

ATTACHMENTS

BRIEFING SESSION AGENDA

16 FEBRUARY 2021

Attachment No. 1

105 Broadway, Bassendean

- Location Plan
- Development Application Plans
- Written Agreement for reciprocal parking arrangement
- Broadway
- Parking Management Plan

Attachment No. 2

32 (Lot 134) Bridson Street, Bassendean

- Submission
- Arboricultural Assessment

Attachment No. 3

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

Attachment No. 4

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

Attachment No. 5

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

Attachment No. 6

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

Attachment No. 7

Town of Bassendean Annual Report 2019/2020

Attachment No. 8

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

Attachment No. 9

Complaints Form

Attachment No. 10

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

Attachment No. 11

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

ATTACHMENT NO. 1

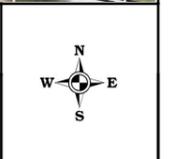



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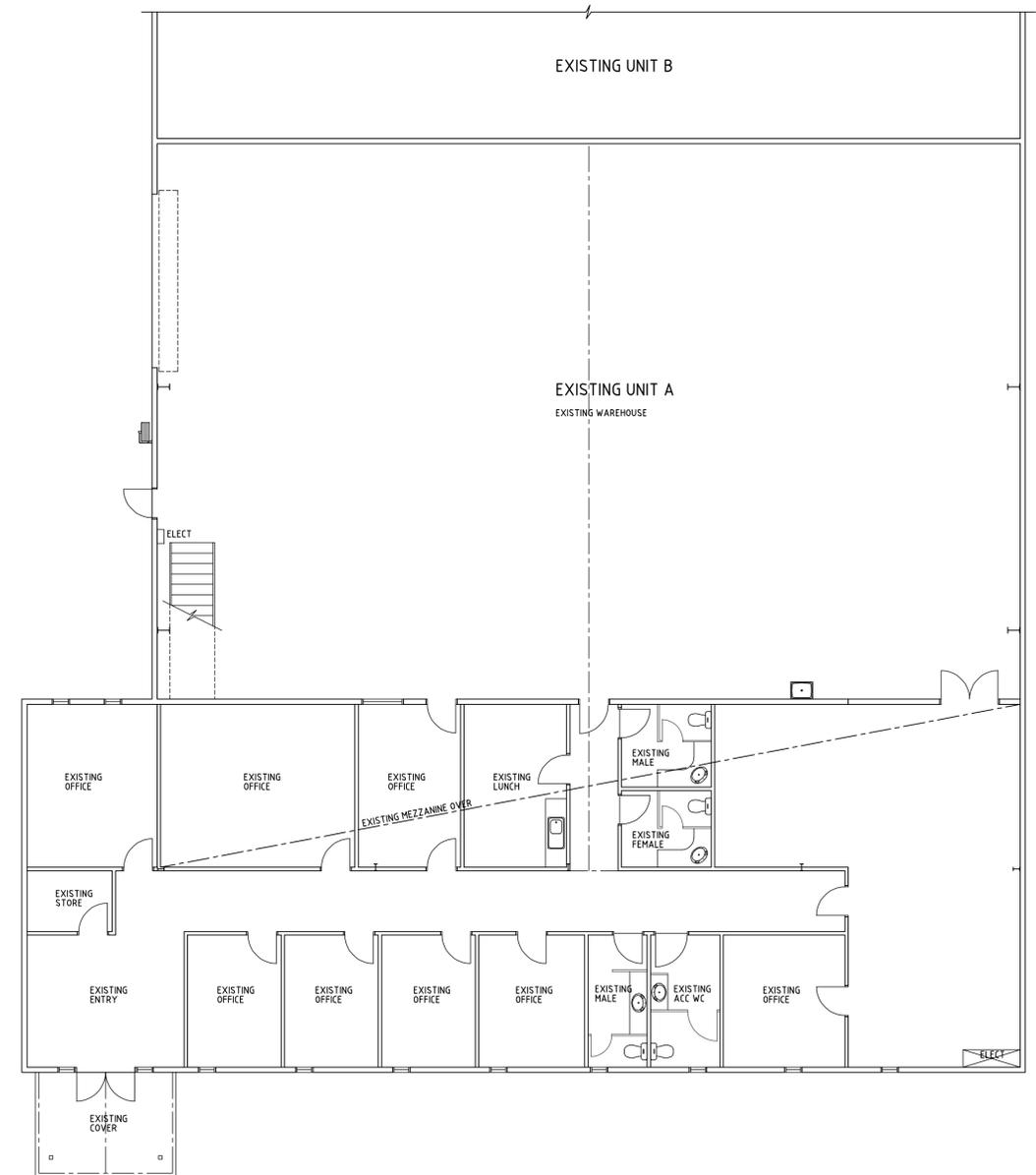
Location Plan

25/11/2020
 Scale: 1:1500





SITE PLAN
SCALE 1:200



EXISTING FLOOR PLAN
SCALE 1:100



B	ISSUED FOR PLANNING APPROVAL	14.07.2017
A	ISSUED FOR CLIENT APPROVAL AND CHECKING	11.07.2017
No.	REVISION	DATE
EXISTING WAREHOUSE CONVERSION TO PROPOSED NEW PLACE OF WORSHIP ON LOT 143 (UNIT A 105) BROADWAY, BASSENDEAN		SCALE: 1:100
		DATE: JULY 2017
SITE PLAN & EXISTING FLOOR PLAN		BASSENDEAN DWG
DWG No. A01 B		PRINT AT 'A1'

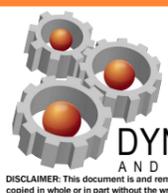


LANDSCAPING PLAN
LOT 143 (No. 105) BROADWAY
BASSENDAN

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SCALE: 1:500 @ A3
DATE: 1st OCTOBER 2020
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Pastor James Tin Kung
Perth Chin Baptist Church Inc
Unit 1 105 Broadway
BASSENDEAN WA 6054

Dear Pastor James

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

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

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

Kind Regards

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

Terry Hicks
Business Manager
11th August 2020

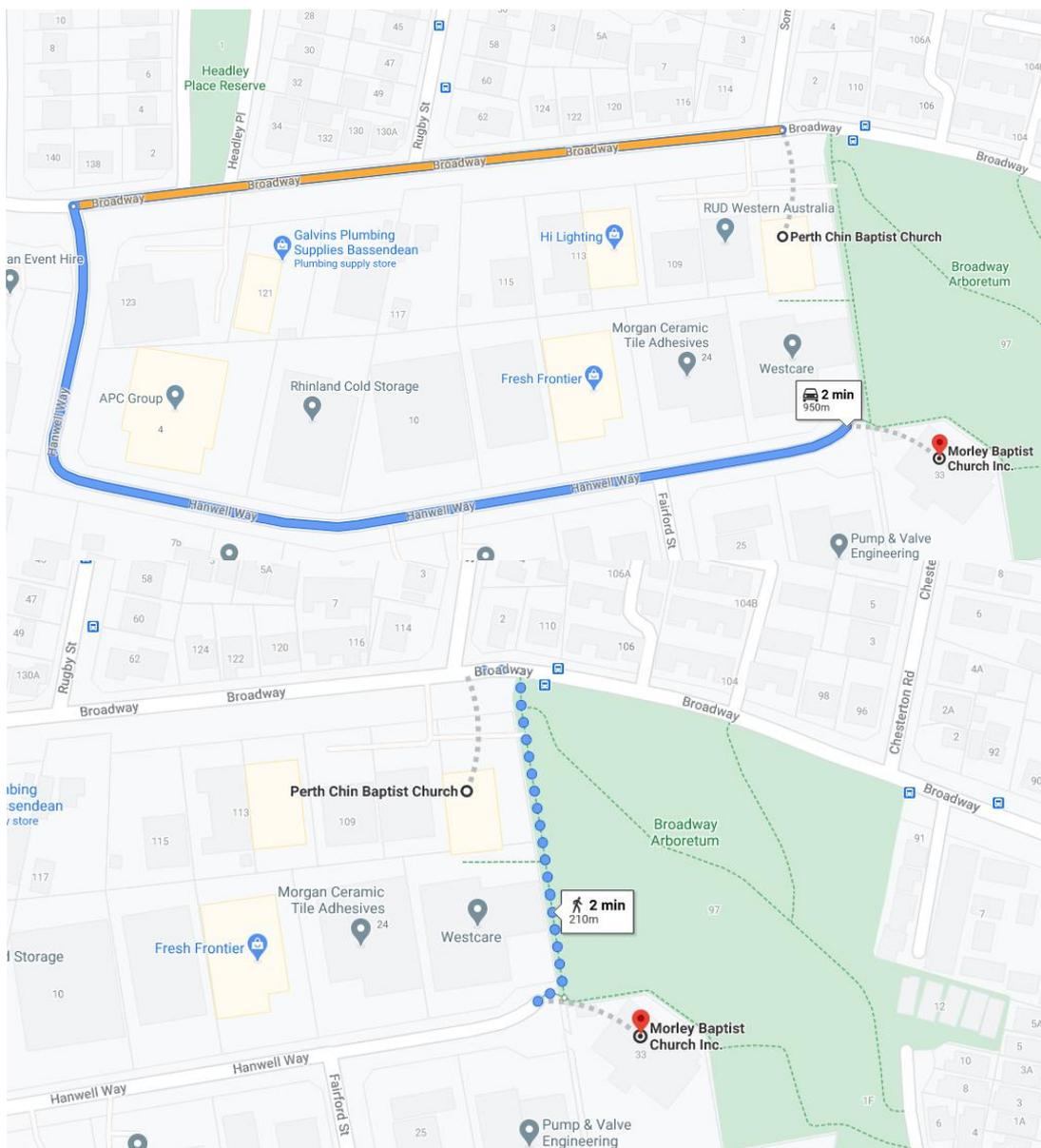
PERTH CHIN BAPTIST CHURCH **SUNDAY SERVICE PARKING MANAGEMENT PLAN**

To Patrons

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

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

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



Transport Impact Statement

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

CW1142500



Prepared for
Chin Baptist Church Inc

25 September 2020

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Document Information

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

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Effective Date 25/09/2020

Approved By:

Ray Cook
Business Leader – Traffic & Transport Planning

Date Approved 25/09/2020

Document History

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

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

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1 Introduction

1.1 Background

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

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

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

1.2 Existing Site Context

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

Figure 1-1 Aerial Image of Site



Source: Neapmap 2020

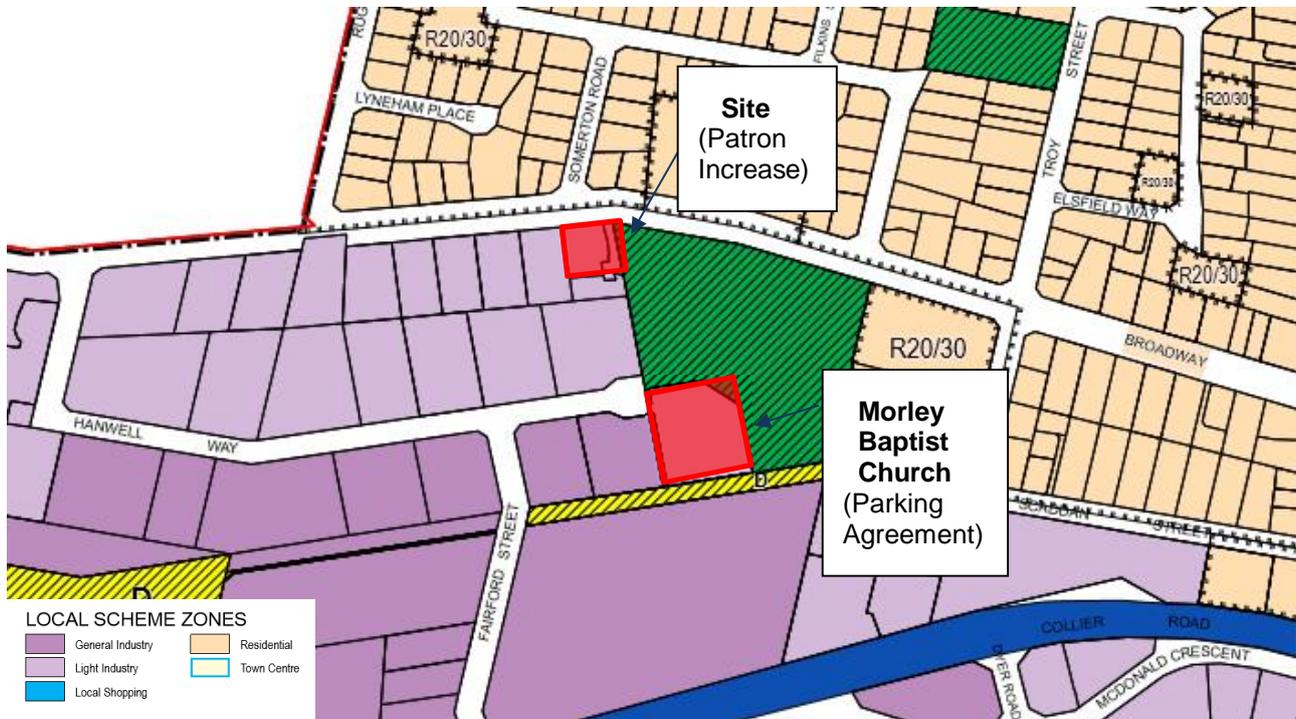
The Site (Chin Christian Church) was originally zoned ‘Light Industry’ under the *Town of Bassendean Local Planning Scheme No. 10* as shown below in **Figure 1-2**.

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

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

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

Figure 1-2 Town of Bassendean Zoning



Source: Town of Bassendean Local Planning Scheme No. 10

1.3 Surrounding Road Network

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

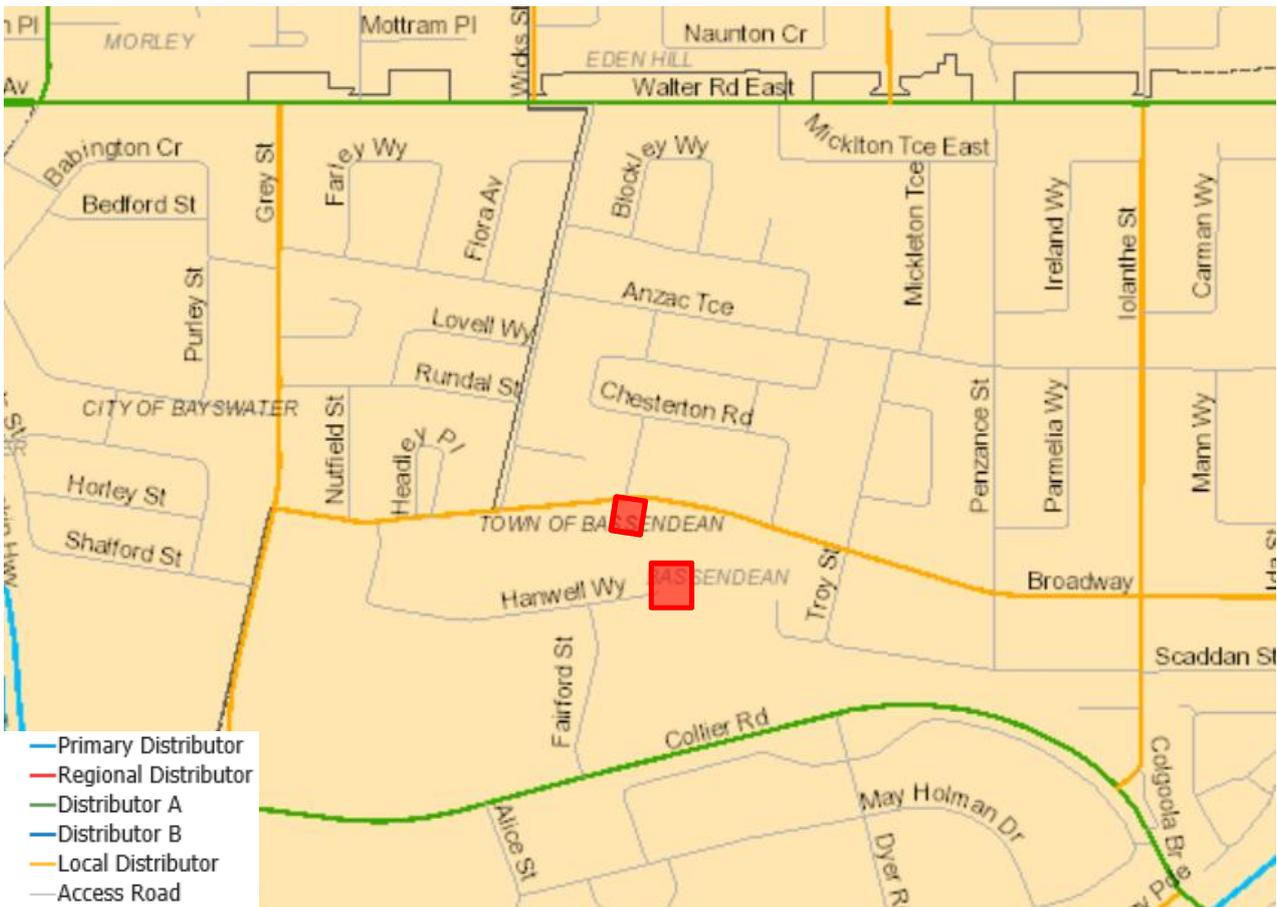
- > **Primary Distributors (light blue):** Form the regional and inter-regional grid of MRWA traffic routes and carry large volumes of fast-moving traffic. Some are strategic freight routes, and all are National or State Roads WA.
- > **Regional Distributors (red):** Roads that are not Primary Distributors,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

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

Table 1-1 Road Network Classification

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

Figure 1-3 Road Hierarchy



Source: Main Roads Road Information Mapping System

1.4 Traffic Volumes

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

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

Table 1-2 Daily Traffic Volumes

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

Source: Town of Bassendean

2 Public Transport Facilities

2.1 Existing Public Transport Facilities

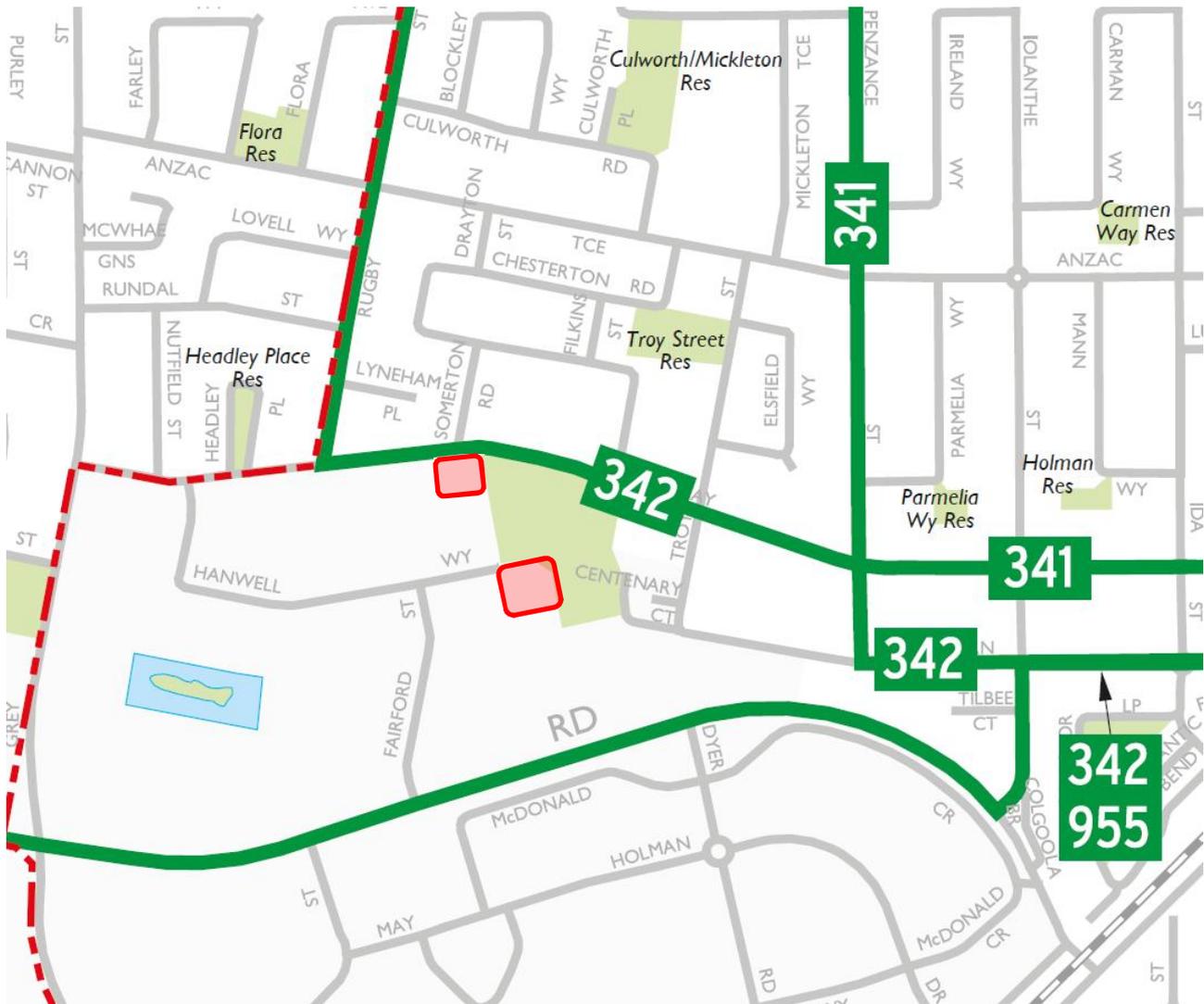
The nearest bus stops to the Site are located approximately 35m from the Site and 200m from Morley Baptist Church as shown below in **Figure 2-1**. Bus route 342 operates from these stops along Broadway, as shown in **Figure 2-1** and travels from Beechboro to Morley Bus Station. **Table 2-1** summarises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

Figure 2-1 Nearest Bus Stops



Source: Nearmap 2020

Figure 2-2 Existing Bus Routes



Source: Transperth Network Maps (2020)

Table 2-1 Public Transport Route and Frequency

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

2.2 Future Public Transport Facilities

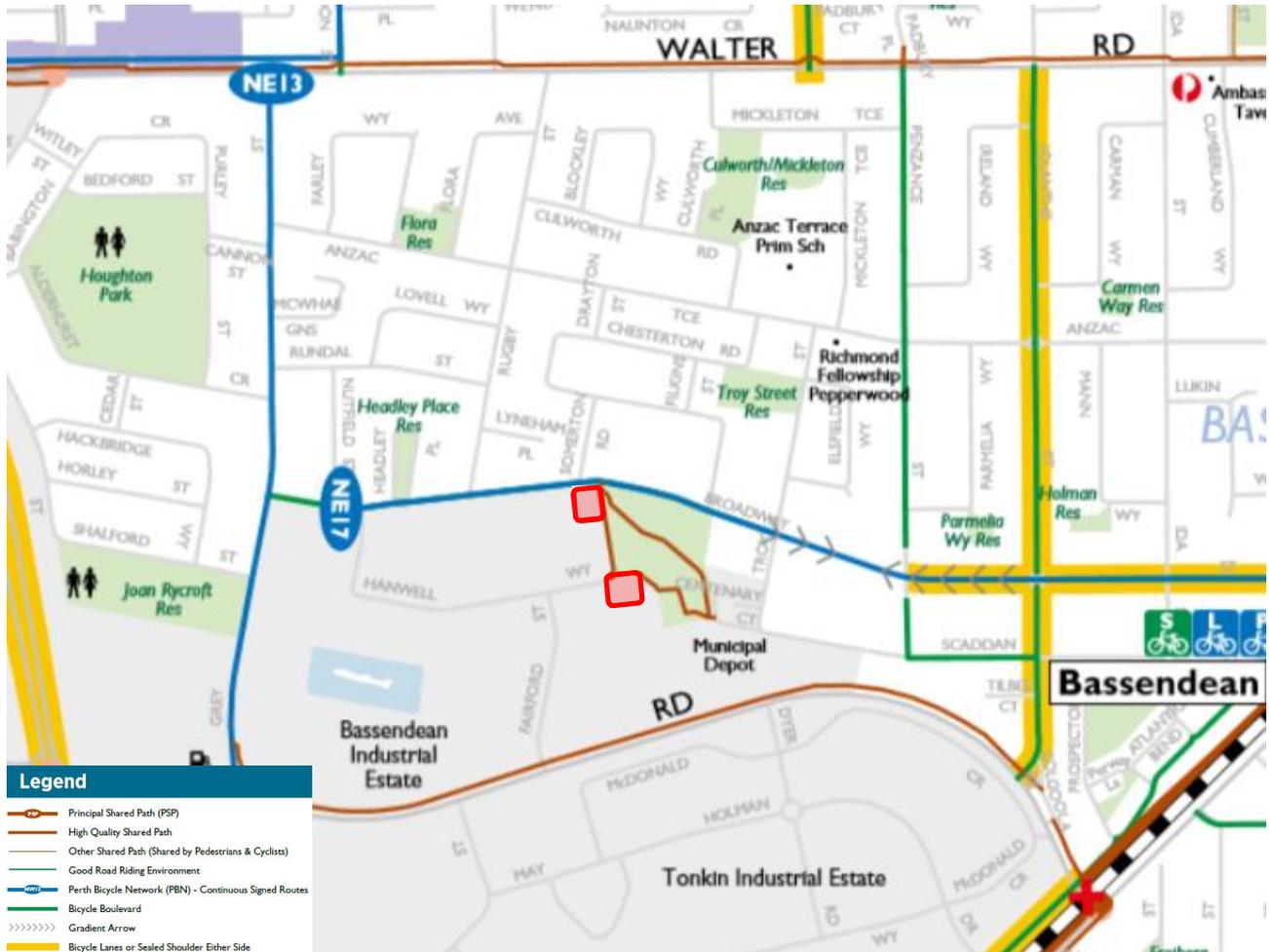
Cardno contacted the Public Transport Authority and understand there are no proposed changes to the network in this area.

3 Pedestrian/Cycle Network Facilities

3.1 Existing Pedestrian/Cycle Network Facilities

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

Figure 3-1 Pedestrian and Cycling Network



Source: Department of Transport Bicycle Network Maps

3.2 Future Pedestrian/Cycle Network Facilities

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

4 Proposed Development

4.1 Proposed Development

The proposal at the Site is for the following:

- > *Increase in on-site total capacity*

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

- > *Shared Parking Agreement with Morley Baptist Church*

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

4.2 Hours of Operation

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

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

Sunday Service hours at Morley Baptist Church are:

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

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

4.3 Traffic Generation

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

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

Table 4-1 Estimated Trip Generation

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

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

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

4.4 Traffic Distribution

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

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

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

4.5 Vehicle Access

No changes are proposed to vehicle access at the Site.

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

4.6 Pedestrian Access

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

No changes to pedestrian access to the site are proposed.

5 Parking

5.1 Parking Supply

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

Table 5-1 Existing Car Parking Provision and Requirements

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

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

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

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

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

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

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

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

5.2 Parking Management

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

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

5.3 Bicycle Parking Requirements

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

6 Summary

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

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

The following conclusions are evident about the proposal:

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

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

APPENDIX

A

WAPC CHECKLIST

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

ATTACHMENT NO. 2

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

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

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

20th October 2020

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



Dear Donna,

ARBORICULTURAL ASSESSMENT AT 32 BRIDSON STREET BASSENDEAN

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

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

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

Yours sincerely,

A handwritten signature in black ink, appearing to read 'BB', with a small horizontal line extending to the right.

Brad Bowden
Principal
Bowden Tree Consultancy®

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

1.0 Introduction

1.1 Scope of Report

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

1.3 Executive Summary

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

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

2.0 Site Investigation

2.1 Tree Location

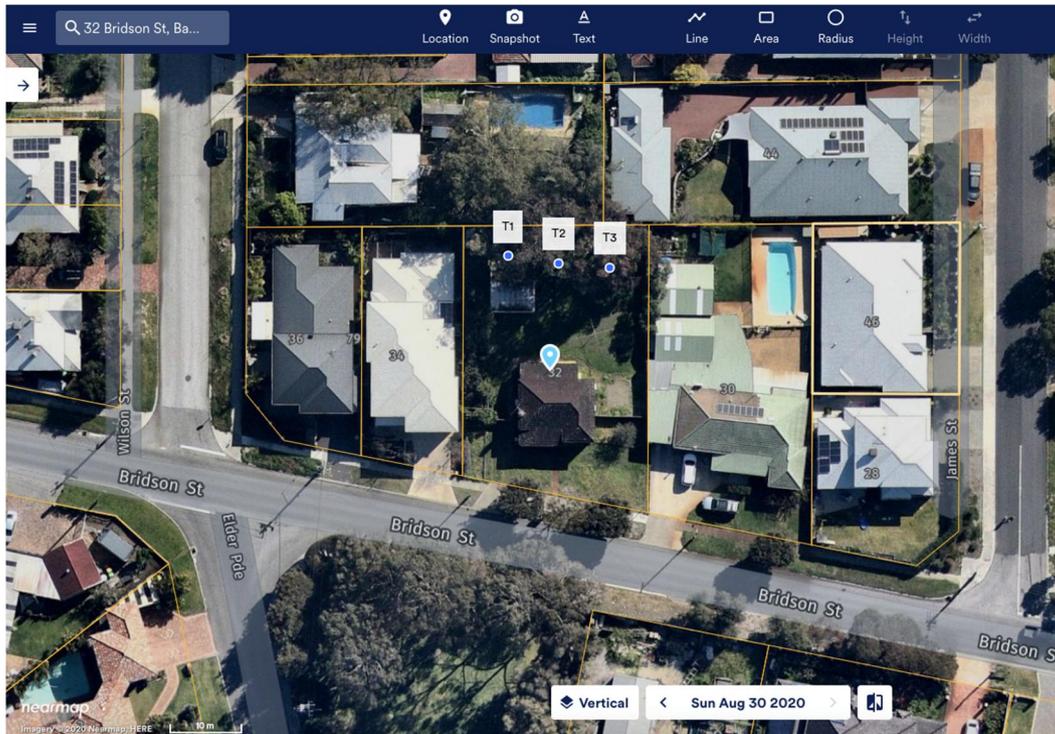


Figure 1. Aerial photo of site and location of the three red ironbark trees (T1, T2 & T3) within the residential property known as 32 Bridson Street, Bassendean.

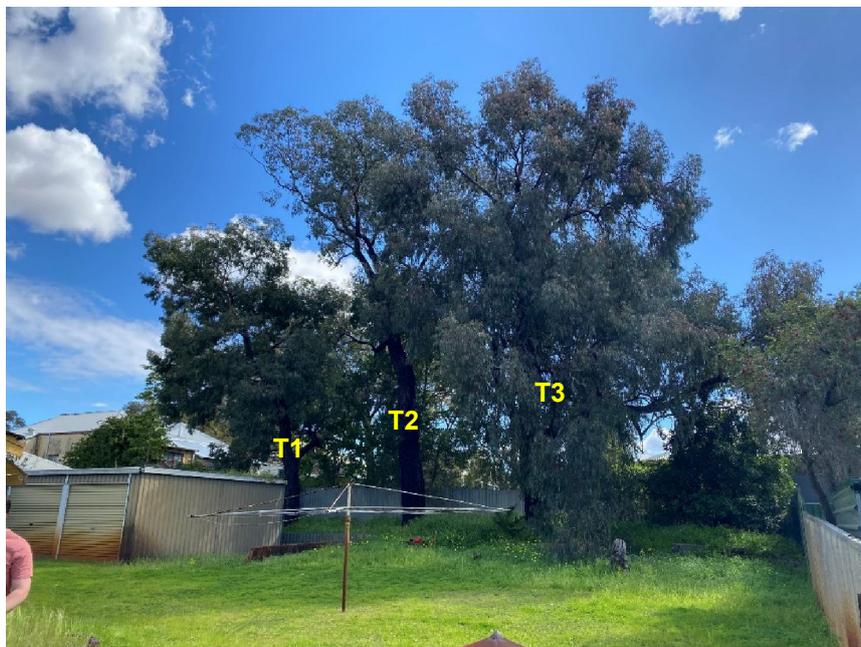


Figure 2. The three assessed trees (T1-3) were located adjacent to the north boundary fence of the property; looking towards the northwest.

2.2 Assessed Trees

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

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



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



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



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

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

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



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



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



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

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

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



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



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



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

2.3 Tree Valuation

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

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

Tree number one:

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

Amenity tree value: \$19,310

Tree number two:

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

Amenity tree value: \$44,474

Tree number three:

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

Amenity tree value: \$43,359

3.0 Discussion and Recommendations

3.1 Discussion

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

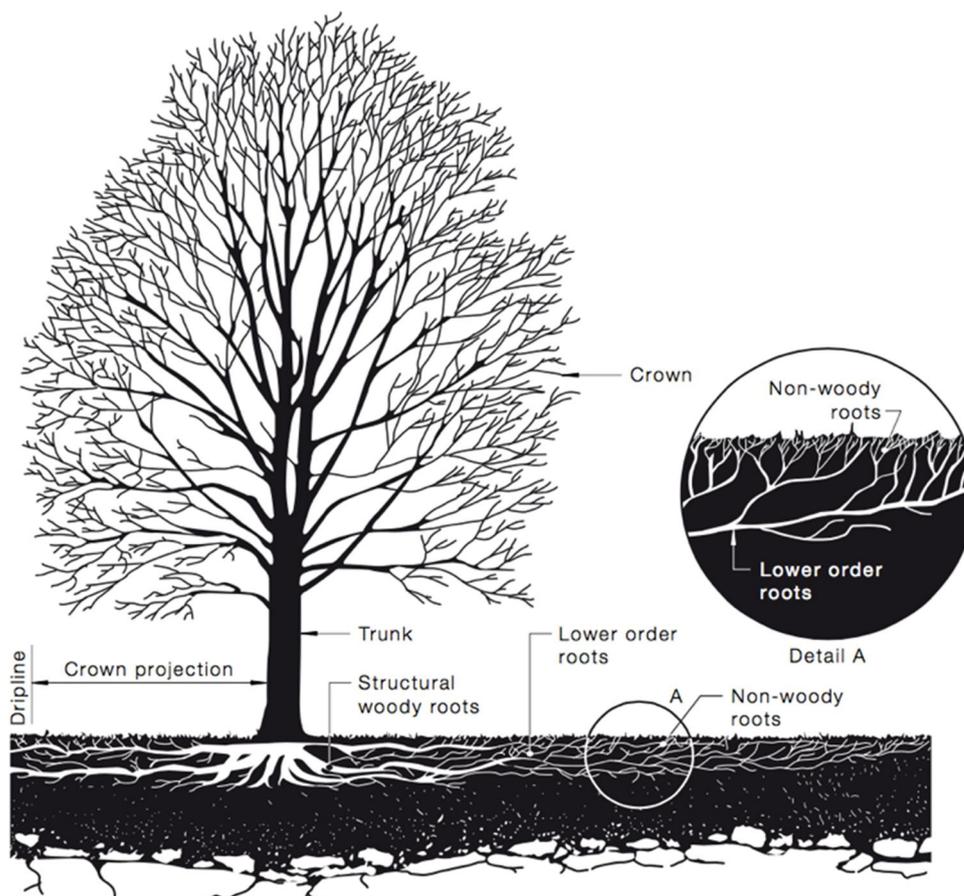


Figure 12. Typical tree structure above and below ground for cultivated urban trees with rootplate development predominantly lateral and close to the soil surface. Source: AS4970-2009: Protection of Trees on Development Sites.

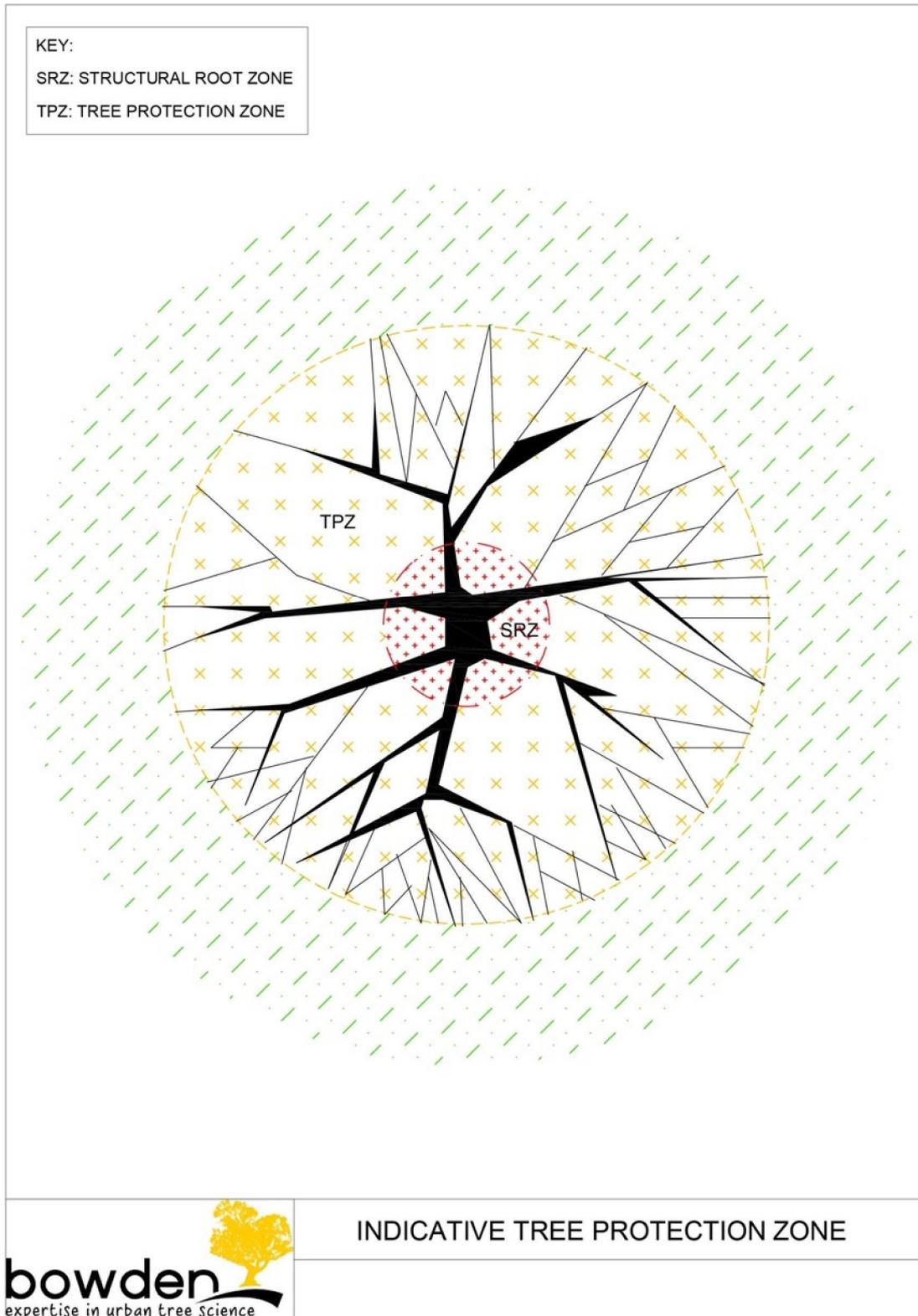


Figure 13. Plan view of tree protection zones that delineates the area of the large woody roots that are responsible for anchorage and tree stability (SRZ), and which taper into smaller diameter non-woody absorbing roots that take up water and nutrients. Beyond the TPZ periphery (green zone), preservation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

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

4.0 Appendix I

4.1 Arboricultural Terminology

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

4.14 Tree Structure and Health

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

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

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

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

5.0 Appendix II

5.1 Author Formal Qualifications

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

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

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

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

5.6 Additional Certifications

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

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

5.9 Limitation of Liability

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

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

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

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

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

5.15 Business Details

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

5.17 Literature Cited

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

ATTACHMENT NO. 3



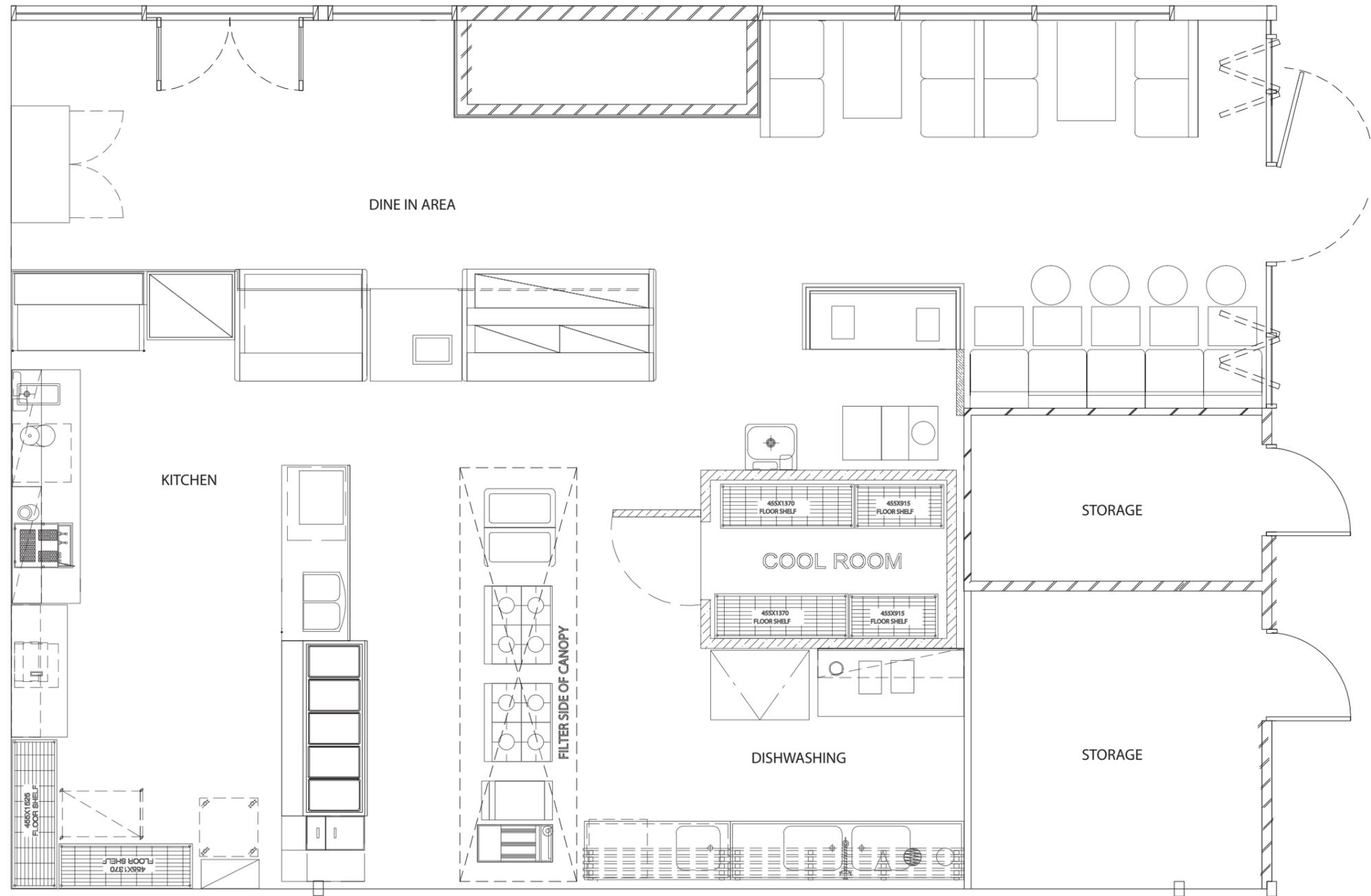
RP INTERIORS (AUST) PTY LTD
UNIT 5/A 135 GREAT EASTERN HIGHWAY,
BELMONT, 6104
PH: 08 9478 5100
MOB: 0418 920 314
BL : 100658
WEB: www.rpinteriors.com.au
EMAIL: info@rpinteriors.com.au

4 MATES BURGER BAR
PRELIMINARY DESIGN PACKAGE



LOCATION OF THE
BURGER BAR - T 23 A

 Address Unit 5, 135 Great Eastern Highway, Belmont, WA, 6104 TEL: 08 9478 5100	
61 OLD PERTH, ROAD BURGER BAR - LOCATION	
DATE 12 NOVEMBER 2020 SCALE A3 NTS	SHEET A00 REV 1
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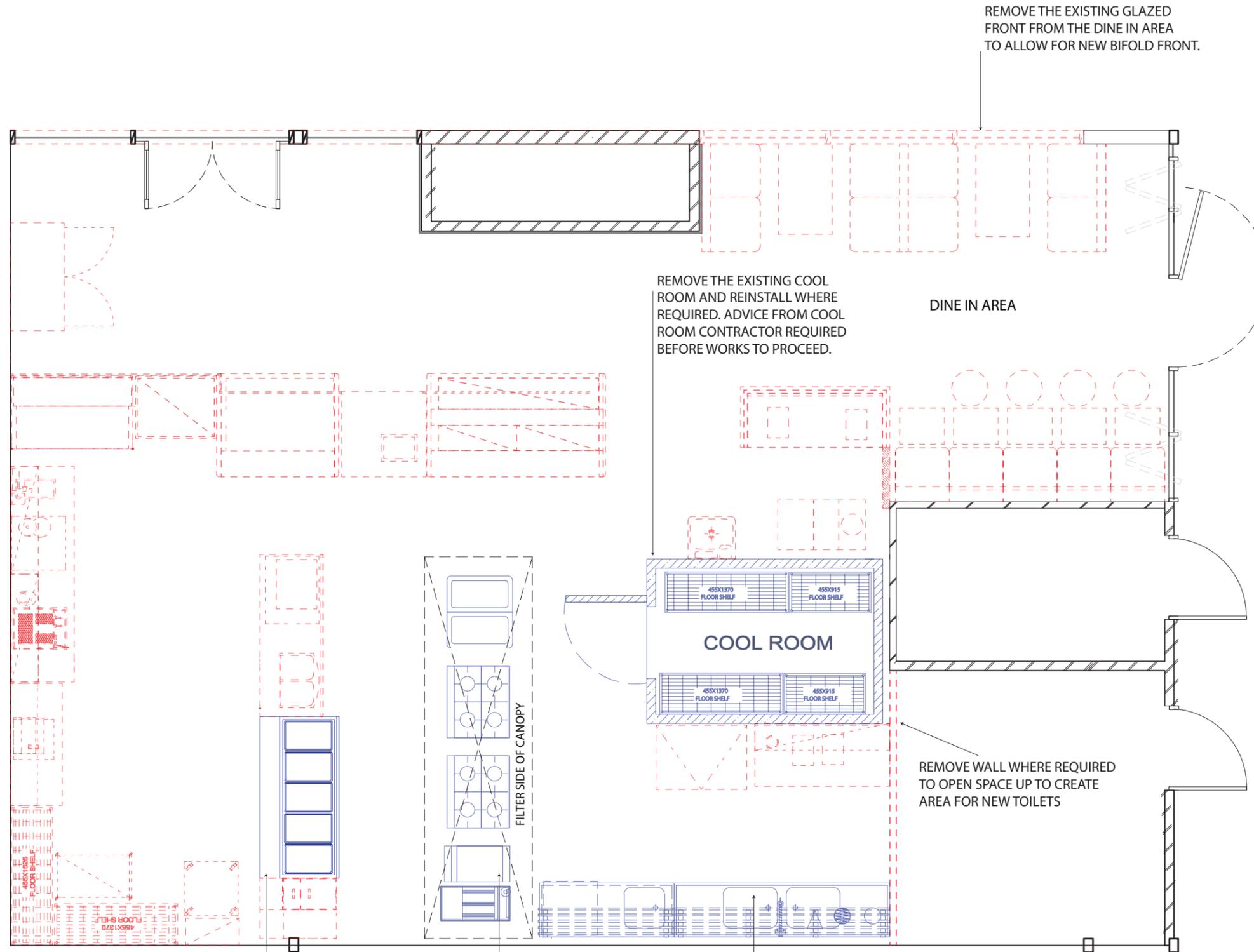
□ - EXISTING

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61 OLD PERTH, ROAD
 BURGER BAR - EXISTING PLAN

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FRIDGE TO BE REUSED
CLIENT TO ADVISE FUTURE
LOCATION.

