develop new planting pits in areas currently reserved for on-street parking. This option allows for greater flexibility in the location and number of spaces for tree planting. Existing attempts to plant trees within diamonds placed in between car parking bays have been relatively successful compared to footpath pits established at the same time. However, increasing the size of the pits would increase tree growth rates, and also reduce the incidence of vehicle impacts which are likely to suppress the vigour of these trees. This would necessitate sacrificing car parking space for each tree.

### 3. Creation of new planting locations in car bays

Create additional planting pits in existing car bays.

**Benefits**

- Opportunity to choose species with large crown size.
- High flexibility in location and number.
- Reduced chances of conflict with underground services and powerlines.

**Limitations**

- Lack of soil volume will restrict the species choices and final crown size.
- Reduced space for car parking.

Cost



Time to maturity



Maintenance



Visual Impact



Canopy addition



Figure 9: An example of a section of Old Perth Road where car parking bays could be reclaimed and new plantings spaces for trees created, (indicated by the semitransparent green canopies).

The installation of parklets within existing car-parking bays is an increasingly popular form of increasing street vibrancy and greenery in similar commercial centres. Parklets are generally implemented by local businesses in partnership with the council, which may involve a fee for rental of the street space. Parklets are generally non-permanent structures, however, if developed in partnership with the council, permanent tree planting pits could be established within the parking area prior to establishment of the semi-permanent parklet installed above. These options are advantageous because the establishment and maintenance cost is passed on to the business owner, who benefits in the form of increased seating capacity and alfresco dining options.

## 4. Creation of parklets

Reclaim car parking spaces for additional alfresco dining spaces with incorporated greening and tree planting space.

### Benefits

- Reduced chances of conflict of tree roots with underground services and powerlines
- Opportunities for partnership with local businesses

### Limitations

- Lack of rooting volume will restrict the species choices and final crown size.
- Reduced space for car parking
- Low number of suitable locations.

Cost



Time to maturity



Maintenance



Visual Impact



Canopy addition



Figure 10: Example of the creation of parklets in reclaimed car parking bays. The shaded green polygons indicate the boundary of the potential parklet, and the semitransparent green polygons are potential canopy if broad crowned trees are planted within the parklet.

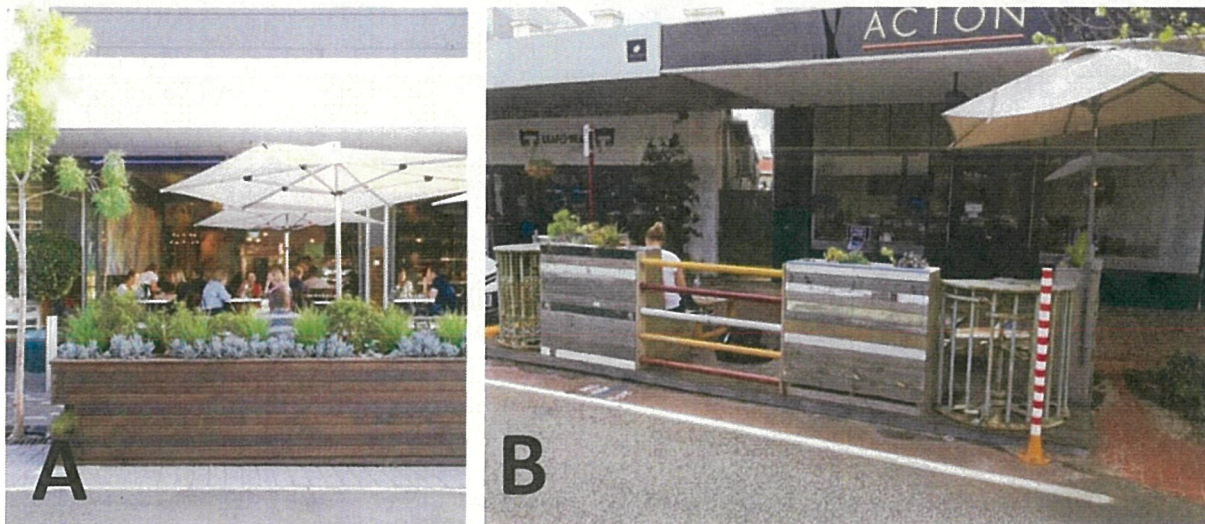


Figure 11: Two parklets established in former car parking bays now used for alfresco dining in the (A) Town of Claremont and (B) City of Vincent.

Some of the largest areas of exposed land within Old Perth Road are found at road intersections. There may be a possibility to install a small roundabout at the centre of each junction. This would allow a relatively large tree species to be planted without interference from overhead wires, or underground services, which is a limiting factor of tree establishment in footpath areas. Roundabouts may also have a traffic calming effect, making the street more attractive to pedestrians while improving traffics flows.

## 4. Roundabouts at road intersections with large internal planting spaces

Create additional tree pits in available the middle of a new roundabout at road intersection.

### Benefits

- Opportunity to choose new species with greater potential crown size.
- May have calming effect on traffic.

### Limitations

- May not be enough available space for new roundabout.
- May increase overall road area, taking area away from footpaths.

Cost



Time to maturity



Maintenance



Visual Impact



Canopy addition



Figure 12: Potential canopy if new roundabouts are installed and large trees are planted in them. The dark circles are the proposed roundabouts, and the semitransparent green polygons are the potential canopy.

The installation of additional gardens beds and planter boxes has the potential to make a significant contribution the streetscape aesthetic (Figure 13). Planter boxes are generally not appropriate for planting large trees with the aim of increasing canopy. However, planter boxes can contribute to vegetation at or

below eye level. These can also be used to grow screening vegetation to reduce the visual impact of bare walls and car parks. Additionally, they are easily customizable and easy to move locations if necessary.

Green walls are another popular method to screen bare walls and increase vegetation at eye level (Figure 14). These are a relatively modern and fashionable design statement. There are relatively few examples within the Perth region. This is possibly due to difficulties in establishing and maintaining these systems in the hot and dry Perth conditions. However, it is certainly possible with thoughtful design and selection of plant species, such as *Bougainvillea*, which are commonly used in Mediterranean countries. If this option is to be selected it would be advisable that a competent contractor be sought with a successful track record of green wall establishment in the Perth region.

To achieve a similar effect, trellising could be established on these walls with climbing plants or vines established from garden beds below. These are likely to be easier to establish and maintain, however, it would take several years to fill a target wall. On a smaller scale, climbing plants could also be established on supporting structures associated with shop awnings, light poles and other opportunistic locations (Figure 15).

Hanging baskets are another option to increase vegetation under the shop awnings and add to the aesthetic of the streetscape (Figure 15). However, given the age and condition of the current awnings this option may require additional engineering to support the weight of soil and water required. These also require irrigation and regular maintenance and can be difficult to implement successfully.

In order to achieve a major transformation to the level of shade and vegetation within the street, an arbor could be erected (Figure 16). This could be used to achieve close to 100% shade cover in at least part of Old Perth Road, with comparatively little footprint at ground level. The use of vine and climbing plants for shade cover would reach maturity faster than tree canopy would. The drawback to this approach is the significant cost that would be involved in the design, engineering and installation of the support structures. However, such a structure would be unique in WA and would provide a feature to raise the profile of the street and draw in visitors from outside the local area.

## 5. Garden beds and/or planter boxes

Installation of planter boxes and garden beds in narrow areas where trees are not suitable.

