

ATTACHMENT NO. 15

TOWN OF BASSENDEAN

MINUTES

TOWN ASSETS COMMITTEE

HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON TUESDAY 6 FEBRUARY 2018, AT 6.20PM

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Acknowledgement of Traditional Owners

The Director Operational Services opened the meeting, welcomed all those in attendance and conducted an Acknowledgement of Country.

2.0 ELECTION OF PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER

Election of Presiding Member

Under delegated authority of the Chief Executive Officer, the Director Operational Services conducted the election of the Presiding Member.

One nomination was received for Cr Jai Wilson.

The Director Operational Services declared Cr Jai Wilson elected as Presiding Member.

Election of Deputy Presiding Member

The Presiding Member conducted the election of the Deputy Presiding Member.

One nomination was received for Cr Kathryn Hamilton.

The Presiding Member declared Cr Kathryn Hamilton elected as Deputy Presiding Member.

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Cr Jai Wilson, Presiding Member
Cr Renee McLennan, Mayor
Cr Kathryn Hamilton, Deputy Presiding Member
Mr Simon Stewert-Dawkins, Director Operational Services
Mr Ken Cardy, Manager Asset Services
Mrs Amy Holmes, Minute Secretary

4.0 DEPUTATIONS

Ms Lisa Last of the Bassendean Verge Transformation Project Group, addressed the Committee on Item 9.3.

5.0 CONFIRMATION OF MINUTES

Nil

6.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

7.0 DECLARATIONS OF INTEREST

Nil

8.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

9.0 **REPORTS**

9.1 **Instrument of Appointment and Delegation**

The above has been included in the Agenda so that members can familiarise themselves with the document.

The Committee discussed 'Projects for the Term of the Committee' and requested Officers provide:

- *A brief status report on these projects;*
- *Any reports/documentation/plans associated with these projects; and*
- *The Capital Works Programme.*

9.2 **Asset Management Policy, Procedures & Documentations Overview (Ref: FINM/ASS-R/1); Ken Cardy, Manager Asset Services)**

APPLICATION

The purpose of this report is to provide the Town's Asset Committee (2017-18) with an overview of the Town's Asset Management Procedures and Documentations.

ATTACHMENTS

The following attachments were provided with the agenda:

- Asset Management Policy
- Asset Management Strategy
- Asset Management Plans
 - Plant & Equipment AMP v0.2
 - Property AMP Part 1. V3.0
 - Property AMP Part 2. V3.0
 - Recreation AMP Part 1. V3.0
 - Recreation AMP Part 2. V3.0
 - Transport AMP Part 1. V3.1
 - Transport AMP Part 2. V3.1
- Asset Management Procedures
- 2017-18 Capital Budget

BACKGROUND

The following information provides the Asset Committee with a brief overview of the Town's current Asset Management practices. The attached documents provide more in-depth information.

The Town of Bassendean provides a range of services to its residents. Many of these services require assets to function. For example, roads, paths, drainage etc. support the transport service.

The Town operates an asset management framework that is designed to encourage a continuous improvement approach to the management of its assets. This framework helps to ensure that assets are provided, maintained and operated to the best of the Town's ability.

A key feature of the asset management framework is its 'ownership' by a cross directorate Asset Management Working Group (AMWG). The Group provides leadership and input to the development of a number of key Policies and Plans, including:

- Asset Management Policy
- Asset Management Strategy
- Asset Management Plans
- Applicable operational procedures

The Town's framework broadly aligns with the Department of Local Government, Sport and Cultural Industries' WA Asset Management Framework.

"WA ASSET MANAGEMENT FRAMEWORK AND GUIDELINES"

As a crucial element of the WA Integrated Planning and Reporting Framework (IPRF), the then Department of Local Government and Communities released its Asset Management Framework and Guidelines for Western Australian Local Governments in May 2011. The development of this Framework and supporting Guidelines reflects a national move towards improving asset management capability within the local government sector. The Framework was developed to assist Local Governments plan and manage their assets so that the long-term aspirations of their communities can be reached. It highlights the fundamental link between asset management, long term financial planning and strategic planning and provides local governments with direction on ensuring adequate integration.

Figure 1: The WA Asset Management Framework (Source: WA DLG, 2017)



Elements of Integrated Planning and Reporting Framework

Essentially Asset Management describes how we build, acquire, maintain, renew and dispose of things of value. It's about one integrated process within a clear framework that allows Council to strategically plan and allocate adequate resource to maintain existing infrastructure and asset needs of the future by balancing Environmental, Cultural, Social and Economic sustainability requirements

“ASSET RATIOS”

Under the IPRF, the Town must be able to produce and report on three asset management Key Performance Indicators. They are:

- Asset consumption ratio (ACR)
- Asset sustainability ratio (ASR)
- Asset renewal funding ratio (ARFR)

Asset Consumption Ratio

This ratio seeks to highlight the aged condition of a local government's physical assets by comparing their fair value (worth in current state) to their replacement cost (worth in as new state).

Asset Sustainability Ratio

This ratio indicates whether a local government is replacing or renewing existing non-financial assets at the same rate that its overall asset base is wearing out. The ratio compares the average actual expenditure on asset renewal to the annual depreciation expense.

Asset Renewal Funding Ratio

This ratio indicates whether the local government has the financial capacity to fund asset renewal as required, and can continue to provide existing levels of services in future. The ratio compares the available asset renewal expenditure in the Long Term Financial Plan to the required asset renewal expenditure in the Asset Management Plans.

“ASSET MANAGEMENT POLICY”

The Asset Management Policy provides clear direction in the provision and management of all Council’s assets. It seeks to ensure that assets support the Strategic Community Plan’s Vision and Objectives. The Policy applies to all assets which are required to be managed by the Town, where their components have a useful life of more than one year and a replacement cost greater than \$5,000.

“Asset Management Strategy”

The Town’s Asset Management Strategy is a document that specifies how the assets will meet the service needs of its community and visitors. It also provides an assessment of performance and acts as an internal roadmap for progressive practice improvement. That is, it documents:

- What the Town’s current asset management position and performance is.
- What the Town’s desired asset management position and performance is.
- How the Town will close any gap and achieve the desired position and performance.

The Town adopted its own methodology for its asset management practices, built around five key needs areas of

- Service Focus - Intended to support the delivery of services through the provision, operation and management of physical assets.
- Skills - Founded on skills, capability and professionalism.
- Knowledge - Supported by plans, processes, information, benchmarking, standards, tools and guidance.
- Review - Matched by review, performance measurement, challenge and audit.
- Governance - Encouraged by strong, high level leadership to ensure that asset management is integrated with strategic resources and business delivery.

The Town reviews the performance of its overall asset management framework by documenting the three asset ratios and by periodically undertaking a self-assessment. Previous self-assessments have used the National Assessment Framework (NAF) provided by the Australian Centre of Excellence in Local Government (ACELG).

“ASSET MANAGEMENT PLANS”

The Asset Management Plans (AMP) document the Town's management practices, processes and strategies. These ensure transport assets are maintained to an agreed standard (i.e. service levels), balanced against long term resource availability. Each AMP is structured around the service that they support, being:

- Transport
- Recreation
- Property
- Plant, Equipment & IT.

The AMPs are maintained as live documents and are split into two parts. Each part is intended to inform different audiences. Part 1 is a summary document, aimed at Council and the CEO. Part 2 is more detailed, holds technical information and is intended for staff consumption. Each AMP broadly conforms to the format suggested by the International Infrastructure Management Manual (widely regarded as best practice), covering:

- Service levels (defines the service quality)
- Service demand (identifies how services may change overtime)
- Risk management (identifies management risks)
- Lifecycle management (identifies management practices, future works programmes etc.)
- Financial resources (15 year financial projections)
- Improvement and monitoring

COMMUNICATION & ENGAGEMENT

Nil

STRATEGIC IMPLICATIONS

Strategic Priority 5: Good Governance

Objectives What we need to achieve	Strategies How we're going to do it	Measures of Success How we will be judged
5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people	Community/Stakeholder Satisfaction Survey (Governance) Compliance Audit Risk Management Profile Financial Ratio Benchmarked. Asset Ratio Benchmarked
	5.1.2 Ensure financial sustainability	
	5.1.3 Strengthen governance, risk management and compliance	
	5.1.4 Improve efficiency and effectiveness of planning and services	
	5.1.5 Ensure optimal management of assets	
5.2 Proactively partner with the community and our stakeholders	5.2.1 Improve customer interfaces and service	Community/Stakeholder Satisfaction Survey (Community engagement and participation)
	5.2.2 Engage and communicate with the community	
	5.2.3 Advocate and develop strong partnerships to benefit community	
5.3 Strive for Improvement and Innovation	5.3.1 Adopt and measure against best practices ensuring a focus on continuous improvement	Local Government Service Review Benchmarks Percentage uptake of the community of Ecommerce applications

COMMENT

Overall, the Town has progressively made substantial improvements to its asset management practices over the past 5 years. It now has a range of long-term robust practices and processes. Nonetheless, there is still scope for further improvements. Looking over 2018, the key initiatives that are earmarked for actioning are:

- Updating of all AMPs and transition into the new Part 1 and Part 2 format.
- Completion of 5-year renewal works programmes for parks and property assets.
- Completion of operation and planned maintenance schedules for all transport, property and recreation assets, linked to annual budgets.
- Monitoring of service level performance within the AMPs.
- Implementation of the 'sync framework' software for IntraMaps ROAM so that asset data can be synchronised back to the Town's server.

- Undertaking a new NAF self-assessment and resetting of improvement actions.

Throughout each financial year, Councillors and Officers may identify Capital Projects, which are not included as a Capital Project in the Asset Management Plans. This may be because these projects, such as replacing or upgrading a recreation facility, may only be required due to the changing usage requirements of the user groups not due to the condition of the recreation facility.

Where this occurs, a Report to Council, by the responsible officer will occur and Council may resolve to have this project listed in the Draft Capital Budget for their consideration.

Over the last two years, the Manager Asset Services, at a workshop in April / May has provided Council with an overview of the coming years Asset Management Works Program (Pre-Draft Capital Budget Works Program). Council at this workshop and in May-June of each year, when the draft budget is available to Councillors, can provide input and have the opportunity to prioritise each capital works project prior to finalising the Capital Budgets Works Program.

Attached is a copy of the Council's approved 2017-18 Capital Budget Works Program that itemises each project and the status of that project.

RISK ASSESSMENT

Nil

STATUTORY REQUIREMENTS

Local Government Act 1995

Local Government (Administration) Regulations 1996 requires each local government to adopt a Strategic Community Plan and a Corporate Business Plan that clearly links the community's aspirations with the Council's vision and long term strategy

This legislation outlines the requirement for Local Governments to provide *Integrated Planning and Reporting Framework* and a critical component is *Asset Management*.

FINANCIAL CONSIDERATIONS

Nil

COMMITTEE/OFFICER RECOMMENDATION — ITEM 9.2

TAC - 1/02/18

MOVED Cr Hamilton, Seconded Cr McLennan, that the Town Assets Committee:

1. Receives the report in regards to:
2.
 - a) Asset Management Policy;
 - b) Asset Management Strategy;
 - c) Asset Management Plans; and
 - d) Applicable operational procedures;
3. Notes the Council's approved 2017-18 Capital Budget Works Program and the itemised status of each project.

CARRIED UNANIMOUSLY 3/0

9.3 Verge Treatment Policy and Verge Maintenance Policy (Ref: COUP/MAINT/1 – Trent Macpherson (Engineering Technical Coordinator), Andreea Balica (Engineering Technical Assistant / Compliance Officer and Ken Cardy Manager Asset Services)

APPLICATION

The purpose of this report is to provide the Towns Assets Committee an outline of the proposed changes to the Verge Treatment and Maintenance Policy and seek their feedback

ATTACHMENTS

The following were attached with the agenda:

- Activities on Thoroughfares and Trading in Thoroughfares and Public Place Local Law 2010;
- Proposed new Verge Maintenance Policy – Draft only;
- Proposed new Verge Treatment Policy – Draft only;
- Permissible Verge Treatment Information Sheet – Draft only;
- City of Bayswater's Street Verge Policy, Verge-Green Guidelines, Street Verge-Greening Guidelines and Verge Designs.

BACKGROUND

In June 2011, the Town of Bassendean, Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010 came into effect.

This Local Law deals with a wide cross section of activities which may occur within the thoroughfare including verge treatments. In accordance with this Local Law, Council is required to determine via policy the permissible materials that can be installed on a verge.

The Local Law states in part the following:

2.7 Permissible verge treatments

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

(2) The permissible verge treatments are:

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

2.8 Only permissible verge treatments to be installed

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

In December 2012, Council adopted the Verge Treatment and Maintenance Policy with the objectives being to:

- Encourage adjacent owners and occupiers to install and maintain permissible verge treatments that are waterwise, aesthetically pleasing, and that reflect our natural heritage.
- Provide guidelines as an adjunct to the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law for the installation and management of verges in the Town.

In addition, Council adopted a Permissible Verge Treatment Information Sheet to assist for residents understand what can and cannot be undertake onto the verge adjacent their the property.

In June 2017, a Notice of Motion was received from Cr Bridges and Council (OCM – 24/07/17) resolved MOVED Cr Bridges, Seconded Cr McLennan, that the Town of Bassendean provides a report on the Verge Treatment and Maintenance Policy with the aim to enable residents to plant verge gardens, including edible plants, within guidelines that maintain safe pedestrian flow, vehicle sight lines and access to utility infrastructure without the requirement of a formal application.

In January 2018 Council (OCM - 10/01/18) resolved for item 10.6 Verge Treatment and Verge Maintenance Policy the following:

That Council:

- 1. Supports the continuation of the current free verge treatment review service but emphasizes that, although it is a requirement for landscaping to be compliant, it is not compulsory for an application to be submitted;*
- 2. Acknowledges the efforts made by officers in preparing the amended draft "Verge Maintenance Policy" & the amended draft "Verge Treatment Policy" attached to the Ordinary Council Agenda of 30 January 2018 but notes that the documents do not fully achieve Council's intended purpose;*

3. *Requests the City of Bayswater "Street Verges Policy" & "Verge Greening Guidelines" be presented to the Town Assets committee at its meeting scheduled for Tuesday 6th February and to the Verge Transformation Group for comment prior to re-drafting the new Town of Bassendean policy & guidelines;*
4. *Requests officers to prepare a new draft policy and associated guidelines that essentially replicate the current City of Bayswater "Street Verges Policy" & "Verge Greening Guidelines" including its clear, simplified format and incorporating feedback from the Town Assets committee and Verge Transformation group;*
5. *Requests that an approval process be documented for the installation of verge infrastructure such as "little libraries" or bench seating;*
6. *Requests officers prioritise reviewing the "Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010" as soon as possible with a view to amending clause 2.7(iii) to allow for the installation of compliant raised garden beds; and*
7. *Requests officers liaise with the City of Bayswater staff regarding their experience with public liability insurance to cover this change prior to negotiating with LGIS.*

COMMUNICATION & ENGAGEMENT

In accordance with Council (OCM – 24/07/17) resolution, in September 2017, the Town's Compliance Officer contacted the Bassendean Verge Transformation Project Group through its co-ordinator to advise the Town is looking at reviewing the Verge Treatment and Maintenance Policy and requested the group to provide an input regarding this matter.

An email response was received in October 2017, as follows:

"Thanks again for the opportunity to provide comment on the current Verge Treatment and Maintenance Policy.

As far as approval processes go, this process is relatively simple and we have found the Town to be efficient in delivery, thank-you for this.

We do believe however that the process offers limited value for the time spent as the approvals we have seen do not impart any knowledge that couldn't be taken from review of the Policy and the Dial Before You Dig report. We consider a well worded Policy document and supporting guidance could take the place of the current approval process.

Further, we consider that the prescriptive nature of the Policy is in some respects unduly restrictive, inhibiting the enhancement of verges. For example:

- * The requirement to have an approval for any new type of plant on the verge is not very practical from a compliance perspective. It is especially not conducive to edible verge gardens as these gardens are seasonal, so residents would need to either apply for approval several times a year or have the foresight to know what they were going to plant for the whole life of the garden. It is unclear to the BVTP what the benefit is of restricting planting in this way and conversely, we see that more edible verges in Bassendean is good for enhancing social capital and civic engagement and food security.*
- * The City of Bayswater completed a risk assessment on the installation of raised garden beds determining that they could be allowed with a few restrictions as outlined in the City of Bayswater Street Verge Policy and Greening Guide. People want raised garden beds for edible gardens due to the perceived risk of soil contamination.*
- * Although street trees are covered in another Town of Bassendean policy, we would like to note that we would like the opportunity to plant edible trees as part of verge gardens. This has been incorporated into the City of Bayswater Street Verge Policy.*
- * Regarding the current height restriction on plants of 750mm, perhaps we could just stipulate that sight lines be maintained.*

As a starting point, the BVTP would like to see the Town of Bassendean Policy and guidelines updated to be in line with the City of Bayswater Policy and guidelines. The City of Bayswater has recently revised and updated their Policy in consultation with the Local Government Insurance Scheme (LGIS) allowing installation of garden beds and a wide variety of plantings including fruit trees and other edibles without the need for City approval.

The City of Bayswater's garden bed risk assessment policy and greening guide are linked below for your reference.

On 31 January 2018, as per Council (OCM - 10/01/18) resolution Officers contacted the City of Bayswater to obtain copies of its Street Verge Policy and Guidelines. These documents are attached to this Agenda for information and consideration.

In regards to the Town liaising with the City of Bayswater to obtain its Local Government Insurance Services (LGIS) advice, unfortunately at the time of publishing the Town's Assets Committee agenda, this information had not been received by staff.

STATUTORY REQUIREMENTS

Local Government Act 1995.
Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010.

STRATEGIC IMPLICATIONS

The Strategic Community Plan 2017-2027, contains the following under the heading of:

Social:

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measure of Success <i>How we will be judged</i>
1.3 Plan for a healthy and safe community	1.3.1 Facilitate safer neighbourhood environments	Community / Stakeholder Satisfaction Survey (Safety, Health and Well-being)

Natural Environment:

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measure of Success <i>How we will be judged</i>
2.3 Ensure the Town's open space is attractive and inviting.	2.3.1 Enhance and develop open spaces and natural areas to facilitate community use and connection.	Community / Stakeholder Satisfaction Survey (Open Space and use of Open Space) Increase in Public Open Space Tree Canopy Area monitoring (Private and Public realms) Water Quality (entering the Swan River analysed in accordance with the Australian Government National Health and Medical Research Council Guidelines)

Built Environment:

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measure of Success <i>How we will be judged</i>
3.3 Enhance the Town's appearance	3.3.1 Improve amenity and the public realm	Community / Stakeholder Satisfaction Survey (heritage, amenity and appearance)
	3.3.2 Strengthen and promote Bassendean's unique character and heritage	
	3.3.3 Implement design policies and provisions of buildings and places	

COMMENT

Please note: due to time restraints (30 January OCM and 6 February Town Assets Committee), Officers were unable to prepare new drafts of the Verge Policy & Guideline documents.

Considering the Council (OCM-10/01/18) resolution, Officers will prepare a new draft policy and associated guidelines that essentially replicate the current City of Bayswater "Street Verges Policy" & "Verge Greening Guidelines" incorporating feedback from the Town Assets committee and Verge Transformation group.

The Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010 states in Clause 2.7 Permissible verge treatments, that, "*an owner or occupier of land, which abuts on a verge, may on that part of the verge directly in front of her or his land install a permissible verge treatment.*"

Council has previously approved a Permissible Verge Treatments Information Sheet, which is promoted and available to assist residents understand what they can and cannot undertake on the verge adjacent to their property.

Therefore, the local law and Council policy permits someone to install a permissible verge treatment.

The Permissible Verge Treatments Information Sheet explains for example, that verges should not be fully paved to ensure street trees can be planted and to reduce the urban heat load and provide for rain water penetration.

From a public safety perspective Council has resolved for example that materials should not be used that would create a slip or trip hazard such as gravel, rocks, retaining walls and from an environmental perspective that artificial grass is not permitted on the verge due to the urban heat load increases.

In regards to underground services that are located in every verge, the information sheet requires that residents obtain dial before-you-dig information. The reason for including this information is because anyone damaging an underground service is responsible for the repair or reinstating damaged assets. Where damage occurs and negligence appears to be a contributing factor the State Government Utility Agency will commence proceedings against individuals and/or companies to recover costs.

In accordance with the local law, it is not compulsory for a verge application to be submitted, but it is a requirement that the landscaping uses acceptable materials and is compliant to the Permissible Verge Treatments. Therefore, as a service to residents, the Town's Engineering Technical Assistant/Compliance Officer currently receives verge applications and the Town provides a free review service within 5-10 days.

This upfront assessment service was made available to help residents and developers undertake compliant landscaping works so that they do not expend their funds or time to install a verge treatment, only to be advised after landscaping, that the verge treatment requires modification in order to comply with the Local Law and the Permissible Verge Treatment requirements.

In the past Rangers, Asset Services, Elected Members and neighbours have reported hazards, fully paved verges etc and when this occurs, the Town will initially liaise with the property owner adjacent to the verge landscaping and follow up with a notice requiring compliance with the local law.

Recently, the City of Bayswater changed their verge treatments policy and guidelines allowing residents to install "deem-to-comply" verge treatments without a formal application being submitted and therefore residents and developers are expected to self-regulate based on the criteria provided.

The City of Bayswater guidelines allows residents to plant fruit trees. Should the Town's Asset Committee wish to consider this as an option, it should be noted that fruit trees are susceptible to pest and diseases, will most likely require regularly baiting or spraying treatments to control these pest such as Mediterranean Fruit Fly and the fruit trees may not meet the Council's adopted street tree selection criteria:

- "Boulevard" style streetscapes;
- Biodiversity Corridors;
- Historical, cultural or natural association;
- Form and scale;
- Impact on utility services;
- Drought tolerance;
- Performance record;
- Response to pruning;
- Planting tolerance in paved areas;
- Resistance to pest and diseases;
- Verge widths;
- Long lived; and
- Limb shear.

The draft policy & guidelines being referred to the Town's Asset Committee, is to provide the opportunity for the Committee members could provide feedback to Officers.

To improve the current Verge Treatment and Maintenance policy, it was recommended to the January 2018 Ordinary Council meeting that the current policy be divide into two, being:

- Verge Maintenance Policy; and
- Verge Treatment Policy – Appendix 1 Pre-approved Plant Species & Appendix 2 Verge Treatment Application Form, Permissible Verge Treatment Guidelines.

As explained above, on occasions some residents/developers install non-compliant verge treatments as they are not aware of the local law and Council's Permissible Verge Treatment requirements.

The current free application service assists residents/developers to ensure their funds or resources used to landscape the verge are compliant with the Local Law and Councils Permissible Verge Treatment requirements. It is not compulsory for an application to be submitted, but it is a requirement that the landscaping is compliant.

The Town's Asset Committee and Council may wish to remove this free service, and if so, Appendix 2 can simply to be deleted from the attached draft Verge Treatment Policy, which has been provided for Council consideration.

FINANCIAL CONSIDERATIONS

There are no financial implications associated with this report.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.3

TAC - 2/02/18

MOVED Cr McLennan, Seconded Cr Hamilton, that the Town Assets Committee:

1. Receives draft Verge Treatment Policy and Verge Maintenance Policy report attached to its agenda of 6 February 2018; and
2. Notes that Council Officers will commence the Council (OCM-10/01/18) requested amendments, liaise with the Verge Transformation Group and provide a further Verge Treatment Policy and Verge Maintenance Policy report for the Town Assets Committee's consideration.

CARRIED UNANIMOUSLY 3/0

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

Nil

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

Nil

12.0 **CONFIDENTIAL BUSINESS**

Nil

13.0 **CLOSURE**

Meetings will be held as required. Next meeting to be advised.

There being no further business, the Presiding Member closed the meeting at 8.30pm.

ATTACHMENT NO. 16

TOWN OF BASSENDEAN

MINUTES

ECONOMIC DEVELOPMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON TUESDAY 6 MARCH 2018, AT 7.00PM

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Director Community Development opened the meeting.

2.0 ELECTION OF PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER

Election of Presiding Member

Under delegated authority of the Chief Executive Officer, the Director Community Development conducted the election of the Presiding Member. One nomination was received for Cr John Gangell. The Director Community Development declared Cr John Gangell elected as Presiding Member.

Acknowledgement of Traditional Owners

The Presiding Member conducted an Acknowledgement of Country.

Election of Deputy Presiding Member

The Presiding Member conducted the election of the Deputy Presiding Member. One nomination was received for Stuart Ridgeway. The Presiding Member declared Stuart Ridgeway elected as Deputy Presiding Member.

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Cr John Gangell, Presiding Member
Stuart Ridgeway, Deputy Presiding Member
Cr Bob Brown
Kim Veale, Community Representative

Michael Gordon, Community Representative
Elliot Brannen, Community Representative

Officers

Graeme Haggart, Director Community Development
William Barry, Senior Economic Development Officer
Amy Holmes, Minute Secretary

Observer

Cr Kathryn Hamilton

Apologies

Petra Richardson, Community Representative

4.0 DEPUTATIONS

Nil

5.0 CONFIRMATION OF MINUTES

Nil

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

The Presiding Member asked that members introduce themselves.

7.0 DECLARATIONS OF INTEREST

Nil

8.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

9.0 REPORTS

9.1 2018 Meeting dates

The Committee is requested to note the following meeting dates for 2018, which have been endorsed by Council:

8 May, 4 September and 4 December.

9.2 Project Update

The Instrument of Appointment and Delegation lists projects in the Corporate Plan, the progress of which will be reported to the Committee.

	Action Timeframe	Project Update	
1	Develop new Economic and Commercial Activity Strategy including: - Initiate industry Cluster Analysis; - Advocate and facilitate digital technology integration in to the Town; and - Place activation.	2017/18	Significant progress on this document. The draft Local Economic Overview has been received. Is currently being proof read and other essential improvements being completed.
2	Retail Needs Assessment (part of Local Planning Strategy Review)	2017/18	The retail needs assessment is part of the Local Economic Overview.
3	Establish baseline data for the achievement of nominal targets.	2017/18	The Local Economic Overview will provide this.
4	Adoption of Polices for Review home-based business policies and development controls (part of Local Planning Scheme 10 review).	2018/19	Project for planned for next year.
5	Survey local business to gauge sentiment, viability, innovation levels.	2018/19	Project for planned for next year.
6	Enhance Markets including attractions and leisure activities and alignment with retail options to community expectations.	2018/19	Project for planned for next year.
7	Establish local business group of operators within the Town and those utilising the Town.	2017/18 - 2020/21	The Festival of Local Business (8 April 2018) will strengthen the development of a local group and possibly an association. The SEDO has re-engaged with local businesses through the Bassendean Business Association.
8	Review & refresh Bassendean Means Business Brand.	2017/18	This currently under way through the web site refresh
9	Produce a survey for local business, to gauge their understanding and recognition of Bassendean Means Business brand	2017/18 - 2020/21	This will be carried out in the later half of the year.

9.3 Senior Economic Development Officer's Report

Economic and Commercial Activity Strategy

This strategy is the guiding document for economic development 2018 – 2023. It will supersede the Economic Development Plan 2012-2017.

The review of the Economic Development Plan (2012-2017) indicated that the relevance of the Council to the local economy is strongest in the small business sector, home based sector, training and skill development.

Recent research states: *Local government is often overlooked as a critical arena for microeconomic reforms designed to influence the decisions of private businesspeople to invest in the local economy and generate the jobs required by a vibrant, sustainable community. While the private sector creates jobs and drives economic growth, governments set the conditions in which this can occur.*

*("Creating a better local business environment"
S.White. Publicus 2018 - to be published).*

Accordingly, the desire is to create a guiding document that reflects and understands the values and needs of local businesses and entrepreneurs and improves the conditions for competition and further investment.

The work completed and/or under way is as follows:

- Local Business Census (Business Survey) May 2017 (Appendix 1);
- Digital Business Marketing Strategy, November 2017 (Appendix 2);
- Bassendean Local Economic Overview – near completion; and
- Industry Cluster Analysis – to be commenced.

Bassendean Local Economic Overview

The local economic overview offers a clear understanding of the transformational changes occurring in demographics, economy, social values and natural environment in Bassendean. The document will interpret and extrapolate the data with a view to enabling the Town to better leverage latent synergies within Perth Airport, Metronet project, the Northlink project and other regional projects of influence.

Industry Cluster Analysis

This is an analysis of the type of businesses and industry currently operating in the region. They are assessed against the needs of the region and the demand for their products. It further identifies potential specialisation opportunities based on growth industry statistics.

Website Renewal

The refresh of the business website is a key recommendation of the Digital Business Marketing Strategy. The site is being refreshed to improve on its relevance to local businesses. The content of the site will focus on three key areas:

1. Start-up businesses "Create"
2. Existing businesses "Cultivate"; and
3. Attracting businesses into the area "Captivate".

The design and feel of the site will strongly reflect localism and be distinctively "Bassendean". Many business owners will have their image on the site, a hand drawn map of Bassendean will conceptualise the local and community attitude.

