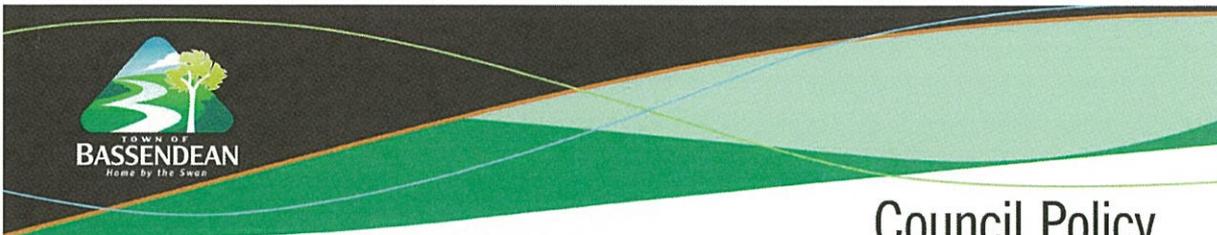


ATTACHMENT NO. 9



1.9 Verges Treatment Policy

INTRODUCTION

- (a) The Town of Bassendean (Town) recognises the important social and environmental role that safe, aesthetically pleasing and environmentally sustainable verges and streetscapes provide in the community.
- (b) Verges are Crown Land, representing a public space under the care, control and management of the Town. Verges also host vital public infrastructure and services.
- (c) Verge Treatments are regulated by the Town's *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010* (*Thoroughfares Local Law 2010*).
- (d) Nothing in this policy derogates from the Town's responsibility and control in this regard.

POLICY OBJECTIVES

This policy provides the requirements and direction for permissible verge treatments in the Town of Bassendean Local Government area.

POLICY SCOPE

- (a) The policy applies to all owners and occupiers in the Town of Bassendean (Town), Local Government area.
- (b) The policy applies to all verges, existing and new, in the Town with the exception of verges adjacent to Council controlled reserves.
- (c) Verge trees remain under the control and responsibility of the Town and therefore, this policy does not apply to verge trees.
- (d) The policy should be read and applied in conjunction with the Town's Verge Treatments – Guidelines for enhancing your verge (guidelines).

DEFINITIONS

For the purpose of this policy, the following definitions apply:

Acceptable material means any material which will create a hard surface, and which appears on a **list** of acceptable materials maintained by the Local Government..

Crossing means a crossing giving access from a public thoroughfare to private land or a private thoroughfare serving private land.

Footpath has the meaning given to it in the *Road Traffic Code 2000*.

Council Policy

DRAFT 12 March 2020

Permissible verge treatment has the same meaning as set out in clauses 1.2 and 2.7 of the *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010*.

Thoroughfare has the same meaning as in the *Local Government Act 1995*, but does not include a private thoroughfare which is not under the management or control of the local government.

Verge means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare, but does not include any footpath.

PERMISSIBLE VERGE TREATMENTS

- (a) Only permissible verge treatments can be installed or maintained.
- (b) Visual and physical access lines for pedestrian and vehicle access must be maintained.
- (c) Footpath installation or maintenance takes precedent over verge treatments.
- (d) Barriers, fences, statues, bunting, signs, stakes or star pickets are **not** permissible verge treatments.
- (e) Built structures and walls are **not** permissible verge treatments.

OBLIGATIONS OF OWNER OR OCCUPIER

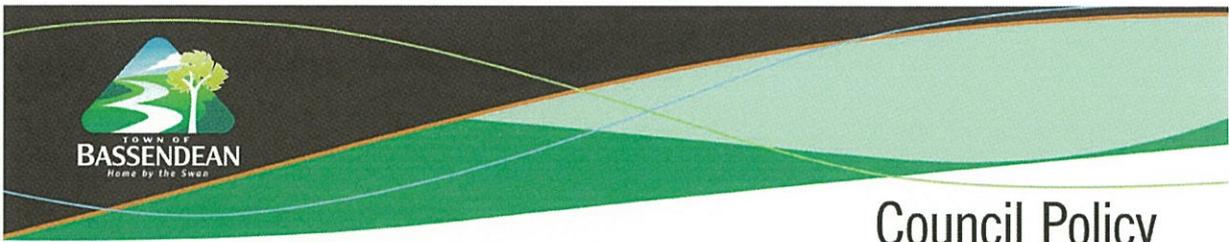
- (a) Division 3, *Thoroughfares Local Law 2010* applies to all verge treatments.
- (b) Where a verge treatment contravenes Division 3 of the *Thoroughfares Local Law 2010* or this policy or the guidelines or it poses a hazard or safety risk, the Town may issue a notice to the owner or occupier to undertake works, within the time specified, to meet requirements, or remove the verge treatment.
- (c) Verge treatments must maintain unobstructed and safe physical and visual access for service infrastructure (for example poles; pits), contractors, footpaths, driveways and local traffic.
- (d) Verges maintained by an owner or occupier do not form part of the Town's existing verge slashing program.

VERGE TREATMENTS – GUIDELINES FOR ENHANCING YOUR VERGE

- (a) In accordance with the *Thoroughfares Local Law 2010* the guidelines provide a list of **acceptable material** that can be used for verge treatments.
- (b) Design requirements and options are also set out in the guidelines.

APPROVAL

- (a) Prior approval is not required for verge treatments that comply with the *Thoroughfares Local Law 2010*.
- (b) For verge treatments that fall outside of the *Thoroughfares Local Law 2010*, the owner or occupier must obtain prior approval



Council Policy

DRAFT 12 March 2020

- (c) The prescribed application form must be completed and submitted to the Town. Work cannot commence on the verge treatment unless and until approval is granted.
- (d) Where a verge is ‘common property’ between two or more owners or occupiers, the owner or occupier proposing to install a verge treatment must obtain written agreement from all other owners or occupiers prior to commencing a verge treatment.

DIAL BEFORE YOU DIG

- (a) The Town requires that every owner or occupier proposing to install a verge treatment, contacts the Dial Before You Dig Service (DBYD) **prior to** commencing any work on the verge.
- (b) It is the responsibility of the owner or occupier, or a contractor acting on behalf of an owner or occupier, to contact DBYD..
- (c) Where an owner or occupier, or contractor acting on behalf of the owner or occupier, does not take appropriate and necessary steps to avoid damage to underground or sub-surface service infrastructure, the owner or occupier may be liable for the costs associated with any damage caused or any repair or replacement required.
- (d) The Town recommends that owners or occupiers also refer to the Utility Providers Code of Practice for Western Australia prior to commencing work on the verge.

COSTS FOR VERGE TREATMENTS

- (a) The Town is not liable for any costs associated with verge treatments.
- (b) The costs of installation, maintenance or removal of verge treatments remains solely with the owner, occupier, or an agent of the owner or occupier, responsible for the verge treatment.
- (c) The Town is not liable for any costs associated with any damage caused by an owner or occupier, or agents of the owner or occupier, in the planning, development, installation, maintenance or removal of a verge treatment.
- (d) The Town may issue an invoice to the owner or occupier to recover any costs associated with the removal of a non-compliant or unsafe verge treatment.

APPLICATION

<p>Policy Type:</p> <p>Link to Strategic Community Plan: Town Planning and Built Environment</p>	<p>Responsible Officer: Executive Manager Infrastructure</p> <p>First Adopted: OCM</p> <p>Last Reviewed: April 2014</p> <p>Version : 2</p> <p>Next Review due by: March 2023</p>
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VERGE TREATMENTS – GUIDELINES FOR ENHANCING YOUR VERGE

Town of Bassendean 2020

1. Introduction

At the Town of Bassendean, we encourage the development and maintenance of our verges to be sustainable, productive and social spaces.

The street verge is a valued public space and to achieve its maximum potential for the community, your valued contribution in landscaping and maintaining the verge is encouraged.

These guidelines encourage you to install verge treatments within our community which:

- reduce water use within the verge
- promote cooling our suburbs
- provides a habitat for fauna and improves biodiversity
- creates a sense of community and place
- adds to the amenity of the local area
- increases water infiltration and reduces stormwater runoff
- improves soil quality and the health of street trees.

Within this guideline, you will find some practical information and examples for the design and implementation of your new verge garden.

For more information:

- Visit www.bassendean.wa.gov.au
- Phone 9377 8000
- Visit: Council Offices 35 Old Perth Road, Bassendean.

2. What is a Verge?

The verge area is the portion of land between the edge of the road and the front property boundary.

These guidelines relate to the verge area and excludes footpaths and driveways.

Verges are provided on the edge of each road as a corridor to house underground services such as street lighting, power, gas, stormwater, water, sewerage and telecommunications.

Any work associated with establishing your new verge garden must not have an adverse impact on any infrastructure located within the verge.

Before starting any work within the verge, residents should contact *'Dial before you dig'* [[insert hyperlink](#)] and the Town to identify and protect any infrastructure (cables; pipes; manholes, etc.).

It is important for residents to note that utility providers are empowered by legislation to carry out infrastructure maintenance or upgrade works within the verge.

If this work is undertaken within the verge it may damage or disturb your verge garden. While all care is taken, maintaining the infrastructure is a priority.

Works within the verge may also include street tree pruning by the Town or its authorised contractors.

Residents are responsible for the reinstatement of their verge garden on the completion of any works carried out by the utility provider, the Town or authorised contractors.

3. What is a Street Tree?

A street tree is any tree located within the verge. Street trees are under the care, ownership and control of the Town. To ensure the long-term health of trees in streetscapes, the Town operates a street tree program.

The Town's street tree program includes the regular maintenance of street trees including pruning, watering and the annual winter planting of new and replacement street trees. Residents are encouraged to contact the Town to request a street tree for their verge. Alternatively, residents may choose to plant their own trees in the verge (including fruit trees), but that is subject to prior written approval being provided by the Town [\[insert hyperlink\]](#).

The Town's Adopt-A-Tree program calls on residents, businesses and community groups to work in partnership with the Town to care for street trees. Anyone within the Town can register as a tree adopter [\[insert hyperlink\]](#).

4. What can the Town do for you?

Visit our website at www.basssendean.wa.gov.au to find out more about the:

- Street tree program (planting, watering and maintenance)
- Adopt-A-Tree Program
- Plant subsidy scheme
- Free mulch (for collection from the Town's Depot located at 69 Scaddan Street, Bassendean)

5. Plant Subsidy Scheme

Every year, the Town offers residents the opportunity to purchase subsidised native plant seedlings at reduced prices [\[insert hyperlink\]](#). Being local native plants, the seedlings are already well adapted to our climate and, once established, should not require a high level of watering. Residents should note that stocks are limited and distributed on a first-come, first-serve, basis.

6. Applications

No application or permit is needed for upgrading your verge, if your verge garden fully complies with these guidelines and the following:

- (a) The Town's *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010* [\[insert hyperlink\]](#);
- (b) Council Policy 1.9 Verge Treatment Policy 2019 [\[insert hyperlink\]](#); and

- (c) The Water Corporation's *Waterwise verge best practice guidelines* [insert hyperlink];

Residents wishing to install a verge garden which is outside of the above requirements will require prior written approval from the Town before carrying out any works within their verge [insert hyperlink].

Where a verge is 'common property' between two or more owners or occupiers, the owner or occupier proposing to install a verge treatment must obtain written agreement from all other owners or occupiers prior to commencing a verge treatment.

7. Permissible Verge Treatments

Under these guidelines, the following treatments are permitted:

Lawn varieties which are drought tolerant and suitable for Western Australia's warm conditions. When installing a new lawn, residents are encouraged to consider Soft leaf buffalo grasses; Queensland Blue; Velvetene; Kikuyu grasses; and Zoysia grasses.

For more information, visit (<https://www.watercorporation.com.au/save-water/in-the-garden/lawn-care>) [insert hyperlink].

Plants such as locally sourced natives which grow to a maximum height of 700mm and are not thorny, poisonous or hazardous. A mix of groundcovers, strappy leaf plants and shrubs are encouraged, as are flowering species which attract birds and insects. You may also wish to consider options for an edible garden within your verge.

For more information, visit ([watercorporation.com.au/plants](https://www.watercorporation.com.au/plants)) [insert hyperlink], local Waterwise Garden Centres or refer to section 16. *Recommended Plant Species*.

Paved Area which occupies up to 30% of the verge. To calculate the permitted area of paving, the area of footpath and vehicle crossover (driveway) should be deducted from the total verge area. Pavers should be a minimum of 2 metres from the base of any street tree and must not be higher than the adjacent kerb line, footpath or vehicle crossing. Limit the use of paving in your design so as to increase water infiltration into the verge garden and to limit the amount of stormwater runoff. Paving must be able to tolerate limited vehicle traffic.

Composted or chipper mulch material which must not be higher than the adjacent kerb line, footpath or vehicle crossing. Mulch should be kept away from the base of any street tree. Vehicle crossings, footpaths and the road must be kept free of loose mulch at all times.

For further information, please refer to *Mulching* in section 13.

Raised garden beds constructed from suitable materials, such as timber, sleepers, logs or planks, providing they do not have any sharp edges or pose a hazard to anyone using the verge area. They can be pre-fabricated or pre-assembled and made from galvanised zinc material or similar materials. The raised garden bed should be easy to disassemble or move if required. Works associated with the construction and installation of a raised garden bed on the verge must comply with the Town's *Street Tree Protection Policy* [insert hyperlink].

Garden beds must be a maximum height of 350mm and setback 500mm from footpaths, vehicle crossings, street trees and infrastructure. The garden bed must be set back 2 metres from the road kerb line if a footpath is not located on the verge and 1 metre if there is a footpath located on the verge for the use of pedestrians.

For further information, refer to section 10. *Verge Treatment Design Examples*.

Seating, little libraries and other street furniture located within the verge that considers the safe access of pedestrians and road users. All furniture must be securely fixed, located away from the road carriageway and not pose a hazard or obstruction. Street furniture within the verge should be located adjacent to your front property boundary and must not force pedestrians or cyclists towards the road carriageway.

8. Unacceptable Verge Treatments

While we encourage attractive and environmentally sustainable verge gardens, there is a requirement to maintain safe and accessible verges for the community, pedestrians and all road users.

To achieve this, the verge area **must not** contain barriers, fences, statues, bunting, signs, star pickets or any other hazard, at any time.

The following **unacceptable materials** cannot be used within the verge area:

- **Rigid or non-frangible materials** such as rocks or boulders. These pose an obstruction or hazard to pedestrians and road users.
- **Loose objects** such as gravel or aggregate because these may create an unstable area within the verge and are potential projectiles. Loose objects which are able to be broken, may be brittle or disintegrate and pose a safety risk to the community, pedestrians and road users.
- **Artificial lawn or turf** may affect soil health and lead to an increase in the urban heat island effect by absorbing the heat from sunlight and then emitting this built up heat at a later stage. It also reduces water infiltration which leads to an increase in stormwater runoff.
- **Built structures** with walls and/or a roof constructed from concrete, bricks, limestone, wood, stone, metal or similar materials.

9. Verge Treatment Design

- Measure your verge (length and width) and draw up your verge plan to scale.
- Calculate the area of your verge (length multiplied by the width) and how many plants are required.
- Consider the materials you wish to use.
- Offset plants from street trees, kerbs, footpaths, utilities and vehicle crossovers in accordance with the required setbacks, to allow them to grow appropriately. For further information, please refer to section 10. *Verge Treatment Design Examples*.
- Consider layered plantings with the use of different varieties and colours to create contrast and variety.

- Consider flowering native plants which look great and attract birds and insects.
- Leave an area within your verge to put out your wheelie bins and bulk waste collection near the kerb.
- Leave a pedestrian access strip along the road kerb and ensure any raised garden beds are adequately set back from street trees, infrastructure, footpaths, kerbs, and vehicle crossovers.
- Consider options for an edible garden.

Please refer to the verge treatment design examples below.

10. Verge Treatment Design Examples

(The published Guidelines will include Verge Treatment Design Examples)

11. Verge Treatment Plan

Use the grid below to sketch and design your proposed new verge garden. It is recommended to use each square below as 1sq/m and to capture the dimensions of your verge, including any site features, such as vehicle crossovers, footpaths, street trees, road carriageway and property boundaries.

(The published Guidelines will include a sketch grid for residents to use in their verge treatment design)

12. Verge Preparation

Preparation of the verge area is critical to the success of your new verge garden.

Consider a process such as this:

- **Lawn and weed removal**

It is important to remove any existing lawn and weeds to ensure that reinfestation does not occur in the future. The removal of some perennial grasses such as buffalo and kikuyu can be undertaken manually with the use of hand tools, while other types such as couch grass are more difficult to remove. Residents are encouraged to research the most effective and environmentally sustainable methods for the removal of lawns or weeds. Machinery should not be used in close proximity to any street tree located on the verge and all works must comply with the Town's *Street Tree Protection Policy* [insert hyperlink].

Whatever method is decided on for the removal of couch grass, the regular removal of any new growth is required to maintain your new verge garden.

- **Soil preparation and levels (boxing out)**

When removing existing turf or weeds, to bring your soil level down to about 75-100mm below the kerb/footpath level to allow for mulch application later. Your finished level after mulching should be flush with the kerb and any other hard surface. This helps retain water and mulch within the verge rather than spilling onto the footpath, road carriageway or vehicle crossover. Machinery should not be used in close proximity to any street tree located on the verge

and all works must comply with the Town's *Street Tree Protection Policy* [\[insert hyperlink\]](#).

Alternatively, you may wish to only box out along the boundaries of your verge. This will reduce the amount of work involved in boxing out your verge area, ensure mulch is level with any hard surface and reduce the loss of valuable top soil disposed of in landfill.

Some soils are sandy and have limited retention of moisture or nutrients. You should consider the application of a soil conditioner such as organic compost, clay such as bentonite and soil wetting agents, by manually mixing it into the top 50mm of soil.

When buying soil conditioner or wetting agents, select products with the Waterwise and Smart Approved WaterMark symbols and refer to the manufacturer's instructions for application rates.

For more information visit (watercorporation.com.au/products) [\[insert hyperlink\]](#)

13. Verge Treatment Implementation

- **Setting out plants**

Before digging any holes for your new plants, set out your plants in their pots within the verge area. Check the mature size (height and width) of your plants, allowing them room to grow to their full size without obstructing sight lines, access ways and infrastructure. In general, keep larger shrubs away from hard surfaces and offset groundcovers approximately 1 to 1.5m away, to stop them spilling over into access ways. For further information, please refer to section 10. *Verge Treatment Design Examples*.

- **Planting**

Late autumn and early winter is the best time to plant your verge as rainfall and cooler temperatures will help to establish your new verge garden without additional watering.

Once you dig your holes, a few granules of slow release fertilizer for native plants can be added before planting and backfilling the hole. Gently compact the soil around and then water in your new plants.

- **Mulching**

The application of good waterwise mulch will help reduce plant stress and evaporation loss, suppress weed growth and greatly improve the appearance of your new verge garden. The Town provides free mulch to residents for collection from the Town's depot at 69 Scaddan Street, Bassendean. The mulch is made from material collected during tree pruning as part of the Town's street tree program and is subject to availability.

Organic mulch can be placed 75mm to 100mm deep, level with or below adjacent hard surfaces, 100mm clear of plant stems and 500mm clear of street tree trunks.

14. Verge Treatment Maintenance

Maintenance of verge gardens is to be undertaken by the resident. Native verge gardens should only require occasional weeding and pruning. Prune plants periodically to ensure good form, maintain sightlines and access. Your garden may benefit from an application of slow release native plant fertiliser once a year. Mulch levels should be monitored and topped up as necessary.

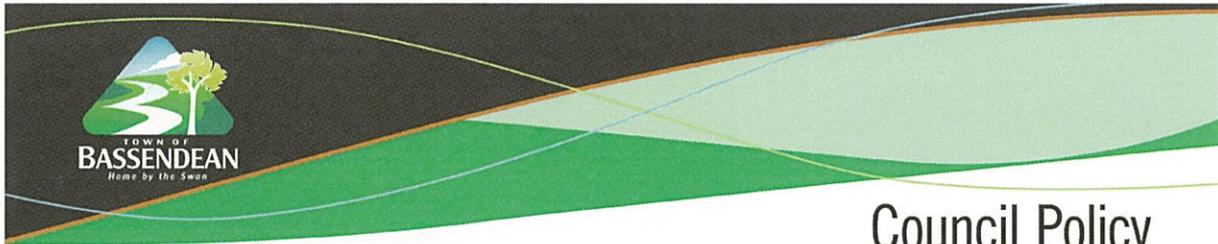
Maintenance of all street trees is to be undertaken by the Town. Please contact the Town if your street tree requires pruning. For further information, please refer to section 4. *Street Trees*.

15. Verge Irrigation

Water and reticulation systems are permitted, provided they comply with the Water Corporation's *Waterwise verge best practice guidelines* [\[insert hyperlink\]](#). Valves and other mechanisms are to be located on the residents' private property and below ground irrigation or pop up sprinkler heads must be used. To achieve the objectives of these guidelines, the recycling of stormwater on the verge is encouraged and water spillage from irrigation systems onto vehicle crossings, footpaths, the road carriageway and other hard surfaces is to be prevented. Residents are reminded to comply with their designated watering days and not to water in winter months. The works associated with the installation of an irrigation system on the verge must comply with the Town's *Street Tree Protection Policy* [\[insert hyperlink\]](#).

16. Recommended Plant Species

(The published Guidelines will include a recommended plant species list)



1.9 Verges Treatment and Maintenance Policy

Street verges within the Town perform important functions including the provision of space for public utility services, increased public space and the visual linking of streetscapes. In the interests of Bassendean's wellbeing into the future, the Town wishes to encourage landscaping that is waterwise, aesthetically pleasing and reflects our natural heritage.

It is acknowledged that verges form part of the public realm. Whilst Council allocates funding for the maintenance of selected verges, generally those adjacent to major or distributor roads, the Town relies on the goodwill and cooperation of adjacent land owners/occupiers for the maintenance of their verges.

Objectives

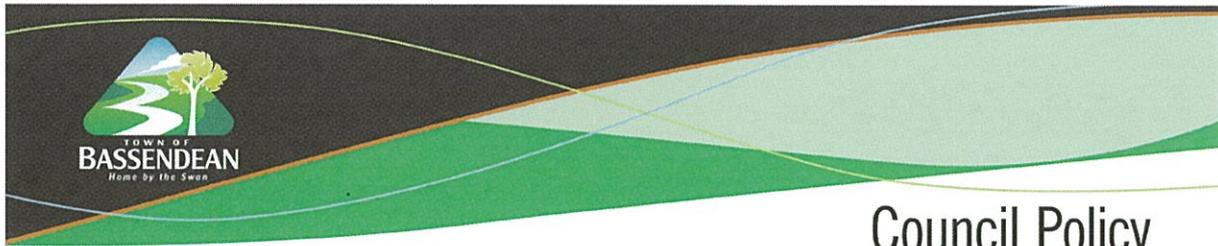
The objectives of this policy are to encourage adjacent owners/occupiers to install and maintain Permissible Verge Treatments in accordance to Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law, for the installation and management of verges that are waterwise, aesthetically pleasing, and that reflect our natural heritage.

Council does not mow or slash verges adjacent to all private, commercial or industrial property on the basis that owners and residents with civic pride undertake this activity as a contribution to the amenity of the Town. This allows Council to direct its resources to priority services.

Strategy

The Town of Bassendean will achieve these objectives through the application of "Permissible Verge Treatment" guidelines (see Appendix 1) with which to assess requests to develop new or alter existing verge treatments and the development of a priority verge slashing program to reduce the grass loadings through out the year, within the allocated budget constraints. Street verge slashing program is a grass reduction service not a lawn mowing service and will be provided within budget constraints, in accordance with the following priorities:

Priority One - Primary and District Distributor Roads – Guildford Rd, Lord St, Walter Rd East, Morley Drive (as arranged with the Shire of Swan), Collier Rd and Railway Parade, and areas required to be carried out for reasons of fire, traffic, cyclist or pedestrian safety.



Council Policy

Priority Two - Local Distributor Roads – West Rd, Ivanhoe St, Old Perth Rd, Hardy Rd, Reid St, Broadway, Northmoor Rd, Iolanthe St, Palmerston St, Shackleton St, Bridson St, Haig St and Colstoun Rd.

Priority Three - Local Roads - Scaddan St, North Rd, Bassendean Parade, Pearson St and Surrey St.

Priority Four - Verges adjacent to vacant and corner blocks, cul-de-sac heads, and closed road sections in other roads.

Note:

1. Verges adjacent to Council controlled reserves are to be mown as part of those reserves; and
2. Verges maintained by the resident are not included in the verge slashing program.

Detail

This policy applies to the portion of land between the road kerb/edge and the property boundary. The requirements of the policy exclude footpaths and crossovers.

Treatments should be attractive and provide a positive enhancement to the streetscape. Street tree planting shall be in accordance to the adopted Street Tree Master Plan. Street trees remain the responsibility of the Town and are therefore, excluded from this policy.

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.

<p>Policy Type: Strategic Policy</p> <p>Link to Strategic Community Plan: Town Planning & Built Environment</p>	<p>Policy Owner: Director Operational Services</p> <p>First Adopted: OCM-12/12/11</p> <p>Last Review Date: March 2014</p> <p>Version 1</p> <p>Next Review due by: December 2016</p>
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Appendix 1

PERMISSIBLE VERGE TREATMENTS

Introduction

The portion of land between a property boundary and the carriageway or road is referred to as the verge. Property owners or residents of land abutting the verge may install a permissible verge treatment.

A permissible verge treatment is one that is approved by Council and subject to stringent conditions.

Waterwise management practices are encouraged for verge treatments. The Water Corporation webpage (www.watercorporation.com.au) has a range of initiatives to assist residents minimise water usage.

Permissible Verge Treatments

The Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010 states:

Division 1 - General prohibitions : A person must not plant any plant except grass within 6m of an intersection

Division 3 - Permissible Verge treatments:

- (1) *An owner or occupier of land, which abuts on a verge, may on that part of the verge directly in front of her or his land install a permissible verge treatment.*
- (2) *The permissible verge treatments are:*
 - (a) *the planting and maintenance of a lawn;*
 - (b) *the planting and maintenance of a garden provided that:*
 - (i) *clear sight visibility is maintained at all times for a person using the abutting thoroughfare in the vicinity of an intersection or bend in the thoroughfare or using a driveway on land adjacent to the thoroughfare for access to or from the thoroughfare;*
 - (ii) *where there is no footpath, a pedestrian has safe and clear access of a minimum width of 2m along that part of the verge immediately adjacent to the kerb;*
 - (iii) *it does not include a wall or built structure; and*
 - (iv) *it is not of a thorny, poisonous or hazardous nature; or*
 - (c) *the installation of an acceptable material; or*
 - (d) *the installation of an acceptable material or other verge treatment in accordance with paragraph (c), and the planting and maintenance of either a lawn or a garden on the balance of the verge in accordance with paragraph (a) or (b).*

Acceptable materials	Conditional requirements
1. Composted mulch or chipper mulch material 2. Small format Permeable/ Porous	<ul style="list-style-type: none"> ➤ Street Tree Protection policy requirements are applied to ensure the long-term health of the tree ➤ To protect the tree roots, all earth works under the tree drip line shall be performed using hand tools



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LOCAL GOVERNMENT ACT 1995

TOWN OF BASSENDEAN

ACTIVITIES ON
THOROUGHFARES AND
TRADING IN
THOROUGHFARES AND
PUBLIC PLACES
LOCAL LAW 2010

LOCAL GOVERNMENT ACT 1995

TOWN OF BASSENDEAN

ACTIVITIES ON THOROUGHFARES AND TRADING IN
THOROUGHFARES AND PUBLIC PLACES LOCAL LAW 2010

TABLE OF CONTENTS

PART 1—PRELIMINARY

- 1.1 Citation
- 1.2 Definitions
- 1.3 Application
- 1.4 Repeal

PART 2—ACTIVITIES ON THOROUGHFARES AND PUBLIC PLACES

Division 1—General

- 2.1 General prohibitions
- 2.2 Activities allowed with a permit—general
- 2.3 No possession and consumption of liquor on thoroughfare

Division 2—Vehicle Crossings

- 2.4 Temporary Crossings
- 2.5 Removal of redundant crossing

Division 3—Verge Treatments

- 2.6 Interpretation
- 2.7 Permissible verge treatments
- 2.8 Only permissible verge treatments to be installed
- 2.9 Obligations of owner or occupier
- 2.10 Notice to owner or occupier
- 2.11 Transitional provision
- 2.12 Power to carry out public works on verge

Division 4—Property Numbers

- 2.13 Interpretation
- 2.14 Assignment of numbers

Division 5—Fencing

- 2.15 Public place—clause 4(1) of Division 1, Schedule 3.1 of Act

Division 6—Signs Erected by the Local Government

- 2.16 Signs
- 2.17 Transitional

Division 7—Driving on a Closed Thoroughfare

- 2.18 No driving on closed thoroughfare

PART 3—ADVERTISING SIGNS ON THOROUGHFARES

Division 1—Preliminary

- 3.1 Interpretation

Division 2—Permit

- 3.2 Portable advertising signs and portable direction signs
- 3.3 General Discretion

PART 4—OBSTRUCTING ANIMALS, VEHICLES OR SHOPPING TROLLEYS*Division 1—Animals and Vehicles*

- 4.1 Leaving an animal or vehicle in a public place or on local government property
- 4.2 Prohibitions relating to animals
- 4.3 Removal of vehicle or animal

Division 2—Shopping Trolleys

- 4.4 Interpretation
- 4.5 Shopping trolley to be marked
- 4.6 Person not to leave trolley in public place
- 4.7 Retailer to remove abandoned trolley
- 4.8 Retailer taken to own trolley
- 4.9 Impounding of abandoned trolley

PART 5—TRADING IN THOROUGHFARES AND PUBLIC PLACES*Division 1—Stallholders and Traders*

- 5.1 Interpretation
- 5.2 Stallholder's permit
- 5.3 Trader's permit
- 5.4 No permit required to sell newspaper
- 5.5 Conduct of stallholders and traders

Division 2—Street entertainers

- 5.6 Interpretation
- 5.7 Permit required to perform
- 5.8 Variation of permitted area and permitted time
- 5.9 Duration of permit
- 5.10 Cancellation of permit

Division 3—Outdoor Eating Facilities on Public Places

- 5.11 Interpretation
- 5.12 Permit required to conduct facility
- 5.13 Removal of facility unlawfully conducted
- 5.14 Temporary removal of facility may be requested

PART 6—PERMITS*Division 1—Applying for a permit*

- 6.1 Application for permit
- 6.2 Decision on application for permit
- 6.3 Relevant considerations in determining application for permit

Division 2—Conditions

- 6.4 Conditions which may be imposed on a permit
- 6.5 Imposing conditions under a policy
- 6.6 Compliance with and variation of conditions

Division 3—General

- 6.7 Duration of permit
- 6.8 Renewal of permit
- 6.9 Transfer of permit
- 6.10 Production of permit
- 6.11 Cancellation of permit
- 6.12 Nominee of permit holder

PART 7—OBJECTIONS AND APPEALS

- 7.1 Application of Part 9 Division 1 of Act

PART 8—NOTICES

- 8.1 Notice to redirect or repair sprinkler
- 8.2 Hazardous plants
- 8.3 Damage to thoroughfare
- 8.4 Notice to remove thing unlawfully placed on thoroughfare

PART 9—ENFORCEMENT*Division 1—Notices Given Under This Local Law*

- 9.1 Offence to fail to comply with notice
- 9.2 Local government may undertake requirements of notice

Division 2—Offences and Penalties

- 9.3 Offences
- 9.4 Prescribed offences
- 9.5 Forms

PRESCRIBED OFFENCES

LOCAL GOVERNMENT ACT 1995

TOWN OF BASSENDEAN

ACTIVITIES ON THOROUGHFARES AND TRADING IN
THOROUGHFARES AND PUBLIC PLACES LOCAL LAW 2010

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Town of Bassendean resolved on the 23rd November 2010 to adopt the following local law.

PART 1—PRELIMINARY

1.1 Citation

This local law may be cited as the *Town of Bassendean Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010*.

1.2 Definitions

In this local law unless the context otherwise requires—

“**Act**” means the *Local Government Act 1995*;

“**applicant**” means a person who applies for a permit;

“**authorised person**” means a person authorised by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this local law;

“**built-up area**” has the meaning given to it in the *Road Traffic Code 2000*;

“**bulk rubbish container**” means a bin or container designed or used for holding a substantial quantity of rubbish and which is unlikely to be lifted without mechanical assistance, but does not include a bin or container used in connection with the local government's regular domestic rubbish or recycling collection service;

“**carriageway**” has the meaning given to it in the *Road Traffic Code 2000*;

“**CEO**” means the Chief Executive Officer of the local government;

“**commencement day**” means the day on which this local law comes into operation;

“**Council**” means the council of the local government;

“**crossing**” means a crossing giving access from a public thoroughfare to—

(a) private land; or

(b) a private thoroughfare serving private land;

“**district**” means the district of the local government;

“**footpath**” has the meaning given to it in the *Road Traffic Code 2000*;

“**garden**” means any part of a thoroughfare planted, developed or treated, otherwise than as a lawn, with one or more plants;

“**intersection**” has the meaning given to it in the *Road Traffic Code 2000*;

“**kerb**” includes the edge of a carriageway;

“**lawn**” means any part of a thoroughfare which—

(a) is planted, by any person, only with grass, or with a similar plant; or

(b) is planted, by the local government, with any other plant;

“**liquor**” has the meaning given to it in section 3 of the *Liquor Control Act 1988*;

“**local government**” means the Town of Bassendean;

“**local government property**” means anything except a thoroughfare—

(a) which belongs to the local government;

(b) of which the local government is the management body under the *Land Administration Act 1997*; or

(c) which is an “otherwise unvested facility” within section 3.53 of the Act;

“**lot**” has the meaning given to it in the *Planning and Development Act 2005*;

“**owner**” or “**occupier**” in relation to land does not include the local government;

- “**permissible verge treatment**” means a treatment described in clause 2.7(2), and includes any reticulation pipes and sprinklers installed for the purposes of the treatment;
- “**permit**” means a permit issued under this local law;
- “**permit holder**” means a person who holds a valid permit;
- “**person**” does not include the local government;
- “**premises**” for the purpose of the definition of “public place” in both this clause and clause 6.1, means a building or similar structure, but does not include a carpark or a similar place;
- “**public place**” includes any thoroughfare or place which the public are allowed to use, whether or not the thoroughfare or place is on private property, but does not include—
- (a) premises on private property from which trading is lawfully conducted under a written law; and
 - (b) local government property;
- “**regulations**” mean the *Local Government (Functions and General) Regulations 1996*;
- “**sign**” includes a notice, flag, mark, structure or device on which may be shown words, numbers, expressions or symbols;
- “**thoroughfare**” has the meaning given to it in the Act, but does not include a private thoroughfare which is not under the management or control of the local government;
- “**town planning scheme**” means a town planning scheme of the local government made under the *Planning and Development Act 2005*;
- “**townsite**” means the townsite of the local government which is—
- (a) constituted under section 26(2) of the *Land Administration Act 1997*; or
 - (b) referred to in clause 37 of Schedule 9.3 of the Act;
- “**vehicle**” includes—
- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and
 - (b) an animal being ridden or driven,
- but excludes—
- (a) a wheel-chair or any device designed for use by a physically impaired person on a footpath; and
 - (b) a pram, a stroller or a similar device; and
- “**verge**” means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare, but does not include any footpath.

1.3 Application

This local law applies throughout the district.

1.4 Repeal

(1) The *Town of Bassendean Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law* published in the *Government Gazette* on 16 August 2001 is repealed.

(2) Where a policy was made or adopted by the local government under or in relation to a local law repealed by this local law, then the policy is to be taken to no longer have any effect on and from the commencement day.

(3) The Council may resolve that notwithstanding subclause (2) specified policies continue, or are to be taken to have continued, to have effect on and from the commencement day.

PART 2—ACTIVITIES ON THOROUGHFARES AND PUBLIC PLACES

Division 1—General

2.1 General prohibitions

A person must not—

- (a) plant any plant except grass within 6m of an intersection;
- (b) damage a lawn or a garden or remove any plant or part of a plant from a lawn or a garden in a thoroughfare or public place unless—
 - (i) the person is the owner or the occupier of the lot abutting that portion of the thoroughfare and the lawn or the garden or the particular plant has not been installed or planted by the local government; or
 - (ii) the person is acting under the authority of a written law;
- (c) place, or allow to be placed or remain, on a thoroughfare or verge any thing (except water) that—
 - (i) obstructs the thoroughfare or verge; or
 - (ii) results in a hazard for any person using the thoroughfare or verge;
- (d) unless at the direction of the local government, damage, remove or interfere with any signpost, direction plate, guidepost, notice, shelter, shed, fence or any structure erected on a thoroughfare by the local government or a person acting under the authority of a written law;
- (e) play or participate in any game or sport so as to cause danger to any person or thing or impede the movement of vehicles or persons on a thoroughfare;

- (f) within a mall, arcade or veranda of a shopping centre, ride any skateboard, rollerblades, bicycles, scooters or similar device; or
- (g) remove or kill by felling, poison or any other means a tree on a verge area or thoroughfare or verge unless the person is—
 - (i) acting under authority of a permit issued by the local government; or
 - (ii) a local government employee or contractor engaged by the local government to undertake work in relation to a particular tree or trees on thoroughfares in the district or on local government property generally; or
 - (iii) acting under authority of a written law.

2.2 Activities allowed with a permit—general

(1) A person shall not, without a permit—

- (a) dig or otherwise create a trench through or under a kerb or footpath;
- (b) subject to Division 3 of this Part, throw, place or deposit any thing on a verge except for removal by the local government under a bulk rubbish collection, and then only during the period of time advertised in connection with that collection by the local government;
- (c) cause any obstruction to a vehicle or a person using a thoroughfare as a thoroughfare;
- (d) cause any obstruction to a water channel or a water course in a thoroughfare;
- (e) throw, place or drain offensive, noxious or dangerous fluid onto a thoroughfare;
- (f) damage a thoroughfare, kerb or footpath;
- (g) light any fire or burn any thing on a thoroughfare other than in a stove or fireplace provided for that purpose;
- (h) fell any tree onto a thoroughfare;
- (i) unless installing, or in order to maintain, a permissible verge treatment—
 - (i) lay pipes under or provide taps on any verge; or
 - (ii) place or install any thing on any part of a thoroughfare, including gravel, stone, flagstone, cement, concrete slabs, blocks, bricks, pebbles, plastic sheeting, kerbing, wood chips, bark or sawdust;
- (j) provide, erect, install or use in or on any building, structure or land abutting on a thoroughfare any hoist or other thing for use over the thoroughfare;
- (k) on a public place use anything or do anything so as to create a nuisance;
- (l) place or cause to be placed on a thoroughfare a bulk rubbish container;
- (m) interfere with the soil of, or anything in a thoroughfare or take anything from a thoroughfare;
- (n) prune or lop a tree on a verge or in a thoroughfare unless that person is—
 - (i) a local government employee or contractor engaged by the local government to undertake work in relation to a particular tree or trees on thoroughfares in the district or on local government property generally; or
 - (ii) acting under authority of a written law;
- (o) plant or sow any seeds in a thoroughfare;
- (p) clear or maintain in a cleared state, the surface of a thoroughfare within 1m of that person's land; or
- (q) construct a firebreak on a thoroughfare.

(2) The local government may exempt a person from compliance with subclause (1) on the application of that person.

2.3 No possession and consumption of liquor on thoroughfare

(1) A person shall not consume any liquor or have in her or his possession or under her or his control any liquor on a thoroughfare unless—

- (a) that is permitted under the *Liquor Control Act 1988* or under another written law; or
- (b) the person is doing so in accordance with a permit;

(2) Subclause (1) does not apply where the liquor is in a sealed container.

Division 2—Vehicle Crossings

2.4 Temporary Crossings

(1) Where it is likely that works on a lot will involve vehicles leaving a thoroughfare and entering the lot, the person responsible for the works must obtain a permit for the construction of a temporary crossing to protect the existing carriageway, kerb, drains and footpath, where—

- (a) a crossing does not exist; or
- (b) a crossing does exist, but the nature of the vehicles and their loads is such that they are likely to cause damage to the crossing.

