

# **ATTACHMENTS**

## **ORDINARY COUNCIL AGENDA**

### **26 MARCH 2019**

#### **Attachment No. 1:**

Ordinary Council Minutes of 26 February 2019

#### **Attachment No. 2**

- Extract from Council Resolution dated 28 July 2015
- Map of Tonkin Park Industrial Estate
- Copy of LPP6

#### **Attachment No. 3**

- Current Version of LPP2 – Energy Efficient Design; and
- Extract of LPP2 (Part 6.0 – Assessment Procedure) showing provisions as currently existing and as proposed.

#### **Attachment No. 4**

- A) Extract from section 3.3 of State Planning Policy 7.3 Residential Design Codes Vol 2 – Apartments
- B) Local Planning Policy (LPP) 13 – Trees on Development Sites
- C) Extract from Local Planning Scheme (LPS) 10 – Clause 4.7.7 Tree Preservation
- D) City of Bayswater Local Planning Policy – Trees on Private Property and Street Verges
- E) City of Bayswater Amendment 78 to Town Planning Scheme (LPS) 24 – Trees on Private Property and Street Verges

#### **Attachment No. 5**

118 Whitfield Street, Bassendean - Arborist Report  
Street Tree Pruning, Removal & Replacement Policy  
Amenity Tree Evaluation Policy

#### **Attachment No. 6**

- CSRFF Small Grants Application Form
- CSRFF Grant Submission Supporting Information
- Cost Contribution Spreadsheet

#### **Attachment No. 7:**

- Waste Authority Presentation - Waste Avoidance and Resource Recovery (WARR) Strategy 2030 and Action Plan.
- EMRC Media Release 22 March 2019 - EMRC's Green Light for FOGO Strategy.

**Attachment No. 8**

- A. Budget Review 2018/2019 Overview by Moore Stephens
- B. Budget Review 2018/2019 Financial Statements which include:
  - Statement of Comprehensive Income by Program
  - Statement of Comprehensive Income by Nature or Type
  - Note 1: Rating Information Statement
  - Note 2: Reserves Schedule
  - Note 3: Net Current Position
  - Note 4: Capital Works Program
- C. List of Proposed Project Budget Amendments included in Budget Review 2018/2019
- D. Summary of Proposed Budget Amendments by Nature or Type

**Attachment No. 9**

River Parks Committee Minutes of 5 March 2019 and attachments

**Attachment No. 10**

Bassendean Local Emergency Management Committee Minutes of 6 March 2019

**Attachment No. 11**

People Services Committee Minutes of 6 March 2019 and attachments

**Attachment No. 12**

Audit & Governance Committee Minutes of 18 March 2019 and attachment

**Attachment No. 13:**

List of Accounts

**Attachment No. 14:**

Financial Statements for January and February 2019



# **ATTACHMENT NO. 1**

<p style="text-align: center;"><b>TOWN OF BASSENDEAN</b></p> <p style="text-align: center;"><b>ORDINARY COUNCIL MEETING</b></p> <p style="text-align: center;"><b>MINUTES</b></p> <p style="text-align: center;"><b>26 FEBRUARY 2019</b></p>
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# TOWN OF BASSENDEAN

## MINUTES

### ORDINARY COUNCIL MEETING

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

ON TUESDAY 26 FEBRUARY 2019 AT 7.00PM

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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 acknowledged the past and present traditional owners and custodians of the land on which the meeting was held.

#### 2.0                    PUBLIC QUESTION TIME & ADDRESS BY MEMBERS OF THE PUBLIC

##### 2.1                    Public Question Time

Ms Nonie Jekabsons, 6 Barton Parade, Bassendean

*What is the situation with the proposal for boat speed traps.*

The Mayor advised that the Council has a resolution to pass on this issue at Item 10.9.

The Director Operational Services commented that the Town has contacted the Department of Transport to request that it considers putting in speed cameras. A response has not been received at this stage.

*What is the expected duration of the fencing at Ashfield Reserve.*

The Director Operational Services commented that advice received this week indicates between three to five years to assist with the restoration work.

*What was the expected duration of the temporary fencing at Pickering Park.*

The Director Operational Services responded that he did not know how long that fencing had been there.

*Will there be an ongoing maintenance programme for the Pickering Park boat ramp once the remedial works are done.*

The Director Operational Services responded, yes.

*The new sign at Pickering Park is a bit vague on which areas are dog on lead/off lead and also depicts a non-existent fishing jetty.*

The Director Operational Services advised that the image was taken from an obsolete plan, and the jetty illustrated on the signage was removed a number of years ago and that there is no intention of replacing the jetty.

Ms Elizabeth Fitzgerald, 34a Broadway, Bassendean

*What is the situation with the bike lanes funding. How long will it take to get the trees installed.*

The Mayor advised that at this stage there is no resolution of Council and no plan for the immediate future. The plan we have before us is about bike lanes and access to the train station. We want trees but we also want cycle access. With the current road width, both aren't possible. The funding is for bike lanes not landscaping.

Mr Paul Bridges, 150 West Road Bassendean

*Are you planning to replace the incorrect signs in Pickering Park.*

The Director Operational Services confirmed that the plan shown on the signage is obsolete and will be followed up with the relevant Officers to be replaced.

## **2.2 Address by Members of the Public**

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

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

#### **Present**

##### **Councillors**

Cr Renee McLennan, Mayor  
Cr Bob Brown, Deputy Mayor  
Cr John Gangell  
Cr Kathryn Hamilton  
Cr Melissa Mykytiuk  
Cr Sarah Quinton  
Cr Jai Wilson

##### **Officers**

Ms Peta Mabbs, Chief Executive Officer  
Mr Ken Lapham, Acting Director Corporate Services  
Mr Graeme Haggart, Director Community Development  
Mr Simon Stewert-Dawkins, Director Operational Services  
Mr Anthony Dowling, Director Strategic Planning  
Mr Christian Buttle, Acting Manager Development Services  
Mrs Renee Maher, Human Resources  
Mrs Amy Holmes, Minute Secretary

##### **Public**

Approximately six members of the public were in attendance.

##### **Press**

Nil

#### **Leave of Absence**

Cr Mykytiuk requested a Leave of Absence for 27 February to 4 March. Cr Brown requested a Leave of Absence for 15 to 20 March.

#### **COUNCIL RESOLUTION – ITEM 3.0**

**OCM – 1/02/19** MOVED Cr Hamilton, Seconded Cr Gangell, that the following Leave of Absence be granted:

- Cr Mykytiuk – 27 February to 4 March
- Cr Brown – 15 March to 20 March.

**CARRIED UNANIMOUSLY 7/0**



#### **4.0 DEPUTATIONS**

Nil

#### **5.0 CONFIRMATION OF MINUTES**

##### **5.1 Ordinary Council Meeting held on 18 December 2018**

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

**OCM – 2/02/19** MOVED Cr Gangell, Seconded Cr Mykytiuk, that the minutes of the Ordinary Council Meeting held on 18 December 2018, be received.

**CARRIED UNANIMOUSLY 7/0**

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

**OCM – 3/02/19** MOVED Cr Gangell, Seconded Cr Brown, that the minutes of the Ordinary Council Meeting held on 18 December 2018, be confirmed as a true record.

**CARRIED UNANIMOUSLY 7/0**

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

Last week the Town Team met for the first time. There is lots of opportunity for it to be a really positive movement in our Town and residents are encouraged to get involved.

Gerry Coleman was thanked for his work on getting the red pillar box included in the State Heritage Register.

Those involved were congratulated in staging the WonderRealm Festival. It was awarded the Best Free and Community Event Award as part of the 2019 Fringe Festival.

#### **7.0 PETITIONS**

Nil

#### **8.0 DECLARATIONS OF INTEREST**

**8.1** Cr Mykytiuk declared an Impartiality Interest for Item 10.10.

8.2 Cr Wilson declared an Impartiality Interest for Item 10.6.

## **9.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

Nil

## **10.0 REPORTS**

### **10.1 Adoption of Recommendations En Bloc**

It was agreed that items 10.2, 10.4, 10.5, 10.6, 10.9, 10.12, 10.14 and 10.20 be removed from the en-bloc table and considered separately.

### **COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.1**

**OCM – 4/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Meeting Agenda of 26 February 2019:

Item	Report
10.3	General Meeting of Electors Minutes held on 5 February 2019
10.7	Proposed Amendment 11 to Local Planning Scheme No. 10
10.8	Request to the Minister of Lands to Dedicate the Laneway between Guildford Road and Kenny/Kathleen Streets as a Public Road
10.11	Town of Bassendean Access and Inclusion Plan 2019 – 2024
10.15	Determinations Made by the Principal Building Surveyor
10.16	Determinations Made by Development Services
10.19	Accounts for Payment – December 2018 and January 2019
10.21	Use of the Common Seal
10.22	Calendar for March 2019
10.23	Implementation of Council Resolutions

**CARRIED UNANIMOUSLY 7/0**

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

Item	Report
10.2	Station Access Cycle & Pedestrian Upgrade – Broadway, Bassendean
10.4	Call for Notices of Motions - National General Assembly 2019
10.5	Waste Local Law
10.6	Animals, Environment, Nuisance & Pests Local Law
10.9	Proposed Review of Local Planning Policy No. 4 – Floodplain Management and Development Policy
10.10	Community Group Funding Request received from Eden Hill Community Action Network

10.12	Appointment of Community Members to Working Groups
10.13	Draft Policy - Annual Performance Review, Chief Executive Officer
10.14	Quarterly Report for Period Ended 31 December 2018
10.17	Audit & Governance Committee Meeting held on 6 February 2019
10.18	Town Assets Committee Meeting held on 6 February 2019
10.20	Financial Statements – December 2018
13.1	Nominations for Freeman of the Town

**10.2     Station Access Cycle & Pedestrian Upgrade – Broadway, Bassendean (Ref: ROAD/DESCONT/7 – David Dwyer, Engineering Technical Coordinator and Ken Cardy, Manager Asset Services)**

**APPLICATION**

In accordance with OCM 7/12/18 resolution, the purpose of this report was to inform Council of outcome of communications with Public Transport Authority (PTA) in relation to opportunities for improving amenity and the planting of trees along the cycle route, including the possibility of median planting within the Station Access Cycle & Pedestrian Upgrade – Broadway, Bassendean Project and to seek a Council resolution to proceed with the project.

**OFFICER RECOMMENDATION — ITEM 10.2**

That Council:

1. Notes the Perth Transport Authority advice that the Town's \$100,000 contribution towards the Station Access Cycle & Pedestrian Upgrade – Broadway project can be utilised for landscaping/streetscaping based upon Council requirements and the Public Transport Authority will cover the cost of Cycling & Pedestrian upgrades;
2. Notes the feedback from the Perth Transport Authority regarding opportunities for improving amenity and the planting of trees along the cycle route, including the possibility of median planting and that additional tree planting will need to be conducted by the Town at the Town's cost and that medians will not be constructed as part of this project; and
3. Endorses the final Public Transport Authority detailed design for the Station Access Cycle & Pedestrian Upgrade – Broadway, Bassendean and approves the Public Transport Authority proceeding to the construction phase.



*Cr Wilson moved that this item be deferred. The motion lapsed for want of a seconder.*

*Cr Quinton left the Chamber at 8.08pm and returned at 8.09pm.*

*Cr Hamilton moved the officer recommendation with amendments as show in bold.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.2

**OCM – 5/02/19** MOVED Cr Hamilton, Seconded Cr Mykytiuk, that Council:

1. Notes the Perth Transport Authority advice that the Town's \$100,000 contribution towards the Station Access Cycle & Pedestrian Upgrade – Broadway project can be utilised for landscaping/streetscaping based upon Council requirements and the Public Transport Authority will cover the cost of Cycling, Pedestrian **and Intersection** upgrades;
2. Notes the feedback from the Perth Transport Authority regarding opportunities for improving amenity and the planting of trees along the cycle route, including the possibility of median planting and that additional tree planting will need to be conducted by the Town at the Town's cost; and
3. Endorses the final Public Transport Authority detailed design for the Station Access Cycle & Pedestrian Upgrade – Broadway, Bassendean and approves the Public Transport Authority proceeding to the construction phase, **subject to:**
  - a) **All existing trees being retained and protected throughout the project, and if damaged, replaced per the Town's policies at PTA's expense;**
  - b) **PTA to use Permeable Paving in and around tree trunk zones installed at adequate distances and in the required manner to enhance tree health.**

CARRIED 6/1

*Crs Hamilton, Mykytiuk, McLennan, Brown, Gangell & Quinton voted in favour of the motion. Cr Wilson voted against the motion.*

**10.3     General Meeting of Electors Minutes held on 5 February 2019 (Ref: GOVN/CCLMEET/6 – Ken Lapham Acting Director Corporate Services)**

**APPLICATION**

The purpose of this report was to consider the minutes of the General Meeting of Electors held on 5 February 2019 in accordance with the Local Government Act 1995.

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.3**

**OCM – 6/02/19**     MOVED Cr Brown, Seconded Cr Mykytiuk, that Council receives the report on the General Meeting of Electors Minutes held on 5 February 2019.  
**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/02/19 7/0**

**10.4     Call for Notices of Motions - National General Assembly 2019 (Ref: GOVR/LREGLIA/2 - Sue Perkins, Executive Assistant)**

**APPLICATION**

The purpose of this report was for Council to consider whether it wishes to put forward any notices of motions for inclusion on the agenda for the 2019 National General Assembly.

This item was deferred at the December 2018 Ordinary Council meeting, to allow more time for Councillors to provide notices of motions if they wished to.

**OFFICER RECOMMENDATION – ITEM 10.4**

That two papers be prepared addressing government collaboration in achieving community vision; and driving change in waste for consideration at the National General Assembly to be held in Canberra in June 2019.

*Cr Hamilton moved an alternative motion.*

**COUNCIL RESOLUTION – ITEM 10.4**

**OCM – 7/02/19**     MOVED Cr Hamilton, Seconded Cr Quinton, that Council:

1. Requests the administration prepare a paper addressing government collaboration in achieving community vision;

2. Requests the administration prepare a second paper in a simple format that calls for the National General Assembly to lobby Federal Government to investigate and ultimately implement Packaging Minimisation Reforms to drive overall reduction in the volumes of waste and recycling material; and
3. Items 1 and 2 be presented to the East Metro West Australian Local Government Association (WALGA) meeting in May prior to consideration at the National General Assembly to be held in Canberra in June 2019.

CARRIED UNANIMOUSLY 7/0

**10.5 Waste Local Law (Ref: WSTMNGT/SVPROVN/5, Jeff Somes - Environmental Health Officer and Ariadne MacLeod - Recycling and Waste Officer)**

APPLICATION

The purpose of this report was for Council to introduce new Waste Local Laws.

*The Mayor read aloud the Purpose and Effect of this Local Law as required under the Local Government Act.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.5

**OCM – 8/02/19** MOVED Cr Quinton, Seconded Cr Hamilton, that Council commences the advertising and consultation processes outlined in clauses (3) and (3a) of section 3.12 of the *Local Government Act 1995* for the Draft Town of Bassendean Waste Local Law 2019 as attached to the Ordinary Council Agenda of 26 February 2019.

CARRIED UNANIMOUSLY 7/0

**10.6 Animals, Environment, Nuisance & Pests Local Law (Ref: PUBH/LEGLTN/1 - Jeff Somes, Environmental Health Officer)**

APPLICATION

The purpose of this report was for Council to introduce new Animals, Environment Nuisance and Pest Local Law.

*The Mayor read aloud the Purpose and Effect of this Local Law as required under the Local Government Act.*



**COUNCIL RESOLUTION/OFFICER RECOMMENDATION -  
ITEM 10.6**

**OCM – 9/02/19** MOVED Cr Quinton, Seconded Cr Gangell, that:

1. Council gives statewide public notice for a period of not less than six weeks that it proposes to make the Town of Bassendean Animals, Environment, Nuisance and Pest Local Law 2019; and
2. At the expiry of the comment period all comments will be considered and reported back to Council for its consideration prior to the local law being recommended for adoption.

**CARRIED UNANIMOUSLY 7/0**

**10.7 Proposed Amendment 11 to Local Planning Scheme No. 10  
(Ref: LPS10.11 – Alex Snadden, Planning Officer)**

**APPLICATION**

The purpose of this report was for Council to consider initiation of an amendment to Local Planning Scheme No. 10 (the scheme) to modify Table 1 (Zoning Table) of the Scheme to amend the use of 'Convenience Store' from a 'P' use, and the use of 'Service Station' from an 'A' use, to an 'X', not permitted use within the 'Town Centre' zone and 'Local Shopping' zone.

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION —  
ITEM 10.7**

**OCM – 10/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that:

1. Council resolves to support to initiate proposed Amendment No. 11 to the Town of Bassendean Local Planning Scheme No. 10 to modify Table 1 – Zoning Table by changing the land use permissibility of 'Convenience Store' and 'Service Stations' in the Town Centre and Local Shopping zones to an 'X' use, meaning the use(s) will not be permitted in these zones;
2. Such amendment is a "standard" amendment pursuant to the Planning and Development (Local Planning Schemes) Regulations by virtue of it being:
  - i. An amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment.

- ii. An amendment that is not a complex or basic amendment.
3. The proposal be referred to the Environmental Protection Authority for comment prior to advertising;
4. The amendment be advertised for a period of 42 days in accordance with the requirements for a Standard Amendment; and
5. Following the advertisement period, present the proposal back to Council for further consideration.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-4/02/19 7/0

**10.8 Request to the Minister of Lands to Dedicate the Laneway between Guildford Road and Kenny/Kathleen Streets as a Public Road (Ref: ROAD/STMNGT/4 - Brian Reed, Manager Development Services)**

**APPLICATION**

The purpose of this report was to commence the process leading to the dedication of the above right of way to a public road.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.8

**OCM – 11/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that:

1. Council initiates the processes under section 52 of the Land Administration Act to acquire P054415 Lot 100 on Plan 054415 as Crown Land.; and
2. A further report be presented to Council to consider carrying out a review of the Town's rights of ways.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-4/02/19 7/0

**10.9 Proposed Review of Local Planning Policy No. 4 – Floodplain Management and Development Policy (Ref: LUAP/POLCY/4 – Christian Buttle, Senior Planning Officer)**

**APPLICATION**

Council was requested to consider authorising staff to commence a review of Local Planning No. 4 – Floodplain Management and Development Policy (LPP4).

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.9**

**OCM – 12/02/19** MOVED Cr Mykytiuk, Seconded Cr Brown, that Council authorise staff to commence a review of Local Planning Policy No. 4 – Floodplain Management and Development Policy, with a further report to be presented to Council following preparation of a draft revised policy.

**CARRIED UNANIMOUSLY 7/0**

**10.10 Community Group Funding Request received from Eden Hill Community Action Network (Ref: COMDEV/LIAIS/5 - Graeme Haggart, Director Community Development)**

**APPLICATION**

Council was requested to consider an application for Community Group Sponsorship funding from Eden Hill Community Action Network.

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.10**

**OCM – 13/02/19** MOVED Cr Wilson, Seconded Cr Brown, that Council approves a sponsorship of \$4,000 to Eden Hill Community Action Network (Inc); and that a sponsorship agreement be finalised between the Town and Eden Hill Community Action Network (Inc).

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

**10.11 Town of Bassendean Access and Inclusion Plan 2019 – 2024 (Ref: COMMDEV/PLANNG/2 – Graeme Haggart, Director Community Development)**

**APPLICATION**

The purpose of this report was for Council to adopt the endorsed Access and Inclusion Plan (AIP) as amended following feedback received during a public comment period.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.11

**OCM – 14/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that Council adopts the Town of Bassendean Access and Inclusion Plan 2019-2024 as attached to the Ordinary Council Meeting Agenda of 26 February 2019.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-4/02/19 7/0

**10.12 Appointment of Community Members to Working Groups  
(Ref: COMDEV/MEETS/4 and COMDEV/MEETS/5 Graeme  
Haggart, Director Community Development)**

APPLICATION

Council was requested to consider appointing community members to Working Groups from nominations received.

OFFICER RECOMMENDATION — ITEM 10.12(a)

That:

1. Council supports an asset-based community mapping exercise as a critical component in building a response to suicide prevention;
2. Council notes that following the above exercise, further work be undertaken to consider alternate models of governance dependent upon the findings, in addition to the desired approach going forward;
3. Council does not proceed with a Suicide Prevention Working Group and revokes OCM – 17/10/18, part, which reads:

*“that Council establishes a Suicide Prevention Working Group that reports to the People Services Committee.”*

4. Council does not proceed with an Access and Inclusion Working Group and revokes OCM – 22/09/18, in part, which reads:

*“Establishes an Access and Inclusion Working Group that reports to the People Services Committee”;*

5. The Director Community Development to periodically provide progress reports to the People Services Committee on the implementation of the Access and Inclusion Plan actions; and
6. All nominees expressing appreciation for their preparedness to contribute to community affairs in the Town be informed of the decision.

*The following amended Officer Recommendation was tabled:*

**AMENDED OFFICER RECOMMENDATION — ITEM 10.12**

That:

1. Council supports an asset-based community mapping exercise as a critical component in building a response to suicide prevention;
2. Council notes that following the above exercise, further work be undertaken to consider alternate models of governance dependent upon the findings, in addition to the desired approach going forward;
3. Council does not proceed with an Access and Inclusion Working Group and revokes OCM – 22/09/18, in part, which reads:  
*“Establishes an Access and Inclusion Working Group that reports to the People Services Committee”;*
4. The Director Community Development to periodically provide progress reports to the People Services Committee on the implementation of the Access and Inclusion Plan actions; and
5. The Town writes to all nominees expressing appreciation for their preparedness to contribute to community affairs in the Town and to inform them of the decision.

*Cr Quinton moved the amended officer recommendation with an amendment to Point 1 to include an invitation to those community members who expressed an interest.*

COUNCIL                      RESOLUTION/AMENDED                      OFFICER  
RECOMMENDATION — ITEM 10.12

**OCM – 15/02/19** MOVED Cr Quinton, Seconded Cr Mykytiuk, that:

1. Council supports an asset-based community mapping exercise as a critical component in building a response to suicide prevention **and invites all community members who expressed an interest to participate;**
2. Council notes that following the above exercise, further work be undertaken to consider alternate models of governance dependent upon the findings, in addition to the desired approach going forward;
3. Council does not proceed with an Access and Inclusion Working Group and revokes OCM – 22/09/18, in part, which reads:  
*“Establishes an Access and Inclusion Working Group that reports to the People Services Committee”;*
4. The Director Community Development to periodically provide progress reports to the People Services Committee on the implementation of the Access and Inclusion Plan actions; and
5. The Town writes to all nominees expressing appreciation for their preparedness to contribute to community affairs in the Town and to inform them of the decision.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.13 Draft Policy - Annual Performance Review, Chief Executive Officer (Ref: GOVN/COUNCILS/1 – Renae Maher, Manager Organisational Development)**

APPLICATION

Council was requested to consider adopting a policy which establishes a consistent, transparent, independent and accountable review process in line with section 5.38 of the Local Government Act 1995.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.13

**OCM – 16/02/19** MOVED Cr Gangell, Seconded Cr Hamilton, that the Annual Performance Review – Chief Executive Officer Policy, as attached to the Ordinary Council Agenda of 28 February 2019, be endorsed to include the Mayor and six Councillors as members of the CEO Performance Review Panel.

CARRIED UNANIMOUSLY 7/0

**10.14** Quarterly Report for Period Ended 31 December 2018 (Ref: FINM/AUD/1 – Peta Mabbs, Chief Executive Officer)

APPLICATION

The purpose of this report was for Council to receive the Quarterly Report for the period ended 31 December 2018.

*Cr Gangell left the Chamber at 8.49pm and returned at 8.53pm.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.14

**OCM – 17/02/19** MOVED Cr Quinton, Seconded Cr McLennan, that Council receives the Quarterly Report for the quarter ended 31 December 2018.

CARRIED UNANIMOUSLY 7/0

**10.15** Determinations Made by the Principal Building Surveyor  
Ref: LUAP/PROCED/1 – Kallan Short, Principal Building  
Surveyor)

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.15

**OCM – 18/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that Council notes the decisions made under delegated authority by the Principal Building Surveyor.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-4/02/19 7/0

**10.16 Determinations Made by Development Services (Ref: LUAP/PROCED/1 – Brian Reed, Manager Development Services)**

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.16**

**OCM – 19/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that Council notes the decisions made under delegated authority by the Manager Development Services.  
**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/02/19 7/0**

**10.17 Audit & Governance Committee Meeting held on 6 February 2019 (Ref: GOVN/CCLMEET/18 – Ken Lapham, Acting Director Corporate Services)**

**APPLICATION**

Council was requested to receive the report on a meeting of the Audit & Governance Committee held on 6 February 2019, and adopt the following recommendations from the Committee:

AGC-6/2/2019 – Role of Internal Audit and Audit Focus for 2018/19.

**COUNCIL RESOLUTION/COMMITTEE RECOMMENDATION – ITEM 10.17**

**OCM – 20/02/19** MOVED Cr Brown, Seconded Cr McLennan, that:

1. In seeking to further enhance assurance, that the Town's Internal Auditors have:
  - a functional reporting line to the Audit and Governance Committee; and
  - an administrative reporting relationship to the Chief Executive Officer;
2. In light of the above and to facilitate a functional reporting line to the Audit and Governance Committee, that a standing invitation to all Audit & Governance Committee meetings be extended to the Town's Internal Auditor;
3. The Audit and Governance Committee's Instrument of Appointment be updated (as highlighted) to reflect the above changes outlined in Points 1 and 2;



4. The internal auditors undertake an organisational risk assessment; assessment of internal controls; and assessment of legislative compliance to meet the requirements of Regulation 17 of the *Local Government (Audit) Regulations 1996*; and Regulation 5 (2) (c) of the *Local Government (Financial Management) Regulations 1996*;
5. A report to the Audit and Governance Committee on the outcomes of the organisational risk assessment; assessment of internal controls; and assessment of legislative compliance be provided by 30 June 2019; and
6. The Strategic Audit Plan for 1 July 2019 onwards be informed by the issues listed in recommendation 5.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.18 Town Assets Committee Meeting held on 6 February 2019**  
**(Ref: GOVN/CCLMEET/37 – Simon Stewart-Dawkins,**  
**Director Operation Services)**

APPLICATION

Council was requested to receive the report on a meeting of the Town's Asset Committee held on 6 February 2019, and adopt the following recommendations from the Committee:

- |               |  |
|---------------|--|
| TAC - 3/02/19 | Draft Underground Power Policy – revised                 |
| TAC - 4/02/19 | Padbury Reserve playground – future use                  |
| TAC – 7/02/19 | Urban Forest Strategy and Tree Planting Program for 2019 |
| TAC – 8/02/19 | Palmerston Square Reserve – future use                   |

*Cr Wilson moved the Committee Recommendation with an amendment to Point 4 and Point 5 as shown in bold.*

**COUNCIL RESOLUTION/COMMITTEE RECOMMENDATION**  
**– ITEM 10.18**

**OCM – 21/02/19** MOVED Cr Wilson, Seconded Cr McLennan, that Council:

1. Receives the report on a meeting of the Town Assets Committee held on 6 February 2019;
2. Adopts the revised draft Underground Power Policy, attached to the 26 February 2019 Ordinary Council Agenda;

3. Requests Town officers prepare a report for Council on engaging with local community stakeholders on the future use of Padbury Reserve;
4. **Revokes OCM 1-3/12/09, where necessary to revoke the entirety of the Street Tree Master Plan;**
5. Requests an Arborist be engaged to procure the best stock available to meet the requirements of **OCM 15/06/18** within the budget available for the 2019 winter planting season;
6. Requests a community engagement programme be developed to identify residents who want trees planted on their verge in Ashfield, the west half of Eden Hill and areas not compromised by power lines;
7. Requests any surplus trees be planted in identified suitable locations and in parks in Ashfield and Eden Hill where the power is underground;
8. Continues to develop a long term tree planting programme for 2020 and beyond; and
9. Requests Town officers prepare a report for Council on engaging with local community stakeholders on the future use of Palmerston Square Reserve.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.19 Accounts for Payment – December 2018 and January 2019**  
**(Ref: FINM/CREDTS/4 – Jill Brazil, Acting Manager**  
**Corporate Services)**

APPLICATION

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION -  
ITEM 10.19

**OCM – 22/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that in accordance with Regulation 13(3) Local Government (Financial Management Regulations 1996) the List of Accounts paid for December 2018 and January 2019 be received.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-4/02/19 7/0

**10.20 Financial Statements – December 2018 (Ref: FINM/AUD/1 – Jill Brazil, Acting Manager Corporate Services)**

**APPLICATION**

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

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.20**

**OCM – 23/02/19** MOVED Cr Quinton, Seconded Cr Wilson, that the Financial Reports for the period ending 31 December 2018 be received.  
**CARRIED UNANIMOUSLY 7/0**

**10.21 Use of the Common Seal (Ref: INFM/INTPROP/1 – Yvonne Zaffino, Council Support Officer)**

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.21**

**OCM – 24/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that Council notes the affixing of the Common Seal to the documents during the reporting period.  
**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/02/19 7/0**

**10.22 Calendar for March 2019 (Ref: Yvonne Zaffino, Council Support Officer)**

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.22**

**OCM – 25/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that the Calendar for March 2019 be adopted.  
**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/02/19 7/0**

**10.23    Implementation of Council Resolutions (Ref: GOVN/CCLMEET/1 – Yvonne Zaffino, Council Support Officer)**

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.23**

**OCM – 26/02/19**    MOVED Cr Brown, Seconded Cr Mykytiuk, that the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 26 February 2019 be deleted from the Implementation of Council Resolutions list.  
**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/02/19 7/0**

**11.0                    MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12.0                    ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING**

Nil

**13.0                    CONFIDENTIAL BUSINESS**

**COUNCIL RESOLUTION – ITEM 13.0(a)**

**OCM – 27/02/19**    MOVED Cr Gangell, Seconded Cr Brown, that the meeting go behind closed doors in accordance with Section 5.23 of the Act 1995, the time being 9.28pm.  
**CARRIED UNANIMOUSLY 7/0**

*All members of the public vacated the Chamber, the time being 9.28pm.*

**13.1    Nominations for Freeman of the Town (Ref: COMR/AWADP/5 Graeme Haggart, Director Community Development)**

*This matter was considered with members of the public excluded in accordance with Section 5.23(2) (b) of the Local Government Act as it relates to the personal affairs of a person.*

COUNCIL RESOLUTION – ITEM 13.1

**OCM – 28/02/19** MOVED Cr Gangell, Seconded Cr Wilson, that Council endorses the resolutions contained in the Confidential Minutes attached to the Ordinary Council Minutes of 26 February 2019.

CARRIED UNANIMOUSLY 7/0

COUNCIL RESOLUTION – ITEM 13.0(b)

**OCM – 29/02/19** MOVED Cr Wilson, Seconded Cr Gangell, that the meeting come from behind closed doors, the time being 9.46pm.

CARRIED UNANIMOUSLY 7/0

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

**14.0** **CLOSURE**

The next Briefings Session will be held on Tuesday 19 March 2019 commencing at 7.00pm.

The next Ordinary Council Meeting will be held on Tuesday 26 March 2019 commencing at 7.00pm.

There being no further business, the Presiding Member declared the meeting closed, the time being 9.45pm.

# **ATTACHMENT NO. 2**

3. The property owner be instructed to remove the fencing which is in conflict with the specifications contained within the Town's Local Planning Policy No. 6 – Industrial Zones Development Design Guidelines within 28 days from the date of Council's determination; and
4. The Manager Development Services be authorised to undertake appropriate prosecution action with respect to this matter, including engaging the Town's solicitors, if required.

However, the motion lapsed for want of a Seconder.

Cr Pule moved his foreshadowed motion.

COUNCIL RESOLUTION – ITEM 10.3(b)

**OCM – 8/07/15** MOVED Cr Pule, Seconded Cr Carter, that Council grants retrospective approval for a front fence at Lot 830 (No. 11) Purser Loop, Bassendean; subject to the beautification of the verge to the satisfaction of the Town.

CARRIED 4/2

*Crs Pule, Carter, Gangell and Brinkworth voted for the motion.  
Crs Bridges and Lewis voted against the motion.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.3(c)

**OCM – 9/07/15** MOVED Cr Pule, Seconded Cr Carter, that:

1. In relation to the non-compliance with conditions of approval for the development at Lots 834 and 835 (Nos. 27 – 31) Purser Loop, Bassendean:
  - (a) The owner be advised of Council's consideration of this matter and be instructed to bring the site into compliance with conditions of approval contained within DA 2014-074 within 28 days;

- (b) In the event that the property owner does not address required remedial actions to the Town's satisfaction, the Town's solicitors be engaged to commence appropriate prosecution action;
- 2. In relation to the unauthorised fence at Lot 837 (No. 76) May Holman Drive, Bassendean, and the further unauthorised fence at Lot 836 (No. 80) May Holman Drive, Bassendean, formalised enforcement action be held in abeyance pending the results of further investigations into fencing within the Tonkin Park Industrial Estate; and
- 3. An audit of fencing to industrial properties within the Tonkin Park Industrial Estate be undertaken by the Town and the results of that audit be reported to Council for further consideration, along with an associated report detailing recommended modifications (if any) to fencing provisions contained within the Town's Local Planning Policy No. 6 – Industrial Zones Development Design Guidelines.

CARRIED UNANIMOUSLY 6/0

**10.4 Draft Perth and Peel @3.5 Million (Ref: GOVR/LREGLIA/3 - Brian Reed, Manager Development Services)**

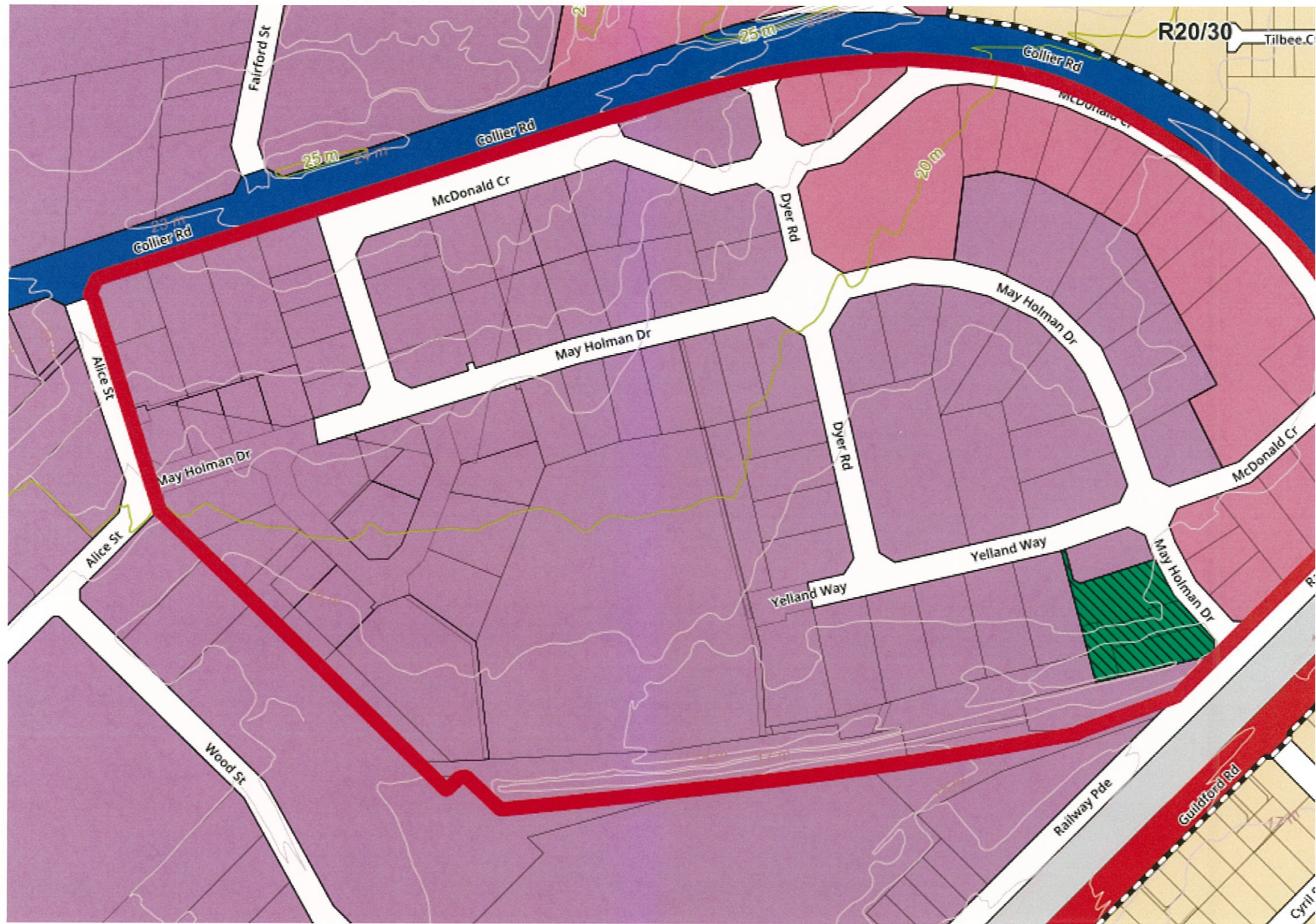
APPLICATION

The Western Australian Planning Commission (WAPC) has released strategic documents/plans for Perth and Peel entitled 'Perth and Peel @3.5 million – what will Perth and Peel look like in 2050 for public comment, with submissions required by 31 July 2015.

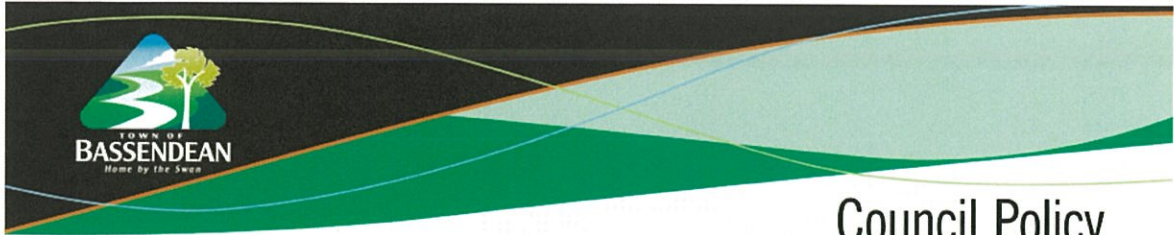
Cr Bridges requested that the bullet points be changed to letters a) to f) and added an additional point g) to read:

*"Inform the West Australian Planning Commission (WAPC) of the six bushland reserves and their areas that are vested in the Town of Bassendean, to be included as greenways."*









## Council Policy

### LOCAL PLANNING SCHEME NO. 10

#### LOCAL PLANNING POLICY NO. 6 - INDUSTRIAL ZONES DEVELOPMENT DESIGN GUIDELINES

##### OBJECTIVE

To ensure a high standard of industrial development, in terms of appearance, landscaping, provision of parking and access.

##### APPLICATION

This policy applies to all the land zoned 'Light Industrial' and 'General Industrial' under Local Planning Scheme No. 10.

##### POLICY

All development within the 'Light Industrial' and 'General Industrial' zones shall comply with the following requirements:

##### Building Setbacks

The minimum setback requirements for all buildings within these zones shall be in accordance with those prescribed as follows:

Front	13-00m
Rear	Nil
Side	4.50m one side
Secondary Street	6.00m

##### Plot Ratio Limit and Definition

The maximum plot ratio for a site is 0.75.

Plot ratio is defined as the ratio of the gross total of the areas of all the floor to the land within the site boundaries. In calculating the gross total of the areas of all floors the areas shall be measured over any walls provided that lift shafts, stairs, toilets and amenities, external wall thicknesses, plant rooms and the gross floor area of any floor space used for the parking of wheeled vehicles, including access to and from that space within the building, shall not be included.

### Site Cover

The maximum site coverage permitted to any development excluding loading bay awnings is 50%.

### Vehicle parking

Car parking spaces shall be provided, constructed and maintained in accordance with the provisions of Part 5 of the Scheme, Local Planning Policy No. 8 (Parking Specifications) and the approved plan relating thereto.

### Landscaping

All development within these zones shall be landscaped in accordance with the following requirements

- a) the minimum width of front boundary landscaping shall be 2 metres, except in the case of a corner lot, in which case the minimum shall be 1.0 metres on the secondary street as nominated by Council;
- b) the minimum width of side boundary landscaping (excluding side street boundaries) shall be 1 metre, to be provided from the front boundary to the setback line;
- c) landscaping is to be provided in accordance with Councils landscaping policy as amended from time to time, and shall be maintained by the owner of the lot thereafter.
- d) Shade trees in car parking areas shall be provided at a ratio of 1 per six car parking bays recommended in the Councils' landscaping policy.

### Security Fencing

Where a security fence is proposed on a street lot boundary, it shall be of an open style either mesh fencing or palisade style fencing and setback 2-metres behind the street alignment.

Solid screen fences on industrial sites are only acceptable where located at or behind the 13-metre building line to the front setback area. In the case of corner lots solid screen fencing must be setback 6-metres from the secondary street.

### Service Access

Provision shall be made for service access in the following manner:

- a) a paved accessway shall be provided for vehicles from the street to the rear of and to any other part of the building where provision is made in the external walls of the building for the entry of or the loading or unloading of vehicles;

- b) the access way shall be so constructed that all vehicles using it can enter from and return to a street in forward gear without reversing any part of the vehicle onto a street; and
- c) except as hereinafter mentioned, the access way shall not be less than 4.5 metres in width, unless the size of the lot makes the provision of such an access way impracticable or unreasonable the Council may permit an access way of a narrower width but in no case less than 3.0 metres in width.
- d) the provision of on-site delivery manoeuvring areas where large single axle commercial vehicles can enter and leave the site in forward gear. The manoeuvring area shall be exclusive of car parking bays and the interior of the building.

#### Storage and Refuse areas

The Council may require the provision of one or more areas for the storage of refuse in a development. This area shall be:

- a) screened from view from any public street, and enclosed by a wall of masonry or other approved building material, and being of not less than 1.8 metres in height; and
- b) accessible to service vehicles.

Irrespective of whether a storage area is required for a development, no land shall be used for open storage purposes unless it is screened from view of any public street by a fence or wall built to the specifications and satisfaction of the Council.

#### Building Materials

The facades of all buildings facing public streets shall be constructed of brick, glass, stone, masonry or concrete in respect of the ground floor level. The second floor level, or its equivalent, may be constructed of other material in accordance with the Building Code of Australia.

The use of zincalume sheeting for construction of Industrial buildings is prohibited, unless such buildings or parts of buildings are not visible from any public street, or Council approval is granted to vary this requirement.

#### Floor Area

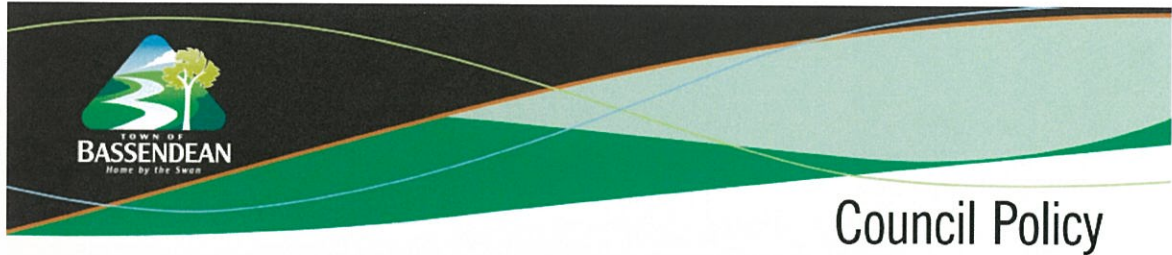
A factory or factory unit shall have a floor area of not less than 100m<sup>2</sup> and each the length and width shall not be less than 6 metres clear between the internal wall surfaces.

### Factory Units

Multiple factory units on one lot shall not be permitted unless the following requirements are complied with:

- a) each factory unit shall have a visually screened service yard of not less than 16m<sup>2</sup> with a minimum depth of 2m adjoining and having connecting access to each unit; and
- b) the internal partition walls between factory units shall be constructed of brick, stone or concrete or other material approved by Council.

# **ATTACHMENT NO. 3**



## **LOCAL PLANNING SCHEME NO. 10**

### **LOCAL PLANNING POLICY NO. 2 - ENERGY EFFICIENT DESIGN**

#### **1.0 OPERATION OF THIS PLANNING POLICY**

- (a) This planning policy has been prepared in accordance with Part 2 of the Town Planning Amendment Regulations 1999.
- (b) This policy does not bind the Council in respect of any application for planning approval but the Council will have due regard to the provision of the policy and the objectives which the policy is designed to achieve before making its determination.
- (c) If a provision in this policy is inconsistent with the:
  - (i) Building Code of Australia, then the higher provision shall prevail.
  - (ii) Residential Design Codes this Policy shall prevail in respect of Development at the higher density.
- (d) This policy applies only to split density coded land as designated on the gazetted Scheme map.
- (e) This policy may also be used by landowners wishing to construct energy efficient dwellings.

#### **2.0 PURPOSE OF THIS POLICY**

The purpose of this policy is to:

1. Clearly outline the criteria Council regards as having energy efficient benefits in the design of residential dwellings.
2. To provide a basis to encourage those building Residential Dwellings in Bassendean to design energy efficient building(s).
3. State the design standards Council will have regard to when considering higher densities on land zoned with split density code under its Town Planning Scheme.

### **3.0 APPLICATION OF THE POLICY**

This policy shall be applicable where to all land where split density codes prevail and the application for the highest density code is being considered by Council.

### **4.0 BACKGROUND**

#### **4.1 Energy Efficient Design Principals**

There are several advantages to living in an energy efficient home – saving money on energy costs being the most obvious. Other benefits include reducing the impact on the environment through the decreased use of fossil fuels, the increased comfort of effective natural lighting and ventilation and the improved resale value of dwellings due to lower power bills they create.

The principal means to ensure energy efficiency is to design dwellings to suit the local climate. By taking advantage of free natural warmth from the winter sun and cooling from breezes, it will reduce the costly use of fossil fuel energy for heating and cooling. Careful building design can easily achieve internal temperatures 5°C warmer in winter and 10°C degrees cooler in summer than in typical, poorly designed homes in the southwest.

Any style of home can be designed for energy efficiency, to ensure savings on future energy costs, and to assist the environment. The main features of energy efficient housing relate to:

- Building orientation
- Internal room layout
- Window placement, sizing and shading
- Use of insulation
- Ventilation
- Draught proofing
- Use of heat absorbing building materials
- Landscaping
- Use of energy efficient appliances.

Most features such as improved layout, appropriate window placement and sensible garden design, will make little difference to initial building cost. Although insulating a house will add initially to construction costs, the savings in energy and carbon emissions will make for a positive return over the life of the building. It would be false economy to do otherwise.



## 4.2 Project Homes –vs- Individual Designs

While it is easier to incorporate energy efficiency features if dwellings are designed specifically to a particular lot of land, Council recognises that this could significantly add to the cost of construction. However, in some cases this is unavoidable and economic cost does not justify a relaxation of this policy where higher density codes are being sought by applicants.

Nevertheless there are excellent opportunities to meet basic energy efficient principals even with a stand project house. There are many standard house designs available which would allow good energy efficiency, provided they are built facing the right direction. A minor modifications such as moving or reducing the size of windows or relocating the carport, along with good insulation, may be all that's needed to reduce unnecessary and expensive energy use and act to noticeably create increased internal comfort levels.

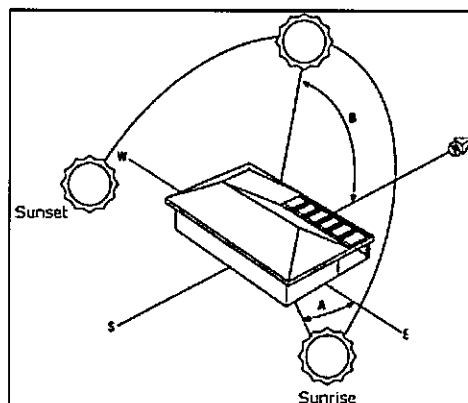
## 5.0 POLICY PROVISIONS

### 5.1 Orientation

One of the major principles of energy efficient building design is to allow the sun's heat into a building in winter while excluding it during the long hot days of summer. This can be achieved because the angle of the sun changes from season to season.

