

ATTACHMENTS

ORDINARY COUNCIL AGENDA

22 JUNE 2021

Attachment No. 1

Ordinary Council Minutes 25 May 2021

Attachment No. 2

EMRC Unconfirmed Ordinary Council Meeting Minutes – 27 May 2021
EMRC Ordinary Council Meeting – Delegates Report – 27 May 2021

Attachment No. 3

Proposal from MiLi Markets

Attachment No. 4

Cork and Bottle - 77-83 Old Perth Road
Development Plans
Photo of development

Attachment No. 5

31 Ashfield Parade - Development Plans
Letter of Objection

Attachment No. 6

TPO nomination and photograph
Officer photographs of tree
Letter of Support

Attachment No. 7

Bassendean Oval Parking Restrictions
Schedule of Submissions
Map of proposed restrictions
Devon Road Schedule of Submissions
Submission 13
Example of yellow line restrictions

Attachment No. 8

122 Hamilton Street - Plan of Subdivision

Attachment No. 9

Existing Council Policy 5.5 – Disused Vehicle Policy
Draft amended Council Policy – Disused Materials

Attachment No. 10

Council Policy 5.22 – Reserve Sponsorship Signage

Attachment No. 11

LPP No. 16 – Control of Advertisements Under the Local Planning Scheme No. 10
Draft LPP No. 16 – Advertising and Signage

Attachment No. 12

Policy 6.28 – Amended Recovery of Rates and Service Charges

Attachment No. 13

Draft Behaviour Complaints Policy – Code of Conduct Council Members, Committee Members and Candidates.

Attachment No. 14

Draft Delegation of Authority to Complaints Committee

Attachment No. 15

Festive Season Office (Administration) Closure Policy

Attachment No. 16

BLEMC Minutes – February, March and May 2021

ATTACHMENT NO. 1

TOWN OF BASSENDEAN

MINUTES

ORDINARY COUNCIL MEETING

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

ON TUESDAY 25 MAY 2021 AT 6.00PM

1.0 DECLARATION OF OPENING; ACKNOWLEDGEMENT OF COUNTRY; ACKNOWLEDGEMENT OF VISITORS

The Presiding Member declared the meeting open, welcomed all those in attendance and acknowledged the past and present traditional owners and custodians of the land on which the meeting was held.

2.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Councillors

Cr Renee McLennan, Mayor
Cr Kathryn Hamilton, Deputy Mayor
Cr Chris Barty
Cr John Gangell
Cr Hilary MacWilliam
Cr Sarah Quinton
Cr Jai Wilson

Officers

Ms Peta Mabbs, Chief Executive Officer
Mr Paul White, Director Corporate Services
Mr Luke Gibson, Director Community Planning

Mr Phil Adams, Executive Manager Infrastructure
Mr Jeremy Maher, Executive Manager Sustainability &
Environment
Mrs Renae Maher, Manager Human Resources and
Organisational Development
Ms Elizabeth Kania, Manager Governance & Strategy
Mrs Amy Holmes, Minute Secretary

Public

Approximately ten members of the public were in attendance.

Press

Nil

4.0 DECLARATIONS OF INTEREST

The CEO, Ms Peta Mabbs has provided written declarations pursuant to Section 5.60A and Section 5.70 of the Local Government Act 1995, for the following items:

Item 12.3 - Standards for CEO Recruitment, Performance and Termination Policy – Financial and Impartiality Interests;

Item 6.1 - Amendments to CEO Employment Contract - Financial and Impartiality Interests; and

Item 16.2 0 CEO Annual Performance Review Facilitation (Consultant Recommendation) - Impartiality Interest.

5.0 PRESENTATIONS OR DEPUTATIONS

Mr Jeff Dennis, CEO Swan Districts Football Club was in attendance and provided a deputation relating to Item 12.2 – Bassendean Oval Lighting.

6.0 STATEMENTS BY MEMBERS OF THE PUBLIC ON AGENDA ITEM

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

7.0 QUESTIONS FROM MEMBERS OF THE PUBLIC

Nil

8.0 PETITIONS

Nil.

9.0 CONFIRMATION OF MINUTES

9.1 Ordinary Council Meeting held on 27 April 2021

Council Resolution/Officer Recommendation – Item 9.1(a) **OCM – 1/5/21**

MOVED Cr Barty, Seconded Cr MacWilliam, that the minutes of the Ordinary Council Meeting held on 27 April 2021, be received.

CARRIED UNANIMOUSLY 7/0

Council Resolution/Officer Recommendation – Item 9.1(b) **OCM – 2/5/21**

MOVED Cr MacWilliam, Seconded Cr Barty, that the minutes of the Ordinary Council Meeting held on 27 April 2021, be confirmed as a true record.

CARRIED UNANIMOUSLY 7/0

10.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

11.0 EXTERNAL COMMITTEE REPORTS/UPDATES

Item No. 11.1	Receipt of External Committee and Organisation Minutes
Property Address (if applicable)	Not applicable
Landowner/Applicant (if applicable)	Not applicable
File Ref/ROC	INFM/INTPROP/1
Previous Council Reports (if applicable)	Not applicable
Directorate	Chief Executive
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.

<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act</i> , <i>Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 2	<ul style="list-style-type: none"> • WALGA East Metropolitan Zone – Minutes 22 April 2021 • WALGA State Council Meeting – Summary Minutes 5 May 2021

Purpose

The purpose of this report was for Council to consider minutes from external Committees and organisations.

Council Resolution/Officer Recommendation – Item 11.1 **OCM – 3/5/21**

MOVED Cr Wilson, Seconded Cr Quinton, that Council notes the attached minutes from external Committee meetings held within the reporting period.

CARRIED UNANIMOUSLY 7/0

12.0 **REPORTS**

12.1 **Adoption of Recommendations En Bloc**

It was agreed that items 12.3, 12.6 & 12.14 be removed from the en-bloc table and considered separately.

Council Resolution/Officer Recommendation – Item 12.1 **OCM – 4/5/21**

MOVED Cr Wilson, Seconded Cr Barty, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Meeting Agenda:

Item	Report
12.5	Proposed Tree Preservation Orders
12.7	Draft Local Planning Policy No. 8 – Car Parking and End of Trip Facilities
12.8	Use of Youth Services Centre
12.9	Eden Hill Network Renewal Underground Program Pilot (NRUPP) – Deferral of Service Charge
12.15	Accounts Paid – April 2021
12.16	Monthly Financial Report – April 2021
12.17	Calendar for June 2021
12.18	Use of Common Seal

CARRIED UNANIMOUSLY 7/0

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

Item	Report
12.2	Bassendean Oval Lighting
12.3	Expression of Interest – 1 (Lot 50) Surrey Street, Bassendean
12.4	Draft Policies - Purchase and Placement of Memorials and Celebration Trees
12.6	Road Closure – Portions of Extension Road and West Road, Bassendean
12.10	Children’s Services – Fees for Wind in the Willows Early Education Centres for 2021/22
12.11	Waiver of Rates – Lot 304 Kenny Street (Deposited Plan 417198)
12.12	Town of Bassendean Local Government Ordinary Election 2021
12.13	Standards for CEO Recruitment, Performance and Termination Policy
12.14	Quarterly Report for Period Ended 31 March 2021
16.1	Amendments to CEO Employment Contract
16.2	CEO Annual Performance Review Facilitation (Consultant Recommendation)

Item No. 12.2	Bassendean Oval Lighting
Property Address	1 West Road, Bassendean
Landowner/Applicant	Crown land vested with Town of Bassendean
File Ref	A673
Directorate	Community Planning
Authority/Discretion	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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Attachment No. 3	Deputation from SDFC
Confidential Attachment No. 1	Bassendean Oval Licence

Purpose

The purpose of this report was for Council to consider contributing to the funding of new lights at Bassendean Oval.

Officer Recommendation – Item 12.2

That Council:

1. Advises whether or not it wishes to fund one third of the cost of providing improved lighting at Bassendean Oval as part of its 2021/22 annual budget, up to \$260,000; and
2. Requests that the Chief Executive Officer continue to liaise with the Swan Districts Football Club regarding a revised agreement for the Club's use of Bassendean Oval.

Cr Hamilton moved an alternative motion.

Alternative Motion

MOVED Cr Hamilton, Seconded Cr Quinton, that Council:

1. Includes an allocation of \$30,000 in the draft 2021/2022 budget to fund up to 50% of the cost of designing upgraded lighting at the Bassendean Oval;
2. Encourages Swan Districts Football Club and the Western Australian Football Commission to explore other funding options to upgrade the lighting at the Bassendean Oval so as to reduce the reliance on the Town's ratepayers to part fund the requested upgrades;
3. Defers any consideration of a budget allocation to fund the provision of upgraded lighting at the Bassendean Oval until the 2022/23 budget; and
4. Requests that the Chief Executive Officer continue to liaise with the Swan Districts Football Club regarding a revised agreement for the Club's use of Bassendean Oval.

LOST 3/4

Crs Hamilton, Quinton & MacWilliam, voted in favour of the motion. Crs McLennan, Barty, Gangell & Wilson voted against the motion.

Cr Wilson moved an alternative motion.

Council Resolution/Alternative Motion- Item 12.2
OCM – 5/5/21

MOVED Cr Wilson, Seconded Cr MacWilliam, that Council:

1. Defers any consideration of a budget allocation to contribute to funding the design or capital works for upgraded lighting at the Bassendean Oval until the 2022/23 budget, following the completion of the Town Centre Masterplan and the potential oval realignment has been finalised;
2. Encourages Swan Districts Football Club and the Western Australian Football Commission to explore other funding options to upgrade the lighting at the Bassendean Oval so as to reduce the reliance on the Town's ratepayers to part fund the requested upgrades; and
3. Requests that the Chief Executive Officer continue to liaise with the Swan Districts Football Club regarding a revised agreement for the Club's use of Bassendean Oval.

CARRIED 4/3

Crs Wilson, MacWilliam, McLennan & Quinton, voted in favour of the motion. Crs Barty, Hamilton & Gangell voted against the motion.

Item No. 12.3	Expression of Interest – 1 (Lot 50) Surrey Street, Bassendean
Property Address (if applicable)	1 (Lot 50) Surrey Street, Bassendean
Landowner/Applicant (if applicable)	Town of Bassendean
File Ref/ROC	A673
Previous Council Reports (if applicable)	24 November 2020 28 July 2020
Directorate	Community Planning
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.

<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building permits, applications for other permits/licences (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Confidential Attachment No. 2	<ul style="list-style-type: none"> • Evaluation Report • EOI • Two Submissions Received

Purpose

The purpose of this report was for Council to consider the outcomes of a recent Expression of Interest (EOI) process undertaken in relation to the potential disposal of 1 (Lot 50) Surrey Street, Bassendean, which is currently owned by the Town.

Council Resolution/Officer Recommendation – Item 12.3 **OCM – 6/5/21**

MOVED Cr Quinton, Seconded Cr Wilson, that Council requests the Chief Executive Officer proceed to advertise the intended disposal to the organisation (the party identified in the Confidential Evaluation Report attached to this report), as required under the Local Government Act 1995.

CARRIED 6/1

Crs Quinton, Wilson, McLennan, Hamilton, Barty & MacWilliam voted in favour of the motion. Cr Gangell voted against the motion.

Item No. 12.4	Draft Policies - Purchase and Placement of Memorials and Celebration Trees
Directorate	Environment and Sustainability
File Ref	COMR/MEMLS/1
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licenses (e.g. under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Attachment No. 4	<p>Draft Policies:</p> <ul style="list-style-type: none"> • Purchase and Placement of Memorial Seats and other Infrastructure. • Celebration Trees.
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Purpose

For Council to consider two policies relating to requests for memorials and celebration trees in parks and reserves.

Council Resolution/Officer Recommendation – Item 12.4 **OCM – 7/5/21**

MOVED Cr Quinton, Seconded Cr Wilson, that Council:

1. Adopt the Purchase and Placement of Memorial Seats and Other Infrastructure Policy as attached to this report;
2. Adopt the ‘Celebration Trees’ policy as attached to this report; and
3. Notes that the service fees and charges will be considered as part of the 2021/22 draft budget and will incorporate a charge of an administration fee only to be paid at the time that the Celebration Tree Application form is submitted, noting the tree will be provided free of charge (thereby representing a partial cost recovery model).

CARRIED BY AN ABSOLUTE MAJORITY 6/1

Crs Quinton, Wilson, McLennan, Hamilton, Barty & MacWilliam voted in favour of the motion. Cr Gangell voted against the motion

Item No. 12.5	Proposed Tree Preservation Orders
Property Address	17 (Lot 5) and 23 (Lot 6) Old Perth Road, Bassendean
Landowner	Bassendean Hotel Holdings Pty Ltd
File Ref	ENVM/NOTIF/1
Directorate	Community Planning
Authority/Discretion	<input type="checkbox"/> <input checked="" type="checkbox"/>
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.

<input checked="" type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building permit, applications for other permits/licences (eg under <i>Health Act</i> , <i>Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 5	<ul style="list-style-type: none"> • Arboricultural Impact Assessment • TPO Nominations • Landowner Submission

Purpose

The purpose of this report was for Council to consider nominations for tree preservation orders (TPOs) for seven trees located at 17 (Lot 5) and 23 (Lot 6) Perth Road, Bassendean (Bassendean Hotel site).