(2) The "person responsible for the works" in subclause (1) is to be taken to be—

- (a) the builder named on the building licence issued under the *Local Government (Miscellaneous Provisions) Act 1960*, if one has been issued in relation to the works; or
- (b) the registered proprietor of the lot, if no building licence has been issued under the *Local Government (Miscellaneous Provisions) Act 1960* in relation to the works.

(3) If the local government approves an application for a permit for the purpose of subclause (1), the permit is taken to be issued on the condition that until such time as the temporary crossing is removed, the permit holder shall keep the temporary crossing in good repair and in such a condition so as not to create any danger or obstruction to persons using the thoroughfare.

2.5 Removal of redundant crossing

(1) Where works on a lot will result in a crossing no longer giving access to a lot, the crossing is to be removed and the kerb, drain, footpath, verge and any other part of the thoroughfare affected by the removal are to be reinstated to the satisfaction of the local government.

(2) The local government may give written notice to the owner or occupier of a lot requiring her or him to—

- (a) remove any part of or all of a crossing which does not give access to the lot; and
- (b) reinstate the kerb, drain, footpath, verge and any other part of the thoroughfare, which may be affected by the removal,

within the period of time stated in the notice, and the owner or occupier of the lot shall comply with that notice.

Division 3—Verge Treatments

2.6 Interpretation

In this Division, unless the context otherwise requires—

“acceptable material” means any material which will create a hard surface, and which appears on a list of acceptable materials maintained by the local government.

2.7 Permissible verge treatments

(1) An owner or occupier of land, which abuts on a verge, may on that part of the verge directly in front of her or his land install a permissible verge treatment.

(2) The permissible verge treatments are—

- (a) the planting and maintenance of a lawn;
- (b) the planting and maintenance of a garden provided that—
 - (i) clear sight visibility is maintained at all times for a person using the abutting thoroughfare in the vicinity of an intersection or bend in the thoroughfare or using a driveway on land adjacent to the thoroughfare for access to or from the thoroughfare;
 - (ii) where there is no footpath, a pedestrian has safe and clear access of a minimum width of 2m along that part of the verge immediately adjacent to the kerb;
 - (iii) it does not include a wall or built structure; and
 - (iv) it is not of a thorny, poisonous or hazardous nature; or
- (c) the installation of an acceptable material; or
- (d) the installation of an acceptable material or other verge treatment in accordance with paragraph (c), and the planting and maintenance of either a lawn or a garden on the balance of the verge in accordance with paragraph (a) or (b).

2.8 Only permissible verge treatments to be installed

(1) A person shall not install or maintain a verge treatment that is not a permissible verge treatment.

(2) The owner and occupier of the lot abutting a verge treatment referred to in subclause (1) are each to be taken to have installed and maintained that verge treatment for the purposes of this clause and clause 2.9.

2.9 Obligations of owner or occupier

An owner or occupier who installs or maintains a permissible verge treatment must—

- (a) keep the permissible verge treatment in a good and tidy condition and ensure, where the verge treatment is a garden or lawn, that a footpath on the verge and a carriageway adjoining the verge is not obstructed by the verge treatment;
- (b) ensure the verge treatment does not cause a sight distance obstruction to any person using a footpath on the verge or a carriageway or crossing adjoining the verge or in proximity to it;
- (c) not place any obstruction on or around the verge treatment;
- (d) not disturb a footpath on the verge;
- (e) ensure that the verge treatment does not damage or obstruct a drain, manhole, gully, inspection pit, channel, kerb, or tree planted by the local government; and
- (f) ensure that any sprinklers or pipes installed to irrigate a verge treatment—
 - (i) do not protrude above the level of the lawn when not in use;
 - (ii) are not used at such times so as to cause unreasonable inconvenience to pedestrians or other persons; and
 - (iii) do not otherwise present a hazard to pedestrians or other persons.

2.10 Notice to owner or occupier

The local government may give a notice in writing to the owner or the occupier of a lot abutting on a verge to make good, within the time specified in the notice, any breach of a provision of this Division.

2.11 Transitional provision

(1) In this clause—

“**former provisions**” means one or more of the provisions on a repealed local law which permitted certain types of verge treatments; and

“**repealed local law**” means the local law that is repealed by clause 1.4. without the consent of the local government.

(2) A verge treatment which—

(a) was installed prior to the commencement day; and

(b) on the commencement day is a type of verge treatment which was permitted under and complied with the former provisions, is to be taken to be a permissible verge treatment for so long as the verge treatment remains of the same type and continues to comply with the former provisions.

2.12 Power to carry out public works on verge

Where the local government or an authority empowered to do so under a written law disturbs a verge, the local government or the authority—

(a) is not liable to compensate any person for that disturbance;

(b) may backfill with sand, if necessary, any garden or lawn; and

(c) is not liable to replace or restore any—

(i) verge treatment and, in particular, any plant or any acceptable material or other hard surface; or

(ii) sprinklers, pipes or other reticulation equipment.

*Division 4—Property Numbers***2.13 Interpretation**

In this Division, unless the context requires otherwise—

“**number**” means a number of a lot with or without an alphabetical suffix indicating the address of the lot by reference to a thoroughfare.

2.14 Assignment of numbers

The local government may assign a number to a lot in the district and may assign another number to the lot instead of that previously assigned.

*Division 5—Fencing***2.15 Public place—clause 4(1) of Division 1, Schedule 3.1 of Act**

Each of the following places are specified as a public place for the purpose of item 4(1) of Division 1 of Schedule 3.1 of the Act—

(a) a public place, as that term is defined in clause 1.2; and

(b) local government property.

*Division 6—Signs Erected by the Local Government***2.16 Signs**

(1) A local government may erect a sign on a public place specifying any conditions of use which apply to that place.

(2) A person shall comply with a sign erected under subclause (1).

(3) A condition of use specified on a sign erected under subclause (1) is to be for the purpose of giving notice of the effect of a provision of this local law.

2.17 Transitional

Where a sign erected on a public place has been erected under a local law of the local government repealed by this local law, then on and from the commencement day, it is to be taken to be a sign erected under clause 2.16 if—

(a) the sign specifies a condition of use relating to the public place which gives notice of the effect of a provision of this local law; and

(b) the condition of use specified is not inconsistent with any provision of this local law.

*Division 7—Driving on a Closed Thoroughfare***2.18 No driving on closed thoroughfare**

(1) In this clause—

“**closed thoroughfare**” means a thoroughfare wholly or partially closed under section 3.50 or 3.50A of the Act.

(2) A person shall not drive or take a vehicle on a closed thoroughfare unless—

(a) that is in accordance with any limits or exceptions specified in the order made under section 3.50 of the Act; or

(b) the person has first obtained a permit.

PART 3—ADVERTISING SIGNS ON THOROUGHFARES

*Division 1—Preliminary***3.1 Interpretation**

In this Part, unless the context otherwise requires—

“**advertising sign**” means a sign used for the purpose of advertising a business, organisation, person, service, product or event and includes an “election sign”;

“**direction sign**” means a sign used to provide direction to another place where an activity or event is taking place, but does not include any such sign erected or affixed by the local government or the Commissioner of Main Roads;

“**infrequent or occasional**” means a one off or annual occurrence; and

“**portable sign**” means a portable free standing advertising sign or direction sign which is not placed on or affixed to any natural feature, including a rock or tree, or on any structure located within a thoroughfare.

*Division 2—Permit***3.2 Portable advertising signs and portable direction signs**

(1) A person shall not—

- (a) erect or place an advertising sign or direction sign on any part of a thoroughfare without the prior approval of the local government; and
- (b) place a sign of any other description on any part of a thoroughfare.

(2) Notwithstanding subclause (1), a permit is not required in respect of a portable direction sign which complies with the following—

- (a) the sign does not exceed 500mm in height or 0.5m² in area;
- (b) the sign is placed on a thoroughfare on an infrequent or occasional basis only to direct attention to a place where an activity or event is occurring, during the hours of that activity or event;
- (c) the number of portable direction signs providing direction to the place where the activity or event is occurring shall not exceed 4 in total;
- (d) the sign shall use symbols and lettering of a sufficient size so as to be clearly legible when observed from a distance;
- (e) the content of the sign shall be limited to advertising an activity or event and providing direction to its location;
- (f) the sign shall only be placed for the duration of the activity or event to which the sign relates;
- (g) the sign shall be secured while placed so as to not become a hazard, particularly when subject to wind loads;
- (h) the sign shall not be placed on a footpath;
- (i) the sign shall not be placed within 1m of a vehicle carriageway and a carriageway will be deemed to include a parking bay; and
- (j) the sign shall not be placed in any other location where, in the opinion of the local government, the sign is likely to obstruct sight lines along a thoroughfare or cause danger to any person using the thoroughfare.

(3) Notwithstanding subclause (1), a permit is not required in respect of a portable advertising sign which complies with the following—

- (a) the sign does not exceed 1m in height or 1m² in area;
- (b) the sign shall use symbols and lettering of a sufficient size so as to be clearly legible when observed from a distance;
- (c) the content of the sign shall be limited to advertising a business, organisation, person, service, product or event;
- (d) the sign shall be the only portable advertising sign serving the building, property or business to which the sign relates (1 sign per business/property/building);
- (e) the sign shall only be placed during the business hours to which the sign relates;
- (f) the sign shall be secured while placed so as to not become a hazard, particularly when subject to wind loads;
- (g) the sign shall, in all instances, be located directly adjacent to the building, property or business to which the sign relates;
- (h) the sign shall not be placed on a footpath;
- (i) notwithstanding subclause (3)(h), the sign may be placed on a footpath if the verge adjoining the building, property or business to which the sign relates consists only of a footpath. In this instance the sign must be—
 - (i) located within a trading zone or alfresco dining zone if one has been approved for the subject property; or
 - (ii) where a trading zone or alfresco dining zone has not been approved for the subject property the sign must be placed such that it abuts the property's front boundary; and
 - (iii) the placement of a sign on a footpath must not reduce the footpaths effective width for use by pedestrians to a distance less than 1.8m.

- (j) the sign shall not be placed within 1m of a vehicle carriageway and a carriageway will be deemed to include a parking bay;
- (k) the sign shall not be placed in any other location where, in the opinion of the local government, the sign is likely to obstruct sight lines along a thoroughfare or cause danger to any person using the thoroughfare; and
- (l) the sign owner must maintain public liability insurance cover to a level agreed to by the local government. A copy of the insurance must be provided to the Town on an annual basis, or such other time as required by the Town, as evidence that the insurance cover has been renewed.

3.3 General Discretion

- (1) Notwithstanding other sections in this local law, the local government may consent to the placement of a sign that does not comply with a requirement or standard of this local law.
- (2) In determining whether to grant its approval to the placement of any sign, the local government may consider, in addition to any other matter, whether the placement of the sign would have an adverse affect on—
 - (a) the safe or convenient use of any land; or
 - (b) the safety or convenience of any person.

PART 4—OBSTRUCTING ANIMALS, VEHICLES OR SHOPPING TROLLEYS

Division 1—Animals and Vehicles

4.1 Leaving an animal or vehicle in a public place or on local government property

- (1) A person shall not leave an animal or a vehicle, or any part of a vehicle, in a public place or on local government property so that it obstructs the use of any part of that public place or local government property, unless that person has first obtained a permit or is authorised to do so under a written law.
- (2) Subject to any other local law, a person does not contravene subclause (1) where the animal is secured or tethered for a period not exceeding 1 hour.
- (3) Subject to any other local law, a person will not contravene subclause (1) where the vehicle is left for a period not exceeding 24 hours.

4.2 Prohibitions relating to animals

- (1) In subclause (2), “owner” in relation to an animal includes—
 - (a) an owner of the animal;
 - (b) a person who has the animal in his or her possession or under his or her control; and
 - (c) the occupier of any premises where the animal is ordinarily kept or ordinarily permitted to live.
- (2) An owner of an animal shall not—
 - (a) allow the animal to enter or remain for any time on any thoroughfare except for the use of the thoroughfare as a thoroughfare and unless it is led, ridden or driven;
 - (b) allow the animal which has a contagious or infectious disease to be led, ridden or driven in a public place;
 - (c) train or race the animal on a thoroughfare; or
 - (d) subject to subclause (4), allow the animal to defecate on a thoroughfare.
- (3) An owner of a horse shall not lead, ride or drive a horse on a thoroughfare in a built-up area, unless that person does so under a permit or under the authority of a written law.
- (4) An owner of an animal does not commit an offence if the defecation is immediately removed.

4.3 Removal of vehicle or animal

An authorised person may impound an animal or vehicle left in contravention of clause 4.1

Division 2—Shopping Trolleys

4.4 Interpretation

In this Division—

“retailer” means a proprietor of a shop in respect of which shopping trolleys are provided for the use of customers of the shop; and

“shopping trolley” means a wheeled container or receptacle supplied by a retailer to enable a person to transport goods.

4.5 Shopping trolley to be marked

A retailer shall clearly mark its name or its trading name on any shopping trolley made available for the use of customers.

4.6 Person not to leave trolley in public place

A person shall not leave a shopping trolley in a public place or on local government property other than in an area set aside for the storage of shopping trolleys.

4.7 Retailer to remove abandoned trolley

(1) If a shopping trolley is found in a public place or on local government property, other than in an area set aside for the storage of shopping trolleys, the local government may advise (verbally or in writing) a retailer whose name is marked on the trolley of the location of the shopping trolley.

(2) A retailer shall remove a shopping trolley within 24 hours of being so advised under subclause (1).

4.8 Retailer taken to own trolley

In the absence of any proof to the contrary, a shopping trolley is to be taken to belong to a retailer whose name is marked on the trolley.

4.9 Impounding of abandoned trolley

An authorised person may impound a shopping trolley that is—

- (a) left on a thoroughfare, verge or local government property that is not marked in accordance with clause 4.5; or
- (b) not removed by a retailer after having been so advised under clause 4.7(2).

PART 5—TRADING IN THOROUGHFARES AND PUBLIC PLACES*Division 1—Stallholders and Traders***5.1 Interpretation**

In this Division, unless the context otherwise requires—

“public place” includes—

- (a) any thoroughfare or place which the public are allowed to use whether or not the thoroughfare or place is on private property; and
- (b) local government property, but does not include premises on private property from which trading is lawfully conducted under a written law.

“stall” means a movable or temporarily fixed structure, stand, table or vehicle in, on or from which goods or services are sold, hired or offered for sale or hire;

“stallholder” means a person in charge of a stall;

“stallholder’s permit” means a permit issued to a stallholder;

“trader” means a person who carries on trading;

“trader’s permit” means a permit issued to a trader; and

“trading” includes—

- (a) the selling or hiring of, the offering for sale or hire of or the soliciting of orders for goods or services in a public place;
- (b) displaying goods in any public place for the purpose of—
 - (i) offering them for sale or hire;
 - (ii) inviting offers for their sale or hire;
 - (iii) soliciting orders for them; or
 - (iv) carrying out any other transaction in relation to them.

5.2 Stallholder's permit

A person shall not conduct a stall on a public place unless that person is—

- (a) the holder of a valid stallholder's permit; or
- (b) an assistant specified in a valid stallholder's permit.

5.3 Trader's permit

A person shall not carry on trading unless that person is—

- (a) the holder of a valid trader's permit; or
- (b) an assistant specified in a valid trader's permit.

5.4 No permit required to sell newspaper

Despite any other provision of this local law, a person who sells, or offers for sale, a newspaper is not required to obtain a permit.

5.5 Conduct of stallholders and traders

(1) A stallholder while conducting a stall or a trader while trading, must—

- (a) display her or his permit in a conspicuous place on the stall, vehicle or temporary structure or, if there is no stall, vehicle or temporary structure, carry the permit with him or her while conducting a stall or trading;
- (b) not display a permit unless it is a valid permit; and
- (c) when selling goods by weight, carry and use for that purpose, scales tested and certified in accordance with the provisions of the *Trade Measurement Administration Act 2006*.

(2) A stallholder or trader must not—

- (a) deposit or store any thing or any part of a thoroughfare so as to obstruct the movement of pedestrians or vehicles;
- (b) act in an offensive manner; or

- (c) use or cause to be used any apparatus or device, including any flap or shelf, whereby the dimensions of a stall, vehicle or structure are increased beyond those specified in the permit.

Division 2—Street entertainers

5.6 Interpretation

In this Division, unless the context otherwise requires—

- “**perform**” includes to play a musical instrument, sing, mime, dance, give an acrobatic or aerobic display or entertain, but does not include public speaking;
- “**permit**” means a permit issued for the purpose of clause 5.7;
- “**permitted area**” means the area or areas, specified in a permit, in which the permit holder may perform; and
- “**permitted time**” means the time or times, specified in a permit, during which the permit holder may perform.

5.7 Permit required to perform

A person shall not perform in a public place without a permit.

5.8 Variation of permitted area and permitted time

(1) The local government may by notice in writing to a permit holder vary—

- (a) the permitted area;
- (b) the permitted time; or
- (c) both the permitted area and the permitted time,

shown on a permit.

(2) The local government may direct a permit holder to move from one permitted area to another permitted area, if more than one area is specified in a permit.

5.9 Duration of permit

A permit is valid for a period of 3 months after the date on which it is issued unless it is sooner cancelled under this local law.

5.10 Cancellation of permit

The local government may cancel a permit, if in the opinion of an authorised person—

- (a) the volume of sound caused by the permit holder in connection with the performance adversely affects the enjoyment, convenience or comfort of other persons in a public place; or
- (b) the performance otherwise constitutes a nuisance.

Division 3—Outdoor Eating Facilities on Public Places

5.11 Interpretation

In this Division—

- “**facility**” means an outdoor eating facility or establishment on any part of a public place, but does not include such a facility or establishment on private land;
- “**permit holder**” means the person to whom a permit has been issued for the purpose of clause 5.12; and
- “**public place**” has the meaning given to it in clause 5.1.

5.12 Permit required to conduct facility

A person shall not establish or conduct a facility without a permit.

5.13 Removal of facility unlawfully conducted

Where a facility is conducted without a permit, or in contravention of a condition of a permit, any tables, chairs, umbrellas or other equipment may be removed by an authorised person and impounded in accordance with the Act.

5.14 Temporary removal of facility may be requested

- (1) The permit holder for a facility is to temporarily remove the facility when requested to do so on reasonable grounds by an authorised person or a member of the Police Service or an emergency service.
- (2) The permit holder may replace the facility removed under subclause (1) as soon as the person who directed her or him to remove it allows it to be replaced.

PART 6—PERMITS

Division 1—Applying for a permit

6.1 Application for permit

- (1) Where a person is required to obtain a permit under this local law, that person must apply for the permit in accordance with subclause (2).
- (2) An application for a permit under this local law must—
- (a) be in the form determined by the local government;
- (b) be signed by the applicant;

- (c) provide the information required by the form;
 - (d) contain other information required, for that particular type of permit, under this local law; and
 - (e) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
- (4) The local government may require an applicant to give local public notice of the application for a permit.
- (5) The local government may refuse to consider an application for a permit which is not in accordance with subclause (2).

6.2 Decision on application for permit

- (1) The local government may—
- (a) approve an application for a permit unconditionally or subject to any conditions; or
 - (b) refuse to approve an application for a permit.
- (2) If the local government approves an application for a permit, it is to issue to the applicant a permit in the form determined by the local government.
- (3) If the local government refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant.
- (4) Where a clause of this local law refers to conditions which may be imposed on a permit or which are to be taken to be imposed on a permit, the clause does not limit the power of the local government to impose other conditions on the permit under subclause (1)(a).
- (5) Where a clause of this local law refers to the grounds on which an application for a permit may be or is to be refused, the clause does not limit the power of the local government to refuse the application for a permit on other grounds under subclause (1)(b).

6.3 Relevant considerations in determining application for permit

- (1) In determining an application for a permit, the local government is to have regard to—
- (a) any relevant policy of the local government;
 - (b) the desirability of the proposed activity;
 - (c) the location of the proposed activity; and
 - (d) such other matters as the local government may consider to be relevant in the circumstances of the case.
- (2) The local government may refuse to approve an application for a permit on any one or more of the following grounds—
- (a) that the applicant has committed a breach of any provision of this local law or of any written law relevant to the activity in respect of which the permit is sought;
 - (b) that the applicant is not a desirable or suitable person to hold a permit; or
 - (c) such other grounds as the local government may consider to be relevant in the circumstances of the case.

Division 2—Conditions

6.4 Conditions which may be imposed on a permit

The local government may approve an application for a permit subject to conditions relating to—

- (a) the payment of a fee;
- (b) the duration and commencement of the permit;
- (c) the commencement of the permit being contingent on the happening of an event;
- (d) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
- (e) the approval of another application for a permit which may be required by the local government under any written law;
- (f) the area of the district to which the permit applies;
- (g) where a permit is issued for an activity which will or may cause damage to a public place, the payment of a deposit or bond against such damage;
- (h) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government; and
- (i) the provision of an indemnity from the permit holder indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the use of the public place by the permit holder.

6.5 Imposing conditions under a policy

- (1) In this clause—

“**policy**” means a policy of the local government adopted by the Council containing conditions subject to which an application for a permit may be approved under clause 6.2(1)(a).

(2) Under clause 6.2(1)(a) the local government may approve an application subject to conditions by reference to a policy.

(3) The local government is to give a copy of the policy, or the part of the policy which is relevant to the application for a permit, with the form of permit referred to in clause 6.2(2).

(4) An application for a permit is to be taken not to have been approved subject to the conditions contained in a policy until the local government gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.

(5) Sections 5.94 and 5.95 of the Act shall apply to a policy and for that purpose a policy is to be taken to be information within section 5.94(u)(i) of the Act.

6.6 Compliance with and variation of conditions

(1) Where an application for a permit has been approved subject to conditions, or where a permit is to be taken to be subject to conditions under this local law, the permit holder shall comply with each of those conditions.

(2) The local government may vary the conditions of a permit, and the permit holder shall comply with those conditions as varied.

Division 3—General

6.7 Duration of permit

A permit is valid for one year from the date on which it is issued, unless it is—

- (a) otherwise stated in this local law or in the permit; or
- (b) cancelled under clause 6.11.

6.8 Renewal of permit

(1) A permit holder may apply to the local government in writing prior to expiry of a permit for the renewal of the permit.

(2) The provisions of—

- (a) this Part; and
- (b) any other provision of this local law relevant to the permit which is to be renewed,

apply, with appropriate modifications to an application for the renewal of a permit.

6.9 Transfer of permit

(1) An application for the transfer of a valid permit is to—

- (a) be made in writing;
- (b) be signed by the permit holder and the proposed transferee of the permit;
- (c) provide such information as the local government may require to enable the application to be determined; and
- (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

(2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.

(3) Where the local government approves an application for the transfer of a permit, the transfer may be effected by—

- (a) an endorsement on the permit signed by the CEO or an authorised person; or
- (b) issuing to the transferee a permit in the form determined by the local government.

(4) Where the local government approves an application for the transfer of a permit, it is not required to refund any part of any fee paid by the former permit holder.

6.10 Production of permit

A permit holder is to produce to an authorised person his or her permit immediately on being required to do so by that authorised person.

6.11 Cancellation of permit

(1) Subject to clause 8.1, a permit may be cancelled by the local government if the permit holder has not complied with—

- (a) a condition of the permit; or
- (b) a provision of any written law which may relate to the activity regulated by the permit.

(2) If a permit is cancelled the permit holder—

- (a) shall return the permit as soon as practicable to the local government; and
- (b) is to be taken to have forfeited any fees paid in respect of the permit.

6.12 Nominee of permit holder

Where a permit holder by reason of illness, accident or other sufficient cause is unable to comply with this local law, the local government may at the request of that permit holder authorise another person to be a nominee of the permit holder for a specified period, and this local law and the conditions of the permit apply to the nominee as if he or she was the permit holder.

PART 7—OBJECTIONS AND APPEALS**7.1 Application of Part 9 Division 1 of Act**

The provisions of Division 1 of Part 9 of the Act and regulation 33 of the Regulations apply to any local government decision.

- (a) to impose conditions on a permit;
- (b) to vary a permit; or
- (c) not to renew or cancel a permit.

PART 8—NOTICES**8.1 Notice to redirect or repair sprinkler**

Where a lawn or a garden is being watered with a sprinkler which is on the lawn or the garden, in a manner which causes or may cause an inconvenience or obstruction to any person or vehicle using a thoroughfare, the local government may give a notice to the owner or the occupier of the land abutting the lawn or the garden, requiring the owner or the occupier or both to move or alter the direction of the sprinkler or other watering equipment.

8.2 Hazardous plants

- (1) Where a plant in a garden creates or may create a hazard for any person using a thoroughfare, the local government may give a notice to the owner or the occupier of the land abutting the garden to remove, cut, move or otherwise deal with that plant so as to remove the hazard;
- (2) Subclause (1) does not apply where the plant was planted by the local government.

8.3 Damage to thoroughfare

Where any portion of a thoroughfare, kerb or footpath has been damaged, the local government may by notice to the person who caused the damage order the person to repair or replace that portion of the thoroughfare to the satisfaction of the local government.

8.4 Notice to remove thing unlawfully placed on thoroughfare

Where any thing is placed on a thoroughfare in contravention of this local law, the local government may by notice in writing to the owner or the occupier of the property which abuts that portion of the thoroughfare where the thing has been placed, or such other person who may be responsible for the thing being so placed, require the relevant person to remove the thing.

PART 9—ENFORCEMENT*Division 1—Notices Given Under This Local Law***9.1 Offence to fail to comply with notice**

Whenever the local government gives a notice under this local law requiring a person to do any thing, if the person fails to comply with the notice, the person commits an offence.

9.2 Local government may undertake requirements of notice

Where a person fails to comply with a notice referred to in clause 9.1, the local government may do the thing specified in the notice and recover from that person, as a debt, the costs incurred in so doing.

*Division 2—Offences and Penalties***9.3 Offences**

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

9.4 Prescribed offences

- (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.
- (3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorised person should be satisfied that—
 - (a) commission of the prescribed offence is a relatively minor matter; and
 - (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

9.5 Forms

Unless otherwise specified, for the purposes of this local law—

- (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
- (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
- (c) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.

*First Schedule**Local Government Act 1995*

Town of Bassendean

ACTIVITIES ON THOROUGHFARES AND TRADING IN THOROUGHFARES AND
PUBLIC PLACES LOCAL LAW 2010

PRESCRIBED OFFENCES

Clause	Description	Modified Penalty \$
2.1(a)	Plant of 0.75m in height on thoroughfare within 6m of intersection	125
2.1(b)	Damaging lawn or garden	125
2.1(c)	Obstructing or causing a hazard on thoroughfare or verge	200
2.1(d)	Damaging or interfering with thoroughfare structure	350
2.1(e)	Playing games so as to impede vehicles or persons on thoroughfare	125
2.1(f)	Riding of skateboard or similar device on mall or veranda of shopping centre	125
2.1(g)	Removal of tree on thoroughfare or verge	350
2.2(1)(a)	Digging a trench through a kerb or footpath without a permit	200
2.2(1)(b)	Throwing or placing anything on a verge without a permit	200
2.2(1)(c)	Causing obstruction to vehicle or person on thoroughfare without a permit	200
2.2(1)(d)	Causing obstruction to water channel on thoroughfare without a permit	250
2.2(1)(e)	Placing or draining offensive fluid on thoroughfare without a permit	250
2.2(1)(f)	Damage a thoroughfare, kerb or footpath	250
2.2(1)(g)	Lighting a fire on a thoroughfare without a permit	350
2.2(1)(h)	Felling tree onto thoroughfare without a permit	200
2.2(1)(i)	Installing pipes or stone on thoroughfare without a permit	200
2.2(1)(j)	Installing a hoist or other thing on a structure or land for use over a thoroughfare without a permit	350
2.2(1)(k)	Creating a nuisance on a thoroughfare without a permit	200
2.2(1)(l)	Placing a bulk rubbish container on a thoroughfare without a permit	200
2.2(1)(m)	Interfering with anything on a thoroughfare without a permit	200
2.2(1)(n)	Prune or lop a tree without a permit	250
2.2(1)(o)	Plant or sow any seeds on a thoroughfare without a permit	125
2.2(1)(p)	Clear the surface of a thoroughfare without a permit	200
2.2(1)(q)	Construct a firebreak on a thoroughfare without a permit	250
2.3(1)	Consumption or possession of liquor on thoroughfare	125
2.4(1)	Failure to obtain permit for temporary crossing	250
2.5(2)	Failure to comply with notice to remove crossing and reinstate kerb	350
2.8(1)	Installation of verge treatment other than permissible verge treatment	250
2.9	Failure to maintain permissible verge treatment or placement of obstruction on verge	200
2.10	Failure to comply with notice to rectify default	200
2.16(2)	Failure to comply with sign on public place	125
2.18(2)	Driving or taking a vehicle on a closed thoroughfare	350
3.2(1)	Placing advertising sign or affixing any advertisement on a thoroughfare without a permit	125
3.2(3)	The erection or placing of a portable directional sign contrary to the local law	125
4.1(1)	Animal or vehicle obstructing a public place or local government property	125
4.2(2)(a)	Animal on thoroughfare when not led, ridden or driven	125

Clause	Description	Modified Penalty \$
4.2(2)(b)	Animal on public place with infectious disease	125
4.2(2)(c)	Training or racing animal on thoroughfare in built-up area	125
4.2(2)(d)	Allow a animal to defecate on a throughfare	125
4.2(3)	Horse led, ridden or driven on thoroughfare in built-up area	125
4.6	Person leaving shopping trolley in public place other than trolley bay	125
4.7(2)	Failure to remove shopping trolley upon being advised of location	125
5.2	Conducting of stall in public place without a permit	350
5.3	Trading without a permit	350
5.5(1)(a)	Failure of stallholder or trader to display or carry permit	125
5.5(1)(b)	Stallholder or trader not displaying valid permit	125
5.5(1)(c)	Stallholder or trader not carrying certified scales when selling goods by weight	125
5.5(2)	Stallholder or trader engaged in prohibited conduct	125
5.7	Performing in a public place without a permit	125
5.8(2)	Failure of performer to move onto another area when directed	125
5.12	Establishment or conduct of outdoor eating facility without a permit	350
5.14	Failure of permit holder to remove outdoor eating facility when requested	200
6.6	Failure to comply with a condition of a permit	200
6.10	Failure to produce permit on request of authorised person	125
9.1	Failure to comply with notice given under local law	200

Dated: 16 May 2011.

The Common Seal of the Town of Bassendean was affixed by authority of a resolution of the Council in the presence of—

Cr J. R. H. GANGELL, Mayor.
Mr R. C. JARVIS, Chief Executive Officer.

Title Verge Policy Review

Prepared for Town of Bassendean

Date 21 November 2019

Verge Policy Review

Prepared by Josh Byrne & Associates for the Town of Bassendean

Internal Review Process

Date	Rev. No.	Purpose	Reviewed by	Approved by
18/10/19	Original	Internal review of draft report	JB	JB

Client Review & Approval

Date	Rev. No.	Purpose	Reviewed by	Approved by
18/11/19	1	Update Policy	DC, LL, DD, GB	MM

This document may only be used for the purpose for which it was commissioned in accordance with the Terms of Engagement.

LANDSCAPE • SUSTAINABILITY • COMMUNICATIONS

Executive Summary

Josh Byrne & Associates (JBA) was engaged by the Town of Bassendean to review their 'Draft Verge Treatment Policy' (2019). Project stages and tasks completed by JBA include:

- Conduct a review of the Town's verge policies and other relevant position statements.
- Coordinate and facilitate a community consultation session held on the 25th August 2019, to assist in the review of the policy, including a presentation on innovative and best practice opportunities from guest speaker Dr. Josh Byrne.
- Compile a brief report incorporating outcomes and recommendations from the review and community consultation (this document).
- Revise the Town's 'Draft Verge Treatment Policy' (2019) based on the outcomes of this process (Attachment 2).

This report summarises the various project stages and outcomes and provides recommendations for the Town's verge policy.

Table of Contents

Executive Summary	1
1 Introduction	3
2 Preliminary Review of Draft Verge Policy	3
2.1 Summary of Outcomes	3
3 Community Consultation Event	5
3.1 'Verge Discussion with Josh Byrne' Community Event	5
3.2 Community Event Outcomes	6
4 Revised Policy and Recommendations	7
5 References and Resources	8
6 Attachments	9
6.1 Attachment 1: Feedback Captured During Community Event	9
6.2 Attachment 2: Revised Verge Policy	9

1 Introduction

Verges provide a number of important environmental and social benefits beyond their practical function as a place for underground utilities, municipal rubbish collection and a protective barrier from the road. Verges are often recognised as an extension of our private residential space and increasingly as linear parks that connect to other green spaces in our suburbs and cities. Verges can be used to improve local biodiversity, improve local microclimate to mitigate the urban heat island effect, produce local food, include Waterwise treatments, manage stormwater, improve street amenity and walkability, and become a place for neighbours to connect (Culverhouse, 2018).

Josh Byrne & Associates (JBA) was engaged by the Town of Bassendean (ToB) to review their draft Verge Treatment Policy (2019). As part of this work, JBA and the Town facilitated a community consultation event held on the 25th of August 2019, to gain feedback from the community on the draft policy. The findings from this event are detailed in this report, as well as recommendations for the Town’s verge policy.

2 Preliminary Review of Draft Verge Policy

A review of the existing draft verge policy was undertaken to inform the community event and subsequent recommendations.

Review criteria included:

- Presence of supporting guidelines accompanying policy
- Alignment with the Water Corporation’s Waterwise Verge Best Practice Guidelines
- Availability of incentives/assistance for residents
- Integration with other ToB strategies and policies (Urban Forest/Street tree policy)
- Safety guidance
- Additional information on verge treatments or plant types specified (e.g. edible species).

2.1 Summary of Outcomes

A summary of the verge policy review is provided in Table 1.

Table 1. Summary of Town of Bassendean verge review

Town of Bassendean	
Verge Policy and/or Guidelines	<p>Draft Verge Treatment Policy https://www.yoursay.bassendean.wa.gov.au/47893/documents/110752</p> <p>Draft Verge Maintenance Policy https://www.yoursay.bassendean.wa.gov.au/47893/documents/110753</p> <p>Street Verge Greening Guidelines https://www.yoursay.bassendean.wa.gov.au/47893/documents/110754</p>
Alignment with Waterwise Verge Best Practice Guidelines (Water Corporation)	<p>Approvals and Controls: No approvals required.</p> <p>Design: Some design advice is provided in Appendix 1: Permissible Verge Treatment Guidelines and in the Street Verge Greening Guidelines. Only one design illustration is provided but residents are directed to other resources.</p>

	<p>Preliminary Works and Soil Preparation: Dial before you dig noted in Appendix 1 and Street Verge Greening Guidelines. No information on soil preparation.</p> <p>Plant Selection: Advice on heights and a preference for local native species is provided in Appendix 1 and Street Verge Greening Guidelines however no examples or lists of waterwise native plant species are provided.</p> <p>Mulch: Acceptable application of mulch is noted in Appendix 1.</p> <p>Irrigation: Irrigation is accepted and conditions are stipulated in Appendix 1.</p> <p>Maintenance: Maintenance as the responsibility of the owner is noted early in the draft policy. Residents are referred to a separate Verge Maintenance Policy. "</p>
<p>Incentives and Assistance</p>	<p>Residents are directed to the Water Corporation for information on incentives.</p> <p>The Town does offer a native plant subsidy and some sustainability workshops but no information is provided on this in the policy or guidelines.</p>
<p>Integration with Key Strategies and Policies (e.g. Urban Forest Strategy; Climate Change Strategy; Street Tree Policy)</p>	<p>Draft Verge Treatment Policy</p> <p>Draft Street Verge Greening Guidelines</p> <p>Draft Verge Maintenance Policy</p> <p>Street Tree Protection Policy</p> <p>Amenity Tree Evaluation Policy</p> <p>Adopt a Tree Program</p> <p>Landscaping with Local Plants Policy</p> <p>Street Tree Pruning, Removal and Replacement Policy</p> <p>Strategic Community Plan 2017-2027</p> <p>Crossover Policy</p> <p>Draft Urban Forest Strategy 2016-2026</p> <p>Local Climate Change Adaptation Plan 2011</p>
<p>Safety Guidance</p>	<p>Draft Verge Treatment Policy Appendix 1 provides advice on Non-Compliant Verge Treatments, with an emphasis on safety e.g. "Undue hazards and sharp objects such as rocks, stakes and star pickets cannot be placed on the verge".</p>
<p>Additional Info/Other Verge Treatments Specified</p>	<p>A detailed table of acceptable and unacceptable material is provided. Edible plants and raised garden beds are acceptable verge treatments. Loose objects, concrete and synthetic turf are unacceptable.</p> <p>Stormwater management and the need to consider porous and permeable materials is noted.</p>

3 Community Consultation Event

Including ideas and feedback from Town of Bassendean residents was identified as a key requirement for the update of the draft Verge Treatment Policy. JBA and ToB organised and facilitated a community event to allow residents the opportunity to provide feedback.

3.1 'Verge Discussion with Josh Byrne' Community Event

The community event, 'Verge Discussion with Josh Byrne' was held on Sunday 25th August from approximately 10.00am-12.00pm, at the Past Players Room, Swan Districts Football Club (Figure 1 and 2). The purpose of the event was to provide residents with an opportunity to hear from guest speakers, ask verge garden related questions, and share ideas about what they would like included in the revised verge policy. Approximately 50 people attended the event. The schedule of speakers included:

- Deanie Carbon, Town of Bassendean, MC.
- Mayor Renee McLennan, Town of Bassendean, open workshop and provide background on the Town's verge position.
- Lisa Last, local resident, Town of Bassendean, local perspective and advocate for verge transformations.
- Dr. Josh Byrne, Josh Byrne & Associates, the role and value of verges and opportunities.



Figures 1 and 2: Dr. Josh Byrne presenting and attendees at the 'Verge Discussion with Josh Byrne' community event.

Question time followed the formal presentations. During the second half of the event, participants were invited to provide feedback on the verge policy and discuss in small groups at their tables. Attendees were invited to share their ideas via post-it notes on A3 verge images provided on tables (Figure 3). Those that were unable to attend or wanted to provide further information were invited to do so via the 'Your Say Bassendean' page and via emails to JBA and Town staff.



Figure 3: Verge Image used to illicit feedback from participants at the ‘Verge Discussion with Josh Byrne’ community event. Original image courtesy of City of Cockburn.

3.2 Community Event Outcomes

Approximately 150 items of feedback were provided by attendees during the ‘Verge Discussion with Josh Byrne’ community event or via the ‘Your Say Bassendean’ webpage. Ideas, requests and comments for verges in the Town have been documented verbatim in Attachment 1.

3.2.1 Summary of community feedback

Responses were initially sorted into a number of overarching categories. These included:

- General comments or questions from participants
- Requests for verge assistance and advice on planning, preparation and maintenance
- Requests for advice on supporting biodiversity
- Requests for demonstration verges and verge education events
- Requests for advice on species and design
- Street trees
- General sustainability advice
- Verges, urban planning and water sensitive urban design

The community event highlighted the number of enthusiastic, engaged and supportive residents within the Town that were appreciative of the opportunities already provided in the current policy. Residents mostly requested that the Town provide more assistance with verge design, species selection, preparation and maintenance advice. However, many great collaborative ideas were shared, demonstrating the benefit of verge transformations in supporting community cohesion, networking and increasing the liveable spaces within the Town. Attendees also commended the Town on forgoing an application process. Table 2 details the major themes and ideas to emerge from the community consultation, with original notes included in Attachment 1.

Table 2. Summary of community consultation feedback

Community ideas and requests for Verge Treatment Policy
<ul style="list-style-type: none"> – Share and celebrate successful verge transformations: best verge competitions, success stories, local verge tours, create a verge transformation map and consider an ‘Adopt a Verge’ program. – Support collective verge transformations, verge working groups, citizen science opportunities and involvement of local schools. – Provide advice and education on best practice gardening and maintenance. – Provide incentives: local mulching, free mulch delivery, increase opportunities for native plant subsidies. – Provide advice on planning and designing a verge transformation, e.g. create a verge transformation starter kit. – Provide images and advice on suitable species (e.g. compatibility with existing street trees and species for increased biodiversity/habitat creation), as well as preferred plant suppliers. – Provide verge assistance programs: assistance in verge preparation (removal of existing turf, weeds and rubble), assistance in verge establishment, assistance in verge maintenance for those in need, provision of assistance services/materials at a subsidised rate for neighbours. – Promote Water Sensitive Urban Design. – Consider footpath placement and construction materials (permeable), as well as connectivity of verges. – Verge design to consider parking, bulk waste pick up and deliveries. – Street tree requests: how to care for them (residents and Town pruning practices), replacement and planting opportunities, requests for alternative species, and the need for urban canopy protection beyond street trees. – Continue to support street furniture and edible verges. – Requests for underground power to assist in verge transformations and increased tree canopy.