In summer the sun rises earlier, south of due east and climbs high in the sky before setting south of due west. Major summer heat gain occurs through the roof and through the east and west windows and walls of the home. In winter the sun rises later, north of due east and stays low in the northern sky before setting north of due west. North facing windows and walls receive maximum winter sun and warmth.

The Sun's Movement during summer (Dec)



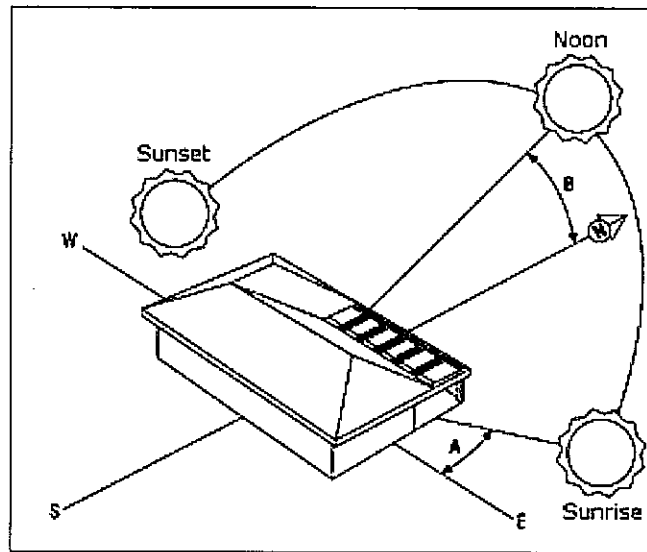
Legend:

Horizontal Rise

Noon Altitude (B)

	/Set Angle (A)	
Perth	28.5° south	80.7°

### The Sun's Movement during winter (Jun)

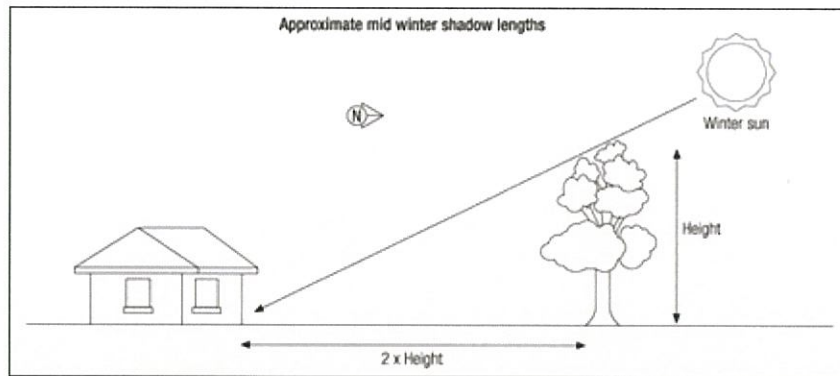


Legend:

	Horizontal Rise/ Set Angle (A)	Noon Altitude (B)
Perth	27.8° south	34.2°

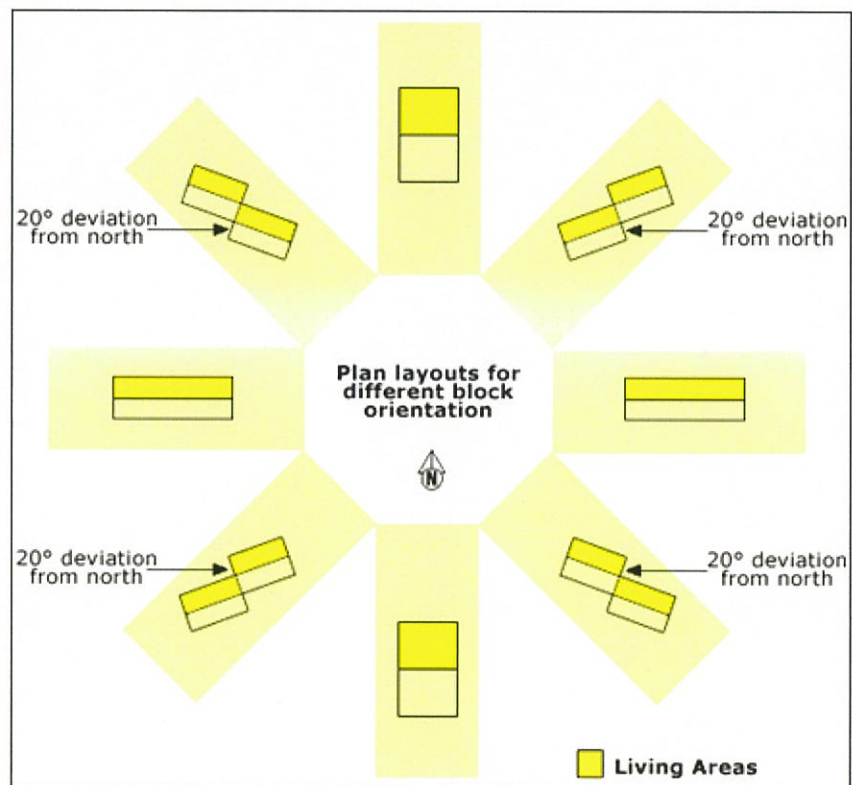
For residential development, it is recommended that land which permits the living areas of the dwelling to face north, be free of obstructions such as buildings or evergreen trees on this side of the home. Orientation is the key factor in achieving energy efficient design. While items such as pergolas, shutters and insulation can often be retro-fitted at a relatively low cost, the orientation of a building is often set in 'concrete' and if poorly orientated it is virtually impossible to correct.

Objects cast a shadow southwards approximately twice their height in mid-winter, and it is therefore essential that sufficient allowance is made between tall objects and the north side of a dwelling to ensure that winter solar access is maintained.



The ideal lot layout is one with the rear courtyard/garden facing north.

However, there are a number of ways of varying the design of a house and its interior layout to optimise solar orientation.



To achieve the design goal of optimal energy efficiency, an effective rule of thumb for a house in the southwest is to have north and south facing walls 1.5 to 2.0 times the length of east and west facing walls. This allows reasonable access to the winter sun from the north of the home, while reducing the exposure of walls and windows to early morning and late afternoon sun on the east and west sides of the home.

True north is the ideal orientation for windows. However, if the eaves are designed correctly, windows oriented between approximately 20° east or west of north still allow good solar penetration in winter while excluding most of the direct summer sun.

## **5.2 Internal Room Layout**

Indoor living and entertaining areas should be oriented on the north side of the home where possible, with other rooms to the south. This will create warm and bright living areas in winter since north facing windows and walls receive maximum winter sun. The south side of a house receives a small amount of direct sun in summer, and therefore by locating bedrooms to the south, will be more comfortable for sleeping in summer.

Rooms should be grouped with similar uses together to create zones and doors be used to separate these zones. This type of design is more energy efficient than open plan living because you can close off rooms which are cooled or heated from those that are not.

It is recommended that the kitchen, laundry and bathrooms be grouped together in order to minimise the need for long hot water pipes. This will reduce the amount of heat lost from the pipes.

## **5.3 Windows and Shading**

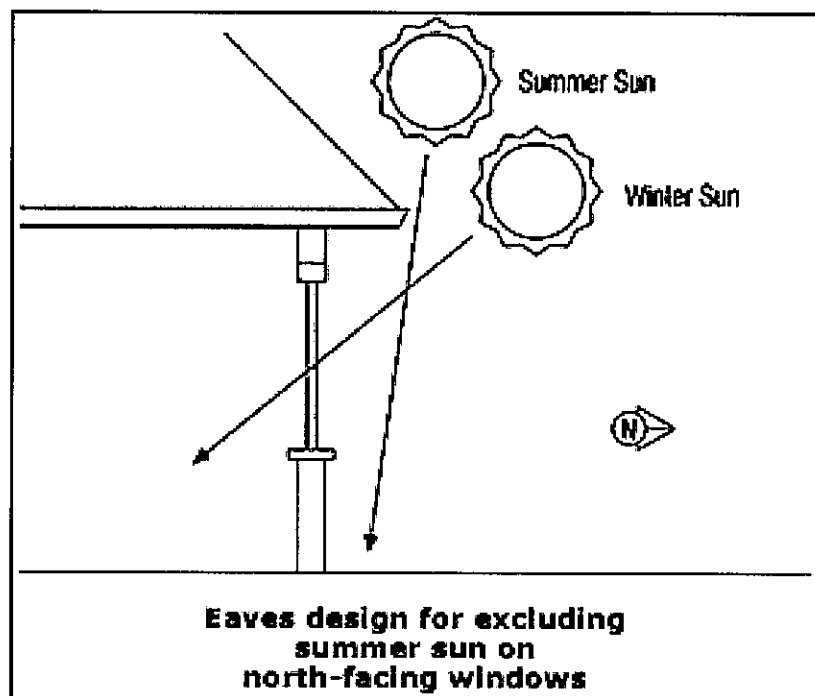
Appropriate window placement, sizing and shading are key elements to energy efficient design. Windows can act as solar collectors trapping heat from the sun, which is useful in winter but not in summer. They ventilate during summer, funnelling cool late afternoon and night time breezes to remove heat accumulated during the day and are an important source of light.

A balance needs to be struck between controlling the sun's access and allowing adequate cross ventilation from breezes, as well as allowing natural light to enter.

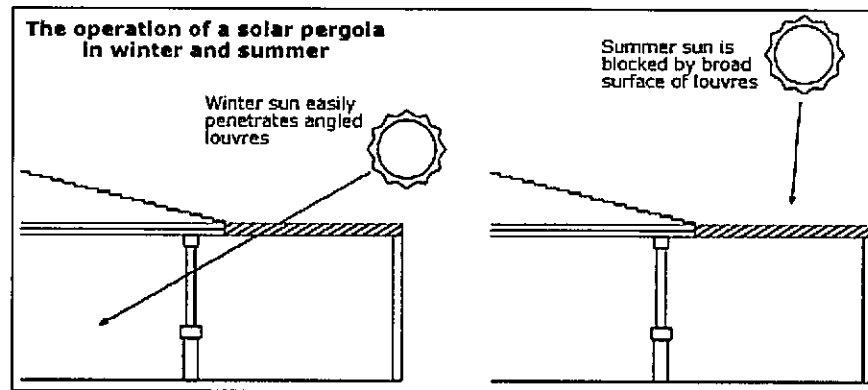
## 5.4 North Facing Windows

It is recommended that around a third to a half of the north face of the dwelling be glass, as it is very effective at trapping winter warmth and can be easily shaded from summer sun with correctly designed eaves.

To calculate the overhang needed, multiply the distance from the eaves-line down to the bottom of the window by 0.7. This will ensure the glass is adequately shaded from September until March. For cooler regions, multiplying by 0.4 will provide suitable shade from October until February.



Deciduous trees and shrubs or creepers growing on an open pergola on the north face of a home can also provide window shading in summer, while allowing the sun through to warm your home once they've lost their leaves in winter. Alternatively, a solar pergola is designed to achieve the same result.



It is important that shading devices, whether in the form of eaves, pergolas or appropriate landscaping, do not block the sun's access to the interior of your home during winter.

## 5.5 East and West Facing Windows

East and west facing windows can provide unwanted solar heat gain during the summer months and therefore, if excessive, can contribute significantly to an inefficient house design.

To minimise heat gain during the summer months, a house should be designed with the majority of rooms facing either east or west being non habitable i.e. either laundries or garages etc and that the areas of windows are kept to the absolute minimum.

External shading devices provide some protection from the summer sun, with complete protection achieved only with full vertical screening, such as outside blinds or shutters. This is due to the fact that the angle of sun will be close to horizontal early in the morning (east) and in the late afternoon (west), and only vertical screening can block the sun at these angles. Deciduous trees or vines growing on a trellis can also provide shading during summer.

## **5.6 South Facing Windows**

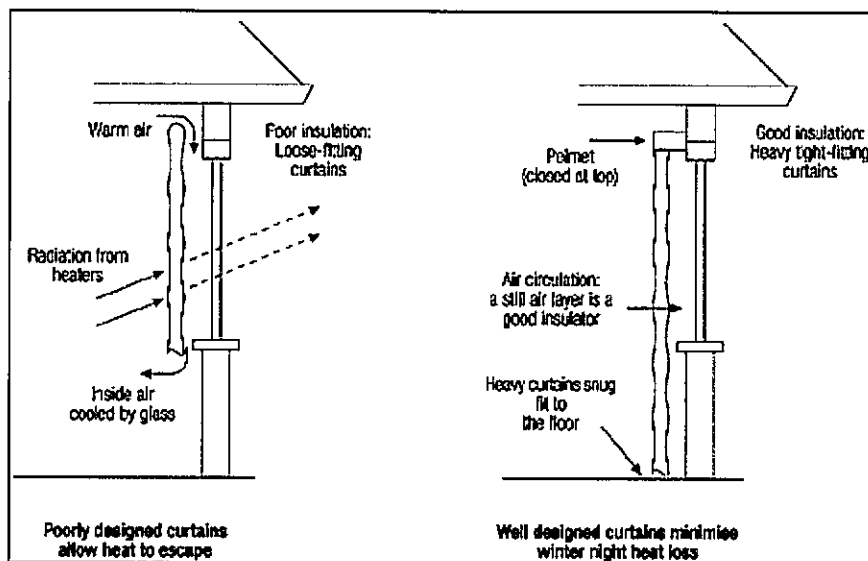
South facing windows receive no direct sun in winter but will receive a few hours of morning and afternoon sun in summer months. For this reason, they lose heat in winter and gain some undesirable heat in summer. South facing windows should be large enough to allow good ventilation and light to enter the home without losing too much heat in winter.

Vertical elements such as external screening or landscaping in conjunction with internal blinds will be most effective at shading south facing windows, since the majority of this sun is at low angle. Basic 'eaves overhang' in combination with internal window treatments will also assist solar control to south facing windows. In mid summer the sun can fall on an unshaded southern façade for approximately 4 hours in the morning and 4 hours again in the afternoon. For the more northerly latitudes (eg Geraldton) provision of shading to south facing windows is even more important. This is because at this latitude there can be an additional 45 minutes of mid summer sun falling on the south face of a building, morning and afternoon.

## **5.7 Internal Window Treatments**

While external window treatments are the best way to reduce summer heat gain, internal window treatments are most important for reducing winter heat loss. A window can lose heat five to ten times faster than an equivalent area of wall. This heat loss can be minimised by keeping warm air inside the room away from cold windows.

Closed curtains can be effective insulators and should be made from a heavy fabric with insulating backing for maximum effectiveness. They need to be long enough to reach the floor and should include a closed pelmet. The pelmet is an integral part of the curtain as it reduces air circulation and consequent heat loss through the window glass during winter and heat leakage into the home during summer when the curtains are drawn.



## 5.8 Skylights

Skylights can reduce your daytime lighting needs. However, a typical Perth home consumes approximately six times as much energy for heating and cooling than for lighting, and heat can be lost from your home through skylights on winter nights and gained during hot days. To reduce this problem, position your skylight so it is shaded in summer or consider buying one with special glazing that minimises heat transfer and can be closed at night. Non-vented ducted skylights lose less heat in winter, as the air trapped in the duct acts as a thermal buffer.

## 5.9 Tinted Glass and Reflective Films

Tinted glass and reflective films absorb and reflect heat, keeping your home cooler. However, be aware that using them reduces the amount of light and heat entering rooms in winter as well as in summer. During summer the glass itself becomes hot as it absorbs energy, which will cause some heat to be radiated into the room. These products may be useful where large areas of east and west glazing are unavoidable due to design reasons. However, tints and films will generally not reduce heat gain as much as external shading.



### **5.10 Double glazing**

Two panes of glass separated by at least 10 mm can reduce winter heat loss but is generally only cost effective in situations with high heating requirements. Double glazing can also reduce conductive summer heat gain. However, when exposed to sun double glazed windows will still allow significant heat transfer, which means that full shading is still required.

### **5.11 Other window products**

Windows are also available with other features, such as special coatings on the glass, which can offer improvements in thermal performance.

Insulation acts as a barrier to heat flow. It can make your home more comfortable by reducing the amount of warmth escaping in winter and reducing the amount of heat entering in summer. By insulating you can significantly reduce your heating and cooling bills and help to reduce greenhouse gas emissions.

In an uninsulated house most heat is lost or gained through the ceiling and roof – this is the most important part of the home to insulate. Insulating external walls can bring further benefits. Sealing air gaps will also help.

Opening and closing windows and window coverings at appropriate times to control air flows and heat transfer will also increase your comfort levels. This is particularly important in summer to prevent your house overheating. If you allow too much direct summer sun into your home through windows then insulation may act to keep the home warmer for a longer period of time.

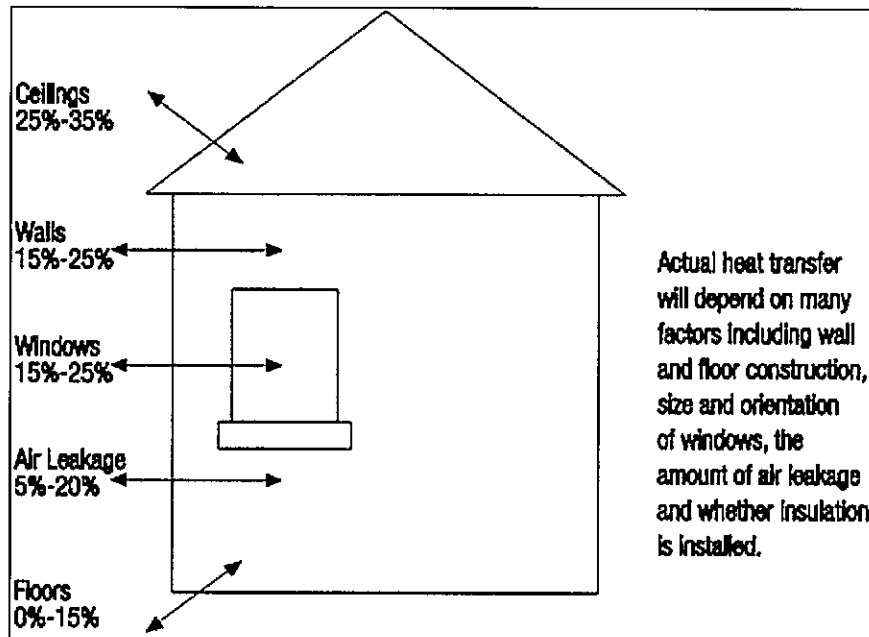
### **5.12 Insulation Works**

The two main types of insulation are bulk insulation and reflective insulation.

Bulk insulation works by trapping small cells or layers of air within the insulating material. Many pockets of still air are very effective at retarding heat transfer.

Reflective insulation works by reflecting significant proportions of light and heat. Some reflective foils can be used both as a vapour barrier and to reduce heat transfer.

### Typical Areas of Heat Transfer



### 5.13 Construction Materials

Building materials make a significant difference to the performance and comfort of dwellings. Dense materials such as brick, stone, concrete and rammed earth heat up and cool down slowly – they have what is called a high 'thermal mass'. Lightweight materials such as weatherboard and fibre cement allow the home to heat up and cool down quickly. These materials have a low thermal mass.

Thermal mass is simply the ability of a material to store heat. A 200 square metre home in the south west with good solar access to the north needs about 20 cubic metres of concrete and 20 to 30 cubic metres of internal brick or equivalent depending on your location (30 cubic metres for Perth) to adequately store winter daytime warmth and gradually release it at night.

Thermal mass is most beneficial in homes which have good solar access to north facing windows. If solar access is limited, large amounts of thermal mass can increase a dwellings heating requirements during winter.

During summer, thermal mass will act to keep your home cooler during the day, provided the dwelling is ventilated overnight. The aim is to allow the night air to cool down the mass inside your home, resulting in more comfortable conditions the next day.

#### **5.14 Masonry Walls**

**Double brick** walls heat up slowly and stay warm for long periods. This is an advantage during short periods of hot weather, but can make your home uncomfortable over extended hot spells. Insulating double brick walls will add to initial costs, but will help to prevent heat transfer to the interior of the home during summer and help to retain heat during winter.

**Brick veneer** walls consist of a single external layer of brickwork, with a lined stud frame inside. These walls have less thermal mass than double brick walls and therefore respond more quickly to temperature changes. Homes with brick veneer walls are better at cooling down during extended periods of hot weather – making conditions more comfortable at night during summer. Brick veneer walls are also easier to insulate.

**Reverse brick veneer** walls have the brickwork inside and lightweight frame and cladding outside. This has the advantage of providing the thermal mass on the inside of your home which will retain any heating used in winter. Conversely the external lightweight cladding (weatherboards etc) will not absorb and store summer heat in the same way as masonry wall are know to do.

With both double brick and brick veneer walls (or any type of wall for that matter), it is important to ventilate your home in summer once the temperature outside becomes cooler than the temperature inside. This will help cool your home down and make conditions more comfortable. Retained night time coolness achieved through ventilation can also keep your home cooler during the day.

#### **5.15 Lightweight Walls**

Weatherboard, fibre cement and other lightweight walls get hot quickly in the sun, but also cool down quickly once shaded and after sunset. During winter, they lose heat far more quickly than brick walls. The thermal performance of lightweight walls will improve significantly with insulation, which is cheaper and easier to install at the building stage.

## **5.16 Floors**

**Concrete floors** store heat from the sun shining through northern windows in winter and return some of that heat during the evening. Laying dark tiles where the low angle winter sun hits the floor will maximise the absorption of heat to be re-radiated. It is important that this thermal mass is not exposed to direct solar energy during summer, as this can lead to uncomfortably warm internal conditions.

**Timber floors** do not have the high thermal mass of concrete floors. This means that a home with a timber floor will lose far more heat than one with a concrete floor. For homes on stumps which are open at the sides, it is recommended that insulation be installed to the underside of all exposed floorboards. Another solution is to fully enclose the area between the ground and the floor with a solid material like brick, but this will not be as effective as using insulation. An enclosed space under the floor will also require some permanent ventilation to control subfloor dampness.

## **5.17 Colour of External Building Materials**

As a general rule, light colours tend to reflect the sun's heat while darker colours absorb it. You can take advantage of this fact when selecting the colour of your roof and wall materials. In summer, lighter coloured materials will help to keep your home cooler by reflecting heat from the sun. However if your home is properly insulated, which is a much more effective method of controlling heat transfer, the effect of external building colour on your comfort will be greatly reduced.

## **5.18 Ventilation**

Doors and windows should be positioned to achieve cross ventilation in summer. A larger opening on the leeward side of the home will maximise the airflow through rooms. If this has been allowed for in the design of your home, doors and windows opened late on a summer's day will make use of cooling late afternoon and night time breezes to rid your home of heat accumulated during the day.

## **5.19 Draught Proofing**

Air leaks and draughts can add significantly to your heating and cooling bills by allowing cold air into your home during winter and warm air during summer. You can prevent these unwanted leaks by installing draught excluders on the bottom edge of doors and sealing strips around doors and windows.

These are easy to fit and can be purchased from your local hardware store. When draught proofing you should also check for spaces between walls and skirtings and block off any unused fireplaces. Note that homes with heaters that burn a fuel inside are required by law to have fixed ventilation for safety reasons. (NB this is for information only and is generally a requirement under the Building Code of Australia)

## **5.20 Landscaping Design and Planting Selection**

Gardens can provide significant climate modification effects, and have the ability to further enhance or detract from the other factors influencing energy efficient design mentioned above.

For example, deciduous trees or vines which provide shade in summer but allow the winter sun to shine through. When their leaves have dropped they provide an effective and simple option.

Deciduous creepers can keep west facing walls cool on hot summer afternoons. Shrubs or trees to the south can be placed to direct south-westerly sea breezes into and through your home.

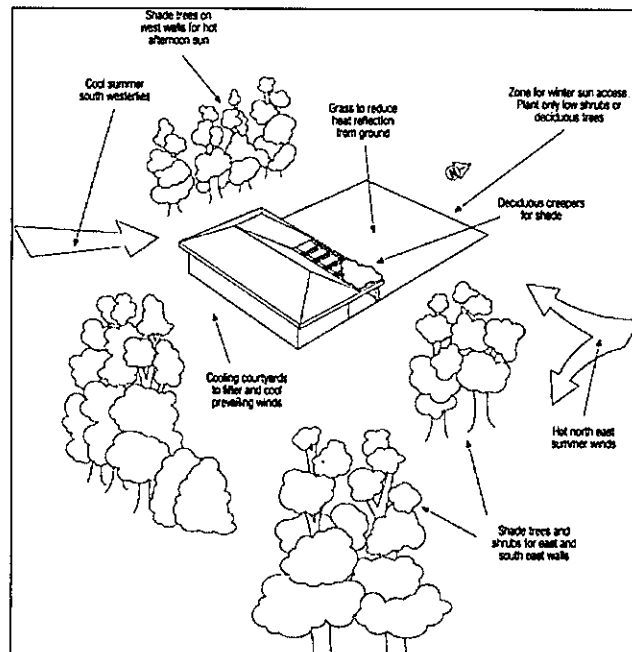
Plantings to the west and north-west can shield houses from winter storms, but close plantings may lead to damage in certain circumstances.

Unshaded paving to the north, east and west of your home should be avoided as it can cause heat to be reflected into windows during summer. Lawns and other ground covers will help reduce this problem.

South facing courtyards with moist cool ferneries will also assist summer cooling.

Overall plant selection should adhere to water wise gardening principals to minimise water usage

The diagram below indicates wind patterns for the Perth region. You should investigate the 'wind regime' particular to your location, to make the most of desirable cooling summer breezes, or to reduce the impact of hot summer or gusty winter winds.



## 6.0 Assessment Procedure

Under its current Town Planning Scheme, Council is able to permit higher density developments in the Split Density Coded residential areas where it can be demonstrated that the design of the residential dwelling is energy efficient.

To ascertain the energy efficiency of the dwelling, Council has assigned a relative value to each of the design criteria listed in the body of this policy.

In order to qualify for the higher density code a score of 70 out of a possible 100 efficiency points is required to establish an acceptable degree of intrinsic energy efficient housing design.

In grouped or multiple dwelling developments each individual unit must achieve the minimum score in order to be eligible. There is considered to be sufficient scope within the points allocation for a number of design solutions.

Council will only support the subdivision of a site where such a density increase has been granted following the completion of the houses/units in accordance with this policy.

The following are the assigned values given to each design element of energy efficiency:

#### ENERGY EFFICIENT DESIGN POLICY CREDIT POINTS CHECKLIST

DEVELOPMENT  
ADDRESS

	Design Element	Credit Pts Available	Credit Pts Claimed	Comments
1.	Orientation (longest axis east west)	10		
2.	North facing courtyard, and main living areas with windows occupying a min 50% of the north facing wall	25		
3.	Windows to bedrooms minimised in area and south facing One bedroom window is permitted to face north	15		
4.	Eastern and western walls are either blank or only have openings to non-habitable utility rooms	20		
5.	60% of all habitable rooms shall be cross ventilated.	10		
6.	The provision of either a solar pergola or solar hot water heating system ;	10		
7.	Landscaping design and plant selection to provide shading to courtyard areas in summer only and demonstrate compliance with low water use gardening principals.	10		
	<b>TOTAL</b>	<b>100</b>		Require min 70 out of 100 to qualify for higher density code

Additional Provisions – Amended 28 June 2011

In submitting an application, the developer is to submit a letter indicating the features provided and the number of credit points and demonstrate how the credit points may be achieved.

Where a proposal that relies on this Policy for the higher density on land with split coding retained dwellings are to be modified to meet the points required by this Policy.

Where an existing residence either does not comply or cannot be made to comply with the points required by this Policy, the Council shall not grant planning consent.



Policy extract as existing:

## **6.0 Assessment Procedure**

Under its current Town Planning Scheme, Council is able to permit higher density developments in the Split Density Coded residential areas where it can be demonstrated that the design of the residential dwelling is energy efficient.

To ascertain the energy efficiency of the dwelling, Council has assigned a relative value to each of the design criteria listed in the body of this policy.

In order to qualify for the higher density code a score of 70 out of a possible 100 efficiency points is required to establish an acceptable degree of intrinsic energy efficient housing design.

In grouped or multiple dwelling developments each individual unit must achieve the minimum score in order to be eligible. There is considered to be sufficient scope within the points allocation for a number of design solutions.

Council will only support the subdivision of a site where such a density increase has been granted following the completion of the houses/units in accordance with this policy.

The following are the assigned values given to each design element of energy efficiency:

### **ENERGY EFFICIENT DESIGN POLICY CREDIT POINTS CHECKLIST**

DEVELOPMENT  
ADDRESS

	<b>Design Element</b>	<b>Credit Pts Available</b>	<b>Credit Pts Claimed</b>	<b>Comments</b>
1.	Orientation (longest axis east west)	10		
2.	North facing courtyard, and main living areas with windows occupying a min 50% of the north facing wall	25		

3.	Windows to bedrooms minimised in area and south facing One bedroom window is permitted to face north	15		
4.	Eastern and western walls are either blank or only have openings to non-habitable utility rooms	20		
5.	60% of all habitable rooms shall be cross ventilated.	10		
6.	The provision of either a solar pergola or solar hot water heating system ;	10		
7.	Landscaping design and plant selection to provide shading to courtyard areas in summer only and demonstrate compliance with low water use gardening principals.	10		
	<b>TOTAL</b>	<b>100</b>		Require min 70 out of 100 to qualify for higher density code

#### Additional Provisions – Amended 28 June 2011

In submitting an application, the developer is to submit a letter indicating the features provided and the number of credit points and demonstrate how the credit points may be achieved.

Where a proposal that relies on this Policy for the higher density on land with split coding retained dwellings are to be modified to meet the points required by this Policy.

Where an existing residence either does not comply or cannot be made to comply with the points required by this Policy, the Council shall not grant planning consent.

Policy extract as revised:

## 6.0 Assessment Procedure

Under Local Planning Scheme No. 10, the Town is able to permit higher density development in the Split Density Coded residential areas where it can be demonstrated that the design of the dwellings meets specified energy efficiency requirements.

An applicant has **two (2)** options with respect to satisfactorily addressing this matter as identified below:

### Option 1

To ascertain the energy efficiency of the dwelling, Council has assigned a relative value to each of the design criteria listed in the body of this policy.

In order to qualify for the higher density code a score of 70 out of a possible 100 efficiency points is required to establish an acceptable degree of intrinsic energy efficient housing design.

In grouped or multiple dwelling developments each individual dwelling must achieve the minimum score in order to be eligible. There is considered to be sufficient scope within the points allocation for a number of design solutions.

The following are the assigned values given to each design element of energy efficiency:

### ENERGY EFFICIENT DESIGN POLICY CREDIT POINTS CHECKLIST

PROPOSED DEVELOPMENT:

ADDRESS:

	Design Element	Credit Pts Available	Credit Pts Claimed	Comments
1.	Orientation - longest axis east west.	10		
Explanatory Notes: Orientation of dwelling excluding garage and any associated storage area.				
2.	North facing courtyard (or balcony for upper floor apartments), and main living areas.	25		

	(12.5 points) Windows to living areas occupying a min 50% of the north facing wall. (12.5 points)			
<p><b>Explanatory Notes:</b> A roof overhang is to be provided beyond the main living area windows which is of a sufficient depth to provide shading to these openings during summer but which does not project to an extent so as to unreasonably block direct solar access during the winter months (e.g. for full height sliding doors, solid roofing is not to extend more than 2.4m beyond the sliding doors).</p>				
3.	Windows to bedrooms minimised in area and south facing. One bedroom window is permitted to face north.	15		
<p><b>Explanatory Notes:</b> The available points are apportioned between the number of bedrooms that are contained within each respective dwelling. For example, a 3 bedroom dwelling which incorporates two bedrooms each with south facing windows (minimised in area) and a third bedroom with a window facing east or west would achieve a score of 10 points.</p>				
4.	Eastern and western walls are either blank or only have openings to non-habitable utility rooms.	10 (east) 10 (west)		
<p><b>Explanatory Notes:</b> The Town acknowledges that windows may need to be located on eastern or western facing walls for the purpose of cross ventilation. Where a secondary window to a habitable room is located on an eastern or western wall and is kept beneath 1 square metre in area, points will not be deducted for such windows.</p> <p>Where the only window to a habitable room is located on an eastern or western facing wall, 5 points will be deducted for each opening, irrespective of size.</p> <p>Where a patio or verandah roof projects a minimum of 3m beyond an east or west facing opening to a habitable room, points will not be deducted in relation to that opening.</p>				

5.	60% of all habitable rooms shall be cross ventilated through the provision of windows on walls that have opposing orientations. (i.e. a bedroom with a south facing window and a secondary window of under 1 square metre on a western or eastern facing wall)	10		
<p>Explanatory Notes:</p> <p>Part credit points are not allocated for this criterion.</p> <p>An open plan living / dining / kitchen area is treated as one room.</p>				
6.	The provision of either a solar pergola or solar hot water heating system or photovoltaic solar panel system.	15		
<p>Explanatory Notes:</p> <p>Where a solar pergola is to be provided, it is to be positioned to the northern side of the main windows of the main living area of the dwelling and the louvres are to be fixed and positioned at 34 degrees to north.</p>				
7.	Landscaping design and plant selection to demonstrate compliance with low water use gardening principals.	5		
<p>Explanatory Notes:</p> <p>A landscape plan is to be prepared by a relevant industry professional and is to be submitted in conjunction with the application for development approval.</p>				
	<b>TOTAL</b>	<b>100</b>		Require min 70 out of 100 to qualify for higher density code

The applicant is to submit a letter explaining the features provided and the number of credit points claimed.

Any dwellings which are proposed to be retained as a part of any development proposal are to be modified to meet the points required by this Policy.

Where an existing residence either does not comply or cannot be made to comply with the points required by this Policy, the Town shall not grant development approval.

## **Option 2**

As an alternative to achieving the 70 point score from the matrix identified in Option 1, the following requirements shall be met:

- (a) Each dwelling which is a part of the application for development approval (irrespective of whether the dwelling is a single house / grouped dwelling multiple dwelling / apartment) shall demonstrate a Nationwide House Energy Rating Scheme (NatHERS) star rating (or other comparable star rating measurement tool which is accredited by the National Construction Code / Building Codes of Australia) which is one star in excess of the current energy efficiency requirement of the Building Codes of Australia that are specified for a class 1A building; (e.g. if NatHERS is used as the assessment tool as at March 2019 *any* proposed dwelling would need to achieve a 7 star rating); and
- (b) The NatHERS (or other accredited equivalent) star rating for the dwelling shall be certified by a NatHERS (or other accredited equivalent) energy assessor using the NatHERS (or other accredited equivalent) software and shall be provided at the development application stage; and
- (c) Each dwelling shall be provided with a minimum 1.5kw photovoltaic solar panel system; and
- (d) Each dwelling shall be provided with a minimum 3000L capacity rainwater tank that is plumbed to either a toilet or laundry within the dwelling; or alternatively an approved grey-water reuse system that collects grey water from the laundry and bathrooms and re-directs it for garden irrigation / ground water recharge.

# **ATTACHMENT NO. 4**

# Tree canopy and deep soil areas

## ► Intent

Trees and gardens make a significant contribution to the ecology, character and **amenity** of neighbourhoods. They provide habitat for fauna, shade, **stormwater** management and micro-climate benefits, as well as improve **apartment** outlook and privacy.

The removal of trees from private land is contributing to a significant loss of urban tree canopy, which can take decades to replace. The planning of a **development** should make all reasonable efforts to retain appropriate existing trees within the **site** and have no significant detrimental impact on trees on land adjoining the property.

The provision of **deep soil areas** to support and sustain the development of tree canopy can also make a major contribution to the retention of existing trees. A deep soil area is an area of soil that is free of built structure and has sufficient area and depth to support tree growth and infiltrate **rainwater**. Site planning should seek to co-locate deep soil areas with existing trees on and adjacent to the site, and in locations best suited to the development of a viable tree canopy and **landscaping**.

Achieving the requirement for deep soil areas may not be possible in some locations that have limited or no space for deep soil due to constraints such as the requirement for **basement** parking or in highly urbanised areas. These developments should locate landscaping on the structure wherever it provides the most benefit, such as on **podiums** or roof **terraces**, the greening of a lobby or softening car parking areas. Landscaping on structures should be of sufficient size and species selection to ensure that plants can thrive without causing damage to the **building**.

## Related Elements

- 3.4 Communal open space
- 4.12 Landscape design
- 4.16 Water management and conservation



**Photo 3.3a** This large tree has been retained and the surrounding deep soil areas are being used for landscaping.



## ELEMENT OBJECTIVES

Development is to achieve the following Element Objectives:

- O 3.3.1** Site planning maximises retention of existing healthy and appropriate trees and protects the viability of **adjoining trees**.
- O 3.3.2** Adequate measures are taken to improve tree canopy (long term) or to offset reduction of tree canopy from pre-development condition.
- O 3.3.3** Development includes **deep soil areas**, or other infrastructure to support planting on structures, with sufficient area and volume to sustain healthy plant and tree growth.

**Table 3.3a** Minimum deep soil area and tree provision requirements

Site Area	Minimum deep soil area	Minimum requirement for trees <sup>1</sup>
Less than 700m <sup>2</sup>	10%  OR	1 medium tree and small trees to suit area
700 – 1,000m <sup>2</sup>		2 medium trees OR 1 large tree and small trees to suit area
> 1,000m <sup>2</sup>	7% if existing tree(s) retained on site  (% site area)	1 large tree and 1 medium tree for each additional 400m <sup>2</sup> in excess of 1000m <sup>2</sup> OR 1 large tree for each additional 900m <sup>2</sup> in excess of 1000m <sup>2</sup> and small trees to suit area

<sup>1</sup> Minimum requirement for trees includes retained or new trees. Refer Table 3.3b for tree sizes

**Table 3.3b** Tree sizes

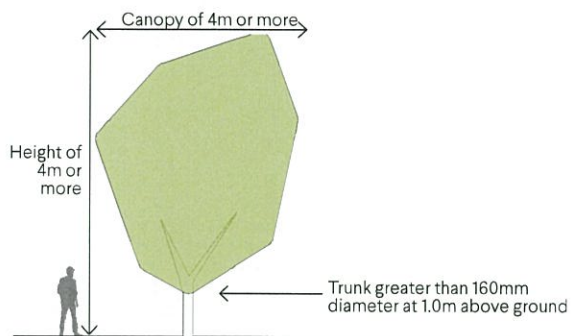
Tree size	Indicative canopy diameter at maturity	Nominal height at maturity	Required DSA per tree	Recommended minimum DSA width	Minimum DSA width where additional rootable soil zone (RSZ) width provided <sup>1</sup> (min 1m depth)	Indicative pot size at planting
Small	4–6m	4–8m	9m <sup>2</sup>	2m	1m (DSA) + 1m (RSZ)	100L
Medium	6–9m	8–12m	36m <sup>2</sup>	3m	2m (DSA) + 1m (RSZ)	200L
Large	>9m	>12m	64m <sup>2</sup>	6m	4.5m (DSA) + 1.5m (RSZ)	500L

<sup>1</sup> Rootable areas are for the purposes of determining minimum width only and do not have the effect of reducing the required DSA.

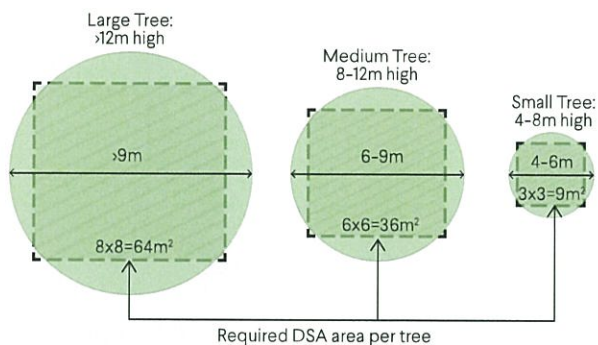
## ACCEPTABLE OUTCOMES

Acceptable Outcomes are likely to assist in satisfying the objectives but are not a comprehensive 'deemed-to-comply' list. In order to achieve the Element Objectives, proposals may require additional and/or alternative design solutions in response to the site conditions, streetscape and design approach.

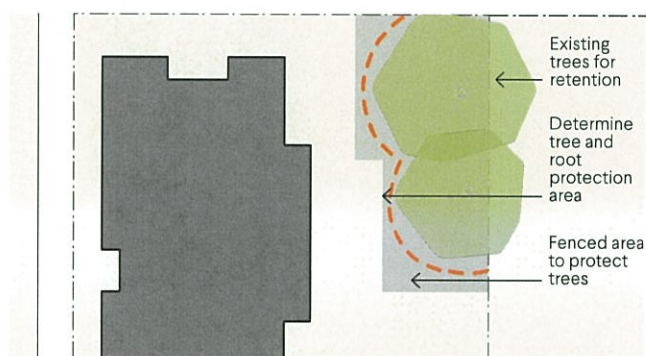
- A 3.3.1** Retention of existing trees on the **site** that meet the following criteria:
  - healthy specimens with ongoing viability **AND**
  - species is not included on a State or local area weed register **AND**
  - height of at least 4m **AND/OR**
  - trunk diameter of at least 160mm, measured 1m from the ground **AND/OR**
  - average canopy diameter of at least 4m.
- A 3.3.2** The removal of existing trees that meet any of the criteria at A3.3.1 is supported by an arboriculture report.
- A 3.3.3** The **development** is sited and planned to have no detrimental impacts on, and to minimise canopy loss of **adjoining trees**.
- A 3.3.4** **Deep soil areas** are provided in accordance with Table 3.3a. Deep soil areas are to be co-located with existing trees for retention and/or **adjoining trees**, or alternatively provided in a location that is conducive to tree growth and suitable for **communal open space**.
- A 3.3.5** **Landscaping** includes existing and new trees with shade producing canopies in accordance with Tables 3.3a and 3.3b.
- A 3.3.6** The extent of **permeable paving** or decking within a **deep soil area** does not exceed 20 per cent of its area and does not inhibit the planting and growth of trees.
- A 3.3.7** Where the required **deep soil areas** cannot be provided due to **site** restrictions, planting on structure with an area equivalent to two times the shortfall in deep soil area provision is provided.



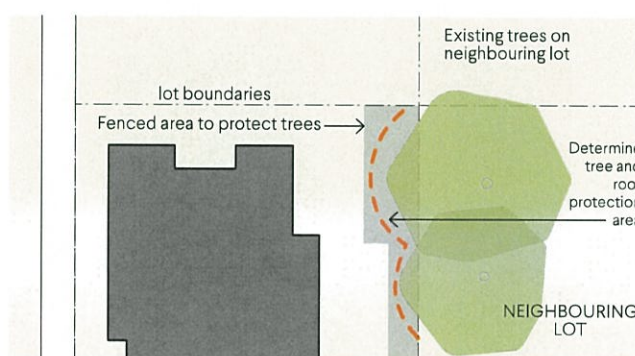
**Figure 3.3a** Size criteria used to identify existing trees for retention (refer A3.3.1 for full criteria).



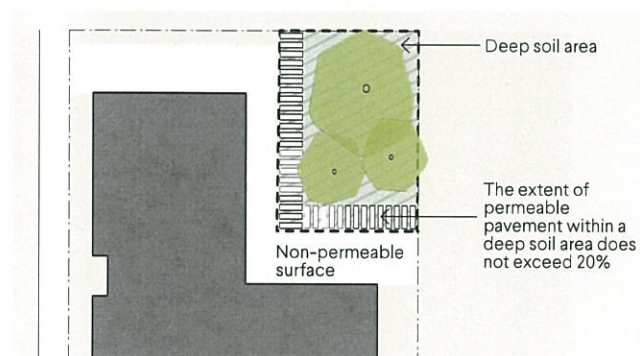
**Figure 3.3b** Tree size definitions when mature for deep soil areas.



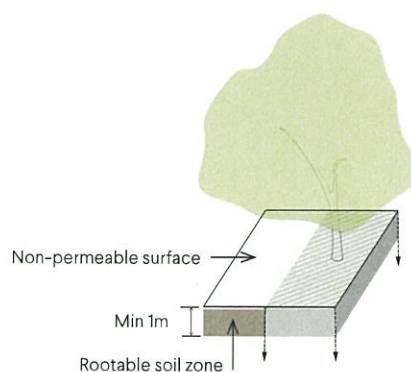
**Figure 3.3c** Tree and root protection areas should be identified and maintained throughout construction period.



**Figure 3.3d** Trees on neighbouring lots and their root systems may also require protection during construction period.



**Figure 3.3e** Deep soil area and permeable paving (refer A3.3.6).



**Figure 3.3f** Rootable soil zone.



## DESIGN GUIDANCE

*Potential alternative solutions to satisfy the Element Objectives will be considered on a performance basis.*

- DG 3.3.1** Existing and adjacent trees should be assessed during the **site** analysis phase for possible retention. Design testing should seek to retain trees and provide protection for adjacent trees. Where existing trees within the site or adjacent to the site boundary are identified for retention (or on site relocation), arboricultural advice should be obtained on the design of **deep soil areas** and management requirements to preserve the trees during and after construction.
- DG 3.3.2** The location of **deep soil areas** should be determined early in the design process and arboricultural advice obtained to ensure the deep soil areas can sustain trees. Where trees are being retained, the deep soil area should be co-located with the existing trees and be of sufficient dimensions to protect and sustain healthy root systems and provide stability for mature specimens. Where new trees are proposed, the deep soil area should be sited to maximise their contribution to local **amenity**, such as providing shade, contributing to the tree canopy, the quality of the **streetscape** and improving the outlook of residents.
- DG 3.3.3** Whole of **lot** design solutions to maximise tree canopy and the effectiveness of **deep soil areas** may include:
- **basement** and sub-basement car park design being consolidated beneath **building** footprints
  - use of increased front, side or rear **setbacks**
  - providing adequate clearance around trees to ensure long term health based on expert advice
  - the engineering of additional **rootable soil space** beneath proposed hardstand areas to increase the area available for root development and tree stability
  - co-location with other deep soil areas on neighbouring **sites** to create larger contiguous areas of deep soil (especially in rear setback areas)
  - selecting plant species that suit the available space and micro-climate of the deep soil area, including consideration that the size, shape and attributes of trees at maturity suit the location.
- DG 3.3.4** Where the required **deep soil areas** cannot be achieved, consider the following options for planting on structures:
- **green walls**, living walls and vertical gardens that enable **landscaping** of highly constrained spaces, supported by expert advice with respect to technical and maintenance considerations
  - wall design that incorporates planting including trellis structures
  - **green roofs**, particularly where roofs are visible from the **public domain** or other parts of the **development**
  - large scale planter boxes suited to small or medium trees.
- DG 3.3.5** Planting on structures will require expert technical advice for design and specification of the planting elements and systems. Planter requirements will need to be determined early in the design process to ensure they are of sufficient size to sustain plants and the **building** structure is reinforced to account for additional saturated soil weight.
- DG 3.3.6** Design should account for irrigation and for drainage pathways to reduce staining and ongoing maintenance of the planting infrastructure and the **building** fabric.
- DG 3.3.7** If extensive planting on structure is proposed, such as **green walls** or roofs, consider the use of an alternative water source, such as **rainwater** or recycled **greywater**.

## LOCAL PLANNING SCHEME NO. 10

# LOCAL PLANNING POLICY NO. 13 – TREES ON DEVELOPMENT SITES

### Background

Trees provide environmental, health and amenity benefits in relation to solar screening, microclimate, carbon absorption, bird and animal habitat, air quality and visual attractiveness. Due to these benefits, trees can also enhance the monetary value of individual properties and the enjoyment of residing in a green, leafy neighbourhood.

Local Planning Scheme No. 10 (LPS10) promotes urban infill which contributes to the Town's sustainability commitment. However, while the Town of Bassendean is presently characterised by mature trees, an inevitable consequence of urban infill development is that only a very limited number of trees can be retained on development sites. While sharing the community concern about the loss of trees as a result of development, the Town takes a balanced approach to both urban infill development and tree preservation, as reflected in this Policy.