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

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

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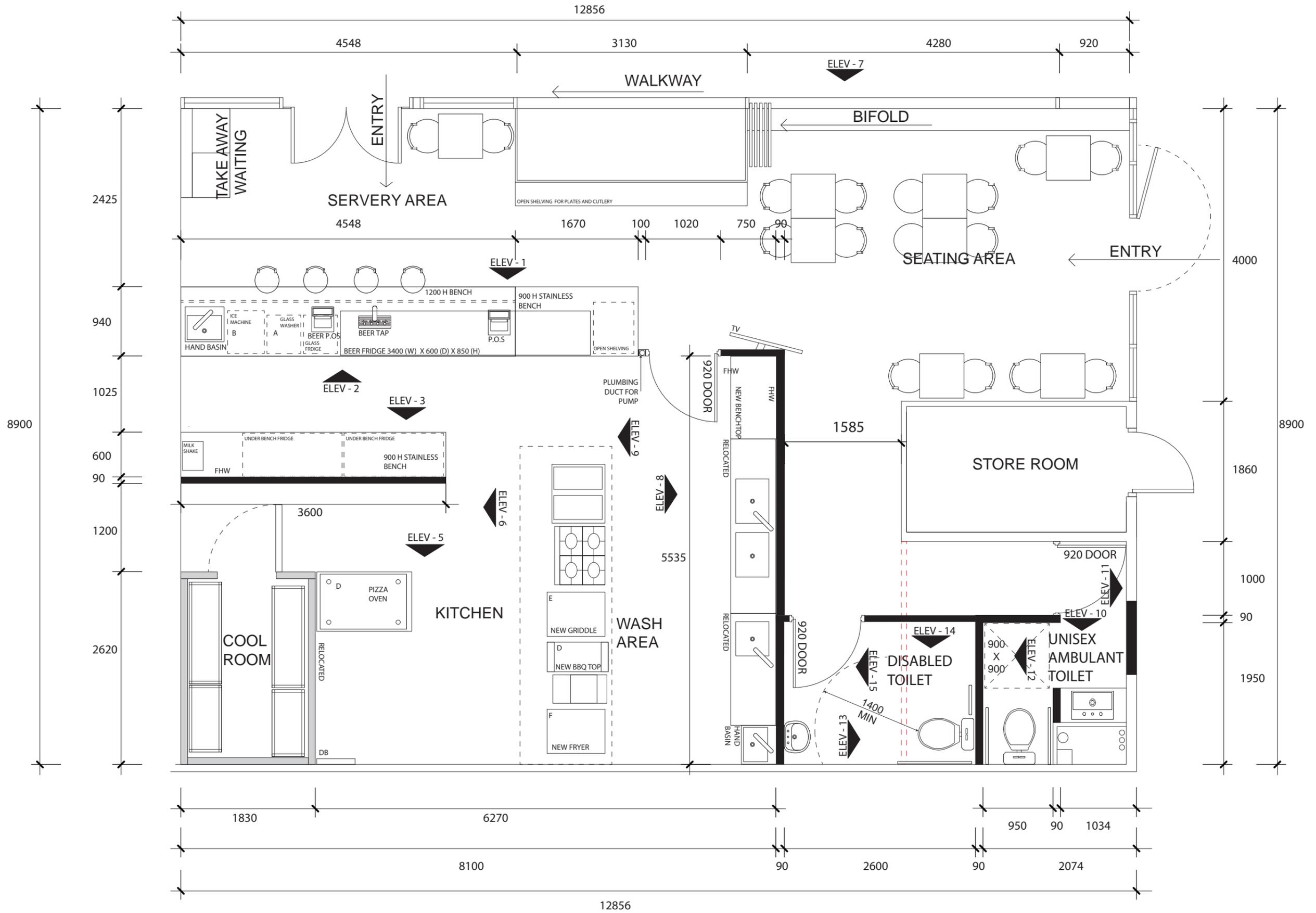
- EXISTING
- DEMOLISHED WALL
- REUSED ITEMS

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61 OLD PERTH, ROAD
BURGER BAR - DEMOLITION
PLAN

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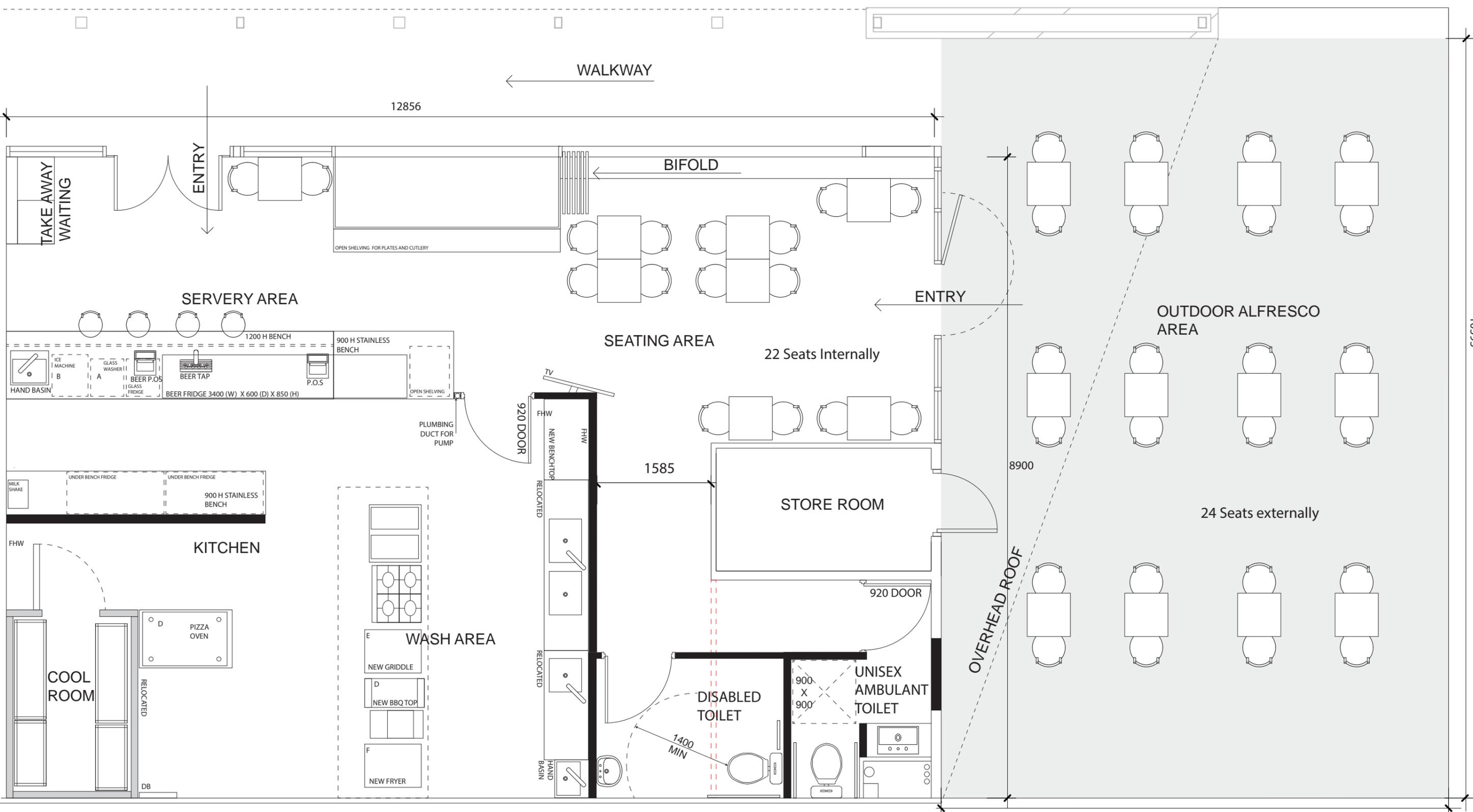
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- DEMOLISHED WALL
- FHW - FULL HEIGHT GYPROCK WALL
- ALFRESCO ZONED AREA

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61 OLD PERTH, ROAD
 BURGER BAR - GENERAL PLAN
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10595

7000

46 Total Seats

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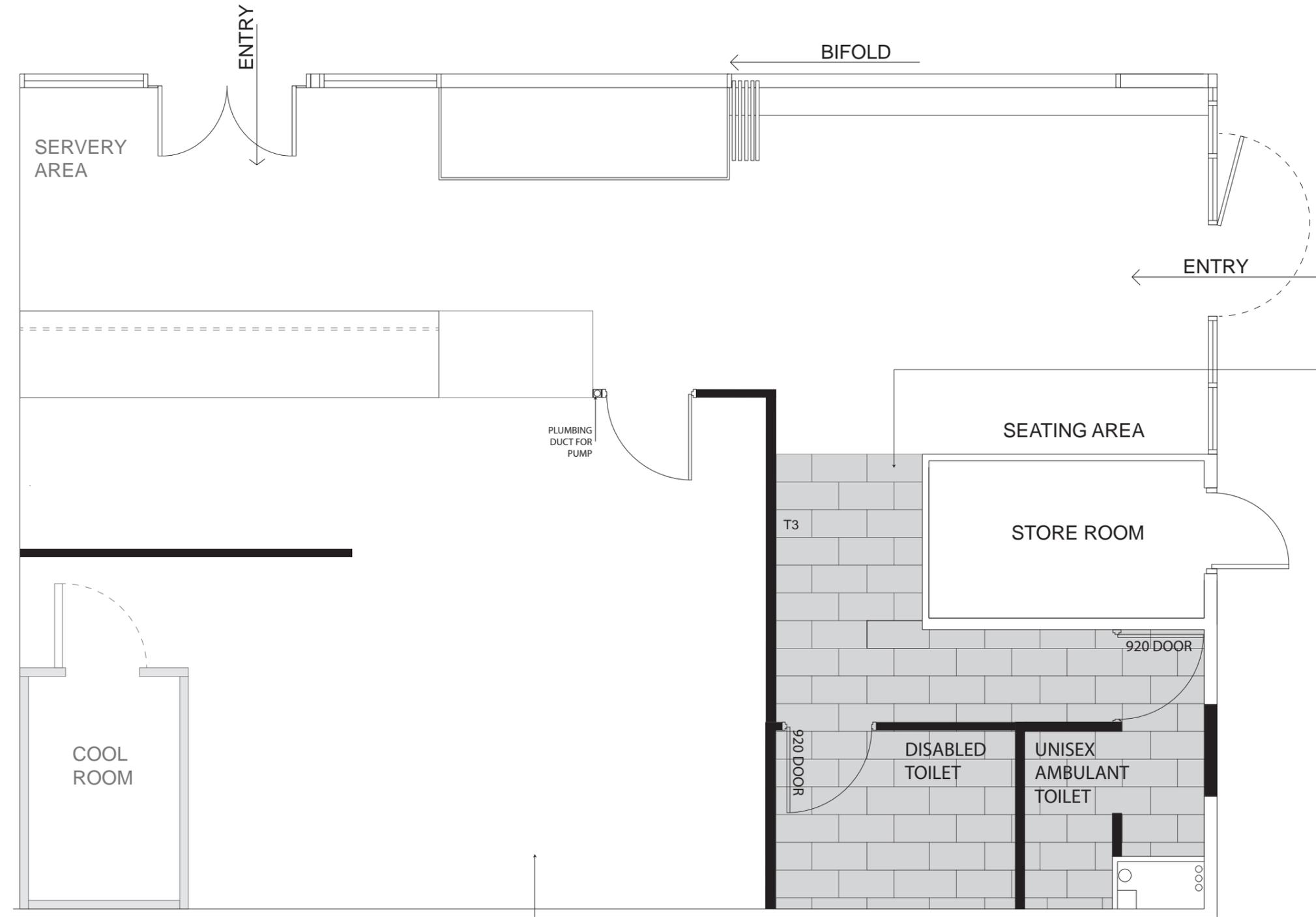
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- DEMOLISHED WALL
- FHW - FULL HEIGHT GYPROCK WALL
- ALFRESCO ZONED AREA

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 BURGER BAR - CONCEPT
 SEATING PLAN
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DATE 12 OCTOBER 2020	SHEET A04
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EXISTING TILING TO THE KITCHEN TO REMAIN.

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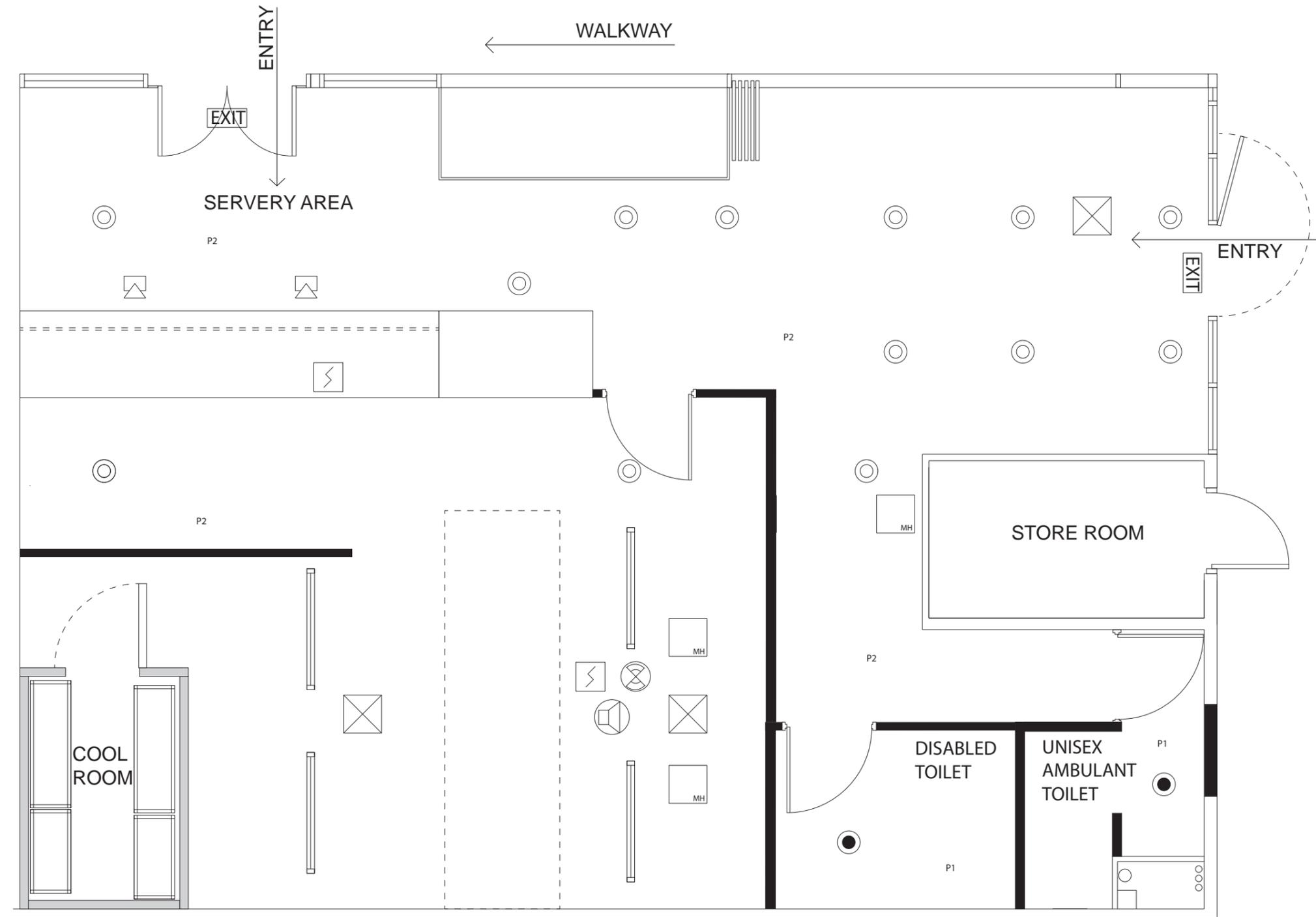
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61 OLD PERTH, ROAD
 BURGER BAR - FLOORING
 LAYOUT

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

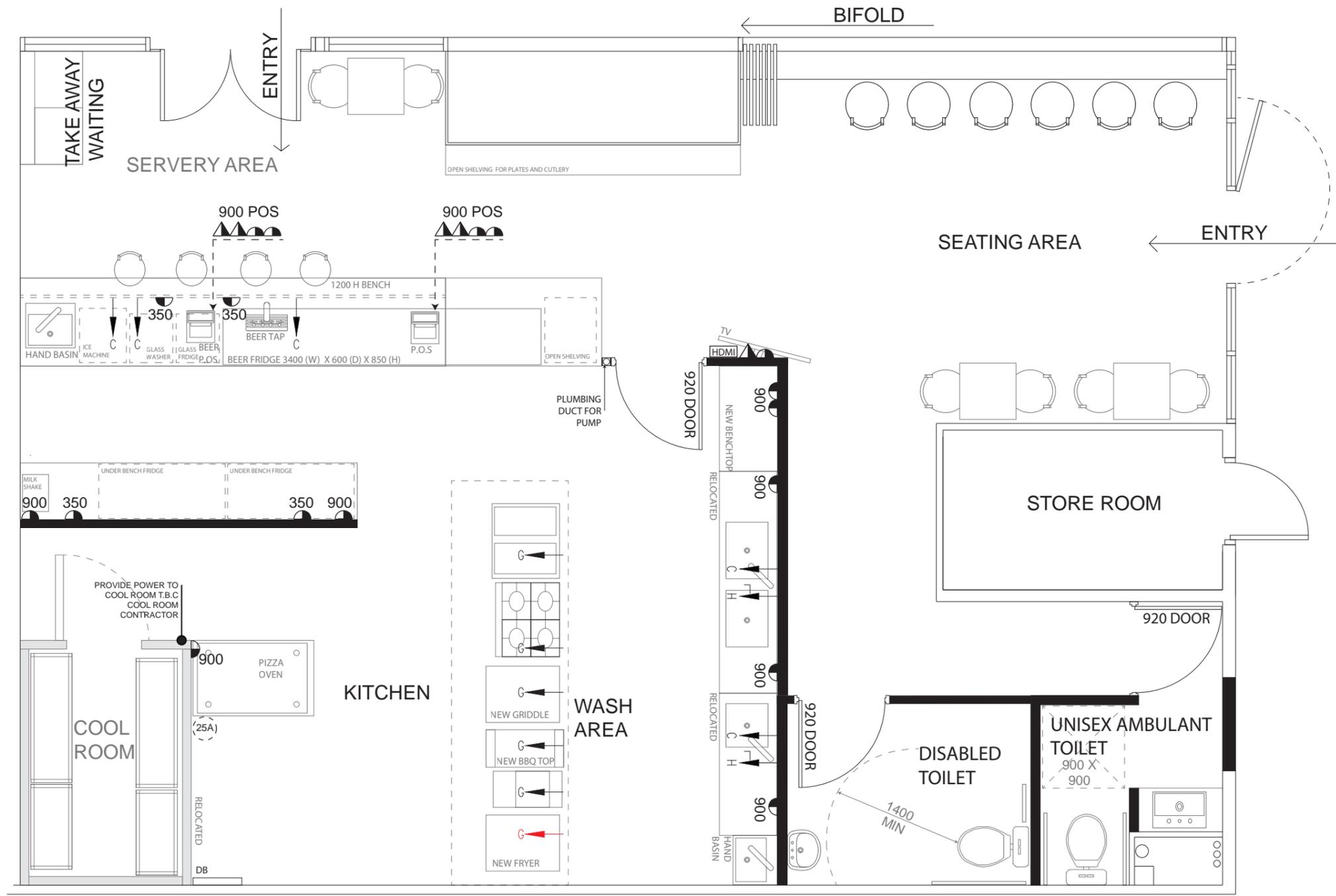
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 OF THE ITEMS NEED TO
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NOTE- THE CLIENT HAS OPTED TO USE A PUMP TO DRAIN THE FRONT COUNTER.

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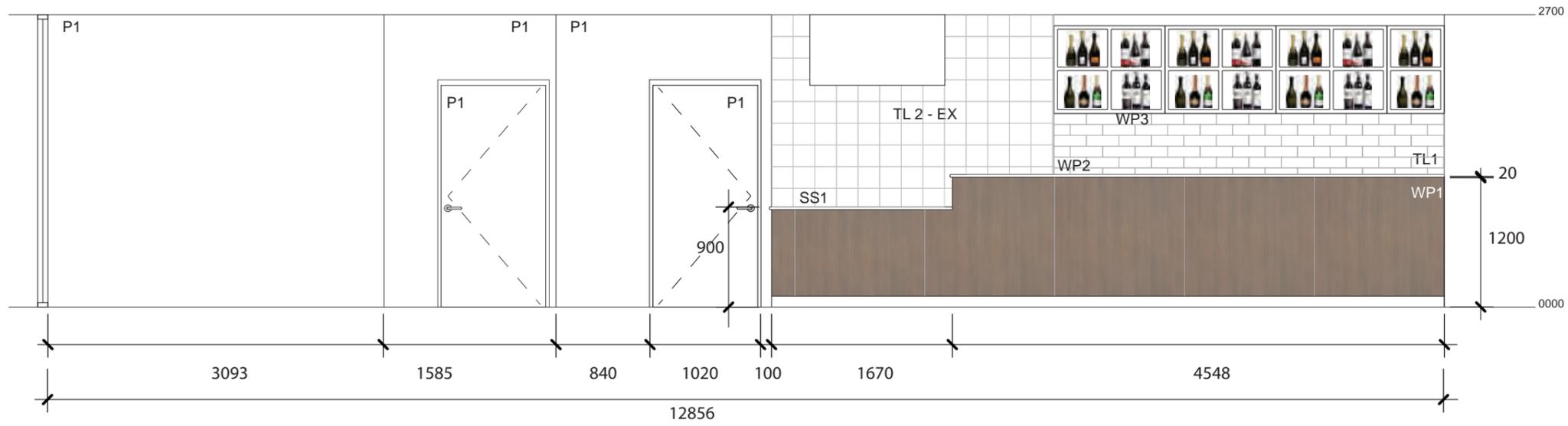
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- HANGING - 25 AMP
- NOMINATED HEIGHT ABOVE FLOOR LEVEL FOR POINT
- COLD AND HOT WATER FEED
- EXISTING GAS FEEDS TO BE REWORKED
- NEW GAS FEEDS

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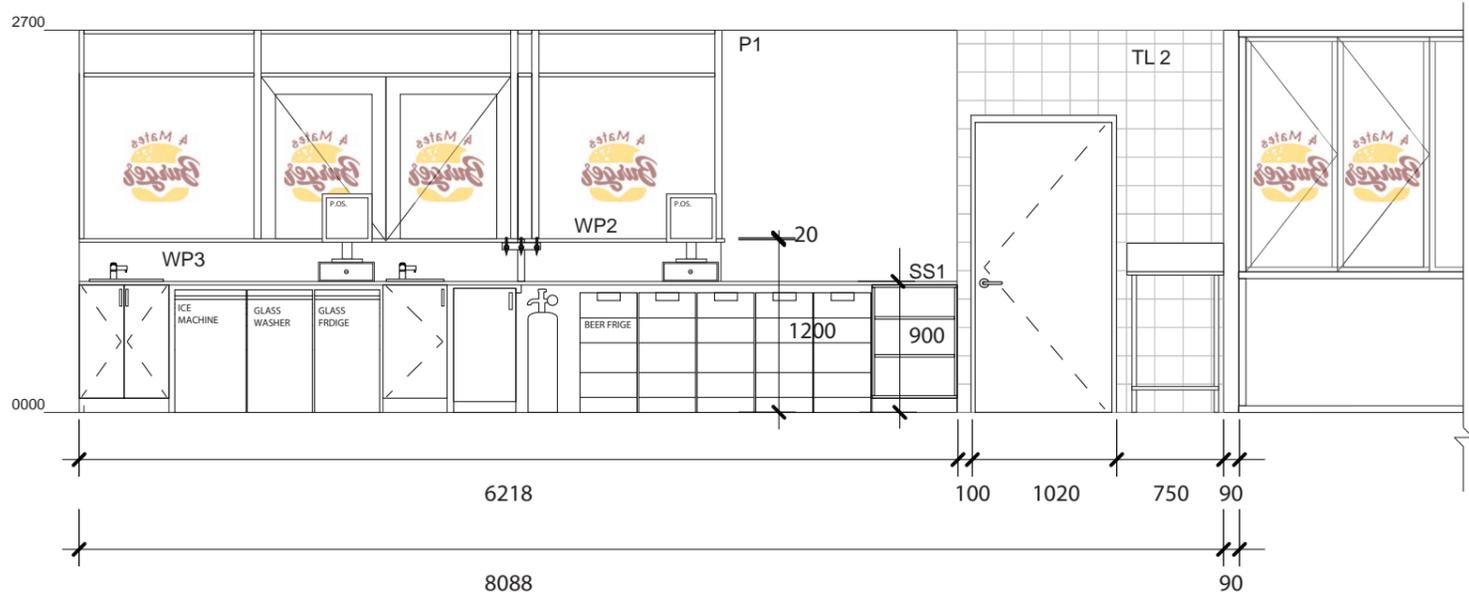
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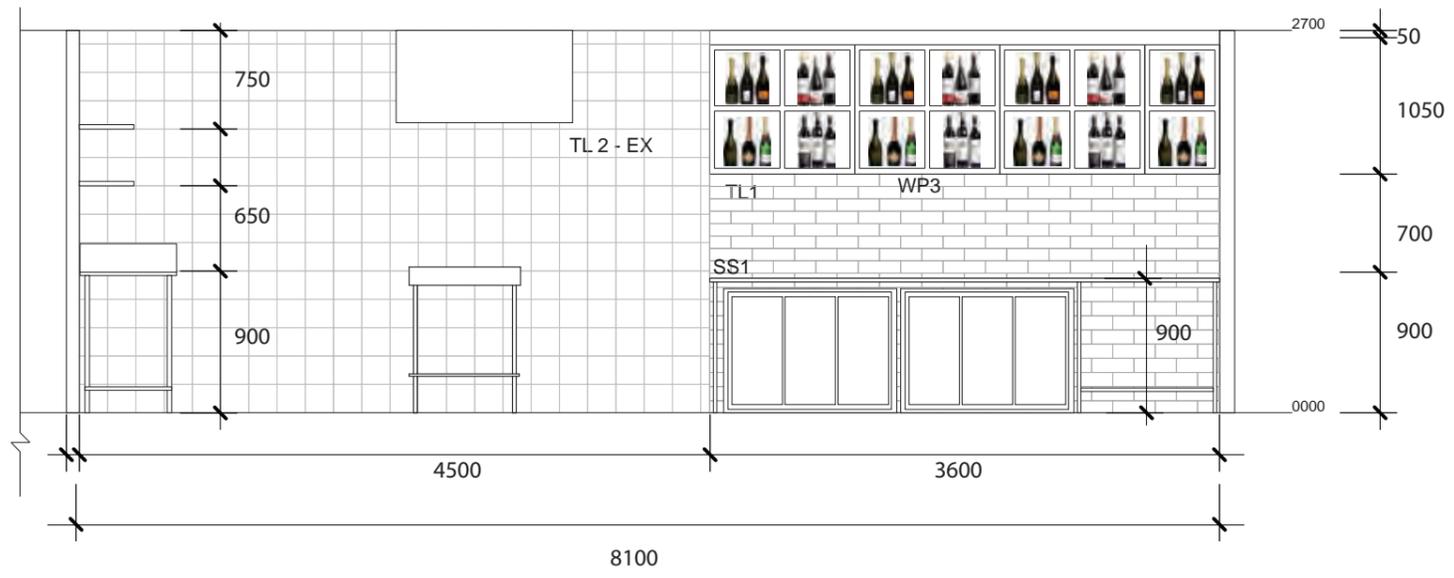
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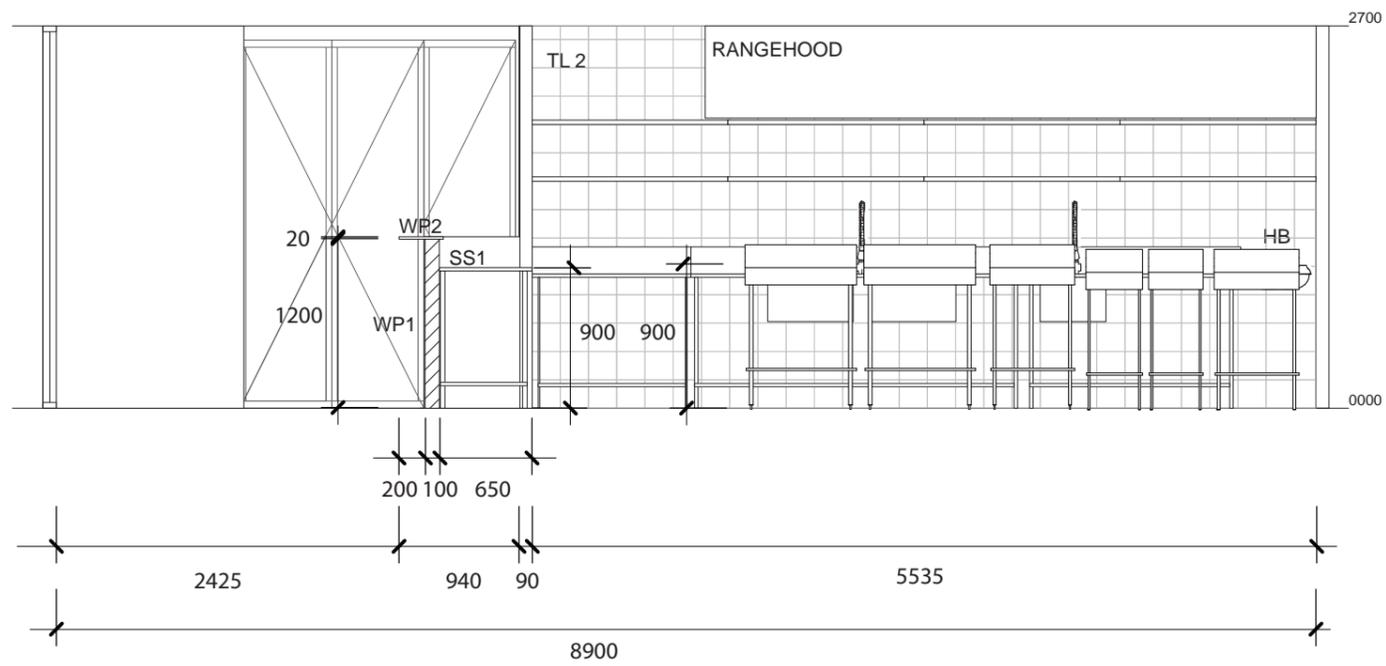
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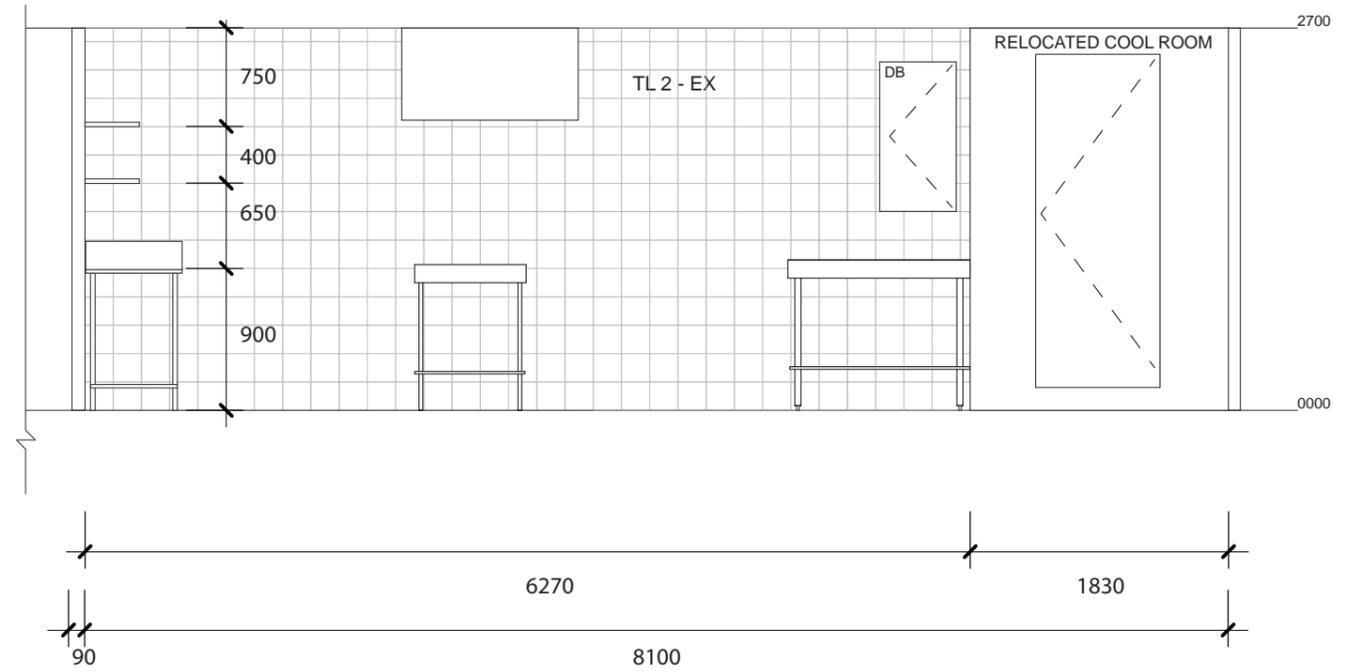
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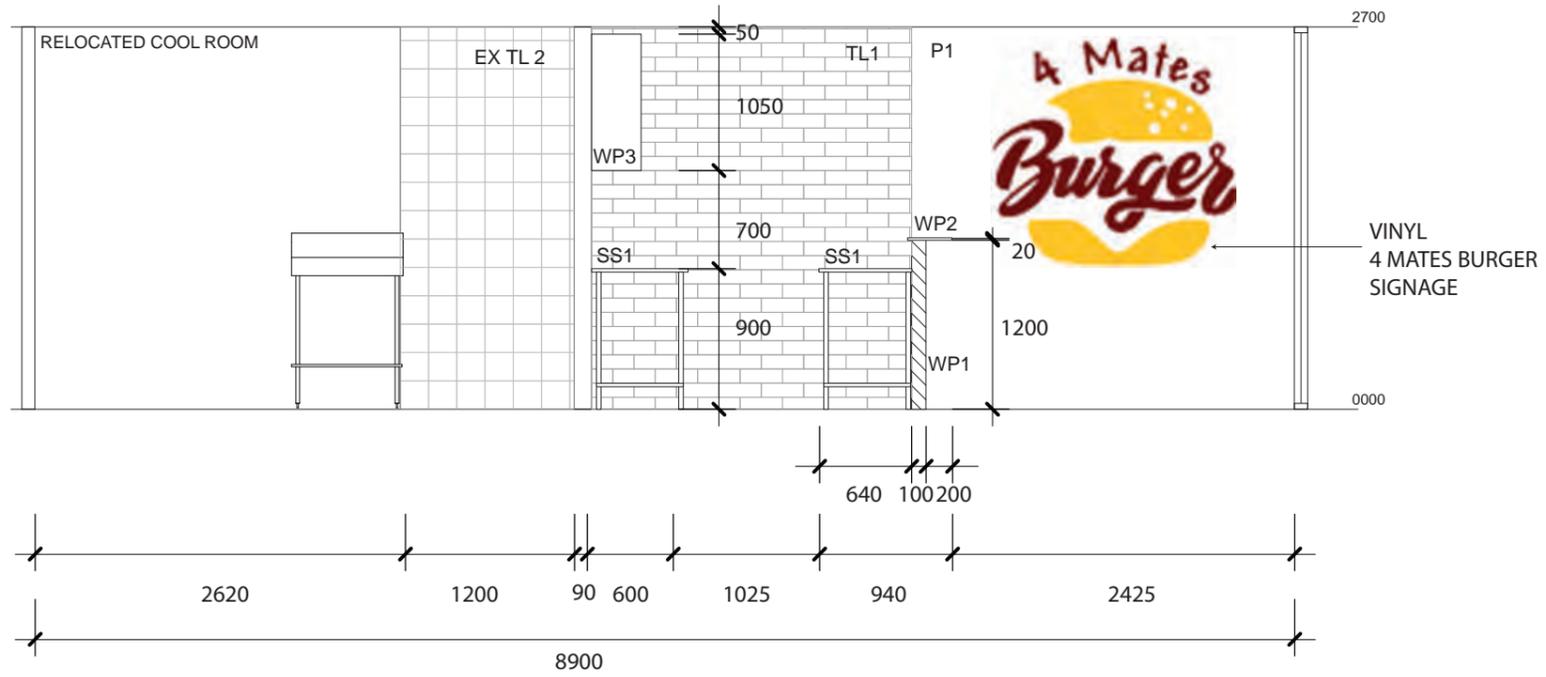
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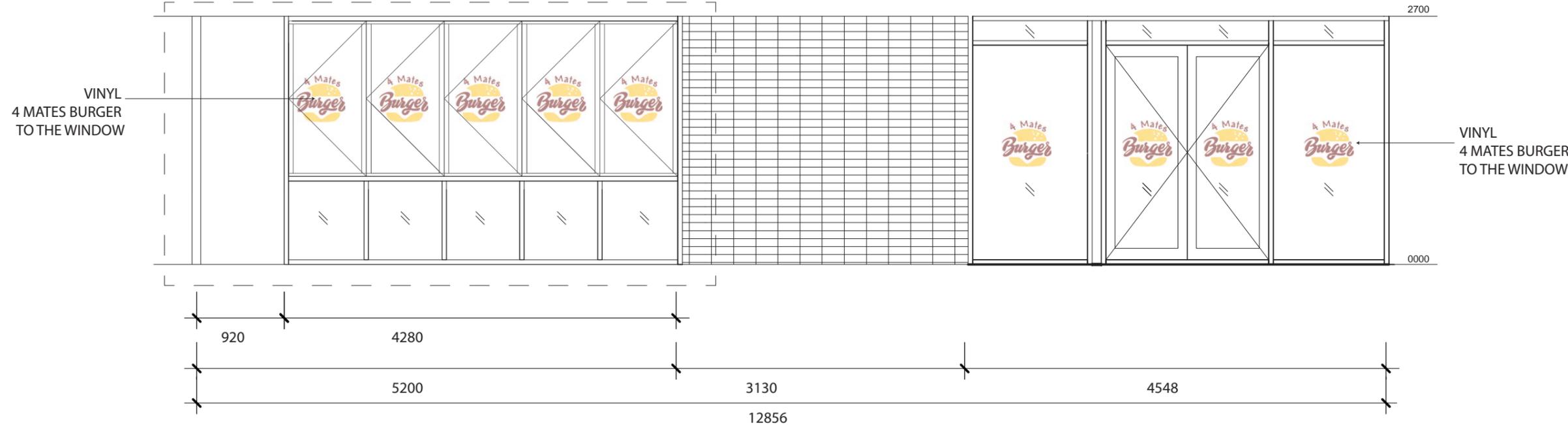


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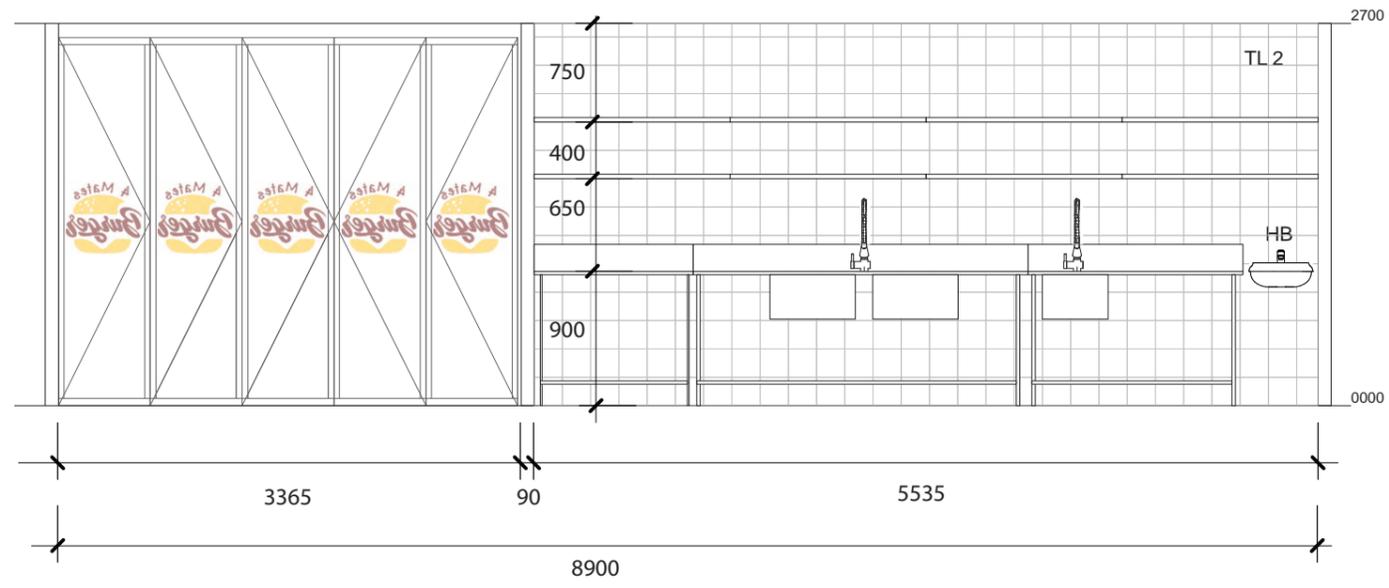


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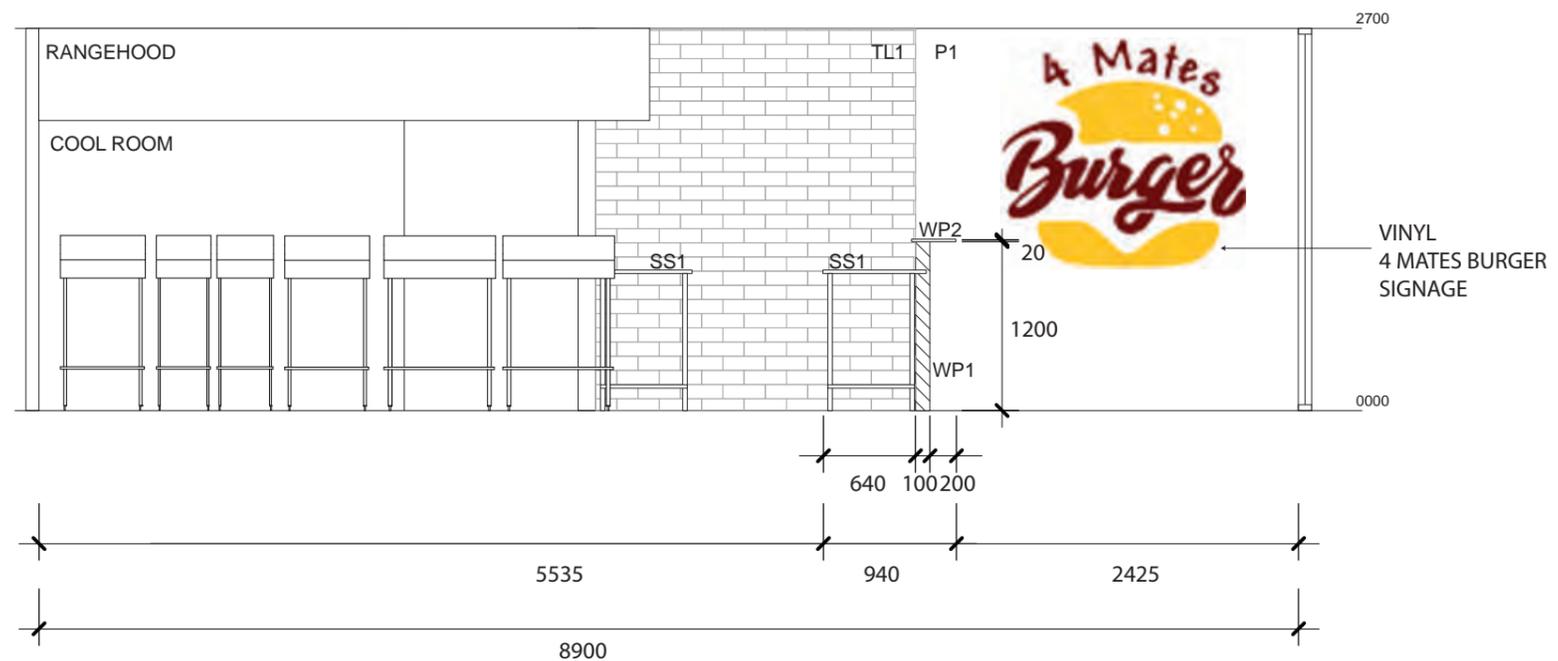
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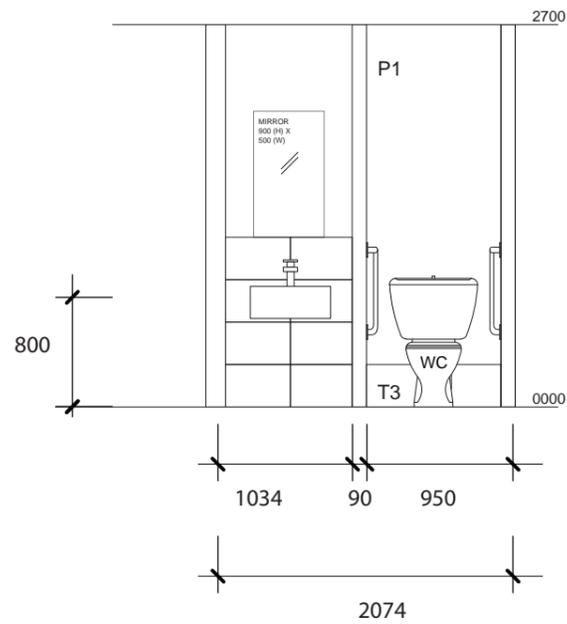