### Benefits

- Easy to install
- Flexible to locate
- Practical for small/narrow spaces e.g. alongside footpaths

### Limitations

- Only limited impact
- Require ongoing maintenance

Cost



Time to maturity



Maintenance



Visual Impact



Canopy addition

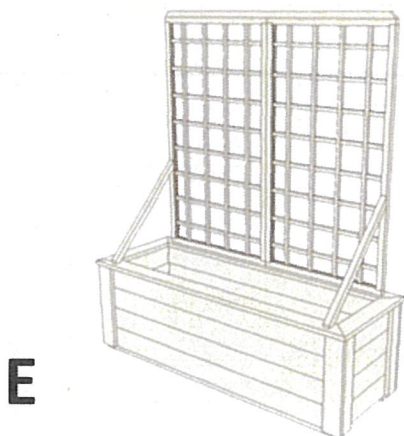
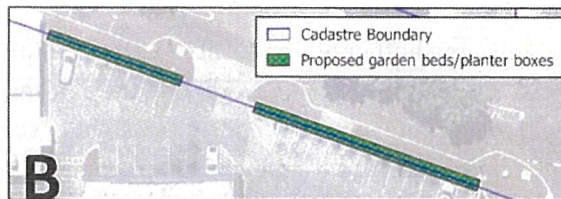


Figure 13: (A) and (B) Examples of locations for potential planter boxes and garden beds on Old Perth Road. (C to F) Examples of planter boxes and garden beds that could be used.



## 6. Green walls

The addition of a green wall feature piece or climbing plants to cover bare wall.

### Benefits

- Hide unsightly wall
- Reduce urban heat island effect by reducing radiance from brick/concrete wall
- Feature piece that will attract attention

### Limitations

- Difficult to establish and maintain
- May be expensive
- Does not contribute to shade/canopy cover

Cost



Time to maturity



Maintenance



Visual Impact



Canopy addition

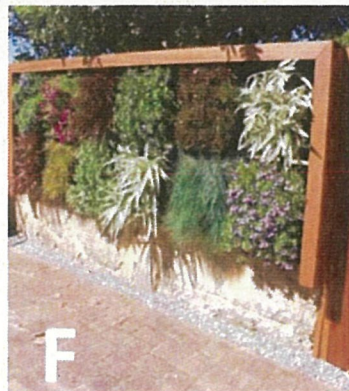
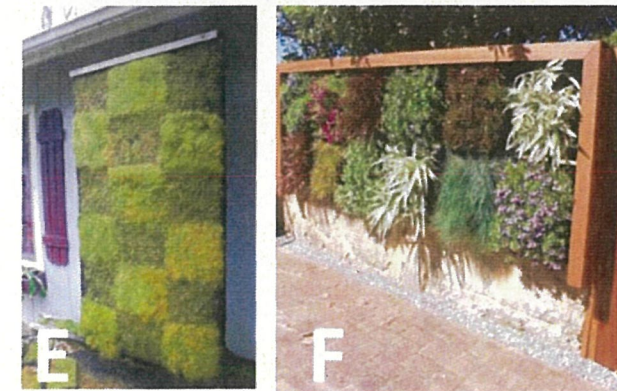
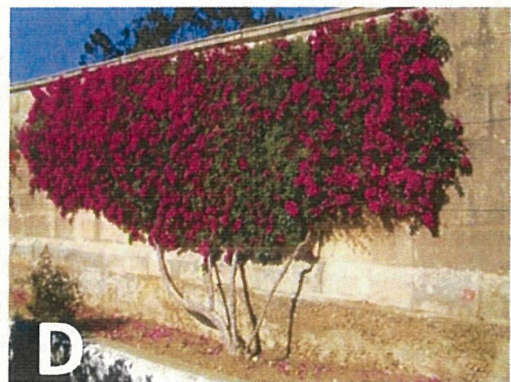
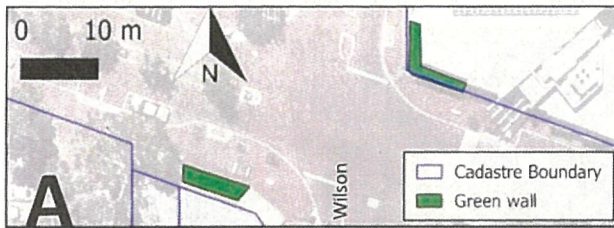


Figure 14: (A) Potential locations for the addition of a green wall (green polygons). (B) and (C) show currently bare walls that could be made into green walls such as shown in D to F.

## 7. Hanging and climbing plants

Hanging plants from awnings or the addition of climbing plants on supporting posts to add vibrancy to the streetscape.

### Benefits

- Relatively inexpensive
- Can provide colour and greening to areas that are too small for trees e.g. under awnings and around supporting structures.

### Limitations

- Prone to vandalism
- Does not provide shading/canopy
- High maintenance

Cost



Time to maturity



Maintenance



Visual Impact



Canopy addition

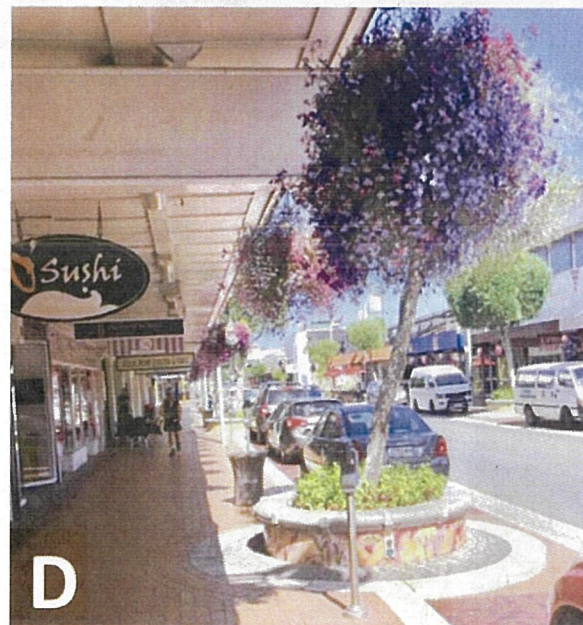


Figure 15: (A) Example of supporting poles on Old Perth Road that could be enhanced with climbing plants such as in (B). Hanging plants could be established along awnings (C) such as that shown in (D).

## 8. Arbor

Create an arbor over the first section of Old Perth Road where there is no median strip.

### Benefits

- Can provide very high canopy coverage.
- Very high visual impact.
- Arbor's are rare and could be considered a feature piece that will attract people to the area.

### Limitations

- Expensive to install and maintain.
- Will need a strong structural set up.
- Road is possibly too wide.

Cost



Time to maturity



Maintenance



Visual Impact



Canopy addition

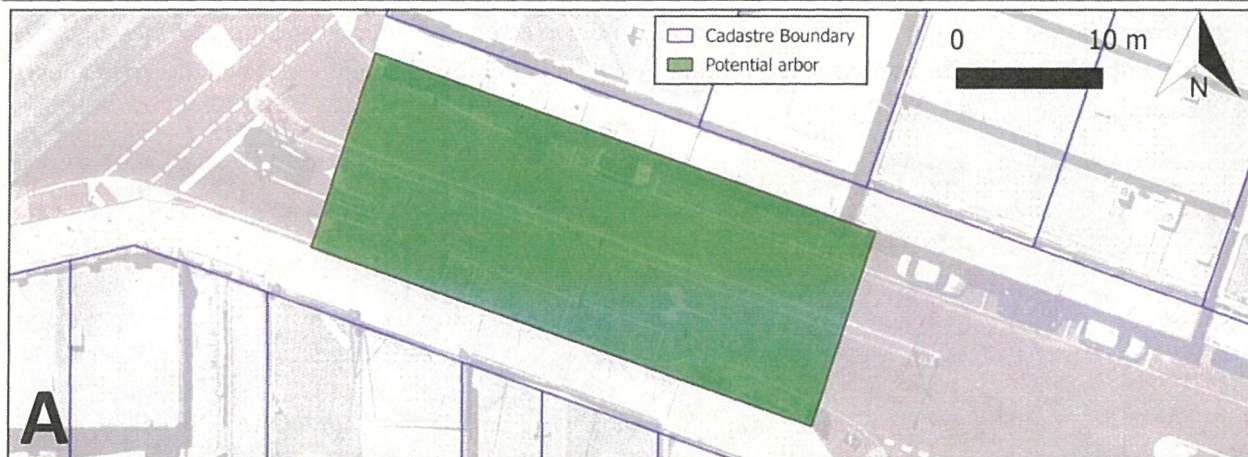


Figure 16: (A) The addition of an arbor between Guildford Road and Parker Street could add a large amount of canopy. B and C are examples (Source: Pinterest).