Council Resolution/Officer Recommendation – Item 12.5 **OCM – 8/5/21**

MOVED Cr Wilson, Seconded Cr Barty, that Council, pursuant to Clause 4.7.7.2 of Local Planning Scheme No. 10, makes TPOs for the eastern most Lemon Scented Gum (*Corymbia citriodora*) and two Hill's Weeping Fig Trees located at Lot 6 (No. 23) Old Perth Road, Bassendean.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/5/21 7/0

Item No. 12.6	Road Closure – Portions of Extension Road and West Road, Bassendean
Property Address (if applicable)	Extension Road and a portion of West Road adjacent Bassendean Shopping Centre
Landowner/Applicant (if applicable)	State of Western Australia
File Ref	ROAD/RDCLRS/3
Directorate	Community Planning
Authority/Discretion	<input type="checkbox"/> <input checked="" type="checkbox"/>
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building permits, applications for other permits/licences (eg under <i>Health Act</i> , <i>Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Attachment No. 6	Road Closure Sketch Plan Submission
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Purpose

The purpose of this report was for Council to consider the closure of portions of Extension Road and West Road, Bassendean.

Officer Recommendation – Item 12.6

That Council authorises a request being made to the Minister for Lands pursuant to Section 58 of the *Land Administration Act 1997* for the permanent closure of portions of Extension Road and West Road road reserves as identified by hatching on the Location Plan attached to this report, to enable the land to be amalgamated into Lot 2 West Road, Bassendean (Bassendean Shopping Centre).

Cr McLennan moved an alternative motion.

Council Resolution – Item 12.6

OCM – 9/5/21

MOVED Cr McLennan, Seconded Cr Hamilton, that Council:

- Does not** authorise a request being made to the Minister for Lands pursuant to Section 58 of the *Land Administration Act 1997* for the permanent closure of portions of Extension Road and West Road road reserves as identified by hatching on the Location Plan attached to this report, to enable the land to be amalgamated into Lot 2 West Road, Bassendean (Bassendean Shopping Centre); and
- Defers any further consideration of this matter until after the completion of the Town Centre Masterplan.**

CARRIED UNANIMOUSLY 7/0

Item No. 12.7	Draft Local Planning Policy No. 8 – Car Parking and End of Trip Facilities
Property Address	N/A
Landowner/Applicant	N/A
File Ref/ROC	LUAP/POLCY13
Previous Council Reports (if applicable)	N/A
Directorate	Community Planning
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

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Attachment No. 7	<ul style="list-style-type: none">• Local Planning Policy No. 8 – Parking Specifications• Draft Local Planning Policy No. 8 – Car Parking and End of Trip Facilities• Draft Local Planning Policy No. 17 – Home Based Businesses

Purpose

The purpose of this report was for Council to consider adopting draft amended Local Planning Policy No. 8 – Car Parking and End of Trip Facilities and making a minor amendment to Local Planning Policy No. 17 – Home Based Businesses, as it relates to car parking.

Council Resolution/Officer Recommendation – Item 12.7 **OCM – 10/5/21**

MOVED Cr Wilson, Seconded Cr Barty, that Council:

1. Pursuant to Clause 4(3) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, adopts draft amended Local Planning Policy No. 8 – Car Parking & End of Trip Facilities as contained in the attachment to this report; and
2. Pursuant to Clause 5(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, adopts draft amended Local Planning Policy No. 17 – Home Based Businesses as contained in the attachment to this report.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/5/21 7/0

Item No. 12.8	Use of Youth Services Centre
Property Address	1 West Road, Bassendean
Landowner/Applicant	Crown land vested with Town of Bassendean
File Ref	A3180
Directorate	Community Planning
Authority/Discretion	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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Attachment	Nil.

Purpose

The purpose of this report was for Council to consider allowing Scouts WA to use the Bassendean Youth Services Centre (Dudley Robinson Youth Centre) as the base of operations for the Bassendean Scout Group.

Council Resolution/Officer Recommendation – Item 12.8 **OCM – 11/5/21**

MOVED Cr Wilson, Seconded Cr Barty, that Council approves the use of the Bassendean Youth Services Centre (Dudley Robinson Youth Centre), West Road, Bassendean, by Scouts WA for a period of three years and notes that the Chief Executive Officer will enter into an agreement with Scouts WA that addresses the following:

1. The roles and responsibilities associated with using the facility;
2. The need for insurances indemnifying the Town of any costs in the event of negligent damage;
3. A non-disparagement clause and provisions relating to dispute resolution;
4. The suitable, routine acknowledgement that Scouts WA is supported by the Town of Bassendean; and
5. Any other matters considered necessary.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/5/21 7/0

Item No. 12.9	Eden Hill Network Renewal Underground Program Pilot (NRUPP) – Deferral of Service Charge
Property Address (if applicable)	Various
Landowner/Applicant (if applicable)	Various
File Ref/ROC	ESAT/CONCTN/1
Previous Council Reports (if applicable)	23 June 2020
Directorate	Corporate Services
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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Attachment	Nil.

Purpose

The purpose of this report was for Council to consider deferral of the service charge to recoup the cost of underground power consumer mains connection from property owners.

Council Resolution/Officer Recommendation – Item 12.9 **OCM – 12/5/21**

MOVED Cr Wilson, Seconded Cr Barty, that Council defer levying the service charge to recoup the cost of underground power consumer mains connection from property owners in connection with the Eden Hill Network Renewal Underground Program Pilot until rates are levied for 2022/23.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/5/21 7/0

Item No. 12.10	Children's Services – Fees for Wind in the Willows Early Education Centres for 2021/22
Property Address (if applicable)	
Landowner/Applicant (if applicable)	
File Ref/ROC	FINM/AUD/1
Previous Council Reports (if applicable)	
Directorate	Corporate Services
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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Attachment	Nil.

Purpose

The purpose of this report was for Council to adopt the fees for Wind in the Willows Bassendean Early Childhood Education and Wind in the Willows Ashfield Early Childhood Education for 2021/22.

Council Resolution/Officer Recommendation – Item 12.10 **OCM – 13/5/21**

MOVED Cr Wilson, Seconded Cr MacWilliam, that Council adopt a daily fee of \$123 for Wind in the Willows Bassendean Early Childhood Education and Wind in the Willows Ashfield Early Childhood Education for 2021/22.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

Item No. 12.11	Waiver of Rates – Lot 304 Kenny Street (Deposited Plan 417198)
Property Address (if applicable)	Lot 1003 (No.97) Kenny Street, Bassendean
Landowner/Applicant (if applicable)	Lorraine Jean & Wade Lance Burton
File Ref	DABC/BDVAPPS/345-20
Directorate	Community Planning
Authority/Discretion	<input type="checkbox"/> <input checked="" type="checkbox"/>
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
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<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building permit, applications for other permits/licences (eg under <i>Health Act</i> , <i>Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 8	Plan of Subdivision (WAPC 345-20) Deposited Plan 417198

Purpose

That Council considers a waiver of rates for Lot 304 Kenny Street on Deposited Plan 417198, in accordance with Section 6.47 of the *Local Government Act 1995*.

Council Resolution/Officer Recommendation – Item 12.11 **OCM – 14/5/21**

MOVED Cr McLennan, Seconded Cr Barty, that Council waives rates for Lot 304 Kenny Street, Bassendean, on Deposited Plan 417198, for the period from 1 April 2021 to 30 June 2021, in accordance with Section 6.47 of the *Local Government Act 1995*.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

Item No. 12.12	Town of Bassendean Local Government Ordinary Election 2021
Property Address (if applicable)	N/A
Landowner/Applicant (if applicable)	N/A
File Ref/ROC	GOVN/ELECT/2
Previous Council Reports (if applicable)	
Directorate	Chief Executive
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 9	Letter from the WAEC dated 16 December 2020.

Purpose

The purpose of this report was for Council to consider the appointment of the Western Australian Electoral Commissioner to be responsible for the election and for the election to be conducted as a postal vote.

Council Resolution/Officer Recommendation – Item 12.12 **OCM – 15/5/21**

MOVED Cr MacWilliam, Seconded Cr Barty, that Council by absolute majority decision, in accordance with:

1. Section 4.20(4) of the *Local Government Act 1995*, declares that the Western Australian Electoral Commissioner be responsible for the conduct of the 2021 Ordinary Elections; and
2. Section 4.61(2) of the *Local Government Act 1995*, declares that the method of conducting the elections will be as a postal election.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

Item 12.13	Standards for CEO Recruitment, Performance and Termination Policy
Property Address (if applicable)	NA
Landowner/Applicant (if applicable)	NA
Ref	GOVN/POLCY/2
Directorate	Office of the Chief Executive Officer
Decision Type	Council
Attachment No. 10	<ul style="list-style-type: none"> • Updated Standards for CEO Recruitment, Performance and Termination Policy (21 May 2021) • Annual Performance Review – Chief Executive Officer Policy • Department of Local Government, Sport and Cultural Industries ‘Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination

Purpose

The purpose of this report was to seek Council's adoption to replace the Town's current 'Annual Performance Review – Chief Executive Officer' Policy with the recommended 'Standards for CEO Recruitment, Performance and Termination' Policy. The recommended Policy ensures the Town aligns with the new *Local Government (Model Code of Conduct) Regulations 2021*, *Local Government (Administration) Amendment Regulations 2021* and *Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021*.

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

Council Resolution/Officer Recommendation – Item 12.13 **OCM – 16/5/21**

MOVED Cr Hamilton, Seconded Cr McLennan, that Council:

1. Revoke the current Annual Performance Review – Chief Executive Officer Policy; and
2. Adopt the recommended Standards for CEO Recruitment, Performance and Termination Policy, as attached to this report, **subject to the following amendments being made:**

Section 2.7 Review Panel:

- **Delete 'the' and add 's' to read as follows:**

“The selection of facilitators will be in consultation and negotiation with the CEO”;

- Add ‘two or more’ and ‘of an absolute majority’ to read as follows:

“The Mayor as the representative of Council, and the CEO, shall agree upon a shortlist of two or more candidates for the position of a facilitator. The shortlist of candidates will be presented to Council for its consideration. Council is to appoint by resolution of an absolute majority the independent facilitator from the shortlisted candidates provided”; and

- Amend point (g) to read as follows:

“Encouraged to attend a WA Local Government Association (WALGA) CEO Performance Appraisal training session”.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

Item No. 12.14	Quarterly Report for Period Ended 31 March 2021
Property Address (if applicable)	N/A
Landowner/Applicant (if applicable)	N/A
File Ref/ROC	GOVN/CCLMEET/1
Previous Council Reports (if applicable)	
Directorate	Chief Executive
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans, reports and strategies, accepting tenders, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person’s right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 11	<ul style="list-style-type: none"> • Quarterly Report • Outstanding Resolutions for Deletion

Cr Gangell left the meeting at 7.55pm and returned at 7.57pm.

Purpose

The purpose of this report was for Council to receive the Quarterly Report for the period ended 31 March 2021.

Council Resolution/Officer Recommendation – Item 12.14 **OCM – 17/5/21**

MOVED Cr Hamilton, Seconded Cr Quinton, that Council:

1. Receives the Quarterly Report for the quarter ended 31 March 2021; and
2. Deletes the Outstanding Council Resolutions attached to the Quarterly Report that are marked for deletion, **excluding item ROC19/69640.**

CARRIED UNANIMOUSLY 7/0

Item 12.15	Accounts Paid – April 2021
File Ref/ROC	FINM/CREDTS/4
Directorate	Corporate Services
Authority/Discretion <input checked="" type="checkbox"/> <input type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 12	List of Payments - April 2021

Purpose

The purpose of this report was for Council to receive the list of payments for April 2021.

Council Resolution/Officer Recommendation – Item 12.15 **OCM – 18/5/21**

MOVED Cr Wilson, Seconded Cr Barty, that Council receive the List of Payments for April 2021.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/5/21 7/0

Item No. 12.16	Monthly Financial Report – April 2021
File Ref/ROC	FINM/AUD/1
Directorate	Corporate Services
Authority/Discretion <input checked="" type="checkbox"/> <input type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input checked="" type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment No. 13	Monthly Financial Report, containing the Statement of Financial Activity, for April 2021

Purpose

The purpose of this report was for Council to receive the monthly financial report for April 2021.

Council Resolution/Officer Recommendation – Item 12.16 **OCM – 19/5/21**

MOVED Cr Wilson, Seconded Cr Barty, that Council receive the monthly Financial Report for April 2021.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/5/21 7/0

Item No. 12.17	Calendar for June 2021
Property Address (if applicable)	Not applicable
Landowner/Applicant (if applicable)	Not applicable
File Ref/ROC	INFM/INTPROP/1
Previous Council Reports (if applicable)	
Directorate	Chief Executive
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.

<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment	Nil

Purpose

The purpose of this report was for Council to consider the calendar for June 2021.

Council Resolution/Officer Recommendation – Item 12.17 **OCM – 20/5/21**

MOVED Cr Wilson, Seconded Cr Barty, that Council adopt the calendar for June 2021.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/5/21 7/0

Item No. 12.18	Use of Common Seal
Property Address (if applicable)	Not applicable
Landowner/Applicant (if applicable)	Not applicable
File Ref/ROC	INFM/INTPROP/1
Previous Council Reports (if applicable)	Not applicable
Directorate	Chief Executive
Authority/Discretion <input type="checkbox"/> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/> Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<input type="checkbox"/> Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/> Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.

<input type="checkbox"/> Quasi-Judicial	When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under <i>Health Act, Dog Act</i> or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
Attachment	Nil

Purpose

The purpose of this report was for Council to note the documents affixed with the Common Seal during the reporting period.

Council Resolution/Officer Recommendation – Item 12.18 **OCM – 21/5/21**

MOVED Cr Wilson, Seconded Cr Barty, that Council notes the affixing of the Common Seal during the reporting period.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/5/21 7/0

13.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

14.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Nil

15.0 URGENT BUSINESS

Nil

16.0 CONFIDENTIAL BUSINESS

Council Resolution – Item 16.0(a) **OCM – 22/5/21**

MOVED Cr Wilson, Seconded Cr MacWilliam, that the meeting go behind closed doors in accordance with Section 5.23 of the Local Government Act 1995, the time being 8.03pm.

