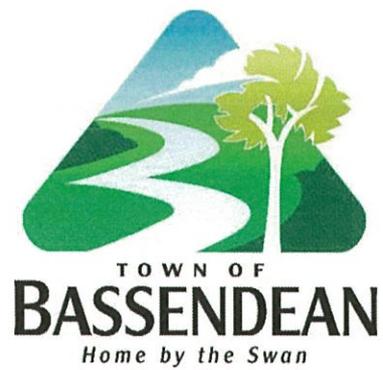


**ATTACHMENT NO. 7**



# **FINANCIAL STATEMENTS**

## **FOR THE PERIOD ENDED**

**31 December 2019**

# TOWN OF BASSENDEAN

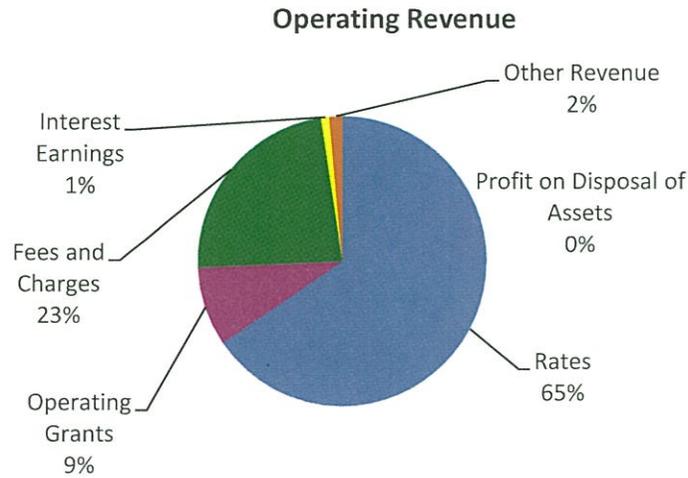
## MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 December 2019

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

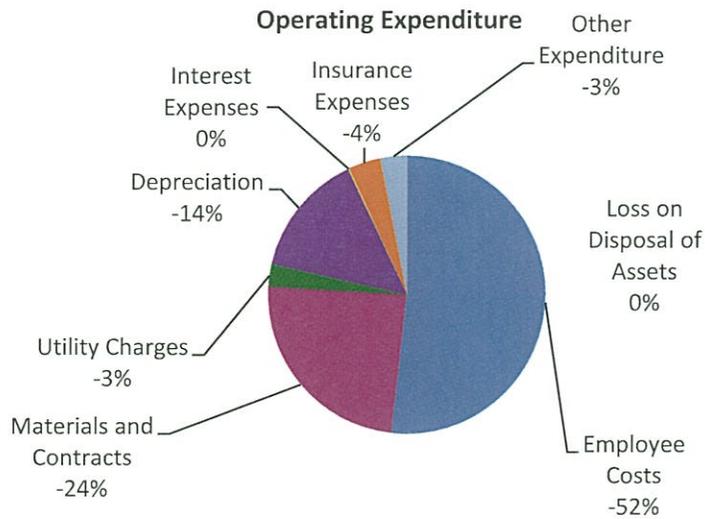
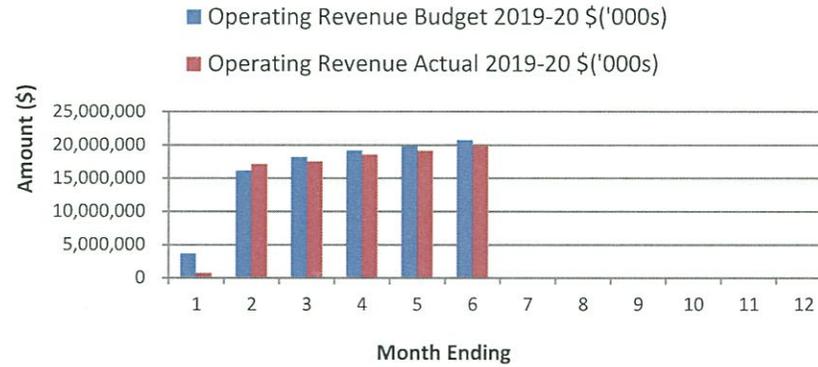
### TABLE OF CONTENTS

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

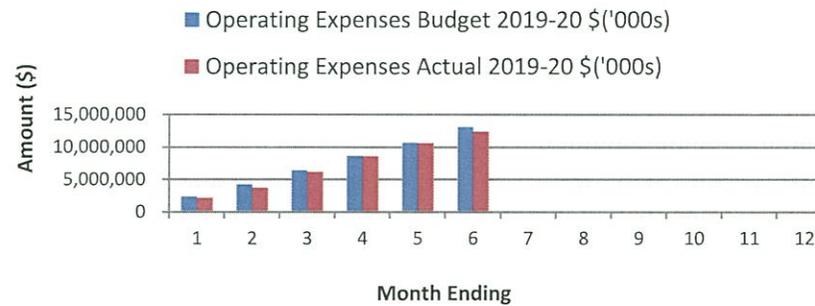
**Town of Bassendean  
Information Summary  
For the Period Ended 31 December 2019**



**Budget Operating Revenue -v- YTD Actual  
Refer Statement of Financial Activity by  
Nature or Type**



**Budget Operating Expenditure -v- YTD Actual  
Refer Statement of Financial Activity by  
Nature or Type**



**TOWN OF BASSENDEAN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 December 2019**

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
			\$	\$	%
<b>Opening Funding Surplus(Deficit)</b>	3	1,630,400	1,630,400	1,432,345	(12.15%)
<b>Revenue from operating activities</b>					
Governance		17,200	8,598	28,133	227.21%
General Purpose Funding - Rates	2	13,410,680	13,385,676	13,067,956	(2.37%)
General Purpose Funding - Other		905,723	387,006	465,320	20.24%
Law, Order and Public Safety		116,400	73,316	76,810	4.77%
Health		2,732,665	2,725,505	2,851,254	4.61%
Education and Welfare		5,120,258	2,883,083	3,037,830	5.37%
Community Amenities		148,000	73,986	60,555	(18.15%)
Recreation and Culture		188,910	91,444	179,084	95.84%
Transport		34,000	31,998	55,449	73.29%
Economic Services		95,350	47,664	100,450	110.75%
Other Property and Services		83,700	41,851	49,187	17.53%
		<b>22,852,886</b>	<b>19,750,127</b>	<b>19,972,028</b>	<b>1.12%</b>
<b>Expenditure from operating activities</b>					
Governance		(1,140,872)	(585,267)	(600,785)	(2.65%)
General Purpose Funding		(930,248)	(436,923)	(466,912)	(6.86%)
Law, Order and Public Safety		(716,404)	(360,095)	(337,938)	6.15%
Health		(3,257,400)	(1,530,734)	(1,284,531)	16.08%
Education and Welfare		(5,679,422)	(2,860,419)	(2,889,996)	(1.03%)
Community Amenities		(1,474,379)	(751,092)	(692,367)	7.82%
Recreation and Culture		(6,474,962)	(3,069,603)	(3,019,388)	1.64%
Transport		(5,679,404)	(3,150,811)	(2,750,142)	12.72%
Economic Services		(620,697)	(283,801)	(320,026)	(12.76%)
Other Property and Services		(46,278)	(22,992)	(26,783)	(16.49%)
		<b>(26,020,067)</b>	<b>(13,051,738)</b>	<b>(12,388,868)</b>	<b>5.08%</b>
<b>Operating activities excluded from budget</b>					
Add back Depreciation		3,505,012	1,752,402	1,784,421	1.83%
Adjust (Profit)/Loss on Asset Disposal		8,319	4,158	-	(100.00%)
Movement in Leave Reserve		14,871	5,659	5,659	0.00%
<b>Amount attributable to operating activities</b>		<b>361,021</b>	<b>8,460,608</b>	<b>9,373,240</b>	
<b>Investing Activities</b>					
Non-operating Grants, Subsidies and Contributions					
		2,066,917	952,842	-	(100.00%)
Proceeds from Disposal of Assets					
Land and Buildings	10	656,500	-	-	
Infrastructure Assets - Roads	8	(1,748,710)	(499,978)	(357,858)	(28.43%)
Infrastructure Assets - Footpaths	8	(2,254,002)	(197,146)	(14,543)	(92.62%)
Infrastructure Assets - Footpaths	8	(50,000)	-	-	
Infrastructure Assets - Other	8	(1,305,620)	(70,650)	(17,761)	(74.86%)
Infrastructure Assets - Drainage	8	(63,541)	-	(1,120)	
Plant and Equipment	8	(53,500)	(15,255)	(15,255)	0.00%
Furniture and Equipment	8	(629,578)	-	-	
<b>Amount attributable to investing activities</b>		<b>(3,381,534)</b>	<b>169,813</b>	<b>(406,537)</b>	
<b>Financing Activities</b>					
Self-Supporting Loan Principal		23,766	12,288	12,288	0.00%
Transfer from Reserves	5	3,671,705	-	-	(100.00%)
Repayment of Debentures	4	(130,368)	(71,156)	(71,156)	0.00%
Transfer to Reserves	5	(2,150,310)	(35,227)	(35,227)	0.00%
<b>Amount attributable to financing activities</b>		<b>1,414,793</b>	<b>(94,094)</b>	<b>(94,094)</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>24,680</b>	<b>10,166,726</b>	<b>10,304,953</b>	

**TOWN OF BASSEDEAN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 December 2019**

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
			\$	\$	%
<b>Opening Funding Surplus (Deficit)</b>	3	1,630,400	1,630,400	1,432,345	(12.15%)
<b>Revenue from operating activities</b>					
Rates	2	13,410,680	13,385,676	13,067,956	(2.37%)
Operating Grants, Subsidies and Contributions		2,563,074	1,669,487	1,782,709	6.78%
Fees and Charges		5,989,971	4,314,377	4,636,724	7.47%
Interest Earnings		460,345	159,898	187,093	17.01%
Other Revenue		427,316	219,939	297,546	35.29%
Profit on Disposal of Assets	10	1,500	750	-	
		<b>22,852,886</b>	<b>19,750,127</b>	<b>19,972,028</b>	<b>1.12%</b>
<b>Expenditure from operating activities</b>					
Employee Costs		(12,291,093)	(6,109,793)	(6,408,484)	(4.89%)
Materials and Contracts		(8,122,358)	(3,975,851)	(3,002,544)	24.48%
Utility Charges		(719,114)	(373,671)	(322,772)	13.62%
Depreciation on Non-Current Assets		(3,505,012)	(1,752,402)	(1,784,421)	(1.83%)
Interest Expenses		(49,688)	(21,792)	(17,463)	19.87%
Insurance Expenses		(452,413)	(443,413)	(465,348)	(4.95%)
Other Expenditure		(870,570)	(369,908)	(387,837)	(4.85%)
Loss on Disposal of Assets	10	(9,819)	(4,908)	-	100.00%
		<b>(26,020,067)</b>	<b>(13,051,738)</b>	<b>(12,388,868)</b>	<b>5.08%</b>
<b>Operating activities excluded from budget</b>					
Add back Depreciation		3,505,012	1,752,402	1,784,421	1.83%
Adjust (Profit)/Loss on Asset Disposal		8,319	4,158	-	(100.00%)
Movement in Leave Reserve		14,871	5,659	5,659	0.00%
<b>Amount attributable to operating activities</b>		<b>361,021</b>	<b>8,460,608</b>	<b>9,373,239</b>	
<b>Investing activities</b>					
Grants, Subsidies and Contributions		2,066,917	952,842	-	(100.00%)
Proceeds from Disposal of Assets	10	656,500	-	-	
Land and Buildings	8	(1,748,710)	(499,978)	(357,858)	(28.43%)
Infrastructure Assets - Roads	8	(2,254,002)	(197,146)	(14,543)	(92.62%)
Infrastructure Assets - Footpaths	8	(50,000)	-	-	
Infrastructure Assets - Other	8	(1,305,620)	(70,650)	(17,761)	(74.86%)
Infrastructure Assets - Drainage	8	(63,541)	-	(1,120)	
Plant and Equipment	8	(53,500)	(15,255)	(15,255)	0.00%
Furniture and Equipment	8	(629,578)	-	-	
<b>Amount attributable to investing activities</b>		<b>(3,381,534)</b>	<b>169,813</b>	<b>(406,537)</b>	
<b>Financing Activities</b>					
Self-Supporting Loan Principal		23,766	12,288	12,288	0.00%
Transfer from Reserves	7	3,671,705	-	-	(100.00%)
Repayment of Debentures	4	(130,368)	(71,156)	(71,156)	0.00%
Transfer to Reserves	7	(2,150,310)	(35,227)	(35,227)	0.00%
<b>Amount attributable to financing activities</b>		<b>1,414,793</b>	<b>(94,094)</b>	<b>(94,094)</b>	
<b>Closing Funding Surplus (Deficit)</b>	3	<b>24,680</b>	<b>10,166,726</b>	<b>10,304,953</b>	

**Town of Bassendean**  
**STATEMENT OF FINANCIAL POSITION**  
For the Period Ended 31 December 2019

	2019-20	2018-19
	\$	\$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	16,837,315	12,355,302
Trade and other receivables	5,698,995	1,011,100
Inventories	10,416	17,076
<b>TOTAL CURRENT ASSETS</b>	<u>22,546,726</u>	<u>13,383,480</u>
<b>NON-CURRENT ASSETS</b>		
Financial Assets	122,620	122,620
Other receivables	517,955	530,243
Property, plant and equipment	55,843,094	55,780,007
Infrastructure	105,955,659	107,396,630
Interests in Joint Ventures	8,386,081	8,386,081
<b>TOTAL NON-CURRENT ASSETS</b>	<u>170,825,410</u>	<u>172,215,582</u>
<b>TOTAL ASSETS</b>	<u>193,372,136</u>	<u>185,599,062</u>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	3,559,925	3,295,969
Current portion of long term borrowings	59,212	130,368
Provisions	2,415,039	2,417,923
<b>TOTAL CURRENT LIABILITIES</b>	<u>6,034,176</u>	<u>5,844,261</u>
<b>NON-CURRENT LIABILITIES</b>		
Long term borrowings	549,315	549,315
Provisions	158,837	158,837
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>708,153</u>	<u>708,153</u>
<b>TOTAL LIABILITIES</b>	<u>6,742,329</u>	<u>6,552,414</u>
<b>NET ASSETS</b>	<u>186,629,808</u>	<u>179,046,648</u>
<b>EQUITY</b>		
Retained surplus	36,757,148	29,209,215
Reserves - cash backed	6,992,239	6,957,012
Revaluation surplus	142,880,420	142,880,420
<b>TOTAL EQUITY</b>	<u>186,629,808</u>	<u>179,046,648</u>

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

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2019

Statement of Financial Position Detailed	2019/2020 \$	2018/2019 \$
<b>CASH AND CASH EQUIVALENTS</b>		
Unrestricted	7,406,258	3,031,343
Restricted	9,431,057	9,323,959
	<u>16,837,315</u>	<u>12,355,302</u>
<p>The following restrictions have been imposed by regulations or other externally imposed requirements:</p>		
Leave Reserve	749,190	743,532
Plant & Equipment Reserve	398,854	396,298
Community Facilities Reserve	53,962	53,616
Land & Building Infrastructure Reserve	1,900,122	1,887,948
Waste Management Reserve	1,092,369	1,085,370
Wind in the Willows Reserve	48,517	48,206
Aged Persons Reserve	554,518	550,966
Youth Development Reserve	29,415	29,227
Underground Power Reserve	84,898	84,354
Drainage Reserve	145,671	144,737
Tree Reserve	161,696	160,660
Bus Shelter Reserve	21,437	21,300
HACC Assets Replacement	123,576	122,784
Unspent Portion of Grants	1,628,013	1,628,013
Hyde Retirement Village Retention Bonds	257,550	256,550
Other Bonds & Deposits	2,181,268	2,110,398
	<u>9,431,057</u>	<u>9,323,959</u>
<b>TRADE AND OTHER RECEIVABLES</b>		
<b>Current</b>		
Rates Outstanding	5,452,595	785,846
Sundry Debtors - General	80,893	86,436
GST Receivable	61,091	32,274
Accrued Interest	-	2,130
Sundry Debtors - SSL	23,766	23,766
Long Service Leave Due from Other Councils	80,650	80,650
	<u>5,698,995</u>	<u>1,011,100</u>
<b>Non-Current</b>		
Rates Outstanding - Pensioners	325,083	325,083
Loans - Clubs/Institutions	192,873	205,160
	<u>517,955</u>	<u>530,243</u>
Investments - Government House	<u>122,620</u>	<u>122,620</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2019

	2019/2020	2018/2019
	\$	\$
<b>Statement of Financial Position Detailed</b>		
Investments- EMRC	8,386,081	8,386,081
<b>INVENTORIES</b>		
<b>Current</b>		
Fuel and Materials	10,416	17,076
	10,416	17,076
<b>PROPERTY, PLANT AND EQUIPMENT</b>		
Land and Buildings		
- Independent Valuation 2017 - Level 2	36,381,646	36,381,646
Buildings at:		
- Independent Valuation 2017 - Level 3	26,275,930	26,275,930
- Additions after valuation - cost	357,858	-
Less: accumulated depreciation	(8,525,126)	(8,276,412)
	18,108,662	17,999,518
Total Land and Buildings	54,490,308	54,381,164
Furniture and Equipment - Management Valuation 2016	165,239	165,239
- Additions after valuation - cost	281,276	281,276
Less Accumulated Depreciation	(179,475)	(157,937)
Less Accumulated Depreciation	267,040	288,578
Plant and Equipment - Independent Valuation 2016		
- Independent Valuation 2016 - Level 2	1,898,330	1,898,330
- Independent Valuation 2016 - Level 3	714,601	714,601
- Additions after valuation - cost	246,688	231,433
Less Accumulated Depreciation	(1,620,104)	(1,580,331)
-Less Disposals after Valuation	(216,389)	(216,389)
	1,023,126	1,047,644
Art Works		
- Management Valuation 2018 - Level 2	62,620	62,620
	62,620	62,620
	<b>55,843,094</b>	<b>55,780,007</b>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2019

	2019/2020	2018/2019
	\$	\$
<b>Statement of Financial Position Detailed</b>		
<b>INFRASTRUCTURE</b>		
Roads - Independent Valuation 2017	84,599,586	84,599,586
- Additions after valuation - cost	14,543	
Less Accumulated Depreciation	(18,864,186)	(18,117,855)
	<u>65,749,943</u>	<u>66,481,731</u>
Footpaths - Independent Valuation 2017	10,332,111	10,332,111
- Additions after valuation - cost	-	
Less Accumulated Depreciation	(3,607,261)	(3,484,861)
	<u>6,724,850</u>	<u>6,847,250</u>
 <b>INFRASTRUCTURE</b>		
Drainage - Independent Valuation 2017	40,475,300	40,475,300
- Additions after valuation - cost	1,120	-
Less Accumulated Depreciation	(18,365,697)	(18,065,759)
	<u>22,110,723</u>	<u>22,409,541</u>
Parks & Ovals - Independent Valuation 2018	18,392,206	18,392,206
- Additions after valuation - cost	17,761	-
Less Accumulated Depreciation	(7,039,822)	(6,734,096)
	<u>11,370,145</u>	<u>11,658,110</u>
	<u>105,955,659</u>	<u>107,396,630</u>
 <b>TRADE AND OTHER PAYABLES</b>		
<b>Current</b>		
Sundry Creditors	1,121,107	656,856
Accrued Interest on Debentures	-	4,005
Accrued Salaries and Wages	-	268,160
Bonds & Other Deposits	2,181,268	2,110,398
Hyde Retirement Village Bonds	257,550	256,550
	<u>3,559,925</u>	<u>3,295,969</u>
 <b>LONG-TERM BORROWINGS</b>		
Secured by Floating Charge		
Loan Liability - Current	59,212	130,368
	<u>59,212</u>	<u>130,368</u>
 <b>Non-Current</b>		
Secured by Floating Charge		
Loan Liability - Non Current	549,315	549,315
	<u>549,315</u>	<u>549,315</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 December 2019

Statement of Financial Position Detailed	2019/2020	2018/2019
	\$	\$
<b>PROVISIONS</b>		
<b>Current</b>		
Provision for Annual Leave	1,035,657	1,038,542
Provision for Long Service Leave	1,379,382	1,379,382
	<u>2,415,039</u>	<u>2,417,923</u>
<b>Non-Current</b>		
Provision for Long Service Leave	158,837	158,837
	<u>158,837</u>	<u>158,837</u>
<b>RECONCILIATION</b>		
TOTAL CURRENT ASSETS	22,546,726	13,383,480
TOTAL NON CURRENT ASSETS	170,825,410	172,215,582
<b>TOTAL ASSETS</b>	<b><u>193,372,136</u></b>	<b><u>185,599,062</u></b>
TOTAL CURRENT LIABILITIES	6,034,176	5,844,261
TOTAL NON CURRENT LIABILITIES	708,153	708,153
<b>TOTAL LIABILITIES</b>	<b><u>6,742,329</u></b>	<b><u>6,552,414</u></b>
<b>NET ASSETS</b>	<b><u>186,629,808</u></b>	<b><u>179,046,648</u></b>

**TOWN OF BASSENDEAN  
STATEMENT OF CASH FLOWS**

	<b>2019/20</b>	<b>2019/20</b>
	<b>Actual</b>	<b>Budget</b>
	<b>\$</b>	<b>\$</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
<b>Receipts:</b>		
Rates	12,216,792	13,610,680
Operating grants, subsidies and contributions	1,782,709	2,711,074
Fees and charges	1,290,934	6,009,971
Interest	189,223	460,345
Goods and services tax	427,387	1,350,000
Other revenue	297,546	400,316
	16,204,591	24,542,386
<b>Payments:</b>		
Employee costs	(6,714,437)	(12,391,093)
Materials and contracts	(2,995,886)	(8,166,766)
Utility charges	(322,772)	(719,114)
Interest expenses	(21,468)	(44,688)
Insurance expenses	(465,348)	(452,413)
Goods and services tax	(421,296)	(900,000)
Other expenditure	(387,837)	(870,570)
	(11,329,044)	(23,544,644)
<b>Net cash provided by (used in) operating activities</b>	4,875,547	997,742
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
<b>Receipts:</b>		
Non-operating grants, subsidies and contributions	-	2,066,917
Proceeds from sale of assets	-	656,500
<b>Payments:</b>		
Payments for purchase of property, plant & equipment	(373,113)	(2,431,788)
Payments for construction of infrastructure	(33,424)	(3,673,163)
<b>Net cash provided by (used in) investment activities</b>	(406,537)	(3,381,534)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
<b>Receipts:</b>		
Proceeds from self supporting loans	12,288	23,766
Transfer from Trust	71,870	400,000
<b>Payments:</b>		
Repayment of debentures	(71,156)	(130,368)
<b>Net cash provided by (used in) financing activities</b>	13,002	293,398
<b>Net increase (decrease) in cash held</b>	4,482,012	(2,090,393)
Cash and cash equivalents at beginning of year	12,355,302	12,377,774
<b>Cash and cash equivalents at the end of the year</b>	16,837,315	10,287,380

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

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

**NOTES TO THE CASH FLOW STATEMENT**

**(a) Reconciliation of Cash**

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

	2019/20 Actual \$	2019/20 Budget \$
Cash and Cash Equivalents	16,837,315	10,287,380

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

Net Result	7,583,160	(1,100,264)
Depreciation	1,784,421	3,505,012
(Profit)/Loss on Sale of Asset	-	8,319
(Increase)/Decrease in Receivables	(4,194,827)	(60,000)
(Increase)/Decrease in Inventories	6,660	
Increase in Investment in Joint Venture	-	-
Increase/(Decrease) in Payables & Accruals	(300,982)	225,000
Increase/(Decrease) in Employee Provisions	(2,885)	50,000
Grants/Contributions for the Development of Assets	-	(1,630,325)
<b>Net Cash from Operating Activities</b>	<b>4,875,547</b>	<b>997,742</b>

TOWN OF BASSENDEAN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2019

**Note 1: Explanation of Material Variances**

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

⊕ More Revenue OR Less Expenditure

⊖ Less Revenue OR More Expenditure

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenue</b>	\$	%			
Governance	19,535	227%	⊕	Timing/ Permanent	Transfer of LSL entitlements to TOB for new employee and Parental Leave payments/ Timing of Income
General Purpose Funding - Rates	(317,720)	(2%)		Permanent	Adjustment for Rates Paid in Advance in 2018-19
General Purpose Funding - Other	78,314	20%	⊕	Timing/ Permanent	LGIS Members Contribution received / Timing of Income
Law, Order and Public Safety	3,494	5%		Timing	Within Variance Threshold
Health	125,749	5%		Permanent	Additional Income from Rubbish Charges Levied
Education and Welfare	154,747	5%		Timing	Income for Seniors tracking above YTD budget/W/W Parental Leave Payments
Community Amenities	(13,431)	(18%)	⊖	Timing	Timing of Income
Recreation and Culture	87,640	96%	⊕	Timing/ Permanent	Additional Income from Hire of Reserves/Hall Hire
Transport	23,451	73%	⊕	Permanent	Direct Road Grant higher than estimated
Economic Services	52,786	111%	⊕	Permanent	Additional Income from Swimming Pool Inspections
Other Property and Services	7,936	18%	⊖	Timing	Within Variance Threshold
<b>Operating Expense</b>	\$	%			
Governance	(15,518)	(3%)		Timing/ Permanent	Employee Costs above YTD budget due to terminations
General Purpose Funding	(29,989)	(7%)		Timing	Within Variance Threshold
Law, Order and Public Safety	22,156	6%		Timing	Within Variance Threshold
Health	246,203	16%	⊖	Timing	Timing of Expenditure
Education and Welfare	(29,577)	(1%)		Timing	Within Variance Threshold
Community Amenities	58,725	8%		Timing	Within Variance Threshold
Recreation and Culture	50,215	2%		Timing	Within Variance Threshold
Transport	400,670	13%	⊕	Timing	Timing of Expenditure-Street Tree Planting Program and other Projects
Economic Services	(36,224)	(13%)	⊖	Timing	Employee Costs above YTD budget due to termination
Other Property and Services	(3,791)	(16%)		Timing	Within Variance Threshold
<b>Operating activities excluded from budget</b>					
Depreciation	(32,019)	2%		Timing	Within Variance Threshold
Adjust (Profit)/Loss on Asset Disposal	(4,158)	(100%)		Timing	
Movement in Leave Reserve	0	0%			Within Variance Threshold
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(952,842)	(100%)	⊖	Timing	Timing of Grant Income
Proceeds from Disposal of Assets	0				Within Variance Threshold
<b>Capital Expenses</b>					<i>Refer to Note 8 for Capital expenditure detail</i>
Land and Buildings	(142,120)	(28%)	⊖	Timing	Timing of Expenditure
Infrastructure - Roads	(182,603)	(93%)	⊖	Timing	Timing of Expenditure
Infrastructure - Footpaths	0				Within Variance Threshold
Infrastructure Assets - Other	(52,889)	(75%)	⊖	Timing	Timing of Expenditure
Infrastructure Assets - Drainage	1,120				Within Variance Threshold
Plant and Equipment	0	0%			Within Variance Threshold
Furniture and Equipment	0				Within Variance Threshold
<b>Financing</b>					
Self-Supporting Loan Principal	0	0%			Within Variance Threshold
Transfer from Reserves	0	(100%)			Within Variance Threshold
Repayment of Debentures	0	0%			Within Variance Threshold
Transfer to Reserves	0	0%			Within Variance Threshold
<b>Opening Funding Surplus(Deficit)</b>	(198,055)	(12%)	⊖		Operating expenditure higher than estimated. Includes additional superannuation accrual.

**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2019**

Note 2: Rating Information	Rate in	Number of Properties	Rateable Value	YTD Actual				Original Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
<b>RATE TYPE</b>	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
General Rate	7.3020	5,962	162,036,773	11,625,473	30,758	12,614	11,668,845	11,909,496	50,000	3,000	11,962,496
Sub-Totals		5,962	162,036,773	11,625,473	30,758	12,614	11,668,845	11,909,496	50,000	3,000	11,962,496
<b>Minimum Payment</b>											
Minimum Rate	1,106	1,300	17,972,511	1,399,111	-	-	1,399,111	1,448,184	-	-	1,448,184
Sub-Totals		1,300	17,972,511	1,399,111	-	-	1,399,111	1,448,184	-	-	1,448,184
<b>Amount from General Rates</b>		<b>7,262</b>	<b>180,009,284</b>	<b>13,024,584</b>	<b>30,758</b>	<b>12,614</b>	<b>13,067,956</b>	<b>13,357,680</b>	<b>50,000</b>	<b>3,000</b>	<b>13,410,680</b>
<b>Totals</b>							<b>13,067,956</b>				<b>13,410,680</b>

**Comments - Rating Information**

To meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year. The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

The Rates for 2019/20 were issued on the 6th September 2019. The due date for the payment of rates is October 11th 2019, unless the option to pay by instalments is taken. Rates instalments are subject to an instalment fee of \$36 and 5.5% interest. Instalment dates for 2019/20 are:  
 1st: 11 October 2019  
 2nd: 13 December 2019  
 3rd: 14 February 2020  
 4th: 17 April 2020

**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2019**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

	<b>Last Years Actual Closing</b>	<b>Current</b>
	<b>30 June 2019</b>	<b>31 Dec 2019</b>
	\$	\$
<b>Current Assets</b>		
Cash Unrestricted	3,031,342	7,410,595
Cash Restricted	6,957,012	6,987,902
Restricted Cash - Trust	2,366,948	2,438,818
Rates Outstanding	785,846	5,452,595
Sundry Debtors	190,852	185,309
GST Receivable	32,274	61,091
Accrued Interest	2,130	-
Inventories	17,076	10,416
	13,383,480	22,546,726
<b>Less: Current Liabilities</b>		
Sundry Creditors	(656,856)	(1,121,107)
Accrued Interest on Debentures	(4,005)	-
Accrued Salaries and Wages	(268,160)	-
Hyde Retirement Village Bonds	(256,550)	(257,550)
Bonds and Other Deposits	(2,110,398)	(2,181,268)
Current Employee Provisions	(2,417,924)	(2,415,039)
	(5,713,893)	(5,974,963)
Net Current Assets	7,669,587	16,571,762
Less: Cash Reserves	(6,957,012)	(6,992,239)
Less: SSL Borrowings Repayments	(23,766)	(23,766)
Plus : Liabilities funded by Cash Backed Reserves	743,532	749,190
<b>Net Current Funding Position</b>	<b>1,432,345</b>	<b>10,304,953</b>

**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2019**

**Note 4 : Information on Borrowings**

**(a) Debenture Repayments**

Particulars	01 Jul 2019	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Budget	Actual	Annual Budget
		\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>							
Loan 156 - Civic Centre Redevelopment	38,133	25,167	38,133	12,966	-	759	5,425
Loan 160A - Civic Centre Redevelopment	291,410	25,151	51,115	266,259	240,295	8,847	20,475
Loan 160B- Civic Centre Redevelopment	121,214	8,550	17,355	112,664	103,859	2,224	7,786
<b>Self Supporting Loans-Governance</b>							
Loan 157 - Ashfield Soccer Club	11,408	3,612	6,123	7,796	5,285	319	845
Loan 162 - TADWA	217,518	8,676	17,643	208,842	199,875	5,314	15,158
	679,683	71,156	130,368	608,527	549,314	17,463	49,688

**(b) New Debentures**

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

**(c) Unspent Debentures**

The Town has no unspent debentures.