4 Revised Policy and Recommendations

A revised Verge Treatment Policy has been included as Attachment 2. The policy has been updated to align with the Water Corporation’s ‘Waterwise Verge Best Practice Guidelines’. The revised policy will require additional information to be made available to residents via updated Guidelines and the Town website. We suggest having one set of guidelines to reduce replication of material and to make it easier for residents, rather than having guidelines as an attachment to the policy and also as a stand-alone document as per the current set of materials.

JBA recommends a number of opportunities be explored by the Town to support their updated verge policy:

- Update existing Street Verge Greening Guidelines to accompany the updated Policy. This is an opportunity to provide residents with more information as requested, e.g. detailed species lists, assistance programs, subsidies, advice on planning and maintenance. Further, these Guidelines should contain images and illustrations to easily convey advice, particularly regarding design and species selection.
- Showcase and celebrate exemplar verge projects e.g. hold an annual ‘Verge Open Day’ event, hold a verge garden competition, host guided verge walks, create an annotated map of transformed verges.

- Promote neighbourhood verges and include ideas for collaboration in Guidelines.
- Continue to demonstrate leadership in allowing for safe verge experimentation and individualisation, e.g. via productive edible verge gardens, raised garden beds, seating and little libraries. Consider alternative safe materials for raised planters as part of this.
- Investigate provision of more subsidies and incentives. For example, ways to make native plant subsidies more accessible and organise bulk purchasing of supplies for residents to reduce individual costs.
- Provide assistance for verge preparation, particularly for elderly, disabled and groups of neighbours e.g. earthworks and clearing grass or create a ‘verge transformation kit’.
- Provide advice/education (e.g. workshops) on maintenance, especially for edible verge gardens.
- Investigate opportunities for local/on-site mulching to help residents turn their own green waste into mulch.
- Continue to grow and connect the urban canopy and advocate for greater tree protection in urban infill projects.

5 References and Resources

Culverhouse, E. (2018) Are we on the verge of something new? An analysis of community perceptions and ecological value of local green space. Bachelor of Science Honours Thesis, Murdoch University.

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Urban Greening Facts:

2020 Vision (2015). The 2020 Vision Plan. How businesses, government, education and community can work together to create 20% more green space in urban areas by 2020. Eds. Jess Miller and Ben Peacock. Creative Commons licence.

World Health Organisation (2016). Urban green spaces and health. WHO Regional Office for Europe, Copenhagen. http://www.euro.who.int/_data/assets/pdf_file/0005/321971/Urban-green-spaces-and-health-review-evidence.pdf

Loughnan, ME, Tapper, NJ, Phan, T, Lynch, K, McInnes, JA (2013). A spatial vulnerability analysis of urban populations during extreme heat events in Australian capital cities, National Climate Change Adaptation Research Facility, Gold Coast, 128 pp.

National Verge Movements:

Cool Streets: <https://www.coolstreets.com.au/>

Green the Street: <https://greenthestreet.org/>

Experiments in greening the streets: <https://www.foreground.com.au/cities/its-happening-on-the-verge-community-experiments-in-greening-the-streets/>

EKKA display of Green Street: <https://www.ekka.com.au/whats-on/green-the-street/>

<https://greenmagazine.com.au/leading-urban-designers-reimagine-the-street-of-the-future-in-brisbane/>

<https://www.foreground.com.au/cities/its-happening-on-the-verge-community-experiments-in-greening-the-streets/>

Productive

<https://www.abc.net.au/news/2017-05-31/urban-food-street-map/8576756>

<https://www.abc.net.au/news/2019-01-25/urban-food-street-development-plan-leaves-resident-devastated/10749800>

Social

Foreground Street Eats article (2017) <https://www.foreground.com.au/public-domain/suburban-wasteland-community-kitchen/>

2020 Vision case study: Great Spaces. <http://2020vision.com.au/parks/buderim-urban-food-street>

<http://foodisfreeproject.org>

Waterwise Verge Best Practice Guidelines

Water Corporation Waterwise Verge Best Practice Guidelines: <https://www.watercorporation.com.au/-/media/files/business/save-water/waterwise-council/waterwise-verge-best-practice-guidelines.pdf>

6 Attachments

6.1 Attachment 1: Feedback Captured During Community Event

A table detailing the verbatim notes provided by residents during the ‘Verge Discussion with Josh Byrne’ community event and a brief thematic analysis.

6.2 Attachment 2: Revised Verge Policy

JBA have prepared a revised Policy for the City to consider and amend as appropriate.

Community Feedback Town of Bassendean Verge Policy

Comments from ToB Verge Policy Review	Category (policy, request, pilot/example site, feedback, general comments)	Themes and Recommendation for policy/guidelines/report
Good to see fruit trees included in policy and guidelines.	Comment	Current verge inclusion
Fantastic to see structures, such as Little Free libraries, being added to the verge policy.	Comment	Current verge inclusions
I would love to have the ability to have a community fruit and veg garden in my large verge.	Comment	Community edible verge garden
What a great initiative - particularly the allowance for a raised garden bed so people may plant a vegetable garden. The streamlined process (no need to submit an application) will surely make more people inclined to make one!	Comment	Current verge inclusions
Wonderful idea to plant onto verges to say goodbye to some lawn space, as well as having the street trees. Great to have a free session by Josh Byrne. Guidelines and policy re verge treatment are clear. Policy re maintenance not so clear.	Comment	Clarify verge maintenance
Veggies please fruit tree.	Comment	Edible verges
On busy roads council trees to reduce noise.	Comment	Street trees
I love this idea. Our verge currently has an ugly tree, weeds with a splash of kangaroo paw. With smaller blocks now, edible verges is brilliant. I do also love the look of the native garden, would save water too.	Comment	Native and edible verges
Woud love Grass Trees on verge (29 Seventh Ave) opposite reserve as an echo. Remember the grass trees council planted were destroyed by vandals.	Comment	Grass trees on verge
Need shade/power lines.	Comment	Street trees
And replace lawn with plantings low - one shade tree low enough not to invoke W.P pruning.	Comment	Street trees
Overarching concept of Success Rd (eastern side) designed as as Avenue with trees and shrubs either side leading to Success Hill Reserve.	Comment	Street trees
Food on verge - what about pollution from cars/nitrates if you grow food on a verge.	Comment	Edible verges
Wicking beds.	Comment	Verge design
Networking opportunities, social media, facilitation. Street networking.	Comment	Benefits of verges
Red tailed Black Cockatoo need the big trees for nut fruit (Marri?).	Comment	Biodiversity advice
Seating.	Comment	Permissible materials

Community Feedback Town of Bassendean Verge Policy

Waiting for the power line to go underground so we can have the shade/bird tree.	Comment	Underground power
Underground power, yes please! Improve amenity, safety and reliability of power.	Comment	Underground power
Footpaths: Have them on both sides of the street. Locate adjacent to road rather than property boundary. Can they be made more permeable?	Comment	Footpaths
Negative consequence of reducing available parking on verge. This forces cars to be parked on streets, thus creating traffic hazard.	Comment	Verge parking
Underground power.	Comment	Underground power
Consider bulk collections and deliveries for your house and garden when designing verge.	Comment	Verge design
ToB tree pruning practices.	Comment	Street trees
Underground power required.	Comment	Underground power
Conversations needed with developers to protect and retain trees.	Comment	Street trees (protection)
Connecting spaces is important. Eastern side of Success Rd and the verges leading into Success Hill Reserve need to connect with the reserve.	Comment	Connected green space
Difficult when vandalism occurs.	Comment	Vandalism
Standardised approach to design.	Comment	Verge design
I believe the amended verge policy and guideline will give owners more flexibility to move away from unproductive verges. I especially like idea of edible gardens.	Comment	Flexibility in amended policy
No problem with the verge policy and guidelines.	Comment	No change
AusPost unintentionally run over our new seedlings. Is there any guidance to postie access?	Comment	Accessibility
Would love to see enthusiastic residents enabled to garden their verges but can be difficult and expensive.	Comment	Verge assistance
Lobbying state govt re: developers coming in to line with the local govt policy of greening our neighbourhood.	Comment	Support urban greening
Can we remove the concrete crossover and replace with narrow wheel strips - increase green space.	Question	ToB crossover design
How do you know which plants to grow under gum trees, bottle brushes etc.	Question	Info on suitable species and verge design
Verge trees: Does council consider which trees clean the air more than others or they just plant to match the previously planted trees.	Question	Street trees
Verge policy: Some houses have their verge totally paved or covered with gravel. This does not go with council policy. How council is going to reinforce the policy?	Question	Verge policy enforcement

Community Feedback Town of Bassendean Verge Policy

Josh's presentation showed a box made of corten steel. Why cant we use these as other alternative materials?	Question	Permissible materials
Verge Benches and Libraries: Why do these need to be adjacent to property boundary, especially where footpath is next to the road?	Question	Permissible treatments
Does a rain/stormwater management verge require gravel? Gravel is not a permissible verge treatment under the draft policy.	Question (WSUD)	Permissible materials
How can ToB encourage and assist with collective verge transformations?	Question	Collective verge transformation
What species are appropriate for under power lines?	Question	Suitable species
Re-activate verge transformation group to help people with the work.	Request: assistance	Verge transformation group
Working group for "forgotten" parcels of open space e.g. odd verges.	Request: assistance	Verge working group
Subsidise purchase of native plants (as done previously!)	Request: assistance	Subsidy
Advice on how to deal with couch grass when doing verge planting.	Request: assistance	Verge preparation
Arrange groups of homes wanting verge grass cleared to work at the same time to have contractors attend and do a few at a time to reduce cost, perhaps council facilitate companys that are trusted and at a good rate.	Request: assistance	Verge preparation
Perhaps town staff could do some of the work currently undertaken by volunteers?	Request: assistance	ToB help
Men of the Trees in Hazelmere (now Trillion Trees) helpful with verge appropriate species. (communicate this to residents).	Request: assistance	verge species professional advice
Consider free delivery of mulch to residents in addition to existing free mulch pick up. Need not be inconvenient to the town if done when truck is already loaded to re-stock depot.	Request: assistance	Verge assistance mulch
Assistance for elderly/disabled.	Request: assistance	For elderly
Assistance in removal of existing non-native trees.	Request: assistance	Street trees
Assist residents in installing verge gardens. City of Vincent's Adopt a Verge program provides assistance to residents for earthworks, supply of mulch and a voucher for 20 native tube stock to be redeemed at bianual native plant sale.	Request: assistance	Mulch, native tube stock
Subsidising plants available - ensure that there is opportunity for everyone to purchase (I have tried but each time all have been sold at beginning of week and as a person who works I cant get there early in the week. E.g. voucher for those interested.	Request: assistance	More plant subsidy opportunities
Town needs to issue vouchers for native plants in a better way to make it easier for residents to access (e.g. can they be issued online).	Request: assistance	Online native plant vouchers
Assistance delivering free mulch.	Request: assistance	mulch delivery
Fauna boxes for street trees.	Request: biodiversity habitat	Fauna habitat

Community Feedback Town of Bassendean Verge Policy

Birds: which trees? Experts. How many?	Request: biodiversity habitat	Birds
Best Verge Competition. Or Best adjoining verge gardens competition to encourage collaboration between neighbours. Inspired by Vincent, Subiaco and Baywater best verge competitions.	Request: demonstration	Best verge competition
Investigate funding from WC for verge competitions.	Request: demonstration	WC support for verge competitions
Pass on info about what has worked.	Request: demonstration	ToB to share success stories
Verge garden competition. Categories: native, edible, community, waterwise.	Request: demonstration	Verge competition
Council to organise events to raise interest in transforming verges.	Request: demonstration	transformation
"Verge tour" similar to Basso Historic Talk.	Request: demonstration	Verge tours
Annual guided walk of verge gardens (tie to open garden day).	Request: demonstration	Verge guided walk
Council to provide residents with maps of amenities on each verge - say a street by street map delivered with address identified so you can find your house/verge.	Request: demonstration	Verge amenity street map
Regular features of verge transformed on Basso website.	Request: demonstration	Online record of verge features
To ensure biodiversity a type of registry of what types of plants are lacking (or amenities). E.g. no point every person on street installing behives so limit too much duplication of certain plant species.	Request: design	Species advice (for biodiversity)
Information on verge garden planning.	Request: design	Verge planning
Boxing out the verge is necessary in some circumstances.	Request: design	Flexibility
Boxing out service is provided by other LGs to maintain mulch, prevent erosion and protect street trees. Residents could make joint applications for this service.	Request: design	Resident collaboration
Would love to put a group of logs for sitting in a group on lawn as a meeting spot for neighbours, 29th Seventh Ave Verge.	Request: design	Permissible materials
Footpath - permeable gravel on one side of the street.	Request: design	Council footpath design
More little free libraries.	Request: design	Permissible treatments
Planter boxes: why restrict them to wood?	Request: design	Permissible materials
Flexibility in location of path away from road edge.	Request: design	Path
Can we dig down 20-30cm into our verge to install a wicking bed? This would be a water efficient way to grow herbs and greens on the verge. The draft policy seems to suggest that can't do any digging down when you install a raised garden bed.	Request: design	Alternative materials
Food for free cart.	Request: edible verges	Edible verges
Swap group.	Request: edible verges	Edible verges
Educational advice re: best practice for ongoing gardening. E.g fruit fly control, plant selection.	Request: education	Gardening advice
Council to maintain a register of verge transformations on website.	Request: education	Online list of verge transformations
How to care for fruit trees. Workshops/education.	Request: education	Fruit tree care

Community Feedback Town of Bassendean Verge Policy

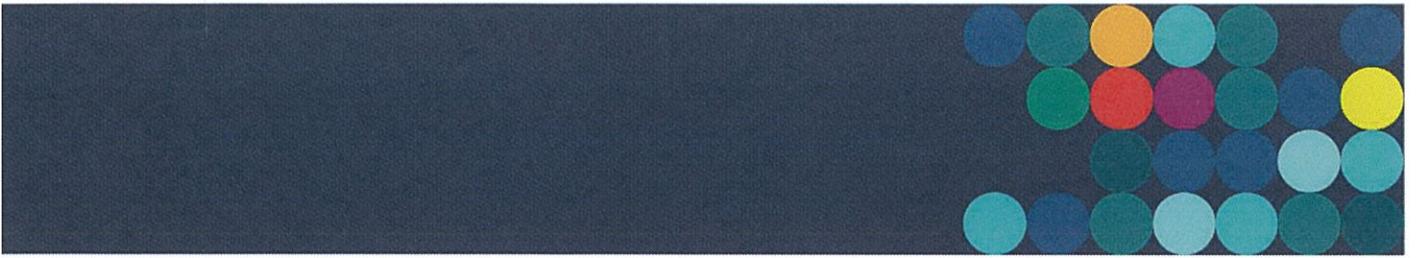
Enhanced communication about how to care for street trees and where to plant them on the verge that suits homeowners.	Request: education	Street trees
Online for FAQ's and expert panel.	Request: education	Online
Promote citizen science projects to engage with local schools.	Request: education	Citizen science and schools
Educate residents on open and crowd source maps illustrating trees/shrubs in community.	Request: education	Maps
Pictures and plant growth info.	Request: guidelines	Detailed species info
More detail and photos on species and how they grow (in guidelines and fact sheets).	Request: guidelines	Verge species and growth details
Guidelines/kit to enable street verge/planting discussion - starters.	Request: guidelines	Advice for getting started
Adjacent residents could jointly apply for mulch delivery and this also encourages residents to work together to maintain verge gardens.	Request: maintenance	Resident collaboration
Free/cheap mulch readily available (not by the truckload).	Request: maintenance	Free mulch
Underground power! Pruning and planting calendar.	Request: maintenance	Pruning and planting advice
Good mulch.	Request: maintenance	mulch
Free mulch.	Request: maintenance	mulch
Trees to be maintained by the Town (including fruit trees).	Request: maintenance	ToB to maintain trees
Re-examine the timing of the green waste collection to better suit the time of year most suited to annual pruning.	Request: maintenance	Green waste collection
Provision of access to a community mulcher so residents can mulch and reuse garden waste on their own properties.	Request: maintenance	Community mulcher
Verge fruit trees and management of them (e.g. managing fruit fly, not spraying).	Request: maintenance	Safely managing pests
ToB to provide more varieties of mulch.	Request: maintenance	More mulch varieties
Help residents to turn own garden waste into mulch. Could be via a street or shared mulch approach.	Request: maintenance	Assist with local mulching
Collection of removed topsoil and composting at a local facility to allow for reuse. Particularly useful to reapply topsoil with high clay content to more sandy areas of ToB.	Request: maintenance	Verge maintenance local composting
Irrigation of verge and cost.	Request: maintenance	Irrigation
Mulch green waste collection on site. Make it available to residents free of charge, saves on transport and storage costs for council.	Request: maintenance	Local mulch service
Opportunity to discuss where the street trees are planted.	Request: planning	Street trees
Community planting opportunities for street trees to involve the community/neighbours.	Request: planning	Street trees
Incentive the retention of suitable existing verge trees - stop developers from bulldozing.	Request: planning	Street trees
Investigate the use of green crossovers (as in Bayswater) or wheel track crossovers to replace bitumen or concrete as part of verge policy.	Request: planning	Green crossovers
Re-examine the choice available for street trees.	Request: planning	Street trees

Community Feedback Town of Bassendean Verge Policy

Council facilitated street/area neighbours to get together to plan their "linear parks".	Request: planning	Neighbourhood verges
Verge policy to mention "dial before you dig".	Request: policy	Include 'Dial before you dig'
Plant subsidies all year round.	Request: preparation	Plant subsidies
Subsidise planters for veggie garden.	Request: preparation	Materials subsidy
ToB to organise bulk purchase of verge gardening supplies. Residents can register what it is they require and when the registrations meet a certain quota the Town can leverage a reduced price for the interested group.	Request: preparation	ToB leverage bulk supplies
We would like to have a nice verge but we do not have any help. If the Town Council can help us, we can help maintaining it.	Request: preparation	Assistance
Free soil testing and information on fixing for suitability for natives.	Request: preparation	Soil testing
Council to provide services to use Roundup safely using licenced contractors for couch grass on verges.	Request: preparation	Couch grass removal
Council could provide a verge transformation kit: tools, materials, info, insurance, guidelines.	Request: preparation	Guidelines
Subsidise bulk purchase of natural materials for path in waterwise verge.	Request: preparation	Subsidised materials
Guidance on verge clearing before implementing verge gardens ie use of weed killer etc. May be able to get help from council.	Request: preparation	Weed and grass removal
Could Bassendean council organise the bulk purchase of garden supplies for verge gardens e.g. compost bins, raised beds, edging, plants, soils, compost, mulchers, fruit fly traps, citrus galls wasps, growing medium to leverage a reduced cost to residents.	Request: preparation	Subsidised materials
Water truck to service new gardens.	Request: preparation	Watering
Incentivise the clearing and replanting of verges by subsidising the cost to residents (perhaps by using council machinery).	Request: preparation	Subsidise grass removal
A list of local plants that work well in the area.	Request: species	Local verge plant species
More information on the species available as part of the cheap plants (men of the trees).	Request: species	Species advice
Info on bird/bee attractors.	Request: species	Biodiversity advice
Can we choose what tree species goes in?	Request: species	Street trees
What species are best? More advice on what to grow.	Request: species	Advice
More information required on selecting the right tree (e.g. Town to refer residents to WC page https://www.watercorporation.com.au/home/builders-and-developers/working-near-our-assets/selecting-the-right-tree).	Request: species	ToB advice on tree species
Permitting edibles.	Request: species	Edible verges
Advice on local indigenous species.	Request: species	Indigenous natives
Advice on low care plants.	Request: species	Low care
Propagation workshops for edibles and natives.	Request: species	Propagation
Discount native plants.	Request: species	Plant subsidies

Community Feedback Town of Bassendean Verge Policy

Discount vouchers for native plants/seedlings.	Request: species	Subsidy
3 neighbours opposite Success Hill Reserve want street trees on verge. Limited by low power lines - maybe smaller Callistamon like Callistamon slim.	Request: street trees	Street tree
Remove and replace diseased verge trees.	Request: street trees	Replace
Replace non native trees with native if tree is unwell.	Request: street trees	Replace
Potential to replace unsuitable street trees with more appropriate ones.	Request: street trees	Replacement
Community workshops: make your own compost, setting up worm farms, setting up an organic vegetable garden, designing native gardens.	Request: sustainability	Community workshops
Visibility into forward-planning works projected that will have an impact on verge gardens.	Request: urban planning	Council information sharing
Assistance in moving established street trees impacted by development.	Request: urban planning	Street trees
Utilise materials from other councils e.g. City of Stirling has a list with images of waterwise verge appropriate plants.	Request: utilise other council information	Policy/guidelines to utilise material from other verges
Town to utilise WC Waterwise Greening Scheme to assist residents (including Verge subsidies, street tree programs, garden competitions, plant sale subsidies, verge and garden workshops) https://www.watercorporation.com.au/home/business/saving-water/waterwise-programs/waterwise-council-program/verge-incentive-scheme .	Request: utilise WC information	Policy/guidelines to utilise WC material
Rain gardens and WSUD in road works.	Request: WSUD verge	Council incorporate WSUD
Raingardens for Railway Pde. Success Hill street parking WSUD permeable paving to compensate for PSP.	Request: WSUD verge	Council incorporate WSUD



Waterwise verge

best practice guidelines



This document has been prepared for Water Corporation
by:

Josh Byrne & Associates
Suite 10/16 Phillimore Street
Fremantle WA 6160
PO Box 1866
Fremantle WA 6959
www.joshbyrne.com.au

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Contents



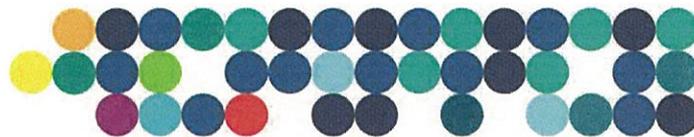
Table of Contents

Waterwise verge	1
best practice guidelines	1
Purpose of these guidelines	4
Why should councils develop a Waterwise Verge Policy?	4
What to include in a Waterwise Verge Policy?	4
1.1 Approvals and controls	4
1.1.1 External documents and controls....	5
1.2 Design considerations	5
1.2.2 Access routes	5
1.2.3 Paving and parking spaces	5
1.2.4 Verge treatments and structures	5
1.2.5 Vehicular visibility	6
1.2.6 Street trees	6
1.2.7 Maintaining utility and public infrastructure.....	6
1.2.8 Bushfire prone areas	6
1.3 Preliminary works and soil preparation	6
1.3.1 Removing an existing grassed verge7	
1.3.2 Existing tree root systems	7
1.3.3 Current verge levels and verge stabilisation	7
1.3.4 Soil quality	7
1.4 Plant selection	9
1.4.1 Waterwise plants for your local area9	
1.4.2 Consider plant heights	9
1.4.3 Plants to avoid	9
1.4.4 Lawn	9
1.4.5 Resources	9
1.5 Mulch	9
1.5.1 Mulch application	10
1.6 Irrigation and watering	10
1.6.1 Watering times	10
1.6.2 Watering exemption	10

1.7 Maintenance	10
1.7.1 Mulch	10
1.7.2 Maintenance assistance	11
1.8 Further Information	11

Waterwise Verge

Best Practice Guidelines



Purpose of these guidelines

These guidelines have been developed to assist councils in developing a best practice Waterwise Verge Policy (policy). It also intends to assist councils in further developing or amending existing verge policies for new and refurbished verges.

The aim of these guidelines is to essentially become a benchmark tool to ensure best practice is achieved and maintained across all local government municipalities in the Perth Metropolitan area.

Why should councils develop a Waterwise Verge Policy?

Verges form important green spaces within our community; assisting with urban cooling whilst creating ecological corridors through our streetscapes.

If well designed, a waterwise verge can:

- assist in maximising water efficiency.
- ensure our verges are safe environments for the greater community.
- contribute to the visual aesthetic of our streets and assist in increasing property prices.
- create a cooling effect and counteracts 'heat island' effects in summer.
- increase the thermal performance of houses.
- provide ecological benefits, such as providing habitat for local wildlife and promoting biodiversity.

What to include in a Waterwise Verge Policy?

The following key aspects, as detailed within this document, should be addressed in a council's policy.

1.1 Approvals and Controls

- 1.2 Design Considerations
- 1.3 Preliminary Works and Soil Preparation
- 1.4 Plant Selection
- 1.5 Mulch
- 1.6 Irrigation and Watering
- 1.7 Maintenance

1.1 Approvals and controls

Within the policy it is recommended that councils address their individual approval requirements, e.g. what is required to obtain approval prior to installation of a waterwise verge garden.

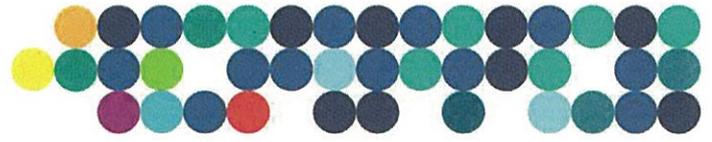
Having a clear and easily accessible policy will help residents to understand and address the requirements of the council from the start and minimise non-compliance issues.

Where the council has a verge incentive scheme in place for residents they should clearly outline the application process and eligibility criteria.

Where pre-approval is required, it is recommended that the following items be requested from residents in order to gain council approval.

- A completed application form (if applicable).
- A detailed, scale plan of the proposed verge design (preferably at 1:100) which identifies any existing features (i.e. street tree and powerlines), plant species, plant density, any surface treatments, etc. Council may like to consider a downloadable scaled graph paper that residents can use to draw their verge on.
- A written confirmation from all strata owners/managers approving the verge works to be completed (if applicable).

It is also recommended that representatives from the council's planning and landscape departments are involved in the



development of the policy and any subsequent verge approval process.

1.1.1 External documents and controls

There are many worthwhile resources available that can assist councils in developing their policy, as well as aiding the approval process for residents. It is advisable that councils make these resources known to residents, for ease during the approval process. Some of these resources are listed below.

Utility Providers Code of Practice

- The State's utility providers maintain strict alignments for their underground services and overhead powerlines in the road verge. A handbook called the Utility Providers Code of Practice is available free from the [Main Roads website](#).

Dial Before You Dig

- The identification and location of services buried within verges can be provided on the [Dial Before You Dig website](#).

Water Corporation

- Visit watercorporation.com.au/waterwise for details of Waterwise Service Providers that can help residents with the development of their waterwise verge.

1.2 Design considerations

Within the policy, it is important for councils to highlight the safety, streetscape amenity, practicality and essential maintenance requirements associated with a waterwise verge.

Lawn has been the preferred option on verges in Perth for many years, although the environmental and cost saving benefits of establishing low-water use plantings as an alternative treatment are significant.

1.2.1 Design and aesthetics

Photos or conceptual drawings of waterwise verges should be included within the policy to inspire residents undertaking their verge transformations.

Some council's also have demonstration verges available for the community to visit, with details available in the guidelines or through the council website.

1.2.2 Access routes

Pedestrian, vehicular, emergency and mail-delivery access routes or crossovers should be detailed in the policy with the following design parameters incorporated as a minimum.

- Plants should be set back from kerbs or footpaths by a minimum of 0.5m to ensure they don't impede users when mature.
- For verges without a footpath, plants should be set back at least 1.5m from the road kerb to allow for pedestrian movement and access to and from vehicles that are parked on the road. This area may also be used for rubbish bins or bulk/green waste during collection periods.

1.2.3 Paving and parking spaces

Uncommon verge situations including popular pedestrian thoroughfares, parking requirements and/or bus stop gathering spots should be incorporated within the policy, with guidance from the council as to acceptable surface treatment alternatives.

Councils may wish to assess these situations on an individual basis.

1.2.4 Verge treatments and structures

Residents should be primarily encouraged to install soft landscape treatments, such as waterwise plants and mulch. The policy should clearly outline which hard landscaping

Waterwise Verge

Best Practice Guidelines



treatments are and are not permitted within verges, e.g. generally loose gravel, rocks, ornamental elements, play equipment, and garden features are not permitted due to safety and liability issues, however, some forms of paving and kerbing may be permitted.

1.2.5 Vehicular visibility

Maintaining clear pedestrian, cycle and vehicular sightlines is important to detail in the verge policy. Further information regarding plant heights have been outlined in the plant selection section below.

1.2.6 Street trees

Not all residents are aware that councils are responsible for the planting and maintaining of street trees within verges. It is worth documenting within the policy that residents can request a new street tree or have their street tree maintained, as well as the council procedures involved.

1.2.7 Maintaining utility and public infrastructure

Council should provide guidance on acceptable treatments around existing public infrastructure such as street lights, water meters, power poles and/or street signage.

As a minimum, it is recommended the following be included.

- Consider tough, low growing, non-climbing plant species under street trees and power lines as authorities often use squirrels or cherry pickers to access infrastructure and prune street trees.
- Verges serve as a utilities corridor with a number of water, electrical, gas and telecommunication alignments located underground within these areas. Utility providers have a right to dig up verges to gain access to their alignment for new services, and to upgrade or repair existing services. Rectification of verge treatments

following this work can be the responsibility of the resident.

- Consider the positioning of any utility assets e.g. water meters when planning the verge garden to ensure assets are unobstructed and safely accessible for reading and maintenance. This can be achieved by:
 - not planting new plants and shrubs directly next to utility assets.
 - keeping surrounding plants trimmed.
 - clearing excess sand and mulch.

Note. The water meter should be clear 30cm around every side, and have at least 120cm of open air above. Visit watercorporation.com.au/clearmeters for further information.

1.2.8 Bushfire prone areas

Councils with land located within a bushfire prone area as designated by the Fire and Emergency Services Authority, must ensure their advice to residents in relation to verge treatments addresses bushfire risk in accordance with State Planning Policy 3.7 Planning in Bushfire Prone Areas (http://www.planning.wa.gov.au/dop_publications/SPP_3.7_Planning_in_Bushfire_Prone_Areas.pdf), and the accompanying Guidelines for Planning in Bushfire Prone Areas (http://www.planning.wa.gov.au/dop_publications/Bushfire_GuidelinesText.pdf).

A map of designated Bush Fire Prone Areas can be found at: <http://www.dfes.wa.gov.au/regulationandcompliance/bushfireproneareas/Pages/default.aspx>

1.3 Preliminary works and soil preparation

The policy should include clear and comprehensive guidance on ground preparation and soil improvements as they can have a big impact to the success of any verge.

Waterwise Verge

Best Practice Guidelines



1.3.1 Removing an existing grassed verge

The following recommended approach should be incorporated.

Removal of lawn grasses is crucial to the success of a waterwise verge garden to prevent competition with new plantings. Whilst some perennial grasses such as buffalo and kikuyu can be removed manually, couch grass typically needs to be killed by spraying with an appropriate herbicide such as glyphosate (commonly known as Roundup) to prevent reinfestation in the future. Important considerations include:

- When using herbicides, residents should consider using a licensed contractor, alternatively if undertaking the task themselves, they should be advised to always apply as directed on the pack, including follow up treatments as required.
- It should be noted that attempting to kill couch grass by methods such as smothering with mulch or temporarily covering it in plastic is unlikely to be successful and is not recommended.
- Once grasses have been dealt with, residents can look toward the next stage of implementation being soil preparation and irrigation as required.

1.3.2 Existing tree root systems

Within the policy, residents should be reminded to carefully avoid any damage to existing trees and their root systems during the development of a waterwise verge.

1.3.3 Current verge levels and verge stabilisation

Consideration of the verge's ground levels must be acknowledged within the policy. The following information is worth including.

- If grass is to be removed, verge levels should be left at least 7.5cm below surrounding kerbs and paths to allow for the installation of mulch, which must finish only slightly below adjoining surfaces.
- Residents may be permitted to create small undulations in their verge, in order to reduce landfill contributions.
- It is important to note that wherever possible, stormwater should be held within the verge, rather than impacting adjoining street stormwater drains.
- In rare instances, steep slopes may need additional support to prevent erosion where soils and mulches can wash into stormwater systems. Hard landscape treatments may be considered and approved by council on an individual basis.

1.3.4 Soil quality

The policy should promote verge gardens which incorporate local native species, without the need of irrigation. It is recommended that these gardens don't require the application of a soil conditioner as it dries out in summer and its effectiveness is greatly reduced. It is however important that residents apply a quality soil wetting agent during establishment, which will increase the soil's 'wettability', allowing water to penetrate deep into the root zone.

Alternatively, if residents are intending to use a broad range of exotic and native plants, or irrigate their verge, it is recommended that the policy describe the benefits of incorporating soil conditioners, like well composted organic matter and clay, such as Bentonite, within the top 30cm of soil. This will assist in maintaining microbial activity, as well as improving the soil's moisture and nutrient holding capacity.

Waterwise Verge

Best Practice Guidelines



The policy should recommend Waterwise or Smart Approved WaterMark products when specifying bagged soil conditioners or wetting agents.

Waterwise Verge

Best Practice Guidelines



1.4 Plant selection

There are many different verge garden treatments that are suited to Perth (and South West WA) with some great examples from productive to ornamental and cottage gardens. We primarily encourage the establishment of waterwise unirrigated verges as the best approach to conserving water and this philosophy should also be strongly encouraged within the council's policy.

1.4.1 Waterwise plants for your local area

It is important that the policy be considered in light of local conditions. For instance remnant vegetation and clay soils found in the Perth Hills will require a very different approach to the sandy soils of the Perth's Swan Coastal Plain.

Unirrigated dryland, native plants are the most appropriate for verge gardens as they can survive the hot dry summers with little to no supplementary watering. These are typically local native plant species which are drought tolerant and endemic to the local area.

Many councils provide free or subsidised native plants to local residents and details of this service should be provided within the policy, where applicable.

1.4.2 Consider plant heights

In order to maintain pedestrian, cycle and vehicular sightlines, low growing shrubs and groundcovers should be promoted within the verge policy. We recommend the following be incorporated.

- A maximum maintained height of 70cm for all plants including flower heads.
- Height limits may be reduced for properties located on street corners or major intersections, where maintaining clear visibility is even more crucial.

1.4.3 Plants to avoid

Plants which are declared weeds, prickly, poisonous or are known to cause allergic reactions should be strongly discouraged within the policy and removed as soon as identified within a verge garden.

The roots of some trees and shrubs can damage wastewater and drainage pipes and other underground services. Trees and shrubs rely on their roots to find moisture and nutrients. These pipes are an attractive moisture source. A small hairline fracture in a pipe is all a root needs to get in. Then it quickly grows inside the pipe, causing a reduction in flow and eventually a complete blockage. Often complete sections of pipe need to be replaced and this is costly. This can affect both utility pipes and internal plumbing.

Visit watercorporation.com.au/findyourtree for information about trees and shrubs that have suitable root systems for verges.

1.4.4 Lawn

Councils should encourage the reduction or removal of irrigated lawn within the verge policy and instead favour a more waterwise alternative.

If lawn is allowed, recommend that just a narrow strip of warm season grass, which is drought tolerant and suitable for WA's warm conditions, is kept along the kerb for bins, or to allow people to alight from cars.

The use of synthetic turf should not be encouraged as it still requires maintenance to present well and doesn't have the cooling effect of natural turf or plants.

1.4.5 Resources

Councils and residents can source further information and advice from our waterwise plant directory as well as local Waterwise Garden Centres. Visit watercorporation.com.au for more information.

1.5 Mulch

Waterwise Verge

Best Practice Guidelines



Waterwise mulch helps to reduce plant stress, suppress weed growth and reduce evaporation losses from the soil and is therefore ideal to use in a low maintenance waterwise verge garden.

Councils should recommend the use of mulch provided it is carefully placed within the verge and does not create a hazard to residents.

1.5.1 Mulch application

Councils should advise residents how to apply mulch once all plants have been installed. The following information should be included in the policy.

- A 5-10cm thick even layer of coarse mulch should be spread across the verge, ensuring that it is kept clear from the stem of plants.
- Finished mulch level must sit just below adjoining kerbs and footpaths, to prevent mulch from spreading beyond the garden bed, flowing into stormwater systems and creating a hazard.

The policy should recommend Waterwise or Smart Approved WaterMark products when specifying bagged mulch. Landscape supply centres will have a selection of quality mulches, however coarse mulches are preferred.

1.6 Irrigation and watering

We encourage the installation of a waterwise verge garden that conserves water by eliminating the need for any permanent irrigation. If irrigation is to be installed, sub surface drip irrigation is recommended as the most efficient irrigation type suited to the exposed conditions typical within verges.

Councils should recommend that a Waterwise Irrigation Service Provider be engaged to assist residents in the design and

or installation of the irrigation system to maximise water efficiency.

1.6.1 Watering times

Councils should specify within their verge policy the allocated watering days. It is important that watering only occurs only once between 6pm and 9am on these days. Visit watercorporation.com.au/mydaysfaq for allocated watering days.

1.6.2 Watering exemption

The policy should inform residents that they might be eligible for a watering exemption when installing a new verge garden. Visit watercorporation.com.au/exemptions for further information.

1.7 Maintenance

The policy should clearly state that the ongoing maintenance of the verge (excluding any street trees) is the responsibility of the resident.

A waterwise non irrigated native verge requires little maintenance, with only the occasional weeding, pruning, mulching and hand watering required.

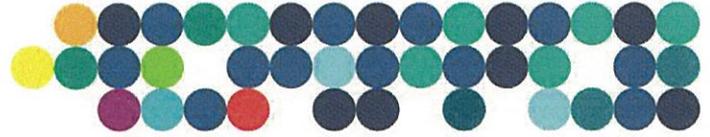
1.7.1 Mulch

It should be recommended that mulch is checked every few months and replenished as necessary to maintain a 5-10cm even layer across all planting areas.

Residents must carefully clean up after re-mulching so mulch isn't dispersed across adjacent footpaths and roads creating a safety hazard.

Waterwise Verge

Best Practice Guidelines



1.7.2 Maintenance assistance

If local community groups exist who may be able to assist elderly and disabled residents in maintaining their verges, council's should make these resources known through the policy.