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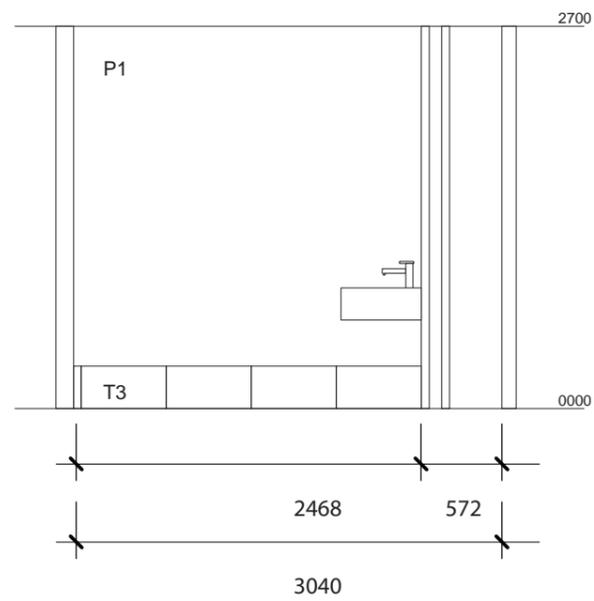


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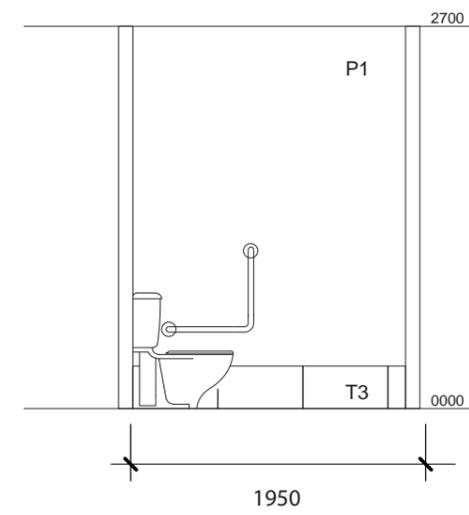
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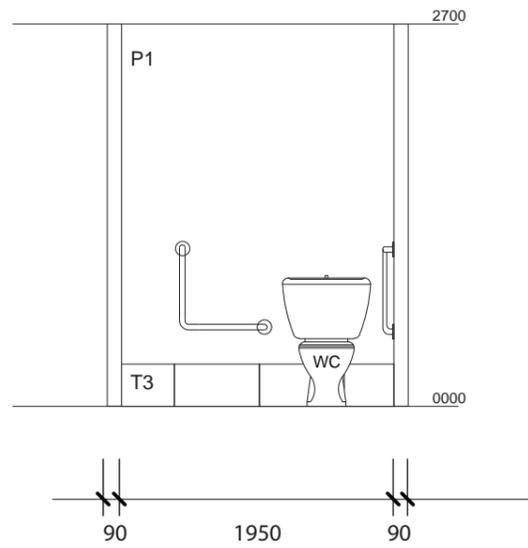
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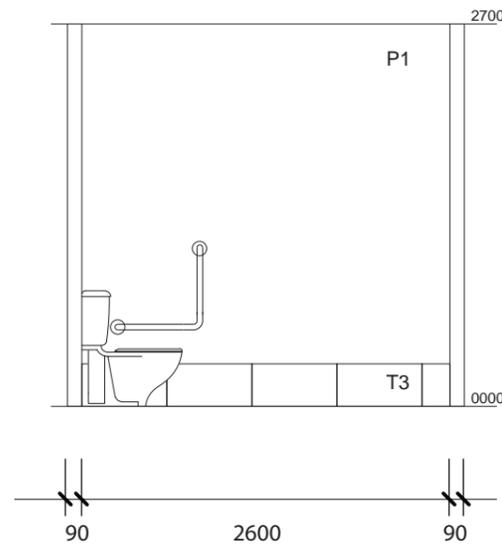
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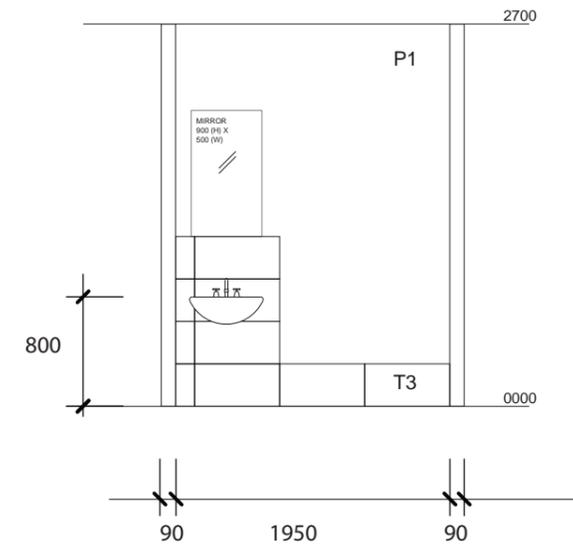
ELEVATION - ELEV -12 -UNISEX AMBULANT- 1:50



ELEVATION - ELEV -13 - DISABLED TOILET - 1:50



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



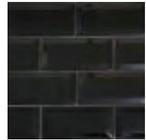
ELEVATION - ELEV -15 -DISABLED TOILET- 1:50

 Address Unit 5, 135 Great Eastern Highway, Belmont, WA, 6104 TEL: 08 9478 5100	
4 MATES BURGER BAR - TOILETS ELEVATIONS - PAGE 4 SCALE : 1-50	
DATE 12 NOVEMBER 2020 SCALE A3 1:50	SHEET A11 REV 1
THIS DRAWING IS THE PROPERTY OF RP INTERIORS WHICH IS SUBJECT TO RETURN ON REQUEST.	

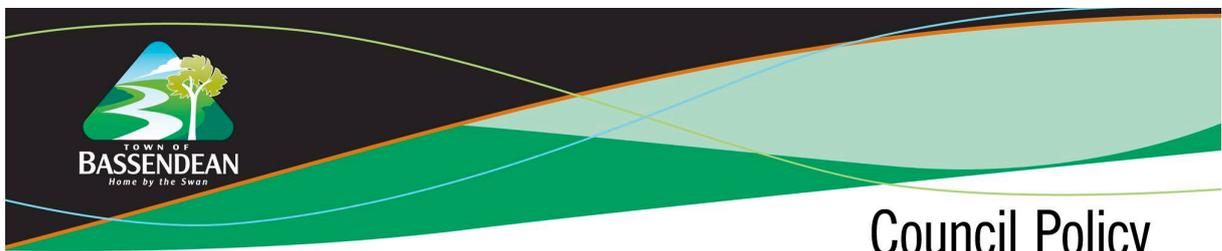


RENDER

 Address Unit 5, 135 Great Eastern Highway, Belmont, WA, 6104 TEL: 08 9478 5100	
4 MATES BURGER BAR INTERNAL RENDER	
DATE 12 NOVEMBER 2020	SHEET A12 REV 1
SCALE A3 NTS	
THIS DRAWING IS THE PROPERTY OF RP INTERIORS WHICH IS SUBJECT TO RETURN ON REQUEST.	

CODE	ITEM	MANUFACTURER	LOCATION	DESCRIPTION	COLOUR	IMAGE
PAINT FINISHES						
P1	PAINT	DULUX/ SOLVER	GENERAL WALLS & CEILINGS IN TOILETS	Wash and Wear Low VOC Low sheen acrylic	NATURAL WHITE SW1F4	
P2	PAINT	DULUX	CEILINGS	CEILING BLACK	BLACK	
TILING						
T1	TILE	Contact: SWAN CERAMICS	WALLS BATHROOM KITCHEN	FEATURE FLOOR TILE	BLACK SUBWAY TILE 100 X 300	
T2	TILE	Contact: SWAN CERAMICS	WALLS	WHITE 200 X 200 GLOSS TILE	WHITE 200 X 200	
T3	TILE	Contact: SWAN CERAMICS	FLOOR KITCHEN	R 11 NON SLIP TILES FOR BACK OF HOUSE AREA	Ossido Grey	
FEATURE WOOD PATTERN - PANELLING						
WP 1	FRONT COUNTER FASCIA	Contact: LAMINEX	MAIN COUNTER FASCIA	LAMINEX BOARD	JARRAH LEGNO	
WP 2	FRONT COUNTER TOP	Contact: LAMINEX	COUNTER TOP	LAMINEX BOARD	MILKWOOD NATURAL	
WP3	BEHIND COUNTER CABINERY	Contact: FORMICA	DRINKS CABINERY COUNTER CARCASS	FORMICA BOARD	SNOW DRIFT	
STAINLESS STEEL						
SS1	FRONT COUNTER TOP	STEEL SUPPLIER	COUNTER TOP	STAINLESS STEEL		

ATTACHMENT NO. 4



LOCAL PLANNING SCHEME NO. 10

LOCAL PLANNING POLICY NO. 19 - PARKING OF COMMERCIAL VEHICLES

1.0 OPERATION OF THIS PLANNING POLICY

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

2.0 PURPOSE OF THIS POLICY

The purpose of this policy is to:

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

3.0 APPLICATION OF THE POLICY

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

4.0 BACKGROUND

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

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

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

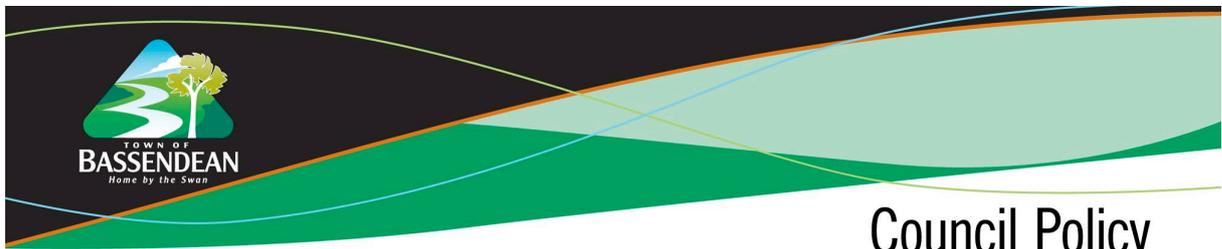
The Local Planning Scheme also states that in cases where vehicles are in excess of 3 tonnes, that Council may approve commercial vehicle parking within the Town to a maximum as prescribed in the following Scheme extract;:

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

5.0 POLICY PROVISIONS

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

1. The commercial vehicle is not a Prime Mover.



Council Policy

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

6.0 ASSESSMENT PROCEDURE

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

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

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

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

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

1. Citation

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

2. Policy Statement

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

3. Policy Objective

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

4. Application

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

5. Definitions

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

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

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

6. Policy Requirements

6.1 Consultation

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

6.2 On-site Parking and Access

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

6.3 Use and Movement

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

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

6.4 Conditions of Development Approval

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

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

Document Control

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

ATTACHMENT NO. 5

1.21 Standards for Street Numbering

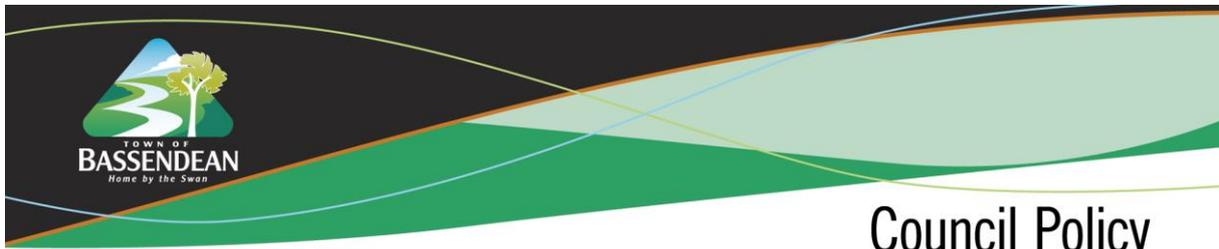
Policy

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

Guidelines

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

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



Council Policy

Application

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

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

POLICY

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

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

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

Allocation of Street Numbers

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

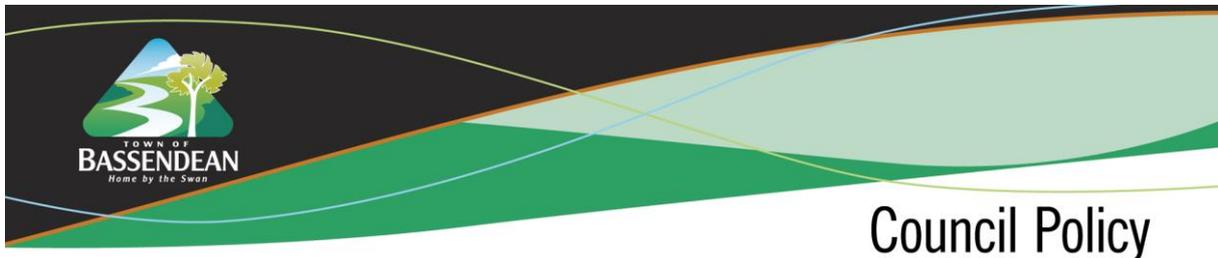
Alpha or alpha/numeric combinations are to be avoided if possible.

Re-number of Established Streets

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

a) Preliminary to Renumbering

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



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

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

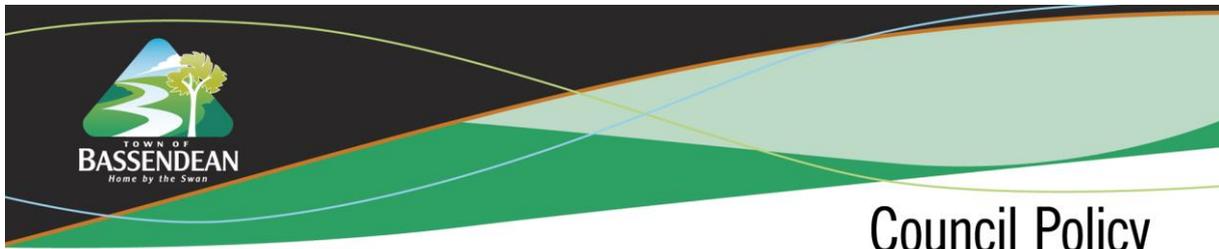
b) Submission to Council

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

c) Assistance to Residents in Event of Re-numbering

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

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



Council Policy

Application

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

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

General

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

Street Numbering

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

Street Numbering Design

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

Landowner Responsibilities

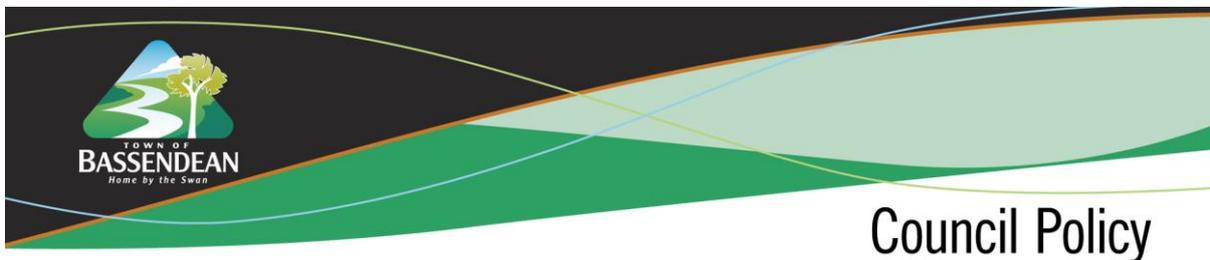
All costs associated with changes to street numbering shall be met by the property owner or the developer. This includes the replacement or relocation of letterboxes, cost of new numbers and/or amendments to numbers on buildings.

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

Street Naming

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

ATTACHMENT NO. 6



3.2 Outdoor Eating Facilities On Public Places Policy

Application

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

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

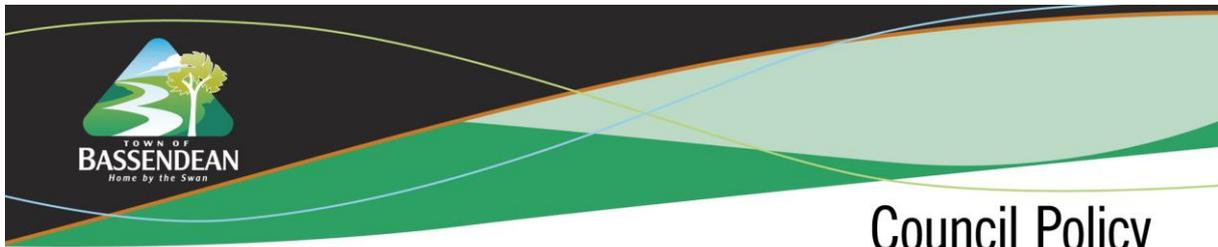
Objective

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

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

Strategy

The Town of Bassendean strives to achieve these objectives by:



Approval requirements

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

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

Application for a Permit

An application should be accompanied by:

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

Conditions

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

Furniture

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



Council Policy

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

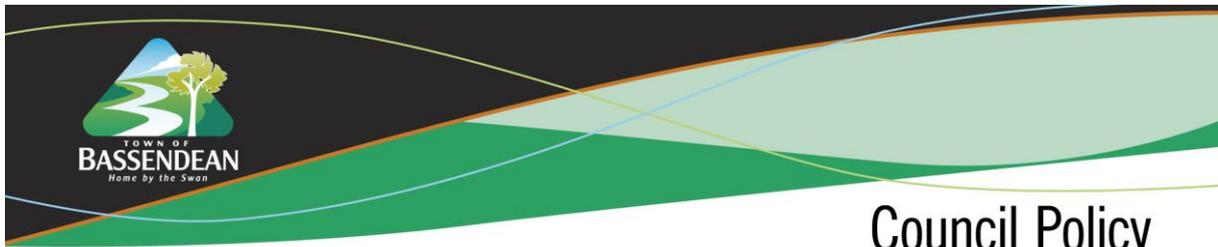
Lighting

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

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



Council Policy



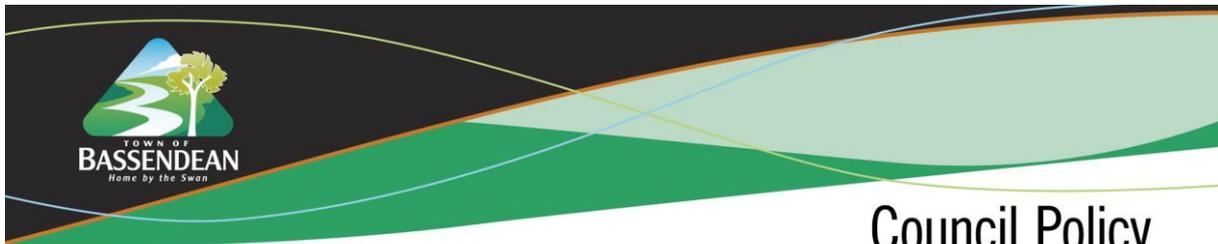
Shade protection

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

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

Planter Boxes

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



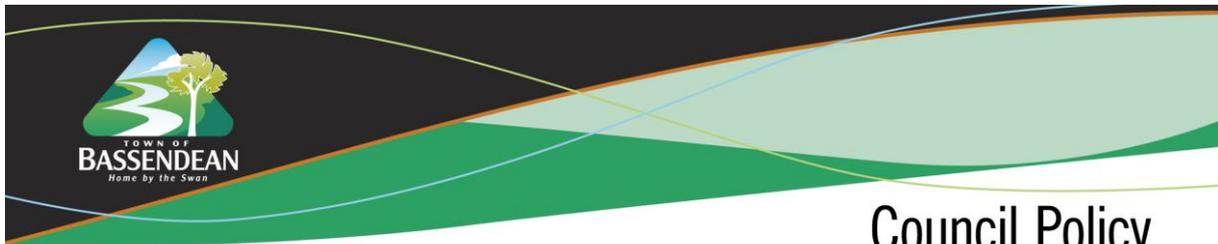
Council Policy

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

Pedestrian Access

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

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



Council Policy

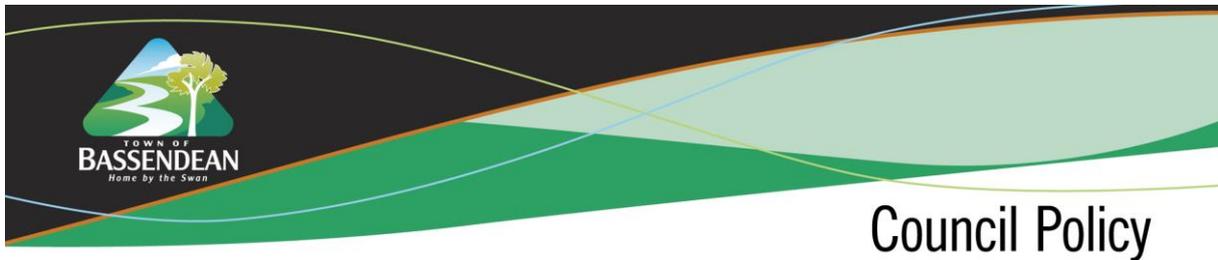
permit holder is to adhere to the requirements and ensure that the outdoor operations are strictly contained within the approved permit area as defined by the pavement identification plates.

Cleaning and Maintenance

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

Insurance

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



Advertising

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

Other Uses

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

Health Requirements

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

Service of Alcohol

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

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

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



Council Policy

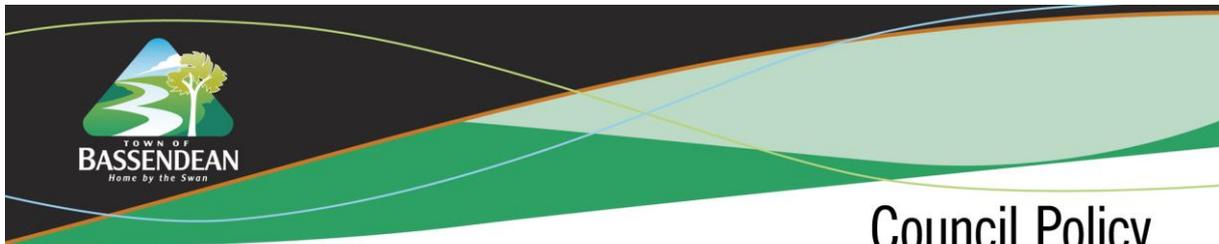
- The Service of alcohol shall not commence until the applicant has been issued with Section 39 and Section 40 Certificates of the Liquor Control Act 1988, from Council.
- The hours of sale of alcohol shall not exceed the licensed hours of the establishment; the subject of the Trading Permit.
- Alcohol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

Fees and Administration

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

Termination

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



Council Policy

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

Administration of this Policy

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

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

Application

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

Definitions

The following definitions apply for the purposes of this policy:

Restaurant/Eating House

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

Council

Town of Bassendean

Footpath

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

Furniture

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

Proprietor

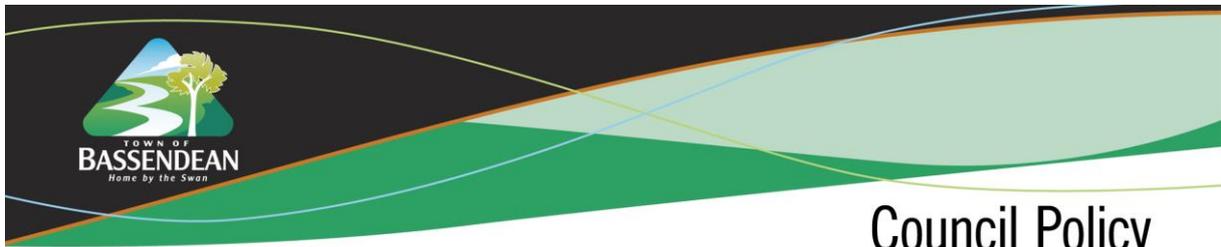
Operator of the registered business being carried out on the premises.

Permit Holder

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

Outdoor Eating Area

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

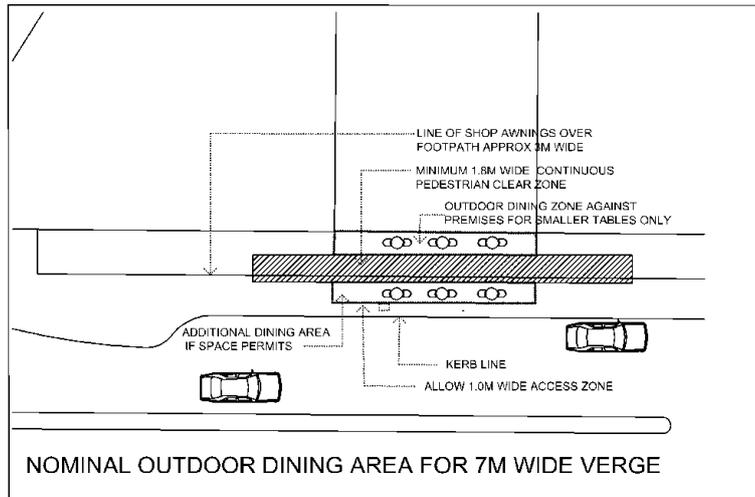
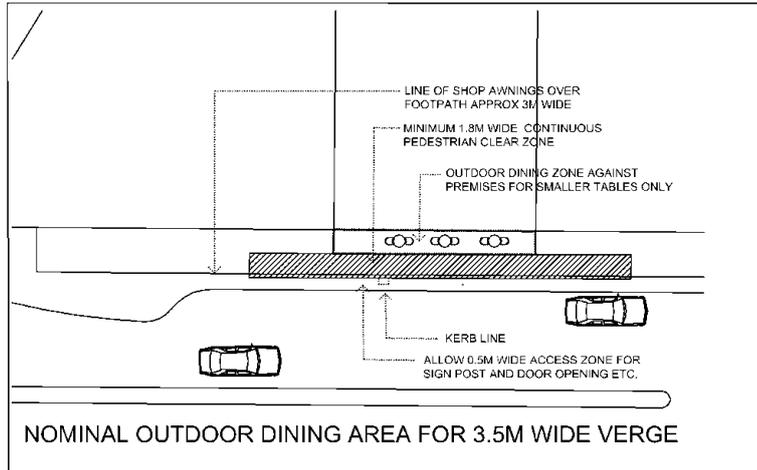


Menu board

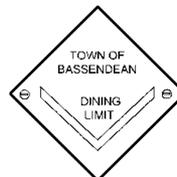
A board allowing for the posting of a restaurants complete menu and fabricated in such a manner so as not to constitute a form of general advertising or establishment identification.

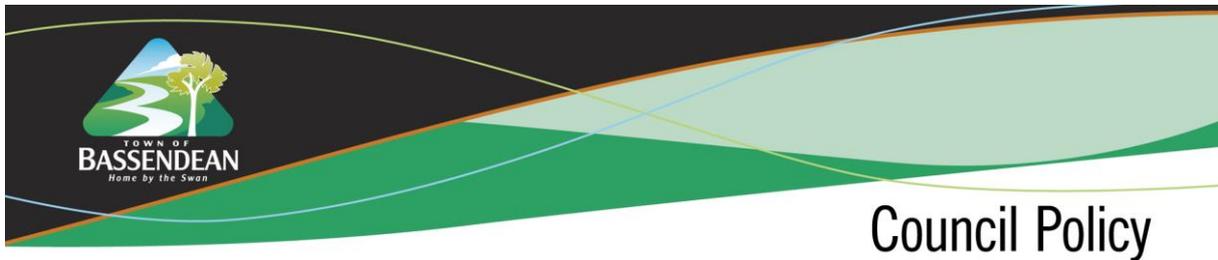
Policy Type: Strategic Policy	Responsible Officer: Chief Executive
Link to Strategic Community Plan: Leadership and Governance	Last Review Date: March 2014 Version 2
	Next Review due by: December 2016

Attachment 1 - Typical Bassendean Outdoor Dining Layout



OUTDOOR DINING AREA IDENTIFICATION PLATES





3.3 Trading in Public Places Policy

Application

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

Objective

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

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

Strategy

The Town of Bassendean strives to achieve these objectives by:

Approval requirements

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

Application

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

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

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

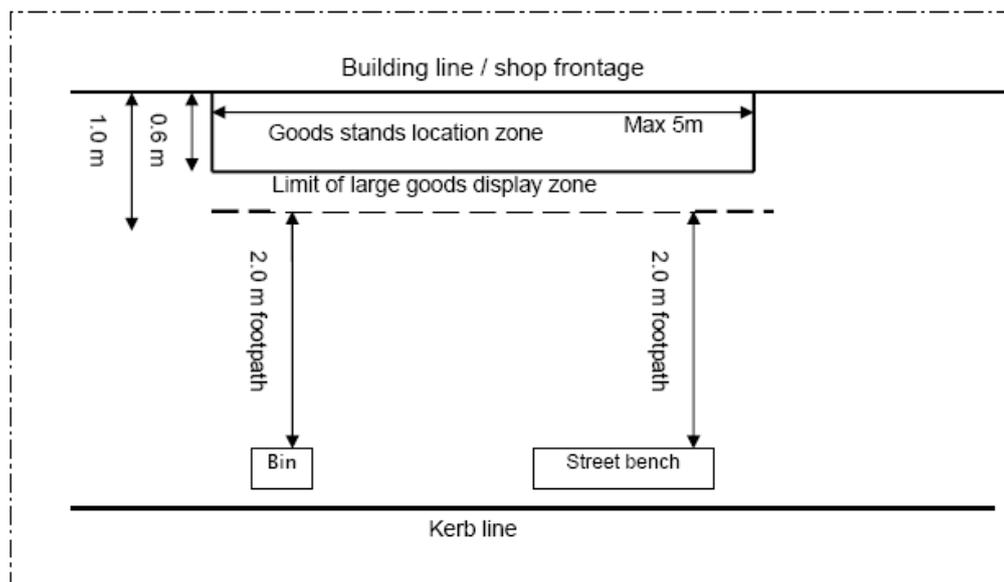
Conditions

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

Public Trading Activity

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

Public Trading Zone



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



Council Policy

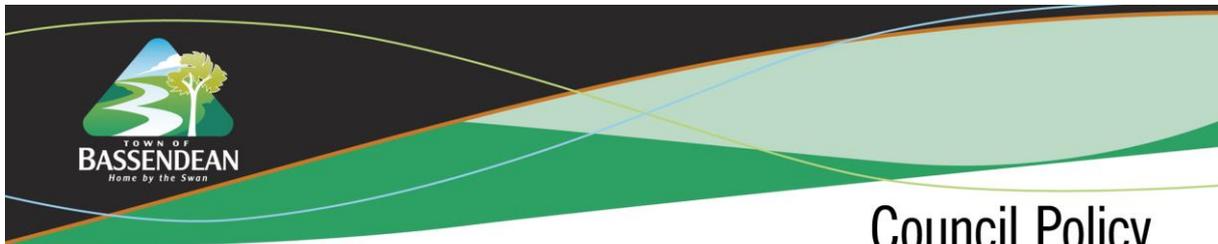
- Goods and display stands shall only be placed on the footpath during the normal hours of trade and must be removed on completion of each day's trading.

Pedestrian Access

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

Cleaning and Maintenance

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



Council Policy

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

Special events

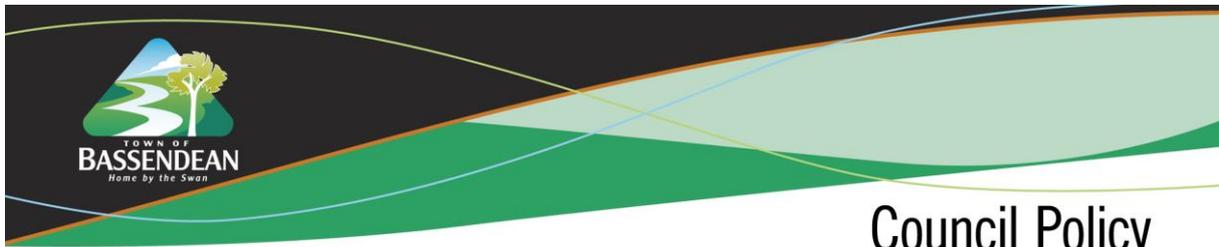
- Commercial grade portable “market” style umbrellas or marquees with a pitched roof shall be permitted;
- All “market” style umbrellas or marquees shall be modern free standing clear span with no guy ropes or poles;
- The fabric of the “market” style umbrellas or marquee roof and sidewalls (if required)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

Insurance

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

Advertising / Promotion

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



Council Policy

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

Other Uses

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

Fees and Administration

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

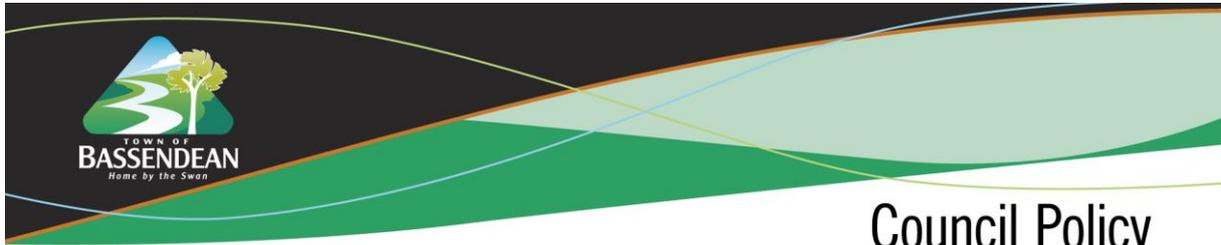
Termination

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

Administration of this Policy

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

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



Council Policy

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

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

Alfresco Dining and Public Trading

Policy Objective

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

Policy Scope

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

Policy Statement

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

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

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

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

Definitions

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

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

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

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

1. Policy

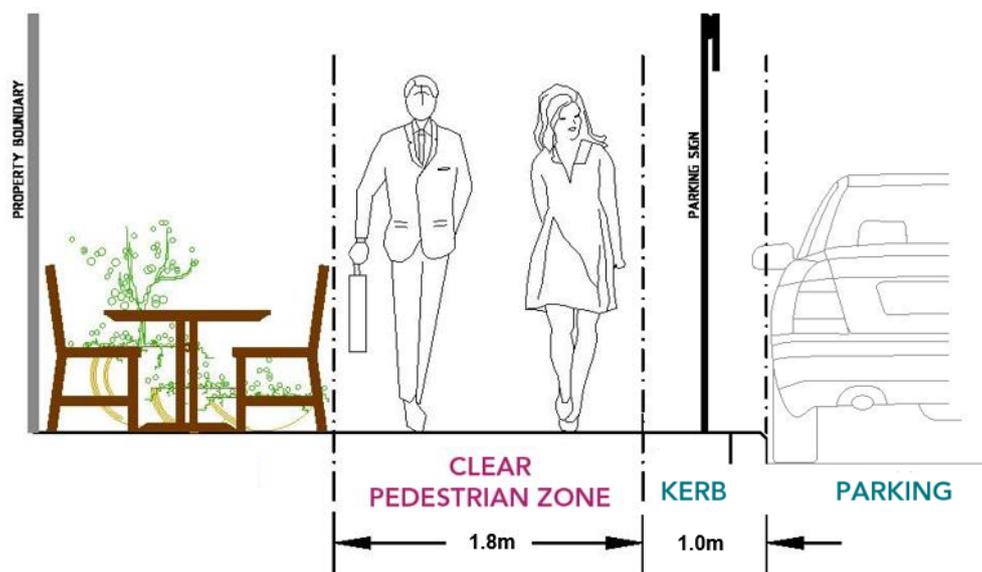
1.1 General Requirements

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

1.2 Alfresco Dining, Trading and Portable Signage

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

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



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

1.3 Parked Mobile Food Vendors

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

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

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

1.4 Roaming mobile food vendors

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

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

1.5 Parklets

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

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

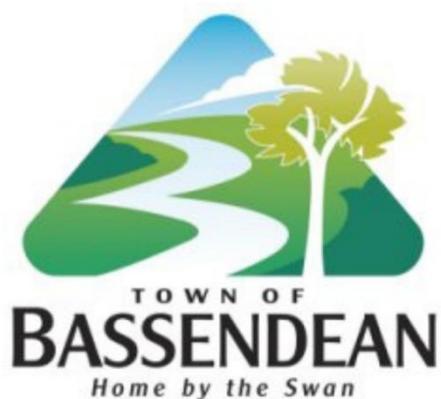
- (d) The road side of the parklet is to be visually permeable and utilise planter boxes, railing, cabling or other suitable means to define the space. The footpath side of the parklet is to remain open. The ends of the parklet must be protected by wheel stops with retro reflective material (or similar).

1.6 Consultation

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

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

ATTACHMENT NO. 7



Annual Report

2019
2020



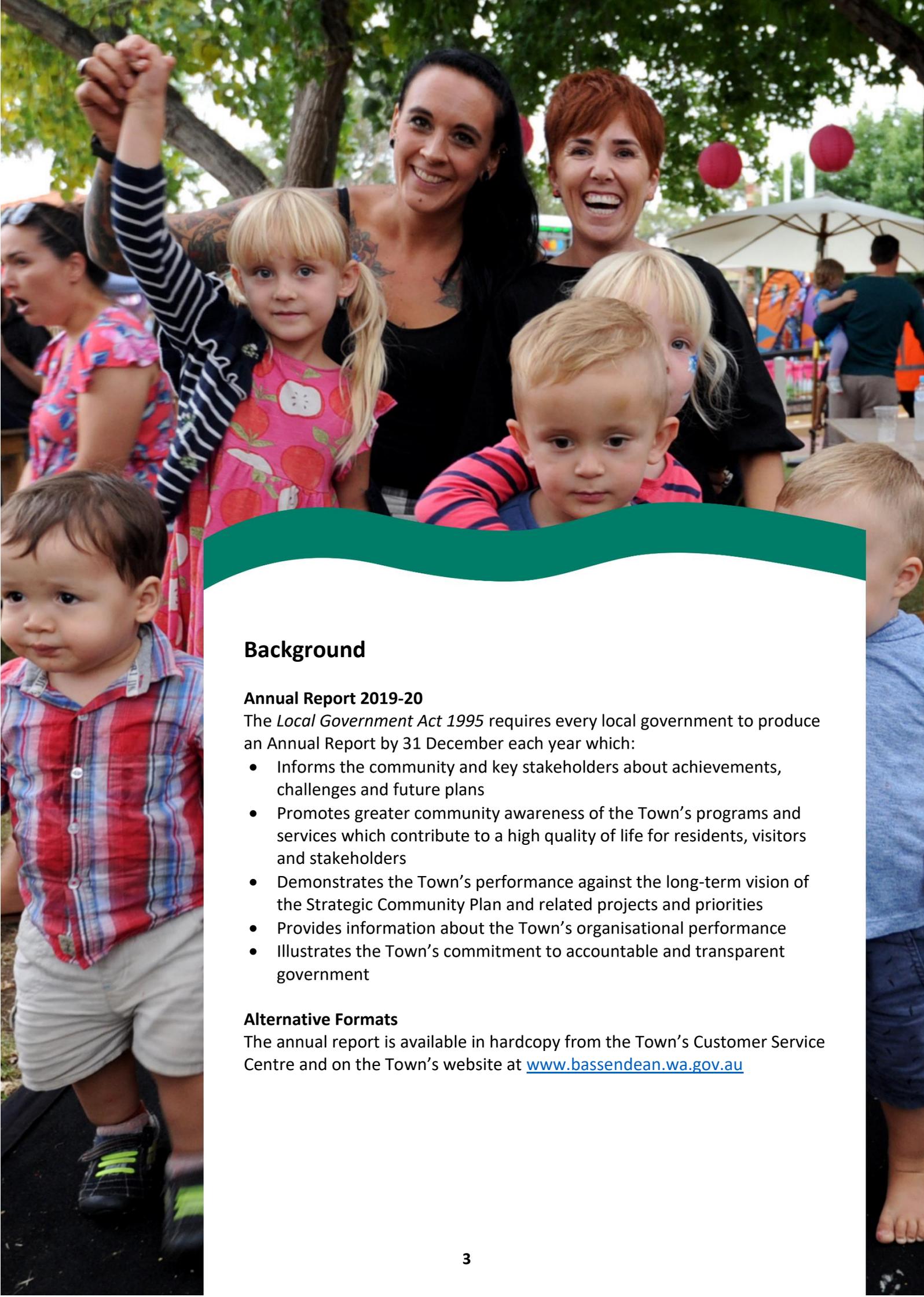
**Ngalak kaadtitj nidja boodja
Baal Whadjuk Noongar
boodja Ngalak nyininy**

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

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



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



Background

Annual Report 2019-20

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

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

Alternative Formats

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

Welcome to Bassendean, our Home by the Swan

Our Vision for the Future

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

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



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



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



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



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



We value the One Planet Living Principles



ONE PLANET LIVING PRINCIPLES

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



Our Community

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

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

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

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

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

The Council of the Town of Bassendean

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

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



CR. RENÉE MCLENNAN
MAYOR



CR. KATH HAMILTON
DEPUTY MAYOR



CR. JOHN GANGELL



CR. SARAH QUINTON



CR. JAI WILSON



CR. HILARY MACWILLIAM



CR. CHRIS BARTY



Message from the Mayor

Hello Bassendean community

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

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

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

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

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

Renée McLennan

Mayor

Message from the Chief Executive Officer

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

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

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

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

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

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

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

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

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



Peta Mabbs
Chief Executive Officer



Organisational Structure – Our Executive Team



Peta Mabbs, Chief Executive Officer

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



Paul White, Director Corporate Services

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



Luke Gibson, Director Community Planning

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



Phillip Adams, Executive Manager Infrastructure

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



Jeremy Maher, Executive Manager Sustainability and Environment

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

BASSEN *Dream* OUR *Future*

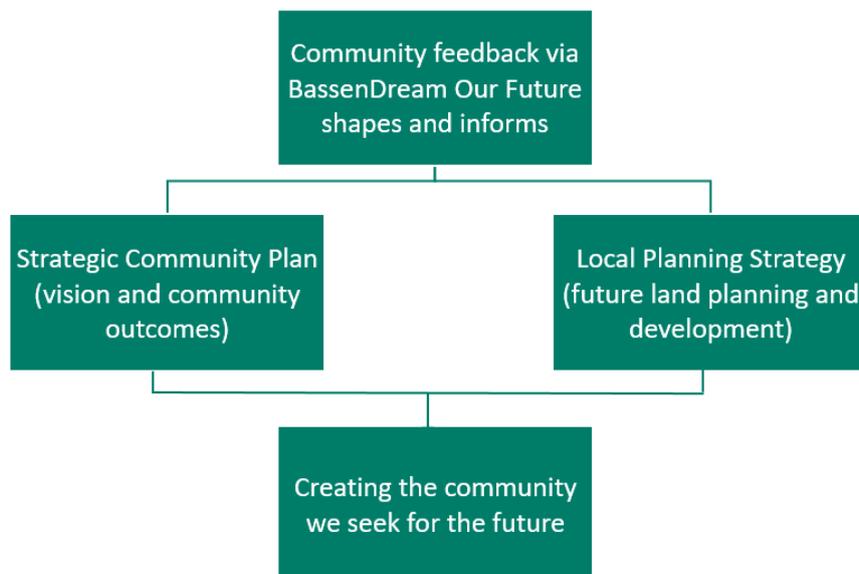
A vision
for Ashfield,
Bassendean &
Eden Hill

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

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

The future

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



Overview of Community Feedback – BassenDream Our Future

Past and Present

Top 5 great things about the Town

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

Top 10 words to describe the Town now

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

In the Future

Top 5 themes to make living in the Town even better

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

Top 10 words to describe the Town in the future

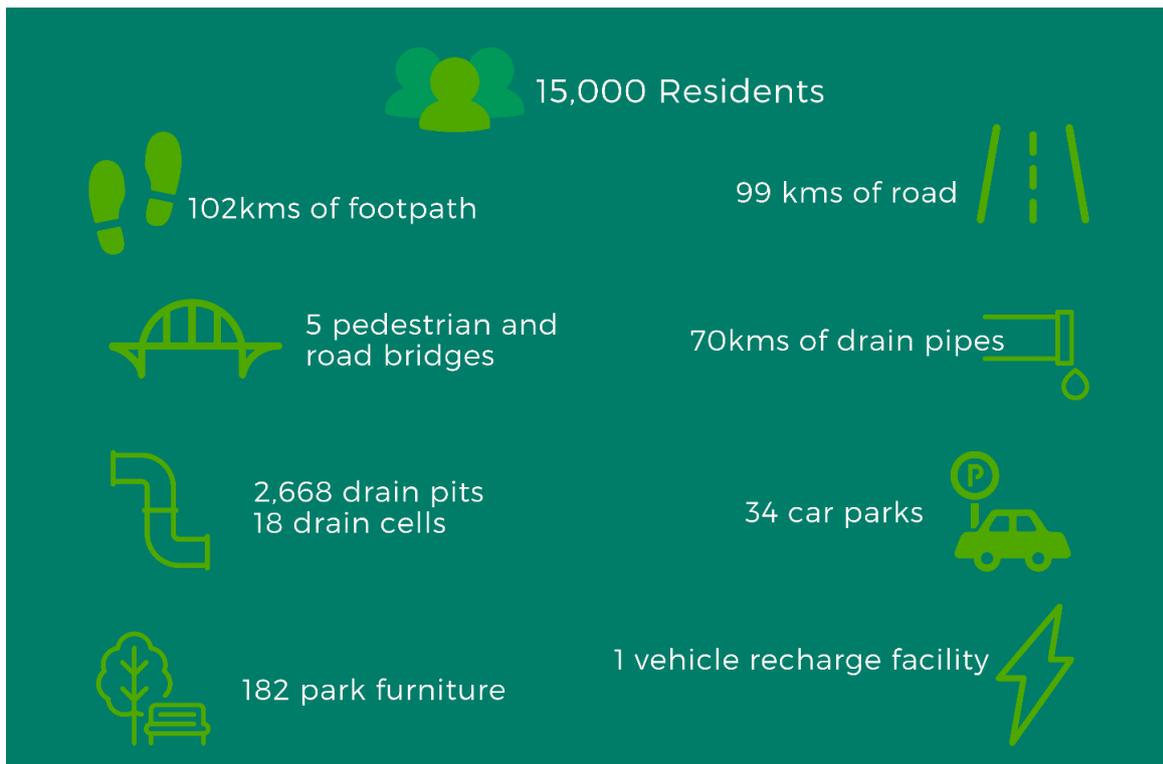
1. Vibrant/active
2. Green and natural
3. Sense of community
4. Modern/progressive
5. Sustainable
6. Place of interest
7. Inclusive/inviting
8. Connected/accessible
9. Safe
10. Relaxed/quiet



At a Glance

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

Source: Australian Bureau of Statistics, 2016 Census QuickStats



Key Events in 2019-2020



Community Gives Town Top Score

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

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

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

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

Key Findings

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

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

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

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





COVID-19

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

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

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

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

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

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

Neighbour Assist

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

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

Residents can access personal assistance through the Community Support Hotline.