### 1.1 Citation

This Policy is adopted by the Town of Bassendean as a Planning Policy pursuant to Section 2.4 of Local Planning Scheme No .10.

### 1.2 Purpose

The purpose of this policy is to State Council's position on the retention of trees on development sites.

### 1.3 Application of this Policy

This policy applies to all applications that require planning consent under the Local Planning Scheme.



## 1.4 Relationship to the Local Planning Scheme No 10, the Residential Design Codes of Western Australia and other Council policies

This policy compliments the Local Planning Scheme No 10, the Residential Design Codes of Western Australia. This policy should be read in connection with Council's Street Tree Removal and Replacement Policy and Amenity Tree Evaluation Policy which controls trees within the verge area adjoining development sites.

Under the Local Planning Scheme No. 10, each application for planning approval is to be accompanied by:

1. The existing and proposed ground levels over the whole of the land the subject of the application and the location, height and type of all existing structures, and structures **and vegetation proposed to be removed**; and
2. The nature and extent of any open space and landscaping proposed for the site.

Under the Residential Design Codes each application for planning approval is required to be accompanied by an existing site analysis plan showing:

1. The position, type and size of any tree exceeding 3.0m in height; and
2. The street verge, including footpaths, **street trees**, crossovers, power poles and any service such as telephone, gas, water and sewerage in the verge.

Note: Any development that proposes the removal of a street tree requires the planning approval of the Town of Bassendean.

## 1.5 Additional requirements for Grouped and Multiple Dwelling Developments

The Residential Design Codes require the retention of existing trees which are greater than 3,0m in height in areas of open space associated with the development.

Where it is not possible to retain existing trees, due to the size of the trees, or their invasive nature and the development cannot be designed to retain those trees, Council will require the planting of suitable replacement advance specimen trees.

## **1.6 Tree Retention and Planting.**

Care should be taken with tree retention and planting to ensure that the existing trees, or new trees when reaching maturity will not affect building structures, driveways and infrastructure. As a general principle buildings should not be placed within the drip zone of the tree.

## **1.7 Variation to Local Planning Scheme and Residential Design Codes Standards**

Council will actively consider varying Scheme and Residential Design Code standards to assist with the retention of significant trees, providing the variation will not adversely affect the amenity of adjoining properties or streetscape character.

## **1.8 Tree Preservation Orders**

The Local Planning Scheme No. 10 gives Council the power to make tree preservation orders, having regard to a tree's aesthetic quality, historical association, rarity or other characteristics, which in the opinion of the local government, makes the tree worthy of preservation.

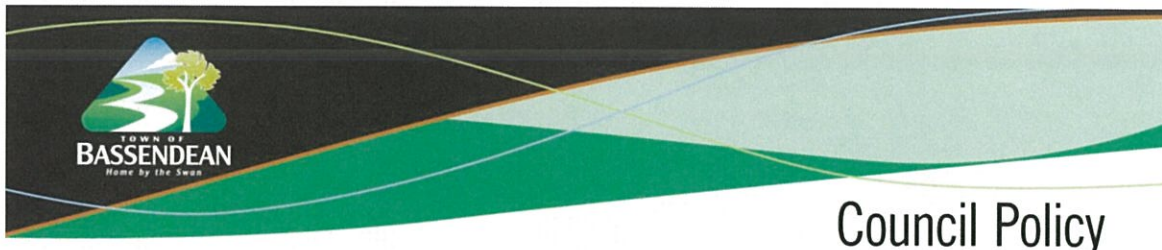
Any land owner or developer who allows a tree, the subject of a tree preservation order, to be cut or removed without the local government's consent, commits an offence under the Scheme and is liable for prosecution.

The Scheme also gives the power for Council to make a tree preservation order where there is a risk of imminent damage to a tree requiring an order to be made or amended as a matter of urgency, without consultation with the owner in advance.

## **1.9 Environmental Protection Act 1986**

Under the Environmental Protection Act 1986, which is administered by the Department of the Environment, a permit may be required to remove





native vegetation or a person wishing to remove a tree must qualify to clear under an exemption.

An exemption is a kind of clearing activity that does not require a permit. These exemptions are often referred to as the Schedule 6 exemptions and a set of regulations known as the Environmental Protection (Clearing of Native Vegetation) Regulations 2004. Some of the exemptions are listed below:

### **Clearing under the Planning and Development Act 2005**

This exemption allows clearing in accordance with a subdivision approved by the responsible authority under the *Planning and Development Act 2005*.

This includes clearing native vegetation for the purposes of:

- constructing roads to provide access to or within the subdivision;
- providing water services to the satisfaction of the Water Corporation;
- filling or draining the land in accordance with the specifications of the approval; and
- clearing within any building envelope described in the approved plan or diagram.

Most subdivision approvals do not explicitly authorise the clearing of native vegetation other than for the purposes outlined above.

### **Environmentally Sensitive areas**

The exemptions to obtain a permit do not apply if the site is within a gazetted environmentally sensitive area or is within a buffer zone of a conservation category wetland.

#### **4.7.6 Bicycle Facilities**

The local government may require the provision of facilities that provide for and encourage cycling as part of any private development. Such facilities shall provide for storage and parking of bicycles and change rooms/showers for cyclists.

#### **4.7.7 Tree Preservation**

##### **4.7.7.1 Interpretation**

In this section, unless the context otherwise requires:

- (i) "cut" includes prune, lop, damage, injure or interfere with; and
- (ii) "tree" includes a group of trees or other vegetation.

##### **4.7.7.2 Tree Preservation Order**

- (i) The local government may order the preservation and maintenance of a tree, having regard to a tree's:
  - i. aesthetic quality;
  - ii. historical association;
  - iii. rarity; or
  - iv. other characteristics, which in the opinion of the local government, makes the tree worthy of preservation.
- (ii) The local government may, from time-to-time, amend or repeal an order made under sub-clause 1.

##### **4.7.7.3 Notice of a Tree Preservation Order**

- (i) Subject to sub-clause 4.7.7.2 above, where the local government proposes to order, or to amend or repeal an order, that a tree is to be preserved, the local government is to:
  - i. give notice of the proposed order, or the proposed amendment or repeal of the order, to the owner and occupier of the land on which the tree is located; and
  - ii. invite the owner and occupier of that land to make written submissions to the local government about the proposed order, or the proposed amendment or repeal of the order, within 14 days or such further period as the local government may determine.
- (ii) Where, in the opinion of the local government, there is a risk of imminent damage to a tree requiring an order to be made or amended as a matter of urgency, it may make or amend the order without notice to the owner or occupier of the land on which the tree is located.



- (iii) Where the local government makes or amends an order under sub-clause 4.7.7.2 of this sub-clause, the local government, as soon as practicable, is to:
  - i. give notice of the order or amended order to the owner and occupier of the land on which the tree is located; and
  - ii. invite the owner and occupier to make written submissions to the local government about whether the order or amended order should be retained, amended or repealed.

#### 4.7.7.4 Destruction, etc, of Trees

Except with the prior written consent of the local government, given under Sub-clause 4.7.7.5 below, a person shall not:

- (i) cut, remove or otherwise destroy; or
- (ii) cause or permit to be cut, removed or otherwise destroyed a tree which is the subject of an order, or an amended order, or where the owner has been given notice of a proposed order, under this section.

#### 4.7.7.5 Local Government's Consent

- (i) An application for the local government's consent for the purposes of sub-clause 4.7.4 above, is:
  - i. to be in writing;
  - ii. to be signed by the owner or occupier of the land upon which the tree is situated;
  - iii. where the local government considers it necessary and so requires, be accompanied by a report of a tree surgeon or expert holding qualifications or having experience acceptable to the local government as to the condition of the tree; and
  - iv. to specify the work proposed to be done to the tree.
- (ii) The local government may refuse to consider an application which does not comply with sub-clause 1 above.
- (iii) In respect of an application under sub-clause 1, the local government, subject to sub-clause 4, may refuse to grant or may grant, with or without any conditions it considers to be appropriate, its consent.
- (iv) The local government is not to grant its consent to work which, if carried out, might result in the destruction of or permanent harm to, a tree which is the subject of an order, or amended order, under this Section unless:
  - i. the local government certifies in writing that the tree is dangerous;
  - ii. it is necessary to remove the tree for the purpose of constructing or erecting a building, structure, fence or access way in respect of which Planning Consent or a

building licence has been issued by the local government;  
or

- iii. the local government or a public authority considers that it is necessary to cut, remove or destroy the tree to provide a public utility or service.

(v) A consent given by the local government under this Section is:

- i. to be in writing;
- ii. to specify the tree to which the consent relates;
- iii. to specify the work authorised by the consent; and
- iv. to specify the conditions, if any, to which the consent is subject.

#### 4.7.7.6 Registry of Tree Preservation Orders

- (i) The local government is to record, in a Registry of Tree Preservation Orders, a list of the trees subject to orders under this Section.
- (ii) A copy of the Registry is to be:
  - i. kept at the offices of the local government; and
  - ii. made available for public inspection during the office hours.

#### 4.7.8 Restricted Premises

4.7.8.1 In considering an application to establish Restricted Premises on land in a Commercial or Town Centre Zone, the local government shall have regard to the following matters:

- (i) The proximity of the site to schools, or other similar uses which may not be consistent with the proposed use;
- (ii) The other types of retail use already in operation in the locality, particularly those which attract children or family groups; and
- (iii) The need to avoid a concentration of restricted premises in a particular area.

#### 4.7.9 Floodlighting

No person shall erect, install or maintain any floodlighting, spotlight or other forms of lighting for any purpose, unless the emission of light from such devices is oriented or controlled so as not to interfere with the amenity of any adjacent residential zone nor cause traffic hazard in the nearby street system.

#### 4.7.10 Development on Land Subject to Dampness

Where, in the opinion of the local government, the dampness of the site on which a building is proposed to be constructed so warrants, the local government may require that one or all of the following measures shall be carried out:

- a) the subsoil shall be effectively drained;
- b) the surface of the ground beneath the building shall be regraded or filled and provided with adequate outlets to prevent any accumulation of water beneath the building; and
- c) the surface of the ground beneath the building shall be covered with an approved damp-resisting material.

## Trees on Private Land and Street Verges

Responsible Division	Planning and Development Services
Responsible Business Unit/s	Planning Services
Responsible Officer	-
Affected Business Unit/s	-



### PURPOSE:

To outline the requirements for providing, maintaining and protecting trees on private land and the street verge during the development of land or residential subdivision in the City of Bayswater.

### OBJECTIVES

To:

1. Assist with achieving the City of Bayswater's objective to increase tree canopy coverage to 20% by the year 2025 by increasing tree canopy coverage on private and public land.
2. Mitigate the urban heat island effect, reduce air pollution, improve groundwater quality and contribute to wildlife habitats, biodiversity and ecological corridors.
3. Assist with community comfort through shade and the reduction of glare, provide neighbourhood amenity, character and sense of place, and provide visual screening and privacy.
4. Provide a diverse range of tree sizes and species to enhance visual interest and to assist with providing a more resilient urban forest.
5. Prevent tree diseases and excessive shade through the adequate separation of trees, facilitate diversity in the age, size and species of trees throughout the City of Bayswater, and to encourage the retention of 'trees worthy of retention' and the planting of 'large trees'.

### INTRODUCTION

The City of Bayswater's Urban Forestry Strategy indicates that canopy tree coverage is approximately 13.2%. The City has made an aspirational commitment to increase canopy coverage to 20% by the year 2025 in order to increase the level of benefits derived from having trees within the urban environment.

A significant proportion of trees in the urban area are being lost due to infill development, which if no intervention is undertaken will have significant impacts on the community and urban areas.

### POLICY STATEMENT:

#### Definitions

**Tree growth zone** - An exclusion zone around a tree, which assists in the protection, growth and ongoing health of a tree.

At and below ground level, the tree growth zone is to comprise soil and other water permeable materials that aid in the health and growth of the tree.



A trafficable water permeable surface can encroach within the tree growth zone of new trees; provided that suitable provision is made to prevent ground compaction and tree root damage. If trafficable water permeable surfaces are proposed within the tree growth zone a report by a 'suitably qualified landscape architect' or suitably qualified currently practising arborist, at the expense of the applicant, is required detailing requirements to ensure tree roots will not be compacted or damaged.

**Tree worthy of retention** - Existing trees on private property that:

- (a) are considered by the City of Bayswater to be healthy specimens with ongoing viability; and
- (b) are considered by the City of Bayswater to be species that are not included on an applicable weed register or are an unsuitable tree species; and
- (c) are at least 3m in height; and/or
- (d) have a trunk with a diameter of at least 100mm at 1m from the ground; and/or
- (e) have two or more trunks and the aggregate of their individual diameter at 1m above ground is at least 200mm; and/or
- (f) have a canopy with a diameter of at least 3m.

The City of Bayswater may require an arborist report to be prepared by a suitably qualified currently practising arborist, at the expense of the applicant, to verify if a tree is considered worthy of retention.

**Standard tree** - A species of tree that has the potential to grow to at least 4m in height and has a minimum size of at least 35 litres when planted.

**Large tree** - A species of tree that has the potential to grow to at least 12m in height and has a minimum size of at least 35 litres when planted.

**Hard surface** - Any surface that does not readily allow for drainage and the penetration and attaching of anchoring tree roots.

**Suitably qualified landscape architect** - A landscape architect currently registered with the Australian Institute of Landscape Architects or a similar association.

### **Scope**

1. The requirements for trees on private property in this policy apply to all development where the approximate cost of the proposed development is:
  - (a) \$100,000 or more for residential developments; and
  - (b) \$200,000 or more for non-residential and mixed use developments, excluding those involving only a change of use or internal works.
2. The requirements for trees on street verges in this policy apply to all developments and subdivisions, including those involving only a change of use.
3. In relation to all residential subdivisions, the requirements for trees on private property in this policy apply where additional lots are proposed and an existing dwelling is proposed to be retained.

### **Requirements for Trees on Private Property**

1. 'Standard trees' are to be provided at a rate of one tree for every 350m<sup>2</sup> of site area (rounded to the nearest whole number). At least one 'standard tree' is to be provided on each site.





2. The total number of trees required in Clause 1 may be reduced by one, for each 'tree worthy of retention' that is retained or relocated elsewhere on the site, or 'large tree' that is provided. Where a 'tree worthy of retention' is proposed to be retained or relocated on the site and it is a 'large tree', the total number of trees required in Clause 1 may be reduced by two.
3. A 'tree growth zone' is required around the entire base of all new trees or existing trees that are to be retained on the site, measured at:
  - (a) a minimum radius of 2m for a 'standard tree'; and
  - (b) a minimum radius of 3.5m for a 'large tree'.
4. No structure is to encroach within the 'tree growth zone', above or below ground level. The 'tree growth zone' is to be contained completely on the site, except for 'trees worthy of retention'.
5. If the 'tree growth zone' is situated on top of a 'hard surface', a report by a suitably qualified currently practicing consulting arborist is required, at the expense of the applicant, confirming that the design of the 'tree growth zone' is appropriate to allow the tree to grow to maturity, to the satisfaction of the City of Bayswater.
6. The trunks of all proposed new trees are to be adequately separated from the trunks of other trees, to the satisfaction of the City of Bayswater.
7. The trunks of all trees are to be located outside of any required minimum outdoor living area dimensions required in the Residential Design Codes, except for the trunks of 'trees worthy of retention' when they are retained.
8. In relation to open air car parking areas in non-residential developments, 'standard trees' that provide shade cover are to be provided at a minimum rate of 1 tree per 4 bays. The number of trees required in Clause 1 can be used to provide the shade trees.
9. A 'tree worthy of retention' may only be relocated elsewhere on the site or on the adjacent street verge, where a report by a suitably qualified currently practicing consulting arborist is provided detailing the new location of the tree and how the tree will be kept in good health prior to, during and after the relocation, to the satisfaction of the City of Bayswater.

#### **Requirements for Trees on Street Verges**

1. Trees on the street verge are to be retained, unless in the opinion of the City of Bayswater:
  - (a) The tree is dead;
  - (b) Where an unacceptable level of risk exists within the tree's structure and remedial techniques cannot rectify;
  - (c) The tree is suffering from a disease where remedial techniques will not prevent further spread of the disease, and the removal will be of benefit to other trees around it;
  - (d) The tree is causing significant damage to infrastructure and suitable documented evidence is provided by a suitably qualified currently practising arborist, at the expense of the applicant; and/or
  - (e) To facilitate the placement of a permanent vehicle access crossing as a last resort, where there is no other viable option.
2. If no street trees exist or a street tree is required to be removed with regard to Clause 1, at least one new 'standard tree' is to be provided, by the land owner or developer, on the





verge adjacent to the site, where space is available, to the satisfaction of the City of Bayswater.

3. In addition to Clause 2, the City of Bayswater may require additional trees to be provided, where space is available, to the satisfaction of the City of Bayswater.
4. A minimum 2m setback is to be provided from the edge of any street tree trunk, and any crossover/driveway and the trunks of all proposed new trees are to be adequately separated from the trunks of other trees, to the satisfaction of the City of Bayswater.

#### **Alternative Design Solution**

1. An alternative design solution that varies any of the requirements contained in this policy will only be considered in exceptional circumstances where the alternative is consistent with the objectives of the policy and is justified in a report prepared by a 'suitably qualified landscape architect', to the satisfaction of the City of Bayswater.

#### **Tree Maintenance and Replacement**

1. All new trees on the site and on the street verge are to be planted and watered for the first two summers by the land owner or developer, to the satisfaction of the City of Bayswater.
2. All retained and new trees on the site and on the street verge are to be adequately maintained and kept in good health. In the event that a tree is in poor health and needs to be removed, it is to be replaced with an adequate replacement tree by the owner or developer, to the satisfaction of the City of Bayswater.

#### **Information to be Submitted with a Development and Subdivision Applications**

Plans for all development and subdivision applications that are subject to this policy are to indicate:

1. The location and species of all trees proposed to be retained that are 'trees worthy of retention' on the site and all existing trees within the street verge that may be impacted by the proposed development or subdivision;
2. The location of all proposed new trees on the site and on the street verge;
3. The location of all proposed 'tree growth zones'; and
4. Additional elevations may be required, to the satisfaction of the City of Bayswater, indicating the potential size and canopy spread of all retained or proposed trees on the site and on the street verge at maturity in relation to any existing or proposed structures or any retained or proposed trees.

#### **RELATED LEGISLATION:**

Policy is adopted under the City of Bayswater's town planning schemes, in accordance with Schedule 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

#### **RELATED DOCUMENTATION:**

Nil

Relevant Delegations	
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Risk Evaluation		
Council Adoption	Date	
Reviewed / Modified	Date	
Reviewed / Modified	Date	
Reviewed / Modified	Date	

DRAFT



**CITY OF BAYSWATER DISTRICT PLANNING SCHEME NO.24  
AMENDMENT NO. 78**

1. Including the following new Clause 8.3.9:

**"8.3.9        *Trees on Private Land and Street Verges***

**8.3.9.1       *Scope***

- (a) *The provisions in clauses 8.3.9.2, 8.3.9.3 and 8.3.9.4 apply to all developments.*
- (b) *Notwithstanding sub-clause (a), clauses 8.3.9.2, 8.3.9.3 and 8.3.9.4 do not apply to development on land subject of assessment under State Planning Policy 7.3 - Residential Design Codes Volume 2 Apartments.*

**8.3.9.2       *Trees on Private Property***

- (a) *A minimum of one 'standard tree' is to be provided per site for every 350m<sup>2</sup> of site area (rounded to the nearest whole number). At least one 'standard tree' is to be provided on each site.*
- (b) *The total number of trees required in (a) may be reduced by one, for each 'tree worthy of retention' that is retained or relocated elsewhere on the site or 'large tree' that is provided. Where a 'tree worthy of retention' is retained or relocated elsewhere on the site and it is a 'large tree', the total number of trees required in (a) may be reduced by two.*
- (c) *In relation to open air car parking areas in non-residential developments, 'standard trees' that provide shade cover are to be provided at a minimum rate of 1 tree per 4 bays'.*

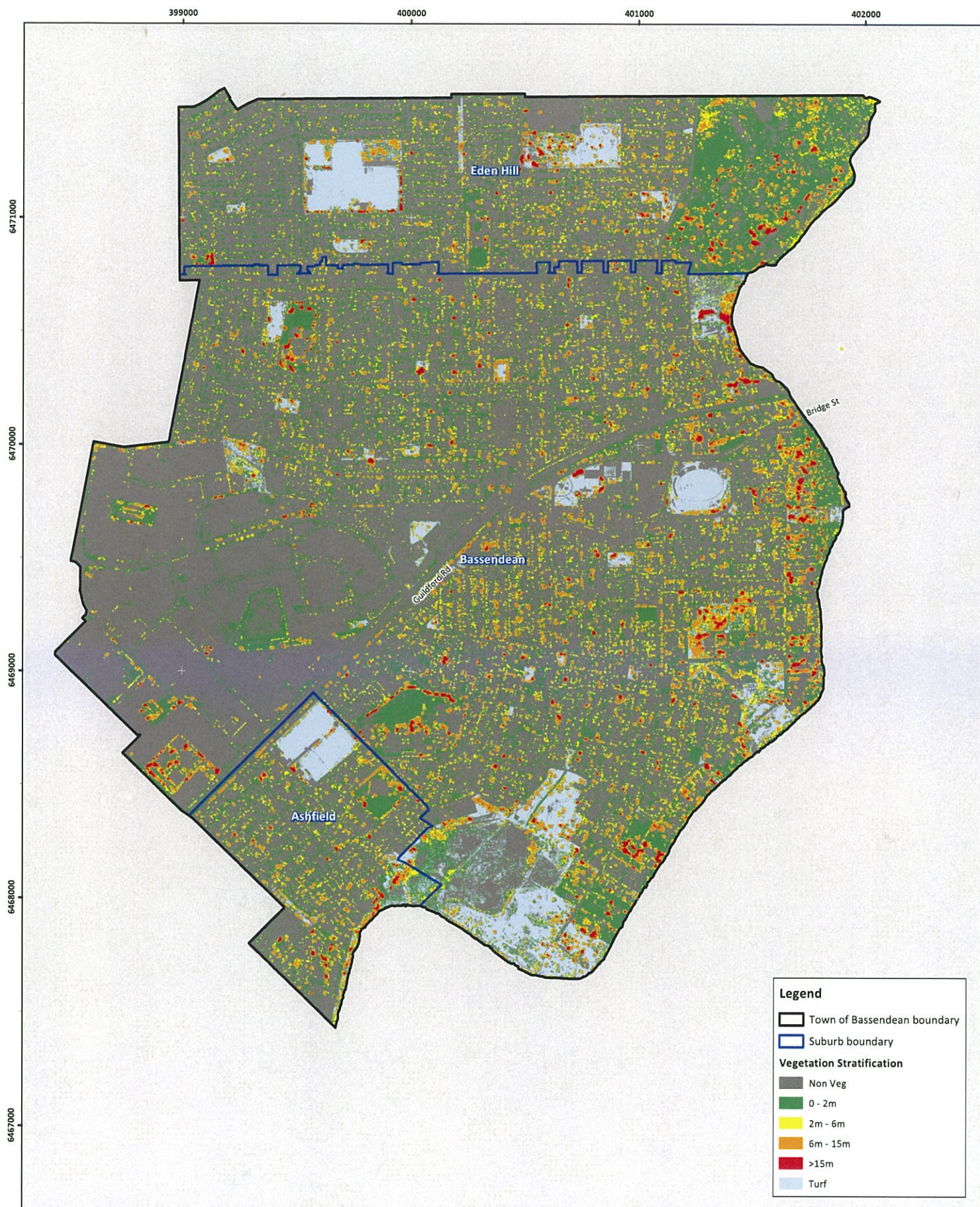
**8.3.9.3       *Alternative Design Solution***

*An alternative design solution that varies any of the requirements contained in Clause 8.3.9.2 will only be considered in exceptional circumstances and where the alternative is consistent with the objectives of City of Bayswater policy and is satisfactorily justified in a report prepared by a landscape architect, arborist or equivalent.*

**8.3.9.4       *Replacement of Street Verge Tree***

*Where development necessitates the removal of an existing street tree or street trees, Council may impose a condition of development approval requiring one new standard tree to be provided for each existing street tree removed, adjacent to the site, by the landowner/developer, where space is available.*





Town of Bassendean  
Aerial Vegetation Mapping – Tree Canopy Analysis – Urban Heat Island Mapping, January 2017

**Figure 4: Vegetation Height Strata**

Author: D. O'Grady

Date: 19-01-2017

Drawn: C. Dyde

Figure Ref: 21195-16-GSDR-1RevA\_170119\_Fig\_4

# **ATTACHMENT NO. 5**



7<sup>th</sup> March 2019

Steven Morrissey  
Parks & Gardens Supervisor  
Town of Bassendean  
PO Box 87  
BASSENDEAN WA 6934



Dear Steve,

***ARBORICULTURAL ASSESSMENT AT 118 WHITFIELD STREET BASSENDEAN***

Please find enclosed the results of the arboricultural assessment undertaken recently for the trees at 118 Whitfield Street, Bassendean.

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

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

Yours sincerely,

A handwritten signature in black ink, appearing to be 'BB' followed by a stylized flourish.

Brad Bowden  
Principal  
Bowden Tree Consultancy®

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

## **1.0 Introduction**

### **1.1 Scope of Report**

- 1.2 The purpose of this report is to summarise the results of the arboricultural assessment and provide recommendations for the two mature flooded gum trees (*Eucalyptus rudis*) located on municipal verge at 118 Whitfield Street, Bassendean. The site visit and visual tree assessments were undertaken from ground level on the 25<sup>th</sup> February 2019 at 0815hrs and were accurate at the time of inspection. No soil excavation or below ground level inspection was undertaken unless specified. Viewing conditions were fine. Concern has been raised by the adjacent resident regarding the damage to the property boundary fence, paving and residential dwelling (advised yet not observed) and subsequently by the Town of Bassendean regarding the remedial options for the future management of the trees.

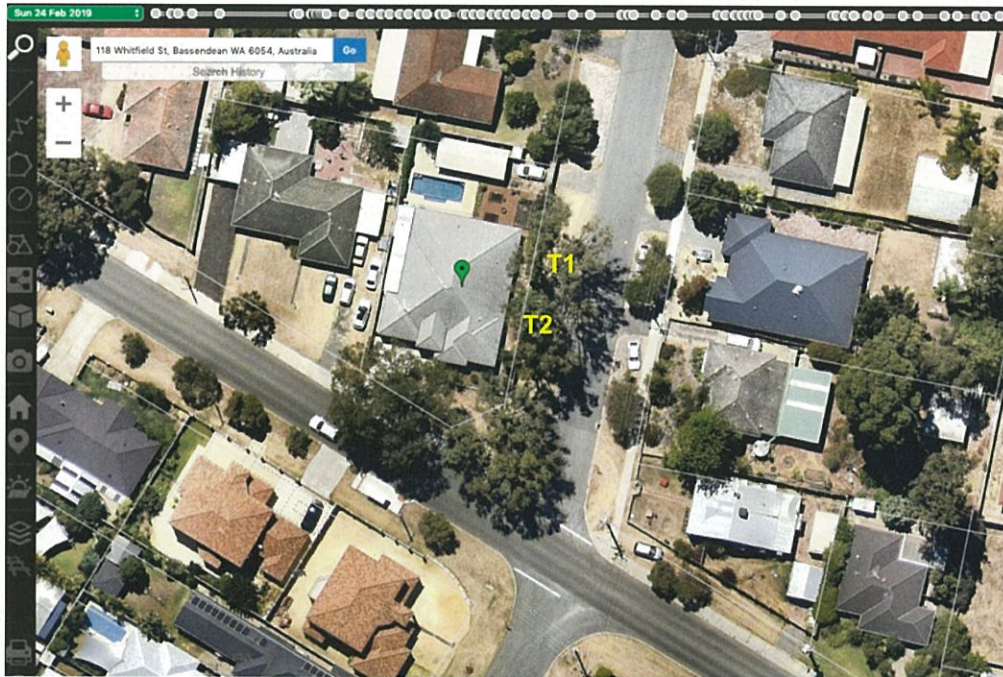
### **1.3 Executive Summary**

- 1.4 The local-native trees identified within this report provide a range of benefits to the ecosystem, to human beings for environmental and health reasons, and to the climate. Assessment has revealed root/ fence conflicts on the west side of both trees with significant displacement of the fence foundation and paving observed. Severing roots and consideration for root barrier installation on the property side will compromise tree stability and with ongoing conflicts highly probable, it is recommended to remove tree number one (northern tree) to ground level and grind the stump. Consideration could be given to replacement tree planting in the upcoming cooler months further from the property boundary.
- 1.5 Further root/ fence conflicts are highly probable for tree number two (southern tree) due to the close proximity of the tree to the fence at the property boundary. Consideration could therefore be given to replacement tree planting in the upcoming cooler months further from the property boundary, and subsequent removal of the tree in the medium term (2-5years), to alleviate canopy cover loss.



## 2.0 Site Investigation

### 2.1 Tree Location



**Figure 1.** Aerial photo of site and location of the two assessed trees (T1-2) on the municipal verge of 118 Whitfield Street, Bassendean



**Figure 2.** Location of the two flooded gum trees on the municipal verge adjacent to the boundary with 118 Whitfield Street, Bassendean; looking towards the north.



<b>2.2 Tree Number 1:</b>	<b>Botanical Name:</b> <i>Eucalyptus rudis</i>
<b>Common Name:</b>	flooded gum
<b>Location:</b>	Northern tree
<b>Height:</b>	22m
<b>DBH:</b>	130cm (combined)
<b>Crown Spread (NS/EW):</b>	22/ 15m
<b>Structure:</b>	Fair
<b>Health:</b>	Average
<b>Comments:</b>	

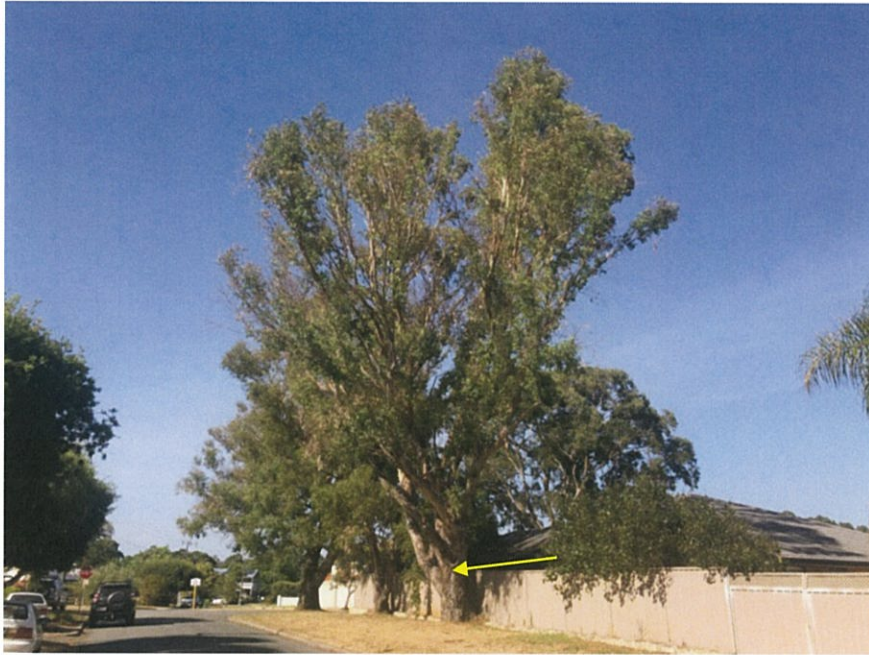
- Adequate formation of the first order structural roots at the root collar above ground level was deduced, with buttressing visible
- Contact between the root collar and fence was observed and subsequent displacement of the limestone low block wall foundation and upper colourbond post and panel fence was also observed
- Displacement of the paving was evident within the property on the west side of the fence and previous lifting of the pavers revealed a large woody root of approximately 180mm diameter within the structural root zone of the tree
- Termite activity was observed at the trunk basal area on the south side within a wound indicating internal degradation however strong response growth (new wood) was visible
- Codominant stems were evident arising from a cluster branch attachment at 1.5m above ground level with structurally compromised v-shaped unions observed
- Previous 250mm diameter branch failure was evident at approximately 6m above ground level and has resulted in a significant tear out wound, with a fungal conk visible at the wound and indicating internal wood decay
- Extensive reduction pruning works were evident on the west side to alleviate lateral branch encroachment and to provide clearance over the dwelling
- Reduced tree vitality (possibly seasonal) was evidenced by a declining crown periphery and internal epicormic regrowth branches
- A number of dead branches to approximately 100mm in diameter were evident predominantly within the internal part of the crown

## 2.3 Tree Valuation

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

Appraised value = base value × tree volume × life expectancy × form and vigour × location  
 $\$79 \times 1950\text{m}^3 \times 1 \times 0.5 \times 0.7$

Amenity tree value: \$53,917



**Figure 3.** Tree number one (see arrow); looking towards the southwest.



**Figure 4.** Contact between the root collar and fence was observed and subsequent displacement of limestone low block wall foundation and upper post and panel fence was observed; looking towards the south.





**Figure 5.** Displacement of the paving was evident within the property on the west side of the fence and previous lifting of the pavers revealed a large woody root of approximately 180mm diameter (see arrow) within the structural root zone of the tree; looking towards the southeast.



**Figure 7.** Previous 250mm diameter branch failure was evident at approximately 6m above ground level and has resulted in a significant tear out wound (see arrow), with a fungal conk visible at the wound and indicating internal wood decay; looking towards the northeast.



**2.5 Tree Number 2:**

**Common Name:**

**Botanical Name:** *Eucalyptus rudis*

**Location:** flooded gum  
Southern tree

**Height:** 19m

**DBH:** 60cm

**Crown Spread (NS/EW):** 11/ 10m

**Structure:** Fair

**Health:** High

**Comments:**

- Adequate formation of the first order structural roots at the root collar above ground level was deduced, with buttressing visible
- Near-contact between the root collar and fence was observed and subsequent minor displacement of the limestone low block wall foundation and upper colourbond post and panel fence was evident
- Codominant stems were evident arising from the trunk section at approximately 0.9m above ground level however a u-shaped union was visible at the stem attachments and a lower potential for failure deduced
- Extensive reduction pruning works were evident on the west side of the tree to alleviate lateral branch encroachment beyond the property boundary
- Rubbing branch conflicts with the adjacent tree (tree number one) were observed within the middle crown on the north side
- Naturally-occurring dead branches were nominal in size and amount



**Figure 7.** Tree number two; looking towards the northwest.



**Figure 8.** Near-contact between the root collar and fence was observed and subsequent minor displacement of the limestone low block wall foundation and upper colourbond post and panel fence was evident; looking towards the south.





**Figure 9.** Codominant stems were evident arising from the trunk section at approximately 0.9m above ground level however a u-shaped union was visible at the stem attachments and a lower potential for failure deduced; looking towards the west.



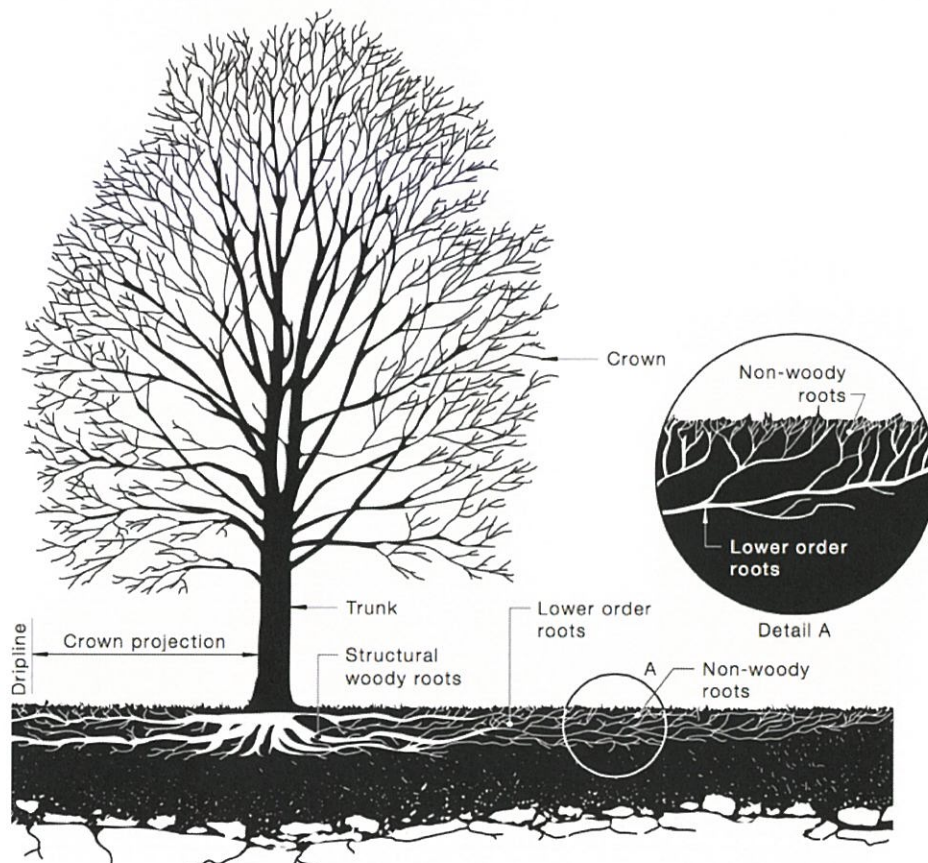
**Figure 10.** Extensive previous reduction pruning works were evident on the west side of the tree to alleviate lateral branch encroachment beyond the property boundary; looking towards the north.



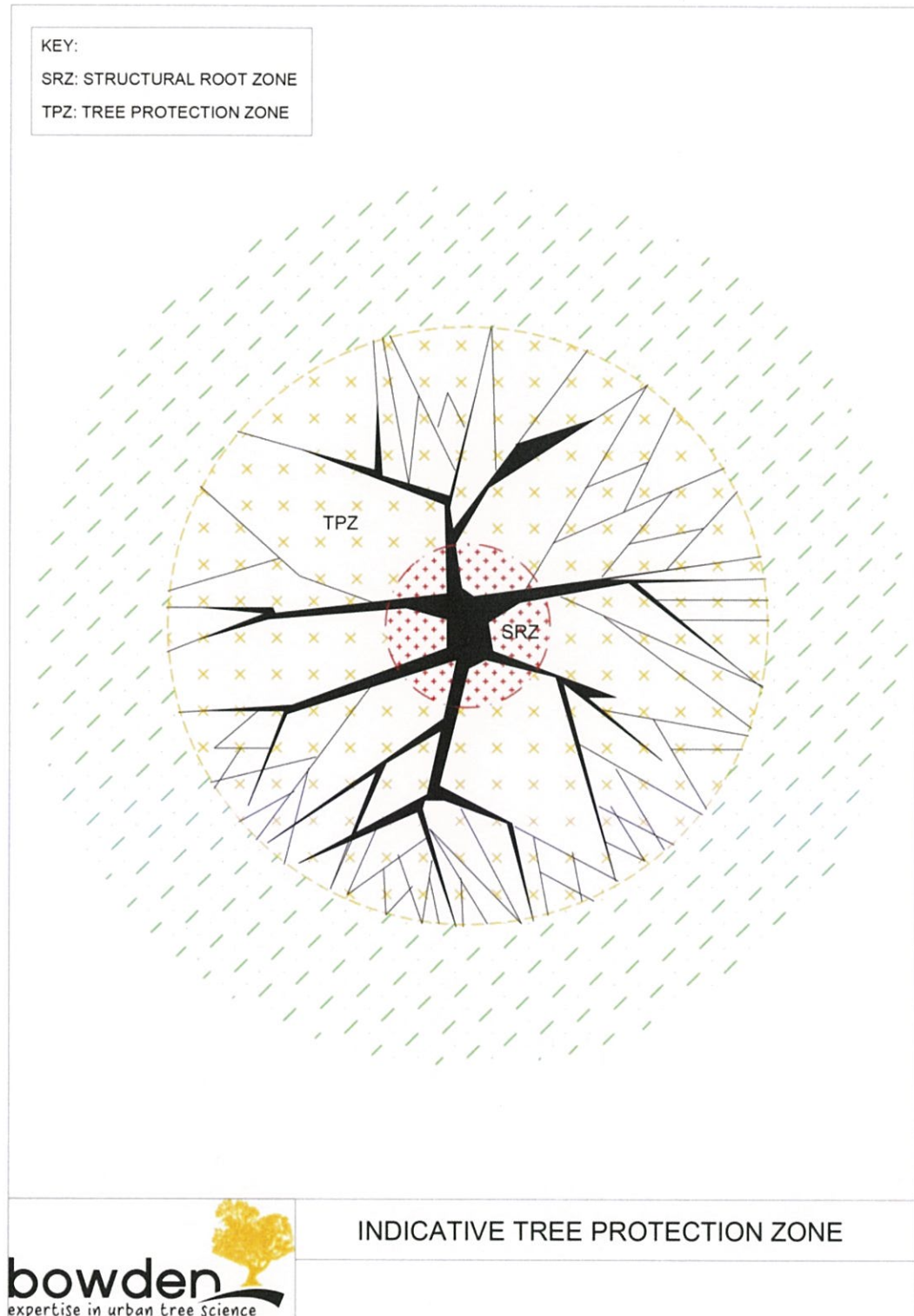
### 3.0 Discussion and Recommendations

#### 3.1 Discussion

- 3.2 Tree root plate:** Root plate composition for most tree species consists of a structural root zone and an absorbing root zone, responsible respectively for the support/ anchorage of the tree and the uptake of water/ mineral nutrients in solution. Severance of large diameter woody roots within the structural root zone (the root plate area immediately adjacent to the tree can compromise tree stability and result in the loss of a significant proportion of the absorbing roots – roots that are responsible for the uptake of water and nutrients, subsequently placing considerable stress upon the tree in the short term. The severance of large diameter woody structural roots also provides an entry opportunity for infection by wood decay fungi, increasing the potential for the degradation of wood tissue at the root collar and trunk basal area which can compromise tree stability. The root development for most tree species generally occurs in the upper layers of the soil profile (0-1m depth) due to higher levels of organic matter and oxygen as required by the absorbing roots, and the construction of hard surfacing adjacent to mature trees can significantly restrict these requirements.



**Figure 11.** Typical tree structure above and below ground for cultivated urban trees. Source: AS4970-2009: Protection of Trees on Development Sites.



**Figure 12.** Plan view of tree protection zones that delineates the area of the large woody roots that are responsible for anchorage and tree stability (SRZ), and which taper into smaller diameter non-woody absorbing roots that take up water and nutrients. Beyond the TPZ periphery (green zone), preservation of tree roots is less critical.



**3.3 Tree benefits:** Mature urban trees confer many benefits including shade and cooler air temperatures, screening (privacy) and noise reduction, built form aesthetic amelioration, energy conservation, mitigation of the urban heat island effect, air quality improvement and oxygen production, carbon uptake/storage and greenhouse gas reduction, minimisation of storm water run-off and improvement of water quality, fauna habitat and food source. In general, they enhance our built and natural environments with larger trees providing more benefits.

**3.4 Tree risk:** Tree failure is an infrequent occurrence and serious damage, injury or death from tree failure is rare (Lilly *et al*, 2011). Research finds that for Britain, with a population of 60 million people, the risk of any tree causing a fatality is exceedingly small (Ball & Ball-King, 2011). It is impossible to maintain trees completely free of risk and some level of risk must be accepted to experience the benefits that trees provide. The use of 'safe' or 'unsafe' when assessing trees is both imprecise and ambiguous, as a tree cannot be free from defects or potential hazards - such a state is simply unattainable. It is essential to maintain a balance between the benefits and costs of risk reduction, not only financial cost but also the loss of amenity and other tree related benefits.

### **3.5 Recommendations**

#### **3.6 Tree number 1 (northern tree)**

- Severing roots and consideration for root barrier installation on the property side will compromise tree stability and with ongoing conflicts highly probable, it is recommended to remove this tree to ground level and grind the stump. Consideration could be given to replacement tree planting in the upcoming cooler months further from the property boundary.

#### **3.7 Tree number 2 (southern tree)**

- Further root/ fence conflicts are highly probable therefore consideration could be given to replacement planting in the upcoming cooler months further from the property boundary, and subsequent removal/ grinding of the tree in the medium term (2-5years) to alleviate canopy cover loss.

## **4.0 Appendix I**

### **4.1 Arboricultural Terminology**

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



#### **4.15 Tree Structure and Health**

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

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

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

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



## **5.0 Appendix II**

### **5.1 Author Formal Qualifications**

- 5.2 Bachelor of Science (Sustainable Forestry) – 2012  
Edith Cowan University, Joondalup & Murdoch University, Murdoch, WA.
- 5.3 Diploma of Applied Science (Horticulture) – 2000  
Major studies Arboriculture and Parks/ Gardens management  
University of Melbourne, Burnley campus, VIC.
- 5.4 Certificate IV (TAE40110) in Training & Assessment – 2014  
Plenty Training, Robina, QLD.
- 5.5 Certificate of Horticultural Practice – 1994  
Challenger TAFE, Murdoch campus, WA.

### **5.6 Additional Certifications**

- 5.7 ISA Certified Arborist: Municipal Specialist (AU-0020AM) – 2012 (recertified 2018)  
International Society of Arboriculture  
[www.isa-arbor.com/certification/benefits/credentialsExplained.aspx](http://www.isa-arbor.com/certification/benefits/credentialsExplained.aspx)
- 5.8 ISA Tree Risk Assessment Qualification (TRAQ) – 2013 (recertified 2018)  
International Society of Arboriculture  
<http://www.isa-arbor.com/certification/becomequalified/becomequalified.aspx>

### **5.9 Limitation of Liability**

- 5.10 Bowden Tree Consultancy are tree specialists who use their qualifications, education, knowledge, training, diagnostic tools and experience to examine trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce the risk of living near trees. Clients may choose to accept or disregard the recommendations of this assessment and report.
- 5.11 Bowden Tree Consultancy cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways that the arboriculture industry does not fully understand. Conditions are often hidden within trees and below ground. Unless otherwise stated, observations have been visually assessed from ground level. Bowden Tree Consultancy cannot guarantee that a tree will be healthy or a low risk of harm under all circumstances, or for a specified period of time. Likewise, remedial treatments cannot be guaranteed.
- 5.12 Treatment, pruning and removal of trees may involve considerations beyond the scope of Bowden Tree Consultancy's service, such as property boundaries and ownership, disputes between neighbours, sight lines, landlord-tenant matters and other related incidents. Bowden Tree

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

- 5.13 In the event that Bowden Tree Consultancy recommends retesting or inspection of trees at stated intervals, or installs any cable/s, bracing systems and support systems, Bowden Tree Consultancy must inspect the system installed at intervals of not greater than 12 months, unless otherwise specified in written reports. It is the client's responsibility to make arrangements with Bowden Tree Consultancy to conduct the re-inspection.
- 5.14 Trees can be managed, but they cannot be controlled. To live or work near a tree involves a degree of risk. All written reports must be read in their entirety; at no time shall part of the written assessment be referred to unless taken in full context with the whole written report. If this written report is to be used in a court of law, or any other legal situation, Bowden Tree Consultancy must be advised in writing prior to the written assessment being presented in any form to any other party.