CARRIED UNANIMOUSLY 7/0

Mr Paul White, Director Corporate Services, Mr Luke Gibson, Director Community Planning, Mr Phil Adams, Executive Manager Infrastructure, Mr Jeremy Maher, Executive Manager Sustainability & Environment and Ms Elizabeth Kania, Manager Governance & Strategy left the meeting at 8.03pm and did not return.

Item 16.1	Amendments to CEO Employment Contract
Property Address (if applicable)	NA
Landowner/Applicant (if applicable)	NA
Ref	HR/PER-FIL/2424
Directorate	Office of the Chief Executive Officer
Decision Type	Council
Confidential Attachment 3	Employment Contract - Peta Mabbs

Purpose

The purpose of this report was to seek Council's agreement to amend the CEO's current employment contract to align with the new *Local Government (Model Code of Conduct) Regulations 2021*, *Local Government (Administration) Amendment Regulations 2021* and *Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021*.

This matter was considered with members of the public excluded from the Chambers under Clause 5.23 (2) (e) (iii) of the Local Government Act 1995, as the report discusses the financial affairs of a person, which relates to a matter to be discussed at the meeting.

Council Resolution/Officer Recommendation – Item 16.1 **OCM – 23/5/21**

MOVED Cr McLennan, Seconded Cr Barty, that Council approve the amended CEO Employment Contract, as attached to this Confidential Report.

CARRIED BY AN ABSOLUTE MAJORITY 4/3

Crs McLennan, Barty, MacWilliam & Quinton voted in favour of the motion. Crs Hamilton, Gangell & Wilson voted against the motion.

Item 16.2	CEO Annual Performance Review Facilitation (Consultant Recommendation)
Property Address (if applicable)	NA
Landowner/Applicant (if applicable)	NA
Ref	GOVN/CCLMEET/22
Directorate	Office of the Chief Executive Officer
Decision Type	Council
Confidential Attachment No. 4	<ul style="list-style-type: none"> • Civic Legal Quotation • Brainbox Quotation

Purpose

The purpose of this report was for Council to resolve the engagement of an independent external person to facilitate the annual performance review of the Chief Executive Officer. This is in line with Council's current 'Annual Performance Review – CEO' Policy and proposed updated 'Standards for CEO Recruitment, Performance and Termination Policy' along with the *Local Government Act 1995*. This also ensures the Town aligns with the new *Local Government (Model Code of Conduct) Regulations 2021*, *Local Government (Administration) Amendment Regulations 2021* and *Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021*.

This matter was considered with members of the public excluded from the Chambers under Clause 5.23 (2) (e) (iii) of the Local Government Act 1995, as the report discusses the financial affairs of a person, which relates to a matter to be discussed at the meeting.

Council Resolution/Officer Recommendation – Item 16.2 **OCM – 24/5/21**

MOVED Cr MacWilliam, Seconded Cr Wilson, that Council resolve to appoint the preferred facilitator, Civic Legal (Anthony Quahe) to facilitate the 2021 CEO Annual Performance Review process as attached to this Confidential Report.

CARRIED BY AN ABSOLUTE MAJORITY 5/2

*Crs MacWilliam, Wilson, McLennan, Barty & Quinton voted in favour of the motion.
Crs Gangell & Hamilton voted against the motion.*

Council Resolution – Item 16.0(b) **OCM – 25/5/21**

MOVED Cr Wilson, Seconded Cr McLennan, that the meeting come from behind closed doors, the time being 8.41pm.

CARRIED UNANIMOUSLY 7/0

17.0 **CLOSURE**

The next Briefing Session will be held on Tuesday 15 June 2021.
The next Ordinary Council Meeting will be held on Tuesday 22 June 2021.

There being no further business, the Presiding Member declared the meeting closed, the time being 8.41pm.

ATTACHMENT NO. 2



UNCONFIRMED MINUTES

Ordinary Meeting of Council

27 MAY 2021

ORDINARY MEETING OF COUNCIL

MINUTES

(REF: D2021/06687)

An Ordinary Meeting of Council was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, ASCOT WA 6104 on **Thursday, 27 May 2021**. The meeting commenced at **6:00pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting open at 6:00pm.

1.1 ACKNOWLEDGEMENT TO COUNTRY

The Chairman acknowledged the traditional custodians of the land on which the meeting is held and pay respects to the elders past, present and future.

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

Translation

Greetings everyone

We all understand where we are meeting.

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

Always was, always will be.

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

Councillor Attendance

Cr Jai Wilson (Chairman)	EMRC Member	Town of Bassendean
Cr Doug Jeans (Deputy Chairman)	EMRC Member	Shire of Mundaring
Cr Kathryn Hamilton	EMRC Member	Town of Bassendean
Cr Lorna Clarke	EMRC Member	City of Bayswater
Cr Giorgia Johnson	EMRC Member	City of Bayswater
Cr Phil Marks	EMRC Member	City of Belmont
Cr Robert Rossi	EMRC Deputy Member	City of Belmont
Cr Lesley Boyd	EMRC Member	City of Kalamunda
Cr Dylan O'Connor	EMRC Member	City of Kalamunda
Cr John Daw	EMRC Member	Shire of Mundaring
Cr Mel Congerton	EMRC Member	City of Swan
Cr Charlie Zannino	EMRC Member	City of Swan

Apologies

Cr Janet Powell	EMRC Member	City of Belmont
Cr Ian Johnson	EMRC Deputy Member	City of Swan

EMRC Officers

Mr Marcus Geisler	Chief Executive Officer
Mr Hua Jer Liew	Chief Financial Officer
Mr Douglas Bruce	Chief Project Officer
Mrs Wendy Harris	Chief Sustainability Officer
Mrs Lee Loughnan	Personal Assistant to Chief Financial Officer (Minutes)

EMRC Observers

Mr David Ameduri	Manager Financial Services
Ms Izabella Krzysko	Manager Procurement & Governance
Ms Theresa Eckstein	Executive Assistant to the Chief Executive Officer
Mr Chris Snook	Information Services Officer



Item 2 continued

3 DISCLOSURE OF INTERESTS

3.1 CR ROBERT ROSSI – LEGAL MATTER

Items: 19.3 and 19.4
Subject: Seeking Instructions Regarding Legal Matter [Confidential Matter in Accordance with *Local Government Act 1995 s.5.23(2)(d)*] and Minutes of Legal Committee held on 15 April 2021 and 6 May 2021.
Nature of Interest: Due to the legal nature of this item.

3.2 CR PHIL MARKS – LEGAL MATTER

Items: 19.3 and 19.4
Subject: Seeking Instructions Regarding Legal Matter [Confidential Matter in Accordance with *Local Government Act 1995 s.5.23(2)(d)*] and Minutes of Legal Committee held on 15 April 2021 and 6 May 2021.
Nature of Interest: Due to the legal nature of this item.

3.3 CR LORNA CLARKE – INDIRECT FINANCIAL INTEREST

Item: 19.1
Subject: Deed of Amendment, Energy Developments Pty Ltd 2021
Nature of Interest: Indirect Financial Interest, EMRC Code of Conduct 2.2
Due to Cr Clarke working as an in-house lawyer for the Economic Regulation Authority (ERA) and licensees which are referred to and affected by the Report.

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

Nil

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6 PUBLIC QUESTION TIME

Nil

7 APPLICATIONS FOR LEAVE OF ABSENCE

7.1 CR LORNA CLARKE AND CR GIORGIA JOHNSON – LEAVE OF ABSENCE

COUNCIL RESOLUTION(S)

MOVED CR CONGERTON SECONDED CR ROSSI

THAT COUNCIL APPROVE THE APPLICATION FOR LEAVE OF ABSENCE FOR CR LORNA CLARKE FROM 12 JUNE TO 20 JUNE 2021 INCLUSIVE AND CR GIORGIA JOHNSON FROM 28 JUNE TO 12 JULY 2021 INCLUSIVE.

CARRIED UNANIMOUSLY



8 PETITIONS, DEPUTATIONS AND PRESENTATIONS CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Nil

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 25 MARCH 2021

That the minutes of the Ordinary Meeting of Council held on 25 March 2021 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR CONGERTON SECONDED CR JEANS

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 25 MARCH 2021 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

11 QUESTIONS BY MEMBERS WITHOUT NOTICE

Nil

12 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS MAY BE CLOSED TO THE PUBLIC

NOTE: Section 5.23(2) of the *Local Government Act 1995*, details a number of matters upon which Council may discuss and make decisions without members of the public being present. These matters include: matters affecting employees; personal affairs of any person; contractual matters; legal advice; commercial-in-confidence matters; security matters; among others.

The following report items are covered in Section 19 of this agenda:

- 12.1 DEED OF AMENDMENT, ENERGY DEVELOPMENTS PTY LTD 2021
- 12.2 STRATEGIC REVIEW OF EMRC 2021
- 12.3 ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 15 APRIL 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)]
- 12.4 ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 6 MAY 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)]

13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



14 REPORTS OF EMPLOYEES

- 14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF MARCH AND APRIL 2021*
- 14.2 FINANCIAL REPORT FOR PERIOD ENDED MARCH 2021*
- 14.3 FINANCIAL REPORT FOR PERIOD ENDED APRIL 2021*
- 14.4 REQUEST FOR TENDER RFT 2021 – 001 CLEANING SERVICES TO EMRC SITES*
- 14.5 ITEMS CONTAINED IN THE INFORMATION BULLETIN*

QUESTIONS

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

RECOMMENDATION(S)

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

COUNCIL RESOLUTION(S)

MOVED CR CONGERTON SECONDED CR DAW

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE REPORTS OF EMPLOYEES (SECTION 14).

CARRIED UNANIMOUSLY



14 REPORTS OF EMPLOYEES

14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF MARCH AND APRIL 2021

REFERENCE: D2021/07455

PURPOSE OF REPORT

The purpose of this report is to present to Council a list of accounts paid under the Chief Executive Officer's delegated authority during the months of March and April 2021 for noting.

KEY POINTS AND RECOMMENDATION(S)

- As per the requirements of regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, the list of accounts paid during the months of March and April 2021 is provided for noting.

Recommendation(s)

That Council notes the CEO's list of accounts for March and April 2021 paid under delegated power in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, forming the attachment to this report totalling \$18,173,883.65.

SOURCE OF REPORT

Chief Financial Officer

BACKGROUND

Council has delegated to the Chief Executive Officer (CEO) the exercise of its power to make payments from the Municipal Fund and Trust Fund. In accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the CEO is to be provided to Council, where such delegation is made.



Item 14.1 continued

REPORT

The table below summarises the payments drawn on the funds during the months of March and April 2021. A list detailing the payments made is appended as an attachment to this report.

Municipal Fund	EFT Payments	EFT46356 – EFT46813	
	Cheque Payments	220574 – 220584	
	Payroll EFT	PAY 2021- 18, PAY 2021-19, PAY 2021-19.1, PAY 2021-20, PAY 2021-21 & PAY 2021-22	
	Direct Debits		
	- Superannuation	DD21734.1 – DD21734.25, DD21735.1 – DD21735.27, DD21737.1 DD21922.1 – DD21922.28, DD21923.1 – DD21923.28 & DD21924.1 – DD21924.29.	
	- Bank Charges	1*MAR21 & APR21	
	- Other	1878 – 1907	\$18,177,553.84
	Less Cancelled DD, EFT's & Cheques:	DD21736.1 & EFT46474	(\$3,670.19)
Trust Fund	Not Applicable		Nil
Total			\$18,173,883.65

Summary of Expenditure for the Months of March & April 2021	
Payroll	\$1,480,137.37
Term Deposit Investments	\$9,500,000.00
Capital Expenditure	\$1,350,608.39
Operating Expenditure	
- Landfill Levy *	\$3,062,946.43
- Other	\$2,780,191.46
Total	\$18,173,883.65

* Note: The Landfill Levy is paid quarterly in July, October, January and April.



Item 14.1 continued

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 – Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC
- 3.4 To continue to improve financial and asset management practices

FINANCIAL IMPLICATIONS

As detailed within the report.

SUSTAINABILITY IMPLICATIONS

Nil

RISK MANAGEMENT

RISK: Adverse credit rating if creditor accounts are not paid when due		
Consequence	Likelihood	Rating
Possible	Insignificant	Low
Action / Strategy		
Ensure timely payment of creditor accounts when they fall due.		

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Nil direct implications.
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

CEO's Delegated Payments List for the months March & April 2021 (Ref: D2021/08209)



Item 14.1 continued

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council notes the CEO's list of accounts for March and April 2021 paid under delegated power in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, forming the attachment to this report totalling \$18,173,883.65.

COUNCIL RESOLUTION(S)

MOVED CR CONGERTON SECONDED CR DAW

THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR MARCH AND APRIL 2021 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE *LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*, FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$18,173,883.65.