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

Call the hotline on 9377 8099.

Focus on reducing COVID-19

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



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

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

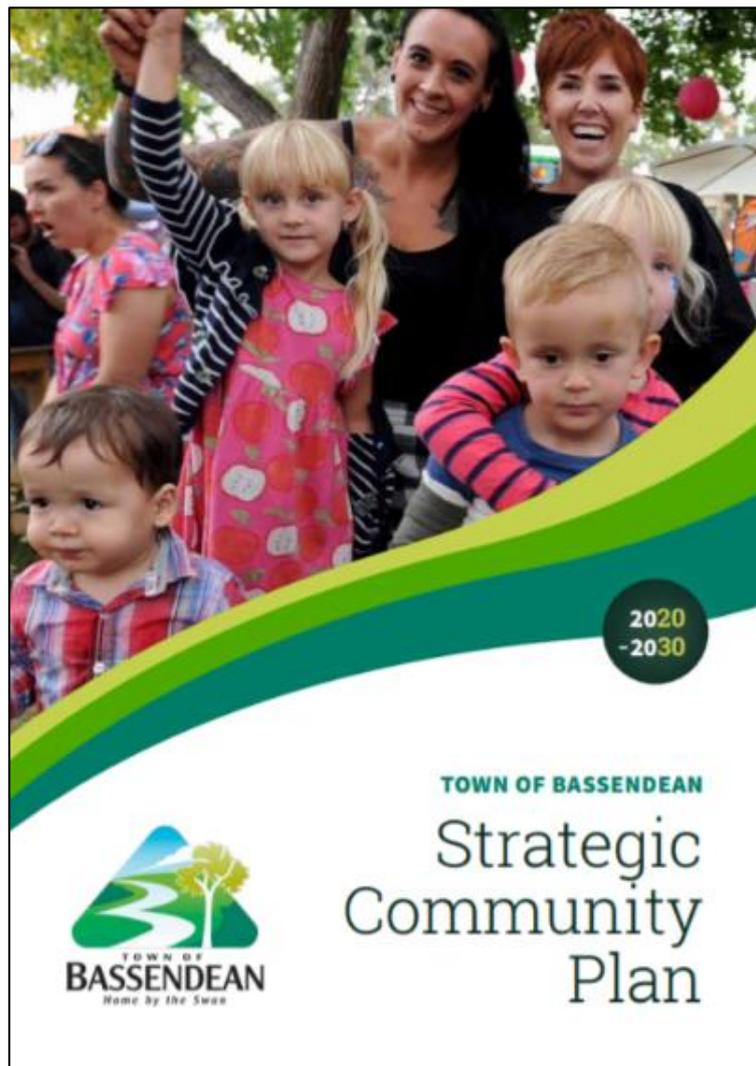
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Strategic Community Plan

Regulation 19CA.

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

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



4

Keeping our Community Informed

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

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



facebook.com/bassendeancouncil

August 2019



October 2019



December 2019



February 2020



April 2020





5

Waste Services and the introduction of FOGO

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

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

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

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

6

Our Events

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

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

WonderRealm Perth Fringe Festival February 2020

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





Our Services

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

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

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

Community Planning**Plan and deliver services and facilities for the community**

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

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

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

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

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

Achievements for 2019/2020

Strategic Priority 1: Social

Strategic Community Plan Priorities

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

One Planet Living Principles

Health and happiness
Cultural and community

Actions

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

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

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

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

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



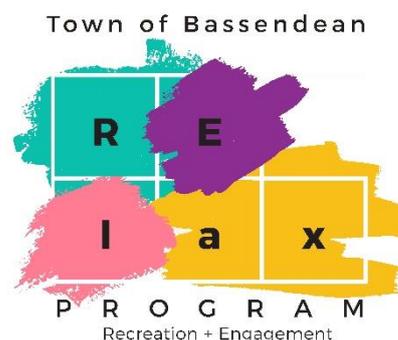
Social Inclusion

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

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

The outcome is that the Town:

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





Men's Shed

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

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

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

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

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

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

Wind in the Willows

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

Highlights included:

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

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



Image: Intergenerational program

Library Services

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

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

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



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

Strategic Priority 2: Natural Environment

Strategic Community Plan Priorities

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

One Planet Living Principles

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

Actions

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

Fantastic response to plastic free

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

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

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



Strategic Priority 3: Built Environment

Strategic Community Plan Priorities

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

One Planet Living Principles

Travel and transport
Cultural and community

Actions

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



Planning

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

Achievements included:

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

Underground Power

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

Strategic Priority 4: Economic

Strategic Community Plan Priorities

Build economic capacity
Facilitate local business retention and growth

One Planet Living Principles

Equity and local economy
Local and sustainable food
Materials and products

Actions

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

Strategic Priority 5: Good Governance

Strategic Community Plan Priorities

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

One Planet Living Principles

Equity and local economy
Materials and products
Zero Waste

Actions

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



Our Future

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

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

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

The top priorities for the next decade are:



1. Strengthening and connecting our community



2. Leading environmental sustainability



3. Creating a vibrant town and precincts



4. Driving financial sustainability



5. Facilitating people-centred services



6. Providing visionary leadership and making great decisions



7. Building community identity by celebrating culture and heritage.

Future Projects for 2020/2021

Town Centre Masterplan

The Bassendean Town Centre Masterplan is a project that will gain momentum in 2020/2021 and into the future. The Masterplan will create an overarching land use plan that sets the conditions needed to attract investment and enhance the vibrancy and liveability of the town centre precinct for the next 20 years.

The masterplan is being progressed in response to community input that wants a more vibrant, inviting and connected town centre that is easy to access, has a diversity of local goods and services, is an attractive place to live, shop, relax and spend time.

The masterplan will align with the work the Town has undertaken in its Local Planning Scheme and Strategy, whilst also supporting the Town's COVID-19 recovery plan. This integrated approach is focussed on making sure the Town achieves the best possible outcome for its town centre and community.

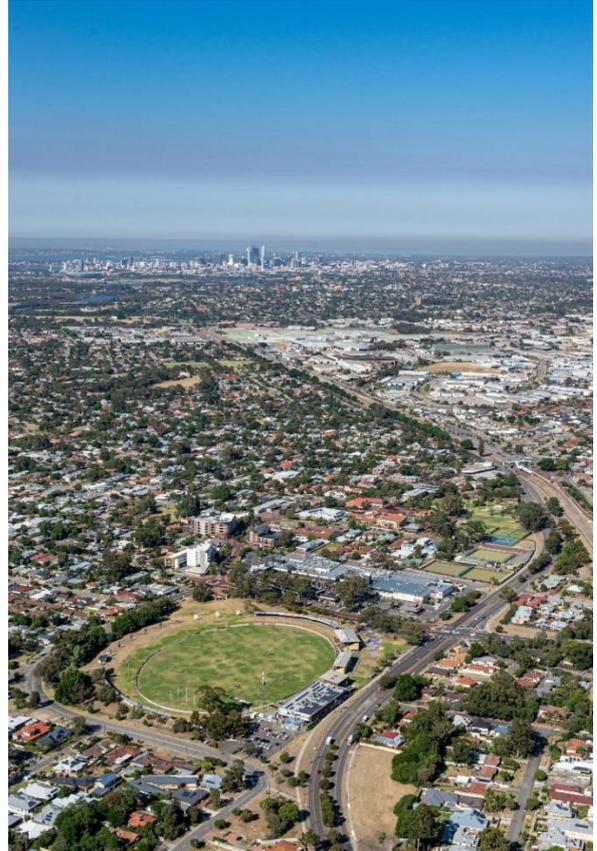


Image: aerial photo of Bassendean

Underground Power

In partnership with Western Power, the Town will bring underground power to Eden Hill and nearby areas commencing in the first half of 2021.

The Eden Hill Underground Power Project will replace older sections of Western Power's metropolitan overhead electricity network with newer, more reliable underground power infrastructure with fewer power outages particularly after storms.

Having power underground means some street poles and wires will be removed, and new street lighting installed resulting in improved safety and appearance of the streets and neighbourhood making the area more attractive and raising property values.

The project will also open up more opportunities for emerging technologies, energy trading, electric vehicles, and Smart City strategies.

Top image: Overhead power in Bassendean

Bottom image: Underground power in Ashfield



Sandy Beach Playground and Ablutions

The project is to be progressed in 2020/2021 with the Town finalising the design for the playground, securing funds and going to tender. This project will provide a focal recreation area for families.

Image: Draft Concept Plan for Sandy Beach Playground



Mary Crescent Wetlands

The Our Park, Our Place project aims to address climate change and urban heat resilience in some of Perth's lowest-canopy hotspots by regenerating local parks and reconnecting people with nature in the process.

Greening Australia is the lead for this project focussing on Mary Crescent Reserve.

During 2020/2021, the project will develop the concept design review with the assistance of Eden Hill CAN, and engage further with the Whadjuk Working Group and local Noongar people, with Council considering the concept and design. Works are proposed to begin May 2021.

Image: Artist impression of what Our Park, Our Place projects could look like



Statutory Reporting

Workforce

In accordance with s. 5.53(2)(g) of the *Local Government Act 1995* and regulation 19B of the *Local Government (Administration) Regulations 1996*, the number of Town employees earning an annual salary of \$100,000 or more is set out below, in bands of \$10,000.

Number of Employees entitled to an Annual salary of \$100,000 or more

Range	# of Employees
\$100,000 - \$110,000	3
\$110,000 - \$120,000	2
\$120,000 - \$130,000	1
\$130,000 - \$140,000	1
\$140,000 - \$150,000	0
\$150,000 - \$160,000	0
\$160,000 - \$170,000	0
\$170,000 - \$180,000	2
\$180,000 - \$190,000	0
\$190,000 - \$200,000	0
\$200,000 - \$210,000	1

Access and Inclusion

An ethos of social inclusion is maintained through programs, projects and events provided by the Town. During 2019/2020, the Town demonstrated its commitment to the provision of an accessible community.

The Town maintained its operation of the Bassendean Seniors and Disability Services, providing quality aged care services to residents of the Town as well as to clients from surrounding local government districts. This became an important service during the COVID-19 restriction period, with demand for services increasing.

Construction of a new Safe Active Street on Whitfield Street, in partnership with the Department of Transport commenced and when completed in 2020/2021 financial year will provide not only traffic calming initiatives along the length of the thoroughfare, but also provision of pedestrian and mobile access for those with disabilities.

Staff and community members attended training hosted by the Socially Inclusive Communities WA program on how to run inclusive events and disability awareness.

The Town has implemented a Disability Access and Inclusion Plan.



Reconciliation Action Plan

The Town, in partnership with Derbarl Yerrigan Health Service, hosted the 2019 NAIDOC Family Day on 11 July at Ashfield Reserve with more than 3,000 attendees. The theme was Voice-Treaty-Truth and celebrated Aboriginal culture and art with live performances and promotion of Nyoongar culture. It included the annual Dandjoo Koorliny Reconciliation Walk from Old Perth Road to Ashfield, the Derbarl Yerrigan's Moorditj Healthy Lifestyle Zone, Deadly Jobs Expo tent and youth zone.

The Town hosted a Wanjoo Song Workshop as part of its Relax program, and a staff briefing from the South West Aboriginal Land and Sea Council (SWALSC).

Students from Ashfield Primary School sang an Aboriginal welcome song at Council's community meeting in November 2019, and children at the Town's Children's Services learned Aboriginal songs.

Register of Councillor Attendance at Meetings (July 2019 to June 2020)

Councillor	Ordinary Council Meetings	Special Council Meetings	Committee Meetings
2019-21 Term			
Cr Renee McLennan	11	6	5
Cr Kathryn Hamilton	11	5	8
Cr John Gangell	10	6	1
Cr Jai Wilson	11	6	3
Cr Sarah Quinton	10	6	0
Cr Chris Barty	8	2	1
Cr Hilary MacWilliam	8	1	6

2017-19 Term			
Cr Bob Brown	3	3	0
Cr Melissa Mykytiuk	3	1	1

2019/2020 Annual Electors' Meeting

Held 10 February 2020.

National Competition Policy

The Competition Principles Agreement is an agreement between the Federal Government and all State and Territory Governments. The CPA aims to ensure all public enterprises operate in a transparent manner in the best interests of the public. Under the CPA, public enterprises are required to review their operations to ensure they have no competitive advantage or disadvantage as a result of their public status.

Competitive Neutrality (under the CPA)

Competitive neutrality addresses potential advantages or disadvantages that public enterprises may have compared with businesses operating in the private sector.

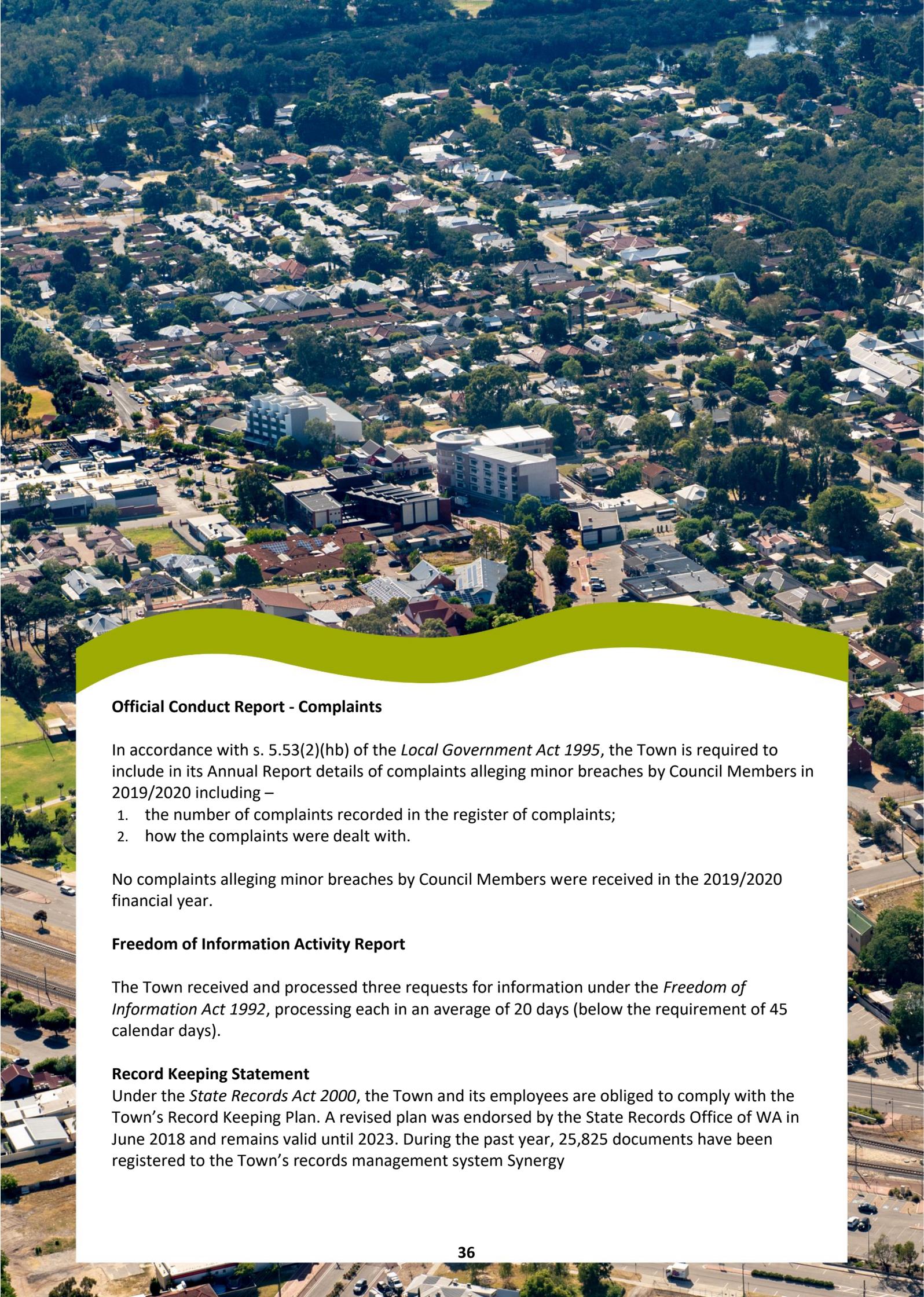
Local Government is affected where it operates business activities which could compete with private businesses, and where its local laws may unnecessarily affect competition. The Town gazetted three new local laws in 2019/20. These local laws were based on the WALGA templates, which have already considered the NCP obligations.

Compliance Audit Return

The Town carried out its Compliance Audit Return for the period 1 January to 31 December. The Town's Compliance Audit Return was presented to Council on 24 March 2020. A certified copy of the Compliance Audit Return was submitted to the Director General of the Department of Local Government, Sport and Cultural Industries.

Public Interest Disclosure

In the reporting period, no public interest disclosures were made.



Official Conduct Report - Complaints

In accordance with s. 5.53(2)(hb) of the *Local Government Act 1995*, the Town is required to include in its Annual Report details of complaints alleging minor breaches by Council Members in 2019/2020 including –

1. the number of complaints recorded in the register of complaints;
2. how the complaints were dealt with.

No complaints alleging minor breaches by Council Members were received in the 2019/2020 financial year.

Freedom of Information Activity Report

The Town received and processed three requests for information under the *Freedom of Information Act 1992*, processing each in an average of 20 days (below the requirement of 45 calendar days).

Record Keeping Statement

Under the *State Records Act 2000*, the Town and its employees are obliged to comply with the Town's Record Keeping Plan. A revised plan was endorsed by the State Records Office of WA in June 2018 and remains valid until 2023. During the past year, 25,825 documents have been registered to the Town's records management system Synergy

Our Citizens of the Year

The Town of Bassendean recognised eight outstanding individuals for their contribution to our community.

Gina Ogilvie was named Community Citizen of the Year for her dedication in running the Free Little Library, providing environmentally conscious workshops to the local community, and for her volunteer efforts with verge planting, the Repair Café, and community events.



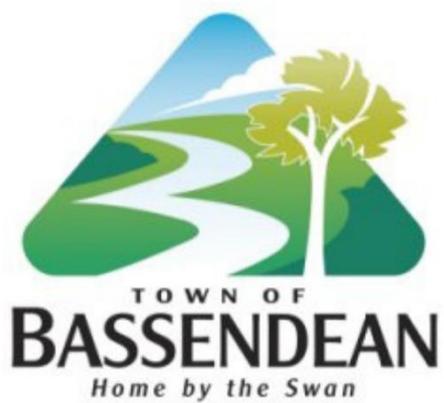
Senior Community Citizen of the Year, Stella Turner was recognised for her dedication to the Eden Hill Little Athletics Club spanning 35 years, and her tireless volunteer work in the Town of Bassendean community.

Active Citizenship event in 2019 was awarded to WonderRealm, organised by Nella Fitzgerald, bringing the Fringe World Festival to Bassendean in a colourful street-party.



Other finalists included

- **Jeremy Warnock** who established the Eden Hill “Fathering Group” in 2015
- **Nonie Jekabsons** for coordinating the Cyril Jackson Arts House Community Garden
- **Ngairé Kasdorf**, member of the Bassendean Galaxy Basketball Club, and Bassendean Primary School P&C
- **Michael Grogan** for sharing his local historical knowledge; and
- **Marion Arundel**, a volunteer for 35 years, including 17 with St John Ambulance.



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ATTACHMENT NO. 8

Quarterly Report - Quarter Two

Status update - 1 October 2020 to 31 December 2020



Following is an update of projects/ actions set out in the Town of Bassendean Corporate Business Plan 2020-2024 for the period of 1 October 2020 to 31 December 2020. Projects not started refer to projects that are to commence in the latter part of 2020/2021 or in latter financial years in accordance with the timeframe stated in the Corporate Business Plan.

At a glance... 2020/2021 Financial Year Projects



Strengthening and Connecting our Community (Priority Area 1)

■ On track	(24)
■ Off track	(1)
■ Not started	(3)
■ Complete	(0)
TOTAL	(28)



Leading environmental sustainability (Priority Area 2)

■ On track	(20)
■ Off track	(0)
■ Not started	(8)
■ Complete	(1)
TOTAL	(29)



Creating a vibrant town and precincts (Priority Area 3)

■ On track	(5)
■ Off track	(0)
■ Not started	(1)
■ Complete	(0)
TOTAL	(6)



Driving financial sustainability (Priority Area 4)

■ On track	(8)
■ Off track	(2)
■ Not started	(5)
■ Complete	(0)
TOTAL	(15)



Facilitating people-centred services (Priority Area 5)

■ On track	(5)
■ Off track	(0)
■ Not started	(5)
■ Complete	(1)
TOTAL	(11)



Providing visionary leadership and making great decisions (Priority Area 6)

■ On track	(17)
■ Off track	(0)
■ Not started	(6)
■ Complete	(3)
TOTAL	(26)



Building community identity by celebrating culture and heritage (Priority Area 7)

■ On track	(3)
■ Off track	(0)
■ Not started	(8)
■ Complete	(0)
TOTAL	(11)



Strengthening and Connecting our Community (Priority Area 1)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
C1	Fostering a culture of collaboration and trust between the organisation and community	C1.1 Provide opportunity to listen and involve our community in decisions that affect them	C1.1.1	Build and nurture relationships with community groups for shared outcomes	●	●	●	●	On Track	The Town has recently consulted on a series of Local Planning Policies and applications for development approval; the Town Centre Masterplan has been subject to focus group sessions with various cohorts.	
C2	Establishing partnerships with the community that build capacity, connection and sense of belonging	C2.1 Identify community members and organisations with the capacity to deliver projects and programs	C2.1.1	Develop new community awards framework	●	●	●		On Track	New Policy adopted by Council.	
			C2.1.2	Deliver annual community awards			●	●	Not Started	<ul style="list-style-type: none"> Awards promoted. Nominations to open on 1 February 2021 and close on Monday 15 March 2021 	
			C2.1.3	Promote an Expression of Interest for the delivery of future markets in Bassendean	●	●			On Track	EOI advertised.	
		C2.2	Build capacity of community groups to deliver social return on investment	C2.2.1	Co-design community amenity where opportunity exists to promote multi-use and social benefits	●	●	●	●	On Track	Meetings have occurred with various community groups to better understand how the Town can foster productive relationships.
		C2.3	Identify and deliver community funding	C2.3.1	Revise Sponsorship and Grants Policy to facilitate delivery of new and innovative cultural and arts project	●	●	●		On Track	Under development.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
		C.2.3.2	Promote grant opportunities to community groups	●	●	●	●	On Track	Grant opportunities promoted to community groups.		
	C2.4	Foster volunteering to provide services for our community and to build connections	C2.4.1	Coordinate volunteer services.	●	●	●	●	On Track	BAU. The Town acknowledged the valuable contributions of its volunteers at the “Thank a Volunteer Day 2020” event on 5 December 2020.	
	C.2.5	Build capacity of volunteers to deliver programs and services with limited input from the Town	C2.5.2	Deliver workshops and advice to support volunteers	●	●	●	●	On Track	One and ten year plans being developed for natural areas with an active friends group.	
C3	Treating people equitably with access to programs and services, regardless of advantage or ability	C3.1	Ensure access and inclusion to spaces and places throughout our Town for all, including community members with disabilities, youth, seniors, Indigenous people, and culturally and linguistically diverse people	C.3.1	Implement Disability Access and Inclusion Plan and promote the plan within the wider community	●	●	●	●	On Track	BAU. The Town reinforces access and inclusion in its business activities. All vacancies with the Town for employment advise the applicant of the Town’s commitment to the principles of Equal Opportunity, the encouragement of indigenous Australians, young people, people with disabilities, people from culturally diverse backgrounds and women to apply for positions with the Town.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
	C.3.2	Enable programs and services that cater for all, including community members with disabilities, youth, seniors, Indigenous people, and culturally and linguistically diverse people	C.3.2.1	Inclusion to be considered as part of all new infrastructure, programs and services delivered	●	●	●	●	On Track	The Town is in the initial phase of developing an educational guide, process and work procedure for capital projects and building maintenance. This will provide a framework for inclusion to be considered in all capital projects and building maintenance	
C4	Creating an environment where people feel welcome and safe	C.4.1	Create public spaces and transport routes that encourage people to linger, interact and enjoy (including evening use)	C.4.1.1	Upgrade Palmerston and Padbury Reserves	●	●	●	●	Off Track	Draft Concepts prepared.
				C.4.1.2	Deliver underground power to Eden Hill and parts of Bassendean	●	●	●	●	Off Track	Western Power has reviewed the Request for Quotations (RFQs) and advised the Town of a minor delay in awarding the contract. WP is confident the works will start in the first half of the year.
				C.4.1.3	Co-design and develop Mary Crescent Wetlands with local community and Greening Australia	●	●	●	●	On Track	In November a community workshop was held with Eden Hill Can to present the proposed draft project plan for the site. In December a community event was held at Mary Crescent Reserve to share the proposed draft project plan for the site.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments	
			Q1	Q2	Q3	Q4			
		C.4.1.4	Complete construction of a new nature based playground (and ablutions) at Sandy Beach Reserve	●	●	●	●	On Track	<p>Permit approved by the DBCA to build in the Swan River Park. Permit approved by Water Corporation for the construction of a sewer line. The Town has gone to market to tender for the construction of the sewer line.</p> <p>Finalisation of the detailed design in progress. Once completed and Ministerial approval has been received from the Minister for Environment, the Town will go to market to tender for the construction of the playground.</p> <p>The land disposal process for the Lord Street and Chapman Street properties (to fund the project) has been completed.</p> <p>The Town has appointed a project manager to coordinate all aspects of the project. The project is expected for completion in the latter part of 2021.</p>
		C.4.1.5	Develop Ashfield Flats Look-out	●	●	●	●	On Track	<p>Two separate site meetings with Ashfield CAN and WAPC officers have been held to scope the project and discuss management requirements.</p> <p>A Management agreement is being developed with the WAPC to gain approval to undertake the works.</p>
		C.4.1.6	Develop foreshore plan for Point Reserve	●	●	●	●	On Track	A DBCA grant funding opportunity has been identified to help support the development of a Concept foreshore plan for Point Reserve.
	C.4.2	Encourage the adoption of a collective responsibility towards safety	C.4.2.1	Provide a welcome pack to all new households	●	●	●	●	On Track

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
		C.4.2.2	Ongoing campaign in Town's communications	●	●	●	●	On Track	Feature in December edition of Thrive.		
C5	Supporting healthy lifestyles throughout our Town	C.5.1	Improve functionality of amenities and lifestyle options	C.5.1.1	Provide health and wellbeing programs	●	●	●	●	On Track	BAU. Relax program being conducted and the Town continuing to be part of the Act Belong Commit campaign.
				C.5.1.2	Develop a Public Health Plan (to include mental health)	●	●	●	●	On Track	Under development.
	C.5.2	Improve walkability and cycle-ability, including through infrastructure improvements	C.5.2.1	Develop and activate Whitfield Safe Active Street	●	●	●	●	On Track	Construction works complete. Commenced planning activation activities, including ministerial event planned for the 27 January. Line marking and signage works commenced and due for completion early 2021.	
			C.5.2.2	Implement footpath program	●	●	●	●	On Track	An upgraded footpath will be installed at Mary Crescent in conjunction with the Our Park Our Place project.	
C6	Creating a resilient and adaptable community	C.6.1	Support community organisations in crisis preparedness and recovery	C.6.1.1	Develop and deliver education programs for community groups		●	●	●	Not Started	
		C.6.2	Prioritise local employment	C.6.2.1	Facilitate and promote opportunities to work and live locally via town centre masterplan, new planning framework and procurement model	●	●	●	●	On Track	Town Centre Masterplan project is continuing. Draft local planning framework considered by Council in November 2020 and is currently with the Western Australian Planning Commission for consent to advertise.

Objectives		Strategies		Actions		Timeframes 20/21				Status	Comments
						Q1	Q2	Q3	Q4		
		C.6.3	Identify essential and non-essential services for clear prioritisation	C.6.3.1	Undertake annual functional reviews as part of Workforce Plan	●	●	●	●	On Track	Council noted Minor Workforce Plan Review in Q2. Next Workforce Plan Review including identified functional reviews scheduled in Q3.
C7	Facilitating community connection	C.7.1	Prioritise projects that bring people together and strengthen community connectedness	C.7.1.1	Facilitate, support and/or deliver opportunities for community connection, cohesion and inclusion	●	●	●	●	On Track	The Town hosted the “Thank a Volunteer Day 2020” event on 5 December; and “International Day of People with Disability” on 3 December. Various other engagements hosted.
				C.7.1.2	Undertake a precinct planning approach in and around Parks and Playgrounds to improve accessibility with paths seating and shade				●	●	Not Started



Leading environmental sustainability (Priority Area 2)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
N1 Demonstrate strong leadership in waste reduction and carbon neutrality	N1.1 Initiate and drive innovative waste management practices	N1.1.1 Develop Waste Management Strategy	●	●	●	●	On Track	Council Workshop held in December. Draft Waste Plan incorporating Council feedback is being drafted. This will be submitted to DWER in Q3 for feedback prior to being presented to Council for consideration.
		N1.1.2 Implement Waste Management Strategy					Not Started	Scheduled for 21/22
	N1.2 Initiate and drive innovative renewable energy practices	N1.1.2.1 Create Emissions Reduction Strategy for organisation					Not Started	Scheduled for 21/22
		N1.1.2.2 Create Emissions Reduction Strategy for Community					Not Started	Scheduled for 21/22
		N1.1.2.3 Implement Emissions Reduction Strategies for organisation and community					Not Started	Scheduled for 21/22
	N2 Be innovative in responses to sustainability challenges	N.2.1 Embed sustainability considerations in Council decision making	N.2.1.1 Reduce our environmental footprint through investigating the co-location of Town administration	●	●	●	●	On Track
N.2.1.2 Embed sustainability as a key consideration in all planning, policies, reports etc					●	●	Not Started	

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
		N.2.1.3	Share our experiences as an early adopter of FOGO with other Councils to facilitate their transition	●	●	●	●	On Track	Discussions with City of Bayswater and City of Albany to share lessons learned. Contributing to the Department of Water and Environmental Regulation's FOGO Reference Group.		
		N.2.2	Practise early uptake of suitable new technologies and innovations	N.2.2.1	Recycled concrete for footpath and kerb replacement	●	●	●	●	On Track	The Town is moving towards ensuring all concrete works are undertaken using recycled concrete. All Capital projects works for the 20/21 FY are being completed using recycled concrete.
		N.2.2.2		Explore 'green' power for Town facilities and battery storage and power purchasing agreements	●	●	●	●	On Track	A meeting was held with interested local government members and WALGA to explore a second proposed approach for purchasing aggregated green power. It is expected that the purchasing process would occur over 2021, with an opportunity to join the aggregated approach in mid-2022.	
N3	Foster an empowered community that drives sustainability	N.3.1	Increase community support for sustainability considerations	N.3.1.1	Partner and support community groups	●	●	●	●	On Track	The Town has developed an approach to partner with environmental community groups to develop 1 and 10 year restoration plans.
		N.3.1.2		Continue to promote community awareness and benefits for more sustainable approaches	●	●	●	●	On Track	Two streams of community workshops will be run in 2020/21 with a theme for Waterwise over 2020 and urban heat and natural areas for Mary Crescent in 2021. In December a Community event was held at Mary Crescent Reserve to share the proposed draft project plan for the site. In December a water indexing workshop was held with community, local and state government representatives to benchmark the cities progress towards a water sensitive city.	

Objectives		Strategies		Actions		Timeframes 20/21				Status	Comments
						Q1	Q2	Q3	Q4		
N4	Conserve, protect and enhance our natural environment and biodiversity	N.4.1	Conserve, enhance and repair natural and urban areas	N.4.1.1	Weed strategy; continuous improvements and implementation	●	●	●	●	On track	Weed management strategies developed for four areas within the Town: 1. Hardscape (paths, footpaths, medians) 2. Natural areas 3. Parks and Gardens 4. 4. Special Area: Old Perth Road
				N.4.1.2	Implement and finalise Town Planning Scheme No 4A	●	●	●	●	On Track	The Town purchased 27 Hyland Street, Bassendean, in accordance with Council's October 2020 resolution.
				N.4.1.3	Undertake an assessment of our river and foreshore condition (including Point Reserve)	●	●	●	●	On Track	The quotation for the works has been awarded. The first stage of site inspections and assessments are expected to occur over Q3.
				N.4.1.4	Develop a 10 year investment program for our environment based on priorities					Not Started	Scheduled for 20/21 and 21/22.
		N.4.2	Facilitate management of reserves by Friends groups	4.2.1	Partner and support community groups	●				On Track	Same as N3.1.1
N5	Value and conserve and protect our water resources and waterways	N.5.1	Implement Waterwise initiatives and policies for residents, businesses and other organisations	N.5.1.1	Deliver a water indexing workshop	●	●			Complete	In December a water indexing workshop was held with community, local and state government representatives to benchmark the Town's progress towards a water sensitive district.
				N.5.1.2	Develop a Waterwise Bassendean Strategy					Not Started	Scheduled for 21/22.
		N.5.2	Convert drains into living streams	N.5.2.1	Repurpose open drain between Second and Fourth Avenue to create a Living Stream	●	●	●	●	On Track	Detailed design brief awarded. The detailed design works will occur over Q3 and Q4.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
		N.5.2.2	Create a rolling program for the design and implementation of living streams and integrate into Long term Financial Plan					Not Started	Scheduled for 21/22.		
N6	Support the creation of a more green and shaded Town	N.6.1	Create an urban forest throughout reserves, gardens and streets	N.6.1.1	Deliver tree planting program for winter 2021	●	●	●	●	On Track	Finalising the planning of the 2021 Winter Tree Planting program comprising 400 verge trees and 600 trees in reserves.
				N.6.1.2	Develop longer term tree planting and biodiversity corridors program inclusive of a reporting framework to Council on rates of survival/ mortality/ health	●	●	●	●	On Track	The Town is currently developing future street tree planting programs. This includes the development of biodiversity trails and identifying sites for the planting of large tree species.
				N.6.1.3	Deliver a 'Green Trail' along our Principal Shared Path (near Railway line)	●	●	●	●	On Track	Draft options have been developed and will be presented at a council workshop in Q3.
				N.6.1.4	Promote and develop verge garden program	●	●	●	●	On Track	The ToB's verge garden grant will be advertised and released over Q3.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments	
			Q1	Q2	Q3	Q4			
	N.6.2	Protect existing trees and green spaces	N.6.2.1					On Track	<p>Council approved policy to protect existing street trees and provide a framework for the request for new street trees.</p> <p>The Town has been successful in pursuing legal action for unlawful street tree removal.</p> <p>The Town has recently recovered \$8,922 in costs for street tree damage through its Security Bonds associated with residential development.</p> <p>2021 winter tree planting to include installation of trees at schools providing a platform to discuss benefits of trees.</p> <p>Significant improvement has been achieved in ensuring compliance of developers in the installation of TPZ's to protect trees during construction.</p>
			Maintain our street gardens and street trees	●	●	●	●		
			N.6.2.2	Assess and map the health of our existing trees to better plan for the future	●	●	●		●
			N.6.2.3	Implement Local Planning Policy 13 – Tree Retention and Provision	●	●	●		●
		N.6.2.4	Educate and promote the benefits of trees in our community	●	●	●	●	On Track	2021 winter tree planting to include installation of trees at schools providing a platform to discuss benefits of trees.



Creating a vibrant town and precincts (Priority Area 3)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
B1 Support the town centre to thrive	B1.1 Advocate for economic growth of our Bassendean town centre	B1.1.1 Drive opportunities to promote and support investment in the Town	●	●	●	●	On Track	Town Centre Masterplan project continuing including discussions with the development industry and State Government.
	B.1.2 Engage potential government and private sector development partners to realise opportunities within the Town of Bassendean	B2.1.1 Develop a Town Centre Master Plan to promote and facilitate future investment	●	●	●		On Track	Masterplan process underway and expected to be completed in March/April 2021.
		B2.1.2 Promote local businesses	●	●	●	●	On Track	Local businesses promoted in the December 2020 edition of Thrive.
		B.2.1.3 Explore and advocate for redevelopment of Wilson St carpark and civic/community buildings	●	●	●	●	On Track	Masterplan project continuing.
B2 Increase the residential population close to centres and train stations	B2.1 Ensure planning and development strategies and policies align with the desire to focus future development around centres and train stations	B3.1.1 Review the Local Planning Strategy and create a new Local Planning Scheme	●	●	●	●	On Track	Draft Local Planning Strategy and Scheme considered by Council in November. Submitted to DPLH for consideration.
		B3.1.2 Implement recommendations of Local Planning Strategy					Not Started	Pending B3.1.1



Driving financial sustainability (Priority Area 4)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
E1 Ensure there is sufficient, effective and sustainable use of assets	E1.1 Assess assets (including review of portfolio, landholdings and facility condition, use and capacity) to optimise and rationalise	E1.1.1 Review Land Asset Strategy				●	Not Started	To occur post development of Town Centre Masterplan.
		E1.1.1.2 Develop Asset Management Strategy					Not Started	Follows E1.1.1 and E1.1.3
		E1.1.1.3 Develop Asset Management Plans	●	●	●		On Track	The Town is progressing with reviewing its suit of asset management plans proposing to present to council in the next quarter as part of the planning process for 21/22.
		E1.1.1.4 Design and Deliver Success Hill Spillway(including restoration of embankment)	●	●	●	●	Off Track	The Town was not able to secure a consultant to undertake the design works for this project. The work will be re-tendered as a design & construct project. Tender documentation preparation has commenced. It is expected that a tender will be advertised in Q3 for construction to be conducted in the summer 21/22.
	E1.2 Ensure financial planning has a long-term outlook and a focus on land asset rationalisation	E2.1.1 Integrate Long Term Financial Plan with SCP, CBP and AMPs	●	●	●	●	On Track	SCP and CBP now integrated.
		E2.1.2 Review the Town's asset portfolio against the SCP, community aspirations and long term financial sustainability			●	●	Not Started	
E2 Ensure community	E.2.1 Community Infrastructure	E.2.1.1 Develop Jubilee Reserve Masterplan	●	●	●		On Track	Consultant appointed. Inception workshop with Council to be arranged.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments	
			Q1	Q2	Q3	Q4			
facilities are accessible to and well utilised by a diverse range of community members	Strategy (use of community spaces, shared or individual hubs, appropriate number of facilities) E.2.2 Leasing, Licensing and Hiring Strategy	E.2.1.2	Develop Business Case for Bassendean Oval				●	Off Track	Project requires re-scoping based on outcomes from Town Centre Masterplan.
		E.2.2.1	Audit all facilities and lease/ hire agreements prior to expiration			●	●	Not Started	
		E.2.2.2	Review standard hire conditions	●	●	●	●	On Track	Staff have recently prepared: 1. consolidated terms and conditions for the standard hire of community facilities and parks / reserves and 2. an online booking form. To be considered by CMC.
		E.2.2.3	Identify opportunities for standardisation and inclusion of social dividend as leases/licenses expire			●	●	Not Started	

Objectives		Strategies	Actions	Timeframes 20/21				Status	Comments		
				Q1	Q2	Q3	Q4				
E3	Support the local economy	E.3.1	Prioritise infrastructure projects that generate local employment and support a circular economy	E.3.1.1	Advocate for local employment opportunities as they arise	●	●	●	●	On Track	<p>Ongoing.</p> <p>All Town vacancies are promoted via the Town's FB page.</p> <p>The Town is currently considering different ways in which to engage local people, with a number of outcomes to be finalized in the next 6 months. This includes engaging with employment agencies and schools within surrounding areas to see how the Town can promote placements (work experience, return to work) along with encouraging locals within the community to apply for vacancies.</p> <p>This will be included in the Town's Workforce Plan for 2021.</p>
				E.3.1.2	Consider the impacts when assessing the Town's projects in terms of priorities	●	●	●	●	On Track	Ongoing.
	E.3.2	Ensure the local economy is positioned to recover from crises	E.3.2.1	Town to promote 'buy local' procurement practices		●	●	●	On Track	Purchasing Policy adopted by Council in December 2020. The policy incorporates sustainable procurement principles relating to the environment, social outcomes and local economic benefit.	
			E.3.2.2	Encourage social enterprise to build community capacity	●	●	●	●	On Track	Concept being explored.	



Facilitating people-centred services (Priority Area 5)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
CS1 Ensure community members know where and how to access services	CS.1.1 Improve communication regarding where community members can receive services, advice and provide feedback	CS.1.1.1 Review Customer Services Charter and Complaints Handling Procedure					Not Started	To be commenced 21/22.
		CS.1.1.2 Develop educational guide regarding who deals with different decisions					Not Started	To be commenced 21/22.
	CS.1.2 Ensure transparent and open discussions with community members	CS.1.2.2 Continue to deliver people-centred approaches to engagement	●	●	●	●	On Track	Opportunities incorporated as they arise.
		CS.1.2.3 Build and nurture relationships with community groups for shared outcomes	●	●	●	●	On Track	1 and 10 year management plans being developed in conjunction with Friends groups for natural areas (Sustainability)
CS2 Deliver efficient and well-connected internet and computer technology systems	CS.2.1 Improve efficiency of internet and computer technology systems for community-facing services	CS.2.1.1 Develop ICT strategy and investment roadmap	●	●	●	●	On track	ICT Strategy 2020-2025 adopted by Council in December 2020. ICT Strategic Plan 2020-2025 developed to implement the strategy.
		CS.2.1.2 Develop and implement annual ICT work program	●	●	●	●	Complete	ICT Strategy 2020 – 2025 received by Council in December 2020. The ICT Strategy is supported by an ICT Strategic Plan, which outlines key projects and actions for each of the five years of the ICT Strategy.
		CS.2.1.3 Develop and implement agenda preparation module			●	●	Not started	To be completed in 2021/22 in accordance with the ICT Strategy
		CS.2.1.4 Prepare Policy addressing Councillor ICT requirements				●	Not started	

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
		CS.2.1.5 Undertake Records Management review to align to ICT strategy					Not Started	To be commenced 22/23 as per the ICT Strategy.
	CS.2.2 Explore online options for services that currently require physical presence	CS.2.2.1 Facilitate online applications, lodgements and payments	●	●	●	●	On track	Online planning applications implemented. Online payments project in progress.
		CS.2.2.2 Improve website functionality	●	●	●	●	On track	Improvements to website accessibility and functionality continuing. Major website refresh scheduled for 22/23 under the ICT Strategy.



Providing visionary leadership and making great decisions (Priority Area 6)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
L1 Make brave decisions in line with a risk appetite	L.1.1 Early identification of potential risks / issues/ opportunities	L.1.1.1 Develop a Fraud and Corruption Control Plan			●	●	Not started	
		L.1.1.2 Develop new risk management framework			●	●	On track	Policy and framework under development.
		L.1.1.3 Implement Audit and Risk Register findings / recommendations to further strengthen organisation	●	●	●	●	On track	The Town has adopted an Audit Risk Register that contains all the identified strategic risks. The Audit and Governance Committee Meeting held in November 2020 reviewed the Audit and Risk register. The updated register was considered by Council at its November Ordinary meeting.
	L.1.2 Embed opportunity cost considerations	L.1.2.1 Council reports include recommendations that consider risks and opportunity cost	●	●	●	●	Complete	The Council Report template was amended in the first quarter to include provision for risk. All reports to Council must assess any risks associated with a matter.
L2 Ensure major decision making is informed by community feedback	L.2.1 Ensure community engagement processes are implemented in major strategic projects	L.2.1.1 Develop and implement community engagement guidelines			●	●	Not started	Scheduled to commence in 2021/22
		L.2.1.2 Embed community engagement as a key consideration in all major decision making	●	●	●	●	On-going	Embedded into Council reports.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
		L.2.1.3	Develop a strategic communications plan which is driven by Council's vision and SCP priorities			●	●	Not Started			
L3	Ensure operational activities reflect the strategic focus of Council	L.3.1	Ensure clear communication and flow of information from decision makers to operational staff	L.3.1.1	Continue to embed Councillor and Administration protocol	●	●	●	●	On-going	Regular communications to ensure that obligations understood in accordance with conduct requirements.
				L.3.1.2	Develop Internal Communications Plan			●	●	Not Started	
		L.3.2	Implement a framework on decision making that identifies delegated authority for different levels of decision	L.3.2.1	Delegated Authority Register review and adoption to balance risk and efficient operations	●	●			Complete	Council adopted the Delegations Register at its October Council Meeting. The Delegations Register appears on the Town's website.
			L.3.2.2	Review policies and procedures to ensure good governance	●	●	●	●	On Track	The following governance policies were approved by Council in Q2 – <ul style="list-style-type: none"> Attendance at Events Policy – Councillors and CEO; Purchasing Policy. 	
			L.3.2.3	Develop and implement new Quarterly reporting framework	●	●			On Track	The new Quarterly Report was implemented in Q1. The Quarterly Report aligns with the CBP. The Town provides a report to Council on how it is meeting its strategic priorities. A number of key strategic measures are currently being developed to provide meaningful and measureable data on the Town meeting its strategic outcomes contained in the SCP.	