**(d) Overdraft**

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

**Town of Bassendean  
Monthly Investment Report  
For the Period Ended 31 December 2019**

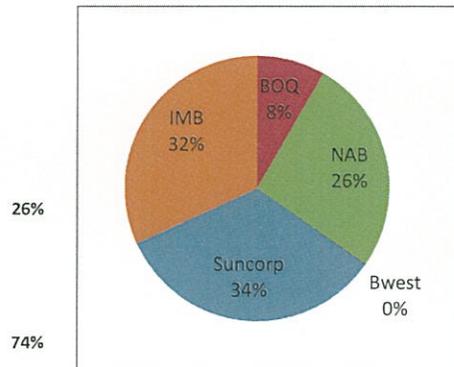
**Note 5 : CASH INVESTMENTS**

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+		
<b>Municipal</b>												
50797	23-09-19	23-01-20	A2	IMB	122	1.55%	-	-	-	1,000,000.00	1,000,000.00	5,180.82
51236	16-12-19	15-01-20	A2	IMB	30	1.30%	-	2,000,000.00	-	-	2,000,000.00	2,136.99
50881	14-10-19	13-01-20	A2	IMB	91	1.55%	-	-	-	1,500,000.00	1,500,000.00	5,796.58
176945	29-10-19	30-04-20	A2	BOQ	184	1.60%	-	-	-	400,000.00	400,000.00	3,226.30
							-	2,000,000.00	-	2,500,000.00	4,900,000.00	16,340.68
<b>Reserve</b>												
176938	29-10-19	30-04-20	A2	BOQ	184	1.60%	-	-	-	780,079.24	780,079.24	6,291.93
4198587	25-11-19	25-05-20	A1	Suncorp	182	1.55%	-	-	-	3,235,185.04	3,235,185.04	25,003.99
421580541	14-10-19	13-01-20	A1	NAB	91	1.60%	-	-	-	973,750.79	973,750.79	3,884.33
761334101	21-10-19	20-01-20	A1	NAB	91	1.60%	-	-	-	1,998,886.63	1,998,886.63	7,973.65
							-	-	-	6,987,901.70	6,987,901.70	43,153.90
<b>Trust</b>												
089-062126-4	27-12-19	27-02-20	A1	Bankwest	62	1.00%	-	-	10,233.44	-	10,233.44	17.38
94-401-6261	21-10-19	20-01-20	A1	NAB	91	1.60%	-	-	-	733,173.12	733,173.12	2,924.65
4197965	25-09-19	24-02-20	A1	Suncorp	152	1.65%	-	-	-	1,500,000.00	1,500,000.00	10,306.85
							-	-	10,233.44	2,233,173.12	2,243,406.56	13,248.88
<b>Total</b>							-	2,000,000.00	10,233.44	11,721,074.82	14,131,308.26	72,743.47

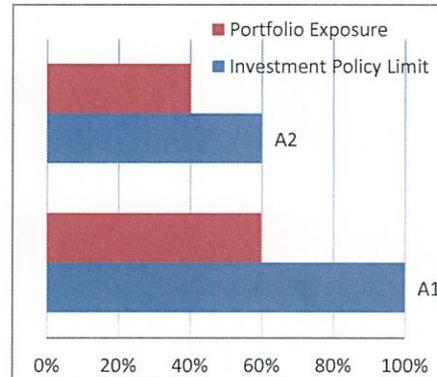
**ENVIRONMENTAL COMMITMENT**

Depositing Institution	Value Invested
<b>Fossil Fuel Lending ADI</b>	
NAB	\$3,705,810.54
Bankwest	\$10,233.44
	<b>\$3,716,043.98</b>
<b>Non Fossil Fuel Lending ADI</b>	
B of Queensland	1,180,079.24
IMB	\$4,500,000.00
Suncorp	\$4,735,185.04
	<b>\$10,415,264.28</b>
<b>Total Funds</b>	<b>\$14,131,308.26</b>

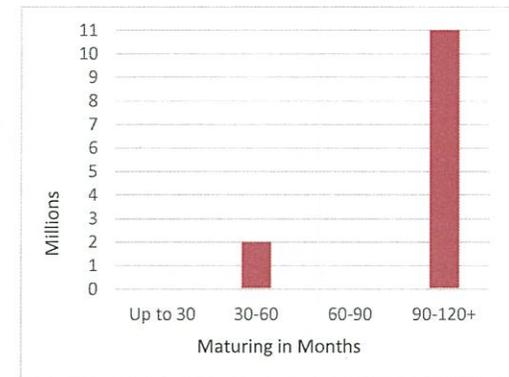
**INDIVIDUAL INSTITUTION EXPOSURE**



**TOTAL CREDIT EXPOSURE**



**TERM TO MATURITIES**

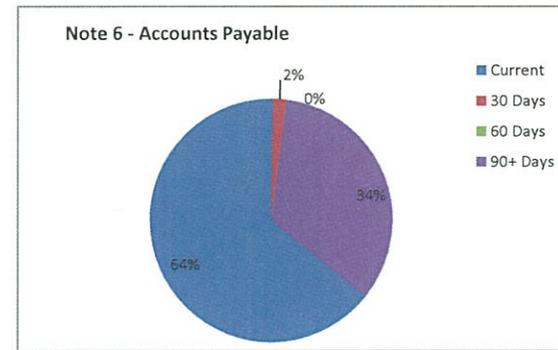
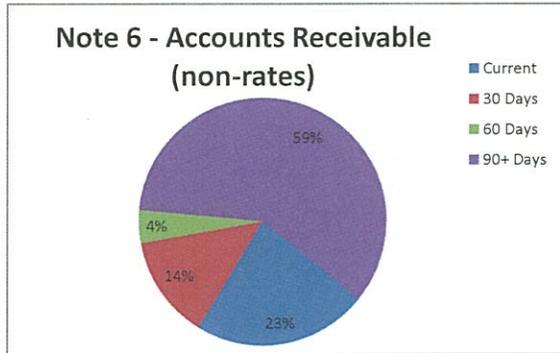


TOWN OF BASSEDEAN  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 December 2019

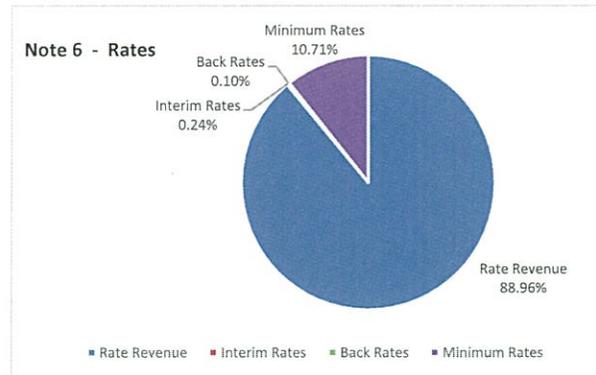
**Note 6: Receivables and Payables**

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	17,440	10,323	3,281	45,319	76,363
<b>Balance per Trial Balance</b>					
Sundry Debtors					69,619
<b>Total Receivables General Outstanding</b>					<b>69,619</b>

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables - General	26,161	728	0	13,748	40,637
<b>Balance per Trial Balance</b>					
Sundry Creditors					40,637
<b>Total Payables General Outstanding</b>					<b>40,637</b>



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



**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2019**

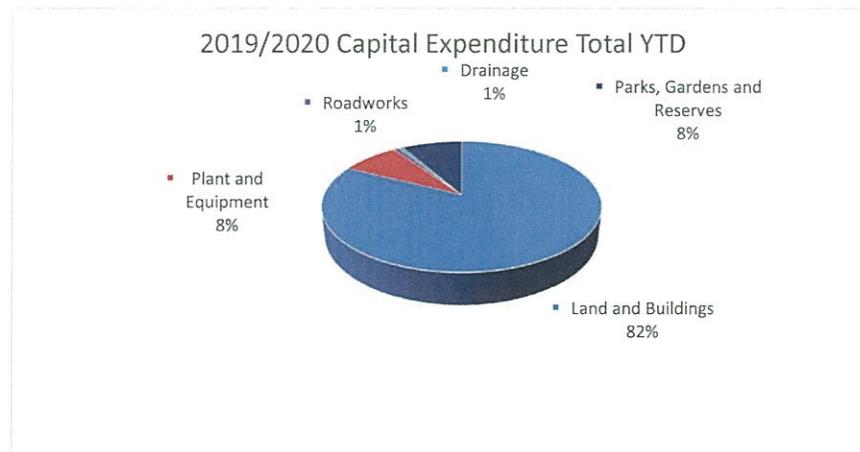
**Note 7: Cash Backed Reserves**

Name	Opening Balance	Budget Transfers In (+) Including Interest	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance 01/07/2019	Actual Transfers Including Interest (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$		\$	\$	\$
Plant And Equipment Reserve	396,298	7,926	(50,000)	354,224	396,298	2,555	-	398,854
Community Facilities Reserve	53,617	1,072	-	54,689	53,616	346	-	53,962
Land And Buildings Infrastructure Reserve	1,887,948	681,841	(1,263,500)	1,306,289	1,887,948	12,174	-	1,900,122
Waste Management Reserve	1,085,370	21,707	(617,578)	489,499	1,085,370	6,999	-	1,092,369
Wind In The Willows Child Care Reserve	48,206	964	(35,000)	14,170	48,206	311	-	48,517
Aged Persons Reserve	507,423	10,148	-	517,571	550,966	3,553	-	554,518
Youth Development Reserve	29,229	50,585	-	79,814	29,227	188	-	29,415
Underground Power Reserve	84,354	1,687	-	86,041	84,354	544	-	84,898
Employee Entitlements Reserve	743,532	14,871	(345,923)	412,480	743,532	5,659	-	749,190
Drainage Infrastructure Reserve	144,737	2,895	(63,541)	84,091	144,737	933	-	145,671
Hacc Asset Replacement Reserve	133,214	2,664	(5,000)	130,878	122,784	792	-	123,576
Unspent Grants Reserve	1,597,552	50,000	(1,115,000)	532,552	1,628,013	-	-	1,628,013
Street Tree Reserve	176,163	103,523	(176,163)	103,523	160,660	1,036	-	161,696
Bus Shelter Reserve	21,300	426	-	21,726	21,300	137	-	21,437
Information Technology Reserve	-	200,000	-	200,000	-	-	-	-
Future Projects Reserve	-	1,000,000	-	1,000,000	-	-	-	-
	<b>6,908,943</b>	<b>2,150,310</b>	<b>(3,671,705)</b>	<b>5,387,548</b>	<b>6,957,012</b>	<b>35,227</b>	<b>-</b>	<b>6,992,239</b>

Town of Bassendean  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 December 2019

Note 8: Capital Works Program

Assets	Budget			YTD Actual			YTD Variance	
	Annual Budget	Revised Budget	YTD Budget	New/ Upgrade	Renewal	2019/2020 Capital Expenditure Total YTD	Purchase Order Value	Budget to Actual
Land and Buildings	\$ 1,748,710	\$ 1,748,710	\$ 499,978	\$ 299,475	\$ 58,382	\$ 357,858	\$ 109,794	\$ (142,120)
Plant and Equipment	\$ 53,500	\$ 53,500	\$ 15,255	\$ -	\$ 15,255	\$ 15,255	\$ -	\$ -
Furniture and Equipment	\$ 629,578	\$ 629,578	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Roadworks	\$ 2,254,002	\$ 2,254,002	\$ 197,146	\$ -	\$ 14,543	\$ 14,543	\$ 5,569	\$ (182,603)
Drainage	\$ 63,541	\$ 63,541	\$ -	\$ -	\$ 1,120	\$ 1,120	\$ 59,827	\$ 1,120
Footpaths	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 8,993	\$ -
Parks, Gardens and Reserves	\$ 1,305,620	\$ 1,305,620	\$ 70,650	\$ 10,300	\$ 7,461	\$ 17,761	\$ 48,283	\$ (52,889)
	<b>\$ 6,104,951</b>	<b>\$ 6,104,951</b>	<b>\$ 783,029</b>	<b>\$ 309,775</b>	<b>\$ 96,761</b>	<b>\$ 406,537</b>	<b>\$ 232,466</b>	<b>\$ (376,492)</b>



TOWN OF BASSENDEAN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2019

**Note 9: Budget Amendments**

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

TOWN OF BASSENDEAN  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 December 2019

Note 10: Disposal of Assets

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

**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 December 2019

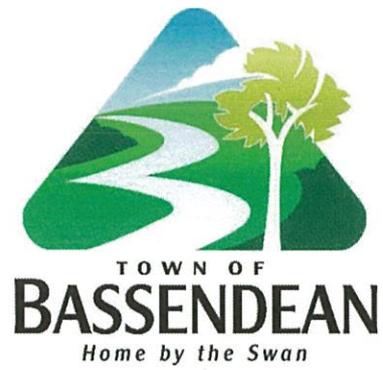
**Note 11: Trust, Bonds and Deposits**

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

Description	Opening Balance 01-07-19	Amount Received	Amount Paid	Closing Balance 31-12-19
	\$	\$	\$	\$
Public Open Space	728,410	4,763	-	733,173
<b>Total Uncontrolled Trust Funds</b>	<b>728,410</b>	<b>4,763</b>	<b>-</b>	<b>733,173</b>

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

Description	Opening Balance 01-07-19	Amount Received	Amount Paid	Closing Balance 31-12-19
Hyde Retirement Village Retention Bonds	256,550	1,250	(250)	257,550
<u>Other Bonds and Deposits</u>				
Sundry	323,572	12,404	(4,120)	331,856
Securities	933,053	252,131	(119,618)	1,065,566
Hall Hire Bonds	32,311	20,850	(20,350)	32,811
Crossover Deposits	108,675	-	-	108,675
Landscaping Bonds	685,264	58,003	(129,571)	613,697
Stormwater Deposits	26,456	3,000	(1,860)	27,596
Lyneham Hostel Residents Trust-T614	1,050	-	-	1,050
Iveson Hostel Residents Trust-T614	18	-	-	18
<b>Total Other Bonds and Deposits</b>	<b>2,110,398</b>	<b>346,388</b>	<b>(275,519)</b>	<b>2,181,268</b>
<b>Total Controlled Trust Funds</b>	<b>2,366,948</b>	<b>347,638</b>	<b>(275,769)</b>	<b>2,438,818</b>



# **FINANCIAL STATEMENTS**

## **FOR THE PERIOD ENDED**

**31 January 2020**

# TOWN OF BASSENDEAN

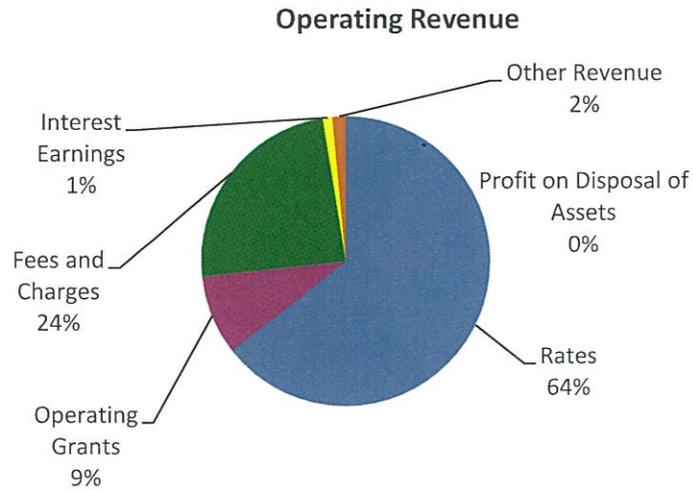
## MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 January 2020

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

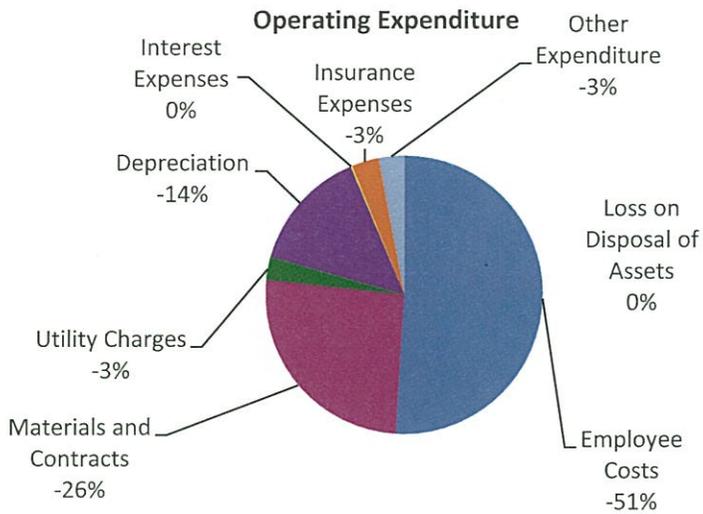
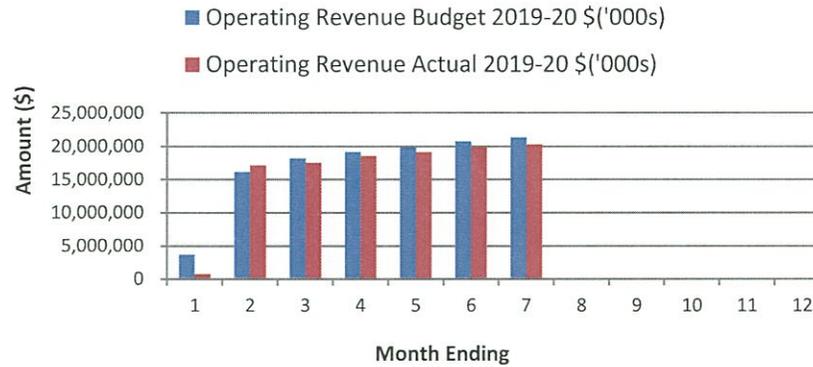
### TABLE OF CONTENTS

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

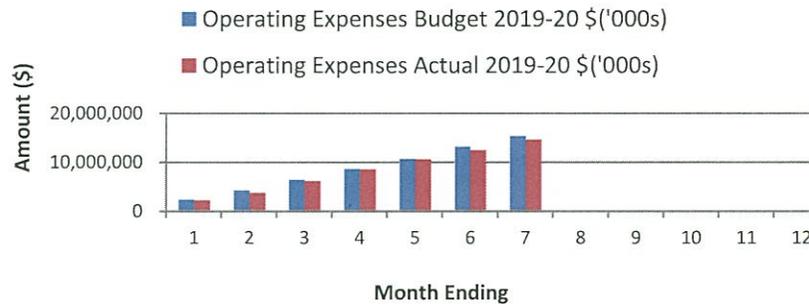
**Town of Bassendean  
Information Summary  
For the Period Ended 31 January 2020**



**Budget Operating Revenue -v- YTD Actual  
Refer Statement of Financial Activity by  
Nature or Type**



**Budget Operating Expenditure -v- YTD Actual  
Refer Statement of Financial Activity by  
Nature or Type**



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

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
			\$	\$	%
<b>Opening Funding Surplus(Deficit)</b>	3	1,630,400	1,630,400	1,432,345	(12.15%)
<b>Revenue from operating activities</b>					
Governance		17,200	10,031	31,854	217.55%
General Purpose Funding - Rates	2	13,410,680	13,389,842	13,069,334	(2.39%)
General Purpose Funding - Other		905,723	451,430	498,142	10.35%
Law, Order and Public Safety		116,400	90,039	92,566	2.81%
Health		2,732,665	2,728,996	2,855,706	4.64%
Education and Welfare		5,120,258	3,187,979	3,243,365	1.74%
Community Amenities		148,000	85,317	68,332	(19.91%)
Recreation and Culture		188,910	112,518	207,928	84.80%
Transport		34,000	32,331	55,937	73.01%
Economic Services		95,350	55,608	110,577	98.85%
Other Property and Services		83,700	48,826	54,945	12.53%
		<b>22,852,886</b>	<b>20,192,917</b>	<b>20,288,686</b>	<b>0.47%</b>
<b>Expenditure from operating activities</b>					
Governance		(1,140,872)	(615,131)	(680,465)	(10.62%)
General Purpose Funding		(930,248)	(509,951)	(535,281)	(4.97%)
Law, Order and Public Safety		(716,404)	(410,657)	(388,268)	5.45%
Health		(3,257,400)	(1,883,629)	(1,675,183)	11.07%
Education and Welfare		(5,679,422)	(3,320,400)	(3,325,629)	(0.16%)
Community Amenities		(1,474,379)	(876,134)	(783,429)	10.58%
Recreation and Culture		(6,474,962)	(3,697,675)	(3,546,377)	4.09%
Transport		(5,679,404)	(3,654,653)	(3,213,484)	12.07%
Economic Services		(620,697)	(326,105)	(346,696)	(6.31%)
Other Property and Services		(46,278)	(23,518)	(42,753)	(81.79%)
		<b>(26,020,067)</b>	<b>(15,317,854)</b>	<b>(14,537,566)</b>	<b>5.09%</b>
<b>Operating activities excluded from budget</b>					
Add back Depreciation		3,505,012	2,044,469	2,085,161	1.99%
Adjust (Profit)/Loss on Asset Disposal		8,319	4,851	-	(100.00%)
Movement in Leave Reserve		14,871	5,659	5,659	0.00%
<b>Amount attributable to operating activities</b>		<b>361,021</b>	<b>6,930,042</b>	<b>7,841,941</b>	
<b>Investing Activities</b>					
Non-operating Grants, Subsidies and Contributions		2,066,917	1,111,649	-	(100.00%)
Proceeds from Disposal of Assets	10	656,500	-	-	
Land and Buildings	8	(1,748,710)	(554,818)	(393,768)	(29.03%)
Infrastructure Assets - Roads	8	(2,254,002)	(539,956)	(14,543)	(97.31%)
Infrastructure Assets - Footpaths	8	(50,000)	-	(2,938)	
Infrastructure Assets - Other	8	(1,305,620)	(281,433)	(38,732)	(86.24%)
Infrastructure Assets - Drainage	8	(63,541)	(53,256)	(1,120)	(97.90%)
Plant and Equipment	8	(53,500)	(33,500)	(15,255)	(54.46%)
Furniture and Equipment	8	(629,578)	(12,000)	-	(100.00%)
<b>Amount attributable to investing activities</b>		<b>(3,381,534)</b>	<b>(363,314)</b>	<b>(466,357)</b>	
<b>Financing Activities</b>					
Self-Supporting Loan Principal		23,766	12,288	12,288	0.00%
Transfer from Reserves	5	3,671,705	-	-	(100.00%)
Repayment of Debentures	4	(130,368)	(88,491)	(88,491)	0.00%
Transfer to Reserves	5	(2,150,310)	(47,084)	(47,084)	0.00%
<b>Amount attributable to financing activities</b>		<b>1,414,793</b>	<b>(123,288)</b>	<b>(123,288)</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>24,680</b>	<b>8,073,840</b>	<b>8,684,640</b>	

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

	Note	Original Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. % (b)-(a)/(a)
			\$	\$	%
<b>Opening Funding Surplus (Deficit)</b>	3	1,630,400	1,630,400	1,432,345	(12.15%)
<b>Revenue from operating activities</b>					
Rates	2	13,410,680	13,389,842	13,069,334	(2.39%)
Operating Grants, Subsidies and Contributions		2,563,074	1,749,398	1,812,583	3.61%
Fees and Charges		5,989,971	4,586,767	4,880,638	6.41%
Interest Earnings		460,345	207,623	214,669	3.39%
Other Revenue		427,316	258,412	311,462	20.53%
Profit on Disposal of Assets	10	1,500	875	-	
		<b>22,852,886</b>	<b>20,192,917</b>	<b>20,288,686</b>	0.47%
<b>Expenditure from operating activities</b>					
Employee Costs		(12,291,093)	(7,151,334)	(7,401,936)	(3.50%)
Materials and Contracts		(8,122,358)	(4,798,180)	(3,744,857)	21.95%
Utility Charges		(719,114)	(431,204)	(386,854)	10.29%
Depreciation on Non-Current Assets		(3,505,012)	(2,044,469)	(2,085,161)	(1.99%)
Interest Expenses		(49,688)	(25,051)	(19,389)	22.60%
Insurance Expenses		(452,413)	(443,413)	(465,548)	(4.99%)
Other Expenditure		(870,570)	(418,477)	(433,823)	(3.67%)
Loss on Disposal of Assets	10	(9,819)	(5,726)	-	100.00%
		<b>(26,020,067)</b>	<b>(15,317,854)</b>	<b>(14,537,566)</b>	5.09%
<b>Operating activities excluded from budget</b>					
Add back Depreciation		3,505,012	2,044,469	2,085,161	1.99%
Adjust (Profit)/Loss on Asset Disposal		8,319	4,851	-	(100.00%)
Movement in Leave Reserve		14,871	5,659	5,659	0.00%
<b>Amount attributable to operating activities</b>		<b>361,021</b>	<b>6,930,042</b>	<b>7,841,940</b>	
<b>Investing activities</b>					
Grants, Subsidies and Contributions		2,066,917	1,111,649	-	(100.00%)
Proceeds from Disposal of Assets	10	656,500	-	-	
Land and Buildings	8	(1,748,710)	(554,818)	(393,768)	(29.03%)
Infrastructure Assets - Roads	8	(2,254,002)	(539,956)	(14,543)	(97.31%)
Infrastructure Assets - Footpaths	8	(50,000)	-	(2,938)	
Infrastructure Assets - Other	8	(1,305,620)	(281,433)	(38,732)	(86.24%)
Infrastructure Assets - Drainage	8	(63,541)	(53,256)	(1,120)	(97.90%)
Plant and Equipment	8	(53,500)	(33,500)	(15,255)	(54.46%)
Furniture and Equipment	8	(629,578)	(12,000)	-	(100.00%)
<b>Amount attributable to investing activities</b>		<b>(3,381,534)</b>	<b>(363,314)</b>	<b>(466,357)</b>	
<b>Financing Activities</b>					
Self-Supporting Loan Principal		23,766	12,288	12,288	0.00%
Transfer from Reserves	7	3,671,705	-	-	(100.00%)
Repayment of Debentures	4	(130,368)	(88,491)	(88,491)	0.00%
Transfer to Reserves	7	(2,150,310)	(47,084)	(47,084)	0.00%
<b>Amount attributable to financing activities</b>		<b>1,414,793</b>	<b>(123,288)</b>	<b>(123,288)</b>	
<b>Closing Funding Surplus (Deficit)</b>	3	<b>24,680</b>	<b>8,073,840</b>	<b>8,684,640</b>	

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

	2019-20	2018-19
	\$	\$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	15,861,724	12,355,302
Trade and other receivables	5,058,330	1,011,100
Inventories	10,219	17,076
<b>TOTAL CURRENT ASSETS</b>	<u>20,930,273</u>	<u>13,383,480</u>
<b>NON-CURRENT ASSETS</b>		
Financial Assets	122,620	122,620
Other receivables	517,955	530,243
Property, plant and equipment	55,826,668	55,780,007
Infrastructure	105,731,165	107,396,630
Interests in Joint Ventures	8,386,081	8,386,081
<b>TOTAL NON-CURRENT ASSETS</b>	<u>170,584,490</u>	<u>172,215,582</u>
<b>TOTAL ASSETS</b>	<u>191,514,763</u>	<u>185,599,062</u>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	3,552,706	3,295,969
Current portion of long term borrowings	41,877	130,368
Provisions	2,414,260	2,417,923
<b>TOTAL CURRENT LIABILITIES</b>	<u>6,008,843</u>	<u>5,844,261</u>
<b>NON-CURRENT LIABILITIES</b>		
Long term borrowings	549,315	549,315
Provisions	158,837	158,837
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>708,153</u>	<u>708,153</u>
<b>TOTAL LIABILITIES</b>	<u>6,716,996</u>	<u>6,552,414</u>
<b>NET ASSETS</b>	<u>184,797,768</u>	<u>179,046,648</u>
<b>EQUITY</b>		
Retained surplus	34,913,251	29,209,215
Reserves - cash backed	7,004,097	6,957,012
Revaluation surplus	142,880,420	142,880,420
<b>TOTAL EQUITY</b>	<u>184,797,768</u>	<u>179,046,648</u>

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

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2020

Statement of Financial Position Detailed	2019/2020 \$	2018/2019 \$
<b>CASH AND CASH EQUIVALENTS</b>		
Unrestricted	6,408,009	3,031,343
Restricted	9,453,715	9,323,959
	<u>15,861,724</u>	<u>12,355,302</u>
<p>The following restrictions have been imposed by regulations or other externally imposed requirements:</p>		
Leave Reserve	749,190	743,532
Plant & Equipment Reserve	399,879	396,298
Community Facilities Reserve	54,100	53,616
Land & Building Infrastructure Reserve	1,905,004	1,887,948
Waste Management Reserve	1,095,176	1,085,370
Wind in the Willows Reserve	48,642	48,206
Aged Persons Reserve	555,943	550,966
Youth Development Reserve	29,491	29,227
Underground Power Reserve	85,116	84,354
Drainage Reserve	146,045	144,737
Tree Reserve	162,167	160,660
Bus Shelter Reserve	21,437	21,300
HACC Assets Replacement	123,893	122,784
Unspent Portion of Grants	1,628,013	1,628,013
Hyde Retirement Village Retention Bonds	257,550	256,550
Other Bonds & Deposits	2,192,069	2,110,398
	<u>9,453,715</u>	<u>9,323,959</u>
<b>TRADE AND OTHER RECEIVABLES</b>		
<b>Current</b>		
Rates Outstanding	4,775,280	785,846
Sundry Debtors - General	99,266	86,436
GST Receivable	79,368	32,274
Accrued Interest	-	2,130
Sundry Debtors - SSL	23,766	23,766
Long Service Leave Due from Other Councils	80,650	80,650
	<u>5,058,330</u>	<u>1,011,100</u>
<b>Non-Current</b>		
Rates Outstanding - Pensioners	325,083	325,083
Loans - Clubs/Institutions	192,873	205,160
	<u>517,955</u>	<u>530,243</u>
Investments - Government House	<u>122,620</u>	<u>122,620</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2020

	2019/2020	2018/2019
	\$	\$
<b>Statement of Financial Position Detailed</b>		
Investments- EMRC	8,386,081	8,386,081
<b>INVENTORIES</b>		
<b>Current</b>		
Fuel and Materials	10,219	17,076
	10,219	17,076
<b>PROPERTY, PLANT AND EQUIPMENT</b>		
Land and Buildings		
- Independent Valuation 2017 - Level 2	36,381,646	36,381,646
Buildings at:		
- Independent Valuation 2017 - Level 3	26,275,930	26,275,930
- Additions after valuation - cost	393,768	-
Less: accumulated depreciation	(8,567,029)	(8,276,412)
	18,102,669	17,999,518
Total Land and Buildings	54,484,315	54,381,164
Furniture and Equipment - Management Valuation 2016	165,239	165,239
- Additions after valuation - cost	281,276	281,276
Less Accumulated Depreciation	(183,099)	(157,937)
Less Accumulated Depreciation	263,416	288,578
Plant and Equipment - Independent Valuation 2016		
- Independent Valuation 2016 - Level 2	1,898,330	1,898,330
- Independent Valuation 2016 - Level 3	714,601	714,601
- Additions after valuation - cost	246,688	231,433
Less Accumulated Depreciation	(1,626,913)	(1,580,331)
-Less Disposals after Valuation	(216,389)	(216,389)
	1,016,317	1,047,644
Art Works		
- Management Valuation 2018 - Level 2	62,620	62,620
	62,620	62,620
	<b>55,826,668</b>	<b>55,780,007</b>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2020

Statement of Financial Position Detailed	2019/2020	2018/2019
	\$	\$
<b>INFRASTRUCTURE</b>		
Roads - Independent Valuation 2017	84,599,586	84,599,586
- Additions after valuation - cost	14,543	
Less Accumulated Depreciation	(18,989,926)	(18,117,855)
	<u>65,624,203</u>	<u>66,481,731</u>
Footpaths - Independent Valuation 2017	10,332,111	10,332,111
- Additions after valuation - cost	2,938	
Less Accumulated Depreciation	(3,627,883)	(3,484,861)
	<u>6,707,166</u>	<u>6,847,250</u>
<b>INFRASTRUCTURE</b>		
Drainage - Independent Valuation 2017	40,475,300	40,475,300
- Additions after valuation - cost	1,120	-
Less Accumulated Depreciation	(18,416,230)	(18,065,759)
	<u>22,060,190</u>	<u>22,409,541</u>
Parks & Ovals - Independent Valuation 2018	18,392,206	18,392,206
- Additions after valuation - cost	38,732	-
Less Accumulated Depreciation	(7,091,330)	(6,734,096)
	<u>11,339,608</u>	<u>11,658,110</u>
	<u>105,731,165</u>	<u>107,396,630</u>
<b>TRADE AND OTHER PAYABLES</b>		
<b>Current</b>		
Sundry Creditors	1,103,087	656,856
Accrued Interest on Debentures	-	4,005
Accrued Salaries and Wages	-	268,160
Bonds & Other Deposits	2,192,069	2,110,398
Hyde Retirement Village Bonds	257,550	256,550
	<u>3,552,706</u>	<u>3,295,969</u>
<b>LONG-TERM BORROWINGS</b>		
Secured by Floating Charge		
Loan Liability - Current	41,877	130,368
	<u>41,877</u>	<u>130,368</u>
<b>Non-Current</b>		
Secured by Floating Charge		
Loan Liability - Non Current	549,315	549,315
	<u>549,315</u>	<u>549,315</u>

TOWN OF BASSENDEAN

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

For the Period Ended 31 January 2020

	2019/2020	2018/2019
	\$	\$
<b>Statement of Financial Position Detailed</b>		
<b>PROVISIONS</b>		
<b>Current</b>		
Provision for Annual Leave	1,034,878	1,038,542
Provision for Long Service Leave	1,379,382	1,379,382
	<u>2,414,260</u>	<u>2,417,923</u>
<b>Non-Current</b>		
Provision for Long Service Leave	158,837	158,837
	<u>158,837</u>	<u>158,837</u>
<b>RECONCILIATION</b>		
TOTAL CURRENT ASSETS	20,930,273	13,383,480
TOTAL NON CURRENT ASSETS	170,584,490	172,215,582
<b>TOTAL ASSETS</b>	<b><u>191,514,763</u></b>	<b><u>185,599,062</u></b>
TOTAL CURRENT LIABILITIES	6,008,843	5,844,261
TOTAL NON CURRENT LIABILITIES	708,153	708,153
<b>TOTAL LIABILITIES</b>	<b><u>6,716,996</u></b>	<b><u>6,552,414</u></b>
<b>NET ASSETS</b>	<b><u>184,797,768</u></b>	<b><u>179,046,648</u></b>

**TOWN OF BASSENDEAN  
STATEMENT OF CASH FLOWS**

	<b>2019/20 Actual \$</b>	<b>2019/20 Budget \$</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
<b>Receipts:</b>		
Rates	12,895,485	13,610,680
Operating grants, subsidies and contributions	1,812,583	2,711,074
Fees and charges	1,498,455	6,009,971
Interest	216,799	460,345
Goods and services tax	495,584	1,350,000
Other revenue	311,462	400,316
	17,230,368	24,542,386
<b>Payments:</b>		
Employee costs	(7,708,668)	(12,391,093)
Materials and contracts	(3,738,000)	(8,166,766)
Utility charges	(386,854)	(719,114)
Interest expenses	(23,394)	(44,688)
Insurance expenses	(465,548)	(452,413)
Goods and services tax	(507,770)	(900,000)
Other expenditure	(433,823)	(870,570)
	(13,264,057)	(23,544,644)
<b>Net cash provided by (used in) operating activities</b>	<b>3,966,311</b>	<b>997,742</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
<b>Receipts:</b>		
Non-operating grants, subsidies and contributions	-	2,066,917
Proceeds from sale of assets	-	656,500
<b>Payments:</b>		
Payments for purchase of property, plant & equipment	(409,023)	(2,431,788)
Payments for construction of infrastructure	(57,334)	(3,673,163)
<b>Net cash provided by (used in) investment activities</b>	<b>(466,357)</b>	<b>(3,381,534)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
<b>Receipts:</b>		
Proceeds from self supporting loans	12,288	23,766
Transfer from Trust	82,671	400,000
<b>Payments:</b>		
Repayment of debentures	(88,491)	(130,368)
<b>Net cash provided by (used in) financing activities</b>	<b>6,468</b>	<b>293,398</b>
<b>Net increase (decrease) in cash held</b>	<b>3,506,422</b>	<b>(2,090,393)</b>
Cash and cash equivalents at beginning of year	12,355,302	12,377,774
<b>Cash and cash equivalents at the end of the year</b>	<b>15,861,724</b>	<b>10,287,380</b>

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

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

**NOTES TO THE CASH FLOW STATEMENT**

**(a) Reconciliation of Cash**

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

	<b>2019/20 Actual \$</b>	<b>2019/20 Budget \$</b>
Cash and Cash Equivalents	15,861,724	10,287,380

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

Net Result	5,751,120	(1,100,264)
Depreciation	2,085,161	3,505,012
(Profit)/Loss on Sale of Asset	-	8,319
(Increase)/Decrease in Receivables	(3,553,904)	(60,000)
(Increase)/Decrease in Inventories	6,857	
Increase in Investment in Joint Venture	-	-
Increase/(Decrease) in Payables & Accruals	(319,259)	225,000
Increase/(Decrease) in Employee Provisions	(3,664)	50,000
Grants/Contributions for the Development of Assets	-	(1,630,325)
<b>Net Cash from Operating Activities</b>	<b>3,966,311</b>	<b>997,742</b>

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

**Note 1: Explanation of Material Variances**

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

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

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenue</b>	\$	%			
Governance	21,823	218%	⊕	Timing/ Permanent	Transfer of LSL entitlements to TOB for new employee and Parental Leave payments/ Timing of Income
General Purpose Funding - Rates	(320,508)	(2%)		Permanent	Adjustment for Rates Paid In Advance In 2018-19
General Purpose Funding - Other	46,712	10%	⊖	Timing/ Permanent	LGIS Members Contribution received/Timing of Income
Law, Order and Public Safety	2,527	3%		Timing	Within Variance Threshold
Health	126,710	5%		Permanent	Additional Income from Rubbish Charges Levied
Education and Welfare	55,386	2%		Timing	Income for Seniors tracking above YTD budget/WW Parental Leave Payments
Community Amenities	(16,985)	(20%)	⊖	Timing	Timing of Income
Recreation and Culture	95,410	85%	⊖	Timing/ Permanent	Additional Income from Hire of Reserves/Hall Hire
Transport	23,606	73%	⊖	Permanent	Direct Road Grant higher than estimated
Economic Services	54,969	99%	⊖	Timing/ Permanent	Additional Income from Swimming Pool Inspections/Timing of Income
Other Property and Services	6,119	13%	⊖	Timing	Timing of Income
<b>Operating Expense</b>	\$	%			
Governance	(65,334)	(11%)	⊖	Timing/ Permanent	Employee Costs above YTD budget due to terminations/organisational training above budget
General Purpose Funding	(25,330)	(5%)		Timing	Within Variance Threshold
Law, Order and Public Safety	22,389	5%		Timing	Within Variance Threshold
Health	208,446	11%	⊖	Timing	Timing of Expenditure/Bulk rubbish collection due in May/FOGO education
Education and Welfare	(5,239)	(0%)		Timing	Within Variance Threshold
Community Amenities	92,706	11%	⊖	Timing/ Permanent	Timing of expenditure/Internal recovery of building rental - WW and Seniors above budget estimate
Recreation and Culture	151,297	4%		Timing	Timing of expenditure-Public Events
Transport	441,169	12%	⊖	Timing	Timing of Expenditure-Street Tree Planting Program and other Projects
Economic Services	(20,591)	(6%)		Timing	Employee Costs above YTD budget due to termination/Swimming pool inspections fees above budget
Other Property and Services	(19,235)	(82%)	⊖	Timing/ Permanent	Timing/Private works and insurance claims above budget
<b>Operating activities excluded from budget</b>					
Depreciation	(40,692)	2%		Timing	Within Variance Threshold/Depreciation tracking above budget
Adjust (Profit)/Loss on Asset Disposal	(4,851)	(100%)		Timing	Timing of disposal of assets
Movement In Leave Reserve	0	0%			Within Variance Threshold
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(1,111,649)	(100%)	⊖	Timing	Timing of Grant Income
Proceeds from Disposal of Assets	0				Within Variance Threshold
<b>Capital Expenses</b>					<i>Refer to Note 8 for Capital expenditure detail</i>
Land and Buildings	(161,050)	(29%)	⊖	Timing	Timing/Pending tender process and OCM reports
Infrastructure - Roads	(525,413)	(97%)	⊖	Timing	Timing/Tender process commenced/Full provision for roads not required
Infrastructure - Footpaths	2,938			Timing	Within Variance Threshold
Infrastructure Assets - Other	(242,701)	(86%)	⊖	Timing	Timing/pending OCM report
Infrastructure Assets - Drainage	(52,136)	(98%)	⊖	Timing	Timing/In Progress
Plant and Equipment	(18,245)	(54%)	⊖	Timing	Timing/In Progress
Furniture and Equipment	(12,000)	(100%)	⊖	Timing	Timing/In Progress
<b>Financing</b>					
Self-Supporting Loan Principal	0	0%			Within Variance Threshold
Transfer from Reserves	0	(100%)			Within Variance Threshold
Repayment of Debentures	0	0%			Within Variance Threshold/Transfers from reserve to fund capital projects still to occur
Transfer to Reserves	0	0%			Within Variance Threshold
<b>Opening Funding Surplus(Deficit)</b>	(198,055)	(12%)	⊖		Operating expenditure higher than estimated. Includes additional superannuation accrual.