It will incorporate the latest technology in navigation and SEO maximisation.

Festival of Local Business (Sun 8 April 2018)

This festival is also a key recommendation of the Digital Marketing Strategy. The festival will be the launch of the website and the starting point for our drive to make localism the centre of economic development in Bassendean and beyond.

The festival is designed as a catalytic event to encourage businesses to grow and encourage entrepreneurs to start in business. It will combine inspirational speakers with experienced business people. It will attract young guests and speakers from Cyril Jackson Senior High School through to retirees.

A range of local businesses are volunteering their time and support along with universities attending to share their programmes to make business more resilient and prosperous.

Comment and discussion from the committee

- *Visibility – people drive past Bassendean and don't know what's here.*
- *Promotion of what's here. Something to brand Bassendean as a place to visit.*
- *Bureaucracy in planning department and lack of knowledge. Hinders development of small local businesses.*
- *Greater level of flexibility from Council.*
- *Safety and security for local businesses – CCTV.*
- *Decrease crime with more people living in the main business areas.*
- *Events and festivals to bring people into the community.*
- *Bassendean Business Association. 5-15 small business owners meet for coffee to share ideas.*
- *Local community network and support for home businesses. How can the Town support home businesses.*
- *Co-working space.*
- *Seminars and training to assist small businesses.*

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

Nil

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

Nil

12.0 **CONFIDENTIAL BUSINESS**

Nil

13.0 **CLOSURE**

The next meeting is to be held on Tuesday 8 May 2018, commencing at 7.00pm.

There being no further business, the Presiding Member closed the meeting at 8.00pm.

ATTACHMENT NO. 17

TOWN OF BASSENDEAN

MINUTES

SUSTAINABILITY COMMITTEE

HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON TUESDAY 13 MARCH 2018, AT 7.10PM

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Acknowledgement of Traditional Owners

The Director Operational Services opened the meeting, welcomed all those in attendance and conducted an Acknowledgement of Country.

2.0 ELECTION OF PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER

Election of Presiding Member

Under delegated authority of the Chief Executive Officer, the Director Operational Services conducted the election of the Presiding Member. One nomination was received for Caroline Easton. The Director Operational Services declared Caroline Easton elected as Presiding Member.

Election of Deputy Presiding Member

The Presiding Member conducted the election of the Deputy Presiding Member. One nomination was received for Chris Mahony. The Presiding Member declared Chris Mahony elected as Deputy Presiding Member.

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Caroline Easton, Presiding Member
Chris Mahony, Deputy Presiding Member
Cr Renee McLennan
Cr Kathryn Hamilton
Cr Sarah Quinton
Laura Simes, Community Representative

Mick Doyle, Community Representative

Officers

Simon Stewert-Dawkins, Director Operational Services
Jeremy Walker, Senior Environmental Officer
Amy Holmes, Minute Secretary

Visitors

Anita Marriott, Sustainability Officer, City of Vincent

Apologies

Miles Flavel, Community Representative
Ken Cardy, Manager Asset Services

4.0 DEPUTATIONS/PRESENTATIONS

4.1 Presentation - City of Vincent Sustainability Advisory Group

Ms Anita Marriott, Sustainability Officer, Policy and Place, City of Vincent, was in attendance to share her experiences as part of the City of Vincent's Sustainability Advisory Group, that has been operating for some time.

5.0 CONFIRMATION OF MINUTES

Nil

6.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

The Committee needs to consider which meeting structure (advisory group or committee) is going to work for this Committee.

7.0 DECLARATIONS OF INTEREST

Cr Quinton declared an Impartiality Interest as her partner is the Corporate Affairs Manager at Synergy.

8.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

9.0 **REPORTS**

9.1 **Committee Members**

As this is the first meeting of the Sustainability Committee meeting, members were asked to introduce themselves.

9.2 **Instrument of Appointment and Delegation**

The Instrument of Appointment and Delegation was included as an attachment so that members can familiarise themselves with the document. Projects for the term of the committee have been taken from the Corporate Business Plan.

9.3 **Code of Conduct**

Members of the Committee will be circulated with the Town's Code of Conduct. It is required that members read and understand the conditions of the Code of Conduct and agree to abide by the requirements of this document. Please sign and date the declaration and return to the Town.

9.4 **Previous Liveable Town Advisory Committee/Council Resolutions (Ref: GOVN/CCL/MEET/34)**

COMMENT

The purpose of this report is to advise the new Sustainability Committee of the past Council (OCM-23/11/17) resolution.

In November 2017, Council considered the recommendations from disbanded Liveable Town Advisory Committee and resolved (OCM-23/11/17) in part, the following:

That Council:

1. *Considers conducting an audit of the Town's fleet vehicles and prepares a report on:
 - i *Transitioning the fleet to hybrid/electric vehicles; and*
 - ii *Implementing alternative transport options / incentives for staff.**
2. *Investigates the installation of electric charging station/s within the Town, as well as the offer of a charging station from the REV Programme at UWA;*
3. *Lobbies Western Power to transition the Town's street lighting to LED;*

4. *Investigates and introduces a solar bulk buy purchase scheme for property owners in the Town of Bassendean;*
5. *Develops and implements a "Sustainable Town Incentive Scheme;*
6. *Investigates offering environmental sustainability grants for suitable community projects.*

In January 2018, Council (OCM – 26/01/18) resolved:

That Council:

1. *Requests staff investigate Western Power's recently completed Local Government procurement process to upgrade street lamps with LED luminaires; and*
2. *Requests staff prepare a report for the first Sustainability Committee meeting on 13 March 2018, detailing:*
 - a) *The current list of LED lights within the Town of Bassendean;*
 - b) *The current underground power by street;*
 - c) *The current cost of power to the Town on a monthly basis;*
 - d) *The current Co2 emissions calculated over 12 months;*
 - e) *The expected cost to transition to LED lights based on Western Power's new LED procurement process;*
 - f) *The expected financial cost and Co2 savings once transitioned.*

The following update has been provided for each item of the above Council resolutions:

Audit of the Town's fleet vehicles and prepares a report on transitioning the fleet to hybrid/electric vehicles; and implementing alternative transport options/incentives for staff.

Comment:

Item 9.4 draft Carbon Reduction Plan attached to this Committee report provides preliminary information on the current Town of Bassendean fleet of vehicles.

Investigates the installation of electric charging station/s within the Town, as well as the offer of a charging station from the REV Programme at UWA.

Comment:

At the October 2017 Liveable Town Advisory Committee, Cr McLennan advised the Committee that the Town has the opportunity to obtain an electric car charger through the REV programme at the University of WA.

Officers have been in contact with Professor Thomas Brauni from the University of WA (UWA), in regards to the charging station that was offered through the REV programme. Prof Brauni advised officers that the original 2 car station is no longer available, as the manufacturer is no longer making that station and they will require the charge station for parts. However, UWA has a single car station available if the Town would still like to be involved in the programme.

The model is ground mount Level-2 AC station (1*7kW) and requires single phase 240v and 32 Amp Power connection. The station is a type 2 which requires user to bring their own charging cable so can therefore be available for any EV currently available in Australian market.

The UWA charger is provided to the Town on an unlimited loan, free of charge. The Town will be required to cover installation costs and any repairs (e.g. technical problems or vandalism), and the Town would be required to provide one car bay marked EV only with free power for users. The power cost is estimated at \$300 per year and installation costs are estimated between \$1,000-\$2,000.

If Council would rather purchase its own charging station, capable of charging two vehicles at once, the same as the original UWA was providing, this would cost approximately \$3,990 + gst, and \$1,000 to \$2,000 for installation. If the Town owned the station, then it would be at the discretion of the Council as to whether a small fee is required to use the station or if the charger is free.

Officers have had preliminary discussions with Town's Department of Development Services as to what planning approvals are required for installation and have been advised that of the sites that were originally considered for the charging station, one being the undercroft parking under the Library and the second being street parking in Old Perth Road, the street parking in Old Perth Road is the best option in terms of accessibility of those spaces.

The Library carpark is often used to its full capacity, and is not particularly visible in terms of promoting the charging station. The street bays are also easier to access than the Library bays. Town of Bassendean Development Services advised that the installation of a charging Station in Old Perth Road would be typical of the types of other infrastructure provided in a road reserve, and would not require Development Approval of the Town. Therefore, it is recommended that an ideal location for the station would be on Old Perth Road, either adjacent the library or in front of Customer Service Centre (see image below). A charging station in either of these locations would be easily accessible and less prone to vandalism.



OFFICER RECOMMENDATION — ITEM 9.4

That the information provided as an update in regards to Council (OCM-23/11/17) resolution, be received.

COMMITTEE RECOMMENDATION – ITEM 9.4(a)

SC – 1/03/18

MOVED Cr McLennan, Seconded Cr Quinton, that:

1. Council lists for consideration in the 2018/2019 draft Budget \$6,000 to provide an electric charging station;
2. Town officers investigate a suitable location for the installation of the electric charging station;
3. Town officers contact Hawaiian to request that they also consider installing an electric car charging station at the Bassendean Shopping Centre.

CARRIED UNANIMOUSLY 7/0

Lobbies Western Power to transition the Town's street lighting to LED and OCM – 26/01/18 requests staff prepare a report for the first Sustainability Committee meeting.

Comment:

Prior to the Australian Standards for street lighting being published, the former State Government Agency responsible for installing street lights, e.g. within the Town, installed street lighting on every second or third pole within the inner metropolitan area.

If a Local Government Council resolves to upgrade street lighting outside of the State Government's underground power grant funding programme, the cost is borne fully by that local government's ratepayers.

On 8 February 2018, Officers met with Western Power to discuss its new procurement policy for replacing traditional luminaires with light-emitting diode (LED) street lights.

Western Power advised that it is nearing the completion of the contractual procurement process for the supply of luminaires (1st July 2018), and has included a range of LED luminaires.

The new LED luminaires will be equivalent to the wattages available for traditional luminaires, e.g. the current 42 watt CFL will have the equivalent wattage in the LED range, which may be 22 watt.

As soon as there is a signed contract, Western Power will be able to release the new range of LEDs. The cost to transition all luminaires is unavailable until a signed contract has been achieved. However, using the current 18-watt luminaire, the estimated replacement cost, for Local Governments, per light is \$500.

Western Power is also working with Synergy to ensure there is the relevant tariff available for streetlights that undergo retrofit with LED luminaire and will most likely be using LED lighting for all future underground power projects.

In regards to the Council resolution to lobby Western Power to transition the Town's street lighting to LED, as explained above, the Town has been advised that Western Power is inviting tenders for the provision of LED lights for the upcoming State Underground Power Program and for site specific locations.

In regards to the wholesale replacement of existing lights to LED, it is highly likely that the spacing of the Western Power poles will not coincide with the required spacing for the LED luminaires, in order to achieve the AS/NZS 1158 Road Lighting and Main Roads WA (MRWA) Lighting Design Guidelines. Therefore, additional street poles may be required.

In regards to OCM – 26/01/18 resolution, the following information is provided:

OCM – 26/01/18	Comment
a) The current list of LED lights within the Town of Bassendean	Old Perth Rd has 50 x 28.5W LED and 6 x 60W LED
b) The current underground power by street;	<p>Currently only the suburb of Ashfield is underground power and a small portion of Eden Hill with the following streets covered:</p> <p>Suburb of Ashfield</p> <ul style="list-style-type: none"> - Ashfield Pde - Colstoun Rd - Dorothy St - Fisher St - French St - Haig St - Hardy Rd - Harman Ct - Jacqueline St - Kenmure Av - Latham St - Lethbridge Ct - Maidos St - Maley Ct - Maley St - Margaret St - Millard Cl - Mons St - Moojebing St - Ollie Kickett Mews - Pearson St - Royer Ct - Woolcock Ct <p>Suburb of Eden Hill</p> <ul style="list-style-type: none"> - Christie Wy - Dobson Ln - Pryde Wy - Pirani Ln
c) The current cost of power to the Town on a monthly basis	The bill received for January 2018 was \$26,700

d) The current Co2 emissions calculated over 12 months	The 2016/2017 CO2 emissions for Street lighting (not including Auxiliary) was 716.1 tCo2-e (47% of Town's total corporate emissions for 2016/2017)
e) The expected cost to transition to LED lights based on Western Power's new LED procurement process.	Western Power has advised that they have not yet completed the procurement process and that under their current process there is 1 luminaire available 22w and current cost is approximately \$500 per light for replacement .
f) The expected financial cost and Co2 savings once transitioned	The Town currently has 1,549 street lights at the current price of \$500 per light this would be \$774,500, however not every light is suitable for replacement with 22W LED so the cost cannot be truly identified until western power have a LED replacement for all fittings we can then get a more accurate price and estimate the CO2 savings

The State Underground Power Program is an initiative that replaces overhead powerlines to improve the reliability of electricity supply and provide more energy efficient luminaires.

The Underground Power Program is a partnership between the Government of Western Australia, Western Power and local government ratepayers. The funding for projects is shared between program partners to improve power reliability, enhance streetscapes and visual amenity; reduce street tree maintenance costs for local governments and to improve street lighting and community safety.

Currently, the Town of Bassendean has underground power in Ashfield and a portion of Eden Hill.

In 2016, the Town of Bassendean Council submitted two expressions of interest applications for underground power in accordance with the selection criteria. Whilst the expression of interest application met all the requirements, unfortunately insufficient Eden Hill ratepayer support for the project was achieved.

COMMITTEE RECOMMENDATION – ITEM 9.4(b)

SC – 2/03/18

MOVED Cr Quinton, Seconded Laura Simes, that Council notes that the Western Power procurement process is in progress and is due to be completed by July 2018.

CARRIED UNANIMOUSLY 7/0

Investigates and introduces a solar bulk buy purchase scheme for property owners in the Town of Bassendean.

Comment:

Officers have been in contact with service providers for Solar PV and they have advised that discounts could be available if minimum orders are met.

The minimum quantity of PV systems required can only be determined once service providers have more information on systems required, such as 3kw system for small households, then a 5kw system for larger households. Officers could not find any information on other local governments providing a subsidy to their residents when purchasing Solar PV.

COMMITTEE RECOMMENDATION – ITEM 9.4(c)

SC – 3/03/18

MOVED Cr Quinton, Seconded Cr McLennan that Council investigates a third party to facilitate a bulk buy solar incentive scheme and investigate the Switch Your Thinking programme, to report back to this committee at its May meeting.

CARRIED UNANIMOUSLY 7/0

Develops and implements a “Sustainable Town Incentive Scheme.

Comment:

The Design Bassendean Committee has on its agenda, the "Sustainable Building Design Policy" and when sufficiently developed, the Director Strategic Planning will provide to the Sustainability Committee for input.

COMMITTEE RECOMMENDATION – ITEM 9.4(d)

SC – 4/03/18

MOVED Cr Quinton, Seconded Cr McLennan, that the Committee notes that the Design Bassendean Committee has on its agenda the "Sustainable Building Design Policy" and when sufficiently developed, the Director Strategic Planning will provide to the Sustainability Committee for input.

CARRIED UNANIMOUSLY 7/0

Investigates offering environmental sustainability grants for suitable community projects.

Comment:

Officers have investigated what other Local Governments in WA are offering their residents. Below are grants/subsidies available at City of Cockburn, City of Melville and City of Joondalup for the Committee to review.

The City of Cockburn Offer its residents the following subsidies/grants:

Native Plant Subsidy, the Town of Bassendean has plants to Residents Scheme.

Sustainability Grants (A better Tomorrow), The Sustainability Grants Program provides funding for projects in Cockburn relating to six sustainability themes. Small businesses, schools, not-for profits and collective households can apply. Successful applicants can apply for up to \$4,000 towards the project.

Sustainability grants are arranged into six themes. Applicants can apply for a range of projects under one of the following themes:

- Giving Back aims to improve social equity and involvement across the City. Possible projects include volunteering, helping those in need, providing opportunities to participate.
- Protecting our Future aims to build resilience to climate change and/or safeguarding biodiversity. Possible projects include native or productive food gardens, climate change education, and preservation of natural areas.
- Strong Communities aims to build community capacity. Possible projects include community development, events and inclusive neighbourhoods.
- Water, Energy and Waste aims to promote resource use efficiency. Possible projects include increased recycling, composting, improved water and energy efficiency.
- TravelSmart aims to support the uptake of alternative transport. Possible projects include end of trip facilities, TravelSmart events, and education.
- Healthy Lifestyles aims to promote opportunities for improved public health outcomes in the community. Possible projects include events, healthy lifestyle programs and education.

Home Waste Compost Subsidy - The City of Cockburn offers a home waste compost subsidy that part funds the cost of worm farms, compost bins and bokashi bins.

- Worm farm subsidy - \$85, Residents are required to come along to a workshop and learn how to set-up and use worm farm units. The workshops are run in partnership with The Worm Shed. Workshop Cost: \$85 cash at the workshop
- Compost Bin Rebate \$50. Buy a compost bin of your choice and receive a \$50 rebate upon proof of purchase and residence. Submit a rebate form (below under 'Related Documents' at the City's Administration Building. Your rebate will be processed within 8 weeks. Maximum one bin per household
- Bokashi Bin subsidy \$50, Bokashi bins are designed for odour-free composting in the kitchen and are great for those with smaller gardens. Visit the City's Administration Building and purchase your 20L Bokashi Bin. You must provide proof of residency. This includes a bag of Bokashi Dust (lasts an average household 3-4 weeks) and instructions. Maximum two bins per household. Cost: \$50
- Compost Caddy Free. Compost caddies (includes a roll of compostable bags) are suitable for collecting food scraps in the kitchen and transferring them straight into a worm farm or compost bin. The caddies are free and are available from the City's Administration Building. Maximum one caddy per household.

Bird Bath Rebate - City of Cockburn residents will receive a rebate of half the cost of a bird bath (up to the value of \$50) that they have purchased. A completed form, proof of address and proof of purchase must be provided. To apply, complete the Bird Bath Rebate Application Form in person to the City's Administration building at 9 Coleville Crescent, Spearwood WA. There is a limit of one rebate per household.

Free Home Eco Audits - The Town offered these Audits in 2016 and had a poor success with very little residents signing up to be included in program, the Town also offers free in home energy audit kits that can be hired for free from the Library.

Land Owner Biodiversity Conservation Grant - the Landowner Biodiversity Conservation Grants program provides financial support to Cockburn residents living in the rural, rural living and resource zones who wish to conserve and enhance the natural bushland and wetland areas on their property.

To be eligible for a grant, you must meet the following criteria:

- Your property must be situated in the rural, rural living or resource zones (refer to map under Documents heading below)
- You must have remnant bushland or wetland areas on your property and any proposed works must benefit the conservation value of these areas
- You must contribute significant financial or in-kind support to the project (all manual in-kind labour is to be calculated at \$30/hr)
- As an applicant, you must be the owner of the property. The City will assess applications for vacant land or land where the owner is not in residence on a case-by-case basis
- If your property has a conservation covenant, you will not be eligible for funding and priority will be given to landowners whose property has no lawful protection.

The City of Melville offers the following subsidies and Grants:

Native Plant Subsidy Scheme, The Town Offers Plants to residents Scheme

Worm Café Subsidy, Worm cafe subsidies are available to City of Melville residents who attend worm-farming workshops at Piney Lakes. Save \$127.00 on the complete set up of your worm-cafe.

Piney Lakes Environmental Education Centre hosts workshops with the Worm Shed throughout the year, aimed at assisting you in creating successful worm farms.

All City of Melville residents who attend a worm-farming workshop at Piney Lakes are entitled to a \$127.00 subsidy when purchasing a worm-cafe *on the day of the workshop*. Each cafe contains all set up materials and a supply of one kilogram of live worms. Your complete cost will be \$90.00. This is only while stocks last.

Compost Bin Rebate, Residents can apply for a \$50.00 rebate on the cost of a compost bin of their choice. City of Melville residents are entitled to the Compost Bin Rebate.

To receive a rebate of up to \$50.00, purchase a compost bin from a retailer, complete the Rebate Application Form and return to us with:

- A copy of the compost bin purchase receipt
- Proof of address within the City of Melville (e.g. rates notice, driver's licence, utility bill).

The City of Joondalup provides the following grants & subsidies:

Environmental Development Community Funding

The City provides \$25,000 in funding each year as part of the Environmental Development Community Funding Program. Funding is provided over two funding rounds and is available to community groups and schools.

These grants aim to assist community groups and schools with projects, events, and activities that increase awareness of environmental issues, promote positive environmental behaviour, and protect the City's natural areas.

The following are examples of projects, events or activities that your school or community group may wish to apply for:

- Community waterwise local native plants garden
- Community edible food garden with permaculture principles
- Composting and worm farms
- Installation of rainwater tank
- Revegetation of degraded bushland, wetland or coastal areas with local native plants
- Installation of bird nesting boxes or bat boxes, where suitable
- Research into native flora, fauna or fungi
- Sustainable transport participation programs eg. walking school bus
- Installation of bicycle parking
- Eco audits of buildings to provide sustainability recommendations
- Contribution towards installation of solar panels
- Environmental education programs such as bushland care, Indigenous cultural heritage, water conservation, energy efficiency, waste minimisation, recycling, walking or cycling
- Community events that support environmental days or weeks such as World Environment Day, National Biodiversity Month, National Tree Day, Walk Over October, Ride2School Day, Walk to School Day, Clean Up Australia Day, and National Recycling Week.

COMMITTEE RECOMMENDATION – ITEM 9.4(e)

SC – 5/03/18

MOVED Cr McLennan, Seconded Caroline Easton, that Council:

1. Lists \$10,000 for consideration in the draft 2018/2019 Budget to initiate sustainability grants for community sustainability projects;
2. Lists \$10,000 for consideration in the draft 2018/2019 Budget for community education programmes.

CARRIED UNANIMOUSLY 7/0

9.5 Draft Carbon Reduction Plan

The purpose of this report WAS to present to the Committee the First Draft of ACER - Emissions Reduction Plan and seek feedback from the Committee.

BACKGROUND

The Town of Bassendean began the implementation of carbon reduction and energy efficiency actions in 2001; these were formalised under the Carbon Reduction Plan (March 2015).

This Plan supports strategic objectives within the Strategic Community Plan 2013 – 2023, Environmental Management Plan 2013 – 2023, Local Climate Change Adaptation Action Plan and Carbon Reduction Strategy 2013 – 2018. The Town is currently undertaking a review of its Carbon Reduction Plan in 2017/2018 to determine new actions towards reducing carbon emissions in the future.

The Town of Bassendean's carbon footprint has been measured for each financial year from 2010/2011 to 2014/2015 with the WALGA Greensense Emissions Reporting Platform. The Town transitioned to a new platform, Planet Footprint, in 2015/2016 which will be used to continue to monitor the Town's energy consumption, emissions and water usage.

The Town is not obliged to report emissions under the National Greenhouse and Energy Reporting System (NGERS) or any other legislative framework. The Town has chosen to report emissions annually as part of adopting a best practice approach to carbon management and in doing so will enable carbon emissions and reduction claims to be objectively assessed by the public.

The Town achieved its previous carbon reduction target of 7.5% reduction of total corporate emissions a year early and therefore a new target has been adopted. The Town investigated emissions targets around Australia and determined to base its new carbon reduction target on the Australian Government's 2030 Emissions Reduction Target. The target was committed to in August 2015 as part of the United Nations Framework Convention on Climate Change Paris Agreement, a global agreement for climate action post 2020, and subsequently ratified. The Town's new target is:

"To reduce 2014/2015 corporate emissions by 26 – 28% by 2029/2030"

Based on this target, the Town will need to reduce 2014/2015 corporate emissions by at least 441.8 tCO₂-e to 1,257.3 tCO₂-e (Figure 1) by 2029/2030. The baseline year of 2014/2015 was chosen as it has the most accurate data available for analysis and is the closest to the Australian Government's emissions reduction target baseline of 2005.

The Plan has been prepared as part of the implementation of the Town of Bassendean's Carbon Reduction Strategy. Analysis has been performed on data provided by Planet Footprint through the Town's subscription and the information is correct at the time of publication, to the best of our knowledge. It should be noted that data may change over time due to revisions by utilities.

COMMUNICATION & ENGAGEMENT

The Former Renewable Energy working group was advised that the Town subscribes to planet footprint in order to manage/ monitor the Town's energy use and emissions tracking. It was also agreed that the Town's carbon reduction strategy target should be in-line with the federal governments climate change target of 26-28%. The working group were also presented with the Towns latest Emission report card.

COMMENT

The Town of Bassendean's *Emissions Reduction Plan* is an update of the Town's previous *Carbon Reduction Plan (CRP)* which was reviewed in 2017 after the Town's successful achievement of its 2015 Carbon Reduction Target to reduce base year (2011/2012) corporate emissions by 7.5% by 2016/2017. This plan comes under the Town's *Carbon Reduction Strategy* which outlines the Town's objectives to mitigate the future impacts of climate change by reducing the Town's corporate emissions.

The *Emissions Reduction Plan* is an implementation tool for the strategy and provides actions for the Town over a five year period (2018-2023) to achieve a new Emissions Reduction Target.

The CRP review included a desktop study that identified the Town's achievements since 2015. Key achievements from the last few years include the installation of solar PV systems on council owned and operated buildings, the rollout of LED lighting retrofits, energy efficient upgrades to park lighting, and an air conditioner retrofit. The review also identified emerging technology and trends such as electric vehicles, solar batteries, microgrids, sustainable building design and energy efficient products.

Since the new target baseline year of 2014/2015, the Town has already reduced its corporate carbon emissions by 10.8% through the implementation of solar PV systems, LED lighting, energy efficient products and much more. For the Town to achieve its new target, corporate carbon emissions will need to reduce by a further 258.0 - 331.5 tonnes CO²-e by 2029/2030.

Within this plan, the Town's emissions boundary is defined and actions developed in the CRP review process are listed in action tables. To aid in identifying priority actions, the action tables list budget types, estimated cost ranges, emissions reduction potential and timeframes, as well as outline the responsible department/s. These actions will assist the Town to progress emissions reductions towards its new target over a five year period, 2018-2023.

The review identified the following emissions reduction achievements within the Town since 2015:

- Continued participation in the EMRC's ACER Program since 2012;
- Transferred to Planet Footprint, a data management platform, in 2016 from WALGA's Emissions Reporting Platform;
- Established the Former Renewable Energy Working Group in 2016 which includes Town staff and community members tasked with matters relating to renewable energy within the Town; and Now have the Sustainability Committee.
- Hosted a Climathon event in October 2017. The challenge aimed to develop ideas for how residents, businesses and community in the Town can contribute to Australia's Emissions Reduction Target to reduce emissions through innovative renewable energy practices;

- Divested 75% of investments from financial institutions who support fossil fuels in June 2016;
- Solar PV systems were installed at the Town's Administration, Library and Seniors Citizens Building (30kW); Depot (15kW); Ashfield Community Centre (20kW); Wind in the Willows Childcare Centre (12kW); Customer Service Centre (10kW); and Alf Faulkner Hall (5kW);
- Ducted air-conditioner installed at Customer Service Centre to replace older, inefficient model;
- Home Energy Audits provided to the community, as well as Home Energy Audit Kits continuing to be available in the Town's Library;
- Continued rollout of LED lighting within Town buildings and facilities where necessary;
- Solar LED lighting installed at Success Hill, Jubilee, Broadway and Point Reserves;
- LED Lighting installed at Sandy Beach Reserve and Mary Crescent Reserve; and
- Upgraded irrigation practices and central control system improving water and energy efficiency.

The Town's carbon footprint is the aggregated emissions from the Town's corporate operations and activities that use stationary energy and liquid fuels, such as electricity, gas, unleaded petrol and diesel.

The Town's emissions are measured in tonnes of carbon dioxide equivalent (tCO₂-e) and each source type has different emissions factors¹ that are used for calculation. The Town mainly consumes electricity and gas for Council buildings and facilities such as administration, community centres and lighting. The Town's 2014/2015 total carbon footprint was 1,699.1 tCO₂-e. Of that total, 44.3% of emissions were produced by Street Lighting, 33.6% by Buildings and Facilities, 16.4% by Fleet, 5.5% by Parks and Gardens and 0.2% by Auxiliary Lighting.

The areas which have the most potential for reductions include the Town's Buildings and Facilities, Fleet, and Parks and Gardens. These areas make up over 55% of the Town's carbon footprint and reducing emissions in these areas can be achieved with technology and measures that are currently accessible.

¹ National Greenhouse Account Factors July 2017

Street lighting is the most difficult area in which to reduce emissions as the majority of the Town's residential street lamps are owned by Western Power. Town Officers have met with Western Power officials to discuss its new procurement policy for replacing traditional luminaires with light-emitting diode (LED) street lights.

Western Power advised that it is nearing the completion of the contractual procurement process for the supply of luminaires (1st July 2018), and has included a range of LED luminaires.

The new LED luminaires will be equivalent to the wattages available for traditional luminaires e.g. the current 42 watt CFL will have the equivalent wattage in the LED range, which may be 22 watt.