CARRIED UNANIMOUSLY



Eastern Metropolitan Regional Council
CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF MARCH & APRIL 2021

Cheque / EFT No	Date	Payee		Amount
EFT46356	02/03/2021	ACCESS INDUSTRIAL TYRES PTY LTD	TYRE REPLACEMENTS & REPAIRS	2,345.75
EFT46357	02/03/2021	ACOR CONSULTANTS (WA) PTY LTD	CONSULTANCY FEE - HRRP WASTE TRANSFER STATION	32,096.63
EFT46358	02/03/2021	ADT SECURITY	SECURITY MONITORING	1,140.07
EFT46359	02/03/2021	ADVANCED NATIONAL SERVICES PTY LTD	CLEANING SERVICES & CONSUMABLES -ASCOT PLACE	6,263.28
EFT46360	02/03/2021	AIR FILTER DRY CLEAN SYSTEMS WA	CLEAN FILTERS	1,243.22
EFT46361	02/03/2021	ALLPEST - ROL-WA PTY LTD T/AS	QUARTERLY PEST CONTROL	528.00
EFT46362	02/03/2021	ALLUSED PTY LTD	EQUIPMENT HIRE	1,485.00
EFT46363	02/03/2021	ALLWEST PLANT HIRE	PLANT HIRE	1,052.70
EFT46364	02/03/2021	ANTHONY WALSH ATF 88 FAMILY TRUST T/A ADVANCED LIQUID WASTE	CLEAR OUT 11 SUMPS AT RED HILL	1,876.88
EFT46365	02/03/2021	APOLLO FABRICATIONS	HOOK-LIFT BIN PURCHASES	40,062.00
EFT46366	02/03/2021	ASCOT SPLICING & SUPPLIES	EQUIPMENT HIRE	6,149.00
EFT46367	02/03/2021	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY ACMA	ANNUAL LICENCE RENEWAL	71.00
EFT46368	02/03/2021	AUSTRALIAN INSTITUTE OF MANAGEMENT - AIM	STAFF TRAINING	1,420.00
EFT46369	02/03/2021	AUTOSWEEP WA (LAMBERT FAMILY TRUST)	SITE SWEEPING - HAZELMERE	2,464.00
EFT46370	02/03/2021	BARFIELD EARTHMOVING (JAYCOURT NOMINEES P/L)	PLANT TRANSPORTATION COST & PLANT HIRE	22,896.75
EFT46371	02/03/2021	BIOGAS SYSTEMS AUSTRALIA PTY LTD	QUARTERLY SERVICES - LEACHATE DRAINAGE SYSTEMS & BORES	5,104.77
EFT46372	02/03/2021	BLACKWOODS ATKINS	PROTECTIVE CLOTHING	191.13
EFT46373	02/03/2021	BLACKWOODS CANNINGVALE	HARDWARE SUPPLIES	160.78
EFT46374	02/03/2021	BLUE DIAMOND MACHINERY PTY LTD	GENERATOR PURCHASES	45,883.00
EFT46375	02/03/2021	BREATHALYSER SALES AND SERVICE	EQUIPMENT CALIBRATION, SERVICE & MAINTENANCE	460.90
EFT46376	02/03/2021	BRING COURIERS	COURIER SERVICE	202.42
EFT46377	02/03/2021	BUNNINGS GROUP LTD	HARDWARE SUPPLIES	191.68
EFT46378	02/03/2021	BURSON AUTOMOTIVE PTY LTD	PLANT PARTS	295.78
EFT46379	02/03/2021	CABLENET ELECTRICAL SERVICES	ELECTRICAL REPAIR - ASCOT PLACE	891.00
EFT46380	02/03/2021	CHEMCENTRE	WOODCHIP & FINES SAMPLE MONITORING	1,745.70
EFT46381	02/03/2021	CJD EQUIPMENT PTY LTD	PLANT MAINTENANCE, PARTS & SERVICE	9,927.01
EFT46382	02/03/2021	CLEANAWAY PTY LTD	COLLECTION OF PLASTIC BINS FROM RED HILL	226.49
EFT46383	02/03/2021	CME BOILERMAKING PTY LTD	REPAIR PARTS ON GRINDER	1,823.80
EFT46384	02/03/2021	COATES HIRE OPERATIONS PTY LTD	EQUIPMENT HIRE	193.18
EFT46385	02/03/2021	COMPU-STOR	IT BACKUP DATA SERVICES	676.49
EFT46386	02/03/2021	CPR ELECTRICAL SERVICES	ELECTRICAL MAINTENANCE - GRINDER	4,559.50
EFT46387	02/03/2021	CSE CROSSCOM PTY LTD	TWO-WAY RADIO PURCHASES FOR RED HILL	1,702.80
EFT46388	02/03/2021	CUTTING EDGES REPLACEMENT PARTS PTY LTD	PLANT PARTS	3,340.69
EFT46389	02/03/2021	DEPARTMENT OF AGRICULTURE, WATER AND THE ENVIRONMENT	BIOSECURITY AUDIT FEE	560.00
EFT46390	02/03/2021	DFP RECRUITMENT SERVICES P/L	LABOUR HIRE	6,187.91
EFT46391	02/03/2021	DORMAKABA AUSTRALIA PTY LTD	DOOR REPAIR	420.37
EFT46392	02/03/2021	ECHO NEWSPAPERS	ANNUAL SUBSCRIPTION	137.50
EFT46393	02/03/2021	EFFICIENT REFRIGERATION & ENERGY SAVINGS PTY LTD	QUARTERLY AIRCONDITIONING MAINTENANCE & REPAIR AT RED HILL	770.00
EFT46394	02/03/2021	EUROFINS ARL PTY LTD T/AS EUROFINS	SAMPLE TESTING - DUST & WOODCHIPS FOR HRRP	151.80
EFT46395	02/03/2021	FLEET DYNAMICS PTY LTD	PLANT PARTS	840.00
EFT46396	02/03/2021	FLEXI STAFF PTY LTD	LABOUR HIRE	4,243.80
EFT46397	02/03/2021	FRESH VENTURE GROUP PTY LTD T/AS FRUIT AT WORK	STAFF AMENITIES	532.00
EFT46398	02/03/2021	FUELFIX PTY LTD	PURCHASE OF SELF BUNDED TANK WITH PUMP	660.00
EFT46399	02/03/2021	GEMM COMMERCIAL	OFFICE EXTENSION - ASCOT PLACE	2,782.00
EFT46400	02/03/2021	GHD PTY LTD	CONSULTANCY FEE - STRATEGIC REVIEW & PERMANENT FOGO FACILITY	46,937.76



Eastern Metropolitan Regional Council
CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF MARCH & APRIL 2021

Cheque / EFT No	Date	Payee	Amount	
EFT46401	02/03/2021	GREENS ELECTRICAL SERVICE	PUMP REPAIR & REPLACEMENT	3,213.99
EFT46402	02/03/2021	HEAVY AUTOMATICS PTY LTD	REPLACE PLANT PARTS	14,012.68
EFT46403	02/03/2021	HERBERT SMITH FREEHILLS LAWYERS	LEGAL ADVICE	2,530.00
EFT46404	02/03/2021	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD	PLANT SERVICE & MAINTENANCE	1,465.67
EFT46405	02/03/2021	IAN BANCROFT	BUILDING REPAIR & MAINTENANCE AT RED HILL ADMINISTRATON OFFICE & WORKSHOP	1,100.00
EFT46406	02/03/2021	ILLION AUSTRALIA PTY LTD (DUN & BRADSTREET)	ONLINE CREDIT REFERENCE CHECKS	29.70
EFT46407	02/03/2021	INSTANT CLEAN	WINDOW CLEANING - ASCOT PLACE	2,057.00
EFT46408	02/03/2021	JCB CONSTRUCTION EQUIPMENT AUSTRALIA (CFC HOLDINGS CEA; JCB CEA; DYNAPAC CEA)	PLANT SERVICE & MAINTENANCE	491.26
EFT46409	02/03/2021	KOTT GUNNING LAWYERS	LEGAL ADVICE	3,686.32
EFT46410	02/03/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	4,817.23
EFT46411	02/03/2021	LANDFILL GAS & POWER PTY LTD	ELECTRICITY CHARGES	22,215.33
EFT46412	02/03/2021	LYONS AIRCONDITIONING SERVICES	PLANT PARTS	1,027.91
EFT46413	02/03/2021	MAIL PLUS PERTH	MAIL EXPENSES	369.60
EFT46414	02/03/2021	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING	3,663.96
EFT46415	02/03/2021	MARKET CREATIONS PTY LTD	IT CONSULTING	3,625.05
EFT46416	02/03/2021	MARSMEN PLUMBING	BUILDING MAINTENANCE - ASCOT PLACE	105.60
EFT46417	02/03/2021	MCINTOSH & SON	PLANT PARTS	63.72
EFT46418	02/03/2021	METRO MOTORS (2010) PTY LTD	VEHICLE SERVICE	422.70
EFT46419	02/03/2021	MICROANALYSIS AUSTRALIA PTY LTD	LABORATORY ANALYSIS - WWtE	3,762.00
EFT46420	02/03/2021	MIDLAND CAMERA HOUSE	EQUIPMENT PURCHASE	239.40
EFT46421	02/03/2021	MISS MAUD	CATERING COSTS	157.80
EFT46422	02/03/2021	MS GROUNDWATER MANAGEMENT	GROUNDWATER MONITORING COSTS - RED HILL	1,760.00
EFT46423	02/03/2021	NEVERFAIL SPRINGWATER	BOTTLED WATER	886.11
EFT46424	02/03/2021	NGALA-BOODJA ABORIGINAL LAND CARE	WEED MANAGEMENT	1,784.75
EFT46425	02/03/2021	OFFICE LINE GROUP	PURCHASE OF OFFICE EQUIPMENTS	3,314.30
EFT46426	02/03/2021	ONSITE RENTALS PTY LTD	EQUIPMENT RENTAL	433.53
EFT46427	02/03/2021	PERTH BIN HIRE	SKIP BIN HIRE	9,744.00
EFT46428	02/03/2021	PIRTEK MALAGA - JH FLUID TRANSFER SOLUTIONS T/AS	PLANT MAINTENANCE	562.86
EFT46429	02/03/2021	PIRTEK MIDLAND (M & B HYDRAULICS PTY LTD)	PLANT MAINTENANCE	2,465.13
EFT46430	02/03/2021	PR POWER PTY LTD	PLANT PARTS	265.54
EFT46431	02/03/2021	PRUDENTIAL INVESTMENT SERVICES CORP P/L	INVESTMENT ADVISORY SERVICES	2,012.88
EFT46432	02/03/2021	PUMPS UNITED PTY LTD - VORTEX GROUP	PUMP HIRE & PURCHASES - SILTATION PONDS AT RED HILL	4,422.00
EFT46433	02/03/2021	RELATIONSHIPS AUSTRALIA WA INC	EAP - COUNSELLING FEES	165.00
EFT46434	02/03/2021	REMONDIS AUSTRALIA PTY LTD	COLLECTION OF PAPER RECYCLABLES	27.50
EFT46435	02/03/2021	RICHGRO	MULCH ANALYSIS TO AUSTRALIAN STANDARDS & SOIL TESTING	709.50
EFT46436	02/03/2021	RUDD INDUSTRIAL AND FARM SUPPLIES	HARDWARE SUPPLIES	583.50
EFT46437	02/03/2021	SEME SOLUTIONS PTY LTD	EQUIPMENT MAINTENANCE - SECURITY CAMERA	618.75
EFT46438	02/03/2021	SETON AUSTRALIA - BRADY AUSTRALIA PTY LTD T/AS	HARDWARE SUPPLIES	334.35
EFT46439	02/03/2021	SMART WASTE SOLUTIONS AUSTRALIA PTY LTD	PLANT PURCHASE - REDUCTION COMPACTOR	50,576.90
EFT46440	02/03/2021	SOFT LANDING - GREAT LAKES COMMUNITY RESOURCES INCORPORATED T/A	COLLECTION & DISPOSAL OF MATTRESSES AT HAZELMERE	51,287.50
EFT46441	02/03/2021	SONIC HEALTHPLUS PTY LTD	PRE-EMPLOYMENT MEDICAL	368.50
EFT46442	02/03/2021	SPARTEL PTY LTD	INSTALLATION OF MAFS ON SITE AT RED HILL	58,586.00
EFT46443	02/03/2021	SPUDS GARDENING SERVICES	WATER PUMP MAINTENACE & REPAIR AT RED HILL	1,538.00
EFT46444	02/03/2021	ST JOHN AMBULANCE ASSOCIATION	STAFF TRAINING & RESTOCK FIRST AID KITS	585.26
EFT46445	02/03/2021	STANTONS INTERNATIONAL	PROBITY SERVICES - FOGO EOI /EFT PROCESS	1,720.40