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

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

**Comments - Rating Information**

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

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

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

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

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

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

	<b>Last Years Actual Closing</b>	<b>Current</b>
	<b>30 June 2019</b>	<b>31 Jan 2020</b>
	\$	\$
<b>Current Assets</b>		
Cash Unrestricted	3,031,342	6,412,345
Cash Restricted	6,957,012	6,999,760
Restricted Cash - Trust	2,366,948	2,449,619
Rates Outstanding	785,846	4,775,280
Sundry Debtors	190,852	203,682
GST Receivable	32,274	79,368
Accrued Interest	2,130	-
Inventories	17,076	10,219
	13,383,480	20,930,273
<b>Less: Current Liabilities</b>		
Sundry Creditors	(656,856)	(1,103,087)
Accrued Interest on Debentures	(4,005)	-
Accrued Salaries and Wages	(268,160)	-
Hyde Retirement Village Bonds	(256,550)	(257,550)
Bonds and Other Deposits	(2,110,398)	(2,192,069)
Current Employee Provisions	(2,417,924)	(2,414,260)
	(5,713,893)	(5,966,966)
<b>Net Current Assets</b>	<b>7,669,587</b>	<b>14,963,307</b>
Less: Cash Reserves	(6,957,012)	(7,004,097)
Less: SSL Borrowings Repayments	(23,766)	(23,766)
Plus : Liabilities funded by Cash Backed Reserves	743,532	749,190
<b>Net Current Funding Position</b>	<b>1,432,345</b>	<b>8,684,640</b>

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

**Note 4 : Information on Borrowings**

**(a) Debenture Repayments**

Particulars	01 Jul 2019	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Budget	Actual	Annual Budget
		\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>							
Loan 156 - Civic Centre Redevelopment	38,133	38,133	38,133	0	-	1,018	5,425
Loan 160A - Civic Centre Redevelopment	291,410	25,151	51,115	266,259	240,295	8,847	20,475
Loan 160B- Civic Centre Redevelopment	121,214	12,920	17,355	108,294	103,859	3,891	7,786
<b>Self Supporting Loans-Governance</b>							
Loan 157 - Ashfield Soccer Club	11,408	3,612	6,123	7,796	5,285	319	845
Loan 162 - TADWA	217,518	8,676	17,643	208,842	199,875	5,314	15,158
	679,683	88,491	130,368	591,192	549,314	19,389	49,688

**(b) New Debentures**

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

**(c) Unspent Debentures**

The Town has no unspent debentures.

**(d) Overdraft**

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

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

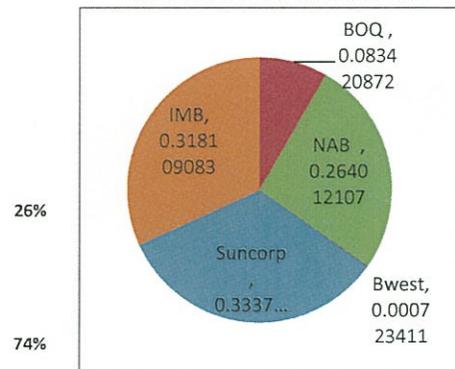
**Note 5 : CASH INVESTMENTS**

Deposit Ref	Deposit Date	Maturity Date	S & P Rating	Institution	Term (Days)	Rate of Interest	Amount Invested (Days)				Expected Interest	
							Up to 30	30-60	60-90	90-120+		
<b>Municipal</b>												
51412	23-01-20	17-03-20	A2	IMB	54	1.30%	-	1,000,000.00	-	-	1,000,000.00	1,923.29
51361	15-01-20	03-03-20	A2	IMB	48	1.25%	-	2,000,000.00	-	-	2,000,000.00	3,287.67
51349	13-01-20	18-02-20	A2	IMB	36	1.20%	-	1,500,000.00	-	-	1,500,000.00	1,775.34
176945	29-10-19	30-04-20	A2	BOQ	184	1.60%	-	-	-	400,000.00	400,000.00	3,226.30
							-	<b>4,500,000.00</b>	-	-	<b>4,900,000.00</b>	<b>10,212.60</b>
<b>Reserve</b>												
176938	29-10-19	30-04-20	A2	BOQ	184	1.60%	-	-	-	780,079.24	780,079.24	6,291.93
4198587	25-11-19	25-05-20	A1	Suncorp	182	1.55%	-	-	-	3,235,185.04	3,235,185.04	25,003.99
421580541	13-01-20	14-04-20	A1	NAB	92	1.60%	-	-	-	977,635.13	977,635.13	3,942.67
1334101	20-01-20	19-05-20	A1	NAB	120	1.60%	-	-	-	2,006,860.28	2,006,860.28	10,556.63
							-	-	-	<b>6,999,759.69</b>	<b>6,999,759.69</b>	<b>45,795.23</b>
<b>Trust</b>												
089-062126-4	27-12-19	27-02-20	A1	Bankwest	62	1.00%	-	-	10,233.44	-	10,233.44	17.38
4016261	20-01-20	19-05-20	A1	NAB	120	1.60%	-	-	-	736,097.77	736,097.77	3,872.07
4197965	25-09-19	24-02-20	A1	Suncorp	152	1.65%	-	-	-	1,500,000.00	1,500,000.00	10,306.85
							-	-	<b>10,233.44</b>	<b>2,236,097.77</b>	<b>2,246,331.21</b>	<b>14,196.30</b>
<b>Total</b>							-	<b>4,500,000.00</b>	<b>10,233.44</b>	<b>9,235,857.46</b>	<b>14,146,090.90</b>	<b>70,204.13</b>

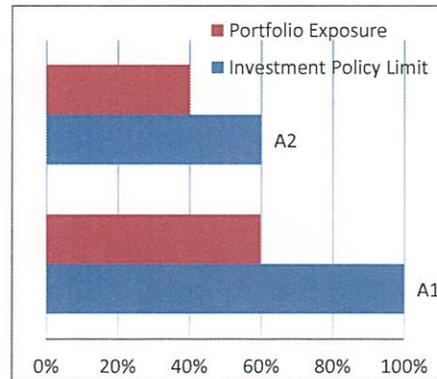
**ENVIRONMENTAL COMMITMENT**

Depositing Institution	Value Invested
<b>Fossil Fuel Lending ADI</b>	
NAB	\$3,720,593.18
Bankwest	\$10,233.44
	<b>\$3,730,826.62</b>
<b>Non Fossil Fuel Lending ADI</b>	
B of Queensland	1,180,079.24
IMB	\$4,500,000.00
Suncorp	\$4,735,185.04
	<b>\$10,415,264.28</b>
<b>Total Funds</b>	<b>\$14,146,090.90</b>

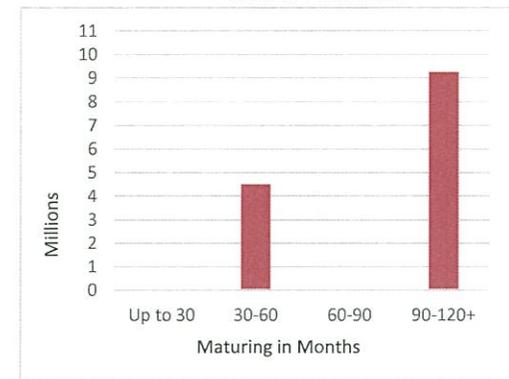
**INDIVIDUAL INSTITUTION EXPOSURE**



**TOTAL CREDIT EXPOSURE**



**TERM TO MATURITIES**

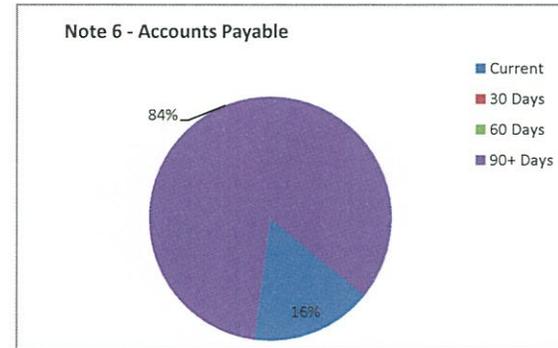
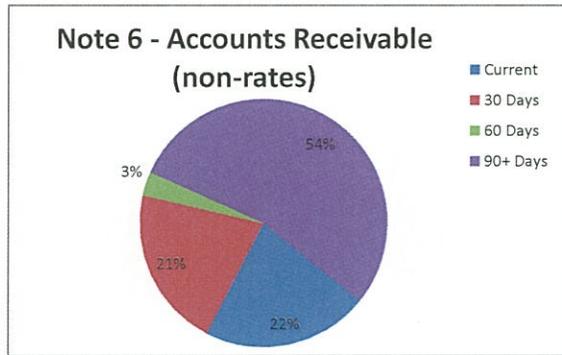


TOWN OF BASSEDEAN  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 January 2020

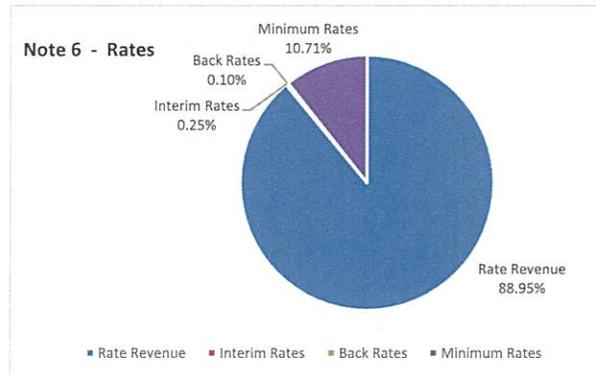
**Note 6: Receivables and Payables**

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	19,147	18,471	2,740	47,634	87,992
<b>Balance per Trial Balance</b>					
Sundry Debtors					87,992
<b>Total Receivables General Outstanding</b>					<b>87,992</b>

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables - General	2,657	0	0	13,748	16,405
<b>Balance per Trial Balance</b>					
Sundry Creditors					16,405
<b>Total Payables General Outstanding</b>					<b>16,405</b>



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



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

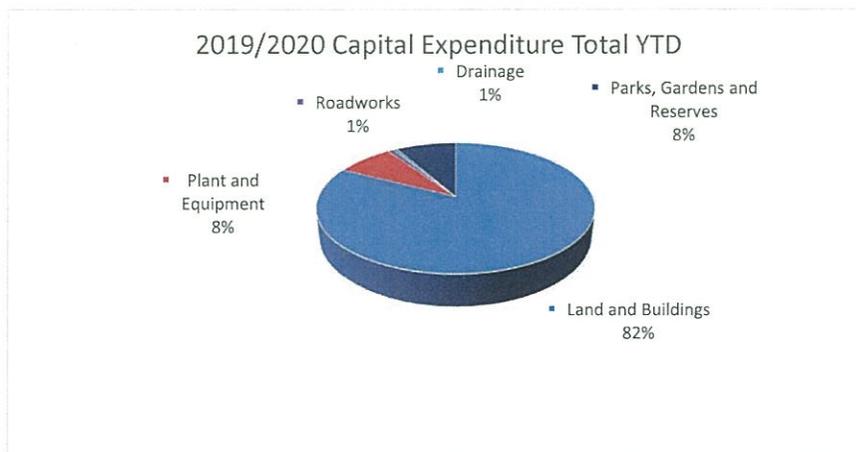
**Note 7: Cash Backed Reserves**

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

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

**Note 8: Capital Works Program**

Assets	Budget			YTD Actual			YTD Variance	
	Annual Budget	Revised Budget	YTD Budget	New/ Upgrade	Renewal	2019/2020 Capital Expenditure Total YTD	Purchase Order Value	Budget to Actual
Land and Buildings	\$ 1,748,710	\$ 1,748,710	\$ 554,818	\$ 335,386	\$ 58,382	\$ 393,768	\$ 63,987	\$ (161,050)
Plant and Equipment	\$ 53,500	\$ 53,500	\$ 33,500	\$ -	\$ 15,255	\$ 15,255	\$ 14,980	\$ (18,245)
Furniture and Equipment	\$ 629,578	\$ 629,578	\$ 12,000	\$ -	\$ -	\$ -	\$ 500	\$ (12,000)
Roadworks	\$ 2,254,002	\$ 2,254,002	\$ 539,956	\$ -	\$ 14,543	\$ 14,543	\$ 132,592	\$ (525,413)
Drainage	\$ 63,541	\$ 63,541	\$ 53,256	\$ -	\$ 1,120	\$ 1,120	\$ 59,827	\$ (52,136)
Footpaths	\$ 50,000	\$ 50,000	\$ -	\$ 2,938	\$ -	\$ 2,938	\$ 8,993	\$ 2,938
Parks, Gardens and Reserves	\$ 1,305,620	\$ 1,305,620	\$ 281,433	\$ 30,310	\$ 8,422	\$ 38,732	\$ 48,283	\$ (242,701)
	<b>\$ 6,104,951</b>	<b>\$ 6,104,951</b>	<b>\$ 1,474,963</b>	<b>\$ 368,634</b>	<b>\$ 97,723</b>	<b>\$ 466,357</b>	<b>\$ 329,162</b>	<b>\$ (1,008,606)</b>



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

**Note 9: Budget Amendments**

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

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

Note 10: Disposal of Assets

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

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

**Note 11: Trust, Bonds and Deposits**

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

Description	Opening Balance 01-07-19	Amount Received	Amount Paid	Closing Balance 31-01-20
	\$	\$	\$	\$
Public Open Space	728,410	7,688	-	736,098
<b>Total Uncontrolled Trust Funds</b>	<b>728,410</b>	<b>7,688</b>	<b>-</b>	<b>736,098</b>

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

Description	Opening Balance 01-07-19	Amount Received	Amount Paid	Closing Balance 31-01-20
Hyde Retirement Village Retention Bonds	256,550	1,250	(250)	257,550
<u>Other Bonds and Deposits</u>				
Sundry	323,572	12,556	(4,120)	332,008
Securities	933,053	282,986	(130,923)	1,085,116
Hall Hire Bonds	32,311	22,400	(22,800)	31,911
Crossover Deposits	108,675	-	-	108,675
Landscaping Bonds	685,264	58,003	(137,571)	605,697
Stormwater Deposits	26,456	3,000	(1,860)	27,596
Lyneham Hostel Residents Trust-T614	1,050	-	-	1,050
Iveson Hostel Residents Trust-T614	18	-	-	18
<b>Total Other Bonds and Deposits</b>	<b>2,110,398</b>	<b>378,945</b>	<b>(297,274)</b>	<b>2,192,069</b>
<b>Total Controlled Trust Funds</b>	<b>2,366,948</b>	<b>380,195</b>	<b>(297,524)</b>	<b>2,449,619</b>

**ATTACHMENT NO. 8**

# TOWN OF BASSENDEAN

## MINUTES

### BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN ON WEDNESDAY 5 FEBRUARY 2020, AT 2.30PM

---

#### 1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

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

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

##### Members

Cr Hilary MacWilliam, Presiding Member  
Cr Kathryn Hamilton  
Matt McCaughey, Kiara Police, Deputy Presiding Member  
Steve Blackford, Bassendean SES  
Leigh Bishop, DFES, District Officer Swan (until 3.20pm)  
Ryan Hamblion, Department of Communities  
Jeff Somes, Environmental Health Officer  
Sharna Merritt, Senior Ranger  
John Lane, Executive Officer  
Luke Gibson, Director Community Planning

##### Officers

Merveen Cross, District Advisor, DFES  
Amy Holmes, Minute Secretary

##### Visitors

Carl Nicoletto, SES  
Donna Shaw, Manager Development Place  
Sharon Ellis, Department of Communities

#### 3.0 DEPUTATIONS

Nil

#### **4.0 CONFIRMATION OF MINUTES**

##### **4.1 Minutes of the Bassendean Local Emergency Management Committee meeting held on 6 November 2019**

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

MOVED Luke Gibson, Seconded Jeff Some, that the minutes of the BLEMC meeting held on 6 November 2019, be confirmed as a true record.

CARRIED UNANIMOUSLY 10/0

#### **5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

The Presiding Member commented on the passing of Gordon Munday on 23 December 2019. Steve Blackford acknowledged his years of service and dedication to the community.

#### **6.0 DECLARATIONS OF INTEREST**

Nil

#### **7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

Nil

#### **8.0 OFFICER REPORTS**

##### **8.1 Tabletop Exercise – Success Hill**

As a result of discussion at the November 2019 meeting of the LEMC, a tabletop discussion exercise will commence following closure of this meeting. The exercise is based on a Level 2 bushfire emergency, impacting directly on the community adjacent to the Success Hill Reserve. The exercise will also involve discussion and further development of the Success Hill Reserve Pre-Evacuation Plan Draft.

**8.2 Flood Mitigation Project – Update**

The Town has received the remaining \$6,000 in funding for the Flood Mitigation Project, from DFES. This funding was obtained as part of the Natural Disaster Resilience Program grant – NDRP1415-42.

**COMMITTEE/OFFICER RECOMMENDATION - ITEM 8.2**

**BLEMC – 1/02/20** MOVED John Lane, Seconded Sharna Merritt, that the Town of Bassendean Flood Mitigation Project update be received, and that the Committee recommends the finalisation and closure of the project.

**CARRIED UNANIMOUSLY 10/0**

**8.3 Local Government Emergency Risk Management Project Report**

The Town of Bassendean has now completed the analysis and assessment of five natural and man-made hazards (People, Economy, Public Administration, Social Setting, Environment) as part of the State Risk Project – Local. The project has resulted in the development of risk registers for all five hazards and these have been forwarded to DFES as required, along with the risk report.

**COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.3**

**BLEMC – 2/02/20** MOVED John Lane, Seconded Luke Gibson, that the LEMC adopts the Town of Bassendean Risk Management Report 2019 as a basis for further investigation of treatment options.

**CARRIED UNANIMOUSLY 10/0**

**8.4 Local Emergency Management Arrangements update**

In 2017, the Town of Bassendean LEMC conducted a full review of its Local Emergency Management Arrangements including the LEMA and Recovery Plan. Both plans were duly endorsed by this committee and Council. Since that time, there have been two updates to both documents following SEMC amendments to Policy, Procedure and Planning along with significant management changes within the Town of Bassendean. It would appear that the Certificate of Authorisation has never been signed in accordance with requirements.

#### OFFICER RECOMMENDATION – ITEM 8.4

That the current versions of both the LEMA and Recovery Plan current versions be approved by this committee and be presented to Council for noting in accordance with requirements and, that following this process, the Certificate of Authorisation be signed by the Chair of the LEMC and the Mayor of the Town of Bassendean.

*It was proposed the Local Emergency Management Arrangements – LEMA and Recovery Plan - be updated for 2020 to be endorsed by this committee on 1 April 2020, subsequently adopted by Council and submitted to DEMC and SEMC.*

*Members in attendance were asked to review the documents and submit any changes to John Lane by 6 March 2020.*

#### COMMITTEE RECOMMENDATION – ITEM 8.4

**BLEMC – 3/02/20** MOVED Luke Gibson, Seconded John Lane, that Local Emergency Management Committee members review the draft LEMA and Recovery Plan, and provide comments back to the Executive Officer by 6 March 2020, and that the draft amended LEMA and Recovery Plan documents be presented for adoptions by the LEMC on 1 April 2020 and Council on 28 April 2020.

CARRIED UNANIMOUSLY 10/0

### **8.5 Emergency Management Agency Reports**

#### DFES, District Emergency Management Advisor

Merveen Cross reported on:

- NSW and QLD Fires
- WA Landgate Data – Assisting Bushfire Response
- Department of Health activates State Hazard Plan – Heatwave
- Outcomes of SEMC Meeting – 6 December 2019
- Amendments to the State Emergency Management documents
- Recovery Amendments
- Exercise Fervidus
- Considering animal welfare as part of emergency risk planning
- Strategy for Community Disaster Resilience

*Full report is included with these Minutes.*

District Emergency Management Committee (DEMC)

This committee has not met since the November 2019 meeting of the Town of Bassendean LEMC.

WALGA LGEMAG

The Executive Officer attended the December 2019 meeting as the Town of Bassendean representative. Related documents will be distributed at the meeting. (Attachment 7).

*LEMA review process underway – about the content of the LEMA and what the LG's actually want in there.*

Local Welfare Committee

*This committee is now a Local Welfare Coordination Group and will be reported on by Ryan Hamblion.*

*The Department for Communities will be providing support and assistance to people should the coronavirus become an issue here.*

*The Department will be conducting Welfare Training on 11 February for local governments.*

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.5

**BLEMC – 4/02/20** MOVED John Lane, Seconded Ryan Hamblion, that the Emergency Management Agency Reports be received.

CARRIED UNANIMOUSLY 10/0

*Leigh Bishop left the meeting at 3.20pm and did not return.*

**8.6 Post-Incident Reports and Post Exercise Reports**

- Fire in Success Hill / Pyrton area was dealt with promptly.
- Incident report from Cleanaway regarding their fire, may be provided in due course.
- Report on the table top exercise will be provided.

**8.7 Contact Details and Key Holders**

The current Contact Details and Key Holders' details was circulated at the meeting for any update requirements.

The Executive Officer has updated the Town of Bassendean Contacts and Resources Register, to reflect recent changes in positions.

**COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.7.**

**BLEMC – 5/02/20** MOVED John Lane, Seconded Sharna Merritt, that the Committee members' contact details be confirmed, as amended.

**CARRIED UNANIMOUSLY 10/0**

**8.8 Preparedness, Prevention, Response and Recovery Issues**

Senior Ranger – Following on from notices and infringements issued for the fire season, the Town has had a successful prosecution.

Environmental Health Officer – The World Health Organisation has not yet declared the Coronavirus a global pandemic. Should that happen, local governments may be required to provide resources.

**COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.6**

**BLEMC – 6/02/20** MOVED John Lane, Seconded Sharna Merritt, that Preparedness, Prevention, Response and Recovery Issues raised, be received.

**CARRIED UNANIMOUSLY 10/0**

**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**

There being no further business, the Presiding Member declared the meeting closed, the time being 3.30pm.

The next meeting will be held on Wednesday 1 April at 2:30pm.



**BASSENDAN  
LOCAL EMERGENCY MANAGEMENT COMMITTEE  
DISTRICT EMERGENCY MANAGEMENT ADVISOR REPORT  
5 FEBRUARY 2020**

**STATE NEWS**

**NSW and QLD FIRES**

Given the early start to the fire season, it is a timely reminder that we are not immune and as our communities watch how other States respond, it is an opportunity for Local Governments to prepare themselves for the season ahead.

What you can do:

- Have the discussions with your Council, Executives and staff as to who will play key roles in a response and recovery effort.
- Make sure you have considered staff leave and have contingencies in place. Staff may need to be contacted after hours and may be required for long periods of time, so consider how this will work in your Local Government.
- Your staff may be affected by the emergency, so back up plans and sharing resources with neighbouring Councils is encouraged. Now is the time to review your MOU with neighbouring Councils and share your contact details.
- Use your LEMC to collaborate and get ready with your community and agency partners.
- Dust off your LEMA and recovery plans and make sure your contact details and resource lists are up to date.
- Link in with your DFES regional office.
- District Emergency Management Advisors can guide you through your responsibilities before, during and after an emergency and it is valuable to build relationships with operational staff in your region prior to an emergency.

**WESTERN AUSTRALIAN DATA - assisting bushfire response**

Landgate's data has been made available to various organisations to support response and recovery efforts for the bushfire emergencies occurring across Australia.

Topographic maps of Western Australia have been provided to the Australian Defence Force to support Operation Bushfire Assist in the event that WA is severely impacted by bushfires for the remainder of this bushfire season.

## DEPARTMENT OF HEALTH ACTIVATES STATE HAZARD PLAN - HEATWAVE

From Thursday, 10 December to Sunday, 15 December Perth sweltered through a heatwave. The Bureau of Meteorology (BOM) forecast triggered the activation of the State Hazard Plan (SHP) Heatwave for a Level 1 Incident Response.

The Department of Health activated the State Hazard Plan (SHP) Heatwave for the Perth metropolitan area on Thursday, 9 December, based on forecast temperatures for the week ahead. In the Perth metropolitan area, the heatwave trigger is defined as a three-day average temperature (3DAT) calculation of 32 degrees Celsius or above. This 3DAT calculation is based on both daily maximum and minimum temperatures over a forward looking three-day prediction.

Measures as part of the activation included:

- the State Health Incident Coordination Centre (SHICC) was activated
- DoH Communications Directorate disseminated heat-related public health messages, and
- notification to external agencies on commencement to advise that SHP Heatwave had been activated and provide information fact sheets to support their workforce and/or client base.
- External agencies were also required to fulfil certain actions, including:
  - ✓ reviewing planned works that may have an impact on critical systems that could compromise the agency's ability to manage in a severe heat event
  - ✓ reviewing planned events and outside works and suspend or delay these events to early morning or late evening during the heatwave, and
  - ✓ public event organisers and venues were specifically requested to review event plans to ensure heatwave conditions are adequately addressed.

By Monday, 16 December the temperature forecast was more favourable and conditions for heatwave had subsided. The SHP Heatwave transitioned to Stand Down phase and agencies and Health Service Providers were advised to stand down internal heatwave plans. As the heatwave activation was a Level 1 incident, a full debrief did not occur. Feedback was welcomed by the SHICC.

## OUTCOMES OF SEMC MEETING – 6 DECEMBER 2019

- SEMC endorsed the development of a WA Implementation Plan for the ***National Disaster Risk Reduction Framework for Western Australia***. The implementation plan will meet the requirements of the Commonwealth and be scalable to support future investment and allows granularity to be added as implementation occurs. Consultation will commence in early 2020 to support the development.

- **Cyber Security** was supported to be progressed to a State Hazard Plan to allow for consultation with relevant Controlling Agencies, the Western Australian Local Government Association and other relevant stakeholders.
- The Western Australian Local Government Association brought to the SEMCs attention some of the issues identified through feedback from WALGA members regarding the current Local Emergency Management Arrangement (LEMA) process. **SEMC approved a sector led review of the LEMA.** Scoping will commence early 2020.
- The **SEMC approved a review of the State Risk Project prior to commencing phase 5.** The project was commenced in 2013 and was designed to gain a comprehensive and consistent understanding of the risks faced at state, district and local levels. The review will assess how to move forward with the knowledge and data collated.

## **AMENDMENTS TO THE STATE EMERGENCY MANAGEMENT DOCUMENTS**

Please be advised the State Emergency Management Committee (SEMC) recently approved the revised State Hazard Plan – **Fire and State Support Plan – Animal Welfare in Emergencies**. These plans effective from 25 November 2019 are now available on the SEMC website [SEMC Plans](#).

### **Please note:**

The **State Hazard Plan – Fire** replaces the previous interim version. A full content review was completed, with the Department of Fire and Emergency Services establishing a working group to review the large amount of feedback received from stakeholders and agencies, amendments to the plan include:

- Incorporation of the Parks and Wildlife Service's State Commander role;
- Expansion and further clarification of treatment options
- Total Fire Bans amended to reflect changes to the *Bush Fires Regulations 1954*;
- Financial Arrangements – Included to reflect the State EM Plan financial arrangements and DFES SAP 3.1A;
- Notifications – Amended and expanded;
- Warning systems into their respective standalone section; and
- Inclusion of Appendix B: Glossary of Terms / Acronyms.

The **State Support Plan – Animal Welfare in Emergencies** replaces the previous interim version. A review of the plan was undertaken by the Department of Primary Industries and Regional Development (DPIRD) following Exercise Equess (a joint exercise between DPIRD and the SEMC Business Unit), amendments to the plan include:

- Clearer triggers and processes for plan activation and authorisation;
- Documenting the role of DPIRD in an emergency prior to any plan activation;

- Clarification of DPIRD's responsibility where no other services or resources are available;
- Clarification regarding owners and carers proceeding to evacuation centres with their animals where no other information has been provided;
- Inclusion of the agreed Terms of Reference for the Committee for Animal Welfare in Emergencies which came into effect in March 2019; and
- Documenting the role of the operational Animal Welfare Emergency Group and inclusion of the Terms of Reference.

**Please** remove previous copies of these plans you may have and update your references as required.

## **RECOVERY AMENDMENTS**

Significant amendments include:

- New Impact Statement template and Guide (replacing the Comprehensive Impact Assessment) - Impact Statements are to be completed by the controlling agency during all Level 3 incidents and Level 2 incidents where there are impacts requiring recovery activities.
- New roles and responsibilities for the State Recovery Controller and new procedures describing their appointment.
- Revision of the State Recovery Coordinator appointment and inclusion of a Deputy State Recovery Coordinator;
- Development of State Recovery Controller and State Recovery Coordinator aides memoire to assist in the consistent provision of state-level recovery support;
- Clarification regarding post-operational, State Emergency Coordination Group and recovery reporting arrangements;

Full details of all amendments are available on the [SEMC Policy Amendments webpage](#). It is strongly advised that all agencies review the updated documents.

If you have any questions regarding these recovery arrangements please contact Deputy State Recovery Coordinator, [Suellen Flint](#), or Recovery Manager Emergency Management, [Suzanne Blyth](#)

## **STATE EXERCISE FRAMEWORK UPDATE**

The State will be issuing a newsletter informing the sector of the mechanics of the framework and what everyone is required to do after considering this feedback.

## DISTRICT NEWS

### EXERCISE FERVIDUS

The 4 Metropolitan DEMC came together for the first time for *Exercise Fervidus* on 28 November 2019. There were approximately 125 participants that represented the metropolitan local governments and emergency management agencies. The exercise was funded through an AWARE grant and adopted the SEMC Capability Framework to assess district preparedness across the full range of the emergency management spectrum.

Dr Andrew Robertson, CSC PSM, Director, Disaster Management and Deputy Chief Health Officer opened and provided background discussion on the exercise. Participants had the opportunity to hear from Neil Bennett, Media and Communication Manager, Bureau of Meteorology in WA and agencies involved in heatwave incidents as the Expert Panel.

Key stakeholders included State Emergency Public Information Coordinator (SEPIC), State Recovery Coordinator, North Commander WA Police Force and Professor Doctor Judy Esmond Curtin University.

An independent evaluation of the exercise is being conducted by Executive Risk Solutions and Edith Cowan University and will be distributed to the 4 DEMCs and forwarded to the State Exercise Coordination Team for information.

## LOCAL NEWS

### Disaster and Emergency Management Executive Education Workshop - Curtin University 2 April 2020

The workshop will be focused on **Community-Led Disaster Recovery** and considers what really happens behind the scenes, the connections between response and recovery, what needs to be considered, what works, what doesn't, etc. It will be informative, interactive and with some controversy.