A direct correlation exists between soil volume, root mass and crown size of urban trees. It is estimated that an urban tree with a 5 m diameter wide crown requires a soil volume of approximately 12 cubic meters (m<sup>3</sup>).

Availability of quality, uncompacted soil for root growth can be difficult to find in urban settings resulting in sub-optimal growth, premature decline in condition and possible death.

The use of structural cell systems such as Stratacells™ is becoming increasingly popular. These systems involve a modular suspended pavement system that can support pedestrian and vehicle traffic above ground (load-bearing) while creating an air void between the soil and the paved surface. This gives the root system access to a large volume of high-quality uncompacted soil, while minimizing the possibility of root damage to hard surfaces above. These systems can be integrated with storm water management systems to provide water and stormwater mitigation functions. Stratacells™ also allow for the use of custom soil blends which can be tailored to the requirements of different tree species, allowing a greater range of potential species to be planted.

The cost of providing high quality growing environments in the urban setting is not small. A base cost of \$700 per m<sup>3</sup> of soil should be allowed for supply and installation of structural cells. A tree crown of 5 m<sup>2</sup> diameter ideally would require at least 12 m<sup>3</sup> of soil therefore \$8,400 per tree should be allowed. Costs could be reduced by connecting the soil pits, thus allowing tree roots to share adjacent pits. Initial costs, however, can be offset through decreased costs for establishment, maintenance and reduced rates of failure and replacement. Using structural cell systems is likely to improve establishment success, growth rates and final crown volume of any of the options listed therein, resulting in improved amenity and benefits to residents and businesses along Old Perth Road.

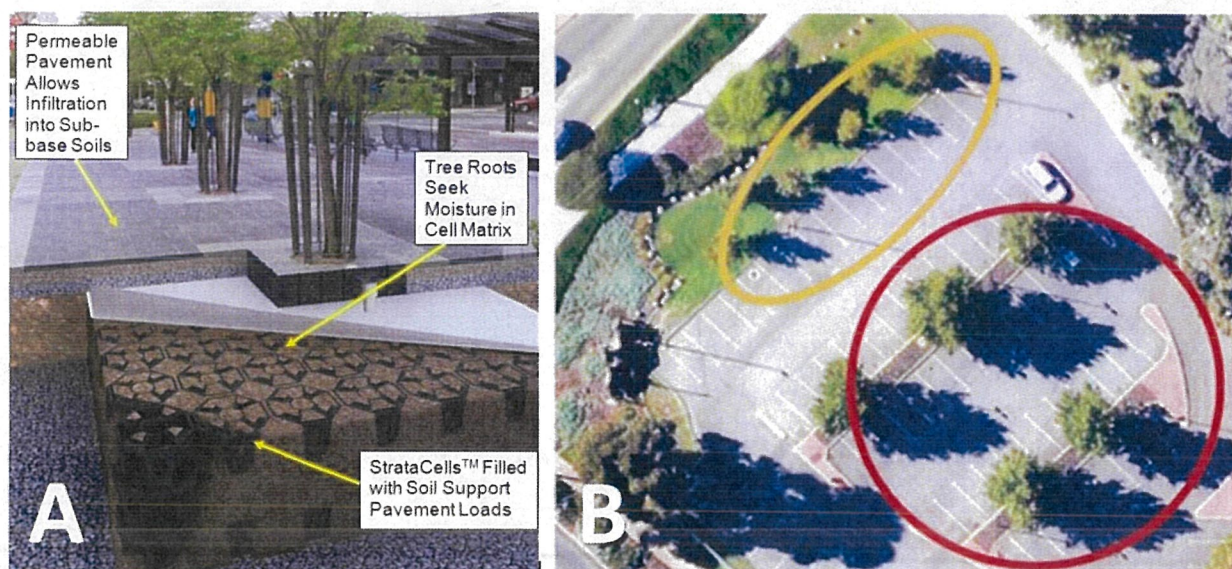


Figure 17: (A) Example of a Stratacell™ and a (B) carpark in Belmont demonstrating the size and health of trees planted using Stratacells™ (circled in red) compared to those planted conventionally (circled in yellow) (Source: City Green pty ltd.).

The best potential planting area within Old Perth Road is probably in the street median. These locations are less restricted by buildings and awnings, underground services, powerlines, and the long relatively thin strip of soil offers a greater volume of quality soil for root growth than individual tree pits. However, the median strips are currently fully occupied by the mature *Melaleuca quinquenervia*. These trees are generally performing well within Old Perth Road, however, this species tends to have an erect form which projects relatively little overhead shade. The use of different species within this area could almost reach the 70% canopy target without additional tree planting (Figure 18). However, removal of these trees is likely to be

controversial, expensive, disruptive to business owners and residents, with the benefits not likely to be realised for another 5-10 years.

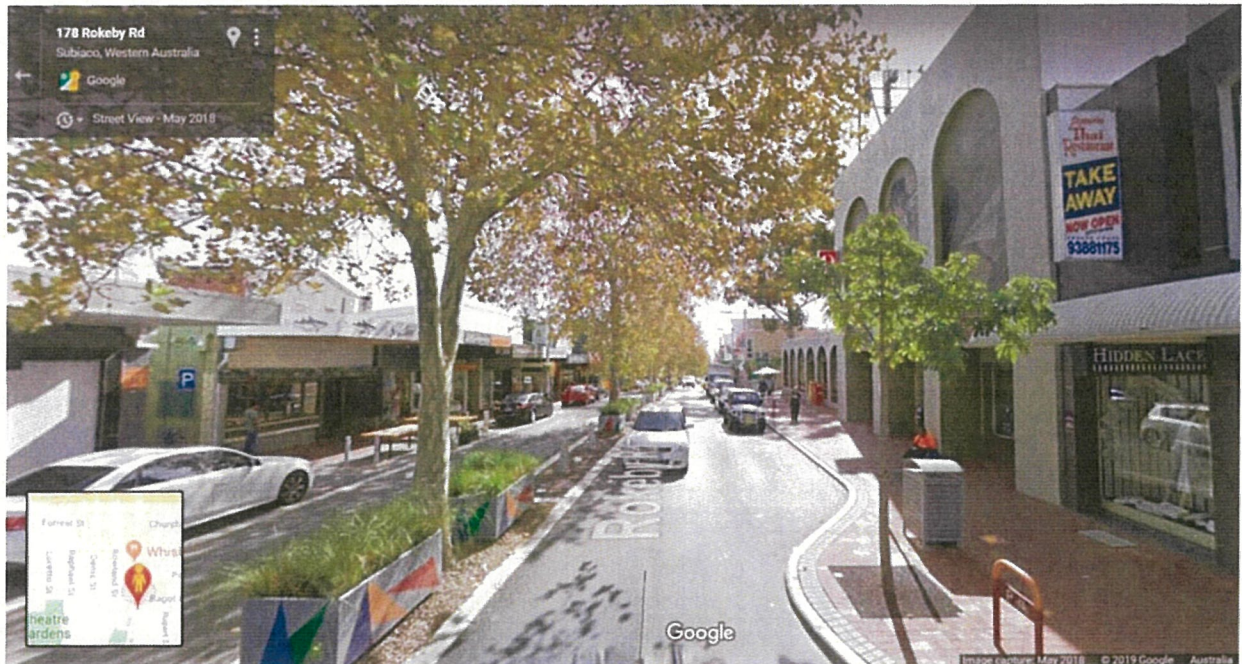


Figure 18: Rokeby Road in the City of Subiaco, demonstrating high canopy cover by planting a broad canopied tree such as *Platanus x acerifolia* (London plane) along the median strip (Source: Google Maps).