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF MARCH & APRIL 2021

Cheque / EFT No	Date	Payee		Amount
EFT46446	02/03/2021	SWAN FIRE SERVICES	SERVICE MAINTENANCE - FIRE PROTECTION SYSTEM	173.80
EFT46447	02/03/2021	TALIS CONSULTANTS	CONSULTING FEE - CONSTRUCTION OF STAGE 16 AT RED HILL	453.75
EFT46448	02/03/2021	TIM DAVIES LANDSCAPING PTY LTD (TDL)	GARDEN MAINTENANCE ASCOT PLACE	1,014.99
EFT46449	02/03/2021	TJ DEPIAZZI & SONS	PRODUCT TRANSPORTATION COSTS	5,103.45
EFT46450	02/03/2021	TOOLMART AUSTRALIA PTY LTD	EQUIPMENT PURCHASE	359.00
EFT46451	02/03/2021	TOTALLY WORKWEAR MIDLAND	PROTECTIVE CLOTHING	1,303.59
EFT46452	02/03/2021	TRANEN PTY LTD	REVEGETATION MONITORING, SURVEY & REPORT - RED HILL	7,893.60
EFT46453	02/03/2021	TRI AUSTRALASIA PTY LTD	PERFORMANCE TESTING ON EQUIPMENT - RED HILL	2,127.40
EFT46454	02/03/2021	TRIBOTECH PTY LTD	PLANT PARTS - GRINDER	1,066.47
EFT46455	02/03/2021	TUTT BRYANT EQUIPMENT (BT EQUIPMENT PTY LTD)	PLANT SERVICE, REPAIR & MAINTENANCE	6,668.38
EFT46456	02/03/2021	TYRECYCLE PTY LTD	TYRES COLLECTIONS	2,090.29
EFT46457	02/03/2021	TYREPOWER MUNDARING	TYRE REPLACEMENTS	638.00
EFT46458	02/03/2021	VOLICH WASTE CONTRACTORS PTY LTD	BULK BIN HIRE	44.00
EFT46459	02/03/2021	WA MACHINERY GLASS	PLANT REPAIR	198.00
EFT46460	02/03/2021	WALSH AUTO ELECTRICS PTY LTD	PLANT REPAIR	517.55
EFT46461	02/03/2021	WATERLOGIC AUSTRALIA PTY LTD	EQUIPMENT RENTAL	547.03
EFT46462	02/03/2021	WEST FORCE PLUMBING AND GAS	PLUMBING REPAIR - RED HILL	297.00
EFT46463	02/03/2021	WEST TIP WASTE CONTROL	BULK BIN HIRE	2,271.50
EFT46464	02/03/2021	WESTERN TREE RECYCLERS	PRODUCT TRANSPORTATION COST	286.00
EFT46465	02/03/2021	WESTRAC EQUIPMENT PTY LTD	PLANT SERVICE AGREEMENT & PLANT PARTS & REPAIRS	3,670.12
EFT46466	02/03/2021	WHOLESALE SAFETY STORAGE AUSTRALIA - APAC DIRECT PTY LTD T/AS	GAS CYLINDER CAGES	3,498.00
EFT46467	02/03/2021	WINC AUSTRALIA PTY LTD	STATIONERY & CONSUMABLES	1,933.61
EFT46468	02/03/2021	WREN OIL	WASTE OIL REMOVAL	2,018.50
EFT46469	02/03/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	CONTROL WASTE TRACKING FORM CHARGES	352.00
EFT46470	02/03/2021	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	6,641.98
EFT46471	02/03/2021	RACKMAN AUSTRALIA - BLUE SINGLET PTY LTD T/AS	HARDWARE SUPPLIES	3,277.45
EFT46472	02/03/2021	SYNERGY	ELECTRICITY CHARGES - HAZELMERE	7,819.98
EFT46473	02/03/2021	TRILLION TREES	PURCHASE OF SEEDLINGS	95.63
EFT46474	05/03/2021	ADVANTA SEEDS	REFUND OF PREPAYMENT EXCESS (EFT CANCELLED)	3,344.00
EFT46475	05/03/2021	ALLPEST - ROL-WA PTY LTD T/AS	PEST CONTROL ANNUAL RENEWAL	630.00
EFT46476	05/03/2021	BJ & R ENTERPRISES	REFUND OF OVERPAYMENT	2,076.31
EFT46477	05/03/2021	COATES HIRE OPERATIONS PTY LTD	EQUIPMENT HIRE	104.50
EFT46478	05/03/2021	DFP RECRUITMENT SERVICES P/L	LABOUR HIRE	730.95
EFT46479	05/03/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	2,758.14
EFT46480	05/03/2021	HENDERSON HOSE & FITTING - GOLDSQUARE CORPORATION T/A	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	390.99
EFT46481	05/03/2021	IBEX AUSTRALIA	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,325.65
EFT46482	05/03/2021	INFRA RED SERVICES (CONSULQUAL PTY LTD)	BUILDING MAINTENANCE - ASCOT PLACE	487.96
EFT46483	05/03/2021	KERRY WILSON	STAFF REIMBURSEMENT	821.95
EFT46484	05/03/2021	KLINGER LIMITED	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	733.58
EFT46485	05/03/2021	ODOUR CONTROL SYSTEMS INTERNATIONAL LTD	ALTERNATIVE DAILY COVER MATERIAL	41,798.00
EFT46486	05/03/2021	SMC CORPORATION (AUSTRALIA) PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	176.05
EFT46487	05/03/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	236.75
EFT46488	05/03/2021	TUTT BRYANT EQUIPMENT (BT EQUIPMENT PTY LTD)	PLANT REPAIR	363.00
EFT46489	09/03/2021	ADECCO AUSTRALIA PTY LTD	LABOUR HIRE	1,938.35
EFT46490	09/03/2021	ADVANTA SEEDS	REFUND OF PREPAYMENT EXCESS	3,344.00



Eastern Metropolitan Regional Council
CEO's DELEGATED PAYMENTS LIST
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Cheque / EFT No	Date	Payee	Amount
EFT46491	09/03/2021	ALLWEST PLANT HIRE	3,764.20
EFT46492	09/03/2021	CHILD SUPPORT	352.70
EFT46493	09/03/2021	COSPAK PTY LTD	183.46
EFT46494	09/03/2021	DFP RECRUITMENT SERVICES P/L	3,745.96
EFT46495	09/03/2021	INDUSTRIAL RECRUITMENT PARTNERS	1,922.80
EFT46496	09/03/2021	LABOURFORCE IMPEX PERSONNEL P/L	4,105.54
EFT46497	09/03/2021	PAYG PAYMENTS	83,461.00
EFT46498	09/03/2021	TELSTRA CORPORATION LTD	210.23
EFT46499	09/03/2021	WORKFORCE ADMINISTRATION (AUST) PTY LTD (PORTNER PRESS)	990.00
EFT46500	12/03/2021	AUSCO MODULAR PTY LTD	49.50
EFT46501	12/03/2021	CAVALIER PORTABLES & PARK HOMES	1,429.99
EFT46502	12/03/2021	CHARLIE ZANNINO	374.40
EFT46503	12/03/2021	CJD EQUIPMENT PTY LTD	339.25
EFT46504	12/03/2021	DC COMPUTERS	214.50
EFT46505	12/03/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	680.00
EFT46506	12/03/2021	DRAKE AUSTRALIA PTY LTD	6,790.02
EFT46507	12/03/2021	ELEMENT HYDROGRAPHIC SOLUTIONS	757.90
EFT46508	12/03/2021	FLEXI STAFF PTY LTD	2,220.04
EFT46509	12/03/2021	IAN BANCROFT	594.00
EFT46510	12/03/2021	LABOURFORCE IMPEX PERSONNEL P/L	6,592.95
EFT46511	12/03/2021	MOTORCHARGE PTY LTD	2,310.93
EFT46512	12/03/2021	NESSCO GROUP	3,399.00
EFT46513	12/03/2021	REMIDA PERTH INC	600.00
EFT46514	12/03/2021	RUDD INDUSTRIAL AND FARM SUPPLIES	203.37
EFT46515	12/03/2021	ST JOHN AMBULANCE ASSOCIATION	49.00
EFT46516	12/03/2021	TELSTRA CORPORATION LTD	563.16
EFT46517	16/03/2021	ADECCO AUSTRALIA PTY LTD	3,889.77
EFT46518	16/03/2021	BEE JAYS CANVAS CO - PETER STICKLAND HOLDINGS PTY LTD T/AS	946.00
EFT46519	16/03/2021	CITY OF SWAN	32,605.91
EFT46520	16/03/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	264.00
EFT46521	16/03/2021	DFP RECRUITMENT SERVICES P/L	1,096.43
EFT46522	16/03/2021	HERBERT SMITH FREEHILLS LAWYERS	59,510.44
EFT46523	16/03/2021	IMPACT ENVIRONMENTAL CONSULTING PTY LTD	2,412.00
EFT46524	16/03/2021	INDUSTRIAL RECRUITMENT PARTNERS	3,374.70
EFT46525	16/03/2021	KERRY WILSON	239.97
EFT46526	16/03/2021	KLB SYSTEMS	2,332.00
EFT46527	16/03/2021	LABOURFORCE IMPEX PERSONNEL P/L	1,809.79
EFT46528	16/03/2021	NEVILLE REFRIGERATION & AIRCONDITIONING	1,562.00
EFT46529	16/03/2021	PERTH BIN HIRE	792.00
EFT46530	16/03/2021	TELSTRA CORPORATION LTD	285.65
EFT46531	16/03/2021	YOGA BY LAUREN CATALANO	270.00
EFT46532	19/03/2021	DEPUTY COMMISSIONER OF TAXATION	162,175.00
EFT46533	19/03/2021	AUSTRALIA'S DETAILING GROUP - ADAM TENCH	420.00
EFT46534	19/03/2021	BP AUSTRALIA PTY LTD	55,110.34
EFT46535	19/03/2021	BP AUSTRALIA PTY LTD	1,481.06



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EFT46536	19/03/2021	DFP RECRUITMENT SERVICES P/L	LABOUR HIRE	1,851.74
EFT46537	19/03/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	5,595.08
EFT46538	19/03/2021	HEHERSON GAYAGOY	BUILDING MAINTENANCE - ASCOT PLACE	770.00
EFT46539	19/03/2021	KLB SYSTEMS	COMPUTER HARDWARE PURCHASES & SOFTWARE LICENCE RENEWAL	1,765.50
EFT46540	19/03/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	5,505.50
EFT46541	19/03/2021	MCINTOSH & SON	PLANT SERVICE & MAINTENANCE	4,862.23
EFT46542	19/03/2021	TRIBOTECH PTY LTD	PLANT PARTS	1,239.57
EFT46543	23/03/2021	CHILD SUPPORT	EMPLOYEE DEDUCTION	352.70
EFT46544	23/03/2021	DAVID WILLS & ASSOCIATES - DWA CONSULTING PTY LTD T/AS	HRRP CONSULTING	1,397.00
EFT46545	23/03/2021	DFP RECRUITMENT SERVICES P/L	LABOUR HIRE	2,197.78
EFT46546	23/03/2021	FLEXI STAFF PTY LTD	LABOUR HIRE	3,785.76
EFT46547	23/03/2021	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	3,795.64
EFT46548	23/03/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	2,022.70
EFT46549	23/03/2021	MARKETFORCE	VARIOUS ADVERTISEMENTS	681.80
EFT46550	23/03/2021	MCINTOSH & SON	PLANT REPAIR	58.87
EFT46551	23/03/2021	PAYG PAYMENTS	PAYG TAXATION PAYMENT	84,848.00
EFT46552	23/03/2021	SEEK LIMITED	ADVERTISEMENT - RECRUITMENT	2,750.00
EFT46553	23/03/2021	SYNERGY	ELECTRICITY CHARGES - HAZELMERE	9,679.64
EFT46554	23/03/2021	TALIS CONSULTANTS	WASTE MANAGEMENT CONSULTING FEE - RESPONSES TO TQ'S & RFIS	5,665.00
EFT46555	23/03/2021	TANGIBILITY PTY LTD	MARKETING MATERIALS - FOGO	101.75
EFT46556	23/03/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	6,016.84
EFT46557	23/03/2021	WINC AUSTRALIA PTY LTD	CONSUMABLES	5.50
EFT46558	26/03/2021	ACOR CONSULTANTS (WA) PTY LTD	CONSULTANCY FEE - HRRP WASTE TRANSFER STATION	64,193.26
EFT46559	26/03/2021	ADECCO AUSTRALIA PTY LTD	LABOUR HIRE	1,191.81
EFT46560	26/03/2021	DFP RECRUITMENT SERVICES P/L	LABOUR HIRE	1,916.29
EFT46561	26/03/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	8,811.66
EFT46562	26/03/2021	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	1,182.15
EFT46563	26/03/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	3,835.43
EFT46564	26/03/2021	MARKETFORCE	AVON DESCENT - ADVERTISEMENTS	2,112.00
EFT46565	26/03/2021	PERTH ENERGY PTY LTD	GAS SUPPLY - WWtE	116.57
EFT46566	30/03/2021	AUSCO MODULAR PTY LTD	PLANT HIRE - HAZELMERE	2,544.77
EFT46567	30/03/2021	CIVIL AUTO ELECTRICS PTY LTD	PLANT SERVICE, REPAIR & MAINTENANCE	2,148.30
EFT46568	30/03/2021	DFP RECRUITMENT SERVICES P/L	LABOUR HIRE	1,096.43
EFT46569	30/03/2021	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	1,771.00
EFT46570	30/03/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	3,406.66
EFT46571	30/03/2021	SITEVISUALS - THE TRUSTEE FOR THE iViz MEDIA UNIT TRUST T/AS	CAMERA INSTALLATION - LANDFILL CELL CONSTRUCTION SITE	1,622.70
EFT46572	30/03/2021	SMEC AUSTRALIA PTY LTD	CONSULTING FEE - CONSTRUCTION OF STAGE 16 AT RED HILL	3,641.00
EFT46573	31/03/2021	ADECCO AUSTRALIA PTY LTD	LABOUR HIRE	1,964.52
EFT46574	31/03/2021	AUSCO MODULAR PTY LTD	PLANT HIRE SERVICE	49.50
EFT46575	31/03/2021	AUSTRALIA POST - ASCOT PLACE	POSTAL CHARGES	413.39
EFT46576	31/03/2021	AUSTRALIAN TRAINING MANAGEMENT PTY LTD (ATM)	STAFF TRAINING	505.00
EFT46577	31/03/2021	B&J CATALANO PTY LTD	CRUSHING OF CAPROCK - LANDFILL CELL CONSTRUCTION (RED HILL LANDFILL FACILITY)	15,252.73
EFT46578	31/03/2021	BIOBAGWORLD AUSTRALIA PTY LTD	PURCHASE OF CADDY LINERS	361,695.51
EFT46579	31/03/2021	BRIGHTMARK GROUP PTY LTD	CLEANING SERVICES & CONSUMABLES	4,329.19
EFT46580	31/03/2021	CAVALIER PORTABLES & PARK HOMES	PLANT & EQUIPMENT HIRE - WWtE	1,429.99