A flyer will be sent out shortly with further information.

### CONSIDERING ANIMAL WELFARE AS PART OF EMERGENCY RISK PLANNING

Having these plans in place not only improve Local Governments' ability to respond to animal welfare issues during an emergency, but will support DPIRD, when the [State Support Plan – Animal Welfare in Emergencies](#) is activated, to know key local information such as where animal evacuation shelters can be held.

Local Governments can seek support from the WALGA Emergency Management team or DPIRD to develop local AWE plans. Although Local Governments are encouraged to have animal welfare plans in place, it is ultimately the owner or carer of an animal who is responsible for the welfare of that animal and should consider its welfare in preparedness for, response to and recovery from an emergency.

A wealth of emergency planning information aimed at animal owners/carers is available from the [DPIRD website](#). Local Governments can direct residents to these resources via their communications channels and encourage animal owners/carers to integrate animal welfare into their household emergency plans.

## **DPIRD**

During an incident or emergency, please use the following sequence of notification when requesting a DPIRD representative as part of an ISG/OASG.

- 1) Contact the nominated DPIRD DEMC representative
- 2) If unavailable – contact the Proxy DPIRD DEMC representative
- 3) If unavailable – contact the DPIRD EM Branch On Call Coordinator **9368 3132**

## **STRATEGY FOR COMMUNITY DISASTER RESILIENCE**

The Recovery and Community Subcommittee secured NDRP funding to prepare a strategy for Community Disaster Resilience in order to address gaps identified in the 2018 State Preparedness Report. In particular the project seeks to build more effective engagement and collaboration across agencies, with non-traditional EM players and with the not-for profit and community sectors in order to increase community capacity and capability to respond to, and recover from, disasters and respond to systemic vulnerability.

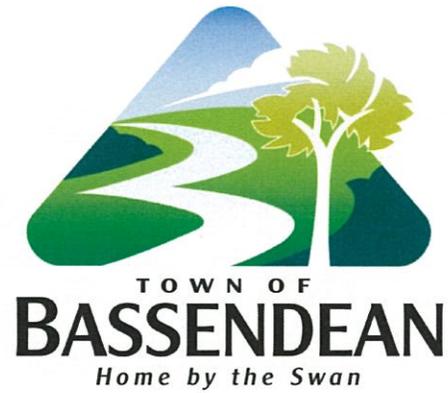
- The WA Community Disaster Resilience Strategy has been initiated by the State Emergency Management Committee with support from the Commonwealth Government of Australia to create a strategic and practical framework for building resilience across the State. It is supported by DFES and Red Cross as co-leads.
- The purpose of the project is to identify strategies and actions to improve the resilience of WA communities.
- The project responds to the National Disaster Resilience Strategy (2011) and the National Disaster Risk Reduction Framework (2018),
- The project is taking a broad view of resilience because the evidence is that communities with strong networks and social capital as well as strategies to manage vulnerabilities will have more capacity to cope with and recover from a disaster. It will also consider resilient attributes and behaviours across the PRR spectrum.
- The project will start with a strengths-based approach – what is working well in communities – and also has a principle of identifying things that can change and improve rather than adding new things to do.
- We are commencing engagement across the State now to draw on the experience, initiatives and ideas of community stakeholders including local governments and their communities, as well as stakeholder groups from social services, business and industry, and volunteering sectors.
- Local governments who are interested in getting involved in development of the strategy can contact the project officer Su Groome or their District Advisor.

## **2019 SEMC MEETING SCHEDULE**

- 06 March 2020
- 08 May 2020
- 14 August 2020
- 09 October 2020
- 04 December 2020

**District Emergency Management Advisor  
Metropolitan Operations Department of Fire and Emergency Services**

**ATTACHMENT NO. 9**



**QUARTERLY REPORT**  
**PERIOD ENDING 31 DECEMBER 2019**

## Contents

INTRODUCTION	<u>33</u>
STRATEGIC ALIGNMENT WITH ONE PLANET LIVING PRINCIPLES	<u>44</u>
HIGHLIGHTS FROM THIS QUARTER	<u>55</u>
STRATEGIC PROJECT STATUS SUMMARY	<u>1212</u>
STRATEGIC PRIORITY 1. SOCIAL	<u>1313</u>
Strategic Projects	<u>1313</u>
Services and Programs	<u>2121</u>
STRATEGIC PRIORITY 2. NATURAL ENVIRONMENT	<u>3434</u>
Strategic Projects	<u>3434</u>
Services and Programs	<u>4040</u>
STRATEGIC PRIORITY 3. BUILT ENVIRONMENT	<u>4343</u>
Strategic Projects	<u>4343</u>
Services and Programs	<u>4949</u>
STRATEGIC PRIORITY 4. ECONOMIC	<u>5151</u>
Services and Programs	<u>5151</u>
STRATEGIC PRIORITY 5. GOOD GOVERNANCE	<u>5353</u>
Key Projects and Initiatives	<u>5353</u>
Services and Programs	<u>6969</u>

## INTRODUCTION

### Overview and background

The Town of Bassendean's Corporate Business Plan is a five-year service and project delivery program. It is aligned to the strategic direction and priorities set by the 10-Year Strategic Community Plan 2017–2027.

These Plans form part of the Town's implementation of the Integrated Planning and Reporting Framework which guides local governments in establishing local priorities and linking this information to operational functions. All local governments are currently required to produce a plan for the future under s. 5.56 (1) of the *Local Government Act 1995*.

The purpose of the Corporate Business Plan is to outline the Town's service delivery outcomes and objectives over the medium-term. All operational planning and reporting is driven by the Corporate Business Plan which is reviewed annually to ensure priorities are achievable and effectively scheduled. The Town's approach to corporate business planning includes an annual review process to ensure the organisation can evaluate progress against the plan and adapt and realign the plan in response to changes in the external environment.

Quarterly Reporting tracks progress against strategic projects, services and programs against these key Strategic Priority Areas: Social, Natural Environment, Built Environment, Economic and Good Governance.

### Current Context

In 2019/2020, the Town of Bassendean will undertake a strategic planning process with the newly appointed Council. Resulting from this will be a new Strategic Community Plan that will position the Town for the future. Key informing activities that will shape the new Strategic Community Plan are:

- BassenDream Our Future - between March 2019 and September 2019, the Town of Bassendean undertook an extensive community engagement project seeking from our community their thoughts, ideas and expectations on how Council should respond to the challenges and opportunities that a growing and evolving community presents, in a way that preserves the character and spirit of Bassendean.
- The MARKYT Community Scorecard - between October 2019 and November 2019, the Town of Bassendean undertook an independent community perceptions survey to measure current performance and provide a benchmark against other local councils for continuous improvement and learning purposes.
- One Planet Living Principles, which have been adopted by the Council to shape future planning, decision-making and actions.

## STRATEGIC ALIGNMENT WITH ONE PLANET LIVING PRINCIPLES

CBP STRATEGIC PRIORITY AREA & OBJECTIVES	ONE PLANET LIVING PRINCIPLES
<p><b>SOCIAL</b>                      Build a sense of place and belonging                      Ensure all community members have the opportunity to be active, socialise and connected                      Plan for a healthy and safe community                      Improve lifestyle choices for the Aged, Family and Youth</p>	<p>Health and happiness                      Cultural and community</p>
<p><b>NATURAL ENVIRONMENT</b>                      Display leadership in environmental sustainability                      Protect our river, bushland reserves and biodiversity                      Ensure the Town's open space is attractive and inviting</p>	<p>Land and nature                      Sustainable water                      Zero waste                      Zero carbon energy                      Materials and products</p>
<p><b>BUILT ENVIRONMENT</b>                      Plan for an increased population and changing demographics                      Enhance connectivity between places and people                      Enhance the town's appearance</p>	<p>Travel and transport                      Cultural and community</p>
<p><b>ECONOMIC</b>                      Build economic capacity                      Facilitate local business retention and growth</p>	<p>Equity and local economy                      Local and sustainable food                      Materials and products</p>
<p><b>GOOD GOVERNANCE</b>                      Enhance Organisational Accountability                      Proactively partner with the community and our stakeholders                      Strive for improvement and innovation</p>	<p>Equity and local economy                      Materials and products                      Zero waste</p>

## HIGHLIGHTS FROM THIS QUARTER

CBP STRATEGIC PRIORITY AREA & OBJECTIVES	Key Achievements and Outcomes
SOCIAL	<p><b>Q1 September 2019:</b></p> <ul style="list-style-type: none"> <li>• Bassendream Our Future was completed in September. This was a major community engagement exercise seeking our community’s thoughts, ideas and expectations on how Council should respond to the future challenges and opportunities offered by a growing community with evolving needs. Together with the MARKYT Community Benchmarking Scorecard (to be undertaken in October to November), this is a key strategic input into the development of our new Strategic Community Plan and supporting strategies, to be developed in early 2020.</li> <li>• A new Grants and Sponsorship Framework was developed, which includes Grant and Sponsorship Guidelines for Major and Significant Events, Community Benefit initiatives and Business Development. These guidelines operationalise the governing Sponsorship and Grants Policy, and ensure probity, accountability and strategic alignment in the funding of events or initiatives delivered by, or hosted in, the Town of Bassendean.</li> <li>• The Arts and Culture Plan was completed and adopted, providing the Town with a strategic framework for the development of arts and culture in partnership with the community and other arts/cultural organisations, for the benefit of the Town.</li> </ul> <p><b>Q2 December 2019:</b></p> <ul style="list-style-type: none"> <li>• The “Bassendream Our Future” preliminary engagement report was finalised. This report summarises our community’s aspirations to develop a future vision which guides Council on responses to future challenges and opportunities. Together with the MARKYT Community Benchmarking Scorecard, this is a key strategic input into the development of our Local Planning Framework and Strategic Community Plan, as well as supporting strategies.</li> <li>• The Town of Bassendean was rated one of the highest performing local governments in the State in an independent industry benchmarking study. The MARKYT Community Scorecard study was conducted by CATALYSE to measure community perceptions of metropolitan and regional local</li> </ul>

CBP STRATEGIC PRIORITY AREA & OBJECTIVES	Key Achievements and Outcomes
	<p>government authorities across Western Australia. It found that residents in the Town of Bassendean are among the most satisfied in Western Australia with their local government and their community, with Town residents rating Bassendean highly as a “place to live” and as a “governing organisation”.</p> <ul style="list-style-type: none"> <li>• Council Briefings in the Community commenced in November with the Briefing and BBQ held at the Ashfield Community Centre. The December Council Briefing was held at the Bassendean Youth Service. These Briefings are aimed at taking the Council to the community as part of our community engagement strategy to improve civic participation.</li> <li>• The Arts and Cultural Plan was published and launched online in December 2019.</li> <li>• Council approved funding for the following events under the Grants and Sponsorship Framework: Spookfest, WonderRealm, Carols at the Oval, Swans Big Camp Out (later cancelled), Christmas Festival, Eden Hill Dads’ End of Year event and the Success Hill Action Group Family Fun Day.</li> <li>• 1,109 people are now signed up to the “Your Say Bassendean” website, which enables the community to provide online comment about current topics of consultation eg Living Streams, Eden Hills shopping centre site.</li> <li>• There were 2,300 visits to the website, with the most popular projects being the Success Hill Principal Shared Path, weed management, favoured locations for residents to walk their dog, recycling crossword, grants and sponsorship, and reading the engagement report about Bassendream Our Future. The most popular downloads by residents were on current “dog on leash and off leash” areas and the Bassendean Engagement Report.</li> </ul>
NATURAL ENVIRONMENT	<p><b>Q1 September 2019:</b></p> <ul style="list-style-type: none"> <li>• Further progress was made on the Town’s commitment to go Plastic-Free to reduce our ‘plastic footprint’ through working closely with the Boomerang Alliance, as part of their ‘Plastic Free Places’ program. This focuses on achieving wide scale change away from plastic pollution and waste. We were fortunate to be selected as one of the local governments, along with the City of Bayswater, for the program. (This program is funded by the WA Waste Authority.) The program</li> </ul>

CBP STRATEGIC PRIORITY AREA & OBJECTIVES	Key Achievements and Outcomes
	<p>targets six single-use plastic items which represent problematic and prolific sources of the litter stream; water bottles, foodware (cups, cutlery, plates etc.), straws, coffee cups/lids, takeaway containers and plastic bags. To achieve reductions, there has been work undertaken to engage directly with food outlets, events and markets to join as a member and switch away from single-use plastics, either through elimination or replacement with reusable or 100% compostable alternatives. The Town, as part of sponsoring events, also reinforces the ban of single use plastics.</p> <ul style="list-style-type: none"> <li>• Improvements in Natural Areas, River Rehabilitation: Revegetation and erosion control were undertaken across the Town.</li> <li>• Water Quality Monitoring: Sampling of the Town’s drainage network took place and an initial planning workshop on a Living Stream proposal was held.</li> <li>• The Success Hill Spillway: The Town opened discussions with the South West Aboriginal Land and Sea Council (SWALSC) and other traditional land owners outlining the proposal for the project, and awaits responses from these stakeholders.</li> <li>• Staff met with East Metropolitan Regional Council (EMRC) to address the Water Efficiency Action Plan (WEAP) and identify actions for the current Financial Year.</li> </ul> <p><b>Q2 December 2019:</b></p> <ul style="list-style-type: none"> <li>• There were improvements to natural areas including improved weed control and plantings by community groups in conjunction with the Town.</li> <li>• Annual tree planting across verges and reserves is now completed.</li> <li>• The Town received confirmation of a successful grant funding from Lotterywest for the urban greening project at Mary Crescent Reserve, where planning and design with the community will occur in the new year.</li> <li>• Town staff, Water Corporation and Urbaqua met with residents adjacent to the 3<sup>rd</sup> and 4<sup>th</sup> Avenue drain to discuss the Living Streams proposal.</li> </ul>

CBP STRATEGIC PRIORITY AREA & OBJECTIVES	Key Achievements and Outcomes
	<ul style="list-style-type: none"> <li>• EMRC: The Town received the quarterly emission data snapshots and water data analysis report which demonstrates the improvements achieved by the Town over the quarter.</li> <li>• DWER released Waste Plan template and timeline which Officers are developing to be presented to Council for budget consideration. Local Governments are required by the <i>Waste Avoidance and Resource Recovery Act 2007</i> to submit Waste Plans when requested by the DWER Director General. The Director General has provided notice to Local Governments that Waste Plans need to be submitted to the DWER by September 2020. The Town of Bassendean is reviewing the verge treatment policy with the intention of reducing “red tape” for residents and increasing the amount of permissible treatments. Revised Policy to be presented to council in early 2020 for consideration.</li> </ul>
<p><b>BUILT ENVIRONMENT</b></p>	<p><b>Q1 September 2019:</b></p> <ul style="list-style-type: none"> <li>• Construction of Broadway Access Bike Path commenced in August. This project will provide improved connectivity for active modes of transport between the Bassendean Train Station and residents north of the railway line, promoting active modes of transport, which in turn can improve physical and mental health of the community.</li> <li>• Tender preparation for the construction of 1 Surrey Street.</li> <li>• Contract awarded for the construction of the Men’s Shed.</li> <li>• Commence discussions on the future rail and transport systems in conjunction with Department of Transport to enhance traffic flow and open up more efficient transport routes to, from and around Bassendean for the community and business.</li> </ul> <p><b>Q2 December 2019:</b></p> <ul style="list-style-type: none"> <li>• Construction of Broadway Access Bike Path was completed in October. This project will provide improved connectivity for active modes of transport between the Bassendean Train Station and residents north of the railway line which in turn can improve the physical and mental health of the community.</li> </ul>

CBP STRATEGIC PRIORITY AREA & OBJECTIVES	Key Achievements and Outcomes
	<ul style="list-style-type: none"> <li>• Whitfield Safe Active Street design was adopted by Council in December. Tender documentation and specifications are being developed for advertising in January 2020.</li> <li>• The Success Hill PSP design was finalised and is progressing through the tender phase.</li> <li>• The Men’s Shed project is progressing with practical completion scheduled for early January 2020.</li> <li>• Tender responses evaluated for 1 Surrey Street.</li> </ul>
<p><b>ECONOMIC</b></p>	<p><b>Q1 September 2019:</b></p> <ul style="list-style-type: none"> <li>• A new Grants and Sponsorship Framework was developed including provision for Business Development (as well as Major and Significant Events and Community Benefit initiatives). Business Development Sponsorship and Grants aim to foster a connected and vibrant economy which supports a prosperous and sustainable future to attract investment, development, visitors and people to the Town.</li> <li>• The Town of Bassendean has signed the Small Business Friendly Local Government Charter to demonstrate our commitment to be small business friendly. The Small Business Friendly Local Governments program was developed by the Small Business Development Corporation (SBDC), a State Government agency focused on supporting small business in Western Australia. The Town’s commitment to the Charter helps us to ensure we are continually improving our interaction with and support of local small businesses in Bassendean, Ashfield and Eden Hill.</li> <li>• Practical undertakings to support local business include:             <ul style="list-style-type: none"> <li>○ Financial and in-kind support for the Old Perth Road Collective to host an event to help businesses on Old Perth Road.</li> <li>○ Promoting opportunities for programs and support to small business.</li> <li>○ Promoting and profiling small business owners in the Town’s new Thrive magazine.</li> <li>○ Monthly markets in the Town Centre.</li> </ul> </li> </ul> <p><b>Q2 December 2019:</b></p>

CBP STRATEGIC PRIORITY AREA & OBJECTIVES	Key Achievements and Outcomes
	<ul style="list-style-type: none"> <li>The Town's monthly Old Perth Road Markets continued to be staged in the Town Centre with the December 2019 Christmas edition of the markets drawing a large crowd with children's entertainment, Father Christmas, camel rides and regular food vendors and stallholders. The future direction of the markets requires some discussion against the Town's economic and community objectives.</li> </ul>
<p><b>GOOD GOVERNANCE</b></p>	<p><b>Q1 September 2019:</b></p> <ul style="list-style-type: none"> <li>The organisational restructure neared completion with the filling of remaining positions in the Executive team: Director Community Planning (Luke Gibson) and an Executive Manager Infrastructure (Phil Adams). Along with the Director Corporate Services (Paul White), this has created a new Executive team to assist the CEO with the governance and leadership for the Town Administration.</li> <li>The Corporate Business Plan 2019 was adopted by Council.</li> <li>The Workforce Plan Review 2019 was adopted by Council.</li> <li>Consultants Broadreach were appointed to undertake a Strategic Information Technology Review of the Town Administration, with a draft report to be presented in Quarter 2.</li> <li>Work has commenced on a number of key fronts in the Governance and Internal Business Improvements space including:             <ul style="list-style-type: none"> <li>Major communications policies and delegations</li> <li>Community engagement</li> <li>Strategic Planning</li> <li>Improvements to Corporate Performance Reporting (including Quarterly Reporting and Project Reporting)</li> <li>Audit &amp; Risk Management</li> </ul> </li> </ul> <p><b>Q2 December 2019:</b></p>

CBP STRATEGIC PRIORITY AREA & OBJECTIVES	Key Achievements and Outcomes
	<ul style="list-style-type: none"> <li>• Following the October elections, the Town welcomed two new Councillors, with an Induction Program held soon after. The program included a presentation by the CEO, a tour of the Town’s key projects and a strategic workshop facilitated by Joel Levin.</li> <li>• Council resolved the outcome and recommendations from the CEO Performance and Remuneration Review facilitated by Price Consulting Group Pty Ltd. The setting of the CEO’s Key Performance Criteria for the 2019-2020 period will be finalised through a workshop with Council in February 2020.</li> <li>• The final management positions within the organisational restructure were filled, with the following appointments:- Elizabeth Kania, Manager Governance &amp; Strategy (commencing early February 2020) and Donna Shaw, Manager Development &amp; Place (commencing late January 2020). The completion of these key appointments ensures management capability and capacity to support the function of the CEO.</li> <li>• The Information Technology (IT) Strategy and Road Map Report was drafted by consultants Broadreach and presented to Councillors in November 2019.</li> <li>• New Policy 6.19 “Communication between Elected Members and the Administration” was adopted and replaced the previous Policy 6.19 - “Councillors Contact with Administration Policy”.</li> <li>• On the 18 December 2019, Jonathon Seth, CEO of Local Government Insurance Services (LGIS), presented the Town with a ‘Silver Diligence in Safety’ Award. This award recognises the Town’s commitment to workplace safety and strong OHS performance.</li> <li>• Training and development during this quarter included ‘Ethical &amp; Accountable Decision Making’ mandatory for all staff. This session provided all employees with awareness of their obligations as public officers in Local Government.</li> </ul>

## STRATEGIC PROJECT STATUS SUMMARY

1. CONCEPT	2. PLANNING	3. EXECUTION	4. CLOSED OUT
Bassendean Town Centre Activity Plan	Bassendean Oval Redevelopment Business Case	1 Surrey Street	Arts & Culture Plan
Development Contribution Plan	Community Safety & Crime Prevention Taskforce	Men's Shed	Broadway Station Bike Path Access Project
Local Planning Policy – Built Form Guidelines & Tree Preservation on Development Sites	Emissions Reduction Action Plan	Mental Health Initiative	
Jubilee Concept Plan (formerly Open Space Development Framework)	Living Streams (3 <sup>rd</sup> and 4 <sup>th</sup> Avenue)	Street Tree Planting	
	Local Planning Strategy	Vibrancy Project	
	Sandy Beach Playground & Ablutions	Weed Management Strategy	
	Waste Recycling & FOGO Strategy	Whitfield Safe Active Street	

Lifecycle Stage	Description (PMBok based)
<b>1. CONCEPT</b>	Initiate project (ideas phase), involving broad definitions and development of a business case for approval followed by a Project Charter.
<b>2. PLANNING</b>	Define detailed scope. Develop project plan and budget (cost, quality, resources, timeline, baselines, milestones, work breakdown).
<b>3. EXECUTION</b>	Develop team and assign resources to execute project plans. Procurement if needed. Track and monitor against the project plan and budget.
<b>4. CLOSED OUT</b>	Handover to operation. Contractors released. Recognise and celebrate project team. Document Lessons Learnt. Submit final project report and budget. Update project documents and deliverables, and ensure all project records are up to date and stored correctly.

## STRATEGIC PRIORITY 1. SOCIAL

### Strategic Projects

PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
1 Surrey St	<p><b>Q1 September 2019:</b></p> <p>The construction tender has closed and is under assessment.</p> <p><b>Q2 December 2019:</b></p> <p>Various funding options were developed.</p>	<p><b>Q1 September 2019:</b></p> <p>Tender scheduled to be awarded in Quarter 2. Will be submitted to December Ordinary Council Meeting prior to award. Further work required to optimise community use.</p> <p><b>Q2 December 2019:</b></p> <p>The tender validity period has been extended to 17 April 2020.</p>	EXECUTION
Arts & Culture Plan	<p><b>Q1 September 2019:</b></p> <p>The Arts and Culture Plan was completed and adopted.</p> <p><b>Q2 December 2019:</b></p> <p>The Arts &amp; Culture Plan was published on the Town's website.</p>	<p><b>Q1 September 2019:</b></p> <p>Implementation Plan to be developed.</p> <p><b>Q2 December 2019:</b></p> <p>Implementation Plan being developed.</p>	CLOSED OUT

PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
<p>Community Safety &amp; Crime Prevention</p>	<p><b>Q1 September 2019:</b></p> <p>Hosted asset-based community development workshops to reinforce value of community networks and connections. Exploring the concept of a community hub as a community 'passion project'. Promoted importance of looking out for one another and collective responsibility for community safety and inclusion. Exploring Crime Prevention Through Environmental Design audit. Increased lighting on Old Perth Road. Community Perceptions Scorecard survey (to be released in October) will include elements relating to public safety and security to inform future actions.</p> <p><b>Q2 December 2019:</b></p> <p>Feedback on community perception of crime and safety was received via the Catalyse MARKYT Community Scorecard study. The report was presented to Councillors for information in November 2019.</p>	<p><b>Q1 September 2019:</b></p> <p>Continue to work with Police and other stakeholders.</p> <p><b>Q2 December 2019:</b></p> <p>Feedback from the Community Scorecard report will help inform various strategic undertakings, including community safety-related initiatives.</p> <p>Our focus to date has included:</p> <ul style="list-style-type: none"> <li>• Communication /awareness (empowering citizens to protect themselves, their home, their</li> </ul>	<p>PLANNING</p>

PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
		<p>businesses) with information included on the Town's website;</p> <ul style="list-style-type: none"> <li>• A continued partnership between Police and the Town regarding issues and the use of CCTV;</li> <li>• Creating a reporting culture in our community;</li> <li>• Building stronger community connections through supporting different groups, hosting and promoting events;</li> <li>• Funding Constable Care in our schools;</li> <li>• Increase in lighting;</li> <li>• Increasing the vibrancy and foot-traffic along Old Perth Road.</li> </ul>	
<p>Open Space Development Framework</p>	<p><b>Q1 September 2019:</b> Open spaces have been categorised and hierarchy established. Council has agreed as part of budget workshops to focus on the Jubilee Concept Plan in 2019/20.</p>	<p><b>Q1 September 2019:</b> Scoping of Jubilee Master Plan and formation of Project Team planned for Quarter 2. In the interim, leasing arrangements of Jubilee Reserve are under review.</p>	<p>CONCEPT</p>

PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
	<p><b>Q2 December 2019:</b></p> <p>The Project Control Group was convened with the new Director Community Planning to review the project.</p>	<p><b>Q2 December 2019:</b></p> <p>Project was discussed in the context of the review of the Local Planning Framework. Consideration will be given to re-scoping of the project.</p>	
<p>Sandy Beach Playground &amp; Ablutions</p>	<p><b>Q1 September 2019:</b></p> <p>Concept Plan has been completed and detailed planning commenced by Nature Play Solutions.</p> <p><b>Q2 December 2019:</b></p> <p>Nature Play Solutions (Consultant) are in the last stages of the final design process for the construction of the playground.</p>	<p><b>Q1 September 2019:</b></p> <p>The Project Control Group re-established following the organisational restructure. Funding options are being considered and will be presented to Council at December Ordinary Council Meeting.</p> <p><b>Q2 December 2019:</b></p> <p>Project funding under consideration including the potential sale of two Town owned lots. Cash in lieu request with Minister for consideration.</p>	<p>PLANNING</p>
<p>Mental Health (Inclusion, Resilience &amp; Social Wellbeing)</p>	<p><b>Q1 September 2019:</b></p> <p>Hosted asset-based community development workshops to reinforce value of community networks and connections. Exploring the concept of a community hub as a community 'passion project'. Promoted importance of looking out for one another and collective</p>	<p><b>Q1 September 2019:</b></p> <p>Further research and educational visits involving communities of interest will be planned and undertaken in Quarter 2, including a visit to Victoria Park Connect - Village Hub.</p>	<p>EXECUTION</p>

PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
	<p>responsibility for community safety and inclusion.</p> <p>Club Connect Program: Partnerships with local clubs leveraged to deliver Mental Health training and awareness initiatives to support vulnerable young people in the community.</p> <p>Distribution of Act-Belong-Commit merchandise on how to stay mentally healthy to potential volunteers visiting the Volunteer Centre.</p> <p>National Volunteer Week Facebook promotion, included Act-Belong-Commit information about ways to stay connected to community and stay mentally healthy.</p> <p>Old Perth Road Markets – July markets, Act-Belong-Commit Stall with activities.</p> <p>July Facebook competition: “How do you Act-Belong-Commit?”</p> <p>Repair Café Annual General Meeting event promoted Act-Belong-Commit.</p> <p>RUOK Day workshop held on 12 September.</p> <p>Act-Belong-Commit Community Connect space, at 50 Old Perth road. (will be used by</p>		

PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
	<p>Bassendean 55+ for community connect mornings).</p> <p>Community Directory under development to outline various services available across the Town for community members to access.</p> <p><b>Q2 December 2019:</b></p> <p>Work is continuing on the Community Directory. The publication will feature relevant services and programs available to the community through a number of State and Federal agencies, as well as non-profit and community groups. This initiative is linked to Mental Health and Community Safety outcomes.</p> <p>Town staff, relevant communities of interest (including Bassendean 55+) and elected members went on an educational and networking tour of the Victoria Park Village Hub, the first Village Hub in Western Australia. The Village Hub concept is about helping to connect 55+ people to enjoy full and purposeful lives, build community and share skills and knowledge.</p>		

PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
	<p>The Town hosted a community event as part of Mental Health Week outside the Town's Administration Centre on Thursday 10 October 2019. Mental Health information displays and handouts included: Mental Health Commission packs; Relationships Australia, Helping Minds information display and promotion of volunteering opportunities within the Town. Approximately 300 people attended.</p> <p>The Town also ran mental health awareness training for staff, including frontline personnel.</p>		
Men's Shed	<p><b>Q1 September 2019:</b></p> <p>Procurement was completed and a successful contractor appointed for the construction phase. Commenced work on developing lease arrangements.</p> <p><b>Q2 December 2019:</b></p> <p>The lease agreement was endorsed at the December Ordinary Council Meeting for</p>	<p><b>Q1 September 2019:</b></p> <p>Construction to commence Quarter 2 (October) with lease arrangements to be finalised and handover at practical completion due early in the new year in late December 2019. Proposed lease arrangements scheduled for December Ordinary Council Meeting.</p> <p><b>Q2 December 2019:</b></p> <p>Practical completion and handover was scheduled for mid-January 2020 due to</p>	EXECUTION

PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
	execution with the Bassendean Community Men's Shed Inc.	labour shortage and minor defects rectification works.	