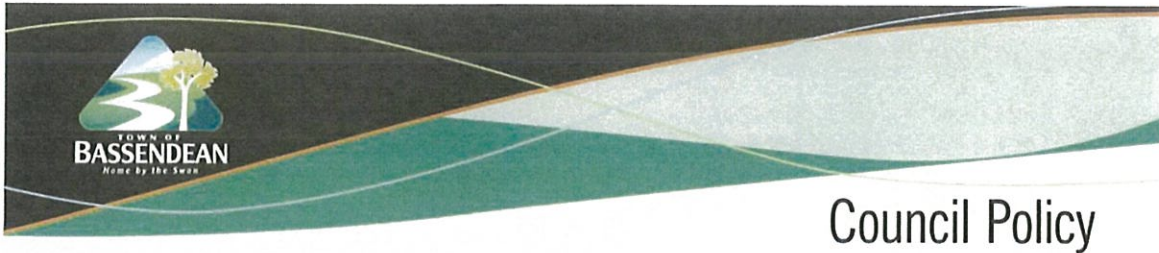
#### **5.15 Business Details**

- 5.16 Bowden Tree Consultancy®  
ABN: 51925884945  
Post Office Box 104 Darlington W.A. 6070  
M: 0438 936 679  
E: [info@bowdentree.com.au](mailto:info@bowdentree.com.au)  
W: [www.bowdentree.com.au](http://www.bowdentree.com.au)

#### **5.17 Literature Cited**

- 5.18 Ball, D.J. & Ball-King, L. (2011). *Public Safety and Risk Assessment*. Great Britain: Earthscan
- 5.19 Lilly, S., Matheny, N. & Smiley, E., (2011). *Best Management Practices - Tree Risk Assessment*, Champaign, IL: International Society of Arboriculture
- 5.20 Mattheck, C. & Breloer, H. (1994). *The Body Language of Trees - A Handbook for Failure Analysis*. London, England: The Stationery Office.
- 5.21 Moore, G.M. (2006). *Revised Burnley Method of Urban Tree Valuation*. Sourced: <http://tinyurl.com/gnspd66>
- 5.22 Standards Australia, (2007). *AS4373-2007 Pruning of Amenity Trees*, Sydney: SAI Global
- 5.23 Standards Australia, (2009). *AS4970-2009 Protection of Trees on Development Sites*, Sydney: SAI Global





## **1.11 Street Tree Pruning, Removal and Replacement Policy**

The Town of Bassendean recognises the importance of trees in the streetscape, the requirement to maintain and protect them from needless removal and ensure that trees removed are replaced in accordance to the Street Tree Master Plan.

### **Objectives**

The objectives of this policy are to provide:

- A set of criteria by which the Town can assess a requirement or request for the pruning or removal of a street tree or trees.
- A policy outline for the implementation of a street tree renewal program.

### **Strategy**

The Town of Bassendean will achieve these objectives through:

- The application of a set of criteria by which the Town can assess requirements or requests for the pruning, removal or planting of street trees.
- The implementation of the Street Tree Master Plan.

### **Detail**

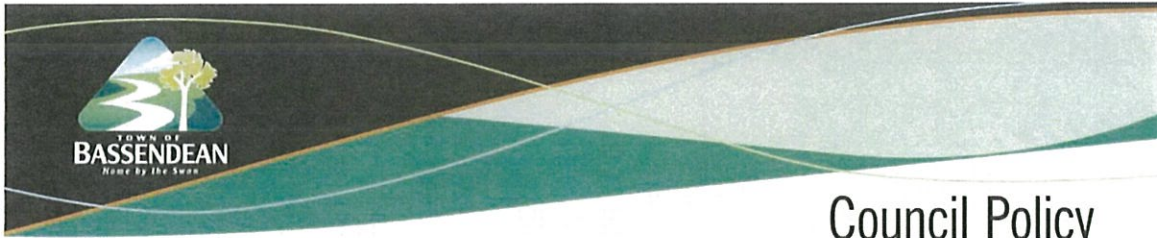
#### **Application of this Policy**

This policy applies both the street trees located on the verge abutting privately owned land, or trees located in the Town's parks and reserves (or other publically owned land) that abut privately owned land.

#### **Tree Pruning**

Under the direction of Asset Services, the pruning of street trees will only be undertaken in the following circumstances:

- a) to correct structurally unsound growth habit



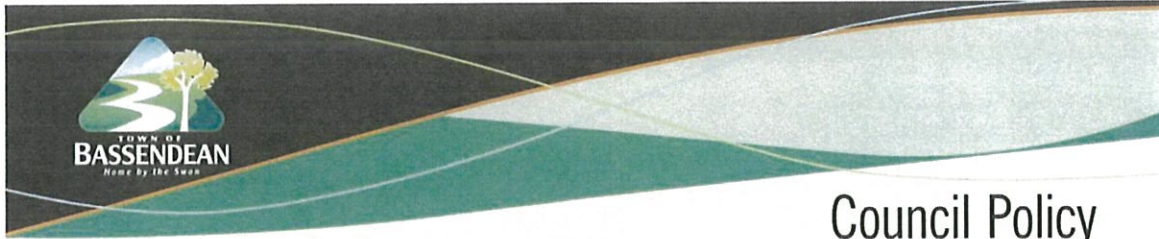
- b) to provide safe clearance from aerial power lines; or
- c) to ensure appropriate sight-lines at intersections and crossovers; or
- d) to reduce undue safety or amenity impact on an adjoining property; or
- e) to maintain appropriate clearance from pedestrian footpaths or shared paths

## **Street Tree Removal Criteria**

The removal of street trees shall only be approved if one or more of the following criteria are satisfied:

- The tree has been assessed by a qualified and competent person (consulting Arborist or suitably qualified/experienced Council Officer) as:
  - Being dead having less than 10% photosynthetic material or live tissue present in the canopy mass.
  - Being diseased and unlikely to respond to treatment within the scope of approved modern arboricultural management practices.
  - Being structurally unsound to the extent it presents a danger to the community. In this case a written report and photographic evidence is to be provided in support of the assessment.
  - Having sustained storm damage whereby remedial pruning is likely to encourage future tree related structural issues to occur that have the potential to result in litigation.
- The tree is affected by road widening, servicing modification/relocation or other infrastructure works and all other options to retain the tree have been deemed by the Town to be inappropriate or uneconomical.
- The tree is dangerously in contact with overhead power or service lines and where, for reasons of growth habits pertaining to the species, selective pruning is not practical with the only other option available to address the issue is severe lopping.
- The tree for removal is part of a documented schedule for removal tree management strategy in place for the future management of the Town's tree population.
- The tree is deemed hazardous to motorists and/or pedestrians due to interference with appropriate sightlines as a result of the trees alignment and/or spacing.
- The tree impinges on the development potential of the abutting property or properties and there are no reasonable design alternatives available. A reasonable design alternative may include:
  - Deletion of a second or additional crossover to development sites thus creating a requirement for shared access.





## Council Policy

- Design modification (ie. “flipping”) so as to relocate the crossover out of the way of street trees.
- The tapering of the driveway to avoid the street tree. *Note: driveways and/or crossovers should be located a minimum of 1.0 metre away from the street tree(s). Reduction of this to 0.5 metre may be permitted with consideration to appropriate sight lines being maintained, and the ability to avoid future damage to the crossover through the installation of root barrier.*
- The tree species is declared a noxious weed or the species has become a weed problem for native vegetation in the eastern metropolitan region, including invasion of remnant vegetation on private land.

The removal of street trees shall not be permitted for any of the following reasons:

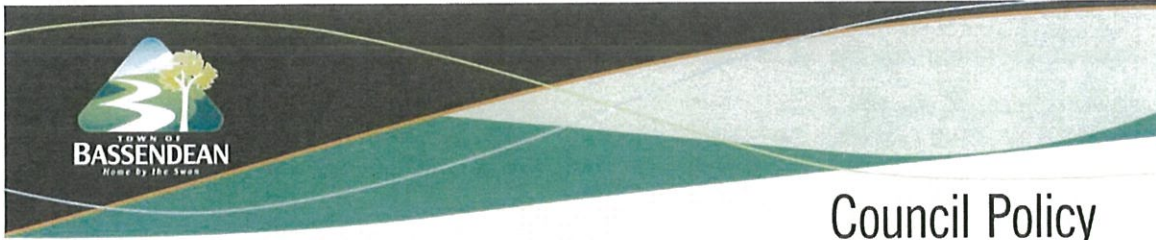
- The tree obscures or has the potential to obscure views other than traffic/pedestrians line of sight.
- The tree species is disliked.
- The tree species causes nuisance by way of leaf, fruit, and/or bark shedding or the like.
- The tree causes allergy and or health problems.
- The tree is in the way of a non-essential crossover or verge paving option.
- The tree shades a private garden, solar hot water systems, or the like.

In the event of a person illegally removing damaging, pruning or poisoning a street tree, Council may prosecute the offender under the *Local Government Act 1995 Schedule 9.1 clause 2 Disturbing local government land or anything on it* and the *Uniform Local Provisions Regulations 1996, Regulation 5 Clause 1 Interfering with, or taking from, local government land* or other relevant provisions under the Act.

### Street Tree Replacement

Trees removed for any reason shall be replaced at the next available tree planting season. The trees shall be replaced with the species nominated on the Street Tree Master Plan for the portion of the street on which it is to be planted.

Non-replacement of street trees shall require a report outlining the reasons for non-replacement unless it is documented in other council work programs, projects or developments.



Acceptable reasons for non-replacement include:

- Removal of the tree was approved because of the unsuitability of the location, and no suitable alternative location is available at that site.
- The portion of the street from which the tree has been removed is due for a major replanting program within five years of the removal.
- Adjacent development, civil, or utilities work is due to occur within two years from removal and is likely to disrupt the future establishment of the tree.

### **Documented Schedule for Removal**

A schedule for removal shall require a report that includes the following:

- A description of the management, development, or streetscape reasons for the scheduled removal(s).
- A replacement program or a description of why or how non-replacement conforms to the Street Tree Master Plan.
- An assessment for the removal time required to allow for all preparatory work for the replacement of trees to be completed safely and cost effectively prior to the optimum replacement planting time (typically July/August).

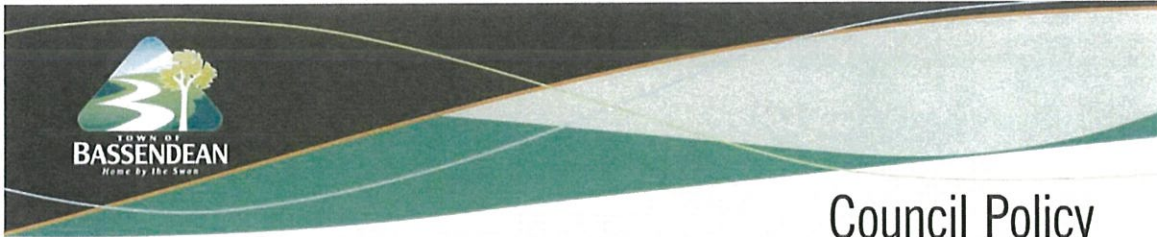
Advertising is required for all street tree removals that are being removed under a documented schedule for removal program. Where the scheduled removal is associated with private developments or as required by utility or government agency works, the cost of advertising shall be borne by the developer or the utility or government agency, whichever is applicable.

### **Prioritising Streetscape Programs**

As the Street Tree Master Plan is progressively implemented, trees that currently do not have good tree amenity will require removal. In situations where an existing street tree is in good condition but conflicts with the streetscape objectives or the Street Tree Master Plan, the streetscape improvement shall take priority. The Street Tree Master Plan has been strongly influenced and directed by the Town's environmental policies and shall take priority over amenity with regard to the development and implementation of street tree works programs.

Prioritising the programming of scheduled street tree removal and replacement shall be on a street-by-street basis and shall consider the average condition of existing trees for the whole street.





Streets shall be prioritised for removal and replacement programs if they satisfy one or more of the following:

- More than 30% of trees qualify for removal because they are considered a noxious weed, or have become a weed problem.
- Recent or confirmed near future undergrounding of power.
- They are classified as main or collector road, or have public facilities within them.

Parts or sections of streets that have low quality trees shall not be prioritised for partial street tree renewal unless more than 40% of street trees are missing, or are likely to qualify for removal under the guidance of this policy.

### **Street Tree Planting - Alignment**

Street trees are to be planted on an alignment measuring 2.7 metres from the property line which will avoid underground services.

Proximity to crossovers, footpaths or side streets - trees should not be planted where the tree would be:

- \* Within 3 metres of a vehicle crossover measured longitudinally (along the road);
- \* Within 3 metres of a pedestrian ramp measured longitudinally (along the road);
- \* Within 25 metres of either side of a terminating road intersection; and
- \* No closer than the tree canopy at maturity.

### **Minimum number of trees to be planted per frontage**

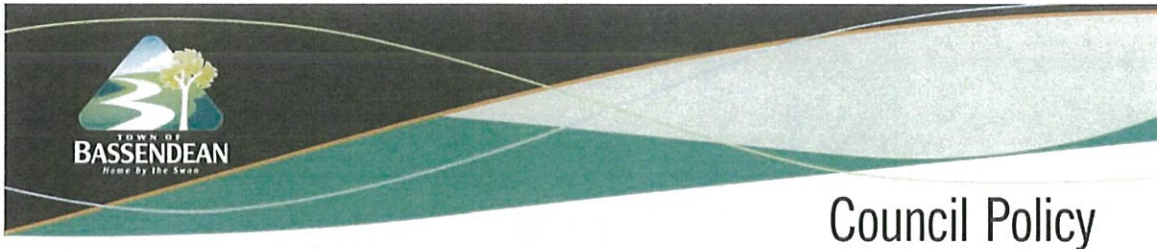
The aim of the Town is to plant at least one tree per frontage for residential, commercial and industrial properties, subject to the above guidelines.

Where planting gaps exist within a street, staff are to identify these gaps and liaise with the abutting property occupier with a view to planting a tree at that location within the following seasonal planting schedule, subject to budgetary considerations.

### **Planting Schedule and Timing**

The planting of street trees will generally take place once per year in the months of July and August so as to take advantage of initial winter rains.

Planting will not take place at any other time of the year except where the tree/s are being planted as part of an overall streetscape programme provided with reticulation or staff consider that the tree/s will be adequately maintained.



## Council Policy

Staff are to maintain a schedule (list) of locations and proposed trees to be planted, and where applicable, the name of the abutting property occupier. This information will be maintained and accessible to the public throughout the year.

Residents requesting a tree/s are to be recorded and liaised with regards to tree selection as per the above guidelines.

Residents will not be charged directly for street trees.

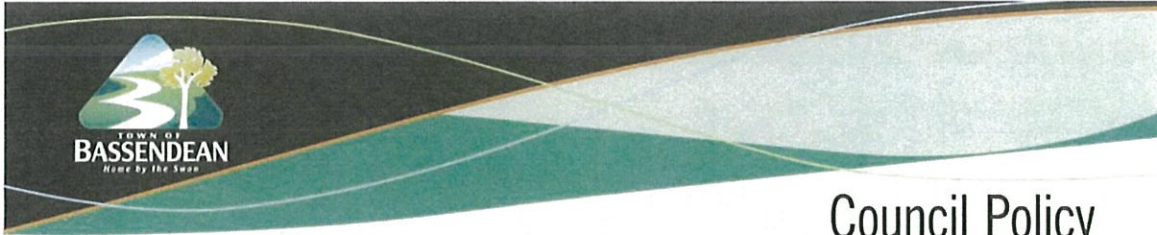
### Application

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Chief Executive Officer (CEO) has the authority to administer the requirements of this policy. The CEO has on-delegated this authority to the Manager Asset Services.

The Policy is to be reviewed every three years.

<b>Policy Type:</b> Strategic Policy	<b>Policy Owner:</b> Director Operational Services
	<b>First Adopted:</b> OCM2-11/7/09
	<b>Last Reviewed:</b> March 2014
<b>Link to Strategic Community Plan:</b> Town Planning & Built Environment	<b>Version 1</b>
	<b>Next Review due by:</b> December 2016





## Council Policy

### 1.12 Amenity Tree Evaluation Policy

The Town of Bassendean recognises the importance of trees and the need to be able to place a monetary value on its trees in the event that they are damaged or removed unlawfully.

#### Objectives

The objective of this policy is to provide a framework for a structured, consistent and effective method to determine the amenity value of trees or of groups of trees in the Town and community.

#### Strategy

To achieve the stated objective of determining the amenity value of trees or of groups of trees, The Town of Bassendean has adopted the Revised Burnley Method (Moore, 1991) as a basis for determining economic values for Council's tree assets.

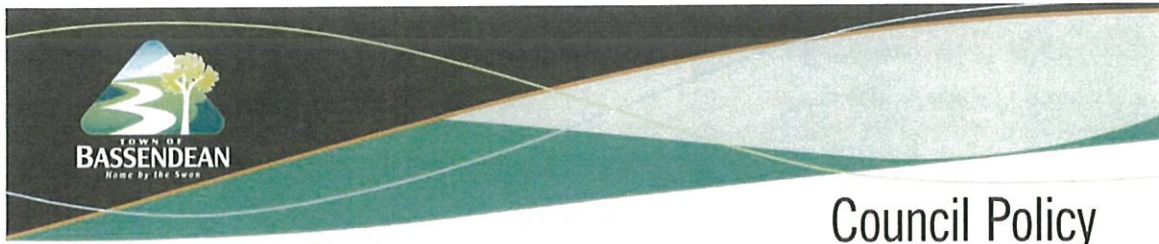
**Appraisal Value = tree volume X base value X life expectancy X form and vigour X location.**

Tree size is measured as volume of the tree approximated by an inverted cone. The tree volume is multiplied by the cost per cubic metre of retail nursery stock presumably of the same species. This maximum value is then reduced by factors for life expectancy (0.5 to 1.0), form and vigour (0.0 to 1.0), and location (0.4 to 1.0).

Council may add an additional base value to trees in the Town that are considered significant.

The Revised Burnley Method has been adopted until such time as an Australian Standard is established, this method having been tested in the courts and having been widely accepted as a realistic and well grounded method of evaluation for use in the Australian urban and rural context.

By utilising this method, the Town can reach a determination on whether the tree/s will be subject to repair, replacement or non-replacement.



## **Detail**

### **Trees Removed by Agreement**

Where trees are removed by agreement between the Town of Bassendean and the interested parties, there shall be no compensation paid.

### **Trees Not Replaced Due to Practicality**

Where practicality does not permit the replacement of a tree in its original location, the Town has sole discretion to decide on an alternative location.

### **Assessment of Trees**

The Town will be responsible for the assessment of trees under this policy. In the event that there is disagreement between parties over the assessment of the tree, including its condition or value, the agency external to the Town shall meet the cost of appointing an arborist to provide an independent assessment using the methods contained in this policy.

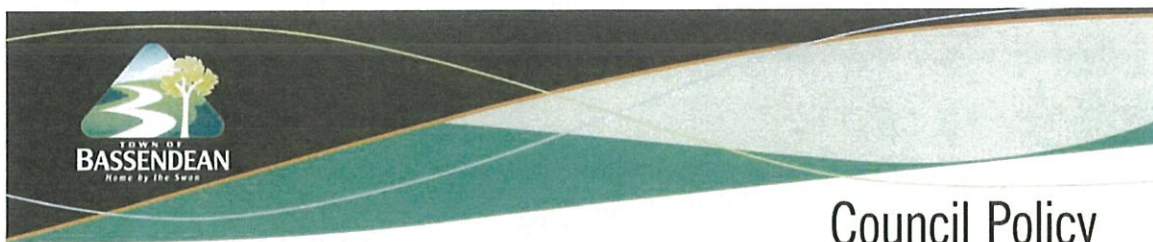
### **Repair Method**

The repair method shall be used when damage to a tree has occurred and it can be demonstrated that, within the scope of approved modern arboricultural management practices, the long-term viability of the health of the tree will not be affected.

Valuations determined in accordance with the repair method shall include, where applicable, the costs of:

- Any reasonable inspections, consultations and reports carried out by qualified arborists.
- Any repair work carried out on the tree by a qualified arborist in accordance with Australian Standard AS4373 – Pruning of Amenity Trees.
- Any clean up and removal of tree debris required as a result of the initial damage or repair work.
- Any future work recommended by a qualified arborist to best achieve repair of the tree for a period of up to five (5) years.
- Any loss of amenity (determined by subtracting the percentage of amenity lost from the original amenity value).





## **Replacement Method**

The replacement method shall be used when damage to a tree has occurred that is beyond repair, or when a tree has been unlawfully removed, and it is determined that it can be replaced with a tree that is of similar size, species and condition. Valuations determined in accordance with the replacement method shall include, where applicable, the costs of:

- Any reasonable inspections, consultations and reports carried out by qualified arborists.
- Any clean up and removal of tree debris as a result of the replacement work carried out on the tree by a qualified arborist in accordance with Australia Standards AS4373 – Pruning of Amenity Trees.
- Any preparation of the site to accommodate the new planting, including if applicable, stump grinding and root removal.
- The supply, transportation, and planting of the replacement tree.
- The maintenance of any new tree for a period of up to a maximum of ten (10) years.
- Any loss of amenity (for the replacement method the amenity value is considered equal to the cost of supply and installation of a similar tree in the same location).

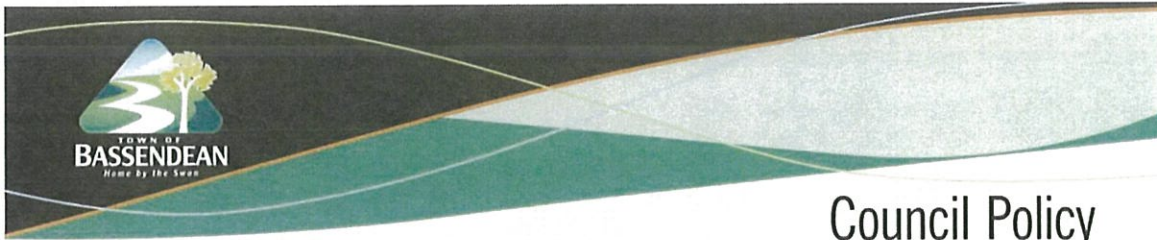
## **Non-Replacement Method**

The non-replacement method shall be used when damage to a tree has occurred that is beyond repair, or when a tree has been unlawfully removed, and it is determined that it cannot be replaced with a tree that is of similar size, species and condition.

The valuation shall be made in accordance with the Town of Bassendean *Amenity Street Tree Evaluation Guidelines*.

## **Application**

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer.



The Chief Executive Officer (CEO) has the authority to seek compensation, in accordance with the provisions of this policy, for trees damaged or unlawfully removed within the public realm, that complies with the requirements of this policy. The CEO has on-delegated this authority to the Manager Asset Services.

The Policy is to be reviewed every three years.

<b>Policy Type:</b> Strategic Policy	<b>Policy Owner:</b> Director Operational Services
	<b>First Adopted:</b> OCM2-10/7/09
	<b>Last Reviewed</b> March 2014
<b>Link to Strategic Community Plan:</b> Town Planning & Built Environment	<b>Version 1</b>
	<b>Next Review due by:</b> December 2016

# **ATTACHMENT NO. 6**



Office Use Only

TRIM: \_\_\_\_\_

Grant No: \_\_\_\_\_

Project Coordinator: \_\_\_\_\_

## CSRFF Small Grants Application Form

For projects up to \$200,000 to be acquitted by 15 June 2020

You **MUST** discuss your project with an officer from your nearest Department of Local Government, Sport and Cultural Industries office before completing and submitting your application. Failure to do so will render your project ineligible.

All applications **MUST** be submitted to your local government. Contact your local government to determine the cut-off date for the submission of applications.

DLGSC Contact: Salvatore Siciliano

Date: 26 / 02 / 2019

Office:

### Applicant's Details:

Organisation Name:	Bassendean Bowling Club Inc.				
Postal Address:	PO Box 444				
Suburb:	BASSENDAN	State:	WA	Postcode:	6934
Street Address:	10 Whitfield Street				
Suburb:	BASSENDAN	State:	WA	Postcode:	6054

### Preferred Contact Person:

All application correspondence will be directed to this person

Name:	Linton Pike	Title:	Dr <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	President		
Business Phone:	0403 191 924	Facsimile:	N/A
Mobile Phone:	0403 191 924	Email:	lpike@estill.com.au

### Organisation Business Details:

Does your organisation have an ABN?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	ABN: 68 894 854 566	
Is your organisation registered for GST?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	* Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGA's exempt	
Is your organisation not-for-profit?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Is your organisation incorporated?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Incorporation #: A0380019L *	
Bank details:	Bank: ANZ	BSB: 016255	A/c: 108386232

### Local Government Authority Details:

LGA:	Town of Bassendean		
Contact:	Tim Dayman	Title:	Dr <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	Recreation Development Officer		
Business Phone:	08 9377 8061	Facsimile:	
Mobile Phone:	0488 902 804	Email:	tdayman@bassendean.wa.gov.au

## PROJECT DETAILS

<b>Project Title (brief and specific):</b> Lawn Bowls Green Infrastructure Upgrade		
<b>Project Description:</b> To improve the greens lighting for community. Corporate, pennant and social bowls; To improve player safety and comfort with new shade shelters.		
<b>How did you establish a need for your project?</b> Based on a greens inspection from governing body that requires shade shelter for play and the deteriorating state of current cloth.		
<b>What alternatives were considered and why were they rejected (e.g cost, suitability, feasibility)?</b> Patch job has been the current situation however this is increasingly become inadequate. A full replacement is the only viable solution.		
<b>Have the full lifecycle costs of the project been considered and can you afford the ongoing costs of managing, maintaining and replacing the facility? Will a specific asset replacement fund be created?</b> Once structure replaced the lifespan of the product is extremely good. Maintenance costs will be covered. An asset replacement fund is already in existence and will be increased as a result		
<b>Project location:</b>	10 Whitfield Street, Bassendean WA 6054	
<b>Land ownership:</b>	Who owns the land on which your facility will be located? Crown land Lease Expiry (if applicable):	
<b>Planning approvals</b>	Not required	If no, provide the date it will be applied for:
<b>Where applicable, has planning permission been granted? (LGA)</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>	___/___/___
<b>Aboriginal Heritage Act?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>	___/___/___
<b>Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>	___/___/___
<b>Native Vegetation Clearing Permit?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>	___/___/___
<b>Please list any other approvals that are required?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>	___/___/___
<b>How will your project increase physical activity?</b> Through more night time bowls events; through greater participation with safer facilities		
<b>Do you share your facility with other groups?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If so, who: Ambassador Darts Club; School Canteen; 4WD Club; Stamp Club; Corvettes of WA Car Club.		

List the main sport and recreation activities (maximum of 3) which will benefit from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

Sport/community organisation	% use of the facility	Hours per week
Pennant Lawn Bowls	65	20
Club Championship Bowls	10	2
Social / Corporate Bowls	25	6

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; social membership numbers not applicable.

Note: if membership is not applicable, i.e. recreation facility or aquatic centre, enter the number of users of the facility.

2016/17	100	2017/18	109	2018/19	119
---------	-----	---------	-----	---------	-----

Our whole  
Community wins



State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are available on the department's website: <http://www.dsr.wa.gov.au/contact-us/find-a-sport-or-recreation-association>

<b>What is the name of the State Sporting Association for your activity/sport?</b>	
Bowls WA	
<b>Have you discussed your project with your State Sporting Association?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Contact Name: Ken Pride	Date of contact: 12 / 07 / 2017

## PROJECT DELIVERY

Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe.

Task	Date
Attainment of Council approvals	LGA advised was NOT required
Preparation of tender/quotes for the major works contract	Done
Issuing of tender for major works	N/A
Signing of major works contract	N/A
Site works commence	
Construction of project starts	As only minor works we anticipate 12 weeks from delivery to completion
Project 50% complete	
Project Completed	Within 3 months of successful grant application
Project hand over and acquittal	

Are there any operational constraints that would impact on the construction phase of your project? (such as your sporting season, major annual event or inclement weather) – provide details. Projects that are delayed due to undeclared known constraints are not eligible for a deferral.  
NO

## GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

## PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DLGSC can be accessed by you during standard office hours and updated by writing to DLGSC or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

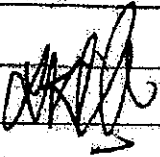
DLGSC may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

## APPLICANT'S CERTIFICATION

I certify that the information supplied is to the best of my knowledge, true and correct.

Name: Linton Pike

Position Held: President

Signature: 

Date: 26 / 02 / 2019

Our whole  
Community wins

## LODGEMENT OF YOUR APPLICATION

- Applications including all attachments are to be received electronically and officially submitted to [csrff@dlgsc.wa.gov.au](mailto:csrff@dlgsc.wa.gov.au) by the cut off date. A hard copy can also be provided and should be clipped at the top left-hand corner, please do not bind.
- It is recommended that you **retain your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly named and identified** and submitted with the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council Meeting.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

Grants up to \$66,666:

<input checked="" type="checkbox"/>	<b>Application form.</b>
<input checked="" type="checkbox"/>	<b>Incorporation Certificate.</b>
<input type="checkbox"/>	<b>Two written quotes.</b>
<input checked="" type="checkbox"/>	If your project involves the upgrade of an existing facility, include <b>photograph/s</b> of this facility.
<input type="checkbox"/>	<b>Locality map, site map and building plans</b> (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
<input type="checkbox"/>	<b>Income and expenditure statements</b> for the current and next financial years. (LGAs exempted).
<input type="checkbox"/>	<b>Written confirmation of financial commitments</b> from other sources including copies of <b>council minutes</b> . (If a club is contributing financially then evidence of their cash at hand must be provided).
<input type="checkbox"/>	For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.
<input type="checkbox"/>	<b>Itemised project cost for components</b> and identified on the relevant quote for each (including cost escalation).
<input type="checkbox"/>	For floodlighting projects, a <b>lighting plan</b> must be supplied showing lux, configuration and sufficient power supply

### Your application will be considered not eligible if:

- You have not discussed your project with the Department of Local Government, Sport and Cultural Industries and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. **There is no onus on Department staff to pursue missing documentation.**
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made in November and if no physical progress has occurred, new applications may not be recommended.
- It is not on the correct application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

## DEVELOPMENT BONUS APPLICANTS ONLY

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

**You MUST contact your local DLGSC office to determine eligibility before applying.**

Geographical location	<input type="checkbox"/> Regional/remote location <input type="checkbox"/> Growth local government	
Co-location	<input type="checkbox"/> New <input type="checkbox"/> Existing	
Sustainability initiative	<input type="checkbox"/> Water saving <input type="checkbox"/> Energy reduction <input type="checkbox"/> Other	
Increased participation	<input checked="" type="checkbox"/> New participants <input checked="" type="checkbox"/> Existing participants – higher level <input type="checkbox"/> Special interest <input type="checkbox"/> Other	



## PROJECT BUDGET

### ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component. *PLEASE ITEMISE BY COMPONENT (e.g. changerooms, storage, kitchen) rather than materials (electrician, plumber, finishing's).*

<i>ie-Electrical Works</i>	<i>25,000</i>	<i>27,500</i>	<i>B &amp; S Electrical</i>
Install new shade cloth to 3 greens and surrounds	41,890	46,079	Shadex Industries Qld Pty Ltd   Quotation 7.17 IG
Install LED lighting upgrade using existing towers	29,600	32,560	Lightsense Australia Pty Ltd
Green apron refurbishment + \$500 rubber install	5,314	5,845	Evergreen – Quote dated 16-06-17
Donated materials (Please provide cost breakdown)			
Volunteer labour (Please provide cost breakdown)	3,250		
Sub Total	80,054	84,484	
Cost escalation			<i>Please explain amount used</i>
a) Total project expenditure			

- At least **two written quotes** are required for each component.
- If your project is a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.
- Projects that do not meet **Australian Standards** are ineligible for funding.

## PROJECT FUNDING

Local government	25,601		LGA cash and in-kind		
Applicant cash	17,126		Organisation's cash		
Volunteer labour	11,725		Cannot exceed applicant cash and LGA contribution – max \$50,000		
Donated materials			Cannot exceed applicant cash and LGA contribution		
Other State Government funding					
Federal Government funding					
Other funding – to be listed			Loans, sponsorship etc		
CSRFF request (No Development Bonus)	25,601		up to 1/3 project cost	N	
or CSRFF request (Development Bonus)			Up to ½ project cost	N	
b) Total project funding			<b>This should equal project expenditure as listed on the previous page</b>		
Additional funds if required sourced from club reserves					

### GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

## PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

<b>Name of Local Government Authority:</b>
<b>Name of Applicant:</b>

Note: The applicant's name cannot be changed once the application is lodged at DLGSC.

### Section A

The CSRFF principles have been considered and the following assessment is provided:  
(Please include below your assessment of how the applicant has addressed the following criteria)

#### All applications

Project justification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Section B

Priority ranking of no of applications received	of applications received
Is this project consistent with the	<input type="checkbox"/> Local Plan <input type="checkbox"/> Regional Plan
Have all planning and building approvals been given for this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, what approvals are still outstanding?	

#### Project Rating (Please tick the most appropriate box to describe the project)

- |   |  |                          |
|---|--|--------------------------|
| A | Well planned and needed by municipality        | <input type="checkbox"/> |
| B | Well planned and needed by applicant           | <input type="checkbox"/> |
| C | Needed by municipality, more planning required | <input type="checkbox"/> |
| D | Needed by applicant, more planning required    | <input type="checkbox"/> |
| E | Idea has merit, more planning work needed      | <input type="checkbox"/> |
| F | Not recommended                                | <input type="checkbox"/> |

*Please complete the questions attached. This assessment is an important part of the CSRFF process and your answers to these questions assist the committee make their recommendations, even if you are the applicant. Please provide a summary of any attachments in your assessment, rather than referring to attachments or external documents such as Council Minutes.*

<p>1. Please confirm your contribution to the project, whether it has been formally approved (including financial year for which it is approved) and any conditions on the funding. If no funding has been provided, why not?</p>
<p>2. A) <i>If a community group application:</i> Do you believe the project is financially viable, including the applicant's ability to provide upfront contributions, ongoing payments and contributions to an asset replacement fund. Does council commit to underwriting any shortfalls as the ultimate asset owner?</p> <p>B) <i>If a council application:</i> Is Council fully aware of the ongoing cost of operating and maintaining this facility and does your organisation have the capacity to service it into the future? How are the user groups contributing to the ongoing cost of operating the facility?</p>
<p>3. Please provide any additional comments regarding this applications merit against the assessment criteria to support your project rating and ranking.</p>

**Signed**

**Position**

**Date**

Applications for CSRFF funding must be submitted to your Department of Local Government, Sport and Cultural Industries office by **4pm on 29 March 2019**. Late applications cannot be accepted in any circumstances.

#### DLGSC OFFICES

##### **PERTH OFFICE**

246 Vincent Street  
Leederville WA 6007  
GPO Box R1250  
Perth WA 6844  
Tel: (08) 9492 9700

##### **PEEL**

Suite 94  
16 Dolphin Drive  
PO Box 1445  
Mandurah WA 6210  
Tel: (08) 9550 3100

##### **PILBARA**

Karratha Leisureplex  
Dampier Hwy, Karratha  
PO Box 941  
Karratha WA 6714  
Tel: (08) 9182 2100

##### **SOUTH WEST**

80A Blair Street  
PO Box 2662  
Bunbury WA 6230  
Tel: (08) 9792 6900

##### **GREAT SOUTHERN**

22 Collie Street  
Albany WA 6330  
Tel: (08) 9892 0100

##### **GASCOYNE**

15 Stuart Street  
PO Box 140  
Carnarvon WA 6701  
Tel: (08) 9941 0900

##### **GOLDFIELDS**

Suite 1, 349-353 Hannan Street  
PO Box 1036  
Kalgoorlie WA 6430  
Tel: (08) 9022 5800

##### **KIMBERLEY – Broome**

Unit 2, 23 Coghlan Street  
PO Box 1476  
Broome WA 6725  
Telephone (08) 9195 5750

##### **WHEATBELT - NORTHAM**

298 Fitzgerald Street  
PO Box 55  
Northam WA 6401  
Tel: (08) 9690 2400

##### **WHEATBELT – NARROGIN**

Narrogin Leisure Centre  
50 Clayton Rd  
Narrogin WA 6312  
Telephone 0429 881 369

##### **MID-WEST**

Level 1, 268-270  
Foreshore Drive  
PO Box 135  
Geraldton WA 6531  
Tel: (08) 9956 2100



**BASSENDAN BOWLING CLUB  
CSRFF GRANT SUBMISSION SUPPORTING INFORMATION**

**1. APPLICATION FORM**

The Application Form is provided separately.

**Other attachments are as follows:**

1. Application Form – separate document
2. Incorporation Certificate
3. Written quotes:
  - A and B Green lighting upgrade
  - Shade cloth upgrade
  - Apron renewal
4. Locality Plan and photographs
5. Income and expenditure statements – current including budget for next year
6. Floodlight Lighting Plan is required – showing lux, config and power availability
7. Management Plan
8. Members Fee Schedule

The attachments and information is provided on the following pages.



IARN: A0380019L

This is to certify that

is an association incorporated under the  
*Associations Incorporation Act 2015*

The date of incorporation is the thirtieth day of September 1938



David Hillyard  
Commissioner for Consumer Protection

# CERTIFICATE

### **3. QUOTES**

The following quotes are provided:

- A and B Green lighting upgrade
- Shade cloth upgrade
- Apron renewal

Volunteer club labour has been costed at \$25 an hour for unskilled and \$40 for skilled labour including electrician and bricklayer (for removal of existing shade cloth structure and apron strengthening work and installation of rubber underlay to synthetic turf).

### 3.1 Lighting Upgrades

We offer two fittings for your front greens

Based on the same pole configuration retrofit Metal Halides with New LED fittings as per the attachments.

\*The Product Catalogue has the Digitron fitting and specification

\*The separate Maxpro is for the Onor product

We recommend the Digitron fitting being a more robust product however is a little more expensive than the Onor which is also a very good quality light

We support both products and offer the same manufacturer's warranty

Subject to your Grant process and approvals The DIGITRON is the better product if affordable

Our prices to supply

Digitron 960Watt \$3,250.00 each Plus Gst

These prices include freight to Perth we will deliver to Bassendean No charge

Whichever product you choose

You also need to add Installation

In this instance

The price to remove the old including integral ballasts, dispose of old, rewire install new fittings aim test and commission at night.

Budget

The LOT \$ \$3,600.00

Plus GST

Note These Lights are only made to order so a deposit is required with your Order followed by full payment once received on site.

Delivery is 6 weeks door to door from date of order

#### **Duncan Macpherson**

General Manager

Lighting Sales

Lightsense Australia Pty Ltd

Unit 1A, 197 Canning Highway, South Perth WA 6151

Tel: 1300 944 822 Mob 0419 922 446

[duncan@lightsense.com.au](mailto:duncan@lightsense.com.au) | [www.lightsense.com.au](http://www.lightsense.com.au)



## 3.2 Shade Cloth upgrade

## Supply cost

13 Export Drive  
Molendinar  
Queensland 4214



**Shadex**  
**INDUSTRIES**

QLD PTY LTD  
ABN 76 154 485 300 / QBSA 1266770

Phone: (07) 5574 5911  
Fax: (07) 5574 5922  
Mobile: 0418 383 443

**Quotation 7.17 IG**

Date: 26/07/17

To: Bassendean Bowling Club Inc  
10 Whitfield Rd  
Bassendean WA 6054

Attn: Mr Linton Pike

Tel: 0403 191 924

Email: lpike@estill.com.au

Dear Linton,

Further to your email / telephone enquiry, following is the quote as requested:

**To supply**

5 x 7 rink Shadeaway 2000 Retractable Shade System INGROUND model, 4.6m centres, with all Stainless Steel bolts and other stainless components - also included are Stainless Steel wires. Shades come semi-assembled with detailed installation instructions plus full telephone phone support.

Shades, with 82% UV Fabric	\$23,840.00
Double T Piece Assys to suit 15 light posts	\$ 2,385.00
Extended Corrosion Protection (ECP)*	\$ 2,850.00
Upgrade to 95% UV Fabric (optional)	\$ 4,825.00
Freight (valid 21 days only)	\$ 582.00
Freight Insurance	\$ 158.00
Subtotal	\$34,640.00
GST	\$ 3,464.00
<b>TOTAL Including GST</b>	<b>\$38,104.00</b>

**\*ECP** - All welds in stainless steel, all welds cold galvanised, all steel work primed and undercoated prior to powder-coating, internal corrosion protector applied after P&P.

**COST EFFICIENT** - This process will extend the life of the structure by well over 25%.

**All Shades WITH ECP Are Guaranteed for 5 Full Years**

NOTE - Payment for all Shadex goods falls due before despatch.

Please confirm your order in writing by either fax or mail using the form below.

Please include your delivery address, contact person and their daytime phone number.

Yours faithfully

Dave Furneaux Dip Bus, A.F.A.I.M.

Manager

**DOES YOUR CLUB REQUIRE ALUMINIUM SEATING?**

**CALL SHADEx FOR THE BEST PRICES ON QUALITY ALLOY SEATING!!**

\*\*\*\*\*  
Please complete and return

Quotation Accepted: Date \_\_\_\_\_

Delivery Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Daytime Phone No: \_\_\_\_\_

Signature \_\_\_\_\_

[www.shadex.com.au](http://www.shadex.com.au)



13 Export Drive  
Molendinar  
Queensland 4214



**Shadex**  
**INDUSTRIES**

QLD PTY LTD  
ABN 76 154 485 300 / QBSA 1266770

Phone: (07) 5574 5911  
Fax: (07) 5574 5922  
Mobile: 0418 383 443

### **Quotation 7.17 IG Installation**

Date: 26/07/17

To: Bassendean Bowling Club Inc  
10 Whitfield Rd  
Bassendean WA 6054

Attn: Mr Linton Pike

Tel: 0403 191 924

Email: lpike@estill.com.au

Dear Linton,

Further to your email / telephone enquiry, following is the quote as requested:

#### **To Install**

5 x 7 rink Shadeaway 2000 Retractable Shade System INGROUND model, 4.6m centres, with all Stainless Steel bolts and other stainless components - also included are Stainless Steel wires.

Labour, Concrete, Airfares, Accommodation & Meals, Hire Car

Subtotal	\$ 7,250.00
GST	\$ 725.00
<b>TOTAL Including GST</b>	<b>\$ 7,975.00</b>

Please confirm your order in writing by either fax or mail using the form below.

Please include your delivery address, contact person and their daytime phone number.

Yours faithfully

Dave Furneaux Dip Bus, A.F.A.I.M.

Manager

**DOES YOUR CLUB REQUIRE ALUMINIUM SEATING?**

**CALL SHADEX FOR THE BEST PRICES ON QUALITY ALLOY SEATING!!**

.....  
**Please complete and return**

Quotation Accepted: Date \_\_\_\_\_

Delivery Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Daytime Phone No: \_\_\_\_\_

Signature \_\_\_\_\_

[www.shadex.com.au](http://www.shadex.com.au)

### **Installation cost**

### 3.3 Apron Renewal

Green aprons repairs are required to replace degrading and unsafe existing apron protection treatments. The club has previously funded green apron repairs to all other green aprons. The apron repairs proposed as part of this submission is the final section of apron repair work needed.

#### **Damaged and degraded existing apron protection**



**Damaged and degraded apron protection at corner tie in with earlier repaired section of apron**





Established 1996

[www.evergreensyntheticgrass.com.au](http://www.evergreensyntheticgrass.com.au)

Email: [evergreenwa@bigpond.com](mailto:evergreenwa@bigpond.com)

23 Langar Way, Landsdale 6065 WA PHONE (08) 93032130 FAX (08) 93032129

16/06/17

Bassendean Bowling Club

10 Whitfield Drive, Bassendean WA 6055

We have pleasure in submitting our quotation for the supply and installation of New apron grass.

B Green -Supply and install 19mm Grass 60cm wide -to East and West end

C Green -Supply and install 19mm Grass 60cm wide -to East and West end

**Total inc G.S.T \$5,345.00**

Yours Faithfully,

Nicola Frazer

Evergreen Synthetic Grass

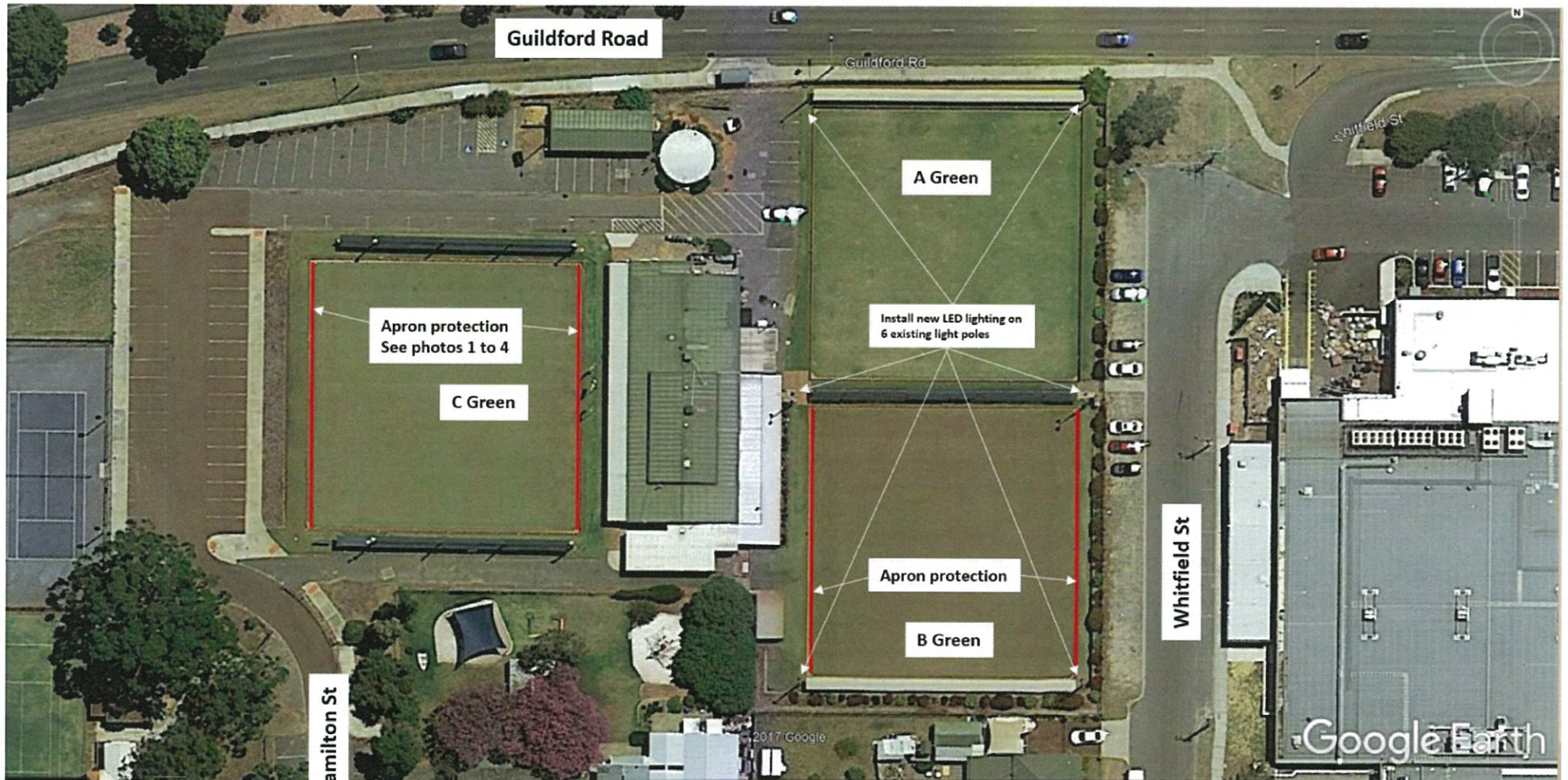
A Local company with Local Knowledge

08 93032130



#### 4. WORKS DIAGRAM

The proposed works are shown diagrammatically below:



Photos and brief descriptions are provided on the following pages.