Objectives		Strategies	Actions	Timeframes 20/21				Status	Comments		
				Q1	Q2	Q3	Q4				
L4	Reinforce a culture of collaboration, trust and demarcation between Council, administration and the community	L.4.1	Build understanding and support for the vision and Strategic Community Plan	L.4.1.1	Engage and consult with the community on key initiatives and changes	●	●	●	●	On Track	BAU
				L.4.1.2	Demonstrate linkage and alignment to SCP in officer reports for Council decisions	●				Complete	The Council Report template was amended to reflect the new Strategic Community Plan that was adopted by Council in Q1.
				L.4.1.3	Implement regular communications with all staff via monthly debriefs regular staff newsletters, team building events and team meetings	●	●	●	●	On Track	Fortnightly distribution of the staff newsletter. 'BassenTeam' SCP Workshops held with all staff in Q2.
	L.4.2	Demonstrate clear connections between the Strategic Community Plan, project and business-as-usual services and operations	L.4.2.1	Deliver a new employee performance system to align organisational efforts to the Strategic Community Plan and Corporate Business Plan	●	●	●	●	On Track	New employee performance system rolled-out within organisation in Q2, due for completion by end of Q3.	
	L.4.3	Create an organisational culture of performance, innovation and excellence	L.4.3.1	Develop and implement new Quarterly reporting framework to report on projects and align to SCP	●	●			On Track	The new Quarterly Report was implemented in Q1. The Quarterly Report aligns with the CBP. The Town provides a report to Council on how it is meeting its strategic priorities.	

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments			
			Q1	Q2	Q3	Q4					
		L.4.3.2	Implement new model of Code of Conduct			●	●	On Track	A discussion paper on the Draft model Code of Conduct Regulations was provided to each local government by the DLGSC for their consideration in Q2. Submissions closed on 6 December 2020. It is expected that the regulations will be adopted in 2021. Local governments will then be able to adopt their own code of conduct.		
	L.4.4	Develop shared values between Council, administration and the community	L.4.4.1	Develop and promote shared values to ensure alignment to Strategic Community Plan		●	●	●	On Track	Feedback to inform shared values gathered from 'BassenTeam' SCP team building Workshops held with all staff in Q2. Further Leaders workshop scheduled in Q3 to continue develop and implement shared values.	
			L.4.4.2	Develop and deliver induction program for new Council					Not Started	Scheduled for 21/22	
L5	Foster an environment of innovation and leadership	L.5.1	Foster an environment of innovation, where people are encouraged to contribute	L.5.1.1	Create and model agreed values and behaviours in everything we do		●	●	●	Not Started	Implementation of shared values in Q3.
		L.5.2	Foster leadership: harness the talent of individuals	L.5.2.1	Promote ongoing development of the Administration	●	●	●	●	On Track	'BassenTeam' SCP team building Workshops held with all staff in Q2.
				L.5.2.2	Coordinate professional development and training opportunities for Elected Members	●	●	●	●	On Track	Essential Training promoted for Councillors in addition to other opportunities.

Objectives		Strategies	Actions	Timeframes 20/21				Status	Comments
				Q1	Q2	Q3	Q4		
		L.5.3 Recognise and reward innovation and leadership	L.5.3.1 Implement recognition system for staff to acknowledge right behaviours and performance	●	●	●	●	On Track	The Town's Annual Employee Award Certificates presented at the End of Year in Q2.
L6	Respond effectively and efficiently to crises	L.6.1 Implement crisis management framework	L.6.1.1 Finalise Business Continuity, Pandemic, and Disaster Recovery Plans	●	●	●	●	On Track	The Business Continuity Plan was updated to include lessons learnt from the Covid-19 Response Q2. The Pandemic Response Plan is in the process of being updated to ensure alignment with State Government Response Plans and lessons learnt.
		L.6.2 Communicate the impacts to business continuity	L.6.2.1 Develop and deliver communications strategy as required	●	●	●	●	On Track	As required.



Building community identity by celebrating culture and heritage (Priority Area 7)

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments
			Q1	Q2	Q3	Q4		
CH1 Appreciate, celebrate and engage with Noongar Boodjar (land), history, culture and people	CH.1.1 Enhance partnerships with Noongar people – be guided by Traditional Owners in the appreciation, celebration and participation of Noongar Boodjar, history, culture and people	CH.1.1.1 Inclusion of Acknowledgement and Welcome to Country at key events and ceremonies	●	●	●	●	On Track	Welcome/acknowledgement to Country being included in all Citizenship Ceremonies, Briefing Sessions and Council Meetings.
		CH.1.1.2 Develop a heritage agreement or shared approach to maintain and share noongar history, stories and culture		●	●	●	Not Started	
	CH.1.2 Enhance participation and engagement of local Noongar people in community life and decision making	CH.1.1.3 Host a workshop with the Whadjuk Working Group to build and nurture the Town's relationship with the Whadjuk Working Group		●	●	●	Not Started	
	CH.1.3 Enhance participation and engagement of local Noongar people in caring for the land	C.1.1.4 Create a cultural compact agreement (statement of respect) with the Whadjuk Working group.					Not Started	Scheduled for 2021/22
CH2 Create a community closely connected to its history and heritage	CH.2.1 Maintain and share the historical stories of the Town of Bassendean	C.2.1.1 Develop further opportunities to share the historical stories of the Town of Bassendean eg new history walks	●	●	●	●	On Track	All guided heritage walks (including the latest 'Explore Eden Hill' walk) have been suspended due to COVID-19 restrictions. The Town has recently applied for a grant from the Heart Foundation to establish virtual self-guided Heritage Trail walks.

Objectives	Strategies	Actions	Timeframes 20/21				Status	Comments	
			Q1	Q2	Q3	Q4			
		C.2.1.2	Develop a heritage agreement or shared approach to maintain and share noongar history, stories and culture		●	●	●	Not Started	
	CH.2.2 Ensure heritage locations and buildings of historical value within the Town are recognised, cared for and utilised by the community	CH.2.2.1	Review the Town's Local Heritage Survey					Not Started	Scheduled for 21/22.
		CH.2.2.2	Create a Local Planning Policy relating to protecting heritage and character					Not Started	Scheduled for 21/22.
	CH.2.3	Implement initiatives, events and activities that focus on a range of cultural and artistic endeavours (not limited to entertainment)	CH.2.3.1	Create opportunities to showcase the Town's history and heritage to the community and visitors	●	●	●	●	On Track Officers commenced engagement with local families at Mary Crescent to discuss the protection and identification of Indigenous heritage. Due to COVID-19 restrictions initiatives and events, cultural and artistic were not conducted in the reporting quarter.
CH3	Engage the community in arts and culture	CH.3.1	Implement arts and cultural programs and activities that reflect the unique history of the Town of Bassendean and are relevant to its community	CH.3.1.1	Review Council's Public Arts Framework			●	Not Started
		CH.3.1.2	Review Relax program				●	●	Not Started

OUTSTANDING COUNCIL RESOLUTIONS
RECOMMENDED FOR DELETION (AS @ 11/2/2021)

REC_NO.	OFFICER	DESCRIPTION	ACTION_TAKEN
ROC18/64786	DONNA SHAW	<p>OCM-5/04/19 TONKIN PARK INDUSTRIAL ESTATE (TPIE) FENCING AUDIT AND REVIEW MOVED CR HAMILTON SECONDED CR WILSON THAT COUNCIL:</p> <p>1.APPROVES A MODIFICATION TO LOCAL PLANNING POLICY NO 6 – INDUSTRIAL ZONES DEVELOPMENT DESIGN GUIDELINES TO AMEND LANDSCAPING PART (D) FROM THE EXISTING RATIO OF ONE TREE PER SIX CAR PARKING BAYS TO ONE TREE PER FOUR CAR PARKING BAYS WITH ALL TREE PLANTING TO COMPLY WITH THE TOWN’S SPECIFICATIONS; AND 2.A)NOTES THAT THE PLANNING DEPARTMENT OF THE TOWN OF BASSENDEAN WILL CEASE COMPLIANCE ACTION AGAINST LANDOWNERS OF 76 AND 80 MAY HOLMAN DRIVE BASSENDEAN PROVIDED THE LANDOWNERS ENTER INTO AN AGREEMENT WITH THE TOWN TO INSTALL AND MAINTAIN AT THEIR OWN COST VERGE LANDSCAPING AND TREE PLANTING DESIGNED TO IMPROVE THE STREETScape OF THE RESPECTIVE SITES; AND B)REQUESTS THAT PLANNING STAFF DEFER ANY ACTION AGAINST OTHER LANDOWNERS IDENTIFIED DURING THE FENCING AUDIT AS BEING NON-COMPLIANT WITH CONDITIONS OF APPROVAL UNTIL POINT 3 OF THIS MOTION IS CONCLUDED; AND 3.REQUESTS OFFICERS UNDERTAKE AN ENTIRE REVIEW OF LOCAL PLANNING POLICY NO 6 – INDUSTRIAL ZONES DEVELOPMENT GUIDELINES TO REGULATE DEVELOPMENT STANDARDS DURING FUTURE RENEWAL OF INDUSTRIAL SITES TO ACHIEVE THE FOLLOWING OBJECTIVES: A)TO ENSURE BUILT FORM AND DESIGN PROVIDES A HIGH STANDARD OF AMENITY AND SUSTAINABILITY; B)TO ACHIEVE COORDINATED QUALITY DEVELOPMENT OUTCOMES INTO THE FUTURE THAT MAXIMISE STREETScape AMENITY AND TREE CANOPY; C)TO ESTABLISH A COHESIVE FRAMEWORK FOR THE ASSESSMENT OF FUTURE APPLICATIONS FOR DEVELOPMENT WITHIN THIS ZONE. OCM-9/7/15 (PREV 84973 FROM INTRANET) - UNAUTHORISED FRONT FENCE – LOT 837 (NO. 76) MAY HOLMAN DRIVE BASSENDEAN 2. IN RELATION TO THE UNAUTHORISED FENCE AT LOT 837 (NO. 76) MAY HOLMAN DRIVE BASSENDEAN AND THE FURTHER UNAUTHORISED FENCE AT LOT 836 (NO. 80) MAY HOLMAN DRIVE BASSENDEAN FORMALISED ENFORCEMENT ACTION BE HELD IN ABEYANCE PENDING THE RESULTS OF FURTHER INVESTIGATIONS INTO FENCING WITHIN THE TONKIN PARK INDUSTRIAL ESTATE; AND 3. AN AUDIT OF FENCING TO INDUSTRIAL PROPERTIES WITHIN THE TONKIN PARK INDUSTRIAL ESTATE BE UNDERTAKEN BY THE TOWN AND THE RESULTS OF THAT AUDIT BE REPORTED TO COUNCIL FOR FURTHER CONSIDERATION ALONG WITH AN ASSOCIATED REPORT DETAILING RECOMMENDED MODIFICATIONS (IF ANY) TO FENCING PROVISIONS CONTAINED WITHIN THE TOWN’S LOCAL PLANNING POLICY NO. 6 – INDUSTRIAL ZONES DEVELOPMENT DESIGN GUIDELINES.</p>	<p>LANDSCAPING AND FENCING REQUIREMENTS INCLUDED IN NEW LPP 6 - INDUSTRIAL DEVELOPMENT. COMPLIANCE ACTION TO BE UNDERTAKEN ADMINISTRATIVELY. RECOMMEND DELETION</p>

ROC20/76595	DONNA SHAW	<p>OCM-18/10/20 - UNAUTHORISED WORKS – 1 (LOT 223) RIVER STREET BASSENDEAN MOVED CR HAMILTON SECONDED CR QUINTON THAT COUNCIL IN ACCORDANCE WITH CLAUSE 13(2) OF SCHEDULE 2 OF THE PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 GIVES THE LANDOWNER OF 1 (LOT 223) RIVER STREET BASSENDEAN (SUCCESS HILL LODGE) A HERITAGE CONSERVATION NOTICE REQUIRING THE LANDOWNER TO DO THE FOLLOWING: 1.CARRY OUT THE FOLLOWING IN ACCORDANCE WITH THE DEVELOPMENT APPROVAL DATED 6 OCTOBER 2020 (REF: 2020-117) BY 31 MARCH 2021: •RE-ROOFING TO THE MAIN BUILDING; •PROVIDE STORMWATER DRAINAGE AWAY FROM THE BUILDING; AND •REPLACEMENT OF THE FASCIA AND GUTTERING OF THE MAIN ROOF. 2.OBTAIN DEVELOPMENT APPROVAL FOR AND THEREAFTER CARRY OUT THE FOLLOWING SPECIFIED REPAIRS TO THE HERITAGE PLACE IN ACCORDANCE WITH THE CONSERVATION MANAGEMENT STRATEGY (DATED 17 MAY 2019) BY 30 JUNE 2021 SPECIFICALLY: •REPAIRS TO THE DINING ROOM WEST WALL (INTERNALLY AND EXTERNALLY); •REPAIRS TO THE DOUBLE HUNG WINDOWS TO THE DINING ROOM; •RECONSTRUCTION AND STABILISATION WORKS AND REMOVAL OF AIR VENT PIPES TO THE VERANDAH; AND •INVESTIGATION AND TREATMENT OF TIME FOR TERMINATE CONTROL.</p>	CONSERVATION NOTICE ISSUED - RECOMMEND DELETION
ROC20/77278	DONNA SHAW	<p>OCM-9/11/20 - ADDITIONS TO SMALL BAR - PATIO AND CAFÉ BLINDS (CORK AND BOTTLE) MOVED CR QUINTON SECONDED CR WILSON THAT COUNCIL: 1.APPROVES THE APPLICATION FOR DEVELOPMENT APPROVAL FOR ADDITIONS TO SMALL BAR - PATIO AND CAFÉ BLINDS (CORK AND BOTTLE) ABUTTING 77-83 (LOT 144) OLD PERTH ROAD BASSENDEAN SUBJECT TO THE FOLLOWING CONDITIONS: A)THE APPLICANT MUST HOLD A CURRENT PUBLIC LIABILITY INSURANCE POLICY WITH INDEMNITY OF NOT LESS THAN \$20000000. IF REQUESTED THE APPLICANT IS TO PROVIDE A CERTIFICATE OF CURRENCY TO THE TOWN OF BASSENDEAN PRIOR TO THE CONSTRUCTION ACTIVITY COMMENCING; B)THE PROPOSED DEVELOPMENT BEING KEPT IN GOOD CONDITION AND MAINTAINED AT ALL TIMES (I.E. NO TEARS RIPS ETC. TO CAFÉ BLINDS) TO THE SATISFACTION OF THE TOWN OF BASSENDEAN; C)THE ROAD AND FOOTPATH PAVEMENT AREAS MUST BE KEPT CLEAN AND FREE OF LITTER AT ALL TIMES; D)PRIOR TO APPLYING FOR A BUILDING PERMIT AN INFRASTRUCTURE SERVICES – APPLICATION FOR PERMIT FOR THE PROPOSED STORMWATER DISPOSAL MUST BE SUBMITTED TO AND APPROVED BY THE TOWN OF BASSENDEAN INCLUDING THE PAYMENT OF FEES IN ACCORDANCE WITH THE COUNCIL'S SCHEDULE OF FEES AND CHARGES. ANY PAVING REMOVED TO ACCOMMODATE STORMWATER INFRASTRUCTURE IS TO BE REINSTATED TO THE SATISFACTION OF THE TOWN OF BASSENDEAN; E)THE LANDOWNER/APPLICANT MUST ENSURE THAT NO DAMAGE OR OBSTRUCTION IS CAUSED TO A MAINTENANCE HOLE INSPECTION PIT FIRE HYDRANT WATER GAS ELECTRICAL OR COMMUNICATIONS INFRASTRUCTURE DRAINAGE OR OTHER SERVICE WITHIN THE ROAD RESERVE; F)PRIOR TO APPLYING FOR A BUILDING PERMIT THE LANDOWNER/APPLICANT SHALL PAY</p>	DEVELOPMENT APPLICATION APPROVED - RECOMMEND DELETION

		TO THE TOWN OF BASSENDEAN THE AMENITY VALUE OF THE TREE TO BE REMOVED (\$2264.80) IN ACCORDANCE WITH COUNCIL POLICY 1.8 – STREET TREES AND FOR THE TREE TO BE TRANSPLANTED AND FOR THE FUNDS TO BE DEPOSITED INTO THE TREE RESERVE ACCOUNT; G)WHEN NOT BEING USED FOR ANY ACTIVITY AUTHORISED BY A PERMIT UNDER THE TOWN'S ACTIVITIES ON THOROUGHFARES AND TRADING IN THOROUGHFARES AND PUBLIC PLACES LOCAL LAW 2010 THE BLINDS ARE TO REMAIN UP SO AS TO ALLOW FREE AND UNIMPEDED ACCESS THROUGH THE AREA. 2.ADVISES THE APPLICANT THAT IN ACCORDANCE WITH CONDITION (D) OF THE APPROVAL GRANTED ON 25 AUGUST 2015 THE STRUCTURE SHALL BE REMOVED ON WRITTEN NOTICE OF THE TOWN IF IT NO LONGER REQUIRED FOR USE IN CONNECTION WITH THE SMALL BAR; AND 3.ADVISES THE APPLICANT THAT THE USE OF THE SPACE REQUIRES THE ISSUANCE OF A PERMIT UNDER THE TOWN'S ACTIVITIES ON THOROUGHFARES AND TRADING IN THOROUGHFARES AND PUBLIC PLACES LOCAL LAW 2010.	
ROC20/75689	ELIZABETH KANIA	OCM-11/9/20 - COUNCILLOR TRAINING AND PROFESSIONAL DEVELOPMENT POLICY MOVED CR WILSON SECONDED CR BARTY THAT COUNCIL: 1.ADOPTS THE PROPOSED COUNCILLOR TRAINING AND PROFESSIONAL DEVELOPMENT POLICY AS CONTAINED IN AND THE ATTACHMENT; AND 2.REPEALS THE COUNCILLOR PROFESSIONAL DEVELOPMENT POLICY DATED SEPTEMBER 2017.	POLICY AND TOWN'S WEBSITE WAS UPDATED. RECOMMEND DELETION
ROC20/75690	ELIZABETH KANIA	OCM-12/9/20 - APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER POLICY MOVED CR BARTY SECONDED CR MACWILLIAM THAT COUNCIL: 1.REVOKES THE CHIEF EXECUTIVE OFFICER AND EXECUTIVE OFFICERS EMPLOYMENT POLICY; AND 2.ADOPTS THE PROPOSED APPOINTMENT OF AN ACTING CHIEF EXECUTIVE OFFICER POLICY AS ATTACHED.	POLICY AND WEBSITE UPDATED. RECOMMEND DELETION.
ROC20/77280	LUKE GIBSON	OCM-11/11/20 - PROPOSED TREE PRESERVATION ORDER MOVED CR HAMILTON SECONDED CR QUINTON THAT COUNCIL PURSUANT TO CLAUSE 4.7.7.2 OF LOCAL PLANNING SCHEME NO. 10 MAKES TREE PRESERVATION ORDERS FOR FOUR TREES (TREE 1 – TUART (EUCALYPTUS GOMPHOCEPHALA) TREE 3 – CAPE LILAC (MELIA AZEDARACH) TREE 4 – TUART (EUCALYPTUS GOMPHOCEPHALA) AND TREE 5 – STRING BARK (EUCALYPTUS GIGANTEAN) LOCATED AT 36 (LOT 50) ANZAC TERRACE BASSENDEAN.	TREE PRESERVATION ORDER MADE BY COUNCIL. REGISTER UPDATED. RECOMMEND DELETION
ROC20/78170	LUKE GIBSON	OCM-6/12/20 - PROPOSED TREE PRESERVATION ORDER MOVED CR HAMILTON SECONDED CR BARTY THAT COUNCIL PURSUANT TO CLAUSE 4.7.7.2 OF LOCAL PLANNING SCHEME NO. 10 MAKES A TREE PRESERVATION ORDER FOR THE RIVER GUM TREE (EUCALYPTUS RUDI) LOCATED AT 199 (LOT 800) WEST ROAD BASSENDEAN.	TREE PRESERVATION ORDER MADE BY COUNCIL - REGISTER UPDATED - RECOMMEND DELETION

ROC20/77287	LUKE GIBSON	<p>OCM-22/11/20 - NOTICE OF MOTION – CR MCLENNAN: 1 (LOT 223) RIVER STREET BASSENDEAN (SUCCESS HILL LODGE) MOVED CR MCLENNAN SECONDED CR WILSON AND CR QUINTON THAT COUNCIL: 1.REVOKES OCM-18/10/20) WHICH READS: “THAT COUNCIL IN ACCORDANCE WITH CLAUSE 13(2) OF SCHEDULE 2 OF THE PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 GIVES THE LANDOWNER OF 1 (LOT 223) RIVER STREET BASSENDEAN (SUCCESS HILL LODGE) A HERITAGE CONSERVATION NOTICE REQUIRING THE LANDOWNER TO DO THE FOLLOWING: 1.CARRY OUT THE FOLLOWING IN ACCORDANCE WITH THE DEVELOPMENT APPROVAL DATED 6 OCTOBER 2020 (REF: 2020-117) BY 31 MARCH 2021: •RE-ROOFING TO THE MAIN BUILDING; •PROVIDE STORMWATER DRAINAGE AWAY FROM THE BUILDING; AND •REPLACEMENT OF THE FASCIA AND GUTTERING OF THE MAIN ROOF. 2.OBTAIN DEVELOPMENT APPROVAL FOR AND THEREAFTER CARRY OUT THE FOLLOWING SPECIFIED REPAIRS TO THE HERITAGE PLACE IN ACCORDANCE WITH THE CONSERVATION MANAGEMENT STRATEGY (DATED 17 MAY 2019) BY 30 JUNE 2021 SPECIFICALLY: •REPAIRS TO THE DINING ROOM WEST WALL (INTERNALLY AND EXTERNALLY); •REPAIRS TO THE DOUBLE HUNG WINDOWS TO THE DINING ROOM; •RECONSTRUCTION AND STABILISATION WORKS AND REMOVAL OF AIR VENT PIPES TO THE VERANDAH; AND •INVESTIGATION AND TREATMENT OF TIME FOR TERMINATE CONTROL.”</p> <p>2.IN ACCORDANCE WITH CLAUSE 13(2) OF SCHEDULE 2 OF THE PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 GIVES THE LANDOWNER OF 1 (LOT 223) RIVER STREET BASSENDEAN (SUCCESS HILL LODGE) A HERITAGE CONSERVATION NOTICE REQUIRING THE LANDOWNER TO CARRY OUT THE FOLLOWING IN ACCORDANCE WITH THE DEVELOPMENT APPROVAL DATED 6 OCTOBER 2020 (REF: 2020-117) BY 31 MARCH 2021: •RE-ROOFING TO THE MAIN BUILDING •PROVIDE STORMWATER DRAINAGE AWAY FROM THE BUILDING •REPLACEMENT OF THE FASCIA AND GUTTERING OF THE MAIN ROOF 3.REQUEST THE LANDOWNER TO LODGE AN APPLICATION AND OBTAIN DEVELOPMENT APPROVAL FOR AND THEREAFTER CARRY OUT THE FOLLOWING SPECIFIED REPAIRS TO THE HERITAGE PLACE IN ACCORDANCE WITH THE CONSERVATION MANAGEMENT STRATEGY (DATED 17 MAY 2019) BY 30 JUNE 2021 SPECIFICALLY: •REPAIRS TO THE DINING ROOM WEST WALL (INTERNALLY AND EXTERNALLY); •REPAIRS TO THE DOUBLE HUNG WINDOWS TO THE DINING ROOM; •RECONSTRUCTION AND STABILISATION WORKS AND REMOVAL OF AIR VENT PIPES TO THE VERANDAH; AND •INVESTIGATION AND TREATMENT OF TIME FOR TERMINATE CONTROL BY WHICH DATE IF THE WORKS ARE NOT SUBSTANTIALLY COMMENCED A REPORT WILL BE BROUGHT BACK TO COUNCIL TO CONSIDER THE ISSUING OF A HERITAGE CONSERVATION NOTICE FOR THE ABOVE WORKS.</p>	<p>HERITAGE CONSERVATION NOTICE ISSUED RECOMMEND DELETION</p>
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ROC18/63852	LUKE GIBSON	<p>OCM-25/09/18 - ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD ON 4 SEPTEMBER 2018 MOVED CR MCLENNAN SECONDED CR GANGELL THAT COUNCIL: 1.TRIALS SUPPORTING THE NEXT EDITION OF CONNECTING BASSENDEAN BY: A)CONTRIBUTING UP TO A MAXIMUM OF \$600 TOWARDS THE DISTRIBUTION COSTS; B)CONTRIBUTING UP TO A MAXIMUM OF \$1000 FOR CONTENT INCLUDING THE COMMUNITY GROUP DIRECTORY; AND REQUESTS THAT THE COMMITTEE EVALUATES THE EFFECTIVENESS OF THE TRIAL INITIATIVE AND REPORTS BACK TO COUNCIL WITH FUTURE RECOMMENDATIONS; 2.RECEIVES THE REPORT ON A MEETING OF THE ECONOMIC DEVELOPMENT COMMITTEE HELD ON 4 SEPTEMBER 2018; 3.REQUESTS THAT OFFICERS IN CONJUNCTION WITH THE ECONOMIC DEVELOPMENT COMMITTEE ORGANISE A STRATEGIC MEETING WITH PROPERTY OWNERS OF COMMERCIAL AND RETAIL PREMISES AS WELL AS BUSINESS OWNERS; 4.SEEKS INTEREST FROM PROPERTY OWNERS IN PROVIDING EMPTY PREMISES FOR THE PURPOSES OF ART DISPLAYS AND POP UP STORES; AND 5.REQUESTS THAT OFFICERS PROVIDE A REPORT BACK TO COUNCIL.</p>	<p>COUNCILLORS WERE PROVIDED A DETAILED UPDATE ON ECONOMIC DEVELOPMENT MATTERS WITHIN THE COUNCILLOR BULLETIN OF 4 DECEMBER 2020. THAT UPDATE RECOMMENDED THAT THAT THE DRAFT ECONOMIC DEVELOPMENT STRATEGY PROJECT BE DISCONTINUED AND THE THREE APPLICABLE OUTSTANDING RESOLUTIONS OF COUNCIL (INCLUDING THIS ONE) BE DELETED.</p>
ROC20/76534	LUKE GIBSON	<p>SCM-2/11/20 3/11/20 4/11/20 AND 5/11/20 - DRAFT LOCAL PLANNING STRATEGY AND LOCAL PLANNING SCHEME – CONSENT TO ADVERTISE COUNCIL RESOLUTION – ITEM 6.1(A) SCM-2/11/20 MOVED CR WILSON SECONDED CR GANGELL THAT THE FOLLOWING MODIFICATION BE MADE: •CODING 38 (LOT 100) MAIDOS STREET ASHFIELD R100 RATHER THAN R60. CARRIED 5/2 COUNCIL RESOLUTION – ITEM 6.1(B) SCM-3/11/20 MOVED CR WILSON SECONDED CR GANGELL THAT THE FOLLOWING MODIFICATION BE MADE: •ZONING 6 (LOT 4) AND 8 (LOT 5) IVANHOE STREET BASSENDEAN RESIDENTIAL R100 RATHER THAN “PRIVATE CLUBS INSTITUTIONS AND PLACE OF WORSHIP”. CARRIED 5/2 COUNCIL RESOLUTION – ITEM 6.1(C) SCM-4/11/20 MOVED CR WILSON SECONDED CR MCLENNAN THAT THE FOLLOWING MODIFICATIONS BE MADE: •ZONING 2 BROADWAY BASSENDEAN MIXED USE RATHER THAN RESIDENTIAL R60. •INTRODUCING A NEW PROVISION WITHIN TABLE 5 OF THE SCHEME TEXT TO STATE AS FOLLOWS: “NOTWITHSTANDING 5(1) ABOVE FOR 2 BROADWAY AND 72 AND 76 RAILWAY PARADE BASSENDEAN THE LOCAL GOVERNMENT MAY AT ITS DISCRETION PERMIT RESIDENTIAL DENSITY TO A MAXIMUM DENSITY OF R160”. •ZONING 4 BROADWAY BASSENDEAN RESIDENTIAL R100 RATHER THAN RESIDENTIAL R60. SCM-5/11/20 MOVED CR GANGELL SECONDED CR HAMILTON THAT COUNCIL: 1.PURSUANT TO REGULATION 11(1) OF THE PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 ADOPTS THE DRAFT AMENDED LOCAL PLANNING STRATEGY FOR THE PURPOSES OF ADVERTISING AS CONTAINED IN ATTACHMENT 3. 2.PURSUANT TO SECTION 72(1) OF THE PLANNING AND DEVELOPMENT ACT 2005 ADOPTS FOR THE PURPOSES OF ADVERTISING THE DRAFT LOCAL PLANNING SCHEME NO. 11 CONSISTING OF THE SCHEME TEXT AND SCHEME MAPS AS CONTAINED AS ATTACHMENT 4 AND 5 RESPECTIVELY SUBJECT TO THE FOLLOWING MODIFICATIONS BEING MADE TO THE</p>	<p>DOCUMENTS FORWARDED TO WESTERN AUSTRALIAN PLANNING COMMISSION FOR CONSIDERATION. FUTURE PROGRESS TO BE REPORTED VIA QUARTERLY PROJECT REPORTING. RECOMMEND DELETION.</p>

		<p>SATISFACTION OF THE CHIEF EXECUTIVE OFFICER: (A)CODING 38 (LOT 100) MAIDOS STREET ASHFIELD R100 RATHER THAN R60. (B)ZONING 6 (LOT 4) AND 8 (LOT 5) IVANHOE STREET BASSENDEAN RESIDENTIAL R100 RATHER THAN "PRIVATE CLUBS INSTITUTIONS AND PLACE OF WORSHIP". (C)ZONING 2 BROADWAY BASSENDEAN MIXED USE RATHER THAN RESIDENTIAL R60. (D)INTRODUCING A NEW PROVISION WITHIN TABLE 5 OF THE SCHEME TEXT TO STATE AS FOLLOWS: "NOTWITHSTANDING 5(1) ABOVE FOR 2 BROADWAY AND 72 AND 76 RAILWAY PARADE BASSENDEAN THE LOCAL GOVERNMENT MAY AT ITS DISCRETION PERMIT RESIDENTIAL DENSITY TO A MAXIMUM DENSITY OF R160". (E)ZONING 4 BROADWAY BASSENDEAN RESIDENTIAL R100 RATHER THAN RESIDENTIAL R60.</p>	
ROC20/77281	LUKE GIBSON	<p>OCM-12/11/20 - DRAFT AMENDED COUNCIL POLICY 5.2 – AWARDS MOVED CR QUINTON SECONDED CR MACWILLIAM THAT COUNCIL AMENDS THE EXISTING COUNCIL POLICY 5.2 - AWARDS BY REPLACING IT WITH THE DRAFT AMENDED COUNCIL POLICY 5.2 – COMMUNITY AWARDS.</p>	<p>COMMUNITY AWARDS POLICY UPDATED AND PUBLISHED. RECOMMEND DELETION</p>
ROC20/78176	LUKE GIBSON	<p>OCM-9/12/20 - REVOCATION OF COUNCIL POLICIES 4.1 – LOCAL STUDIES COLLECTION PHOTOGRAPHIC REPRODUCTION AND 5.15 – SERVICES TO YOUNG PEOPLE MOVED CR MCLENNAN SECONDED CR HAMILTON THAT COUNCIL REVOKES COUNCIL POLICIES 4.1 – LOCAL STUDIES COLLECTION PHOTOGRAPHIC REPRODUCTION AND 5.15 – SERVICES TO YOUNG PEOPLE.</p>	<p>POLICIES REMOVED FROM POLICY MANUAL AND WEBSITE. RECOMMEND DELETION.</p>
ROC20/76598	LUKE GIBSON	<p>OCM-20/10/20 - PURCHASE OF 27 (LOT 100) HYLAND STREET BASSENDEAN MOVED CR HAMILTON SECONDED CR GANGELL THAT COUNCIL AGREES TO PURCHASE 27 (LOT 100) HYLAND STREET BASSENDEAN.</p>	<p>TRANSACTION FINALISED. RECOMMEND DELETION.</p>
ROC19/66661	LUKE GIBSON	<p>OCM-13/04/19 - ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD ON 13 MARCH 2019 MOVED CR WILSON SECONDED CR BROWN THAT: 1.COUNCIL RECEIVES THE REPORT ON A MEETING OF THE ECONOMIC DEVELOPMENT COMMITTEE HELD ON 13 MARCH 2019; AND 2.THE DRAFT ECONOMIC DEVELOPMENT STRATEGY BE PRESENTED TO A CONCEPT WORKSHOP FOR CONSIDERATION.</p>	<p>COUNCILLORS WERE PROVIDED A DETAILED UPDATE ON ECONOMIC DEVELOPMENT MATTERS WITHIN THE COUNCILLOR BULLETIN OF 4 DECEMBER 2020. THAT UPDATED RECOMMENDED THAT THAT THE DRAFT ECONOMIC DEVELOPMENT STRATEGY PROJECT BE DISCONTINUED AND THE THREE</p>

			APPLICABLE OUTSTANDING RESOLUTIONS OF COUNCIL (INCLUDING THIS ONE) BE DELETED.
ROC20/77279	LUKE GIBSON	OCM-10/11/20 - DRAFT AMENDED LOCAL PLANNING POLICY NO. 7 – COMMERCIAL AND MIXED USE DEVELOPMENT (FINAL ADOPTION) MOVED CR WILSON SECONDED CR HAMILTON THAT COUNCIL PURSUANT TO CLAUSE 4(3) OF SCHEDULE 2 OF THE PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 ADOPTS DRAFT LOCAL PLANNING POLICY NO. 7 – COMMERCIAL AND MIXED USE DEVELOPMENT (AS AMENDED FOLLOWING ADVERTISING) AS CONTAINED IN THE ATTACHMENT.	POLICY ADOPTED BY COUNCIL. RECOMMEND DELETION
ROC20/77289	LUKE GIBSON	OCM-24/11/20 USE OF THE BASSENDEAN SENIORS AND COMMUNITY CENTRE KITCHEN FOR THE COMMUNITY KITCHEN PILOT PROGRAM MOVED CR MCLENNAN SECONDED CR HAMILTON THAT COUNCIL: 1.DISCONTINUE THE COMMUNITY KITCHEN PILOT PROGRAM; 2.ADVISE MR GRAU THAT ANY FUTURE USE OF THE COMMERCIAL KITCHEN WILL BE SUBJECT TO (I) THE TOWN'S STANDARD ARRANGEMENTS FOR THE HIRE OF COMMUNITY FACILITIES INCLUDING THE PAYMENT OF THE APPLICABLE FEES AND CHARGES RELATING TO COMMUNITY USAGE AND (II) ACQUIRING ALL RELEVANT HEALTH APPROVALS ; AND 3.CLASSIFY THE COMMERCIAL KITCHEN AT 50 OLD PERTH ROAD BASSSENDEAN AS A SMALL ROOM HIRE AS PER THE 2020/21 FEES AND CHARGES.	THE TOWN ADVISED MR GRAU OF COUNCIL'S RESOLUTION TO DISCONTINUE THE PILOT PROGRAM OF USING THE KITCHEN AT NO COST AND THAT THE RELEVANT FEES AND CHARGES WILL APPLY. RECOMMEND DELETION.
ROC18/64881	LUKE GIBSON	OCM-15/12/18 - ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD ON 4 DECEMBER 2018 MOVED CR GANGELL SECONDED CR MYKYTIUK THAT COUNCIL: 1.IDENTIFY SUPPORT FOR TRAINEESHIP/APPRENTICESHIP PROGRAMMES FOR BUSINESSES AS PART OF THE NEW ECONOMIC DEVELOPMENT STRATEGY; 2.RECEIVES A REVIEW OF ITS POLICIES: A.ASSESSING THEIR IMPACT ON LOCAL BUSINESS; AND B.RECOMMENDS "BUSINESS FRIENDLY" POLICES THAT DRIVE INVESTMENT AND SUPPORT THE LOCAL ECONOMY; 3.REVIEWS ITS EVENT SPONSORSHIP PROGRAMME TO ENCOURAGE LOCAL CONTENT; AND 4.RECEIVES THE REPORT ON A MEETING OF THE ECONOMIC DEVELOPMENT COMMITTEE HELD ON 4 DECEMBER 2018.	COUNCILLORS WERE PROVIDED A DETAILED UPDATE ON ECONOMIC DEVELOPMENT MATTERS WITHIN THE COUNCILLOR BULLETIN OF 4 DECEMBER 2020. THAT UPDATED RECOMMENDED THAT THAT THE DRAFT ECONOMIC DEVELOPMENT STRATEGY PROJECT BE DISCONTINUED AND THE THREE APPLICABLE OUTSTANDING RESOLUTIONS OF COUNCIL (INCLUDING THIS ONE) BE DELETED.
ROC20/78183	PAUL WHITE	OCM-12/12/20 - INFORMATION AND COMMUNICATIONS TECHNOLOGY STRATEGY FOR 2020 TO 2025 MOVED CR HAMILTON SECONDED CR WILSON THAT: 1.COUNCIL RECEIVES THE TOWN OF BASSENDEAN ICT STRATEGY 2020 – 2025 AS ATTACHED TO THIS REPORT; 2.THE ADMINISTRATION BE REQUESTED TO REVIEW THE ICT STRATEGIC PLAN ANNUALLY TO INVESTIGATE OPPORTUNITIES TO FAST TRACK KEY PROJECTS; AND 3.PROVIDE AN ANNUAL REPORT TO COUNCIL ON THOSE KEY PROJECTS THAT MAY BE ADVANCED MORE QUICKLY WITH ASSOCIATED COSTINGS FOR CONSIDERATION BY COUNCIL.	THE ICT STRATEGIC PLAN WILL BE REVIEWED ANNUALLY INCLUDING KEY PROJECTS AND ASSOCIATED COSTINGS. RECOMMEND DELETION.

ROC20/77282	PAUL WHITE	OCM-13/11/20 - ANNUAL BUDGET 2020/21 – NOVEMBER REVIEW MOVED CR MACWILLIAM SECONDED CR WILSON THAT COUNCIL ADOPTS THE NOVEMBER BUDGET REVIEW AS OUTLINED IN THIS REPORT AND DETAILED IN THE ATTACHED LIST OF PROPOSED BUDGET AMENDMENTS.	NFA - RECOMMEND DELETION
ROC20/77285	PAUL WHITE	OCM-17/11/20 - AUDIT AND GOVERNANCE COMMITTEE MEETING HELD ON 4 NOVEMBER 2020 MOVED CR HAMILTON SECONDED CR MACWILLIAM THAT COUNCIL: 1.GRANTS A 50% RATE CONCESSION TO WESTCARE FOR THE PROPERTY AT 28 HANWELL WAY BASSENDEAN FOR 2020/21 AND 2021/22; AND 2.RECEIVES THE REPORT ON THE AUDIT AND GOVERNANCE COMMITTEE MEETING HELD ON 4 NOVEMBER 2020.	NFA - RECOMMEND DELETION

ROC20/78182	SYED AHMED	<p>OCM-11/12/20 - TOWN OF BASSENDEAN PURCHASING POLICY MOVED CR WILSON SECONDED BARTY THAT: 1.COUNCIL REVOKES COUNCIL PURCHASING POLICY 6.14; AND 2.COUNCIL ADOPTS COUNCIL PURCHASING POLICY AS ATTACHED TO THIS REPORT WITH THE FOLLOWING AMENDMENTS: A.INSERT IMMEDIATELY AFTER THE SUB-HEADING 5.2.1 ABORIGINAL BUSINESSES: "THE TOWN IS NOT REQUIRED TO PUBLICLY INVITE TENDERS IF THE GOODS OR SERVICES ARE SUPPLIED BY A NOONGAR BUSINESS REGISTERED WITH THE NOONGAR CHAMBER OF COMMERCE AND INDUSTRY WHERE CONSIDERATION UNDER THE CONTRACT IS \$250000 OR LESS"; AND B.INSERT IMMEDIATELY BEFORE THE SUB-HEADING 5.1 ENVIRONMENTALLY SUSTAINABLE PROCUREMENT: "WHERE A QUALITATIVE CRITERION FOR SUSTAINABLE PROCUREMENT HAS BEEN INCLUDED AS PART OF AN RFQ OR RFT PROCESS A PRICE TOLERANCE WILL BE APPLIED DURING PRICE EVALUATION TO SUPPLIERS OF GOODS AND SERVICES THAT DEMONSTRATE THE HIGHEST EVALUATION FOR THAT CRITERION. THE PRICE TOLERANCE WILL BE UP TO TEN (10) PER CENT FOR AN RFQ AND UP TO FIVE (5) PER CENT FOR AN RFT". 3.STAFF PROVIDE A REPORT TO COUNCIL ON THE OPERATION OUTCOMES AND BENEFITS OF THE NEW PURCHASING POLICY WITHIN 2 YEARS OF IMPLEMENTATION OF THE POLICY.</p>	<p>POLICY MANUAL AND WEBSITE UPDATED. RECOMMEND DELETION</p>
ROC20/77283	YVONNE ZAFFINO	<p>OCM-14/11/20 - MEETING SCHEDULE FOR 2021 - COUNCIL MEETINGS BRIEFING SESSIONS COMMITTEE MEETINGS AND CITIZENSHIP CEREMONIES. MOVED CR QUINTON SECONDED CR MACWILLIAM THAT COUNCIL ENDORSES THE MEETING DATES AND CITIZENSHIP CEREMONIES FOR 2021 SHOWN IN THE OFFICER REPORT</p>	<p>MEETING SCHEDULE FOR 2021 ADVERTISED. RECOMMEND DELETION</p>

ATTACHMENT NO. 9

COMPLAINT ABOUT ALLEGED BREACH FORM

Code of conduct for Council Members, Committee Members and Candidates

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

- NOTE:** A complaint about an alleged breach must be made —
- (a) in writing in the form approved by the local government
 - (b) to an authorised person
 - (c) within one month after the occurrence of the alleged breach.

Name of person who is making the complaint:

Name:

Given Name(s)

Family Name

Contact details of person making the complaint:

Address: _____

Email: _____

Contact number: _____

Name of the local government (city, town, shire) concerned:

Name of Council Member, Committee Member, Candidate alleged to have committed the breach:

State the full details of the alleged breach. Attach any supporting evidence to your complaint form.

Date of alleged breach:
_____ / _____ / 20_____

<p>SIGNED:</p> <p>Complainant's signature:</p> <p>Date of signing: _____ / _____ / 20_____</p>

<p>Received by Authorised Officer</p> <p>Authorised Officer's Name:</p> <p>Authorised Officer's Signature:</p> <p>Date received: _____ / _____ / 20_____</p>
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NOTE TO PERSON MAKING THE COMPLAINT:

This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

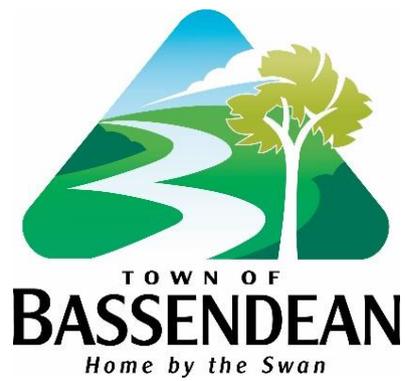
Signed complaint form is to be forwarded to:

**The Chief Executive Officer
Town of Bassendean
35 Old Perth Road
BASSENDEAN WA 6054**

or by email to

mail@bassendean.wa.gov.au marked to the attention of the CEO.