## STRATEGIC PRIORITY 1. SOCIAL

### Services and Programs

SERVICE/ PROGRAM	COMMENTS
Library & Information Services	<p><b>Q1 September 2019:</b></p> <p>Visits to the library: 25,230 (i.e. over 2,000 per month, 350 on average per day over 6 day week)                      Reference enquiries: 1,895 (various questions about everything and anything)                      History Walks: 41 participants: (monthly River Walk/Historic Homes Walk)                      Lunchtime Interludes: 3 x sessions; 34 participants (Library events/programs for adults)                      Library Friday Craft Group: Average attendance by 15 people (weekly)                      Cyber Citizen: One-on-one computer classes: 27 sessions (supported by volunteer trainers)</p> <p><b>New</b></p> <ul style="list-style-type: none"> <li>• “Mah-jong for Beginners” class held over 6 weeks with 8 participants (supported by volunteer teacher). The group continues to meet and play in the library. A new class to start in November.</li> <li>• Mobile Printing: with this service, our patrons can use their internet enabled devices to print to the library’s printer from anywhere;</li> <li>• Library recycling station for public now includes collection point for used coffee pods (in addition to old batteries, ink cartridges, globes, spectacles and mobile phones)</li> </ul> <p><b>Children Services</b></p> <ul style="list-style-type: none"> <li>• Book Week August sessions : 150 children participated in various sessions</li> <li>• Story Time: 185 visits (2 weekly sessions)</li> <li>• Rhyme Time: 135 visits (weekly)</li> <li>• Lego Club: 2 sessions participated by 30 children</li> <li>• School holiday activities: 2 workshops participated by 50 children</li> </ul>

SERVICE/ PROGRAM	COMMENTS
	<p><b>Q2 December 2019:</b></p> <ul style="list-style-type: none"> <li>• In the second quarter, the library recorded 27,206 visits, 5,000 more than for the previous quarter.</li> <li>• Library staff answered 2,260 questions, helped the public to use the computers 857 times, provided technical assistance with photocopiers, printers and Wi-Fi 1,404 times, and helped 45 people to access various government online services.</li> <li>• 60 people attended two Free Guided History Walks.</li> <li>• 112 patrons came to various events, including two Literary Salons, three Lunchtime Interludes and two ePublishing workshops. Our volunteer trainers provided 26 one-on-one computer classes. The weekly Library Craft Group attracted many new and regular patrons and a second Mahjong for Beginners class was completed in December, with many players returning to play every week. The Library purchased two more sets of Mahjong games to satisfy the demand.</li> <li>• The Library recycling station continues to be very popular, in particular the new coffee pods collection point, with 10 cartons of pods being collected.</li> <li>• To promote its services and engage with our community, the library continues to create its monthly newsletter, 'The Word', with 100 copies distributed every month in the library, at the local shopping centre and via mail to local schools. In December, the library Facebook page registered 1,122 likes with 1,190 followers and posted 61 Instagram posts, with 150 followers.</li> </ul> <p><b>Children's Services</b></p> <ul style="list-style-type: none"> <li>• Children's activities enjoyed significant increase in participation, as compared to the previous quarter. Story Time session attracted 245 visits, Rhyme Time had 162 visits and 159 children attended four school holidays activities that included a special Christmas session. 12 to 15 children came regularly to our monthly Lego league workshops.</li> </ul>

SERVICE/ PROGRAM	COMMENTS
Seniors & Disability Services	<p><b>Q1 September 2019:</b></p> <ul style="list-style-type: none"> <li>• Review of Seniors' Services still in progress.</li> <li>• Ongoing delivery of community care services including individual and group based social programs provided in homes, in the community and at Ashfield Community Centre.</li> </ul> <p><b>Q2 December 2019:</b></p> <ul style="list-style-type: none"> <li>• Services continued to be provided to seniors under the Commonwealth Home Support Program (CHSP), Home Care Packages (HCP), Home and Community Care (HACC) and private services, in addition to the management of the Hyde Retirement Village (HRV).</li> <li>• 6000 hours of direct services were delivered to 470 clients.</li> <li>• Implementation of the new Aged Care Quality Standards, which came into effect July 2019, continues in preparation for the triennial quality audit in 2020.</li> <li>• Satisfactory completion of financial acquittals for HCP, CHSP and HACC.</li> <li>• Contract variation of the CHSP Agreement was negotiated with the Department of Health, with adjustment of deliverable outputs approved to maximise funding.</li> <li>• The Hyde Retirement Village Annual General Meeting was held in October, with election of a new Resident Committee.</li> <li>• An annual Stakeholder Sundowner acknowledging partners in service delivery was held in November.</li> <li>• 60 Seniors &amp; Disability Service clients attended the annual client Christmas lunch.</li> <li>• Recruitment activity was undertaken to replace departing casual staff.</li> </ul>
Recreation & Culture	<p><b>Q1 September 2019:</b></p> <ul style="list-style-type: none"> <li>• New Grant and Sponsorship Framework developed which includes Grant and Sponsorship Guidelines for Business Development, Major and Significant Events and Community Benefit initiatives.</li> </ul>

SERVICE/ PROGRAM	COMMENTS
	<p><b>Q2 December 2019:</b></p> <ul style="list-style-type: none"> <li>• Under the Grants &amp; Sponsorship Framework, \$55,600 was approved for significant/major events, and \$10,100 approved for small / minor events.</li> <li>• Telethon Community Cinemas 2019/2020 commenced on BIC Reserve.</li> <li>• The Remembrance Day ceremony was held on 11 November.</li> <li>• Planning is underway for the staging of the 2020 Australia Day event on Sunday 26 January, Ashfield Reserve</li> <li>• Town Officers are in regular liaison with the organisers of the 2020 WonderRealm event.</li> <li>• The Carols at the Oval event was staged on Sunday 15 December.</li> </ul>
Youth Services	<p><b>Q1 September 2019:</b></p> <ul style="list-style-type: none"> <li>• Club Connect Program: Partnerships with local clubs leveraged to deliver Mental Health training and awareness initiatives to support vulnerable young people in the community.</li> </ul> <p><b>Q2 December 2019:</b></p> <ul style="list-style-type: none"> <li>• Club Connect Program: Youth Focus delivered a second 'Breaking the Ice' introductory workshop with local youth sporting clubs. As a follow up to these introductory sessions, local clubs have been contacted to identify their well-placed 'champions', who will be engaged directly by Youth Focus with the intention of offering more comprehensive 'mental health first aid' training and be promoted throughout their clubs as the designated 'Mental Health First Aider'.</li> <li>• Youth Focus has identified opportunities within the Club hierarchies to pursue reform to club culture so that they might be able to develop greater capacity to respond to mental health issues experienced by youth members.</li> <li>• Delivered case management services to 20 young people.</li> </ul>

SERVICE/ PROGRAM	COMMENTS
	<ul style="list-style-type: none"> <li>• The RYDE Program offered 2834 driving hours to 913 disadvantaged young people through the engagement of 183 volunteer Mentors across five Programs.</li> <li>• Partnership continued with alternative education RTO to offer Yr. 9/10/11 equivalency program. Delivered Cert I/II/III Mon-Thurs for disadvantaged cohort marginalised from mainstream education. 20 students enrolled via rolling intake.</li> <li>• Staff prepared a report examining the installation of shade structures at Bassendean Skate Park in response to a Notice of Motion by Council.</li> <li>• The SHIELD Housing Project remained at near full occupancy during this reporting period.</li> <li>• Staff completed IAP2 training.</li> <li>• Funding submission lodged with the Commonwealth Department of Health to deliver a program encouraging physical activity by young people.</li> <li>• Delivered of the 'Keen on Halloween' initiative, and support for the OPRC's 'Spookfest' event.</li> <li>• Supported delivery of the Town's Mental Health Week activation.</li> <li>• Delivered 2 skate workshops in partnership with Skateboarding WA.</li> <li>• Delivered 3 evening activity programs.</li> <li>• Delivered 42 after school 'drop in' program sessions.</li> </ul>
Children's Services	<p><b>Q1 September 2019:</b></p> <ul style="list-style-type: none"> <li>• Parenting Champion Lisa Armstrong is now trained in "Protective Behaviours", which brings her repertoire to five courses, which she is qualified to present for families. Each term, Lisa facilitates two courses for the community</li> </ul>

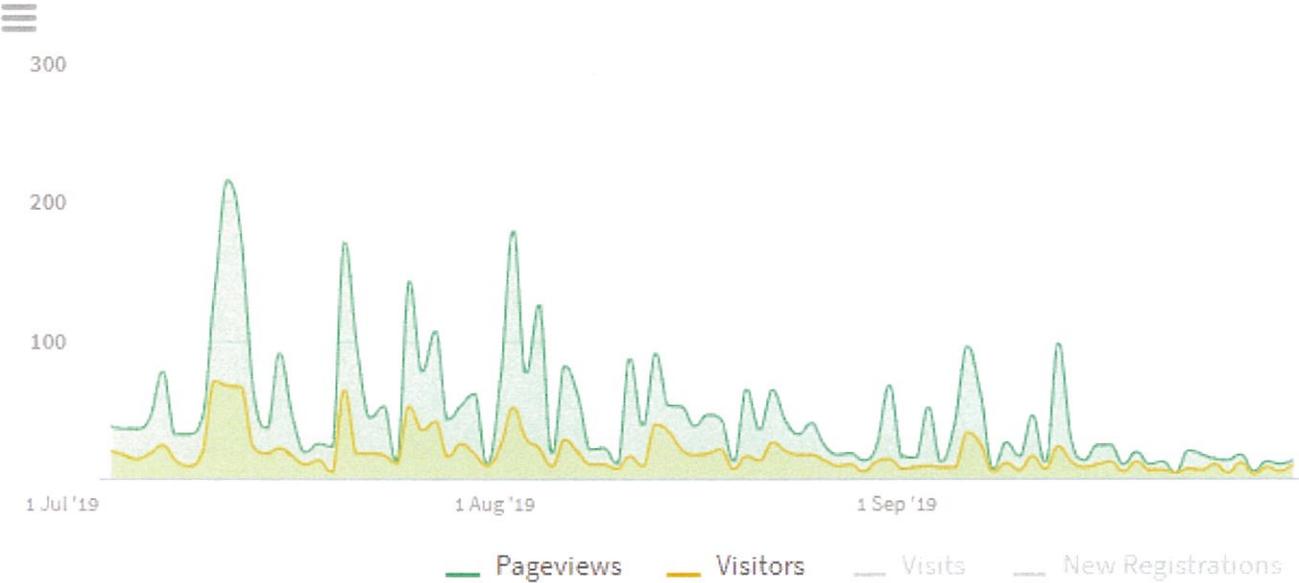
SERVICE/ PROGRAM	COMMENTS
	<p>and through the next term October-December will be providing “Tuning in to Teens” and “Circle of Security”. The funding received for provision of these programmes through The Midvale Hub Parenting Service is now in its third year of 5 year funding. The funding supports the cost of training whilst the service (funded by the families of Wind in the Willows) pays for the Educator’s time to train and deliver courses.</p> <ul style="list-style-type: none"> <li>• It is the aspiration of Children’s Services to train a second Champion in the hope of continuity of the Program once the funding through the Parenting Hub has ceased. Children’s Services is happy to support the provision of a crèche when required - at this time there has been no further requirements.</li> </ul> <p><b>Q2 December 2019:</b></p> <ul style="list-style-type: none"> <li>• Parenting Champion Lisa Armstrong continued to facilitate two programmes per semester for families in the Bassendean community. Children’s Services will host the seven-week Circle of Security Program at the Ashfield Community Centre on Tuesday evenings, commencing 18 February.</li> <li>• During Children’s Week (October 2019), a second community event was also held in cooperation with the Midvale Hub. It was well attended by at least 150 community members, in addition to the traditional annual Children’s Week Walk facilitated by Children’s Services.</li> </ul>
Volunteer Centre	<p><b>Q1 September 2019:</b></p> <ul style="list-style-type: none"> <li>• Distribution of “Act-Belong-Commit” merchandise on how to stay mentally healthy to potential volunteers visiting the centre.</li> <li>• National Volunteer Week Facebook promotion included Act-Belong-Commit info about ways to stay connected to community and stay mentally healthy.</li> <li>• Old Perth Road Markets – July markets, Act belong Commit Stall with activities.</li> <li>• July Facebook competition: “How do you Act Belong commit?”</li> <li>• Repair Café Annual General Meeting event promoted Act Belong Commit.</li> </ul>

SERVICE/ PROGRAM	COMMENTS
	<ul style="list-style-type: none"> <li>• RUOK Day workshop 12 September.</li> <li>• Act-Belong-Commit Community Connect space, at 50 Old Perth road. (Will be used by Bassendean 55+ for community connect mornings)</li> </ul> <p><b>Q2 December 2019:</b></p> <p>Volunteers were actively involved in a number of significant events and activities during the quarter.</p> <ul style="list-style-type: none"> <li>• <b>October 10 Mental Health Day Event, free live music event:</b> <ul style="list-style-type: none"> <li>○ BBQ delivered by the Men’s Shed</li> <li>○ Old Perth Road Collective with children’s activities</li> <li>○ Mental Health information displays and handouts, including: Mental Health Commission packs, Relationships Australia, Helping Minds information display and promotion of volunteering opportunities within the Town. Approximately 300 people attended</li> </ul> </li> <li>• <b>30 October Nutrition and Rice Paper Rolls making workshop:</b> <ul style="list-style-type: none"> <li>○ Seniors Food for Thought presented by Nutrition Students from Edith Cowan University and Prepare Produce Provide Chef. 18 members participated in the workshop and shared lunch.</li> </ul> </li> <li>• <b>Monday 11 November – Activation of library and Coffee &amp; Chat space for 55+ Association</b> <ul style="list-style-type: none"> <li>○ Creating a space for volunteers and community members to meet and to attract new members to the group</li> </ul> </li> <li>• <b>December 5 International Volunteer Day</b> <ul style="list-style-type: none"> <li>○ Free entry for Town of Bassendean Volunteers to the opening night of Community Cinemas outdoor screening of ‘Ride Like a Girl’. 96 community volunteers attended.</li> </ul> </li> <li>• <b>December 5 - Volunteer Stories</b></li> </ul>

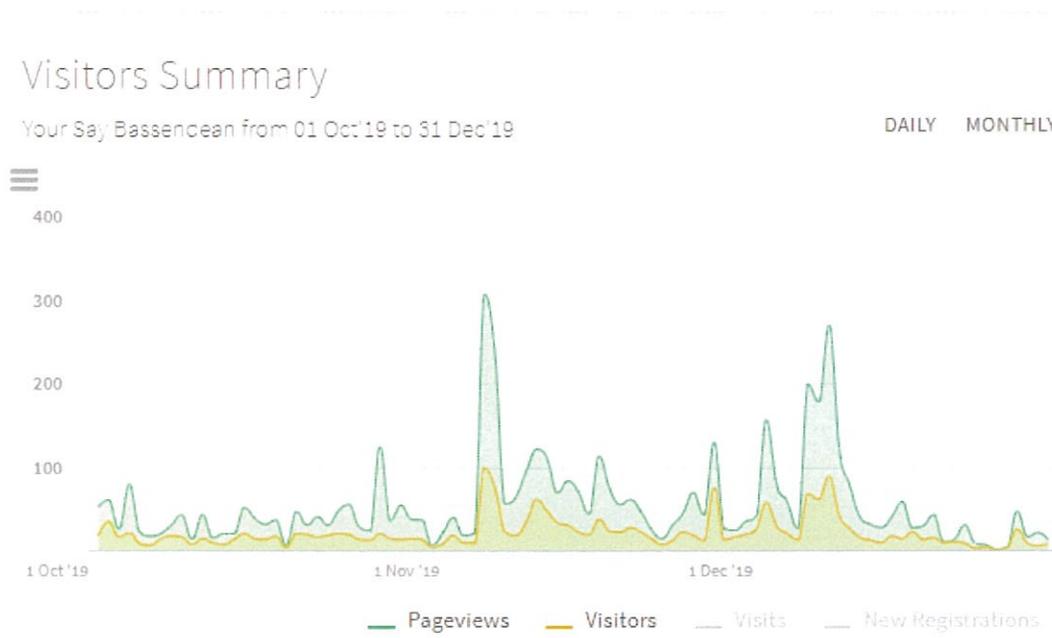
SERVICE/ PROGRAM	COMMENTS
	<ul style="list-style-type: none"> <li>○ This film was screened at the Community Cinemas opening night and shared on social media, featuring volunteers from Arts House Community Gardens, Bassonova's samba drumming, Bassendean Galaxy Basketball Club, Bassendean SES, Bassendean Little Free Library and the Fathering Project at Bassendean Primary School.</li> <li>● <b>21 December Old Perth Road Markets and Act belong Christmas Party:</b> Community groups stalls: Act-Belong-Commit merchandise was distributed, and volunteers assisted with set up. Volunteer Bin Fairies assisted with FOGO display.</li> <li>● <b>Volunteer assistance with administration tasks for Town's services</b></li> </ul>
Community Transport	<p><b>Q1 September 2019:</b></p> <p>Ongoing provision of volunteer-based community transport services to assist community members.</p> <p><b>Q2 December 2019:</b></p> <ul style="list-style-type: none"> <li>● Volunteer drivers provided transport for staff and councillors for site tours and to the Victoria Park Community Hub.</li> <li>● Assisted with delivery of 'Thrive' magazine to various locations.</li> <li>● Distributed 50kg of free oranges from Second Bite Belmont, to schools/day care centres in and around Bassendean.</li> <li>● Delivered hamper donations for homeless to Saint Bart's.</li> <li>● A special shopping bus was operated for residents in December to Bassendean Shopping Centre.</li> </ul>

SERVICE/ PROGRAM	COMMENTS
Reconciliation Action Plan	<p><b>Q1 September 2019:</b></p> <p>An Internal Aboriginal Engagement group was convened with staff representatives (including Aboriginal staff) across the Town's Administration. The group is currently developing Terms of Reference.</p> <p><b>Q2 December 2019:</b></p> <p>Town Officers attended a workshop regarding Reconciliation Action Plans (RAPs) held by WALGA.</p> <p>The CEO convened an internal discussion group in December 2019 involving the Director Community Planning, Manager Youth Services, Senior Cultural Development Officer and the Manager Recreation and Culture to discuss the opportunity to further build cultural competence and positive relationships with indigenous people to achieve better outcomes. The group will meet again in February to map out a path forward in this space.</p>
Ranger Services (including Community & Fire Safety)	<p><b>Q1 September 2019:</b></p> <p><b>Community Safety</b></p> <ul style="list-style-type: none"> <li>• Maintained local day patrols with ongoing liaison with WA Police for crime prevention and to ensure community safety.</li> </ul> <p><b>Fire Safety</b></p> <ul style="list-style-type: none"> <li>• Commenced community information and initial fire checks in September, ahead of the fire season.</li> </ul> <p><b>Impoundments</b></p> <ul style="list-style-type: none"> <li>• 16 dogs impounded – 15 returned to owners, one (1) rehomed. 21 cats impounded – two (2) returned to owners, 12 rehomed, seven (7) euthanised due to health or behavioural issues.</li> </ul> <p><b>Q2 December 2019:</b></p> <p><b>Community Safety</b></p>

SERVICE/ PROGRAM	COMMENTS
	<ul style="list-style-type: none"> <li>• Rangers continue to liaise with WA Police regarding hot spots and targeted patrol locations. General daily patrols are also undertaken of Town facilities, reserves and parks to ensure community safety.</li> </ul> <p><b>Fire Safety</b></p> <ul style="list-style-type: none"> <li>• Initial Bush Fire Season inspections undertaken with 310 individual notices sent to private property owners, along with continual liaison with State Government departments for compliance on Government-owned land. 31 infringements were issued for non-compliance and one (1) prosecution commenced.</li> </ul> <p><b>Impoundments</b></p> <ul style="list-style-type: none"> <li>• 12 dogs were impounded, with 11 returned to owners and one (1) rehomed. 12 cats were impounded, with 3 returned to owners, 7 rehomed and 2 euthanised due to health or behavioural issues.</li> </ul>
Facilities for Hire	<p><b>Q1 September 2019:</b></p> <p>The Arts Awards were held over two weeks in September, in the Community Hall. Officers sourced alternative venues, such as St Mark’s Church Hall, for regular Community Hall hirers during this period.</p> <p><b>Q2 December 2019:</b></p> <p>Season changeovers occurred from winter to summer sports. Regular/casual hirers of the Town’s community facilities were confirmed for 2020.</p>
Your Say Bassendean	<p><b>Q1 September 2019:</b></p> <p>A total of 1,092 people are now signed up to the “Your Say Bassendean” website, with the Town hosting nine (9) projects for consultation this period.</p>

SERVICE/ PROGRAM	COMMENTS
	<p><b>TRAFFIC</b></p> <p>Visitors Summary</p> <p>Your Say Bassendean from 01 Jul'19 to 30 Sep'19 <span style="float: right;">DAILY MONTHLY</span></p>  <p>There were 1,900 visits to the website, with the most popular projects allowing residents to choose a verge tree or express their views about Bassendream Our Future.</p>

SERVICE/ PROGRAM	COMMENTS												
	<p><b>TOP PROJECTS</b></p> <table border="0"> <thead> <tr> <th></th> <th style="text-align: right;">Participants (%)</th> </tr> </thead> <tbody> <tr> <td>BassenDream Our Future</td> <td style="text-align: right;">106 (18.2%)</td> </tr> <tr> <td>Trees: Growing our canopy</td> <td style="text-align: right;">47 (15.4%)</td> </tr> <tr> <td>Business in Bassendean</td> <td style="text-align: right;">5 (11.6%)</td> </tr> <tr> <td>Noise</td> <td style="text-align: right;">4 (5.6%)</td> </tr> <tr> <td>One Planet Living</td> <td style="text-align: right;">3 (12.0%)</td> </tr> </tbody> </table> <p>The most popular downloads by residents were:</p> <ul style="list-style-type: none"> <li>• Citrus Gall Wasp Information Sheet (74 times).</li> <li>• Tree Species Choices document (Trees to be planted July 2019) (64 times)</li> <li>• Town of Bassendean Local Integrated Transport Plan (58 times)</li> </ul> <p><b>Q2 December 2019:</b></p> <p>A total of 1,109 people are now signed up to the “Your Say Bassendean” website, a slight increase from the previous quarter.</p> <p>No consultation was held in the caretaker period in the lead-up to Council elections in late October 2019 or over the Christmas break.</p>		Participants (%)	BassenDream Our Future	106 (18.2%)	Trees: Growing our canopy	47 (15.4%)	Business in Bassendean	5 (11.6%)	Noise	4 (5.6%)	One Planet Living	3 (12.0%)
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SERVICE/ PROGRAM	COMMENTS												
	<p><b>TRAFFIC</b></p> <p>Visitors Summary</p> <p>Your Say Bassendean from 01 Oct'19 to 31 Dec'19</p> <p>DAILY MONTHLY</p>  <p><b>Highlights</b></p> <table border="1"> <tr> <td>TOTAL VISITS</td> <td>MAX VISITORS PER DAY</td> <td>NEW REGISTRATIONS</td> </tr> <tr> <td>2.3 k</td> <td>98</td> <td>18</td> </tr> <tr> <td>ENGAGED VISITORS</td> <td>INFORMED VISITORS</td> <td>AWARE VISITORS</td> </tr> <tr> <td>136</td> <td>711</td> <td>1.6 k</td> </tr> </table> <p>Since the last quarter, there has been a 21% increase in website visits (2,300 visits), with the most popular projects being the Success Hill Principal Shared Path, weed management, favoured locations for residents to walk their dog, recycling crossword, grants and sponsorship, and reading the engagement report about Bassendream Our Future.</p> <p>The most popular downloads by residents were:</p> <ul style="list-style-type: none"> <li>• Current dog on leash and off leash areas (235 times)</li> <li>• Bassendean Engagement Report (138 times)</li> </ul>	TOTAL VISITS	MAX VISITORS PER DAY	NEW REGISTRATIONS	2.3 k	98	18	ENGAGED VISITORS	INFORMED VISITORS	AWARE VISITORS	136	711	1.6 k
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## STRATEGIC PRIORITY 2. NATURAL ENVIRONMENT

### Strategic Projects

PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
Emissions Reduction Action Plan	<p><b>Q1 September 2019:</b> Officers, in conjunction with the East Metropolitan Regional Council (EMRC), have undertaken an emission data analysis.</p> <p><b>Q2 December 2019:</b> EMRC have provided officers with a draft Emission Reduction Plan re-aligned with the Town's new target.</p>	<p><b>Q1 September 2019:</b> This data will be used in the development of the Emission Reduction Action Plan in Quarter 2.</p> <p><b>Q2 December 2019:</b> Officers are reviewing the draft plan</p>	PLANNING

PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
<p>Living Streams (3<sup>rd</sup> and 4<sup>th</sup> Avenues)</p>	<p><b>Q1 September 2019:</b></p> <p>First round of water sampling took place in July.</p> <p>Consultants Urbaqua were appointed to undertake a community engagement process to develop concept designs.</p> <p><b>Q2 December 2019:</b></p> <p>Town officers letter-dropped to all the residents with properties that share a boundary with the drains, inviting them to attend a site meeting to discuss the proposal.</p> <p>Nine residents attended the meeting and a further three provided feedback via email or telephone. Overall, the feedback was positive and the residents were happy for the project to proceed.</p>	<p><b>Q1 September 2019:</b></p> <p>Monitoring will continue with results reported in early 2020.</p> <p>Through the process, adjacent landowners and the general community will be consulted to assist in the development of the concept plan and detailed design to create an open space for community use and wildlife habitat, whilst maintaining the functionality of the Water Corporations drain.</p> <p><b>Q2 December 2019:</b></p> <p>A community workshop with the wider community is planned for February 2020.</p>	<p>PLANNING</p>

PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
Tree Planting Program	<p><b>Q1 September 2019:</b></p> <p>200 trees were planted along with 9,000 seedlings and shrubs.</p> <p>Identified priority areas and agreed range of species to plant tree stock in Winter 2020.</p> <p><b>Q2 December 2019:</b></p> <p>Annual tree planting across verges and reserves is now completed. 290 trees were purchased.</p>	<p><b>Q1 September 2019:</b></p> <p>Finalising arrangements to procure tree stock for 2020 planting season. Priority areas identified are Eden Hill, Ashfield (where there is underground power), industrial area, carparks, playgrounds and roundabouts/medians. Identified preferred tree species for specific locations.</p> <p><b>Q2 December 2019:</b></p> <p>The balance of the tree stock to be purchased by end of Jan 2020.</p> <p>The Street Tree Planting Program Officer will commence in the new year.</p>	EXECUTION

<p>Waste &amp; FOGO Strategy</p>	<p><b>Q1 September 2019:</b></p> <p><b>Waste Strategy</b> The Town is in the early stages of developing the Waste Plan which includes:</p> <ul style="list-style-type: none"> <li>• Drafting a policy on single-use plastic and balloons.</li> <li>• Drafting a Waste Local Law.</li> <li>• Officers undertaking a review of single-use plastics to align our procurement with best practice sustainability.</li> </ul> <p><b>FOGO</b> Officers are developing an education program for schools to start early in 2020 when the school year commences.</p> <p>The Town is working with the East Metropolitan Regional Council to develop FOGO engagement strategy and program for implementation of FOGO by July 2020.</p> <p><b>Q2 December 2019:</b></p> <p><b>Waste Strategy</b> Staff are reviewing DWER toolkit.</p>	<p><b>Q1 September 2019:</b></p> <p>State Government is releasing a toolkit for Local Government Waste Plans in December 2019, which will guide the development of the Town of Bassendean Waste Plan.</p> <p>Amended draft Waste Local Law document to go to November Ordinary Council Meeting.</p> <p>Investigations are underway to refine bin database prior to bin rollout.</p> <p>Strategic Documents (Risk Plan, Communications Plan, Procurement Plan and Financial Model) are being drafted for FOGO Rollout.</p> <p>Audit of bin contents, facilitated by East Metropolitan Regional Council, to be completed by December 2019.</p> <p>Develop scope for service delivery including service structure at commercial and multi-unit developments.</p> <p><b>Q2 December 2019:</b></p> <p><b>Waste Strategy</b> The draft Waste Local Law was endorsed by Council at its November OCM. Following endorsement, the draft Waste Local Law was</p>	<p>PLANNING</p>
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PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
	<p>Container Deposit Scheme - expression of interest submitted to Scheme Coordinator via EMRC</p> <p><b>FOGO</b></p> <p>EMRC released an EOI for a permanent FOGO processing facility, with the EOI closing in December.</p> <p>Rates for the collection of FOGO bins were received from SUEZ. Financial modelling for the impact of FOGO commenced.</p> <p>EMRC resolved to fund bins, caddies and education for FOGO from the Secondary Waste Reserve.</p>	<p>submitted to the DWER Director General for their consent on 5 December 2019. The DWER Director General consented to the Town's Waste Local Law on 20 December 2019.</p> <p><b>FOGO</b></p> <p>Town of Bassendean is represented in the EOI evaluation process, which will be completed in January 2020.</p>	

PROJECT	MILESTONES ACHIEVED	COMMENTS	PROJECT PHASE
Weed Management Strategy	<p><b>Q1 September 2019:</b></p> <p>Preliminary community Educational workshops on weeds delivered.</p> <p>Council Concept Briefing Workshop – provided overview of the Town’s draft Weed Management Strategy and sought feedback.</p> <p><b>Q2 December 2019:</b></p> <p>The Town held a weed management forum on 20 November to discuss the Town’s current management approach and inform the development of an integrated weed management strategy.</p>	<p><b>Q1 September 2019:</b></p> <p>Consultant to present draft weed management strategy at Council Briefing. Community consultation scheduled for November 2019. Community Weed Forum planning underway.</p> <p><b>Q2 December 2019:</b></p> <p>Approximately 20 people attended the forum, and officers have organised for stalls at the Hawaiian shopping centre in January to undertake surveys, and the online Your Say portal to capture a wider audience and feedback. The forum report, along with the draft strategy, is intended to go to Council in March/April 2020.</p>	EXECUTION

## STRATEGIC PRIORITY 2. NATURAL ENVIRONMENT

### Services and Programs

SERVICE/PROGRAM	COMMENTS
Environment	<p><b>Q1 September 2019:</b></p> <p><b><i>Natural Areas and River Rehabilitation</i></b>                      Revegetation works were conducted across the natural areas within the Town. Erosion control works were implemented at Ashfield Parade, Success Hill Reserve foreshore and Pickering Park foreshore.</p> <p><b><i>Advocacy and Collaboration on Protection &amp; Rehabilitation</i></b>                      An initial planning workshop on Living Stream proposal was held.</p> <p><b><i>Water Quality Monitoring</i></b>                      Sampling of the Town’s drainage network took place in July and August after rain events. The data will be logged and included in the drainage assessment report in 2020.</p> <p><b><i>Success Hill Spillway</i></b>                      The Town opened discussions with the South West Aboriginal Land and Sea Council and other traditional landowners outlining the proposal for the project, and awaits responses from these stakeholders.</p> <p><b>Q2 December 2019:</b></p> <p><b><i>Improvements In Natural Areas, River Rehabilitation</i></b></p> <ul style="list-style-type: none"> <li>• Quarterly site maintenance visits took place in December with monitoring reports taken that will contribute to the bi-annual progress report.</li> <li>• Revegetated sites planted in Q1 received watering for the summer months and a revegetation species list was created for the 2020 revegetation. Friends of Bindaring wetland continued to hand weed around the Bindaring wetland and the Town implemented a solarising weed management trial between Lovelock Place and Anstey Road. In a consortium with Greening Australia, the Town was successful in receiving grant funding from Lotterywest for an urban greening project that will take place at Mary Crescent reserve and include the Water Corporation compensating basin.</li> </ul>

SERVICE/PROGRAM	COMMENTS
	<p><b>Water Quality Monitoring</b></p> <ul style="list-style-type: none"> <li>Water Corporation, Town staff and Urbaqua met with residents adjacent to the 3<sup>rd</sup> and 4<sup>th</sup> Avenue drain to discuss the Living Stream proposal.</li> </ul> <p><b>Success Hill Spillway</b></p> <ul style="list-style-type: none"> <li>The Town has consulted with the South West Aboriginal Land and Sea Council (SWALSC) and the Whadjuk working party. The Town is awaiting a response from the Whadjuk working party.</li> </ul>
Waste & Recycling	<p><b>Q1 September 2019:</b></p> <p>Waste education actions/events are ongoing. Planning activities to deliver and promote FOGO (Food Organics, Garden Organics) and Container Deposit Scheme. The Town's new Waste Plan will be delivered by July 2020. Entered into a contract with MASTEC to supply bins. (Please see Strategic Projects in the next section for further details on our Waste Strategy and FOGO Projects.)</p> <p><b>Q2 December 2019:</b></p> <p>The Department of Water and Environmental Regulation (DWER) released Waste Plan guidance and templates. Waste Plans are required to be completed by August 2020. EMRC is taking an active role in assisting the Town in educating residents about FOGO. EMRC and DWER have been engaged to develop collateral to be used to educate residents about FOGO. EMRC submitted sites to Container Deposit Scheme Coordinator for their consideration.</p>
Parks & Reserves	<p><b>Q1 September 2019:</b></p> <p>Annual tree planting activity commenced with 200 trees planted along with 9,000 seedlings and shrubs planted across verges and reserves (also see next section on Strategic Projects - Natural Environment). Usual springtime program of activities commenced late in the quarter (September):</p>

SERVICE/PROGRAM	COMMENTS
	<ul style="list-style-type: none"> <li>• Bores and reticulation switched on.</li> <li>• Turf treatments and replacements undertaken in key parks, reserves and sports grounds (Ashfield Reserve, Jubilee Oval, Bassendean Oval and BIC Reserve).</li> <li>• Mowing of main road verges following heavy grass growth from spring rains.</li> </ul> <p><b>Q2 December 2019:</b></p> <p>Annual tree planting across verges and reserves is now completed.</p>

## STRATEGIC PRIORITY 3. BUILT ENVIRONMENT

### Strategic Projects

PROJECT	MILESTONE ACHIEVED	COMMENTS	PROJECT PHASE
<p>Bassendean Oval Redevelopment Business Case</p>	<p><b>Q1 September 2019:</b></p> <p>CEO of the Town of Bassendean met with CEO from Swan Districts Football Club to discuss progress to date of project.</p> <p><b>Q2 December 2019:</b></p> <p>Council resolved at the November 2019 OCM to: amend the composition of the Project Control Group to include the Deputy Mayor; amend the scope of services to include investigating the potential for any redevelopment of Bassendean Oval to incorporate community facilities, in addition to accommodating the Swan Districts Football Club whilst retaining green spaces.</p>	<p><b>Q1 September 2019:</b></p> <p>Arrangements made for CEO of the Town and CEO Swan Districts Football Club to meet with the Department of Local Government, Sport and Communities to discuss level of funding for business case and direction.</p> <p><b>Q2 December 2019:</b></p> <p>The Project Charter is being reviewed for changes to milestones and deliverables, following amendments by Council passed at the December OCM.</p>	<p>PLANNING</p>

PROJECT	MILESTONE ACHIEVED	COMMENTS	PROJECT PHASE
<p>Bassendean Town Centre Plan</p>	<p><b>Q1 September 2019:</b> Early conversations with the Department of Communities regarding potential development opportunities.</p> <p><b>Q2 December 2019:</b> The scope is currently being reviewed as part of a broader Local Planning Framework.</p>	<p><b>Q1 September 2019:</b> Town Centre Plan to be considered as part of development of Local Planning Framework .</p> <p><b>Q2 December 2019:</b> See Q1 September comments.</p>	<p>CONCEPT</p>

PROJECT	MILESTONE ACHIEVED	COMMENTS	PROJECT PHASE
<p>Broadway Station Bike Path Access</p>	<p><b>Q1 September 2019:</b> Construction commenced (August).</p> <p><b>Q2 December 2019:</b> Construction of Broadway Access Bike Path was completed in October. This project will provide improved connectivity for active modes of transport between the Bassendean Train Station and residents north of the railway line, promoting active modes of transport, which in turn can improve physical and mental health of the community.</p>	<p><b>Q1 September 2019:</b> Expected completion Oct 2019.</p> <p><b>Q2 December 2019:</b> NIL</p>	<p>CLOSED OUT</p>

PROJECT	MILESTONE ACHIEVED	COMMENTS	PROJECT PHASE
Development Contribution Plan	<p><b>Q1 September 2019:</b> Nil.</p> <p><b>Q2 December 2019:</b> The scope is currently being reviewed as part of a broader Local Planning Framework.</p>	<p><b>Q1 September 2019:</b> If pursued, the Development Contribution Plan will be considered in the context of the Local Planning Strategy and Town Centre Plan development.</p> <p><b>Q2 December 2019:</b> NIL</p>	CONCEPT

PROJECT	MILESTONE ACHIEVED	COMMENTS	PROJECT PHASE
Local Planning Strategy	<p><b>Q1 September 2019:</b></p> <p>The Bassendream Our Future report is now complete following numerous workshops, surveys and some 3000 community interactions.</p> <p><b>Q2 December 2019:</b></p> <p>The scope is currently being reviewed as part of a broader Local Planning Strategy</p>	<p><b>Q1 September 2019:</b></p> <p>Bassendream Our Future report to be presented to new Council in late October at workshop. Conclusions will inform the Local Planning Strategy and Strategic Community Plan. There will be ongoing dialogue with the Department of Planning, Lands and Heritage. Bassendream Our Future report scheduled to be released as a public document in November.</p> <p><b>Q2 December 2019:</b></p> <p>NIL.</p>	PLANNING
Local Planning Policy – Built Form Guidelines	<p><b>Q1 September 2019:</b></p> <p>Nil.</p>	<p><b>Q1 September 2019:</b></p> <p>Linked to above two projects.</p>	CONCEPT

PROJECT	MILESTONE ACHIEVED	COMMENTS	PROJECT PHASE
Local Planning Policy – Tree Preservation on Development Sites	<p><b>Q1 September 2019:</b> Research undertaken of alternate policy instruments to achieve outcomes.</p> <p><b>Q2 December 2019:</b> The scope is currently being reviewed as part of a broader Local Planning Framework.</p>	<p><b>Q1 September 2019:</b> NIL.</p> <p><b>Q2 December 2019:</b> NIL.</p>	PLANNING
Whitfield Safe Active Street	<p><b>Q1 September 2019:</b> Detailed design development and community engagement was completed.</p> <p><b>Q2 December 2019:</b> Whitfield Safe Active Street design was adopted by Council in December. Tender documentation and specifications are being developed for advertising in January 2020.</p>	<p><b>Q1 September 2019:</b> Finalisation of design with Department of Transport is planned for early November 2019, along with commencement of the Tender process.</p> <p><b>Q2 December 2019:</b> NIL.</p>	EXECUTION

## STRATEGIC PRIORITY 3. BUILT ENVIRONMENT

### Services and Programs

SERVICE/PROGRAM	COMMENTS
Engineering/Roadworks	<p><b>Q1 September 2019:</b></p> <p>Draft Verge Treatment Policy 2019 is currently under review. Josh Byrne and Associates facilitated a community forum. A Draft Policy will be presented to the community for final comment in the new year. Road, Footpaths and Playground Condition Audits undertaken. A revised draft long-term capital works program is being updated. Funding submission for road improvements completed.</p> <p>Secured Council support and PTA funding to implement Bus Shelters in Penzance Street and James Street at Hyde Retirement Village to provide protection from the elements.</p> <p>Construction of Broadway Station Access Project is now complete, which improves cycling and pedestrian access to Bassendean Train Station and Bus Depot along with Disability Access and Inclusion Plan improvements adjacent to the railway station.</p> <p>Investigating accessible requirements for blind residents by installing tactile indicators to improve path network across the Town.</p> <p>Traffic Classifiers collection ongoing in targeted areas to assess traffic speeds and volume across the town in order to determine if further investigation is required.</p> <p>A Tree Planting Program for 2020 is currently being developed which will improve our streetscapes and tree canopy. The Program will incorporate Verge Planting Priority areas where there are less verge trees and infill planting can be achieved, along with carparks, reserves, industrial area, playgrounds, medians and roundabouts.</p>

SERVICE/PROGRAM	COMMENTS
	<p><b>Q2 December 2019:</b></p> <p>A tender was awarded for supply and laying of asphalt works for the renewal of road surfaces within the Town of Bassendean.</p>

## STRATEGIC PRIORITY 4. ECONOMIC

## Services and Programs

SERVICE/PROGRAM	COMMENTS
Old Perth Road Markets	<p><b>Q1 September 2019:</b> Old Perth Road Markets continued to be held monthly this quarter.</p> <ul style="list-style-type: none"> <li>• On average, 60 to 70 stallholders trade at each market.</li> <li>• Some innovations include two growers' market stalls selling fresh fruit, vegetables and meat.</li> <li>• Children's activities have been delivered by the Old Perth Road Collective and entertainment provided by buskers engaged by the Old Perth Road Markets.</li> <li>• Additional tables, chairs and outdoor heaters were provided in the winter months to increase comfort for people attending.</li> </ul> <p>It is recognised there is a need to review the markets in terms of approach, cost model, outcomes and other considerations.</p> <p><b>Q2 December 2019:</b> The Old Perth Road Markets switched to Twilight Markets on Saturday 26 October 2019. The Twilight Markets staged on Saturday 21 December 2019 was a special Christmas edition of the markets. Issues of power supply and load management impacted on the November 2019 markets with two food vendors experiencing electrical damage to their appliances. The Markets Coordinator and Town Officers have been working on a revised electrical / power supply policy for vendors.</p>
Bassendean Business	<p><b>Q1 September 2019:</b> The Town has signed up to the Business Friendly Local Government Charter. New business website launched as part of the refresh of the Bassendean Means Business brand. Post Festival of Small Business survey has been undertaken.</p>

**Q2 December 2019:**

Sponsorship approved for WonderRealm, Spookfest and Australia Day. The events will seek to increase visitors to the Town.