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EFT46581	31/03/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	8,033.96
EFT46582	31/03/2021	FLICK ANTICIMEX PTY LTD	HYGIENE SERVICES	303.50
EFT46583	31/03/2021	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD	PHOTOCOPIER MAINTENANCE & SUPPLIES	846.76
EFT46584	31/03/2021	KLB SYSTEMS	COMPUTER HARDWARE PURCHASES	605.00
EFT46585	31/03/2021	MIDDLE SWAN HANDYMAN SERVICE	SITE MAINTENANCE - BAYWASTE	437.53
EFT46586	31/03/2021	RAUBEX CONSTRUCTION	PROGRESS CLAIM - STAGE 16 CELL & PAYMENT OF RETENTION FUNDS	703,619.35
EFT46587	31/03/2021	SOUTHERN CROSS PROTECTION	COURIER SERVICE	346.50
EFT46588	31/03/2021	SPUDS GARDENING SERVICES	GROUND MAINTENANCE - RED HILL	910.00
EFT46589	31/03/2021	WEST COAST WATER FILTER MAN	SERVICE TO WATER FILTER SYSTEM AT HAZELMERE	462.00
EFT46590	01/04/2021	ADT SECURITY	SECURITY MONITORING	137.39
EFT46591	01/04/2021	ADVANCED NATIONAL SERVICES PTY LTD	CLEANING SERVICES & CONSUMABLES - ASCOT PLACE	2,880.78
EFT46592	01/04/2021	AIR FILTER DRY CLEAN SYSTEMS WA	CLEAN & SERVICES FILTERS	768.98
EFT46593	01/04/2021	ALLIGHTSYKES PTY LTD	THREE MONTHLY SERVICE - BACKUP GENERATOR AT ASCOT PLACE	371.25
EFT46594	01/04/2021	ALLPEST - ROL-WA PTY LTD T/AS	PEST CONTROL	188.00
EFT46595	01/04/2021	ALLUSED PTY LTD	EQUIPMENT HIRE	2,970.00
EFT46596	01/04/2021	ALLWEST PLANT HIRE	PLANT HIRE	2,775.30
EFT46597	01/04/2021	ANTHONY WALSH ATF 88 FAMILY TRUST T/A ADVANCED LIQUID WASTE	CLEAR OUT WHEEL WASH SUMP AT RED HILL	1,058.75
EFT46598	01/04/2021	ATI-MIRAGE TRAINING AND BUSINESS SOLUTIONS	STAFF TRAINING	544.50
EFT46599	01/04/2021	AUST-WEIGH	ANNUAL WEIGHBRIDGE SERVICE & CALIBRATIONS - RED HILL	1,474.00
EFT46600	01/04/2021	AUSTRALIAN HVAC SERVICES	AIRCONDITIONING MAINTENANCE	880.00
EFT46601	01/04/2021	AUSTRALIAN INSTITUTE OF MANAGEMENT - AIM	STAFF TRAINING	929.00
EFT46602	01/04/2021	AUTOSWEEP WA (LAMBERT FAMILY TRUST)	SITE SWEEPING - HAZELMERE	2,156.00
EFT46603	01/04/2021	AZILITY	AZILITY MEMBERSHIP	13,684.00
EFT46604	01/04/2021	BARFIELD EARTHMOVING (JAYCOURT NOMINEES P/L)	PLANT & EQUIPMENT HIRE & PRODUCT TRANSPORTATION COST	11,795.46
EFT46605	01/04/2021	BEE JAYS CANVAS CO - PETER STICKLAND HOLDINGS PTY LTD T/AS	PLANT SERVICE & MAINTENANCE	2,992.00
EFT46606	01/04/2021	BELMONT - REDCLIFFE NEWSROUND	NEWSPAPERS	59.08
EFT46607	01/04/2021	BIN BATH AUSTRALIA PTY LTD	BIN CLEANING	72.38
EFT46608	01/04/2021	BISTEL CONSTRUCTION PTY LTD	CONSTRUCTION OF HRRP WORKSHOP	140,300.40
EFT46609	01/04/2021	BLACKWOODS ATKINS	PROTECTIVE CLOTHING	156.33
EFT46610	01/04/2021	BOBCAT ATTACH	PLANT MAINTENANCE	1,914.00
EFT46611	01/04/2021	BOYA EQUIPMENT	PLANT MAINTENANCE	26.32
EFT46612	01/04/2021	BRING COURIERS	COURIER SERVICE	106.30
EFT46613	01/04/2021	BULKBAGS AUSTRALIA PTY LTD	BULKBAG SUPPLIES	1,331.00
EFT46614	01/04/2021	BUNNINGS GROUP LTD	HARDWARE SUPPLIES	337.15
EFT46615	01/04/2021	BURSON AUTOMOTIVE PTY LTD	PLANT PARTS	307.45
EFT46616	01/04/2021	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	COURIER SERVICE	33.58
EFT46617	01/04/2021	CDM AUSTRALIA	SERVER SUPPORT & BACKUP SERVER REPLACEMENT	17,598.90
EFT46618	01/04/2021	CJD EQUIPMENT PTY LTD	PLANT MAINTENANCE, PARTS & SERVICE	6,765.64
EFT46619	01/04/2021	COMPU-STOR	IT BACKUP DATA SERVICES	533.83
EFT46620	01/04/2021	CPR ELECTRICAL SERVICES	ELECTRICAL MAINTENANCE - GRINDER, C&I BUILDING & FUEL BOWSER	5,737.60
EFT46621	01/04/2021	CROSSLAND & HARDY PTY LTD	SURVEYING COSTS - LANDFILL AT RED HILL & HRRP	6,317.85
EFT46622	01/04/2021	DEVCO BUILDERS - DEVCO HOLDINGS PTY LTD ATF DEVEREUX FAMILY TRUST	REPAIRS TO C&I BUILDING	7,009.20
EFT46623	01/04/2021	DORMAKABA AUSTRALIA PTY LTD	DOOR REPAIR	362.01
EFT46624	01/04/2021	EDITH COWAN UNIVERSITY	VETIVER BIOFILTRATION RESEARCH PROJECT	1,100.00
EFT46625	01/04/2021	ELEMENT HYDROGRAPHIC SOLUTIONS	EQUIPMENT MAINTENANCE & SERVICE	1,336.50



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EFT46626	01/04/2021	ENVIRONMENTAL & AIR QUALITY CONSULTING PTY LTD	CONSULTING FEE - FOGO ODOUR MANAGEMENT	3,729.00
EFT46627	01/04/2021	EUROFINS ARL PTY LTD T/AS EUROFINS	SAMPLE TESTING - DUST, PFAS & WATER MONITORING	8,908.88
EFT46628	01/04/2021	FILTERS PLUS	PLANT FILTERS	636.09
EFT46629	01/04/2021	FLEET DYNAMICS PTY LTD	MONTHLY EQUIPMENT HIRE FEE	20.00
EFT46630	01/04/2021	FLEXI STAFF PTY LTD	LABOUR HIRE	1,551.11
EFT46631	01/04/2021	FRESH VENTURE GROUP PTY LTD T/AS FRUIT AT WORK	STAFF AMENITIES	798.00
EFT46632	01/04/2021	FUELFIX PTY LTD	EQUIPMENT HIRE	862.72
EFT46633	01/04/2021	GHD PTY LTD	CONSULTANCY FEE - STRATEGIC REVIEW & PERMANENT FOGO FACILITY	62,534.41
EFT46634	01/04/2021	GREG WOOD TWISTECH	SUPPLY & INSTALL TEMPORARY LITTER CONTROL FENCE & REPAIR FENCE AT COPPIN ROAD TRANSFER STATION	4,884.00
EFT46635	01/04/2021	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD	PLANT SERVICE & MAINTENANCE	995.51
EFT46636	01/04/2021	ILLION AUSTRALIA PTY LTD (DUN & BRADSTREET)	ONLINE CREDIT REFERENCE CHECKS	69.30
EFT46637	01/04/2021	INSTANT WEIGHT PTY LTD T/A INSTANT WEIGHING	REPAIR SCALE ON VOLVO LOADER	652.83
EFT46638	01/04/2021	JCB CONSTRUCTION EQUIPMENT AUSTRALIA (CFC HOLDINGS- PLANT SERVICE CEA; JCB CEA; DYNAPAC CEA)		477.86
EFT46639	01/04/2021	KOOL KREATIVE	ANNUAL REPORT DESIGN	420.20
EFT46640	01/04/2021	KOTT GUNNING LAWYERS	LEGAL ADVICE & LEASE AGREEMENT FINALISATION	4,257.44
EFT46641	01/04/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	1,137.40
EFT46642	01/04/2021	LANDFILL GAS & POWER PTY LTD	ELECTRICITY CHARGES	42,216.58
EFT46643	01/04/2021	MAIL PLUS PERTH	MAIL EXPENSES	369.60
EFT46644	01/04/2021	MAJOR MOTORS PTY LTD	PLANT SERVICE & REPAIR	1,346.05
EFT46645	01/04/2021	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING	3,663.96
EFT46646	01/04/2021	MANDALAY TECHNOLOGIES PTY LTD	WEIGHBRIDGE SOFTWARE MAINTENANCE RED HILL & HAZELMERE	880.00
EFT46647	01/04/2021	MARKET CREATIONS PTY LTD	IT CONSULTING	3,501.30
EFT46648	01/04/2021	MASTEC AUSTRALIA PTY LTD	SUPPLY OF CADDY BINS	96,866.00
EFT46649	01/04/2021	MCINTOSH & SON	PLANT TRANSPORTATION COST	1,217.70
EFT46650	01/04/2021	MERIT LINING SYSTEMS PTY LTD	REPAIR TO CLASS IV LINER	3,080.00
EFT46651	01/04/2021	MIDLAND CEMENT MATERIALS	ASSORTED PARTS FOR GRINDER - HAZELMERE	467.78
EFT46652	01/04/2021	MIDLAND STEEL FABRICATION	PLANT PARTS	13,800.60
EFT46653	01/04/2021	NATIONWIDE FABRICATIONS - TIGER PLAINS P/L ATFT	PLANT PARTS FOR GRINDER - HAZELMERE	1,232.00
EFT46654	01/04/2021	ROGERS FAM TST TAS		
EFT46654	01/04/2021	NEVERFAIL SPRINGWATER	BOTTLED WATER	637.98
EFT46655	01/04/2021	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - RED HILL & COPPIN ROAD TRANSFER STATION	2,486.00
EFT46656	01/04/2021	OFFICEWORKS	STATIONERY	156.40
EFT46657	01/04/2021	ONSITE RENTALS PTY LTD	EQUIPMENT RENTAL	407.00
EFT46658	01/04/2021	PERTH BIN HIRE	SKIP BIN HIRE & PRODCUT TRANSPORTATION COSTS	8,755.50
EFT46659	01/04/2021	PIRTEK MALAGA - JH FLUID TRANSFER SOLUTIONS T/AS	HYDRAULIC HOSE REPAIRS	1,300.33
EFT46660	01/04/2021	PIRTEK MIDLAND (M & B HYDRAULICS PTY LTD)	HYDRAULIC HOSE REPAIRS	530.81
EFT46661	01/04/2021	PR POWER PTY LTD	PLANT PARTS	191.88
EFT46662	01/04/2021	PRESTIGE ALARMS	SECURITY MONITORING	954.00
EFT46663	01/04/2021	PRUDENTIAL INVESTMENT SERVICES CORP P/L	INVESTMENT ADVISORY SERVICES	2,012.88
EFT46664	01/04/2021	QUALITY PRESS - ALBA HOLDING PTY LTD T/A	SIGNS	462.00
EFT46665	01/04/2021	REMONDIS AUSTRALIA PTY LTD	COLLECTION OF PAPER RECYCLABLES	24.20
EFT46666	01/04/2021	RUDD INDUSTRIAL AND FARM SUPPLIES	HARDWARE SUPPLIES	568.00
EFT46667	01/04/2021	SEME SOLUTIONS PTY LTD	EQUIPMENT MAINTENANCE - SECURITY CAMERA	1,594.34
EFT46668	01/04/2021	SETON AUSTRALIA - BRADY AUSTRALIA PTY LTD T/AS	PLANT PARTS	7,254.49
EFT46669	01/04/2021	SIGN SUPERMARKET	SIGNAGE	5,354.00
EFT46670	01/04/2021	SMART WASTE SOLUTIONS AUSTRALIA PTY LTD	ANNUAL SERVICE AGREEMENT	713.90