ATTACHMENT NO. 10



FINANCIAL STATEMENTS

FOR THE PERIOD ENDED

31 December 2020

TOWN OF BASSENDEAN

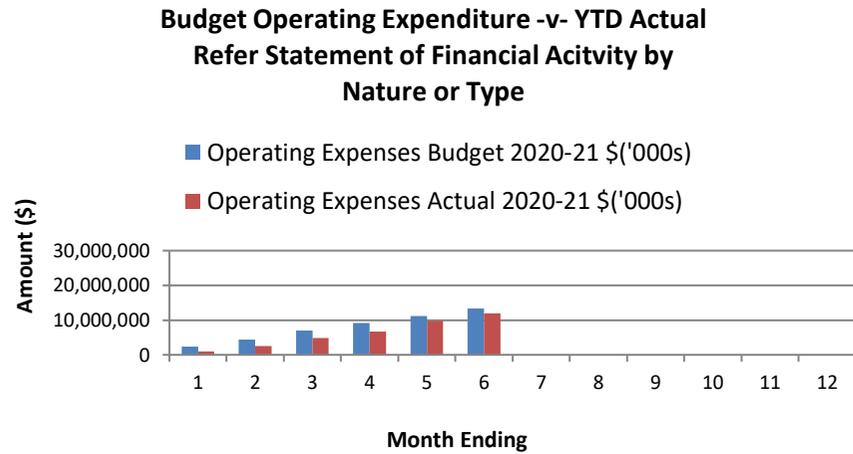
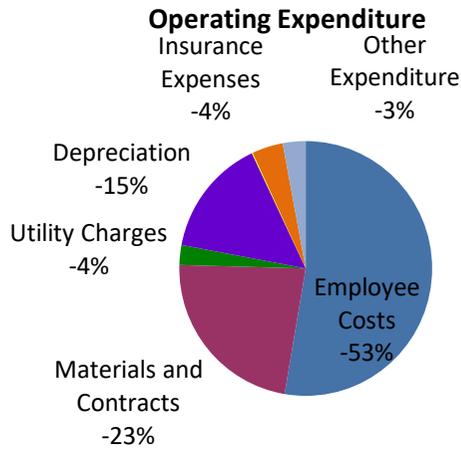
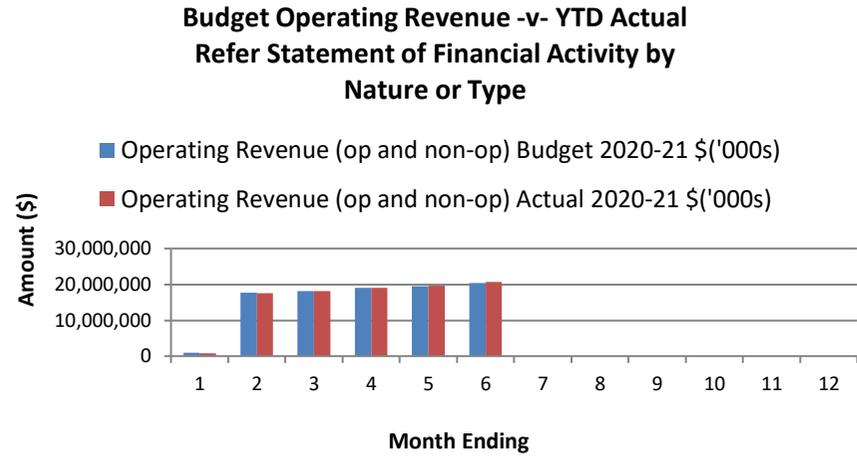
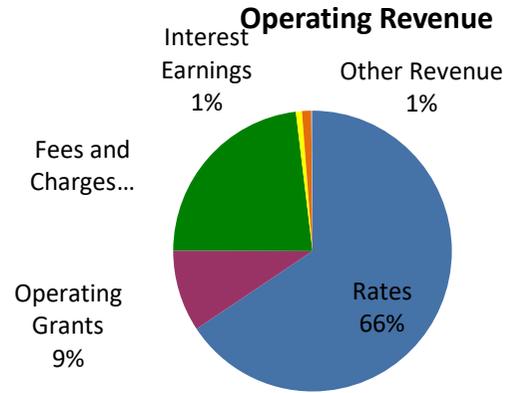
MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 December 2020

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

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**Town of Bassendean
Information Summary
For the Period Ended 31 December 2020**



TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 December 2020

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
		\$	\$	\$	%
Opening Funding Surplus(Deficit)	3	745,317	745,317	796,267	6.84%
Revenue from operating activities					
Governance		35,375	31,198	26,456	(15.20%)
General Purpose Funding - Rates	2	13,480,660	13,455,662	13,481,210	0.19%
General Purpose Funding - Other		793,178	480,257	422,550	(12.02%)
Law, Order and Public Safety		114,110	64,498	59,908	(7.12%)
Health		2,835,170	2,869,839	2,874,298	0.16%
Education and Welfare		5,046,381	2,920,607	3,132,921	7.27%
Community Amenities		112,300	76,156	156,360	105.32%
Recreation and Culture		186,812	72,957	121,467	66.49%
Transport		104,081	84,550	97,099	14.84%
Economic Services		78,222	54,070	102,926	90.36%
Other Property and Services		103,771	51,798	60,902	17.58%
		22,890,060	20,161,592	20,536,097	1.86%
Expenditure from operating activities					
Governance		(1,014,745)	(553,992)	(485,929)	12.29%
General Purpose Funding		(893,276)	(461,587)	(437,659)	5.18%
Law, Order and Public Safety		(716,355)	(358,010)	(301,204)	15.87%
Health		(3,910,909)	(1,845,700)	(1,573,546)	14.75%
Education and Welfare		(5,986,717)	(3,040,662)	(2,816,629)	7.37%
Community Amenities		(1,495,045)	(662,250)	(613,168)	7.41%
Recreation and Culture		(5,962,215)	(3,013,259)	(2,612,968)	13.28%
Transport		(6,305,828)	(3,148,672)	(2,837,704)	9.88%
Economic Services		(549,407)	(270,223)	(217,914)	19.36%
Other Property and Services		(63,000)	(54,990)	(33,492)	39.09%
		(26,897,497)	(13,409,345)	(11,930,213)	11.03%
Operating activities excluded from budget					
Add back Depreciation		3,559,374	1,794,316	1,793,651	(0.04%)
Adjust (Profit)/Loss on Asset Disposal		301,505	(30,000)	(30,000)	0.00%
Movement in Leave Reserve		2,706	2,706	2,801	3.50%
Amount attributable to operating activities		(143,852)	8,519,269	10,372,336	
Investing Activities					
Non-operating Grants, Subsidies and Contributions					
Proceeds from Disposal of Assets	10	1,837,947	228,709	204,209	(10.71%)
Land and Buildings	8	(1,500,504)	(1,136,500)	(762,572)	32.90%
Infrastructure Assets - Roads	8	(1,834,854)	(1,590,115)	(1,220,675)	23.23%
Infrastructure Assets - Footpaths	8	(184,531)	(51,000)	-	100.00%
Infrastructure Assets - Other	8	(1,856,166)	(927,393)	(30,561)	96.70%
Infrastructure Assets - Drainage	8	(319,718)	(184,471)	-	100.00%
Plant and Equipment	8	(76,000)	(25,960)	-	100.00%
Furniture and Equipment	8	(643,574)	(496,078)	(237,539)	52.12%
Amount attributable to investing activities		(3,062,400)	(2,590,535)	(454,865)	
Financing Activities					
Self-Supporting Loan Principal		24,130	11,865	11,865	0.00%
Transfer from Reserves	5	4,158,458	700,000	700,000	0.00%
Repayment of Borrowings	4	(97,006)	(47,735)	(47,735)	0.00%
Transfer to Reserves	5	(1,620,000)	(1,029,382)	(1,029,382)	0.00%
Amount attributable to financing activities		2,465,582	(365,252)	(365,252)	
Closing Funding Surplus(Deficit)	3	4,647	6,308,800	10,348,486	

TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 December 2020

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
		\$	\$	\$	%
Opening Funding Surplus (Deficit)	3	745,317	745,317	796,267	6.84%
Revenue from operating activities					
Rates	2	13,480,660	13,455,662	13,481,210	0.19%
Operating Grants, Subsidies and Contributions		2,619,115	1,712,178	1,931,789	12.83%
Fees and Charges		6,031,127	4,547,157	4,729,501	4.01%
Interest Earnings		285,208	143,377	144,774	0.97%
Other Revenue		441,131	273,218	218,822	(19.91%)
Profit on Disposal of Assets	10	32,819	30,000	30,000	
		22,890,060	20,161,592	20,536,097	1.86%
Expenditure from operating activities					
Employee Costs		(13,476,198)	(6,644,388)	(6,284,793)	5.41%
Materials and Contracts		(7,327,227)	(3,618,100)	(2,715,401)	24.95%
Utility Charges		(696,582)	(357,593)	(300,634)	15.93%
Depreciation on Non-Current Assets		(3,559,374)	(1,794,316)	(1,793,651)	0.04%
Interest Expenses		(32,689)	(17,106)	(14,166)	17.19%
Insurance Expenses		(492,162)	(482,298)	(472,401)	2.05%
Other Expenditure		(978,941)	(495,544)	(349,166)	29.54%
Loss on Disposal of Assets	10	(334,324)	-	-	
		(26,897,497)	(13,409,345)	(11,930,213)	11.03%
Operating activities excluded from budget					
Add back Depreciation		3,559,374	1,794,316	1,793,651	(0.04%)
Adjust (Profit)/Loss on Asset Disposal		301,505	(30,000)	(30,000)	0.00%
Movement in Leave Reserve		2,706	2,706	2,801	3.50%
Amount attributable to operating activities		(143,852)	8,519,269	10,372,337	
Investing activities					
Grants, Subsidies and Contributions		1,837,947	228,709	204,209	(10.71%)
Proceeds from Disposal of Assets	10	1,515,000	1,592,273	1,592,273	0.00%
Land and Buildings	8	(1,500,504)	(1,136,500)	(762,572)	32.90%
Infrastructure Assets - Roads	8	(1,834,854)	(1,590,115)	(1,220,675)	23.23%
Infrastructure Assets - Footpaths	8	(184,531)	(51,000)	-	100.00%
Infrastructure Assets - Other	8	(1,856,166)	(927,393)	(30,561)	96.70%
Infrastructure Assets - Drainage	8	(319,718)	(184,471)	-	100.00%
Plant and Equipment	8	(76,000)	(25,960)	-	100.00%
Furniture and Equipment	8	(643,574)	(496,078)	(237,539)	52.12%
Amount attributable to investing activities		(3,062,400)	(2,590,535)	(454,865)	
Financing Activities					
Self-Supporting Loan Principal		24,130	11,865	11,865	0.00%
Transfer from Reserves	7	4,158,458	700,000	700,000	0.00%
Repayment of Borrowings	4	(97,006)	(47,735)	(47,735)	0.00%
Transfer to Reserves	7	(1,620,000)	(1,029,382)	(1,029,382)	0.00%
Amount attributable to financing activities		2,465,582	(365,252)	(365,252)	
Closing Funding Surplus (Deficit)	3	4,647	6,308,799	10,348,486	

Town of Bassendean
STATEMENT OF FINANCIAL POSITION
For the Period Ended 31 December 2020

	2020-21	2019-20
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	19,191,083	13,223,484
Trade and other receivables	4,975,206	1,762,273
Inventories	1,029	9,037
Other assets	-	41,240
TOTAL CURRENT ASSETS	<u>24,167,318</u>	<u>15,036,035</u>
NON-CURRENT ASSETS		
Financial assets	124,637	124,637
Trade and other receivables	494,248	506,113
Property, plant and equipment	56,058,941	56,339,210
Infrastructure	105,054,599	105,286,633
Right of use assets	318,281	318,281
Investment in Associate	7,852,617	7,852,617
TOTAL NON-CURRENT ASSETS	<u>169,903,320</u>	<u>170,427,489</u>
TOTAL ASSETS	<u>194,070,638</u>	<u>185,463,524</u>
CURRENT LIABILITIES		
Trade and other payables	5,566,700	5,574,582
Contract liabilities	310,504	455,426
Lease liabilities	152,712	152,712
Borrowings	49,271	97,006
Employee related provisions	2,255,729	2,258,170
TOTAL CURRENT LIABILITIES	<u>8,334,917</u>	<u>8,537,896</u>
NON-CURRENT LIABILITIES		
Contract liabilities	29,286	29,286
Lease liabilities	167,151	167,151
Borrowings	452,310	452,310
Employee related provisions	215,344	215,344
TOTAL NON-CURRENT LIABILITIES	<u>864,090</u>	<u>864,090</u>
TOTAL LIABILITIES	<u>9,199,007</u>	<u>9,401,986</u>
NET ASSETS	<u>184,871,631</u>	<u>176,061,538</u>
EQUITY		
Retained surplus	35,397,428	26,916,717
Reserves - cash backed	6,489,070	6,159,688
Revaluation surplus	142,985,133	142,985,132
TOTAL EQUITY	<u>184,871,631</u>	<u>176,061,538</u>

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

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2020

Statement of Financial Position Detailed	2020/2021 \$	2019/2020 \$
CASH AND CASH EQUIVALENTS		
Unrestricted	9,872,363	4,050,777
Restricted	9,318,720	9,172,708
	19,191,083	13,223,484
 The following restrictions have been imposed by regulations or other externally imposed requirements:		
Employee Entitlements Reserve	235,026	232,226
Plant & Equipment Reserve	376,245	373,872
Community Facilities Reserve	54,889	54,568
Land & Building Infrastructure Reserve	2,232,144	1,921,462
Waste Management Reserve	1,399,996	1,393,497
Wind in the Willows Childcare Reserve	40,972	40,683
Aged Persons Reserve	564,163	560,864
Youth Development Reserve	29,921	29,746
Underground Power Reserve	86,356	85,851
Drainage Infrastructure Reserve	127,269	126,402
Street Tree Reserve	93,408	92,670
Bus Shelter Reserve	21,751	21,623
Information Technology Reserve	200,000	200,000
Future Projects Reserve	511,708	511,708
HACC Assets Replacement	114,790	114,083
Unspent Grants Reserve	400,432	400,432
Hyde Retirement Village Retention Bonds	200,872	218,450
Other Bonds & Deposits	2,288,988	2,309,859
Contract Liabilities from contracts with customers	339,790	484,712
	9,318,720	9,172,708
TRADE AND OTHER RECEIVABLES		
Current		
Rates Outstanding	5,046,420	1,223,711
Sundry Debtors - General	372,579	178,957
GST Receivable	18,735	222,238
Accrued Interest	4,483	12,105
Sundry Debtors - SSL	24,130	24,130
Long Service Leave Due from Other Councils	101,132	101,132
Proceeds from Disposal	(592,273)	-
	4,975,206	1,762,273

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2020

	2020/2021	2019/2020
	\$	\$
Statement of Financial Position Detailed		
Non-Current		
Rates Outstanding - Pensioners	325,083	325,083
Loans - Clubs/Institutions	169,165	181,030
	494,248	506,113
FINANCIAL ASSETS		
Investments - Government House	124,637	124,637
INVESTMENT IN ASSOCIATE		
Investments- EMRC	7,852,617	7,852,617
INVENTORIES		
Current		
Fuel and Materials	1,029	9,037
	1,029	9,037
OTHER ASSETS		
Current		
Prepayments	-	41,240
	-	41,240
PROPERTY, PLANT AND EQUIPMENT		
Land and Buildings		
Land	36,381,646	36,381,646
- Less Disposals	(970,000)	
- Additions	701,376	-
	36,113,022	36,381,646
Buildings	26,823,688	26,275,931
- Additions	61,196	547,758
Less: accumulated depreciation	(9,026,223)	(8,773,190)
	17,858,661	18,050,499
Total Land and Buildings	53,971,682	54,432,145
Furniture and Equipment	1,050,861	446,515
- Additions	237,539	604,346
Less Accumulated Depreciation	(218,006)	(200,323)
	1,070,393	850,538

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2020

	2020/2021	2019/2020
Statement of Financial Position Detailed	\$	\$
Plant and Equipment	2,646,459	2,627,975
- Additions	-	37,975
- Less Disposals	-	(19,491)
Less Accumulated Depreciation	<u>(1,692,214)</u>	<u>(1,652,551)</u>
	954,245	993,908
Art Works	62,620	62,620
	<u>62,620</u>	<u>62,620</u>
	<u>56,058,941</u>	<u>56,339,210</u>
INFRASTRUCTURE		
Roads	85,249,199	84,599,588
- Additions	1,220,675	649,611
Less Accumulated Depreciation	<u>(20,350,322)</u>	<u>(19,599,139)</u>
	66,119,552	65,650,060
Footpaths	10,378,616	10,332,111
- Additions	-	46,506
Less Accumulated Depreciation	<u>(3,850,706)</u>	<u>(3,727,755)</u>
	6,527,910	6,650,862
INFRASTRUCTURE		
Drainage	40,496,204	40,475,300
- Additions	-	20,905
Less Accumulated Depreciation	<u>(18,960,769)</u>	<u>(18,660,758)</u>
	21,535,435	21,835,447
Parks & Ovals	18,491,383	18,392,206
- Additions	30,561	99,177
Less Accumulated Depreciation	<u>(7,650,243)</u>	<u>(7,341,118)</u>
	10,871,701	11,150,265
	<u>105,054,599</u>	<u>105,286,633</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2020

Statement of Financial Position Detailed	2020/2021	2019/2020
	\$	\$
RIGHT OF USE ASSETS		
Leased Furniture and Equipment	165,062	165,062
Less Accumulated Depreciation	(29,808)	(29,808)
	135,254	135,254
Leased Plant and Equipment	340,232	340,232
Less Accumulated Depreciation	(157,205)	(157,205)
	183,027	183,027
	318,281	318,281
 TRADE AND OTHER PAYABLES		
Current		
Sundry Creditors	1,769,015	1,245,542
Accrued Interest on Debentures	-	2,938
Accrued Salaries and Wages	-	355,606
Rates in Advance	165,719	300,080
Deferred Revenue (Grants)	1,142,107	1,142,107
Bonds & Other Deposits	2,288,988	2,309,859
Hyde Retirement Village Bonds	200,872	218,450
	5,566,700	5,574,582
 CONTRACT LIABILITIES		
Current		
Contract Liability - Current	310,504	455,426
	310,504	455,426
 Non-Current		
Contract Liability - Non-Current	29,286	29,286
	29,286	29,286

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2020

Statement of Financial Position Detailed	2020/2021	2019/2020
	\$	\$
LEASE LIABILITIES		
Current		
Lease Liability - Current	152,712	152,712
	<u>152,712</u>	<u>152,712</u>
Non-Current		
Lease Liability - Non-Current	167,151	167,151
	<u>167,151</u>	<u>167,151</u>
BORROWINGS		
Current		
Loan Liability - Current	49,271	97,006
	<u>49,271</u>	<u>97,006</u>
Non-Current		
Loan Liability - Non Current	452,310	452,310
	<u>452,310</u>	<u>452,310</u>
EMPLOYEE RELATED PROVISIONS		
Current		
Provision for Annual Leave	1,032,141	1,034,582
Provision for Long Service Leave	1,223,588	1,223,588
	<u>2,255,729</u>	<u>2,258,170</u>
Non-Current		
Provision for Long Service Leave	215,344	215,344
	<u>215,344</u>	<u>215,344</u>
RECONCILIATION		
TOTAL CURRENT ASSETS	24,167,318	15,036,035
TOTAL NON CURRENT ASSETS	169,903,320	170,427,489
TOTAL ASSETS	194,070,638	185,463,524
TOTAL CURRENT LIABILITIES	8,334,917	8,537,896
TOTAL NON CURRENT LIABILITIES	864,090	864,090
TOTAL LIABILITIES	9,199,007	9,401,986
NET ASSETS	184,871,631	176,061,538

**TOWN OF BASSENDEAN
STATEMENT OF CASH FLOWS**

	2020/21 Actual \$	2020/21 Budget \$
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts:		
Rates	11,382,760	13,680,660
Operating grants, subsidies and contributions	1,786,867	2,619,115
Fees and charges	2,677,259	6,031,127
Interest	152,396	285,208
Goods and services tax	878,017	960,483
Other revenue	218,822	441,131
	17,096,121	24,017,724
Payments:		
Employee costs	(6,674,819)	(13,411,106)
Materials and contracts	(2,142,679)	(7,354,227)
Utility charges	(300,634)	(696,582)
Interest expenses	(17,104)	(32,689)
Insurance expenses	(472,401)	(492,162)
Goods and services tax	(642,535)	(925,575)
Other expenditure	(349,166)	(978,941)
	(10,599,337)	(23,891,282)
Net cash provided by (used in) operating activities	6,496,783	126,442
CASH FLOWS FROM INVESTING ACTIVITIES		
Receipts:		
Non-operating grants, subsidies and contributions	204,209	1,837,947
Proceeds from sale of assets	1,592,273	1,515,000
Payments:		
Payments for purchase of property, plant & equipment	(1,000,111)	(2,220,078)
Payments for construction of infrastructure	(1,251,237)	(4,195,269)
Net cash provided by (used in) investment activities	(454,865)	(3,062,400)
CASH FLOWS FROM FINANCING ACTIVITIES		
Receipts:		
Proceeds from self supporting loans	11,865	24,494
Transfer from Trust	(38,449)	-
Payments:		
Repayment of borrowings	(47,735)	(97,370)
Payments for principal portion of lease liabilities	-	-
Net cash provided by (used in) financing activities	(74,319)	(72,876)
Net increase (decrease) in cash held	5,967,599	(3,008,834)
Cash and cash equivalents at beginning of year	13,223,484	12,653,905
Cash and cash equivalents at the end of the year	19,191,083	9,645,071

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

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

NOTES TO THE CASH FLOW STATEMENT

(a) Reconciliation of Cash

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

	2020/21 Actual \$	2020/21 Budget \$
Cash and Cash Equivalents	19,191,083	9,645,071

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

Net Result	8,810,093	(2,169,490)
Depreciation	1,793,651	3,559,374
(Profit)/Loss on Sale of Asset	(30,000)	301,505
(Increase)/Decrease in Receivables	(4,287,993)	200,000
(Increase)/Decrease in Inventories	8,008	(2,000)
Increase/(Decrease) in Payables & Accruals	409,674	(25,000)
Increase/(Decrease) in Employee Provisions	(2,441)	100,000
Grants/Contributions for the Development of Assets	(204,209)	(1,837,947)
Net Cash from Operating Activities	6,496,783	126,442

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 1: Explanation of Material Variances

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

⊕ More Revenue OR Less Expenditure
⊖ Less Revenue OR More Expenditure

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenue	\$	%			
Governance	(4,742)	(15%)			Within variance threshold
General Purpose Funding - Rates	25,548	0%		Timing	Interim and back rates tracking above YTD budget
General Purpose Funding - Other	(57,707)	(12%)	⊖	Timing	Timing of insurance and interest income offset by late payment fees for rates above YTD budget
Law, Order and Public Safety	(4,590)	(7%)			Within variance threshold
Health	4,459	0%			Within variance threshold
Education and Welfare	212,314	7%		Timing	WIW income and grant funding for Seniors tracking above YTD budget
Community Amenities	80,204	105%	⊕	Timing/ Permanent	Development application fees and property and zoning enquiries above YTD budget
Recreation and Culture	48,510	66%	⊕	Timing	Hall hire/reserve fees and public events income tracking above the YTD budget
Transport	12,549	15%	⊕	Timing	Income recovered for street tree damage not budgeted
Economic Services	48,856	90%	⊕	Timing	Income for building licences above budget
Other Property and Services	9,104	18%	⊕	Timing	Private works income tracking above the YTD budget and income for OPR markets to be transferred to public events income
Operating Expense	\$	%			
Governance	68,063	12%	⊕	Timing	Building maintenance and administration costs currently under the YTD budget
General Purpose Funding	23,928	5%		Timing	Timing of administration expenses
Law, Order and Public Safety	56,806	16%	⊕	Timing	Administration expenses and payment of the grant to SES
Health	272,154	15%	⊕	Timing	COVID-19 expenses, mosquito control program, waste collection charges and environmental projects currently tracking under the year to date budget
Education and Welfare	224,033	7%		Timing	WIW and Seniors salaries are under the YTD budget
Community Amenities	49,082	7%			Planning projects under the YTD budget
Recreation and Culture	400,290	13%	⊕	Timing	Projects, reserve and building maintenance under the YTD budget
Transport	310,968	10%		Timing	Maintenance programs, street lighting charges, projects and street tree program under the YTD budget
Economic Services	52,309	19%	⊕	Timing	Building employee costs and Town Centre revitalisation project under the YTD budget
Other Property and Services	21,498	39%	⊕	Timing	Plant operations and insurance claims under the YTD budget
Operating activities excluded from budget					
Depreciation	665	(0%)		Timing	Within Variance Threshold
Adjust (Profit)/Loss on Asset Disposal	0	0%			Within Variance Threshold
Capital Revenues					
Grants, Subsidies and Contributions	(24,500)	(11%)	⊖	Timing	Timing of grant payments
Proceeds from Disposal of Assets	0	0%			Within variance threshold
Capital Expenses					<i>Refer to Note 8 for Capital expenditure detail</i>
Land and Buildings	(373,928)	33%		Timing	Timing of projects/Savings
Infrastructure - Roads	(369,440)	23%		Timing	Timing of projects
Infrastructure - Footpaths	(51,000)	100%		Timing	Timing of projects
Infrastructure Assets - Other	(896,832)	97%		Timing	Timing of projects
Infrastructure Assets - Drainage	(184,471)	100%		Timing	Timing of projects
Plant and Equipment	(25,960)	100%		Timing	Timing of projects
Furniture and Equipment	(258,539)	52%		Timing	Timing of projects
Financing					
Self-Supporting Loan Principal	0	0%			Within variance threshold
Transfer from Reserves	0	0%			Within variance threshold
Repayment of Borrowings	0	0%			Within variance threshold
Transfer to Reserves	0	0%			Within variance threshold
Opening Funding Surplus(Deficit)	50,950	7%		Timing	Timing, end of year processes not complete

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 2: Rating Information	Rate in	Number of Properties	Rateable Value	YTD Actual				Annual Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
General Rate	8.3230	4,911	129,473,404	10,776,078	48,645	5,406	10,830,128	10,776,078	50,000	3,500	10,829,578
Sub-Totals		4,911	129,473,404	10,776,078	48,645	5,406	10,830,128	10,776,078	50,000	3,500	10,829,578
Minimum Payment											
Minimum Rate	1,106	2,397	28,207,128	2,651,082	-	-	2,651,082	2,651,082	-	-	2,651,082
Sub-Totals		2,397	28,207,128	2,651,082	-	-	2,651,082	2,651,082	-	-	2,651,082
Amount from General Rates		7,308	157,680,532	13,427,160	48,645	5,406	13,481,210	13,427,160	50,000	3,500	13,480,660
Totals							13,481,210				13,480,660

Comments - Rating Information

The general rates have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates.

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

The due date for the payment of rates is the 25 September 2020, unless the option to pay by instalments is taken. Rates instalments are subject to an instalment fee of \$36 and 5.5% interest. Instalment dates for 2020/21 are:
 1st: 25 September 2020
 2nd: 27 November 2020
 3rd: 29 January 2021
 4th: 1 April 2021

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Last Years Actual Closing	Current
	30 June 2020	31 December 2020
	\$	\$
Current Assets		
Cash Unrestricted	6,435,138	12,112,153
Cash Restricted	6,159,688	6,489,070
Restricted Cash - Trust	628,659	589,860
Rates Outstanding	1,223,711	5,046,420
Sundry Debtors	304,219	497,841
GST Receivable	222,238	18,735
Accrued Interest	12,105	4,483
Prepayments	41,240	-
Inventories	9,037	1,029
	15,036,034	24,759,591
Less: Current Liabilities		
Sundry Creditors	(1,245,542)	(1,769,015)
Accrued Interest on Borrowings	(2,938)	-
Accrued Salaries and Wages	(355,606)	-
Rates in Advance	(300,080)	(165,719)
Hyde Retirement Village Bonds	(218,450)	(200,872)
Bonds and Other Deposits	(2,309,859)	(2,288,988)
Contract liabilities	(455,426)	(310,504)
Deferred Revenue	(1,142,107)	(1,142,107)
Current Employee Provisions	(2,258,170)	(2,255,729)
	(8,288,177)	(8,132,934)
Net Current Assets	6,747,857	16,626,657
Less: Cash Reserves	(6,159,688)	(6,489,070)
Less: SSL Borrowings Repayments	(24,130)	(24,130)
Plus : Liabilities funded by Cash Backed Reserves	232,226	235,026
Net Current Funding Position	796,267	10,348,486

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 4 : Information on Borrowings

	2021
	\$
(a) Borrowings	
Current	49,271
Non-current	452,310
	501,581

(b) Borrowing Repayments

Particulars	01 Jul 2020	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Budget	Actual	Annual Budget
		\$	\$	\$	\$	\$	\$
Recreation and Culture							
Loan 160A - Civic Centre Redevelopment	240,296	26,802	54,471	213,493	185,824	7,248	13,891
Loan 160B- Civic Centre Redevelopment	103,860	9,067	18,405	94,792	85,454	1,893	5,745
Self Supporting Loans-Governance							
Loan 157 - Ashfield Soccer Club	5,285	2,598	5,285	2,687	-	154	224
Loan 162 - TADWA	199,875	9,267	18,846	190,608	181,029	4,872	12,829
	549,316	47,735	97,006	501,581	452,308	14,166	32,689

(b) New Borrowings

The Town will be establishing an overdraft facility with the Western Australian Treasury Corporation as part of the COVID-19 pandemic Short-Lending Facility.

The facility is not intended to be in use as at 30 June 2021.

Council has entered into a Network Renewal Underground Program Pilot (NRUPP) Co-funding Agreement with Western Power to provide underground electricity distribution to parts of the Town.

The Town is required to make the following cash calls to Western Power under the co-funding agreement:

29 September 2021	\$1,137,264
29 September 2022	\$1,137,264
	\$2,274,528

The Town proposes to seek a loan from WATC for the full amount of the cash calls and to draw down on that loan as and when required.

(c) Unspent Borrowings

The Town has no unspent borrowings funds as at 30 June 2020 nor is it expected to have unspent borrowing funds as at 30 June 2021.

(d) Overdraft Facility

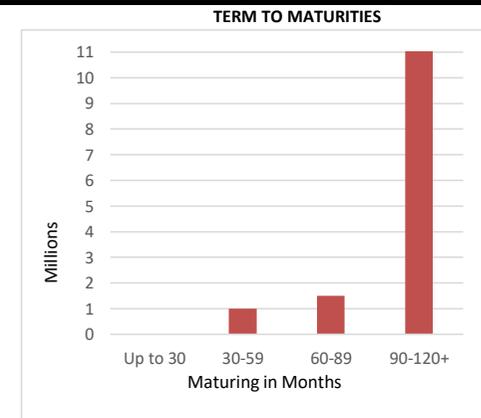
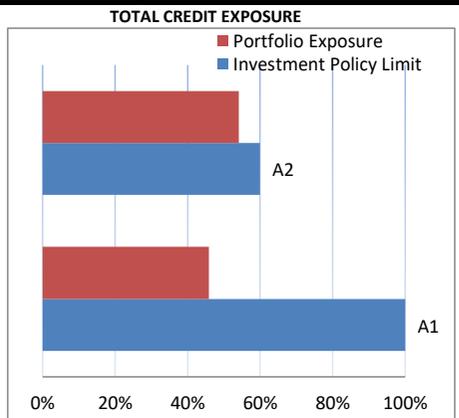
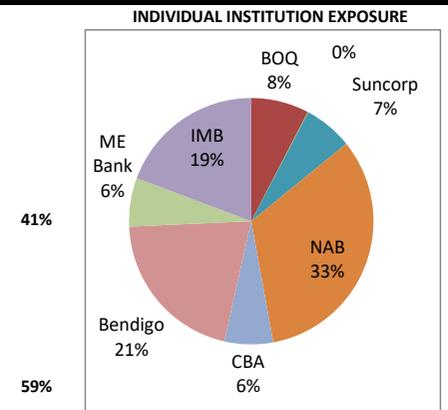
It is anticipated that this facility will not be required in the 2020/21 financial period.

**Town of Bassendean
Monthly Investment Report
For the Period Ended 31 December 2020**

Note 5 : CASH INVESTMENTS

Deposit Ref	Deposit Date	Maturity Date	S & P Rating	Institution	Term (Days)	Rate of Interest	Amount Invested (Days)				Total	Expected Interest
							Up to 30	30-59	60-89	90-120+		
Municipal												
745260755	4/12/2020	2/02/2021	A1	NAB	60	0.25%	-	-	500,000.00	-	500,000.00	205.48
502041072	30/11/2020	29/01/2021	A1	NAB	60	0.25%	-	-	1,000,000.00	-	1,000,000.00	410.96
4200474	29/09/2020	27/01/2021	A1	Suncorp	120	0.60%	-	-	-	1,000,000.00	1,000,000.00	1,972.60
52824	30/11/2020	2/03/2021	A2	IMB	92	0.40%	-	-	-	1,000,000.00	1,000,000.00	1,008.22
3555613	24/12/2020	24/03/2021	A2	Bendigo	90	0.25%	-	-	-	1,000,000.00	1,000,000.00	616.44
0210111087531	11/01/2021	11/02/2021	A1	CBA	31	0.17%	-	1,000,000.00	-	-	1,000,000.00	144.38
Restricted - Bonds and Deposits:												
286015	30/07/2020	29/01/2021	A2	BOQ	183	0.80%	-	-	-	400,000.00	400,000.00	1,604.38
428088111	23/11/2020	24/05/2021	A1	NAB	182	0.45%	-	-	-	1,000,000.00	1,000,000.00	2,243.84
428251206	23/11/2020	24/05/2021	A1	NAB	182	0.45%	-	-	-	500,000.00	500,000.00	1,121.92
755365673	7/07/2020	7/01/2021	A1	NAB	184	0.85%	-	-	-	8,774.12	8,774.12	37.60
							-	1,000,000.00	1,500,000.00	4,908,774.12	7,408,774.12	9,365.82
Reserve												
286016	30/07/2020	29/01/2021	A2	BOQ	183	0.80%	-	-	-	788,919.87	788,919.87	3,164.33
145265771	23/12/2020	23/03/2021	A1	NAB	90	0.40%	-	-	-	1,368,285.90	1,368,285.90	1,349.55
3555244	23/12/2020	23/03/2021	A2	Bendigo	90	0.25%	-	-	-	901,109.59	901,109.59	555.48
52574	24/09/2020	22/01/2021	A2	IMB	120	0.50%	-	-	-	1,002,507.71	1,002,507.71	1,647.96
52885	16/12/2020	16/03/2021	A2	IMB	90	0.40%	-	-	-	1,001,356.16	1,001,356.16	987.64
220138	13/10/2020	10/02/2021	A2	ME Bank	120	0.60%	-	-	-	992,764.93	992,764.93	1,958.33
3522185	19/11/2020	19/05/2021	A2	Bendigo	181	0.55%	-	-	-	1,324,800.15	1,324,800.15	3,613.26
							-	-	-	7,379,744.31	7,379,744.31	13,276.54
Trust												
358770309	19/11/2020	19/05/2021	A1	NAB	181	0.45%	-	-	-	743,094.03	743,094.03	1,658.22
							-	-	-	743,094.03	743,094.03	1,658.22
Total							-	1,000,000.00	1,500,000.00	13,031,612.46	15,531,612.46	24,300.58

ENVIRONMENTAL COMMITMENT	
Depositing Institution	Value Invested
Fossil Fuel Lending ADI	
BOQ	1,188,919.87
NAB	5,120,154.05
	6,309,073.92
Non Fossil Fuel Lending ADI	
CBA Green	1,000,000.00
IMB	3,003,863.87
Suncorp	1,000,000.00
ME Bank	992,764.93
Bendigo	3,225,909.74
	9,222,538.54
Total Funds	15,531,612.46

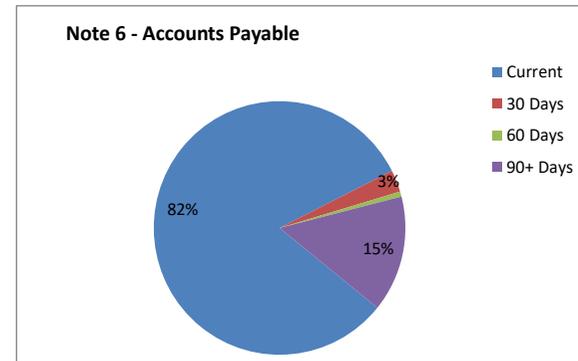
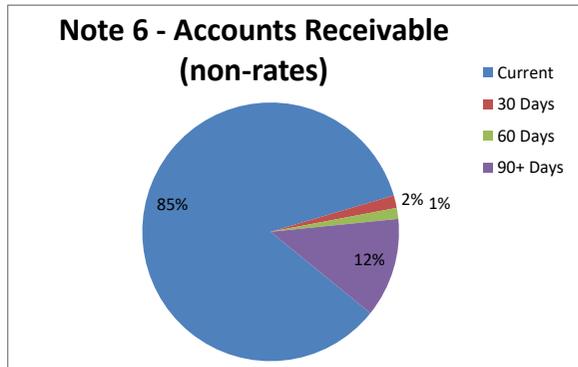


TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

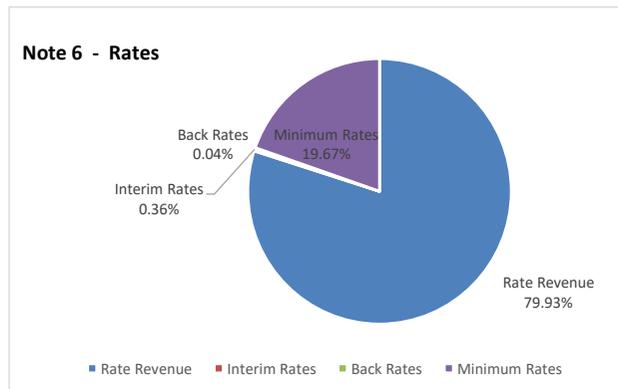
Note 6: Receivables and Payables

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	305,759	5,684	4,952	44,910	361,305
Balance per Trial Balance					
Sundry Debtors					361,305
Total Receivables General Outstanding					361,305

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables - General	99,844	3,426	792	18,104	122,166
Balance per Trial Balance					
Sundry Creditors					122,166
Total Payables General Outstanding					122,166



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



TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 7: Cash Backed Reserves

Name	Opening Balance Original	Original Annual Budget Transfers In (+) Including Interest	Original Annual Budget Transfers Out (-)	Original Annual Budget Closing Balance	Actual Opening Balance 01/07/2020	Actual Transfers In (+) Including Interest	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment Reserve	373,483	4,343	(68,000)	309,826	373,872	2,373	-	376,245
Community Facilities Reserve	54,620	635	(27,000)	28,255	54,568	321	-	54,889
Land and Buildings Infrastructure Reserve	1,923,292	1,522,367	(1,389,731)	2,055,928	1,921,462	1,010,681	(700,000)	2,232,144
Waste Management Reserve	1,741,533	20,252	(722,824)	1,038,961	1,393,497	6,499	-	1,399,996
Wind In The Willows Child Care Reserve	30,000	349	(30,000)	349	40,683	289	-	40,972
Aged Persons Reserve	561,281	6,527	-	567,808	560,864	3,299	-	564,163
Youth Development Reserve	29,774	346	(4,000)	26,120	29,746	175	-	29,921
Underground Power Reserve	85,933	999	(20,000)	66,932	85,851	505	-	86,356
Employee Entitlements Reserve	232,721	2,706	(24,250)	211,177	232,226	2,801	-	235,026
Drainage Infrastructure Reserve	126,542	1,472	(126,620)	1,394	126,402	867	-	127,269
HACC Asset Replacement Reserve	120,914	1,406	(5,000)	117,320	114,083	707	-	114,790
Unspent Grants Reserve	1,858,865	-	(1,397,033)	461,832	400,432	-	-	400,432
Street Tree Reserve	-	-	-	-	92,670	738	-	93,408
Bus Shelter Reserve	21,644	252	(4,000)	17,896	21,623	128	-	21,751
Information Technology Reserve	200,000	2,326	(200,000)	2,326	200,000	-	-	200,000
Future Projects Reserve	517,708	6,020	(140,000)	383,728	511,708	-	-	511,708
Marine Assets Reserve	-	50,000	-	50,000	-	-	-	-
	7,878,310	1,620,000	(4,158,458)	5,339,852	6,159,688	1,029,382	(700,000)	6,489,070

Town of Bassendean
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 December 2020

Note 8: Capital Works Program

Assets	Budget		YTD Actual		2020/2021 Capital Expenditure Total		Purchase Order Value	YTD Variance Budget to Actual
	Annual Budget	YTD Budget	New/ Upgrade	Renewal	YTD			
Land and Buildings	\$ 1,500,504	\$ 1,136,500	\$ 709,907	\$ 52,665	\$ 762,572	\$ 11,553	\$ (373,928)	
Plant and Equipment	\$ 76,000	\$ 25,960	\$ -	\$ -	\$ -	\$ 66,390	\$ (25,960)	
Furniture and Equipment	\$ 643,574	\$ 496,078	\$ 237,539	\$ -	\$ 237,539	\$ 14,264	\$ (258,539)	
Roadworks	\$ 1,834,854	\$ 1,590,115	\$ 1,215,004	\$ 5,671	\$ 1,220,675	\$ 122,823	\$ (369,440)	
Drainage	\$ 319,718	\$ 184,471	\$ -	\$ -	\$ -	\$ 49,225	\$ (184,471)	
Footpaths	\$ 184,531	\$ 51,000	\$ -	\$ -	\$ -	\$ -	\$ (51,000)	
Parks, Gardens and Reserves	\$ 1,856,166	\$ 927,393	\$ 28,441	\$ 2,120	\$ 30,561	\$ 12,003	\$ (896,832)	
	\$ 6,415,347	\$ 4,411,517	\$ 2,190,891	\$ 60,456	\$ 2,251,347	\$ 276,258	\$ (2,160,170)	

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 9: Budget Amendments

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

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

Note 10: Disposal of Assets

Asset Class	Original Annual Budget				YTD Actual			
	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
Plant & Equipment	41,505	15,000	2,819	(29,324)	-	-	-	-
Land	1,775,000	1,500,000	30,000	(305,000)	970,000	1,592,273	30,000	-
	1,816,505	1,515,000	32,819	(334,324)	970,000	1,592,273	30,000	-
Program								
Law, Order and Public Safety	24,000	7,000	-	(17,000)	-	-	-	-
Community Amenities	1,775,000	1,500,000	30,000	(305,000)	970,000	1,592,273	30,000	-
Recreation and Culture	17,324	5,000	-	(12,324)	-	-	-	-
Transport	181	3,000	2,819	-	-	-	-	-
	1,816,505	1,515,000	32,819	(334,324)	970,000	1,592,273	30,000	-

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2020

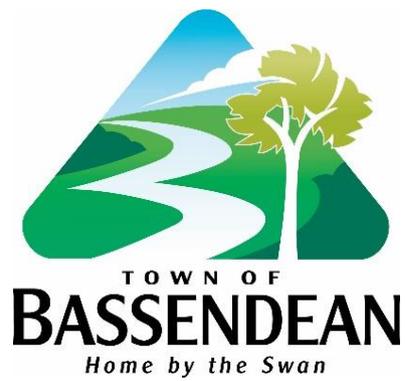
Note 11: Trust, Bonds and Deposits

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

Description	Opening Balance 1/07/2020	Amount Received	Amount Paid	Closing Balance 31/12/2020
	\$	\$	\$	\$
Public Open Space	739,976	3,118	-	743,094
Total Uncontrolled Trust Funds	739,976	3,118	-	743,094

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

Description	Opening Balance 1/07/2020	Amount Received	Amount Paid	Closing Balance 31/12/2020
Hyde Retirement Village Retention Bonds	218,450	250	(17,828)	200,872
<u>Other Bonds and Deposits</u>				
Sundry	387,166	4,957	(3,219)	388,904
Securities	1,151,678	239,205	(217,945)	1,172,938
Hall Hire Bonds	28,711	21,700	(19,400)	31,011
Crossover Deposits	108,675	-	-	108,675
Landscaping Bonds	601,965	22,680	(67,849)	556,796
Stormwater Deposits	30,596	3,000	(4,000)	29,596
Lyneham Hostel Residents Trust-T614	1,050	-	-	1,050
Iveson Hostel Residents Trust-T614	18	-	-	18
Total Other Bonds and Deposits	2,309,859	291,542	(312,413)	2,288,988
Total Controlled Trust Funds	2,528,309	291,792	(330,241)	2,489,860



FINANCIAL STATEMENTS

FOR THE PERIOD ENDED

31 January 2021

TOWN OF BASSENDEAN

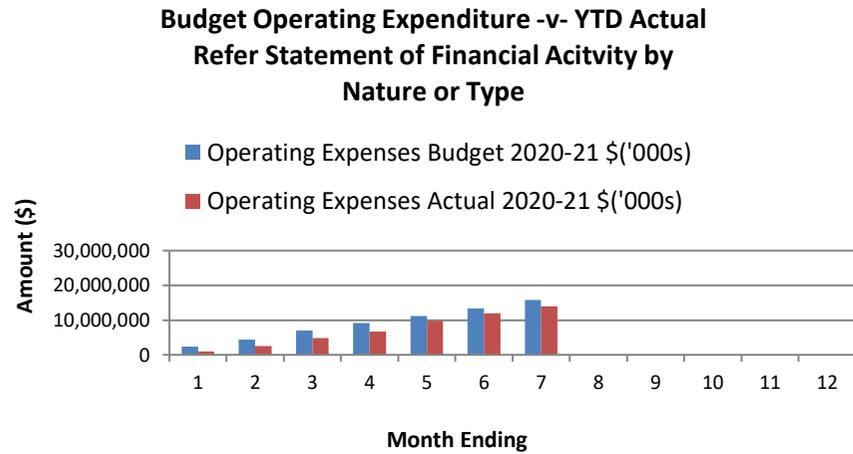
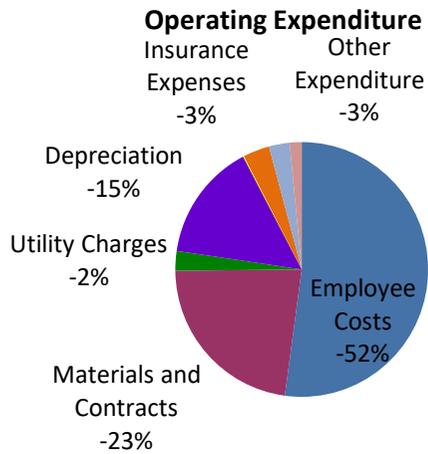
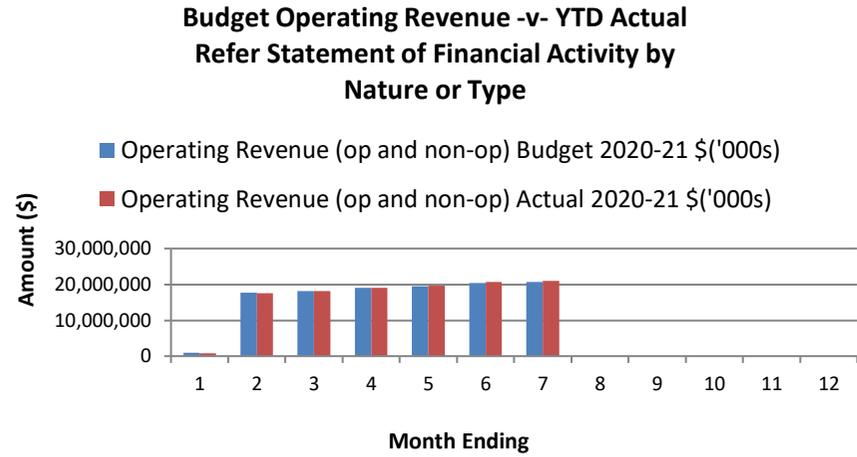
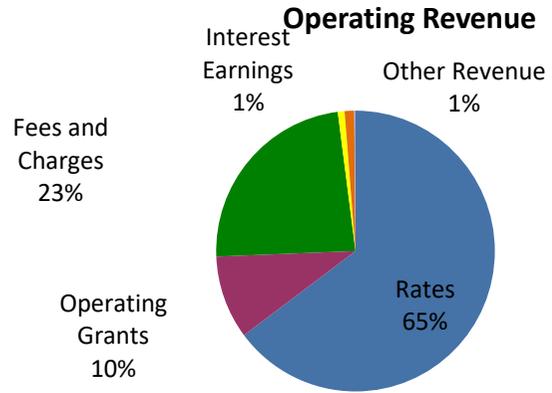
MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 January 2021