As soon as there is a signed contract, Western Power will be able to release the new range of LEDs. The cost to transition all Luminaires is unavailable until a signed contract has been achieved. However, using the current 18-watt Luminaire, the estimated replacement cost, for Local Governments, per light is \$500.

Western Power is also working with Synergy to ensure there is the relevant tariff available for streetlights that undergo retrofit with LED luminaire and will most likely be using LED lighting for all future underground power projects.

In 2016/2017, the Town's carbon footprint was 1,515.3 tCO₂-e, a reduction of 183.8 tCO₂-e since 2014/2015 (Figure 2). This is a 10.8% reduction in just two years, This reduction is most likely due to the efforts of the Town installing over 110kW of solar PV systems on council owned and operated facilities, as well as contributions from the ongoing LED retrofits and other efficiency measures. To achieve the Town's Emissions Reduction Target, emissions will need to reduce by a further 258.0 -331.5 tCO₂-e in order to reach a reduction of 26-28% by 2029/2030.

The following table identifies short-term actions listed in the Draft Emission reduction Plan that will need to be included in the 2018-19 Budget:

Action	Emission reduction potential
Introduce an energy fund reserve, or similar, to finance energy efficiency and emissions reduction projects, sourcing funding from savings made from implemented projects within the Town.	F
	L

Develop a staff housekeeping plan to reduce energy use (e.g. turning lights and equipment off).	
Identify Town buildings and facilities that may benefit from solar battery technology and prepare for future implementation.	F
Investigate energy meters at the Administration, Library and Senior Citizens' Buildings, Customer Service Centre and Depot in order to determine feasibility of separating the meters or installing smart meters and loggers to understand energy use.	F
Ensure that power saving functions on equipment are activated on existing and new equipment in staff offices - E.g. sleep mode, hibernation etc.	L
Investigate smart technology for implementation for sport lighting to reduce vandalism, improper use and energy wastage.	F
Conduct a review of the Town's fleet vehicles to determine where change can be implemented to reduce carbon emissions.	F
Prepare a briefing note on 'green' vehicles that would be most suitable to be integrated into the Town's fleet.	F
Review the Town's vehicle allocation system to identify how hybrid and electric vehicles could be allocated to staff.	F

The following table is a key for how actions are rated by emission reduction potential:

EMISSIONS REDUCTION POTENTIAL	
Emissions Reduction Type	E↓
Low Emissions Reduction	L
Moderate Emissions Reduction	M
High Emissions Reduction	H
Future Emissions Reduction	F
Community Emissions Reduction	C

The Town of Bassendean has been provided with a proposal from Wileo Consulting. The proposal includes a high level scan of relevant projects for the Town's consideration comprised of the following:

1. Research of cutting-edge projects that have been recognised for showcasing Sustainability in a context similar to the Town of Bassendean, and selection of the most appropriate ones.
2. In individual reports, description of the projects, what made them successful showcasing sustainability and how they served or added value to the local community.

What will be needed to implement it in the context of the Town of Bassendean. Rating of the project's cost, impact and repeatability across the Town's land.

3. Research of existing funding, grants or subsidies that could help the town finance the selected projects.
4. Editing work to integrate all the individual reports into a single final report as a decision-making support.
5. Presentation of the findings to the council team in a meeting at the town hall to allow for discussion.

The Wileo Proposal shares similar structure and outcome as the EMRC Emission reduction plan, with the exception that the EMRC plan incorporates long-term strategic planning and has been developed after reviewing the following Town Plans and Policies to align the emissions reduction plan with:

- Carbon Reduction Strategy 2011-2018
- Economic Development Plan 2012-2017
- Environmental Management Plan 2014-2024
- Strategic Community Plan 2017-2027
- Local Climate Change Adaptation Action Plan 2011
- Local Planning Policy 2 – Energy Efficient Design
- Purchasing Policy
- Sustainable Bassendean Policy
- Energy Use Policy
- Investment Policy
- Recyclable and Biodegradable Projects at Town of Bassendean's Events and Functions Policy
- EMRC's Regional Environment Strategy 2016-2020

FINANCIAL CONSIDERATIONS

Funds will need to be allocated in 2018-19 Budget to undertake short-term actions identified in Emission Reduction Plan.

COMMITTEE/OFFICER RECOMMENDATION — ITEM 9.5

SC – 6/03/18

MOVED Cr Quinton, Seconded Chris Mahony, that:

1. The Committee receives the first draft ACER Emission Reduction Plan;
2. Members of the Committee review the draft ACER Emission Reduction Plan and provide feedback to Town's Officers by COB Friday 14 April 2018, to enable Officers to review feedback and provide an update at next Committee meeting on 29 May 2018; and

3. The Town does not proceed with the Wileo Proposal.
CARRIED UNANIMOUSLY 7/0

9.6 School Programs – Eastern Regional Catchment Skills 4 Youth Natural Resource Management Program and Climate Clever Program

APPLICATION

The purpose of the report is to provide an overview of the following School programs:

- Eastern Metropolitan Regional Council (EMRC) operate an award winning community program that works with young people to learn about and care for the natural areas in their neighborhood
- The Climate Clever initiative is a new program designed specifically to help schools measure, monitor and reduce their carbon footprint, and become leaders in sustainability climate action in their community.

BACKGROUND

Climate Clever

In 2016, SimplyCarbon, in collaboration with Curtin University and the CRC for Low Carbon Living (CRC LCL), launched an innovative two-year Low Carbon Schools Pilot Program with 15 schools in Western Australia. Due to the success and excellent feedback received from those schools Simply Carbon are now launching the Climate Clever National Pilot.

ClimateClever is a social enterprise made up of a team of passionate sustainability and climate professionals with backgrounds in research, policy, industry, education and infrastructure. They provide a unique set of skills combining academic action-based research with industry best practice, to empower schools and organisations to achieve measurable sustainability and climate goals. The ClimateClever Initiative like Low Carbon Schools is a partnership between Curtin University, the Cooperative Research Centre (CRC) for Low Carbon Living and ClimateClever.

The Program is designed specifically to help schools measure, monitor and reduce their carbon footprint, and become leaders in sustainability and climate action in their community.

The program is also supported by curriculum materials to enable teachers to use the App in the classroom to ensure the program is primarily student-led. We also hold quarterly in-person meet-ups with groups of participating schools to help keep them accountable and enable them to share experiences.

EMRC Skills 4 Youth Natural Resource Management Program

In January 2015, the Bush Skills for Youth (BS4Y) program commenced with the appointment of a Youth Environmental Education Officer with specific skills and experience in teaching.

During the first year, the program focused on nature workshops for children aged 8 – 12 years in primary schools and during school holidays. In the second year of the pilot, workshops for youth aged 12 – 16 were added. The BS4Y pilot program aimed to deliver a series of nature workshops in Perth's Eastern Region for youth between the ages of 8 and 16 that will take place during school hours and on school holidays.

Desired objectives:

- Raise awareness in youth about the importance of conserving the natural environment.
- Provide opportunities for youth to develop knowledge and skills to care for the natural environment.
- Raise awareness about environmental volunteer groups and their importance.
- Provide positive opportunities for participants to help volunteer groups in undertaking environmental activities.
- Provide the participants with the natural resource management skills to help protect the environment into the future.
- Provide leadership and networking opportunities for youth with interests in the natural environment.
- Consult with young people about their attitude towards the natural environment and the types of activities they would engage in.

Long-term objectives:

- Improve connection to and knowledge about the natural environment amongst youth so they are more likely to become environmental stewards into the future.
- Youth will be more skilled and aware of environmental issues and can then influence others in the community.

- Reduced vandalism in local bushland areas.
- Increase in the number of volunteers working on local environmental projects.
- Increase conservation of bushland areas and reserves in Perth's Eastern Region.

BS4Y was developed in response to member Council priorities for community education and engagement to support environmental stewardship and has been one of the EMRC's most successful initiatives in recent years. A report to the EMRC's Council in December 2017 identified that due to the interest in the BS4Y program, it was included in the successful State NRM Community Capability Grant which will provide funding until the end of December 2018.

The EMRC will be seeking the support of its member Councils to fund this program into the future through its Regional Services Funding Summary 2018/2019.

COMMUNICATION & ENGAGEMENT

No communication has been held with the Department of Education WA or the Principals of schools within the Town of Bassendean about their current student curriculum and the suitability of the programs

COMMENT

Climate Clever

If the Town is to join the program we would be required to provide financial support to subsidise the cost for schools within our boundary. The cost for schools in 2018 is \$8 per student, with fees capped at \$6,500. There are 5 primary Schools with the Town Boundary, This program provides a way to upskill a large and engaged audience of students and school staff. And, as students bring knowledge home to their families whilst achieving goals set out in the Towns Strategic Plan and Emission reduction plan. Based on early results Climate clever have advised that schools who create and implement ambitious action plans are likely to save at least 10% on their water and energy costs.

Bush Skills for Youth

The Program was previously funded by State NRM if the Town of Bassendean would like to be involved in the program the Town will have to contribute \$3,500 to the EMRC.

The program offers member Councils the opportunity to have assistance from EMRC to engage young people in doing activities that encourage them to care for the natural environment. Through BS4Y, groups of young people participate in bush care activities in their neighbourhood. This may be through schools, youth groups, community groups, Council activities or family and neighbourhood groups. BS4Y also delivers nature activities at community events and school holiday workshops. Since its inception in January 2015, BS4Y has delivered over 170 workshops for young people aged 4 – 18 across the six EMRC member Councils.

A key aspect of the BS4Y program is connecting children and families with nature through activities in their local area. This will be an important aspect of all workshops so invitations to nominate a bush area for a BS4Y workshop in 2018 have been delivered (via the mailing list and other forms of promotion).

Any community groups or families who would like to nominate a spot need to send the location address and reasons why it would be a good spot for a workshop. The location needs to be somewhere in the Eastern Metropolitan Regional Council. Community and Friends of groups who are looking after a reserve have been encouraged to nominate their spot for a workshop. For councils this means that parks and nature areas throughout the Council will be targeted, not just well known and frequently used places, thus raising the awareness and value of all remaining natural areas.

EMRC has advised that previously the schools in Bassendean have not taken up the offer of workshops, the Community Capability State NRM funding still allows for a workshop each calendar year. BS4Y is committed to deliver at least one holiday workshop in each of the six member Councils. The 2018 calendar with the activities that have been organised for the first 6 months of 2018, currently has no workshops planned for Bassendean. EMRC is planning to book a holiday workshop in Bassendean in either July or October.

FINANCIAL CONSIDERATIONS

The EMRC has indicated that the cost to implement its award winning program into Town of Bassendean schools, would costs approximately \$3,500.

The new Climate Clever initiative program provided requires participating schools to download an application and measure energy usage to reduce carbon emissions and make financial savings from utility bills and improved student learning outcomes around sustainability and carbon reduction. The Town has five primary schools and the fee is \$8 per student or \$6,500 per school so the Town would need to budget \$32,500 to cover costs for all Schools.

COMMITTEE/OFFICER RECOMMENDATION — ITEM 9.6

SC – 7/03/18

MOVED Laura Simes, Seconded Mick Doyle, that Council lists \$5,000 for consideration in the 2018/2019 Budget for the Climate Clever programme.

CARRIED UNANIMOUSLY 7/0

9.7 Recycling Station and Public Recycling Bins

COMMENTS

At the Ordinary Council Meeting held in November 2017, Council resolved to initiate a three-bin phone survey of at least 400 ratepayers.

Based on the data collected through the surveys, there is a strong support for the introduction of a 3-bin system waste collection system to reduce the amount of waste currently going to landfill.

- 88% of households either supported or strongly supported the introduction of green waste bin.
- 84% would use it regularly.

Support for the additional bin declined when a one off levy (\$80 - \$90) was introduced, however, still more than 2 in 3 households (69%) supported the introduction of the third bin.

It is also worth noting that older residents (over 40 years of age) were more likely than those younger to be opposed to the third bin introduction.

Results were consistent across all three suburbs, renters and ratepayers throughout the Town.

Officers are currently preparing a report to Council, for May 2018, regarding all waste collection procedures within the Town. It is hoped, this will include feedback from the City of Melville's Food Organics Garden Organic (FOGO) trial they are currently undertaken so it will coincide with the possible introduction of the third bin.

Furthermore, at the 29 May Sustainability Committee Meeting members will receive a deputation from "Kooda", which a start-up company created by Carly Hardy in 2016 with the vision of seeing the diversion of food-wastes from landfill, starting with the kitchens where it is generated, and returning the carbon back into the soil cycle. It also aims to create employment for those unable to hold down time-based un-flexible working hours.

Currently the Town provides the following waste collection services for ratepayers within the Town:

- Weekly Waste Kerbside Collection
- Fortnightly Recycling Kerbside Collection
- Additional Recycling Kerbside Collection over the festive holiday period (Christmas/New Year)
- Annual Bulk Verge Green Waste Collection
- Annual Bulk Verge Rubbish Collection
- Monthly Fridge Collection
- Annual Tip Passes (4 per year per property)
- Street Litter Bin Collection
- Parks & Reserves Bin Collection
- Oil drop off at the Depot

To coincide with the Annual Bulk Rubbish and Greenwaste Services, and as part of the Town's commitment to strive for a sustainable environment and to reduce the hard waste that ends up in landfill, the Town has planned yearly community recyclable goods drop off days commencing Saturday 26 May 2018.

The following items will be collected, from Town of Bassendean ratepayers only, at the Towns Depot located at 69 Scaddan Street, Bassendean between 9am and 12 noon.

These community-recycling drop off days have been planned, for this time, to decrease the amount of ineligible waste some ratepayers leave on their verge during and after the annual Bulk Kerbside collections, and decrease the additional cost for collection of these items.

Metals

Bikes, BBQ's, bed frames, corrugated iron/tin sheeting, air con units, hot water systems, car body parts, dismantled swings/trampolines

Woods

Any untreated timber-off cuts (no longer than 1.5m) crates, pallets (NO cabinets or furniture accepted)

E Waste

TV's, computers, black boxes, monitors, keyboards, consoles, speakers, stereo equipment, printers, scanners, photocopiers, DVD players, X-boxes, laptops, mobile phones, camera equipment

Mattresses

Inner spring and foam mattresses, queen, double, single, king size, futons

Tyres

Car, trailer, 4WD

Hazardous waste

Engine oil, paint, engine coolants, and pesticides

In addition to the above services, the Town has set up a "Recycling Centre's" at the Library and Customer service for the collection of:

- Batteries
- Globes
- Spectacles
- Mobile phones

Waste education has a high priority for the Town and in partnership with the Towns waste collection contractor and the East Metropolitan Regional Council (EMRC) the Town provides the following educational programs and displays.

- The Eastern Metropolitan Regional Council (EMRC) host school tours of the Red Hill Waste Management Facility and activities at the environmental education centre.
- In addition, the EMRC coordinates several other school waste education programs in Perth's Eastern Region on behalf of its member Councils, including a highly successful battery recycling program.
- The Town's Waste Contractor conducts free school incursions, to contribute locally relevant content and updated information on local waste and recycling services.

- Best practice for recycling waste information is provided on a yearly basis at the Town of Bassendean Markets.
- With support of the Town and the EMRC schools are able to participate in waste collection practices such as, battery, mobile phone collections.

COMMITTEE/OFFICER RECOMMENDATION — ITEM 9.7.

SC – 8/03/18

MOVED Cr Quinton, Seconded Caroline Easton, that the Committee receives the information and notes that a report will be presented to Council in May 2018, regarding waste collection procedures.

CARRIED UNANIMOUSLY 7/0

9.8 Peer-to-Peer Energy Trading Project

COMMENT

Western Power and Curtin University are trialling a shared energy storage system that will make sharing power between neighbours possible through a solar-powered micro-grid and battery storage system. The system is being built into a new residential complex in White Gum Valley, near Fremantle. The residents of the 80 dwellings, including units and townhouses, will be part of a micro-grid that will make use of energy captured through their solar panels and topped up by the main electricity network.

The system will allow peer to peer sharing of electricity between residents and is expected to provide about 70 per cent of the energy needs of the complex. There will also be the option to allow any excess electricity to be sold back to retailers via the Western Power network. The idea behind peer to peer energy sharing is simple:

1. Use your solar panels to generate electricity
2. Store it in your home battery
3. Sell or share any excess energy that you don't need.

It all starts with the electricity network.

Electricity still requires conductors (the wires) to transfer it long distances. The Western Power network is already there to interconnect 1.1 million customers and has the potential to be the energy trading platform that makes the concept a reality for Western Australians.

To tap into the potential of peer to peer energy sharing, homes and businesses will require advanced meters to track energy use then link it to block-chain technology to help buy, sell and trade excess energy. Block-chain technology creates an online, decentralised ledger that autonomously and securely facilitates and records transactions. It's what could help you securely and confidently buy energy from a complete stranger.

James Eggleston from Powerledger, presented to Councillors the Peer to Peer Energy Trading Project. Power Ledger has developed a series of world-leading block-chain energy applications, such as P2P energy trading application that allows businesses, such as utilities, to host trading on the platform. Block-chain technology provides a transparent, auditable and automated market trading and clearing mechanism for the benefit of producers and consumers. Their technology enables the sale of surplus renewable energy generated at residential and commercial developments (including multi-unit/multi-tenanted) connected to existing electricity distribution networks, or within micro-grids. Power Ledger puts the power to manage the energy economy into the hands of consumers, while maintaining the value of existing distribution networks.

Officers have contacted James to provide more information on how the Town can be involved. James would like to setup a meeting with Staff to run through potential possibilities.

COMMITTEE/OFFICER RECOMMENDATION — ITEM 9.8

SC – 9/03/18

MOVED Cr Quinton, Seconded Laura Simes, that:

1. Town officers provide the relevant information to James Eggleston from Powerledger in relation to the Peer to Peer Energy Trading Project;
2. Town officers provide a report to this committee at its next meeting on 29 May 2018.

CARRIED UNANIMOUSLY 7/0

10.0

MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Cr Quinton advised that she wishes to move the following motion at the next Ordinary Council Meeting and asked that Committee members contact her with any comments or input.

“That:

1. *The Town of Bassendean recognise the scourge that single use plastics has on our environment and is committed to reducing the amount of single use plastics created in the Town;*
2. *That the Town of Bassendean ban, where possible, all use of single use plastics at events organised or sponsored by the Town of Bassendean, including but not limited to straws, plastics cups and plastic bags;*
3. *That the Mayor of the Town of Bassendean write to all businesses in the Town outlining our commitment to reducing single use plastics and encourage them to reduce single use plastics, particularly straws and plastic cups where possible;*
4. *That the Town organise an education campaign about single use plastics to be monitored by the Sustainability Committee."*

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

Nil

12.0 **CONFIDENTIAL BUSINESS**

Nil

13.0 **CLOSURE**

The next meeting will be held on Tuesday 29 May 2018 commencing at 7.00pm.

There being no further business, the Presiding Member closed the meeting at 9.37pm.

ATTACHMENT NO. 18

Design Bassendean Committee

**LIST OF OBJECTIVES, STRATEGIES, AND PROJECTS OF THE COMMITTEE
EXTRACTED FROM THE TOWN'S STRATEGIC COMMUNITY PLAN
2017-2027**

3.0 OBJECTIVES + STRATEGIES

In accordance with the *2017-2027 Strategic Community Plan*, the Committee shall make recommendations to Council on the following objectives and Strategies:-

3.1 Plan for an increased population and changing demographics

- 3.1.1 Facilitate diverse housing and facility choices
- 3.1.2 Implement sustainable design and development principles
- 3.1.3 Plan for local neighbourhoods and their centres
- 3.1.4 Ensure infrastructure is appropriate for service delivery

3.2 Enhance connectivity between places and people

- 3.2.1 Connect the Town through a safe and inviting walking and cycling network.
- 3.2.2 Advocate for improved and innovative transport access and solutions.
- 3.2.3 Enhance the liveability of local neighbourhoods.
- 3.2.4 Enhance Road Safety through Design

3.3 Enhance the Town's appearance

- 3.3.1 Improve amenity and the public realm
- 3.3.2 Strengthen and promote Bassendean's unique character and heritage
- 3.3.3 Implement design policies and provisions of buildings and places

PROJECTS OF THE COMMITTEE

- Review Local Planning Policy (LPP) – Bassendean Town Centre Area Strategy
- Local Planning Strategy Review & Local Planning Scheme 10 Review
- Prepare a Strategy for the removal of contaminated cells within industrial area to free up land for industrial development
- Develop Local Planning Policies
- Prepare and develop Precinct/ Neighbourhood plans
- Prepare a Development Contributions Plan
- Identify land within areas destined for intensive development adjacent to stations and major transport routes for acquisition and development into pocket parks
- Bassendean Built Form and Character Study (part of Local Planning Strategy Review)
- Preserve Heritage buildings with protection of the Local Planning Scheme
- Winding up of Town Planning Scheme 4A
- Establish a Design Advisory Panel
- Finalise and implement the Municipal Heritage Inventory
- Develop Local Planning Policies and Guidelines for sustainable design of buildings
- Identify land within areas destined for intensive development adjacent to stations and major transport routes for acquisition and development into pocket parks

TOWN OF BASSENDEAN MINUTES

DESIGN BASSENDEAN COMMITTEE

**HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON THURSDAY 5 APRIL 2018, AT 7.05PM**

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Acknowledgement of Traditional Owners

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

2.0 ATTENDANCES, APOLOGIES, AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

David Doy, Presiding Member (from 7.27pm)
Cr Renee McLennan, Deputy Presiding Member (acting Presiding Member (until 7.27 pm)
Cr Jai Wilson
Cr Kathryn Hamilton (Deputy Member)
Ross Jutras-Minett, Community Representative
Phillip Burton, Community Representative
Moss Johnson, Community Representative
Jennie Collins, Community Representative
Coan Harvey, Community Representative (from 7.07pm)
Anthony Dowling, Director Strategic Planning
Brian Reed, Manager Development Services
Donelle Maxwell, Minute Secretary

Apologies

Cr John Gangell

Member of the Public
Angie Piantadosi

3.0 DEPUTATIONS

Nil

4.0 CONFIRMATION OF MINUTES

4.1 Inaugural Meeting held on 7 February 2018

COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.1(a)

MOVED Jennie Collins, Seconded Moss Johnson, that the minutes of the inaugural meeting held on 7 February 2018, be received.

CARRIED UNANIMOUSLY 9/0

COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.1(b)

MOVED Cr Jai Wilson, Seconded Moss Johnson, that the minutes of the inaugural meeting held on 7 February 2018 be confirmed as a true record.

CARRIED UNANIMOUSLY 9/0

5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

6.0 DECLARATIONS OF INTEREST

Nil

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

8.0 REPORTS

8.1 Proposal to Disband the Design Bassendean Committee and reconstitute it as an Advisory Group of Council

Background

Council, at its Ordinary meeting held on 27 March 2018, considered a proposal by the Mayor to reconstitute the Design Bassendean Committee as a working group of Council, modelled on the way working groups are structured and operate at the City of Vincent.

Generally, reconstituting the Committee as a working (or advisory) group of the local government will enable less rigidity and formality in conducting meetings as well as enabling a more holistic approach to be undertaken in developing a design framework that can facilitate better built design outcomes.

It also provides an opportunity for the Design Bassendean Committee (proposed Working Group) to take a more proactive role in assisting the Director Strategic Planning and other relevant staff in plan-making and policy formulation etc.

Further details about the proposal will be outlined by the Mayor at the meeting.

Comment

The Mayor outlined further details about the proposal with the Committee following which the Committee agreed to transitioning to an advisory group of the Council.

COMMITTEE RECOMMENDATION – ITEM 8.1

- DBC-1/04/18** MOVED Coan Harvey, Seconded Phillip Burton, that the Committee supports the Design Bassendean Committee transitioning to an Advisory Group of Council.
CARRIED UNANIMOUSLY 9/0

8.2 Bassendean Built Form and Character Study

Background

On Monday 26 March 2018 Stephen Carrick Architects (SCA) presented an overview of Phase 2 of the *Bassendean Built Form Character Study* (BBFCS) to Councillors and members of the Design Bassendean Committee at a Council Information Workshop.

Members were invited to review and provide initial feedback on the study at the meeting for consideration of presenting a collective response to the study consultant.

Comments

Whilst Committee members requested more time to provide feedback on Phase 2 of the study, the Committee expressed a desire that the recommended design responses transpose into design guidelines that seek to ensure that future development within the Town is cognisant and reflective of the Town's unique character.

It was agreed by the Committee that further feedback on the study from Committee members be provided to the Director, Strategic Planning by 23 April 2018.

COMMITTEE RECOMMENDATION – ITEM 8.2

DBC-2/04/18 MOVED Cr McLennan, Seconded Cr Hamilton, that for Council to receive the *Bassendean Built Form and Character Study* to inform the preparation of a local planning policy and design guidelines that seek to find the right balance between developing for the future and preserving our Town's unique character.

This is considered the highest priority.

Key matters to be considered are:

- a) Resourcing implications for the Town's administration;
- b) Impact on the timing of other strategic planning projects;
- c) Development of a community consultation plan; and
- d) Draft *State Planning Policy 7—Design Principles* and draft *State Planning Policy 7.3—Apartment Design*.

CARRIED UNANIMOUSLY 9/0

8.3 Preliminary Land Use and Residential Density Changes

Background

Also on Monday 26 March 2018 at the Councillors' Information Workshop, the Director Strategic Planning presented a 'first cut' of proposed land use and residential density changes for consideration by Council and the Design Bassendean Committee.

In light of the suggested land use and residential density changes, Councillors and members of the Design Bassendean Committee in attendance at the 26 March workshop expressed a collective view to the effect that consideration be given to the following two key matters in the further development of a revised Local Planning Strategy:

- (i) A range of **residential density scenarios** (perhaps three) be developed, ranging from say the application of residential densities recommended in the *Perth and Peel @ 3.5 Million* planning framework to more modest density increases concentrated or focused in discrete areas of the Town; and

- (ii) **Design guidelines** be developed and prepared to illustrate preferred residential densities and associated built form with such guidelines to accompany any draft residential density plan made available for public/community consultation.

Comment

Further discussion on the aforementioned matters occurred with the Committee agreeing that the Director Strategic Planning prepare at least three residential density scenarios, all of which are to be based upon the infill dwelling target of 4,150 dwellings set down in the finalised *Perth Peel @ 3.5 Million* planning framework for Bassendean.

COMMITTEE RESOLUTION – ITEM 8.3

- DBC-3/04/18** MOVED Coan Harvey, Seconded Ross Jutras-Minett, that the Town's Director Strategic Planning be requested to prepare three residential density scenarios for further consideration by the Committee, with each scenario maintaining the State's dwelling target for the Town of Bassendean of 4,150 dwellings by 2050.

CARRIED UNANIMOUSLY 9/0

8.4 Proposed Community Engagement/Consultation Strategies for Strategic Planning Projects

Background

As part and parcel of developing the aforementioned land use and residential density plans and design guidelines, it is considered that opportunities be provided to the Bassendean community to become engaged early in the process of developing these, especially in respect to the areas where they live or work.

To this end, it was suggested that the Committee explore and consider how best to engage the local community and to develop and recommend to Council strategies to achieve this.

Comment

The Committee expressed a view that prior to further developing and considering a range of strategies for community engagement and consultation the Director Strategic Planning be requested to prepare a revised Strategic Planning Framework schedule in order to inform the subsequent development of a community engagement/consultation strategy.

COMMITTEE RECOMMENDATION – ITEM 8.4

- DBC-4/04/18** MOVED Cr Hamilton, Seconded Jennie Collins, that the Director Strategic Planning be requested to prepare a revised draft schedule of the strategic planning framework for further consideration by the Design Bassendean Committee.
CARRIED UNANIMOUSLY 9/0

9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Nil

11.0 CONFIDENTIAL BUSINESS

Nil

12.0 CLOSURE

The next meeting date to be confirmed.

The meeting closed at 9.07pm.

ATTACHMENT NO. 19

TOWN OF BASSENDEAN

MINUTES

PEOPLE SERVICES COMMITTEE

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

ON TUESDAY 10 APRIL 2018, AT 7.00PM

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Acknowledgement of Traditional Owners

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

2.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Cr Sarah Quinton, Presiding Member
Jeanette Maddison, Deputy Presiding Member
Cr Renee McLennan
Cr John Gangell
Jennie Carter, Community Representative
Donna Czekalowski, Community Representative
Emily Wilding, Community Representative
Shonie McKibbin, Community Representative

Staff

Graeme Haggart, Director Community Development
Salvatore Siciliano, Manager Recreation & Culture
Renata Pietracatella, Manager Library Services
Greg Neri, Manager Youth Services
Gabriella Filippi, Cultural Development Officer
Donelle Maxwell, Minute Clerk

Public

Two members of the public was in attendance

Apologies

Marie Molloy, Community Representative

3.0 DEPUTATIONS

Mr Ricky Arnold, Consultant, made a deputation on the Cultural Plan.

4.0 CONFIRMATION OF MINUTES

4.1 Minutes of the People Services Committee meeting held on 13 February 2018

COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.1

MOVED Donna Czekalowski, Seconded Jeanette Maddison, that the minutes of the People Services Committee meeting held on 13 February 2018, be confirmed as a true record.