1.8 Further Information

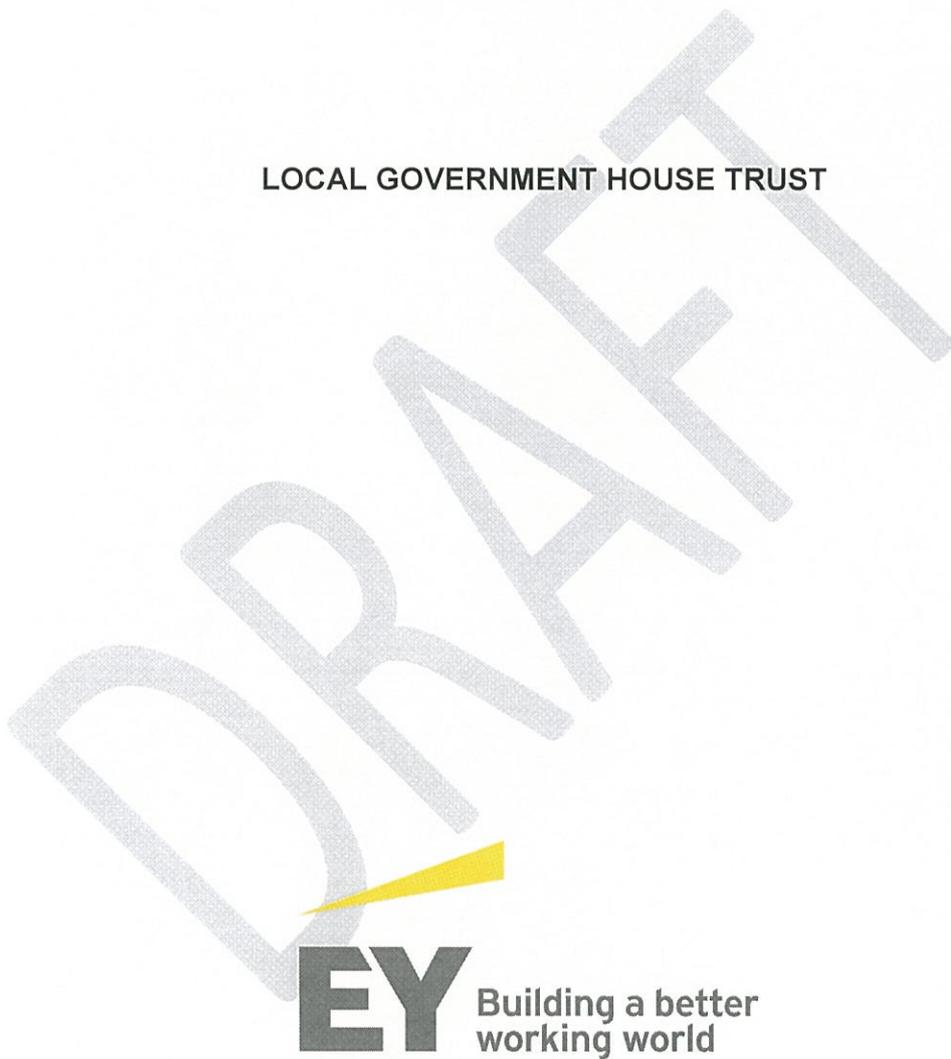
For any further information in relation to these guidelines please email our water efficiency team at:
water.efficiency@watercorporation.com.au

ATTACHMENT NO. 10

Attachment 1

DEED OF VARIATION

LOCAL GOVERNMENT HOUSE TRUST



LAW

PERTH

11 Mounts Bay Road, Perth WA 6000

Telephone (08) 9429 2222 Facsimile: (08) 9429 2434

eylawperth@au.ey.com www.ey.com

Our Ref: 4WAL / 2004 7043

THIS DEED dated the _____ day of _____ 2019

BY

WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION of Level 1, 170 Railway Parade, West Leederville in the State of Western Australia (the 'Trustee')

RECITALS

- A. By Deed of Trust undated but stamped 12 February 1980 ('Original Trust Deed') made between CHARLES WILSON TUCKEY, LYAL GORDON RICHARDSON, GORDON LAWRENCE KILPATRICK, HARRY STICKLAND and MAXWELL RAY FINLAYSON (the 'Original Trustees') and THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA and the COUNTRY SHIRE COUNCILS ASSOCIATION (the 'Retired Trustees') the Original Trustees declared that they would hold the property therein referred to as the Headquarters and the monies therein referred to as the Trust Fund upon trust for the beneficiaries specified in the second schedule to the Original Deed upon the terms and conditions therein contained (the 'Original Trust').
- B. By Deed dated 2 October 1981 made between the Original Trustees and the Retired Trustees the Original Trustees retired and appointed the Retired Trustees as the trustees of the Original Trust in their place.
- C. By Deed dated 4 May 1994 (the 'New Deed') the Retired Trustees (in the New Deed referred to as THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA (INC) and THE COUNTRY SHIRE COUNCILS' ASSOCIATION OF WESTERN AUSTRALIA (INC)) agreed that the proceeds from the sale of the Headquarters and the Trust Fund and the income thereof should be from 17 February 1993 held upon the terms and conditions set out in the New Deed (the 'Trust').
- D. By Deed of Variation dated 5 June 2002 the Retired Trustees varied the New Deed (collectively, the 'Trust Deed') to provide for a new Clause 22 which provides that any trustee of the Trust may retire as trustee of the Trust and appoint a new trustee to act as trustee of the Trust and that notwithstanding that the original number of trustees of the Trust was five where a corporation or incorporated association is appointed as trustee of the Trust then it shall not be obligatory to appoint more than one new trustee.
- E. By Deed dated 6 June 2002 made between the Retired Trustees and the Trustee, the Retired Trustees retired and appointed the Trustee as the trustee of the Trust.
- F. Clause 21.1 of the Trust Deed provides that the Trustees may at any time and from time to time (with the consent of not less than 75% of the Beneficiaries) by deed revoke add to or vary the trusts of the Trust Deed or declare (inter alia) any new or other powers, authorities or discretions concerning the management, control or investment of the Trust Fund upon the terms contained therein.
- G. The Trustee wishes to add to and vary the Trust Deed and declare (inter alia) new or other powers, authorities and discretions concerning the management, control or investment of the Trust Fund in accordance with the terms of this Deed.
- H. More than 75% of the Beneficiaries have consented in writing to the variations to the New Deed and the records relating to this consent will be placed with the original of this Deed.

NOW THIS DEED WITNESSES**1. DEFINITIONS AND INTERPRETATION**

In this Deed, unless the context otherwise requires:

- 1.1 a word importing the singular includes the plural and vice versa, and a word of any gender includes other genders;
- 1.2 another grammatical form of a defined word or expression has a corresponding meaning;
- 1.3 a reference to a clause, paragraph, recital, schedule or annexure is to a clause, paragraph or recital of, or schedule or annexure to, this Deed, and a reference to this Deed includes any schedule or annexure;
- 1.4 a reference to a document or instrument includes the document or instrument as varied, novated, altered, supplemented or replaced from time to time;
- 1.5 a reference to a person includes a natural person, the estate of an individual, a partnership, body corporate, the trustee of a trust (in the trustee's capacity as trustee of the trust), association, governmental or local authority or agency or other entity;
- 1.6 a reference to a statute, ordinance, code or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them;
- 1.7 the meaning of general words is not limited by specific examples introduced by 'including, for example' or similar expressions;
- 1.8 Recitals A to H inclusive form part of and are included in this Deed;
- 1.9 headings are for ease of reference and do not affect interpretation;
- 1.10 'Deed' means this deed;
- 1.11 unless specified otherwise, terms which are defined in the Trust Deed and used in this Deed bear the same meanings in this Deed which are ascribed to them in the Trust Deed; and
- 1.12 in the event of any inconsistency between the provisions of the Trust Deed and the provisions of this Deed, the provisions of this Deed will prevail.

2. OPERATIVE PART

The Trustee in exercise of the power given to the Trustee by clause 21.1 of the Trust Deed and with the consent of more than 75% of the Beneficiaries hereby adds to and varies the Trust Deed and declares (inter alia) the following new or other powers authorities and discretions concerning the management, control or investment of the Trust Fund as follows:

- 2.1 delete the word "The" appearing after the words "Any trustee of the Trust may retire as trustee of the Trust." in the existing clause 22.1 and replace it with the words "Subject to clause 22.3, the";

2.2 insert after clause 22.2 the following:

“22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.

22.4 The Beneficiaries may at any time by Special Resolution:

- (a) remove a Trustee from the office as trustee of the Trust; and
- (b) appoint such new or additional Trustee.

For the purposes of this clause 22.4, “Special Resolution” means a resolution passed or decision made by not less than 75% of the Beneficiaries.”

2.3 insert a new clause 13A as follows:

“13A **DELEGATION TO THE BOARD OF MANAGEMENT**

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.”

3. **SEVERABILITY**

3.1 If any provision of this Deed is found by a competent authority (including without limitation a Court) to be void or unenforceable, then such finding shall not affect the other provisions of this Deed.

3.2 If making a subsequent amendment to this Deed avoids any invalidity or unenforceability of any provision of this Deed, the parties may elect to make that amendment, which shall be deemed for all purposes to be effective immediately prior to the occurrence of that invalidity or unenforceability.

4. **FURTHER ASSURANCES**

All parties shall make, execute and do all acts, deeds, documents and things and sign all documents which may reasonably be required to give full effect to this Deed, and the Trustee shall bear the costs of observing, performing and complying with this clause.

5. **COSTS**

The Trustee shall bear and pay the costs of and incidental to the preparation, execution and stamping of this Deed.

6. **RATIFICATION AND CONFIRMATION**

In all other respects the terms of the Trust Deed are hereby ratified and confirmed.

7. PROPER LAW

This Deed shall be governed by the laws of the State of Western Australia and the parties submit to the jurisdiction of the Courts of the State of Western Australia.

EXECUTED as a Deed

THE COMMON SEAL of WESTERN)
AUSTRALIAN LOCAL GOVERNMENT)
ASSOCIATION is hereunto affixed in the)
presence of:)

Signature of President

Signature of Chief Executive Officer

Name of President

Name of Chief Executive Officer

ATTACHMENT NO. 11
OBSELETE

ATTACHMENT NO. 12

**LIST OF PAYMENTS
FOR PERIOD
ENDED 29th FEBRUARY 2020**

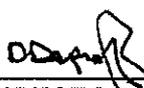
*Any questions relating to the List of Payments, please raise with Paul White,
Director Corporate Services, prior to Briefing Session.*

SUMMARY OF SCHEDULE OF ACCOUNTS

FUND	VOUCHERS	AMOUNT \$
MUNICIPAL / TRUST		
EFT and Direct Debits 01-29 February 2020	40114 – 40414	2,306,116.14
TRUST FUND		
Cheques Commonwealth 6100-1015-9136	0	0.00
MUNICIPAL BANK		
Cheques Commonwealth 6100-1015-9128	86173 – 86185	30,787.63
		<hr/>
		\$2,336,903.77
		<hr/> <hr/>

DIRECTOR CORPORATE SERVICES' DECLARATION:

This list of payments, covering vouchers as above, will be submitted to Council on 24th March 2020. The List of Payments has been checked and is fully supported by vouchers and invoices, which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings, and the amounts shown have been paid.



DIRECTOR CORPORATE SERVICES

1st February 2020
to
29th February 2020

Chq/EFT	Date	Name		Amount
EFT40114	04/02/2020	AUSTRALIAN SERVICES UNION	Payroll Deductions	-155.40
EFT40115	04/02/2020	AUSTRALIAN TAX OFFICE (PAYG)	Payroll Deductions	-116,639.00
EFT40116	04/02/2020	CHILD SUPPORT AGENCY	Payroll Deductions	-253.97
EFT40117	04/02/2020	LGRCEU	Payroll Deductions	-41.00
EFT40118	04/02/2020	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll Deductions	-1,335.58
EFT40119	12/02/2020	ADDSTYLE CONSTRUCTIONS	Security Bond Refund	-2,768.00
EFT40120	12/02/2020	BLUEPRINT HOMES PTY LTD	Security Bond Refund	-2,290.00
EFT40121	12/02/2020	CASSANDRA SKINNER	Key Bond Refund	-50.00
EFT40122	12/02/2020	CHRISTOPHER FULLWOOD	Security Bond Refund	-2,805.00
EFT40123	12/02/2020	JAMES PRIESTLY	Security Bond Refund	-2,768.00
EFT40124	12/02/2020	JOHN HUGO	Hall & Key Bond Refund	-350.00
EFT40125	12/02/2020	KURT KOUAKOU	Key Bond Refund	-50.00
EFT40126	12/02/2020	MY HOMES WA	Security Bond Refund	-2,250.00
EFT40127	12/02/2020	PROVIDER CHOICE	Hall And Key Bond Refund	-550.00
EFT40128	12/02/2020		Cancelled	0.00
EFT40129	12/02/2020	BRIAN PLUNKETT	Security Bond Refund	-2,805.00
EFT40130	13/02/2020	ALYSSA WILLIAMSON	Australia Day - Event Staff	-1,220.00
EFT40131	13/02/2020	BCITF	Building & Construction Industry - Levy Collected - January 2020	-828.70
EFT40132	13/02/2020	BRADLEY SAWYER	Australia Day - Event Staff	-1,220.00
EFT40133	13/02/2020	CANDACE WILLIAMSON	Australia Day - Event Staff	-1,220.00
EFT40134	13/02/2020	COLES SUPERMARKETS AUSTRALIA	Various Business Units - Groceries Supplies	-2,126.14
EFT40135	13/02/2020	COMESTIBLES	Various Council Functions - Catering	-3,559.00
EFT40136	13/02/2020	CYNTHIA WILLIAMSON	Australia Day - Event Staff	-420.00
EFT40137	13/02/2020	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	Building Services Levy Collected - January 2020	-5,912.11
EFT40138	13/02/2020	HEART INSPIRED EVENTS	Australia Day - Event Staff Consumables - Reimbursement	-660.00
EFT40139	13/02/2020	JADE RIVERA	Refund Relax Program - Hatha Yoga Thursday	-90.00
EFT40140	13/02/2020	LORRAINE PHILLIPS	Hyde Ret Village - Refund Direct Debit	-62.28
EFT40141	13/02/2020	MARKETFORCE PTY LTD	Various Business Units - Advertising And Printing	-20,008.12
EFT40142	13/02/2020	MATHEW BAIN	Australia Day - Event Staff	-1,220.00
EFT40143	13/02/2020	MT LAWLEY MILK	Milk Supplies - 35, 46 & 48 Old Perth Road & Depot	-226.20

1st February 2020
to
29th February 2020

Chq/EFT	Date	Name	Description	Amount
EFT40144	13/02/2020	OFFICEWORKS SUPERSTORES PTY LTD	Various Business Units - Office Stationery	-200.37
EFT40145	13/02/2020	PALESWAN TULADHAR SHAKYA	Various Community Halls - Cleaning	-1,695.00
EFT40146	13/02/2020	PAUL WHITE	Reimbursement - C P A Subscription	-750.00
EFT40147	13/02/2020	RENEE & AMANDA DAVIS	Council Crossover Contribution	-442.50
EFT40148	13/02/2020	ROBERT KING	Procurement Assistance Contractor	-4,387.50
EFT40149	13/02/2020	SURESHANK PTY LTD	Children Services - Plants Watering Schedule	-88.00
EFT40150	13/02/2020	SYNERGY	Various Sites Synergy Account - Electricity Supply Charges	-40,292.36
EFT40151	13/02/2020	T & C COURIER & TRANSPORT SERVICES	Courier Services - Document Delivery - January 2020	-118.83
EFT40152	13/02/2020	THE LONG TABLE PERTH	Refund Partial Food License - Cancelled	-207.50
EFT40153	13/02/2020	TPG NETWORK PTY LTD	Various Sites - Telephone Charges	-1,391.43
EFT40154	13/02/2020	TURNER DESIGN	Graphic Design Of Annual Report	-8,415.00
EFT40155	13/02/2020	UNITED PETROEUM PTY LTD	Depot - Fuel Supplies	-8,979.14
EFT40156	13/02/2020	YIP HANG MAN & BETTY PUI YEE YUEN	Rates Refund	-282.75
EFT40157	13/02/2020	ZANZARA	Heath - Replacement Mosquito Trap Motors	-193.60
EFT40158	13/02/2020	A. M BOLTS & NUTS	Depot - Minor Supplies - January 2020	-33.31
EFT40159	13/02/2020	AAA PRODUCTION SERVICES & SOUND ENGINEERING	Australia Day - Stage And Sound Hire	-16,003.90
EFT40160	13/02/2020	ALSCO PERTH	Office Linen And Laundry Services	-86.80
EFT40161	13/02/2020	AMAZING BRICK PAVING	Various Sites - Repair Verge And Walkway Brick Paving	-2,355.00
EFT40162	13/02/2020	ANNE YARDLEY	Library - Local History - Transcript For Mr Arthur Mcgrath	-525.00
EFT40163	13/02/2020	AUSTRALIA POST	Various Business Units - Postal Charges - January 2020	-1,939.57
EFT40164	13/02/2020	BASSEDEAN GALAXY BASKETBALL CLUB	Australia Day - Delivery Of Postcard And Road Closure Notifications	-800.00
EFT40165	13/02/2020	BASSEDEAN MEN'S SHED INC	Australia Day - Mens Shed Assistance With Parking	-800.00
EFT40166	13/02/2020	BBC ENTERTAINMENT	Australia Day - Welcome To Country, M C And Bands	-8,965.00
EFT40167	13/02/2020	BEECHBORO WEST SWAN SCOUT GROUP	Australia Day - Reserve Clean Up & Survey At Event	-1,500.00
EFT40168	13/02/2020	C M PROMOTIONS	Depot - Sunscreen Supplies	-68.10
EFT40169	13/02/2020	CABCHARGE AUSTRALIA LIMITED	Seniors Client - Transportation	-6.00
EFT40170	13/02/2020	CAPTURE IMAGES	Australia Day - Photographer	-1,050.00
EFT40171	13/02/2020	CARE CFO	Seniors - Staff Training - Inhouse Customer Services	-2,189.00
EFT40172	13/02/2020	CATALYSE PTY LTD	Employee Scorecard Results - Presentations	-1,100.00
EFT40173	13/02/2020	CLASSIC HIRE	Australia Day - Lighting Towers & Power & Generators	-6,897.55

1st February 2020
to
29th February 2020

Chq/EFT	Date	Name	Description	Amount
EFT40174	13/02/2020	CLEAN NRG PTY LTD	Hyde Ret Village - Unit 6 - Inverter Replacement	-748.00
EFT40175	13/02/2020	COMMAND-A-COM PTY LTD	Office - Phone System & Lines Pabx Upgrades	-3,190.08
EFT40176	13/02/2020	COWAN & PARTNERS PTY LTD	Write Promotion - Wonderrealm And Define Program For Thrive	-1,400.00
EFT40177	13/02/2020	CREATING COMMUNITIES AUSTRALIA PTY LTD	Consultancy Fees - Strategic Community Plan	-2,860.00
EFT40178	13/02/2020	CTI RISK MANAGEMENT	Customer Service - Banking Collection - January 2020	-272.25
EFT40179	13/02/2020	CYRIL JACKSON SENIOR CAMPUS	Australia Day - Use Of Cyril Jackson Oval For Parking	-2,200.00
EFT40180	13/02/2020	DATA3	Office 365 Services - User Lease	-1,197.24
EFT40181	13/02/2020	FIRE 4 HIRE	Australia Day -Water Truck For Fireworks	-770.00
EFT40182	13/02/2020	FOOD TECHNOLOGY SERVICES PTY LTD	Food Safety Services - Contractor - January 2020	-475.75
EFT40183	13/02/2020	GARPEN PTY LTD	Depot - Equipment - Three Phase Pressure Cleaner	-1,360.00
EFT40184	13/02/2020	GARRARDS PTY LTD	Environ Services - Rat Bait Supplies To Residents	-487.74
EFT40185	13/02/2020	GINO'S ALL ROUND HANDYMAN SERVICE	Seniors - Home Garden & Maintenance	-1,271.25
EFT40186	13/02/2020	HEART INSPIRED EVENTS	Australia Day - Contract Event Logistics	-11,924.00
EFT40187	13/02/2020	ADELBY PTY LTD	Ranger Services - Fire Season Contract Works	-1,287.00
EFT40188	13/02/2020	ADVANCE PRESS (2013) PTY LTD	Annual Reports 2018/19 - Printing	-1,193.50
EFT40189	13/02/2020	ALL SEASONS SYNTHETIC TURF	Bassendean Oval - Synthetic Turf Around Boundary	-8,794.50
EFT40190	13/02/2020	CORPORATE SECURITY AUSTRALIA PTY LTD	Australia Day - Security	-12,736.20
EFT40191	13/02/2020	EASTERN METROPOLITAN REGIONAL COUNCIL	Various Domestic & Council Rubbish	-64,876.22
EFT40192	13/02/2020	GROW & EVOLVE	Staff Training - Equal Employment Opportunity Coaching	-1,320.00
EFT40193	13/02/2020	HATCHET PTY LTD ATF DM TRUST	Ryde Program - Software Developments	-495.00
EFT40194	13/02/2020	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LTD	Various Business Units - Labour Hire	-5,583.36
EFT40195	13/02/2020	HEATHER CAMPBELL	Library - Interview And Transcript With Philippa Rogers	-809.00
EFT40196	13/02/2020	HOME CHEF	Seniors - Meals On Wheels - January 2020	-203.78
EFT40197	13/02/2020	HWL EBSWORTH LAWYERS	Professional Fees - Legal Advice	-1,977.25
EFT40198	13/02/2020	INDUSTRY DINER	Various Council Functions - Catering	-170.00
EFT40199	13/02/2020	INSTANT PRODUCTS HIRE	Australia Day - Portable Toilet Hire	-8,313.58
EFT40200	13/02/2020	J & K HOPKINS	Various Business Units - Office Furniture	-85.00
EFT40201	13/02/2020	JEFF GREEN TREE LOPPING	Various Sites - Street Tree Pruning & Removal	-2,200.00
EFT40202	13/02/2020	JORDAN PHILIP ANDONOVSKI	Relax Booklet Design - Term 1 2020	-300.00
EFT40203	13/02/2020	KENNARDS HIRE	Footpath - Safety Signage	-148.00

1st February 2020
to
29th February 2020

Chq/EFT	Date	Name	Description	Amount
EFT40204	13/02/2020	MARQUEE MAGIC	Australia Day - Marquee & Equipment Hire	-2,876.20
EFT40205	13/02/2020	MCL COMMERCIAL SERVICES	Various Sites - Mowing	-7,850.00
EFT40206	13/02/2020	MICHAEL PAGE INTERNATIONAL (AUSTRALIA) PTY LTD	Labour Hire - Payroll	-9,216.84
EFT40207	13/02/2020	NELLA FITZGERALD	Wonderrealm Event - Sponsorship Program (Deposit)	-4,000.00
EFT40208	13/02/2020	NIKKI DENNERLEY	Children Services - Happy Feet Incursion	-125.00
EFT40209	13/02/2020	NORTH LAKE ELECTRICAL PTY LTD	Various Sites - Electrical Repairs & Maintenance	-1,888.33
EFT40210	13/02/2020	NRH EARTHMOVING	Bassendean Oval - Bob Cat Hire	-792.00
EFT40211	13/02/2020		Cancelled	0.00
EFT40212	13/02/2020	PERTH CHEF AGENCY	Australia Day - Safety Barriers Hire	-2,875.00
EFT40213	13/02/2020	SEGAFREDO ZANETTI AUSTRALIA PTY LTD	Office - Coffee Machine Service & Repairs	-361.30
EFT40214	13/02/2020	SIGNING HANDS	Children Services - Incursion - Keyword Signing Incursion	-450.00
EFT40215	13/02/2020	TABORDA CONTRACTING	Australia Day - Parking Area Attendants	-3,509.00
EFT40216	13/02/2020	TANGIBILITY PTY LTD	Town Of Bassendean - Lanyards	-1,410.75
EFT40217	13/02/2020	TANKS FOR HIRE	Australia Day - Water Tanks Hire	-1,005.40
EFT40218	13/02/2020	THE ENVIRONMENTAL PRINTING COMPANY	Relax Booklet Printing - Term 1 2020	-1,859.00
EFT40219	13/02/2020	TOP OF THE LADDER GUTTERMAN	Hyde Ret Village - Gutter & Down Pipe Clean	-5,401.00
EFT40220	13/02/2020	WA TEMPORARY FENCING SUPPLIES	Australia Day - Safety Fencing Hire	-4,944.50
EFT40221	13/02/2020	WATER2WATER PTY LTD	Water Dispenser - Rental Maintenance Agreement	-49.50
EFT40222	13/02/2020	WEST-NET IMAGING PTY LTD	Building Surveyor - Scanning And Imaging Of Plans	-781.62
EFT40223	17/02/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan Repayment	-7,918.44
EFT40224	18/02/2020	AUSTRALIAN SERVICES UNION	Payroll Deductions	-155.40
EFT40225	18/02/2020	AUSTRALIAN TAX OFFICE (PAYG)	Payroll Deductions	-101,647.00
EFT40226	18/02/2020	CHILD SUPPORT AGENCY	Payroll Deductions	-253.97
EFT40227	18/02/2020	LGRCEU	Payroll Deductions	-41.00
EFT40228	18/02/2020	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll Deductions	-1,535.58
EFT40229	19/02/2020	CAMERON TAYLOR	Security Bond Refund	-1,850.00
EFT40230	19/02/2020	CHELSEA SANFORD	Security Bond Refund	-2,805.00
EFT40231	26/02/2020	ANTHONY GILBERTHORPE	Key Bond Refund	-50.00
EFT40232	26/02/2020	MOLLY STENNING ALEXANDER	Dudley Robinson Youth Grant	-300.00
EFT40233	26/02/2020	SECUREWEST BUILDING COMPANY PTY LTD	Development Bond Refund	-16,000.00

1st February 2020
to
29th February 2020

Chq/EFT	Date	Name	Description	Amount
EFT40234	26/02/2020	STEPHANIE HAMMERSLEY	Key Bond Refund	-50.00
EFT40235	26/02/2020	STUART NELSON	Security Bond Refund	-2,768.00
EFT40236	26/02/2020	TANGENT NOMINEES	Security Bond Refund	-2,768.00
EFT40237	26/02/2020	A W BATES	Provide Gis Consultancy	-540.00
EFT40238	26/02/2020	ADVANCE PRESS (2013) PTY LTD	Financial Reports Printing (To Go With Annual Reports)	-891.00
EFT40239	26/02/2020	AHA ! CONSULTING	Staff Training - Engagement Methods Training	-19,976.00
EFT40240	26/02/2020	ALSCO PERTH	Office Linen And Laundry Services	-86.80
EFT40241	26/02/2020	AMAZING BRICK PAVING	Various Sites - Repair Verge And Walkway Brick Paving	-2,474.00
EFT40242	26/02/2020	ASHFIELD COMMUNITY CHEMIST	Seniors - Client - Pharmaceutical Supplies	-185.00
EFT40243	26/02/2020	ASHTON ADMOR PTY LTD	Briefing Sessions - Eden Hill P S - Sound Equipment Hire	-2,007.50
EFT40244	26/02/2020	ASSET INFRASTRUCTURE MANAGEMENT	Consulting Fee - Asset Management	-2,524.50
EFT40245	26/02/2020	AUSTRALIAN AIRCONDITIONING SERVICES PTY LTD	Various Sites - Air Conditioning Repairs & Maintenance	-10,907.70
EFT40246	26/02/2020	AUSTRALIAN OFFICE	Various Business Units - Self Seal Window Envelopes	-858.99
EFT40247	26/02/2020	AUTOTRADING PTY LTD	Refund Building Service Levy	-1,323.42
EFT40248	26/02/2020	BAILEYS FERTILISER	Various Sites - Fertiliser Applications	-3,448.50
EFT40249	26/02/2020	BANK OF QUEENSLAND FINANCE (AUST) LIMITED	Lease - New Servers / Equipment	-2,247.43
EFT40250	26/02/2020	BARCODE DIRECT	Library - Scanner Repairs	-456.50
EFT40251	26/02/2020	BASSEDEAN NEWSAGENCY	Library - Subscriptions - December 2019	-138.33
EFT40252	26/02/2020	BASSEDEAN TENNIS CLUB	Bassendean Tennis Courts - Maintenance - January & February 2020	-4,582.60
EFT40253	26/02/2020	BASSEDEAN WELLNESS CLINIC	Seniors - Client - Podiatry Home Visit	-126.20
EFT40254	26/02/2020	BBC ENTERTAINMENT	Citizenship Ceremony - Welcome To Country	-605.00
EFT40255	26/02/2020	BEAVER TREE SERVICES	Various Sites - Street Tree Pruning	-24,205.94
EFT40256	26/02/2020	BLUE FORCE PTY LTD	Seniors - Alarm Monitoring Services & Client Supplies	-616.00
EFT40257	26/02/2020	BOC LIMITED	Depot - Bottled Gas Supplies & Equipment	-60.59
EFT40258	26/02/2020	BOWDEN TREE CONSULTANCY	Various Sites - Tree Inspection - Arborist Reports	-1,001.00
EFT40259	26/02/2020	BUDGET PEST CONTROL	Various Sites - Termite Inspections And Treatments	-4,700.00
EFT40260	26/02/2020	BUNNINGS GROUP LIMITED	Various Sites - Maintenance Supplies And Equipment	-2,529.13
EFT40261	26/02/2020	EDEN HILL PRIMARY SCHOOL P & C ASSOCIATION INC	Community Benefit Sponsorship - Dads End Of Year Picnic	-1,790.00
EFT40262	26/02/2020	GHISLAINE PARIS	Refund Relax Program - Unable To Attend (Injury)	-160.00
EFT40263	26/02/2020	LGIS LIABILITY	Refund Incorrect Payment Received	-1,590.00

1st February 2020
to
29th February 2020

Chq/EFT	Date	Name	Description	Amount
EFT40264	26/02/2020	LM & PA BRADLEY	Rates Refund	-600.00
EFT40265	26/02/2020	SUCCESS HILL ACTION GROUP	Community Benefit Sponsorship - Staging Family Fun Day	-1,500.00
EFT40266	27/02/2020	BASSEDEAN MEN'S SHED INC	Swan River Clean Up - December 2019	-500.00
EFT40267	27/02/2020	BRICKS 4 KIDZ GOSNELLS	Library - School Holidays Activities	-250.00
EFT40268	27/02/2020	BUNZL LTD	Depot - Toilet & Office Supplies	-1,063.18
EFT40269	27/02/2020	CAPTURE IMAGES	Professional Photography Services	-1,200.00
EFT40270	27/02/2020	CARDILE INTERNATIONAL FIREWORKS PTY LTD	Australia Day - Fireworks Adjustment Invoice	-1,800.00
EFT40271	27/02/2020	CASA SECURITY PTY LTD	Various Sites - Security Alarm Repairs And Monitoring	-4,271.91
EFT40272	27/02/2020	CENTRAL SIGNS	Update Wonderrealm Event Banners	-181.50
EFT40273	27/02/2020	CITY OF SOUTH PERTH	Ranger Services - Pound Fees - January 2020	-929.87
EFT40274	27/02/2020	CLEANDUSTRIAL SERVICES PTY LTD	Various Buildings Cleaning - January 2020	-30,696.87
EFT40275	27/02/2020	COLES SUPERMARKETS AUSTRALIA	Various Business Units - Groceries Supplies	-2,426.48
EFT40276	27/02/2020	COMMERCIAL TYRES	Various Fleet Vehicle - Tyre & Brake Repairs	-1,160.00
EFT40277	27/02/2020	COMMISSIONER OF POLICE	Volunteer - Police Clearances	-16.40
EFT40278	27/02/2020		Cancelled	0.00
EFT40279	27/02/2020		Cancelled	0.00
EFT40280	27/02/2020	COWAN & PARTNERS PTY LTD	Highlights Videos - Wonderealm Plus Raw Footage	-3,100.00
EFT40281	27/02/2020	CUSTOM SCREENS & SECURITY PRODUCTS	Hyde Ret Village - Unit 6 - Fit Security Screens	-337.00
EFT40282	27/02/2020	DEPARTMENT OF TRANSPORT	Ranger Services - Vehicle Ownership Searches - January 2020	-17.00
EFT40283	27/02/2020	DI CANDILO & SONS	Depot - Minor Supplies	-221.10
EFT40284	27/02/2020	DIRECT IMAGE DIGITAL PRINTING	Gravit8 - Advertising Banner	-465.30
EFT40285	27/02/2020	DONEGAN ENTERPRISES PTY LTD	Various Sites - Play Equipment Hooks	-135.00
EFT40286	27/02/2020	DS WORKWEAR & SAFETY	Depot - Staff Uniforms	-2,012.89
EFT40287	27/02/2020	DYMOCKS HAY STREET	Library - Book Purchases	-594.17
EFT40288	27/02/2020	E FIRE & SAFETY (WA)	Library - Service Fire Detection & Alarm Panel Testing	-203.50
EFT40289	27/02/2020	EASTERN METROPOLITAN REGIONAL COUNCIL	Various Domestic & Council Rubbish	-39,102.81
EFT40290	27/02/2020	ECO ENVIRONMENTAL HOLDINGS PTY LTD	Water Cyberscan - Service & Re-Calibration	-165.00
EFT40291	27/02/2020	ECOSCAPE (AUSTRALIA) PTY LTD	Weed Management Strategy - Stage C Collate Feedback From Forum	-1,914.00
EFT40292	27/02/2020	EDEN HILL PRIMARY SCHOOL P & C ASSOCIATION INC	Briefing Session Catering - Reimburesment And Contribution For Bbq	-548.00
EFT40293	27/02/2020	ELDERS MIDLAND	Various Sites - Fertilisers	-319.00

1st February 2020
to
29th February 2020

Chq/EFT	Date	Name	Description	Amount
EFT40294	27/02/2020	ELLIOTTS IRRIGATION PTY LTD	Bic Reserve - Iron Filtration Services	-245.30
EFT40295	27/02/2020	COMPLETE CORPORATE HEALTH - ASCOT	Various Business Units - Recruitment - Pre Employment Check	-792.00
EFT40296	27/02/2020	COMPLETE CORPORATE HEALTH - CITY	Various Business Units - Recruitment - Pre Employment Check	-198.00
EFT40297	27/02/2020	EMAIL MEDIA	Advertisement - Conservation Officer	-165.00
EFT40298	27/02/2020	FUJI XEROX AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-1,912.60
EFT40299	27/02/2020	GALLERIA MOTORS PTY LTD	Depot - Minor Fleet Vehicle Parts	-695.10
EFT40300	27/02/2020	GILBARCO AUSTRALIA LTD	Depot - Diesel Pump Meter Repairs	-1,984.50
EFT40301	27/02/2020	GLENVIEW MACHINE KERBING	Various Sites - Kerbing Repairs	-7,084.00
EFT40302	27/02/2020	GRAINGER GARDEN SUPPLIES	Various Sites - Garden Soil Supplies	-720.00
EFT40303	27/02/2020	GRONBEK SECURITY	Various Sites - Restricted Keys & Coding	-178.20
EFT40304	27/02/2020	HARVEY NORMAN	Various Sites - Lap Top & Microwave	-1,578.00
EFT40305	27/02/2020	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LTD	Various Business Units - Labour Hire	-8,017.56
EFT40306	27/02/2020	HEATLEY SALES PTY LTD	Depot - Minor Supplies	-98.34
EFT40307	27/02/2020	HOME CHEF	Seniors - Clients - Meals On Wheels	-740.66
EFT40308	27/02/2020	HUMES WEMBLEY CEMENT	Various Sites - Cement Supplies	-2,781.99
EFT40309	27/02/2020	HYGIENE CONCEPTS	Various Sites - Quarterly Hygiene Services	-5,383.54
EFT40310	27/02/2020	IMAGESOURCE DIGITAL SOLUTIONS	Various Business Units - Staff Business Cards	-114.40
EFT40311	27/02/2020	INDUSTRY DINER	Various Council Functions - Catering	-79.00
EFT40312	27/02/2020	IT VISION	Synergy - Creation Of Finance Report	-1,650.00
EFT40313	27/02/2020	IT VISION USER GROUP	Membership Fee - It Vision User Group	-374.00
EFT40314	27/02/2020	JANE FORWARD CONSULTANT	Revise Events (Data Collection Australia Day & Wonderrealm)	-1,760.00
EFT40315	27/02/2020	JSM CONSTRUCTION WA	Bassendean Oval - Bill Walker Stand Repairs	-15,925.25
EFT40316	27/02/2020	KBEST MARINE PTY LTD	Flag Pole Repairs - Outside Administration Office	-946.00
EFT40317	27/02/2020	KLEENIT PTY LTD	Various Sites - Graffiti Removal & Footpath Repairs	-3,991.35
EFT40318	27/02/2020	KRISTY LEANNE ARAVIDIS	Contractor - Placing Street Signage Up & Removal	-737.50
EFT40319	27/02/2020	KWIK KOPY PRINTING CENTRE MALAGA	Seniors - Client Receipt Books	-1,281.31
EFT40320	27/02/2020	NAPA AUTO PARTS	Depot - Minor Fleet Vehicle Parts	-207.35
EFT40321	27/02/2020	NATURAL AREA HOLDINGS	Various Sites - Erosion Control & Materials	-13,573.93
EFT40322	27/02/2020	NEARMAP AUSTRALIA PTY LTD	Town Planning - Nearmap 9 Month Subscription	-3,437.50
EFT40323	27/02/2020	NELLA FITZGERALD	Wonderrealm Event - Sponsorship Program (Final Payment)	-41,000.00

1st February 2020
to
29th February 2020

Chq/EFT	Date	Name	Description	Amount
EFT40324	27/02/2020	LANDCARE WEED CONTROL	Various Sites - Application Of Weed Control	-7,419.61
EFT40325	27/02/2020	LANDGATE	Rates - Gross Rental Evaluations	-117.73
EFT40326	27/02/2020	LGIS WORKCARE	Workers Compensation Insurance	-9,445.78
EFT40327	27/02/2020	LIFE CARE HOME CARE	Seniors - Client - Physiotherapy Session	-213.00
EFT40328	27/02/2020	LIFE READY MOBILE PTY LTD	Seniors - Client - Physiotherapy Session	-476.00
EFT40329	27/02/2020	LO-GO APPOINTMENTS	Various Business Units - Labour Hire	-2,226.66
EFT40330	27/02/2020	MAJOR MOTORS	Depot - Minor Plant Parts	-330.48
EFT40331	27/02/2020	MAXIMUM INDEPENDENCE OCCUPATIONAL THERAPY	Seniors - Client - Dietician Appointment	-588.50
EFT40332	27/02/2020	MCLEODS & CO	Professional Fees - Legal Advice	-1,090.90
EFT40333	27/02/2020	MIDLAND MINICRETE	Various Sites - Crossover, Road And Footpath Maintenance	-1,217.70
EFT40334	27/02/2020	MINT CIVIL PTY LTD	Various Sites - Street Sweeping Services	-10,777.09
EFT40335	27/02/2020	MIRRABOOKA AUTO ELECTRICS	Depot Fleet Vehicle - Repairs	-525.25
EFT40336	27/02/2020	MODERN TEACHING AIDS PTY LTD	Childrens Services - Children Play Resources	-1,793.81
EFT40337	27/02/2020	MOORE STEPHENS	Internal Audit Services - Financial Year 2019-2020	-4,950.00
EFT40338	27/02/2020	MORLEY MOWER CENTRE	Depot - Minor Plant Parts	-1,780.69
EFT40339	27/02/2020	MT LAWLEY MILK	Milk Supplies - 35, 46 & 48 Old Perth Road & Depot	-226.20
EFT40340	27/02/2020	MULTILEC ENGINEERING PTY LTD	Library Lift - Conduct Service & Inspection	-440.00
EFT40341	27/02/2020	NAMEPLATE ENGRAVERS	Various Business Units - Staff Name Badges	-88.55
EFT40342	27/02/2020	OFFICEWORKS SUPERSTORES PTY LTD	Various Business Units - Office Stationery	-1,477.25
EFT40343	27/02/2020	PARAMOUNT ELECTRICAL SERVICES	Bill Walker Stand - Upgrade Lighting Spectators Stand	-11,885.15
EFT40344	27/02/2020	PB LEASING DEPARTMENT	Records - Franking Machine Lease - Quarterly	-291.50
EFT40345	27/02/2020	PBA SAFETY PTY LTD	Various Sites - Emergency Eye Wash & Medical Supplies	-924.00
EFT40346	27/02/2020	PERTH AUDIOVISUAL	Council Chambers - Microphone For Recordings	-337.50
EFT40347	27/02/2020	PERTH SAFETY PRODUCTS PTY LTD	Depot - Safety Equipment And Signage	-528.00
EFT40348	27/02/2020	PLANET FOOTPRINT PTY LTD	Planet Footprint - Annual Subscription Fees	-8,745.00
EFT40349	27/02/2020	PORTNER PRESS PTY LTD	Human Resources - Employment Law Updates	-194.00
EFT40350	27/02/2020	PRESTIGE PROPERTY MAINTENANCE	Various Sites - Slashing Of Right Of Ways	-2,750.00
EFT40351	27/02/2020	PROGRAMMED PROPERTY SERVICES	Various Sites - Streetscape Watering	-6,519.30
EFT40352	27/02/2020	PUBLIC TRANSPORT AUTHORITY OF WA	Replacement - Bus Shelter - James Street	-4,295.50
EFT40353	27/02/2020	QUALITY TRAFFIC MANAGEMENT PTY LTD	Australia Day - Road Closure And Traffic Management	-9,809.99