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EFT46671	01/04/2021	SNAP BELMONT (BELSNAP PTY LTD)	PRINTING COSTS - WEIGHBRIDGE DAMAGE WAIVER 542.98
EFT46672	01/04/2021	SOFT LANDING - GREAT LAKES COMMUNITY RESOURCES INCORPORATED T/A	COLLECTION & DISPOSAL OF MATTRESSES - HAZELMERE 51,095.00
EFT46673	01/04/2021	SONIC HEALTHPLUS PTY LTD	PRE-EMPLOYMENT MEDICAL 588.50
EFT46674	01/04/2021	ST JOHN AMBULANCE ASSOCIATION	STAFF TRAINING 49.00
EFT46675	01/04/2021	STANTONS INTERNATIONAL	PROBITY SERVICES - FOGO EOI / RFT 2,150.50
EFT46676	01/04/2021	SWAN FIRE SERVICES	SERVICE MAINTENANCE - FIRE PROTECTION SYSTEM AT C& I 173.80
EFT46677	01/04/2021	SYDNEY TOOLS PTY LTD	WW&E BUILDING MATERIALS 1,562.65
EFT46678	01/04/2021	TALIS CONSULTANTS	WASTE MANAGEMENT CONSULTING FEE - LOTS 8, 9 & 10 AT RED HILL 7,612.00
EFT46679	01/04/2021	TENDERLINK	ADVERTISING COSTS - TENDER 554.40
EFT46680	01/04/2021	TERRESTRIAL ECOSYSTEMS	PEST CONTROL 22,000.00
EFT46681	01/04/2021	THE CROMMELINS AUSTRALIA	PARTS FOR PUMPS 167.24
EFT46682	01/04/2021	THE WATERSHED	HARDWARE SUPPLIES 260.00
EFT46683	01/04/2021	TJ DEPIAZZI & SONS	PRODUCT TRANSPORTATION COSTS 6,804.60
EFT46684	01/04/2021	TOTAL TOOLS MIDLAND	HARDWARE SUPPLIES 308.00
EFT46685	01/04/2021	TOTALLY WORKWEAR MIDLAND	PROTECTIVE CLOTHING 748.56
EFT46686	01/04/2021	TRADEFAIRE INTERNATIONAL PTY LTD	TYRE REPLACEMENTS & REPAIRS 753.50
EFT46687	01/04/2021	TUTT BRYANT EQUIPMENT (BT EQUIPMENT PTY LTD)	PLANT SERVICE, REPAIR & MAINTENANCE 1,525.16
EFT46688	01/04/2021	TYREPOWER MUNDARING	PUNCTURE REPAIR 105.00
EFT46689	01/04/2021	UNITED CRANE SERVICES PTY LTD	PLANT HIRE 1,276.00
EFT46690	01/04/2021	VOLICH WASTE CONTRACTORS PTY LTD	BULK BIN HIRE 44.00
EFT46691	01/04/2021	WA SAFETY PRODUCTS	PROTECTIVE CLOTHING 626.50
EFT46692	01/04/2021	WALSH AUTO ELECTRICS PTY LTD	PLANT REPAIR 151.25
EFT46693	01/04/2021	WATERLOGIC AUSTRALIA PTY LTD	EQUIPMENT RENTAL 547.03
EFT46694	01/04/2021	WDIS.WA.PTY.LTD	AIR TESTING - GRINDER 825.00
EFT46695	01/04/2021	WEST TIP WASTE CONTROL	BULK BIN HIRE 1,419.00
EFT46696	01/04/2021	WESTERN TREE RECYCLERS	PLANT HIRE 8,882.50
EFT46697	01/04/2021	WESTRAC EQUIPMENT PTY LTD	PLANT SERVICE AGREEMENT & PLANT PARTS & REPAIRS 5,909.38
EFT46698	01/04/2021	WINC AUSTRALIA PTY LTD	STATIONERY & CONSUMABLES 4,228.34
EFT46699	01/04/2021	WORK CLOBBER	PROTECTIVE CLOTHING 802.80
EFT46700	01/04/2021	WORLDWIDE PRINTING SOLUTIONS CANNINGTON	PULL UP PREMIUM BANNER 1,265.00
EFT46701	01/04/2021	WREN OIL	WASTE OIL REMOVAL - BAYWASTE & COPPIN ROAD TRANSFER STATION 759.00
EFT46702	01/04/2021	YEOMAN PTY LTD ATF THE RJ ROHRLACH FAMILY TRUST	CONSULTING FEES - RFT FOR ELECTRICITY SUPPLY TO THE EMRC 2,288.00
EFT46703	06/04/2021	CHILD SUPPORT	EMPLOYEE DEDUCTION 352.70
EFT46704	06/04/2021	CLEANAWAY PTY LTD	BIN HIRE & COLLECTION 483.72
EFT46705	06/04/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	CONTROL WASTE TRACKING FORM CHARGES 352.00
EFT46706	06/04/2021	DFP RECRUITMENT SERVICES P/L	LABOUR HIRE 1,916.29
EFT46707	06/04/2021	DILIGENT BOARD SERVICES AUSTRALIA PTY LTD	DILIGENT BOARDS 46,488.75
EFT46708	06/04/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE 2,264.93
EFT46709	06/04/2021	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE 1,808.62
EFT46710	06/04/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE 3,056.79
EFT46711	06/04/2021	LO-GO APPOINTMENTS	LABOUR HIRE 785.66
EFT46712	06/04/2021	MARSH PTY LTD	STAFF TRAINING 2,084.50
EFT46713	06/04/2021	PAYG PAYMENTS	PAYG TAXATION PAYMENT 82,454.00
EFT46714	06/04/2021	SYNERGY	ELECTRICITY CHARGES - HAZELMERE 7,705.44
EFT46715	06/04/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES 361.09



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EFT46716	06/04/2021	WORLDWIDE TIMBER TRADERS PTY LTD	REFUND OF DUPLICATE PAYMENT	173.89
EFT46717	09/04/2021	ADECCO AUSTRALIA PTY LTD	LABOUR HIRE	1,899.05
EFT46718	09/04/2021	CHARLIE ZANNINO	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT46719	09/04/2021	CIVIL AUTO ELECTRICS PTY LTD	PLANT REPAIR & MAINTENANCE	1,584.00
EFT46720	09/04/2021	DOUG JEANS	QUARTERLY COUNCILLORS PAYMENT	3,893.94
EFT46721	09/04/2021	DYLAN O'CONNOR	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT46722	09/04/2021	FILOMENA PIFFARETTI	COUNCILLORS ATTENDANCE FEE	238.00
EFT46723	09/04/2021	FIRST TIME FABRICATION	PLATFORM STEPS	6,037.90
EFT46724	09/04/2021	GIORGIA JOHNSON	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT46725	09/04/2021	IAN JOHNSON	COUNCILLORS ATTENDANCE FEE	238.00
EFT46726	09/04/2021	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	1,351.57
EFT46727	09/04/2021	JAI WILSON	QUARTERLY COUNCILLORS PAYMENT	8,975.50
EFT46728	09/04/2021	JANET POWELL	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT46729	09/04/2021	JOHN DAW	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT46730	09/04/2021	KATHRYN HAMILTON	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT46731	09/04/2021	LESLEY BOYD	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT46732	09/04/2021	LORNA CLARKE	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT46733	09/04/2021	MADDERN ELECTRICS	ELECTRICAL MAINTENANCE - ASCOT PLACE	456.50
EFT46734	09/04/2021	MEL CONGERTON	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT46735	09/04/2021	PHIL MARKS	QUARTERLY COUNCILLORS PAYMENT	1,998.00
EFT46736	09/04/2021	PIRTEK MIDLAND (M & B HYDRAULICS PTY LTD)	HYDRAULIC HOSE SUPPLIES & REPAIRS	659.11
EFT46737	09/04/2021	STANDARDS AUSTRALIA LIMITED	AS4000-1997 LICENCE RENEWAL	152.96
EFT46738	09/04/2021	SYNERGY	ELECTRICITY CHARGES - RED HILL	114.37
EFT46739	09/04/2021	TALIS CONSULTANTS	CONSULTING FEE - TEST NEW LINING MATERIALS FOR CLASS IV	4,236.49
EFT46740	09/04/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	509.91
EFT46741	09/04/2021	WORK CLOBBER	PROTECTIVE CLOTHING	85.00
EFT46742	12/04/2021	LGIS INSURANCE BROKING	ANNUAL INSURANCE PREMIUMS ADJUSTMENT	13,466.43
EFT46743	13/04/2021	DFP RECRUITMENT SERVICES P/L	LABOUR HIRE	3,218.53
EFT46744	13/04/2021	ESRI AUSTRALIA PTY LTD	ANNUAL SUBSCRIPTION	9,559.00
EFT46745	13/04/2021	HERBERT SMITH FREEHILLS LAWYERS	LEGAL ADVICE	2,613.38
EFT46746	13/04/2021	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE	3,139.68
EFT46747	13/04/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	7,611.27
EFT46748	13/04/2021	LO-GO APPOINTMENTS	LABOUR HIRE	2,356.99
EFT46749	13/04/2021	MOTORCHARGE PTY LTD	FLEET FUEL PURCHASES	3,682.15
EFT46750	13/04/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	280.49
EFT46751	13/04/2021	TIM DAVIES LANDSCAPING PTY LTD (TDL)	GARDEN MAINTENANCE - ASCOT PLACE	1,014.99
EFT46752	16/04/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	CONTROL WASTE TRACKING FORM CHARGES	308.00
EFT46753	16/04/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE	10,096.35
EFT46754	16/04/2021	FLEXI STAFF PTY LTD	LABOUR HIRE	2,030.62
EFT46755	16/04/2021	HUA JER LIEW	STAFF REIMBURSEMENT	2,333.86
EFT46756	16/04/2021	KLB SYSTEMS	COMPUTER WORK STATION & OTHER CONSUMABLES	4,882.90
EFT46757	16/04/2021	RENT A FENCE PTY LTD	HIRING COSTS - TEMPORARY FENCE FOR HRRP	562.25
EFT46758	16/04/2021	STANDARDS AUSTRALIA LIMITED	AS4000-1997 LICENCE RENEWAL	141.60
EFT46759	16/04/2021	SYNERGY	ELECTRICITY CHARGES - RED HILL	5,010.96
EFT46760	20/04/2021	BP AUSTRALIA PTY LTD	OIL PURCHASES	4,401.27



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EFT46761	20/04/2021	BP AUSTRALIA PTY LTD	FUEL PURCHASES 74,475.80
EFT46762	20/04/2021	CHILD SUPPORT	EMPLOYEE DEDUCTION 692.33
EFT46763	20/04/2021	CLEANAWAY PTY LTD	BIN HIRE & COLLECTION 237.02
EFT46764	20/04/2021	DFP RECRUITMENT SERVICES P/L	LABOUR HIRE 3,497.36
EFT46765	20/04/2021	INDUSTRIAL RECRUITMENT PARTNERS	LABOUR HIRE 1,717.43
EFT46766	20/04/2021	KOTT GUNNING LAWYERS	LEGAL ADVICE & DOCUMENT PREPARATION 85,976.22
EFT46767	20/04/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE 9,647.28
EFT46768	20/04/2021	MADDERN ELECTRICS	ELECTRICAL MAINTENANCE - ASCOT PLACE 174.90
EFT46769	20/04/2021	MARSH PTY LTD	ASSET VALUATION - PLANT, FURNITURE & EQUIPMENT 16,300.00
EFT46770	20/04/2021	PAYG PAYMENTS	PAYG TAXATION PAYMENT 92,613.00
EFT46771	20/04/2021	SYNERGY	ELECTRICITY CHARGES - ASCOT PLACE 3,532.73
EFT46772	20/04/2021	WDIS.WA.PTY.LTD	PARTS FOR GRINDER 1,650.00
EFT46773	20/04/2021	DEPUTY COMMISSIONER OF TAXATION	GST PAYMENT 166,467.00
EFT46774	23/04/2021	AUSTRALIA'S DETAILING GROUP - ADAM TENCH	CLEANING CAR POOL VEHICLES 420.00
EFT46775	23/04/2021	BIN BATH AUSTRALIA PTY LTD	BIN CLEANING 93.06
EFT46776	23/04/2021	DAVID WILLS & ASSOCIATES - DWA CONSULTING PTY LTD	HRRP CONSULTING 1,364.00
EFT46777	23/04/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE 7,380.94
EFT46778	23/04/2021	LO-GO APPOINTMENTS	LABOUR HIRE 2,585.09
EFT46779	23/04/2021	PERMACULTUREWEST	SPONSORSHIP 2,000.00
EFT46780	23/04/2021	PERTH BIN HIRE	SKIP BIN HIRE 198.00
EFT46781	23/04/2021	PERTH ENERGY PTY LTD	GAS SUPPLY - WWtE 157.11
EFT46782	23/04/2021	SCOTT HOCKLEY T/AS S & J BUDGET PAVING & LANDSCAPING	PAVEMENT REPAIR 448.00
EFT46783	27/04/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	QUARTERLY LANDFILL LEVY 3,062,946.43
EFT46784	27/04/2021	CITY OF SWAN	COUNCIL RATES - HAZELMERE 107.50
EFT46785	27/04/2021	DFP RECRUITMENT SERVICES P/L	VENUE HIRE 3,686.86
EFT46786	27/04/2021	FLEXI STAFF PTY LTD	LABOUR HIRE 1,971.75
EFT46787	27/04/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE 5,096.69
EFT46788	27/04/2021	SYNERGY	ELECTRICITY CHARGES - HAZELMERE 1,476.66
EFT46789	27/04/2021	TELSTRA CORPORATION LTD	TELEPHONE CHARGES 6,013.84
EFT46790	27/04/2021	VENUESLIVE MANAGEMENT SERVICES (WA) PTY LTD (OPTUS STADIUM)	VENUE HIRE 6,445.50
EFT46791	30/04/2021	AUSCO MODULAR PTY LTD	PLANT HIRE - WWtE 2,544.77
EFT46792	30/04/2021	AUSTRALIA POST - ASCOT PLACE	POSTAL CHARGES 105.21
EFT46793	30/04/2021	B&J CATALANO PTY LTD	CRUSHING OF CAPROCK - CONSTRUCT LEACHATE PONDS 40,508.23
EFT46794	30/04/2021	CAVALIER PORTABLES & PARK HOMES	PLANT & EQUIPMENT HIRE - WWtE 1,429.99
EFT46795	30/04/2021	CDM AUSTRALIA	NETWORK STORAGE DEVICE FOR RED HIL & ASCOT PLACE 108,264.20
EFT46796	30/04/2021	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	CONTROL WASTE TRACKING FORM CHARGES 616.00
EFT46797	30/04/2021	DINGO BUS CHARTER	BUS HIRE 962.00
EFT46798	30/04/2021	DRAKE AUSTRALIA PTY LTD	LABOUR HIRE 8,070.38
EFT46799	30/04/2021	ENVISAGE WA PTY LTD	BOOM GATE REPAIR 586.30
EFT46800	30/04/2021	FLEXI STAFF PTY LTD	LABOUR HIRE 1,472.24
EFT46801	30/04/2021	FLICK ANTICIMEX PTY LTD	HYGIENE SERVICES 1,698.80
EFT46802	30/04/2021	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD	PHOTOCOPIER MAINTENANCE & SUPPLIES 734.03
EFT46803	30/04/2021	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE 4,351.75
EFT46804	30/04/2021	LO-GO APPOINTMENTS	LABOUR HIRE 1,926.14
EFT46805	30/04/2021	ODOUR CONTROL SYSTEMS INTERNATIONAL LTD	ALTERNATIVE DAILY COVER MATERIAL 8,410.83