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

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**Town of Bassendean
Information Summary
For the Period Ended 31 January 2021**



TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 January 2021

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
		\$	\$	\$	%
Opening Funding Surplus(Deficit)	3	745,317	745,317	796,267	6.84%
Revenue from operating activities					
Governance		35,375	31,874	27,454	(13.87%)
General Purpose Funding - Rates	2	13,480,660	13,459,829	13,478,289	0.14%
General Purpose Funding - Other		793,178	508,273	446,386	(12.18%)
Law, Order and Public Safety		114,110	80,018	78,393	(2.03%)
Health		2,835,170	2,917,845	2,923,355	0.19%
Education and Welfare		5,046,381	3,205,626	3,287,497	2.55%
Community Amenities		112,300	83,407	169,342	103.03%
Recreation and Culture		186,812	85,039	148,398	74.51%
Transport		104,081	84,851	97,540	14.95%
Economic Services		78,222	58,094	87,457	50.54%
Other Property and Services		103,771	57,682	65,669	13.85%
		22,890,060	20,572,538	20,809,779	1.15%
Expenditure from operating activities					
Governance		(1,014,745)	(574,327)	(535,268)	6.80%
General Purpose Funding		(893,276)	(533,264)	(500,261)	6.19%
Law, Order and Public Safety		(716,355)	(410,375)	(348,887)	14.98%
Health		(3,910,909)	(2,261,853)	(1,880,654)	16.85%
Education and Welfare		(5,986,717)	(3,498,896)	(3,230,214)	7.68%
Community Amenities		(1,495,045)	(1,058,332)	(899,329)	15.02%
Recreation and Culture		(5,962,215)	(3,459,087)	(3,008,843)	13.02%
Transport		(6,305,828)	(3,642,858)	(3,288,706)	9.72%
Economic Services		(549,407)	(302,653)	(245,172)	18.99%
Other Property and Services		(63,000)	(46,583)	(36,518)	21.61%
		(26,897,497)	(15,788,228)	(13,973,852)	11.49%
Operating activities excluded from budget					
Add back Depreciation		3,559,374	2,096,619	2,095,961	(0.03%)
Adjust (Profit)/Loss on Asset Disposal		301,505	275,000	182,727	(33.55%)
Movement in Leave Reserve		2,706	2,706	5,965	120.44%
Amount attributable to operating activities		(143,852)	7,158,635	9,120,581	
Investing Activities					
Non-operating Grants, Subsidies and Contributions					
Proceeds from Disposal of Assets	10	1,837,947	182,053	158,803	(12.77%)
Land and Buildings	8	1,515,000	1,515,000	1,592,273	5.10%
Infrastructure Assets - Roads	8	(1,500,504)	(1,181,166)	(762,572)	35.44%
Infrastructure Assets - Footpaths	8	(1,834,854)	(1,616,820)	(1,234,473)	23.65%
Infrastructure Assets - Footpaths	8	(184,531)	(72,995)	-	100.00%
Infrastructure Assets - Other	8	(1,856,166)	(1,093,964)	(30,794)	97.19%
Infrastructure Assets - Drainage	8	(319,718)	(207,012)	-	100.00%
Plant and Equipment	8	(76,000)	(25,960)	(5,430)	79.08%
Furniture and Equipment	8	(643,574)	(510,662)	(239,945)	53.01%
Amount attributable to investing activities		(3,062,400)	(3,011,526)	(522,139)	
Financing Activities					
Self-Supporting Loan Principal		24,130	11,865	11,865	0.00%
Transfer from Reserves	5	4,158,458	700,000	700,000	0.00%
Repayment of Borrowings	4	(97,006)	(52,369)	(52,369)	0.00%
Transfer to Reserves	5	(1,620,000)	(1,620,000)	(1,626,467)	-0.40%
Amount attributable to financing activities		2,465,582	(960,504)	(966,971)	
Closing Funding Surplus(Deficit)	3	4,647	3,931,922	8,427,738	

TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 January 2021

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
		\$	\$	\$	%
Opening Funding Surplus (Deficit)	3	745,317	745,317	796,267	6.84%
Revenue from operating activities					
Rates	2	13,480,660	13,459,829	13,478,289	0.14%
Operating Grants, Subsidies and Contributions		2,619,115	1,831,137	1,997,737	9.10%
Fees and Charges		6,031,127	4,789,239	4,909,403	2.51%
Interest Earnings		285,208	168,627	164,430	(2.49%)
Other Revenue		441,131	293,706	229,920	(21.72%)
Profit on Disposal of Assets	10	32,819	30,000	30,000	
		22,890,060	20,572,538	20,809,779	1.15%
Expenditure from operating activities					
Employee Costs		(13,476,198)	(7,653,146)	(7,285,525)	4.80%
Materials and Contracts		(7,327,227)	(4,291,756)	(3,172,622)	26.08%
Utility Charges		(696,582)	(413,930)	(348,028)	15.92%
Depreciation on Non-Current Assets		(3,559,374)	(2,096,619)	(2,095,961)	0.03%
Interest Expenses		(32,689)	(18,509)	(15,569)	15.88%
Insurance Expenses		(492,162)	(482,298)	(472,401)	2.05%
Other Expenditure		(978,941)	(526,970)	(371,018)	29.59%
Loss on Disposal of Assets	10	(334,324)	(305,000)	(212,727)	30.25%
		(26,897,497)	(15,788,228)	(13,973,852)	11.49%
Operating activities excluded from budget					
Add back Depreciation		3,559,374	2,096,619	2,095,961	(0.03%)
Adjust (Profit)/Loss on Asset Disposal		301,505	275,000	182,727	(33.55%)
Movement in Leave Reserve		2,706	2,706	5,965	120.44%
Amount attributable to operating activities		(143,852)	7,158,635	9,120,582	
Investing activities					
Grants, Subsidies and Contributions		1,837,947	182,053	158,803	(12.77%)
Proceeds from Disposal of Assets	10	1,515,000	1,515,000	1,592,273	5.10%
Land and Buildings	8	(1,500,504)	(1,181,166)	(762,572)	35.44%
Infrastructure Assets - Roads	8	(1,834,854)	(1,616,820)	(1,234,473)	23.65%
Infrastructure Assets - Footpaths	8	(184,531)	(72,995)	-	100.00%
Infrastructure Assets - Other	8	(1,856,166)	(1,093,964)	(30,794)	97.19%
Infrastructure Assets - Drainage	8	(319,718)	(207,012)	-	100.00%
Plant and Equipment	8	(76,000)	(25,960)	(5,430)	79.08%
Furniture and Equipment	8	(643,574)	(510,662)	(239,945)	53.01%
Amount attributable to investing activities		(3,062,400)	(3,011,526)	(522,139)	
Financing Activities					
Self-Supporting Loan Principal		24,130	11,865	11,865	0.00%
Transfer from Reserves	7	4,158,458	700,000	700,000	0.00%
Repayment of Borrowings	4	(97,006)	(52,369)	(52,369)	0.00%
Transfer to Reserves	7	(1,620,000)	(1,620,000)	(1,626,467)	(0.40%)
Amount attributable to financing activities		2,465,582	(960,504)	(966,971)	
Closing Funding Surplus (Deficit)	3	4,647	3,931,922	8,427,738	

Town of Bassendean
STATEMENT OF FINANCIAL POSITION
For the Period Ended 31 January 2021

	2020-21	2019-20
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	18,683,922	13,223,484
Trade and other receivables	3,973,977	1,762,273
Inventories	4,919	9,037
Other assets	-	41,240
TOTAL CURRENT ASSETS	<u>22,662,818</u>	<u>15,036,035</u>
NON-CURRENT ASSETS		
Financial assets	124,637	124,637
Trade and other receivables	494,248	506,113
Property, plant and equipment	55,209,367	56,339,210
Infrastructure	104,818,730	105,286,633
Right of use assets	318,281	318,281
Investment in Associate	7,852,617	7,852,617
TOTAL NON-CURRENT ASSETS	<u>168,817,877</u>	<u>170,427,489</u>
TOTAL ASSETS	<u>191,480,695</u>	<u>185,463,524</u>
CURRENT LIABILITIES		
Trade and other payables	4,800,573	5,574,582
Contract liabilities	310,504	455,426
Lease liabilities	152,712	152,712
Borrowings	44,637	97,006
Employee related provisions	2,251,912	2,258,170
TOTAL CURRENT LIABILITIES	<u>7,560,337</u>	<u>8,537,896</u>
NON-CURRENT LIABILITIES		
Contract liabilities	29,286	29,286
Lease liabilities	167,151	167,151
Borrowings	452,310	452,310
Employee related provisions	215,344	215,344
TOTAL NON-CURRENT LIABILITIES	<u>864,090</u>	<u>864,090</u>
TOTAL LIABILITIES	<u>8,424,427</u>	<u>9,401,986</u>
NET ASSETS	<u>183,056,268</u>	<u>176,061,538</u>
EQUITY		
Retained surplus	32,984,981	26,916,717
Reserves - cash backed	7,086,155	6,159,688
Revaluation surplus	142,985,133	142,985,132
TOTAL EQUITY	<u>183,056,268</u>	<u>176,061,538</u>

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

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2021

Statement of Financial Position Detailed	2020/2021	2019/2020
	\$	\$
CASH AND CASH EQUIVALENTS		
Unrestricted	8,757,714	4,050,777
Restricted	9,926,208	9,172,708
	18,683,922	13,223,484
The following restrictions have been imposed by regulations or other externally imposed requirements:		
Employee Entitlements Reserve	238,191	232,226
Plant & Equipment Reserve	376,379	373,872
Community Facilities Reserve	54,907	54,568
Land & Building Infrastructure Reserve	2,825,154	1,921,462
Waste Management Reserve	1,400,363	1,393,497
Wind in the Willows Childcare Reserve	40,988	40,683
Aged Persons Reserve	564,349	560,864
Youth Development Reserve	29,931	29,746
Underground Power Reserve	86,385	85,851
Drainage Infrastructure Reserve	127,317	126,402
Street Tree Reserve	93,462	92,670
Bus Shelter Reserve	21,758	21,623
Information Technology Reserve	200,000	200,000
Future Projects Reserve	511,708	511,708
HACC Assets Replacement	114,832	114,083
Unspent Grants Reserve	400,432	400,432
Hyde Retirement Village Retention Bonds	200,872	218,450
Other Bonds & Deposits	2,299,391	2,309,859
Contract Liabilities from contracts with customers	339,790	484,712
	9,926,208	9,172,708
TRADE AND OTHER RECEIVABLES		
Current		
Rates Outstanding	3,705,279	1,223,711
Sundry Debtors - General	70,623	178,957
GST Receivable	68,330	222,238
Accrued Interest	4,483	12,105
Sundry Debtors - SSL	24,130	24,130
Long Service Leave Due from Other Councils	101,132	101,132
Proceeds from Disposal	-	-
	3,973,977	1,762,273

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2021

	2020/2021	2019/2020
	\$	\$
Statement of Financial Position Detailed		
Non-Current		
Rates Outstanding - Pensioners	325,083	325,083
Loans - Clubs/Institutions	169,165	181,030
	494,248	506,113
 FINANCIAL ASSETS		
Investments - Government House	124,637	124,637
 INVESTMENT IN ASSOCIATE		
Investments- EMRC	7,852,617	7,852,617
 INVENTORIES		
Current		
Fuel and Materials	4,919	9,037
	4,919	9,037
 OTHER ASSETS		
Current		
Prepayments	-	41,240
	-	41,240
 PROPERTY, PLANT AND EQUIPMENT		
Land and Buildings		
Land	36,381,646	36,381,646
- Less Disposals	(1,775,000)	
- Additions	701,376	-
	35,308,022	36,381,646
 Buildings	 26,823,688	 26,275,931
- Additions	61,196	547,758
Less: accumulated depreciation	(9,068,854)	(8,773,190)
	17,816,030	18,050,499
 Total Land and Buildings	53,124,052	54,432,145
 Furniture and Equipment	 1,050,861	 446,515
- Additions	239,945	604,346
Less Accumulated Depreciation	(220,978)	(200,323)
	1,069,828	850,538

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2021

	2020/2021	2019/2020
Statement of Financial Position Detailed	\$	\$
Plant and Equipment	2,646,459	2,627,975
- Additions	5,430	37,975
- Less Disposals	-	(19,491)
Less Accumulated Depreciation	<u>(1,699,022)</u>	<u>(1,652,551)</u>
	952,866	993,908
Art Works	62,620	62,620
	<u>62,620</u>	<u>62,620</u>
	<u>55,209,367</u>	<u>56,339,210</u>
INFRASTRUCTURE		
Roads	85,249,199	84,599,588
- Additions	1,234,473	649,611
Less Accumulated Depreciation	<u>(20,476,880)</u>	<u>(19,599,139)</u>
	66,006,792	65,650,060
Footpaths	10,378,616	10,332,111
- Additions	-	46,506
Less Accumulated Depreciation	<u>(3,871,421)</u>	<u>(3,727,755)</u>
	6,507,195	6,650,862
Drainage	40,496,204	40,475,300
- Additions	-	20,905
Less Accumulated Depreciation	<u>(19,011,315)</u>	<u>(18,660,758)</u>
	21,484,890	21,835,447
Parks & Ovals	18,491,383	18,392,206
- Additions	30,794	99,177
Less Accumulated Depreciation	<u>(7,702,324)</u>	<u>(7,341,118)</u>
	10,819,853	11,150,265
	<u>104,818,730</u>	<u>105,286,633</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2021

Statement of Financial Position Detailed	2020/2021	2019/2020
	\$	\$
RIGHT OF USE ASSETS		
Leased Furniture and Equipment	165,062	165,062
Less Accumulated Depreciation	(29,808)	(29,808)
	135,254	135,254
Leased Plant and Equipment	340,232	340,232
Less Accumulated Depreciation	(157,205)	(157,205)
	183,027	183,027
	318,281	318,281
 TRADE AND OTHER PAYABLES		
Current		
Sundry Creditors	967,639	1,245,542
Accrued Interest on Debentures	-	2,938
Accrued Salaries and Wages	-	355,606
Rates in Advance	190,565	300,080
Deferred Revenue (Grants)	1,142,107	1,142,107
Bonds & Other Deposits	2,299,391	2,309,859
Hyde Retirement Village Bonds	200,872	218,450
	4,800,573	5,574,582
 CONTRACT LIABILITIES		
Current		
Contract Liability - Current	310,504	455,426
	310,504	455,426
 Non-Current		
Contract Liability - Non-Current	29,286	29,286
	29,286	29,286

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2021

Statement of Financial Position Detailed	2020/2021	2019/2020
	\$	\$
LEASE LIABILITIES		
Current		
Lease Liability - Current	152,712	152,712
	<u>152,712</u>	<u>152,712</u>
Non-Current		
Lease Liability - Non-Current	167,151	167,151
	<u>167,151</u>	<u>167,151</u>
BORROWINGS		
Current		
Loan Liability - Current	44,637	97,006
	<u>44,637</u>	<u>97,006</u>
Non-Current		
Loan Liability - Non Current	452,310	452,310
	<u>452,310</u>	<u>452,310</u>
EMPLOYEE RELATED PROVISIONS		
Current		
Provision for Annual Leave	1,028,324	1,034,582
Provision for Long Service Leave	1,223,588	1,223,588
	<u>2,251,912</u>	<u>2,258,170</u>
Non-Current		
Provision for Long Service Leave	215,344	215,344
	<u>215,344</u>	<u>215,344</u>
RECONCILIATION		
TOTAL CURRENT ASSETS	22,662,818	15,036,035
TOTAL NON CURRENT ASSETS	168,817,877	170,427,489
TOTAL ASSETS	191,480,695	185,463,524
TOTAL CURRENT LIABILITIES	7,560,337	8,537,896
TOTAL NON CURRENT LIABILITIES	864,090	864,090
TOTAL LIABILITIES	8,424,427	9,401,986
NET ASSETS	183,056,268	176,061,538

**TOWN OF BASSENDEAN
STATEMENT OF CASH FLOWS**

	2020/21 Actual \$	2020/21 Budget \$
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts:		
Rates	12,248,920	13,680,660
Operating grants, subsidies and contributions	1,852,815	2,619,115
Fees and charges	3,656,023	6,031,127
Interest	172,052	285,208
Goods and services tax	868,966	960,483
Other revenue	229,920	441,131
	19,028,696	24,017,724
Payments:		
Employee costs	(7,679,368)	(13,411,106)
Materials and contracts	(3,405,167)	(7,354,227)
Utility charges	(348,028)	(696,582)
Interest expenses	(18,507)	(32,689)
Insurance expenses	(472,401)	(492,162)
Goods and services tax	(683,079)	(925,575)
Other expenditure	(371,018)	(978,941)
	(12,977,569)	(23,891,282)
Net cash provided by (used in) operating activities	6,051,127	126,442
CASH FLOWS FROM INVESTING ACTIVITIES		
Receipts:		
Non-operating grants, subsidies and contributions	158,803	1,837,947
Proceeds from sale of assets	1,592,273	1,515,000
Payments:		
Payments for purchase of property, plant & equipment	(1,007,947)	(2,220,078)
Payments for construction of infrastructure	(1,265,267)	(4,195,269)
Net cash provided by (used in) investment activities	(522,139)	(3,062,400)
CASH FLOWS FROM FINANCING ACTIVITIES		
Receipts:		
Proceeds from self supporting loans	11,865	24,494
Transfer from Trust	(28,046)	-
Payments:		
Repayment of borrowings	(52,369)	(97,370)
Payments for principal portion of lease liabilities	-	-
Net cash provided by (used in) financing activities	(68,550)	(72,876)
Net increase (decrease) in cash held	5,460,439	(3,008,834)
Cash and cash equivalents at beginning of year	13,223,484	12,653,905
Cash and cash equivalents at the end of the year	18,683,922	9,645,071

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

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

NOTES TO THE CASH FLOW STATEMENT

(a) Reconciliation of Cash

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

	2020/21 Actual \$	2020/21 Budget \$
Cash and Cash Equivalents	18,683,922	9,645,071

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

Net Result	6,994,731	(2,169,490)
Depreciation	2,095,961	3,559,374
(Profit)/Loss on Sale of Asset	182,727	301,505
(Increase)/Decrease in Receivables	(2,620,051)	200,000
(Increase)/Decrease in Inventories	4,118	(2,000)
Increase/(Decrease) in Payables & Accruals	(441,298)	(25,000)
Increase/(Decrease) in Employee Provisions	(6,258)	100,000
Grants/Contributions for the Development of Assets	(158,803)	(1,837,947)
Net Cash from Operating Activities	6,051,127	126,442

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 1: Explanation of Material Variances

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

- ⊕ More Revenue OR Less Expenditure
⊖ Less Revenue OR More Expenditure

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenue	\$	%			
Governance	(4,420)	(14%)			Within variance threshold
General Purpose Funding - Rates	18,460	0%		Timing	Interim rates tracking above YTD budget
General Purpose Funding - Other	(61,887)	(12%)	⊖	Timing	Timing of insurance and interest income offset by late payment fees for rates above YTD budget
Law, Order and Public Safety	(1,625)	(2%)			Within variance threshold
Health	5,510	0%			Within variance threshold
Education and Welfare	81,871	3%		Timing	Grant funding for Seniors tracking above YTD budget
Community Amenities	85,935	103%	⊕	Timing/ Permanent	Development application fees and property and zoning enquiries above YTD budget
Recreation and Culture	63,359	75%	⊕	Timing/ Permanent	Hall hire/reserve fees and public events income tracking above the YTD budget
Transport	12,689	15%	⊕	Timing/ Permanent	Income recovered for street tree damage not budgeted
Economic Services	29,363	51%	⊕	Timing/ Permanent	Income for building licences above budget
Other Property and Services	7,987	14%	⊕	Timing	Private works income and admin compliance fees tracking above the YTD budget offset by insurance claims income under budget
Operating Expense	\$	%			
Governance	39,059	7%		Timing	Building maintenance and administration costs currently under the YTD budget
General Purpose Funding	33,003	6%		Timing	Timing of administration expenses
Law, Order and Public Safety	61,488	15%	⊕	Timing	Timing of administration expenses and payment of the grant to SES
Health	381,199	17%	⊕	Timing	COVID-19 expenses, mosquito control program, waste collection charges and environmental projects currently tracking under the year to date budget
Education and Welfare	268,682	8%		Timing	WV and Seniors salaries and other costs are under the YTD budget
Community Amenities	159,003	15%	⊕	Timing	Loss on sale of land assets under budget. Planning projects/expenses under the YTD budget
Recreation and Culture	450,244	13%	⊕	Timing	Projects, reserve and building maintenance and library expenses and leisure programs under the YTD budget
Transport	354,152	10%		Timing	Maintenance programs, street lighting charges, projects and street tree program under the YTD budget
Economic Services	57,481	19%	⊕	Timing	Building employee costs and Town Centre revitalisation project under the YTD budget
Other Property and Services	10,065	22%	⊕	Timing	Plant operations and insurance claims under the YTD budget
Operating activities excluded from budget					
Depreciation	658	(0%)		Timing	Within Variance Threshold
Adjust (Profit)/Loss on Asset Disposal	(92,273)	(34%)		Permanent	Loss on disposal of land assets less than estimated
Capital Revenues					
Grants, Subsidies and Contributions	(23,250)	(13%)	⊖	Timing	Timing of grant payments
Proceeds from Disposal of Assets	77,273	5%		Timing/ Permanent	Proceeds on disposal of land assets greater than estimated
Capital Expenses					<i>Refer to Note 8 for Capital expenditure detail</i>
Land and Buildings	(418,594)	35%		Timing	Timing of projects/Savings
Infrastructure - Roads	(382,347)	24%		Timing	Timing of projects
Infrastructure - Footpaths	(72,995)	100%		Timing	Timing of projects
Infrastructure Assets - Other	(1,063,170)	97%		Timing	Timing of projects
Infrastructure Assets - Drainage	(207,012)	100%		Timing	Timing of projects
Plant and Equipment	(20,530)	79%		Timing	Timing of projects
Furniture and Equipment	(270,717)	53%		Timing	Timing of projects
Financing					
Self-Supporting Loan Principal	0	0%			Within variance threshold
Transfer from Reserves	0	0%			Within variance threshold
Repayment of Borrowings	0	0%			Within variance threshold
Transfer to Reserves	(6,467)	(0%)			Within variance threshold
Opening Funding Surplus(Deficit)	50,950	7%		Timing	Timing, end of year processes not complete

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 2: Rating Information	Rate in	Number of Properties	Rateable Value	YTD Actual				Annual Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
General Rate	8.3230	4,911	129,473,404	10,776,078	48,645	2,484	10,827,207	10,776,078	50,000	3,500	10,829,578
Sub-Totals		4,911	129,473,404	10,776,078	48,645	2,484	10,827,207	10,776,078	50,000	3,500	10,829,578
Minimum Payment											
Minimum Rate	1,106	2,397	28,207,128	2,651,082	-	-	2,651,082	2,651,082	-	-	2,651,082
Sub-Totals		2,397	28,207,128	2,651,082	-	-	2,651,082	2,651,082	-	-	2,651,082
Amount from General Rates		7,308	157,680,532	13,427,160	48,645	2,484	13,478,289	13,427,160	50,000	3,500	13,480,660
Totals							13,478,289				13,480,660

Comments - Rating Information

The general rates have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates.

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

The due date for the payment of rates is the 25 September 2020, unless the option to pay by instalments is taken. Rates instalments are subject to an instalment fee of \$36 and 5.5% interest. Instalment dates for 2020/21 are:
 1st: 25 September 2020
 2nd: 27 November 2020
 3rd: 29 January 2021
 4th: 1 April 2021

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Last Years Actual Closing	Current
	30 June 2020	31 January 2021
	\$	\$
Current Assets		
Cash Unrestricted	6,435,138	10,997,505
Cash Restricted	6,159,688	7,086,155
Restricted Cash - Trust	628,659	600,262
Rates Outstanding	1,223,711	3,705,279
Sundry Debtors	304,219	195,885
GST Receivable	222,238	68,330
Accrued Interest	12,105	4,483
Prepayments	41,240	-
Inventories	9,037	4,919
	15,036,034	22,662,819
Less: Current Liabilities		
Sundry Creditors	(1,245,542)	(967,639)
Accrued Interest on Borrowings	(2,938)	-
Accrued Salaries and Wages	(355,606)	-
Rates in Advance	(300,080)	(190,565)
Hyde Retirement Village Bonds	(218,450)	(200,872)
Bonds and Other Deposits	(2,309,859)	(2,299,391)
Contract liabilities	(455,426)	(310,504)
Deferred Revenue	(1,142,107)	(1,142,107)
Current Employee Provisions	(2,258,170)	(2,251,912)
	(8,288,177)	(7,362,989)
Net Current Assets	6,747,857	15,299,830
Less: Cash Reserves	(6,159,688)	(7,086,155)
Less: SSL Borrowings Repayments	(24,130)	(24,130)
Plus : Liabilities funded by Cash Backed Reserves	232,226	238,191
Net Current Funding Position	796,267	8,427,738

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 4 : Information on Borrowings

	2021
	\$
(a) Borrowings	
Current	44,637
Non-current	452,310
	496,946

(b) Borrowing Repayments

Particulars	01 Jul 2020	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Budget	Actual	Annual Budget
		\$	\$	\$	\$	\$	\$
Recreation and Culture							
Loan 160A - Civic Centre Redevelopment	240,296	26,802	54,471	213,493	185,824	7,248	13,891
Loan 160B- Civic Centre Redevelopment	103,860	13,702	18,405	90,158	85,454	3,296	5,745
Self Supporting Loans-Governance							
Loan 157 - Ashfield Soccer Club	5,285	2,598	5,285	2,687	-	154	224
Loan 162 - TADWA	199,875	9,267	18,846	190,608	181,029	4,872	12,829
	549,316	52,369	97,006	496,946	452,308	15,569	32,689

(b) New Borrowings

The Town will be establishing an overdraft facility with the Western Australian Treasury Corporation as part of the COVID-19 pandemic Short-Lending Facility.

The facility is not intended to be in use as at 30 June 2021.

Council has entered into a Network Renewal Underground Program Pilot (NRUPP) Co-funding Agreement with Western Power to provide underground electricity distribution to parts of the Town.

The Town is required to make the following cash calls to Western Power under the co-funding agreement:

29 September 2021	\$1,137,264
29 September 2022	\$1,137,264
	\$2,274,528

The Town proposes to seek a loan from WATC for the full amount of the cash calls and to draw down on that loan as and when required.

(c) Unspent Borrowings

The Town has no unspent borrowings funds as at 30 June 2020 nor is it expected to have unspent borrowing funds as at 30 June 2021.

(d) Overdraft Facility

It is anticipated that this facility will not be required in the 2020/21 financial period.

**Town of Bassendean
Monthly Investment Report
For the Period Ended 31 January 2021**

Note 5 : CASH INVESTMENTS

Deposit Ref	Deposit Date	Maturity Date	S & P Rating	Institution	Term (Days)	Rate of Interest	Amount Invested (Days)				Expected Interest	
							Up to 30	30-59	60-89	90-120+		
Municipal												
745260755	4/12/2020	2/02/2021	A1	NAB	60	0.25%	-	-	500,000.00	-	500,000.00	205.48
10739338	29/01/2021	2/03/2021	A1	NAB	32	0.11%	-	1,000,000.00	-	-	1,000,000.00	96.44
10739003	27/01/2021	29/03/2021	A1	NAB	61	0.20%	-	-	1,000,000.00	-	1,000,000.00	334.25
52824	30/11/2020	2/03/2021	A2	IMB	92	0.40%	-	-	-	1,000,000.00	1,000,000.00	1,008.22
3555613	24/12/2020	24/03/2021	A2	Bendigo	90	0.25%	-	-	-	1,000,000.00	1,000,000.00	616.44
0210111087	11/01/2021	11/02/2021	A1	CBA	31	0.17%	-	1,000,000.00	-	-	1,000,000.00	144.38
Restricted - Bonds and Deposits:												
347112	29/01/2021	29/10/2021	A2	BOQ	273	0.40%	-	-	-	400,000.00	400,000.00	1,196.71
428088111	23/11/2020	24/05/2021	A1	NAB	182	0.45%	-	-	-	1,000,000.00	1,000,000.00	2,243.84
428251206	23/11/2020	24/05/2021	A1	NAB	182	0.45%	-	-	-	500,000.00	500,000.00	1,121.92
755365673	7/01/2021	7/05/2021	A1	NAB	120	0.40%	-	-	-	-	8,811.72	11.59
							-	2,000,000.00	1,500,000.00	3,908,811.72	7,408,811.72	6,979.26
Reserve												
347130	29/01/2021	29/10/2021	A2	BOQ	273	0.40%	-	-	-	792,084.20	792,084.20	2,369.74
145265771	23/12/2020	23/03/2021	A1	NAB	90	0.40%	-	-	-	1,368,285.90	1,368,285.90	1,349.55
3555244	23/12/2020	23/03/2021	A2	Bendigo	90	0.25%	-	-	-	901,109.59	901,109.59	555.48
53027	22/01/2021	22/04/2021	A2	IMB	90	0.35%	-	-	-	1,004,155.67	1,004,155.67	866.60
52885	16/12/2020	16/03/2021	A2	IMB	90	0.40%	-	-	-	1,001,356.16	1,001,356.16	987.64
53038	27/01/2021	27/04/2021	A2	IMB	90	0.34%	-	-	-	592,272.73	592,272.73	496.54
220138	13/10/2020	10/02/2021	A2	ME Bank	120	0.60%	-	-	-	992,764.93	992,764.93	1,958.33
3522185	19/11/2020	19/05/2021	A2	Bendigo	181	0.55%	-	-	-	1,324,800.15	1,324,800.15	3,613.26
							-	-	-	7,976,829.33	7,976,829.33	12,197.13
Trust												
358770309	19/11/2020	19/05/2021	A1	NAB	181	0.45%	-	-	-	743,094.03	743,094.03	1,658.22
							-	-	-	743,094.03	743,094.03	1,658.22
Total							-	2,000,000.00	1,500,000.00	12,628,735.08	16,128,735.08	20,834.61

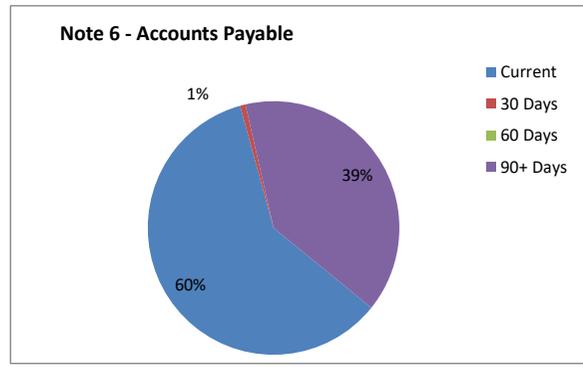
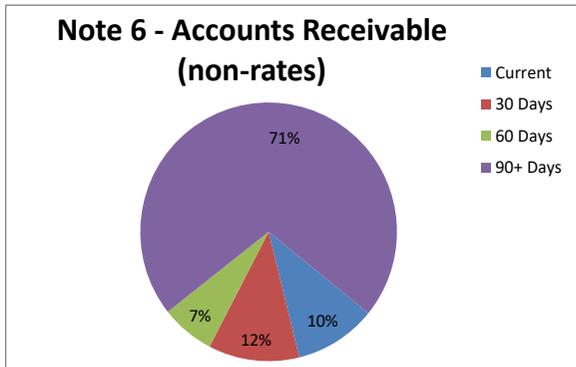
COMMITMENT		INDIVIDUAL INSTITUTION EXPOSURE		TOTAL CREDIT EXPOSURE		TERM TO MATURITIES	
Depositing Institution	Value Invested						
Fossil Fuel Lending ADI BOQ 1,192,084.20 NAB 6,120,191.65 7,312,275.85							
Non Fossil Fuel Lending ADI CBA Green 1,000,000.00 IMB 3,597,784.56 ME Bank 992,764.93 Bendigo 3,225,909.74 8,816,459.23							
Total Funds	16,128,735.08						

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

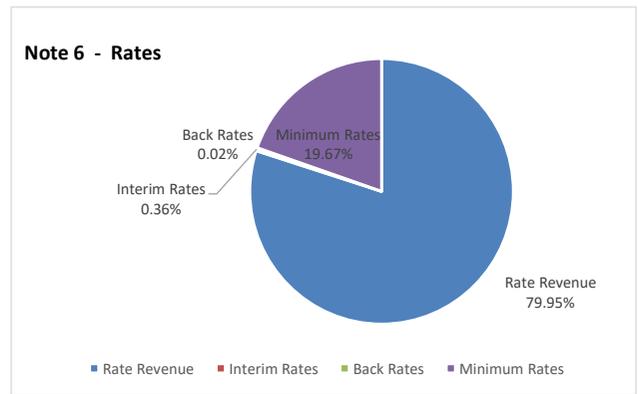
Note 6: Receivables and Payables

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	6,213	6,894	4,074	42,992	60,173
Balance per Trial Balance					
Sundry Debtors					60,173
Total Receivables General Outstanding					60,173

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables - General	20,881	242	0	13,748	34,871
Balance per Trial Balance					
Sundry Creditors					34,871
Total Payables General Outstanding					34,871



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



TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 7: Cash Backed Reserves

Name	Opening Balance Original	Original Annual Budget Transfers In (+) Including Interest	Original Annual Budget Transfers Out (-)	Original Annual Budget Closing Balance	Actual Opening Balance 01/07/2020	Actual Transfers In (+) Including Interest	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment Reserve	373,483	4,343	(68,000)	309,826	373,872	2,507	-	376,379
Community Facilities Reserve	54,620	635	(27,000)	28,255	54,568	339	-	54,907
Land and Buildings Infrastructure Reserve	1,923,292	1,522,367	(1,389,731)	2,055,928	1,921,462	1,603,691	(700,000)	2,825,154
Waste Management Reserve	1,741,533	20,252	(722,824)	1,038,961	1,393,497	6,865	-	1,400,363
Wind In The Willows Child Care Reserve	30,000	349	(30,000)	349	40,683	305	-	40,988
Aged Persons Reserve	561,281	6,527	-	567,808	560,864	3,485	-	564,349
Youth Development Reserve	29,774	346	(4,000)	26,120	29,746	185	-	29,931
Underground Power Reserve	85,933	999	(20,000)	66,932	85,851	534	-	86,385
Employee Entitlements Reserve	232,721	2,706	(24,250)	211,177	232,226	5,965	-	238,191
Drainage Infrastructure Reserve	126,542	1,472	(126,620)	1,394	126,402	916	-	127,317
HACC Asset Replacement Reserve	120,914	1,406	(5,000)	117,320	114,083	749	-	114,832
Unspent Grants Reserve	1,858,865	-	(1,397,033)	461,832	400,432	-	-	400,432
Street Tree Reserve	-	-	-	-	92,670	792	-	93,462
Bus Shelter Reserve	21,644	252	(4,000)	17,896	21,623	135	-	21,758
Information Technology Reserve	200,000	2,326	(200,000)	2,326	200,000	-	-	200,000
Future Projects Reserve	517,708	6,020	(140,000)	383,728	511,708	-	-	511,708
Marine Assets Reserve	-	50,000	-	50,000	-	-	-	-
	7,878,310	1,620,000	(4,158,458)	5,339,852	6,159,688	1,626,467	(700,000)	7,086,155

Town of Bassendean
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 January 2021

Note 8: Capital Works Program

Assets	Budget		YTD Actual		2020/2021 Capital Expenditure Total		Purchase Order Value	YTD Variance Budget to Actual
	Annual Budget	YTD Budget	New/ Upgrade	Renewal	YTD			
Land and Buildings	\$ 1,500,504	\$ 1,181,166	\$ 709,907	\$ 52,665	\$ 762,572	\$ 11,553	\$ (418,594)	
Plant and Equipment	\$ 76,000	\$ 25,960	\$ -	\$ 5,430	\$ 5,430	\$ 83,210	\$ (20,530)	
Furniture and Equipment	\$ 643,574	\$ 510,662	\$ 239,945	\$ -	\$ 239,945	\$ 26,870	\$ (270,717)	
Roadworks	\$ 1,834,854	\$ 1,616,820	\$ 1,228,802	\$ 5,671	\$ 1,234,473	\$ 134,919	\$ (382,347)	
Drainage	\$ 319,718	\$ 207,012	\$ -	\$ -	\$ -	\$ 49,298	\$ (207,012)	
Footpaths	\$ 184,531	\$ 72,995	\$ -	\$ -	\$ -	\$ -	\$ (72,995)	
Parks, Gardens and Reserves	\$ 1,856,166	\$ 1,093,964	\$ 28,659	\$ 2,135	\$ 30,794	\$ 11,990	\$ (1,063,170)	
	\$ 6,415,347	\$ 4,708,579	\$ 2,207,313	\$ 65,901	\$ 2,273,214	\$ 317,839	\$ (2,435,365)	

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 9: Budget Amendments

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

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 10: Disposal of Assets

Asset Class	Original Annual Budget				YTD Actual			
	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
Plant & Equipment	41,505	15,000	2,819	(29,324)	-	-	-	-
Land	1,775,000	1,500,000	30,000	(305,000)	1,775,000	1,592,273	30,000	(212,727)
	1,816,505	1,515,000	32,819	(334,324)	1,775,000	1,592,273	30,000	(212,727)
Program								
Law, Order and Public Safety	24,000	7,000	-	(17,000)	-	-	-	-
Community Amenities	1,775,000	1,500,000	30,000	(305,000)	1,775,000	1,592,273	30,000	(212,727)
Recreation and Culture	17,324	5,000	-	(12,324)	-	-	-	-
Transport	181	3,000	2,819	-	-	-	-	-
	1,816,505	1,515,000	32,819	(334,324)	1,775,000	1,592,273	30,000	(212,727)

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2021

Note 11: Trust, Bonds and Deposits

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

Description	Opening Balance 1/07/2020	Amount Received	Amount Paid	Closing Balance 31/01/2021
	\$	\$	\$	\$
Public Open Space	739,976	3,118	-	743,094
Total Uncontrolled Trust Funds	739,976	3,118	-	743,094

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

Description	Opening Balance 1/07/2020	Amount Received	Amount Paid	Closing Balance 31/01/2021
Hyde Retirement Village Retention Bonds	218,450	250	(17,828)	200,872
<u>Other Bonds and Deposits</u>				
Sundry	387,166	4,995	(3,219)	388,941
Securities	1,151,678	267,148	(240,520)	1,178,307
Hall Hire Bonds	28,711	24,000	(20,700)	32,011
Crossover Deposits	108,675	-	-	108,675
Landscaping Bonds	601,965	26,677	(67,849)	560,793
Stormwater Deposits	30,596	3,000	(4,000)	29,596
Lyneham Hostel Residents Trust-T614	1,050	-	-	1,050
Iveson Hostel Residents Trust-T614	18	-	-	18
Total Other Bonds and Deposits	2,309,859	325,820	(336,288)	2,299,391
Total Controlled Trust Funds	2,528,309	326,070	(354,116)	2,500,262

ATTACHMENT NO. 11

**LIST OF PAYMENTS
FOR PERIOD
ENDED 31st DECEMBER 2020**

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

SUMMARY OF SCHEDULE OF ACCOUNTS

FUND	VOUCHERS	AMOUNT \$
MUNICIPAL / TRUST		
EFT and Direct Debits 01-31 December 2020	42297 – 42515	2,196,017.24
TRUST FUND		
Cheques Commonwealth 6100-1015-9136	0	0.00
MUNICIPAL BANK		
Cheques Commonwealth 6100-1015-9128	86244 – 86267	38,060.02
		<hr/>
		\$2,234,077.26
		<hr/> <hr/>

DIRECTOR CORPORATE SERVICES' DECLARATION:

This list of payments, covering vouchers as above, will be submitted to Council on 23rd February 2021. The List of Payments has been checked and is fully supported by vouchers and invoices, which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings, and the amounts shown have been paid.