1st February 2020
to
29th February 2020

Chq/EFT	Date	Name	Description	Amount
EFT40354	27/02/2020	BUDGET PEST CONTROL	Various Sites - Ant Inspections And Treatments	-250.00
EFT40355	27/02/2020	CHRIS RICHARDSON	Children Services - Bassendean - Food Safety Audit	-550.00
EFT40356	27/02/2020	DIAL A NAPPY	Children Services - Cleaning Products	-1,127.00
EFT40357	27/02/2020	HEALTHY 4 LIFE	Children Services - Staff Training - Wellness And Nutrition	-176.00
EFT40358	27/02/2020	KENNARDS HIRE	Old Perth Markets - Equipment Hire	-579.00
EFT40359	27/02/2020	LO-GO APPOINTMENTS	Various Business Units - Labour Hire	-2,261.37
EFT40360	27/02/2020	MORLEY BAPTIST CHURCH INCORPORATED	Community Benefit Sponsorship - Christmas Festival	-2,200.00
EFT40361	27/02/2020	OARS ACROSS THE WATERS PTY LTD	Various Staff Training - Accountable And Ethical Decision Making	-1,441.00
EFT40362	27/02/2020	PERTH SAFETY PRODUCTS PTY LTD	Depot - Safety Equipment And Signage	-580.80
EFT40363	27/02/2020	QUICK CORPORATE AUSTRALIA PTY LTD	Various Business Units - Stationery & Electronic Whiteboard	-178.08
EFT40364	27/02/2020	READY INDUSTRIES PTY LTD	Point Reserve - Fence Hire	-156.09
EFT40365	27/02/2020	RELATIONSHIPS AUSTRALIA (WESTERN AUSTRALIA) INC	Employee Assistance Program - Intake And Assessment Completed	-1,133.00
EFT40366	27/02/2020	RESOURCE RECOVERY SOLUTIONS	Council Recycle Waste - Concrete, Bricks, Sand & Hotmix	-1,030.70
EFT40367	27/02/2020	RICOH AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-1,976.96
EFT40368	27/02/2020	RICOH FINANCE AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-206.80
EFT40369	27/02/2020	ROADS 2000	Various Sites - Road Repairs - Supply Ashphalt	-264.52
EFT40370	27/02/2020	ROYAL WOLF TRADING	Wonderrealm - 20Ft Shipping Container Hire	-1,043.14
EFT40371	27/02/2020	RTSM CONSULTING	Traffic Study - Lord Street & Walter Road East	-2,640.00
EFT40372	27/02/2020	SCM EARTHMOVING CONTRACTORS	Various Sites - Replace With New Drainage Pits	-7,337.00
EFT40373	27/02/2020	SEEK LIMITED	Various Business Units - Employment Advertising	-2,821.50
EFT40374	27/02/2020	SHOFER PTY LTD	Seniors - Transport For Clients - December 2019	-1,133.98
EFT40375	27/02/2020	SINGTEL OPTUS PTY LTD	Seniors - Support Workers - Mobile Phone Charges - January 2020	-929.90
EFT40376	27/02/2020	SKATEBOARDING WA	Youth Services - Activity - Skateboarding Workshop	-632.50
EFT40377	27/02/2020	SPORTROPHY	Retiring Councillor Plaques For Bob Brown And Melissa Mykytiuk	-114.00
EFT40378	27/02/2020	ST JOHN AMBULANCE AUSTRALIA	Australia Day - First Aid Services	-2,680.91
EFT40379	27/02/2020	STANTONS INTERNATIONAL	Audit For The Surrey Street Tender Process	-1,359.60
EFT40380	27/02/2020	STARLET NAPERY	Depot - Uniforms & Safety Gear	-324.50
EFT40381	27/02/2020	STYLUS DESIGN	Food Safety Newsletter Design	-453.75
EFT40382	27/02/2020	SUPERCHARGE BATTERIES	Depot - Minor Consumable Tools	-527.12
EFT40383	27/02/2020	CASA SECURITY PTY LTD	Various Sites - Security Alarm Repairs And Monitoring	-924.00

1st February 2020
to
29th February 2020

Chq/EFT	Date	Name	Description	Amount
EFT40384	27/02/2020	CJD EQUIPMENT PTY LTD	Depot - Minor Plant Parts	-1,511.78
EFT40385	27/02/2020	JSM CONSTRUCTION WA	Alf Faulkner Hall - Ceiling Repairs	-3,300.00
EFT40386	27/02/2020	LOCKDOC	Various Sites - Key & Lock Repairs	-180.00
EFT40387	27/02/2020	MIDLAND MINICRETE	Various Sites - Crossover, Road And Footpath Maintenance	-541.20
EFT40388	27/02/2020	MULTILEC ENGINEERING PTY LTD	Library - Lift - Lighting Repairs	-495.08
EFT40389	27/02/2020	NORTH LAKE ELECTRICAL PTY LTD	Hyde Ret Village - Unit 30 - Stove Top Element Repairs	-100.39
EFT40390	27/02/2020	ROADS 2000	Various Sites - Road Repairs - Supply Ashphalt	-119.60
EFT40391	27/02/2020	SUEZ RECYCLING & RECOVERY PTY LTD	Various Sites - Bin Rubbish Collection & bulk rubbish collection	-120,875.12
EFT40392	27/02/2020	SURESHANK PTY LTD	Children Services - Plant Maintenance	-88.00
EFT40393	27/02/2020	SYNERGY	Various Sites Synergy Account - Electricity Supply Charges	-12,223.65
EFT40394	27/02/2020	T-QUIP	Various Sites - Bin Rubbish Collection	-1,992.50
EFT40395	27/02/2020	TACTILE INDICATORS PERTH	Various Sites - Ground Surface Indicators	-3,330.00
EFT40396	27/02/2020	THE EDUCATIONAL EXPERIENCE PTY LTD	Children Services - Toys And Resources	-1,645.50
EFT40397	27/02/2020	THE STATE LAW PUBLISHER	Advertisement - Town Planning Scheme	-169.12
EFT40398	27/02/2020	TOTAL EDEN PTY LTD	Various Sites - Reticulation Supplies	-1,433.22
EFT40399	27/02/2020	TROPICAL SNO	Green Trail Event - Refreshments	-216.00
EFT40400	27/02/2020	TRUGRADE MEDICAL SUPPLIES	Seniors - Client - Medical Supplies	-611.52
EFT40401	27/02/2020	URBAQUA	Community And Stakeholder Consultation - 3Rd & 4Th Avenue	-4,730.00
EFT40402	27/02/2020	VENUS PLUMBING	Various Sites - Plumbing Repairs	-3,319.31
EFT40403	27/02/2020	VERMEER EQUIPMENT OF WA & NT	Depot - Fleet Vehicle - Parts	-32.12
EFT40404	27/02/2020	WA HINO SALES & SERVICE	Depot - Vehicle Service	-615.55
EFT40405	27/02/2020	WALKERS PEST & LAWN MANAGEMENT	Various Sites - Ant Inspections And Treatments	-253.00
EFT40406	27/02/2020	WATTS WESTERN RUBBER	Various Fleet Vehicle - Tyre Repairs & Replacements	-1,345.00
EFT40407	27/02/2020	WESTBOOKS	Library - Book Purchases	-700.46
EFT40408	27/02/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	Various Staff And Councillor Training	-5,250.00
EFT40409	27/02/2020	WHITE OAK HOME CARE SERVICES	Seniors - Independent Living - Initial Assessment	-96.92
EFT40410	27/02/2020	WINC. AUSTRALIA PTY LTD	Various Business Units - Office Stationery	-436.37
EFT40411	27/02/2020	WORKPLACE MANAGEMENT NETWORK PTY LTD	Human Resources - Workplace Investigation	-2,200.00
EFT40412	27/02/2020	XPRESSO LANE CAFE	Volunteer - Meal Vouchers	-800.00
EFT40413	27/02/2020	ZIRCODATA PTY LTD	Records - Document Bin Rental & Storage Fees - January 2020	-68.64
EFT40414	28/02/2020	NATASHA PSAILA	Dog Infringement Refund - Paid Twice	-200.00

1st February 2020
to
29th February 2020

Chq/EFT	Date	Name	Description	Amount
DD18024.1	03/02/2020	ONHOLD MAGIC	Messages On Hold - February 2020	-138.80
DD18031.1	04/02/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll Super	-48,375.72
DD18031.2	04/02/2020	REST SUPERANNUATION	Payroll Super	-1,464.93
DD18031.3	04/02/2020	VIC SUPER	Superannuation Contributions	-230.17
DD18031.4	04/02/2020	MLC SUPER FUND	Superannuation Contributions	-225.74
DD18031.5	04/02/2020	COLONIAL FIRST STATE	Superannuation Contributions	-75.03
DD18031.6	04/02/2020	SUPER DIRECTIONS FUND	Superannuation Contributions	-230.17
DD18031.7	04/02/2020	ANZ SMART CHOICE SUPER	Payroll Super	-676.96
DD18031.8	04/02/2020	AMP SUPERLEADER	Payroll Super	-514.75
DD18031.9	04/02/2020	NGS SUPER	Superannuation Contributions	-304.31
DD18031.10	04/02/2020	MLC SUPER FUND	Superannuation Contributions	-199.62
DD18031.11	04/02/2020	COMMONWEALTH ESSENTIAL SUPER	Superannuation Contributions	-121.01
DD18031.12	04/02/2020	DIY MASTER PLAN	Superannuation Contributions	-192.20
DD18031.13	04/02/2020	AUSTRALIAN ETHICAL SUPER	Superannuation Contributions	-399.33
DD18031.14	04/02/2020	CBUS INDUSTRY SUPERFUND	Superannuation Contributions	-160.54
DD18031.15	04/02/2020	BT SUPER FOR LIFE	Superannuation Contributions	-208.87
DD18031.16	04/02/2020	Q SUPER	Superannuation Contributions	-346.77
DD18031.17	04/02/2020	MLC WRAP SUPER	Superannuation Contributions	-77.01
DD18031.18	04/02/2020	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Superannuation Contributions	-63.99
DD18031.19	04/02/2020	PLUMMER SUPERANNUATION FUND	Superannuation Contributions	-1,022.06
DD18031.20	04/02/2020	HESTA SUPER FUND	Payroll Deductions	-2,335.25
DD18031.21	04/02/2020	B & L SUPER FUND	Superannuation Contributions	-203.71
DD18031.22	04/02/2020	AUSTRALIAN/WESTSCHEME SUPER	Superannuation Contributions	-6,737.01
DD18031.23	04/02/2020	HOST PLUS	Superannuation Contributions	-598.21
DD18031.24	04/02/2020	TWU SUPERANNUATION	Superannuation Contributions	-447.40
DD18039.2	05/02/2020	COMMONWEALTH CREDIT CARDS	Credit Card - January 2020	-14,842.21
DD18074.1	10/02/2020	SHERIFFS OFFICE	Ranger Services - Fines To Be Lodged	-840.00
DD18076.1	17/02/2020	SG FLEET AUSTRALIA PTY LTD	Fleet Vehicles Leases - February 2020	-15,125.84
DD18081.1	18/02/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll Super	-47,133.34
DD18081.2	18/02/2020	REST SUPERANNUATION	Payroll Super	-1,674.31

ATTACHMENT NO. 13



FINANCIAL STATEMENTS

FOR THE PERIOD ENDED

29 February 2020

TOWN OF BASSENDEAN

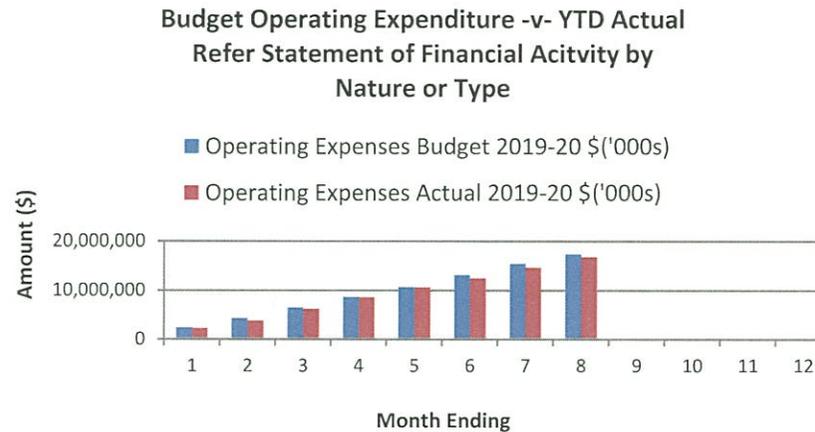
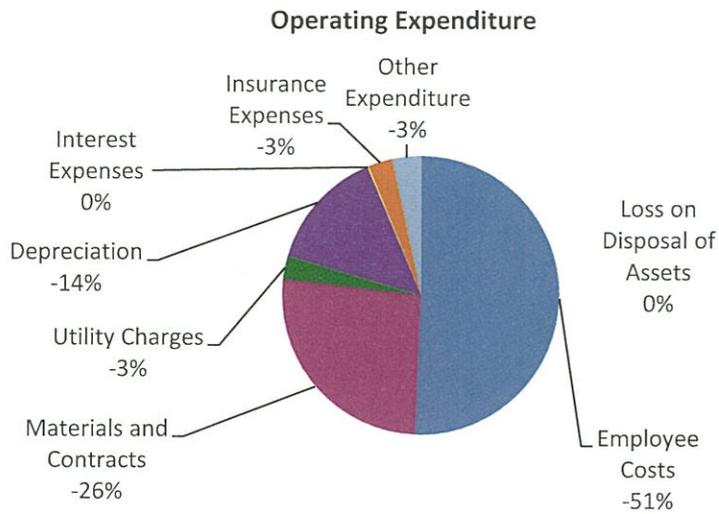
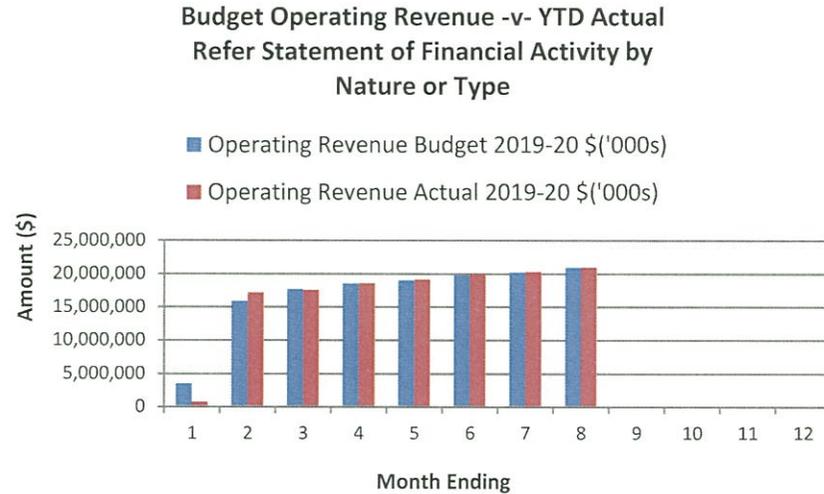
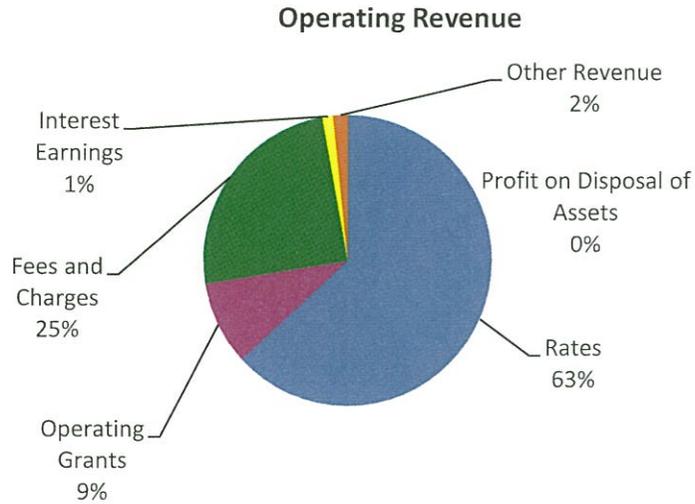
MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 29 February 2020

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Summary Graphs	2	
Statement of Financial Activity by Program	3	
Statement of Financial Activity By Nature or Type	4	
Statement of Financial Position	5-9	
Statement of Cash Flows	10-11	
Note 1	Explanation of Material Variance	12
Note 2	Rating Information	13
Note 3	Net Current Funding Position	14
Note 4	Information on Borrowings	15
Note 5	Investments	16
Note 6	Current Receivables and Payables	17
Note 7	Cash Backed Reserves	18
Note 8	Capital Works Program	19
Note 9	Budget Amendments	20
Note 10	Disposal of Assets	21
Note 11	Trust	22

**Town of Bassendean
Information Summary
For the Period Ended 29 February 2020**



TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 29 February 2020

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
		\$	\$		%
Opening Funding Surplus(Deficit)	3	1,630,400	1,630,400	1,432,345	(12.15%)
Revenue from operating activities					
Governance		17,200	11,464	35,482	209.50%
General Purpose Funding - Rates	2	13,410,680	13,394,008	13,069,334	(2.42%)
General Purpose Funding - Other		905,723	590,238	600,719	1.78%
Law, Order and Public Safety		116,400	92,962	103,792	11.65%
Health		2,732,665	2,730,404	2,856,577	4.62%
Education and Welfare		5,120,258	3,480,464	3,516,126	1.02%
Community Amenities		148,000	96,648	89,926	(6.95%)
Recreation and Culture		188,910	123,592	221,795	79.46%
Transport		34,000	32,664	56,293	72.34%
Economic Services		95,350	63,552	119,196	87.56%
Other Property and Services		83,700	55,801	67,444	20.86%
		22,852,886	20,671,797	20,736,683	0.31%
Expenditure from operating activities					
Governance		(1,140,872)	(641,455)	(756,217)	(17.89%)
General Purpose Funding		(930,248)	(578,654)	(617,996)	(6.80%)
Law, Order and Public Safety		(716,404)	(461,104)	(438,311)	4.94%
Health		(3,257,400)	(2,110,475)	(1,980,905)	6.14%
Education and Welfare		(5,679,422)	(3,781,658)	(3,786,309)	(0.12%)
Community Amenities		(1,474,379)	(997,886)	(882,761)	11.54%
Recreation and Culture		(6,474,962)	(4,217,123)	(4,170,408)	1.11%
Transport		(5,679,404)	(4,163,882)	(3,692,297)	11.33%
Economic Services		(620,697)	(366,409)	(377,150)	(2.93%)
Other Property and Services		(46,278)	(19,084)	(43,452)	(127.68%)
		(26,020,067)	(17,337,731)	(16,745,805)	3.41%
Operating activities excluded from budget					
Add back Depreciation		3,505,012	2,336,536	2,356,797	0.87%
Adjust (Profit)/Loss on Asset Disposal		8,319	5,544	-	(100.00%)
Movement in Leave Reserve		14,871	5,659	5,659	0.00%
Amount attributable to operating activities		361,021	5,681,805	6,353,334	
Investing Activities					
Non-operating Grants, Subsidies and Contributions		2,066,917	200,000	200,000	0.00%
Proceeds from Disposal of Assets	10	656,500	-	-	
Land and Buildings	8	(1,748,710)	(450,029)	(408,246)	9.28%
Infrastructure Assets - Roads	8	(2,254,002)	(96,905)	(28,990)	70.08%
Infrastructure Assets - Footpaths	8	(50,000)	(10,000)	(2,938)	70.62%
Infrastructure Assets - Other	8	(1,305,620)	(121,365)	(42,637)	64.87%
Infrastructure Assets - Drainage	8	(63,541)	(63,541)	(9,861)	84.48%
Plant and Equipment	8	(53,500)	(33,500)	(15,255)	54.46%
Furniture and Equipment	8	(629,578)	-	(265)	
Amount attributable to investing activities		(3,381,534)	(575,340)	(308,193)	
Financing Activities					
Self-Supporting Loan Principal		23,766	16,734	16,734	0.00%
Transfer from Reserves	5	3,671,705	-	-	(100.00%)
Repayment of Debentures	4	(130,368)	(92,938)	(92,938)	0.00%
Transfer to Reserves	5	(2,150,310)	(47,084)	(47,084)	0.00%
Amount attributable to financing activities		1,414,793	(123,288)	(123,288)	
Closing Funding Surplus(Deficit)	3	24,680	6,613,577	7,354,198	

TOWN OF BASSEDEAN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 29 February 2020

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
			\$	\$	%
Opening Funding Surplus (Deficit)	3	1,630,400	1,630,400	1,432,345	(12.15%)
Revenue from operating activities					
Rates	2	13,410,680	13,394,008	13,069,334	(2.42%)
Operating Grants, Subsidies and Contributions		2,563,074	1,876,305	1,945,894	3.71%
Fees and Charges		5,989,971	4,846,524	5,127,121	5.79%
Interest Earnings		460,345	265,075	239,971	(9.47%)
Other Revenue		427,316	288,885	354,363	22.67%
Profit on Disposal of Assets	10	1,500	1,000	-	
		22,852,886	20,671,797	20,736,683	0.31%
Expenditure from operating activities					
Employee Costs		(12,291,093)	(8,159,737)	(8,470,441)	(3.81%)
Materials and Contracts		(8,122,358)	(5,408,673)	(4,399,342)	18.66%
Utility Charges		(719,114)	(488,737)	(453,475)	7.21%
Depreciation on Non-Current Assets		(3,505,012)	(2,336,536)	(2,356,797)	(0.87%)
Interest Expenses		(49,688)	(26,384)	(22,861)	13.35%
Insurance Expenses		(452,413)	(443,413)	(473,814)	(6.86%)
Other Expenditure		(870,570)	(467,707)	(569,075)	(21.67%)
Loss on Disposal of Assets	10	(9,819)	(6,544)	-	100.00%
		(26,020,067)	(17,337,731)	(16,745,805)	3.41%
Operating activities excluded from budget					
Add back Depreciation		3,505,012	2,336,536	2,356,797	0.87%
Adjust (Profit)/Loss on Asset Disposal		8,319	5,544	-	(100.00%)
Movement in Leave Reserve		14,871	5,659	5,659	0.00%
Amount attributable to operating activities		361,021	5,681,805	6,353,333	
Investing activities					
Grants, Subsidies and Contributions		2,066,917	200,000	200,000	0.00%
Proceeds from Disposal of Assets	10	656,500	-	-	
Land and Buildings	8	(1,748,710)	(450,029)	(408,246)	9.28%
Infrastructure Assets - Roads	8	(2,254,002)	(96,905)	(28,990)	70.08%
Infrastructure Assets - Footpaths	8	(50,000)	(10,000)	(2,938)	70.62%
Infrastructure Assets - Other	8	(1,305,620)	(121,365)	(42,637)	64.87%
Infrastructure Assets - Drainage	8	(63,541)	(63,541)	(9,861)	84.48%
Plant and Equipment	8	(53,500)	(33,500)	(15,255)	54.46%
Furniture and Equipment	8	(629,578)	-	(265)	
Amount attributable to investing activities		(3,381,534)	(575,340)	(308,193)	
Financing Activities					
Self-Supporting Loan Principal		23,766	16,734	16,734	0.00%
Transfer from Reserves	7	3,671,705	-	-	(100.00%)
Repayment of Debentures	4	(130,368)	(92,938)	(92,938)	0.00%
Transfer to Reserves	7	(2,150,310)	(47,084)	(47,084)	0.00%
Amount attributable to financing activities		1,414,793	(123,288)	(123,288)	
Closing Funding Surplus (Deficit)	3	24,680	6,613,577	7,354,198	

Town of Bassendean
STATEMENT OF FINANCIAL POSITION
For the Period Ended 29 February 2020

	2019-20	2018-19
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	16,174,393	12,355,302
Trade and other receivables	3,427,575	1,011,100
Inventories	15,024	17,076
TOTAL CURRENT ASSETS	<u>19,616,993</u>	<u>13,383,480</u>
NON-CURRENT ASSETS		
Financial Assets	122,620	122,620
Other receivables	513,509	530,243
Property, plant and equipment	55,794,140	55,780,007
Infrastructure	105,533,894	107,396,630
Interests in Joint Ventures	8,386,081	8,386,081
TOTAL NON-CURRENT ASSETS	<u>170,350,243</u>	<u>172,215,582</u>
TOTAL ASSETS	<u>189,967,236</u>	<u>185,599,062</u>
CURRENT LIABILITIES		
Trade and other payables	3,570,080	3,295,969
Current portion of long term borrowings	37,430	130,368
Provisions	2,414,048	2,417,923
TOTAL CURRENT LIABILITIES	<u>6,021,558</u>	<u>5,844,261</u>
NON-CURRENT LIABILITIES		
Long term borrowings	549,315	549,315
Provisions	158,837	158,837
TOTAL NON-CURRENT LIABILITIES	<u>708,153</u>	<u>708,153</u>
TOTAL LIABILITIES	<u>6,729,711</u>	<u>6,552,414</u>
NET ASSETS	<u>183,237,525</u>	<u>179,046,648</u>
EQUITY		
Retained surplus	33,353,008	29,209,215
Reserves - cash backed	7,004,097	6,957,012
Revaluation surplus	142,880,420	142,880,420
TOTAL EQUITY	<u>183,237,525</u>	<u>179,046,648</u>

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

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 29 February 2020

Statement of Financial Position Detailed	2019/2020 \$	2018/2019 \$
CASH AND CASH EQUIVALENTS		
Unrestricted	6,732,039	3,031,343
Restricted	9,442,354	9,323,959
	<u>16,174,393</u>	<u>12,355,302</u>
<p>The following restrictions have been imposed by regulations or other externally imposed requirements:</p>		
Leave Reserve	749,190	743,532
Plant & Equipment Reserve	399,879	396,298
Community Facilities Reserve	54,100	53,616
Land & Building Infrastructure Reserve	1,905,004	1,887,948
Waste Management Reserve	1,095,176	1,085,370
Wind in the Willows Reserve	48,642	48,206
Aged Persons Reserve	555,943	550,966
Youth Development Reserve	29,491	29,227
Underground Power Reserve	85,116	84,354
Drainage Reserve	146,045	144,737
Tree Reserve	162,167	160,660
Bus Shelter Reserve	21,437	21,300
HACC Assets Replacement	123,893	122,784
Unspent Portion of Grants	1,628,013	1,628,013
Hyde Retirement Village Retention Bonds	257,550	256,550
Other Bonds & Deposits	2,180,708	2,110,398
	<u>9,442,354</u>	<u>9,323,959</u>
TRADE AND OTHER RECEIVABLES		
Current		
Rates Outstanding	3,185,064	785,846
Sundry Debtors - General	78,924	86,436
GST Receivable	59,171	32,274
Accrued Interest	-	2,130
Sundry Debtors - SSL	23,766	23,766
Long Service Leave Due from Other Councils	80,650	80,650
	<u>3,427,575</u>	<u>1,011,100</u>
Non-Current		
Rates Outstanding - Pensioners	325,083	325,083
Loans - Clubs/Institutions	188,426	205,160
	<u>513,509</u>	<u>530,243</u>
Investments - Government House	<u>122,620</u>	<u>122,620</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 29 February 2020

	2019/2020	2018/2019
	\$	\$
Statement of Financial Position Detailed		
Investments- EMRC	8,386,081	8,386,081
INVENTORIES		
Current		
Fuel and Materials	15,024	17,076
	15,024	17,076
PROPERTY, PLANT AND EQUIPMENT		
Land and Buildings		
- Independent Valuation 2017 - Level 2	36,381,646	36,381,646
Buildings at:		
- Independent Valuation 2017 - Level 3	26,275,930	26,275,930
- Additions after valuation - cost	408,246	-
Less: accumulated depreciation	(8,604,876)	(8,276,412)
	18,079,300	17,999,518
Total Land and Buildings	54,460,946	54,381,164
Furniture and Equipment - Management Valuation 2016	165,239	165,239
- Additions after valuation - cost	281,541	281,276
Less Accumulated Depreciation	(186,373)	(157,937)
Less Accumulated Depreciation	260,407	288,578
Plant and Equipment - Independent Valuation 2016		
- Independent Valuation 2016 - Level 2	1,898,330	1,898,330
- Independent Valuation 2016 - Level 3	714,601	714,601
- Additions after valuation - cost	246,688	231,433
Less Accumulated Depreciation	(1,633,063)	(1,580,331)
-Less Disposals after Valuation	(216,389)	(216,389)
	1,010,167	1,047,644
Art Works		
- Management Valuation 2018 - Level 2	62,620	62,620
	62,620	62,620
	55,794,140	55,780,007

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 29 February 2020

	2019/2020	2018/2019
	\$	\$
Statement of Financial Position Detailed		
INFRASTRUCTURE		
Roads - Independent Valuation 2017	84,599,586	84,599,586
- Additions after valuation - cost	28,990	
Less Accumulated Depreciation	(19,103,498)	(18,117,855)
	<u>65,525,078</u>	<u>66,481,731</u>
Footpaths - Independent Valuation 2017	10,332,111	10,332,111
- Additions after valuation - cost	2,938	
Less Accumulated Depreciation	(3,646,509)	(3,484,861)
	<u>6,688,540</u>	<u>6,847,250</u>
 INFRASTRUCTURE		
Drainage - Independent Valuation 2017	40,475,300	40,475,300
- Additions after valuation - cost	9,861	-
Less Accumulated Depreciation	(18,461,873)	(18,065,759)
	<u>22,023,288</u>	<u>22,409,541</u>
Parks & Ovals - Independent Valuation 2018	18,392,206	18,392,206
- Additions after valuation - cost	42,637	-
Less Accumulated Depreciation	(7,137,854)	(6,734,096)
	<u>11,296,989</u>	<u>11,658,110</u>
	<u>105,533,894</u>	<u>107,396,630</u>
 TRADE AND OTHER PAYABLES		
Current		
Sundry Creditors	1,131,822	656,856
Accrued Interest on Debentures	-	4,005
Accrued Salaries and Wages	-	268,160
Bonds & Other Deposits	2,180,708	2,110,398
Hyde Retirement Village Bonds	257,550	256,550
	<u>3,570,080</u>	<u>3,295,969</u>
 LONG-TERM BORROWINGS		
Secured by Floating Charge		
Loan Liability - Current	37,430	130,368
	<u>37,430</u>	<u>130,368</u>
 Non-Current		
Secured by Floating Charge		
Loan Liability - Non Current	549,315	549,315
	<u>549,315</u>	<u>549,315</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 29 February 2020

Statement of Financial Position Detailed	2019/2020	2018/2019
	\$	\$
PROVISIONS		
Current		
Provision for Annual Leave	1,034,666	1,038,542
Provision for Long Service Leave	1,379,382	1,379,382
	<u>2,414,048</u>	<u>2,417,923</u>
Non-Current		
Provision for Long Service Leave	158,837	158,837
	<u>158,837</u>	<u>158,837</u>
RECONCILIATION		
TOTAL CURRENT ASSETS	19,616,993	13,383,480
TOTAL NON CURRENT ASSETS	170,350,243	172,215,582
TOTAL ASSETS	189,967,236	185,599,062
TOTAL CURRENT LIABILITIES	6,021,558	5,844,261
TOTAL NON CURRENT LIABILITIES	708,153	708,153
TOTAL LIABILITIES	6,729,711	6,552,414
NET ASSETS	183,237,525	179,046,648

**TOWN OF BASSENDEAN
STATEMENT OF CASH FLOWS**

	2019/20	2019/20
	Actual	Budget
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts:		
Rates	14,485,701	13,610,680
Operating grants, subsidies and contributions	1,945,894	2,711,074
Fees and charges	1,794,015	6,009,971
Interest	242,101	460,345
Goods and services tax	597,856	1,350,000
Other revenue	354,363	400,316
	19,419,930	24,542,386
Payments:		
Employee costs	(8,777,385)	(12,391,093)
Materials and contracts	(4,397,293)	(8,166,766)
Utility charges	(453,475)	(719,114)
Interest expenses	(26,866)	(44,688)
Insurance expenses	(473,814)	(452,413)
Goods and services tax	(589,845)	(900,000)
Other expenditure	(569,075)	(870,570)
	(15,287,754)	(23,544,644)
Net cash provided by (used in) operating activities	4,132,177	997,742
CASH FLOWS FROM INVESTING ACTIVITIES		
Receipts:		
Non-operating grants, subsidies and contributions	200,000	2,066,917
Proceeds from sale of assets	-	656,500
Payments:		
Payments for purchase of property, plant & equipment	(423,766)	(2,431,788)
Payments for construction of infrastructure	(84,426)	(3,673,163)
Net cash provided by (used in) investment activities	(308,193)	(3,381,534)
CASH FLOWS FROM FINANCING ACTIVITIES		
Receipts:		
Proceeds from self supporting loans	16,735	23,766
Transfer from Trust	71,310	400,000
Payments:		
Repayment of debentures	(92,938)	(130,368)
Net cash provided by (used in) financing activities	(4,893)	293,398
Net increase (decrease) in cash held	3,819,091	(2,090,393)
Cash and cash equivalents at beginning of year	12,355,302	12,377,774
Cash and cash equivalents at the end of the year	16,174,393	10,287,380

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

**TOWN OF BASSENDEAN
NOTES TO AND FORMING PART OF THE CASHFLOW**

NOTES TO THE CASH FLOW STATEMENT

(a) Reconciliation of Cash

For the purposes of the cash flow statement, cash includes cash on hand and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to related items in the balance sheet as follows:

	2019/20 Actual \$	2019/20 Budget \$
Cash and Cash Equivalents	<u>16,174,393</u>	<u>10,287,380</u>

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

Net Result	4,190,877	(1,100,264)
Depreciation	2,356,797	3,505,012
(Profit)/Loss on Sale of Asset	-	8,319
(Increase)/Decrease in Receivables	(1,914,611)	(60,000)
(Increase)/Decrease in Inventories	2,052	
Increase in Investment in Joint Venture	-	-
Increase/(Decrease) in Payables & Accruals	(299,062)	225,000
Increase/(Decrease) in Employee Provisions	(3,876)	50,000
Grants/Contributions for the Development of Assets	(200,000)	(1,630,325)
Net Cash from Operating Activities	<u>4,132,177</u>	<u>997,742</u>

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 1: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget or greater than 10% or \$5000.

① More Revenue OR Less Expenditure
② Less Revenue OR More Expenditure

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenue	\$	%			
Governance	24,018	210%	①	Timing/ Permanent	Transfer of LSL entitlements to TOB for new employee and Parental Leave payments/ Timing of Income
General Purpose Funding - Rates	(324,674)	(2%)		Permanent	Adjustment for Rates Paid in Advance in 2018-19/Differential rates for vacant land did not proceed
General Purpose Funding - Other	10,481	2%		Timing/ Permanent	LGIS Members Contribution received/Timing of Income
Law, Order and Public Safety	10,830	12%	①	Timing	Additional Income from fines/Funding received from DFES for flood mitigation/Timing of Income
Health	126,173	5%		Permanent	Additional Income from Rubbish Charges Levied
Education and Welfare	35,662	1%		Timing	WW Parental Leave Payments received
Community Amenities	(6,722)	(7%)		Timing	Within Variance Threshold
Recreation and Culture	98,203	79%	①	Timing/ Permanent	Additional Income from Hire of Reserves/Hall Hire
Transport	23,629	72%	①	Permanent	Direct Road Grant higher than estimated
Economic Services	55,644	88%	①	Timing/ Permanent	Additional Income from Swimming Pool Inspections/Timing of Income
Other Property and Services	11,643	21%	②	Timing	Timing of Income
Operating Expense	\$	%			
Governance	(114,762)	(18%)	②	Timing/ Permanent	Employee Costs above YTD budget due to redundancies/organisational training above budget
General Purpose Funding	(39,342)	(7%)		Timing	Within Variance Threshold
Law, Order and Public Safety	22,793	5%		Timing	Within Variance Threshold
Health	129,570	6%		Timing	Timing of Expenditure/Bulk rubbish collection due in May/FOGD and Environmental projects
Education and Welfare	(4,651)	(0%)		Timing	Within Variance Threshold
Community Amenities	115,125	12%	①	Timing/ Permanent	Timing of expenditure-community amenities maintenance under budget/Salaries budget for Director Development Services to be transferred to Governance
Recreation and Culture	46,715	1%		Timing	Timing of expenditure-Public Events
Transport	471,585	11%	①	Timing	Timing of Expenditure-Street Tree Planting Program and other Projects
Economic Services	(10,740)	(3%)		Timing	Employee Costs above YTD budget due to termination/swimming pool inspections fees above budget
Other Property and Services	(24,356)	(128%)	②	Timing/ Permanent	Timing/Private works and insurance claims above budget
Operating activities excluded from budget					
Depreciation	(20,261)	1%		Timing	Within Variance Threshold/Depreciation tracking above budget
Adjust (Profit)/Loss on Asset Disposal	(5,544)	(100%)		Timing	Timing of disposal of assets
Capital Revenues					
Grants, Subsidies and Contributions	0	0%		Timing	Within Variance Threshold
Proceeds from Disposal of Assets	0				Within Variance Threshold
Capital Expenses					<i>Refer to Note B for Capital expenditure detail</i>
Land and Buildings	(41,783)	9%		Timing	Timing of projects
Infrastructure - Roads	(67,915)	70%		Timing	Timing/Full provision for roads not required
Infrastructure - Footpaths	(7,062)	71%		Timing	Timing of projects/In progress
Infrastructure Assets - Other	(78,728)	65%		Timing	Timing of projects
Infrastructure Assets - Drainage	(53,680)	84%		Timing	Timing/In progress
Plant and Equipment	(18,245)	54%		Timing	Timing/In progress
Furniture and Equipment	265			Timing	Timing/In progress
Financing					
Self-Supporting Loan Principal	0	0%			Within Variance Threshold
Transfer from Reserves	0	(100%)			Within Variance Threshold
Repayment of Debentures	0	0%			Within Variance Threshold/Transfers from reserve to fund capital projects still to occur
Transfer to Reserves	0	0%			Within Variance Threshold
Opening Funding Surplus(Deficit)	(198,055)	(12%)	②		Operating expenditure higher than estimated. Includes an accrual for employee entitlements

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 2: Rating Information	Rate in	Number of Properties	Rateable Value	YTD Actual				Original Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
General Rate	7.3020	5,962	162,036,773	11,625,473	32,136	12,614	11,670,223	11,909,496	50,000	3,000	11,962,496
Sub-Totals		5,962	162,036,773	11,625,473	32,136	12,614	11,670,223	11,909,496	50,000	3,000	11,962,496
Minimum Payment											
Minimum Rate	1,106	1,300	17,972,511	1,399,111	-	-	1,399,111	1,448,184	-	-	1,448,184
Sub-Totals		1,300	17,972,511	1,399,111	-	-	1,399,111	1,448,184	-	-	1,448,184
Amount from General Rates		7,262	180,009,284	13,024,584	32,136	12,614	13,069,334	13,357,680	50,000	3,000	13,410,680
Totals							13,069,334				13,410,680

Comments - Rating Information

To meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

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

The Rates for 2019/20 were issued on the 6th September 2019. The due date for the payment of rates is October 11th 2019, unless the option to pay by instalments is taken. Rates instalments are subject to an instalment fee of \$36 and 5.5% interest. Instalment dates for 2019/20 are:

- 1st: 11 October 2019
- 2nd: 13 December 2019
- 3rd: 14 February 2020
- 4th: 17 April 2020

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Last Years Actual Closing	Current
	30 June 2019	29 Feb 2020
	\$	\$
Current Assets		
Cash Unrestricted	3,031,342	6,736,375
Cash Restricted	6,957,012	6,999,760
Restricted Cash - Trust	2,366,948	2,438,258
Rates Outstanding	785,846	3,185,064
Sundry Debtors	190,852	183,341
GST Receivable	32,274	59,171
Accrued Interest	2,130	-
Inventories	17,076	15,024
	13,383,480	19,616,993
Less: Current Liabilities		
Sundry Creditors	(656,856)	(1,131,822)
Accrued Interest on Debentures	(4,005)	-
Accrued Salaries and Wages	(268,160)	-
Hyde Retirement Village Bonds	(256,550)	(257,550)
Bonds and Other Deposits	(2,110,398)	(2,180,708)
Current Employee Provisions	(2,417,924)	(2,414,048)
	(5,713,893)	(5,984,128)
Net Current Assets	7,669,587	13,632,865
Less: Cash Reserves	(6,957,012)	(7,004,097)
Less: SSL Borrowings Repayments	(23,766)	(23,766)
Plus : Liabilities funded by Cash Backed Reserves	743,532	749,190
Net Current Funding Position	1,432,345	7,354,198

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 4 : Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2019	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Budget	Actual	Annual Budget
		\$	\$	\$	\$	\$	\$
Recreation and Culture							
Loan 156 - Civic Centre Redevelopment	38,133	38,133	38,133	0	-	1,018	5,425
Loan 160A - Civic Centre Redevelopment	291,410	25,151	51,115	266,259	240,295	8,847	20,475
Loan 160B- Civic Centre Redevelopment	121,214	12,920	17,355	108,294	103,859	3,891	7,786
Self Supporting Loans-Governance							
Loan 157 - Ashfield Soccer Club	11,408	3,612	6,123	7,796	5,285	319	845
Loan 162 - TADWA	217,518	13,122	17,643	204,396	199,875	8,786	15,158
	679,683	92,938	130,368	586,745	549,314	22,861	49,688

(b) New Debentures

The Town does not propose to raise any debt through the issue of debenture this financial year

(c) Unspent Debentures

The Town has no unspent debentures.