CARRIED UNANIMOUSLY 8/0

5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

The Presiding Member announced the following:

Family and Children Services Working Group and Local Studies Collection Working Group need to be established.

International Women's Day

I attended the United Nations International Women's Day breakfast with the theme of 'Leave No Woman Behind', particularly focused on women in developing countries fleeing war and trauma. By empowering women and giving them a voice, despite their literacy level, language ability and background. It was very inspiring and something I would love for Bassendean to host in coming years.

The Sandy Beach playground design forum

A forum to receive feedback from the community on the design of Sandy Beach was held on March 28. There is some confusion around the project in terms of location and other aspects, which is being discussed on social media. It is this Committee's role to monitor the progress of this project. This is an opportunity for members to ask questions given they may not have attended the forum.

Whitfield St Safe Active Street

Council approved the consultant consultation report (see below) which provided feedback from the community about the Street and will go to the next stage of design, which will also go out for community consultation.

OCM – 12/03/18 MOVED Cr Gangell, Seconded Cr Mykytiuk, that Council:

1. Receives the FLYT Consultant report and the Community consultation responses attached to the Ordinary Council Agenda of 28 March 2018 for the Whitfield Safe Active Street project; and
2. Approves the third phase of the Whitfield Safe Active Street project, and supports the Town engaging a private consultant to provide a detailed design for the Whitfield Safe Active Street project, incorporating the results of the community consultation and the peer review of the concept design.

Bike Boulevard on Iolanthe Street

COUNCIL RESOLUTION — ITEM 10.7 OCM – 11/03/18 MOVED Cr Quinton, Seconded Cr Wilson, that Council:

1. Receives the Public Transport Authority letter dated 13 March 2018 regarding the proposed Principal Shared Path (PSP) in Broadway, Bassendean;
2. Provides in principle support to the Public Transport Authority for the implementation of a Broadway Principal Shared Path extending between Iolanthe Street and the Bassendean Train Station;
3. Requests that the Public Transport Authority consider as an option for the draft Broadway Principal Shared Path concept plan, between Iolanthe Street and the Bassendean Train Station, the following: a) on road carriageway by use of boulevard-style plantings to provide tree canopy/shade over the cycling route; b) incorporate Water Sensitive Urban Design principles; c) Clarify with the Public Transport Authority the design guidelines and whether there is an opportunity to implement a unique design for the Principle Shared Path to differentiate between the cycling route and the vehicle portion of road; and
4. Requests that the Public Transport Authority present the draft Broadway Principal Shared Path concept plan back to Council for consideration, prior to undertaking community consultation.

The Fathering Project

Notice of Motion – Cr Wilson: The Fathering Project COUNCIL RESOLUTION – ITEM 11.1 OCM – 26/03/18 MOVED Cr Wilson, Seconded Cr Gangell, that:

1. Council resolves that Town staff work with the Swan Districts Football Club and The Fathering Project to assist in the co-ordination of a 'Big Camp Out' event for Fathers and their children to camp out on the Bassendean Oval one night this year following the end of the football season; and
2. Council requests Town Staff prepare an officer briefing for Council on any logistical issues that need to be resolved, or any costs that would need to be met in order for such an event to proceed. CARRIED UNANIMOUSLY 6/0

Water Fountains

11.2 Notice of Motion – Cr Wilson: Water Fountains
COUNCIL RESOLUTION – ITEM 11.2
OCM – 27/03/18 MOVED Cr Wilson, Seconded Cr Gangell, that:

1. Council resolves that Town staff prepare a report to Council on all of the options and costs for Australian made water fountains suitable for installation in parks that provide a facility for easy refill of water bottles; for water bubblers at a height suitable for children to use; and a facility for a fillable and tippable water dish for dogs to drink from.
2. Council resolves that Town staff prepare a report for possible locations for the installation, and for the cost of installation for such a water fountain in the Mary Crescent Reserve.
3. Council requests the Town Assets Committee to conduct an audit on the location and condition of Council maintained water fountains in the Town of Bassendean and provide a report to Council on recommendations for improving access to water fountains in our shared open spaces.

Single use Plastics

The Town of Bassendean passed a motion to ban single use plastics at our events and administration and buildings. We will also write to all businesses in town and the largest supermarket Coles to ask them to reduce their plastic waste.

11.5 Notice of Motion – Cr Quinton: Single Use Plastics
COUNCIL RESOLUTION – ITEM 11.5 OCM – 30/03/18
MOVED Cr Quinton, Seconded Cr Wilson, that:

1. The Town of Bassendean recognise the scourge that single use plastics has on our environment and is committed to reducing the amount of single use plastics created in the Town;
2. The Town of Bassendean ban all use of single use plastics at events organised or sponsored by the Town of Bassendean including but not limited to straws, plastics cups, including plastic lined cups and plastic bags;
3. The ban would take effect immediately however vendors would be given a six months grace period to source alternatives to single use plastic. If they used single use plastics, an officer from the Town would advise them of our ban and provide them with a list of alternatives;
4. The Mayor of the Town of Bassendean write to all businesses in the Town outlining our ban on single use plastics and encourage them to reduce single use plastics, particularly straws and plastic cups where possible;
5. The Mayor write to Hawaiian Shopping Centre about installing a communal drop off point for cloth shopping bags for shoppers who forget their re-usable bags;
6. The Mayor write to Coles informing them of our ban and request they audit and cease their use of plastic wrapping, particularly on fruit and vegetables;
7. That the Town organise an education campaign about single use plastics, including a list of suppliers for vendors and businesses on where to source alternatives to single use plastics such as reusable and washable items, paper, cardboard, wooden or compostable single use items;
8. The scheme to be monitored by the Sustainability Committee. CARRIED 5/1 Crs Quinton, Wilson, McLennan, Hamilton & Mykytiuk voted in favour of the motion. Cr Gangell voted against the motion.

Town Flag

Council moved a motion to change the Crest on the Town flag to being the Town logo.

11.4 Notice of Motion – Cr Wilson: Town of Bassendean Flag
COUNCIL RESOLUTION – ITEM 11.4 OCM – 29/03/18
MOVED Cr Wilson, Seconded Cr McLennan & Cr Quinton, that:

1. Council revokes any and all historical decisions made at Ordinary Council Meetings establishing the Broun Family Crest as the Town of Bassendean Flag; and 2. Council resolves to change the Town of Bassendean Flag to the Town of Bassendean Logo on a white background.

Youth Advisory Committee

13.1 Appointment of Members to Youth Advisory Council
COUNCIL RESOLUTION – ITEM 13.1 OCM – 32/03/18
MOVED Cr McLennan, Seconded Cr Mykytiuk, that Council appoints Mr Ethan Collins and Mr Peter Steed as members of the Youth Advisory Council for the 2017/19 term.

6.0 DECLARATIONS OF INTEREST

Nil

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

8.0 REPORTS

8.1 Bassendean Youth Statement (Ref: Greg Neri, Manager Youth Services)

APPLICATION

For Council to adopt a revision of the text within the 'Town of Bassendean Youth Statement' originally prepared by a consultant through funding from the Department of Communities.

OFFICER RECOMMENDATION — ITEM 8.1

That Council adopts the revised 'Town of Bassendean Youth Statement'.

LAPSED FOR WANT OF A MOVER

The officer recommendation lapsed for want of a Mover.

An alternate recommendation was put as further amendments were required.

COMMITTEE RECOMMENDATION – 8.1

PSC - 1/04/18 MOVED Emily Wilding, Seconded Shonie McKibbin, that the Committee refers the revised Town of Bassendean youth statement for further amendments back to officers and refer to Youth Advisory Council for their feedback.

CARRIED UNANIMOUSLY 8/0

8.2 Australia Day Celebrations and Fireworks Event – Future Direction (Ref: RECC/EVMNGT/10: Salvatore Siciliano, Manager Recreation and Culture and Gabriella Filippi, Cultural Development Officer)

APPLICATION

The People Services Committee is requested to receive the options on the future staging of the Town's Australia Day event and refer to Council for its consideration.

WORKING GROUP RECOMMENDATION - ITEM 8.2

That the Committee recommends that Council:

1. Receives the report on the future direction of the Town's Australia Day event;
2. Notes the recommendations made by the Working Group established to review the event; and that subject to budget considerations;
3. Approves the Town continuing to stage a celebratory event on 26 January that reflects the objectives set out for the event by the Working Group, whilst remaining sensitive to our First Nations People;
4. Approves the Town exploring the staging of an alternative event format at a reduced budget that does not include a fireworks display on 26 January; and
5. Approves the Town exploring a fireworks display at an alternative event.

COMMITTEE RECOMMENDATION – ITEM 8.2

PSC - 2/04/18

MOVED Jennie Carter, Seconded Jeanette Maddison, that the Committee:

1. Receives the report on the future direction of the Town's Australia Day event;
2. Notes the recommendations made by the Working Group established to review the event; and that subject to budget considerations;
3. Approves the Town continuing to stage an event that reflects the objectives set out for the event by the Working Group, and inclusive of the stories of all Australians particularly the contribution of our first nations people;

4. Approves the Town exploring the staging of an alternative event format at a reduced budget that does not include a fireworks display on 26 January; and present a report to the next Committee Meeting of the nature of that event;
5. Approves the Town exploring a fireworks display at an alternative event;
6. Committee recommends that Council acknowledge that the survey is just one tool of the feedback from community and the decision making process;
7. Acknowledge that the Australia day event is part of the annual calendar of events that is being considered in the Cultural Plan review;
8. Continues the discussion of Australia Day that brings people together rather than divides the community; and
9. Considers in the draft 2018/19 budget an allocation for education and storytelling with the theme of 'What does Australia day means to you?'

CARRIED 7/1

Cr Gangell voted against the motion.

8.3 Community Events Sponsorship Application

The Town received a Community Event Sponsorship application from the Friends of Bindaring Park and Bassendean Preservation Group Inc. (organising partnership) for the staging of the Bindaring Wetlands Forum – Bassendean on Saturday 25 August 2018, 10am to 3pm at Bindaring Park.

Officers would like to recommend that the People Services Committee endorse a sponsorship of \$1,000 as requested and further recommend that Council approve the sponsorship and that a sponsorship agreement be finalised between the Town and the Bassendean Preservation Group Inc.

COMMITTEE/OFFICER RECOMMENDATION — ITEM 8.3

PSC - 3/04/18 MOVED Shonie McKibbin, Seconded Donna Czekalowski that:

1. The People Services Committee recommends that Council approve a sponsorship of \$1,000 to the Bassendean Preservation Group Inc for the staging of the Bindaring Wetlands Forum – Bassendean on Saturday 25 August 2018, 10am to 3pm at Bindaring Park; and

2. A sponsorship agreement is prepared between the Town and the Bassendean Preservation Group Inc to outline the conditions of the sponsorship.

CARRIED UNANIMOUSLY 8/0

8.4 Projects for the Term of the Committee

The Instrument of Appointment and Delegation includes a list of projects from the adopted Corporate Plan to be basis of the Committees work program.

COMMITTEE/OFFICER RECOMMENDATION — ITEM 8.4

PSC - 4/04/18 MOVED Cr Renee McLennan, Seconded Emily Wilding, that the progress report on the Corporate Plan Projects, be received.

CARRIED UNANIMOUSLY 8/0

8.5 Ongoing Activity Progress Reports

Reports provided by the following Business Units:

- Recreation and Culture
- Youth Services
- Volunteer Centre
- Library and Information Services (including a report on Local Studies Collection)
- Seniors and Disability Services
- Children Services

COMMITTEE/OFFICER RECOMMENDATION — ITEM 8.5

PSC - 5/04/18 MOVED Emily Wilding, Seconded Jeanette Maddison, that the Ongoing Activities Progress Reports, be received.

CARRIED UNANIMOUSLY 8/0

9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Nil

11.0 **CONFIDENTIAL BUSINESS**

Nil

12.0 **CLOSURE**

The next meeting date to be held on Wednesday, 12 June 2018 commencing at 7.00pm

There being no further business the Presiding Member declared the meeting closed, the time being 9.28pm

ATTACHMENT NO. 20



FINANCIAL STATEMENTS

FOR THE PERIOD ENDED

28 February 2018

TOWN OF BASSENDEAN

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 28 February 2018

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

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TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 28 February 2018

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
		\$	\$		%
Opening Funding Surplus(Deficit)	3	2,531,579	2,531,579	2,184,379	(13.71%)
Revenue from operating activities					
Governance		30,000	22,500	13,324	(40.78%)
General Purpose Funding - Rates	8	12,935,762	12,881,262	12,888,910	0.06%
General Purpose Funding - Other		900,491	585,053	626,920	7.16%
Law, Order and Public Safety		131,500	115,050	93,214	(18.98%)
Health		2,657,320	2,673,970	2,673,743	(0.01%)
Education and Welfare		4,653,710	3,336,987	3,585,302	7.44%
Community Amenities		136,500	59,672	98,485	65.04%
Recreation and Culture		317,650	356,630	244,870	(31.34%)
Transport		131,315	85,694	50,316	(41.28%)
Economic Services		131,176	57,084	47,398	(16.97%)
Other Property and Services		198,900	143,461	73,487	(48.78%)
		22,224,324	20,317,364	20,395,968	0.39%
Expenditure from operating activities					
Governance		(932,446)	(815,308)	(574,826)	29.50%
General Purpose Funding		(850,094)	(575,003)	(529,003)	8.00%
Law, Order and Public Safety		(693,558)	(479,211)	(381,572)	20.37%
Health		(3,225,954)	(2,134,001)	(1,942,141)	8.99%
Education and Welfare		(5,099,480)	(3,421,684)	(3,418,835)	0.08%
Community Amenities		(1,451,670)	(630,037)	(742,399)	(17.83%)
Recreation and Culture		(6,615,908)	(4,632,821)	(3,812,900)	17.70%
Transport		(5,619,401)	(3,783,489)	(3,527,800)	6.76%
Economic Services		(565,288)	(368,998)	(309,786)	16.05%
Other Property and Services		(108,689)	(90,364)	(200,770)	(122.18%)
		(25,162,489)	(16,930,916)	(15,440,032)	8.81%
Operating activities excluded from budget					
Add back Depreciation		3,266,812	2,177,804	2,184,061	0.29%
Adjust (Profit)/Loss on Asset Disposal	10	18,023	-	12,322	
Movement in Leave Reserve		24,000	24,000	6,279	(73.84%)
Amount attributable to operating activities		370,670	5,588,252	7,158,598	
Investing Activities					
Non-operating Grants, Subsidies and Contributions					
Non-operating Grants, Subsidies and Contributions		1,478,462	991,577	315,936	(68.14%)
Proceeds from Disposal of Assets	10	605,150	-	27,387	
Land and Buildings	8	(1,198,500)	(848,919)	(299,224)	(64.75%)
Infrastructure Assets - Roads	8	(902,542)	(902,542)	(113,569)	(87.42%)
Infrastructure Assets - Footpaths	8	(93,500)	(78,856)	(52,766)	(33.09%)
Infrastructure Assets - Other	8	(1,173,500)	(987,405)	(273,075)	(72.34%)
Infrastructure Assets - Drainage	8	(1,430,700)	(1,302,610)	(32,644)	(97.49%)
Plant and Equipment	8	(118,880)	(93,181)	(123,586)	32.63%
Furniture and Equipment	8	(181,682)	(191,407)	(83,310)	(56.48%)
Amount attributable to investing activities		(3,015,692)	(3,413,343)	(634,850)	
Financing Activities					
Self-Supporting Loan Principal		19,779	13,623	13,623	-
Transfer from Reserves	7	1,077,343	-	-	-
Repayment of Debentures	4	(123,994)	(79,758)	(79,758)	-
Transfer to Reserves	7	(821,362)	(25,494)	(25,494)	-
Amount attributable to financing activities		151,766	(91,630)	(91,630)	
Closing Funding Surplus(Deficit)	3	38,324	4,614,858	8,616,497	

TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 28 February 2018

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)- (a)/(a)
Opening Funding Surplus (Deficit)	3	2,531,579	\$ 2,531,579	\$ 2,184,379	% (13.71%)
Revenue from operating activities					
Rates	2	12,935,762	12,881,262	12,888,910	0.06%
Operating Grants, Subsidies and Contributions		2,364,274	1,906,564	1,979,232	3.81%
Fees and Charges		5,838,490	4,791,185	4,770,866	(0.42%)
Interest Earnings		452,821	299,326	305,891	2.19%
Other Revenue		632,977	439,027	447,306	1.89%
Profit on Disposal of Assets		-	-	3,764	
		22,224,324	20,317,363	20,395,968	0.39%
Expenditure from operating activities					
Employee Costs		(11,383,091)	(7,667,082)	(7,415,768)	3.28%
Materials and Contracts		(8,304,553)	(5,451,031)	(4,311,573)	20.90%
Utility Charges		(711,844)	(470,128)	(443,821)	5.60%
Depreciation on Non-Current Assets		(3,266,812)	(2,177,804)	(2,184,061)	(0.29%)
Interest Expenses		(61,115)	(38,549)	(32,847)	14.79%
Insurance Expenses		(462,957)	(368,563)	(402,601)	(9.24%)
Other Expenditure		(954,094)	(757,758)	(633,276)	16.43%
Loss on Disposal of Assets		(18,023)	-	(16,086)	
		(25,162,489)	(16,930,916)	(15,440,032)	8.81%
Operating activities excluded from budget					
Add back Depreciation		3,266,812	2,177,804	2,184,061	0.29%
Adjust (Profit)/Loss on Asset Disposal		18,023	-	12,322	
Movement in Leave Reserve		24,000	24,000	6,279	(73.84%)
Amount attributable to operating activities		370,670	5,588,252	7,158,598	
Investing activities					
Grants, Subsidies and Contributions		1,478,462	991,577	315,936	(68.14%)
Proceeds from Disposal of Assets	10	605,150	-	27,387	
Land and Buildings	8	(1,198,500)	(848,919)	(299,224)	(64.75%)
Infrastructure Assets - Roads	8	(902,542)	(902,542)	(113,569)	(87.42%)
Infrastructure Assets - Footpaths	8	(93,500)	(78,856)	(52,766)	(33.09%)
Infrastructure Assets - Other	8	(1,173,500)	(987,405)	(273,075)	(72.34%)
Infrastructure Assets - Drainage	8	(1,430,700)	(1,302,610)	(32,644)	(97.49%)
Plant and Equipment	8	(118,880)	(93,181)	(123,586)	32.63%
Furniture and Equipment	8	(181,682)	(191,407)	(83,310)	(56.48%)
Amount attributable to investing activities		(3,015,692)	(3,413,343)	(634,850)	
Financing Activities					
Self-Supporting Loan Principal		19,779	13,623	13,623	0.00%
Transfer from Reserves	7	1,077,343	-	-	
Repayment of Debentures	4	(123,994)	(79,758)	(79,758)	0.00%
Transfer to Reserves	7	(821,362)	(25,494)	(25,494)	0.00%
Amount attributable to financing activities		151,766	(91,630)	(91,630)	
Closing Funding Surplus (Deficit)	3	38,324	4,614,858	8,616,497	

Town of Bassendean
STATEMENT OF FINANCIAL ACTIVITY
 (Corporate Business Plan)
 For the Period Ended 28 February 2018

	ORIGINAL BUDGET	PROPOSED BUDGET	YTD ACTUAL
	Sum of Original Budget	Sum of Proposed Budget	Sum of YTD Actual
Built Environment	7,372,528	7,267,608	4,245,315
Capital Expenditure	1,467,442	1,347,357	445,288
Operating Expenditure	6,860,339	6,813,804	4,223,660
Operating Income	(955,253)	(893,553)	(423,632)
Economic	318,441	323,421	138,184
Capital Expenditure	18,500	23,480	6,483
Operating Expenditure	433,311	433,311	194,045
Operating Income	(133,370)	(133,370)	(62,344)
Good Governance	(12,109,545)	(11,973,180)	(12,489,482)
Capital Expenditure	66,000	65,062	-
Operating Expenditure	1,648,238	1,723,438	1,013,947
Operating Income	(13,823,783)	(13,761,680)	(13,503,429)
Natural Environment	5,544,975	5,306,944	1,367,838
Capital Expenditure	1,672,382	1,634,233	237,073
Operating Expenditure	6,787,563	6,634,496	3,894,040
Operating Income	(2,914,970)	(2,961,785)	(2,763,275)
Social	5,432,608	5,297,191	2,444,447
Capital Expenditure	1,874,980	1,847,649	289,330
Operating Expenditure	9,433,038	9,455,356	6,110,669
Operating Income	(5,875,410)	(6,005,814)	(3,955,552)
Grand Total	6,559,007	6,221,984	(4,293,698)
Less Depreciation	(3,266,812)	(3,266,812)	(2,184,061)
Plus Opening Surplus	(2,531,579)	(2,184,379)	(2,184,379)
Transfer from Reserves	(1,077,343)	(1,251,662)	-
Proceeds from Disposal of Ass	(605,150)	(605,150)	(27,387)
Employee Accruals	(24,000)	(24,000)	(6,279)
P& L on sale of assets	(18,023)	(18,023)	(12,322)
Loan Principal Repayments	123,992	123,992	79,758
Transfer to Reserves	821,361	985,503	25,494
Self Supporting Loan	(19,779)	(19,779)	(13,623)
TOTAL SUMMARY	(38,324)	(38,324)	(8,616,497)

Town of Bassendean
STATEMENT OF FINANCIAL POSITION
For the Period Ended 28 February 2018

	2017/18	2016/17
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	15,503,395	10,475,121
Trade and other receivables	2,622,817	1,023,023
Inventories	16,079	13,333
TOTAL CURRENT ASSETS	<u>18,142,291</u>	<u>11,511,477</u>
NON-CURRENT ASSETS		
Financial Assets	108,332	108,332
Other receivables	557,453	571,885
Property, plant and equipment	56,292,888	56,216,070
Infrastructure	104,563,873	105,885,479
Interests in Joint Ventures	7,538,343	7,538,343
TOTAL NON-CURRENT ASSETS	<u>169,060,889</u>	<u>170,320,108</u>
TOTAL ASSETS	<u>187,203,180</u>	<u>181,831,585</u>
CURRENT LIABILITIES		
Trade and other payables	3,583,742	3,402,911
Current portion of long term borrowings	44,236	123,994
Provisions	2,109,118	2,110,469
TOTAL CURRENT LIABILITIES	<u>5,737,096</u>	<u>5,637,374</u>
NON-CURRENT LIABILITIES		
Long term borrowings	811,380	811,380
Provisions	201,834	201,834
TOTAL NON-CURRENT LIABILITIES	<u>1,013,213</u>	<u>1,013,213</u>
TOTAL LIABILITIES	<u>6,750,309</u>	<u>6,650,587</u>
NET ASSETS	<u>180,452,870</u>	<u>175,180,997</u>
EQUITY		
Retained surplus	37,062,865	31,816,485
Reserves - cash backed	4,826,808	4,801,314
Revaluation surplus	138,563,195	138,563,196
TOTAL EQUITY	<u>180,452,870</u>	<u>175,180,997</u>

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

TOWN OF BASSENDEAN
STATEMENT OF CHANGES IN EQUITY
For the Period Ended 28 February 2018

	RETAINED SURPLUS \$	RESERVES CASH/INVESTMENT BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 30 June 2017	31,888,675	4,673,019	114,000,341	150,562,035
Comprehensive income				
Net result	56,108	-	-	56,108
Changes on revaluation of assets	-	-	24,562,854	24,562,854
Transfers from/(to) reserves	(128,296)	128,296	-	-
Balance as at 30 June 2018	31,816,487	4,801,314	138,563,195	175,180,997
Comprehensive income				
Net result	5,271,872	-	-	5,271,872
Transfers from/(to) reserves	(25,494)	25,494	-	-
Balance as at 28 February 2018	37,062,865	4,826,808	138,563,195	180,452,870

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

TOWN OF BASSENDEAN
STATEMENT OF CASH FLOWS
For the Period Ended 28 February 2018

	2017/18 Actual \$	2017/18 Budget \$	2016/2017 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts:			
Rates	11,733,528	12,882,806	12,649,066
Operating grants, subsidies and contributions	1,979,232	2,372,274	3,072,445
Fees and charges	4,471,094	5,838,490	5,492,673
Interest earnings	310,337	452,821	524,551
Goods and services tax	687,165	-	971,140
Other revenue	447,306	632,977	720,383
	19,628,662	22,179,368	23,430,258
Payments:			
Employee costs	(7,539,787)	(11,377,547)	(11,234,999)
Materials and contracts	(4,311,573)	(8,040,124)	(6,552,966)
Utility charges	(443,821)	(711,844)	(692,324)
Interest expenses	(38,550)	(61,115)	(66,527)
Insurance expenses	(402,601)	(462,957)	(513,844)
Goods and services tax	(642,690)	-	(1,027,898)
Other expenditure	(633,276)	(954,094)	(1,047,411)
	(14,012,298)	(21,607,681)	(21,135,969)
Net cash provided by (used in) operating activities	5,616,365	571,687	2,294,289
CASH FLOWS FROM INVESTING ACTIVITIES			
Receipts:			
Non-operating grants, subsidies and contributions	315,936	1,478,462	1,086,544
Proceeds from sale of assets	27,387	605,150	5,500
Payments:			
Payments for purchase of property, plant & equipment	(506,929)	(1,499,062)	(580,054)
Payments for construction of infrastructure	(472,054)	(3,600,242)	(1,647,718)
Net cash provided by (used in) investment activities	(635,659)	(3,015,692)	(1,135,728)
CASH FLOWS FROM FINANCING ACTIVITIES			
Receipts:			
Proceeds from self supporting loans	14,432	19,779	18,509
Deferred Income Sports Club	-	-	8,000
Transfer from Trust	112,893	200,000	(89,488)
Payments:			
Repayment of debentures	(79,758)	(123,995)	(115,710)
Net cash provided by (used In) financing activities	47,567	95,784	(178,689)
Net increase (decrease) in cash held	5,028,273	(2,348,221)	979,872
Cash and cash equivalents at beginning of year	10,475,121	10,656,168	9,495,249
Cash and cash equivalents at the end of the year	15,503,395	8,307,947	10,475,121

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

TOWN OF BASSENDEAN
NOTES TO AND FORMING PART OF THE CASHFLOW

NOTES TO THE CASH FLOW STATEMENT

(a) Reconciliation of Cash

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

	2017/18 Actual \$	2017/18 Budget \$	2016/2017 \$ Actual
Cash and Cash Equivalents	15,503,395	8,307,947	10,475,121

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

Net Result	5,271,872	(1,459,702)	56,108
Depreciation	2,184,061	3,266,812	3,314,436
(Profit)/Loss on Sale of Asset	12,322	18,023	9,000
(Increase)/Decrease in Receivables	(1,447,962)	(44,956)	(198,106)
(Increase)/Decrease in Inventories	(2,746)	-	6,545
Increase in Investment in Joint Venture	-	-	(202,422)
Decrease in Investment in WALGA House Trust	-	-	16,888
Increase/(Decrease) in Payables & Accruals	(85,246)	264,429	(26,879)
Increase/(Decrease) in Employee Provisions	-	5,544	405,266
Grants/Contributions for the Development of Assets	(315,936)	(1,478,462)	(1,086,544)
Net Cash from Operating Activities	5,616,365	571,687	2,294,289

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 1 Reporting Classifications

Nature or Type Classifications

Town operations as disclosed in these financial statements encompass the following nature or type classifications.

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 1 Reporting Classifications continued

Nature or Type Classifications

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

Program Classifications (Function/Activity)

Town operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE

Administration and operation of facilities and services to members of council; Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Supervision of various by-laws, fire prevention, emergency services and animal control.

HEALTH

Food quality and pest control, immunisation services, inspection of public buildings and operation of child health services.

EDUCATION AND WELFARE

Provision, management and support of educational services at the pre-school level and assistance to schools. The provision, management and support of welfare services for families, youth, children and the aged within the community.

COMMUNITY AMENITIES

The provision of sanitation (waste management), stormwater drainage, town and regional planning and development, the provision of rest rooms and protection of environment.

RECREATION AND CULTURE

Provision of facilities, and support of organisations concerned with leisure time activities and sport. This includes the provision of leisure programs, halls and community centres, libraries, historical sites, recreation centres, parks, gardens and sportsgrounds.

TRANSPORT

The construction and maintenance of streets, roads, bridges, footpaths and cycle ways.

ECONOMIC SERVICES

Regulation support and/or provision of such services as tourism, area promotion and building control.

OTHER PROPERTY & SERVICES

Private works, public works overheads, plant operations and other revenues and expenses not elsewhere classified.