The greatest area of land within the streetscape is reserved for vehicle traffic. Conversion of the street or part thereof to a pedestrian mall would provide ample space for additional planting of broad canopied tree species (Figure 19A). This type of dramatic renovation of the street will have far reaching implications for the current commercial tenants of the street impacting traffic flow and availability of parking. This option would require extensive community engagement and be part of a larger plan which is beyond the scope of this document. Less severe alternatives to the pedestrian mall exist, such as reducing the traffic flow by converting the street to a one-way street. This could allow space for increased parking spaces at the same time as additional tree planting space (Figure 19B).



Figure 19: (A) Pedestrian-only mall in the City of Perth and (B) a one-way street in the City of Claremont.

## 5 Species suggestions

### 5.1 Large crowns

Large crown species are suggested for establishment within the road footprint. It is important to consider species that are suitable for the proposed location, but also availability of suitable quality stock in advanced tree nurseries for planting and establishment in 2020.

Species	Size	Comments
<i>Corymbia maculata</i> (Spotted gum)	Height: 20m Width: 8m	Evergreen tall eucalypt with good urban performance.
<i>Platanus x acerifolia</i> (London Plane)	Height: 18m Width: 10m	Commonly planted in urban areas due to excellent performance. Deciduous habit.  Fine hairy leaves and seeds can produce irritation in some people. Root system can be destructive in confined spaces. Not suitable for small median strips.
<i>Platanus orientalis</i> (Old World Sycamore)	Height: 20m Width: 10m	Fine hairy leaves and seeds can produce irritation in some people. Root system can be destructive in confined spaces. Not suitable for small median strips.
<i>Liquidambar styraciflua</i> (Sweet gum)	Height: 18m Width: 8m	Large, fast growing deciduous tree. Best known for their spectacular autumn colour. Low maintenance.  Many varieties available.
<i>Jacaranda mimosifolia</i> (Jacaranda)	Height: 10m Width: 8m	Some green semi-deciduous foliage with superb purple floral display.  May require supplemental irrigation for best performance.
<i>Eucalyptus gomphocephala</i> (Tuart)	Height: 15m Width: 9m	Local evergreen native. Fast growing large eucalypt.
<i>Ulmus parvifolia</i> (Chinese elm)	Height: 12m Width: 8m	Semi-deciduous tree with attractive dark green foliage. Good spreading crown with proven urban performance.  Attractive mottled bark.

## 5.2 Medium crowns

Species	Size	Comments
<i>Pyrus nivalis</i> (snow pear)	Height: 10m Width: 6m	Upright form with silver/green foliage turning red in autumn (deciduous).  White flowers in spring.
<i>Eucalyptus cladocalyx nana</i> (Dwarf sugar gum)	Height: 7m Width: 5m	Attractive evergreen eucalypt with dark green leaves and smooth cream coloured bark.
<i>Callistemon viminalis</i> (Bottlebrush)	Height: 6m Width: 4m	Larger bottlebrush evergreen species with spreading crown. Can be maintained under powerlines.  Red bottlebrush shaped flowers.
<i>Agonis flexuosa</i> (WA peppermint, Wonil)	Height: 8m Width: 5m	Local evergreen native species.  Slender green leaves with a weeping habit. Can be maintained under powerlines.

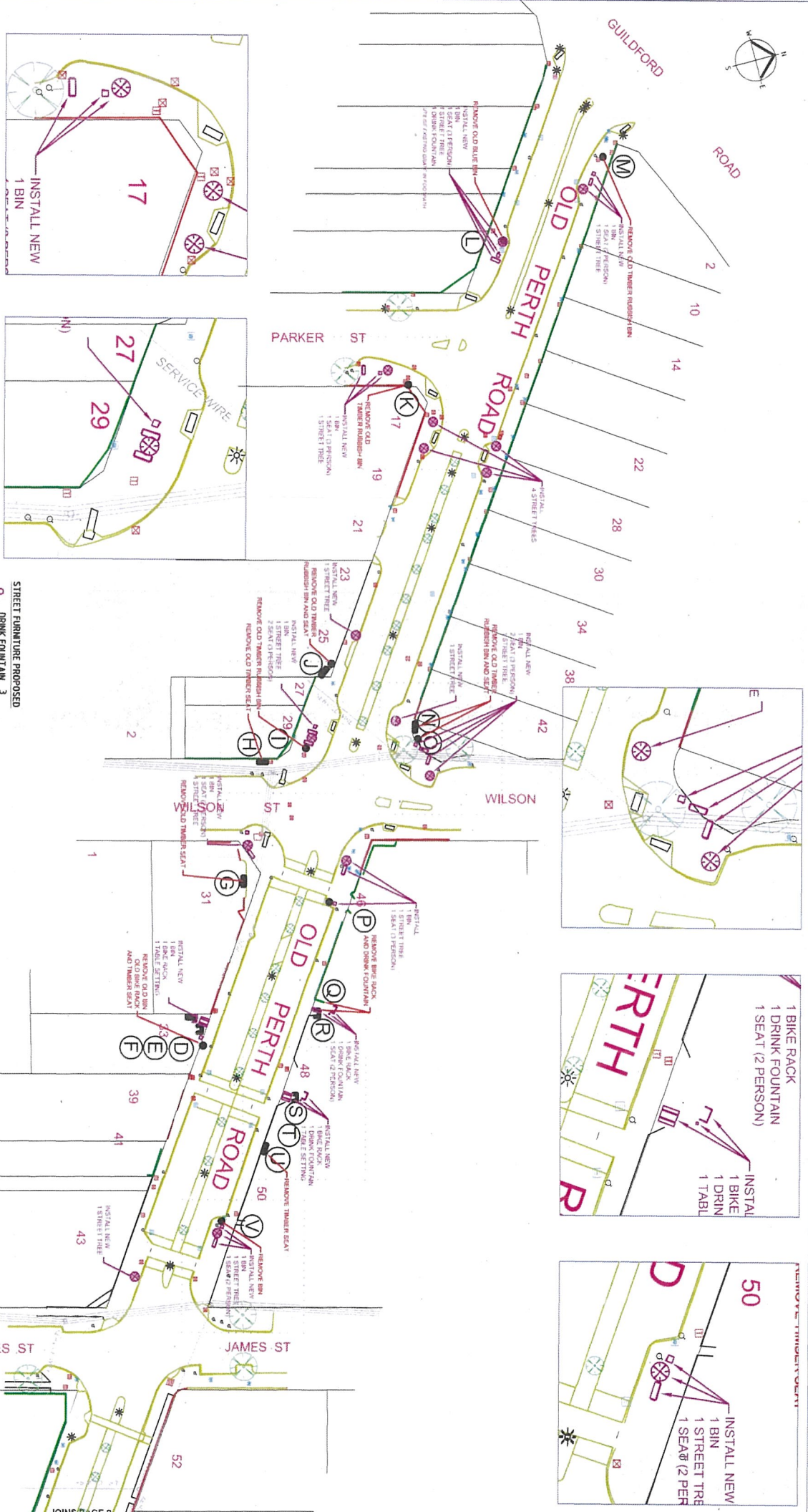
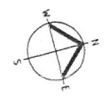
## 6 Conclusion and Recommendations

Old Perth Road is the historic and municipal centre of the Town of Bassendean and an important commercial precinct. The audit of current street trees found the current canopy cover within the street was 13.4% which is regarded as insufficient by council. Roughly half of the current canopy area is provided by *Melaleuca quinquenervia* in the median strip. A tree planting program was initiated in 2013 that has involved establishment of mainly *Triadica sebifera* within planting pits created in the footpath and between car-parking bays. These trees have in general performed poorly. Our limited inspection suggests that the primary reason for the poor establishment was poor quality nursery stock resulting in girdling roots and poor root development.