(d) Overdraft

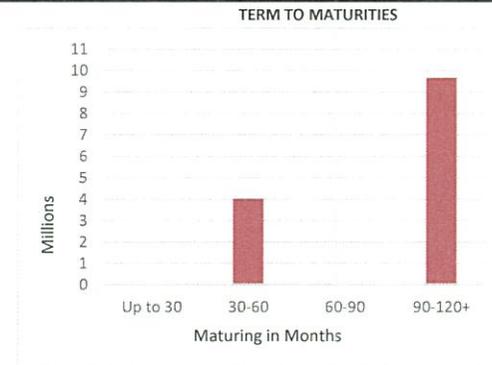
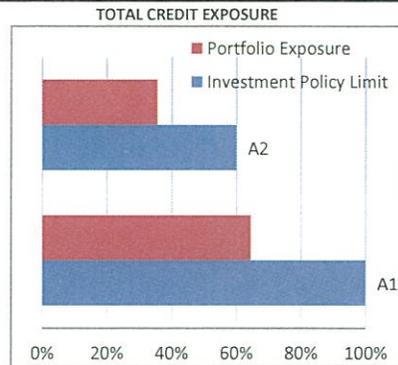
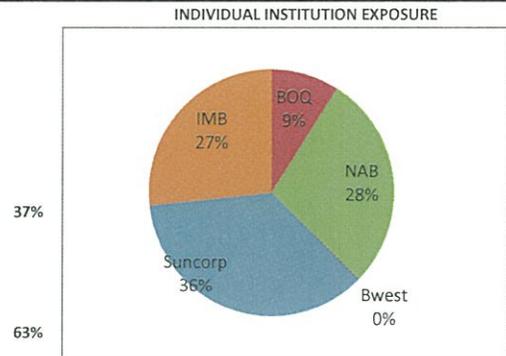
It is anticipated that this facility will not be required in the 2019/20 Financial Period.

Town of Bassendean
Monthly Investment Report
For the Period Ended 29 February 2020

Note 5 : CASH INVESTMENTS

Deposit Ref	Deposit Date	Maturity Date	S & P Rating	Institution	Term (Days)	Rate of Interest	Amount Invested (Days)				Expected Interest		
							Up to 30	30-60	60-90	90-120+			
Municipal													
51412	23/01/2020	17/03/2020	A2	IMB	54	1.30%	-	1,000,000.00	-	-	1,000,000.00	1,923.29	
51588	3/03/2020	3/04/2020	A2	IMB	31	0.85%	-	1,500,000.00	-	-	1,500,000.00	1,082.88	
51531	18/02/2020	31/03/2020	A2	IMB	42	1.35%	-	1,500,000.00	-	-	1,500,000.00	2,330.14	
Restricted - Bonds and Deposits:													
176945	29/10/2019	30/04/2020	A2	BOQ	184	1.60%	-	-	-	400,000.00	400,000.00	3,226.30	
4199210	24/02/2020	25/05/2020	A1	Suncorp	91	1.40%	-	-	-	1,500,000.00	1,500,000.00	5,235.62	
							-	4,000,000.00	-	1,900,000.00	5,900,000.00	13,798.22	
Reserve													
176938	29/10/2019	30/04/2020	A2	BOQ	184	1.60%	-	-	-	780,079.24	780,079.24	6,291.93	
4198587	25/11/2019	25/05/2020	A1	Suncorp	182	1.55%	-	-	-	3,235,185.04	3,235,185.04	25,003.99	
42-158-0541	13/01/2020	14/04/2020	A1	NAB	92	1.60%	-	-	-	977,635.13	977,635.13	3,942.67	
76-133-4101	20/01/2020	19/05/2020	A1	NAB	120	1.60%	-	-	-	2,006,860.28	2,006,860.28	10,556.63	
							-	-	-	-	6,999,759.69	6,999,759.69	45,795.23
Trust													
089-062126-4	27/02/2020	27/04/2020	A1	Bankwest	60	1.00%	-	-	8,450.75	-	8,450.75	13.89	
94-401-6261	20/01/2020	19/05/2020	A1	NAB	120	1.60%	-	-	-	736,097.77	736,097.77	3,872.07	
							-	-	8,450.75	736,097.77	744,548.52	3,885.96	
Total							-	4,000,000.00	8,450.75	9,635,857.46	13,644,308.21	63,479.40	

ENVIRONMENTAL COMMITMENT	
Depositing Institution	Value Invested
Fossil Fuel Lending ADI	
BOQ	1,180,079.24
NAB	\$3,720,593.18
Bankwest	\$8,450.75
	4,909,123.17
Non Fossil Fuel Lending ADI	
IMB	3,500,000.00
Suncorp	4,735,185.04
	8,235,185.04
Total Funds	\$13,144,308.21

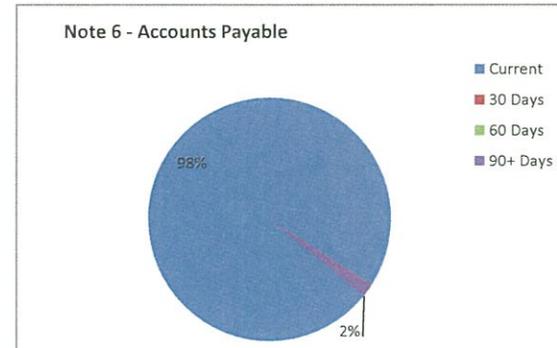
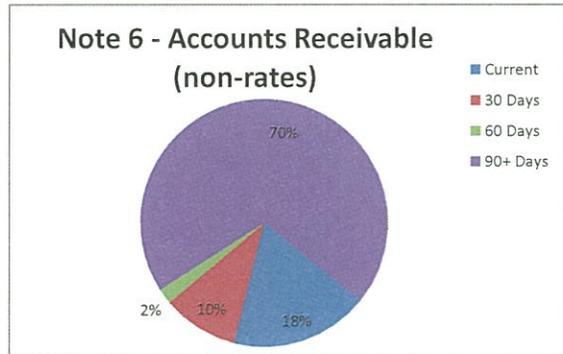


TOWN OF BASSENDEAN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 29 February 2020

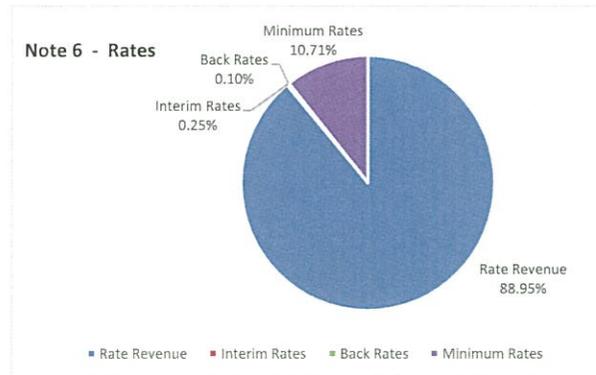
Note 6: Receivables and Payables

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	12,230	6,737	1,375	47,309	67,651
Balance per Trial Balance					
Sundry Debtors					67,650
Total Receivables General Outstanding					67,650

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables - General	840,496	811	0	13,748	855,056
Balance per Trial Balance					
Sundry Creditors					855,056
Total Payables General Outstanding					855,056



Comments/Notes - Receivables General
 The above amounts included GST where applicable.



TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

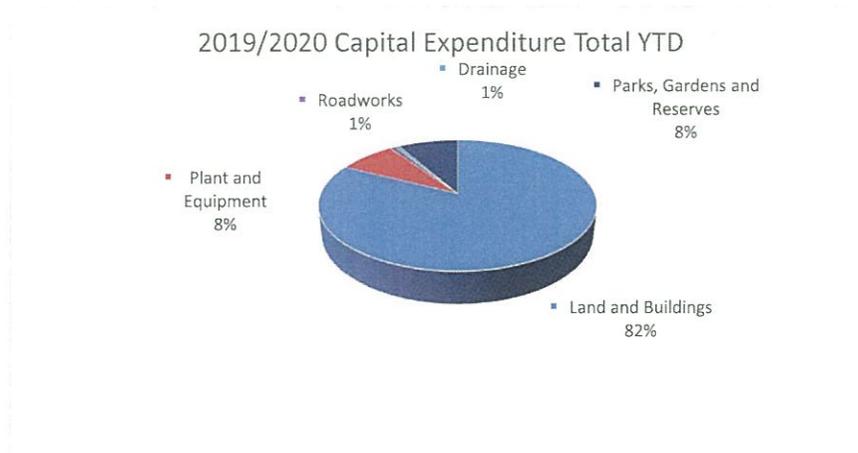
Note 7: Cash Backed Reserves

Name	Opening Balance	Budget Transfers In (+) Including Interest	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance 01/07/2019	Actual Transfers Including Interest (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$		\$	\$	\$
Plant And Equipment Reserve	396,298	7,926	(50,000)	354,224	396,298	3,580	-	399,879
Community Facilities Reserve	53,617	1,072	-	54,689	53,616	484	-	54,100
Land And Buildings Infrastructure Reserve	1,887,948	681,841	(1,263,500)	1,306,289	1,887,948	17,056	-	1,905,004
Waste Management Reserve	1,085,370	21,707	(617,578)	489,499	1,085,370	9,805	-	1,095,176
Wind In The Willows Child Care Reserve	48,206	964	(35,000)	14,170	48,206	436	-	48,642
Aged Persons Reserve	507,423	10,148	-	517,571	550,966	4,978	-	555,943
Youth Development Reserve	29,229	50,585	-	79,814	29,227	264	-	29,491
Underground Power Reserve	84,354	1,687	-	86,041	84,354	762	-	85,116
Employee Entitlements Reserve	743,532	14,871	(345,923)	412,480	743,532	5,659	-	749,190
Drainage Infrastructure Reserve	144,737	2,895	(63,541)	84,091	144,737	1,308	-	146,045
Hacc Asset Replacement Reserve	133,214	2,664	(5,000)	130,878	122,784	1,109	-	123,893
Unspent Grants Reserve	1,597,552	50,000	(1,115,000)	532,552	1,628,013	-	-	1,628,013
Street Tree Reserve	176,163	103,523	(176,163)	103,523	160,660	1,507	-	162,167
Bus Shelter Reserve	21,300	426	-	21,726	21,300	137	-	21,437
Information Technology Reserve	-	200,000	-	200,000	-	-	-	-
Future Projects Reserve	-	1,000,000	-	1,000,000	-	-	-	-
	6,908,943	2,150,310	(3,671,705)	5,387,548	6,957,012	47,084	-	7,004,097

Town of Bassendean
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 29 February 2020

Note 8: Capital Works Program

Assets	Budget			YTD Actual			YTD Variance	
	Annual Budget	Revised Budget	YTD Budget	New/ Upgrade	Renewal	2019/2020 Capital Expenditure Total YTD	Purchase Order Value	Budget to Actual
Land and Buildings	\$ 1,748,710	\$ 1,748,710	\$ 450,029	\$ 361,832	\$ 46,413	\$ 408,246	\$ 63,987	\$ (41,783)
Plant and Equipment	\$ 53,500	\$ 53,500	\$ 33,500	\$ -	\$ 15,255	\$ 15,255	\$ 22,720	\$ (18,245)
Furniture and Equipment	\$ 629,578	\$ 629,578	\$ -	\$ 265	\$ -	\$ 265	\$ 3,354	\$ 265
Roadworks	\$ 2,254,002	\$ 2,254,002	\$ 96,905	\$ -	\$ 28,990	\$ 28,990	\$ 270,037	\$ (67,915)
Drainage	\$ 63,541	\$ 63,541	\$ 63,541	\$ 9,861	\$ -	\$ 9,861	\$ 57,889	\$ (53,680)
Footpaths	\$ 50,000	\$ 50,000	\$ 10,000	\$ -	\$ 2,938	\$ 2,938	\$ 7,129	\$ (7,062)
Parks, Gardens and Reserves	\$ 1,305,620	\$ 1,305,620	\$ 121,365	\$ 31,560	\$ 11,077	\$ 42,637	\$ 44,733	\$ (78,728)
	\$ 6,104,951	\$ 6,104,951	\$ 775,340	\$ 403,519	\$ 104,674	\$ 508,193	\$ 469,848	\$ (267,148)



TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 9: Budget Amendments

GL Account Code	Description	Current Budget	Amended Budget	Budget Movement	Reason
No Budget Amendments this Reporting Period					

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 10: Disposal of Assets

Asset Class	Budget				YTD Actual			
	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
Plant & Equipment	14,819	6,500	1,500	(9,819)	-	-	-	-
Land	650,000	650,000	-	-	-	-	-	-
	664,819	656,500	1,500	(9,819)	-	-	-	-
Program								
Community Amenities	650,000	650,000	-	-	-	-	-	-
Other Property & Services	14,819	6,500	1,500	(9,819)	-	-	-	-
	664,819	656,500	1,500	(9,819)	-	-	-	-

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2020

Note 11: Trust, Bonds and Deposits

Trust Funds held at balance date over which the Town has no control and which are not included in this statement are as follows:

Description	Opening Balance 1/07/2019	Amount Received	Amount Paid	Closing Balance 29/02/2020
	\$	\$	\$	\$
Public Open Space	728,410	7,688	-	736,098
Total Uncontrolled Trust Funds	728,410	7,688	-	736,098

Bonds and Deposits held at balance date over which the Town has control are as follows:

Description	Opening Balance 1/07/2019	Amount Received	Amount Paid	Closing Balance 29/02/2020
Hyde Retirement Village Retention Bonds	256,550	1,250	(250)	257,550
<u>Other Bonds and Deposits</u>				
Sundry	323,572	12,606	(4,420)	331,758
Securities	933,053	313,752	(156,800)	1,090,004
Hall Hire Bonds	32,311	23,500	(23,900)	31,911
Crossover Deposits	108,675	-	-	108,675
Landscaping Bonds	685,264	58,003	(153,571)	589,697
Stormwater Deposits	26,456	3,000	(1,860)	27,596
Lyneham Hostel Residents Trust-T614	1,050	-	-	1,050
Iveson Hostel Residents Trust-T614	18	-	-	18
Total Other Bonds and Deposits	2,110,398	410,861	(340,551)	2,180,708
Total Controlled Trust Funds	2,366,948	412,111	(340,801)	2,438,258

ATTACHMENT NO. 14

TOWN OF BASSENDEAN

MINUTES

AUDIT AND GOVERNANCE COMMITTEE

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

ON WEDNESDAY 11 MARCH 2020, AT 5.30PM

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

Cr Hilary MacWilliam, Presiding Member
Cr Renee McLennan
Cr Kathryn Hamilton
Tom Klaassen
Elliott Brannen
Martin Le Tessier (from 5.40pm)

Staff/Consultants

Paul White, Director Corporate Services
Elizabeth Kania, Manager Governance and Strategy
Diane Depiazz, Manager Finance
Liang Wong, Office of the Auditor General
Ron Back, Financial Advisor
Amy Holmes, Minute Secretary

Apologies

Cr Barty
Peta Mabbs, CEO

3.0 DEPUTATIONS

Nil

4.0 CONFIRMATION OF MINUTES

4.1 Audit and Governance Meeting held on 27 November 2019

COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.1

MOVED Cr McLennan, Seconded Tom Klaassen, that the minutes of the Audit and Governance Committee meeting held on 27 November 2019, be confirmed as a true record.

CARRIED UNANIMOUSLY 5/0

5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

6.0 DECLARATIONS OF INTEREST

Nil

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

8.0 REPORTS

Martin Le Tessier joined the meeting at 5.40pm.

8.1 Audit and Risk Register

APPLICATION

The purpose of this report was to provide the Committee with an Audit and Risk Register – High Level Report showing audit recommendations and action taken or proposed by the Town. This report contains recommendations from a number of audits that have been undertaken both of the Town and risks associated in local government.

ATTACHMENTS

Attachment No. 1:

Audit and Risk Register – High-Level Report

BACKGROUND

The Town of Bassendean engaged its internal auditor Moore Stephens to review the appropriateness and effectiveness of the Town's systems and procedures in relation to risk management, internal controls and legislative compliance pursuant to Regulation 17 of the *Local Government (Audit) Regulations 1996* ("Audit Regulation 17 Review").

The Moore Stephens report, "Review of Risk Management, Internal Controls and Legislative Compliance", was tabled at the Audit and Governance Committee meeting on 7 August 2019.

Recommendation 4.3.1 stated:

"An Audit Log of outstanding audit recommendations should be developed to enable tracking of open items for timely completion. The Audit Log should be presented to each Audit & Governance Committee meeting for oversight by Committee members."

The Audit and Risk Register represents a combination of risks and audit recommendations, and was subsequently tabled at the Audit and Governance Committee meeting on 13 November 2019. Feedback from the Committee indicated the Audit and Risk Register was too detailed for the Committees' purposes. The Committee resolved to receive the Audit and Risk Register and requested Officers develop a more succinct summary and progress report for future meetings.

STRATEGIC IMPLICATIONS

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people	Community / Stakeholder Satisfaction Survey (Governance)
	5.1.2 Ensure financial sustainability	Compliance Audit
	5.1.3 Strengthen governance, risk management and compliance	Risk Management Profile
	5.1.4 Improve efficiency and effectiveness of planning and services	Financial Ratio Benchmarked.
	5.1.5 Ensure optimal management of assets	Asset Ratio Benchmarked

STATUTORY REQUIREMENTS

Local Government (Audit) Regulations 1996, Regulation 17, states:

17. CEO to review certain systems and procedures

(1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —

- (a) risk management; and*
- (b) internal control; and*
- (c) legislative compliance.*

(2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years.

The CEO is to report to the audit committee the results of that review.

FINANCIAL CONSIDERATIONS

Action required to address some audit recommendations and risks may require the Town to engage external consultants. Any necessary engagements will be governed by the Town's Purchasing Policy and Procurement Guidelines.

COMMENT

Officers have developed an Audit and Risk Register – High-Level Report for consideration by the Committee. This report presents a summary of the Town's audit risks and audit recommendations made in recent internal and external audit reports relating to the Town and provides an update on actions taken to address those recommendations.

It is proposed for this report to be updated and provided for each meeting of the Committee.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.1

AGC-1/03/20

MOVED Cr Hamilton, Seconded Tom Klaassen, that the Audit and Governance Committee receives the Audit and Risk Register – High Level Report.

CARRIED UNANIMOUSLY 6/0

Staff will refine the high level report to show priorities and include Emerging Risks as a line item.

8.2 Audit Completion Report 2018-2019 – Identified Significant Adverse Trends (Ref: GOVN/CCLMEET/1) – Paul White, Director Corporate Services

APPLICATION

The purpose of this report was to inform Council, through the Audit and Governance Committee, of the action the Town of Bassendean has taken, or intends to take, with respect to matters identified as significant by the Town’s external auditor, Office of the Auditor General (OAG) and Macri Partners, in the Audit Completion Report for 2018-2019.

ATTACHMENTS

Attachment No. 2:

- Audit Completion Report for the year ended 30 June 2019, OAG and Macri Partners
- Report to the Minister, Town of Bassendean External Audit Findings for 2018-2019.

BACKGROUND

Macri Partners conducted the audit of the Town’s Annual Financial Statements for 2018-2019 in September 2019. The OAG reviewed the Annual Financial Statements in November 2019. The OAG and Macri Partners provided the Audit Completion Report to the Audit and Governance Committee on 27 November 2019, which was received by Council on 17 December 2019.

The OAG provided an Unqualified Opinion but identified significant adverse trends in the financial position of the Town:

“The Asset Sustainability Ratio and the Operating Surplus Ratio have been below the Department of Local Government, Sport and Cultural Industries standard for the past three years.”

STRATEGIC IMPLICATIONS

Objectives	Strategies	Measures of Success
<i>What we need to achieve</i>	<i>How we’re going to do it</i>	<i>How we will be judged</i>

5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people	Community / Stakeholder Satisfaction Survey (Governance)
	5.1.2 Ensure financial sustainability	Compliance Audit
	5.1.3 Strengthen governance, risk management and compliance	Risk Management Profile
	5.1.4 Improve efficiency and effectiveness of planning and services	Financial Ratio Benchmarked.
	5.1.5 Ensure optimal management of assets	Asset Ratio Benchmarked

STATUTORY REQUIREMENTS

The *Local Government Act 1995*, section 7.12A, relevantly states:

- (3) *A local government must –*
- (a) *prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and*
 - (b) *give a copy of that report to the Minister within 3 months after the audit report is received by the local government.*
- (4) *Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website.*

FINANCIAL CONSIDERATIONS

Funding to meet costs associated with improving both ratios will be required in the 2020-2021 Budget and beyond.

COMMENT

The Town has an obligation to prepare a report to address the matters raised in the Audit Completion Report which must be provided to the Audit and Governance Committee. The report must also be provided to the Minister for Local Government following endorsement by Council.

Asset Sustainability Ratio

The Asset Sustainability Ratio is an approximation of the extent to which assets are being renewed or replaced as the assets reach the end of their useful lives. It is calculated by measuring capital expenditure on renewal or replacement of assets, relative to depreciation expense.

The Department of Local Government, Sport and Cultural Industries (DLGSC) standard is met if the Asset Sustainability Ratio is 0.90.

The OAG, in its Audit Completion Report for 2018-2019, reported that the Town's Asset Sustainability Ratio has been below the DLGSC standard for the past three years.

	Town of Bassendean			DLGSC Standard
	2019	2018	2017	
Asset Sustainability Ratio	0.26	0.48	0.42	0.90

The Asset Sustainability Ratio can be improved by:

- Increasing expenditure on capital renewal and replacement;
- Reviewing fair market value asset measurement; and
- Reviewing depreciation rates.

The Town has included significant expenditure in its Budget for 2019-2020 for capital upgrades to Town assets. Consequently, budgeted expenditure for 2019-2020 for capital asset renewal and replacement, is relatively low.

The Town is currently reviewing its Asset Management Plans and the Asset Sustainability Ratio for each plan in preparation for the 2020-2021 budget. This will also be incorporated into the Town's long term financial plan. The Town will continue to identify funding opportunities for further capital renewal and replacement in future years.

The Town continuously reviews its fair market value asset measurement as part of the asset revaluation process. In accordance with the Australian Accounting Standards and Local Government (Financial Management) Regulations the fair value of fixed assets is determined at least every three years and no more than five years. Depreciation rates are reviewed and adjusted, if appropriate, at the end of each reporting period.

Operating Surplus Ratio

The Operating Surplus Ratio is a measure of a local government's ability to cover its operational costs and have revenues available for capital funding or other purposes. It is calculated by measuring operating surplus (operating revenue minus operating expenses) relative to own source operating revenue.

Own source operating revenue means revenue from rates, service charges, fees and user charges, reimbursements and recoveries, interest income and profit on disposal of assets.

The DLGSC standard is met if the Operating Surplus Ratio is 0.01.

The OAG, in its Audit Completion Report for 2018-2019 reported that the Town of Bassendean's Operating Surplus Ratio has been below the DLGSC standard for the past three years.

	Town of Bassendean			DLGSC Standard
	2019	2018	2017	
Operating Surplus Ratio	-0.10	-0.03	-0.05	0.01

The Operating Surplus Ratio can be improved by increasing own source revenue and reducing expenditure.

The Town will explore further sources of own source revenue as part of its long-term financial planning.

It is quite possible, however, that the ratios will remain at levels below the standard in the short-to-medium-term, due to cost pressures and limited revenue resources.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.2

AGC-2/03/20

MOVED Elliott Brannen, Seconded Cr Hamilton, that the Audit and Governance Committee recommends to Council that:

1. Council receives the officer's report and provides the report, attached to the Audit and Governance Committee Agenda of 11 March 2020, to the Minister for Local Government, The Hon. David Templeman MLA; and

2. A copy of the Report to the Minister, attached to the Audit and Governance Committee Agenda of 11 March 2020, be made available on the Town's website.

CARRIED UNANIMOUSLY 6/0

Mr Ron Back reported that the current ratios are not fit for purpose and are affecting many local governments. The issue is being investigated by WALGA and is under review by the Department.

8.3 Compliance Audit Return 2019 (Ref: GOVR/LREGLIA/9 - Peta Mabbs, CEO)

APPLICATION

The report presents the Local Government 2019 Compliance Audit Return for the Town of Bassendean for the period 1 January 2019 to 31 December 2019 to the Audit and Governance Committee for review and to report the results of that review to Council.

ATTACHMENTS

Attachment No. 3:

2019 Compliance Audit Return

BACKGROUND

All Local Governments are required to submit an annual Compliance Audit Return (CAR) to the Department of Local Government, Sport and Cultural Industries by 31 March each year for the previous calendar year. The CAR is used to measure the level of compliance with the Local Government Act and associated Regulations.

COMMUNICATION & ENGAGEMENT

The Executive and relevant staff were requested to complete those questions of the CAR that related to their service areas. All responses were then collated and incorporated into the CAR by the designated officer.

STRATEGIC IMPLICATIONS

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people	Community / Stakeholder Satisfaction Survey (Governance)

	<p>5.1.2 Ensure financial sustainability 5.1.3 Strengthen governance, risk management and compliance 5.1.4 Improve efficiency and effectiveness of planning and services 5.1.5 Ensure optimal management of assets</p>	<p>Compliance Audit Risk Management Profile Financial Ratio Benchmarked. Asset Ratio Benchmarked</p>
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COMMENT

Each Local Government Authority is required to complete a CAR for the period 1 January 2019 to 31 December 2019. The CAR must be submitted to the Director General, Department of Local Government, Sport and Cultural Industries, by 31 March 2020. The return is one of the tools that allows Council to monitor how the organisation is functioning. It places emphasis on the need to bring to Council's attention issues of noncompliance, or issues where full compliance was not achieved. In addition to explaining or qualifying cases of noncompliance, the return also requires Council to endorse any remedial action taken or proposed to be taken in regard to instances of non-compliance.

The document contains over 100 questions in order to assess a local government's compliance with the legislative framework.

The compliance areas include:

TOPIC	NUMBER OF QUESTIONS
Commercial Enterprises by Local Governments	5
Delegation of Power / Duty	13
Disclosure of Interest	19
Disposal of Property	2
Elections	2
Finance	14
Integrated Planning & Reporting	7
Local Government Employees	5
Official Conduct	6
Optional Questions	4
Tenders for Providing Goods and Services	27

Areas of non-compliance

There are two responses of where a non-compliance has occurred.

1. Disclosure of interest

Question 7: Was a primary return lodged by all newly designated employees within three months of their start day?

The Executive Manager Infrastructure was provided with the incorrect form to complete following appointment to the position.

The new employee was provided with an annual return form to complete, which was completed within the required period for the primary return. The employee was subsequently provided with the correct form and completed the primary return, but not within three months of the start day.

Internal procedures have been reviewed to ensure correct forms are issued and recorded in the future.

2. Finance

Question 8: Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?

The Town's auditors completed the audit of the Annual Financial Statements for 2017/2018 and provided its Audit Completion Report, which was received by Council on 27 November 2018. The auditor provided an unqualified opinion but identified significant adverse trends in the financial position:

"The Asset Sustainability Ratio and the Operating Surplus Ratio have been below the Department of Local Government, Sport and Cultural Industries standard for the last three years."

The Town did not provide a report with respect to these matters to the Minister for Local Government, until 28 August 2019.

The non-compliance was brought to the attention of this Committee on 7 August 2019 and Council on 27 August 2019. Finance area operating procedures have been reviewed to ensure future compliance.

STATUTORY REQUIREMENTS

Regulation 14(3A) *Local Government (Audit) Regulations 1996*

14. Compliance audits by local governments

(1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*

(2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*

(3A) *The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*

(3) *After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —*

(a) *presented to the council at a meeting of the council; and*

(b) *adopted by the council; and*

(c) *recorded in the minutes of the meeting at which it is adopted.*

15. Certified copy of compliance audit return and other documents to be given to Departmental CEO

(1) *After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —*

(a) *a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*

(b) *any additional information explaining or qualifying the compliance audit,*

is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

(2) *In this regulation —*

certified *in relation to a compliance audit return means signed by —*

- (a) *the mayor or president; and*
- (b) *the CEO.*

FINANCIAL CONSIDERATIONS

Nil

COMMITTEE/OFFICER RECOMMENDATION — ITEM 8.3

AGC-3/03/20

MOVED Tom Klaassen, Seconded Martin Le Tessier, that the Audit and Governance Committee recommends that Council adopts the Local Government 2019 Compliance Audit Return for the Town of Bassendean for the period 1 January 2019 to 31 December 2019, as attached to the Audit and Governance Committee Agenda of 11 March 2020.

CARRIED UNANIMOUSLY 6/0

Mr Ron Back advised staff to review their response to Item 7 - Finance - Page 5 and Item 4 - Integrated Planning and Reporting - Page 7.

9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Nil

11.0 CONFIDENTIAL BUSINESS

Nil

12.0 CLOSURE

The next meeting will be held on Wednesday 3 June 2020 commencing at 5.30pm.

There being no further business, the Presiding Member closed the meeting at 6.30pm.

ATTACHMENT NO. 15



ABRIDGED MINUTES

Ordinary Meeting of Council

20 February 2020

ORDINARY MEETING OF COUNCIL

ABRIDGED MINUTES

20 February 2020

(REF: D2019/18481)

An Ordinary Meeting of Council was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on Thursday 20 February 2020. The meeting commenced at 6:03pm.

TABLE OF CONTENTS

1	DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS	1
2	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	1
7	APPLICATIONS FOR LEAVE OF ABSENCE	2
	7.1 <i>CRS LORNA CLARKE, KATHRYN HAMILTON – LEAVE OF ABSENCE</i>	2
9	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	2
	9.1 <i>MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 5 DECEMBER 2019 (Ref: D2019/19081)</i>	2
	9.2 <i>MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 23 JANUARY 2020 (Ref: D2020/01760)</i>	2
	9.3 <i>MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 6 FEBRUARY 2020 (Ref: D2019/02246)</i>	3
11	QUESTIONS BY MEMBERS WITHOUT NOTICE	3
14	REPORTS OF EMPLOYEES	5
	14.5 <i>LAND ALLOCATION FOR PROPOSED PEPPERCORN LEASE(S) OF A PORTION OF RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK (Ref: D2019/02321)</i>	6
15	REPORTS OF COMMITTEES	7
	15.1 <i>WASTE ADVISORY COMMITTEE MEETING HELD 13 FEBRUARY 2020 (REFER TO MINUTES OF COMMITTEE)</i>	7
17	MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	8
	17.1 <i>NOTICE OF MOTION – CR PIFFARETTI</i>	8
20	FUTURE MEETINGS OF COUNCIL	11
21	DECLARATION OF CLOSURE OF MEETING	11



1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 6:03pm, welcomed visitors and acknowledged the traditional custodians of the land.

Kaya Maaman, Kaya Yorga, Kaya Bridia
Ngalak kaartij windji ngalak nynininy
Nagalak kaartij nidja boodja baal Whadjuk Noongar Boodja ngalak nyininy
Koorah, Nitja yeyi, Boordahwan

Translation

Greetings everyone

We all understand where we are meeting.

We know that we meet on the lands of the Whadjuk Noongar people

Always was, always will be.

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

Councillor Attendance

Cr Jai Wilson (Chairman)	EMRC Member	Town of Bassendean
Cr Doug Jeans (Deputy Chairman)	EMRC Member	Shire of Mundaring
Cr Kathryn Hamilton	EMRC Member	Town of Bassendean
Cr Lorna Clarke	EMRC Member	City of Bayswater
Cr Giorgia Johnson	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Lesley Boyd	EMRC Member	City of Kalamunda
Cr Dylan O'Connor	EMRC Member	City of Kalamunda
Cr John Daw	EMRC Member	Shire of Mundaring
Cr Charlie Zannino	EMRC Member	City of Swan
Cr Ian Johnson (Deputising for Cr Congerton)	EMRC Deputy Member	City of Swan

Leave of Absence Previously Approved

Cr Congerton (from 15/02/2020 to 02/03/2020 inclusive)

Apologies

Cr Steve Wolff	EMRC Member	City of Belmont
Cr Cameron Blair	EMRC Deputy Member	City of Kalamunda

EMRC Officers

Mr Marcus Geisler	Chief Executive Officer
Mr Hua Jer Liew	Chief Financial Officer
Mr Steve Fitzpatrick	Chief Project Officer
Mrs Wendy Harris	Chief Sustainability Officer
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer
Mrs Annie Hughes-d'Aeth	Personal Assistant to Chief Financial Officer (Minutes)

EMRC Observers

Mr David Ameduri	Manager Financial Services
Miss Izabella Krzysko	Manager Procurement & Governance
Mr Chris Snook	Information Services Support Officer
Miss Marie-Helene Geisler	Communications Intern



9.3 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 6 FEBRUARY 2020

That the minutes of the Special Meeting of Council held on 6 February 2020 which have been distributed, be confirmed.

Cr G Johnson questioned the confidentiality of Item 15.1 Container Deposit Scheme (CS) Refund and Aggregation Points of these minutes.

The CFO advised that the item was deemed confidential due to the commercial-in-confidence nature of its financial content.

Cr Boyd questioned why the procedural motion by Cr O'Connor was not included in the 6 February 2020 minutes.

The CFO advised an amendment reflecting the procedural motion could be included in the 6 February 2020 minutes if Council resolved to do so.

Cr O'Connor moved an amendment that his previous procedural motion be included in the 6 February 2020 minutes. This was seconded by Cr Jeans.

Amended Recommendation

That the minutes of the Special Meeting of Council held on 6 February 2020 which have been distributed, be amended to include the procedural motion by Cr O'Connor at item 15.1 Container Deposit Scheme (CDS) Refund And Aggregation Points.

COUNCIL RESOLUTION

MOVED CR O'CONNOR

SECONDED CR JEANS

THAT THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 6 FEBRUARY 2020 WHICH HAVE BEEN DISTRIBUTED BE CONFIRMED, SUBJECT TO AMENDMENT OF:

ITEM 19.1 THE FOLLOWING RESOLUTION IS TO BE ADDED FIRST:

MOVED CR O'CONNOR

SECONDED CR BOYD

THAT THE DIRECTOR ASSET SERVICES OF THE CITY OF KALAMUNDA BE ALLOWED TO ADDRESS THE MEETING.

MOTION LOST 4/8

CARRIED 10/1
Cr Boyd Against

POST MEETING NOTE

The amendments had already been included in the minutes of the Confidential Report of the Special Council Meeting held on 6 February 2020 under Item 15.1 Container Deposit Scheme (CS) Refund and Aggregation Points where the motion was put to a vote behind closed doors previously. This will now be reflected also in the minutes available to the public.



11 QUESTIONS BY MEMBERS WITHOUT NOTICE

CDS/Media Enquiries

Cr Boyd made an enquiry as to the source of the information obtained by the Echo newspaper identifying those Councils which did not support the CDS motion.

The Chairman and CEO both advised Cr Boyd that no information was provided by the EMRC on any member Councils individual support as the item was confidential.

Cr Boyd asked if the EMRC would be releasing the reason as to why the EMRC are not involved in the CDS scheme.

The CEO advised that no media statement has been released and only that the EMRC remains supportive of CDS.

Cr O'Connor requested after some discussion if Councillors could receive a copy of any media correspondence so that they are across information being released to media outlets.

The CEO advised that while this request was not common practice and that the Chairman represents the EMRC as the spokesperson, he would be happy to provide copies of media correspondence for information only.

Organisational Restructure

Cr O'Connor queried why the recent restructuring that took place in senior management of the EMRC was not presented to Council for approval.

The CEO responded that the Chairman and Deputy Chairman were consulted.

Cr O'Connor further enquired when the next Chief Executive Officer Performance Review Committee (CEOPRC) meeting will be held, to which the CEO replied that it will be held on Thursday 27 February 2020.



14 REPORTS OF EMPLOYEES

QUESTIONS

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

- Item 14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF NOVEMBER AND DECEMBER 2019
- Item 14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 NOVEMBER 2019
- Item 14.3 FINANCIAL REPORT FOR PERIOD ENDED 31 DECEMBER 2019
- Item 14.4 REVIEW OF DELEGATED POWERS AND DUTIES
- Item 14.5 LAND ALLOCATION FOR PROPOSED PEPPERCORN LEASE(S) OF A PORTION OF RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK
- Item 14.6 ITEMS CONTAINED IN THE INFORMATION BULLETIN

Cr Clarke questioned the downward trend in sales figures shown over the two financial reports Items 14.2 and 14.3.

The CEO advised that the EMRC is in a strong financial position and that the recent drop in sales was due to the reduced tonnages received from member Councils, energy sales not taking place at present with the Wood Waste to Energy (WWE) project, the timing and sales of stockpiles of ferricrete and timing of royalty payments from the Red Hill Power Station.

The following questions were asked by Councillors in relation to Item 14.5 Land Allocation For Proposed Peppercorn Lease(s) Of A Portion of Red Hill Waste Management Facility and Hazelmere Resource Recovery Park:

- Value to the EMRC;
- Is the land at Hazelmere vacant;
- Infrastructure cost;
- Requirement for plant and equipment
- Financial Exposure;
- Lease time;
- Overflow traffic; and
- OSH.

The CEO advised in general that the arrangement was attributable to the EMRC not being directly involved in the CDS Scheme. As WARRRL would like to have access to the strategic locations owned by the EMRC, recent discussions with WARRRL provided an alternative option for the EMRC, which involved making sites available in order for the CDS scheme to succeed. The CEO advised that the arrangement will add additional community value to the future community recycling centres at these sites and will be with a not-for-profit organisation and as such is exempted from requiring the EMRC to hold a public tender or to give local public notice for a lease arrangement. The CEO also noted that there was no financial exposure to the EMRC.

RECOMMENDATION(S)

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

COUNCIL RESOLUTION(S)

MOVED CR DAW

SECONDED CR G JOHNSON

THAT WITH THE EXCEPTION OF ITEM 14.5 WHICH IS TO BE WITHDRAWN AND DEALT WITH SEPARATELY, COUNCIL ADOPTS THE RECOMMENDATIONS IN THE REPORTS OF EMPLOYEES (SECTION 14).

CARRIED UNANIMOUSLY



14.5 LAND ALLOCATION FOR PROPOSED PEPPERCORN LEASE(S) OF A PORTION OF RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK

COUNCIL RESOLUTION(S)

MOVED CR ZANNINO

SECONDED CR CLARKE

THAT COUNCIL:

1. APPROVES IN-PRINCIPLE SUPPORT FOR A PEPPERCORN LEASE OF APPROXIMATELY 0.4 HECTARES OF UNIMPROVED LAND WITHIN LOT 2 TOODYAY ROAD, RED HILL AND LOT 301, LAKES ROAD HAZELMERE FOR THE ESTABLISHMENT OF CDS REFUND POINT AND AGGREGATION POINTS.
2. AUTHORISES THE CEO TO ENTER INTO NEGOTIATIONS WITH A NOT-FOR-PROFIT ORGANISATION(S) THAT HAS BEEN RECOMMENDED BY WARRRL, FOR THE PURPOSE OF OPERATING A CDS REFUND AND AGGREGATION POINT AT EACH OF ABOVE LOCATIONS.

CARRIED 9/2
Crs O'Connor and Boyd Against



15 REPORTS OF COMMITTEES

**15.1 WASTE ADVISORY COMMITTEE MEETING HELD 13 FEBRUARY 2020
(REFER TO MINUTES OF COMMITTEE)
REFERENCE: D2020/00688 (WAC) – D2020/01091**

The minutes of the Waste Advisory Committee meeting held on **13 February 2020** accompany and form part of this agenda – (refer to section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the minutes of the Waste Advisory Committee.

RECOMMENDATION(S)

That with the exception of items, which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Waste Advisory Committee report (Section 15.1).

COUNCIL RESOLUTION(S)

MOVED CR G JOHNSON

SECONDED CR O'CONNOR

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE WASTE ADVISORY COMMITTEE REPORTS (SECTION 15.1).