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 2: Rating Information	Rate in	Number of Properties	Rateable Value	YTD Actual				Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV - Residential	7.1650	5,769	158,122,563	11,330,584	71,531	3,600	11,405,715	11,329,482	120,000	2,000	11,451,482
Sub-Totals		5,769	158,122,563	11,330,584	71,531	3,600	11,405,715	11,329,482	120,000	2,000	11,451,482
Minimum Payment	Minimum \$										
Minimum Rate	1,085	1,368	18,858,081	1,483,195	-	-	1,483,195	1,484,280	-	-	1,484,280
Sub-Totals		1,368	18,858,081	1,483,195	-	-	1,483,195	1,484,280	-	-	1,484,280
		7,137	176,980,644	12,813,779	71,531	3,600	12,888,910	12,813,762	120,000	2,000	12,935,762
Amount from General Rates							12,888,910	12,813,762			12,935,762
Totals							12,888,910	12,813,762			12,935,762

Comments - Rating Information

All land except exempt land in the Town of Bassendean is rated according to its Gross Rental Value (GRV). The general rates detailed above for the 2017/18 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year. The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

The Rates for 2017/18 were issued on the 21 July 2017. The due date for the payment of rates is August 25 2017, 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 2017/18 are:
 1st: 25 August 2017
 2nd: 27 October 2017
 3rd: 5 January 2018
 4th: 9 March 2018

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Last Years Actual Closing	Current
	30 June 2017	28 Feb 2018
	\$	\$
Current Assets		
Cash Unrestricted	3,699,827	8,589,713
Cash Restricted	4,801,314	4,826,808
Restricted Cash - Trust	1,973,980	2,086,873
Rates Outstanding	754,709	2,394,312
Sundry Debtors	135,775	140,443
GST Receivable	112,759	68,282
Inventories	13,333	16,079
	11,491,698	18,122,511
Less: Current Liabilities		
Sundry Creditors	(1,050,259)	(1,359,316)
Accrued Interest on Debentures	(5,703)	-
Accrued Salaries and Wages	(122,668)	-
Rates in Advance	(250,300)	(137,553)
Hyde Retirement Village Bonds	(173,600)	(157,850)
Bonds and Other Deposits	(1,800,380)	(1,929,023)
Current Employee Provisions	(2,110,469)	(2,109,118)
	(5,513,380)	(5,692,860)
Net Current Assets	5,978,318	12,429,651
Less: Cash Reserves	(4,801,314)	(4,826,808)
Plus : Liabilities funded by Cash Backed Reserves	1,007,375	1,013,654
Net Current Funding Position	2,184,379	8,616,497

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 4 : Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2017	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$
Recreation and Culture							
Loan 156 - Civic Centre Redevelopment	129,324	32,501	43,775	96,823	85,549	5,355	9,021
Loan 160A - Civic Centre Redevelopment	384,383	22,147	45,010	362,236	339,373	11,756	25,987
Loan 160B- Civic Centre Redevelopment	153,009	11,487	15,430	141,522	137,579	4,983	8,720
Self Supporting Loans							
Loan 157 - Ashfield Soccer Club	19,158	2,122	4,316	17,036	14,842	617	1,177
Loan 162 - TADWA	249,498	11,501	15,462	237,997	234,036	10,136	16,211
	935,372	79,758	123,994	855,614	811,378	32,847	61,115

(b) New Debentures

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

(c) Unspent Debentures

The Town has no unspent debentures.

(d) Overdraft

Council has an overdraft facility of \$100,000 with Commonwealth Bank of Australia. It is anticipated that this facility will not be required in the 2017/18 Financial Period.

Town of Bassendean
Monthly Investment Report
For the Period Ended 28 February 2018

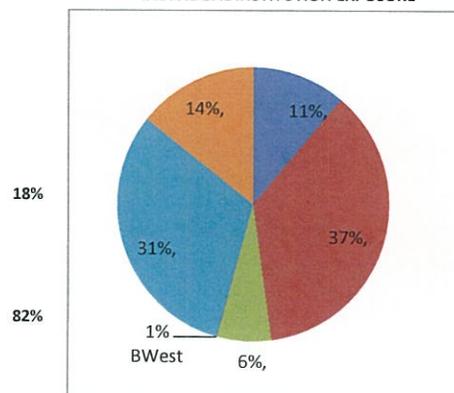
Note 5 : CASH INVESTMENTS

Deposit Ref	Deposit Date	Maturity Date	S & P Rating	Institution	Term (Days)	Rate of Interest	Amount Invested (Days)				Expected Interest	
							Up to 30	30-60	60-90	90-120+		
Municipal												
4191405	20/02/2018	4/04/2018	A1	Suncorp	43	1.96%		500,000	-	-	500,000	1,155
488960	9/01/2018	20/03/2018	A2	Bank of Queensland	70	2.15%		-	1,700,000	-	1,700,000	7,010
48028	6/02/2018	14/05/2018	A2	IMB	97	2.40%		-	-	2,000,000	2,000,000	12,756
491137	23/01/2018	6/03/2018	A2	Bank of Queensland	42	1.75%		2,000,000	-	-	2,000,000	4,027
							-	2,500,000	1,700,000	2,000,000	6,200,000	24,948
Reserve												
473732	29/09/2017	29/03/2018	A2	Bank of Queensland	181	2.60%			-	1,013,654	1,013,654	13,069
4189666	26/09/2017	27/03/2018	A1	Suncorp	182	2.50%				2,276,608	2,276,608	28,380
164115	12/02/2018	29/06/2018	A1+	Commonwealth Bank	137	2.30%		-		1,548,281	1,548,281	13,366
							-	-	-	4,838,543	4,838,543	54,815
Trust												
089-062126-4	26/02/2018	26/06/2018	A1+	Bankwest	120	1.50%				11,670	11,670	58
94-401-6261	26/02/2018	29/06/2018	A1+	NAB	123	2.48%				885,285	885,285	7,399
491987	30/01/2018	30/05/2018	A2	Bank of Queensland	120	2.45%		-		400,000	400,000	3,222
4190564	30/11/2017	9/03/2018	A1	Suncorp	99	2.40%				1,600,000	1,600,000	10,415
							-	-	-	2,896,955	2,896,955	21,093
Total							-	2,500,000	1,700,000	9,735,497	13,935,497	100,856

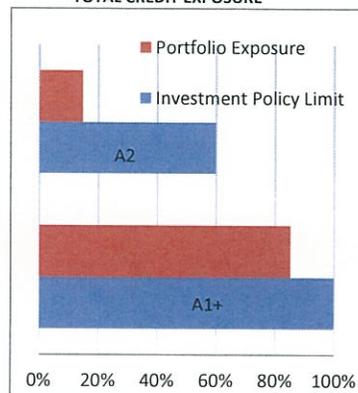
ENVIRONMENTAL COMMITMENT

Depositing Institution	Value Invested
Fossil Fuel Lending ADI	
Commonwealth	\$1,548,281
NAB	\$885,285
Bankwest	\$11,670
	\$2,445,236
Non Fossil Fuel Lending ADI	
B of Queensland	\$5,113,654
IMB	\$2,000,000
Suncorp	\$4,376,608
	\$11,490,262
Total Funds	\$13,935,497

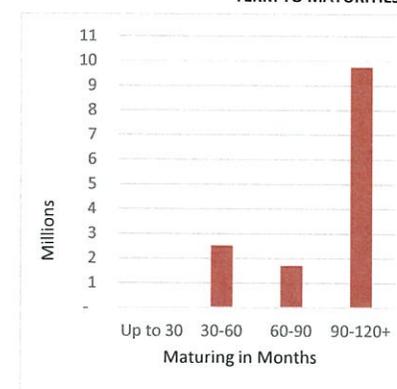
INDIVIDUAL INSTITUTION EXPOSURE



TOTAL CREDIT EXPOSURE



TERM TO MATURITIES

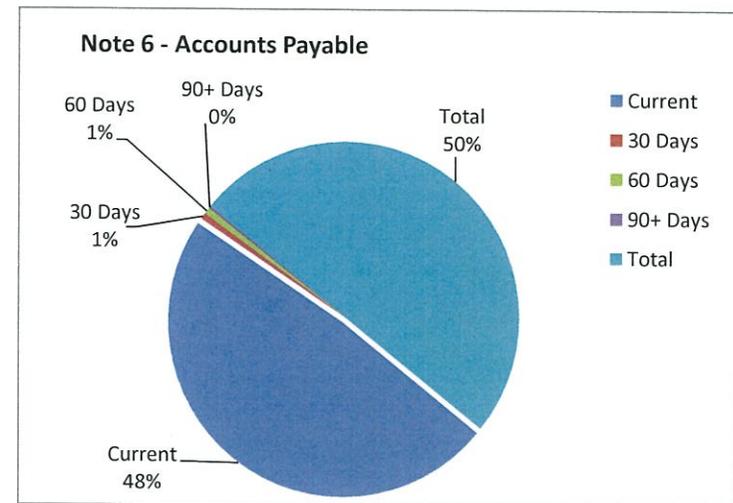
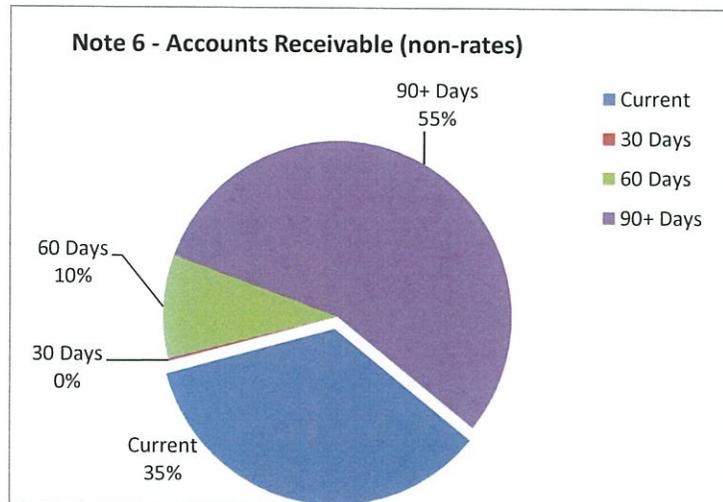


TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 6: Receivables and Payables

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	22,504	153	6,134	35,463	64,254

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables - General	1,077,747	13,111	12,894	5,496	1,109,248



Town of Bassendean
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 7: Cash Backed Reserve

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant And Equipment Reserve	379,103	8,634	2,106	-	-	(29,000)	-	358,737	381,209
Recreation Development Reserve	37,139	14,512	206	-	-	-	-	51,651	37,345
Land And Buildings Infrastructure Reserve	1,843,265	41,982	10,242	550,000	-	(800,000)	-	1,635,247	1,853,508
Waste Management Reserve	288,744	11,815	1,604	100,000	-	-	-	400,559	290,348
Wind In The Willows Child Care Reserve	53,361	1,215	297	-	-	(40,000)	-	14,576	53,657
Aged Persons Reserve	470,210	10,709	2,613	-	-	-	-	480,919	472,822
Youth Development Reserve	27,529	627	153	-	-	-	-	28,156	27,682
Cultural Events Reserve	5,162	-	30	-	-	(5,162)	-	-	5,192
Self Insurance Reserve	8,199	-	46	-	-	(8,199)	-	-	8,244
Underground Power Reserve	79,452	1,810	441	-	-	-	-	81,262	79,894
Employee Entitlements Reserve	1,007,375	-	6,279	24,000	-	-	-	1,031,375	1,013,654
Roads And Drainage Infrastructure Reserve	114,111	2,599	634	-	-	-	-	116,710	114,745
Hacc Asset Replacement Reserve	151,861	3,459	844	-	-	(65,000)	-	90,320	152,705
Unspent Grants Reserve	335,803	-	-	50,000	-	(129,982)	-	255,821	335,803
	4,801,314	97,362	25,494	724,000	-	(1,077,343)	-	4,545,333	4,826,808

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 8: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Funding Source	Funding Amount
		New/ Upgrade	Renewal	Total YTD	Purchase Order Value	Annual Budget	YTD Budget		
		\$	\$	\$		\$	\$	\$	
Summary of Capital Acquisitions									
Land and Buildings		-	299,224	299,224	9,062	1,198,500	848,919	(549,695)	
Plant and Equipment		-	123,586	123,586	782	118,880	93,181	30,405	
Furniture and Equipment		-	83,310	83,310	57,943	181,682	191,407	(108,097)	
Roadworks		-	113,569	113,569	181,352	902,542	902,542	(788,973)	
Drainage		-	32,644	32,644	115,992	1,430,700	1,302,610	(1,269,966)	
Footpaths		-	52,766	52,766	7,530	93,500	78,856	(26,090)	
Parks, Gardens and Reserves		273,075	-	273,075	35,581	1,173,500	987,405	(714,330)	
Totals		273,075	705,099	978,174	408,241	5,099,304	4,404,920	(3,426,746)	
LAND									
LAND PURCHASE 97 KENNY ST(WIND UP TPS4A)	AL1701	-	-	-	-	5,000	5,000	(5,000)	
LAND PURCHASE 13 HATTON(WIND UP TPS4A)	AL1702	-	-	-	-	6,000	6,000	(6,000)	
	Land Total	-	-	-	-	11,000	11,000	(11,000)	
Buildings									
11 HAMILTON STREET, BASSENDEAN - REROOFING	AB1701		66,902	66,902	-	80,000	66,903	(1)	Reserves 80,000
COMMUNITY HALL BASSENDEAN - RENEWAL TO ALUMINIUM ENTRY DOORS	AB1702		18,378	18,378	-	20,000	20,215	(1,837)	
STAN MOSES PAVILLION, EDEN HILL - ENTRY DOORS	AB1703		13,489	13,489	-	15,000	14,838	(1,349)	
COMMUNITY FACILITY - REPLACE LIGHTING WITH LED LIGHTING (MLA COMMITMENT)	AB1705		14,554	14,554	-	15,000	14,554	(0)	Grant 15,000
DEPOT - UPGRADE WORKSHOP SWITCHBOARD	AB1706		4,854	4,854	-	7,000	4,854	(0)	
SENIOR CITIZENS HALL - UPGRADE OF AIR CONDITIONING SYSTEM (MLA COMMITMENT)	AB1708		11,600	11,600	-	15,000	11,600	-	Grant 15,000
BASSENDEAN BOWLING CLUB - ELECTRICAL REWIRE & REPLACE WITH LED LIGHTING	AB1709		22,000	22,000	-	18,000	22,000	-	
DUDLEY ROBINSON CENTRE (YOUTH SERVICES) - REPLACING AIR CONDITIONING SYSTEM	AB1710		15,600	15,600	-	16,000	15,600	-	
BOWLING CLUB BASSENDEAN - RENEW ENTRY DOORS TO BOWLING CLUB	AB1711		16,614	16,614	-	19,500	18,276	(1,662)	
DEPOT OFFICE - UPGRADE DATA CABLE EQUIPMENT	AB1713		-	-	-	6,000	6,000	(6,000)	
COMMUNITY HALL KITCHEN - REPLACE KITCHEN ROLLER SHUTTER WITH SMALLER & PRACTICAL	AB1714		-	-	-	5,000	5,000	(5,000)	
ASHFIELD COMMUNITY CENTRE - REPLACE CARPET WITH SUITABLE FLOORING MATERIAL	AB1715		18,575	18,575	-	20,000	18,575	-	
INSTALLATION OF EMERGENCY EVACUATION PA/INTERCOM SYSTEM - ADMINISTRATION OFFICE	AB1716		-	-	9,062	10,000	9,062	(9,062)	
ASHFIELD COMMUNITY CENTRE - UPGRADE TO LED LIGHTING	AB1717		19,739	19,739	-	20,000	19,739	(0)	
BILL WALKER STAND - UPGRADE OF MAIN ELECTRICAL SWITCH BOARD, SEWER PUMPS, OVA	AB1718		23,685	23,685	-	25,000	23,685	-	
35 OLD PERTH ROAD - UPGRADE	AB1719		4,439	4,439	-	150,000	50,000	(45,561)	
WIND IN THE WILLOWS UPGRADES -BABIES AREA, CARPETS,PAINTING	AB1720		9,985	9,985	-	10,000	9,985	-	Reserves 10,000
48 OLD PERTH ROAD - UPGRADE OF COMMITTEE ROOM KITCHEN	AB1721		16,364	16,364	-	20,000	16,364	(0)	
WIW ASHFIELD BUILDING UPGRADE	AB1722		9,107	9,107	-	10,000	20,000	(10,893)	Reserves 10,000
YOUTH SERVICES FLOORING AND PAINTING	AB1723		10,590	10,590	-	11,000	7,333	3,257	Reserves \$170K, Grant \$500k
CONSTRUCTION OF NEW MENS SHED- SCADDAN STREET	AB1724		2,750	2,750	-	695,000	463,336	(460,586)	670,000
	Buildings Total	-	299,224	299,224	9,062	1,187,500	837,919	(538,695)	

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 8: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Funding Source	Funding Amount	
		New/ Upgrade \$	Renewal \$	Total YTD \$	Purchase Order Value \$	Annual Budget \$	YTD Budget \$			YTD Variance \$
Furniture and Equipment										
IT CAFE UPGRADE - BASSENDEAN YOUTH CENTRE	AE1701		20,099	20,099	-	20,000	20,000	99	Grant	20,000
LIBRARY - ONE STOP SELF SERVICE CIRCULATION SERVICE UNIT	AE1702		-	-	5,700	7,000	7,000	(7,000)		
REPLACING RAINBIRD FLOW METERS AND CONTROLLERS FOR THE AUTOMATIC RETICULATIC	AE1703		14,760	14,760	-	15,000	14,760	-		
IT INFRASTRUCTURE UPGRADE (C/O FROM 2016-1 AE11601)	AE1704		-	-	-	50,000	50,000	(50,000)		
CCTV MARY CRESCENT	AE1705		13,201	13,201	29,871	44,841	49,824	(36,623)	Reserves	44,841
CCTV JUBILEE RESERVE	AE1706		35,249	35,249	22,372	44,841	49,823	(14,574)	Reserves	44,841
Furniture and Equipment Total		-	83,310	83,310	57,943	181,682	191,407	(108,097)		
Plant and Equipment										
P1105 - POLMAC TRAILER (REC & CUL)	AF1701		2,745	2,745	-	3,100	2,740	5	Trade-In	350
P270 - POLMAC TRAILER	AF1702		1,339	1,339	-	1,800	1,340	(1)	Trade-In	200
PP7195 - KUBOTA RIDE ON MOWER	AF1703		42,100	42,100	-	23,000	-	42,100	Reserves	23,000
RYDE PROGRAM - NEW VEHICLE (MLA COMMITMENT)	AF1704		19,990	19,990	-	19,980	19,980	10	Grant	19,980
SECURITY SYSTEM UPGRADE DEPOT FENCE LINE	AF1705		20,424	20,424	782	25,000	25,000	(4,576)		
P151 - POLMAC FIBERGLASS B TRAILER	AF1707		1,890	1,890	-	2,500	1,890	(0)	Trade-In	500
PP7170 - COX RIDE-ON MOWER	AF1708		-	-	-	5,000	5,000	(5,000)	Trade-In	1,000
2 X METRO COUNT 5600 TRAFIC COUNTERS	AF1709		10,433	10,433	-	6,000	10,433	0	Reserves	6,000
TRAILER FOR MARKETS TRAFFIC MANAGEMENT SIGNS	AF1711		6,483	6,483	-	7,500	8,616	(2,133)		
VEHICLE UTE ASHFIELD HANDY MAN (SENIORS & DISABILITY SERVICES) REPLACES PLHM114	AF1712		18,182	18,182	-	25,000	18,182	(0)	Reserves	25,000
Plant and Equipment Total		-	123,586	123,586	782	118,880	93,181	30,405		
Infrastructure - Roads										
COLSTOUND - GUILDFORD RD TO HAIG ST RESURFACING	AR1701		55,497	55,497	7,416	85,000	85,000	(29,503)	Grant	48,406
COLSTOUND - HAIG ST TO MARGARET ST - MILL AND REPLACE	AR1702		10,290	10,290	4,944	46,000	46,000	(35,710)		
PALMERSTON ST - HAMILTON ST TO GUILDFORD RD RESURFACING	AR1703		12,382	12,382	86,361	180,000	180,000	(167,618)	Grant	119,929
SHACKLETON ST - GERALDINE ST TO WEST OF KENNY ST ROUNDABOUT - RESURFACING	AR1704		5,306	5,306	-	111,000	111,000	(105,694)	Grant	65,032
SHACKLETON ST - GUILDFORD RD TO GERALDINE ST RESURFACING	AR1705		4,782	4,782	308	97,350	97,350	(92,568)	Grant	64,896
SHACKLETON ST - MEDIUM TRAFFIC ISLAND REPLACEMENT	AR1706		-	-	-	30,000	30,000	(30,000)		
WEST ROAD - UPGRADE TRAFFIC CALMING DEVICES & PARKING IMPROVEMENT	AR1707		14,601	14,601	-	90,000	90,000	(75,399)	Grant	90,000
WEST ROAD - OLD PERTH ROAD TO GUILDFORD ROAD - RESURFACING	AR1708		9,912	9,912	19,846	122,192	122,192	(112,280)	Grant	81,461
WEST RO/OLD PERTH RD ROUNDABOUT - RESURFACING	AR1709		800	800	3,000	76,000	76,000	(75,200)	Grant	21,738
SCADDAN STREET - PUBLIC CAR PARK RECONSTRUCTION AND RESURFACING	AR1710		-	-	59,477	65,000	65,000	(65,000)		
Roads Total		-	113,569	113,569	181,352	902,542	902,542	(788,973)		
Infrastructure - Footpaths										
CONCRETE APRON REMOVAL - POINT RESERVE LEADING TO 33 NORTH RD	AT1702		3,967	3,967	-	4,500	4,500	(534)		
WALTER ROAD EAST (#63) - IDA STREET TO MARION STREET - FOOTPATH UPGRADE	AT1703		17,784	17,784	4,506	21,000	20,738	(2,954)		
WALTER ROAD EAST (#419) - TO IVANHOE STREET - FOOTPATH UPGRADE	AT1704		15,729	15,729	3,024	16,000	16,835	(1,106)		
GUILDFORD ROAD (#276) - TO WEST ROAD - FOOTPATH UPGRADE	AT1705		15,286	15,286	-	22,000	15,116	170		
HATTON COURT - BRIDSON ST PAW - CONSTRUCTION OF NEW PATH THROUGH PAW AND S	AT1711		-	-	-	25,000	16,667	(16,667)		
PAW SOLAR BOLLARD INSTALLATION	AT1712		-	-	-	5,000	5,000	(5,000)		
Infrastructure - Footpaths Total		-	52,766	52,766	7,530	93,500	78,856	(26,090)		

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 8: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Funding Source	Funding Amount
		New/ Upgrade	Renewal	Total YTD	Purchase Order Value	Annual Budget	YTD Budget		
		\$	\$	\$		\$	\$	\$	
Infrastructure - Drainage									
ANZAC ROAD PIPE BETWEEN FIRST & SECOND AVE	AD1702	-	-	-	-	80,000	80,000	(80,000)	
17 BROADWAY - DRAINAGE PIPE REMOVAL	AD1703	-	-	-	-	25,000	-	-	
SHACKLETON STREET - SWALES AND UNDERGROUND STORAGE	AD1704	-	-	-	-	170,000	170,000	(170,000)	
OLD PERTH ROAD AND BRIGGS ST - DRAINAGE UPGRADE	AD1705	-	1,970	1,970	10,277	200,000	200,000	(198,030)	Grant
VILLIERS STREET WEST - RELINING	AD1706	-	240	240	-	49,700	49,700	(49,460)	
SUCCESS ROAD - RELINING	AD1707	-	-	-	-	84,000	84,000	(84,000)	
WHITFIELD STREET - RELINING	AD1708	-	-	-	-	182,000	182,000	(182,000)	
									Reserves
ANZAC TERRACE DRAINAGE DISCHARGE UPGRADE	AD1709	-	10,996	10,996	96,685	250,000	200,000	(189,004)	\$40.3K, Grant
VILLIERS STREET WEST - CONSTRUCTION OF NEW STORM WATER DRAINAGE STORAGE TANK	AD1710	-	-	-	-	130,000	130,000	(130,000)	\$44.7K
SUCCESS HILL - DRAINAGE OUTLET UPGRADE	AD1711	-	10,815	10,815	4,080	210,000	210,000	(199,185)	
WEST RD - GUILDFORD RD TO OLD PERTH ROAD - DRAINAGE UPGRADES	AD1713	-	8,623	8,623	4,950	50,000	(3,090)	11,713	
	Infrastructure - Drainage Total	-	32,644	32,644	115,992	1,430,700	1,302,610	(1,269,966)	
Infrastructure - Park Plant & Equipment									
DUDLEY ROBINSON CENTRE - NEW GARRISON FENCE	AP1701	6,995	-	6,995	-	7,000	6,995	-	
DEPOT - PERIMETER FENCE RENEWAL	AP1702	62,180	-	62,180	-	60,000	62,180	-	
BASSENDEAN OVAL - REFURBISHING PICKET FENCE	AP1703	40,000	-	40,000	22,840	85,000	85,000	(45,000)	
SANDY BEACH - UPGRADE OF RETICULATION	AP1704	14,335	-	14,335	3,690	25,000	25,000	(10,665)	
JUBILEE RESERVE - RETICULATION UPGRADE	AP1705	1,600	-	1,600	12,400	15,000	15,000	(13,400)	
BASSENDEAN BOWLING CLUB - CHAIN FENCE RENEWAL WITH GARRISON	AP1706	19,501	-	19,501	1,273	22,500	19,501	(0)	
48 OLD PERTH ROAD, BASSENDEAN COMMUNITY HALL - POND REPAIR AND REINSTATE GAR	AP1708	-	-	-	-	10,000	10,000	(10,000)	
SUCCESS HILL RESERVE UPGRADE OF SHELTERS, ABORIGINAL HISTORY SIGNAGE	AP1710	-	-	-	-	7,000	7,000	(7,000)	
JETTY RENEWAL AFTER FLOOD DAMAGE	AP1711	106,926	-	106,926	-	102,000	106,926	(0)	Insurance
WIW WILSON STREET PLAYGROUND UPGRADE	AP1712	19,138	-	19,138	-	20,000	19,139	(1)	Reserves
POST AND BEAM BOLLARD UPGRADE	AP1713	-	-	-	18,218	20,000	14,000	(14,000)	
SANDY BEACH NATURE BASE PLAYGROUND	AP1714	2,400	-	2,400	-	550,000	366,664	(364,264)	Reserves
STAGE 1 PLAYGROUND RENEWAL- MARY CRESEENT	AP1715	-	-	-	-	250,000	250,000	(250,000)	CIL
	Infrastructure - Park Plant & Equipment Total	273,075	-	273,075	35,581	1,173,500	987,405	(714,330)	
Capital Expenditure Total		273,075	705,099	978,174	292,249	5,099,304	4,404,920	(3,426,746)	

TOWN OF BASSENDEAN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 28 February 2018

Note 9: Budget Amendments

GL Account Code	Description	Council Resolution	Original Budget	Amended Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Refer Budget Review Document				\$	\$	\$
					-	-	-

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 10: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
AL00034	Lot 7557 Lord Street	-	-	-	-	275,000	275,000	-	-
AL00035	48 Chapman Street	-	-	-	-	275,000	275,000	-	-
P7172	#7172 - Vertimower Gallagher Farm Guard - overdue	-	-	-	-	875	1,000	125	-
P7196	P7196 - TRAILER MOWER- JOHN PAPAS - 2 TONNE AGGREGATE	-	-	-	-	744	800	56	-
P819	#819 - Papas Box Trailer - overdue	350	28	-	(322)	306	350	44	-
PW7018	#PW7018 - Tennant MS20 Sweeper	18,454	17,507	-	(947)	17,063	15,000	-	(2,063)
PW7048	#PW7048 - Polmac Sweeper & Plant Trailer	-	809	-	-	1,684	1,000	-	(684)
PP7130	#PP7130 - Ransome Gang Five Mower (RA 786 A46)	-	-	-	-	3,500	2,000	-	(1,500)
PP7181	#PP7181 Ford Extra Cab Tray Ute (Gardening)	20,000	5,183	-	(14,817)	15,750	5,000	-	(10,750)
PA1445	#PA1445 - Ford Ranger Ute	-	-	-	-	17,500	15,000	-	(2,500)
PP7186	#PP7186 - Ford Ranger PJ - overdue	-	-	-	-	15,750	15,000	-	(750)
AIT0801	Metrocount Traffic Counter	96	3,860	3,764	-	-	-	-	-
		38,901	27,387	3,764	(16,086)	623,173	605,150	225	(18,248)

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 11: Trust Fund

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 1/07/2017	Amount Received	Amount Paid	Closing Balance 28/02/2018
	\$	\$	\$	\$
Public Open Space	870,624	14,661	-	885,285
BCITF	700	29,470	(30,088)	83
BRB	5,221	32,722	(35,069)	2,874
Total Uncontrolled Trust Funds	876,545	76,853	(65,156)	888,241

Funds held at balance date over which the Town has control are as follows:

Description	Opening Balance 1/07/2017	Amount Received	Amount Paid	Closing Balance 28/02/2018
Hyde Retirement Village Retention Bonds	173,600	33,419	(49,169)	157,850
<u>Other Bonds and Deposits</u>				
Sundry	234,145	77,440	(23,506)	288,079
Securities	785,707	149,093	(120,410)	814,390
Hall Hire Bonds	28,141	28,700	(31,450)	25,391
Crossover Deposits	104,675	4,000	-	108,675
Landscaping Bonds	622,849	171,471	(127,244)	667,075
Stormwater Deposits	23,346	1,990	(990)	24,346
Lyneham Hostel Residents Trust	1,050	-	-	1,050
Iveson Hostel Residents Trust	18	-	-	18
Total Other Bonds and Deposits	1,799,930	432,694	(303,601)	1,929,023
Total Controlled Trust Funds	1,973,530	466,113	(352,769)	2,086,873

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 28 February 2018

Note 12 : Statement of Financial Position Notes	2017/2018 \$	2016/2017 \$
CASH AND CASH EQUIVALENTS		
Unrestricted	8,589,713	3,699,827
Restricted	6,913,681	6,775,294
	<u>15,503,394</u>	<u>10,475,121</u>
The following restrictions have been imposed by regulations or other externally imposed requirements:		
Leave Reserve	1,013,654	1,007,375
Plant & Equipment Reserve	381,209	379,103
Recreation Development Reserve	37,345	37,139
Muni Building & T P Reserve	1,853,508	1,843,265
Waste Management Reserve	290,348	288,744
Wind in the Willows Reserve	53,657	53,361
Aged Persons Reserve	472,822	470,210
Youth Development Reserve	27,682	27,529
Cultural Events Reserve	5,192	5,162
Self Insurance Reserve	8,244	8,199
Underground Power Reserve	79,894	79,452
Drainage Reserve	114,745	114,111
HACC Assets Replacement	152,705	151,861
Unspent Portion of Grants	335,803	335,803
Hyde Retirement Village Retention Bonds	157,850	173,600
Other Bonds & Deposits	1,929,023	1,800,380
	<u>6,913,681</u>	<u>6,775,294</u>
TRADE AND OTHER RECEIVABLES		
Current		
Rates Outstanding	2,394,312	754,709
Sundry Debtors - General	79,811	123,652
GST Receivable	68,282	112,759
Accrued Interest	-	4,446
Sundry Debtors - SSL	19,779	19,779
Long Service Leave Due from Other Councils	52,633	52,633
Sundry Debtors - Other	8,000	8,000
Provision for Doubtful Debts	-	(52,956)
	<u>2,622,817</u>	<u>1,023,022</u>
Non-Current		
Rates Outstanding - Pensioners	323,008	323,008
Loans - Clubs/Institutions	234,445	248,877
Other Deferred Debtors - Clubs Contributions	-	-
	<u>557,453</u>	<u>571,885</u>
Investments - Government House	<u>108,332</u>	<u>108,332</u>
Investments- EMRC	<u>7,538,343</u>	<u>7,538,343</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 28 February 2018

Note 12 : Statement of Financial Position Notes	2017/2018 \$	2016/2017 \$
INVENTORIES		
Current		
Fuel and Materials	16,079	13,333
	<u>16,079</u>	<u>13,333</u>
PROPERTY, PLANT AND EQUIPMENT		
Land and Buildings		
- Independent Valuation 2017 - Level 2	<u>36,357,000</u>	<u>36,357,000</u>
Buildings at:		
- Independent Valuation 2017 - Level 3	25,757,805	25,757,805
- Additions after valuation - cost	299,224	-
Less: accumulated depreciation	<u>(7,622,758)</u>	<u>(7,301,045)</u>
	18,434,271	18,456,760
Total Land and Buildings	<u>54,791,271</u>	<u>54,813,760</u>
Furniture and Equipment - Management Valuation 2016	165,239	165,239
- Additions after valuation - cost	187,425	104,115
Less Accumulated Depreciation	<u>(112,322)</u>	<u>(95,764)</u>
Less Accumulated Depreciation	240,342	173,590
Plant and Equipment - Independent Valuation 2016		
- Independent Valuation 2016 - Level 2	1,898,330	1,898,330
- Independent Valuation 2016 - Level 3	714,601	714,601
- Additions after valuation - cost	236,326	112,740
Less Accumulated Depreciation	<u>(1,534,269)</u>	<u>(1,538,536)</u>
-Less Disposals after Valuation	<u>(116,332)</u>	<u>(21,035)</u>
	1,198,656	1,166,100
Art Works		
- Independent Valuation 2015 - Level 2	<u>62,620</u>	<u>62,620</u>
	62,620	62,620
	<u>56,292,889</u>	<u>56,216,070</u>
INFRASTRUCTURE		
Roads - Independent Valuation 2017	83,500,078	83,500,078
- Additions after valuation - cost	113,569	
Less Accumulated Depreciation	<u>(16,154,283)</u>	<u>(15,181,450)</u>
	67,459,364	68,318,628
Footpaths - Independent Valuation 2017	10,233,801	10,233,801
- Additions after valuation - cost	52,766	
Less Accumulated Depreciation	<u>(3,162,440)</u>	<u>(3,002,330)</u>
	7,124,127	7,231,471

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 28 February 2018

Note 12 : Statement of Financial Position Notes	2017/2018 \$	2016/2017 \$
INFRASTRUCTURE		
Drainage - Independent Valuation 2017	39,635,969	39,635,969
- Additions after valuation - cost	32,644	-
Less Accumulated Depreciation	<u>(17,279,355)</u>	<u>(16,891,455)</u>
	22,389,258	22,744,514
Parks & Ovals - Independent Valuation 2015	13,667,875	13,667,875
- Additions after valuation - cost	1,220,675	947,600
Less Accumulated Depreciation	<u>(7,297,426)</u>	<u>(7,024,609)</u>
	7,591,124	7,590,866
	<u>104,563,873</u>	<u>105,885,478</u>
 TRADE AND OTHER PAYABLES		
Current		
Sundry Creditors	1,359,316	1,050,259
Accrued Interest on Debentures	-	5,703
Accrued Salaries and Wages	-	122,668
Rates in Advance	137,553	250,300
Bonds & Other Deposits	1,929,023	1,800,380
Hyde Retirement Village Bonds	157,850	173,600
	<u>3,583,742</u>	<u>3,402,910</u>
 LONG-TERM BORROWINGS		
Secured by Floating Charge		
Loan Liability - Current	44,236	123,994
	<u>44,236</u>	<u>123,994</u>
 Non-Current		
Secured by Floating Charge		
Loan Liability - Non Current	811,380	811,380
	<u>811,380</u>	<u>811,380</u>
 PROVISIONS		
Current		
Provision for Annual Leave	940,736	942,087
Provision for Long Service Leave	1,168,382	1,168,382
	<u>2,109,118</u>	<u>2,110,469</u>
 Non-Current		
Provision for Long Service Leave	201,834	201,834
	<u>201,834</u>	<u>201,834</u>

TOWN OF BASSENDEAN
MONTHLY FINANCIAL REPORT
For the Period Ended 28 February 2018

**LIST OF PROJECTS & CONSULTANCIES FROM
2017/18 BUDGET**

Note 13		2017/18 Budget	2017/18 Actual	FUNDING SOURCE
RECREATION & CULTURE				
121562	SPORT & REC - CLUB CONNECT	7,300	750	COUNCIL
121563	SPORT & REC - KIDS SPORT	19,000	8,022	\$5,000 GRANT
121359	SPORT & REC - EVENT CONSULTANT	15,000	14,364	COUNCIL
121359	SPORT & REC - FACILITY NEEDS ASSESSMENT	17,000	13,914	COUNCIL
131390	CONSULTANT TO DESIGN NEW PLAYGROUND	25,000	10,950	COUNCIL
131479	CONSULTANT PICKERING PARK BOAT RAMP	90,000	-	COUNCIL/GRANT
151206	DISABILITY ACCESS AND INCLUSION PLAN	20,000	-	COUNCIL
151359	PENSIONER GUARD COTTAGE - ARCHITECT	80,000	-	COUNCIL
151360	CULTURE - CULTURAL COMMUNITY PROJECTS	25,000	14,935	COUNCIL
151360	CULTURE - REVIEW CULTURAL PLAN	20,000	14,935	COUNCIL
181496	PUBLIC EVENTS - 2 MAJOR EVENTS	85,000	41,345	COUNCIL
181504	PUBLIC EVENTS - NAIDOC DAY	57,000	62,426	\$10,000 GRANT
181505	PUBLIC EVENTS - AUSTRALIA DAY	116,000	116,620	\$11,000 GRANT
181506	PUBLIC EVENTS - COMMUNITY EVENTS SPONSORSHIP	6,000	185	COUNCIL
181507	PUBLIC EVENTS - CHILDREN WEEK	1,700	1,264	COUNCIL
181508	PUBLIC EVENTS - VISUAL ART AWARD	50,000	34,506	\$7,000 FEES
181509	PUBLIC EVENTS - SENIORS WEEK	6,000	6,801	COUNCIL
181510	PUBLIC EVENTS - AVON DECENT	4,500	4,845	\$4,500 GRANT
181511	PUBLIC EVENTS - ANZAC DAY	15,000	-	COUNCIL
181512	PUBLIC EVENTS - SUMMER OUTDOOR MOVIES	22,000	13,494	COUNCIL
	TOTAL RECREATION & CULTURE	\$681,500	\$359,356	
LIBRARY				
141302	TOWN OF BASSENDEAN HISTORY BOOK PRODUCTION	35,000	3,163	COUNCIL
	TOTAL LIBRARY	\$35,000	\$3,163	COUNCIL
ASSET SERVICES				
211309	ASSET MANAGEMENT	60,000	27,970	COUNCIL
211359	GRAFFITI REMOVAL PROGRAM	20,000	10,069	COUNCIL
211272	BIKE BOULEVARD STUDY	50,000	8,704	\$30,000 DOT GRANT
211474	STREET TREE MASTER PLAN(NEW PLAN)	60,000	-	COUNCIL
211514	STREET/ROAD LIGHT REVIEW (THOMPSON ROAD)	10,000	7,880	COUNCIL
211503	STEAM WEEDING OF ROADS	170,000	9,955	COUNCIL
611302	COMMUNITY SURVEY -ROADS & PARKS	20,000	-	COUNCIL
	TOTAL TRANSPORT	\$390,000	\$64,578	
DEVELOPMENT SERVICES				
261359	SWAN RIVER TRUST PRECINCT PLAN REVIEW	20,000	-	COUNCIL/GRANT
261362	STREETScape PROTECTION AREA(EILEEN TO WILSON)	30,000	-	COUNCIL
261363	TPS #4A FINALISATION	10,000	-	COUNCIL
261365	MUNICIPAL HERITAGE INVENTORY	10,000	-	COUNCIL
261366	TREE ASSESSMENT	2,000	-	COUNCIL
261367	STRATEGIC PLANNING FRAMEWORK STAGE 1 & 2	227,500	27,190	COUNCIL
261368	TOD PLANS -(STRATEGIC)	70,000	-	COUNCIL
	TOTAL DEVELOPMENT SERVICES	\$369,500	\$27,190	

TOWN OF BASSEDEAN
MONTHLY FINANCIAL REPORT
For the Period Ended 28 February 2018

**LIST OF PROJECTS & CONSULTANCIES FROM
2017/18 BUDGET**

Note 13		2017/18 Budget	2017/18 Actual	FUNDING SOURCE
ECONOMIC DEVELOPMENT				
271502	ECONOMIC DEVELOPMENT- DEVELOPMENT PLAN	43,000	27,296	COUNCIL
271504	OLD PERTH RD INITIATIVES - PLACE ACTIVATION	59,400	22,381	COUNCIL
271506	BUSINESS PLAN - DIGITAL TECHNOLOGY	35,500	4,455	COUNCIL
271508	EMRC PROJECTS - REGIONAL EVENTS	14,000	-	COUNCIL
TOTAL ECONOMIC DEVELOPMENT		\$151,900	\$54,132	
GOVERNANCE				
401361	EMPLOYEE ASSISTANCE PROGRAM	35,000	6,516	COUNCIL
401605	RECONCILIATION ACTION PLAN CONSULTATION	40,000	14,192	COUNCIL
401606	ASHFIELD ACTION PLAN - ASHFIELD CAN	10,000	-	COUNCIL
401333	GOVERNANCE - SATISFACTION SURVEY	38,000	13,743	COUNCIL
311325	RATING INCENTIVE SCHEME	5,000	5,000	COUNCIL
391401	COUNCIL ELECTIONS	51,000	44,385	COUNCIL
401494	OCCUPATIONAL HEALTH & SAFETY	5,000	1,237	COUNCIL
391361	REVIEW COMMUNITY CONSULTATION POLICY & CBP	40,000	-	COUNCIL
TOTAL GOVERNANCE		\$224,000	\$85,073	
HEALTH				
741465	MOSQUITO CONTROL PROGRAM	35,000	18	COUNCIL
741466	PEST - RAT ERADICATION PROGRAM	4,000	1,296	COUNCIL
TOTAL HEALTH		\$39,000	\$1,313	
RANGERS				
531504	CONSTABLE CARE PROGRAM	5,000	5,000	COUNCIL
541504	DFES - NDFR GRANT FOR FLOOD MARKINGS	5,000	-	COUNCIL
TOTAL RANGERS		\$10,000	\$5,000	
ENVIRONMENT				
751359	CONTAMINATED SITES INVESTIGATIONS (271 Hamilton)	200,000	179,474	COUNCIL
751504	(ACER) CARBON EMISSION REDUCTION PROGRAM	11,600	15,000	COUNCIL
751506	INTEGRATED TRANSPORT STUDY	6,000	-	COUNCIL
751508	WATER CAMPAIGN	13,000	12,811	COUNCIL
751510	SCHOOLS WASTE EDUCATION PROGRAM	10,000	2,240	COUNCIL
751513	WATER QUALITY MONITORING & IMPROVEMENT	10,000	6,000	COUNCIL
751516	FUTURE PROOFING CLIMATE CHANGE	16,000	12,000	COUNCIL
761592	REUSABLE SHOPPING BAGS & EDUCATIONAL PROG	5,000	3,690	Hawaiian/Suez/Council
761593	WASTE MANAGEMENT SURVEY FOR FUTURE NEEDS	30,000	15,420	
761594	WASTE MANAGEMENT STICKERS	15,000	-	
TOTAL ENVIRONMENT		\$316,600	\$246,635	
TOTAL PROJECTS INCLUDED IN OPERATING EXPENDITURE		\$2,217,500	\$846,442	



FINANCIAL STATEMENTS

FOR THE PERIOD ENDED

31 March 2018

TOWN OF BASSENDEAN

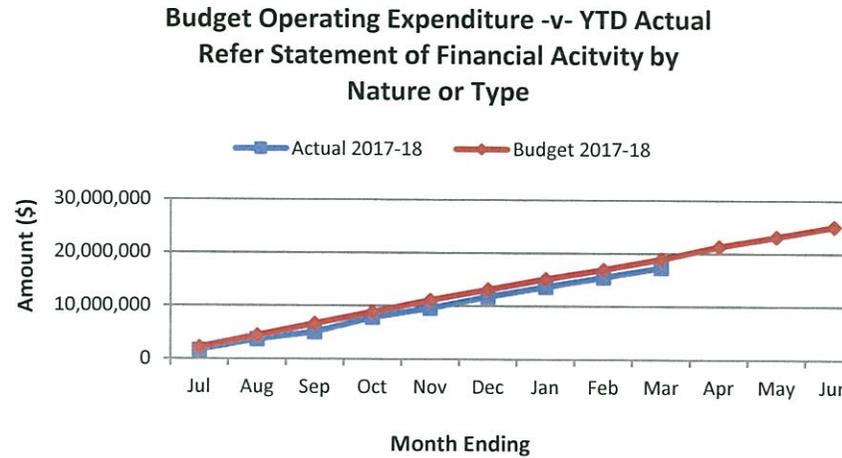
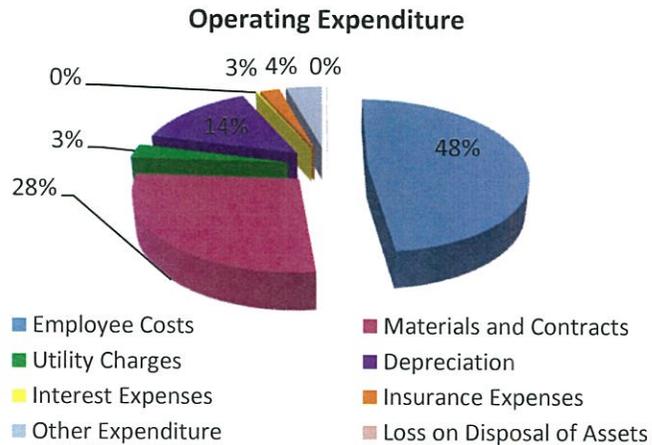
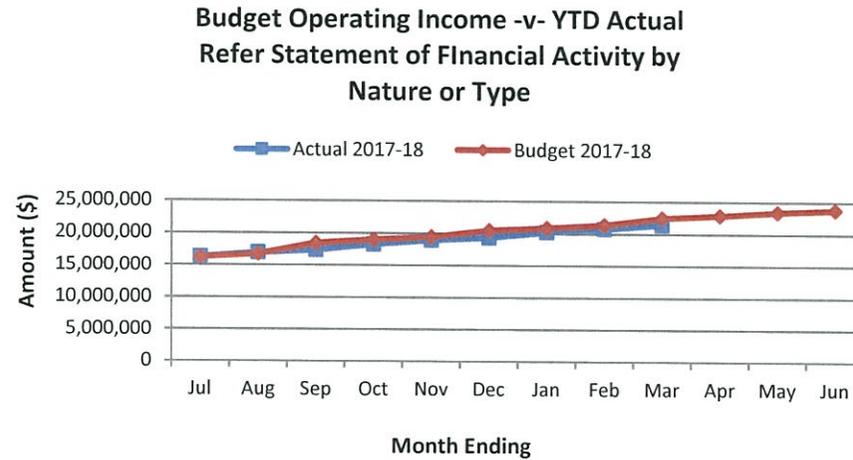
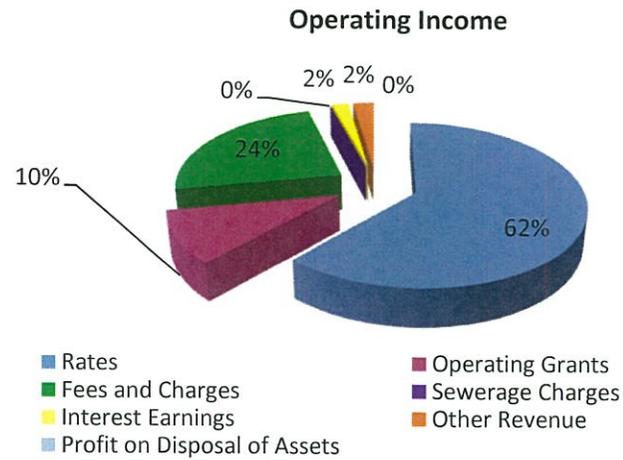
MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 March 2018

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

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**Town of Bassendean
Information Summary
For the Period Ended 31 March 2018**



TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 March 2018

	Note	Original Annual Budget	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
			\$	\$	\$	%
Opening Funding Surplus(Deficit)	3	2,531,579	2,184,379	2,184,379	2,184,379	0.00%
Revenue from operating activities						
Governance		30,000	31,000	24,500	14,310	(41.59%)
General Purpose Funding - Rates	8	12,935,762	12,911,262	12,881,262	12,899,082	0.14%
General Purpose Funding - Other		900,491	861,888	622,632	722,444	16.03%
Law, Order and Public Safety		131,500	131,500	116,500	96,687	(17.01%)
Health		2,657,320	2,674,170	2,674,020	2,674,466	0.02%
Education and Welfare		4,653,710	4,783,364	3,993,485	3,970,240	(0.58%)
Community Amenities		136,500	105,000	71,131	108,821	52.99%
Recreation and Culture		317,650	440,650	388,530	254,013	(34.62%)
Transport		131,315	87,094	86,044	51,287	(40.39%)
Economic Services		131,176	100,976	68,432	52,849	(22.77%)
Other Property and Services		198,900	158,900	147,322	74,992	(49.10%)
		22,224,324	22,285,804	21,073,858	20,919,191	(0.73%)
Expenditure from operating activities						
Governance		(932,446)	(1,020,446)	(867,089)	(658,573)	24.05%
General Purpose Funding		(850,094)	(850,094)	(642,927)	(585,439)	8.94%
Law, Order and Public Safety		(693,558)	(694,128)	(532,242)	(430,906)	19.04%
Health		(3,225,954)	(3,102,554)	(2,376,794)	(2,128,558)	10.44%
Education and Welfare		(5,099,480)	(5,098,217)	(3,836,798)	(3,841,166)	(0.11%)
Community Amenities		(1,451,670)	(1,346,170)	(718,303)	(832,257)	(15.86%)
Recreation and Culture		(6,615,908)	(6,674,584)	(5,177,566)	(4,232,745)	18.25%
Transport		(5,619,401)	(5,609,853)	(4,240,548)	(3,930,401)	7.31%
Economic Services		(565,288)	(555,338)	(416,995)	(364,350)	12.62%
Other Property and Services		(108,689)	(109,021)	(88,614)	(269,945)	(204.63%)
		(25,162,489)	(25,060,406)	(18,897,877)	(17,274,342)	8.59%
Operating activities excluded from budget						
Add back Depreciation		3,266,812	3,266,812	2,450,009	2,462,520	0.51%
Adjust (Profit)/Loss on Asset Disposal	10	18,023	18,023	-	12,322	
Movement in Leave Reserve		24,000	24,000	24,000	6,279	(73.84%)
Amount attributable to operating activities		370,670	534,234	4,649,990	6,125,970	
Investing Activities						
Non-operating Grants, Subsidies and Contributions						
Proceeds from Disposal of Assets	10	1,478,462	1,470,398	1,375,398	457,486	(66.74%)
Land and Buildings	8	(1,198,500)	(1,084,250)	(907,753)	(314,141)	(65.39%)
Infrastructure Assets - Roads	8	(902,542)	(902,542)	(902,542)	(308,622)	(65.81%)
Infrastructure Assets - Footpaths	8	(93,500)	(87,189)	(87,189)	(57,541)	(34.00%)
Infrastructure Assets - Other	8	(1,173,500)	(1,176,741)	(1,035,238)	(311,225)	(69.94%)
Infrastructure Assets - Drainage	8	(1,430,700)	(1,369,274)	(1,356,777)	(140,649)	(89.63%)
Plant and Equipment	8	(118,880)	(97,045)	(97,045)	(124,386)	28.17%
Furniture and Equipment	8	(181,682)	(200,740)	(200,740)	(135,139)	(32.68%)
Amount attributable to investing activities		(3,015,692)	(2,842,233)	(3,211,886)	(906,830)	
Financing Activities						
Self-Supporting Loan Principal		19,779	19,779	14,711	14,711	-
Transfer from Reserves	7	1,077,343	1,251,662	-	-	-
Repayment of Debentures	4	(123,994)	(123,994)	(92,187)	(92,187)	-
Transfer to Reserves	7	(821,362)	(985,504)	(79,196)	(79,196)	-
Amount attributable to financing activities		151,766	161,943	(156,672)	(156,672)	
Closing Funding Surplus(Deficit)	3	38,324	38,324	3,465,812	7,246,848	

TOWN OF BASSENDEAN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 March 2018

	Note	Original Annual Budget	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)- (a)/(a)
Opening Funding Surplus (Deficit)	3	2,531,579	\$ 2,184,379	\$ 2,184,379	\$ 2,184,379	% 0.00%
Revenue from operating activities						
Rates	2	12,935,762	12,911,262	12,881,262	12,899,082	0.14%
Operating Grants, Subsidies and Contributions		2,364,274	2,532,126	2,337,285	2,142,066	(8.35%)
Fees and Charges		5,838,490	5,788,040	5,049,753	4,991,549	(1.15%)
Interest Earnings		452,821	452,321	327,495	394,057	20.32%
Other Revenue		632,977	602,056	478,064	488,675	2.22%
Profit on Disposal of Assets		-	-	-	3,764	
		22,224,324	22,285,805	21,073,858	20,919,191	(0.73%)
Expenditure from operating activities						
Employee Costs		(11,383,091)	(11,478,832)	(8,615,162)	(8,319,307)	3.43%
Materials and Contracts		(8,304,553)	(8,108,055)	(6,031,133)	(4,786,174)	20.64%
Utility Charges		(711,844)	(707,544)	(529,444)	(506,166)	4.40%
Depreciation on Non-Current Assets		(3,266,812)	(3,266,812)	(2,450,009)	(2,462,520)	(0.51%)
Interest Expenses		(61,115)	(61,115)	(46,644)	(38,846)	16.72%
Insurance Expenses		(462,957)	(428,331)	(383,415)	(402,601)	(5.00%)
Other Expenditure		(954,094)	(991,693)	(842,069)	(742,642)	11.81%
Loss on Disposal of Assets		(18,023)	(18,023)	-	(16,086)	
		(25,162,489)	(25,060,406)	(18,897,877)	(17,274,342)	8.59%
Operating activities excluded from budget						
Add back Depreciation		3,266,812	3,266,812	2,450,009	2,462,520	0.51%
Adjust (Profit)/Loss on Asset Disposal		18,023	18,023	-	12,322	
Movement in Leave Reserve		24,000	24,000	24,000	6,279	(73.84%)
Amount attributable to operating activities		370,670	534,234	4,649,991	6,125,970	
Investing activities						
Grants, Subsidies and Contributions		1,478,462	1,470,398	1,375,398	457,486	(66.74%)
Proceeds from Disposal of Assets	10	605,150	605,150	-	27,387	
Land and Buildings	8	(1,198,500)	(1,084,250)	(907,753)	(314,141)	(65.39%)
Infrastructure Assets - Roads	8	(902,542)	(902,542)	(902,542)	(308,622)	(65.81%)
Infrastructure Assets - Footpaths	8	(93,500)	(87,189)	(87,189)	(57,541)	(34.00%)
Infrastructure Assets - Other	8	(1,173,500)	(1,176,741)	(1,035,238)	(311,225)	(69.94%)
Infrastructure Assets - Drainage	8	(1,430,700)	(1,369,274)	(1,356,777)	(140,649)	(89.63%)
Plant and Equipment	8	(118,880)	(97,045)	(97,045)	(124,386)	28.17%
Furniture and Equipment	8	(181,682)	(200,740)	(200,740)	(135,139)	(32.68%)
Amount attributable to investing activities		(3,015,692)	(2,842,233)	(3,211,886)	(906,830)	
Financing Activities						
Self-Supporting Loan Principal		19,779	19,779	14,711	14,711	0.00%
Transfer from Reserves	7	1,077,343	1,251,662	-	-	
Repayment of Debentures	4	(123,994)	(123,994)	(92,187)	(92,187)	0.00%
Transfer to Reserves	7	(821,362)	(985,504)	(79,196)	(79,196)	0.00%
Amount attributable to financing activities		151,766	161,943	(156,672)	(156,672)	
Closing Funding Surplus (Deficit)	3	38,324	38,324	3,465,812	7,246,848	

Town of Bassendean
STATEMENT OF FINANCIAL ACTIVITY
(Corporate Business Plan)
For the Period Ended 31 March 2018

	ORIGINAL BUDGET	PROPOSED BUDGET	YTD ACTUAL
	Sum of Original Budget	Sum of Proposed Budget	Sum of YTD Actual
Built Environment	7,372,528	7,267,608	4,799,675
Capital Expenditure	1,467,442	1,347,357	672,232
Operating Expenditure	6,860,339	6,813,804	4,708,413
Operating Income	(955,253)	(893,553)	(580,969)
Economic	318,441	323,421	199,445
Capital Expenditure	18,500	23,480	6,483
Operating Expenditure	433,311	433,311	262,276
Operating Income	(133,370)	(133,370)	(69,314)
Good Governance	(12,109,545)	(11,973,180)	(12,453,322)
Capital Expenditure	66,000	65,062	-
Operating Expenditure	1,648,238	1,723,438	1,150,438
Operating Income	(13,823,783)	(13,761,680)	(13,603,761)
Natural Environment	5,544,975	5,306,944	1,912,486
Capital Expenditure	1,672,382	1,634,233	396,907
Operating Expenditure	6,787,563	6,634,496	4,284,422
Operating Income	(2,914,970)	(2,961,785)	(2,768,843)
Social	5,432,608	5,297,191	2,831,084
Capital Expenditure	1,874,980	1,847,649	316,081
Operating Expenditure	9,433,038	9,455,356	6,865,122
Operating Income	(5,875,410)	(6,005,814)	(4,350,119)
Grand Total	6,559,007	6,221,984	(2,710,632)
Less Depreciation	(3,266,812)	(3,266,812)	(2,462,520)
Plus Opening Surplus	(2,531,579)	(2,184,379)	(2,184,379)
Transfer from Reserves	(1,077,343)	(1,251,662)	-
Proceeds from Disposal of Ass	(605,150)	(605,150)	(27,387)
Employee Accruals	(24,000)	(24,000)	(6,279)
P& L on sale of assets	(18,023)	(18,023)	(12,322)
Loan Principal Repayments	123,992	123,992	92,187
Transfer to Reserves	821,361	985,503	79,196
Self Supporting Loan	(19,779)	(19,779)	(14,711)
TOTAL SUMMARY	(38,324)	(38,324)	(7,246,848)