## 5. INCOME AND EXPENDITURE STATEMENTS

Created: 23/07/2018 9:41 AM

Bassendean Bowling Club Inc

## Profit &amp; Loss [With Last Year]

10 Whitfield Street

July 2017 To June 2018

Bassendean WA 6054

ABN: 66 894 854 566

	This Year	% of Sales	Last Year	LY % of Sales
<b>Income</b>				
<b>Bar Sales</b>				
Bulk Beer	\$173,621.32	27.8%	\$165,447.02	27.4%
Soft Drink	\$29,781.78	4.8%	\$27,236.84	4.5%
Fruit Juice	\$0.00	0.0%	\$1,473.56	0.2%
Spirit Bottle	\$68,209.24	10.9%	\$68,228.01	11.3%
Packbeer	\$173,726.26	27.8%	\$177,275.75	29.4%
Wine Bar	\$22,216.60	3.6%	\$27,518.82	4.6%
Tobacco	\$17,498.66	2.8%	\$16,774.45	2.8%
Sundries	\$5,377.65	0.9%	\$4,516.48	0.7%
Bowls Sundries	\$491.78	0.1%	\$0.00	0.0%
Sandwiches	\$1,348.74	0.2%	\$614.12	0.1%
Gas Bottle Swaps	\$318.17	0.1%	\$445.46	0.1%
<b>Total Bar Sales</b>	<b>\$492,590.20</b>	<b>78.8%</b>	<b>\$489,530.51</b>	<b>81.2%</b>
<b>Memberships</b>				
Members Fee	\$9,788.65	1.6%	\$4,774.17	0.8%
Social Member	\$3,004.51	0.5%	\$849.97	0.1%
Green Fees	\$9,038.65	1.4%	\$3,174.18	0.5%
Capitation Fee	\$3,754.53	0.6%	\$1,163.56	0.2%
Lockers	\$159.09	0.0%	\$109.08	0.0%
<b>Total Memberships</b>	<b>\$25,745.43</b>	<b>4.1%</b>	<b>\$10,070.96</b>	<b>1.7%</b>
<b>Fees</b>				
Fees - Carnival	\$7,370.00	1.2%	\$4,308.18	0.7%
Fees - Club Events	\$1,678.64	0.3%	\$100.00	0.0%
Fees - Sat Ladies	\$0.00	0.0%	\$100.91	0.0%
Fees - State & Other	\$234.55	0.0%	\$330.00	0.1%
Country Week	\$0.00	0.0%	\$1,131.81	0.2%
Corporate Bowls	\$6,019.19	1.0%	\$8,994.06	1.5%
Ladies Pennant Fees	\$569.82	0.1%	\$0.00	0.0%
Mens Pennant Fees	\$1,572.01	0.3%	\$3,109.12	0.5%
Friday Night Bowls	\$377.27	0.1%	\$560.59	0.1%
Winter Pairs	\$4,298.19	0.7%	\$1,472.73	0.2%
<b>Total Fees</b>	<b>\$22,119.67</b>	<b>3.5%</b>	<b>\$20,107.40</b>	<b>3.3%</b>
<b>Fundraising</b>				
<b>VLT Machines</b>				
Fundraising - VLT	\$8,739.00	1.4%	\$15,415.00	2.6%
<b>Total VLT Machines</b>	<b>\$8,739.00</b>	<b>1.4%</b>	<b>\$15,415.00</b>	<b>2.6%</b>
Fundraising - Pool Table	\$54.80	0.0%	\$31.60	0.0%
Fundraising - Members Wall	\$272.74	0.0%	\$147.73	0.0%
Fundraising Bingo (Bar)	\$0.00	0.0%	\$2,060.00	0.3%
Fundraising Other	\$0.00	0.0%	\$148.00	0.0%
Cafe	\$0.00	0.0%	\$996.36	0.2%
Club Raffle	\$12,141.92	1.9%	\$10,944.47	1.8%
Xmas Bonanza Raffle	\$0.00	0.0%	\$1,807.10	0.3%
Meat Packs	\$9,454.53	1.5%	\$7,701.19	1.3%
Sponsorship	\$6,818.18	1.1%	\$6,181.83	1.0%
<b>Total Fundraising</b>	<b>\$37,481.17</b>	<b>6.0%</b>	<b>\$45,433.28</b>	<b>7.5%</b>
<b>BBC Sub Committees</b>				
Social Committee	\$240.91	0.0%	\$695.00	0.1%
Ladies Division	\$640.63	0.1%	\$1,192.98	0.2%
Mens Division	\$263.63	0.0%	\$152.54	0.0%

This report includes Year-End Adjustments.

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Bassendean Bowling Club Inc

10 Whitfield Street

Bassendean WA 6054

ABN: 66 894 854 566

**Profit & Loss [With Last Year]**

July 2017 To June 2018

	This Year	% of Sales	Last Year	LY % of Sales
<b>Total BBC Sub Committees</b>	<b>\$1,145.17</b>	<b>0.2%</b>	<b>\$2,040.52</b>	<b>0.3%</b>
<b>Merchandise</b>				
Mens Bowls Shirts	\$7,078.19	1.1%	\$3,442.76	0.6%
Hats	\$211.83	0.0%	\$213.64	0.0%
Merchandise General	\$10.91	0.0%	\$31.82	0.0%
Bowls Pants/Shorts	\$636.37	0.1%	\$0.00	0.0%
Bowls Merchandise	\$87.26	0.0%	\$0.00	0.0%
Jackets	\$218.19	0.0%	\$0.00	0.0%
<b>Total Merchandise</b>	<b>\$8,242.75</b>	<b>1.3%</b>	<b>\$3,688.22</b>	<b>0.6%</b>
<b>Club Income</b>				
Hall Hire	\$4,736.37	0.8%	\$3,625.22	0.6%
Green Hire	\$2,119.62	0.3%	\$640.92	0.1%
Cleaning	\$90.91	0.0%	\$0.00	0.0%
Hire of Sound System	\$0.00	0.0%	\$45.45	0.0%
Function Catering	\$18,879.56	3.0%	\$18,961.63	3.1%
Function Drinks	\$838.72	0.1%	\$0.00	0.0%
Club Functions	\$5,582.78	0.9%	\$4,112.42	0.7%
Tournament Catering	\$1,450.65	0.2%	\$0.00	0.0%
Kitchen Hire	\$2,863.64	0.5%	\$0.00	0.0%
Licence Fees	\$0.00	0.0%	\$90.91	0.0%
<b>Total Club Income</b>	<b>\$36,562.25</b>	<b>5.8%</b>	<b>\$27,476.55</b>	<b>4.6%</b>
<b>Miscellaneous Income</b>				
Donations	\$250.00	0.0%	\$0.00	0.0%
Insurance Claims	\$0.00	0.0%	\$877.09	0.1%
Other Income	\$1,000.00	0.2%	\$3,866.31	0.6%
<b>Total Miscellaneous Income</b>	<b>\$1,250.00</b>	<b>0.2%</b>	<b>\$4,743.40</b>	<b>0.8%</b>
<b>Total Income</b>	<b>\$625,136.64</b>	<b>100.0%</b>	<b>\$603,090.84</b>	<b>100.0%</b>
<b>Cost of Sales</b>				
<b>Bar Purchases</b>				
Bulk Beer	\$69,712.37	11.2%	\$67,874.29	11.3%
Soft Drink	\$12,810.65	2.0%	\$13,406.14	2.2%
Spirits Bottle	\$30,007.39	4.8%	\$28,956.62	4.8%
Pack Beer	\$66,838.94	10.7%	\$65,799.59	10.9%
Wine Bar	\$11,340.21	1.8%	\$12,647.27	2.1%
Tobacco	\$17,736.56	2.8%	\$17,872.74	3.0%
Sundries	\$4,504.58	0.7%	\$3,841.29	0.6%
Sandwiches	\$964.41	0.2%	\$33.23	0.0%
Bar Miscellaneous	\$883.84	0.1%	\$1,726.95	0.3%
Bar Gas	\$1,532.95	0.2%	\$987.61	0.2%
Gas bottles swapped	\$553.64	0.1%	\$272.73	0.0%
Bar Wages	\$112,907.78	18.1%	\$106,752.28	17.7%
Bar Superannuation	\$11,009.79	1.8%	\$10,450.81	1.7%
Bar Float Discrepancies	\$1,941.35	0.3%	-\$1,891.11	(0.3)%
Bar Stock Adjustment	\$989.02	0.2%	-\$2,061.05	(0.3)%
<b>Total Bar Purchases</b>	<b>\$343,733.48</b>	<b>55.0%</b>	<b>\$326,669.39</b>	<b>54.2%</b>
<b>Cost of Greens</b>				
Greens Fertilisers	\$8,039.63	1.3%	\$5,963.00	1.0%
Greens Maintenance	\$4,398.37	0.7%	\$481.22	0.1%
Greens Replacement Tools/Equip	\$0.00	0.0%	\$536.55	0.1%
Greens Wages	\$73,580.00	11.8%	\$74,200.00	12.3%
<b>Total Cost of Greens</b>	<b>\$86,018.00</b>	<b>13.8%</b>	<b>\$81,180.77</b>	<b>13.5%</b>

This report includes Year-End Adjustments.

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## Bassendean Bowling Club Inc

10 Whitfield Street  
Bassendean WA 6054

ABN: 66 854 854 566

## Profit &amp; Loss [With Last Year]

July 2017 To June 2018

	This Year	% of Sales	Last Year	LY % of Sales
<b>Bowling Costs</b>				
Carnival Prizemoney	\$5,970.00	1.0%	\$0.00	0.0%
Club Events	\$1,670.00	0.3%	\$0.00	0.0%
Corporate Bowls	\$3,635.31	0.6%	\$4,607.09	0.8%
Ladies Pennants	-\$31.82	0.0%	\$41.73	0.0%
Mens Pennant	\$620.00	0.1%	\$604.72	0.1%
Winter Pairs	\$7,312.27	1.2%	\$2,967.08	0.5%
<b>Total Bowling Costs</b>	<b>\$19,175.76</b>	<b>3.1%</b>	<b>\$8,220.62</b>	<b>1.4%</b>
<b>Fundraising</b>				
VLT Machines				
VLT	\$7,286.68	1.2%	\$8,615.22	1.4%
Fundraising Charges	\$1,769.99	0.3%	\$2,503.54	0.4%
<b>Total VLT Machines</b>	<b>\$9,056.67</b>	<b>1.4%</b>	<b>\$11,118.76</b>	<b>1.8%</b>
Pool Table	\$19.65	0.0%	\$0.00	0.0%
Members Wall	\$81.82	0.0%	\$0.00	0.0%
Bingo/Poker	\$0.00	0.0%	\$159.09	0.0%
Raffles Payouts	\$2,658.52	0.4%	\$1,689.99	0.3%
Saturday - Pots	\$0.00	0.0%	\$310.54	0.1%
Meat Pack Raffles	\$3,452.73	0.6%	\$3,902.57	0.6%
Chase The Ace	\$3,150.00	0.5%	\$1,075.00	0.2%
Footy Tipping	\$45.45	0.0%	\$0.00	0.0%
Sponsors General	\$293.18	0.0%	\$0.00	0.0%
<b>Total Fundraising</b>	<b>\$18,758.02</b>	<b>3.0%</b>	<b>\$18,255.95</b>	<b>3.0%</b>
<b>Cost of Merchandise</b>				
Shirts	\$6,728.00	1.1%	\$2,270.00	0.4%
Hats	\$0.00	0.0%	\$1,250.00	0.2%
Merchandise general	\$652.50	0.1%	\$644.00	0.1%
Shorts / Pants	\$3,083.00	0.5%	\$0.00	0.0%
Jackets	\$1,190.00	0.2%	\$1,290.00	0.2%
Womens Pants / Skirts	\$1,332.00	0.2%	\$0.00	0.0%
<b>Total Cost of Merchandise</b>	<b>\$12,985.50</b>	<b>2.1%</b>	<b>\$5,454.00</b>	<b>0.9%</b>
<b>Club Costs</b>				
Function Catering	\$5,455.94	0.9%	\$3,420.24	0.6%
Function Drinks costs	\$333.45	0.1%	\$0.00	0.0%
Club Function Catering	\$3,790.98	0.6%	\$2,360.16	0.4%
Tournament Catering	\$5,357.30	0.9%	\$1,369.98	0.2%
Function Entertainment	\$1,363.63	0.2%	\$0.00	0.0%
Catering Wages	\$3,825.00	0.6%	\$0.00	0.0%
<b>Total Cost of Sales</b>	<b>\$500,797.06</b>	<b>80.1%</b>	<b>\$446,931.11</b>	<b>74.1%</b>
<b>Gross Profit</b>	<b>\$124,339.58</b>	<b>19.9%</b>	<b>\$156,159.73</b>	<b>25.9%</b>
<b>Expenses</b>				
Administration Expenses				
Accounting Fees / Audit Fees	\$10,012.30	1.6%	\$9,567.25	1.6%
Advertising	\$1,300.36	0.2%	\$233.27	0.0%
Bank Charges	\$68.49	0.0%	-\$349.53	(0.1)%
Merchant Fees	\$3,487.17	0.6%	\$2,985.50	0.5%
Catering	\$511.70	0.1%	\$10,350.59	1.7%
Catering Wages	\$0.00	0.0%	\$3,739.80	0.6%
Cleaning Expenses	\$3,345.02	0.5%	\$4,924.03	0.8%

This report includes Year-End Adjustments.

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Bassendean Bowling Club Inc

10 Whitfield Street

Bassendean WA 6054

ABN: 66 894 854 566

**Profit & Loss [With Last Year]**

July 2017 To June 2018

	This Year	% of Sales	Last Year	LY % of Sales
Gratuity	\$671.52	0.1%	\$200.00	0.0%
Courier/Transport costs	\$55.00	0.0%	\$0.00	0.0%
Computer Expenses	\$1,197.98	0.2%	\$224.55	0.0%
Entertainment	\$494.06	0.1%	\$1,164.13	0.2%
GST Rounding Account	\$262.86	0.0%	-\$2.49	0.0%
Insurance	\$10,500.64	1.7%	\$6,187.41	1.0%
Flowers	\$150.00	0.0%	\$0.00	0.0%
Postage	\$591.84	0.1%	\$501.10	0.1%
Printing & Stationery	\$1,024.92	0.2%	\$2,561.32	0.4%
Subscriptions	\$2,061.20	0.3%	\$1,247.65	0.2%
Sundry Expenses	\$1,115.23	0.2%	\$2,571.69	0.4%
Telephone	-\$23.90	0.0%	\$3,252.76	0.5%
Internet	\$1,057.46	0.2%	\$1,366.35	0.2%
Bowling Costs				
Trophies	\$1,435.46	0.2%	\$1,393.63	0.2%
Total Administration Expenses	\$39,319.31	6.3%	\$52,119.01	8.6%
Bowls WA	\$848.18	0.1%	\$306.36	0.1%
Bowling Equipment	\$617.23	0.1%	\$825.06	0.1%
Prize Money Payouts	\$0.00	0.0%	\$7,378.19	1.2%
Total Bowling Costs	\$1,465.41	0.2%	\$8,509.61	1.4%
Building Costs				
Repairs & Maint - Building	\$4,811.77	0.8%	\$11,597.63	1.9%
Rates & Services	\$601.16	0.1%	\$1,051.78	0.2%
TOB Lease Payments	\$4,269.75	0.7%	\$711.62	0.1%
Pest Control	\$504.54	0.1%	\$0.00	0.0%
Waste Removal	\$2,923.20	0.5%	\$3,684.22	0.6%
Sign Writing	\$150.00	0.0%	\$181.82	0.0%
Assets Less than \$1000	\$1,008.41	0.2%	\$200.00	0.0%
Security	\$1,113.17	0.2%	\$1,082.67	0.2%
Total Building Costs	\$15,382.00	2.5%	\$18,509.74	3.1%
Government Charges				
Permit Fees	\$270.00	0.0%	-\$27.27	0.0%
Licence Fees	\$1,333.30	0.2%	\$1,537.67	0.3%
Total Government Charges	\$1,603.30	0.3%	\$1,510.40	0.3%
Membership Expenses				
Capitation Men	\$5,350.00	0.9%	\$5,144.55	0.9%
Nomination Fee/Bowls	\$0.00	0.0%	\$413.64	0.1%
Utilities				
Water	\$3,687.27	0.6%	\$6,011.44	1.0%
Electricity	\$13,214.84	2.1%	\$13,596.29	2.3%
Gas	\$1,858.21	0.3%	\$817.78	0.1%
Total Utilities	\$18,760.32	3.0%	\$20,425.51	3.4%
Presidents Account	\$0.00	0.0%	\$341.37	0.1%
Total Membership Expenses	\$5,350.00	0.9%	\$5,899.56	1.0%
Employment Expenses				
Wages & Salaries	\$63.84	0.0%	\$19,255.86	3.2%
Workers Compensation	\$1,327.35	0.2%	\$871.74	0.1%
Medical Expenses	\$694.18	0.1%	\$95.00	0.0%
Cleaner Wages	\$10,255.52	1.6%	\$9,948.97	1.6%
Cleaner Superannuation	\$466.48	0.1%	\$2,056.44	0.3%
Training Expenses	\$100.00	0.0%	\$0.00	0.0%

This report includes Year-End Adjustments.

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Bassendean Bowling Club Inc

10 Whitfield Street  
Bassendean WA 6054

ABN: 66 894 854 566

**Profit & Loss [With Last Year]**

July 2017 To June 2018

	This Year	% of Sales	Last Year	LY % of Sales
Management Fees	\$0.00	0.0%	\$3,952.50	0.7%
Total Employment Expenses	\$12,907.37	2.1%	\$36,180.51	6.0%
Prior year corrections	\$0.00	0.0%	\$9,775.39	1.6%
Total Expenses	\$94,787.71	15.2%	\$152,929.73	25.4%
Operating Profit	\$29,551.87	4.7%	\$3,230.00	0.5%
Other Income				
Interest Received	\$1,213.36	0.2%	\$2,794.72	0.5%
Total Other Income	\$1,213.36	0.2%	\$2,794.72	0.5%
Total Other Expenses	\$0.00	0.0%	\$0.00	0.0%
Net Profit/(Loss)	\$30,765.23	4.9%	\$6,024.72	1.0%

This report includes Year-End Adjustments.

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**6. FLOODLIGHT LIGHTING PLAN**

## 7. MANAGEMENT PLAN

## 8. MEMBERS FEE SCHEDULE

**NOTICE TO ALL MEMBERS**

*New Members joining during the financial year shall pay fees as follows:*

*Joining after February 1                      60% of relative fees*

*Joining after April 1                      Next year's fees*

**MEMBERSHIP FEES FOR THE FINANCIAL YEAR**  
**2018/2019**

MEMBER	CURRENT	EFFECTIVE 1ST JULY 2018
Social	\$20.00	\$40.00
Full Member (Non-Bowler)	\$70.00	\$90.00
Full Bowling Member	\$245.00	\$270.00
Full Bowling Member - Veteran (70 years +)	\$200.00	\$220.00
Full Bowling Member (Life Member)		
Non-Veteran	\$175.00	\$220.00
Veteran	\$130.00	\$150.00
Junior Member (Bowler under the age of 18)	\$100.00	\$190.00
Country Member	\$25.00	\$25.00

*Linton Pike*

PRESIDENT  
BASSENDEAN BOWLING CLUB INC.

Membership Fees 2018/2019

## COST CONTRIBUTION (EXCL GST)

	Description	Cost Excl GST	Cost Incl GST	Bassendean BC Contribution			ToB	DSR	TOTAL (Excl GST)	Quote From
This Submission				Funds	Labour	Materials				
1	Remove and dispose of five existing green sun shelters	\$3,250	\$3,575		\$3,250		\$0	\$0	\$3,250	Provisional sum provided by installer to remove existing shade cloth structure
2	Install five new green sun shelters	\$41,890	\$46,079	\$5,988	\$7,975		\$13,963	\$13,963	\$41,890	Shadex - Dave Fumeaux
3	A and B Green apron refurbishment	\$5,314	\$5,845	\$1,271	\$500		\$1,771	\$1,771	\$5,314	Evergreen apron carpet covering - \$5,345 (supply and install) + \$500 rubber installation
4	Upgrade existing A and B Green lighting	\$29,600	\$32,560	\$9,867			\$9,867	\$9,867	\$29,600	Lightsense Australia Pty Ltd
	<b>TOTAL</b>	<b>\$80,054</b>	<b>\$88,059</b>	<b>\$17,126</b>	<b>\$11,725</b>	<b>\$0</b>	<b>\$25,601</b>	<b>\$25,601</b>	<b>\$80,054</b>	
\$80,054				\$28,851						\$26,684.67
				\$28,851						

## CSRFF GRANT FUNDING PREVIOUSLY SOUGHT UNSUCCESSFULLY AND FUNDED BY BASSENDEAN BC

5	Two outdoor water fountains - 1 done	\$4,998	\$5,498	\$1,666			\$1,666	\$1,666	\$4,998	WaterLogic Australia email quote - brochure attached
6	C Green temporary lighting -done	\$6,000	\$6,600						\$0	Provisional sum only
7	CCTV fitout - done	\$6,309	\$6,940						\$0	Protect West

## OTHER FUTURE GRANT PRIORITIES

8	New water tank	\$15,000	\$16,500	\$3,000			\$6,000	\$6,000	\$15,000	Waterwell Reticulation verbal quote only
8	Car park resurfacing	\$14,233	\$15,656						\$0	Stirling Paving
9	Air Cond - Bar Area	\$18,290	\$20,119	\$6,097			\$6,097	\$6,097		Free Flow Air Conditioning
10	C Green and car park permanent lighting	\$69,544	\$76,498	\$15,681	\$5,000	\$2,500	\$23,181	\$23,181	\$69,544	Mac's Maintenance
11	Kitchen refurb	\$30,000	\$33,000	\$3,000	\$5,000	\$2,000	\$10,000	\$10,000	\$30,000	Carpenter Cabinets
12	Bar floor covering replacement	\$2,500	\$2,750	\$833			\$833	\$833	\$2,500	Provisional sum only
13	Fridge relining	\$4,800	\$5,280	\$1,600			\$1,600	\$1,600	\$4,800	Provisional sum only
14	LED lighting -partially done	\$6,000	\$6,600							
15	Air Cond - Hall	\$37,400	\$41,140							
16	Toilet refurb - men's	\$25,000	\$27,500							stand alone flushless urinals, retile, paint and tapware fitout
17	Toilet refurb - women's	\$15,000	\$16,500							retile, paint and tapware fitout

# **ATTACHMENT NO. 7**

**MEDIA RELEASE****22 March 2019****EMRC's green light for FOGO strategy**

A far-reaching, long-term Food Organic & Garden Organic (FOGO) strategy for Perth's eastern region will get underway following a unanimous vote by the Eastern Metropolitan Regional Council (EMRC) at its meeting last night (Thursday 21 March).

The EMRC will launch a 12 to 18 month trial with the Town of Bassendean, one of the EMRC's six member Councils, to process the Town's FOGO waste. The trial's objective is to develop insights, technical expertise and a FOGO waste education communication strategy for the community. The strategy will assist EMRC's member Councils to plan for the future implementation, treatment and processing of FOGO waste streams.

The strategy will identify appropriate technology to implement long-term FOGO processing solutions for all EMRC member Council waste streams.

The EMRC also approved the purchase and installation at the Council's Red Hill Waste Management Facility of a mobile aerator floor composting system to process the trial's FOGO waste.

EMRC Chairman David McDonnell said: "We are excited by this major commitment by the EMRC to manage the treatment of FOGO waste by developing and implementing its own best practice waste management solutions.

"This decision is fully aligned with Western Australia's Waste Strategy encapsulated in the Waste Avoidance and Resource Recovery Strategy 2030, which calls for all metropolitan local government councils to provide a FOGO system by 2025.

"We thank the Town of Bassendean for its commitment to implement FOGO with a proposed third bin initiative. We look forward to working collaboratively on this trial with the Town of Bassendean for the long-term benefit of the Region and progressing discussion with all our member Councils on their future FOGO processing."

-ends-

*Photo caption: FOGO a go-go: EMRC Chairman David McDonnell (right), with the EMRC management team of (left to right) Director Corporate Services Hua Jer Liew, Director Waste Services Steve Fitzpatrick and Acting CEO Wendy Harris, pictured at a visit to Bunbury Harvey Regional Council's FOGO facility in Bunbury.*

**Notes to Editors:**

Founded in 1983, the Eastern Metropolitan Regional Council (EMRC) is a progressive and innovative regional local government working on behalf of six member Councils located in Perth's Eastern Region: Town of Bassendean, City of Bayswater, City of Belmont, City of Kalamunda, Shire of Mundaring and City of Swan. The Region covers a third of Perth's metropolitan area and is home to 365,000 people.

The EMRC provides a broad range of services across the region including waste management and education, resource recovery, environmental management and regional development. Working in partnership with member Councils and other stakeholders, the EMRC delivers local and regional scale projects across each of these areas for the benefit of the region.





Eastern Metropolitan Regional Council  
1st Floor Ascot Place, 226 Great Eastern Hwy,  
Belmont, Western Australia 6104  
PO Box 234 Belmont Western Australia 6984

**Media contact:**

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Communications Coordinator

Direct: (08) 9424 2255 Email: [richard.whitehead@emrc.org.au](mailto:richard.whitehead@emrc.org.au)

# Waste Avoidance and Resource Recovery (WARR) Strategy 2030 and Action Plan

*Chairman of the Waste Authority  
Marcus Geisler*

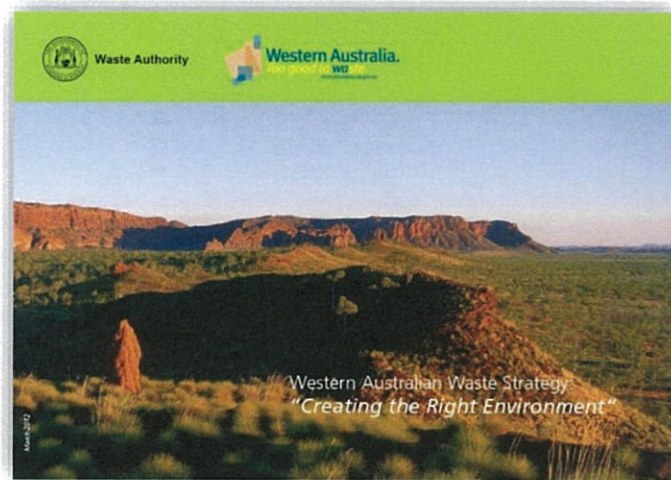


EMRC 14 March 2019



A **sustainable, low-waste, circular economy** in which **human health** and the **environment** are **protected** from the impacts of waste

2012

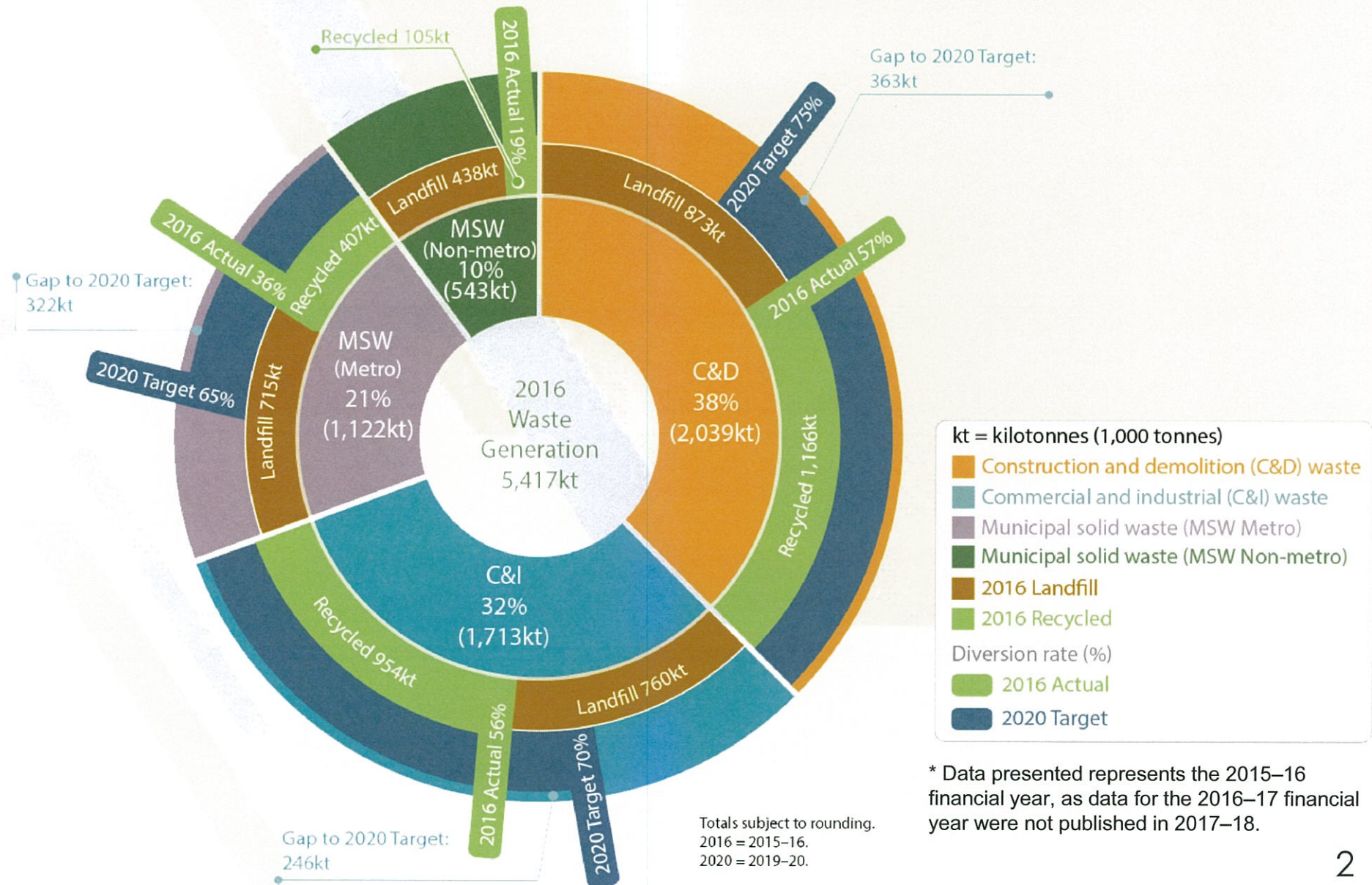


2019





# Performance overview



# Performance overview



*Changes in waste generation and landfill in Western Australia, 2010–11 and 2014–15 (ASK Waste Management, 2017)*

	2010–11	2014–15	Percentage change
Generation – total	6.53 million tonnes	6.23 million tonnes	↓ 5%
Generation – per capita	2,764 kilograms	2,437 kilograms	↓ 12%
Waste to landfill	4.49 million tonnes	3.61 million tonnes	↓ 20%
Resource recovery	2.04 million tonnes	2.62 million tonnes	↑ 28%



# Performance overview

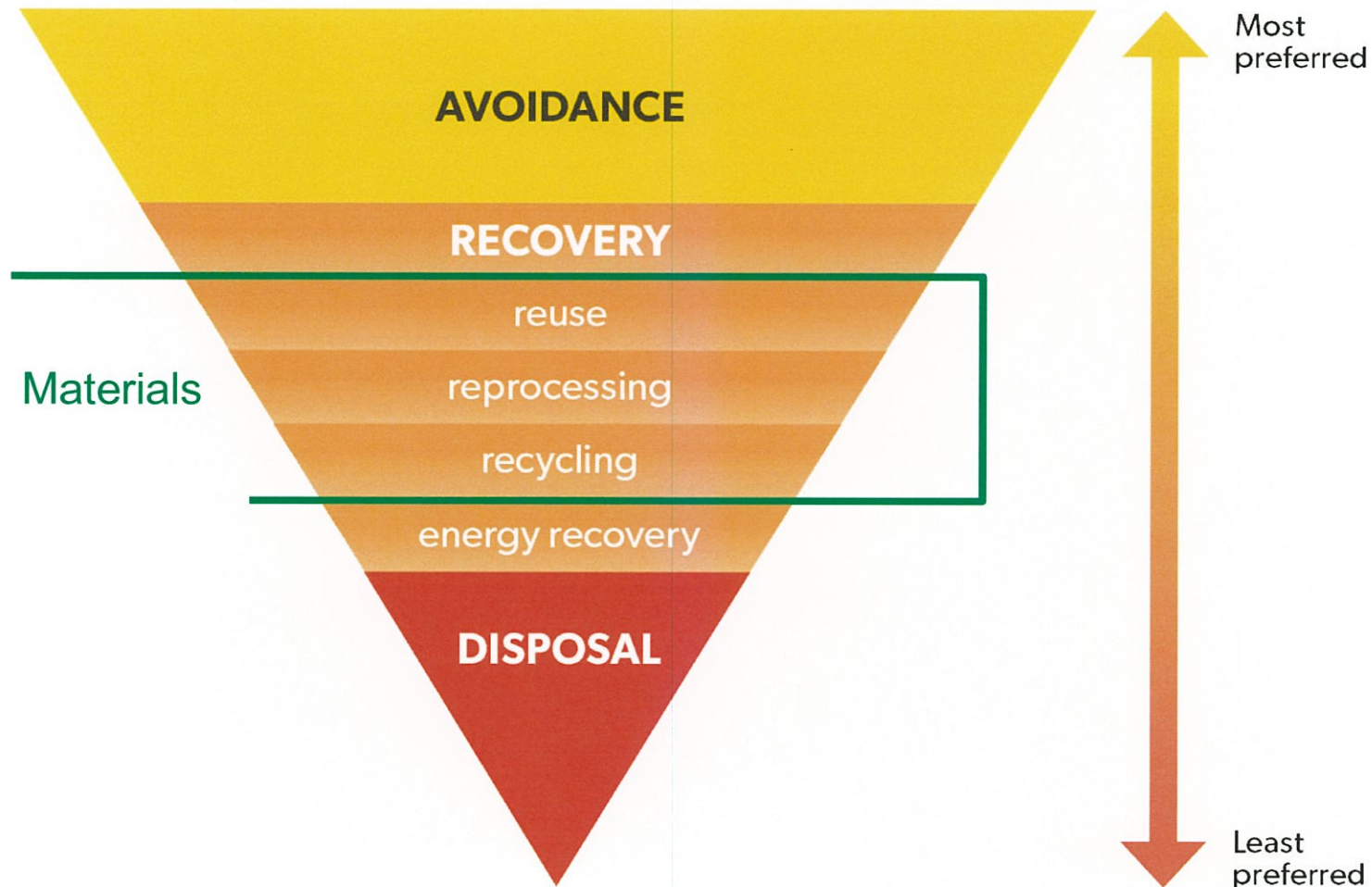


Recovery rate <sup>2</sup>	Metro MSW	Major regional centre	C&I	C&D	State diversion rate	Per capita generation (kg per person)	Per capita diversion (kg per person)	Per capita landfill (kg per person)
2010–11	39%	-	28%	31%	31%	2,764	864	1,900
2011–12	39%	-	41% <sup>3</sup>	38%	38%	2,658	1,012	1,646
2012–13	45%	-	45%	39%	40%	2,486	1,005	1,481
2013–14	41%	-	45%	38%	39%	2,659	1,037	1,622
2014–15	40%	30% <sup>4</sup>	52%	42%	42%	2,437	1,025	1,412
2015–16	35%	31%	46%	64%	48%	1,999	959	1,040
State targets 2015	50%	30%	55%	60%				
State targets 2020	65%	50%	70%	75%				

1. All figures are from the *Recycling activating in Western Australia annual reports* except MSW performance (major regional centres) which is from *The census of Western Australian local government waste and recycling services*.
2. Landfill diversion and recovery rate are expressions of the same measure.
3. Some historical data has been revised. The data presented here supersedes all previous versions.
4. Excludes one major regional centre due to data verification issues.



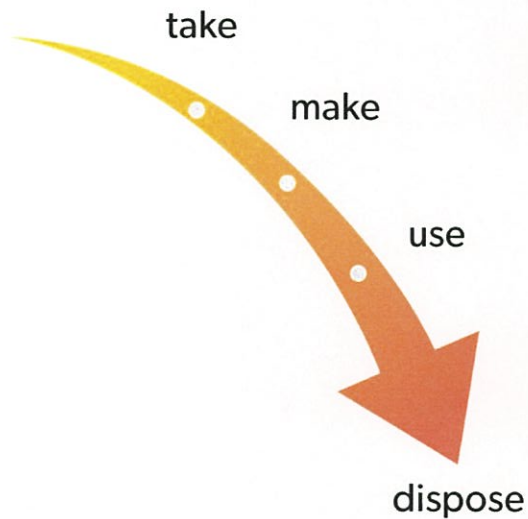
# Guiding concepts: Waste Hierarchy



# Guiding concepts: Circular economy



## Current approach

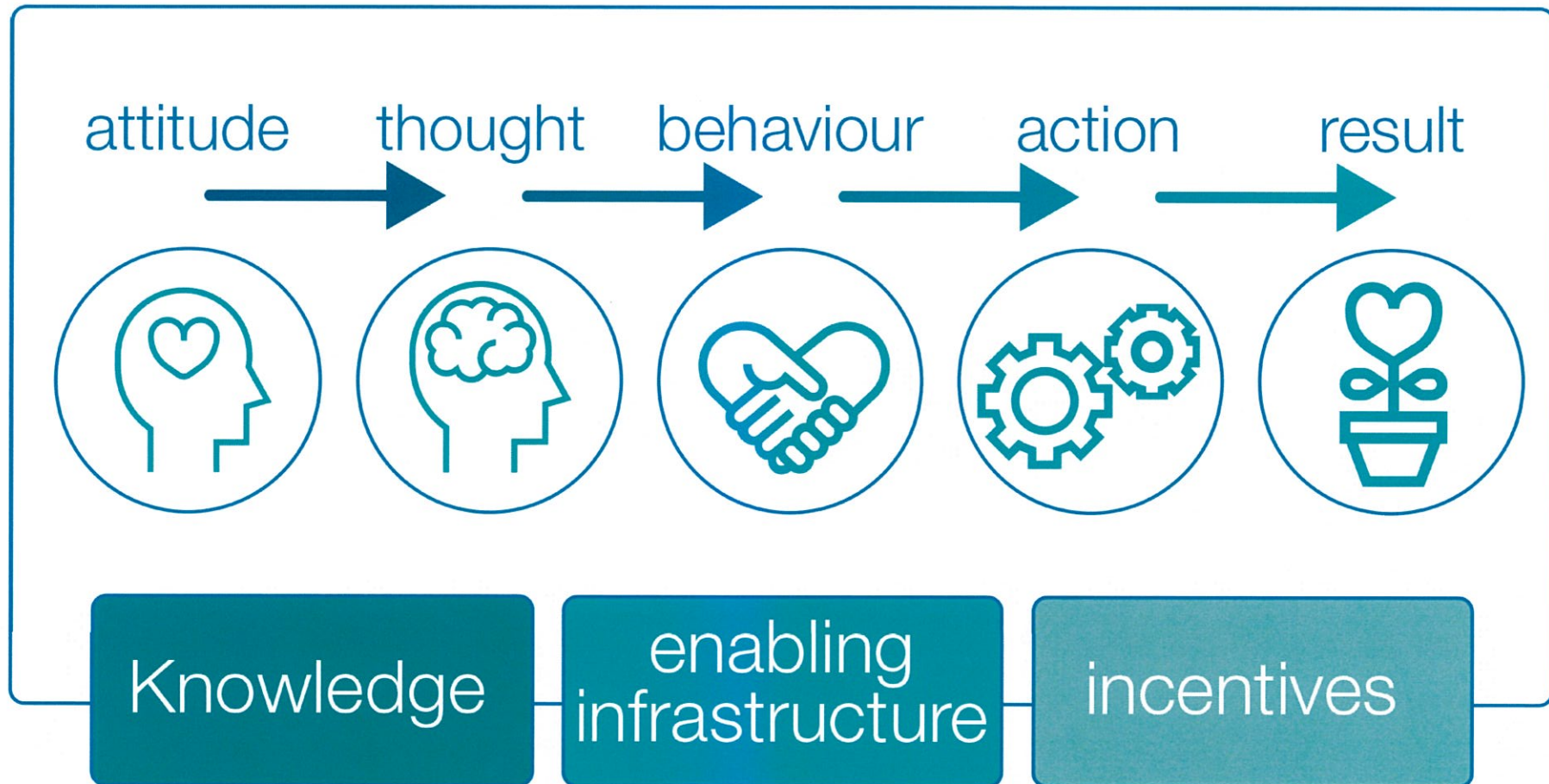


## Circular economy





# Guiding concepts: Behaviour change





# Our Principles



Collective responsibility and partnership – owning your impact

Innovation and growth

Better practice

Waste as a resource

Intergenerational equity

# Our Approach





# Key elements and structure



Stakeholders – shared responsibility

VISION

OBJECTIVES

Generators  
vs  
managers

TARGETS

Headline Strategies

Strategies

Knowledge-Enabling / Infrastructure-Incentives

Supporting  
Documents

Foundation Strategies

Action Plan



# Objectives Targets to 2030



## Overall objectives and state targets

Avoid	Recover	Protect
<i>Western Australians generate less waste.</i>	<i>Western Australians recover more value and resources from waste.</i>	<i>Western Australians protect the environment by managing waste responsibly.</i>



# Headline Strategies



- Consistent three bin **FOGO kerbside collection**, in Perth and Peel, **by 2025**
- Implement local government **Waste Plans, aligning planning processes** with WARR strategy
- Sustainable **government procurement, recycled content** and **local market** development focus
- **Provide funding** to promote recovery of more value and resources
- Review scope and application of the **waste levy, future schedule** with 5-year horizon
- State wide **communications** to support **consistent messaging**
- **Data collection and reporting systems** implementation for timely assessment
- **Waste infrastructure review** (including landfills) **by 2020**

# Foundation Strategies

- Information and data  
*Data strategy*
- Engagement and education  
*Reward behaviour change*
- Regulation and policy  
*Contribute to national policy*
- Planning  
*Strategic review of waste infrastructure, needs based*





# Unpack target - **AVOID**

## AVOID TARGETS

- 🎯 2025 – Reduction in waste generation per capita by 10% (from 2014/15 generation rate)
- 🎯 2030 – Reduction in waste generation per capita by 20% (from 2014/15 generation rate)

Waste generators		Waste managers**
Community	Government and industry	Waste industry
<ul style="list-style-type: none"> <li>🎯 2025 – Reduction in MSW generation per capita by 5%</li> <li>🎯 2030 – Reduction in MSW generation per capita by 10%</li> </ul>	<ul style="list-style-type: none"> <li>🎯 Reduction in C&amp;D waste generation per capita by 15% by 2025, 30% by 2030</li> <li>🎯 Reduction in C&amp;I waste generation per capita by 5% by 2025, 10% by 2030</li> </ul>	<ul style="list-style-type: none"> <li>🎯 2030 – All waste is managed and/or disposed using better practice approaches</li> </ul>

\* 2016–17 national data has not been used in this strategy. WA reportedly has significant waste stockpiling that is not reflected in the 2016–17 data but accurate assessment of this stockpiling is not yet available. Data improvement to address accuracy issues is a headline strategy in this waste strategy and will be addressed as a priority.

\*\* Includes local government, private industry and state entities.



# Unpack target - RECOVER

## RECOVER TARGETS

- ⊙ 2025 – Increase material recovery to 70%
- ⊙ 2025 – All local governments in the Perth and Peel region provide consistent three bin kerbside collection systems that include separation of FOGO from other waste categories
- ⊙ 2030 – Increase material recovery to 75%
- ⊙ From 2020 – Recover energy only from residual waste

Waste generators		Waste managers*
Community	Government and industry	Waste industry
<ul style="list-style-type: none"> <li>⊙ 2020 – Increase MSW material recovery to 65% in the Perth and Peel regions, 50% in major regional centres</li> <li>⊙ 2025 – Increase MSW material recovery to 67% in the Perth and Peel regions, 55% in major regional centres</li> <li>⊙ 2030 – Increase MSW material recovery to 70% in the Perth and Peel regions, 60% in major regional centres</li> </ul>	<ul style="list-style-type: none"> <li>⊙ C&amp;I sector – Increase material recovery to 70% by 2020, 75% by 2025, 80% by 2030</li> <li>⊙ C&amp;D sector – Increase material recovery to 75% by 2020, 77% by 2025, 80% by 2030</li> </ul>	<ul style="list-style-type: none"> <li>⊙ 2030 – All waste facilities adopt resource recovery better practice</li> </ul>

\* Includes local government, private industry and state entities.



# Unpack target - **PROTECT**

## PROTECT TARGETS

- 🎯 2030 – No more than 15% of Perth and Peel regions' waste is disposed to landfill
- 🎯 2030 – All waste is managed by and/or disposed to better practice facilities

Waste generators		Waste managers*
Community	Government and industry	Waste industry
<ul style="list-style-type: none"><li>🎯 2030 – Move towards zero illegal dumping</li><li>🎯 2030 – Move towards zero littering</li></ul>	<ul style="list-style-type: none"><li>🎯 2030 – Move towards zero illegal dumping</li></ul>	<ul style="list-style-type: none"><li>🎯 2030 – No more than 15% of Perth and Peel regions' waste is disposed to landfill</li><li>🎯 2030 – All waste facilities adopt environmental protection better practice</li></ul>

\* Includes local government, private industry and state entities.

# Unpack - Landfill and WtE

## Energy Recovery

- ✓ **Material recovery preferred** over energy recovery
- ✓ Energy recovery preferable to landfill
- ✓ **Residual waste only**, once **better practice source separation** and/or recycling systems exhausted, however recovery needs to meet or exceed the relevant stream target
- ✓ Requires **flexibility** as recoverability of materials may alter in the future in response to better practice



## Landfill

2030 target - **no more than 15%** of Perth and Peel regions' waste is disposed to landfill - based on better practice waste management options being applied higher up the hierarchy.



# Residual Waste

## Definition in the Strategy:

Waste that remains after the application of a better practice **source separation process** and recycling system, consistent with the waste hierarchy as described in section 5 of the Waste Avoidance and Resource Recovery Act 2007 (WARR Act).

Where better practice guidance is not available, an entity's material recovery performance will need to meet or exceed the relevant stream target (depending on its source - MSW, C&I or C&D) for the remaining non-recovered materials to be considered residual waste under this waste strategy.



# Unpack: Separation at the source

- ✓ Better practice source separation can achieve **around 65% material** recovery – or more
- ✓ Better practice source separation should be applied in the first instance to **maximise** material recovery
- ✓ Materials **remain clean and increases reprocessing options and value**
- ✓ Contamination needs to be **minimised**
- ✓ **Collective responsibility** for awareness, engagement and education
- ✓ Extend behaviour into the workplace and public spaces
- ✓ Keep hazardous and medical waste out





# Unpack - Consistency

## Better Practice Services

outcome focussed, evidence based, informed by performance elsewhere, developed in consultation with key stakeholders

## Consistent Services

Better practice services  
(e.g. three bin FOGO services)

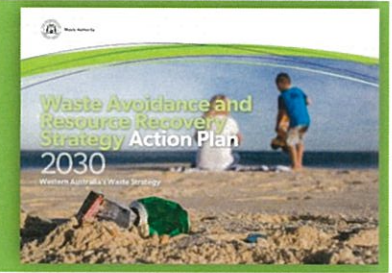


A Waste Authority Program

## Consistent Messaging

to support statewide communications, behaviour change

# First year priority actions - A



A Waste Authority Program

**FOGO roll out and funding plan**



Written notice to  
**LGAs mandatory  
Waste Plans**



State Supply  
Commission  
**procurement** policy

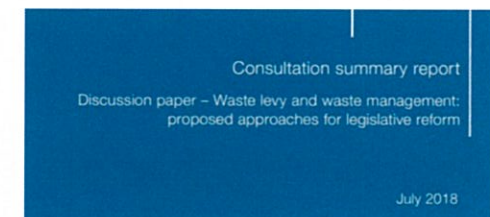


Household  
**behaviour change**  
through  
Own Your Impact

Roads to Reuse

Product Specification - recycled road base and recycled drainage rock

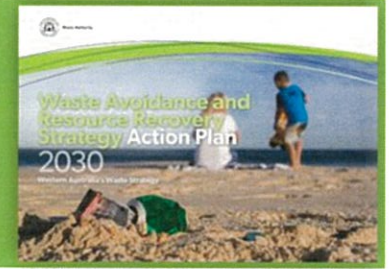
Main Roads 25,000 tonnes  
Roads to Reuse, **funding**  
support for another  
100,000 tonnes **recycled**  
**roadbase**



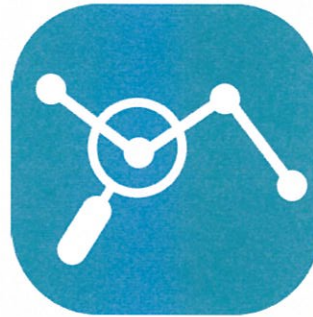
**Levy review**  
consultation



# First year priority actions - B



Minimum **five year** **future levy** schedule



Waste infrastructure **audit and needs** analysis



Develop, release and implement **waste data** strategy



New data reporting **Regulations** and **online** system by 2020



Recycling/recovery **infrastructure support** and **funding** program



Identify, communicate, and support **Better Practice**



# Action #1

## consistent comms

Develop state-wide communications to support consistent messaging on:

- ✓ waste avoidance
- ✓ resource recovery
- ✓ appropriate waste disposal behaviours.