CARRIED UNANIMOUSLY



17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

17.1 NOTICE OF MOTION RECEIVED FROM CR FILOMENA PIFFARETTI

In accordance with Clause 4.18 of the *EMRC Standing Orders Local Law 2013*, Cr Piffaretti has given notice of her intention to table the following motion for Councillors to consider at the Ordinary Meeting of Council to be held on 20 February 2020:

Motion

That Council request the Chief Executive Officer to make the necessary arrangements to enable audio recordings of Council and Committee Meetings open to the public and that the audio recordings of each of the meetings open to the public be placed on the Council's website to enable public access.

Rationale provided by Cr Piffaretti

While the official record of the meeting will be the written minutes prepared in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, recording Council and Committee meetings will assist in the preparation of the minutes of the meeting to ensure the minutes are a complete and accurate record, consistent with the requirement of the *Local Government Act 1995*.

The reasons for making audio recordings available and open to the public for Council and Committee meetings and placing the recordings on the Council's website to enable public access are:

- Improved accessibility of Council and Committee meetings by the public and broader community;
- Improved recording of the participation and interaction in Council and Committee meetings;
- Improved communication of the Council's forthcoming plans and projects to the public;
- Improved transparency and accountability in the decision making process of Council and Committees by the increased focus on comments made in debate by individuals;
- Reduce negative perceptions (if any);
- To provide a complementary resource in addition to the formal minutes of the meeting;
- Potential to maintain a record of a meeting for future reference; and
- To maintain a more historical and accurate record of meetings than traditional written minutes.

The recordings will confirm comments made by Councillors and Committee Officers and clarify any resolutions adopted by Council or Committee. This will assist in confirming and clarifying any actions requested or agreed to be undertaken by Council, Committee Members and EMRC Officers.

Officer Comments

EMRC Officers are supportive of the proposal should Council resolve to proceed with audio recordings. The purpose of audio recording is to ensure that a true and accurate account of the debate and discussions at meetings is available and to assist in the preparation of the minutes of Council and Committee meetings.

Per clause 5.14(1) of the *EMRC Standing Orders Local Law 2013*, "...a person must not use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council or a committee without the permission of the Council."

However, per clause 5.14(2) the above clause 5.14(1) does not apply with the permission of the Council. Thus, to implement the proposal of having audio recording of Council and Committee meetings, all that will be required is for Council to resolve by resolution to allow for the recording of Council and Committee meetings.

To assist Council with this decision and be fully informed, there are other matters that will need to be considered:



Item 17 continued

1. *Risk considerations including legal proceedings*

Public Council meetings are an open forum of statements, questions, answers and debates. Occasionally, some things that are said may be regarded as offensive, defamatory or contrary to law. When such statements occur during a meeting that is not recorded, the potential for damage is generally confined to the audience in attendance. In contrast, when a recording of a meeting is published the audience is potentially far greater, increasing the likelihood and/or severity of potential liability.

This may have the opposite effect by reducing debate as Councillors and officers may be concerned about exposure to legal liabilities to express their opinions while being recorded with the view of the audio recording is to be published electronically. There will also be an increased likelihood of deferral motions to allow Councillors to consider and review all available facts and as well as time to seek additional consultation.

2. *Recordkeeping*

Audio recordings must be retained in accordance with the *State Records Act 2000*. Disposal of audio recordings must be in accordance with the General Disposal Authority for Local Government Records, which states in ref. 25.1.3 that audio recordings of Council meetings can be destroyed one year after confirmation of the minutes.

3. *Reproduction of recordings*

Other issues surrounding the recording and publication of minutes of meetings is that Council will need to put measures into place to control any reproduction, distribution, republication and/or retransmission of Council meeting audio recordings to be done with the prior written consent of the Council.

4. *Implementation and ongoing costs*

To implement the proposal to introduce audio recording, there will be a financial capital cost. EMRC Officers will require time to investigate the available audio recording options and to seek quotations should the amount be less than \$150,000 (excl. GST). Should the cost be in excess of \$150,000 (excl. GST), then a tender has to be publicly invited per r.11(1) of the *Local Government (Functions and General) Regulations 1996*.

To ensure compliance with the *State Records Act 2000*, there will be ongoing costs for electronic hosting of the audio recordings as well as destruction of the audio recordings.

5. *New Policy will be required*

It is imperative that a policy also be developed for Council adoption prior to implementing audio recordings of Council meetings. The policy must define a range of matters including but not limited to the scope, the limitations to public access to the type of audio recordings (such as Confidential items) and responsibilities with regards to the opinions expressed or statements made by persons during the course of Council meetings and contained are the opinion / statements of those individual persons, not the EMRC.

6. *Time & Money*

EMRC Officers request additional time to investigate this request to: review the available options and their costs for Council to consider and include in the 2020/2021 Annual Budget; explore the risk of its implementation; identify and develop risk treatment plans to manage any downside risks; and develop a policy for Council to consider.

It is also proposed that budget provisions be allowed for as part of the 2020/2021 Annual Budget should Council resolve to proceed with the implementation of audio recordings.



Item 17.1 continued

RECOMMENDATION(S)

That Council request the Chief Executive Officer to make the necessary arrangements to enable audio recordings of Council and Committee Meetings open to the public and that the audio recordings of each of the meetings open to the public be placed on the Council's website to enable public access.

Cr Giorgia Johnson moved the motion which was seconded by Cr Hamilton.

The Chairman asked if any members were against allowing Deputy member, Cr Piffaretti to speak to the motion as she was not a participating member at the meeting.

Cr Powell spoke against the request.

Cr Giorgia Johnson moved a procedural motion which was seconded by Cr Ian Johnson.

That Deputy member for the City of Bayswater, Cr Piffaretti be allowed to speak to the motion.

The Chairman put the procedural motion to the vote.

PROCEDURAL MOTION

THAT THE DEPUTY MEMBER FOR THE CITY OF BAYSWATER, CR PIFFARETTI BE ALLOWED TO SPEAK TO THE MOTION.

**MOTION CARRIED 9/2
Crs Boyd and Powell Against**

Cr Piffaretti provided an overview of the reason for the motion.

Discussion ensued on the rationale of the Notice of Motion and the current recording procedures of the respective member Councils.

Cr Powell suggested that the Notice of Motion be presented to a Committee in the first instance or a Special Council meeting be held to discuss this matter further.

The Chairman advised that the Notice of Motion was given within Standing Orders regulations and that Councillors could move a procedural motion instead.

Cr Jeans moved an amended motion:

Amended Notice of Motion

That Council request the Chief Executive Officer investigate the necessary arrangements and costs to enable audio recordings of Council and Committee Meetings open to the public and that the audio recordings of each of the meetings open to the public be placed on the Council's website to enable public access and for a report to be brought back to Council at the next meeting of Council.

Cr Giorgia Johnson seconded the amended motion.

The CEO advised that a full cost analysis would need to be investigated and will be brought back to Council for further discussion.

The Councillors advised whether each of their respective member Councils dealt with recording in regards to committee meetings.



Item 17.1 continued

COUNCIL RESOLUTION(S)

MOVED CR G JOHNSON

SECONDED CR HAMILTON

THAT COUNCIL REQUEST THE CHIEF EXECUTIVE OFFICER INVESTIGATE THE NECESSARY ARRANGEMENTS AND COSTS TO ENABLE AUDIO RECORDINGS OF COUNCIL AND COMMITTEE MEETINGS OPEN TO THE PUBLIC AND THAT THE AUDIO RECORDINGS OF EACH OF THE MEETINGS OPEN TO THE PUBLIC BE PLACED ON THE COUNCIL'S WEBSITE TO ENABLE PUBLIC ACCESS FOR A REPORT TO BE BROUGHT BACK TO COUNCIL AT THE NEXT MEETING OF COUNCIL.

CARRIED UNANIMOUSLY

20 FUTURE MEETINGS OF COUNCIL

The next meeting of Council will be held on **Thursday 19 March 2020** at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6:00pm.

Future Meetings 2020

Thursday	19 March		at	EMRC Administration Office
Thursday	23 April	(if required)	at	EMRC Administration Office
Thursday	21 May	(if required)	at	EMRC Administration Office
Thursday	18 June		at	EMRC Administration Office
Thursday	23 July	(if required)	at	EMRC Administration Office
Thursday	20 August	(if required)	at	EMRC Administration Office
Thursday	17 September		at	EMRC Administration Office
Thursday	22 October	(if required)	at	EMRC Administration Office
Thursday	3 December		at	EMRC Administration Office
January 2021 (recess)				

21 DECLARATION OF CLOSURE OF MEETING

There being no further business, the meeting was closed at 7:00pm.

TOWN OF BASSENDEAN DELEGATES REPORT

The following report is based on the 20 FEBRUARY 2020 MEETING OF THE EMRC COUNCIL.

Council Minutes

1a Information Bulletin – Regional Services Activity Report October to December (Item 1.3)

Overview

Achievements highlighted for the period 1 October to 31 December 2019 include:

- All activities undertaken by the Environmental Services business unit for the ensuing period; and
- All activities undertaken by the Regional Development business unit for the ensuing period.

Resolution(s)

- For Noting

Implication(s) for Town of Bassendean

- Participating member Council officer time on the two advisory groups: EDOG and RITS IAG.

Town of Bassendean

Key Regional Actions (Relevant to all Councils)

- Collecting regional data for mapping Perth's Eastern Region Cycle Route and identifying the missing links in order to further advocate for the missing link.
- Provided access to both the REMPLAN and id.Profile statistical tools and prepared an Economic Report Card for the region.
- Developed a concept to progress a Small Business Forum on the subject of effective utilisation of Social Media and delivered the forum
- Prepared and disseminated media releases for local award-winning local businesses to help raise their profile in the wider community as part of the Business Exemplar program.
- Attended a WALGA Climate Change consultation session to discuss the Climate Change Issues Paper released by the state government.
- Held a RITS IAG quarterly meeting on 3 Dec with attendees from member Councils and key stakeholders, with guest speaker Lindsay Broadhurst, Main Roads WA, on the subject of 'Road Infrastructure Projects in Perth's Eastern Region'
- Attended WALGA's Climate Change session on implementing sustainable transport, including electric vehicles.
- Applied for a Road Safety Council grant for the Share the Space 2020 campaign through Australian Government's Grant Connect initiative and prepared a project brief with a focus on disability, aged population and frequently asked questions.
- Meetings held with Lotterywest around regional events and opportunities for grant funding to trial autonomous vehicle.
- Attended the Western Roads Federation's WA Freight and Logistics Conference.
- Regional Road Safety Action Plan has been approved by the CEOAC and the Council. The plan has been endorsed by the RITS Implementation Advisory Committee. Printed and electronic copies are now available.
- Commenced discussion with School Drug Education and Road Aware for Road Safety Awareness among youth.
- Attended the LinkWA meeting to work out best possible freight outcomes for the extended region.
- Attracting Business Investment research, consultation and briefing notes have been delivered.
- Hosted an EDOG meeting on 10 December 2019, with guest presenter Darren Gillespie from the Department of Jobs, Tourism, Science and Innovation.
- Research, stakeholder consultation and milestone briefing note were delivered for the Business Attraction booklet project. Request for feedback on the briefing note were sent to Member Councils for input.
- Acquittal was submitted and processed for the 2019 Avon Descent. Grant funds were distributed to Councils based on the acquittal and application prepared and submitted early December to Lotterywest for the 2020 Avon Descent
- Hello Spring Events were shared on our social media platforms. The Hello Spring Campaign ceased online at the end of Nov, which saw approximately 30 events posted.
- Updated the EMRC's website perthseasternregion.com.au with information, workshops and events occurring in the region such as Bush Skills 4 Youth and Bush Skills for the Hills, the Greenpage Newsletter and events occurring in participating member Council areas.

Town of Bassendean

- Completed the Water Data Analysis Report and Water Data Snapshot for the Town.
 - Attended Quarterly performance review for the Town of Bassendean.
 - Continued to work with the Town of Bassendean to develop the 'Climate Risk Synthesis Report'.
 - Completed the Emission Data Analysis Report and Emission Data Snapshot for the Town.
 - Developed a proposal for Stage 4 of the Understanding Flood Risk project and sent to stakeholders and participating Councils for review.
 - Developed an RFQ to obtain costs and complete the proposed Stage 4 deliverables.
 - Planned a session to bring in participating Councils to discuss the Proposal and gather feedback for February 2020.
 - Benchmarking Building Efficiency (BBE) Project award to Consulting Australia as the Consultants to carry out Phase 1 and 2 of the energy audits and hosted a kick-off meeting and subsequent meeting with the BBE Consultant to progress the project.
 - Collated energy data from Azility on behalf of the Town for the BBE project.
 - Facilitated BBE data sharing between the Consultant and the Town.
-

2 Waste Advisory Committee Minutes February 2020

2a 2019 Waste Audit Results (Item 11.1)

Overview

- The Southern Metropolitan Regional Council (SMRC) was appointed in October 2019 to conduct an audit of the member Council rubbish bins.
- Six hundred bins were audited between October 2019 and December 2019 at the SMRC's Canning Vale audit facility.
- A total of 8,732 kg of waste was collected and audited against the various waste audit categories.
- There was an average of 27% recyclables in the bins (paper, cardboard, plastics, glass, aluminium and steel).
- The average organics content was 55.1%, which included food waste, packaged food waste, green waste, timber and other putrescible waste, of which 43.5% would be considered as processible FOGO waste.
- There was an average of 5.2 eligible CDS containers per household per week.
- Results of the Waste Audit 2019 will be used in the modelling of FOGO collections and in the tender for a FOGO processing facility.

Resolution(s)

That:

1. The report be received.
2. The results from the 2019 Waste Audit be used in the tender process for a FOGO processing facility and in the FOGO modelling study.

Implication(s) for Town of Bassendean

- Results of the Waste Audit 2019 will inform member Council waste education.

2b Expression Of Interest – EOI 2019-007 EMRC Food Organics, Garden Organics (FOGO) Processing (Item 11.2)

Overview

- The call for Expressions of Interest was advertised on 7 December 2019 and closed on 7 January 2020.
- Eleven (11) submissions were received by the closing time.
- One of the submissions was non-compliant.
- The Evaluation Committee has completed the assessment of the submissions against the selection criteria.

Resolution(s)

That:

1. The following respondents to the Expression of Interest 2019-007 are listed as Acceptable Tenderers:
 - a. Barpa Pty Ltd;
 - b. Hitachi Zosen Inova Australia Pty Ltd;
 - c. Pindan Contracting Pty Ltd;
 - d. Sacyr Environment Australia Pty Ltd; and
 - e. Veolia Environmental Services (Australia) Pty Ltd.
2. The following respondents to the Expression of Interest 2019-007 are not listed as Acceptable Tenderers:
 - a. Aurigen Group
 - b. Biogass Renewables Pty Ltd;
 - c. Cleanaway Pty Ltd;
 - d. FOCUS Enviro (EMER Pty Ltd);
 - e. Re.Group Pty Ltd; and
 - f. Skala Australasia Pty Ltd.
3. The respondents to Expression of Interest 2019-007 be advised of the outcome of the assessment.
4. The attachment remain confidential and be certified by the Chairman and CEO.

Implication(s) for Town of Bassendean

- Processing of FOGO waste in line with the EMRC FOGO Strategy.

2c Mobile Aerated Floor System (MAFS) Update (Item 11.3)

Overview

- The re-tender for the design, supply, install and maintain of a Mobile Aerated Floor System (MAFS) was awarded to the contractor Spartel Pty Ltd by Council at its 5 December 2019 meeting.
- Procurement of the MAFS to process up to 10,000 tonnes per annum of Food Organics and Garden Organics (FOGO) waste is underway and the installation is expected to be completed in March/April 2020 ready for the commencement of member Council FOGO waste deliveries in July 2020.
- A licence amendment for the Red Hill Waste Management Facility is being progressed with the Department of Water and Environment Regulation (DWER) for the FOGO trial.
- The negotiations with DWER have resulted in the requirement to purchase additional items of equipment for odour management during the composting process.
- Additional capital expenditure of \$40,000 is required to be authorised.

Resolution(s)

That Council, by absolute majority, authorise the expenditure of \$40,000 (ex GST) from the Secondary Waste Reserve for the purchase of additional equipment for the Mobile Aerated Floor System (MAFS) to meet the regulatory requirements for odour management.

Implication(s) for Town of Bassendean

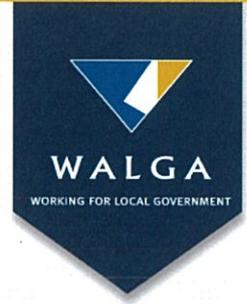
- The Town of Bassendean and the City of Bayswater are participating in the FOGO Trial.



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

Grants Awarded in 2019/2020 financial year.

Name of Grant	\$ Grant Amount Awarded
<p>Road Safety Commission Grant – Share The Space</p> <p>This project aims to produce a reinvigorated 'Share the Space' campaign to raise awareness around the use of principal shared paths (PSP) safe active streets (SAS) and use of diverse transport modes with a focus on disabled or aged persons. This campaign will include the use of communication media including images, marketing and advertising materials and a set of short videos. These materials will align with the messaging of the previous "Share the Space" campaign and will aim to inspire compassion and raise awareness of disabled and aged persons to ensure these people are included safely when sharing the space within the PSP and SAS. This campaign will improve road safety through raising awareness of shared spaces and all types of people that use them.</p>	<p>\$22,000 (incl GST)</p>



East Metropolitan Zone

Minutes

27 February 2020

East Metropolitan Zone

Hosted by the City of Swan

Midland Town Hall, 312 Great Eastern Highway, Midland – Phone 9267 9267

Thursday 27 February 2020. Commenced at 6:05 pm

Agenda

MEMBERS

3 Voting Delegates from each Member Council

City of Bayswater

Cr Catherine Ehrhardt
Cr Stephanie Gray
Cr Giorgia Johnson
Mr Andrew Brien, Chief Executive Officer non-voting delegate

City of Kalamunda

Cr Brooke O'Donnell - **Chair**
Cr Janelle Sewell
Ms Rhonda Hardy, Chief Executive Officer non-voting delegate

Shire of Mundaring

Cr Doug Jeans
Mr Jonathan Throssell Chief Executive Officer non-voting delegate

City of Swan

Cr Rod Henderson
Cr Patty Jones
Cr Cate McCullough
Cr Andrew Kiely (observer)
Cr Ian Johnson (observer)
Mr Mike Foley Chief Executive Officer non-voting delegate

WALGA Secretariat

Ms Jo Burges, Executive Manager People and Place
Mr Ashley Robb, Project Officer, Planning

DLGSC Representative

Ms Sheryl Siekierka, Director Strategic Initiatives
Mr Gordon MacMile, Director Strategic Coordination and Delivery
Planning and Service Delivery
Mr Shannon Wood

APOLOGIES

Town of Bassendean

Cr Chris Barty
Cr John Gangell
Cr Sarah Quinton
Ms Peta Mabbs, Chief Executive Officer non-voting delegate

City of Belmont

Cr George Sekulla
Cr Bernie Ryan
Mr John Christie, Chief Executive Officer non-voting delegate

Shire of Mundaring

Cr Jason Russell
Cr Kate Driver
Cr Simon Cuthbert

ANNOUNCEMENTS

Zone Delegates were requested to provide sufficient written notice, wherever possible, on amendments to recommendations within the State Council or Zone agenda prior to the Zone meeting to the Chair and Secretariat.

Agenda Papers were emailed 7 days prior to the meeting date to your Council for distribution to Zone Delegates.

Confirmation of Attendance An attendance sheet was circulated prior to the commencement of the meeting.

Acknowledgement of Country All attendees acknowledged the traditional owners of the land that the meeting is held on and paying respects to Elders past, present and future.

ATTACHMENTS WITHIN THE AGENDA

1. Draft Minutes of the previous meeting
2. Zone Status Report
3. President's Report
4. Standing Orders

1. DEPUTATIONS

1.1 Department of Local Government , Sport and Cultural Industries

As resolved at the November East Metropolitan Zone meeting, Sheryl Siekierka from the Department presented to the Zone on relevant key projects for this first Zone meeting of 2020. The Department will continue to provide an update to each future Zone meeting based on the topics of interest that are provided from the Zone.

1.2 Update on National Redress Scheme

Mr Gordon MacMile provided an update to the Zone on the National Redress Scheme and what Local Governments involvement will entail.

2. CONFIRMATION OF MINUTES

RESOLUTION

Moved: Cr Catherine Ehrhardt
Seconded: Cr Georgia Johnson

That the Minutes of the Ordinary Meeting of the East Metropolitan Zone held Thursday 28 November 2019 be confirmed as a true and accurate record of the proceedings.

CARRIED

3. DECLARATION OF INTEREST

Pursuant to our Code of Conduct, Councillors must declare to the Chairman any potential conflict of interest they have in a matter before the Zone as soon as they become aware of it. Councillors and deputies may be directly or indirectly associated with some recommendations of the Zone and State

Council. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

Cr O'Donnell declared an interest in Item 5.2 as she works for the Department of Communities and has been involved in the development of the Aboriginal Empowerment Strategy.

4. BUSINESS ARISING

A Status Report outlining the actions taken on the Zone's resolutions was enclosed as an attachment.

Noted

5. STATE COUNCIL AGENDA - MATTERS FOR DECISION

5.1 National Redress Scheme – Future Participation of WA Local Governments

RESOLUTION

Moved: Cr Janelle Sewell
Seconded: Cr Stephanie Gray

That the Zone supports the WALGA Recommendation, that State Council:

1. Acknowledge the State Government's decision to include the participation of Local Governments in the National Redress Scheme as part of the State's declaration;
2. Endorse the negotiation of a Memorandum of Understanding and Template Service Agreement with the State Government, and
3. Endorse by Flying Minute the Memorandum of Understanding prior to execution, in order to uphold requirements to respond within legislative timeframes.

CARRIED

5.2 Submission on Aboriginal Empowerment Strategy

RESOLUTION

Moved: Cr Catherine Ehrhardt
Seconded: Cr Patty Jones

That the Zone supports the WALGA Recommendation, that the submission to the Department of Premier and Cabinet in response to the Aboriginal Empowerment Strategy be endorsed.

CARRIED

5.3 WALGA Submission on Independent Review of the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act)

RESOLUTION

Moved: Cr Catherine Ehrhardt
Seconded: Cr Cate McCullough

That the Zone supports the WALGA Recommendation, that the submission on the Independent Review of the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC) be endorsed.

CARRIED

6. BUSINESS

6.1 Request to Present - Western Australian Disability Enterprises (WADE)

By Executive Officer, Chantelle O'Brien

Ms Lil Paskos, Procurement Manager from Western Australian Disability Enterprises has requested an opportunity to present at the April 2020 East Metropolitan Zone meeting.

Ms Lil Paskos, WADE Procurement Manager has previously presented at the Metropolitan Zone meetings in 2016/17. With the 2019 Local Government elections and subsequent new Elected Members.

In Brief

The presentation will provide a brief overview of the eight Western Australian Disability Enterprises (WADEs) - they collectively employ more than 2,200 individuals with disability across a range of commercial operations. WADEs provide a broad range of quality products and services and now include new service categories.

As you may be aware, a change to the Local Government (Functions and General) Regulations 1996 with effect from October 2015, permit Local Governments to source products and services from WADEs (including Indigenous businesses) without the need to conduct a competitive and costly tendering process (i.e. for purchases greater than \$150,000). The operation of this amendment being contingent on fair value and quality.

This policy change provides councils with an avenue to embed social procurement in their buying practices and in turn, increase supplier diversity and inclusion.

Local Governments spend more than a billion dollars annually and since 2015, \$5 million of commercial contracts have been awarded to WADEs, but predominantly through a competitive tender process.

This briefing provides an opportunity to showcase all services as well as seeking support to leverage upon Local Government buying power to directly engage with organisations that employ people with disability and contribute to broader sustainable initiatives.

RESOLUTION

Moved: Cr Cate McCullough
Seconded: Cr Stephanie Gray

That Lil Paskos from WADE provide a presentation to the April East Metropolitan Zone Meeting to provide the information as above.

CARRIED

6.2 Request to Present – Tree Decline Investigation

By Executive Officer, Chantelle O'Brien

Background

Eucalyptus rudis also known as swamp gum or flooded gum, is a temperate eucalypt and a vital, endemic component of the southwestern Australian ecosystem. It is a key feature and keystone species of our riparian areas and wetlands, and provides critical ecosystem functions such as foreshore stabilisation, habitat and foraging provision, water maintenance, as well as landscape, cultural, social and economic values.

Unfortunately, *E. rudis* is in severe decline across much of its range and has been for many decades. It has experienced many threatening processes since settlement, such as clearing, climate change, weed invasion, understorey removal, nutrient enrichment of land and waterbodies, altered water table levels, grazing, and changes in beneficial soil microbes. Little is known about the key underlying causal factors, and what actions to take to mitigate the decline. Although treatments trialed previously include tree injections, nutrient implants, and revegetation, few have been highly successful.

Preliminary research has indicated that the decline is complex and there are multiple drivers involved and no single cause. Therefore, we will use the Manion 'Tree Decline Spiral' (Manion 1981) as a template to understand the 'predisposing', 'inciting' and 'contributing' factors that are likely to be drivers. We have used this method successfully for marri and tuart. This approach will allow us to develop an integrated, cross-disciplinary and cross-scale approach to understand the decline syndrome and how best to mitigate the decline. We are keen to work with key stakeholders including friends of groups to help with various aspects of the different trials.

A Representative from the Parks and Wildlife Service from the Department of Biodiversity, Conservation and Attractions have requested to attend a future Zone meeting to discuss this matter further and seek feedback.

RESOLUTION

Moved: Cr Doug Jeans
Seconded: Cr Patty Jones

That Standing Orders be suspended to freely discuss the matter of how many Presentations to have, relevance to the Zone and length of presentations.

CARRIED

Moved: Cr Catherine Ehrhardt
Seconded: Cr Giorgia Johnson

That standing orders be resumed.

CARRIED

Moved: Cr Janelle Sewell
Seconded: Cr Catherine Ehrhardt

That the Zone have three presentations at the next meeting and in future limit each presentation to fifteen (15) minutes.

CARRIED

Moved: Cr Janelle Sewell
Seconded: Cr Catherine Ehrhardt

That a Representative from the Parks and Wildlife Service from the Department of Biodiversity, Conservation and Attractions attend the April 2020 East Metropolitan Zone meeting to present on the above.

CARRIED

6.3 Local Government Agricultural Freight Group

By Executive Officer, Chantelle O'Brien

The Zone Executive Officer has been contacted to enquire as to whether the Zone would like to nominate a representative for the Local Government Agricultural Freight Group, as the Zone has been represented in the past.

RESOLUTION

The zone requested further information from WALGA regarding the purpose and functions of the Local Government Agricultural Freight Group and the Zone's past representatives.

Moved: Cr Catherine Ehrhardt
Seconded: Cr Patty Jones

That the Zone defer a decision to nominate a delegate to act as the Zone's representative on the Local Government Agricultural Freight Group.

CARRIED

6.4 Request to Present – Grow it Local

By Executive Officer, Chantelle O'Brien

A representative from Grow it Local, has approached WALGA and requested an opportunity to Present to the Zone. Grow It Local is a grass roots and purpose-driven mission to get more people growing, sharing and eating locally grown foods.

What they are aiming to achieve is:

- Make growing more accessible
- Increase the production & consumption of locally grown foods
- Provide a connection to nature
- Inspire positive health & wellbeing
- Help build stronger and more resilient communities
- Increase composting and reduce organic waste to landfill
- Do something delicious & have a little fun

RESOLUTION

Moved: Cr Janelle Sewell
Seconded: Cr Catherine Ehrhardt

That a representative from Grow it Local, attend the June or August 2020 East Metropolitan Zone meeting to provide further information about their organisation and the assistance it may provide to Local Governments.

CARRIED

Note: The Zone requested that the presentation clearly explains how the first aim of Grow it Local, listed above: Make growing more accessible, will be achieved

7. OTHER BUSINESS

Nil

8. EXECUTIVE REPORTS

8.1 WALGA President's Report

The WALGA representative, Jo Burges presented the President's Report.

Noted

Note: The zone expressed their thanks to Cr Craigie for her services.

8.2 State Councillor's report to the Zone

WALGA State Councillor, Cr Catherine Ehrhardt presented on the previous State Council meeting.

Noted

EN BLOC MOTION – MATTERS FOR NOTING

RESOLUTION

Moved: Cr Janelle Sewell
Seconded: Cr Doug Jeans

That the Zone supports the WALGA recommendation to note Items 6.1 through 6.9 of the March 2020 State Council Agenda 'en bloc'.

CARRIED

8.3 Department of Local Government, Sport and Cultural Industries Representative Update Report.

As per the presentation at the commencement of the meeting, a Department of Local Government, Sport and Cultural Industries representative will update the Zone at all future meetings on topics of interest to the Zone that have been provided prior.

Please see link below to the full update:

[DLGSC Zone Update February – March 2020](#)

Noted

8.4 Topics for next meeting update by the DLGSC

The Zone would like an update and/or information on the following matters at the next Zone meeting:

- Cultural Infrastructure Strategy
- Trails Strategy Development
- Action Plan on Planning Reform

The Zone requested that all topics be sent to the DGLSC and for the DGLSC to propose the provision of information through briefing documents or presentations at future Zone meetings.

The zone also expressed interest in receiving information or presentations on the following matters:

- Implications, including next steps, involved in declaring a Climate Emergency (Cr Sewell)
- State Partnership Agreement (Cr Johnson)
- Cat Act 2011 and Dog Act 1976 (Cr Johnson)

9. NOTICE OF MOTIONS FOR THE FOLLOWING MEETING

Nil

10. DATE, TIME AND PLACE OF NEXT MEETING

RESOLUTION

Moved: Cr Doug Jones
Seconded: Cr Janelle Sewell

That the next ordinary meeting of the East Metropolitan Zone be held on Thursday 30 April at the Town of Bassendean, commencing at 6:00pm.

CARRIED

11. CLOSURE

There being no further business the Chair declared the meeting closed at 7:45pm.



State Council Summary minutes

4 March 2020

NOTICE OF MEETING

Meeting No 1 of 2020 of the Western Australian Local Government Association State Council held at WALGA on Wednesday 4 March 2020, the meeting commenced at 4pm.

1. ATTENDANCE, APOLOGIES & ANNOUNCEMENTS

1.1 Attendance

Members	President of WALGA Chair	Mayor Tracey Roberts JP
	Deputy President of WALGA, Northern Country Zone	President Cr Karen Chappel JP
	Avon-Midland Country Zone	President Cr Ken Seymour
	Central Country Zone	President Cr Phillip Blight
	Central Metropolitan Zone	Cr Jenna Ledgerwood
	Central Metropolitan Zone	Cr Paul Kelly
	East Metropolitan Zone	Cr Catherine Ehrhardt
	East Metropolitan Zone	Cr Cate McCullough
	Goldfields Esperance Country Zone	President Cr Malcolm Cullen
	Gascoyne Country Zone	President Cr Cheryl Cowell
	Great Eastern Country Zone	President Cr Stephen Strange
	Great Southern Country Zone	Cr Ronnie Fleay
	Kimberley Country Zone	Cr Chris Mitchell JP
	Murchison Country Zone	Cr Les Price
	North Metropolitan Zone	Cr Frank Cvitan - Deputy
	North Metropolitan Zone	Mayor Mark Irwin
	North Metropolitan Zone	Cr Russ Fishwick JP
	Peel Country Zone	President Cr Michelle Rich
	Pilbara Country Zone	Mayor Peter Long
	South East Metropolitan Zone	Cr Julie Brown
South East Metropolitan Zone	Mayor Ruth Butterfield	
South Metropolitan Zone	Cr Doug Thompson	
South Metropolitan Zone	Mayor Carol Adams OAM	
South Metropolitan Zone	Mayor Logan Howlett JP	
South West Country Zone	President Cr Tony Dean	
Ex Officio	Local Government Professionals WA	Mr Jamie Parry
Observers	Shire of East Pilbara	Cr Lynne Craigie OAM
	City of Bayswater	Cr Giorgia Johnson
	City of Cockburn	Cr Charmonix Terblanche
Guests	Chief Executive Officer LGIS	Mr Jonathan Seth
	DLA Piper Partner	Mr Cameron Maclean
Secretariat	Chief Executive Officer	Mr Nick Sloan
	EM Environment & Waste	Mr Mark Batty
	EM Governance & Organisational Services	Mr Tony Brown
	EM Finance & Marketing	Mr Zac Donovan
	EM People and Place	Ms Joanne Burges
	EM Infrastructure	Mr Ian Duncan
	EM Business Solutions	Mr John Filippone
	Manager Strategy & Association Governance	Mr Tim Lane
	Manager Governance	Mr James McGovern
	Procurement and Category Manager	Mr Andrew Blitz
	Finance Controller	Mr Rick Murray
Executive Officer Governance	Ms Margaret Degebrodt	

1.2 Apologies

Chair Commissioner, City of Perth

Mr Andrew Hammond

ORDER OF PROCEEDINGS

1. OPEN and WELCOME

The Chair declared the meeting open at 4:00pm.

- **Acknowledgement of Country**

I would like to acknowledge the Whadjuk Nyoongar People who are the Traditional Custodians of this land we meet on today and I would like to pay my respects to their Elders past, present and future.

- Welcome to all State Councillors, and WALGA Secretariat

- Welcome to observers:

- Cr Giorgia Johnson, City of Bayswater
- Cr Frank Cvitan, City of Wanneroo
- Cr Charmonix Terblanche, City of Cockburn

APOLOGIES

Commissioner Andrew Hammond, City of Perth

MEETING ASSESSMENT

The Chair invited Cr Doug Thompson to undertake a meeting assessment at the conclusion of the meeting.

ANNOUNCEMENTS

1.1 WALGA President – Farewell Comments

Cr Lynne Craigie extended her most sincere thanks to all State Councillors and the WALGA Staff for their encouragement and support during her term as President of the Association.

Cr Julie Brown on behalf of State Councillors paid tribute and acknowledged the tremendous contribution Cr Craigie provided to the Association.

Cr Craigie relinquished the Chair.

1.2 2020 WALGA Elections of President and Deputy President – Returning Officer Nick Sloan

Mr Nick Sloan assumed the Chair to conduct the Elections.

In accordance with Clauses 16, 17 and 18 of the Association's Constitution, the election for the position of President and Deputy President of the WALGA was held.

The election process was conducted by the Returning Officer, Mr Nick Sloan, WALGA Chief Executive Officer.



Nominations for both positions closed at 4.00pm Friday 21 February 2020 and the following nominations were received (in order of receipt):

President

1. Mayor Tracey Roberts JP, North Metropolitan Zone
2. Cr Paul Kelly, Central Metropolitan Zone

Deputy President

1. President Cr Stephen Strange, Great Eastern Country Zone
2. President Cr Phillip Blight, Central Country Zone
3. President Cr Anthony Dean, South West Country Zone
4. President Cr Karen Chappel, Northern Country Zone
5. President Cr Michelle Rich, Peel Zone
6. Cr Les Price, Murchison Country Zone

Each candidate's nomination form was distributed for consideration. The term of office of both the President and Deputy President is for a two (2) year period from 4 March 2020 and expires at the first ordinary meeting of State Council in 2022.

The election was conducted by secret ballot after each candidate was afforded a maximum of two minutes to support their nomination.

Declaration

That Mayor Tracey Roberts be elected WALGA President for a two year term commencing immediately and concluding at the first ordinary meeting of State Council in 2022.

Declaration

That President Cr Karen Chappel be elected WALGA Deputy President for a two year term commencing immediately and concluding at the first ordinary meeting of State Council in 2022.

Mayor Tracey Roberts assumed the Chair.

Cr Frank Cvitan, Deputy, North Metropolitan Zone, joined the meeting at 4.32pm.

2 DECLARATIONS OF INTEREST

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

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

- *Cr Russ Fishwick declared an interest in Item 5.5 as a candidate for the Standards Panel*
- *Cr Chris Mitchell declared an interest in Item 5.5. as a candidate for the National Road Safety Council*
- *Mayor Adams declared an interest in item 5.5 as a candidate for the Standards Panel.*
- *Cr Ronnie Fleay declared an interest in item 3.9 as a member of the WAPC*
- *Cr Ronnie Fleay declared an interest in item 6.7*
- *Cr Ronnie Fleay declared an interest in Item 8, (Central Metropolitan Zone Resolutions).*

PAPERS

State Councillors received the following documents under separate cover:

- Item 5.4 - Finance and Services Minutes, together with:
 - 2019/2020 Budget Revision Pack
 - Finance and Services Item 2.1 CONFIDENTIAL
 - Finance and Services item 5.2 WALGA Organisational Restructure CONFIDENTIAL
- Item 5.5 - Selection Committee Minutes
- Item 5.6 - LGIS Minutes
- Item 5.7 – Appointments to State Council Policy Teams and Committees
- March 2020 President's Report
- CEO's report to State Council

3 MINUTES OF THE PREVIOUS MEETINGS

3.1 Minutes 4 December 2019 State Council Meeting

Moved: Mayor Logan Howlett
Seconded: Cr Julie Brown

That the Minutes of the Western Australian Local Government Association (WALGA) [State Council Meeting](#) held on 4 December 2019 be confirmed as a true and correct record of proceedings.

RESOLUTION 1.1/2020

CARRIED

3.1.1 Business arising from the Minutes of 4 December 2019.
Nil

3.2 Flying Minute, - 12 December 2019 – Managing Housing Health Risks in WA

Moved: Cr Julie Brown
Seconded: President Cr Phillip Blight

That the Flying Minute of the [WALGA comments on Managing Housing Health Risks in WA](#) dated 12 December 2019, be confirmed as a true and correct record of proceedings.

RESOLUTION 2.1/2020

CARRIED

3.2.1 Business arising from the Flying Minute of 12 December 2019
Nil

3.3 Flying Minute – Interview Report Independent Member LGIS - CONFIDENTIAL

RECOMMENDATION

Moved: Cr Julie Brown
Seconded: President Cr Phillip Blight

That the Flying Minute of the WALGA comments on Interview Report Independent Member LGIS, be confirmed as a true and correct record of proceedings.

RESOLUTION 3.1/2020

CARRIED

3.3.1 Business arising from the Flying Minute of Interview Report Independent Member LGIS.
Nil

3.4 Flying Minute – 17 January 2020 – Draft Position Statement: Residential Aged Care

RECOMMENDATION

Moved: Cr Julie Brown
Seconded: President Cr Phillip Blight

That the Flying Minute of the [WALGA comments on Draft Position Statement: Residential Aged Care](#) dated 17 January 2020, be confirmed as a true and correct record of proceedings.

RESOLUTION 4.1/2020

CARRIED

3.4.1 Business arising from the Flying Minute of 17 January 2020.
Nil

3.5 Flying Minute – 28 January 2020 – National Transport Regulatory Reform

RECOMMENDATION

Moved: Cr Julie Brown
Seconded: President Cr Phillip Blight

That the Flying Minute of the [WALGA comments on National Transport Regulatory Reform](#), be confirmed as a true and correct record of proceedings.

RESOLUTION 5.1/2020

CARRIED

3.5.1 Business arising from the Flying Minute of 28 January 2020.
Nil

3.6 Flying Minute – 28 January 2020 – Submission to Joint Select Committee on Road Safety

RECOMMENDATION

Moved: Cr Julie Brown
Seconded: President Cr Phillip Blight

That the Flying Minute of the [WALGA comments on Submission to Joint Select Committee on Road Safety](#), be confirmed as a true and correct record of proceedings.

RESOLUTION 6.1/2020

CARRIED

3.6.1 Business arising from the Flying Minute of 28 January 2020.
Nil

3.7 Flying Minute – 24 January 2020 - WALGA Submission on Modernising the Environmental Protection Act (1986)

RECOMMENDATION

Moved: Cr Julie Brown
Seconded: President Cr Phillip Blight

That the Flying Minute of the [WALGA comments on Submission on Modernising the Environmental Protection Act \(1986\)](#), be confirmed as a true and correct record of proceedings.

RESOLUTION 7.1/2020

CARRIED

3.7.1 Business arising from the Flying Minute of 24 January 2020.
Nil

3.8 Flying Minute – 31 January 2020 - WALGA Submission on Native Vegetation in Western Australia Issues Paper

RECOMMENDATION

Moved: Cr Julie Brown
Seconded: President Cr Phillip Blight

That the Flying Minute of the [WALGA Submission on Native Vegetation in Western Australia Issues Paper](#), be confirmed as a true and correct record of proceedings.