There currently exists relatively little space within the street for additional tree planting without compromising other functions of the street. A range of possible options is presented for consideration by council including a summary of their benefits and limitations. The most cost-effective option to increase canopy is likely to be replacement of the existing poor performing *T. sebifera*. These trees in their current form are unlikely to thrive in the future and are likely to die within the next 5-10 years regardless of management. Achieving the ambitious target of 70% canopy cover is unlikely to be possible without the implementation of major changes, such as replacing current median trees with high-quality advanced tree stock of species with a greater potential crown area once mature. The use of structural cells is recommended for any future tree planting within the street in order to maximise the health, growth rates and potential crown size of tree planted therein.



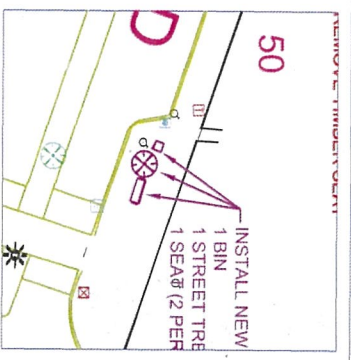
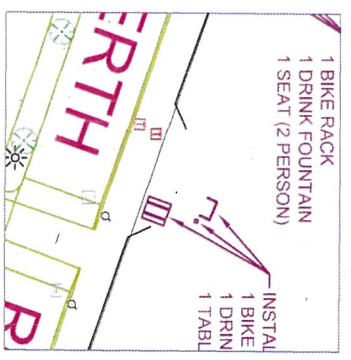
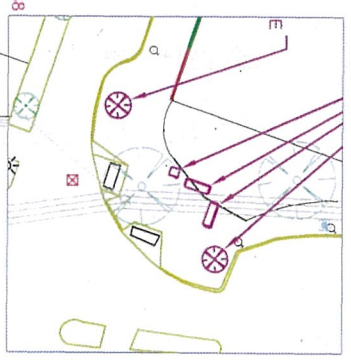
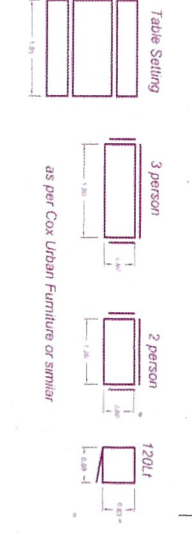
## **Appendix 1 – Town of Bassendean Survey Design Documents**



NOTE: UTILITY ONLY. This information is for planning purposes only. It is not intended to be used for construction. The location of any existing or proposed utility lines is shown for information only. The location of any existing or proposed utility lines is shown for information only. The location of any existing or proposed utility lines is shown for information only.

- LEGEND**
- Sewer Manhole
  - Grate/Side Entry Pit
  - Valve
  - ⊛ Test Pit
  - ⊛ Light Pole
  - ⊛ Electrical Pit
  - ⊛ Survey Station/Datum
  - Fence Line

- STREET FURNITURE PROPOSED**
- DRINK FOUNTAIN 3
  - STREET TREE 15
  - ⊛ BIKE RACK 3
  - ⊛ BM 120/L 9
  - ⊛ SEAT 2 PERSON 4
  - ⊛ SEAT 3 PERSON 7
  - ⊛ TABLE SETTING 2



**TOWN of BASSENDEAN**

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[www.bassendean.wa.gov.au](http://www.bassendean.wa.gov.au)

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OLD PERTH ROAD - JAMES STREET  
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DATE: 11 JULY 2013

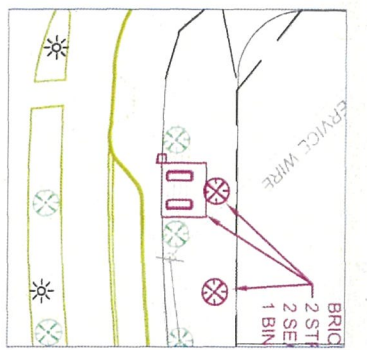
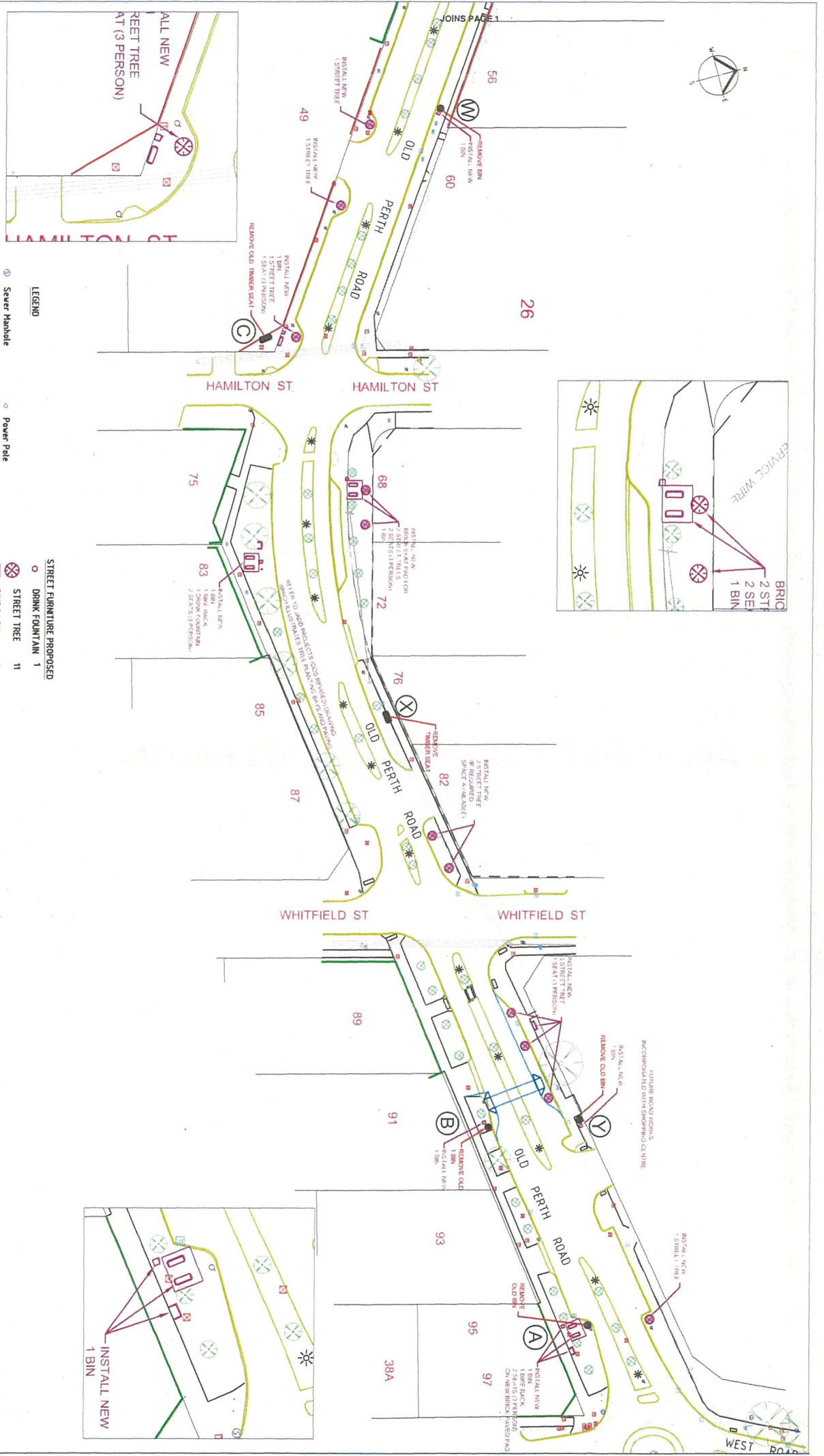
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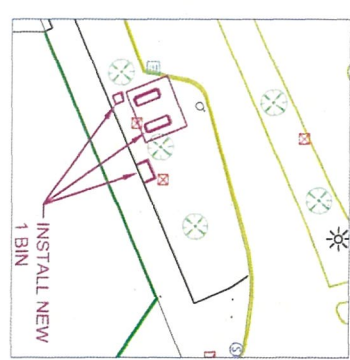
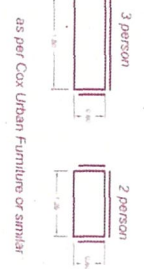
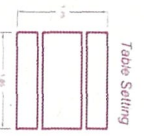
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  - ⊗ Survey Station/Datum
  - - - Force Line