Town of Bassendean
STATEMENT OF FINANCIAL POSITION
For the Period Ended 31 March 2018

	2017/18 \$	2016/17 \$
CURRENT ASSETS		
Cash and cash equivalents	14,589,296	10,475,121
Trade and other receivables	1,704,342	1,023,023
Inventories	18,042	13,333
TOTAL CURRENT ASSETS	<u>16,311,679</u>	<u>11,511,477</u>
NON-CURRENT ASSETS		
Financial Assets	108,332	108,332
Other receivables	556,365	571,885
Property, plant and equipment	56,310,796	56,216,070
Infrastructure	104,681,035	105,885,479
Interests in Joint Ventures	7,538,343	7,538,343
TOTAL NON-CURRENT ASSETS	<u>169,194,871</u>	<u>170,320,108</u>
TOTAL ASSETS	<u>185,506,550</u>	<u>181,831,585</u>
CURRENT LIABILITIES		
Trade and other payables	3,069,168	3,402,911
Current portion of long term borrowings	31,807	123,994
Provisions	2,109,028	2,110,469
TOTAL CURRENT LIABILITIES	<u>5,210,003</u>	<u>5,637,374</u>
NON-CURRENT LIABILITIES		
Long term borrowings	811,380	811,380
Provisions	201,834	201,834
TOTAL NON-CURRENT LIABILITIES	<u>1,013,213</u>	<u>1,013,213</u>
TOTAL LIABILITIES	<u>6,223,216</u>	<u>6,650,587</u>
NET ASSETS	<u>179,283,333</u>	<u>175,180,997</u>
EQUITY		
Retained surplus	35,839,626	31,816,485
Reserves - cash backed	4,880,509	4,801,314
Revaluation surplus	138,563,195	138,563,196
TOTAL EQUITY	<u>179,283,333</u>	<u>175,180,997</u>

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

TOWN OF BASSENDEAN
STATEMENT OF CHANGES IN EQUITY
For the Period Ended 31 March 2018

	RETAINED SURPLUS \$	RESERVES CASH/INVESTMENT BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 30 June 2017	31,888,675	4,673,019	114,000,341	150,562,035
Comprehensive income				
Net result	56,108	-	-	56,108
Changes on revaluation of assets	-	-	24,562,854	24,562,854
Transfers from/(to) reserves	(128,296)	128,296	-	-
Balance as at 30 June 2018	31,816,487	4,801,314	138,563,195	175,180,997
Comprehensive income				
Net result	4,102,335	-	-	4,102,335
Transfers from/(to) reserves	(79,196)	79,196	-	-
Balance as at 31 March 2018	35,839,626	4,880,510	138,563,195	179,283,333

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

TOWN OF BASSENDEAN
STATEMENT OF CASH FLOWS
For the Period Ended 31 March 2018

	2017/18 Actual \$	2017/18 Budget \$	2016/2017 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts:			
Rates	12,655,392	12,882,806	12,649,066
Operating grants, subsidies and contributions	2,142,066	2,372,274	3,072,445
Fees and charges	4,144,176	5,838,490	5,492,673
Interest earnings	398,503	452,821	524,551
Goods and services tax	764,847	-	971,140
Other revenue	488,675	632,977	720,383
	<u>20,593,659</u>	<u>22,179,368</u>	<u>23,430,258</u>
Payments:			
Employee costs	(8,443,416)	(11,377,547)	(11,234,999)
Materials and contracts	(4,786,394)	(8,040,124)	(6,552,966)
Utility charges	(505,946)	(711,844)	(692,324)
Interest expenses	(44,549)	(61,115)	(66,527)
Insurance expenses	(402,601)	(462,957)	(513,844)
Goods and services tax	(743,680)	-	(1,027,898)
Other expenditure	(742,642)	(954,094)	(1,047,411)
	<u>(15,669,228)</u>	<u>(21,607,681)</u>	<u>(21,135,969)</u>
Net cash provided by (used in) operating activities	<u>4,924,430</u>	<u>571,687</u>	<u>2,294,289</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Receipts:			
Non-operating grants, subsidies and contributions	457,486	1,478,462	1,086,544
Proceeds from sale of assets	27,387	605,150	5,500
Payments:			
Payments for purchase of property, plant & equipment	(574,475)	(1,499,062)	(580,054)
Payments for construction of infrastructure	(818,037)	(3,600,242)	(1,647,718)
Net cash provided by (used in) investment activities	<u>(907,639)</u>	<u>(3,015,692)</u>	<u>(1,135,728)</u>
CASH FLOWS FROM FINANCING ACTIVITIES			
Receipts:			
Proceeds from self supporting loans	15,520	19,779	18,509
Deferred Income Sports Club	-	-	8,000
Transfer from Trust	174,049	200,000	(89,488)
Payments:			
Repayment of debentures	(92,187)	(123,995)	(115,710)
Net cash provided by (used In) financing activities	<u>97,382</u>	<u>95,784</u>	<u>(178,689)</u>
Net increase (decrease) in cash held	4,114,174	(2,348,221)	979,872
Cash and cash equivalents at beginning of year	10,475,121	10,656,168	9,495,249
Cash and cash equivalents at the end of the year	<u>14,589,296</u>	<u>8,307,947</u>	<u>10,475,121</u>

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

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

NOTES TO THE CASH FLOW STATEMENT

(a) Reconciliation of Cash

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

	2017/18 Actual \$	2017/18 Budget \$	2016/2017 \$ Actual
Cash and Cash Equivalents	14,589,296	8,307,947	10,475,121

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

Net Result	4,102,337	(1,459,702)	56,108
Depreciation	2,462,520	3,266,812	3,314,436
(Profit)/Loss on Sale of Asset	12,322	18,023	9,000
(Increase)/Decrease in Receivables	(1,081,908)	(44,956)	(198,106)
(Increase)/Decrease in Inventories	(4,709)	-	6,545
Increase in Investment in Joint Venture	-	-	(202,422)
Decrease in Investment in WALGA House Trust	-	-	16,888
Increase/(Decrease) in Payables & Accruals	(108,646)	264,429	(26,879)
Increase/(Decrease) in Employee Provisions	-	5,544	405,266
Grants/Contributions for the Development of Assets	(457,486)	(1,478,462)	(1,086,544)
Net Cash from Operating Activities	4,924,430	571,687	2,294,289

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 1 Reporting Classifications

Nature or Type Classifications

Town operations as disclosed in these financial statements encompass the following nature or type classifications.

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 1 Reporting Classifications continued

Nature or Type Classifications

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

Program Classifications (Function/Activity)

Town operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE

Administration and operation of facilities and services to members of council; Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Supervision of various by-laws, fire prevention, emergency services and animal control.

HEALTH

Food quality and pest control, immunisation services, inspection of public buildings and operation of child health services.

EDUCATION AND WELFARE

Provision, management and support of educational services at the pre-school level and assistance to schools. The provision, management and support of welfare services for families, youth, children and the aged within the community.

COMMUNITY AMENITIES

The provision of sanitation (waste management), stormwater drainage, town and regional planning and development, the provision of rest rooms and protection of environment.

RECREATION AND CULTURE

Provision of facilities, and support of organisations concerned with leisure time activities and sport. This includes the provision of leisure programs, halls and community centres, libraries, historical sites, recreation centres, parks, gardens and sportsgrounds.

TRANSPORT

The construction and maintenance of streets, roads, bridges, footpaths and cycle ways.

ECONOMIC SERVICES

Regulation support and/or provision of such services as tourism, area promotion and building control.

OTHER PROPERTY & SERVICES

Private works, public works overheads, plant operations and other revenues and expenses not elsewhere classified.

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 2: Rating Information	Rate in	Number of Properties	Rateable Value	YTD Actual				Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV - Residential	7.1650	5,769	158,122,563	11,330,584	81,703	3,600	11,415,887	11,329,482	120,000	2,000	11,451,482
Sub-Totals		5,769	158,122,563	11,330,584	81,703	3,600	11,415,887	11,329,482	120,000	2,000	11,451,482
Minimum Payment	Minimum \$										
Minimum Rate	1,085	1,368	18,858,081	1,483,195	-	-	1,483,195	1,484,280	-	-	1,484,280
Sub-Totals		1,368	18,858,081	1,483,195	-	-	1,483,195	1,484,280	-	-	1,484,280
		7,137	176,980,644	12,813,779	81,703	3,600	12,899,082	12,813,762	120,000	2,000	12,935,762
Amount from General Rates							12,899,082	12,813,762			12,935,762
Totals							12,899,082	12,813,762			12,935,762

Comments - Rating Information

All land except exempt land in the Town of Bassendean is rated according to its Gross Rental Value (GRV). The general rates detailed above for the 2017/18 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year. The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

The Rates for 2017/18 were issued on the 21 July 2017. The due date for the payment of rates is August 25 2017, 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 2017/18 are:
 1st: 25 August 2017
 2nd: 27 October 2017
 3rd: 5 January 2018
 4th: 9 March 2018

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Last Years Actual Closing	Current
	30 June 2017	31 Mar 2018
	\$	\$
Current Assets		
Cash Unrestricted	3,699,827	7,560,756
Cash Restricted	4,801,314	4,880,509
Restricted Cash - Trust	1,973,980	2,148,029
Rates Outstanding	754,709	1,387,274
Sundry Debtors	135,775	205,698
GST Receivable	112,759	91,592
Inventories	13,333	18,042
	11,491,698	16,291,899
Less: Current Liabilities		
Sundry Creditors	(1,050,259)	(751,536)
Accrued Interest on Debentures	(5,703)	-
Accrued Salaries and Wages	(122,668)	-
Rates in Advance	(250,300)	(169,603)
Hyde Retirement Village Bonds	(173,600)	(211,600)
Bonds and Other Deposits	(1,800,380)	(1,936,429)
Current Employee Provisions	(2,110,469)	(2,109,028)
	(5,513,380)	(5,178,196)
Net Current Assets	5,978,318	11,113,703
Less: Cash Reserves	(4,801,314)	(4,880,509)
Plus : Liabilities funded by Cash Backed Reserves	1,007,375	1,013,654
Net Current Funding Position	2,184,379	7,246,848

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 4 : Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2017	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$
Recreation and Culture							
Loan 156 - Civic Centre Redevelopment	129,324	32,501	43,775	96,823	85,549	5,355	9,021
Loan 160A - Civic Centre Redevelopment	384,383	33,488	45,010	350,895	339,373	17,471	25,987
Loan 160B- Civic Centre Redevelopment	153,009	11,487	15,430	141,522	137,579	4,983	8,720
Self Supporting Loans							
Loan 157 - Ashfield Soccer Club	19,158	3,210	4,316	15,948	14,842	903	1,177
Loan 162 - TADWA	249,498	11,501	15,462	237,997	234,036	10,136	16,211
	935,372	92,187	123,994	843,185	811,378	38,846	61,115

(b) New Debentures

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

(c) Unspent Debentures

The Town has no unspent debentures.

(d) Overdraft

Council has an overdraft facility of \$100,000 with Commonwealth Bank of Australia. It is anticipated that this facility will not be required in the 2017/18 Financial Period.

**Town of Bassendean
Monthly Investment Report
For the Period Ended 31 March 2018**

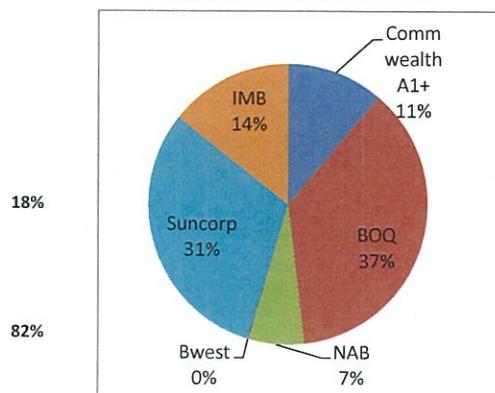
Note 5 : CASH INVESTMENTS

Deposit Ref	Deposit Date	Maturity Date	S & P Rating	Institution	Term (Days)	Rate of Interest	Amount Invested (Days)				Expected Interest	
							Up to 30	30-60	60-90	90-120+		
Municipal												
4191405	20/02/2018	4/04/2018	A1	Suncorp	43	1.96%		500,000	-		500,000	1,155
499810	20/03/2018	18/04/2018	A2	Bank of Queensland	29	1.80%		1,700,000	-		1,700,000	2,431
48028	6/02/2018	14/05/2018	A2	IMB	97	2.40%				2,000,000	2,000,000	12,756
497940	6/03/2018	18/04/2018	A2	Bank of Queensland	43	1.90%		2,000,000	-		2,000,000	4,477
							-	4,200,000	-	2,000,000	6,200,000	20,819
Reserve												
473732	29/03/2018	29/06/2018	A2	Bank of Queensland	92	2.55%				1,026,723	1,026,723	6,599
4191815	27/03/2018	29/06/2018	A1	Suncorp	94	2.45%				2,305,505	2,305,505	14,547
164115	12/02/2018	29/06/2018	A1+	Commonwealth Bank	137	2.30%				1,548,281	1,548,281	13,366
							-			4,880,509	4,880,509	34,512
Trust												
089-062126-4	26/02/2018	26/06/2018	A1+	Bankwest	120	1.50%				11,670	11,670	58
94-401-6261	26/02/2018	29/06/2018	A1+	NAB	123	2.48%				885,285	885,285	7,399
491987	30/01/2018	30/05/2018	A2	Bank of Queensland	120	2.45%				400,000	400,000	3,222
4191599	9/03/2018	8/05/2018	A1	Suncorp	60	2.32%			1,500,000		1,500,000	5,721
							-		1,500,000	1,296,955	2,796,955	16,399
Total							-	4,200,000	1,500,000	8,177,464	13,877,464	71,729

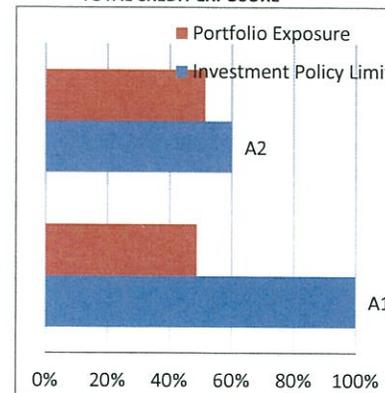
ENVIRONMENTAL COMMITMENT

Depositing Institution	Value Invested
Fossil Fuel Lending ADI	
Commonwealth	\$1,548,281
NAB	\$885,285
Bankwest	\$11,670
	\$2,445,236
Non Fossil Fuel Lending ADI	
B of Queensland	\$5,126,723
IMB	\$2,000,000
Suncorp	\$4,305,505
	\$11,432,228
Total Funds	\$13,877,464

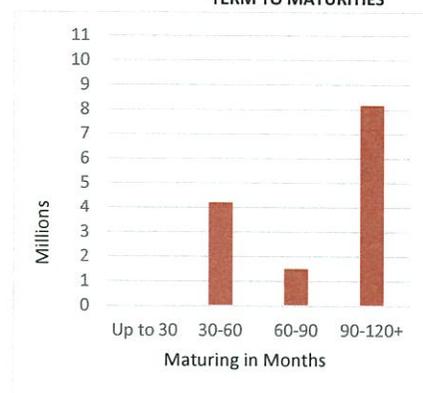
INDIVIDUAL INSTITUTION EXPOSURE



TOTAL CREDIT EXPOSURE



TERM TO MATURITIES

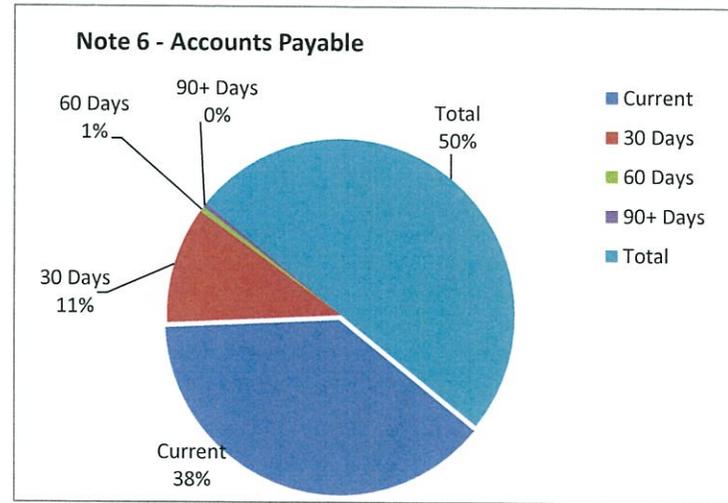
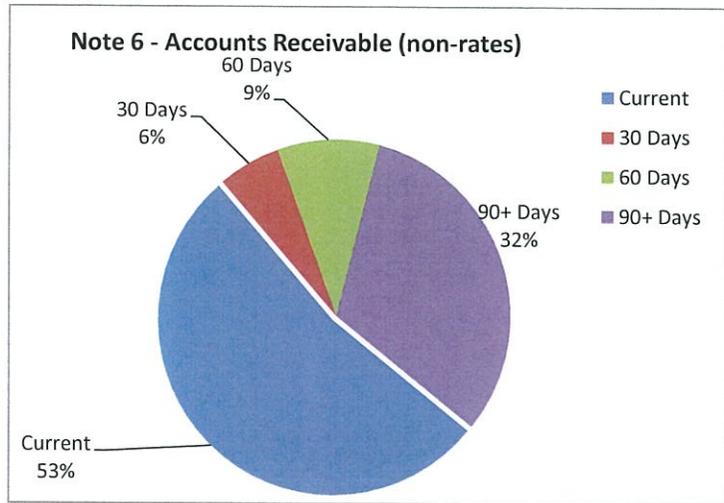


TOWN OF BASSEDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 6: Receivables and Payables

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	68,920	7,632	12,318	41,597	130,468

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables - General	384,996	107,044	4,792	3,993	500,824



Town of Bassendean
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 7: Cash Backed Reserve

Name	Opening Balance	Budget Interest Earned	Budget Transfers In (+)	Budget Transfers Out (-)	Revised Budget Transfers In (+)	Revised Budget Transfers Out (-)	Actual Transfers In (+)	Actual Interest Earned	Actual YTD Closing Balance
Plant And Equipment Reserve	\$ 379,103	\$ 8,634	-	(29,000)		(6,000)	-	7,936	387,039
Recreation Development Reserve	37,139	14,512	-	-			-	778	37,916
Land And Buildings Infrastructure Reserve	1,843,265	41,982	550,000	(800,000)	550,000	(786,903)	-	38,590	1,881,856
Waste Management Reserve	288,744	11,815	100,000	-	100,000		-	6,045	294,789
Wind In The Willows Child Care Reserve	53,361	1,215	-	(40,000)	14,142	(39,124)	-	1,117	54,478
Aged Persons Reserve	470,210	10,709	-	-			518	9,844	480,572
Youth Development Reserve	27,529	627	-	-			-	576	28,105
Cultural Events Reserve	5,162	-	-	(5,162)		(5,162)	-	109	5,271
Self Insurance Reserve	8,199	-	-	(8,199)		(8,199)	-	172	8,370
Underground Power Reserve	79,452	1,810	-	-			-	1,663	81,116
Employee Entitlements Reserve	1,007,375	-	24,000	-	24,000	(90,000)	-	6,279	1,013,654
Roads And Drainage Infrastructure Reserve	114,111	2,599	-	-			-	2,389	116,500
Hacc Asset Replacement Reserve	151,861	3,459	-	(65,000)		(58,182)	-	3,179	155,040
Unspent Grants Reserve	335,803	-	50,000	(129,982)	200,000	(258,092)	-	-	335,803
	4,801,314	97,362	724,000	(1,077,343)	888,142	(1,251,662)	518	78,678	4,880,509

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 8: Capital Acquisitions

Assets	Account	YTD Actual			Budget					Funding Source	Funding Amount
		New/ Upgrade	Renewal	Total YTD	Purchase Order Value	Annual Budget	Revised Budget	YTD Budget	YTD Variance		
		\$	\$	\$		\$		\$	\$		
Summary of Capital Acquisitions											
Land and Buildings		-	314,141	314,141	9,062	1,198,500	1,084,250	907,753	(593,612)		
Plant and Equipment		-	124,386	124,386	-	118,880	97,045	97,045	27,341		
Furniture and Equipment		-	135,139	135,139	11,541	181,682	200,740	200,740	(65,601)		
Roadworks		-	308,622	308,622	186,087	902,542	902,542	902,542	(593,920)		
Drainage		-	140,649	140,649	25,663	1,430,700	1,369,274	1,356,777	(1,216,128)		
Footpaths		-	57,541	57,541	-	93,500	87,189	87,189	(29,648)		
Parks, Gardens and Reserves		311,225	-	311,225	19,491	1,173,500	1,176,741	1,035,238	(724,013)		
Totals		311,225	1,080,478	1,391,703	251,844	5,099,304	4,917,781	4,587,284	(3,195,581)		
LAND											
LAND PURCHASE 97 KENNY ST(WIND UP TPS4A)	AL1701		-	-	-	5,000	5,000	5,000	(5,000)		
LAND PURCHASE 13 HATTON(WIND UP TPS4A)	AL1702		-	-	-	6,000	6,000	6,000	(6,000)		
Land Total		-	-	-	-	11,000	11,000	11,000	(11,000)		
Buildings											
11 HAMILTON STREET, BASSENDEAN - REROOFING	AB1701		66,902	66,902	-	80,000	66,903	66,903	(1)	Reserves	80,000
COMMUNITY HALL BASSENDEAN - RENEWAL TO ALUMINIUM ENTRY DOORS	AB1702		18,378	18,378	-	20,000	20,215	20,215	(1,837)		
STAN MOSES PAVILLION, EDEN HILL - ENTRY DOORS	AB1703		13,489	13,489	-	15,000	14,838	14,838	(1,349)		
COMMUNITY FACILITY - REPLACE LIGHTING WITH LED LIGHTING (MLA COMM	AB1705		14,554	14,554	-	15,000	14,554	14,554	(0)	Grant	15,000
DEPOT - UPGRADE WORKSHOP SWITCHBOARD	AB1706		4,854	4,854	-	7,000	4,854	4,854	(0)		
SENIOR CITIZENS HALL - UPGRADE OF AIR CONDITIONING SYSTEM (MLA COM	AB1708		11,600	11,600	-	15,000	11,600	11,600	-	Grant	15,000
BASSENDEAN BOWLING CLUB - ELECTRICAL REWIRE & REPLACE WITH LED LIC	AB1709		22,000	22,000	-	18,000	22,000	22,000	-		
DUDLEY ROBINSON CENTRE (YOUTH SERVICES) - REPLACING AIR CONDITIONI	AB1710		15,600	15,600	-	16,000	15,600	15,600	-		
BOWLING CLUB BASSENDEAN - RENEW ENTRY DOORS TO BOWLING CLUB	AB1711		16,614	16,614	-	19,500	18,276	18,276	(1,662)		
DEPOT OFFICE - UPGRADE DATA CABLE EQUIPMENT	AB1713		-	-	-	6,000	6,000	6,000	(6,000)		
COMMUNITY HALL KITCHEN - REPLACE KITCHEN ROLLER SHUTTER WITH SMA	AB1714		4,950	4,950	-	5,000	5,000	5,000	(50)		
ASHFIELD COMMUNITY CENTRE - REPLACE CARPET WITH SUITABLE FLOORING	AB1715		18,575	18,575	-	20,000	18,575	18,575	-		
INSTALLATION OF EMERGENCY EVACUATION PA/INTERCOM SYSTEM - ADMIN	AB1716		-	-	9,062	10,000	9,062	9,062	(9,062)		
ASHFIELD COMMUNITY CENTRE - UPGRADE TO LED LIGHTING	AB1717		19,739	19,739	-	20,000	19,739	19,739	(0)		
BILL WALKER STAND - UPGRADE OF MAIN ELECTIRCAL SWITCH BOARD, SEWE	AB1718		23,685	23,685	-	25,000	23,685	23,685	-		
35 OLD PERTH ROAD - UPGRADE	AB1719		4,439	4,439	-	150,000	50,000	50,000	(45,561)		
WIND IN THE WILLOWS UPGRADES -BABIES AREA, CARPETS,PAINTING	AB1720		9,985	9,985	-	10,000	9,985	9,985	-	Reserves	10,000
48 OLD PERTH ROAD - UPGRADE OF COMMITTEE ROOM KITCHEN	AB1721		16,364	16,364	-	20,000	16,364	16,364	(0)		
WIW ASHFIELD BUILDING UPGRADE	AB1722		19,074	19,074	-	10,000	20,000	20,000	(926)	Reserves	10,000
YOUTH SERVICES FLOORING AND PAINTING	AB1723		10,590	10,590	-	11,000	11,000	8,250	2,340		
CONSTRUCTION OF NEW MENS SHED- SCADDAN STREET	AB1724		2,750	2,750	-	695,000	695,000	521,253	(518,503)	Res. \$170K, Grant \$500k	670,000
Buildings Total		-	314,141	314,141	9,062	1,187,500	1,073,250	896,753	(582,612)		

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 8: Capital Acquisitions

Assets	Account	YTD Actual			Budget					Funding Source	Funding Amount
		New/ Upgrade \$	Renewal \$	Total YTD \$	Purchase Order Value	Annual Budget \$	Revised Budget	YTD Budget \$	YTD Variance \$		
Furniture and Equipment											
IT CAFE UPGRADE - BASSENDEAN YOUTH CENTRE	AE1701		20,099	20,099	-	20,000	20,000	20,000	99	Grant	20,000
LIBRARY - ONE STOP SELF SERVICE CIRCULATION SERVICE UNIT	AE1702		-	-	5,700	7,000	7,000	7,000	(7,000)		
REPLACING RAINBIRD FLOW METERS AND CONTROLLERS FOR THE AUTOMAT	AE1703		14,760	14,760	-	15,000	14,760	14,760	-		
IT INRASTRUCTURE UPGRADE (C/O FROM 2016-1 AE11601)	AE1704		-	-	-	50,000	50,000	50,000	(50,000)		
CCTV MARY CRESCENT	AE1705		42,868	42,868	-	44,841	49,824	49,824	(6,956)	Reserves	44,841
CCTV JUBILEE RESERVE	AE1706		57,412	57,412	-	44,841	49,823	49,823	7,589	Reserves	44,841
HACC NON RECURRENT FUNDING EXPENDITURE	AE1707		-	-	5,841	-	9,333	9,333	(9,333)	Reserves	9,333
Furniture and Equipment Total		-	135,139	135,139	11,541	181,682	200,740	200,740	(65,601)		
Plant and Equipment											
P1105 - POLMAC TRAILER (REC & CUL)	AF1701		2,745	2,745	-	3,100	2,740	2,740	5	Trade-In	350
P270 - POLMAC TRAILER	AF1702		1,339	1,339	-	1,800	1,340	1,340	(1)	Trade-In	200
PP7195 - KUBOTA RIDE ON MOWER	AF1703		42,100	42,100	-	23,000	-	-	42,100	Reserves	23,000
RYDE PROGRAM - NEW VEHICLE (MLA COMMITMENT)	AF1704		19,990	19,990	-	19,980	19,980	19,980	10	Grant	19,980
SECURITY SYSTEM UPGRADE DEPOT FENCE LINE	AF1705		21,224	21,224	-	25,000	25,000	25,000	(3,776)		
P151 - POLMAC FIBERGLASS B TRAILER	AF1707		1,890	1,890	-	2,500	1,890	1,890	(0)	Trade-In	500
PP7170 - COX RIDE-ON MOWER	AF1708		-	-	-	5,000	5,000	5,000	(5,000)	Trade-In	1,000
2 X METRO COUNT 5600 TRAFFIC COUNTERS	AF1709		10,433	10,433	-	6,000	10,433	10,433	0	Reserves	6,000
TRAILER FOR MARKETS TRAFFIC MANAGEMENT SIGNS	AF1711		6,483	6,483	-	7,500	8,616	8,616	(2,133)		
VEHICLE UTE ASHFIELD HANDY MAN (SENIORS & DISABILITY SERVICES) REPLA	AF1712		18,182	18,182	-	25,000	18,182	18,182	(0)	Reserves	25,000
CCTV TRAILER UPGRADE (STRONGER COMMUNITIES GRANT)	AF1713		-	-	-	-	3,864	3,864	(3,864)	Grant	3,864
Plant and Equipment Total		-	124,386	124,386	-	118,880	97,045	97,045	27,341		
Infrastructure - Roads											
COLSTOUND - GUILDFORD RD TO HAIG ST RESURFACING	AR1701		56,992	56,992	6,271	85,000	85,000	85,000	(28,008)	Grant	48,406
COLSTOUND - HAIG ST TO MARGARET ST - MILL AND REPLACE	AR1702		13,502	13,502	-	46,000	46,000	46,000	(32,498)		
PALMERSTON ST - HAMILTON ST TO GUILDFORD RD RESURFACING	AR1703		89,736	89,736	10,056	180,000	180,000	180,000	(90,264)	Grant	119,929
SHACKLETON ST - GERALDINE ST TO WEST OF KENNY ST ROUNDABOUT - RESI	AR1704		5,306	5,306	-	111,000	111,000	111,000	(105,694)	Grant	65,032
SHACKLETON ST - GUILDFORD RD TO GERALDINE ST RESURFACING	AR1705		4,782	4,782	2,038	97,350	97,350	97,350	(92,568)	Grant	64,896
SHACKLETON ST - MEDIUM TRAFFIC ISLAND REPLACEMENT	AR1706		-	-	-	30,000	30,000	30,000	(30,000)		
WEST ROAD - UPGRADE TRAFFIC CALMING DEVICES & PARKING IMPROVEME	AR1707		69,189	69,189	-	90,000	90,000	90,000	(20,811)	Grant	90,000
WEST ROAD - OLD PERTH ROAD TO GUILDFORD ROAD - RESURFACING	AR1708		27,058	27,058	92,811	122,192	122,192	122,192	(95,134)	Grant	81,461
WEST RO/OLD PERTH RD ROUNDABOUT - RESURFACING	AR1709		9,989	9,989	45,784	76,000	76,000	76,000	(66,011)	Grant	21,738
SCADDAN STREET - PUBLIC CAR PARK RECONSTRUCTION AND RESURFACING	AR1710		32,069	32,069	29,126	65,000	65,000	65,000	(32,932)		
Roads Total		-	308,622	308,622	186,087	902,542	902,542	902,542	(593,920)		
Infrastructure - Footpaths											
CONCRETE APRON REMOVAL - POINT RESERVE LEADING TO 33 NORTH RD	AT1702		3,967	3,967	-	4,500	4,500	4,500	(534)		
WALTER ROAD EAST (#63) - IDA STREET TO MARION STREET - FOOTPATH UPC	AT1703		17,784	17,784	-	21,000	20,738	20,738	(2,954)		
WALTER ROAD EAST (#419) - TO IVANHOE STREET - FOOTPATH UPGRADE	AT1704		15,729	15,729	-	16,000	16,835	16,835	(1,106)		
GUILDFORD ROAD (#276) - TO WEST ROAD - FOOTPATH UPGRADE	AT1705		15,286	15,286	-	22,000	15,116	15,116	170		
HATTON COURT - BRIDSON ST PAW - CONSTRUCTION OF NEW PATH THROUC	AT1711		-	-	-	25,000	25,000	25,000	(25,000)		
PAW SOLAR BOLLARD INSTALLATION	AT1712		4,775	4,775	-	5,000	5,000	5,000	(225)		
Infrastructure - Footpaths Total		-	57,541	57,541	-	93,500	87,189	87,189	(29,648)		