## STRATEGIC PRIORITY 5. GOOD GOVERNANCE

### Key Projects and Initiatives

PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
<p>Corporate Business Plan (revised August 2019)</p>	<p><b>Q1 September 2019:</b></p> <p>Adopted by Council (August Ordinary Council Meeting)</p> <p><b>Q2 December 2019:</b></p> <p>Corporate Business Plan priority projects were reflected in the Corporate Reporting Framework i.e. included in the Monthly Performance Report and Quarterly Report. This includes monthly financial reporting to show priority project performance against budget.</p>	<p><b>Q1 September 2019:</b></p> <p>In accordance with the Integrated Planning and Reporting Framework, the Town is required to undertake an annual review of its Corporate Business Plan.</p> <p>Note that the strategic planning cycle for the creation of a new Strategic Community Plan will commence in Quarter 2 (November 2019 onwards).</p> <p><b>Q2 December 2019:</b></p> <p>NIL.</p>	<p>CLOSED OUT</p>

PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
<p>Workforce Plan Review 2019</p>	<p><b>Q1 September 2019:</b></p> <p>Endorsed by Council (August OCM)</p> <p><b>Q2 December 2019:</b></p> <p>NIL</p>	<p><b>Q1 September 2019:</b></p> <p>In line with the Integrated Planning and Reporting Framework, the Town reviews its Workforce Plan annually to ensure relevance and currency. The focus of this year's Review of the Workforce Plan 2017-2020 reflected a new organisational structure designed to acknowledge and respond to our organisation's challenges and address opportunities to improve performance and deliver greater value for the community.</p> <p><b>Q2 December 2019:</b></p> <p>Implementation of the endorsed organisational structure and new way of working progressing as per Review.</p>	<p>CLOSED OUT</p>

PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
<p>New Organisational Structure</p>	<p><b>Q1 September 2019:</b> Appointment of Director Community Planning and Executive Manager Infrastructure.</p> <p><b>Q2 December 2019:</b> The final positions within the organisational restructure were filled, with the following appointments:- Philip Adams, Executive Manager Infrastructure, Elizabeth Kania, Manager Governance &amp; Strategy (commencing early February 2020) and Donna Shaw, Manager Development &amp; Place (commencing late January 2020).</p>	<p><b>Q1 September 2019:</b> The organisational restructure is nearing completion with remaining positions in the Executive team now filled. Organisational structural change was undertaken to implement the recommendations of the “New Way of Working through Organisational Redesign” report, as part of a broader transformational change program designed to build the leadership, culture, strategy and capabilities of the organisation.</p> <p><b>Q2 December 2019:</b> The completion of these key appointments ensures the management capability and capacity to support the function of the CEO.</p>	<p>EXECUTION</p>

PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
<p>Information Management &amp; Technology Review</p>	<p><b>Q1 September 2019:</b> Consultants Broadreach were appointed following a procurement process.</p> <p><b>Q2 December 2019:</b> The Information Management &amp; Technology Review was undertaken in October, with a draft report presented to Councillors in November 2019.</p>	<p><b>Q1 September 2019:</b> Project to be undertaken in Quarter 2.</p> <p><b>Q2 December 2019:</b>The report provided an IT strategy that reflects the Town’s strategic priorities and a roadmap to help guide future investment in IT to ensure maximum benefit.</p>	<p>EXECUTION</p>

PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
<p>Council Induction Program</p>	<p><b>Q1 September 2019:</b> Commenced research and planning.</p> <p><b>Q2 December 2019:</b> Following the October elections, the Town welcomed two new Councillors, with an Induction Program held later in the month. The program included a presentation by the CEO, a tour of the Town's key projects and a workshop development.</p>	<p><b>Q1 September 2019:</b> Program to be delivered in Quarter 2 (October) with incoming Council, post Council elections. Further workshops will be arranged between October and December as part of a broader orientation in the lead up to strategic planning.</p> <p><b>Q2 December 2019:</b> The Induction Program enabled new Elected Members to familiarise themselves with how council works, the legislation and policy under which council operates, and an understanding of their role as Councillors, and the priority projects underway</p>	<p>CLOSED OUT</p>
<p>Customer Service Charter</p>	<p><b>Q1 September 2019:</b> Draft Customer Service Charter finalised.</p> <p><b>Q2 December 2019:</b> Internal consultation of draft Charter undertaken with frontline staff.</p>	<p><b>Q1 September 2019:</b> To be published in Quarter 2.</p> <p><b>Q2 December 2019:</b> NIL.</p>	<p>EXECUTION</p>

PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
<p>Communications-related Policies:</p> <ul style="list-style-type: none"> <li>• Communication between Elected Members and the Administration</li> <li>• Communications and Social Media Policy</li> </ul>	<p><b>Q1 September 2019:</b> Draft policies presented to Council for socialisation.</p> <p><b>Q2 December 2019:</b> New Policy 6.19 “Communication between Elected Members and the Administration” was adopted and replaced the previous Policy 6.19 “The Councillors Contact with Administration Policy”.</p>	<p><b>Q1 September 2019:</b> Scheduled to be presented to Council for discussion/endorsement in Quarter 2.</p> <p><b>Q2 December 2019:</b> The Communications and Social Media Policy has been withdrawn as the requirements are set out in the LG Act and Regulations.</p>	<p>CLOSED OUT</p>

<p>Develop Strategic Community Plan</p>	<p><b>Q1 September 2019:</b> Initial review of statutory plans. Procured consultant to undertake MARKYT Community Perceptions Scorecard.</p> <p><b>Q2 December 2019:</b> The MARKYT Community Perceptions Scorecard study was undertaken by independent consultants Catalyse in November, with the final report delivered in December. The results for the Town of Bassendean were highly favourable and highlighted areas that the community considered significant.</p> <p>The BassenDream preliminary community engagement report was delivered during the quarter, which provided clarity and focus for a future vision for the Town.</p> <p>These two key reports will inform the development of the Strategic Community Plan and Local Planning Framework , and underpin all future planning and decision-making for initiatives undertaken by the Town across a full range of functions, projects and services.</p>	<p><b>Q1 September 2019:</b> Community Scorecard survey to be undertaken in Quarter 2, along with preparations for the strategic planning process .</p> <p><b>Q2 December 2019:</b> Workshops for Elected Members to engage and develop a Strategic Community Plan have been organised to take place in Q3. Consultants, Creating Communities, have been engaged to facilitate the process.</p>	<p>PLANNING</p>
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PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
	<p>Preparations for the strategic planning process commenced with the procurement and engagement of consultants Creating Communities to facilitate the development of a new Strategic Community Plan in early 2020.</p>		

PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
<p>Corporate Reporting Improvements, including Quarterly Reporting</p>	<p><b>Q1 September 2019:</b> Proposal for new look and format (Quarterly Report) was presented to Corporate Management Committee.</p> <p><b>Q2 December 2019:</b> The Corporate Management Committee endorsed the improved Quarterly Report format for implementation.</p> <p>There were further continuous improvements to the Corporate Reporting Framework with further integration of project reporting into a Monthly Performance Report targeted at Executive and Councillors.</p>	<p><b>Q1 September 2019:</b> Recognise report is in a process of transition pending the new Strategic Community Plan to be developed in 2019/2020.</p> <p><b>Q2 December 2019:</b> NIL.</p>	<p>PLANNING</p>

PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
Review of Audit	<p><b>Q1 September 2019:</b> Review of current state and existing audit documentation and recommendations.</p> <p><b>Q2 December 2019:</b> An Audit &amp; Compliance Register was compiled from previous audit reports and recommendations and presented to the Audit &amp; Governance Committee in November.</p>	<p><b>Q1 September 2019:</b> Audit and Compliance Register to be developed in Quarter 2.</p> <p><b>Q2 December 2019:</b> NIL.</p>	EXECUTION

PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
<p>Risk Management Framework</p>	<p><b>Q1 September 2019:</b> Initial research commenced and external risk workshop attended by staff. Review of current state and existing risk and audit documentation.</p> <p><b>Q2 December 2019:</b> Ongoing research.</p>	<p><b>Q1 September 2019:</b> Model and approach to consider relevance and fitness-for-purpose based on organisational risk appetite and maturity.</p> <p><b>Q2 December 2019:</b> NIL.</p>	<p>CONCEPT</p>
<p>Governance Charter/Framework</p>	<p><b>Q1 September 2019:</b> Revisions to the Corporate Management Committee Charter were undertaken.</p> <p>Initial research commenced, with discussions and networking with other local councils.</p> <p><b>Q2 December 2019:</b> Research and networking to further investigate industry best practice for corporate reporting frameworks.</p>	<p><b>Q1 September 2019:</b> Some dependency on upcoming changes to the Local Government Act.</p> <p><b>Q2 December 2019:</b> Continued progress on corporate reporting framework.</p>	<p>CONCEPT</p>

PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
Delegations Review	<p><b>Q1 September 2019:</b> Initial research commenced, with discussion paper drafted.</p> <p><b>Q2 December 2019:</b> A review of Delegations is now underway.</p>	<p><b>Q1 September 2019:</b> Ground up review required.</p> <p><b>Q2 December 2019:</b> The review has been an extensive task with each delegation on file being reviewed to ensure its relevance and appropriateness in value adding to the efficiency of operational tasks. It is expected that the outcomes of the review will be provided to Council in the near future.</p>	CONCEPT
Code of Conduct	<p><b>Q1 September 2019:</b> Initial research commenced.</p> <p><b>Q2 December 2019:</b> There were no actions in December pending Public Sector Commission updates and guidance.</p>	<p><b>Q1 September 2019:</b> On hold, pending upcoming changes to Local Government Act and publication of guidance and template by WALGA in early 2020.</p> <p><b>Q2 December 2019:</b> Please refer to the update from the September quarter.</p>	CONCEPT

PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
Review of financial process and controls	<p><b>Q1 September 2019:</b> Discussions with Internal Auditors commenced regarding audit of payment processes and systems.</p> <p><b>Q2 December 2019:</b> An audit of the Town's Accounts Payable and Purchasing function was commenced in December by the Town's Internal Auditors.</p>	<p><b>Q1 September 2019:</b> Internal audit of payment processes and systems planned for Quarter 2.</p> <p><b>Q2 December 2019:</b> The Audit Report to be received in Quarter 3.</p>	PLANNING
Review of leases and management arrangements	<p><b>Q1 September 2019:</b> Initial work on corporate leasing framework commenced, with particular application to Men's Shed and other key Town asset-based initiatives.</p> <p><b>Q2 December 2019:</b> A lease agreement for the Men's Shed was developed and endorsed by Council at the December Ordinary Council Meeting.</p>	<p><b>Q1 September 2019:</b> Proposals to be presented to Council in Quarter 2.</p> <p><b>Q2 December 2019:</b> Lease agreement to be executed early next quarter.</p>	PLANNING

<p>Build Community Engagement</p>	<p><b>Q1 September 2019:</b>                  Proposal endorsed by Council to host Council briefings in the community as part of a 12 month trial.</p> <p>Capability development of key staff in community engagement through completion of IAP2 training.</p> <p>Asset Mapping undertaken in conjunction with community to identify community strengths, network opportunities and passion projects.</p> <p><b>Q2 December 2019:</b></p> <p>Council briefings in the community commenced, with the November and December briefings being held at the Ashfield Community Centre and Bassendean Youth Centre, respectively.</p> <p>The MARKYT Community Perceptions benchmarking survey was undertaken in November to obtain a “current state” view of how the community perceives the Council’s performance in a number of key areas. The Town of Bassendean was one of the highest ranked performers in the State, achieving industry-leading results in key performance areas, including: listening to and respecting residents’ views, and clearly explaining</p>	<p><b>Q1 September 2019:</b>                  November Council briefing being planned for Ashfield Community Centre.</p> <p>New community directory to be developed.</p> <p><b>Q2 December 2019:</b></p> <p>Progress building a community directory of services.</p>	<p>TBC</p>
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PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
	reasons for decisions and taking residents' views into account.		
Costing & Pricing Framework	<p><b>Q2 December 2019:</b></p>	<p><b>Q1 September 2019:</b> Scoping to occur in Quarter 3.</p> <p><b>Q2 December 2019:</b> Scoping to occur in Quarter 3.</p>	CONCEPT
Procurement and contract management framework	<p><b>Q1 September 2019:</b> Procurement and Contract Tender Evaluation processes strengthened.</p> <p><b>Q2 December 2019:</b> The Procurement, Contracts &amp; Leases Coordinator commenced. Further requirements to procurement processes implemented, including introduction of evaluation handbook for RFQ and RFT panels.</p>	<p><b>Q1 September 2019:</b> Procurement, Contracts &amp; Leases Coordinator to commence in Quarter 2.</p> <p><b>Q2 December 2019:</b> Procurement policy and guidelines to be reviewed following receipt of the <i>Purchasing Internal Audit Report</i>. Consider broader outcomes such as buy local, sustainability, indigenous, disabilities etc.</p>	

PROJECT/INITIATIVE	MILESTONE/DELIVERABLE ACHIEVED	COMMENTS	PROJECT PHASE
Review of Land and Property Assets	<p><b>Q1 September 2019:</b>                      Work commenced on compiling a central register of Town property and built assets, including leases and asset condition.</p> <ul style="list-style-type: none"> <li>• Assets with development potential</li> <li>• Assets for disposal</li> <li>• Assets with options to be identified (strategic options)</li> </ul> <p><b>Q2 December 2019:</b>                      Draft Property Assets Report presented to Executives in December 2019.</p>	<p><b>Q1 September 2019:</b>                      This work will be progressed in Quarter 2 with a review of the current state.</p> <p><b>Q2 December 2019:</b>                      This work will inform a major review of the Town's Assets in 2020.</p>	

## STRATEGIC PRIORITY 5. GOOD GOVERNANCE

### Services and Programs

SERVICE/PROGRAM	COMMENTS
Governance & Strategy	<p><b>Q2 December 2019:</b></p> <ul style="list-style-type: none"> <li>• A Community Perceptions Scorecard study was undertaken in November 2019, with industry-leading results achieved for the Town of Bassendean, which was amongst the highest rated participating West Australian local government authorities.</li> <li>• The Town’s Strategic Planning process commenced with the engagement of consultants Creating Communities to assist Council and Administration with the development of a Strategic Community Plan in early 2020.</li> </ul>
Audit and Risk Management	<p><b>Q1 September 2019:</b></p> <p>Internal Audit reports were presented at August Audit and Governance Committee meeting. Report on management action developed. Commenced discussions with internal auditors on internal audit program for 2019-2020. Audit and Compliance Register to be developed in Quarter 2. Audited accounts for the 2018/2019 Financial Year to be presented to the Audit and Governance Committee in Quarter 2.</p> <p><b>Q2 December 2019:</b></p> <p>The internal audit of the Accounts Payable function was performed in December. An Audit &amp; Compliance Register was compiled and presented to the Audit and Governance Committee in November, along with the audited accounts for the 2018/2019 Financial Year.</p>

Organisational Development	<p><b>Q1 September 2019:</b></p> <p>Corporate Training and Development</p> <ul style="list-style-type: none"> <li>• <i>Monthly CEO Briefing and Networking Sessions</i></li> <li>• <i>Employee Scorecard Survey Results presentation by Catalyse to senior leadership team and staff</i></li> <li>• <i>IAP2 Engagement Methods</i></li> <li>• <i>IAP2 Engagement Design</i></li> <li>• <i>Equal Employment Opportunity Workshops</i></li> <li>• <i>One Planet Living Workshop</i></li> <li>• <i>Corporate Induction</i></li> <li>• <i>Staff Representative Group Workshop to consider driving cultural change opportunities</i></li> </ul> <p>Wellbeing Events and Initiatives</p> <ul style="list-style-type: none"> <li>• <i>R U OK Day</i></li> </ul> <p>Occupational Health and Safety</p> <ul style="list-style-type: none"> <li>• <i>Safety Induction (Staff and Contractors)</i></li> </ul> <p><b>Q2 December 2019:</b></p> <ul style="list-style-type: none"> <li>• Accountable and Ethical Decision Making Workshops were held, with 68% (n=97) of staff attending. Further workshops will be run in Quarter 3, to cover remaining and new staff.</li> <li>• Other training for staff this quarter included: <ul style="list-style-type: none"> <li>○ <i>The Accidental Counsellor</i></li> <li>○ <i>Basic First Aid</i></li> <li>○ <i>Basic Traffic Management for Outside Employees</i></li> <li>○ <i>Social and Disability Awareness Training for new employees</i></li> </ul> </li> <li>• Corporate &amp; Safety Inductions were held on 25 September 2019 and 11 November 2019</li> <li>• Monthly CEO Briefing Sessions were held on 17 October 2019 at Success Hill, 20 November 2019 at Administration Centre and 5 December 2019 on Old Perth Road.</li> </ul>
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SERVICE/PROGRAM	COMMENTS
	<ul style="list-style-type: none"> <li>• Staff Representative Group Workshops (Team Utopia) held on 26 September 2019 and 7 November 2019 to collate feedback and ideas for change initiatives and enriching positive culture.</li> <li>• Councillors and Staff End of Year Function held on 20 December 2019 at Swan Districts Football Club. The event included presentation of Recognition of Retiring Councillors, Bob Brown and Melissa Mykytiuk along with staff Appreciation, CEO and Mayor Awards.</li> </ul>
Workplace Health & Safety (WHS)	<p><b>Q2 December 2019:</b></p> <ul style="list-style-type: none"> <li>• On the 18 December 2019, Jonathon Seth, CEO of Local Government Insurance Services (LGIS), presented the Town with a ‘Silver Diligence in Safety’ Award. This award recognises the Town’s commitment to workplace safety and strong OHS performance.</li> <li>• Contractor safety management: The Town’s tender evaluation process now includes a comprehensive safety risk assessment of suppliers and contractors. The Workplace, Health and Safety Officer (WHS Officer) also ensures that the management of Town contractors includes personalised safety inductions and that contractors are aware of the Town’s safety guidelines and Worksafe legislation and understand their obligations to implement safe work practices.</li> <li>• The WHS Officer is now represented on the Events Control Group to ensure that all Council events are compliant with Occupational Health &amp; Safety (OHS) legislation and run in a safe manner.</li> <li>• An annual initiative to promote a safety culture, Safe Work Month, was held in October with a “Be a Safety Champion” theme. Mental health awareness was included, along with #BeUpStanding to encourage staff to spend less time sitting at workstations.</li> <li>• Occupational Health and Safety (OHS) Committee Meetings continued to be held during the quarter.</li> <li>• OHS audit: Good progress continues to be made against recommendations from the most recent OHS audit (August 2019), monitored through the OHS Committee.</li> <li>• Annual Audiometric Testing was conducted in November for employees with exposure to higher workplace noise levels.</li> <li>• Hazard management: 100% of scheduled Workplace Hazard inspections were completed. Ten (10) hazards were reported, with corrective measures implemented for all the hazards identified.</li> <li>• Workers Compensation claims: There were two Workers Compensation Claims for the quarter, which have been finalised. The Town currently has no open Workers Compensation Claims.</li> </ul>

SERVICE/PROGRAM	COMMENTS
Human Resources	<p><b>Q1 September 2019:</b> Recruitment activities</p> <ul style="list-style-type: none"> <li>• <i>Director Community Planning</i></li> <li>• <i>Executive Manager Infrastructure</i></li> <li>• <i>Acting Manager Governance and Strategy</i></li> <li>• <i>Coordinator Recycling and Waste</i></li> <li>• <i>Library Officer</i></li> <li>• <i>Library Clerk</i></li> <li>• <i>Amenity Horticulturalist</i></li> <li>• <i>IT Support Officer</i></li> </ul> <p><b>Q2 December 2019:</b> The final positions within the organisational restructure were filled, with the following appointments:- Philip Adams, Executive Manager Infrastructure, Elizabeth Kania, Manager Governance &amp; Strategy (commencing early February 2020) and Donna Shaw, Manager Development &amp; Place (commencing late January 2020).</p> <p>Other positions recruited were:</p> <ul style="list-style-type: none"> <li>• <i>Manager Finance</i></li> <li>• <i>Coordinator, Procurement, Contracts &amp; Leases</i></li> <li>• <i>Project Engineer</i></li> <li>• <i>Engineering Works General Hand</i></li> <li>• <i>Events Officer</i></li> <li>• <i>Street Tree Officer</i></li> <li>• <i>Parks &amp; Gardens Team Member</i></li> <li>• <i>Assistant in Home Nursing casuals</i></li> </ul>

OUTSTANDING RESOLUTIONS AS AT 21 FEB 2020

	OFFICER	DESCRIPTION	ACTION_TAKEN
ROC19/69652	BRICE CAMPBELL	OCM-24/12/19 - NOTICE OF MOTION – CR WILSON: FOGO BIN SYSTEM MOVED CR WILSON SECONDED CR QUINTON THAT COUNCIL RESOLVES THAT THE FOGO BIN SYSTEM ROLL-OUT WILL INCLUDE THE FOLLOWING FEATURES: 1.RATEPAYERS OF THE TOWN WILL BE PROVIDED WITH THE OPTION TO OPT-OUT OF THE DEFAULT SMALL GENERAL WASTE BIN IN FAVOUR OF HAVING EITHER A LARGE GENERAL WASTE BIN OR A SECOND GENERAL WASTE BIN PRIOR TO THE DELIVERY OF THE NEW FOGO BIN SYSTEM AT THEIR RESIDENCE; 2.THIS OPT-OUT OPTION WILL BE INCLUDED IN A MAIL-OUT TO ALL HOUSEHOLDS; 3.THAT A COMMUNICATIONS TIMELINE BE TRIGGERED SHOULD SOMEONE RETURN AN OPT OUT FORM IN THE MAIL-OUT; 4.RATEPAYERS WHO CHOOSE TO OPT-OUT OF THE SMALLER GENERAL WASTE BIN WILL BE CHARGED A FEE NO GREATER THAN COST RECOVERY FOR THE PROVISION OF THE LARGER BIN OR SECOND GENERAL WASTE BIN.	TO BE ADDRESSED AT FEBRUARY OCM. ONCE COUNCIL SELECTS A PREFERRED MODEL, DRAFTING OF THE MAILOUT CAN BEGIN. COUNCILLORS WILL BE PROVIDED WITH THE DRAFT MAILOUT IN THE CEO BULLETIN. FOGO IS REPORTED SEPARATELY AS A PRIORITY PROJECT. RECOMMEND DELETION
ROC18/60317	DAVID DWYER	OCM-27/3/18 - NOTICE OF MOTION – CR WILSON: WATER FOUNTAINS 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.	WATER FOUNTAIN REPORT TO BE PROVIDED TO COUNCILLORS AS PART OF THE BULLETIN. RECOMMEND DELETION.

ROC19/69643	DAVID DWYER	<p>OCM-10/12/19 - SAFE ACTIVE STREET FOR WHITFIELD STREET BASSENDEAN MOVED CR QUINTON SECONDED CR BARTY THAT COUNCIL:</p> <p>1.NOTES THE WHITFIELD SAFE ACTIVE STREET SEPTEMBER 2019 CONSULTATION ANALYSIS REPORT; 2.NOTES DESIGN AMENDMENTS IDENTIFIED THROUGH COMMUNITY CONSULTATION SEPTEMBER 2019 AND TO REDUCE CONSTRUCTION COSTS; AND 3.APPROVES THE AMENDED WHITFIELD SAFE ACTIVE STREET DESIGN DECEMBER 2019 AS ATTACHED TO THE ORDINARY COUNCIL MEETING AGENDA OF 17 DECEMBER 2019 FOR TENDERING AND CONSTRUCTION SUBJECT TO ADEQUATE FUNDING BEING SECURED FROM DEPARTMENT OF TRANSPORT.</p>	COMPLETED RECOMMEND DELETION.
ROC19/67786	DAVID DWYER	<p>OCM-17/7/19 - SUCCESS HILL PRINCIPAL SHARED PATH MOVED CR WILSON SECONDED CR QUINTON CR HAMILTON THAT COUNCIL:</p> <p>1.NOTES THE RECENT CONSULTATION UNDERTAKEN BY DEPARTMENT OF TRANSPORT IN MAY 2019 SINCE COUNCIL'S EARLIER RESOLUTION OCM – 10/02/18; 2.NOTES THAT FOLLOWING FEEDBACK FROM THE COMMUNITY CONCERNING THE LOSS OF TREES TWO ADDITIONAL ALIGNMENT OPTIONS THAT USE MORE OF THE ROAD SPACE WERE PREPARED AND PROVIDED TO THE COMMUNITY FOR FEEDBACK; 3.NOTES THE RESULT OF THE SURVEY OF 76 PEOPLE WHICH INDICATED THAT 48% OF THOSE SURVEYED PREFERRED OPTION 3 WHICH INVOLVES REDUCING THE ROAD WIDTH FOR THE LENGTH OF THE PRINCIPAL SHARED PATH TO MINIMISE USE OF THE VERGE SPACE AND IMPACT ON EXISTING VEGETATION; 4.PROVIDES IN PRINCIPAL SUPPORT OF OPTION 3 AND REQUESTS THE DEPARTMENT OF TRANSPORT UNDERTAKE DETAILED DESIGN OF OPTION 3; 5.RESCINDS OCM – 10/02/18 THAT STATES (IN PART) THAT COUNCIL: 3. APPROVES IN PRINCIPLE THE REVISED CONCEPT PLAN 245215-54- SKE- 001 REV A FOR THE DESIGN AND CONSTRUCTION OF THE RAILWAY PARADE PRINCIPAL SHARED PATH SUBJECT TO: (I) ANY VEGETATION REQUIRING REMOVAL BEING REPLACED 3:1 ALONG THE PRINCIPAL SHARE PATH THROUGH THE TOWN OF BASSENDEAN AS PER THE PREVIOUS OFFER; AND (II) THE DEPARTMENT OF TRANSPORT IMPLEMENTING THE “GREEN ROUTE” PILOT PROJECT TO SUPPORT ACTIVATION OF THE PROPOSED RAILWAY PARADE PRINCIPAL SHARED PATH; 6.NOTES THE DEPARTMENT OF TRANSPORT'S COMMITMENT TO IMPLEMENT A “GREEN ROUTE” DEMONSTRATION PROJECT TO SUPPORT ACTIVATION OF THE SUCCESS HILL PRINCIPAL SHARED PATH DESIGNED TO</p>	COMPLETED RECOMMEND DELETION.

		<p>BE VISUALLY APPEALING COMBINING NATURAL PLANTING AND GREENERY TO CREATE A MORE PLEASANT WALKING AND RIDING EXPERIENCE BY INCREASING NATURAL LANDSCAPING SHADE SHELTER AND AMENITY;</p> <p>7.NOTES RECENT DISCUSSIONS WITH THE DEPARTMENT OF TRANSPORT CONFIRMING THAT AS OPTION 3 MINIMISES THE REMOVAL OF TREES ALONG THE SECTION OF THE PRINCIPAL SHARED PATH THROUGH SUCCESS HILL THE SCOPE OF THE “GREEN ROUTE” PLANTINGS CAN BE EXTENDED FURTHER ALONG THE PATH TOWARDS BASSENDEAN TRAIN STATION;</p> <p>8.NOTES THAT THE GREEN TRANSPORT ROUTE WILL BE DESIGNED AND MAINTAINED WITH THE INVOLVEMENT OF THE TOWN AND THE LOCAL COMMUNITY TO ENSURE IT COMPLEMENTS AND ADDS TO THE AREA’S BIODIVERSITY AND CHARACTER;</p> <p>9.SEEKS THE DEPARTMENT OF TRANSPORT TO EXTEND THE SCOPE OF THE GREEN TRANSPORT ROUTE TO INCLUDE KELLY PARK TO ACHIEVE INCREASED NATURAL LANDSCAPING SHADE SHELTER AND AMENITY INCLUDING LIGHTING;</p> <p>10.APPROVES FURTHER ENGAGEMENT TO BE UNDERTAKEN BY THE TOWN VIA YOUR SAY AND A LOCAL LETTERBOX DROP. THIS IS TO OUTLINE THE PURPOSE OF THE RECENT CONSULTATION TO ADVISE THE COMMUNITY OF THE OUTCOME OF THE CONSULTATION TO ALLOW ANY FEEDBACK ON THE PREFERRED OPTION 3 IN ADDITION TO PROVIDING INFORMATION REGARDING THE PROPOSED GREEN TRANSPORT ROUTE PILOT; AND</p> <p>11.SUPPORTS A FOLLOW UP REPORT TO BE PRESENTED TO COUNCIL AT THE AUGUST 2019 OUTLINING ANY FURTHER FEEDBACK FROM THE COMMUNITY AND NEXT STEPS.</p> <p>12.WRITES TO THE DEPARTM</p>	
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<p>ROC19/67785</p>	<p>DAVID DWYER</p>	<p>OCM-14/7/19 - SAFE ACTIVE STREET FOR WHITFIELD STREET BASSENDEAN  MOVED CR MCLENNAN SECONDED CR QUINTON THAT COUNCIL:  1.RECEIVES AND APPROVES THE DESIGN OF WHITFIELD SAFE ACTIVE STREET FOR THE PURPOSE OF FINAL CONSULTATION ON THE DETAILED DESIGNS WITH RESIDENTS OF WHITFIELD STREET BASSENDEAN PRIMARY SCHOOL AND P&amp;C BUSINESSES LOCATED ON WHITFIELD STREET AND ANY COMMUNITY MEMBERS WHO PROVIDED FEEDBACK DURING THE INITIAL CONSULTATION; 2.APPROVES FURTHER COMMUNITY ENGAGEMENT ON THE WHITFIELD SAFE ACTIVE STREET AS OUTLINED IN THIS REPORT;  3.REQUESTS THAT WHERE POSSIBLE DEEP ROOT ZONES BE INCORPORATED INTO VEGETATED SLOW POINTS TO ALLOW FOR THE PLANTING OF ADDITIONAL SHADE TREES; 4.REQUESTS THAT THE TOWN UNDERTAKE STREET TREE PLANTING IN ALIGNMENT WITH THE TOWN'S TARGET OF 70% CANOPY COVER OF ROAD RESERVES ON VERGES ALONG THE WEST SIDE OF WHITFIELD STREET DURING THE 2020 WINTER PLANTING SEASON TO FURTHER IMPROVE WALKABILITY OF THE SAFE ACTIVE STREET; 5.REQUESTS A FURTHER REPORT BE PRESENTED TO COUNCIL FOLLOWING CONSULTATION ON THE DETAILED DESIGNS OUTLINING ANY FURTHER FEEDBACK ANY PROPOSED CHANGES AND SEEKING APPROVAL OF THE DESIGN FOR CONSTRUCTION; 6.ENDORSES CONSTRUCTION TAKE PLACE DURING THE SCHOOL HOLIDAY PERIOD TO MINIMISE DISRUPTION TO THE SCHOOL COMMUNITY.</p>	<p>REPORT WAS PRESENTED AT DECEMBER 2019  OCM – THIS ROC IS NOW SUPERSEDED BY ROC 19/69547. RECOMMEND DELETION</p>
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ROC18/64884	DONNA SHAW	<p>OCM-10/2/19 - PROPOSED AMENDMENT TO LOCAL PLANNING SCHEME NO. 10 MOVED CR BROWN SECONDED CR MYKYTIUK THAT: 1.COUNCIL RESOLVES TO SUPPORT TO INITIATE PROPOSED AMENDMENT NO. 11 TO THE TOWN OF BASSENDEAN LOCAL PLANNING SCHEME NO. 10 TO MODIFY TABLE 1 – ZONING TABLE BY CHANGING THE LAND USE PERMISSIBILITY OF ‘CONVENIENCE STORE’ AND ‘SERVICE STATIONS’ IN THE TOWN CENTRE AND LOCAL SHOPPING ZONES TO AN ‘X’ USE MEANING THE USE(S) WILL NOT BE PERMITTED IN THESE ZONES; 2.SUCH AMENDMENT IS A “STANDARD” AMENDMENT PURSUANT TO THE PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS BY VIRTUE OF IT BEING: I.AN AMENDMENT THAT WOULD HAVE MINIMAL IMPACT ON LAND IN THE SCHEME AREA THAT IS NOT THE SUBJECT OF THE AMENDMENT. II.AN AMENDMENT THAT IS NOT A COMPLEX OR BASIC AMENDMENT. 3.THE PROPOSAL BE REFERRED TO THE ENVIRONMENTAL PROTECTION AUTHORITY FOR COMMENT PRIOR TO ADVERTISING; 4.THE AMENDMENT BE ADVERTISED FOR A PERIOD OF 42 DAYS IN ACCORDANCE WITH THE REQUIREMENTS FOR A STANDARD AMENDMENT; AND 5.FOLLOWING THE ADVERTISEMENT PERIOD PRESENT THE PROPOSAL BACK TO COUNCIL FOR FURTHER CONSIDERATION. Z OCM-25/12/18 - NOTICE OF MOTION – CR HAMILTON: CHANGING THE PERMITTED USE OF PROPERTIES MOVED CR HAMILTON SECONDED CR WILSON THAT COUNCIL: 1.REQUESTS STAFF TO REVIEW AND COMMENCE THE PROCESS OF CHANGING THE PERMITTED USE OF PROPERTIES ZONED LOCAL SHOPPING TO PROHIBIT DEVELOPMENT OF ‘CONVENIENCE STORES PROVIDING FOR THE SALE OF FUEL AND CONVENIENCE GOODS’ AND ‘SERVICE STATIONS’ AT UNDESIRABLE LOCATIONS WITHIN THE TOWN; AND 2.REQUESTS STAFF TO REVIEW AND COMMENCE THE PROCESS OF CHANGING THE PERMITTED USE OF PROPERTIES ZONED TOWN CENTRE TO PROHIBIT DEVELOPMENT OF ‘CONVENIENCE STORES PROVIDING FOR THE SALE OF FUEL AND CONVENIENCE GOODS’ AND ‘SERVICE STATIONS’ AT UNDESIRABLE LOCATIONS WITHIN THE TOWN’S CENTRAL BUSINESS DISTRICT.</p>	AMENDMENT HAS BEEN GAZETTED - RECOMMEND DELETION.
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ROC19/69640	GREGORY P NERI	OCM-7/12/19 BASSENDEAN SKATE PARK – INSTALLATION OF SHADE MOVED CR QUINTON SECONDED CR WILSON THAT: 1.NOTES THE REPORT ON THE INSTALLATION OF SHADE SAILS AT THE BASSENDEAN SKATE PARK; 2.IF DEEMED A PRIORITY INVESTIGATES THE POTENTIAL FOR LOTTERYWEST OR OTHER FUNDING SOURCES TO CONTRIBUTE TO ANY FUTURE SHADE SAIL DEVELOPMENT AT THE SITE; AND 3.SUBJECT TO ABOVE ALLOCATES FUNDS IN THE 2020/21 BUDGET FOR THE DESIGN AND INSTALLATION OF SHADE SAILS AT THE BASSENDEAN SKATE PARK ABOVE THE NORTHERN GRASSED AREA AND/OR THE EASTERN END OF THE PARK.	THIS ROC CAN NOW BE DELETED AS ROC19/68365 REFERS. RECOMMEND DELETION
ROC19/69650	LUKE GIBSON	OCM-16/12/19 - NOMINATION OF LOCAL GOVERNMENT MEMBERS FOR THE METROPOLITAN CENTRAL JOINT DEVELOPMENT ASSESSMENT PANEL MOVED CR GANGELL SECONDED CR QUINTON THAT COUNCIL ENDORSES COUNCILLORS MCLENNAN AND HAMILTON AS LOCAL MEMBERS AND COUNCILLORS WILSON AND MACWILLIAM AS DEPUTY LOCAL MEMBERS TO SIT ON THE METRO CENTRAL JOINT DEVELOPMENT ASSESSMENT PANEL FOR A TERM EXPIRING ON 26 JANUARY 2022.	NO FURTHER ACTION REQUIRED AND ALL ELEMENTS COMPLETE. LIST OF DELEGATES UPDATED. RECOMMEND DELETION.
ROC19/69542	LUKE GIBSON	OCM-11/11/19 - COMMUNITY SAFETY AND CRIME PREVENTION PLAN MOVED CR HAMILTON SECONDED CR MACWILLIAM THAT COUNCIL: 1.NOTES THE UPDATE AND THE OUTCOMES OF THE CURRENT COMMUNITY SURVEY AND FURTHER ANALYSIS OF CRIME DATA WILL INFORM THE PREPARATION OF A NEW COMMUNITY SAFETY AND CRIME PREVENTION PLAN; 2.NOTES THAT IN THE INTERIM THE TOWN WILL CONTINUE TO WORK CLOSELY WITH POLICE TO SHARE INTELLIGENCE AND DISCUSS STRATEGIES; AND 3.REQUESTS STAFF SEEK OUT GRANT OPPORTUNITIES THAT FINANCIALLY CONTRIBUTE TO PROGRAMMES AND/OR INFRASTRUCTURE SUPPORTING CRIME REDUCTION.	ALL ELEMENTS NOTED. RECOMMEND FOR DELETION.