- STREET FURNITURE PROPOSED**
- DRINK FOUNTAIN 1
  - ⊗ STREET TREE 11
  - ⊗ BKE RACK 2
  - ⊗ BIN 120L 7
  - ⊗ SEAT 2 PERSON 0
  - ⊗ SEAT 3 PERSON 8
  - ⊗ TABLE SETTING 0



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[www.bassendean.wa.gov.au](http://www.bassendean.wa.gov.au)

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## Appendix 2 – Street Tree Audit Results

Tree No.	Position	Species	Common Name	Too Deep Planting	DBH (cm)	Height (cm)	Crown Thinning	Push Instability	Dieback	Sun burn	Form	Chlorosis	Comments
1	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	5	450	Absent	Minor	Absent	Absent	Good	Absent	Healthy looking tree close to awning, planted in footpath
2	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	5	300	Moderate	Major	Minor	Absent	Average	NA	Small foliage, small in size, tree performing poorly in crown. Unstable root-plate.
3	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	5	300	Moderate	Major	Moderate	Absent	Poor	NA	Small foliage, small in size, tree performing poorly in crown. Unstable root-plate. Tree with moderate lean towards road correcting above 1.5
4	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	5	300	Minor	Major	Major	Absent	Poor	NA	Stem half a metre from awning. Poor taper, pruned up to 1.8m. Poor root plate stability.
5	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	5	450	Minor	Major	Major	Absent	Poor	NA	Stem 0.5m from awning. Poor taper, pruned above 2m. Poor root plate stability. Possible shaded from awning, insufficient light.
6	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	35	600	Absent	Absent	Absent	Absent	Good	NA	All trees in median strip in healthy condition with dense canopy, appears to be irrigated, trees have lighting that requires loosening.
7	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	35	500	Absent	Absent	Absent	Absent	Good	NA	All trees in median strip in healthy condition with dense canopy, appears to be irrigated, trees have lighting that requires loosening.
8	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	35	700	Absent	Absent	Absent	Absent	Good	NA	All trees in median strip in healthy condition with dense canopy, appears to be irrigated, trees have lighting that requires loosening.
9	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	30	600	Absent	Absent	Absent	Absent	Good	NA	All trees in median strip in healthy condition with dense canopy, appears to be irrigated, trees have lighting that requires loosening.
11	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	30	500	Absent	Absent	Absent	Absent	Good	NA	All trees in median strip in healthy condition with dense canopy, appears to be irrigated, trees have lighting that requires loosening. Minor lean to the north.
12	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	30	550	Absent	Absent	Absent	Absent	Good	NA	All trees in median strip in healthy condition with dense canopy,

ArborCarbon Report: Old Perth Road Street Tree Audit – Town of Bassendean

Tree No.	Position	Species	Common Name	Too Deep Planting	DBH (cm)	Height (cm)	Crown Thinning	Push Instability	Dieback	Sun burn	Form	Chlorosis	Comments
													appears to be irrigated, trees have lighting that requires loosening.
13	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	25	600	Absent	Absent	Absent	Absent	Good	NA	All trees in median strip in healthy condition with dense canopy, appears to be irrigated, trees have lighting that requires loosening.
14	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	35	600	Absent	Absent	Absent	Absent	Good	NA	All trees in median strip in healthy condition with dense canopy, appears to be irrigated, trees have lighting that requires loosening.
15	Private property buy car park	<i>Corymbia citriodora</i>	Lemon-scented gum	Absent	80	1600	Moderate	Absent	Major	Absent	Good	NA	Substantial frequent branch dieback of branches up to 8 cm in diameter. Very close to adjacent building possible structural issues in the future.
16	Private property buy car park	<i>Corymbia citriodora</i>	Lemon-scented gum	Absent	80	1600	Absent	Absent	Absent	Absent	Good	NA	Impacting on adjacent bollard. Close to car park drainage (within half metre).
17	Private property buy car park	<i>Corymbia ficifolia</i>	Red-flowering gum	Absent	15	400	Severe	Absent	Major	Absent	Good	Severe	
18	Private property buy car park	<i>Corymbia ficifolia</i>	Red-flowering gum	Absent	35	500	Major	Absent	Major	Absent	Good	Absent	
19	Private property buy car park	<i>Corymbia citriodora</i>	Lemon-scented gum	Absent	55	1500	Moderate	Absent	Absent	Absent	Good	Absent	Major damage to the kerb probably caused by root uplift.
20	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	4	150	Major	Severe	Moderate	Absent	Good	Major	Crown very small, evidence of pruning to remove a lot of dead branches. Abundance scale observed, epicormic shoots and vandalism (breaking of several branches).
21	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	4	200	Moderate	Major	Major	Moderate	Good	Major	Epicormic shoots on stem, abundant scale. Fair bit of pruning to remove small branches, probably dieback. Tree planting grate is 5-8 cm above footpath level (trip hazard).

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Tree No.	Position	Species	Common Name	Too Deep Planting	DBH (cm)	Height (cm)	Crown Thinning	Push Instability	Dieback	Sun burn	Form	Chlorosis	Comments
22	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	5	200	Absent	Major	Absent	Absent	Good	Absent	
23	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Minor	6	250	Minor	Severe	Minor	Absent	Acceptable	Absent	
24	Footpath	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	45	450	Absent	Absent	Absent	Absent	Good	Absent	Pruned to fit under power lines.
25	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Major	5	250	Moderate	Minor	Moderate	Absent	Acceptable	Minor	Tree in ok condition, planted at least 10cm too deep. Several branches broken due to vandalism and a little bit of a canker or dieback of small branches. Opportunity for a much larger feature tree in front of library.
26	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	25	650	Absent	Absent	Absent	Absent	Good	NA	Good condition. Slightly broader form than towards the railway station. Apparent damage to kerb and road is minor. Understorey planted with ground covers.
27	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	30	700	Absent	Absent	Absent	Absent	Good	NA	Good condition. Slightly broader form than towards the railway station. Apparent damage to kerb and road is minor. Understorey planted with ground covers.
28	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	50	850	Absent	Absent	Absent	Absent	Good	NA	Good condition. Slightly broader form than towards the railway station. Apparent damage to kerb and road is minor. Understorey planted with ground covers.
29	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	40	850	Absent	Absent	Absent	Absent	Good	NA	Good condition. Slightly broader form than towards the railway station. Apparent damage to kerb and road is minor. Understorey planted with ground covers.
30	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	35	700	Absent	Absent	Absent	Absent	Good	NA	Good condition. Slightly broader form than towards the railway station. Apparent damage to kerb and road is minor. Understorey planted with ground covers.