RESOLUTION 8.1/2020

CARRIED

3.8.1 Business arising from the Flying Minute of 31 January 2020.
Nil

3.9 Flying Minute – 12 February 2020 – Submission Position Statement: Special Entertainment Precincts and Options Paper for Proposed Amendments to the Environmental Protection (Noise) Regulations 1997

Cr Ronnie Fleay declared an interest as a Member of the WAPC and left the room at 4:36pm.

Moved: Cr Julie Brown
Seconded: President Cr Phillip Blight

That the Flying Minute of the [WALGA comments on Submission Position Statement: Special Entertainment Precincts & Options Paper for Proposed Amendments to the Environmental Protection \(Noise\) Regulations 1997](#), be confirmed as a true and correct record of proceedings.

RESOLUTION 9.1/2020

CARRIED

3.9.1 Business arising from the Flying Minute of 12 February 2020.
Nil

Cr Ronnie Fleay returned to the meeting at 4:37pm.



The Observers left the meeting room at 4:40pm. Cr Giorgia Johnson did not return.

3.10 LGIS Insurance Matter

Mr Jonathan Seth, Chief Executive Officer LGIS and Mr Cameron Maclean, DLA Piper Partner arrived at 4:38pm.

Mr Seth expressed his Congratulations to Mayor Roberts and Cr Karen Chappel with sincere thanks to Cr Lynne Craigie as outgoing President of WALGA.

Mr Maclean presented to the meeting on the Insurance matter answering all questions and concerns to the best of his knowledge.

The meeting thanked both Jonathan Seth and Cameron Maclean and they departed the meeting at 5:05pm.

President Mayor Tracey Roberts brought forward Item 5.4, Finance and Service Committee Minutes, to consider the confidential LGIS Insurance Matter, together with the Minutes of the Finance and Services Committee meeting.

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

Item 2.1 Confidential – LGIS Insurance Matter

Moved: Cr Chris Mitchell
Seconded: Mayor Peter Long

That the Confidential Item 2.1 relating to LGIS Insurance Matter be endorsed.

RESOLUTION 10.1/2020

CARRIED

Minutes of Finance and Services Committee Meeting – 19 February 2020

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

That the Finance and Services Committee Minutes of the meeting held 19 February 2020 including the 2019-20 Budget Revision be endorsed.

RESOLUTION 11.1/2020

CARRIED BY ABSOLUTE MAJORITY

Cr Charmonix Terblanche returned to the meeting room at 5:07pm.

4. EMERGING ISSUES

4.1 Stop Puppy Farming Legislation

By President Cr Phillip Blight – Central Country Zone

MOTION

Moved: Mayor Carol Adams
Seconded: Cr Chris Mitchell

That the Emerging Issue relating to Stop Puppy Farming Legislation be considered.

RESOLUTION 10.1/2020

CARRIED

Executive Summary

- WALGA State Council adopted its policy position in relation to the Stop Puppy Farming initiative in September 2018 – Resolution 103.6/2018;
- The *Dog Amendment (Stop Puppy Farming) Bill 2020* was introduced to Parliament on 19 February 2020.
- No opportunity was provided under the State and Local Government Partnership Agreement for sector consultation prior to the Bill's introduction to Parliament.

Secretariat Comment

There are some understandable and arguably foreseeable concerns with some aspects of the *Dog Amendment (Stop Puppy Farming) Bill 2020* ('the Bill') from the perspective of the Local Government sector.

The Bill was introduced to Parliament prior to consultation with the Local Government sector under the State and Local Government Partnership Agreement, where a 12 week consultation period is considered appropriate if new legislation or amendments to existing legislation are likely to have a significant impact on the sector.

The impact on the sector is considered significant due to the additional Local Government responsibilities that will be introduced, under the following provisions:

- Assessing, granting or refusing and cancelling approval to breed applications – Sections 26I, 26K, 26L, 26M;
- New power to seize (under warrant) an unsterilised dog – Section 29(3)(caa)
- Assessing, granting or refusing and cancelling a pet shop approval – Sections 38B, 38C, 38D and 38E;
- Enquiring into the conduct of an approved pet shop business – Section 38L;
- Enquiring into the conduct of a dog supply approval holder – Section 38W;
- Additional powers of enforcement which may require additional specialised training i.e seizing and copying documents; taking photographs, film and audio, video or other recordings for evidentiary purposes – Section 43B ;
- Dealing with objection and review process – Sections 54E, 54F and 54G

In terms of foreseeable consequences, the sector will have concerns that the Bill contains no information on fees and charges relative to the new, additional tasks required for Local Governments to administer the legislation, albeit the intention is to set fees and charges by regulation.

WALGA has established a Local Government Act Review policy position on transitioning away from fees and charges being set in State regulation – *'That a review be undertaken to remove fees and charges from legislation and Councils be empowered to set fees and charges for Local Government*

services.' There is no contemplation in the Bill that Section 6.16 of the Local Government Act will apply.

The Department of Local Government, Sport and Cultural Industries advised WALGA that fees and charges to be set by regulation will be based on evidence produced by cost modelling consultations performed in 2018 with 18 Local Governments, however this body of work is currently commercial-in-confidence due to the need to utilise the information to go to tender for the establishment of a centralised dog registration system. With the current lack of information, the Local Government sector may lack confidence that full cost-recovery will be an inherent principle of future regulated fees and charges.

A briefing, which will inform State Council deliberations, with the Minister for Local Government's Chief of Staff and Departmental representatives will be held at 12:00pm on 4 March 2020.

Recommendation

Moved: President Cr Phillip Blight
Seconded: President Cr Stephen Strange

That WALGA write to the Minister and request that he withdraw the bill and more appropriately consult with the sector and community, or failing that, that he remove any reference to Local Government in the bill as the sector does not endorse it.

Procedural Motion

Moved: President Cr Anthony Dean

That the matter lay on the table.

LAPSED FOR WANT OF A SECONDER

Amendment

Moved Mayor Carol Adams
Seconded Cr Catherine Ehrhardt

That WALGA write to the Minister and request that he withdraw the Stop Puppy Farming Bill and more appropriately consult with the sector, traditional custodians and the wider community, or failing that, that he remove any reference to Local Government in the bill as the sector does not endorse it in its current form.

CARRIED

THE MOTION AS AMENDED WAS PUT AND CARRIED

THE MOTION AS AMENDED NOW READS:

That WALGA write to the Minister and request that he withdraw the Stop Puppy Farming Bill and more appropriately consult with the sector, traditional custodians and the wider community, or failing that, that he remove any reference to Local Government in the bill as the sector does not endorse it in its current form.

RESOLUTION 12.1/2020

CARRIED

5. MATTERS FOR DECISION

5.1 National Redress Scheme – Future Participation of WA Local Governments (05-086-03-0004 KD)

By Kirstie Davis, Policy Manager Community

WALGA RECOMMENDATION

That State Council:

1. Acknowledge the State Government's decision to include the participation of Local Governments in the National Redress Scheme as part of the State's declaration;
2. Endorse the negotiation of a Memorandum of Understanding and Template Service Agreement with the State Government, and
3. Endorse by Flying Minute the Memorandum of Understanding prior to execution, in order to uphold requirements to respond within legislative timeframes.

Avon Midland Country Zone	WALGA Recommendation supported
Central Country Zone	WALGA Recommendation supported
Central Metropolitan Zone	WALGA Recommendation supported
East Metropolitan Zone	WALGA Recommendation supported
Gascoyne Zone	WALGA Recommendation supported
Goldfields Esperance Country Zone	WALGA Recommendation supported
Great Southern Country Zone	WALGA Recommendation supported
Kimberley Zone	WALGA Recommendation supported
Murchison Country Zone	No Meeting Held
Northern Country Zone	WALGA Recommendation supported
North Metropolitan Zone	WALGA Recommendation supported
Peel Zone	WALGA Recommendation supported
Pilbara Country Zone	WALGA Recommendation supported
South East Metropolitan Zone	WALGA Recommendation supported
South Metropolitan Zone	WALGA Recommendation supported
South West Country Zone	WALGA Recommendation supported

GREAT EASTERN COUNTRY ZONE

State Council noting that the Great Eastern Country Zone has reservations about the National Redress Scheme and potential costs to Local Government for attending training and other potential operating costs.

SECRETARIAT COMMENT

The Association acknowledges the concerns of the Great Eastern Zone however wishes to emphasise that the State Government has committed to:

- Local Governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor, and
- DLGSC leading further negotiations with the Local Government sector regarding Local Government funding costs, other than payments to the survivor including counselling, legal and administrative costs.
- Local Government's resource commitments are limited to including:
 - identifying appropriate staff to process requests for information
 - ensuring Local Governments have delegated authority to an officer to execute a service agreement with State Government if needed
 - ensuring Local Government have established appropriate processes and can fulfil Scheme obligations (particularly in terms of confidentiality, record keeping etc.), and
 - gathering the necessary information from all individual Local Governments to commence participation in the Scheme.

WALGA RECOMMENDATION

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

That State Council:

- 1. Acknowledge the State Government's decision to include the participation of Local Governments in the National Redress Scheme as part of the State's declaration;**
- 2. Endorse the negotiation of a Memorandum of Understanding and Template Service Agreement with the State Government, and**
- 3. Endorse by Flying Minute the Memorandum of Understanding prior to execution, in order to uphold requirements to respond within legislative timeframes.**

RESOLUTION 13.1/2020

CARRIED

5.2 Submission on Aboriginal Empowerment Strategy (05-032-03-0011 SM)

By Susie Moir, Policy Officer Community

WALGA RECOMMENDATION

That the submission to the Department of Premier and Cabinet in response to the Aboriginal Empowerment Strategy be endorsed.

Avon Midland Country Zone	WALGA Recommendation supported
Central Country Zone	WALGA Recommendation supported
Central Metropolitan Zone	WALGA Recommendation supported
East Metropolitan Zone	WALGA Recommendation supported
Gascoyne Zone	WALGA Recommendation supported
Great Eastern Country Zone	WALGA Recommendation supported
Great Southern Country Zone	WALGA Recommendation supported
Kimberley Zone	WALGA Recommendation supported
Murchison Country Zone	No Meeting Held
Northern Country Zone	WALGA Recommendation supported
North Metropolitan Zone	WALGA Recommendation supported
Peel Zone	WALGA Recommendation supported
Pilbara Zone	WALGA Recommendation supported
South East Metropolitan Zone	WALGA Recommendation supported
South West Country Zone	WALGA Recommendation supported

SOUTH METROPOLITAN ZONE

That the submission to the Department of Premier and Cabinet in response to the Aboriginal Empowerment Strategy be endorsed, subject to the following amendment:

1. That where the phrase 'Aboriginal people being empowered to live good lives and aspire to futures of their own choosing from a secure foundation', appears on pages 10 and 17, the word 'good' is deleted and the word 'fulfilling' inserted.

SECRETARIAT COMMENT

The suggested word change is included in the composite recommendation.

GOLDFIELDS ESPERANCE COUNTRY ZONE

GVROC support the recommendation in principle, however, GVROC suggest that WALGA should broaden the definition to encompass all people of socio-economic disadvantage.

GVROC also suggest that there needs to be further investigations on the need for educational support and services and the impacts that result from it.

COMPOSITE RECOMMENDATION

Moved: Cr Chris Mitchell

Seconded: President Cr Phillip Blight

That the submission to the Department of Premier and Cabinet in response to the Aboriginal Empowerment Strategy be endorsed; subject to the word 'good' is deleted and the word 'fulfilling' inserted on pages 10 and 17 of the submission.

RESOLUTION 14.1/2020

CARRIED

5.3 WALGA Submission on Independent Review of the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act)

By Nicole Matthews, Environment Policy Manager

WALGA RECOMMENDATION

That the submission on the Independent Review of the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC) be endorsed.

Central Country Zone	WALGA Recommendation supported
Central Metropolitan Zone	WALGA Recommendation supported
East Metropolitan Zone	WALGA Recommendation supported
Gascoyne Zone	WALGA Recommendation supported
Great Eastern Country Zone	WALGA Recommendation supported
Great Southern Country Zone	WALGA Recommendation supported
Kimberley Zone	WALGA Recommendation supported
Murchison Country Zone	No Meeting Held
Northern Country Zone	WALGA Recommendation supported
Peel Zone	WALGA Recommendation supported
Pilbara Country Zone	WALGA Recommendation supported
South East Metropolitan Zone	WALGA Recommendation supported
South Metropolitan Zone	WALGA Recommendation supported
South West Country Zone	WALGA Recommendation supported

NORTH METROPOLITAN ZONE

That the North Metropolitan Zone do not support the WALGA submission on Independent Review of the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* and the matter be referred back to WALGA for further work.

GOLDFIELDS ESPERANCE COUNTRY ZONE

GVROC support the recommendation but also want it noted that there needs to be more cooperation and harmonization of environmental laws and regulations between the Commonwealth and the State Government to reduce duplication and red-tape.

AVON-MIDLAND COUNTRY ZONE

The meeting recommended that the Zone support the recommendation to State Council with an amendment to specifically recognise the detrimental impact of pest species such as corellas on biodiversity and threatened species.

SECRETARIAT COMMENT

The Submission does not call for greater Commonwealth control over WA environmental responsibilities. It strongly supports greater *State* sovereignty through the devolution of Commonwealth environmental assessment and approval functions to the State via bilateral agreements under which WA would both assess *and approve* projects under the EPBC Act.

The Submission does recommend greater use of strategic environmental assessments (SEAs), rather than project by project assessments where appropriate. SEAs could also be provided for under an approval bilateral agreement, giving greater responsibility for environmental assessments to WA than is currently the case, proving greater harmonisation of environmental laws and regulations between the Commonwealth and the State Government to reduce duplication and red-tape.



The Submission also expresses support for bioregional planning (also proposed by the State Government in its *Native Vegetation in Western Australia Issues Paper*). Such an approach could address key Matters of National Environmental Significance (MNES) well ahead of development, again providing more certainty to Local Governments. The Submission makes clear that any bioregional planning would need to be carried out with the full cooperation of the relevant Local Government/s. It also noted that any such approach would need to be adequately resourced by the Commonwealth.

Legislative issues in relation to the impact of declared pests on native fauna will be addressed through the review of the Biosecurity and Agriculture Management Act (2007), slated for later this year.

WALGA RECOMMENDATION

Moved: Cr Ronnie Fleay
Seconded: Cr Julie Brown

That the submission on the Independent Review of the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC) be endorsed.

RESOLUTION 15.1/2020

CARRIED

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

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

Please refer to page 9 of the minutes, as previously dealt with.

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

*Cr Russ Fishwick declared an interest as a candidate for the Standards Panel
Cr Chris Mitchell declared an interest as a candidate for the National Road Safety Council
Mayor Carol Adams declared an interest as a candidate for the Standards Panel*

Cr Fishwick, Cr Mitchell and Mayor Adams left the room at 5:39pm.

**Moved: Mayor Logan Howlett
Seconded: Mayor Ruth Butterfield**

That:

- 1. The recommendations contained in the 18 February 2020 Selection Committee Minutes (items 5.3, 5.4 and 5.5) be endorsed, and**
- 2. The resolution contained in the 18 February 2020 Selection Committee Minutes (item 5.2) be noted.**

RESOLUTION 16.1/2020

CARRIED

Cr Chris Mitchell, Mayor Carol Adams and Cr Russ Fishwick returned to the meeting at 5:47pm.

5.6 LGIS Board Minutes

**Moved: Mayor Logan Howlett
Seconded: President Cr Malcolm Cullen**

That the Minutes of the LGIS Board meetings held 5 December 2019 and 10 February 2020 be endorsed.

RESOLUTION 17.1/2020

CARRIED

5.7 Appointments to State Council Policy Teams and Committees

Tabled at the meeting.

Part 1

Moved: Mayor Logan Howlett

Seconded: President Cr Phillip Blight

That the appointments to the Finance and Services Committee and Policy Teams outlined below be endorsed.

Finance and Services Committee

- Mayor Tracey Roberts - Chair
- Cr Paul Kelly
- President Cr Karen Chappel
- President Cr Ken Seymour
- Cr Catherine Ehrhardt
- Mr Colin Murphy – Independent representative

Environment and Waste Policy Team

- Cr Doug Thompson – South Metropolitan Zone
- Mayor Cr Ruth Butterfield – South East Metropolitan Zone
- Cr Ronnie Fleay – Great Southern Country Zone
- President Cr Michelle Rich – Peel Country Zone
- Cr Les Price – Murchison Country Zone

Governance and Organisational Services Policy Team

- Cr Russ Fishwick – North Metropolitan Zone
- Mayor Mark Irwin – North Metropolitan Zone
- Mayor Carol Adams – South Metropolitan Zone
- Mayor Logan Howlett – South Metropolitan Zone
- President Cr Cheryl Cowell – Gascoyne Country Zone

Infrastructure Policy Team

- President Cr Stephen Strange – Great Eastern Country Zone
- Cr Chris Mitchell – Kimberley Country Zone
- Cr Julie Brown – South East Country Zone
- Cr Jenna Ledgerwood – Central Metropolitan Zone
- President Cr Malcolm Cullen – Goldfields-Esperance Country Zone

People and Place Policy Team

- President Cr Phillip Blight – Central Country Zone
- President Cr Anthony Dean – South West Country Zone
- Vacant – North Metropolitan Zone
- Cr Cate McCullough – East Metropolitan Zone
- Mayor Peter Long – Pilbara Country Zone

RESOLUTION 18.1/2020

CARRIED

Part 2

Moved: Cr Chris Mitchell

Seconded: President Cr Malcolm Cullen

That the appointments to State Council Committees outlined below be endorsed.

Chief Executive Officer Performance Review Committee

- Mayor Tracey Roberts
- President Cr Karen Chappel
- Cr Paul Kelly
- Mayor Mark Irwin
- Cr Ronnie Fleay
- President Cr Stephen Strange

Honours Panel

- President Cr Karen Chappel – Chair
- Cr Russ Fishwick
- Cr Les Price
- Mr Nick Sloan - CEO
- Mr Bill Mitchell – Non-Executive Member
- Mr Murray Lange – Non-Executive Member
- Ms Jodie Holbrook – DLGSCI

Selection Committee

- President Cr Karen Chappel – Chair
- Cr Catherine Ehrhardt
- Cr Les Price
- Ms Candy Choo – LG Professionals Representative
- Mr Damien Steward(Dept. of Education) – Independent Representative

Local Government House Trust

- Mayor Tracey Roberts – Chair
- President Cr Karen Chappel
- Cr Paul Kelly
- Cr Chris Mitchell
- Mr Nick Sloan – CEO
- Mayor Dennis Wellington – Country Constituency nit Holder Elected Member
- Vacant – Metropolitan Consituency Unit Holder Elected Member. To be conducted through a Selection Committee nomination process.

Municipal Waste Advisory Council (MWAC)

- Cr Doug Thompson
- Mayor Logan Howlett
- Cr Les Price
- Mayor Ruth Butterfield
- Mayor Tracey Roberts – Observer
- Regional Council Delegates and Officer appointments to be advised.

RESOLUTION 19.1/2020

CARRIED

6. MATTERS FOR NOTING / INFORMATION

6.1 Draft Position Statement: Residential Aged Care – Submission (05-036-03-0053 AR)

By Ashley Robb, Project Officer, Planning and Improvement

WALGA RECOMMENDATION

That the submission to the *Draft Position Statement: Residential Aged Care* be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	No Meeting Held
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: **President Cr Anthony Dean**
 Seconded: **Mayor Logan Howlett**

That the submission to the *Draft Position Statement: Residential Aged Care* be noted.

RESOLUTION 20.1/2020

CARRIED



6.2 Managing Housing Health Risks in WA (05-031-01-0001 BW)

By Bec Waddington, Policy Officer Community

WALGA RECOMMENDATION

That the submission to the Department of Health in response to the Managing Housing Health Risks in WA discussion paper be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	No Meeting Held
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: President Cr Anthony Dean
Seconded: Mayor Logan Howlett

That the submission to the Department of Health in response to the Managing Housing Health Risks in WA discussion paper be noted.

RESOLUTION 21.1/2020 **CARRIED**

6.3 Submission on Modernising the *Environmental Protection Act 1986*)

By Nicole Matthews, Environment Policy Manager

WALGA RECOMMENDATION

That WALGA's submission on Modernising the *Environmental Protection Act (1986)* (EP Act) to the Department of Water and Environmental Regulation be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	No Meeting Held
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

NORTH METROPOLITAN ZONE

That the North Metropolitan Zone notes WALGA's submission on the *Environmental Protection Act 1986* with the following concerns:

1. Not support State environmental reporting, as it is a duplication of a Federal Government activity.
2. Not support imposing statutory timeframes for resolution of appeals.
3. Not support a statutory independent review of the *Environmental Protection Act 1986*.
4. Not support cost recovery for environmental impact assessments at all.

SECRETARIAT COMMENT

1. The last State of the Environment (SOE) Report undertaken at the Commonwealth level was in 2016. These reports are at a high level and do not contain a full set of data for WA. National SOE reports prioritise Matters of National Environmental Significance. SoE reporting at a State level is more detailed and specific to WA and looks at all key environmental factors. This is more useful for agency and Local Government when undertaking their strategic planning, and for understanding trajectories of key environmental resources, such as biodiversity and the impacts of climate change.
2. Statutory timeframes on determining appeals has been proposed in the Submission (p.18) to address the significant delays experienced by Local Governments once an appeal is lodged by a third party, particularly in relation to the clearing of native vegetation, which is having an ongoing and material impact on members meeting their road funding obligations.
3. The Submission does not support cost recovery for Local Governments (p.9). This reiterates the position stated in the November 2018 WALGA submission to the Department of Water and Environmental Regulation's Discussion Paper on Cost Recovery.



Moved: President Cr Anthony Dean
Seconded: Mayor Logan Howlett

That WALGA's submission on Modernising the *Environmental Protection Act (1986)* (EP Act) to the Department of Water and Environmental Regulation be noted.

RESOLUTION 22.1/2020

CARRIED



6.4 Submission to the Productivity Commission on the National Transport Regulatory Reform (05-006-03-0013 ID)

By Sebastian Davies-Slate, Policy Officer Transport and Roads

WALGA RECOMMENDATION

That the submission to the Productivity Commission be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	No Meeting Held
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: President Cr Anthony Dean
Seconded: Mayor Logan Howlett

That the submission to the Productivity Commission be noted.

RESOLUTION 23.1/2020

CARRIED

6.5 Submission to Joint Select Committee on Road Safety (05-009-03-0050 MS)
--

By Mal Shervill, Policy Officer Road Safety

WALGA RECOMMENDATION

That the submission to the Joint Select Committee on Road Safety be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	No Meeting Held
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

GOLDFIELDS ESPERANCE COUNTRY ZONE

GVROC support the WALGA recommendations in principle noting the WALGA submission has already gone to the Joint Select Committee on Road Safety. However, GVROC will make a separate recommendation to the WALGA Infrastructure Policy Team noting:

- In regard to point 2 – GVROC do not support any move to reduce the speed limit on open roads with regional areas and would strongly argue against this change.
- Reopening rail lines to remove congested truck traffic off the roads, clearing of vegetation on road verges to a reasonable site distance, compulsory illumination of headlights are a number of ways in which traffic incidents could be reduced and need to be considered for future submissions/inquiries.
- Consideration needed on age and/or driving experience, with consideration on restrictions to purchase high powered vehicles that can travel at least twice the maximum speed limit and have the torque to reach the high speed at a very quick rate.
- Better driver education is needed, starting in schools and taking a proactive education stance to driver training.
- Also need to acknowledge the requirement for education of our Emergency Service operators, especially when dealing with motorists in accident situations and the risks involved.

CENTRAL METROPOLITAN ZONE

That WALGA ensure that any future representations on Road Safety incorporate the importance of speed reform in urban Australia to meet the needs of current and future Australians, based on national and international evidence regarding safety, amenity, illness prevention and sustainability.

SECRETARIAT COMMENT

The submission highlights that the Association does not support a blanket reduction in the speed limit on open roads in regional areas. This position was reinforced by WALGA State Council again in September 2019: RESOLUTION 99.6/2019 WALGA opposes the blanket reduction in speed limits and confirms the existing policy position supporting retention of WA's default open road speed limit at 110kms per hour.



Many Local Governments have and continue to actively seek support for targeted reduction in speed limits particularly in town centres and other activity areas. This is highlighted in Recommendation 7.

The inadequate safety performance of roads and roadsides, including roadside hazards is highlighted in the submission, with a call to quantify this through a “star” rating of Local Government roads and requests for funding to improve the safety performance of roads.

Research has demonstrated that daytime running lights are an effective measure to reduce road crashes only in areas with low ambient light, and so is likely to have a marginal impact in Western Australia. Research evidence does not support age and driving experience restrictions on vehicles with a high power to weight ratio as being an effective countermeasure for road trauma.

WALGA RoadWise actively supports and works with the SEDERA program, that works through the education system to provide driver training. The Association supports a graduated driver training and licencing system, including minimum requirements for supervised driving. This has been shown to reduce the over-representation of young people in serious and fatal road crashes.

Moved: President Cr Anthony Dean
Seconded: Mayor Logan Howlett

That the submission to the Joint Select Committee on Road Safety be noted.

RESOLUTION 24.1/2020

CARRIED

6.6 WALGA Submission on Native Vegetation in Western Australia Issues Paper

By Garry Middle, Environment Policy Advisor

WALGA RECOMMENDATION

That the WALGA submission on the Native Vegetation in Western Australia Issues Paper be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	No Meeting Held
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

NORTH METROPOLITAN ZONE

That the North Metropolitan Zone notes WALGA's submission on the Native Vegetation in Western Australia Issues Paper, but expresses general concerns in the lack of engagement in formulating the submission and also concerns with a number of the concepts proposed.

GOLDFIELDS ESPERANCE COUNTRY ZONE

GVROC support the recommendation in principle but advise WALGA to note that Local Governments need to have greater flexibility in terms of roadside vegetation clearing for road safety.

SECRETARIAT COMMENT

To facilitate sector engagement on the Issues Paper, WALGA:

- alerted the sector of its release in November 2019 via an article and InfoPage in WALGA newsletters, by direct email to key contacts and on the WALGA website
- promoted and attended DWER briefing sessions held throughout late 2019 and January 2020 in metropolitan and regional locations across the State,
- Successfully advocated to DWER for additional consultation session, and
- provided a draft submission for comment to the sector and directly to CEOs via email correspondence from the WALGA CEO on 16 December 2019, for feedback by 13 January 2020.

Comments were received from 13 Local Governments: The Cities of Armadale, Belmont, Canning, Gosnells, Greater Geraldton, Joondalup, Perth, Rockingham, the Shires of Augusta Margaret River, Dardanup, Gingin, Serpentine Jarrahdale and the Town of Mosman Park. All comments were broadly supportive of WALGA's draft submission.

Note that subsequent to the agenda item being prepared, the City of Joondalup requested their submission be withdrawn.



The Environment Policy Team met and endorsed the revised draft submission subject to minor changes on 22 January.

Moved: President Cr Anthony Dean
Seconded: Mayor Logan Howlett

That the WALGA submission on the Native Vegetation in Western Australia Issues Paper be noted.

RESOLUTION 25.1/2020

CARRIED

6.7 Proposed Amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015* for Container Deposit Scheme Infrastructure (05-036-03-0064 VJ)

By Vanessa Jackson, Policy Manager Planning and Improvement

Cr Ronnie Fleay declared an interest and left the meeting at 6:10pm.

WALGA RECOMMENDATION

That the submission on the proposed amendments to the *Planning and Development (Local Planning Scheme) Regulations 2015*, to exempt certain types of Container Deposit Infrastructure, be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	No Meeting Held
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

GOLDFIELDS ESPERANCE COUNTRY ZONE

GVROC support recommendation in principle, but WALGA to note that the changes need to work locally and there is a need for more local content.

SECRETARIAT COMMENT

Agree with the GVROC comments and Association officers have raised this issue with DWER and DPLH officers. The use of deemed provisions as a State Wide exemption for certain types of CDS infrastructure is a blunt mechanism which will override local planning controls, hence why the blanket state wide approach is not supported.

Moved: Mayor Ruth Butterfield
Seconded: Cr Julie Brown

That the submission on the proposed amendments to the *Planning and Development (Local Planning Scheme) Regulations 2015*, to exempt certain types of Container Deposit Infrastructure, be noted.

RESOLUTION 26.1/2020

CARRIED

Cr Ronnie Fleay return to the meeting at 6:11pm.

6.8 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)
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By Rebecca Brown, Manager Waste and Recycling

WALGA RECOMMENDATION

That the resolutions of the Municipal Waste Advisory Council at its 11 December 2019 meeting be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	No Meeting Held
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

SOUTH METROPOLITAN ZONE

That WALGA make further information on the membership of the Waste Authority FOGO Reference Group available at the March State Council meeting. In particular, whether the Reference Group includes Council Members, and representatives of Local Governments that do not currently have FOGO.

SECRETARIAT COMMENT

The FOGO Reference Group includes representatives from the following organisations:

- City of Wanneroo
- City of Rockingham
- City of Melville
- City of Vincent
- Town of Bassendean
- Eastern Metropolitan Regional Council
- Mindarie Regional Council
- Southern Metropolitan Regional Council
- Western Metropolitan Regional Council
- WALGA
- Waste and Recycling Industry Association WA
- Australian Organics Recycling Association (WA)
- Richgro Garden Products
- Department of Water and Environmental Regulation – both Policy and licencing areas
- Department of Planning, Lands and Heritage

When the Group was established, WALGA had only a short time to respond. So the Officers nominated were part of the Officers Advisory Group. Currently City of Wanneroo, City of Rockingham, City of Vincent and Town of Bassendean have yet to implement FOGO. Although some are progressing its implementation. One Local Government who is currently not progressing

the introduction of FOGO was approached to be part of the Group. However, as they are not progressing FOGO they considered it was not appropriate for them to attend. WALGA intends to undertake an Expression of Interest for other Local Governments to be part of the Group.

There is a FOGO Forum to update the entire sector on the progress on Friday 27 March (10am – 3pm) at Prime House, 8 Davidson Terrace, Joondalup. Topics to be discussed include:

- Markets – actions to ensure robust markets for FOGO derived products.
- Processing – actions to ensure appropriate FOGO processing capacity is available to match demand.
- Local Government services, education and engagement – provision of better practice FOGO services by Local Governments; engagement and education actions to support correct recycling and disposal behaviours by households.

To attend the event email fogo.rollout@dwer.wa.gov.au by Friday 6 March 2020.

GOLDFIELDS ESPERANCE COUNTRY ZONE

GVROC note Information and advise WALGA that it will at its next meeting on 20 March consider this matter further and write to WALGA and the Municipal Waste Advisory Council advising of its position.

Moved: President Cr Anthony Dean
Seconded: Mayor Logan Howlett

That the resolutions of the Municipal Waste Advisory Council at its 11 December 2019 meeting be noted.

RESOLUTION 27.1/2020

CARRIED

6.9 2019 Annual General Meeting Status Update (01-003-02-0003 TL)

By Tim Lane, Manager Strategy and Association Governance

WALGA RECOMMENDATION

That the update relating to actions taken on 2019 Annual General Meeting resolutions be noted.

Avon Midland Country Zone	WALGA recommendation noted
Central Country Zone	WALGA recommendation noted
Central Metropolitan Zone	WALGA recommendation noted
East Metropolitan Zone	WALGA recommendation noted
Gascoyne Zone	WALGA recommendation noted
Goldfields Esperance Country Zone	WALGA recommendation noted
Great Eastern Country Zone	WALGA recommendation noted
Great Southern Country Zone	WALGA recommendation noted
Kimberley Zone	WALGA recommendation noted
Murchison Country Zone	No Meeting Held
North Metropolitan Zone	WALGA recommendation noted
Northern Country Zone	WALGA recommendation noted
Peel Zone	WALGA recommendation noted
Pilbara Zone	WALGA recommendation noted
South East Metropolitan Zone	WALGA recommendation noted
South Metropolitan Zone	WALGA recommendation noted
South West Country Zone	WALGA recommendation noted

Moved: President Cr Anthony Dean
Seconded: Mayor Logan Howlett

That the update relating to actions taken on 2019 Annual General Meeting resolutions be noted.

RESOLUTION 28.1/2020

CARRIED

7. ORGANISATIONAL REPORTS

7.1 Key Activity Reports

7.1.1 Report on Key Activities, Environment and Waste (01-006-03-0017 MJB)

Moved: Cr Chris Mitchell
Seconded: Cr Catherine Ehrhardt

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

RESOLUTION 29.1/2020

CARRIED

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

Moved: Cr Chris Mitchell
Seconded: Cr Catherine Ehrhardt

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

RESOLUTION 30.1/2020

CARRIED

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

Moved: Cr Chris Mitchell
Seconded: Cr Catherine Ehrhardt

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

RESOLUTION 31.1/2020

CARRIED

7.1.4 Report on Key Activities, People and Place (01-006-03-0014 JB)

Moved: Cr Chris Mitchell
Seconded: Cr Catherine Ehrhardt

That the Key Activities Report from the People and Place Unit to March 2020 State Council meeting be noted.

RESOLUTION 32.1/2020

CARRIED

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

Moved: Cr Chris Mitchell
Seconded: Cr Catherine Ehrhardt

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

RESOLUTION 33.1/2020

CARRIED

7.3 President's Report

Moved: Mayor Mark Irwin
Seconded: Cr Chris Mitchell

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

RESOLUTION 34.1/2020

CARRIED

7.3.1 Thanks from the President

President Mayor Tracey Roberts expressed her sincere thanks to Cr Lynne Craigie for her support and encouragement over the years they have worked together as President and Deputy President of the Association.

Mayor Roberts paid tribute to Cr Craigie and wished her the best for all her future endeavours.

7.4 CEO's Report

Moved: President Cr Stephen Strange
Seconded: Cr Chris Mitchell

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

RESOLUTION 35.1/2020

CARRIED

*Cr Charmonix Terblanche left the meeting at 6:45 and did not return.
President Cr Karen Chappel left the meeting at 6:45pm and returned at 6:47pm.*

7.5 Ex-Officio Reports

Cr Catherine Ehrhardt left the meeting at 6:48pm and returned at 6:50pm.

7.5.1 LG Professionals Report

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

7.5.2 City of Perth Report

Mr Andrew Hammond, Chair Commissioner, City of Perth was an apology for this meeting.

8. ADDITIONAL ZONE RESOLUTIONS

Federal Government Drought Communities Program

Moved: President Cr Stephen Strange
Seconded: Cr Chris Mitchell

That State Council endorse the recommendation from the Great Eastern Country Zone relating to the Federal Government Drought Communities Program.

- **That the Great Eastern Country Zone requests WALGA, in consultation with ALGA, to liaise with the WA State Government Ministers for Water, Agriculture and Environment to provide a coordinated holistic response in respect to the ongoing drying climate issues and access to the Drought Communities Funding Program.**

RESOLUTION 36.1/2020

CARRIED

Cr Fleay declared and interest in the following item and left the room at 6:50pm.

Moved Cr Jenna Ledgerwood
Seconded Mayor Carol Adams

That the Central Metropolitan Zone recommendations relating to reporting on SAT and DAP decisions and the item on Development Approvals be referred to the appropriate Policy area for consideration and action.

Reporting on SAT and DAP decisions

That WALGA provide regular reports on State Administrative Tribunal decisions arising from planning appeals against Local Government or DAP decisions. The reports should provide a summary of the decisions with advice to councils on the implications of the decision for future planning applications.

Development Approvals

That WALGA request the State Government to introduce changes by Joint Development Assessment Panels (JDAP) to improve the process in relation to extension of development approvals and to strictly limit extensions at the expiration of the first approval to one extension, with a maximum of two year time frame.

RESOLUTION 37.1/2020

CARRIED

Cr Ronnie Fleay returned to the meeting at 6:53pm.

Moved: Mayor Carol Adams
Seconded: President Cr Cheryl Cowell

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

RESOLUTION 38.1/2020

CARRIED

SOUTH METROPOLITAN ZONE

Membership of Development Assessment Panel – People and Place

That WALGA make representations to the Department of Planning that all JDAP panel members should have the same briefings and access to the Department of Planning Director General and staff.

NORTHERN COUNTRY ZONE

Drought Funding – Environment and Waste

That the Northern Country Zone of WALGA endorses WALGA's advocacy on behalf of Local Government around eligibility criteria for the drought funding program.

CENTRAL COUNTRY ZONE

Drought Communities Program –Environment and Waste

That the Central Country Zone request the State Councillor, Cr Blight, to raise the issue of the criteria for the funding allocation, under the Drought Communities Programme as an emerging issue at the WALGA State Council Meeting on Wednesday 4 March 2020.

General Practitioner Services in Rural Areas – Governance and Organisation Services

That WALGA be requested to investigate tendering issues around General Practitioner Services in Rural Areas with consideration given to including an exemption from tendering for such services under the *Local Government (Functions and General) Regulations 1996*.

GASCOYNE COUNTRY ZONE

State Aviation Strategy – Infrastructure

That:

1. the Zone note the update relating the State Aviation Strategy
2. Zone members consider making a submission to the Department of Transport and providing input to WALGA for the preparation of a sector submission
3. WALGA include in its submission:
 - a. future planning for the long term horizon of aviation including tourism, mining and other industries
 - b. interconnectedness between towns, with a particular emphasis on tourism
 - c. Broader aviation infrastructure needs including upgrade of airstrips for remote Western Australia to service RFDS and other needs.

Ningaloo Coast Regional Strategy – Environment and Waste

That WALGA advocate for the Department of Biodiversity, Conservation and Attractions (DBCA) to undertake economic impact studies on State Management Plans.

SOUTH WEST COUNTRY ZONE

Government Guarantee Loan Fees – Governance and Organisational Services

That the South West Zone:

1. notes its disappointment that the State Treasurer has no plan to review the rate charged for the State Government Guarantee Fee payable by Local Government Authorities for loans outstanding with the Western Australian Treasury Corporation

2. requests that WALGA raises this matter with the Treasurer to further advocate for a removal of the fee due to the financial burden the increase in the State Government Guarantee Fee has on the community
3. WALGA be approached to formulate a research paper on the introduction and continuation of the State Government Guarantee Fee.

SW Access & Inclusion Alliance – People and Place

That the South West Zone:

1. decline the proposal for a commercially facilitated SW Access & Inclusion Alliance
2. thank Mr Aldridge for his efforts in submitting the proposal to the Zone
3. request that WALGA approach the Disability Services Commission, National Disability Insurance Scheme and the South West Development Commission to explore the development of an informal SW Access & Inclusion Alliance.

Request to Main Roads WA to permanently rectify the recurrence of flushing/bleeding on the South Western Highway and the Donnybrook-Boyup Brook Road – Infrastructure

That the South West Zone of WALGA seeks WALGA's support in taking an advocacy position to support the Shire of Donnybrook-Balingup request to Main Roads WA to permanently rectify the recurrence of Slushing/bleeding on the South Western Highway and the Donnybrook-Boyup Brook Road.

GREAT EASTERN COUNTRY ZONE

Landgate – Delays in Receiving Valuations – Governance and Organisational Services

That the Zone request WALGA to inquire with Landgate in respect to the delays in receiving interim valuations.

AVON-MIDLAND COUNTRY ZONE

Future Drought Fund and National Drought Response Resilience Plan – Environment and Waste

That the WA Local Government Association be requested to advocate to the Commonwealth and State Governments to fully explain the eligibility criteria for funding under the Drought Communities Program Extension and to adjust the eligibility criteria to ensure that the anomalies that have occurred to date do not occur in the future.

Avon-Midland Zone Status Report – Environment and Waste

That the WA Local Government Association Environment Policy Team be requested to establish a Working Group of key State and Local Government stakeholders to address the need to control the corella population in Western Australia.

The meeting indicated that it believed that the establishment of Regional Biodiversity Groups is not an appropriate response for the control of corellas as the impact of corellas is a State wide issue.

State Council Agendas – Government and Organisational Services

The Zone urged the WA Local Government Association to endeavour to have State Council Agendas out in time to be considered at Council meetings prior to Zone meetings. The Zone recommended that State Council Agendas be available to Councils by the last day of the month before Zone meetings.



9. MEETING ASSESSMENT

Cr Doug Thompson provided feedback as to the effectiveness of the meeting.

10. DATE OF NEXT MEETING

That the next meeting of the WALGA State Council be held at WALGA, on **Wednesday 6 May 2020**, at the City of Cockburn, commencing at 11am.

11. CLOSURE

There being no further business the Chair declared the meeting closed at 7:00pm.