ROC18/59093	LUKE GIBSON	<p>OCM-25/1/18 - NOTICE OF MOTION – CR HAMILTON: CASA MIA ROOF MOVED CR HAMILTON SECONDED CR GANGELL THAT COUNCIL:</p> <p>1.REQUESTS STAFF LIAISE WITH THE OWNER OF 13 HAMILTON STREET REGARDING THE TOWN’S INSTALLATION OF ZINCALUME ROOFING TO THE CASA MIA SCHOOL AT 11 HAMILTON STREET IN AN EFFORT TO SEEK AN ECONOMICAL SOLUTION TO THE REFLECTIVE GLARE ISSUE IT IS REPORTED TO HAVE CREATED; 2.REQUESTS THAT A SUMMARY OF THE AGREED COURSE OF ACTION TOGETHER WITH THE FINANCIAL COSTINGS AND ANY OTHER IMPLICATIONS BE PROVIDED TO COUNCIL FOR CONSIDERATION PRIOR TO THE COMMENCEMENT OF ANY REMEDIAL WORKS; 3.FUNDS ANY REMEDIAL WORK FROM THE RESIDUAL BALANCE OF THE INITIAL BUDGET ALLOCATION FOR THE ROOFING WORKS THAT IS LEFT OVER FROM THE WORKS COMPLETED IN DECEMBER 2017; 4.REQUESTS STAFF TO PREPARE A “REFLECTIVE ROOFING POLICY” FOR COUNCIL’S CONSIDERATION WHEN REVIEWING THE TOWN’S BUILDING POLICIES; AND 5.IN FUTURE WHEN CAPITAL WORKS ARE PLANNED TO BE CONDUCTED ON ONE OF THE TOWN’S BUILDINGS THAT WILL POTENTIALLY IMPACT ADJOINING PROPERTIES COMMUNICATION WITH THE ADJACENT PROPERTY OWNERS ABOUT THE PROPOSED WORKS WILL BE UNDERTAKEN PRIOR TO ANY WORKS COMMENCING.</p>	BROADER POLICIES REVIEW UNDERWAY AND WILL BE REFERRED TO COUNCIL IN DUE COURSE. RECOMMEND DELETION.
ROC19/69541	LUKE GIBSON	<p>OCM-10/11/19 - BASSENDREAM OUR FUTURE PRELIMINARY ENGAGEMENT REPORT MOVED CR WILSON SECONDED CR QUINTON THAT COUNCIL ADOPTS THE BASSENDREAM OUR FUTURE PRELIMINARY ENGAGEMENT REPORT (CREATING COMMUNITIES OCTOBER 2019) ATTACHED TO THE ORDINARY COUNCIL MEETING AGENDA OF 26 NOVEMBER 2019 AS AN ESSENTIAL INPUT IN THE PREPARATION OF A NEW LOCAL PLANNING STRATEGY AND STRATEGIC COMMUNITY PLAN.</p>	NO FURTHER ACTION REQUIRED. RECOMMEND FOR DELETION.
ROC19/69651	LUKE GIBSON	<p>OCM-17/12/19 -BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING DATES 2020 MOVED CR MCLENNAN SECONDED CR QUINTON THAT: 1.COUNCIL ENDORSES THE FOLLOWING 2020 MEETING DATES OF THE BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE TO BE HELD IN THE COUNCIL CHAMBER 48 OLD PERTH ROAD BASSENDEAN COMMENCING AT 3.30PM: •5 FEBRUARY 2020 •1 APRIL 2020 •1 JULY 2020; AND •7 OCTOBER 2020 2.CR HAMILTON REPLACES CR MCLENNAN AS A MEMBER OF THE BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE FOR THE 2019/21 TERM.</p>	NO FURTHER ACTION REQUIRED AS MEETING DATES ADVERTISED AND LIST OF DELEGATES ADVERTISED. RECOMMEND DELETION.

ROC17/53219	LUKE GIBSON	<p>OCM/8/2/17 - DESIGN WA INITIATIVE MOVED CR BRIDGES SECONDED CR PULE THAT: 1.COUNCIL THANKS THE WESTERN AUSTRALIAN PLANNING COMMISSION (WAPC) FOR GRANTING AN EXTENSION OF TIME TO LODGE A SUBMISSION ON ITS DESIGN WA INITIATIVE; 2.COUNCIL ENDORSES THE PRELIMINARY SUBMISSION DATED AND LODGED WITH THE DEPARTMENT OF PLANNING (DOP) ON 17 FEBRUARY 2017; 3.AS A MATTER OF PRIORITY COUNCIL REVIEWS AND REVISES LOCAL PLANNING POLICY 1.14 DESIGN REVIEW PANEL POLICY SO THAT BY THE TIME SPP7 IS GAZETTED THE OPERATION AND CONDUCT OF THE TOWN'S DESIGN REVIEW PANEL GENERALLY ALIGNS WITH THE 'BEST-PRACTICE' PRINCIPLES PROCESSES AND CONDUCT PROVISIONS CITED IN THE WAPC'S DRAFT OR SUBSEQUENT FINALISED DESIGN REVIEW GUIDELINE AND THE:</p> <p>A)REVIEW IS TO INCLUDE AN ESTIMATE OF THE ANNUAL EXPENSE TO THE TOWN TO OPERATE ITS DESIGN REVIEW PANEL INCLUDING THE ESTIMATED LEVEL OF REMUNERATION FOR PANEL MEMBERS (NOT EMPLOYED AS STAFF); B)ESTIMATED EXPENSE OF OPERATING THE TOWN'S DESIGN REVIEW PANEL BE CONSIDERED AS PART OF THE 2017-2018 BUDGET DELIBERATIONS; AND C)POLICY ALIGNS WITH THE SUBMISSION LODGED WITH THE DEPT OF PLANNING ON 17 FEBRUARY 2017 AND THE SPECIFIC COMMENTS IN THE DRAFT DESIGN POLICY PREPARED BY THE TOWN'S DIRECTOR STRATEGIC PLANNING ADDRESSES PRIMARY CONTROLS FORWARDED TO THE WAPC FOR ENDORSEMENT.</p> <p>4.CLARIFIES WITH THE DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITIES AND THE DEPARTMENT OF PLANNING WHETHER THERE IS POTENTIAL FOR THE RECOVERY OF FEES FROM PROPONENTS OF DEVELOPMENT TO CONDUCT DESIGN REVIEWS BY THE TOWN'S DESIGN REVIEW PANEL.</p>	<p>BROADER POLICIES REVIEW UNDERWAY AND WILL BE REFERRED TO COUNCIL IN DUE COURSE.</p>
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ROC18/63105	LUKE GIBSON	<p>OCM-18/08/18 - PEOPLE SERVICES COMMITTEE MEETING HELD ON 14 AUGUST 2018 MOVED CR QUINTON SECONDED CR BROWN THAT COUNCIL: 1.RECONFIRMS ITS COMMITMENT AS A REFUGEE WELCOME ZONE AND AUTHORISES THE TOWN TO SIGN THE REFUGEE WELCOME ZONE DECLARATION; 2.CONSIDERS WHAT ACTIONS THE TOWN CAN TAKE IN SUPPORT OF THE DECLARATION PRINCIPLES INCLUDING: A)CONDUCTING CULTURAL EVENTS; B)PROMOTING THE EMPLOYMENT OF REFUGEES TO BUSINESSES IN THE TOWN; C)CONTACTING REFUGEE ADVOCACY GROUPS FOR ADVICE ON HOW TO WELCOME REFUGEES COMING INTO BASSENDEAN; D)EXPLORING OPPORTUNITIES TO MAKE CONTACT WITH REFUGEES COMING INTO BASSENDEAN; 3.AMENDS THE COMMITTEE’S INSTRUMENT OF APPOINTMENT AND DELEGATION TO INCLUDE PROJECTS LISTED IN THE 2018-2022 CORPORATE PLAN AS BEING THOSE RELEVANT TO THE COMMITTEE; 4.APPROVES AN ADDITIONAL PEOPLE SERVICES COMMITTEE BE HELD ON TUESDAY 9 OCTOBER; 5.RECEIVES THE REPORT OF THE MEETING OF THE PEOPLE SERVICES COMMITTEE HELD ON TUESDAY 14 AUGUST 2018.</p>	<p>DEPUTY MAYOR CR HAMILTON SIGNED THE WELCOME SCROLL ON 6 NOVEMBER 2019 WHICH CONTAINS OVER 100 SIGNATURES FROM REFUGEE WELCOME ZONE COUNCILS. COUNCIL WILL HAVE THE OPPORTUNITY TO CONSIDER REFUGEE WELCOME ZONE INITIATIVES AND PRINCIPLES AS PART OF CREATING AN INCLUSIVE COMMUNITY IN THE NEW STRATEGIC COMMUNITY PLAN. RECOMMEND FOR DELETION.</p>
ROC19/69540	LUKE GIBSON	<p>LOCAL INTEGRATED TRANSPORT PLAN OCM-9/11/19 - MOVED CR MCLENNAN SECONDED CR HAMILTON THAT COUNCIL: 1.ADOPTS THE LOCAL INTEGRATED TRANSPORT PLAN AS ATTACHED TO THE ORDINARY COUNCIL MEETING AGENDA OF 26 NOVEMBER 2019 WITH THE FOLLOWING AMENDMENTS: •AT2 – CHANGE PRIORITY TO ‘SHORT’. •RN1 (PT7) &amp; RN2 – GUILDFORD ROAD MODIFICATIONS TO INCLUDE RETAINING EXISTING TREE BOULEVARD. THE TOWN WISHES TO RETAIN THE AVENUE OF MATURE TREES ALONG GUILDFORD ROAD AND THEREFORE ADVOCATES FOR THE PUBLIC TRANSIT AUTHORITY TO RETAIN LAND ADJOINING THE NORTHERN SIDE OF GUILDFORD ROAD WHICH IS PROPOSED TO BE GIVEN TO MAIN ROADS TO FACILITATE POTENTIAL WIDENING OF GUILDFORD ROAD. •RN8 – DESIGN AND CONSULT TO FURTHER REFINE VARIOUS OPTIONS FOR MODIFICATION OF THE WALTER ROAD EAST/LORD STREET/SEVENTH AVENUE INTERSECTION AND THE SUCCESS ROAD/LORD STREET INTERSECTION TO ADDRESS ACCESS/EGRESS TO THE SUCCESS HILL AREA. •RN8 – CHANGE PRIORITY TO ‘SHORT’ – ENGINEERING FEASIBILITY AND MODELLING REQUIRED TO ASCERTAIN IMPACTS OF VARIOUS OPTIONS WITH A VIEW TO DECIDING WHETHER THIS PROPOSAL SHOULD BE ADOPTED. 2.USES THE LOCAL INTEGRATED</p>	<p>COMPLETE. RECOMMEND FOR DELETION.</p>

		<p>TRANSPORT PLAN AS A KEY STRATEGIC ADVISORY TOOL TO ACHIEVE THOSE OUTCOMES WHICH RELY ON OTHER AGENCIES AS STAKEHOLDERS.</p>	
ROC18/64873	LUKE GIBSON	<p>OCM-25/04/19 - COMMERCIAL OFFER FOR THIRD-PARTY SIGNAGE ON PAYPHONE FACILITIES - JCDECAUX AUSTRALIA MOVED CR QUINTON SECONDED CR WILSON THAT: 1.COUNCIL REJECT THE OFFER FROM JCDECAUX AUSTRALIA TO INSTALL A DIGITAL PAY PHONE IN THE TOWN OF BASSENDEAN; AND 2.A DRAFT DIGITAL ADVERTISING POLICY BE RESEARCHED AND COMPILED AND RETURNED TO COUNCIL BEFORE ANY OTHER OFFERS FOR DIGITAL ADVERTISING BE CONSIDERED BY THE TOWN LISTING EXAMPLES OF THE IMPACTS OF DIGITAL ADVERTISING FROM AROUND AUSTRALIA INCLUDING THE IMPACTS ON MENTAL HEALTH.</p> <p>OCM-6/12/18 - PROPOSED THIRD-PARTY SIGNAGE ON PAYPHONE FACILITY- ADJACENT TO THE BASSENDEAN HOTEL LOT 5; NO. 25 OLD PERTH ROAD BASSENDEAN MOVED CR WILSON SECONDED CR GANGELL THAT COUNCIL: 1.INVITES JCDECAUX TO LODGE AMENDED PLANS FOR AN UPGRADED TELSTRA SMART CITY PAYPHONE FACILITY IN ANOTHER LOCATION IN THE WEST END OF OLD PERTH ROAD; AND 2.AUTHORISES THE MANAGER DEVELOPMENT SERVICES TO NEGOTIATE AN AMENDED PROPOSAL FOR AN UPGRADED TELSTRA SMART CITY PAYPHONE FACILITY INCLUDING SEEKING A PERCENTAGE OF ADVERTISING REVENUE FOR THE TOWN TO BE RETURNED TO COUNCIL FOR APPROVAL.</p>	<p>NO FURTHER PROPOSAL FOR DIGITAL PAYPHONES HAVE BEEN RECEIVED AND ALSO NOTING RESOURCES REQUIRED TO UNDERTAKE FURTHER WORK AND OTHER GIVEN PRIORITIES. RECOMMEND DELETION.</p>

ROC17/54998	LUKE GIBSON	OCM-23/7/17 - NOTICE OF MOTION – CR PULE: REPORT ON POTENTIALS OF LOTS 162 163 ANSTEY ROAD BASSENDEAN MOVED CR PULE SECONDED CR GANGELL THAT A REPORT BE PREPARED FOR COUNCIL'S CONSIDERATION REGARDING AN ORDERLY PROCESS TO SET A COURSE TO DEVELOP THE BEST OUTCOMES AND POTENTIALS FOR LOTS 162 AND 163 ANSTEY ROAD BASSENDEAN. FOR THE TOWN OF BASSENDEAN.	INCORPORATED INTO REPORT ON FINALISATION OF TOWN PLANNING SCHEME NO 4A PRESENTED TO THE DECEMBER 2019 COUNCIL MEETING. RECOMMEND DELETION.
ROC19/68360	PETA MABBS	OCM-15/8/19 - CONSULTATION DRAFT: TOWN OF BASSENDEAN MEETING PROCEDURES LOCAL LAW 2019 MOVED CR MCLENNAN SECONDED CR WILSON THAT COUNCIL: OCM-16/8/19 - 1.AMENDS THE DRAFT MEETING PROCEDURES LOCAL LAW SO THAT (F) 'STATEMENTS BY MEMBERS OF THE PUBLIC' PRECEDES (E) 'QUESTIONS BY MEMBERS OF THE PUBLIC' IN THE 'ORDER OF BUSINESS' AT 5.2(1); 2.APPROVES THE CONSULTATION DRAFT TOWN OF BASSENDEAN MEETING PROCEDURES LOCAL LAW 2019 WITH THE ABOVE AMENDMENT AND ITS PUBLICATION FOR STATEWIDE PUBLIC NOTICE; 3.SUPPORTS THE HOSTING OF BRIEFINGS SESSIONS IN THE COMMUNITY (AS AN INITIAL PILOT FOR 12 MONTHS) COMMENCING IN NOVEMBER 2019; 4.ENDORSES THAT POLICY 6.7 – ELECTRONIC RECORDING AND LIVE-STREAMING OF COUNCIL MEETINGS BE AMENDED ACCORDINGLY TO REMOVE REFERENCE TO LIVE-STREAMING OF BRIEFINGS SESSIONS IN ORDER TO ACCOMMODATE POINT 2 ABOVE; AND 5.RESCINDS OCM 16/12/17 WHICH READS: "THE COUNCIL ADOPTS THE BRIEFING SESSION GUIDELINES ATTACHED TO THE ORDINARY COUNCIL MEETING AGENDA OF 19 DECEMBER 2017".	FINAL DRAFT TO COUNCIL IN FEBRUARY 2020 FOR ADOPTION. RECOMMEND DELETION.
ROC19/69644	PAUL WHITE	OCM-11/12/19 - RFT 05/2019 TREE PRUNING SERVICES MOVED CR QUINTON SECONDED CR MACWILLIAM THAT COUNCIL APPOINTS BEAVER TREE SERVICES AUSTRALIA PTY LTD TO PROVIDE THE TREE PRUNING SERVICES FOR THE TOWN OF BASSENDEAN AS SPECIFIED IN TENDER 05/2019 FOR A PERIOD OF THREE (3) YEARS AT THE SUBMITTED SCHEDULE OF RATES WITH ANNUAL PRICE VARIATIONS SUBJECT TO THE PERCENTAGE CHANGE IN THE PERTH CONSUMER PRICE INDEX (ALL GROUPS) TO COMMENCE UPON COUNCIL APPROVAL AND CONTRACTOR ACCEPTANCE.	CONTRACTOR APPOINTED. RECOMMEND DELETION

ROC18/63104	PAUL WHITE	OCM-17/08/18 - AUDIT & GOVERNANCE COMMITTEE MEETING HELD ON 8 AUGUST 2018 MOVED CR MCLENNAN SECONDED CR HAMILTON THAT COUNCIL: 1.DEFERS A DECISION ON POLICY 6.14 – PURCHASING POLICY AND REFERS IT BACK TO THE AUDIT & GOVERNANCE COMMITTEE TO CONSIDER IN THE LIGHT OF: A)RECOMMENDATIONS AND FEEDBACK FROM WALGA REGARDING SUSTAINABLE PROCUREMENT; B)THE FINDINGS OF THE AUDITOR GENERAL’S REPORT ON PROCUREMENT THAT IS DUE TO BE RELEASED IN THE NEAR FUTURE; 2.REQUESTS THE AUDIT & GOVERNANCE COMMITTEE CONSIDER THE SCOPE OF WORKS AND DELIVERABLES FOR NEW PROJECTS AND CONSULTANCIES THAT WOULD BE APPROPRIATE FOR PRESENTATION TO COUNCIL/COMMITTEES FOR CONSIDERATION AND APPROVAL PRIOR TO RELEASE AND PROVIDE RECOMMENDATIONS TO COUNCIL; AND 3.RECEIVES THE REPORT ON THE MEETING OF THE AUDIT & GOVERNANCE COMMITTEE OF 8 AUGUST 2018.	COUNCIL ENDORSED THE PURCHASING POLICY AT THE JUNE 2019 OCM. ITEM 2 - PROCEDURE ADOPTED TO ALERT COUNCILLORS VIA THE BULLETIN FOR ANY PROPOSAL FOR CONSULTANCIES FOR \$20000 OR MORE. RECOMMEND DELETION
ROC19/69646	PAUL WHITE	RFT 07/2019 ROAD PROFILING AND THE SUPPLY AND LAYING OF ASPHALT MOVED CR QUINTON SECONDED CR MACWILLIAM THAT COUNCIL APPOINTS ASPHALTECH PTY LTD TO PROVIDE THE ROAD PROFILING AND THE SUPPLY AND LAYING OF ASPHALT TO THE TOWN OF BASSENDEAN AS SPECIFIED IN TENDER 07/2019 FOR A PERIOD OF THREE (3) YEARS PLUS AN OFFER TO EXTEND FOR A FURTHER TWO (2) YEARS TO COMMENCE UPON COUNCIL APPROVAL AND CONTRACTOR ACCEPTANCE.	CONTRACTOR APPOINTED. RECOMMEND DELETION
ROC19/69649	PAUL WHITE	OCM-15/12/19 - AUDIT & GOVERNANCE COMMITTEE MEETINGS HELD ON 13 AND 27 NOVEMBER 2019 MOVED CR MACWILLIAM SECONDED CR WILSON THAT COUNCIL: 1.ACKNOWLEDGES THE 2018/19 INDEPENDENT AUDITOR’S REPORT AND AUDIT COMPLETION REPORT; 2.ADOPTS THE 2018/19 AUDITED ANNUAL FINANCIAL STATEMENTS; AND 3.ENDORSES THE FOLLOWING 2020 MEETING DATES OF THE AUDIT AND GOVERNANCE COMMITTEE TO BE HELD ON A WEDNESDAY COMMENCING AT 5.30PM TO BE HELD IN THE COUNCIL CHAMBER 48 OLD PERTH ROAD BASSENDEAN: 11 MARCH 3 JUNE 5 AUGUST AND 4 NOVEMBER.	AUDIT & GOVERNANCE COMMITTEE 2020 MEETING DATES ADVERTISED. RECOMMEND DELETION

ROC18/64608	PAUL WHITE	OCM-16/11/18 - AUDITOR GENERAL'S REPORT ON LOCAL GOVERNMENT PROCUREMENT MOVED CR WILSON SECONDED CR MYKYTIUK THAT COUNCIL: 1.NOTES THE AUDIT FINDINGS OF THE AUDITOR GENERAL'S REPORT ON LOCAL GOVERNMENT PROCUREMENT; AND 2.NOTES THAT THE ADMINISTRATION WILL UNDERTAKE A REVIEW OF THE TOWN'S PROCUREMENT POLICIES PROCESSES AND CONTROLS BY THE END OF QUARTER 3 IN 2018/2019 AND THAT THE OUTCOMES OF THIS WORK WILL BE PRESENTED TO COUNCIL THROUGH THE AUDIT & GOVERNANCE COMMITTEE UPON COMPLETION.	PROCUREMENT AND CONTRACT MANAGEMENT MANUAL TO BE DEVELOPED IN 2020. RECOMMEND DELETION
ROC19/69638	PAUL WHITE	OCM 5/12/19 - ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2019 MOVED CR WILSON SECONDED CR QUINTON THAT COUNCIL: 1.RECEIVES THE TOWN OF BASSENDEAN'S 2018/19 ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2019; AND 2.HOLDS ITS GENERAL MEETING OF ELECTORS ON MONDAY 10 FEBRUARY 2020 IN THE BASSENDEAN COMMUNITY HALL 48 OLD PERTH ROAD BASSENDEAN COMMENCING AT 7.00PM.	GENERAL MEETING OF ELECTORS HELD ON 10 FEBRUARY 2020. FY19 ANNUAL REPORT RECEIVED. RECOMMEND DELETION.
ROC19/69647	PAUL WHITE	OCM-13/12/19 - RFT 02/2019 CLEANING SERVICES FOR COUNCIL FACILITIES MOVED CR QUINTON SECONDED CR BARTY THAT COUNCIL APPOINTS INTELIFE GROUP LIMITED TO PROVIDE THE CLEANING SERVICES FOR COUNCIL FACILITIES FOR THE TOWN OF BASSENDEAN AS SPECIFIED IN TENDER 02/2019 FOR A PERIOD OF THREE (3) YEARS WITH AN OPTION TO EXTEND FOR A FURTHER TWO (2) YEARS TO COMMENCE UPON COUNCIL APPROVAL AND CONTRACTOR ACCEPTANCE.	CONTRACTOR APPOINTED. RECOMMEND DELETION
ROC19/69538	PETA MABBS	PUBLIC QUESTION TIME - JANE BREMMER THE SMOKE FROM THE FIRE AT THE CLEANAWAY RECYCLING FACILITY BLEW ALL OVER BASSENDEAN. THERE HASN'T BEEN ANY EXPLANATION FROM CLEANAWAY OR AN APOLOGY. MY REQUESTS ARE: •WILL THE COUNCIL STEP UP AND ADVOCATE FOR THE COMMUNITY. •WILL THE COUNCIL WRITE TO THE STATE AGENCIES AND ASK FOR INFORMATION ABOUT AIR QUALITY DATA. •WILL THE COUNCIL WRITE TO THE STATE GOVERNMENT AND REQUEST AN INQUIRY INTO THIS FACILITY THE FIRE AND THE IMPACT ON THE SURROUNDING COMMUNITY. WHAT MEASURES WILL BE IN PLACE TO ENSURE IT DOESN'T HAPPEN AGAIN. THE CEO ADVISED THAT SHE IS HAPPY TO FOLLOW UP WITH THE STATE GOVERNMENT AND THIS MATTER COULD ALSO BE RAISED THROUGH COUNCIL'S LOCAL EMERGENCY MANAGEMENT COMMITTEE.	TOWN OF BASSENDEAN CONTACTED STATE GOVERNMENT FOR RESPONSE.INFORMATION PROVIDED VIA BULLETIN ON 24 JAN 2020. TOWN'S WEBSITE UPDATED FOR COMMUNITY INFORMATION. STATE GOVERNMENT RESPONSE TO BE PRESENTED TO BLEMC FOR CONSIDERATION AND ANY OUTSTANDING MATTERS. RECOMMEND DELETION