ArborCarbon Report: Old Perth Road Street Tree Audit – Town of Bassendean

Tree No.	Position	Species	Common Name	Too Deep Planting	DBH (cm)	Height (cm)	Crown Thinning	Push Instability	Dieback	Sun burn	Form	Chlorosis	Comments
31	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	40	750	Absent	Absent	Absent	Absent	Good	NA	Good condition. Slightly broader form than towards the railway station. Apparent damage to kerb and road is minor. Understorey planted with ground covers.
32	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	40	600	Absent	Absent	Absent	Absent	Good	NA	Good condition. Slightly broader form than towards the railway station. Apparent damage to kerb and road is minor. Understorey planted with ground covers.
33	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	60	800	Absent	Absent	Absent	Absent	Good	NA	Good condition. Slightly broader form than towards the railway station. Apparent damage to kerb and road is minor. Understorey planted with ground covers.
34	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	60	900	Absent	Absent	Absent	Absent	Good	NA	Good condition. Slightly broader form than towards the railway station. Apparent damage to kerb and road is minor. Understorey planted with ground covers.
35	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	5	300	Absent	Absent	Absent	Absent	Acceptable	NA	Relatively healthy tree, poor taper but good stability of root plate. Basal flare and structural roots visible, good planting depth
36	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Major	5	300	Moderate	Major	Minor	Absent	Poor	NA	
37	Community centre	<i>Ficus microcarpa</i>	Chinese banyan	Absent	100	1000	Absent	Absent	Absent	Absent	Good	NA	Very healthy, pruned to avoid power lines
38	Community centre	<i>Poplar</i>	Poplar sp.	Absent	60	1300	Minor	Absent	Moderate	Absent	Acceptable	NA	Some active dieback, particularly over the footpath, otherwise healthy. Only small basal taper observed.
39	Community centre	<i>Citharexylum spinosum</i>	Fiddlewood	Absent	25, 25, 20	800	Absent	Absent	Absent	Absent	Poor	NA	Multi stem tree
40	Community centre	<i>Poplar</i>	Poplar sp.	Absent	50	1300	Absent	Absent	Absent	Absent	Acceptable	NA	Healthy tree, some evidence of previous poor pruning practices, lack of basal taper, some mower damage to root system surface



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Tree No.	Position	Species	Common Name	Too Deep Planting	DBH (cm)	Height (cm)	Crown Thinning	Push Instability	Dieback	Sun burn	Form	Chlorosis	Comments
													roots. Competition from adjacent liquidambar causing lean to South.
41	Customer service centre	<i>Jacaranda mimosifolia</i>	Jacaranda	Absent	900	900	Absent	Absent	Absent	Absent	Good	NA	Dual stem at half a metre above ground level, 30 and 35 cm DBH. Planted in clusters. Adjacent to smaller <i>C. ficifolia</i> & <i>Melaleuca</i> . <i>C. ficifolia</i> is approximately 50 cm DBH, good healthy specimen, significant basal flare, lignotuber visible, all trees within 1.5 metres of Jacaranda
42	Bassendean Ideas hub	<i>Pyrus calleryana</i>	Ornamental pear	Absent		500	Absent	Absent	Absent	Absent	Acceptable	NA	4 stems originating at ground level, 1 ascending stem crossing the others, possible target for removal.
43	Private property	<i>Plumeria sp.</i>	Frangipani	Absent			Absent	Absent	Absent	Absent	Good	NA	
44	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	20	450	Absent	Absent	Absent	Absent	Good	Absent	Good healthy well-established specimen, nice stem taper and form
45	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	15	400	Absent	Absent	Absent	Absent	Good	Absent	Good healthy well-established specimen, nice stem taper and form
46	1m garden bed between Footpath and wall	<i>Triadica sebifera</i>	Chinese tallow	Absent	15	450	Minor	Absent	Minor	Absent	Good	Absent	Relatively healthy tree, some dieback of internal branches, evidence of frequent vandalism on branches up to 1 cm
47	1m garden bed between Footpath and wall	<i>Triadica sebifera</i>	Chinese tallow	Absent	15	450	Minor	Absent	Minor	Absent	Good	NA	
48	Median	<i>Melaleuca quinqueneria</i>	Broad-leaved paperbark	Absent	55	800	Minor	Absent	Absent	Absent	Good	Absent	Understorey planted with clumping grasses
49	Median	<i>Melaleuca quinqueneria</i>	Broad-leaved paperbark	Absent	60	700	Absent	Absent	Absent	Absent	Good	Absent	Understorey planted with clumping grasses

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50	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	45	700	Absent	Absent	Absent	Absent	Good	NA	Bifurcated stem at 1.5 m above ground level with occluded bark
51	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	60	750	Absent	Absent	Absent	Absent	Good	Absent	
52	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	45	700	Absent	Absent	Absent	Absent	Good	Absent	
53	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	40	450	Absent	Absent	Minor	Absent	Good	Absent	
54	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	50	1100	Absent	Absent	Absent	Absent	Good	Absent	Minor uplift of kerb and road associated with basal flare is starting
55	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	40	650	Absent	Absent	Absent	Absent	Good	Absent	
56	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	60	650	Absent	Absent	Absent	Absent	Good	Absent	Displacement of kerb
57	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	60	650	Absent	Absent	Absent	Absent	Good	Absent	
58	Verge adjacent to footpath, possibly private land	<i>Triadica sebifera</i>	Chinese tallow	Major	3	180	Major	Moderate	Severe	Moderate	Poor	Major	Mechanical damage on main stem and multiple branches broken off, possible vandalism, significantly reduced Crown volume. Lack of stem taper or visible root flair.
59	Verge adjacent to footpath, possibly private land	<i>Triadica sebifera</i>	Chinese tallow	Absent	3	120	Severe	Major	Severe	Moderate	Poor	Absent	Crown severely reduced, all major branches dying back, leaves restricted to epicormic shoots.

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Tree No.	Position	Species	Common Name	Too Deep Planting	DBH (cm)	Height (cm)	Crown Thinning	Push Instability	Dieback	Sun burn	Form	Chlorosis	Comments
60	Verge adjacent to footpath, possibly private land	<i>Triadica sebifera</i>	Chinese tallow	Moderate	10	300	Minor	Minor	Moderate	Absent	Acceptable	NA	Heavy pruning of lower branches below 2 metres to achieve upright form. Structural root 10 cm below ground level.
61	Verge adjacent to footpath, possibly private land	<i>Triadica sebifera</i>	Chinese tallow	Moderate	7	300	Major	Moderate	Major	Absent	Poor	NA	Frequent dieback of minor branches, poor form, does not look healthy, stem lacking taper and basal root flair
62	Verge adjacent to footpath, possibly private land	<i>Lophostem on confertus</i>	Queensland box	Absent	50	700	Moderate	Absent	Minor	Absent	Poor	Moderate	Tree with thinning canopy and slightly light coloured foliage, multiple stems at 1 m above ground level, branch dieback up to 4 cm in diameter, larger branches missing from upper canopy up to 8 cm in diameter
63	Verge	<i>Corymbia calophylla</i>	Marri	Absent	90	1300	Moderate	Absent	Minor	Absent	Acceptable	NA	Large mature marri asymmetrical due to powerline pruning, apparent mechanical damage around base and branches at 3 m with weeping lesions
64	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Major	12	200	Major	Absent	Major	Major	Acceptable	NA	
65	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Moderate	4	160	Severe	Severe	Severe	Severe	Poor	NA	Severe sun scald on western face and on the back of all major branches possible related
66	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	13	350	Major	Absent	Major	Severe	Poor	NA	Strong competition from grass around base, heavy mower damage present
67	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	10	350	Severe	Absent	Severe	Minor	Acceptable	NA	
68	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	15	300	Major	Moderate	Major	Minor	Acceptable	NA	Possible early leaf drop, several branches broken due to vandalism. Apparent major branch tip dieback but difficult to tell, possible leaf drop