- Toolkit
- Website
- Campaigns
- Education and Better Bins at State owned venues
- Perth Cultural Centre demonstration
- Position Statements
- Better Practice
- Regional, remote and Aboriginal Communities
- Expand Waste Wise Schools



# Action #2

## consistent collection

### Bin system

#### 2-bin system



+

Recyclables  
Bulk verge waste

=

33%

Typical recovery rate  
(diversion from landfill)

#### 3-bin Garden Organics (GO) system



+

Garden waste  
Recyclables  
Bulk verge waste

=

48%

#### 3-bin Food Organics Garden Organics (FOGO) system



+

Food waste  
Garden waste  
Recyclables  
Bulk verge waste

=

66.5%

- ✓ Separation at the source
- ✓ FOGO to be provided by all local governments in the Perth and Peel region by 2025.
- ✓ Supported by State Government.



# Action #3

## sustainable procurement

### Sustainable government procurement practices

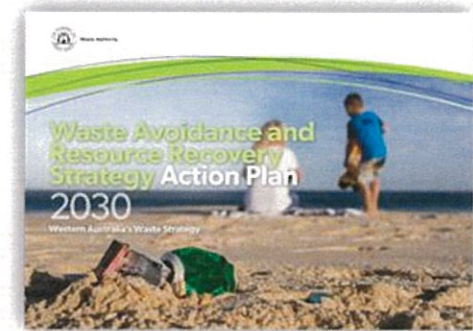
- ✓ up-take of recycled products
  - ✓ support local markets
- 
- ✓ Consultation with industry and State Government
  - ✓ Agencies committed time frames
  - ✓ Lead implementation sustainable procurement measures and policies
  - ✓ Better Practice Procurement framework and CUA update (DoF)
  - ✓ Reporting protocol reuse, recycling, recovery and disposal
  - ✓ Avoid single use plastics at all state owned venues (DLGSC)
  - ✓ Mandatory minimum recycled content (DoF, DoC, DLGSC, Main Roads)
  - ✓ Recycled roadbase 2019 trial 25,000t, 2019 another 100,000t with 200,000t in 2020, doubling beyond 2020
  - ✓ Independent testing and auditing to mature supply industries



# Action #4

## LGA Waste Plan

Implement local government waste plans, which align local government waste planning processes with the *Waste Avoidance and Resource Recovery Strategy 2030*



- ✓ *Develop model plans and guidance (with DLGSC)*
- ✓ *Plans form part of LG integrated planning processes*
- ✓ *Written notification to all LGs by DWER DG*
- ✓ *Support preparation, review and reporting requirements*

# Action #5

## Waste Levy

DWER to lead review the scope and application of the waste levy to ensure it meets the objectives of the *Waste Avoidance and Resource Recovery Strategy 2030* and establish a schedule of future waste levy rates with the initial schedule providing a minimum five year horizon.

- ✓ Amend WARR Regulations 2008 to reflect change to scope and application
- ✓ Litter prevention strategy with KABC
- ✓ Illegal dumping strategies
- ✓ Review and update regulatory framework minimising risk and facilitates adequate processing facilities to process collected materials
- ✓ Review regulations and policies, enforcement and support better practice operators
- ✓ Improve levy compliance, avoid stockpiling and leakage

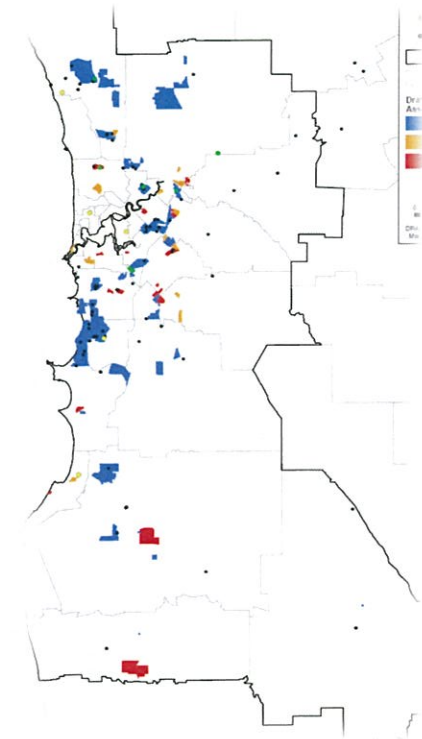


# Action #6

## Infrastructure review

Strategic review of waste infrastructure (including landfills) by 2020 to guide future infrastructure requirements

- ✓ *Audit of existing waste infrastructure and needs analysis for infrastructure required*
- ✓ *Develop plan in consultation with state government, local government and industry*
- ✓ *Work with DoP to develop the planning instruments guidance to LG and developers to facilitate appropriate siting and design of waste facilities*
- ✓ *Develop options for a 'needs based' approach to planning, environmental and licencing approval of all new waste infrastructure (with DoP)*





# Action #7

## Data collection and reporting

Review and update data collection and reporting systems to allow waste generation, recovery and disposal performance to be assessed in a timely manner



- ✓ *Waste Data Strategy - develop, release and implement*
- ✓ *Mandatory reporting (amend WARR Regulations), guidance and support to LGAs, recyclers and landfill operators*
- ✓ *By 2020 online reporting*
- ✓ *Improve quality of data with new metrics improve accuracy, eliminate identified gaps*
- ✓ *MyCouncil reporting improve transparency on performance and benchmarking (DLGSC)*



# Action #8

## Recovery funding

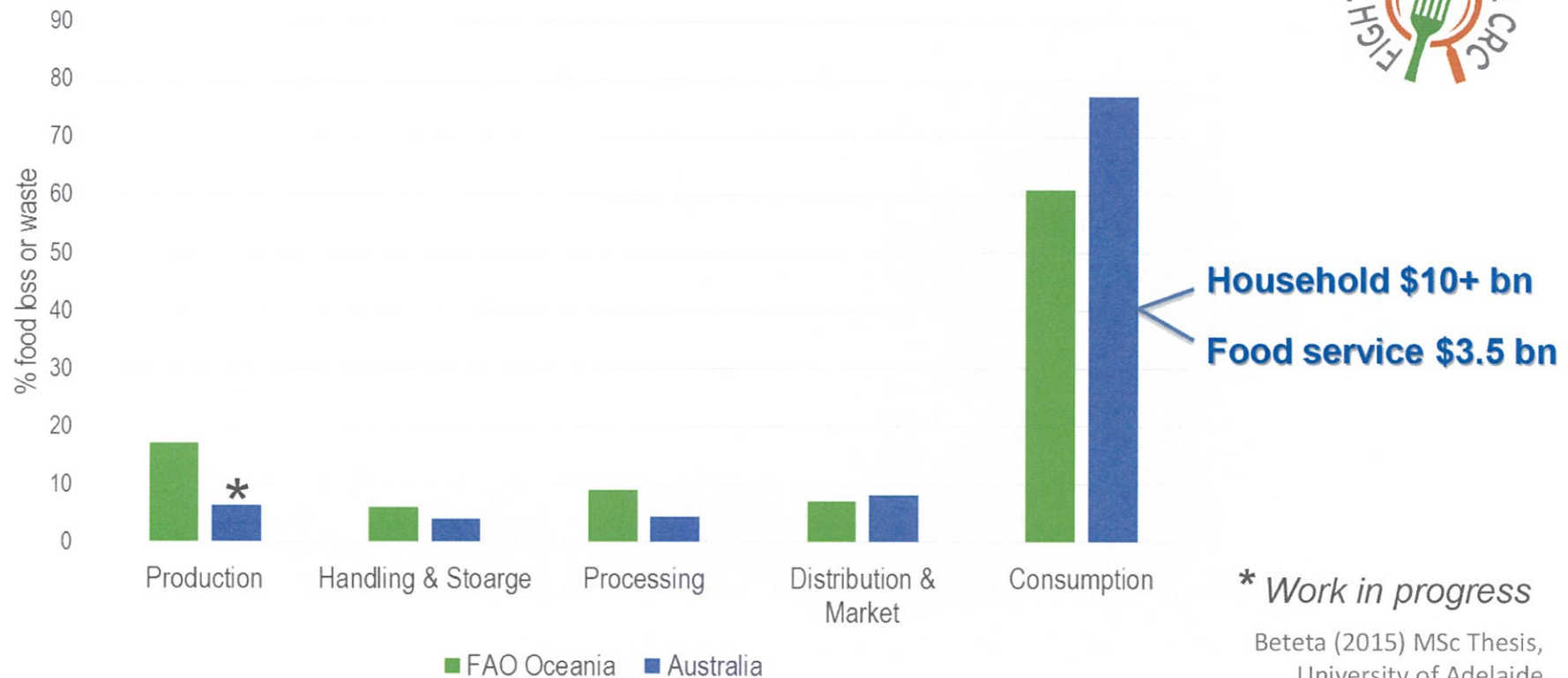
Funding for the recovery of value and resources from waste



- ✓ Product stewardship measures aligned with State's priorities
- ✓ Container deposit scheme (CDS) implementation
- ✓ Priority areas for funding waste avoiding practices and behaviour
- ✓ Program for funding of local resource recovery infrastructure
- ✓ WA onshore reprocessing options. Standards, technologies, viabilities and potential barriers

# Food loss and waste in Australia

Beteta (2015) estimated \$18-20 billion p.a. from farm to fork based on industry expert opinion





# Further information

[www.wasteauthority.wa.gov.au](http://www.wasteauthority.wa.gov.au)

Phone: (08) 6364 6965

Email: [info@wasteauthority.wa.gov.au](mailto:info@wasteauthority.wa.gov.au)



# **ATTACHMENT NO. 8**

**MOORE STEPHENS**

---

19 March 2019

Peta Mabbs  
Chief Executive Officer  
Town of Bassendean  
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BASSENDEAN WA 6934

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2 The Esplanade  
Perth, WA 6000  
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T +61 (0)8 9225 5355  
[www.moorestephens.com.au](http://www.moorestephens.com.au)

Dear Peta

## 2018-19 BUDGET REVIEW – TOWN OF BASSENDEAN

### Scope

We were requested to provide a high-level review of the Town of Bassendean's budget review documentation intended to meet the requirements of the *Local Government (Financial Management) Regulations 1996 r33A*.

### Scope Restrictions

We were engaged to provide the review service within a restricted period of time. The time restrictions limited the scope of our review to those procedures as outlined in this letter. On 19th March 2019, we were provided with two electronic documents:

1. Excel file 'Budget Review 28 February 2019.xlsb' which contained worksheets containing Financial Statements source information intended for presentation to the Council.
2. Excel file 'Workshop List of Budget Amendments February 2019.xlsx' which contained worksheets used to support and prepare the information in the above file.

### Review Procedures

We undertook the following procedures to support a high-level review of the documents provided:

1. We considered the requirements to meet compliance with *Local Government (Financial Management) Regulations 1996 r33A*.
2. We identified the estimated opening adjusted net current asset surplus as adopted in the 2018-19 annual budget being \$1,646,933.
3. We identified the opening adjusted net current asset surplus as presented in the 2017-18 annual financial report budget being \$1,921,369.
4. We confirmed the addition formulas contained in the following documents:
  - a. Statement of Financial Activity by Nature or Type as included in the file 'Budget Review 28 February 2019.xlsb'.
  - b. Statement of Financial Activity by Reporting Program as included in the file 'Budget Review 28 February 2019.xlsb'.
  - c. The 'Budget Review Summary' contained within the file 'Budget Review 28 February 2019.xlsb'.
  - d. The 'Detail' worksheet in the file 'Workshop List of Budget Amendments February 2019.xlsx' which represents a detailed breakdown of the information contained in the worksheet referenced in 4(c) above.
5. We traced the contents of the 'Budget Review Summary' worksheet contained in the file 'Budget Review 28 February 2019.xlsb' to the Statement of Financial Activity by Reporting Program contained in the same file.
6. We undertook a high-level review of the contents of the documentation in relation to compliance with the Regulations.



## Outcome of Procedures

Following the review procedures, we advise as follows:

1. We did not find an instance where the formulas used resulted in an arithmetic error (rounding issues accepted).
2. Our work to trace the budget review summary worksheet to the Statements of Financial Activity by Reporting Program did not result in any discrepancy.

## Recommendation

We make the following recommendation to improve the Review format:

There is scope to reduce the number of line items which are the subject of a change to the adopted budget to remove immaterial variations to the budget. The alternative is to seek a formal amendment to the budget for only those items that have a material impact on the predicted closing funding surplus (deficit). We noted several amendments that were under \$1,000. These items could be aggregated and included into the calculated total but not be the subject of a formal budget amendment due to their immaterial value. This would contribute to a reduced level of detail and add to understandability.

## Conflicts of Interest

The firm currently provides extensive audit and advisory services to local government however, we do not believe the provision of this Budget Review service would compromise our objectivity in the delivery of these services.

## Other

This firm is a member firm of Moore Stephens International Limited, consisting of independent member firms and correspondents in 112 countries.

Moore Stephens, Perth, a Perth based partnership of trusts ("the firm"), carries on business separately and independently from other Moore Stephens member firms around Australia and worldwide.

Services provided under this engagement are provided by the Firm and not by any other independent Moore Stephens member firm. No other independent Moore Stephens member has any liability for services provided by other members.

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Yours sincerely



Paul Breman  
Director

Moore Stephens



**DRAFT**

**Budget Review**

**FOR THE PERIOD ENDED**

**30 June 2019**

# TOWN OF BASSENDEAN

## 2018/2019 BUDGET REVIEW

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**TOWN OF BASSENDEAN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**2018/2019 BUDGET REVIEW FOR PERIOD ENDED 28 FEBRUARY 2019**

	Original Annual Budget	Proposed Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)- (a)/(a)
	\$	\$	\$	\$	%
<b>Opening Funding Surplus(Deficit)</b>	1,646,933	1,921,369	1,921,369	1,921,369	0.00%
<b>Revenue from operating activities</b>					
Governance	17,200	17,200	13,472	6,426	(52.30%)
General Purpose Funding - Rates	13,173,005	12,832,304	12,794,804	12,831,194	0.28%
General Purpose Funding - Other	911,223	840,067	503,133	714,390	41.99%
Law, Order and Public Safety	112,700	114,740	97,090	72,864	(24.95%)
Health	2,760,665	2,736,115	2,727,848	2,736,437	0.31%
Education and Welfare	5,051,412	5,144,355	3,456,492	3,478,708	0.64%
Community Amenities	218,000	219,440	102,440	106,819	4.27%
Recreation and Culture	236,560	246,852	192,967	236,321	22.47%
Transport	154,000	159,966	158,716	58,852	(62.92%)
Economic Services	100,350	100,450	69,050	60,994	(11.67%)
Other Property and Services	83,172	100,545	73,106	91,572	25.26%
	<b>22,818,287</b>	<b>22,512,033</b>	<b>20,189,118</b>	<b>20,394,577</b>	<b>1.02%</b>
<b>Expenditure from operating activities</b>					
Governance	(1,181,968)	(1,529,058)	(1,120,866)	(596,560)	46.78%
General Purpose Funding	(777,422)	(751,472)	(493,701)	(527,034)	(6.75%)
Law, Order and Public Safety	(676,252)	(676,902)	(432,668)	(429,587)	0.71%
Health	(3,189,115)	(3,071,767)	(2,003,272)	(1,859,093)	7.20%
Education and Welfare	(5,560,607)	(5,644,144)	(3,752,032)	(3,729,341)	0.60%
Community Amenities	(1,325,057)	(1,341,841)	(818,890)	(757,869)	7.45%
Recreation and Culture	(6,593,488)	(6,595,507)	(4,567,671)	(4,232,894)	7.33%
Transport	(6,050,683)	(6,029,661)	(4,054,248)	(3,574,347)	11.84%
Economic Services	(545,985)	(567,185)	(417,622)	(330,859)	20.78%
Other Property and Services	(202,135)	(228,177)	(187,703)	(56,057)	70.14%
	<b>(26,102,712)</b>	<b>(26,435,715)</b>	<b>(17,848,672)</b>	<b>(16,093,642)</b>	<b>9.83%</b>
<b>Operating activities excluded from budget</b>					
Add back Depreciation	3,316,368	3,321,152	2,215,572	2,333,997	5.35%
Adjust (Profit)/Loss on Asset Disposal	(11,266)	(11,266)	33,734	-	(100.00%)
Movement in Leave Reserve	10,405	10,405	10,405	9,368	(9.97%)
<b>Amount attributable to operating activities</b>	<b>31,082</b>	<b>(603,390)</b>	<b>4,600,156</b>	<b>6,644,300</b>	
<b>Investing Activities</b>					
Non-operating Grants, Subsidies and Contributions	2,382,964	1,289,331	1,289,331	652,082	(49.42%)
Proceeds from Disposal of Assets	897,300	897,300	-	-	
Land and Buildings	(955,500)	(328,624)	291,376	(115,535)	(139.65%)
Infrastructure Assets - Roads	(1,878,165)	(902,934)	(52,934)	(373,582)	605.75%
Infrastructure Assets - Footpaths	(25,500)	(42,390)	(42,390)	(39,059)	(7.86%)
Infrastructure Assets - Other	(635,600)	(580,730)	(580,730)	(366,199)	(36.94%)
Infrastructure Assets - Drainage	(547,750)	(389,700)	(389,700)	(21,733)	(94.42%)
Plant and Equipment	(147,700)	(16,111)	(16,111)	(16,110)	(0.01%)
Furniture and Equipment	(801,000)	(81,322)	618,678	(16,416)	(102.65%)
<b>Amount attributable to investing activities</b>	<b>(1,710,951)</b>	<b>(155,180)</b>	<b>1,117,520</b>	<b>(296,552)</b>	
<b>Financing Activities</b>					
Self-Supporting Loan Principal	21,134	21,134	14,555	14,555	-
Transfer from Reserves	1,414,500	1,288,191	-	-	
Repayment of Debentures	(132,881)	(132,881)	(85,543)	(85,543)	-
Transfer to Reserves	(1,248,204)	(2,317,630)	(99,942)	(99,942)	-
<b>Amount attributable to financing activities</b>	<b>54,549</b>	<b>(1,141,186)</b>	<b>(170,930)</b>	<b>(170,930)</b>	
<b>Closing Funding Surplus(Deficit)</b>	<b>21,614</b>	<b>21,614</b>	<b>7,468,115</b>	<b>8,098,186</b>	

**TOWN OF BASSENDEAN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**2018/2019 BUDGET REVIEW FOR PERIOD ENDED 28 FEBRUARY 2019**

	Original Annual Budget	Proposed Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
<b>Opening Funding Surplus (Deficit)</b>	1,646,933	\$ 1,921,369	\$ 1,921,369	\$ 1,921,369	% 0.00%
<b>Revenue from operating activities</b>					
Rates	13,173,005	12,832,304	12,794,804	12,831,194	0.28%
Operating Grants, Subsidies and Contributions	2,776,326	2,784,115	1,956,583	1,927,159	(1.50%)
Fees and Charges	5,968,203	5,987,853	4,910,215	4,935,793	0.52%
Interest Earnings	459,345	415,345	217,978	348,492	59.87%
Other Revenue	370,556	421,565	308,686	351,939	14.01%
Profit on Disposal of Assets	70,852	70,852	852	-	
	<b>22,818,287</b>	<b>22,512,033</b>	<b>20,189,118</b>	<b>20,394,577</b>	<b>1.02%</b>
<b>Expenditure from operating activities</b>					
Employee Costs	(11,882,476)	(12,279,704)	(8,263,356)	(7,931,876)	4.01%
Materials and Contracts	(8,337,538)	(8,194,971)	(5,425,622)	(4,211,323)	22.38%
Utility Charges	(736,314)	(718,664)	(444,049)	(411,471)	7.34%
Depreciation on Non-Current Assets	(3,316,368)	(3,321,152)	(2,215,572)	(2,333,997)	(5.35%)
Interest Expenses	(49,688)	(49,688)	(32,823)	(28,030)	14.60%
Insurance Expenses	(439,889)	(450,134)	(439,690)	(462,028)	(5.08%)
Other Expenditure	(1,280,852)	(1,361,815)	(992,975)	(714,917)	28.00%
Loss on Disposal of Assets	(59,586)	(59,586)	(34,586)	-	100.00%
	<b>(26,102,712)</b>	<b>(26,435,715)</b>	<b>(17,848,672)</b>	<b>(16,093,642)</b>	<b>9.83%</b>
<b>Operating activities excluded from budget</b>					
Add back Depreciation	3,316,368	3,321,152	2,215,572	2,333,997	5.35%
Adjust (Profit)/Loss on Asset Disposal	(11,266)	(11,266)	33,734	-	(100.00%)
Movement in Leave Reserve	10,405	10,405	10,405	9,368	(9.97%)
<b>Amount attributable to operating activities</b>	<b>31,082</b>	<b>(603,390)</b>	<b>4,600,156</b>	<b>6,644,300</b>	
<b>Investing activities</b>					
Grants, Subsidies and Contributions	2,382,964	1,289,331	1,289,331	652,082	(49.42%)
Proceeds from Disposal of Assets	897,300	897,300	-	-	
Land and Buildings	(955,500)	(328,624)	291,376	(115,535)	(139.65%)
Infrastructure Assets - Roads	(1,878,165)	(902,934)	(52,934)	(373,582)	605.75%
Infrastructure Assets - Footpaths	(25,500)	(42,390)	(42,390)	(39,059)	(7.86%)
Infrastructure Assets - Other	(635,600)	(580,730)	(580,730)	(366,199)	(36.94%)
Infrastructure Assets - Drainage	(547,750)	(389,700)	(389,700)	(21,733)	(94.42%)
Plant and Equipment	(147,700)	(16,111)	(16,111)	(16,110)	(0.01%)
Furniture and Equipment	(801,000)	(81,322)	618,678	(16,416)	(102.65%)
<b>Amount attributable to investing activities</b>	<b>(1,710,951)</b>	<b>(155,180)</b>	<b>1,117,520</b>	<b>(296,552)</b>	
<b>Financing Activities</b>					
Proceeds from New Debentures	-	-	-	-	
Proceeds from Advances	-	-	-	-	
Self-Supporting Loan Principal	21,134	21,134	14,555	14,555	0.00%
Transfer from Reserves	1,414,500	1,288,191	-	-	
Advances to Community Groups	-	-	-	-	
Repayment of Debentures	(132,881)	(132,881)	(85,543)	(85,543)	0.00%
Transfer to Reserves	(1,248,204)	(2,317,630)	(99,942)	(99,942)	0.00%
<b>Amount attributable to financing activities</b>	<b>54,549</b>	<b>(1,141,186)</b>	<b>(170,930)</b>	<b>(170,930)</b>	
<b>Closing Funding Surplus (Deficit)</b>	<b>21,614</b>	<b>21,614</b>	<b>7,468,115</b>	<b>8,098,186</b>	

TOWN OF BASSENDEAN  
RATING INFORMATION  
2018/2019 BUDGET REVIEW FOR PERIOD ENDED 28 FEBRUARY 2019

Note 1: Rating Information	Rate in	Number of Properties	Original Budget	Proposed
			Rate Revenue	Amended Annual Rate Revenue
RATE TYPE	\$		\$	\$
GRV - Residential	7.2300	4,581	11,651,795	11,651,795
Minimum Rate	1,095	1,318	1,443,210	1,443,210
Interim Rates			75,000	5,000
Back Rates			3,000	3,000
Total			13,173,005	13,103,005
Less Rates in Advance 30/06/2019				-270,701
<b>TOTAL RATES</b>			<b>13,173,005</b>	<b>12,832,304</b>



**TOWN OF BASSENDEAN**  
**RESERVE FUNDS**  
**2018/2019 BUDGET REVIEW FOR PERIOD ENDED 28 FEBRUARY 2019**

**Note 2: Cash Backed Reserves**

Name	Opening Balance	Budget Interest Earned	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Revised Opening Balance	Proposed Amended Annual Budget Interest Earned	Proposed Amended Annual Budget Transfers In (+)	Proposed Amended Annual Budget Transfers Out (-)	Proposed Amended Annual Budget Closing Balance
	\$	\$	\$	\$	\$					
Plant And Equipment Reserve	384,099	7,682		(65,000)	326,781	384,099	6,035	-	-	390,134
Community Facilities Reserve	51,965	1,039	-		53,005	51,965	816	-	(51,516)	1,266
Land And Buildings Infrastructure Reserve	1,829,829	36,597	850,000	(320,000)	2,396,425	1,829,829	28,749	850,000	(150,000)	2,558,577
Waste Management Reserve	697,119	13,942	200,000	(467,500)	443,561	738,910	10,953	347,450	-	1,097,313
Wind In The Willows Child Care Reserve	79,926	1,599	40,000	(45,000)	76,525	89,841	1,256	40,000	(44,381)	86,715
Aged Persons Reserve	484,370	9,687	-	(9,000)	485,057	484,371	7,610	-	(8,550)	483,431
Youth Development Reserve	28,327	567	-	-	28,894	28,327	445	-	-	28,772
Underground Power Reserve	81,757	1,635	-	(33,000)	50,392	81,757	1,284	-	-	83,042
Employee Entitlements Reserve	1,020,253	20,405		-	1,040,658	1,020,253	16,029	-	(286,089)	750,193
Drainage Infrastructure Reserve	417,420	8,348	-	(400,000)	25,768	417,421	6,558	-	(389,700)	34,279
Hacc Asset Replacement Reserve	335,113	6,702	-	(25,000)	316,815	129,113	-	5,265	(10,000)	124,378
Unspent Grants Reserve	328,528	-	50,000	(50,000)	328,528	454,371	-	971,181	(347,955)	1,077,597
Street Tree Reserve	-	-	-	-	-	-	-	-	-	-
Bus Shelter Reserve	-	-	-	-	-	-	-	24,000	-	24,000
	-	-	-	-	-	-	-	-	-	-
	5,738,707	108,204	1,140,000	(1,414,500)	5,572,411	5,710,257	79,734	2,237,896	(1,288,191)	6,739,696

**TOWN OF BASSENDEAN**  
**2018/2019 BUDGET REVIEW FOR PERIOD ENDED 28 FEBRUARY 2019**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

	Last Years Actual Closing 30 June 2018 \$	This Time Last Year 28 Feb 2018 \$	Current 28 Feb 2019 \$
<b>Current Assets</b>			
Cash Unrestricted	3,412,701	8,589,713	7,813,938
Cash Restricted	5,710,257	4,826,808	5,810,198
Restricted Cash - Trust	2,221,269	2,086,873	2,423,096
Rates Outstanding	782,386	2,394,312	2,686,767
Sundry Debtors	198,465	140,443	140,703
GST Receivable	122,315	68,282	61,717
Accrued Interest	613	-	-
Inventories	15,018	16,079	16,617
	<u>12,463,025</u>	<u>18,122,511</u>	<u>18,953,037</u>
<b>Less: Current Liabilities</b>			
Sundry Creditors	(1,244,201)	(1,359,316)	(1,257,941)
Accrued Interest on Debentures	(4,793)	-	-
Accrued Salaries and Wages	(130,907)	-	-
Rates in Advance	-	(137,553)	(145,308)
Hyde Retirement Village Bonds	(259,648)	(157,850)	(375,898)
Bonds and Other Deposits	(1,961,619)	(1,929,023)	(2,047,198)
Current Employee Provisions	(2,249,870)	(2,109,118)	(2,247,927)
	<u>(5,851,038)</u>	<u>(5,692,860)</u>	<u>(6,074,271)</u>
<b>Net Current Assets</b>	<u><b>6,611,987</b></u>	<u><b>12,429,651</b></u>	<u><b>12,878,766</b></u>
Less: Cash Reserves	(5,710,259)	(4,826,808)	(5,810,200)
Less: Accrued Interest	(613)	-	-
Plus : Liabilities funded by Cash Backed Reserves	1,020,253	1,013,654	1,029,621
<b>Net Current Funding Position</b>	<u><b>1,921,369</b></u>	<u><b>8,616,497</b></u>	<u><b>8,098,186</b></u>

TOWN OF BASSENDEAN  
CAPITAL WORKS PROGRAM  
2018/2019 BUDGET REVIEW FOR PERIOD ENDED 28 FEBRUARY 2019

Note 4: Capital Works Program

Assets	Account	Original Budget	Proposed Amended Annual Budget	YTD Budget	Total YTD Actual	YTD Variance
			\$	\$	\$	\$
<b>Summary of Capital Acquisitions</b>						
Land and Buildings		955,500	328,624	(291,376)	115,535	406,911
Plant and Equipment		147,700	16,111	16,111	16,110	(1)
Furniture and Equipment		801,000	81,322	(618,678)	16,416	635,094
Roadworks		1,878,165	902,934	52,934	373,582	320,648
Drainage		547,750	389,700	389,700	21,733	(367,967)
Footpaths		25,500	42,390	42,390	39,059	(3,331)
Parks, Gardens and Reserves		635,600	580,730	580,730	366,199	(214,531)
<b>Totals</b>		<b>4,991,215</b>	<b>2,341,811</b>	<b>171,811</b>	<b>948,634</b>	<b>776,823</b>
<b>LAND</b>						
271 HAMILTON STREET SEWER & POWER	AL1801	30,000	24,647	24,647	24,646	(1)
HATTON CRT PAW- TPS 4 A	AL1802	6,000	6,000	6,000	-	(6,000)
KENNY STREET-PAW- TPS 4 A	AL1803	5,000	5,000	5,000	-	(5,000)
<b>Land Total</b>		<b>41,000</b>	<b>35,647</b>	<b>35,647</b>	<b>24,646</b>	<b>(11,001)</b>
<b>Buildings</b>						
MAIN SWITCHBOARD- STAN MOSES PAVILION	AB1801	22,000	16,750	16,750	16,750	-
MEN'S SHED CONSTRUCTION-	AB1802	370,000	35,000	(335,000)	7,973	342,973
BABY ROOM REONFIG- WITW	AB1803	10,000	7,534	7,534	7,534	-
PATIO REPLACEMENT- BOWLING CLUB	AB1804	15,000	15,000	15,000	15,000	-
DEPOT SECURITY	AB1805	16,500	15,883	15,883	15,883	0
ENGINEERING ROLLER DOOR	AB1806	20,000	3,500	3,500	3,336	(164)
ABULTION FACILITY- SANDY BEACH	AB1807	250,000	-	(250,000)	-	250,000
NEW RYDE VEHICLE CAGE- LIBRARY C/ PARK	AB1808	5,500	4,680	4,680	4,680	-
STOP WATER VALES- HYDE RETIREMENT VILLAGE	AB1809	9,000	8,550	8,550	8,550	-
SEATING REPLACEMENT- ASHFIELD RESERVE GRANDSTAND	AB1810	15,000	15,000	15,000	10,410	(4,590)
1 SURREY STREET REDEVELOPMENT	AB1811	150,000	150,000	150,000	-	(150,000)
AIRCONDITIONER UPGRADE- 48 OPR	AB1812	25,000	11,855	11,855	773	(11,082)
KITCHEN CUPBOARDS- ALF FAULKNER HALL	AB1813	6,500	5,425	5,425	-	(5,425)
ASHFIELD RESERVE PUBLIC TOILETS ROLLER SHUTTERS	AB1814	-	3,800	3,800	-	(3,800)
<b>Buildings Total</b>		<b>914,500</b>	<b>292,977</b>	<b>(327,023)</b>	<b>90,889</b>	<b>417,912</b>



TOWN OF BASSENDEAN  
CAPITAL WORKS PROGRAM

2018/2019 BUDGET REVIEW FOR PERIOD ENDED 28 FEBRUARY 2019

Note 4: Capital Works Program

Assets	Account	Original Budget	Proposed Amended Annual Budget	YTD Budget	Total YTD Actual	YTD Variance
			\$	\$	\$	\$
<b>Furniture and Equipment</b>						
IT INFRASTRUCTURE UPGRADE	AE1801	50,000	50,000	50,000	-	(50,000)
AIRCONDITIONER UPGRADE- 48 OPR	AE1802	-	-	-	-	-
KITCHEN CUPBOARDS- ALF FAULKNER HALL	AE1803	-	-	-	-	-
CCTV UPGRADE LIBRARY CARPARK	AE1804	15,000	15,000	15,000	-	(15,000)
ELECTRIC CHARGE STATION - OLD PERTH RD	AE1805	6,000	9,092	9,092	9,188	96
PURCHASE OF NEW BINS- THREE BIN SYSTEM	AE1806	700,000	-	(700,000)	-	700,000
CCTV SUCCESS HILL	AE1807	30,000	-	-	-	-
CCTV UPGRADE - 35 OLD PERTH ROAD	AE1808	-	7,230	7,230	7,228	(2)
<b>Furniture and Equipment Total</b>		<b>801,000</b>	<b>81,322</b>	<b>(618,678)</b>	<b>16,416</b>	<b>635,094</b>
<b>Plant and Equipment</b>						
REPLACE HACC VEHICLE P853	AF1801	35,000	-	-	-	-
POLMAC TAN AXLE TRAILER- PW7040	AF1802	11,700	9,198	9,198	9,198	(0)
TRAILER- P7196- MOWER TRAILER	AF1803	16,000	6,913	6,913	6,913	(0)
WATER TRUCK 5 TONNE - PP7117	AF1804	85,000	-	-	-	-
<b>Plant and Equipment Total</b>		<b>147,700</b>	<b>16,111</b>	<b>16,111</b>	<b>16,110</b>	<b>(1)</b>
<b>Infrastructure - Roads</b>						
SAFE ACTIVE ROJECT- BICYCLE BOULEVARD -WHITFIELD STREET	AR1801	850,000	-	(850,000)	-	850,000
BROADWAY STATION ACCESS PROJECT	AR1802	550,000	344,286	344,286	-	(344,286)
RESURFACE SUCCESS ROAD - SEVENTH AVE TO LORD STREET	AR1803	35,000	35,000	35,000	34,287	(713)
RESURFACE JAMES STREET, FROM OPR AND BRIDSON STREET	AR1804	275,000	164,000	164,000	162,804	(1,196)
RESURFACE - KATHLEEN STREET- GUILDFORD RD TO PALMERSTON	AR1805	45,261	45,261	45,261	32,998	(12,263)
RESURFACE - BRADSHAW STREET- WEST OF LORD STREET	AR1806	7,000	7,832	7,832	7,831	(1)
RESURFACE -MARY CRESENT WEST OF LORD STREET	AR1807	10,000	10,397	10,397	10,397	(0)
RESURFACE -GREY STREET END OF NORTHLINK TO TOWN BOUNDARY	AR1808	42,904	42,904	42,904	34,216	(8,688)
UPGRADE LIGHTING- PEDESTRIAN ROUTES TO PUBLIC TRANSPORT- SUCCESS HILL	AR1809	63,000	63,000	63,000	10,840	(52,160)
SUCCESS ROAD RESURFACE AND FOOTPATH UPGRADE	AR1810	-	90,254	90,254	80,210	(10,044)
BROADWAY STATION ACCESS LANDSCAPING AND WSUD	AR1811	-	100,000	100,000	-	(100,000)
			-	-	-	-
			-	-	-	-
			-	-	-	-
<b>Roads Total</b>		<b>1,878,165</b>	<b>902,934</b>	<b>52,934</b>	<b>373,582</b>	<b>320,648</b>
<b>Infrastructure - Footpaths</b>						
FOOTPATH- TROY STREET BETWEEN SCADDEN AND BROADWAY	AT1801	15,000	26,890	26,890	26,890	(0)
FOOTPATH- COLSTOUN/ GUILDFORD ROAD REPLACE KERBING & PATH	AT1802	10,500	15,500	15,500	12,169	(3,331)
<b>Infrastructure - Footpaths Total</b>		<b>25,500</b>	<b>42,390</b>	<b>42,390</b>	<b>39,059</b>	<b>(3,331)</b>
<b>Infrastructure - Drainage</b>						
DRAINAGE WORKS- LORD STREET- RELINE AND CUT ROOTS	AD1801	106,000	76,000	76,000	7,800	(68,200)
DRAINAGE- WILSON STREET REPLACE PIPES AND UNDERGROUND STORAGE	AD1802	-	-	-	-	-
DRAINAGE- NORTH ROAD REPLACE MANHOLE AND CLEAN	AD1803	51,250	51,250	51,250	943	(50,307)

TOWN OF BASSENDEAN  
CAPITAL WORKS PROGRAM  
2018/2019 BUDGET REVIEW FOR PERIOD ENDED 28 FEBRUARY 2019

Note 4: Capital Works Program

Assets	Account	Original Budget	Proposed Amended Annual Budget	YTD Budget	Total YTD Actual	YTD Variance
			\$	\$	\$	\$
DRAINAGE- HATTON CRT UPGRADE PIPES	AD1804	-	-	-	-	-
DRAINAGE- BRIDSON & WITFIELD STREET- INSTALL BASIN AND INLET PIPES POS	AD1805	70,500	12,450	12,450	2,950	(9,500)
DRAINAGE- SURREY STREET RELINE CHRISTIE PARK	AD1806	210,500	160,500	160,500	5,640	(154,860)
DRAINAGE- ANZAC TCE STORMWATER PIPES AND 2 MANHOLES	AD1807	76,500	56,500	56,500	3,480	(53,020)
DRAINAGE- PALMERSTON RESERVE- NEW SIBSOIL DRAINAGE	AD1808	33,000	33,000	33,000	920	(32,080)
<b>Infrastructure - Drainage Total</b>		<b>547,750</b>	<b>389,700</b>	<b>389,700</b>	<b>21,733</b>	<b>(367,967)</b>
<b>Infrastructure - Park Plant &amp; Equipment</b>						
MARY CRES NATURE BASED PLAYGROUND	AP1801	250,000	301,516	301,516	286,189	(15,327)
UPGRADE TO SHELTERS & SIGNAGE - SUCCESS HILL	AP1802	7,000	7,000	7,000	-	(7,000)
PLAY EQUIPMENT - PADBURY PARK	AP1803	10,000	10,000	10,000	-	(10,000)
SEATING REPLACEMENT- ASHFIELD RESERVE GRANDSTAND	AP1804	-	-	-	-	-
PLAY EQUIPMENT(NATURE BASED PLAYGROUND) - WIND IN THE WILLOWS- ASHFIELD	AP1805	25,000	26,847	26,847	-	(26,847)
PLAY EQUIPMENT - WIND IN THE WILLOWS- BASSENDEAN	AP1806	10,000	10,000	10,000	-	(10,000)
TENNIS COURTS RESURFACE- BIC	AP1807	15,000	13,750	13,750	13,750	-
UPGRADE TO GARDENS- 48 OLD PERTH ROAD	AP1808	15,000	8,562	8,562	8,561	(1)
SPILLWAY CONSTRUCTION- SUCCESS HILL	AP1809	180,000	50,000	50,000	31,689	(18,311)
POST & RAIL REPLACEMENT- JUBILEE RESERVE	AP1810	20,000	19,793	19,793	19,793	-
BROADWAY ABORETUM- STAGE 2 IMPLEMENTATION	AP1811	44,100	44,100	44,100	-	(44,100)
PLAN FOR LIVING STREAMS	AP1812	20,000	20,000	20,000	-	(20,000)
ASHFIELD TREES(U/PWER RES)	AP1813	-	-	-	-	-
KELLY PARK LIGHTING	AP1814	32,500	50,500	50,500	1,000	(49,500)
MARY CRESCENT DOG FOUNTAIN	AP1815	7,000	5,217	5,217	5,217	(0)
UPGRADE POWER BOX AT MARY CRESCENT RESERVE	AP1816	-	13,445	13,445	-	(13,445)
<b>Infrastructure - Park Plant &amp; Equipment Total</b>		<b>635,600</b>	<b>580,730</b>	<b>580,730</b>	<b>366,199</b>	<b>(214,531)</b>
<b>Capital Expenditure Total</b>		<b>4,991,215</b>	<b>2,341,811</b>	<b>171,811</b>	<b>948,634</b>	<b>776,823</b>



TOWN OF BASSENDEAN  
PROPOSED PROJECT BUDGET AMENDMENTS  
2018/2019 BUDGET REVIEW FOR PERIOD ENDED 28 FEBRUARY 2019

Projects & Consultancies List

	2018/19 Budget	Amended Annual Budget 2018/2019	2018/19 TOTAL	FUNDING SOURCE
<b>RECREATION &amp; CULTURE</b>				
SPORT & REC - CLUB CONNECT	\$7,500	\$7,500	\$3,419	COUNCIL
SPORT & REC - KIDS SPORT	\$0	\$0	\$6,434	GRANT
CONSULTANT - OPEN SPACE FRAMEWORK	\$10,000	\$0	\$0	COUNCIL
MASTER PLAN - BIC RESERVE	\$20,000	\$0	\$0	COUNCIL
GAS HEATER AND PIN BOARD FOR STREET DOCTOR+ AB1814 She	\$0	\$1,360	\$565	COUNCIL
YOUR MOVE - SIGNAGE	\$0	\$6,600	\$0	COUNCIL
YOUR MOVE - FIX-IT STATION	\$0	\$5,500	\$0	TRUST
YOUR MOVE - 4 X E-BIKES	\$0	\$10,000	\$0	COUNCIL
YOUR MOVE - 50 X BIKE D-LOCKS	\$0	\$2,175	\$0	COUNCIL
YOUR MOVE - CYCLE WITHOUT AGE PROGRAM	\$0	\$18,836	\$0	COUNCIL
MASTER PLAN - JUBILEE RESERVE	\$20,000	\$20,000	\$0	COUNCIL
LIGHTING AUDITS - BASSENDEAN, JUBILEE, ASHFIELD	\$20,000	\$20,000	\$0	COUNCIL
CONSULTANT TO DESIGN NEW PLAYGROUND MARY CRESCENT	\$17,200	\$17,200	\$32,035	COUNCIL
CONSULTANT TO DESIGN NEW PLAYGROUND SANDY BEACH	\$17,800	\$17,800	\$17,800	COUNCIL
BUSINESS CASE - SDFC FOOTBALL FACILITIES	\$45,000	\$25,000	\$82	GRANT
DISABILITY ACCESS AND INCLUSION PLAN	\$20,000	\$20,000	\$20,405	COUNCIL
PENSIONER GUARD COTTAGE - ARCHITECT, ALSO GL AB1811	\$52,000	\$52,000	\$43,265	COUNCIL
CULTURE - ARTS & CULTURE PLAN	\$50,000	\$50,000	\$9,045	COUNCIL
PUBLIC EVENTS - FRINGE FESTIVAL	\$32,500	\$32,500	\$29,516	COUNCIL
PUBLIC EVENTS - WAMMI FESTIVAL	\$32,500	\$32,500	\$25,465	COUNCIL
PUBLIC EVENTS - NAIDOC DAY	\$81,000	\$81,000	\$80,250	\$20,000 GRANT'S
PUBLIC EVENTS - AUSTRALIA DAY	\$159,000	\$159,000	\$141,759	\$20,000 INCOME
PUBLIC EVENTS - COMMUNITY EVENTS SPONSORSHIP	\$30,000	\$30,000	\$9,082	COUNCIL
PUBLIC EVENTS - CHILDREN WEEK	\$1,700	\$700	\$494	COUNCIL
PUBLIC EVENTS - VISUAL ART AWARD	\$40,000	\$40,000	\$37,342	\$5,000 FEES
PUBLIC EVENTS - SENIORS WEEK	\$7,000	\$7,000	\$7,486	COUNCIL
PUBLIC EVENTS - AVON DECENT	\$5,300	\$5,300	\$5,792	\$4,500 GRANT
PUBLIC EVENTS - ANZAC DAY + OTHER MEMORIAL DAYS	\$17,200	\$17,200	\$14,120	COUNCIL
PUBLIC EVENTS - SUMMER OUTDOOR MOVIES	\$22,000	\$23,000	\$13,598	COUNCIL
<b>TOTAL RECREATION &amp; CULTURE</b>	<b>\$707,700</b>	<b>\$710,171</b>	<b>\$503,844</b>	
<b>LIBRARY</b>				
TOWN OF BASSENDEAN HISTORY BOOK PRODUCTION	\$26,000	\$26,000	\$4,796	COUNCIL
<b>TOTAL LIBRARY</b>	<b>\$26,000</b>	<b>\$26,000</b>	<b>\$4,796</b>	
<b>ASSET SERVICES</b>				
ASSET MANAGEMENT	\$82,000	\$82,000	\$42,346	COUNCIL
GRAFFITI REMOVAL PROGRAM	\$20,000	\$20,000	\$24,250	COUNCIL
BIKE BOULEVARD DESIGN	\$120,000	\$120,000	\$57,550	DOT GRANT
URBAN FOREST MANAGEMENT PLAN & REVISED STREET TREE MASTER PLAN	\$60,000	\$0	\$1,306	COUNCIL
STREET/ROAD LIGHT REVIEW/ NEW LED LIGHTS	\$30,000	\$30,000	\$0	COUNCIL
ENGINEER - PROJECTS DESIGN AND TECHNICAL SPECIFICATIONS	\$40,000	\$60,000	\$4,545	COUNCIL
WEED MANAGEMENT - STEAM WEEDING OF ROADS AND MP0051 BUSHLAND	\$85,000	\$109,000	\$48,108	COUNCIL
<b>TOTAL TRANSPORT</b>	<b>\$437,000</b>	<b>\$421,000</b>	<b>\$178,106</b>	
<b>DEVELOPMENT SERVICES</b>				
SWAN RIVER TRUST PRECINCT PLAN REVIEW	\$5,000	\$5,000	\$2,940	COUNCIL
STREETScape PROTECTION AREA(EILEEN TO WILSON)	\$30,000	\$30,000	\$0	COUNCIL
MUNICIPAL HERITAGE INVENTORY	\$10,000	\$10,000	\$0	COUNCIL
TREE ASSESSMENT	\$5,000	\$5,000	\$0	COUNCIL
LOCAL PLANNING STRATEGY	\$76,000	\$170,000	\$131,280	COUNCIL
BASSENDEAN ACTIVITY CENTRE ACTIVITY PLAN	\$40,000	\$40,000	\$0	
DEVELOPMENT CONTRIBUTION PLAN	\$5,000	\$5,000	\$0	
LOCAL PLANNING POLICY - BUILT FORMS GUIDELINES 19/20	\$40,000	\$0	\$0	
LOCAL PLANNING POLICY - TREE PRESERVATION ON DEV. SITES	\$0	\$7,500	\$0	COUNCIL
CONTRACT RELIEF - BUILDING SURVEYOR	\$17,500	\$7,000	\$1,818	COUNCIL
<b>TOTAL DEVELOPMENT SERVICES</b>	<b>\$228,500</b>	<b>\$279,500</b>	<b>\$136,039</b>	