<p>ROC19/66203</p>	<p>PHILLIP ADAMS</p>	<p>OCM-11/04/19 - FOOD ORGANICS GARDEN ORGANICS (FOGO) WASTE MOVED CR MCLENNAN SECONDED CR HAMILTON THAT COUNCIL:  1.NOTES THAT THE EASTERN METROPOLITAN REGIONAL COUNCIL AND THE TOWN OF BASSENDEAN ARE SUBMITTING A JOINT GRANT APPLICATION TO THE WASTE AUTHORITY TO ASSIST WITH THE FOGO COMMUNITY BEHAVIOURAL CHANGE AND FOGO WASTE MANAGEMENT PROCESS; AND 2.ADVISES THE EASTERN METROPOLITAN REGIONAL COUNCIL THAT FROM 1 NOVEMBER 2019 THE TOWN OF BASSENDEAN WILL COMMENCE THE ROLLOUT OF THE BETTER BINS PROGRAM INCLUDING THE PROVISION OF THE FOGO (FOOD ORGANICS &amp; GARDEN ORGANICS) BINS TO RATEPAYERS AND REQUEST THAT THE RED HILL WASTE MANAGEMENT FACILITY BE IN A POSITION TO RECEIVE AND PROCESS FOGO WASTE. OCM-14/03/19 - WASTE COLLECTION SERVICES – COLLECTION OF FOOD ORGANICS GARDEN ORGANICS (FOGO) WASTE MOVED CR HAMILTON SECONDED CR MYKYTIUK THAT COUNCIL:  1.NOTES COUNCIL RESOLUTION (OCM – 32/09/18) THAT COMMITTED TO INTRODUCING FOGO (FOOD ORGANICS &amp; GARDEN ORGANICS) AT THE SAME TIME AS THE INTRODUCTION OF THE THIRD BIN THROUGH THE BETTER BINS PROGRAM ROLLOUT; 2.NOTES COUNCIL (OCM – 32/09/18) RESOLUTION THAT STATED THE ROLL OUT DATE WOULD BE DETERMINED ONCE THE EMRC NOTIFIES THE TOWN CONFIRMING THE APPLICATION TO MODIFY THE EXISTING LICENCING REQUIREMENTS HAS BEEN SUBMITTED TO THE DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION TO PERMIT FOGO TO BE PROCESSED AND MANAGED AT RED HILL WASTE MANAGEMENT FACILITY; 3.RECEIVES 26 MARCH 2019 WASTE COLLECTION SERVICES – COLLECTION OF FOOD ORGANICS GARDEN ORGANICS (FOGO) WASTE REPORT; 4.REQUESTS OFFICERS INVITE TENDERS FOR THE SUPPLY ASSEMBLY AND DELIVERY OF VARIABLE SIZED MOBILE GARBAGE BINS (MGBS) SPARE PARTS AND TENDER DOCUMENTS FOR THE SUPPLY ASSEMBLY AND DELIVERY OF VARIABLE SIZED MOBILE GARBAGE BINS (MGBS) SPARE PARTS INCLUDING AN OPTION FOR KITCHEN CADDY BINS WITH MATCHING AUSTRALIAN CERTIFIED COMPOSTABLE LINERS; 5.REQUESTS OFFICERS OF THE EASTERN METROPOLITAN REGIONAL COUNCIL AND THE TOWN OF BASSENDEAN CONTINUE TO PREPARE THE FOGO MANAGEMENT AND PROCESSING FINANCIAL MODEL AND THAT A REPORT BE PROVIDED TO THE APRIL 2019 ORDINARY COUNCIL MEETING; AND 6.REQUESTS OFFICERS INVESTIGATE</p>	<p>ITEMS ADDRESSED (OR SUPERSEDED) RECOMMEND DELETION.</p>
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		<p>COST ESTIMATES AND SEEK OUT GRANTS FOR THE PRINTING OF UV RATED VISUALLY RELEVANT PICTORIAL STICKERS FOR EACH BIN TYPE THAT WILL CONTRIBUTE TO THE PUBLIC EDUCATION PROCESS DURING THE THREE BIN FOGO ROLLOUT.</p>	
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<p>ROC17/57465</p>	<p>PHILLIP ADAMS</p>	<p>OCM-36/11/17 - NOTICE OF MOTION - CR HAMILTON: GUILDFORD ROAD FICUS TREES MOVED CR HAMILTON SECONDED CR MYKYTIUK THAT COUNCIL: 1.RESCINDS PARTS 123 &amp; 5 OF OCM 10/09/17 (PROPOSED GUILDFORD ROAD BARRIER) WHICH READS: "THAT COUNCIL: 1.RECEIVES THE GUILDFORD ROAD BARRIER INSTALLATION REPORT FROM MAIN ROADS WA TO PROTECT THE PIERS OF THE ASHFIELD PEDESTRIAN FOOTBRIDGE AND VEHICLE SAFETY AS ATTACHED TO THE SEPTEMBER 2017 ORDINARY COUNCIL MEETING AGENDA; 2.REQUESTS THAT MAIN ROADS WA CONSULTS WITH RESIDENTS ON UPGRADING THE ROAD SAFETY ASPECTS OF THE SITE THROUGH THE INSTALLATION OF TRAFFIC BARRIERS; THE PROPOSAL FOR THE REMOVAL OF FOUR FICUS TREES ON THE NORTH SIDE OF GUILDFORD ROAD; THE RELOCATION OF STREET LIGHT POLES AND THE PLANTING OF SUITABLE REPLACEMENT TREES; 3.REQUESTS THAT THE MAIN ROADS WA AMEND THE GUILDFORD ROAD BARRIER INSTALLATION REPORT TO ENSURE THAT THE LANDSCAPE PROPOSAL DETAILED IN FIGURE 9 REQUIRES; A)THE PLANTING OF CALLISTEMON VIMINALIS REPLACEMENT PLANTINGS AT CLOSE PLANTING INTERVALS TO PROVIDE TREE CANOPY COVER AND SCREENING OF THE RAILWAY RESERVE; B)THE PROPOSED NEW STREET TREE PLANTINGS BE WATERED OFF THE EXISTING TOWN OF BASSENDEAN RETICULATION MAINLINE; C)THE RETICULATION MAINLINE TO BE PROTECTED AND/OR REINSTATED TO THE SATISFACTION OF THE TOWN OF BASSENDEAN; D)THE VERGE AREA IS MULCHED AND THE TREES ARE MAINTAINED BY MAIN ROADS WA FOR 2 YEARS UNTIL THE TREES HAVE ESTABLISHED; AND 5.ACCEPTS THE OFFER FROM MAIN ROADS WA FOR ADDITIONAL TREES TO BE PLANTED AT A SUITABLE LOCATION IN CONSULTATION WITH THE TOWN"; 2.RECOGNISES THE IMPORTANCE OF ADDRESSING IDENTIFIED SAFETY CONCERNS FOR ROAD USERS ON GUILDFORD ROAD AND FOR PEDESTRIANS USING THE ASHFIELD STATION PEDESTRIAN FOOT BRIDGE BUT AT THE SAME TIME RECOGNISES THE HIGH VALUE THAT IS PLACED ON THE FICUS TREES IN THIS LOCATION BY THE BASSENDEAN COMMUNITY AND THE AMENITY PROVIDED BY THE TREES ALONG THIS ROUTE; 3.ENDORSES THE MAIN ROADS WA PROPOSAL TO PROVIDE ADDITIONAL PROTECTION FOR THE PIER SUPPORTS OF THE ASHFIELD STATION PEDESTRIAN FOOTBRIDGE SUBJECT TO ENGAGING WITH THIS COUNCIL TO FULLY EXPLORE OPTIONS/SOLUTIONS TO RETAIN THE FOUR ADJACENT FICUS TREES AND FURTHER REQUESTS THAT MAIN ROADS</p>	<p>MRWA ADVISED THE TOWN OF BASSENDEAN ON 20 FEBRUARY 2020 THAT THEIR INITIAL PROPOSAL MADE IN 2017 IS NO LONGER A PRIORITY. EXECUTIVE MANAGER OF INFRASTRUCTURE, PHIL ADAMS, ADVISED THAT IF THE PROJECT BECOME A PRIORITY AGAIN IN THE FUTURE IT WILL BE ADDRESSED ACCORDINGLY. RECOMMEND DELETION</p>
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		<p>FACILITATE ENGAGEMENT WITH THIS COUNCIL SO THAT THE PROJECT MAY IMPLEMENTED WITHIN THE CURRENT PROJECT TIMEFRAME; 4.REQUESTS THAT MAIN ROADS WA AND THE PUBLIC TRANSPORT AUTHORITY PROVIDE OPPORTUNITIES TO ENGAGE WITH COUNCIL AND THE COMMUNITY TO FURTHER EXPLORE AND IDENTIFY ALTERNATIVE SOLUTIONS TO UPGRADING THE ROAD SAFETY ASPECTS OF THE SITE IN ACCORDANCE WITH THE CURRENT PROJECT TIMEFRAME; AND 5.REQUESTS THE CEO INVITE REPRESENTATIVES FROM MRWA PTA AND OTHER RELEVANT GOVERNMENT DEPARTMENTS TO MEET WITH COUNCIL AND SENIOR STAFF TO HAVE A BROADER DISCUSSION ON VARIOUS PROPOSALS FOR THE LOCAL AREA (SUCH AS METRO-NET AND THE ASHFIELD PRECINCT PLAN) WITH A VIEW TO ACHIEVING OPTIMAL PLANNING OUTCOMES FOR THE DISTRICT.</p>	
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ROC19/69539	PHILLIP ADAMS	<p>POINT RESERVE JETTIES UPDATE MOVED CR GANGELL SECONDED CR QUINTON THAT COUNCIL: 1.NOTES THE ACTIONS TAKEN TO DATE BY THE CHIEF EXECUTIVE OFFICER TO ADDRESS THE SAFETY HAZARDS RELATED TO BOTH JETTIES INCLUDING ACTIONS TO REMOVE THE DECKING AND ASSOCIATED TIMBER COMPONENTS FROM BOTH JETTIES AS AUTHORISED BY BOTH DBCA AND DOT WITH WORKS COMMENCING ON 19 NOVEMBER 2019; 2.NOTES THE DBCA RESPONSE REGARDING THE PERMIT FOR EMERGENCY WORKS WHICH INCLUDES THE CONDITION TO REINSTATE NORTH JETTY SO IT CAN BE REOPENED TO THE PUBLIC; 3.COMMITS TO THE REINSTATEMENT OF THE SOUTH JETTY IN RECOGNITION OF THE HISTORY AND UNIQUENESS OF THE TWO JETTIES TO THE TOWN OF BASSENDEAN; AND 4.NOTES THAT A FURTHER REPORT WILL BE PROVIDED AT THE DECEMBER 2019 ORDINARY COUNCIL MEETING TO UPDATE COUNCIL ON FUTURE CONSIDERATIONS FOR THE JETTIES AND TO SEEK COUNCIL APPROVAL OF EXPENDITURE TO UNDERTAKE PHYSICAL WORKS TO REINSTATE THE NORTH AND SOUTH JETTIES.</p>	<p>REPORT ANTICIPATED TO COUNCIL IN MARCH 2020. SUPERSEDED BY ROC18/64609. RECOMMEND DELETION.</p>
ROC19/68329	PHILLIP ADAMS	<p>OCM-7/8/19 - BUS SHELTER INSTALLATION - PENZANCE STREET AND JAMES STREET MOVED CR MCLENNAN SECONDED CR WILSON THAT COUNCIL: 1.RECEIVES THE COMMUNITY SURVEY RESULTS IN FAVOUR OF THE INSTALLATION OF BUS SHELTER AT BUS STOP 15805 PENZANCE STREET; 2.SUPPORTS THE INSTALLATION OF A SHELTER AT BUS STOP 15805 PENZANCE STREET; 3.NOTES THAT OFFICERS WILL PROVIDE A LETTER TO ALL RESIDENTS WITHIN THE ORIGINAL SURVEY AREA ADVISING THEM OF THE SURVEY RESULTS AND COUNCIL'S DECISION; 4.ADVISES THE PTA OF THE TOWN'S SUPPORT TO INSTALL A BUS SHELTER AT PENZANCE STREET AT BUS STOP NUMBER 15805 100% FUNDED BY PTA AND JAMES STREET BUS STOP NUMBER 15550 TO BE 50% FUND BY PTA; 5.APPROVES THE FUNDING OF \$3905 IN THE 2019/20 CAPITAL BUDGET REPRESENTING 50% OF THE COST OF THE BUS SHELTER ON JAMES STREET BUS STOP NUMBER 15550; 6.ACCEPTS THE STYLE OF BUS SHELTER IN JAMES STREET AS DESCRIBED WITHIN THE REPORT AND REQUESTS THAT THE BUS SHELTER ON PENZANCE STREET ALSO BE INSTALLED IN THE SAME STYLE AS THE SHELTER ON OLD PERTH ROAD ILLUSTRATED IN ATTACHMENT 4; AND 7.REQUEST STAFF INVESTIGATE POSSIBLE LOCATIONS FOR THE INSTALLATION OF THE SPARE SHELTER.</p>	<p>LGIS HAS ADVISED THAT IT WILL UNDERTAKE A SITE INSPECTION ON 27 APRIL 2020 FOR REVIEW OF THE FENCE. RECOMMEND DELETION.</p>

ROC19/68946	SALVATORE SICILIANO	<p>OCM-6/10/19 - COMMUNITY BENEFIT SPONSORSHIP AND GRANTS APPLICATIONS: CAROLS AT STEEL BLUE OVAL MOVED CR WILSON SECONDED CR GANGELL THAT: 1.COUNCIL RECEIVES THE COMMUNITY BENEFIT SPONSORSHIP AND GRANTS APPLICATION LODGED BY THE BASSENDEAN CHURCH OF CHRIST TO STAGE THE 2019 CAROLS AT STEEL BLUE OVAL; 2.COUNCIL APPROVES FUNDING IN THE AMOUNT OF \$2000 TO BASSENDEAN CHURCH OF CHRIST TO STAGE THE 2019 CAROLS AT THE OVAL EVENT CONDITIONAL UPON AGREEMENT THAT GLOW STICKS WILL NOT BE USED; 3.THE EVENT BE OPENED WITH A WELCOME TO COUNTRY ACKNOWLEDGEMENT; 4.COUNCIL APPROVES UP TO AN ADDITIONAL \$500 TOWARDS THE COST OF A WELCOME TO COUNTRY; AND 5.ALL PROMOTIONAL MATERIAL PRODUCED BY THE BASSENDEAN CHURCH OF CHRIST ACKNOWLEDGES THE TOWN'S SPONSORSHIP.</p>	<p>FUNDING AGREEMENT EXECUTED AND CAROLS EVENT STAGED ON SUNDAY 15 DECEMBER 2019. EVALUATION COMPLETED AND IS TO BE PRESENTED INTO BROADER EVALUATION OF 2019/20 EVENTS. TO BE SUBMITTED TO COUNCIL BY END OF FINANCIAL YEAR FOR CONSIDERATION. RECOMMEND DELETION</p>
ROC18/62195	SALVATORE SICILIANO	<p>OCM-14/06/18 - SUSTAINABILITY COMMITTEE MEETING HELD ON 29 MAY 2018 MOVED CR WILSON SECONDED CR MYKYTIUK THAT COUNCIL: 1.RECEIVES THE REPORT ON A MEETING OF THE SUSTAINABILITY COMMITTEE HELD ON 29 MAY 2018 AND THE SUSTAINABILITY INITIATIVES UPDATES; 2.RECEIVES THE PROGRESS REPORT ON THE IMPLEMENTATION OF COUNCIL'S RESOLUTION TO BAN THE USE OF SINGLE USE PLASTICS; 3.NOTES THAT THE PUBLIC EVENTS DRAFT 2018/2019 BUDGET WILL BE AMENDED FOR COUNCIL'S CONSIDERATION TO IMPROVE RECYCLING CAPACITY FOR FUTURE PUBLIC EVENTS; 4.REQUESTS THAT STAFF GIVE RECOGNITION TO BUSINESSES WHO HAVE ALREADY GONE PLASTIC FREE THROUGH A POSTER AND FREE MARKETING ON THE TOWN'S SOCIAL MEDIA SITES AND THROUGH THE BASSENDEAN BRIEFINGS; 5.OFFICERS INVESTIGATE THE POSSIBILITY OF A SCHEME FOR COMPOSTING FOOD WASTE FROM TOWN EVENTS; AND 6.OFFICERS IMPLEMENT THE IT TECHNOLOGY USED FOR 'KEEN ON HALLOWEEN' TO ALLOW RESIDENTS OF THE TOWN OF BASSENDEAN TO ALERT THEIR NEIGHBOURS TO THE FACT THAT THEY ARE KEEN TO RECEIVE FOOD SCRAPS FOR CHICKEN FOOD COMPOST BINS AND/OR WORM FARMS.</p>	<p>PARTS 1 &amp; 2 OF OCM RESOLUTION HAVE BEEN ACTIONED. PART 3 WILL BE CONSIDERED AS PART OF THE 2020/2021 BUDGET PROCESS TO IMPROVE RECYCLING AND COLLECTION OF FOGO WASTE AT THE TOWN'S EVENTS AND EVENTS STAGED BY A THIRD PARTY BUT APPROVED BY THE TOWN. PART 4 BUSINESSES WERE RECOGNISED IN 2018/2019 BY THE TOWN THAT WERE IMPLEMENTING PLASTIC FREE PRACTICES AND HAD GONE PLASTIC FREE. TOWN OFFICERS WILL INVESTIGATE OPPORTUNITIES TO INCORPORATE THIS INTO ONGOING BAU FUNCTIONS. PART 5 - IN THE LEAD UP TO FOGO BINS BEING INTRODUCED TO THE TOWN COMPOSTING BINS HAVE BEEN USED AT THE OPR MARKETS AND OFFICERS HAVE SET UP WASTE STATIONS AT TOWN EVENTS. THIS MATTER WILL EFFECTIVELY BE RESOLVED BY THE INTRODUCTION OF FOGO. PART 6 - IT TECHNOLOGY WAS COMPLETED IN 2018/2019 AND SET UP ON WEBSITE BASSENGREEN.COM.AU. RECOMMEND DELETION.</p>

ROC19/69563	SALVATORE SICILIANO	<p>OCM-31AND 32/11/19 - COMMUNITY BENEFIT SPONSORSHIP AND GRANTS APPLICATIONS ASSESSMENT PANEL REPORT – TRANSITIONAL ROUND AND ROUND TWO MOVED CR MCLENNAN SECONDED CR HAMILTON. THAT COUNCIL: 31/11/19 1.RECEIVES THE COMMUNITY BENEFIT SPONSORSHIP AND GRANTS APPLICATIONS LODGED AS ATTACHED IN THE CONFIDENTIAL ATTACHMENTS IN THE ORDINARY COUNCIL MEETING AGENDA OF 26 NOVEMBER 2019; 2.RECEIVES THE ASSESSMENT PANEL REPORT ON APPLICATIONS FOR FUNDING; AND 3.DOES NOT APPROVE FUNDING FOR THE GALAXY BASKETBALL CLUB BUT ENCOURAGES THE CLUB TO REAPPLY FOR FUNDING FOR THEIR END OF SEASON EVENT IN LINE WITH THE TOWN’S COMMUNITY BENEFIT SPONSORSHIP AND GRANTS POLICY. 32/11/19 MOVED CR GANGELL SECONDED CR MCLENNAN THAT COUNCIL: 1.RECEIVES THE COMMUNITY BENEFIT SPONSORSHIP AND GRANTS APPLICATIONS LODGED AS SHOWN IN THE CONFIDENTIAL ATTACHMENTS IN THE ORDINARY COUNCIL MEETING AGENDA OF 26 NOVEMBER 2019; 2.RECEIVES THE ASSESSMENT PANEL REPORT ON APPLICATIONS FOR FUNDING; AND 3.APPROVES THE ASSESSMENT PANEL’S RECOMMENDATIONS AS FOLLOWS: (A)APPROVES FUNDING AND ADDITIONAL CONDITIONS FOR THE: •MORLEY BAPTIST CHURCH; •EDEN HILL DADS; •SUCCESS HILL ACTION GROUP; (B)SUPPORTS THE ASSESSMENT PANEL’S DETERMINATION THAT APPLICATIONS FOR FUNDING RECEIVED FROM THE ASHFIELD SPORTS CLUB AND GLAMOUR GIRL BURLESQUE ARE INELIGIBLE AND COULD NOT BE CONSIDERED FOR FUNDING.</p>	<p>FUNDING AGREEMENTS FOR APPROVED APPLICANTS HAVE BEEN EXECUTED. UNSUCCESSFUL APPLICANTS HAVE BEEN ADVISED. THE GALAXY BASKETBALL CLUB HAS BEEN INVITED TO SUBMIT A NEW COMMUNITY BENEFIT SPONSORSHIP APPLICATION. RECOMMEND DELETION</p>
ROC19/68347	SALVATORE SICILIANO	<p>SCM2-5/9/19 - AUSTRALIA DAY CELEBRATIONS AND FIREWORKS EVENT – ASSESSMENT AGAINST THE SPONSORSHIP AND GRANTS POLICY (MAJOR AND SIGNIFICANT EVENTS SPONSORSHIP AND GRANTS GUIDELINES MOVED CR WILSON SECONDED CR HAMILTON THAT COUNCIL: 1.REAFFIRMS ITS SUPPORT FOR THE STAGING OF THE 2020 AUSTRALIA DAY CELEBRATIONS AND FIREWORKS EVENT ON SUNDAY 26 JANUARY 2020 AT ASHFIELD RESERVE; 2.SUPPORTS THE RELEASE OF \$154285 AND NOTES A FORECAST INCOME OF \$20340 FOR THE STAGING OF THE 2020 AUSTRALIA DAY EVENT; AND 3.NOTES A COMPREHENSIVE EVALUATION OF THE EVENT WILL BE UNDERTAKEN IN ORDER TO INFORM FUTURE DECISIONS REGARDING EVENTS.</p>	<p>2020 AUSTRALIA DAY EVENT CONDUCTED. AN INDEPENDENT EVALUATION IS CURRENTLY BEING UNDERTAKEN OF THE EVENT. RECOMMEND DELETION.</p>

ROC19/68345	SALVATORE SICILIANO	SCM2-3/9/19 - MAJOR AND SIGNIFICANT EVENTS SPONSORSHIP AND GRANTS APPLICATION FOR 'SPOOKFEST' MOVED CR WILSON SECONDED CR GANGELL THAT COUNCIL: 1.RECEIVES THE MAJOR AND SIGNIFICANT EVENTS SPONSORSHIP AND GRANTS APPLICATION LODGED BY OPRC FOR SPOOKFEST 2019; AND 2.APPROVES FUNDING IN THE AMOUNT OF \$5600 FROM THE 2019/20 BUDGET FOR THE OLD PERTH ROAD COLLECTIVE (OPRC) FOR THE STAGING OF THE SPOOKFEST EVENT TO BE HELD ON THURSDAY 31 OCTOBER 2019 ON THE CONDITION THAT: A.THE TOWN ESTABLISHES A JOINT WORKING PARTY WITH THE OPRC TO DELIVER THE EVENT AND BUILD THE CAPACITY OF ITS MEMBERS GIVEN THAT THE GROUP IS RELATIVELY NEW; B.THE ABOVE WORKING PARTY DEVELOP A PROGRAM OUTLINE FOR THE EVENT BY THE END OF SEPTEMBER FOR APPROVAL BY THE DIRECTOR COMMUNITY PLANNING; AND 3.NOTES A COMPREHENSIVE EVALUATION OF THE EVENT WILL BE UNDERTAKEN IN ORDER TO INFORM FUTURE DECISIONS REGARDING EVENTS.	AN EVALUATION / AQUITTAL HAS BEEN LODGED BY THE OLD PERTH ROAD COLLECTIVE AND WILL BE REVIEWED BY TOWN OFFICERS. TO BE EVALUATED BY TOB AS PART OF EVENT EVALUATION IN 2019/20. RECOMMEND DELETION.
ROC19/69653	SALVATORE SICILIANO	OCM-26/12/19 - 2020 AUSTRALIA DAY COUNCIL WA (AUSPIRE) – COMMUNITY CITIZEN OF THE YEAR AWARDS 1.ENDORSES THOSE NOMINEES SHOWN IN THE CONFIDENTIAL REPORT ATTACHED TO THE ORDINARY COUNCIL AGENDA OF 17 DECEMBER 2019; AND 2.EMBARGOES THE DETAILS OF THE RECIPIENTS UNTIL THE CEREMONY TO BE HELD ON 26 JANUARY 2020	AUSTRALIA DAY CONDUCTED.AWARDS WERE PRESENTED AT THE 2020 AUSTRALIA DAY CITIZENSHIP CEREMONY ON SUNDAY 26 JANUARY. RECOMMEND DELETION.

<p>ROC18/61616</p>	<p>SALVATORE SICILIANO</p>	<p>OCM-42/05/18 - NOTICE OF MOTION – CR QUINTON: MENTAL HEALTH PROGRAM FOR CHILDREN MOVED CR QUINTON SECONDED CR MYKYTIUK THAT: 1.THE CEO INSTRUCTS RELEVANT TOWN OF BASSENDEAN STAFF TO INVESTIGATE DEVELOP AND MANAGE A NEW MENTAL HEALTH PROGRAM FOR CHILDREN AGED 8-16 WHO ARE ENGAGED IN CLUBS OPERATING WITHIN THE TOWN; 2.THE PROGRAM WILL ENDEAVOUR TO INCREASE PARTICIPATION OF CHILDREN INTO ANY CLUBS THAT OPERATE IN THE TOWN INCLUDING BUT NOT LIMITED TO SPORT ART THEATRE OR MUSIC; 3.STAFF INVESTIGATE INTEREST FROM CLUBS TO PARTICIPATE IN A ‘CLUBS ROAD SHOW’ TO COINCIDE WITH THE FATHERING PROJECT EVENT IN OCTOBER TO MARKET THEIR CLUB OR GROUP AND TAKE ENROLMENTS FROM CHILDREN ON THE DAY; 4.STAFF WRITE TO THE P AND C’S OF EACH PRIMARY SCHOOL WITHIN THE TOWN AND INVITE CHILDREN AND THEIR PARENTS TO ATTEND THE ROAD SHOW; 5.STAFF GARNER INTEREST FROM COACHES TEACHERS PARENTS OR ANY ADULTS WHO WOULD LIKE TO UNDERTAKE MENTAL HEALTH FIRST AID TRAINING TO HELP IDENTIFY CHILDREN EXPERIENCING MENTAL HEALTH ISSUES; 6.STAFF CONTACT YOUTH FOCUS AND KIDS HELPLINE TO INVESTIGATE COSTS FOR MENTAL HEALTH TRAINING AND THE PROCESS FOR REFERRING CHILDREN EXPERIENCING MENTAL HEALTH ISSUES OR THOUGHTS OF SUICIDE TO YOUTH FOCUS’S COUNSELLING PROGRAM. 7.STAFF CONTACT LOCAL MEMBER FOR BASSENDEAN DAVE KELLY FOR ASSISTANCE WITH INFORMATION ON STATE GOVERNMENT GRANTS AND SUBSIDIES FOR PARENTS NEEDING FINANCIAL ASSISTANCE TO ENROL THEIR CHILD IN THEIR CHOSEN CLUB AND ANY CONTRIBUTION TO THE ROAD SHOW; 8.A COST ANALYSIS OF THE ROAD SHOW AND MENTAL HEALTH FIRST AIR TRAINING BE UNDERTAKEN TO BE CONSIDERED FOR THE 2018/19 DRAFT BUDGET PROCESS; AND 9.A REPORT ON THOSE FINDINGS BE PROVIDED TO THE PEOPLE SERVICES COMMITTEE FOR REVIEW AND ONGOING ADVICE.</p>	<p>UPDATE TO OUSTANDING COUNCIL RESOLUTION AS FOLLOWS: PART 1 - THE CLUBS CONNECT PROGRAM WAS RE-ESTABLISHED AS A MENTAL HEALTH INITIATIVE. ALL BELOW POINTS WERE RUN UNDER THE CLUBS CONNECT BANNER. PART 3 - NAIDOC DAY “ROADSHOW” GARNERED NO INTEREST FROM CLUBS SWAN DISTRICTS WACA AND FOOTBALL WEST ATTENDED EACH WHO HAVE THEIR OWN MENTAL HEALTH INITIATIVES. OFFICERS PROVIDED INFORMATION TO ATTENDEES ON LOCAL CLUBS CONTACTS. GRAVIT8 FESTIVAL WILL BE PART 2 OF THE ROADSHOW. ONLY BASSENDEAN AMATEUR FC HAVE CONFIRMED INTEREST. PART 4 - INVITATIONS WILL BE SENT TO ALL SCHOOLS BY THE END OF FEBRUARY 2020 TO INVITE TEACHERS/PARENTS/STUDENTS TO PARTICIPATE IN UPCOMING WORKSHOPS ON MENTAL HEALTH. PART 5 - BREAKING THE ICE WORKSHOPS WERE RUN TWICE WITH VERY LOW INTEREST SHOWN BY CLUBS. YOUTH FOCUS HAS BEEN MEETING WITH THE MANAGEMENT COMMITTEES OF LOCAL JUNIOR SPORTING CLUBS TO DISCUSS HOW THEY MIGHT BEST INTEGRATE MENTAL HEALTH AWARENESS INTO CLUB CULTURE. THIS WILL LIKELY LEAD TO UPSKILLING OF BEST PLACED ‘CHAMPIONS’ WHO WILL BE OFFERED MENTAL HEALTH FIRST AID TRAINING. PART 6 - YOUTH FOCUS HAS BEEN MEETING WITH THE MANAGEMENT COMMITTEES OF LOCAL JUNIOR SPORTING CLUBS TO DISCUSS HOW THEY MIGHT BEST INTEGRATE MENTAL HEALTH AWARENESS INTO CLUB CULTURE. THIS WILL LIKELY LEAD TO UPSKILLING OF BEST PLACED ‘CHAMPIONS’ WHO WILL BE OFFERED MENTAL HEALTH FIRST AID TRAINING. PART 7 - NO</p>
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			<p>FUNDING AVAILABLE – VERY SIMILAR TO STATE GOVT KIDSPORT SCHEME ALREADY AVAILABLE. PART 9 - PEOPLE SERVICES COMMITTEE IS NO LONGER A COMMITTEE OF COUNCIL. RECOMMEND DELETION.</p>
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ROC19/69564	SALVATORE SICILIANO	OCM-33/11/19 - MAJOR AND SIGNIFICANT EVENTS SPONSORSHIP AND GRANTS APPLICATION FOR WONDERREALM BASSENDEAN 2020 MOVED CR QUINTON SECONDED CR MACWILLIAM THAT COUNCIL: 1.RESCINDS PART 5 OF COUNCIL RESOLUTION SCM-24/09/19 MADE AT THE SPECIAL COUNCIL MEETING HELD ON 10 SEPTEMBER 2019 WHICH READS: "ENTERS INTO A FUNDING AGREEMENT WITH THE APPLICANT TO BE CLEAR THAT THE TOWN'S ALLOCATION IS FOR UP TO \$50000 BASED UPON FUNDING FOR LOGISTICS INFRASTRUCTURE AND MARKETING EXPENSES ONLY"; AND 2.ENTERS INTO A FUNDING AGREEMENT WITH NELLA FITZGERALD EVENTS FOR THE TOWN'S \$50000 CONTRIBUTION TO THE WONDERREALM BASSENDEAN EVENT 2020.	AMENDMENT TO FUNDING AGREEMENT WAS MADE AND EXECUTED ON 13 DECEMBER 2019. RECOMMEND DELETION
ROC17/54997	SALVATORE SICILIANO	OCM-13/7/17 - BASSENDEAN OVAL FOOTBALL FACILITIES BUSINESS PLAN MOVED CR PULE SECONDED CR LEWIS THAT COUNCIL: 1.AGrees TO PARTICIPATE IN THE BASSENDEAN OVAL FOOTBALL FACILITIES BUSINESS CASE PROJECT; 2.APPOINTS THE CR GANGELL CR LEWIS CR PULE AND THE DIRECTOR COMMUNITY DEVELOPMENT. TO THE PROJECT CONTROL GROUP; 3.AGrees TO TAKING A CHAIRING ROLE ON THE PROJECT CONTROL GROUP; 4.AGrees TO MANAGE THE PROJECT'S FINANCES; AND 5.COMMUNICATES TO THE PROJECT PARTNERS THAT THE TOWN REQUIRES AN OPEN AND TRANSPARENT PROCESS AND DISCUSSION ABOUT HOW THIS MAY BEST BE ACHIEVED BE UNDERTAKEN AT THE FIRST MEETING.	FIRST PCG MEETING HELD UNDER NEW COMPOSITION ON THURSDAY 6 FEBRUARY 2020. RECOMMEND DELETION AS THE PROJECT IS NOW BEING DEALT WITH UNDER ROC19/69544
ROC19/66206	SALVATORE SICILIANO	OCM-25/03/19 - PEOPLE SERVICES COMMITTEE MEETING HELD ON 6 MARCH 2019 MOVED CR GANGELL SECONDED CR MYKYTIUK THAT COUNCIL: 1.ADOPTS THE FINAL ARTS AND CULTURAL PLAN 2019-2023 AS ATTACHED TO THE ORDINARY MEETING AGENDA OF 26 MARCH 2019; 2.APPROVES SPONSORSHIP OF \$1000 TO THE BASSENDEAN CHURCH OF CHRIST FOR THE STAGING OF THE EASTER FAIR EVENT ON SUNDAY 14 APRIL 2019 AND A FUNDING AGREEMENT BE DEVELOPED AND SIGNED BETWEEN THE APPLICANT AND THE TOWN; 3.ENDORSES THE TOWN'S PARTICIPATION IN THE GARAGE SALE TRAIL FOR A FOUR YEAR TERM FROM 2019 TO 2022 AT A COST OF \$3791 PER ANNUM AND REFERS THE FUNDING FOR CONSIDERATION IN THE DRAFT 2019/2020 BUDGET AND SUBSEQUENT THREE BUDGETS; AND 4.RECEIVES THE REPORT OF THE MEETING OF THE PEOPLE SERVICES COMMITTEE HELD ON 6 MARCH 2019.	THE ARTS AND CULTURAL PLAN 2019-2023 WAS LAUNCHED ONLINE ON THE TOWN'S WEBSITE IN DECEMBER 2019. THE IMPLEMENTATION PLAN AS PART OF THE 2020/2021 BUDGET PROCESS IS CURRENTLY BEING DEVELOPED. THE PLAN WILL NOW BECOME BUISNESS AS USUAL. RECOMMEND DELETION.

ROC19/66659	SHARNA MERRITT	OCM-10/04/19 - HARDY ROAD VERGE PARKING MOVED CR WILSON SECONDED CR BROWN THAT COUNCIL APPROVES THE INSTALLATION OF VERGE PARKING RESTRICTIONS AT 1C AND 5A HARDY ROAD BASSENDEAN.	SENIOR RANGER TO COMMUNICATE WITH AFFECTED RESIDENTS FOR SIGN INSTALLATION PRIOR TO THE SIGNS BEING INSTALLED. RECOMMEND DELETION
ROC19/68640	TIM DAYMAN	OCM-17/9/19 - SPORTS ACHIEVEMENT AWARD MOVED CR QUINTON SECONDED CR GANGELL THAT COUNCIL: 1.AWARDS THE TOWN OF BASSENDEAN SPORTS ACHIEVEMENT AWARD TO THE RECIPIENT SHOWN IN THE CONFIDENTIAL REPORT ATTACHED TO THE ORDINARY COUNCIL AGENDA OF 24 SEPTEMBER 2019; 2.PRESENTS THE SPORTS ACHIEVEMENT AWARDS AT A FUTURE ORDINARY COUNCIL MEETING; AND 3.NOTE THAT THE REPORT AND NAME OF THE RECIPIENT OF THE AWARD WILL REMAIN CONFIDENTIAL UNTIL AFTER THE AWARD IS PRESENTED.	RECOMMEND DELETION
ROC19/69562	TIM DAYMAN	OCM-29/11/19 - SPORTS ACHIEVEMENT AWARD MOVED CR WILSON SECONDED CR QUINTON THAT: 1.COUNCIL AWARDS THE TOWN OF BASSENDEAN SPORTS ACHIEVEMENT AWARD TO THE TWO RECIPIENTS SHOWN IN THE CONFIDENTIAL REPORT ATTACHED TO THE ORDINARY COUNCIL AGENDA OF 26 NOVEMBER 2019; 2.PRESENTS THE SPORTS ACHIEVEMENT AWARDS AT A FUTURE ORDINARY COUNCIL MEETING; AND 3.NOTE THAT THE REPORT AND NAME OF THE RECIPIENT OF THE AWARD WILL REMAIN CONFIDENTIAL UNTIL AFTER THE AWARD IS PRESENTED.	RECOMMEND DELETION

ROC18/63846	TIM DAYMAN	<p>OCM-16/09/18 - BASSENDEAN JUNIOR CRICKET CLUB STORAGE CONTAINER PROPOSAL FOR JUBILEE RESERVE MOVED CR WILSON SECONDED CR QUINTON THAT SUBJECT TO THERE BEING AN APPLICATION AND THE ISSUING OF A DEVELOPMENT APPROVAL: 1.COUNCIL APPROVES THE BASSENDEAN JUNIOR CRICKET CLUB TO INSTALL A STORAGE CONTAINER ON JUBILEE RESERVE TO HOUSE THE CLUB'S EQUIPMENT AND BE DECORATED AS PROPOSED SO AS TO NOT RESEMBLE A SHIPPING CONTAINER; 2.THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN THE APPLICATION FOR DEVELOPMENT APPROVAL FOR THE PROPOSAL; 3.THE COST OF THE INSTALLATION MAINTENANCE AND INSURANCE BE MET BE THE BASSENDEAN JUNIOR CRICKET CLUB; 4.IN ACCORDANCE WITH CLAUSE 3.13(2) OF THE LOCAL LAW PROPERTY 2001 THAT COUNCIL EXEMPTS BASSENDEAN JUNIOR CRICKET CLUB FROM REQUIRING A PERMIT TO ERECT A BUILDING ON COUNCIL PROPERTY; AND 5.OFFICERS OF THE TOWN LIAISE WITH THE BASSENDEAN JUNIOR CRICKET CLUB TO ACHIEVE SITE PREPARATION REQUIREMENTS. 6.OFFICERS OF THE TOWN PREPARE A BUDGET PROPOSAL FOR THE 2019/20 BUDGET TO PREPARE COSTED PLANS FOR A PERMANENT SOLUTION FOR THE BUILDING THAT WOULD MEET THE GRANT REQUIREMENTS OF THE COMMUNITY SPORT INFRASTRUCTURE GRANT PROGRAM AND/OR THE COMMUNITY SPORTING RECREATION FACILITIES FUND.</p>	<p>CLUB HAS NOT PURCHASED CONTAINER NOR SUBMITTED DEVELOPMENT APPLICATION. RECOMMEND DELETION</p>
ROC19/69545	YVONNE ZAFFINO	<p>OCM-15/11/19 - MOVED CR GANGELL SECONDED CR MACWILLIAM THAT COUNCIL: 1.REPEALS COUNCIL POLICY 6.19 - COUNCILLOR CONTACT WITH ADMINISTRATION POLICY; AND 2.ENDORSES COUNCIL POLICY 6.19 - COMMUNICATION BETWEEN ELECTED MEMBERS AND THE ADMINISTRATION AS ATTACHED TO THE ORDINARY COUNCIL AGENDA OF 26 NOVEMBER 2019.</p>	<p>POLICY MANUAL UPDATED AND PUBLISHED. RECOMMEND DELETION</p>