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69	Verge	<i>Triadica sebifera</i>	Chinese tallow	Moderate	4	250	Minor	Minor	Minor	Moderate	Acceptable	NA	Slight possible instability due to root issues, strong grass growth around base, possible competition
70	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	7	300	Minor	Minor	Minor	Major	Acceptable	NA	
71	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	50	750	Absent	Absent	Absent	Absent	Good	NA	
72	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	40	750	Absent	Absent	Absent	Absent	Good	NA	
72	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	45	700	Absent	Absent	Absent	Absent	Acceptable	NA	
73	Garden bed next to footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	25	500	Moderate	Absent	Minor	Absent	Good	NA	Leaves small in size, possible thinning but difficult to tell due to Autumnal leaf drop
74	Garden bed next to footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	30	500	Moderate	Absent	Moderate	Absent	Good	NA	Definite branch dieback occurring up to 20 mm in diameter, several broken branches also.
75	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	30	500	Absent	Absent	Absent	Absent	Good	Absent	
76	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	10	250	Absent	Moderate	Absent	Absent	Good	NA	
77	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	10	250	Absent	Minor	Absent	Absent	Good	Absent	
78	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	15	250	Absent	Absent	Absent	Absent	Good	Absent	
79	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	35	600	Absent	Absent	Absent	Absent	Good	Absent	

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80	Garden bed next to footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	10	300	Absent	Absent	Absent	Absent	Acceptable	Absent	
81	Garden bed between footpath and carpark possible private property	<i>Callistemon viminalis</i>	Weeping bottlebrush										Pruned to fit beneath power lines, not in Town of Bassendean land
82	Garden bed between footpath and carpark possible private property	<i>Callistemon viminalis</i>	Weeping bottlebrush										Pruned to fit beneath power lines, not in Town of Bassendean land
83	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	35	700	Absent	Absent	Absent	Absent	Good	Absent	
84	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	20	350	Absent	Absent	Absent	Absent	Good	NA	Several broken branches possible traffic impact
85	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	20	400	Absent	Absent	Absent	Absent	Good	Absent	
86	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	15	400	Absent	Absent	Absent	Absent	Good	NA	
87	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	30	800	Absent	Absent	Absent	Absent	Good	NA	
88	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	30	400	Absent	Absent	Absent	Absent	Good	NA	

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89	Median	<i>Melaleuca quinquener via</i>	Broad-leaved paperbark	Absent	45	700	Absent	Absent	Absent	Absent	Good	NA	
90	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	10	300	Absent	Minor	Minor	Absent	Good	Moderate	Small leaf size, marginal chlorosis of leaves observed
91	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	10	300	Moderate	Absent	Moderate	Absent	Good	Minor	
92	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	18	600	Absent	Absent	Minor	Absent	Acceptable	NA	
93	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	12	500	Absent	Absent	Minor	Moderate	Good	NA	Minor sun damage, large branch broken off, overall pretty good health
94	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	14	450	Moderate	Absent	Moderate	Absent	Acceptable	NA	Some mower damage to surface roots, many dead branches in the crown and epicormic shoots
95	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	24		Moderate	Absent	Moderate	Absent	Acceptable	NA	Growing in garden bed that has that has been edged therefore possible root damage, poor pruning
96	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	10	400	Major	Absent	Major	Absent	Acceptable	NA	Growing in garden bed that has that has been edged therefore possible root damage, large flared base that then narrows towards roots
97	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	16	500	Minor	Absent	Minor	Absent	Good	NA	Some branches broken off due to vandalism, there is some epicormic growth present, growing in edged garden bed
98	Verge	<i>Lophostemon confertus</i>	Queensland box	Absent	48	850	Absent	Absent	Minor	Absent	Acceptable	Absent	Healthy
99	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	17	500	Minor	Absent	Minor	Absent	Good	NA	

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100	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent		600	Absent	Absent	Absent	Major	Good	NA	Root system abused. Mower damage and grass installation damage
101	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	15	550	Minor	Absent	Absent	Absent	Good	NA	
102	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	22	450	Absent	Absent	Absent	Major	Good	NA	Damage to root system due to lawn maintenance
103	Verge	<i>Triadica sebifera</i>	Chinese tallow	Absent	17	450	Absent	Absent	Absent	Moderate	Good	NA	Significant damage to surface roots from lawn mowers and lawn maintenance. Constrained root system probably due to growth in pot
104	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	17	450	Absent	Absent	Absent	Minor	Good	NA	Constrained roots from being in a pot, growing in a garden bed
105	Carpark diamond	<i>Triadica sebifera</i>	Chinese tallow	Absent	15	450	Absent	Absent	Absent	Major	Good	NA	Sunburn or vehicle impact damage to trunk
106	Carpark diamond	<i>Triadica sebifera</i>	Chinese tallow	Absent	9	350	Minor	Moderate	Absent	Major	Acceptable	NA	Tree severely damaged from vehicle impact, also branch is broken from vandalism, severe girdling roots
107	Carpark diamond	<i>Triadica sebifera</i>	Chinese tallow	Absent	13	500	Minor	Absent	Absent	Minor	Good	NA	Damage to trunk from vehicle impact
108	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	14	500	Minor	Absent	Absent	Minor	Acceptable	NA	Poorly pruned
109	Carpark diamond	<i>Triadica sebifera</i>	Chinese tallow	Absent	10	300	Moderate	Absent	Moderate	Major	Acceptable	NA	Severe damage from sunburn or vehicle impact, some branches broken off and epicormic shoots present
110	Raised garden bed	<i>Lophostemon confertus</i>	Queensland box	Absent	39	600	Minor	Absent	Minor	Absent	Good	Absent	Very healthy tree. Garden bed has been raised up around the tree, there for increasing soil levels around the trunk

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111	Carpark diamond	<i>Triadica sebifera</i>	Chinese tallow	Moderate	13	450	Minor	Absent	Minor	Major	Good	NA	Damage to trunk, could be from sunburn or vehicle damage or both
112	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	13	500	Moderate	Absent	Absent	Absent	Good	NA	Situated in footpath outside restaurant under patio beams
113	Raised garden bed	<i>Lophostemon confertus</i>	Queensland box	Absent	43	700	Absent	Absent	Absent	Absent	Poor	Absent	History of lopping resulting in poor branching structure. Raised soil level's around trunk due to constructed garden bed around base of tree
114	Raised garden bed	<i>Lophostemon confertus</i>	Queensland box	Absent	58	1050	Absent	Absent	Absent	Absent	Poor	Absent	History of lopping resulting in poor branching structure, raised garden bed around trunk resulting in raised soil levels
115	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	6	300	Moderate	Major	Minor	Minor	Acceptable	NA	
116	Footpath	<i>Triadica sebifera</i>	Chinese tallow	Absent	6	250	Major	Severe	Moderate	Minor	Poor	NA	Epicormic shoots, very poor health
	Corner of car park	<i>Metrosideros excelsa and magnolia</i>	New Zealand Christmas tree and Magnolia										All plants in good health, height limited by power lines. Not on Town of Bassendean land