TOWN OF BASSENDEAN  
PROPOSED PROJECT BUDGET AMENDMENTS  
2018/2019 BUDGET REVIEW FOR PERIOD ENDED 28 FEBRUARY 2019

Projects & Consultancies List

	2018/19 Budget	Amended Annual Budget 2018/2019	2018/19 TOTAL	FUNDING SOURCE
<b>ECONOMIC DEVELOPMENT</b>				
ECONOMIC DEVELOPMENT- DEVELOPMENT PLAN	\$32,500	\$32,500	\$2,733	COUNCIL
OLD PERTH RD INITIATIVES	\$64,745	\$64,745	\$73,181	COUNCIL
OLD PERTH VIBRANCY PROJECT	\$0	\$34,700	\$0	COUNCIL
BUSINESS PLAN - PUBLICITY & PROMOTION	\$30,000	\$30,000	\$29,415	COUNCIL
EMRC PROJECTS - ECONOMIC DEVELOPMENT	\$6,295	\$6,295	\$0	COUNCIL
EMRC PROJECTS - REGIONAL EVENTS	\$6,294	\$6,294	\$14,239	COUNCIL
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>\$139,834</b>	<b>\$174,534</b>	<b>\$119,569</b>	
<b>GOVERNANCE</b>				
EMPLOYEE ASSISTANCE PROGRAM	\$30,000	\$30,000	\$21,505	COUNCIL
ORGANISATION FUNCTION REVIEW	\$0	\$15,000	\$0	COUNCIL
INFORMATION SYSTEMS REVIEW	\$0	\$15,000	\$0	COUNCIL
RECONCILIATION ACTION PLAN CONSULTATION	\$50,000	\$50,000	\$31,759	COUNCIL
GOVERNANCE - CORPORATE PLANNING	\$37,000	\$41,000	\$41,674	COUNCIL
OCCUPATIONAL HEALTH & SAFETY PROGRAMS	\$9,000	\$9,000	\$2,148	COUNCIL
SERVICE REVIEW - SENIORS & DISABILITY SERV + HRV	\$25,000	\$25,000	\$22,500	COUNCIL
<b>TOTAL GOVERNANCE</b>	<b>\$151,000</b>	<b>\$185,000</b>	<b>\$119,736</b>	
<b>HEALTH</b>				
SUICIDE PREVENTION - RUN IN CONJUNCTION WITH COMMUNITY SAFETY & CR	\$0	\$5,000	\$0	COUNCIL
COMMUNITY SAFETY & CRIME PREVENTION	\$0	\$5,000	\$0	COUNCIL
MOSQUITO CONTROL PROGRAM	\$36,000	\$36,000	\$243	COUNCIL
PEST - RAT ERADICATION PROGRAM	\$2,400	\$2,400	\$1,346	COUNCIL
<b>TOTAL HEALTH</b>	<b>\$38,400</b>	<b>\$48,400</b>	<b>\$1,589</b>	



<b>RANGERS</b>				
CONSTABLE CARE PROGRAM	\$5,500	\$5,500	\$5,500	COUNCIL
EMRC - FLOOD MARKINGS	\$15,000	\$15,000	\$17,028	COUNCIL
EMERGENCY SERVICES CONTRACTS	\$36,000	\$28,000	\$4,950	COUNCIL
<b>TOTAL RANGERS</b>	<b>\$56,500</b>	<b>\$48,500</b>	<b>\$27,478</b>	
<b>ENVIRONMENT</b>				
PURCHASE OF NEW TREES		\$ 178,000	\$ -	
STREET TREE COMMUNICATION AND BEHAVIOUR PROGRAM & ARBORIST	\$ -	\$ 40,000	\$ -	COUNCIL
LOT 271 HAMILTON STREET - PREPARE SITE TO ACCOMMODATE DEVELOPMENT	\$50,800	\$50,800	\$44,200	COUNCIL
BINDARING HYDROLOGY STUDY	\$10,000	\$10,000	\$0	COUNCIL
SUSTAINABILITY - COMMUNITY EDUCATION PROGRAMME	\$10,000	\$10,000	\$3,233	COUNCIL
EMRC - REGIONAL INTEGRATED TRANSPORT PROJECTS	\$6,000	\$6,000	\$6,077	COUNCIL
EMISSIONS REDUCTION (EMRC - ENVIRONMENTAL & SUSTAINABILITY PROGRAM - ENERGY, WATER & CLIMATE CHANGE )	\$41,000	\$41,000	\$41,005	COUNCIL
SUSTAINABILITY - COMMUNITY GRANTS & PROJECTS	\$10,000	\$5,000	\$1,645	COUNCIL
SUSTAINABILITY - CLEVER CLIMATE PROGRAM	\$5,000	\$5,000	\$0	COUNCIL
WASTE STRATEGY Inc. Behaviour Program	\$0	\$60,000	\$0	COUNCIL
WASTE EDUCATIONAL PROG (Schools, Better Bin Etc)	\$25,420	\$0	\$0	COUNCIL
STREET TREE COMMUNICATION AND BEHAVIOUR PROGRAM AND ARBORIST FOR TREE SELECTION AND TREE RESEARCH PROGRAM	\$0	\$40,000	\$0	COUNCIL
WASTE MANAGEMENT STICKERS	\$38,800	\$38,800	\$181	\$28k GRANT
<b>TOTAL ENVIRONMENT</b>	<b>\$197,020</b>	<b>\$484,600</b>	<b>\$96,341</b>	
<b>TOTAL PROJECTS INCLUDED IN OPERATING EXPENDITURE</b>	<b>\$1,981,954</b>	<b>\$2,377,705</b>	<b>\$1,187,496</b>	

EXTRACT FROM PROJECT AND CONSULTANCIES LIST ABOVE

<b>Top 21 Projects</b>	<b>Original Budget</b>	<b>Amended Annual Budget 2018/2019</b>	<b>Project Ref:</b>
CULTURE - ARTS & CULTURE PLAN	\$ 50,000	\$ 50,000	1
BUSINESS CASE - SDFC FOOTBALL FACILITIES	\$ 45,000	\$ -	2
BASSEDEAN ACTIVITY CENTRE ACTIVITY PLAN	\$ 40,000	\$ 40,000	3
BROADWAY STATION ACCESS -LANDSCAPING	\$ -	\$ 100,000	4
BROADWAY STATION ACCESS	\$ 550,000	\$ 344,286	4
COMMUNITY SAFETY & CRIME PREVENTION	\$ -	\$ -	5
DEVELOPMENT CONTRIBUTION PLAN	\$ 5,000	\$ 5,000	6
EMISSIONS REDUCTION (EMRC -ENVIRONMENTAL & SUSTAINABILITY PROGRAM - ENERGY, WATER & CLIMATE CHANGE )	\$ 41,000	\$ -	7
WATER CORP - OPEN STORM DRAINS	\$ 20,000	\$ -	8
LOCAL PLANNING POLICY - BUILT FORMS GUIDELINES 19/20	\$ 40,000	\$ -	9
LOCAL PLANNING POLICY - TREE PRESERVATION ON DEV. SITES	\$ -	\$ 7,500	10
LOCAL PLANNING STRATEGY	\$ 76,000	\$ 170,000	11
MENS SHED	\$ 370,000	\$ 35,000	12
CONSULTANT TO DESIGN NEW PLAYGROUND SANDY BEACH	\$ 17,800	\$ 17,800	13
PURCHASE OF NEW TREES	\$ -	\$ 178,000	14
STREET TREE COMMUNICATION AND BEHAVIOUR PROGRAM & ARBORIST	\$ -	\$ 40,000	14
STREET TREE MAINTENANCE PROGRAM	\$ 828,000	\$ 650,000	14
SUICIDE PREVENTION - RUN IN CONJUNCTION WITH COMMUNITY SAFETY & CR	\$ -	\$ -	15
PENSIONER GUARD COTTAGE - ARCHITECT, ALSO GL AB1811	\$ 52,000	\$ -	16
NO 1 SURREY STREET ALSO GL151359	\$ 150,000	\$ -	16
OLD PERTH VIBRANCY PROJECT	\$ -	\$ -	17
WASTE STRATEGY Inc. Behaviour Program	\$ -	\$ 60,000	18
WEED MANAGEMENT -STEAM WEEDING OF ROADS AND MP0051 BUSHLAND	\$ 85,000	\$ 103,000	19
Land Care weed control (chemical weed control)	\$ 51,000	\$ 51,000	19
SAFE ACTIVE ROJECT- BICYCLE BOULEVARD -WHITFIELD STREET	\$ 850,000	\$ -	20
CONSULTANT- OPEN SPACE FRAMEWORK	\$ 10,000	\$ -	21
	\$ 3,280,800	\$ 1,851,586	

EXTRACT FROM PROJECT AND CONSULTANCIES LIST ABOVE

<b>New Operational Projects</b>	<b>Original Budget</b>	<b>Amended Annual Budget 2018/2019</b>
ASHFIELD RESERVE PUBLIC TOILETS ROLLER SHUTTERS FOR STREET DOCTOR (T2)	\$ -	\$ 3,800
GAS HEATER AND PIN BOARD FOR STREET DOCTOR+ AB1814 Shelter(T21)	\$ -	\$ 1,360
EXPENSE- SPORT & REC - YOUR MOVE SIGNS	\$ -	\$ 6,600
EXPENSE- SPORT & REC - YOUR MOVE FIX IT STATION	\$ -	\$ 5,500
EXPENSE- SPORT & REC - YOUR MOVE 4 X E-BIKES	\$ -	\$ 10,000
EXPENSE- SPORT & REC - YOUR MOVE 50 X BICYCLE D-LOCKS	\$ -	\$ 2,175
EXPENSE- SPORT & REC - YOUR MOVE CYCLE WITHOUT AGE PROJECT	\$ -	\$ 18,836
LOCAL PLANNING STRATEGY (T21)-COMMUNITY ENGAGEMENT STRATEGY -ADDITIONAL	\$ -	\$ 61,500
EXPENSE - MENTAL HEALTH - SUICIDE PREVENTION (T21)	\$ -	\$ 5,000
EXPENSE - SANITATION - WASTE STRATEGY (T21)	\$ -	\$ 60,000
STREET TREE COMMUNICATION AND BEHAVIOUR PROGRAM AND ARBORIST	\$ -	\$ 40,000
COMMUNITY SAFETY & CRIME PREVENTION(T21)	\$ -	\$ 5,000
OLD PERTH VIBRANCY PROJECT(T21)	\$ -	\$ 34,700
GOVERNANCE SALARIES & WAGES(New Positions Only)	\$ -	\$ 109,000
EXPENSE - GOVNC - ORGANISATION FUNCTION REVIEW	\$ -	\$ 15,000
EXPENSE - GOVNC - INFORMATION SYSTEMS REVIEW	\$ -	\$ 15,000
<b>TOTAL</b>		<b>\$ 393,471</b>

EXTRACT FROM PROJECT AND CONSULTANCIES LIST ABOVE

<b>Amended Operational Projects</b>		<b>Amended Annual Budget 2018/2019</b>
CONSULTANT- OPEN SPACE FRAMEWORK (T21)	\$ 10,000	\$ -
BUSINESS CASE - SDFC FOOTBALL FACILITIES	\$ 45,000	\$ 25,000
MASTER PLAN - BIG RESERVE	\$ 20,000	\$ -
PUBLIC EVENTS - CHILDREN WEEK	\$ 1,700	\$ 700
PUBLIC EVENTS - SUMMER OUTDOOR MOVIES	\$ 22,000	\$ 23,000
ENGINEER - PROJECTS DESIGN AND TECHNICAL SPECIFICATIONS	\$ 40,000	\$ 60,000
URBAN FOREST MANAGEMENT PLAN & REVISED STREET TREE M	\$ 60,000	\$ -
STREET TREE PLANTING PROGRAM	\$ 828,000	\$ 650,000
PURCHASE OF NEW TREES		\$ 178,000
WEED MANAGEMENT -STEAM WEEDING OF ROADS AND MP0051 BUSHLAND (T	\$ 85,000	\$ 109,000
CONTRACT RELIEF - BUILDING SURVEYOR	\$ 17,500	\$ 7,000
GOVERNANCE - CORPORATE PLANNING	\$ 37,000	\$ 41,000
SUSTAINABILITY - COMMUNITY GRANTS & PROJECTS	\$ 10,000	\$ 5,000
WASTE EDUCATIONAL PROG (Schools, Better Bin Etc)	\$ 25,420	\$ -
<b>TOTAL</b>		<b>\$ 1,098,700</b>

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TOWN OF BASSENDEAN				
SUMMARY OF PROPOSED AMENDED ANNUAL BUDGET BY PROGRAM				
2018/2019 BUDGET REVIEW FOR PERIOD ENDED 28 FEBRUARY 2019				
Description	Original Budget	Proposed Budget	Budget Change	Justification/Reason for Budget Amendment
	\$	\$	\$	
<b>INCOME</b>				
General Purpose Funding - Rates	13,173,005	12,832,304	(340,701)	Less Interim Rates and Prepaid rates to Liabilities
General Purpose Funding - Other	911,223	840,067	(71,156)	DLG Grants reduced
Governance	17,200	17,200	-	No Change
Law, Order & Public Safety	112,700	114,740	2,040	Additional Income
Health	2,760,665	2,736,115	(24,550)	Less Rubbish Income than anticipated
Education & Welfare	5,051,412	5,144,355	92,943	Additional SDS Funding HACC & HCP
Community Amenities	218,000	219,440	1,440	Additional Grants
Recreation & Culture	236,560	246,852	10,292	Additional Grants
Transport	154,000	159,966	5,966	Additional Income
Economic Services	100,350	100,450	100	Less Income
Other Property & Services	83,172	100,545	17,373	Additional Income
Non Operating Grants Subsidies and Contributions	2,382,964	1,289,331	(1,093,633)	Less Grant and Cash In Lieu Income
<b>Total Income</b>	<b>25,201,251</b>	<b>23,801,364</b>	<b>(1,399,887)</b>	
<b>OPERATING EXPENDITURE</b>				
General Purpose Funding	(777,422)	(751,472)	25,950	Overall Savings in Salaries & wages
Governance	(1,181,968)	(1,529,058)	(347,090)	Additional Funds Required for Salaries & Wages
Law, Order & Public Safety	(676,252)	(676,902)	(650)	Minor
Health	(3,189,115)	(3,071,767)	117,348	Saving on Waste Services - T/fered to Reserve
Education & Welfare	(5,560,607)	(5,644,144)	(83,537)	Additional Salaries & Wages offset by Additional Income
Community Amenities	(1,325,057)	(1,341,841)	(16,784)	Additional funds required for Community Engagement Strategy
Recreation & Culture	(6,593,488)	(6,595,507)	(2,019)	Minor
Transport	(6,050,683)	(6,029,661)	21,022	Overall Savings
Economic Services	(545,985)	(567,185)	(21,200)	Additional Funds Required for Vibrancy Project
Other Property & Services	(202,135)	(228,177)	(26,042)	Additional Funds Required for Terminations
<b>Total Operating Expenditure</b>	<b>(26,102,712)</b>	<b>(26,435,715)</b>	<b>(333,003)</b>	
<b>CAPITAL EXPENDITURE</b>				
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>4,373,700</b>	<b>1,724,296</b>	<b>2,649,404</b>	Overall Savings on Budget but due to Projects not Completed
<b>SUMMARY</b>				
<b>TOTAL OPERATING AND NON OPERATING INCOME</b>	<b>25,201,251</b>	<b>23,801,364</b>	<b>(1,399,887)</b>	Less Income
<b>CAPITAL EXPENDITURE</b>	<b>4,373,700</b>	<b>1,724,296</b>	<b>2,649,404</b>	Overall Savings on Budget - Projects not Completed
<b>TOTAL OPERATING EXPENDITURE</b>	<b>(26,102,712)</b>	<b>(26,435,715)</b>	<b>(333,003)</b>	More Expenditure
<b>Net Expenditure Change</b>			<b>916,514</b>	Overall Savings on Budget = Available Funds - Projects not complete
<b>REPRESENTED BY:</b>				
Movement between opening /closing Surplus (Est \$1,646,933 - Act \$1,921,369)			274,436	
Adopted closing surplus			21,614	
Write Back Movement in Depreciation budget			4,784	
Movement in Transfer to Reserves			(1,069,427)	Less Funds in Muni - Additional Funds sent to reserves -\$510K Bike Blvd Grant, \$93K Waste Grant, \$300K SDS HCP Client Funds, \$50K Other Grants to be used 19/20, \$18 P Gorman
Movement in Transfers from Reserves			(126,309)	Less Funds In Muni - Less Funds from reserve - projects not completed less and Employee Entitlement
<b>Revised Proposed Budget Closing Surplus</b>			<b>21,614</b>	



TOWN OF BASSENDEAN				
SUMMARY OF PROPOSED AMENDED ANNUAL BUDGET BY NATURE OR TYPE				
2018/2019 BUDGET REVIEW FOR PERIOD ENDED 28 FEBRUARY 2019				
	Original Annual Budget	Proposed Annual Budget	Budget Change	Justification/Reason for Budget Amendment
<b>Revenue from operating activities</b>				
Rates	13,173,005	12,832,304	(340,701)	Change in Accg Standard AASB1058 - Rates In advance not Revenue, Less Interim Rates
Operating Grants, Subsidies and Contributions	2,776,326	2,784,115	7,789	Additional Income
Fees and Charges	5,968,203	5,987,853	19,650	Additional Income
Interest Earnings	459,345	415,345	(44,000)	Innterest Earning Less than Anticipated
Other Revenue	370,556	421,565	51,009	Additional Income and Reimbursements
Profit on Disposal of Assets	70,852	70,852	-	No Movement
Non Operating Grants Subsidies and	2,382,964	1,289,331	(1,093,633)	Less Grant and Cash In Lieu Income
<b>TOTAL REVENUE</b>	<b>25,201,251</b>	<b>23,801,364</b>	<b>(1,399,887)</b>	
<b>Expenditure from operating activities</b>				
Employee Costs	(11,882,476)	(12,279,704)	(397,228)	\$148K Termination Pay, \$109K Additional Staff, \$14 Long Service Leave & Other costs
Materials and Contracts	(8,337,538)	(8,194,971)	142,567	Savings in Bulk Rubbish Collections
Utility Charges	(736,314)	(718,664)	17,650	Savings
Depreciation on Non-Current Assets	(3,316,368)	(3,321,152)	(4,784)	Additional Depreciation
Interest Expenses	(49,688)	(49,688)	-	No Movement
Insurance Expenses	(439,889)	(450,134)	(10,245)	Premiums More than Anticipated
Other Expenditure	(1,280,852)	(1,361,815)	(80,963)	\$43K Your Move, \$35K Vibrancy Project
Loss on Disposal of Assets	(59,586)	(59,586)	-	No Movement
<b>TOTAL EXPENDITURE</b>	<b>(26,102,712)</b>	<b>(26,435,715)</b>	<b>(333,003)</b>	
<b>OPERATING BUDGET MOVEMENT INC NON OP GRANTS</b>			<b>(1,732,890)</b>	Additional Funds Required
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>4,373,700</b>	<b>1,724,296</b>	<b>2,649,404</b>	Overall Savings on Capital Budget but due to Projects not Completed Cap Ex Projects deferred, \$700K 3 Bins, \$850K SafeActive Blvd Whitfield, \$300K Mens Shed plus Other Minor Projects
<b>TOTAL Overall Budget Savings</b>			<b>916,514</b>	
Movement between opening /closing Surplus (Est \$1,646,933 - Act \$1,921,369)			274,436	
Adopted closing surplus			21,614	
Write Back Movement in Depreciation budget			4,784	
Movement in Transfer to Reserves - See Detailed Worksheet			(1,069,427)	T/fering Funds from Savings to Reserves for Future Projects
Movement in Transfers from Reserves - See Detailed Worksheet			(126,309)	Less Funds coming into Muni from Reserves due to Projects not completed, Including
<b>Revised Budget Closing Surplus</b>			<b>21,614</b>	

# **ATTACHMENT NO. 9**



**TOWN OF BASSENDEAN**  
**MINUTES**  
**BASSENDEAN RIVER PARKS COMMITTEE**  
**HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN**  
**ON TUESDAY 5 MARCH 2019, AT 3.10PM**

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

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

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

**Present**

**Committee Members**

Cr Melissa Mykytiuk, Presiding Member  
Cr Kathryn Hamilton  
Cr Bob Brown  
Nonie Jekabsons, Community Representative  
Paul Bridges, Community Representative  
Naomi Bannister, Community Representative  
Jane Bremmer, Community Representative

**Members of the Committee (Advisory role only)**

Augustine Okom, Dept. of Biodiversity, Conservation & Attractions – Rivers & Estuaries Branch

**Visitors**

Gavan McGrath, Dept. of Biodiversity, Conservation & Attractions – Ecosystems Science

**Officers**

Peta Mabbs, Chief Executive Officer  
Simon Stewert-Dawkins, Director Operational Services  
Ken Cardy, Manager Asset Services  
Jeremy Walker, Senior Environmental Officer  
Amy Holmes, Minute Secretary

### **Apologies**

John Wood, Community Representative  
Peter Kane, Dept. of Planning – Lands & Heritage  
Brian Reed, Manager Development Services

### **Absent**

Glen Byleveld, Dept. of Biodiversity, Conservation & Attractions  
Andrew Hawkins, Dept. of Planning – Lands & Heritage  
Tim Sparks, Dept. of Water  
Stephen Summerton, Dept Fire Emergency Services

## **3.0 DEPUTATIONS**

The Department of Biodiversity, Conservation and Attractions - Research Scientist Dr Gavan McGrath, provided a powerpoint presentation outlining the Ashfield Flats hydrological study that is currently being undertaken in relation to Item 8.3 – **see attached.**

## **4.0 CONFIRMATION OF MINUTES**

### **4.1 River Parks Committee Minutes of 13 November 2018**

#### **COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.1**

MOVED Cr Hamilton, Seconded Paul Bridges, that the minutes of the River Parks Committee meeting held on 13 November 2018 be confirmed as a true record.

**CARRIED UNANIMOUSLY**

## **5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Nil

## **6.0 DECLARATIONS OF INTEREST**

Cr Mykytiuk declared that she is an employee of the Department of Biodiversity, Conservation and Attractions.

## **7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

Nil

## **8.0 REPORTS**

### **8.1 River Parks Committee - Instrument of Appointment and Delegation**

At its meeting held on 18 December 2018, Council resolved to amend the River Parks Committee's Instrument of Appointment and Delegation, so that members from external organisations of the Committee are attending in an advisory role only.

The current representatives from the following external organisations have been consulted, and the general consensus is that these members preferred not to have voting rights on this Committee, as they felt that there could be a conflict of interest when matters concerning their areas, are voted on.

- One representative from the Department of Planning Lands and Heritage;
- One representative from the Department of Biodiversity, Conservation & Attractions;
- One representative from the Department of Water and Environmental Regulation; and
- One representative from the Department of Fire & Emergency Services.

#### **COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.1**

**RPC – 1/03/19** MOVED Cr Hamilton, Seconded Paul Bridges, that the Committee notes the changes made to the Instrument of Appointment and Delegation.

**CARRIED UNANIMOUSLY**

### **8.2 Success Hill Spillway Investigation (Ref:PARE/PLANNG/1 - Jeremy Walker, Senior Environmental Officer)**

#### **APPLICATION**

The purpose of the report is to present to the Committee a report on the Success Hill Reserve spillway which has been damaged due to stormwater, and the outcomes of the investigation carried out.

#### **OFFICER RECOMMENDATION – ITEM 8.2**

That the River Parks Committee recommends that Council:

1. Receives the project update on the Success Hill Reserve collapsed spillway; and

2. Notes that GHD consultants will present the Success Hill Reserve concept design options to the River Parks Committee meeting on 4 June 2019, for discussion.

LAPSED FOR WANT OF A MOVER

*Cr Hamilton moved an alternative motion.*

*Additional points were added to the Officer's Recommendation to provide specific direction for Council's consideration of desirable actions to be undertaken in relation to and in conjunction with the Success Hill Spillway Project.*

COMMITTEE RECOMMENDATION – ITEM 8.2

**RPC – 2/03/19**

MOVED Cr Hamilton, Seconded Paul Bridges, that the River Parks Committee recommends to Council that:

1. Council receives the project update on the Success Hill Reserve collapsed spillway;
2. Council **Requests as a matter of urgency** that GHD consultants **provides** the Success Hill Reserve concept design options to the River Parks Committee **members and Council as soon as practicable before the next** Committee meeting on 4 June 2019;
3. **Council communicates with the Department of Transport to facilitate the installation of a river speed camera in the vicinity of the Success Hill spillway to assist in efforts to reduce riverbank erosion associated with the wakes produced by speeding boats;**
4. **Town staff explore and apply for grants that will assist in riverbank restoration of the degraded areas at and around the Success Hill Spillway, at the discretion of the Town administration**
5. **In respect to work on the project, that consultation be commenced with the traditional owners of the land;**
6. **GHD be requested to consider design options that create swale type water sensitive urban design basins that enable the street drained water to access the groundwater and allow the overspill to exit via the existing 450mm outlet pipe to the spillway.**

CARRIED 4/3



*Cr Hamilton, Cr Brown, Paul Bridges and Nonie Jekabsons voted in favour of the motion. Cr Mykytiuk, Naomi Bannister and Jane Bremmer voted against the motion.*

**8.3     Department of Planning, Lands & Heritage - Draft 2018-2023 Ashfield Flats Reserve Works Program (PARE/DESCONT/6) Simon Stewert-Dawkins Director Operational Services**

**APPLICATION**

The purpose of the report is to provide an update on the Department of Planning, Lands & Heritage's draft Ashfield Flats Concept Plan, the public consultation undertaken and the Department's report on the community feedback received.

*On 5 March 2019, the Bassendean Preservation Group – Propagation Manager, Mr Steve McFarland, submitted an email and letter for the River Parks Committee's consideration. The information was provided at the meeting – see attached.*

**OFFICER RECOMMENDATION – ITEM 8.3**

That the River Parks Committee recommends to Council that it notes the Department of Planning, Lands and Heritage's implementation works that have commenced at the Ashfield Flats Reserve.

**LAPSED FOR WANT OF A MOVER**

*Cr Brown moved an alternative motion and provided the following information:*

*"Many people in our community have expressed their dismay and frustration at the recently installed barrier fence on Ashfield Flats.*

*Without exception these people advocate to protect and highlight the Ashfield Flats special environmental values and the Ashfield Flats' special community values.*

*The last public consultation meeting (hosted by the Town and addressed by two WAPC Officers), in relation to the Works Plan for Ashfield Flats led to an explicit understanding by the vast majority of attendees, including a State Government Minister and Town Councillors, that:*

- The Threatened Ecological Community of the samphire heath would be fenced in the short term.*

- *That no other (temporary) fencing or path realignment would take place until the conclusion of the hydrological study which was expected to take between 18 months to 2 years.*

*Also explicit was the understanding there would be more consultation and communication to the public about this.*

*By any reasonable definition the fence that has been installed could not be considered temporary.*

*There are numerous current threats to the river bank and the Flats as a whole including; predominantly boat wash, foxes, pedestrian and dog traffic, trail bikes, feral cats, weeds and pollution. However, unlike the apparent belief of the proponents of this fence, people and healthy riverbanks are not mutually exclusive if these spaces are managed and designed well. If designed well then the connection and sense of stewardship felt by community becomes an asset to protect the environmental values of the Ashfield Flats.*

*Importantly, this allows the special community values of the Ashfield Flats to be maintained and at a time when the need for connected communities and spaces that allow those connections and relationships to grow and flourish, is more and more recognised this value can not be ignored.*

*By building this fence, the goodwill fostered within the community is being damaged and the connection and respect that people have for this place and more worryingly for the effort to protect and preserve it, is being eroded. There is deep disappointment at this outcome and people feel let down by those managing this process and those ultimately responsible for it.*

*In conclusion, when things are said or written and guarantees given, those saying or writing these things enter into a contract. Clearly, in this case, our community can feel aggrieved.*

### COMMITTEE RECOMMENDATION – ITEM 8.3

**RPC – 3/03/19**

**MOVED Cr Brown, Seconded Cr Hamilton, that the River Parks Committee recommends that Council:**

1. **Notes the Department of Planning, Lands and Heritage's implementation works that have commenced at the Ashfield Flats Reserve;**

2. Expresses concern that the information provided at the public meeting stating the fencing realignment will not take place until the conclusion of the hydrological study (18 months-two years) has not been met.
3. Requests that the Department of Planning, Lands and Heritage, as a priority, action points 3a and 3b of OCM-21/11/18 that states:
  - 3a) *the Department of Planning, Lands and Heritage to approach the Department of Transport and request a fixed Swan River speed camera be erected at Ashfield Flats to assist with the control of boat speed, with the aim to reduce the impact of boat wash as a contribution to reducing riverbank erosion at Ashfield Flats; and a sign be erected with a contact number to report speeding boats; and*
  - 3b) *the Department of Planning, Lands and Heritage to seek the advice of the Department of Transport to direct all Swan River traffic and modify existing nautical maps to use the channel navigation markers between Ron Courtney Island and Garvey Park.*
4. Requests the Town's administration independently make their own representations to the Department of Transport in respect to the matters outlined in Point 3 above, expanding the request to a total of three fixed Swan River speed cameras and associated signage, potentially installed in suitable locations at Sandy Beach, Ashfield and Success Hill;
5. Requests the Department of Planning, Lands and Heritage investigate the implementation of boardwalk style pathway with portions of the project to facilitate the community's continued connection with the river and wetlands;
6. Requests, as a matter of urgency, that the Department of Planning, Lands and Heritage liaises with the Town's administration and the Local State Member of Parliament to facilitate and widely promote an information public meeting for the community;
7. Requests the Department of Planning, Lands and Heritage fast-track the installation of signage in and around the project areas to inform the public of project work and aims; and



8. In consideration of the Department of Planning, Lands and Heritage's request for the Town to coordinate management of its area adjacent to the Ashfield Flats, that the Town advances representations to the Minister and Department of Water to achieve funding for the design of a living stream from the Chapman Road drain outlet to the Villiers Street road reserve.

CARRIED UNANIMOUSLY 7/0

**9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**9.1 Turf Management Practices - Nonie Jekabsons**

*See attached tabled information.*

**COMMITTEE RECOMMENDATION – ITEM 9.1**

- RPC – 4/03/19** MOVED Nonie Jekabsons, Seconded Naomi Bannister, that the River Parks Committee requests Town of Bassendean staff improve the processes and procedures around turf management of the Town's parks, reserves and street verges with a view to minimising the pollution of our waterways and the Swan River and to improve ecosystem functions within our catchment.

CARRIED UNANIMOUSLY 7/0

**9.2 PFOS and PFAS Groundwater Sampling – Nonie Jekabsons**

**COMMITTEE RECOMMENDATION –ITEM 9.2**

- RPC – 5/03/19** MOVED Nonie Jekabsons, Seconded Paul Bridges, that the River Parks Committee requests the Town of Bassendean to include testing for Perfluorooctane sulfonate (PFOS) and Polyfluoroalkyl Substances (PFAS) in the groundwater sampling programme to ascertain whether these chemicals are present.

CARRIED UNANIMOUSLY 7/0

**9.3 Decline of Success Hill Reserve and River Embankment – Jane Bremmer**

*Jane Bremmer gave a verbal presentation at the meeting and provided the information in hard copy – see attached, on the WALGA Weeds Forum held in February 2019 and hosted by the City of South Perth.*

### COMMITTEE RECOMMENDATION – ITEM 9.3

**RPC – 6/03/19** MOVED Jane Bremmer, Seconded Paul Bridges, that the River Parks Committee lists as an agenda item for discussion at the next meeting, the increasing decline of the Success Hill Reserve, including the river embankment, reserve and spillway and the ongoing and future management options planned.

CARRIED UNANIMOUSLY 7/0

## 10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

### **10.1 Paul Bridges – Bindaring Park**

*Paul Bridges advised that he wishes to move the following at the next meeting:*

That the River Parks Committee recommends to Council that to advance the concept designs proposed in the Co Terra report:

1. A funding allocation be made in the 2019/20 budget sufficient for consultants to prepare a detailed design for Bindaring Park North to occur in 2019 and allowing some prioritised implementation to commence in 2020; and
2. Staff be directed to explore grant funding options for design and implementation in conjunction with Friends of Bindaring Wetland Bassendean.

### **Background – Paul Bridges**

On 25 Aug 2018 Friends of Bindaring Park & the Bassendean Preservation Group conducted the Bindaring Wetland Forum. Expert speakers were Brett Kuhlmann, Rose Weerasinghe, Jeremy Meagher and Jeremy Walker.

Direct outcomes have been:

**Hand-weeding in the mid-section** Jeremy Walker identified an area for hand weeding, a Bush Management Plan 31 Sep 2018 was submitted to ToB and four community weeding sessions were held between Anstey Road and Hyland Street on 14 Oct, 28 Oct, 25 Nov. These tackled winter weeds on the higher ground, while the lower areas were too wet to access. Returning in January, when the waterway was almost dry, four more dates have been set to take us through to Easter - 24 Feb, 10 Mar, 24 Mar & 7 Apr.

**December 2018** FOBWB Activity Plan for 2019 submitted.  
Section 5 dealt with the northern section of Bindaring Wetland

***On the ground in the Top/Northern section: Harcourt St – Anstey Rd.***

*Find out what is the plan for anti-erosion matting (coconut fibre held with a plastic net). Would be good to have a plan as we'll be dealing with the fall-out for years ahead.*

*Foster a plan for the north that can be implemented in bite-size chunks. Invite Brett Kuhlman and Rose Weerasinghe to meet with us in February. Consider funding opportunities.*

*Possible projects*

*Mid- section would be a design and construct project,*

*North section would be a design project.*

*Work up plans that can be taken to the River Parks Committee.*

Accordingly, FOBWB met with Brett Kuhlmann and Rose Weerasinghe on 17 February to talk about ways forward. Brett offered to review the CoTerra report (rev 1 July 2017, as supplied as an attachment to the River Parks Committee) as a starting point and his encouraging response is **attached**.

To take the groundwork started by CoTerra to the next level in Bindaring north needs some detailed design to identify areas for recontouring and areas which might need little more than a staged revegetation plan.

If this is not done, another season will pass and community concerns about apparently aimless herbicide treatments will escalate.

**11.0** **CONFIDENTIAL BUSINESS**

Nil

**12.0** **CLOSURE**

The next meeting will be held on 4 June 2019 at 3pm.

There being no further business, the Presiding Member closed the meeting at 5.50pm.

**RIVER PARKS COMMITTEE  
MINUTES  
ATTACHMENTS**





Department of **Biodiversity,**  
**Conservation and Attractions**



**Biodiversity and  
Conservation Science**

# Ashfield Flats Hydrological Study

Update and outline of proposed  
activities

Dr Gavan McGrath



# Acknowledgements

- Multiple Landowners
  - Western Australian Planning Commission (managed by Dept. Planning Lands Heritage)
  - Town of Bassendean
  - Water Corporation
- Other Stakeholders
  - DBCA
  - This Committee and other Bassendean Groups
  - Perth NRM
  - South West Aboriginal Land and Sea Council




# Outline

- Introductions
- Aims and Objectives
- Review
  - Key Issues
  - Existing Literature
  - Most Recent Data
- Proposed Future Activities



# Introductions: About Me

- Environmental Engineer
  - Fluid mechanics/hydrology
  - Contaminant fate and transport in the environment
- Consulting
  - Contaminated sites consultant/assist to Auditor
  - Environmental Impact Assessment
- PhD from UWA
  - Pesticide fate and transport in the environment
- Post-doc and Lecturer at UWA
  - Eco-hydrology, soil-physics, hydrology
- Teagasc (Ireland)
  - River water quality assessment, pesticides and nutrients
- DBCA
  - Research Hydrologist (January 2019)
  - @DbcaHydrology 





# Ecological Values



- Bush Forever Site (No. 214)
- Listed in the Directory of Important Wetlands in Australia
- Threatened Ecological Community
  - Largest remaining river flat in the Perth Metropolitan Area;
  - Samphire flats, in the east, Melaleuca wetlands, in the west.





# Issues



- Parts of ecosystem significantly degraded/some pristine
- Stormwater drains
  - High metals
  - High nutrients
  - Low pH
  - Altered natural hydrology
  - Upstream contaminated sites
- Eco-hydrology not well characterised



# Aims and Objectives of This Hydrological Study

- To better understand
  - surface-water and groundwater processes occurring at the Reserve
  - the contamination issues impacting and potentially impacting the Reserve
- Develop a monitoring program to quantify the hydrological and geochemical processes
  - Water fluxes
  - Salt balance
  - Metals balance
  - Acid sulphate soils
- Use data to create conceptual and numerical water balance/solute balance models





# Summary of Progress to Date

- January 2019
  - Hydrologist commenced
- Jan – Feb
  - Reviewed available data
  - Sampling and Analysis Plan
  - Environmental Management Plan
  - Sought permits (vegetation, landowners, OH&S)
  - Tested geophysics methodology
- Established collaborations
  - University of Florida
  - UWA
- Commenced procurement process
  - Drillers
  - Laboratories
  - Monitoring equipment
- Training
  - Inductions (DBCA, Water Corporation)



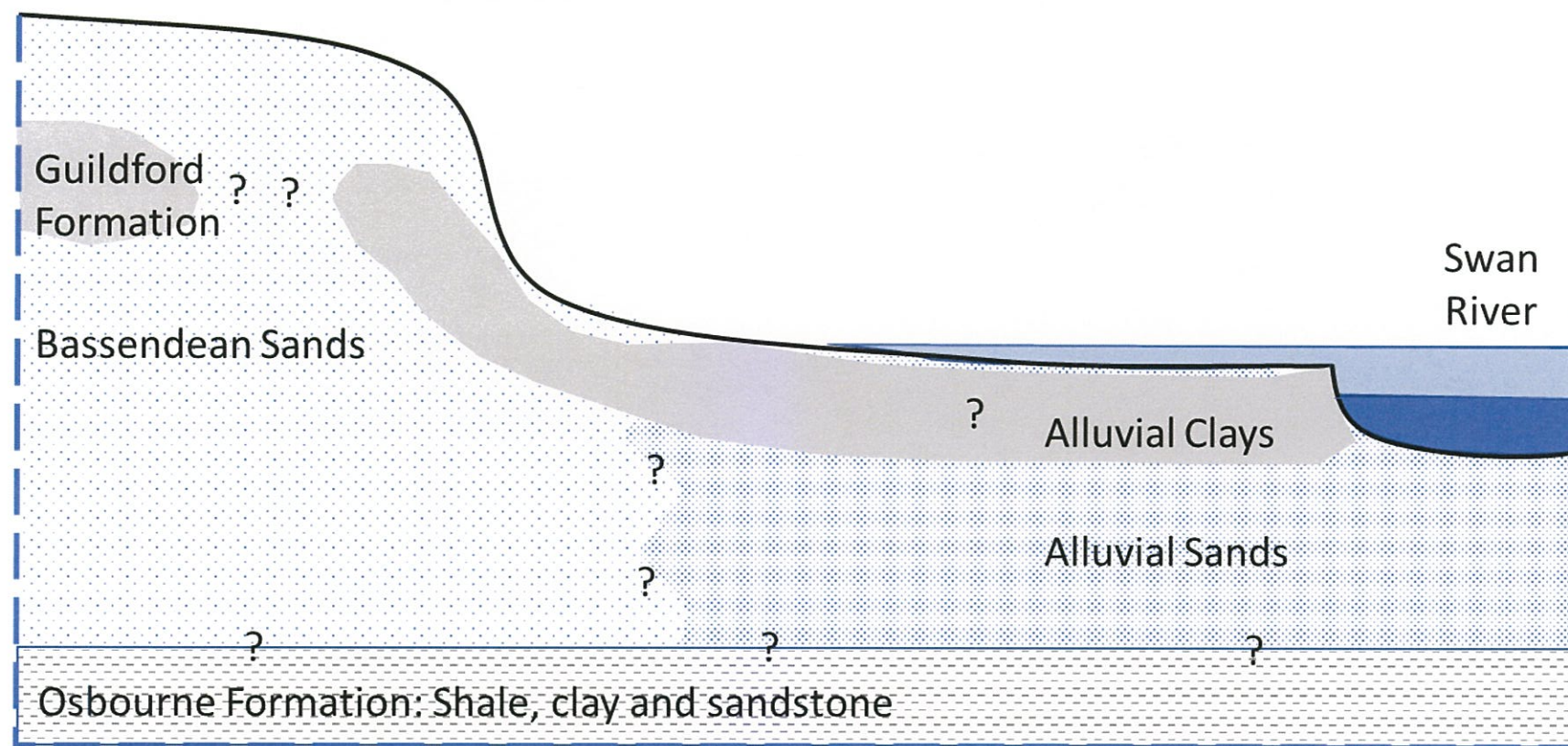


# Review of Available Data

- Historical reports
  - Acid sulphate soils
  - Ashfield Flats vegetation, water quality
- Assessed contaminated site issues
- Collated geological and geochemical data
- Recent DBCA monitoring/assessment
- Developed initial conceptual models



## Conceptual Lithology





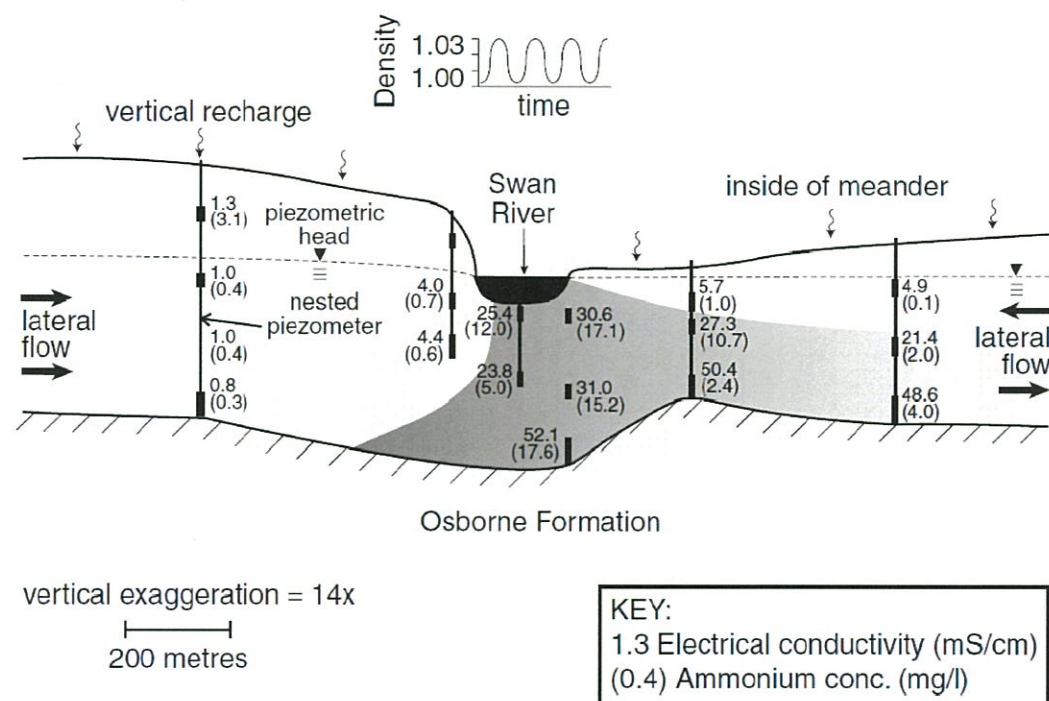
# Saline groundwater interaction with the Swan River

Concentration of salts in the Swan River due to evaporation and tides

Saline / fresh groundwater interface

Asymmetric pattern of saline intrusion depending on river meander

Both (left and right) patterns may be occurring in different parts of Ashfield Flats



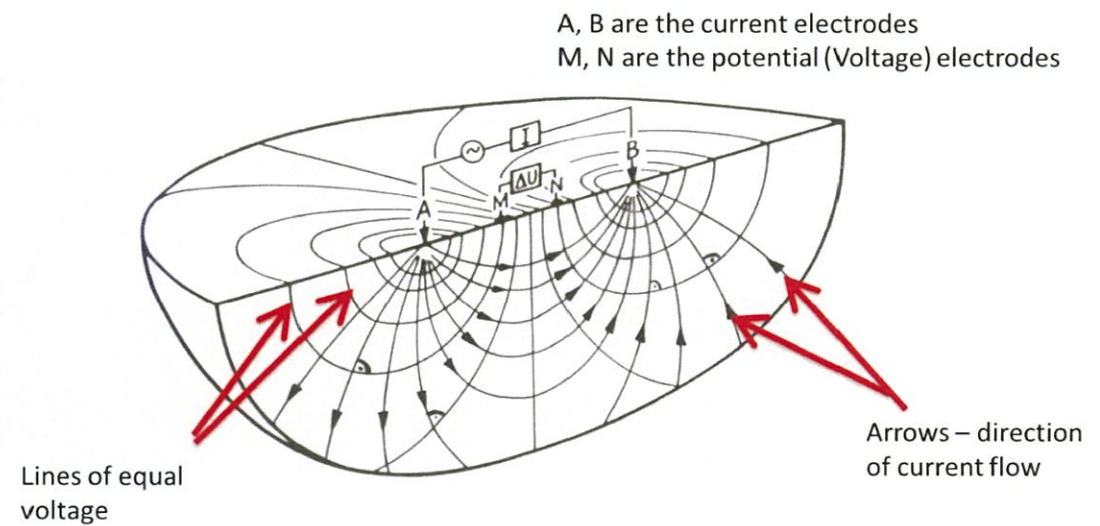
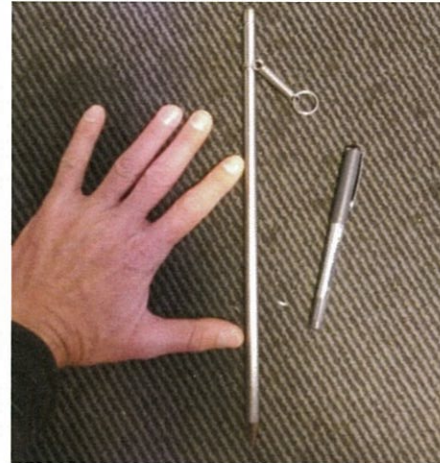
Smith and Turner (2001)



# Geophysics Trial

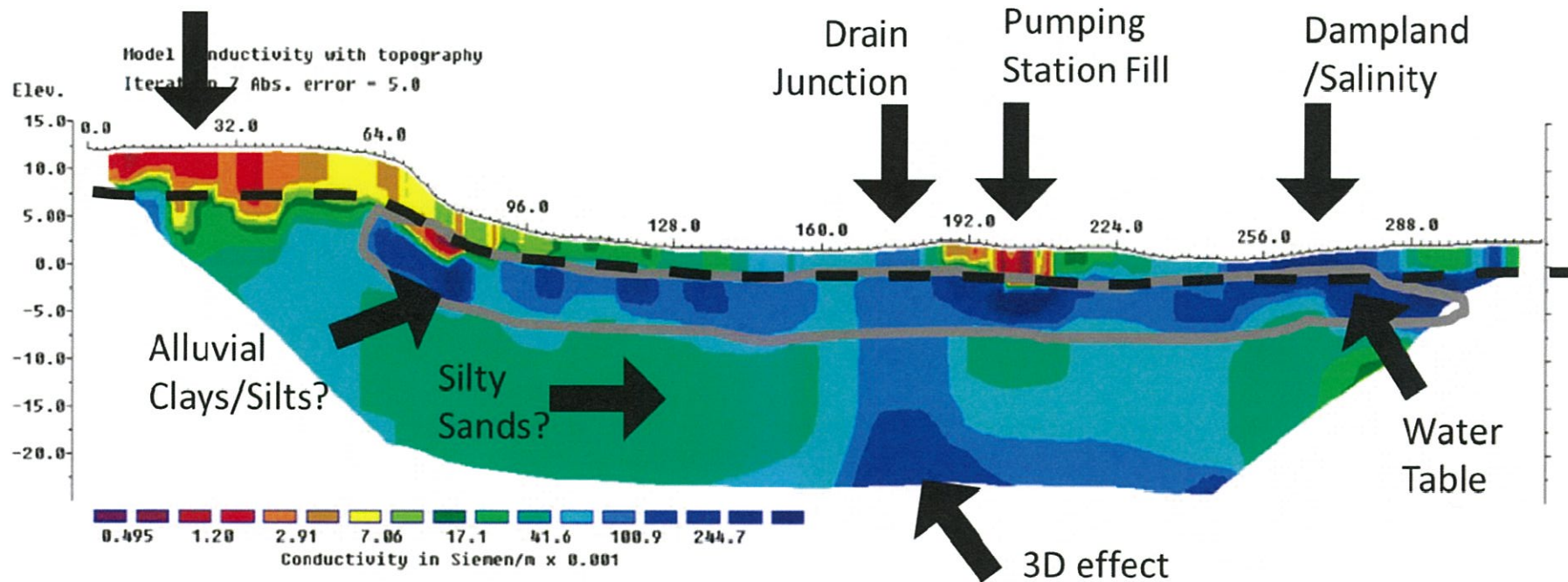
DBCA January 2019

Electrical Resistivity Tomography



# Geophysics Trial

Housing Fill



Horizontal scale is 7.00 pixels per unit spacing

Vertical exaggeration in model section display = 2.00

First electrode is located at 0.0 m.