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 8: Capital Acquisitions

Assets	Account	YTD Actual			Budget					Funding Source	Funding Amount
		New/ Upgrade	Renewal	Total YTD	Purchase Order Value	Annual Budget	Revised Budget	YTD Budget	YTD Variance		
		\$	\$	\$	\$	\$	\$	\$	\$		
Infrastructure - Drainage											
ANZAC ROAD PIPE BETWEEN FIRST & SECOND AVE	AD1702		-	-	-	80,000	80,000	80,000	(80,000)		
17 BROADWAY - DRAINAGE PIPE REMOVAL	AD1703		-	-	-	25,000	-	-	-		
SHACKLETON STREET - SWALES AND UNDERGROUND STORAGE	AD1704		-	-	-	170,000	170,000	170,000	(170,000)		
OLD PERTH ROAD AND BRIGGS ST - DRAINAGE UPGRADE	AD1705		6,370	6,370	10,277	200,000	200,000	200,000	(193,630)	Grant	100,000
VILLIERS STREET WEST - RELINING	AD1706		240	240	-	49,700	49,700	49,700	(49,460)		
SUCCESS ROAD - RELINING	AD1707		-	-	-	84,000	84,000	84,000	(84,000)		
WHITFIELD STREET - RELINING	AD1708		-	-	-	182,000	182,000	182,000	(182,000)		
ANZAC TERRACE DRAINAGE DISCHARGE UPGRADE	AD1709		106,121	106,121	10,436	250,000	250,000	250,000	(143,879)	Res. \$40.3K,	
VILLIERS STREET WEST - CONSTRUCTION OF NEW STORM WATER DRAINAGE	AD1710		4,400	4,400	-	130,000	130,000	130,000	(125,600)	Grant \$44.7K	85,022
SUCCESS HILL - DRAINAGE OUTLET UPGRADE	AD1711		14,895	14,895	-	210,000	210,000	210,000	(195,105)		
WEST RD - GUILDFORD RD TO OLD PERTH ROAD - DRAINAGE UPGRADES	AD1713		8,623	8,623	4,950	50,000	13,574	1,077	7,546		
Infrastructure - Drainage Total		-	140,649	140,649	25,663	1,430,700	1,369,274	1,356,777	(1,216,128)		
Infrastructure - Park Plant & Equipment											
DUDLEY ROBINSON CENTRE - NEW GARRISON FENCE	AP1701	6,995		6,995	-	7,000	6,995	6,995	-		
DEPOT - PERIMETER FENCE RENEWAL	AP1702	62,180		62,180	-	60,000	62,180	62,180	-		
BASSENDEAN OVAL - REFURBISHING PICKET FENCE	AP1703	63,401		63,401	-	85,000	85,000	85,000	(21,599)		
SANDY BEACH - UPGRADE OF RETICULATION	AP1704	19,084		19,084	-	25,000	25,000	25,000	(5,916)		
JUBILEE RESERVE - RETICULATION UPGRADE	AP1705	14,000		14,000	-	15,000	15,000	15,000	(1,000)		
BASSENDEAN BOWLING CLUB - CHAIN FENCE RENEWAL WITH GARRISON	AP1706	19,501		19,501	1,273	22,500	19,501	19,501	(0)		
48 OLD PERTH ROAD, BASSENDEAN COMMUNITY HALL - POND REPAIR AND F	AP1708	-		-	-	10,000	10,000	10,000	(10,000)		
SUCCESS HILL RESERVE UPGRADE OF SHELTERS, ABORIGINAL HISTORY SIGNA	AP1710	-		-	-	7,000	7,000	7,000	(7,000)		
JETTY RENEWAL AFTER FLOOD DAMAGE	AP1711	106,926		106,926	-	102,000	106,926	106,926	(0)	Insurance	102,000
WIW WILSON STREET PLAYGROUND UPGRADE	AP1712	19,138		19,138	-	20,000	19,139	19,139	(1)	Reserves	20,000
POST AND BEAM BOLLARD UPGRADE	AP1713	-		-	18,218	20,000	20,000	16,000	(16,000)		
SANDY BEACH NATURE BASE PLAYGROUND	AP1714	-		-	-	550,000	550,000	412,497	(412,497)	Reserves	550,000
STAGE 1 PLAYGROUND RENEWAL- MARY CRESEENT	AP1715	-		-	-	250,000	250,000	250,000	(250,000)	CIL	250,000
Infrastructure - Park Plant & Equipment Total		311,225	-	311,225	19,491	1,173,500	1,176,741	1,035,238	(724,013)		
Capital Expenditure Total		311,225	1,080,478	1,391,703	226,181	5,099,304	4,917,781	4,587,284	(3,195,581)		

TOWN OF BASSEDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 9: Budget Amendments

GL Account Code	Description	Original Budget	Amended Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance	Reason
	Budget Adoption			\$	\$	\$	
						38,324	
211509	EXPENSE - ROAD MAINT - REPAYMENT OF GRANT FUNDS GEN WEST ROAD - UPGRADE TRAFFIC CALMING DEVICES &	0	31,027		(31,027)	7,296	Repayment of Unspent grant funds
AR1707	PARKING IMPROVEMENT GEN	90,000	70,000	20,000		27,296	Project Savings
AR1709	WEST RO/OLD PERTH RD ROUNDABOUT - RESURFACING	76,000	64,973	11,027		38,323	Project Savings
AR1702	COLSTOUND - HAIG ST TO MARGARET ST - MILL AND REPLACE GEN EXPENSE - CONTAMINATED SITES REMEDIATION -	46,000	78,134	32,134		70,457	Project Savings
751359	271 HAMILTON STREET	200,000	167,866		(32,134)	38,323	Additional Funds Required
AF1708	PP7170 - COX RIDE-ON MOWER GEN	5,000	1,136	3,864		42,187	Funds not required
AF1713	CCTV TRAILER UPGRADE (STRONGER COMMUNITIES GRANT) GEN	3,864	7,728		(3,864)	38,324	Additional Funds Required for council contribution to project
				67,025	(67,025)		

BUDGET AMENDMENTS

Main Roads Grant Funding

The 2016/17 budget included an amount of \$390,000 in AR1601 for Collier Road Resurfacing . Based on an estimated cost, the agreed Main Roads WA grant funding of 2/3 was \$240,354. The actual project costs were significantly lower than expected which resulted in an overpayment of funds from MRWA of \$31,027.15.

The 2017/18 budget includes amounts of \$90,000 in AR1707 West Road - Upgrade Traffic Calming Devices and Parking Improvement and \$76,000 in AR1709 West Rd/Old Perth Road Roundabout - Resurfacing. Both these projects are completed under budget.

From these surplus funds a budget of \$31,027 will be transferred to new G/L account 211509 Expense - Road Maintenance - Repayment of Grant Funding. This reallocation of budget is required to allow for the repayment of the 16/17 grant funding to Main Roads WA.

Description	Project No	Budget	Expenditure	Total 2/3MRRG	Claim 1st 40%	Claim 2nd 40%	Total Claimed
Collier Rd EB and WB	AR1601 Collier Road Resurfacing	\$ 390,000.00	\$ 241,882.27	\$ 161,254.85	96141	96141	192282
				<u>\$ 161,254.85</u>			<u>\$ 192,282.00</u>
Amount to be refunded							-\$ 31,027.15

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 9: Budget Amendments continued

Lot 271 Hamilton Street Bassendean - Remediation of Contaminated site

The 2017/18 budget includes an amount of \$200,000 (A/C 751359) for the Remediation of Contaminated Sites.

The budget includes a number of other works such as retaining walls, fencing, clean fill and other associated works to provide a rehabilitated lot. A break down of the year to date expenditure for lot 271 Hamilton Street is as follows:

RFQ 331 (SERS) - Rehabilitation of the Site	\$70,700.00
RFQ 358 (all day construction)	\$100,200.00
Water corporation connection fee	\$5,923.58
Temporary fencing	\$1,917.00
Engineer certificate limestone wall	\$260.00
Building Permit	\$155.32
Fence repair (Bunnings)	\$17.96
Single line diagram electricity input	\$300.00
Soil sampling & Validation and movement based on soil reactivity	\$1,860.00
Total Expenditure to Account :751359	\$181,333.86

This leaves a balance of \$18,666.14.

There are additional works required to remove the stockpile of contaminated spoil on site which will cost approximately \$50,800. Therefore a budget increase of \$32,134 is required to account 751359 to allow for the works to proceed. This will increase the budget from \$200,000 to \$232,134.

The additional amount of \$32,134 will be funded from saving from AR 1702 - Colstoun - Haig St To Margaret St - Mill And Replace.

Background

In October 2017, SRS quoted an amount of \$70,700 for the rehabilitation of the site. Shortly after works commenced, SERS advised the Town that the soils down all profile strata were water logged and the underlying clay layers were not allowing sufficient drainage to delineate the soil strata as specified, therefore they could not deploy successful Asbestos Containing Material (ACM) remediation works via screening. SERS advised the Town that if the soil was removed and stockpiled for 6 months it could dry out and then be screened and remediated.

As a result the Town has stockpiled approximately 1,500m² of spoil in adjacent land for the past 6 months. In January 2018 SERS re-assessed the stockpile and assessed a 20m² sample offsite and successfully screened that sample. SERS have now provided an updated quote to remediate the remaining stockpile based on the original RFQ rates. The screening process is quoted at \$23,800 for any ACM affected soils and for oversize Class 1. Using the survey estimates the 1,500m³ screened pile will produce approximately 600m³ of clean re-usable fines, 450m³ of 200mm screened re-usable soil and approximately 450m³ of oversize soil that will require removal from site, this is estimated at \$27,000 using supplied rates. The total cost being \$50,800.

CCTV Trailer Upgrade Stronger Communities Grant

Council received grant funding from Stronger Communities for upgrade of CCTV trailer of \$3864, with council required to match the grant funding. G/L AF1708 has a budget of \$5000 which is no longer required. \$3864 of these funds will be transferred to AF1713 to allow for councils contribution to the CCTV trailer upgrade.

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 10: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
AL00034	Lot 7557 Lord Street	-	-	-	-	275,000	275,000	-	-
AL00035	48 Chapman Street	-	-	-	-	275,000	275,000	-	-
P7172	#7172 - Vertimower Gallagher Farm Guard	-	-	-	-	875	1,000	125	-
P7196	P7196 - TRAILER MOWER- JOHN PAPAS - 2 TONNE AGGREGATE	-	-	-	-	744	800	56	-
P819	#819 - Papas Box Trailer - overdue	350	28	-	(322)	306	350	44	-
PW7018	#PW7018 - Tennant MS20 Sweeper	18,454	17,507	-	(947)	17,063	15,000	-	(2,063)
PW7048	#PW7048 - Polmac Sweeper & Plant Trailer	-	809	-	-	1,684	1,000	-	(684)
PP7130	#PP7130 - Ransome Gang Five Mower (RA 786 A46)	-	-	-	-	3,500	2,000	-	(1,500)
PP7181	#PP7181 Ford Extra Cab Tray Ute (Gardening)	20,000	5,183	-	(14,817)	15,750	5,000	-	(10,750)
PA1445	#PA1445 - Ford Ranger Ute	-	-	-	-	17,500	15,000	-	(2,500)
PP7186	#PP7186 - Ford Ranger PJ	-	-	-	-	15,750	15,000	-	(750)
AIT0801	Metrocount Traffic Counter	96	3,860	3,764	-	-	-	-	-
		38,901	27,387	3,764	(16,086)	623,173	605,150	225	(18,248)

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 11: Trust Fund

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 1/07/2017	Amount Received	Amount Paid	Closing Balance 31/03/2018
	\$	\$	\$	\$
Public Open Space	870,624	14,661	-	885,285
BCITF	700	32,668	(33,293)	74
BRB	5,221	35,809	(37,504)	3,525
Total Uncontrolled Trust Funds	876,545	83,137	(70,798)	888,884

Funds held at balance date over which the Town has control are as follows:

Description	Opening Balance 1/07/2017	Amount Received	Amount Paid	Closing Balance 31/03/2018
Hyde Retirement Village Retention Bonds	173,600	93,169	(55,169)	211,600
<u>Other Bonds and Deposits</u>				
Sundry	234,145	110,911	(25,006)	320,049
Securities	785,707	168,703	(135,380)	819,030
Hall Hire Bonds	28,141	35,350	(36,000)	27,491
Crossover Deposits	104,675	4,000	-	108,675
Landscaping Bonds	622,849	185,471	(172,549)	635,770
Stormwater Deposits	23,346	1,990	(990)	24,346
Lyneham Hostel Residents Trust	1,050	-	-	1,050
Iveson Hostel Residents Trust	18	-	-	18
Total Other Bonds and Deposits	1,799,930	506,424	(369,925)	1,936,429
Total Controlled Trust Funds	1,973,530	599,593	(425,094)	2,148,029

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 March 2018

Note 12 : Statement of Financial Position Notes	2017/2018 \$	2016/2017 \$
CASH AND CASH EQUIVALENTS		
Unrestricted	7,560,756	3,699,827
Restricted	7,028,538	6,775,294
	<u>14,589,294</u>	<u>10,475,121</u>
The following restrictions have been imposed by regulations or other externally imposed requirements:		
Leave Reserve	1,013,654	1,007,375
Plant & Equipment Reserve	387,039	379,103
Recreation Development Reserve	37,916	37,139
Muni Building & T P Reserve	1,881,856	1,843,265
Waste Management Reserve	294,789	288,744
Wind in the Willows Reserve	54,478	53,361
Aged Persons Reserve	480,572	470,210
Youth Development Reserve	28,105	27,529
Cultural Events Reserve	5,271	5,162
Self Insurance Reserve	8,370	8,199
Underground Power Reserve	81,116	79,452
Drainage Reserve	116,500	114,111
HACC Assets Replacement	155,040	151,861
Unspent Portion of Grants	335,803	335,803
Hyde Retirement Village Retention Bonds	211,600	173,600
Other Bonds & Deposits	1,936,429	1,800,380
	<u>7,028,538</u>	<u>6,775,294</u>
TRADE AND OTHER RECEIVABLES		
Current		
Rates Outstanding	1,387,274	754,709
Sundry Debtors - General	145,065	123,652
GST Receivable	91,592	112,759
Accrued Interest	-	4,446
Sundry Debtors - SSL	19,779	19,779
Long Service Leave Due from Other Councils	52,633	52,633
Sundry Debtors - Other	8,000	8,000
Provision for Doubtful Debts	-	(52,956)
	<u>1,704,343</u>	<u>1,023,022</u>
Non-Current		
Rates Outstanding - Pensioners	323,008	323,008
Loans - Clubs/Institutions	233,357	248,877
Other Deferred Debtors - Clubs Contributions	-	-
	<u>556,365</u>	<u>571,885</u>
Investments - Government House	<u>108,332</u>	<u>108,332</u>
Investments- EMRC	<u>7,538,343</u>	<u>7,538,343</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 March 2018

Note 12 : Statement of Financial Position Notes	2017/2018 \$	2016/2017 \$
INVENTORIES		
Current		
Fuel and Materials	18,042	13,333
	<u>18,042</u>	<u>13,333</u>
PROPERTY, PLANT AND EQUIPMENT		
Land and Buildings		
- Independent Valuation 2017 - Level 2	<u>36,357,000</u>	<u>36,357,000</u>
Buildings at:		
- Independent Valuation 2017 - Level 3	25,757,805	25,757,805
- Additions after valuation - cost	314,141	-
Less: accumulated depreciation	<u>(7,663,799)</u>	<u>(7,301,045)</u>
	18,408,147	18,456,760
Total Land and Buildings	<u>54,765,147</u>	<u>54,813,760</u>
Furniture and Equipment - Management Valuation 2016	165,239	165,239
- Additions after valuation - cost	239,254	104,115
Less Accumulated Depreciation	<u>(114,454)</u>	<u>(95,764)</u>
Less Accumulated Depreciation	290,039	173,590
Plant and Equipment - Independent Valuation 2016		
- Independent Valuation 2016 - Level 2	1,898,330	1,898,330
- Independent Valuation 2016 - Level 3	714,601	714,601
- Additions after valuation - cost	237,126	112,740
Less Accumulated Depreciation	<u>(1,540,735)</u>	<u>(1,538,536)</u>
-Less Disposals after Valuation	<u>(116,332)</u>	<u>(21,035)</u>
	1,192,990	1,166,100
Art Works		
- Independent Valuation 2015 - Level 2	<u>62,620</u>	<u>62,620</u>
	62,620	62,620
	<u>56,310,796</u>	<u>56,216,070</u>
INFRASTRUCTURE		
Roads - Independent Valuation 2017	83,500,078	83,500,078
- Additions after valuation - cost	308,622	
Less Accumulated Depreciation	<u>(16,278,389)</u>	<u>(15,181,450)</u>
	67,530,311	68,318,628
Footpaths - Independent Valuation 2017	10,233,801	10,233,801
- Additions after valuation - cost	57,541	
Less Accumulated Depreciation	<u>(3,182,866)</u>	<u>(3,002,330)</u>
	7,108,476	7,231,471

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 March 2018

Note 12 : Statement of Financial Position Notes	2017/2018 \$	2016/2017 \$
INFRASTRUCTURE		
Drainage - Independent Valuation 2017	39,635,969	39,635,969
- Additions after valuation - cost	140,649	-
Less Accumulated Depreciation	<u>(17,328,840)</u>	<u>(16,891,455)</u>
	22,447,778	22,744,514
Parks & Ovals - Independent Valuation 2015	13,667,875	13,667,875
- Additions after valuation - cost	1,258,825	947,600
Less Accumulated Depreciation	<u>(7,332,230)</u>	<u>(7,024,609)</u>
	7,594,470	7,590,866
	<u>104,681,035</u>	<u>105,885,478</u>
TRADE AND OTHER PAYABLES		
Current		
Sundry Creditors	751,536	1,050,259
Accrued Interest on Debentures	-	5,703
Accrued Salaries and Wages	-	122,668
Rates in Advance	169,603	250,300
Bonds & Other Deposits	1,936,429	1,800,380
Hyde Retirement Village Bonds	<u>211,600</u>	<u>173,600</u>
	3,069,168	3,402,910
LONG-TERM BORROWINGS		
Secured by Floating Charge		
Loan Liability - Current	<u>31,807</u>	<u>123,994</u>
	31,807	123,994
Non-Current		
Secured by Floating Charge		
Loan Liability - Non Current	<u>811,380</u>	<u>811,380</u>
	811,380	811,380
PROVISIONS		
Current		
Provision for Annual Leave	940,646	942,087
Provision for Long Service Leave	<u>1,168,382</u>	<u>1,168,382</u>
	2,109,028	2,110,469
Non-Current		
Provision for Long Service Leave	<u>201,834</u>	<u>201,834</u>
	201,834	201,834

TOWN OF BASSENDEAN
MONTHLY FINANCIAL REPORT
For the Period Ended 31 March 2018

**LIST OF PROJECTS & CONSULTANCIES FROM
2017/18 BUDGET**

Note 13		2017/18 Budget	2017/18 Actual	FUNDING SOURCE
RECREATION & CULTURE				
121562	SPORT & REC - CLUB CONNECT	7,300	1,000	COUNCIL
121563	SPORT & REC - KIDS SPORT	19,000	11,523	\$5,000 GRANT
121359	SPORT & REC - EVENT CONSULTANT	15,000	14,364	COUNCIL
121359	SPORT & REC - FACILITY NEEDS ASSESSMENT	17,000	13,914	COUNCIL
131390	CONSULTANT TO DESIGN NEW PLAYGROUND	25,000	10,950	COUNCIL
131479	CONSULTANT PICKERING PARK BOAT RAMP	90,000	-	COUNCIL/GRANT
151206	DISABILITY ACCESS AND INCLUSION PLAN	20,000	-	COUNCIL
151359	PENSIONER GUARD COTTAGE - ARCHITECT	80,000	-	COUNCIL
151360	CULTURE - CULTURAL COMMUNITY PROJECTS	25,000	15,036	COUNCIL
151360	CULTURE - REVIEW CULTURAL PLAN	20,000	15,036	COUNCIL
181496	PUBLIC EVENTS - 2 MAJOR EVENTS	85,000	51,521	COUNCIL
181504	PUBLIC EVENTS - NAIDOC DAY	57,000	62,426	\$10,000 GRANT
181505	PUBLIC EVENTS - AUSTRALIA DAY	116,000	119,170	\$11,000 GRANT
181506	PUBLIC EVENTS - COMMUNITY EVENTS SPONSORSHIP	6,000	1,185	COUNCIL
181507	PUBLIC EVENTS - CHILDREN WEEK	1,700	1,264	COUNCIL
181508	PUBLIC EVENTS - VISUAL ART AWARD	50,000	34,506	\$7,000 FEES
181509	PUBLIC EVENTS - SENIORS WEEK	6,000	6,801	COUNCIL
181510	PUBLIC EVENTS - AVON DECENT	4,500	4,845	\$4,500 GRANT
181511	PUBLIC EVENTS - ANZAC DAY	15,000	1,064	COUNCIL
181512	PUBLIC EVENTS - SUMMER OUTDOOR MOVIES	22,000	16,116	COUNCIL
	TOTAL RECREATION & CULTURE	\$681,500	\$380,721	
LIBRARY				
141302	TOWN OF BASSENDEAN HISTORY BOOK PRODUCTION	35,000	3,163	COUNCIL
	TOTAL LIBRARY	\$35,000	\$3,163	COUNCIL
ASSET SERVICES				
211309	ASSET MANAGEMENT	60,000	32,845	COUNCIL
211359	GRAFFITI REMOVAL PROGRAM	20,000	12,160	COUNCIL
211272	BIKE BOULEVARD STUDY	50,000	15,584	\$30,000 DOT GRANT
211474	STREET TREE MASTER PLAN(NEW PLAN)	60,000	-	COUNCIL
211514	STREET/ROAD LIGHT REVIEW (THOMPSON ROAD)	10,000	7,880	COUNCIL
211503	STEAM WEEDING OF ROADS	170,000	9,955	COUNCIL
611302	COMMUNITY SURVEY -ROADS & PARKS	20,000	-	COUNCIL
	TOTAL TRANSPORT	\$390,000	\$78,424	
DEVELOPMENT SERVICES				
261359	SWAN RIVER TRUST PRECINCT PLAN REVIEW	20,000	6	COUNCIL/GRANT
261362	STREETScape PROTECTION AREA(EILEEN TO WILSON)	30,000	-	COUNCIL
261363	TPS #4A FINALISATION	10,000	-	COUNCIL
261365	MUNICIPAL HERITAGE INVENTORY	10,000	-	COUNCIL
261366	TREE ASSESSMENT	2,000	-	COUNCIL
261367	STRATEGIC PLANNING FRAMEWORK STAGE 1 & 2	227,500	30,270	COUNCIL
261368	TOD PLANS -(STRATEGIC)	70,000	-	COUNCIL
	TOTAL DEVELOPMENT SERVICES	\$369,500	\$30,276	

TOWN OF BASSEDEAN
MONTHLY FINANCIAL REPORT
For the Period Ended 31 March 2018

**LIST OF PROJECTS & CONSULTANCIES FROM
2017/18 BUDGET**

Note 13		2017/18 Budget	2017/18 Actual	FUNDING SOURCE
ECONOMIC DEVELOPMENT				
271502	ECONOMIC DEVELOPMENT- DEVELOPMENT PLAN	43,000	33,679	COUNCIL
271504	OLD PERTH RD INITIATIVES - PLACE ACTIVATION	59,400	30,882	COUNCIL
271506	BUSINESS PLAN - DIGITAL TECHNOLOGY	35,500	16,542	COUNCIL
271508	EMRC PROJECTS - REGIONAL EVENTS	14,000	-	COUNCIL
	TOTAL ECONOMIC DEVELOPMENT	\$151,900	\$81,103	
GOVERNANCE				
401361	EMPLOYEE ASSISTANCE PROGRAM	35,000	6,516	COUNCIL
401605	RECONCILIATION ACTION PLAN CONSULTATION	40,000	18,269	COUNCIL
401606	ASHFIELD ACTION PLAN - ASHFIELD CAN	10,000	10,000	COUNCIL
401333	GOVERNANCE - SATISFACTION SURVEY	38,000	15,976	COUNCIL
311325	RATING INCENTIVE SCHEME	5,000	5,000	COUNCIL
391401	COUNCIL ELECTIONS	51,000	44,385	COUNCIL
401494	OCCUPATIONAL HEALTH & SAFETY	5,000	2,537	COUNCIL
391361	REVIEW COMMUNITY CONSULTATION POLICY & CBP	40,000	720	COUNCIL
	TOTAL GOVERNANCE	\$224,000	\$103,403	
HEALTH				
741465	MOSQUITO CONTROL PROGRAM	35,000	163	COUNCIL
741466	PEST - RAT ERADICATION PROGRAM	4,000	1,296	COUNCIL
	TOTAL HEALTH	\$39,000	\$1,459	
RANGERS				
531504	CONSTABLE CARE PROGRAM	5,000	5,000	COUNCIL
541504	DFES - NDFR GRANT FOR FLOOD MARKINGS	5,000	-	COUNCIL
	TOTAL RANGERS	\$10,000	\$5,000	
ENVIRONMENT				
751359	CONTAMINATED SITES INVESTIGATIONS (271 Hamilton)	200,000	179,474	COUNCIL
751504	(ACER) CARBON EMISSION REDUCTION PROGRAM	11,600	15,000	COUNCIL
751506	INTEGRATED TRANSPORT STUDY	6,000	-	COUNCIL
751508	WATER CAMPAIGN	13,000	12,811	COUNCIL
751510	SCHOOLS WASTE EDUCATION PROGRAM	10,000	2,240	COUNCIL
751513	WATER QUALITY MONITORING & IMPROVEMENT	10,000	6,000	COUNCIL
751516	FUTURE PROOFING CLIMATE CHANGE	16,000	12,000	COUNCIL
761592	REUSABLE SHOPPING BAGS & EDUCATIONAL PROG	5,000	3,690	Hawaiian/Suez/Council
761593	WASTE MANAGEMENT SURVEY FOR FUTURE NEEDS	30,000	15,420	
761594	WASTE MANAGEMENT STICKERS	15,000	-	
	TOTAL ENVIRONMENT	\$316,600	\$246,635	
	TOTAL PROJECTS INCLUDED IN OPERATING EXPENDITURE	\$2,217,500	\$930,184	