DIRECTOR CORPORATE SERVICES

1st December 2020
to
31st December 2020

Chq/EFT	Date	Name	Amount
EFT42297	08/12/2020	AUSTRALIAN SERVICES UNION	Payroll Deductions
EFT42298	08/12/2020	AUSTRALIAN TAX OFFICE (PAYG)	Payroll Deductions
EFT42299	08/12/2020	CHILD SUPPORT AGENCY	Payroll Deductions
EFT42300	08/12/2020	LGRCEU	Payroll Deductions
EFT42301	08/12/2020	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll Deductions
EFT42302	11/12/2020	ANGELA KAYE	Hall & Key Bond Refund
EFT42303	11/12/2020	ASHFIELD PRIMARY SCHOOL	Key Bond Refund
EFT42304	11/12/2020	B1 HOMES	Security Bond Refund
EFT42305	11/12/2020	CHRISTINA CAREY	Key Bond Refund
EFT42306	11/12/2020	HANNAH GOERKE	Hall & Key Bond Refund
EFT42307	11/12/2020	JAIMIE FOSTER	Hall & Key Bond Refund
EFT42308	11/12/2020	KIM VEALE	Hall & Key Bond Refund
EFT42309	11/12/2020	MERIT CONSULTING GROUP	Security Bond Refund
EFT42310	11/12/2020	SIANG YEAP	Security Bond Refund
EFT42311	11/12/2020	TANGENT NOMINEES	Security Bond Refund
EFT42312	11/12/2020	TOWN OF BASSENDEAN (TRANS FROM TRUST TO MUNI)	Security Bond Refund
EFT42313	11/12/2020	VANESSA YOUNG	Reserve & Key Bond Refund
EFT42314	11/12/2020	VENTURA HOME GROUP	Security Bond Refund
EFT42315	11/12/2020	A & S TEGOZ	Rates Refund
EFT42316	11/12/2020	A. M BOLTS & NUTS	Depot - Minor Supplies
EFT42317	11/12/2020	ABACUS CALCULATORS (WA) PTY LTD	Town Planning - Canon Scanner & Plotter Lease
EFT42318	11/12/2020	ADAM CASTLING	Refund - No Plans Found
EFT42319	11/12/2020	ALSCO PERTH	Office Linen And Laundry Services
EFT42320	11/12/2020	AMAZING BRICK PAVING	Various Sites - Repair Verge And Walkway Brick Paving
EFT42321	11/12/2020	ANNE CULLINAN	Rates Refund
EFT42322	11/12/2020	AUSTRALIA POST	Various Business Units - Postal Charges - November 2020
EFT42323	11/12/2020	BANK OF QUEENSLAND FINANCE (AUST) LIMITED	Lease - New Servers / Equipment
EFT42324	11/12/2020	BASSENDEAN CRICKET CLUB	Turf Wicket Maintenance Instalment
EFT42325	11/12/2020	BCIFF	Building & Construction Industry - Levy Collected - November 2020
EFT42326	11/12/2020	CLUB BUSY BLOKES	Children Services - Mud Kitchen For The Toddler Garden

1st December 2020
to
31st December 2020

Chq/EFT	Date	Name	Description	Amount
EFT42327	11/12/2020	COLES SUPERMARKETS AUSTRALIA	Various Business Units - Groceries Supplies	-3,265.05
EFT42328	11/12/2020	CTI RISK MANAGEMENT	Customer Service - Banking Collection - November 2020	-242.00
EFT42329	11/12/2020	DATA3	Office 365 Services - User Lease	-1,292.54
EFT42330	11/12/2020	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	Building Services Levy Collected - November 2020	-8,538.65
EFT42331	11/12/2020	EASTERN METROPOLITAN REGIONAL COUNCIL	Various Domestic & Council Rubbish	-150,274.69
EFT42332	11/12/2020	ELLENBY TREE FARM PTY LTD	Various Street Garden Sites - New Plants	-19,019.00
EFT42333	11/12/2020	ESTATE OF B T SELENTIN	Rates Refund	-86.19
EFT42334	11/12/2020	JAYLON INDUSTRIES PTY LTD	Various Street Garden Sites - Supplies	-391.60
EFT42335	11/12/2020	JEFF GREEN TREE LOPPING	Various Sites - Street Tree Pruning & Removal	-1,881.00
EFT42336	11/12/2020	LEWIS KEVIN WEBBER	Rates Refund	-357.17
EFT42337	11/12/2020	MARIA DANIELS	Relax Instructor - Samba Drumming - Term 4	-1,200.00
EFT42338	11/12/2020	MT LAWLEY MILK	Milk Supplies - 35, 46 & 48 Old Perth Road & Depot	-211.05
EFT42339	11/12/2020	MUNDARING GLASS & SECURITY	Various Sites - Key & Lock Repairs	-238.10
EFT42340	11/12/2020	N & N J HAEUSLER	Library & Volunteer - Daily/Weekly Newspaper Subscriptions	-92.08
EFT42341	11/12/2020	SCOTT FRASER	Refund - Overpayment Of Childcare	-362.04
EFT42342	11/12/2020	SYNERGY	Various Sites Synergy Account - Electricity Supply Charges	-46,519.56
EFT42343	11/12/2020	ZIRCODATA PTY LTD	Records - Document Bin Rental & Storage Fees - November 2020	-73.51
EFT42344	22/12/2020	AUSTRALIAN SERVICES UNION	Payroll Deductions	-155.40
EFT42345	22/12/2020	AUSTRALIAN TAX OFFICE (PAYG)	Payroll Deductions	-91,514.00
EFT42346	22/12/2020	CHILD SUPPORT AGENCY	Payroll Deductions	-236.27
EFT42347	22/12/2020	LGRCEU	Payroll Deductions	-61.50
EFT42348	22/12/2020	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll Deductions	-920.54
EFT42349	21/12/2020	DIANNE KRUGER	Hall & Key Bond Refund	-350.00
EFT42350	21/12/2020	MARK & SANDRA HAMMOND	Security Bond Refund	-3,000.00
EFT42351	21/12/2020	MATTHEW BUTLER	Security Bond Refund	-2,805.00
EFT42352	21/12/2020	MG CAR CLUB OF WESTERN AUSTRALIA	Hall & Key Bond Refund	-350.00
EFT42353	21/12/2020	PAULINE & STEVE BASSO	Reserve & Key Bond Refund	-350.00
EFT42354	21/12/2020	SHANE BASIOLI	Stormwater Bond Refund	-1,000.00
EFT42355	21/12/2020	SHAUN WALSH	Security Bond Refund	-2,805.00
EFT42356	21/12/2020	URBANEWAL PTY LTD	Development Bond Refund	-7,732.00

1st December 2020
to
31st December 2020

Chq/EFT	Date	Name	Description	Amount
EFT42357	21/12/2020	AHAI CONSULTING	Strategic Community Plan And Organisational Workshops	-8,228.00
EFT42358	21/12/2020	ALSCO PERTH	Office Linen And Laundry Services	-40.05
EFT42359	21/12/2020	AMAZING BRICK PAVING	Various Sites - Repair Verge And Walkway Brick Paving	-2,147.00
EFT42360	21/12/2020	ANIMAL CARE EQUIPMENT & SERVICES P/L	Ranger Services - Snappy Snare Catch Poles	-246.75
EFT42361	21/12/2020	ANNE YARDLEY	Local Studies Oral History - Transcript Of Interview With Charlie Howar	-275.00
EFT42362	21/12/2020	AXIIS CONTRACTING	Various Sites - Crossover And Footpath Maintenance & Construction	-6,500.89
EFT42363	21/12/2020	BANK OF IDEAS	Culture & Rec - Staff Training	-781.00
EFT42364	21/12/2020	BASSENDEAN NEWSAGENCY	Library - Subscriptions - November 2020	-189.10
EFT42365	21/12/2020	BASSENDEAN PHYSIOTHERAPY PTY LTD	Seniors - Client - Physiotherapy Session	-175.00
EFT42366	21/12/2020	BBC ENTERTAINMENT	Citizenship Ceremony - Group Performance With Didgeridoo & Dancer	-2,750.00
EFT42367	21/12/2020	BEAVER TREE SERVICES	Various Sites - Street Tree Pruning	-25,958.90
EFT42368	21/12/2020	BEN NASH SURVEYS	Survey Of Binding Park North	-528.00
EFT42369	21/12/2020	BIDVEST FOOD SERVICE	Seniors - Client Related Expenses - Groceries	-173.29
EFT42370	21/12/2020	BIOBAG WORLD AUSTRALIA PTY LTD	Fogo Caddy Liners - Replacement Bags	-1,516.68
EFT42371	21/12/2020	BOC LIMITED	Depot - Bottled Gas Supplies & Equipment	-44.30
EFT42372	21/12/2020	BOLINDA PUBLISHING PTY LTD	Library - Digital Collection Of Books	-305.76
EFT42373	21/12/2020	BUNNINGS GROUP LIMITED	Various Sites - Maintenance Supplies And Equipment	-1,886.51
EFT42374	21/12/2020	C.E. NICHOLLS & SON PTY LTD	Building Control - Pool And Spa Inspections To 31/12/2020	-5,263.50
EFT42375	21/12/2020	CAPITAL RECYCLING	Depot - Pick Up Of Dumped Asbestos	-1,941.39
EFT42376	21/12/2020	CASA SECURITY PTY LTD	Various Sites - Security Alarm Repairs And Monitoring	-4,214.16
EFT42377	21/12/2020	CHURCH OF CHRIST BASSENDEAN	Thrive Magazine - Residential Distribution	-1,800.00
EFT42378	21/12/2020	CITY OF SOUTH PERTH	City Of South Perth Pound Fees For 2020/2021 Financial Year - November	-2,426.51
EFT42379	21/12/2020	COCKBURN CEMENT LIMITED	Rapid Cement 20Kg Bag Pcrap20Sw)	-363.66
EFT42380	21/12/2020	COLES SUPERMARKETS AUSTRALIA	Various Business Units - Groceries Supplies	-933.27
EFT42381	21/12/2020	GIOVANNI BERNERI	Rates Refund	-407.41
EFT42382	21/12/2020	HERBERT BROPHO	Cultural Engagement	-500.00
EFT42383	21/12/2020	JOHN LANE EMERGENCY MANAGEMENT SERVICES	Emergency Management Subscription Fee - 2020/2021	-4,950.00
EFT42384	21/12/2020	KRISTY LEANNE ARAVIDIS	Street Signage In & Out	-750.00
EFT42385	21/12/2020	SOMANATHAN MUTHUNARAYANAN	Rates Refund	-953.93
EFT42386	21/12/2020	CR CHRIS BARTY	Meeting Fees - October, November & December	-4,966.75

1st December 2020
to
31st December 2020

Chq/EFT	Date	Name	Description	Amount
EFT42387	21/12/2020	CR HILARY MACWILLIAM	Meeting Fees - October, November & December	-4,966.75
EFT42388	21/12/2020	CR JAI WILSON	Meeting Fees - October, November & December	-4,966.75
EFT42389	21/12/2020	CR JRH GANGELL	Meeting Fees - October, November & December	-4,966.75
EFT42390	21/12/2020	CR KATHRYN HAMILTON	Meeting Fees - October, November & December	-7,276.50
EFT42391	21/12/2020	CR RENEE MCLENNAN	Meeting Fees - October, November & December	-16,449.75
EFT42392	21/12/2020	CR SARAH QUINTON	Meeting Fees - October, November & December	-4,966.75
EFT42393	21/12/2020	COMMAND-A-COM PTY LTD	Various Sites - Telephone System Maintenance & Repairs	-242.00
EFT42394	21/12/2020	COMMISSIONER OF POLICE	Volunteers - National Police Checks	-100.20
EFT42395	21/12/2020	COMMUNITY CINEMAS	Town Of Bassendean - Contribution	-8,800.00
EFT42396	21/12/2020	COMPLETE CORPORATE HEALTH - ASCOT	Various Business Units - Recruitment - Pre Employment Check	-162.36
EFT42397	21/12/2020	CREATING COMMUNITIES AUSTRALIA PTY LTD	Consultancy Fees - Town Centre Revitalisation Masterplan	-7,463.50
EFT42398	21/12/2020	CUSTOM CARS	Various Fleet Vehicles - Parts	-280.50
EFT42399	21/12/2020	CUSTOM SCREENS & SECURITY PRODUCTS	Ashfield Changerooms - Supply Security Screen And Repair Fly Wire	-168.00
EFT42400	21/12/2020	DANISHI PATISSERIE	Mary Crescent Event - Hamburger Buns	-172.00
EFT42401	21/12/2020	DAVID A HEANEY	Hyde Ret Village - Supply & Install Limestone Block Retaining Wall	-2,387.00
EFT42402	21/12/2020	DEPARTMENT OF BIODIVERSITY CONSERVATION	Reel It In Project - Annual Contribution	-2,200.00
EFT42403	21/12/2020	DEPARTMENT OF TRANSPORT	Ranger Services - Vehicle Ownership Checks -November 2020	-20.40
EFT42404	21/12/2020	DI CANDILO & SONS	Depot - Minor Supplies	-263.45
EFT42405	21/12/2020	DOMUS NURSERY	Various Street Garden Sites - New Plants	-584.38
EFT42406	21/12/2020	DRAINFLOW SERVICES PTY LTD	Various Sites - Drain Cleaning	-2,112.00
EFT42407	21/12/2020	DS WORKWEAR & SAFETY	Depot - Staff Uniforms	-322.14
EFT42408	21/12/2020	E FIRE & SAFETY (WA)	Various Sites - Service And Check Fire Extinguishers	-1,350.80
EFT42409	21/12/2020	EASIFLEET	Payroll Deductions	-897.72
EFT42410	21/12/2020	EASTERN METROPOLITAN REGIONAL COUNCIL	Various Domestic & Council Rubbish	-1,972.05
EFT42411	21/12/2020	EDEN HILL COMMUNITY ACTION NETWORK INC	Thrive Magazine - Residential Distribution	-700.00
EFT42412	21/12/2020	ELISABETH RICHARDSON	Bassendean Markets - Coordinator Services	-4,238.33
EFT42413	21/12/2020	ELLIOTT'S IRRIGATION PTY LTD	Bic Reserve - Reticulation Iron Filter Service	-253.00
EFT42414	21/12/2020	ENVIRONMENT HOUSE INCORPORATED	Fogo - Worm Farm With Worms	-388.50
EFT42415	21/12/2020	FUJI XEROX AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-3,136.51
EFT42416	21/12/2020	GARRARDS PTY LTD	Environ Services - Mosquito Control Supplies	-578.88

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Chq/EFT	Date	Name	Description	Amount
EFT42417	21/12/2020	GINO'S ALL ROUND HANDYMAN SERVICE	Seniors - Home Garden & Maintenance	-859.70
EFT42418	21/12/2020	GO2CUP PTY LTD	Mary Crescent Event - Paper Cup Supplies	-233.20
EFT42419	21/12/2020	GRAFTON GENERAL PRODUCTS	Seniors - Client Independent Living Supplies	-376.20
EFT42420	21/12/2020	GREENACRES TURF GROUP	Padbury Reserve - Turf Repairs	-2,919.00
EFT42421	21/12/2020	GREENSTEAM AUSTRALIA	Various Sites - Steam Weeding	-3,960.00
EFT42422	21/12/2020	HATCHET PTY LTD	Various Sites - Website Hosting Opr Markets	-511.49
EFT42423	21/12/2020	HELEN DOBBIE	Relax Instructor - Monday Night Yoga - Term 4	-1,050.00
EFT42424	21/12/2020	HISTORICAL RESEARCH & PUBLICATION SERVICES	Completion Of Bassendean - A Brief History	-1,875.00
EFT42425	21/12/2020	HOLLY RAYE IRVING	Library Volunteers - Gift Vouchers	-450.00
EFT42426	21/12/2020	HUMES WEMBLEY CEMENT	Various Sites - Grated Cover	-2,508.00
EFT42427	21/12/2020	ILLION (AUSTRALIA)	Credit Checks On Preferred Tenderers	-336.60
EFT42428	21/12/2020	IMAGESOURCE DIGITAL SOLUTIONS	Town Of Bassendean - Letterhead	-1,030.70
EFT42429	21/12/2020	INTELIFE GROUP LIMITED	Various Buildings Cleaning - November 2020	-13,263.94
EFT42430	21/12/2020	IT VISION	Software - Synergy Licences	-14,603.09
EFT42431	21/12/2020	J & K HOPKINS	New Office Storage Cupboard	-470.00
EFT42432	21/12/2020	JSM CONSTRUCTION WA	Various Sites - Building & Maintenance Repairs	-1,938.20
EFT42433	21/12/2020	KENNARDS HIRE	Bassendean Markets - Hire Led Solar Light Towers	-1,031.99
EFT42434	21/12/2020	KLEENIT PTY LTD	Various Sites - Graffiti Removal	-35,544.91
EFT42435	21/12/2020	KWIK KOPY PRINTING CENTRE MALAGA	Depot Stationery - Requisition Books	-425.38
EFT42436	21/12/2020	LANDCARE WEED CONTROL	Various Sites - Application Of Weed Control	-5,261.74
EFT42437	21/12/2020	LANDGATE	Rates - Gross Rental Evaluations	-377.45
EFT42438	21/12/2020	PERTH COFFEE EXPRESS	Staff Meeting - Morning Tea	-90.00
EFT42439	21/12/2020	LIVE TO TELL YOUR STORY INC	Volunteer Event 2020 - Catering	-600.00
EFT42440	21/12/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Staff Attendance - One Day Conference And Awards Dinner	-930.00
EFT42441	21/12/2020	LOCKDOC	Various Sites - Key & Lock Repairs	-720.00
EFT42442	21/12/2020	M P ROGERS & ASSOCIATES PTY LTD	Ashfield Parade - Drainage Rectification Design	-8,136.79
EFT42443	21/12/2020	MACKIE PLUMBING AND GAS PTY LTD	Various Sites - Plumbing Repairs	-7,524.33
EFT42444	21/12/2020	MARKETFORCE PTY LTD	Thrive Newsletter - Edition 8 - December 2020 - Design, Produce & Print	-7,641.67
EFT42445	21/12/2020	MCINERNEY FORD	Various Fleet Vehicles - Parts	-102.00
EFT42446	21/12/2020	MCLEODS & CO	Legal Professional Fees - Purchase Of Hyland Street Bassendean	-1,379.71

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Chq/EFT	Date	Name	Description	Amount
EFT42447	21/12/2020	MIDLAND MINICRETE	Various Sites - Supply Concrete For Footpath Repairs	-1,488.30
EFT42448	21/12/2020	MINT CIVIL PTY LTD	Various Sites - Street Sweeping Services	-21,447.85
EFT42449	21/12/2020	MIRRABOOKA AUTO ELECTRICS	Depot Fleet Vehicle - Repairs	-1,479.50
EFT42450	21/12/2020	MORLEY MOWER CENTRE	Depot - Minor Plant Parts	-421.42
EFT42451	21/12/2020	BASSEDEAN WELLNESS CLINIC	Seniors - Client - Podiatry Home Visit	-90.00
EFT42452	21/12/2020	HOME CHEF	Seniors - Clients - Meals On Wheels	-860.30
EFT42453	21/12/2020	LIFE CARE HOME CARE	Seniors - Client - Physiotherapy Session	-370.50
EFT42454	21/12/2020	LIFE READY MOBILE PTY LTD	Seniors - Client - Physiotherapy Session	-952.00
EFT42455	21/12/2020	MAXIMUM INDEPENDENCE OCCUPATIONAL THERAPY	Seniors - Independent Living - Initial Assessment	-385.00
EFT42456	21/12/2020	MT LAWLEY MILK	Milk Supplies - 35, 46 & 48 Old Perth Road & Depot	-70.35
EFT42457	21/12/2020	MULTILEC ENGINEERING PTY LTD	Library Lift - Conduct Service & Inspection	-385.00
EFT42458	21/12/2020	NAMEPLATE ENGRAVERS	Childrens Services - Name Badges	-232.10
EFT42459	21/12/2020	NAPA AUTO PARTS	Depot - Minor Fleet Vehicle Parts	-232.87
EFT42460	21/12/2020	NATURAL AREA HOLDINGS	Various Sites - Fire Hazard Reduction Works	-5,764.00
EFT42461	21/12/2020	NIKKI DENNERLEY	Children Services - Happy Feet Monthly Incursion	-250.00
EFT42462	21/12/2020	NORTH LAKE ELECTRICAL PTY LTD	Ashfield Community Centre - Electrical Repairs	-2,719.15
EFT42463	21/12/2020	NUTRIEN AG SOLUTIONS LIMITED	Various Sites - Application Of The Herbicide	-772.81
EFT42464	21/12/2020	OFFICEWORKS SUPERSTORES PTY LTD	Various Business Units - Office Stationery	-1,721.60
EFT42465	21/12/2020	PARAMOUNT ELECTRICAL SERVICES	Various Sites - Electrical Repairs & Maintenance	-1,616.60
EFT42466	21/12/2020	PATRICIA FLETCHER	Relax Instructor - Zumba And Metafit - Term 4	-4,000.00
EFT42467	21/12/2020	PERTH AIRPORTS MUNICIPALITIES GROUP	Membership Fee - Perth Airports Municipalities Group 2020/2021	-500.00
EFT42468	21/12/2020	PERTH BRAKE PARTS PTY LTD	Depot - Minor Plant Parts	-69.00
EFT42469	21/12/2020	PERTH SAFETY PRODUCTS PTY LTD	Historic Building And Land Expression Of Interest Signage	-308.00
EFT42470	21/12/2020	PILATES FLOW	Relax Instructor - Pilates Term 4	-2,000.00
EFT42471	21/12/2020	PORTNER PRESS PTY LTD	Human Resources - Employment Law Handbook Update	-97.00
EFT42472	21/12/2020	PRODUCT RECOVERY INDUSTRIES PTY LTD	Council Recycle Waste - Concrete, Bricks, Sand & Hotmix	-429.00
EFT42473	21/12/2020	PROGRAMMED PROPERTY SERVICES	Various Sites - Streetscape Watering	-6,616.46
EFT42474	21/12/2020	QUADIENT OCEANIA PTY LTD	Office Stationery - Binder Strips	-357.54
EFT42475	21/12/2020	QUICK CORPORATE AUSTRALIA PTY LTD	Various Business Units - Office Stationery	-402.52
EFT42476	21/12/2020	RELATIONSHIPS AUSTRALIA	Employee Assistance Program - Counselling	-511.50

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Chq/EFT	Date	Name	Description	Amount
EFT42477	21/12/2020	REMIDA PERTH INC	Fogo Workshop	-439.00
EFT42478	21/12/2020	REPAIR CAFE BASSENDEAN	Act Belong Commit - Volunteer Morning Tea	-150.00
EFT42479	21/12/2020	ROADS 2000	Various Sites - Road Repairs - Supply Asphalt	-115.01
EFT42480	21/12/2020	RICOH AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-3,679.06
EFT42481	21/12/2020	RICOH FINANCE AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-827.20
EFT42482	21/12/2020	ROTARY CLUB OF SWAN VALLEY	Bassendean Markets - Marshalling Services	-1,400.00
EFT42483	21/12/2020	ROYAL LIFE SAVING SOCIETY	Depot Staff Training First Aid Training	-1,336.00
EFT42484	21/12/2020	SAFE T CARD AUSTRALIA PTY LTD	Ranger Services - Monitoring Fees For Safe T Card Devices	-287.10
EFT42485	21/12/2020	SCM EARTHMOVING CONTRACTORS	Telethon Movies - Sand Pad Construction	-819.50
EFT42486	21/12/2020	SD & VH FINDLAY	Various Sites - Painting Interior & Exterior	-715.00
EFT42487	21/12/2020	SHOFER PTY LTD	Seniors - Transport For Clients - November 2020	-3,781.50
EFT42488	21/12/2020	SHORT PROMOTIONAL RUNS	Mary Crescent Community Event - Corflute Signs	-740.30
EFT42489	21/12/2020	STIHL SHOP MALAGA	Depot - Minor Plant Parts	-145.00
EFT42490	21/12/2020	STYLUS DESIGN	Various Business Units - Design & Print Requirements	-48.40
EFT42491	21/12/2020	SUEZ RECYCLING & RECOVERY PTY LTD	Various Sites - Bin Rubbish Collection & Bulk Rubbish Collection	-170,708.75
EFT42492	21/12/2020	SUPREME SHADES	Wind In The Willow - Shade Sail Re-Installation	-693.00
EFT42493	21/12/2020	PEP TRANSPORT	Courier Services - Document Delivery - November 2020	-107.17
EFT42494	21/12/2020	TOTAL EDEN PTY LTD	Various Sites - Reticulation Supplies	-1,327.27
EFT42495	21/12/2020	TREDWELL MANAGEMENT SERVICES	Jubilee Reserve Masterplan - Commencement Of Project	-14,265.90
EFT42496	21/12/2020	TRUGRADE MEDICAL SUPPLIES	Seniors - Client - Medical Supplies	-453.30
EFT42497	21/12/2020	UMESH THAPA	Various Sites - Floor Scrub & Buffing	-1,964.00
EFT42498	21/12/2020	UNIFORMS @ WORK AUSTRALIA PTY LTD	Seniors - Staff Uniforms	-203.72
EFT42499	21/12/2020	WATER2WATER PTY LTD	Water Dispenser Rental Maintenance Agreement	-621.80
EFT42500	21/12/2020	WATTLEUP TRACTORS	Depot Plant Equipment - Parts	-4,899.62
EFT42501	21/12/2020	WATTS WESTERN RUBBER	Various Fleet Vehicle - Tyre Repairs & Replacements	-862.00
EFT42502	21/12/2020	WESKERB PTY LTD	Various Sites - Road Re-Surfacing, Kerbing And Drainage Works	-2,217.60
EFT42503	21/12/2020	WESTBOOKS	Library - Book Purchases	-338.00
EFT42504	21/12/2020	WESTCARE INDUSTRIES	Seniors - Violinist For International Day Of People With A Disability	-310.00
EFT42505	21/12/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	Various Staff And Councillor Training	-7,040.00
EFT42506	21/12/2020	WGAWA PTY LTD	Fishing Platform - Structural Assessment & Remediation Design	-7,150.00

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Chq/EFT	Date	Name	Description	Amount
DD18893.1	01/12/2020	ONHOLD MAGIC	Messages On Hold - December 2020	-138.80
DD18993.1	03/12/2020	COMMONWEALTH CREDIT CARDS	Credit Card - November 2020	-13,519.19
DD18902.1	08/12/2020	AWARE SUPERANNUATION	Payroll Deductions	-46,568.05
DD18902.2	08/12/2020	MANIC SUPERANNUATION SUPER FUND	Payroll Deductions	-727.32
DD18902.3	08/12/2020	VIC SUPER	Superannuation Contributions	-230.17
DD18902.4	08/12/2020	MLC SUPER FUND	Superannuation Contributions	-457.06
DD18902.5	08/12/2020	COLONIAL FIRST STATE	Payroll Deductions	-601.43
DD18902.6	08/12/2020	AMP FLEXIBLE SUPER - SUPER	Superannuation Contributions	-270.45
DD18902.7	08/12/2020	ANZ SMART CHOICE SUPER	Payroll Deductions	-580.91
DD18902.8	08/12/2020	AMP SUPERLEADER	Superannuation Contributions	-136.32
DD18902.9	08/12/2020	DIY MASTER PLAN	Payroll Deductions	-472.54
DD18902.10	08/12/2020	NGS SUPER	Superannuation Contributions	-304.31
DD18902.11	08/12/2020	MLC SUPER FUND	Superannuation Contributions	-211.10
DD18902.12	08/12/2020	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Superannuation Contributions	-52.16
DD18902.13	08/12/2020	SUN SUPER	Superannuation Contributions	-88.01
DD18902.14	08/12/2020	AUSTRALIAN ETHICAL SUPER	Superannuation Contributions	-400.18
DD18902.15	08/12/2020	CBUS INDUSTRY SUPERFUND	Superannuation Contributions	-163.75
DD18902.16	08/12/2020	BT SUPER FOR LIFE	Superannuation Contributions	-279.92
DD18902.17	08/12/2020	MLC WRAP SUPER	Superannuation Contributions	-116.30
DD18902.18	08/12/2020	LGIA SUPER	Superannuation Contributions	-388.21
DD18902.19	08/12/2020	PLUMMER SUPERANNUATION FUND	Payroll Deductions	-1,023.02
DD18902.20	08/12/2020	TWU SUPERANNUATION	Superannuation Contributions	-282.94
DD18902.21	08/12/2020	B & L SUPER FUND	Superannuation Contributions	-192.49
DD18902.22	08/12/2020	AUSTRALIAN/WESTSCHEME SUPER	Payroll Deductions	-6,794.65
DD18902.23	08/12/2020	HOST PLUS	Superannuation Contributions	-1,608.38
DD18902.24	08/12/2020	REST SUPERANNUATION	Superannuation Contributions	-1,641.01
DD18902.25	08/12/2020	HESTA SUPER FUND	Superannuation Contributions	-2,132.18
DD18947.1	15/12/2020	SG FLEET AUSTRALIA PTY LTD	Fleet Vehicles Leases - December 2020	-14,109.92
DD18940.1	22/12/2020	AWARE SUPERANNUATION	Payroll Deductions	-44,363.55
DD18940.2	22/12/2020	MANIC SUPERANNUATION SUPER FUND	Payroll Deductions	-740.06

**LIST OF PAYMENTS
FOR PERIOD
ENDED 31st JANUARY 2021**

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

SUMMARY OF SCHEDULE OF ACCOUNTS

FUND	VOUCHERS	AMOUNT \$
MUNICIPAL / TRUST		
EFT and Direct Debits 01-31 January 2021	42516 – 42678	2,529,926.45
TRUST FUND		
Cheques Commonwealth 6100-1015-9136	0	0.00
MUNICIPAL BANK		
Cheques Commonwealth 6100-1015-9128	86268 – 86274	10,675.82
		<hr/>
		\$2,540,602.27
		<hr/> <hr/>

DIRECTOR CORPORATE SERVICES' DECLARATION:

This list of payments, covering vouchers as above, will be submitted to Council on 23rd February 2021. The List of Payments has been checked and is fully supported by vouchers and invoices, which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings, and the amounts shown have been paid.



DIRECTOR CORPORATE SERVICES

1st January 2021
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Chq/EFT	Date	Name	Amount
EFT42516	20/01/2021	AUSTRALIAN SERVICES UNION	-155.40
EFT42517	20/01/2021	AUSTRALIAN TAX OFFICE (PAYG)	-98,405.00
EFT42518	20/01/2021	CHILD SUPPORT AGENCY	-236.27
EFT42519	20/01/2021	LGRCEU	-61.50
EFT42520	20/01/2021	TOWN OF BASSEDEAN PAYROLL DEDUCTIONS	-692.00
EFT42521	21/01/2021	CU BUILDING GROUP PTY LTD	-7,950.00
EFT42522	21/01/2021	DALE ALCOCK HOMES PTY LTD	-2,805.00
EFT42523	21/01/2021	KIRSTY PLOEG	-550.00
EFT42524	21/01/2021	PAIGE MUNRO-CERNAT	-100.00
EFT42525	21/01/2021	PORT BOUVARD HOMES	-2,805.00
EFT42526	21/01/2021	DEPARTMENT OF FIRE & EMERGENCY SERVICES	-704,775.60
EFT42527	21/01/2021	EASTERN METROPOLITAN REGIONAL COUNCIL	-114,150.98
EFT42528	21/01/2021	SUEZ RECYCLING & RECOVERY PTY LTD	-83,806.87
EFT42529	21/01/2021	ADVANCE PRESS (2013) PTY LTD	-726.00
EFT42530	21/01/2021	BCITF	-7,413.23
EFT42531	21/01/2021	C & G PARIS	-95.71
EFT42532	21/01/2021	COLES SUPERMARKETS AUSTRALIA	-3,406.56
EFT42533	21/01/2021	DATA3	-4,788.96
EFT42534	21/01/2021	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	-7,609.49
EFT42535	21/01/2021	FODOCO PTY LTD	-264.44
EFT42536	21/01/2021	FUEL DISTRIBUTION OF WESTERN AUSTRALIA PTY LTD	-10,921.07
EFT42537	21/01/2021	GINO'S ALL ROUND HANDYMAN SERVICE	-616.00
EFT42538	21/01/2021	GRANTS EMPIRE	-990.00
EFT42539	21/01/2021	GREENSTEAM AUSTRALIA	-1,100.00
EFT42540	21/01/2021	INTEGRAL DEVELOPMENT ASSOCIATES PTY LTD	-1,804.00
EFT42541	21/01/2021	K & T SWICK	-2,742.23
EFT42542	21/01/2021	LJR MAINTENANCE SERVICES	-1,122.00
EFT42543	21/01/2021	LOCHNESS LANDSCAPE SERVICES	-13,068.00
EFT42544	21/01/2021	MARINA BROUGHTON	-87.00
EFT42545	21/01/2021	MINT CIVIL PTY LTD	-9,567.09

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Chq/EFT	Date	Name	Description	Amount
EFT42546	21/01/2021	P & M AUTOMOTIVE EQUIPMENT	Depot Workshop - Hoist Inspection & Service	-228.80
EFT42547	21/01/2021	PAUL WHITE	C P A Membership Renewal - 2020/2021	-720.00
EFT42548	21/01/2021	PRESTIGE PROPERTY MAINTENANCE	Various Sites - Reserves And Surrounds Mowing	-6,723.20
EFT42549	21/01/2021	PROGRAMMED PROPERTY SERVICES	Various Sites - Streetscape Watering	-8,198.65
EFT42550	21/01/2021	SD & VH FINDLAY	Various Sites - Painting Interior & Exterior	-2,942.50
EFT42551	21/01/2021	SIFTING SANDS	Various Sites - Reserves - Sand Clean	-4,879.81
EFT42552	21/01/2021	SLADE MORGAN	Rates Refund	-1,914.57
EFT42553	21/01/2021	TPG NETWORK PTY LTD	Various Sites - Telephone Charges	-3,642.09
EFT42554	21/01/2021	UMESH THAPA	Various Sites - Office & Facility Cleaning	-14,523.00
EFT42555	21/01/2021	W & M ELLISS	Depot - Minor Plant - Parts	-91.96
EFT42556	21/01/2021	WATER2WATER PTY LTD	Water Dispenser Rental Maintenance Agreement	-99.00
EFT42557	21/01/2021	WESTERN AUSTRALIAN GENEALOGICAL SOCIETY INC.	Library - Annual Membership 2020/2021)	-100.00
EFT42558	27/01/2021	CLARE HONEY	Hall & Key Bond Refund	-550.00
EFT42559	27/01/2021	DIONE BILICK	Security Bond Refund	-600.00
EFT42560	27/01/2021	PITTER PATTEN MUSIC TOGETHER	Key Bond Refund	-100.00
EFT42561	27/01/2021	REDINK HOMES	Security Bond Refund	-2,805.00
EFT42562	27/01/2021	TANGENT NOMINEES	Security Bond Refund	-2,805.00
EFT42563	27/01/2021	VINSAN CONTRACTING PTY LTD	Security Bond Refund	-2,805.00
EFT42564	27/01/2021	ACTION GLASS AND ALUMINIUM	Alf Faulkner Hall - Replace Broken Window	-1,490.72
EFT42565	27/01/2021	ADELBY PTY LTD (FIREBREAKS & SLASHING)	Ranger Services - Fire Season Slashing/Property Clearing	-1,881.00
EFT42566	27/01/2021	ALSCO PERTH	Office Linen And Laundry Services	-120.15
EFT42567	27/01/2021	ASSET INFRASTRUCTURE MANAGEMENT	Consulting Fee - Asset Management	-9,652.50
EFT42568	27/01/2021	AUSTRALIA POST	Various Business Units - Postal Charges - December 2020	-1,849.27
EFT42569	27/01/2021	AUSTRALIAN AIRCONDITIONING SERVICES PTY LTD	Various Sites - Air Conditioning Repairs & Maintenance	-235.95
EFT42570	27/01/2021	B&A SMASH REPAIRS	Fleet Vehicle - Repairs	-425.92
EFT42571	27/01/2021	BAILEYS FERTILISER	Various Sites - Fertiliser Applications	-3,575.00
EFT42572	27/01/2021	BANK OF QUEENSLAND FINANCE (AUST) LIMITED	Lease - New Servers / Equipment	-11,237.15
EFT42573	27/01/2021	BARMAH HATS	Depot - Staff Uniforms	-510.40
EFT42574	27/01/2021	BASSENDAN BOWLING CLUB INC	Part Payment - Installation New Chef Electric Oven	-660.00
EFT42575	27/01/2021	BASSENDAN MEN'S SHED INC	Childrens Christmas Party - Barbeque	-732.00

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Chq/EFT	Date	Name	Description	Amount
EFT42576	27/01/2021	BASSEDEAN NEWSAGENCY	Library - Subscriptions - December 2020	-162.66
EFT42577	27/01/2021	BASSEDEAN WELLNESS CLINIC	Seniors - Client - Podiatry Home Visit	-35.10
EFT42578	27/01/2021	BEAVER TREE SERVICES	Various Sites - Street Tree Pruning	-45,586.92
EFT42579	27/01/2021	BOC LIMITED	Depot - Bottled Gas Supplies & Equipment	-35.44
EFT42580	27/01/2021	BOLINDA PUBLISHING PTY LTD	Library - Digital Collection Of Books	-271.15
EFT42581	27/01/2021	BUDGET PEST CONTROL	Various Sites - Pest Control - Black Ant Infestation	-165.00
EFT42582	27/01/2021	BUNNINGS GROUP LIMITED	Various Sites - Maintenance Supplies And Equipment	-1,091.35
EFT42583	27/01/2021	C & L GRACE	Rates Refund	-1,000.00
EFT42584	27/01/2021	C & S HENDERSON	Rates Refund	-1,502.23
EFT42585	27/01/2021	CAPITAL RECYCLING	Depot - Pick Up Of Dumped Asbestos	-1,351.35
EFT42586	27/01/2021	CASA SECURITY PTY LTD	Various Sites - Security Alarm Repairs And Monitoring	-1,611.50
EFT42587	27/01/2021	CHILDREN'S BOOK COUNCIL OF AUSTRALIA	Library - Extension Activities	-75.00
EFT42588	27/01/2021	CITY OF BAYSWATER	Town Planning - Design Review Bassendean Hotel	-2,500.00
EFT42589	27/01/2021	CITY OF SOUTH PERTH	Ranger Services - Pound Fees	-2,729.77
EFT42590	27/01/2021	GLADYS COVINGTON	Rates Refund	-896.61
EFT42591	27/01/2021	GORDON PEARS	Council Crossover Contribution	-592.00
EFT42592	27/01/2021	V CHAMBERS	Rates Refund	-904.31
EFT42593	28/01/2021	CLOSE THE LOOP OPERATIONS	Recycling - Print/Ink Cartridges	-23.65
EFT42594	28/01/2021	COMPLETE CORPORATE HEALTH - CITY	Various Business Units - Recruitment - Pre Employment Check	-119.79
EFT42595	28/01/2021	COODE 88 PTY LTD	Fogo - Event - Kids Entertainer	-198.00
EFT42596	28/01/2021	CTI RISK MANAGEMENT	Customer Service - Banking Collection - From Office To Commonwealth	-302.50
EFT42597	28/01/2021	DI CANDILO & SONS	Depot - Minor Supplies	-160.60
EFT42598	28/01/2021	DIAL A NAPPY	Children Services - Cleaning Supplies	-1,173.60
EFT42599	28/01/2021	DIGGA WEST & EARTH PARTS WA	Depot - Fleet Vehicle - Parts	-5,973.00
EFT42600	28/01/2021	DONEGAN ENTERPRISES PTY LTD	Various Sites - New Play Equipment	-148.50
EFT42601	28/01/2021	DS WORKWEAR & SAFETY	Depot - Staff Uniforms	-926.40
EFT42602	28/01/2021	E FIRE & SAFETY (WA)	Library - Fire Panel Fault - Repairs	-440.00
EFT42603	28/01/2021	EASFLEET	Payroll Deductions	-2,561.10
EFT42604	28/01/2021	EASTERN METROPOLITAN REGIONAL COUNCIL	Various Domestic & Council Rubbish	-139.76
EFT42605	28/01/2021	ELLIOTTS IRRIGATION PTY LTD	Bic Reserve - Reticulation Iron Filter Service	-253.00

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EFT42606	28/01/2021	FUJI XEROX AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-1,009.80
EFT42607	28/01/2021	GALVINS PLUMBING PLUS	Various Sites - Plumbing Supplies	-264.00
EFT42608	28/01/2021	GRONBEK SECURITY	Various Sites - Restricted Keys & Coding	-286.87
EFT42609	28/01/2021	HEATLEY SALES PTY LTD	Depot - Minor Supplies	-192.07
EFT42610	28/01/2021	HYGIENE CONCEPTS	Various Sites - Quarterly - Toilet Hygiene Service	-8,911.24
EFT42611	28/01/2021	INTELIIFE GROUP LIMITED	Various Buildings Cleaning - December 2020	-13,263.98
EFT42612	28/01/2021	IT VISION	It Vision Training - Staff Training	-770.00
EFT42613	28/01/2021	JOYCE TASMA	Christmas Markets - Act Belong Commit Workshop	-200.00
EFT42614	28/01/2021	LANDGATE	Rates - Gross Rental Evaluations	-1,173.18
EFT42615	28/01/2021	LEADERSHIP WESTERN AUSTRALIA	Leadership Program - Councillor Training	-2,372.50
EFT42616	28/01/2021	LIFE CARE HOME CARE	Seniors - Client - Physiotherapy Session	-1,166.00
EFT42617	28/01/2021	LIFE READY MOBILE PTY LTD	Seniors - Client - Physiotherapy Session	-699.00
EFT42618	28/01/2021	LINA'S CATERING	Community Transport Volunteers - Lunch Catering	-630.00
EFT42619	28/01/2021	LOCKDOC	Various Sites - Key & Lock Repairs	-90.00
EFT42620	28/01/2021	MACKIE PLUMBING AND GAS PTY LTD	Various Sites - Plumbing Repairs	-4,260.68
EFT42621	28/01/2021	MACRI PARTNERS	Complete A Better Bins Grant Acquittal Audit	-990.00
EFT42622	27/01/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 160B Interest Payment - Library Redevelopment	-6,037.49
EFT42623	27/01/2021	MARKETFORCE PTY LTD	Various Business Units - Advertising And Printing	-1,097.75
EFT42624	27/01/2021	MARTIN'S TRAILER PARTS	Various Fleet Vehicles - Parts	-86.67
EFT42625	27/01/2021	MCLEODS & CO	Town Planning - Legal Professional Fees - Sale 48 Chapman Street Bass	-823.40
EFT42626	27/01/2021	MEET THE ANIMALS	Library - Extension Activity - Quail Hatching	-210.00
EFT42627	27/01/2021	MINT CIVIL PTY LTD	Various Sites - Street Sweeping Services	-220.00
EFT42628	27/01/2021	MIRRABOOKA AUTO ELECTRICS	Depot Fleet Vehicle - Repairs	-1,940.50
EFT42629	27/01/2021	MT LAWLEY MILK	Milk Supplies - 35, 46 & 48 Old Perth Road & Depot	-140.70
EFT42630	27/01/2021	N & N J HAEUSLER	Library & Volunteer - Daily/Weekly Newspaper Subscriptions	-61.79
EFT42631	27/01/2021	NAMEPLATE ENGRAVERS	Various Business Units - Staff Name Badges	-28.60
EFT42632	27/01/2021	NAPA AUTO PARTS	Depot - Minor Fleet Vehicle Parts	-256.41
EFT42633	27/01/2021	NATURAL AREA HOLDINGS	Fire Hazard Reduction Works	-4,213.07
EFT42634	27/01/2021	NORTH LAKE ELECTRICAL PTY LTD	Various Sites - Electrical Repairs & Maintenance	-3,405.27
EFT42635	27/01/2021	OFFICEWORKS SUPERSTORES PTY LTD	Various Business Units - Office Stationery	-801.72

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Chq/EFT	Date	Name	Description	Amount
EFT42636	27/01/2021	OIL TECH WA PTY LTD	Depot - Oil Supplies	-799.00
EFT42637	27/01/2021	PARAMOUNT ELECTRICAL SERVICES	Various Sites - Electrical Repairs & Maintenance	-9,458.05
EFT42638	27/01/2021	PEP TRANSPORT	Courier Services - Document Delivery - December 2020	-19.46
EFT42639	27/01/2021	PRODUCT RECOVERY INDUSTRIES PTY LTD	Council Recycle Waste - Concrete, Bricks, Sand & Hotmix	-277.20
EFT42640	27/01/2021	QUALITY TRAFFIC MANAGEMENT PTY LTD	Various Road Closures And Traffic Management	-6,305.94
EFT42641	27/01/2021	QUICK CORPORATE AUSTRALIA PTY LTD	Various Business Units - Office Stationery	-155.18
EFT42642	27/01/2021	RELATIONSHIPS AUSTRALIA (WESTERN AUSTRALIA) INC	Employee Assistance Program - Counselling	-170.50
EFT42643	27/01/2021	RESILIENCE AGENDA AUSTRALIA PTY LTD	Children Services - Wellbeing Diaries	-1,000.00
EFT42644	27/01/2021	RICOH AUSTRALIA PTY LTD	Various Business Units - Photocopier Lease And Charges	-818.68
EFT42645	27/01/2021	ROADS 2000	Various Sites - Road Repairs - Supply Asphalt	-353.07
EFT42646	27/01/2021	RSEA PTY LTD	Depot - Staff Uniforms & Safety Equipment	-294.40
EFT42647	27/01/2021	RUBY 9 PTY LTD	Relax Instructor - Thursday Morning Yoga - Term 4	-1,050.00
EFT42648	27/01/2021	SHORT PROMOTIONAL RUNS	Various Events - Banner Signage	-943.80
EFT42649	27/01/2021	SIGNING HANDS	Children Services - Signing Hands Incursion	-450.00
EFT42650	27/01/2021	SINGTEL OPTUS PTY LTD	Seniors - Support Workers - Mobile Phone Charges - December 2020	-1,129.89
EFT42651	27/01/2021	STARLET NAPERY	Depot - Uniforms & Safety Gear	-28.00
EFT42652	27/01/2021	MACKIE PLUMBING AND GAS PTY LTD	Various Sites - Plumbing Repairs	-139.90
EFT42653	27/01/2021	STATEWIDE CLEANING SERVICES PTY LTD	Various Sites - Paper Hand Towels Supplies	-241.40
EFT42654	27/01/2021	STIHL SHOP MALAGA	Depot - Minor Plant Parts	-128.00
EFT42655	27/01/2021	STOTT AND HOARE	Various Office - Computer Security Appliance & Support	-15,845.06
EFT42656	27/01/2021	SUEZ RECYCLING & RECOVERY PTY LTD	Various Sites - Bin Rubbish Collection & Bulk Rubbish Collection	-97,628.28
EFT42657	27/01/2021	SUPERCHARGE BATTERIES	Depot - Minor Consumables Tools	-170.76
EFT42658	27/01/2021	SURESHANK PTY LTD	Children Services - Plant Maintenance Schedule	-176.00
EFT42659	27/01/2021	SYNERGY	Various Sites Synergy Account - Electricity Supply Charges	-40,799.83
EFT42660	27/01/2021	T-QUIP	Depot - Fleet Vehicle - Parts	-657.30
EFT42661	27/01/2021	THE ENVIRONMENTAL PRINTING COMPANY	Printing - Community Group Contact Register Notepads	-352.00
EFT42662	27/01/2021	THE SCIENCE MUM	Library - Extension Activity - Slime Session	-250.00
EFT42663	27/01/2021	THE STATE LAW PUBLISHER	Ranger Services - Advertisement Fire Season 2020/2021	-197.76
EFT42664	27/01/2021	TOP OF THE LADDER GUTTERMAN	Hyde Ret Village - Gutter & Down Pipe Clean	-5,336.10
EFT42665	27/01/2021	TOTAL EDEN PTY LTD	Various Sites - Reticulation Supplies	-2,352.48

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DD18985.1	01/01/2021	ONHOLD MAGIC	Messages On Hold - January 2021	-138.80
DD18999.1	03/01/2021	COMMONWEALTH CREDIT CARDS	Credit Card - December 2020	-16,138.30
DD18964.1	05/01/2021	AWARE SUPERANNUATION	Payroll Deductions	-46,053.42
DD18964.2	05/01/2021	MANIC SUPERANNUATION SUPER FUND	Payroll Deductions	-778.24
DD18964.3	05/01/2021	VIC SUPER	Superannuation Contributions	-230.17
DD18964.4	05/01/2021	MLC SUPER FUND	Superannuation Contributions	-446.27
DD18964.5	05/01/2021	COLONIAL FIRST STATE	Payroll Deductions	-605.26
DD18964.6	05/01/2021	AMP FLEXIBLE SUPER - SUPER	Superannuation Contributions	-226.14
DD18964.7	05/01/2021	ANZ SMART CHOICE SUPER	Payroll Deductions	-597.44
DD18964.8	05/01/2021	AMP SUPERLEADER	Superannuation Contributions	-98.76
DD18964.9	05/01/2021	DIY MASTER PLAN	Payroll Deductions	-499.72
DD18964.10	05/01/2021	NGS SUPER	Superannuation Contributions	-325.61
DD18964.11	05/01/2021	MLC SUPER FUND	Superannuation Contributions	-225.14
DD18964.12	05/01/2021	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Superannuation Contributions	-59.81
DD18964.13	05/01/2021	AUSTRALIAN ETHICAL SUPER	Payroll Deductions	-748.40
DD18964.14	05/01/2021	CBUS INDUSTRY SUPERFUND	Superannuation Contributions	-163.76
DD18964.15	05/01/2021	BT SUPER FOR LIFE	Superannuation Contributions	-289.72
DD18964.16	05/01/2021	MLC WRAP SUPER	Superannuation Contributions	-66.01
DD18964.17	05/01/2021	LGIA SUPER	Superannuation Contributions	-388.21
DD18964.18	05/01/2021	PLUMMER SUPERANNUATION FUND	Payroll Deductions	-1,034.59
DD18964.19	05/01/2021	TWU SUPERANNUATION	Superannuation Contributions	-297.95
DD18964.20	05/01/2021	B & L SUPER FUND	Superannuation Contributions	-196.24
DD18964.21	05/01/2021	AUSTRALIAN/WESTSCHEME SUPER	Payroll Deductions	-6,189.48
DD18964.22	05/01/2021	HOST PLUS	Superannuation Contributions	-1,875.26
DD18964.23	05/01/2021	REST SUPERANNUATION	Superannuation Contributions	-1,710.81
DD18964.24	05/01/2021	HESTA SUPER FUND	Superannuation Contributions	-1,798.14
DD18988.1	15/01/2021	SG FLEET AUSTRALIA PTY LTD	Fleet Vehicles Leases - January 2021	-12,571.90
DD19000.1	19/01/2021	AWARE SUPERANNUATION	Payroll Deductions	-46,272.64
DD19000.2	19/01/2021	MANIC SUPERANNUATION SUPER FUND	Payroll Deductions	-765.50
DD19000.3	19/01/2021	VIC SUPER	Superannuation Contributions	-230.17