Last electrode is located at 316.0 m. Unit Electrode Spacing = 2.00 m.



# Remote Sensing Study by DBCA Geospatial Analyst

Landsat data (1980 – 2018)

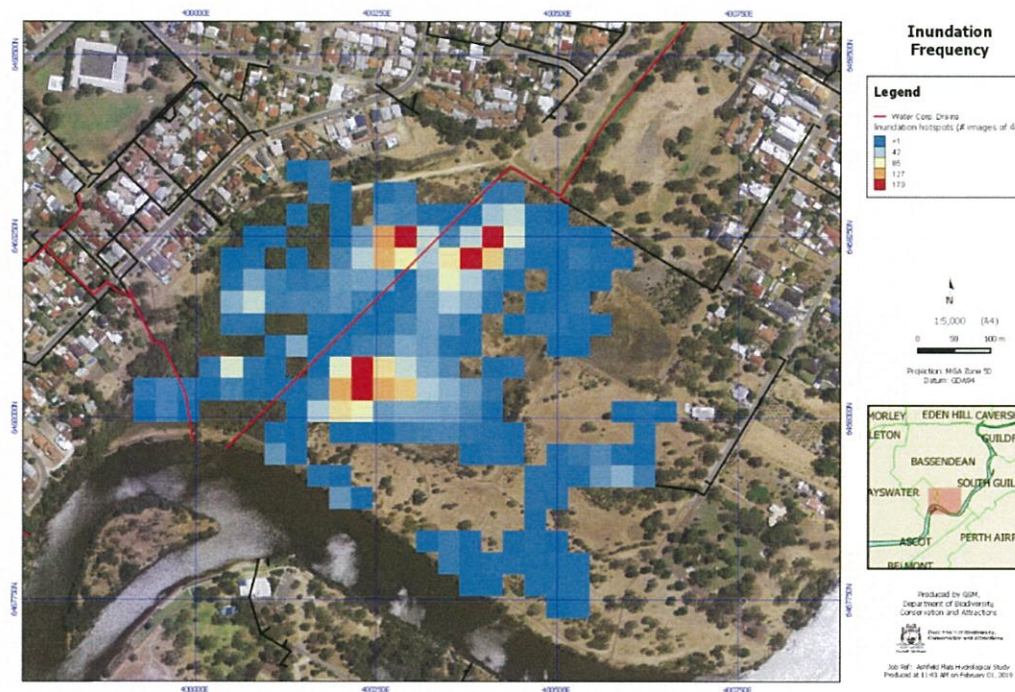
30 m pixels

Thermal band threshold

Mapped time series and frequency of  
inundation

Able to pick up open clay-pans

Not so good at detecting more  
permanent wetlands in the west due  
to vegetation cover

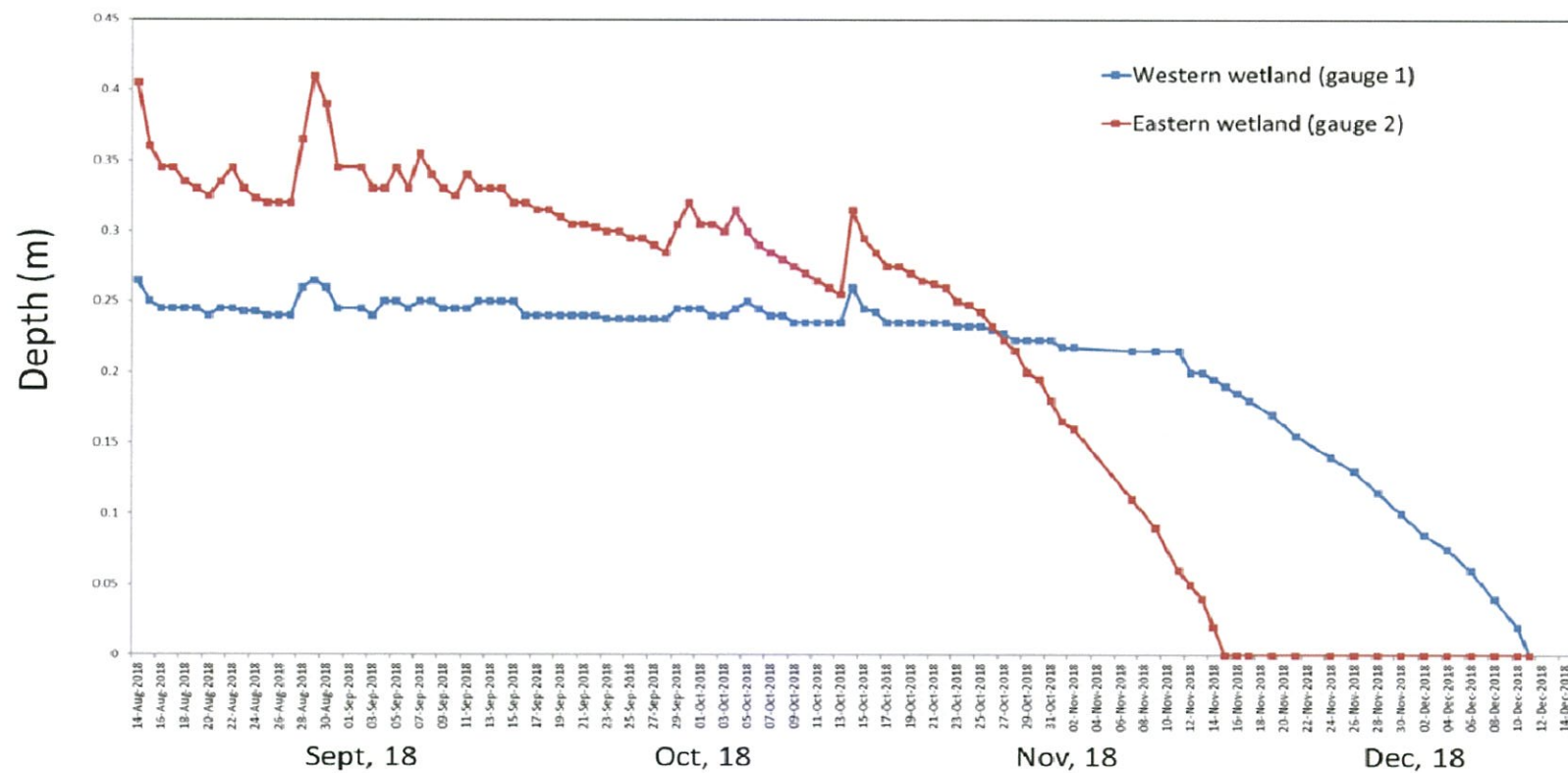


The Department of Biodiversity, Conservation and Attractions does not guarantee that this map is without error and disclaims all liability for any errors, loss or other consequences which may arise from relying on any information depicted. Roads and tracks on land managed by DBCA may appear unmarked and the surface condition is variable. Exercise caution and drive to conditions on all roads.

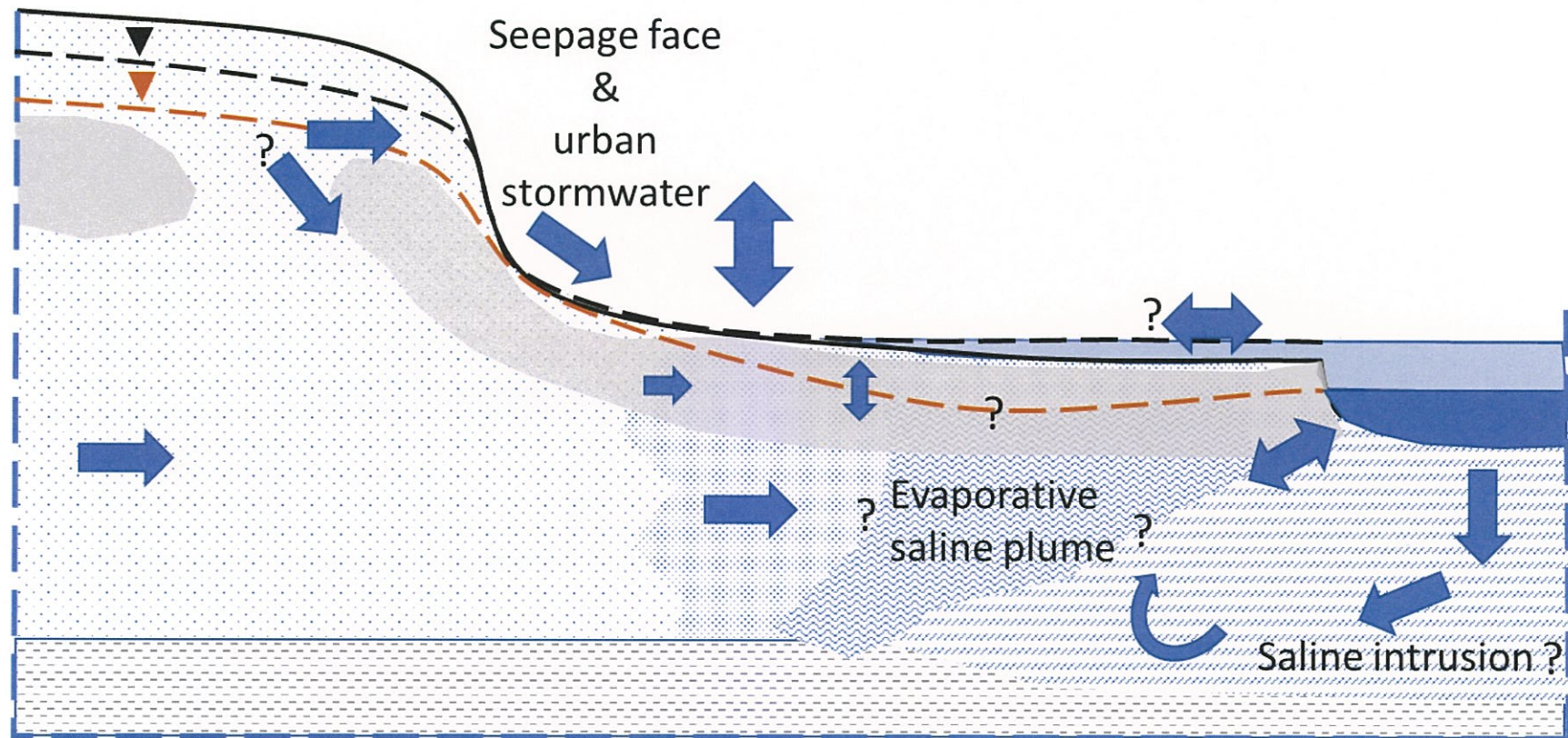


# Initial wetland level monitoring

Daily visits by Adrian Pinder



## Conceptual Groundwater Hydrology



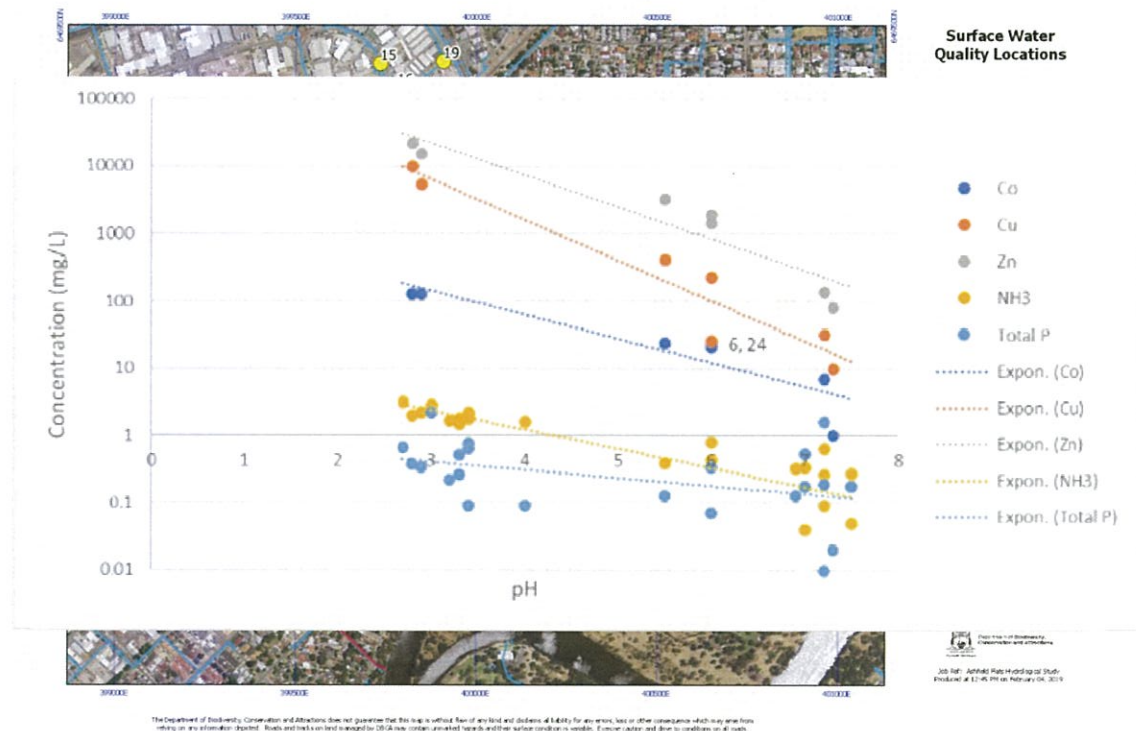


# Historical Drain (Chapman Street and Kitchener Street) Water Quality Monitoring

- Numerous studies dating back to 1978
  - Mostly grab sampling (exception of Tan, 2006)
- High metals concentrations
  - arsenic, cadmium, copper and zinc
- High nutrients concentrations
  - nitrogen, phosphorous
- Contaminated site
  - Tonkin Industrial Estate
  - EPA report contaminated plume extending to Ashfield Flats
  - Many reports confidential

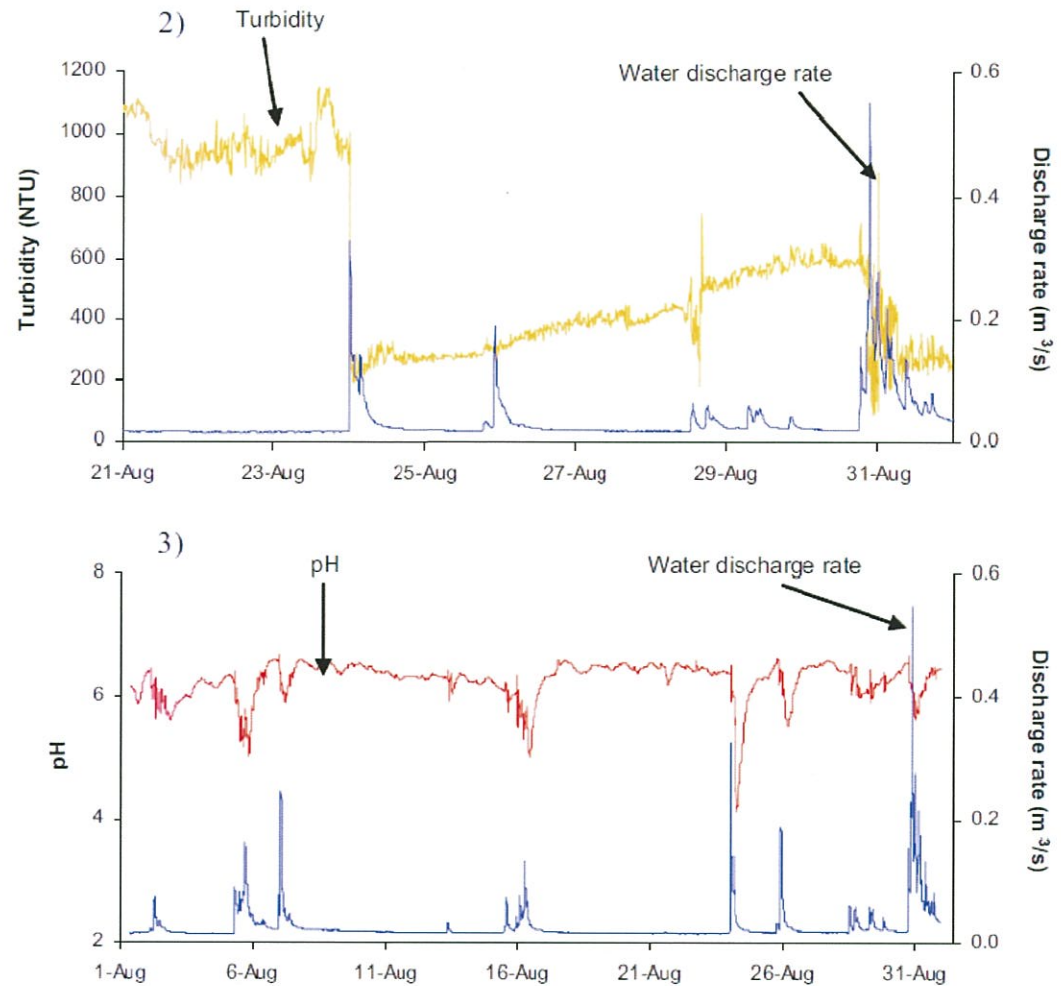
## Unique Drain flow vs pH relationship

- pH drops when flow increases
- pH and flow implicated in metals/nutrients mobilisation





# pH changes key to understanding sources and mechanisms for high metals and nutrients concentrations in the Chapman Street Drain



Tan (2006)

# Proposed Future Activities

- Conduct comprehensive geophysics survey of Reserve
- Install and sample a network of groundwater monitoring bores
  - Up to 12 groundwater monitoring bores
  - Sediment sampling (incl. ASS)
  - Water levels
  - Water isotopes
  - Sulphur isotopes
  - General chemistry
  - Metals
- Install drain monitoring
  - Flow meters
  - Flow gauging / sampling
  - Sampling in detail some storm events
    - Metals, isotopes, general chemistry
- Passive groundwater flux meters
  - Innovative groundwater samplers on the edge of drains to quantify contaminated groundwater flows into drains
- Wetland water levels and Swan-River interaction study
  - Install and maintain a monitoring network to quantify surface water interaction with the Swan River
- Conceptual and numerical model development
- UWA Student sampling
  - sediments and drain waters
  - Nutrients, metals, microplastics, street dust
  - Attract masters student project

# Conclusion

- Aboriginal heritage clearance needed prior to commencement of intrusive studies
- Mindful of limits of scope/resources
  - Many competing objectives
  - Primarily to understand the hydrology
  - Geochemistry will largely help inform the hydrology





**From:** PM Steve <[bpginc@bigpond.com](mailto:bpginc@bigpond.com)>

**Sent:** Tuesday, 5 March 2019 10:54 AM

**To:** Town of Bassendean <[mail@bassendean.wa.gov.au](mailto:mail@bassendean.wa.gov.au)>

**Subject:** ATTN River Parks Committee-RE: Concern on misinformation regarding Ashfield Flats works

Members of the River Parks Committee,

I have attached an updated letter that encapsulates Bassendean Preservation Group's (BPG) experience restoring native vegetation at Ashfield Flats. I am concerned about recent comments posted on social media expressing a perceived lack of consultation on the Ashfield Flats Restoration Program. My understanding of the situation varies from that, as follows:

This is a map of the original Dept of Planning Lands and Heritage (DPLH) concept plan, as tabled at the Town of Bassendean (TofB) River Parks Committee Meeting held 06-Feb-18. The River Parks Committee was formed in early 2016 to improve coordination and community engagement on issues affecting Bassendean's natural environment. Dept of Biodiversity, Conservation and Attractions (DBCA) proposed this replacement for the existing combined use path consistent with the current best practice foreshore remediation strategies. The foreshore erosion at Ashfield Flats is a direct result of dog and human activity encouraged by the close proximity of the existing path to the river and absence of fencing, as the attached letter documents. A fenced buffer is required to reduce this damage. DBCA has recommended guidelines on the width of this buffer to ensure sustainability of the native revegetation.

## Ashfield Flats Works Program: 2018-2023

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Extensive consultation followed release of the original concept plan. The Ashfield Flats Restoration Program was the lead article in the 15-Jun-18 Bassendean briefings No. 121. Further consultation following the article included a DPLH community briefing held 30-Jul-18, continuing input from participants including the Community Representatives on the ToFB River Parks Committee, and opportunity for formalized general public feedback on the ToFB Your Say website that was extended to 15-Aug-18 to ensure full participation. According to the AshfieldCAN facebook page, representatives from that group also attended several additional meetings with DPLH in relation to the Program.

The archived Your Say site can be viewed here:

<https://www.yoursay.bassendean.wa.gov.au/ashfield-flats-reserve-draft-concept-plan>

I copied the image below from the archived ToFB Your Say site. This is the revised concept plan that eventually evolved. Jeremy Walker, the ToFB Senior Environmental Officer, was instrumental in negotiating a compromise agreement between the DBCA, DPLH, and the ToFB River Parks Committee that reduced the setback of the realigned path substantially but still offered some scope for revegetation mitigation of the foreshore erosion. You may recall the fence was originally scheduled for installation by 30-Jun-18. The delays are a direct result of the additional community consultation and resultant realignment of the original proposal.





The results of the DPLH sponsored ToFB Your Say consultation on the revised plan were compiled by DPLH in *Report on Community Feedback Received on the Ashfield Flats Draft Works Program 2018 – 2023 September 2018*. From page 6 of the report Summary of Key Findings the respondent's feedback to the key issues was:

- 53% supportive of relocating the existing path as proposed
- 59% not supportive of dogs (or dogs off leash)
- 63% in support of the proposed fence alignment, stating that the fence will assist to protect nature as well as wildlife, and support the landscape plan

The report was attached to the agenda for the River Parks Committee meeting held 13-Nov-18 and included in the minutes as Item 8.1. Members of the Committee would already be aware of the findings that reflect positively on DPLH's modified path alignment in response to community input. However, this does not appear to have been more broadly socialized, e.g. in the Bassendean Briefings.



It would appear a small but vocal minority are using social media in an attempt to exert unwarranted influence on this issue with statements that are not wholly supported by the facts. It might be useful to encourage a more fully informed conversation by broadly communicating the beneficial role of the River Parks Committee and Community Representatives in engaging the community; the efforts made by DPLH to receive and accommodate feedback; and the positive response reflected in the Your Say submissions.

I'll sign off with this video recorded 26-Aug-18 by one of our members while BPG was planting-out at the Outlook. Regulars in the group say this is an all too frequent occurrence at Ashfield Flats:

<https://1drv.ms/v/s!Ag8p5H5c3meYhwjpefWnRFwziaL8>

Kind regards,

*Steve McFarland*

Propagation Manager, BPG Inc.  
0421 355 454



[www. bpginc.info](http://www.bpginc.info)

PO Box 75  
Bassendean WA 6934  
Australia

05-Mar-19



River Parks Committee  
Committee Room  
48 Old Perth Road, Bassendean  
Bassendean WA 6054

[www. bpginc.info](http://www.bpginc.info)

PO Box 75  
Bassendean WA 6934  
Australia

**RE: Fence required to reduce destruction of foreshore revegetation by off lead dogs at Ashfield Flats**

Dear Committee Members,

With the fence construction commencing at last, you're no doubt aware of complaints from the various Ashfield and Bassendean off lead dog walking activists concerned about what they view as the Dept of Planning Lands and Heritage's (DPLH) abridgment of their perceived right to freely run dogs on DPLH land at Ashfield Flats. Ashfield Flats is a recognized high value conservation area, regionally significant wetland, the largest remaining river flat in the Perth Metropolitan Area and Bush Forever Site No. 214. BPG would like to thank you for your efforts to educate and promote community consultation on this issue via the attending Community Representatives, and thought you might like to hear about BPG's experience at Ashfield Flats.

The Bassendean Preservation Group Inc (BPG) formed in 1985 to oppose and ultimately defeat an inappropriate canal development proposal for Ashfield Flats. In 1986, BPG started revegetating this former dairy's degraded paddocks in hopes of discouraging future such attempts. Figures 1 and 2 illustrate what BPG has accomplished over the years with the advice and support of DPLH, Dept of Biodiversity Conservation and Attractions (DBCA), and Town of Bassendean (TofB) Environmental Officers. Apologies if this is all old news. But we find we are usually mistaken for Council workers or contractors, and very few residents enjoying Ashfield Flats realize that virtually every native plant they see there has been propagated and planted out by BPG volunteers.

BPG has engaged in extensive Swan River foreshore revegetation, particularly in recent years as the scale of the erosion has become more evident. Unfortunately our work on the foreshore is hindered by off lead dogs trampling the revegetation works and aggravating the damage in pockets where washouts have occurred. BPG finally had to curtail open plantings adjacent to the shoreline in 2014 because of the near certainty of failure. The native seedlings we plant are vulnerable until they are well established, and the amount of dog traffic the foreshore is subjected to makes planting out seedlings without some means of protection unviable.

The last major attempt BPG made to plant out on the unprotected foreshore was 28 September 2014. On that morning BPG volunteers planted out 365 *Casuarina obesas* and 216 rushes, mostly *Juncus kraussii*. BPG conducted spot weed control prior to the planting to ensure the plants a decent head start. By the following January there were only a handful of survivors and by March all but one *Casuarina obesa* had been trampled. The attached pictures Figures 5 to 14 tell the story.

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***Protecting and Enhancing Bassendean's qualities***

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National Volunteer Week - Certificate of Appreciation for 30 Years Service to Community 2014  
Premier's Australia Day Active Citizenship Award 2009 – Bassendean  
Thank a Volunteer Certificate of Appreciation - Dept of Communities Dec 2008





**Figure 1 – Ashfield Flats in March, 2004. BPG's earlier plantings already in evidence.**



**Figure 2 – Ashfield Flats in March, 2017.**

***Protecting and Enhancing Bassendean's qualities***



This is in stark contrast to the near 100% survival rate behind a short section of fence directly upstream of the Boardwalk installed by the Senior Field Management Officer of the then Department of Planning (DP) in February 2015. The fence is open at the upstream end and has unlocked pedestrian gates midway and at the Boardwalk. While full foreshore access is still provided, the fence is effective at screening out most of the dog traffic. Revegetation behind the fence along the foreshore and at the adjacent Dog Bay mitigation project funded by DP and project managed by the ToFB's Senior Environmental Officer has been spectacularly successful. Figures 15 to 17 refer.

The Dog Bay mitigation project demonstrates that soft engineering solutions as proposed in the recent draft Ashfield Flats Works Program are effective at controlling erosion while retaining the river's natural values. BPG does not wish to see hard engineering on any section of the Swan River turn the foreshore into a barren, sterile limestone meter-block sea wall. The short fence associated with the Dog Bay mitigation project clearly refutes claims that fishing activity is the primary cause of the revegetation destruction as access for fishing is not restricted.

Ashfield Flats has endured a long history of inappropriate activities that include misguided sedge clearing, foundry tipping, an informal trotting track, worm digging, and motorcycle and 4W drive hoons. Thankfully with education and growing awareness, these uses no longer enjoy wide spread acceptance as the norm. BPG looks forward to the day when off lead dogs freely roaming the foreshore and trampling native vegetation joins the list of these historical anomalies. Ashfield Flats is unusual among Bush Forever sites in that it allows dogs at all.

BPG strongly supports DPLH's efforts to follow accepted bush care best management practices to reduce the abuse this critical environment is currently subjected to. Figures 22 to 24 are examples of how other local land managers are using fences to protect the foreshore until revegetation can take hold. Once established, native rushes provide an effective first line defense against erosion. Casuarina obesa's intertwining roots help stabilize the river banks and branches provide shade for aquatic habitat. When the vegetation is damaged, the bank is directly exposed to boat wakes and the erosion accelerates.

BPG looks forward to working with DPLH, DBCA and ToFB to continue the foreshore revegetation that has proved so successful behind the existing fence, and to expand the plantings once the new fence and path realignment are complete and providing a measure of protection.

We hope you will find this information useful and will join us in supporting DPLH's necessary and reasonable actions to protect and preserve the foreshore. Please feel free to contact me with any questions or concerns or if you would like a walking tour of the sites in the photos.

Kind regards,



Steve McFarland  
Propagation Manager, BPG  
[bpginc@bigpond.com](mailto:bpginc@bigpond.com)  
mob 0421 355 454





Figure 3 – Dogs On Lead sign in July 2013, since removed.



Figure 4 – The current sign at Ashfield Flats. Note ToFB has no authority to establish an off lead dog exercise area on this land that is not owned or managed by the Town.

**Protecting and Enhancing Bassendean's qualities**





**Figure 5 – BPG volunteers planting several of the 365 Casuarina obesa in a prepared spot.**



**Figure 6 – The foreshore spot already showing abuse from relentless traffic, but still a seedling survives.**

***Protecting and Enhancing Bassendean's qualities***





Figure 7 – And then there was none. One month later.



Figure 8 – Mid summer and the foreshore is a well-trodden, beaten dusty mess. Even weeds don't have a chance.

***Protecting and Enhancing Bassendean's qualities***





**Figure 9 – Freshly planted *Juncus kraussii*. BPG has attempted infill here at Rocky Bay for years.**



**Figure 10 – Erosion continues as the Rocky Bay dog thoroughfare tramples all but the *Juncus* on the margins.**

***Protecting and Enhancing Bassendean's qualities***





Figure 11 – This is a close up example of one of BPG's revegetation attempts at Rocky Bay.



Figure 12 – Same view almost a year later on 07-Mar-17. Only the Juncus outside of the dog traffic survives.

**Protecting and Enhancing Bassendean's qualities**





Figure 13 – BPG planted Juncus infill behind remnant surviving rushes.



Figure 14 – Six months later not a trace survives under relentless paw and foot prints.

***Protecting and Enhancing Bassendean's qualities***





**Figure 15 – Compare the previous photos with the results at Dog Bay. This was before the fence was installed.**



**Figure 16 – Dog Bay one year after fence installation. BPG has returned each year to plant more successful infill.**

***Protecting and Enhancing Bassendean's qualities***





Figure 17 – Same Dog Bay view two years later with the recovery nearly complete. Recommended viewing.



Figure 18 – Tread carefully though. This awaits you just outside the Boardwalk access gate. It's everywhere.

***Protecting and Enhancing Bassendean's qualities***





Figure 19 – Meanwhile beyond the extent of the fence visible in the top right, the damage continues.



Figure 20 – This was just one ordinary mid-week morning. Repeated daily.

***Protecting and Enhancing Bassendean's qualities***





Figure 21 – The erosion washouts appear to be triggered at locations of concentrated activity, like this bench.



Figure 22 – Inexpensive but effective temporary foreshore fence about 1.5km upstream of Garvey Park

***Protecting and Enhancing Bassendean's qualities***





Figure 23 – Fence near the French St steps installed by ToFB Senior Environmental Officer.



Figure 24 – An attractive wood pole open mesh fence and thriving foreshore infill, Garvey Park.

***Protecting and Enhancing Bassendean's qualities***





Figure 25 – There is a tendency in some quarters to scapegoat fishermen for the damage to plantings.



Figure 26 – Our experience indicates fishermen are not the primary contributors to the environmental damage.

***Protecting and Enhancing Bassendean's qualities***







## "Dry park" and street verge lawn mowing practises in the Town of Bassendean

Contribution to ecosystem services – is it positive or negative?

- Surface water catchment and quality / biological oxygen demand of surface runoff
- Pollutants (ie nutrients nitrogen, phosphorus, herbicides, pesticides, road contaminants) entering waterways via lawn clipping debris and increased surface runoff from bare ground
- Evaporation (up to 90% off bare ground) rather than infiltration of rainfall for aquifer recharge
- Loss of habitat values, particularly for invertebrates and their predators
- Increased Land Surface Temperature & Urban Heat Island Effect
- Spread of weed seeds & dust
- Germination of opportunistic weeds & colonising species on bare ground
- Direct impact soil erosion – soil runoff into waterways
- Compaction of soil surface – poor rhizosphere, low oxygen, poor water infiltration, direct damage to root systems.
- Longer grass collects (traps) leaf litter, flowers, seeds, nuts etc before they can enter drains and natural waterways.

Bindaring Park winter 2018

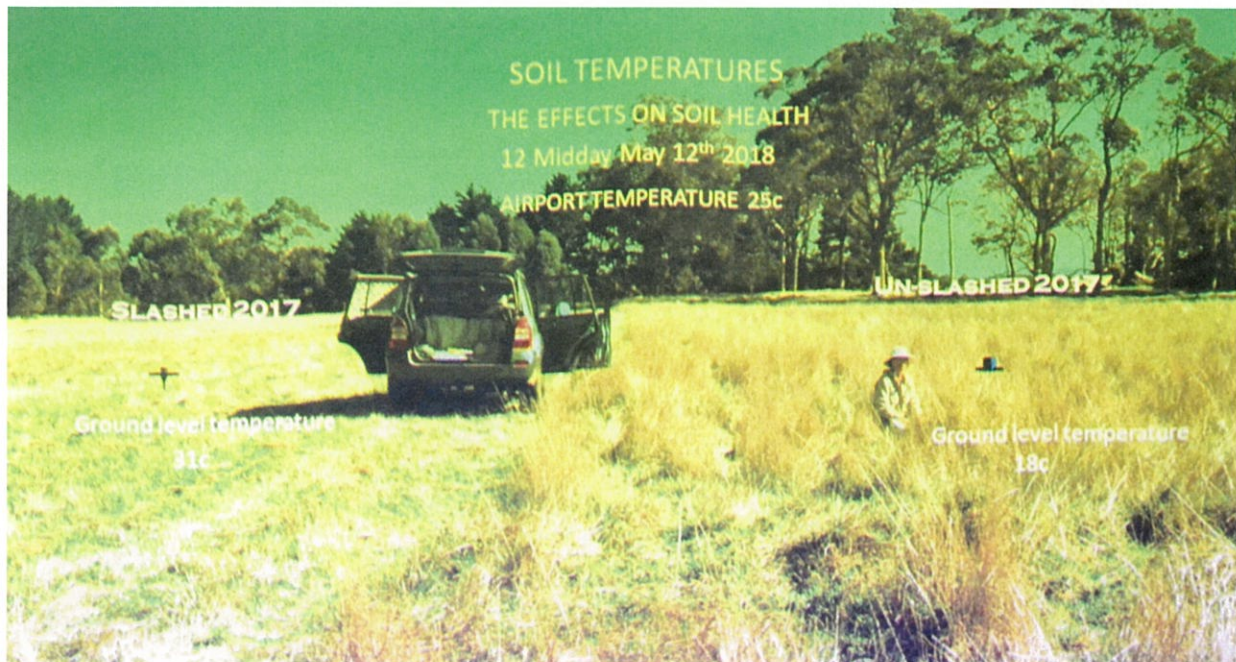








Land Surface Temperature comparison: In this example 31C vs 18C, however a recent demonstration in suburban Perth showed 67C vs 51C





Friends of Bindaring Wetland Bassendean

28/2/2019

### **RE: Bindaring Wetland Concept Plan Development**

During our last meeting the group raised concerns around three concept plans that have been proposed for Bindaring Wetlands. The Friends of Bindaring Wetland Bassendean requested a review of the Bindaring Wetland Concept Development Report July 2017, with a specific consideration of the northern section of the wetland.

The purpose of the Bindaring Wetland Concept Development Report, as outlined in the document, is as follows:

*The Town of Bassendean are seeking to improve the ecological and recreational value of Bindaring Park. The objectives of the study are to:*

- *Undertake further technical assessments including geotechnical and acid sulphate soils investigations, fauna survey and hydraulic modelling to further characterise the opportunities and constraints associated with the improvement of Bindaring Park.*
- *Draw on previous and current technical investigations to develop three concept design options for the improvement of water quality, ecological value and recreational value of the park.*
- *Provide a comparison of water quality treatment effectiveness and costs for each of the three concept design options.*

The report provides a very good overview of the dynamics and influences on Bindaring Wetland. The information provided within the report and through the various studies provide very informative detail which will be beneficial for both the Friends Group and the Council in any future management of the wetland.

In reviewing the report and recommendations it appears that the focus of the report is towards achieving a final objective regarding water quality treatment. The three concept designs focus heavily on this outcome. In considering the objectives of the study, the proposed concepts provided within the report may have been skewed by a need to quantify the nutrient improvement outcome; then viewing the wetland as the receiving environment not as an essential part of water quality improvement.

The comparisons in relative water quality improvement are provided utilising the Department of Water's UNDO modelling tool. The UNDO tool is a very well-developed model, with significant scientific rigour behind the assumptions within the model. It provides a very good measure of the level of nutrient reduction likely to be achieved through the implementation of a range of Water Sensitive Urban Design (WSUD) recommendations. The UNDO model is however only an effective model for surface flow nutrients, providing the nutrient reductions to the receiving environment given specific WSUD interventions. Bindaring Wetland however, is primarily an expression of the ground water flow as such the stormwater networks are a relatively smaller contributor to the water and nutrient passing through the wetland. The UNDO tool is not a model for groundwater. All of this is acknowledged within the document.

The shallow groundwater of the Swan Coastal Plain contains very high levels of nutrients (Phosphorus and Nitrogen). For Bindaring Wetland, while the stormwater does contribute nutrient to the wetland, this contribution must be considered secondary to the contribution entering the wetland through the groundwater. This is not to say that managing stormwater is not important,





only that the cost benefit of a treatment option at a specific drainage outlet must be considered in the context of what would be contributed from that specific sub catchment. Stormwater treatment is managed in the manner described within the document. The management of groundwater nutrients however, requires a greater focus on a catchment management approach to reduce the level of nutrient entering the groundwater.

Nutrients within the shallow ground water can be captured/treated via three primary pathways.

- through binding to the soil particles,
- uptake by deep rooted native vegetation which utilise the nutrient and bind the nutrient in the growth of the vegetation, and
- through microbial activity, the level of this activity increases in association with the root zone of vegetation.

When ground water comes near the surface in wetlands such as Bindaring Wetland, the wetland provides the conditions for all three of these primary nutrient treatment pathways. Bindaring Wetland itself is already contributing to the improvement of the water quality.

The northern section of Bindaring wetland is primarily a seasonal wetland. Permanent water flows into the site from one stormwater outlet. This stormwater network is likely to be draining groundwater from the urban catchment. Considering this, any future design for the northern section of the wetland would need to consider the nutrient and pollutant contributions from this drain as an initial focus following which the focus should be on enhancing the wetland to improve its ecological function. The remaining drainage outlets into the wetland within the northern section can be assessed for their nutrient contributions but their priority is likely to be significantly lower than the benefit that can be achieved through the enhancement of the wetlands ecological function.

The existing wetland must be recognised as an asset within a treatment and management approach. Through focusing on enhancing the wetlands ecological function, the objective of water quality treatment will be achieved (although this may be more difficult to quantify) and the remaining objectives of improving ecological and recreational value can also be achieved.

I am happy to clarify any queries as required and assist the group as needed to progress the management of the wetland.

Regards  
Brett Kuhlmann

## WALGA Weeds Forum

I was very fortunate to be able to attend the recent WALGA weeds forum hosted by the City of South Perth. Many Local Government parks and gardens staff, environmental health officers and other LGA administrators attended. In addition, many local government NRM friend's groups and state and federal regulatory agencies also attended. From the WALGA website this summary describes the event and provides links to presentation which I highly recommend you view.

The WALGA Weed Management Event was held in February 2019, hosted by the City of South Perth. The event focused on the overarching legislation and strategies that provide a framework for coordinated weed management in WA and Australia, the latest approaches in integrated weed management, and the risk assessment and liability considerations for chemical herbicide use. The City of South Perth discussed how they use a variety of methods to control weeds, including suppression planting, mulching, pelagonic acid, steam treatment and synthetic chemicals. Presenters outlined how to minimise the ecological impact of weeds by prioritising species according to their invasiveness and potential impacts on surrounding biodiversity values, as well consideration of the feasibility of control. Several speakers noted that their underlying objective of weed control in natural areas is protection and restoration of diverse natural systems, rather than total eradication. The City of South Perth also provided a steam treatment demonstration for aquatic and herbaceous weeds. The presentations can be found below:

- [Legislative and management framework for weeds in Western Australia](#) (Kay Bailey, DPIRD)
- [Weed management for conservation](#) (Kellie Passeretto, DBCA)
- [Integrated weed management in practice](#) (Kaija Antipas, City of South Perth)
- [Chemical weed control: liability considerations and mitigation measures](#) (Joan Cavalieri, LGIS)
- [Fire as an opportunity for weed management](#) (Julia Cullity, DBCA)
- [Weed mapping and reporting](#) (Kay Bailey, DPIRD)
- [WALGA preferred supplier arrangement for parks and gardens](#) (Craig Grant, WALGA)

I was particularly pleased to receive a presentation about the policy framework for weed management by DPIRD that explained the "invasion curve" and the priorities recommended to LGA's when managing weeds in natural and urban areas. I know many other RPC members and NRM groups would appreciate this information and the knowledge that investing in prevention was a key priority recommendation for all weed managers. This is because of the immense cost savings found in prevention compared to asset-based protection where chemical treatments are heavily relied upon.

This should be a key consideration for all LGA's given the increasing and ongoing costs including health and environmental costs for weed management in the urban environment. While a business as usual approach for most LGA's is to resort to broadscale chemical applications, more attention and investment in prevention can yield comparatively effective results and save LGA's (and their ratepayers) significant costs.

For example, these could include,

1. Greater hygiene when mowing and whipper-snipping weeds,
2. Better collection of wastes (ie cut grass and weeds),
3. Attention to the life cycle of weeds so as to avoid spreading weed seed,
4. Designing open spaces, hard surfaces and other urban environs to prevent weeds
5. Suppression planting techniques
6. Mulching

Kellie Passeretto presented for DBCA and highlighted the importance of weed mapping and classification.

Interestingly it was a surprise to hear that DBCA considers 'asset protection' as their priority, followed then by prevention, eradication and management effectiveness. Perhaps this is why advice received from DBCA to LGA's often prioritises chemical applications ahead of preventative measures. In any event, this is something for LGA's to consider especially given the following presentation on LGA Legal Liabilities.

Joan Cavellieri from LGIS gave a very clear and easily understandable presentation on LGA legal responsibilities when using chemicals to control weeds. (ppt above)

Joan highlighted that at every stage LGA's are liable for the safety of their staff and the public when preparing, transporting, storing and applying pesticides. She outlined the OH&S and other laws relevant.

The City of South Perth senior environment officer Kaija Antipas, provided a great presentation about their successful weed management practices and trials showing that steam and other preventative measures were successfully managing weeds in their City. Of particular interest was their report on the effectiveness particularly of steam in aquatic environments. They highlighted the great results being achieved in drains especially.

The APVMA gave a presentation via skype on the status of Glyphosate regulation in Australia. This has not changed in 20 years despite new studies and recent events including overseas bans and legal cases.

While I was not able to be present for the full WALGA preferred supplier presentation I was disappointed to hear that Turfmaster remains on this list. One would think that after a prosecution for causing the death of 8000 trees and contamination of groundwater, such companies would be excluded from our state LGA tender process.

Of particular interest to me, was the presentation by the Denmark Weed Action Group who demonstrated that even in robust national park environments, hand weeding was effective.

I took the opportunity to send an email to the City of South Perth and WALGA following the forum. This event was a great leap forward for LGA's to support each other, share information and work towards a safer urban environmental weed management. The chats between presentations as you can imagine, were positive and encouraging.

Here is a copy below, of my email to WALGA and City of South Perth for your information as it contains information that you may find useful.

Dear (WALGA) and (City of Perth),

I just wanted to congratulate you on the Weeds Forum held this week which I attended on behalf of Friends of Success Hill Reserve in Bassendean.

While I do not agree with all the views presented, this forum was much needed not only for Local Government staff but also for local NRM groups and the public in general. The role of Local Governments in managing weeds, especially through operational services on hard surfaces, is of increasing public interest and concern, as I am sure you are well aware. It was such a great opportunity for Local Governments and groups to engage with each other and share information. If only we had more such opportunities. Congratulations!



Well done especially to the City of South Perth for hosting the event and especially to the acting Natural Resource Management Officer, Kaija Antipas who was a voice of reason on the day.

I was also very impressed to see that the Denmark Weed Action Group was given the opportunity to share their experience and knowledge. Their work was inspirational, so thank you for choosing this group to present to us.

I want to share this recently published international scientific study with you because it makes direct reference to a study that the APVMA has used to claim that Glyphosate is as safe as coffee and that the WHO International Agency for Research on Cancer (IARC) is incorrect in classifying Glyphosate as a Class 2 Carcinogen. The APVMA's position on Glyphosate and subsequent advice to Local Governments, fails to support Local Governments and their communities in managing weeds both on hard surfaces and in the natural environment and the risks associated with these applications.

<https://www.sciencedirect.com/science/article/pii/S1383574218300887>

I feel that it is imperative that Local Government Authorities have access to the best advice available not only to prevent adverse experiences but also to protect the risk liabilities local governments increasingly face. The report's authors (see attached) state , *"We independently investigate whether there is an association between high cumulative exposures to glyphosate and increased risk of non-Hodgkin lymphoma (NHL) in humans and conduct a new meta-analysis that includes the most recent update of the Agricultural Health Study (AHS) cohort in 2018 along with five case-control studies."*

The Agricultural Health Study (AHS) has long been used by the APVMA as proof that GBH's are not associated with NHL. Yet these independent scientists specifically considered this study and still concluded, "Overall, in accordance with evidence from experimental animal and mechanistic studies, our current meta-analysis of human epidemiological studies suggests a compelling link between exposures to GBHs and increased risk for NHL."

It's important that local governments have access to the latest research and evidence related to the use of Glyphosate for the safety of their workers especially and their communities. I can appreciate how confusing and alarming it must be for Local Governments who carry the burden of risk liabilities from pesticide applications many of which are essential, and the conflicting regulatory advice they must rely upon to do this work.

In addition, while I am very grateful for the presentation by LGIS risk consultant, Joan Cavalieri, outlining the basics of local government's legal responsibilities in relation to pesticide applications, it was disappointing that the most relevant and applicable legislation was not provided to the forum participants.

The WA Health Act (Pesticide regulations) defines the legal requirements for public place applications. I do hope that the WALGA will ensure that all LGA's are fully aware and compliant with this specific legislation.

[https://www.legislation.wa.gov.au/legislation/prod/filestore.nsf/FileURL/mrdoc\\_28624.pdf/\\$FILE/Health%20\(Pesticides\)%20Regulations%202011%20-%20%5B01-00-00%5D.pdf?OpenElement](https://www.legislation.wa.gov.au/legislation/prod/filestore.nsf/FileURL/mrdoc_28624.pdf/$FILE/Health%20(Pesticides)%20Regulations%202011%20-%20%5B01-00-00%5D.pdf?OpenElement)

I also think it would be of benefit to WALGA and LGA's to be aware of more relevant legal case studies in relation to pesticide applications by local governments. The pesticide contamination caused by Turfmaster in the Cities of Joondalup and Stirling are clearly relevant and essential for LGA's to understand, so as to prevent similar occurrences. The deaths of 8000 trees and the

contamination of our groundwater aquifers is a very serious matter and Im sure WALGA would want to ensure LGA's do not fall victim to such events ever again.

I also think it is important for LGA's to be aware of the US court case that found that a ground-keepers cancer (Dwayne Johnstone) was in fact associated with his regular use of Glyphosate, given its global legal significance and relevancy to LGA workers health and safety.

<https://www.insurancejournal.com/news/national/2018/10/23/505318.htm>

<https://www.euractiv.com/section/agriculture-food/news/us-lawyers-confident-to-win-more-glyphosate-related-legal-cases-against-monsanto/>

Please do feel free to pass on my email to other LGA's for their records.

Again, thank you for hosting this most important forum.

Jane Bremmer

Friends of Success Hill Reserve

Bassendean