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EFT46806	30/04/2021	SHIRE OF MUNDARING	REFUND OF SERVICE FEE	6,072.00
EFT46807	30/04/2021	SITEVISUALS - THE TRUSTEE FOR THE iViz MEDIA UNIT TRUST T/AS	INSTALL CAMERAS - STAGE 16	811.35
EFT46808	30/04/2021	SOUTHERN CROSS PROTECTION	COURIER SERVICE	379.50
EFT46809	30/04/2021	SPUDS GARDENING SERVICES	GROUND MAINTENANCE - RED HILL	1,080.00
EFT46810	30/04/2021	SYNERGY	ELECTRICITY AGREEMENT - WWtE	9,710.77
EFT46811	30/04/2021	TANGIBILITY PTY LTD	MARKETING MATERIALS - FOGO	2,307.80
EFT46812	30/04/2021	THE ASSOCIATION SPECIALISTS	CONFERENCE FEE	1,800.00
EFT46813	30/04/2021	YOGA BY LAUREN CATALANO	STAFF HEALTH PROMOTION	720.00
220574	09/03/2021	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	472.20
220575	09/03/2021	EMRC PETTY CASH - COPPIN ROAD	PETTY CASH RECOUP	82.35
220576	09/03/2021	EMRC PETTY CASH - MATHIESON ROAD	PETTY CASH RECOUP	42.05
220577	09/03/2021	EMRC PETTY CASH - RED HILL	PETTY CASH RECOUP	84.50
220578	07/04/2021	EMRC PETTY CASH - BAYWASTE	PETTY CASH RECOUP	15.00
220579	07/04/2021	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	578.35
220580	07/04/2021	EMRC PETTY CASH - COPPIN ROAD	PETTY CASH RECOUP	88.45
220581	07/04/2021	EMRC PETTY CASH - HAZELMERE	PETTY CASH RECOUP	50.25
220582	07/04/2021	EMRC PETTY CASH - MATHIESON ROAD	PETTY CASH RECOUP	24.80
220583	07/04/2021	EMRC PETTY CASH - RED HILL	PETTY CASH RECOUP	71.00
220584	19/04/2021	WATER CORPORATION	WATER RATES & USAGE - ASCOT PLACE	894.36
PAY 2021 - 18	02/03/2021	PAYROLL FE 2/3/2021	PAYROLL	243,757.05
PAY 2021 - 19	16/03/2021	PAYROLL FE 16/3/2021	PAYROLL	246,155.34
PAY 2021 - 19.1	18/03/2021	PAYROLL	PAYROLL	389.23
PAY 2021 - 20	30/03/2021	PAYROLL FE 30/3/2021	PAYROLL	243,129.99
PAY 2021 - 21	13/04/2021	PAYROLL FE 13/4/2021	PAYROLL	257,424.91
PAY 2021 - 22	27/04/2021	PAYROLL FE 27/4/2021	PAYROLL	238,405.53
1*MAR21	01/03/2021	BANK CHARGES 1920 - 1924	BANK FEES & CHARGES	1,807.28
1*APR21	01/04/2021	BANK CHARGES 1924 - 1928	BANK FEES & CHARGES	1,910.65
DD21734.1	02/03/2021	AWARE SUPER PTY LTD (FORMALLY FIRST STATE SUPER)	SUPERANNUATION	32,619.76
DD21734.2	02/03/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	560.56
DD21734.3	02/03/2021	PLUM SUPERANNUATION FUND (MLC)	SUPERANNUATION	1,229.82
DD21734.4	02/03/2021	MARANI SUPER FUND	SUPERANNUATION	1,001.05
DD21734.5	02/03/2021	AMP - SIGNATURESUPER	SUPERANNUATION	256.57
DD21734.6	02/03/2021	HUB24 SUPER FUND	SUPERANNUATION	209.57
DD21734.7	02/03/2021	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	541.50
DD21734.8	02/03/2021	MERCER SMART SUPER PLAN	SUPERANNUATION	312.77
DD21734.9	02/03/2021	CBUS INDUSTRY SUPER	SUPERANNUATION	1,505.36
DD21734.10	02/03/2021	RETIREMENT PORTFOLIO SERVICE (ANZ SMART CHOICE SUPER)	SUPERANNUATION	209.02
DD21734.11	02/03/2021	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	275.29
DD21734.12	02/03/2021	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	1,151.12
DD21734.13	02/03/2021	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	235.10
DD21734.14	02/03/2021	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION	263.61
DD21734.15	02/03/2021	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	SUPERANNUATION	628.76
DD21734.16	02/03/2021	SPIRIT SUPER/The Trustee for SPIRIT SUPER	SUPERANNUATION	356.93
DD21734.17	02/03/2021	BT SUPER FOR LIFE	SUPERANNUATION	661.50
DD21734.18	02/03/2021	HESTA	SUPERANNUATION	649.93



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DD21734.19	02/03/2021	LEGALSUPER SUPERANNUATION	401.92
DD21734.20	02/03/2021	HOSTPLUS SUPERANNUATION FUND SUPERANNUATION	3,490.18
DD21734.21	02/03/2021	AUSTRALIAN SUPER SUPERANNUATION	3,432.32
DD21734.22	02/03/2021	MLC SUPER FUND SUPERANNUATION	926.72
DD21734.23	02/03/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST SUPERANNUATION	1,375.17
DD21734.24	02/03/2021	SUNSUPER SUPERANNUATION	231.33
DD21734.25	02/03/2021	ZURICH MASTER SUPERANNUATION FUND SUPERANNUATION	296.53
DD21735.1	16/03/2021	AWARE SUPER PTY LTD (FORMALLY FIRST STATE SUPER) SUPERANNUATION	29,224.91
DD21735.2	16/03/2021	AUSTRALIAN ETHICAL SUPER SUPERANNUATION	549.36
DD21735.3	16/03/2021	PLUM SUPERANNUATION FUND (MLC) SUPERANNUATION	1,229.82
DD21735.4	16/03/2021	MARANI SUPER FUND SUPERANNUATION	1,001.05
DD21735.5	16/03/2021	AMP - SIGNATURESUPER SUPERANNUATION	256.57
DD21735.6	16/03/2021	UNISUPER SUPERANNUATION	78.75
DD21735.7	16/03/2021	HUB24 SUPER FUND SUPERANNUATION	209.29
DD21735.8	16/03/2021	NORTH PERSONAL SUPERANNUATION SUPERANNUATION	541.50
DD21735.9	16/03/2021	MERCER SMART SUPER PLAN SUPERANNUATION	312.77
DD21735.10	16/03/2021	CBUS INDUSTRY SUPER SUPERANNUATION	1,454.60
DD21735.11	16/03/2021	RETIREMENT PORTFOLIO SERVICE (ANZ SMART CHOICE SUPER) SUPERANNUATION	209.02
DD21735.12	16/03/2021	AMP FLEXIBLE LIFETIME SUPER SUPERANNUATION	1,151.12
DD21735.13	16/03/2021	BT LIFETIME SUPER - EMPLOYER PLAN SUPERANNUATION	332.39
DD21735.14	16/03/2021	TELSTRA SUPERANNUATION SCHEME SUPERANNUATION	242.05
DD21735.15	16/03/2021	COMMONWEALTH ESSENTIAL SUPER SUPERANNUATION	263.61
DD21735.16	16/03/2021	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN SUPERANNUATION	530.12
DD21735.17	16/03/2021	SPIRIT SUPER/The Trustee for SPIRIT SUPER SUPERANNUATION	336.86
DD21735.18	16/03/2021	BT SUPER FOR LIFE SUPERANNUATION	668.21
DD21735.19	16/03/2021	HESTA SUPERANNUATION	522.87
DD21735.20	16/03/2021	PRIME SUPER SUPERANNUATION	217.32
DD21735.21	16/03/2021	LEGALSUPER SUPERANNUATION	401.92
DD21735.22	16/03/2021	HOSTPLUS SUPERANNUATION FUND SUPERANNUATION	3,444.05
DD21735.23	16/03/2021	AUSTRALIAN SUPER SUPERANNUATION	3,312.97
DD21735.24	16/03/2021	MLC SUPER FUND SUPERANNUATION	925.58
DD21735.25	16/03/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST SUPERANNUATION	1,375.17
DD21735.26	16/03/2021	SUNSUPER SUPERANNUATION	235.38
DD21735.27	16/03/2021	ZURICH MASTER SUPERANNUATION FUND SUPERANNUATION	296.53
DD21737.1	02/03/2021	HOSTPLUS SUPERANNUATION FUND SUPERANNUATION	326.19
DD21922.1	01/04/2021	AWARE SUPER PTY LTD (FORMALLY FIRST STATE SUPER) SUPERANNUATION	29,127.50
DD21922.2	01/04/2021	AUSTRALIAN ETHICAL SUPER SUPERANNUATION	549.36
DD21922.3	01/04/2021	PLUM SUPERANNUATION FUND (MLC) SUPERANNUATION	1,229.82
DD21922.4	01/04/2021	MARANI SUPER FUND SUPERANNUATION	1,001.05
DD21922.5	01/04/2021	AMP - SIGNATURESUPER SUPERANNUATION	256.57
DD21922.6	01/04/2021	UNISUPER SUPERANNUATION	65.63
DD21922.7	01/04/2021	HUB24 SUPER FUND SUPERANNUATION	217.96
DD21922.8	01/04/2021	NORTH PERSONAL SUPERANNUATION SUPERANNUATION	541.50
DD21922.9	01/04/2021	MERCER SMART SUPER PLAN SUPERANNUATION	312.77
DD21922.10	01/04/2021	CBUS INDUSTRY SUPER SUPERANNUATION	1,507.19



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DD21922.11	01/04/2021	RETIREMENT PORTFOLIO SERVICE (ANZ SMART CHOICE SUPER)	209.02
DD21922.12	01/04/2021	AMP FLEXIBLE LIFETIME SUPER	1,151.12
DD21922.13	01/04/2021	BT LIFETIME SUPER - EMPLOYER PLAN	317.93
DD21922.14	01/04/2021	TELSTRA SUPERANNUATION SCHEME	232.49
DD21922.15	01/04/2021	COMMONWEALTH ESSENTIAL SUPER	263.50
DD21922.16	01/04/2021	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	520.92
DD21922.17	01/04/2021	SPIRIT SUPER/The Trustee for SPIRIT SUPER	330.21
DD21922.18	01/04/2021	BT SUPER FOR LIFE	665.94
DD21922.19	01/04/2021	HESTA	547.25
DD21922.20	01/04/2021	PRIME SUPER	218.03
DD21922.21	01/04/2021	IOOF EMPLOYER SUPER	228.39
DD21922.22	01/04/2021	LEGALSUPER	401.92
DD21922.23	01/04/2021	HOSTPLUS SUPERANNUATION FUND	4,826.60
DD21922.24	01/04/2021	AUSTRALIAN SUPER	3,284.09
DD21922.25	01/04/2021	MLC SUPER FUND	930.02
DD21922.26	01/04/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST	1,377.64
DD21922.27	01/04/2021	SUNSUPER	231.33
DD21922.28	01/04/2021	ZURICH MASTER SUPERANNUATION FUND	301.71
DD21923.1	13/04/2021	AWARE SUPER PTY LTD (FORMALLY FIRST STATE SUPER)	27,634.76
DD21923.2	13/04/2021	AUSTRALIAN ETHICAL SUPER	424.44
DD21923.3	13/04/2021	PLUM SUPERANNUATION FUND (MLC)	1,229.82
DD21923.4	13/04/2021	MARANI SUPER FUND	1,001.05
DD21923.5	13/04/2021	AMP - SIGNATURESUPER	256.57
DD21923.6	13/04/2021	HUB24 SUPER FUND	209.29
DD21923.7	13/04/2021	NORTH PERSONAL SUPERANNUATION	541.50
DD21923.8	13/04/2021	MERCER SMART SUPER PLAN	312.77
DD21923.9	13/04/2021	CBUS INDUSTRY SUPER	1,561.62
DD21923.10	13/04/2021	RETIREMENT PORTFOLIO SERVICE (ANZ SMART CHOICE SUPER)	211.66
DD21923.11	13/04/2021	REST SUPER (RETAIL EMPLOYEES SUPERANNUATION PTY LTD)	129.43
DD21923.12	13/04/2021	AMP FLEXIBLE LIFETIME SUPER	1,182.86
DD21923.13	13/04/2021	BT LIFETIME SUPER - EMPLOYER PLAN	583.62
DD21923.14	13/04/2021	TELSTRA SUPERANNUATION SCHEME	231.35
DD21923.15	13/04/2021	COMMONWEALTH ESSENTIAL SUPER	259.59
DD21923.16	13/04/2021	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	488.23
DD21923.17	13/04/2021	SPIRIT SUPER/The Trustee for SPIRIT SUPER	365.59
DD21923.18	13/04/2021	BT SUPER FOR LIFE	625.35
DD21923.19	13/04/2021	HESTA	620.64
DD21923.20	13/04/2021	PRIME SUPER	216.56
DD21923.21	13/04/2021	IOOF EMPLOYER SUPER	226.91
DD21923.22	13/04/2021	LEGALSUPER	408.96
DD21923.23	13/04/2021	HOSTPLUS SUPERANNUATION FUND	4,790.05
DD21923.24	13/04/2021	AUSTRALIAN SUPER	3,242.98
DD21923.25	13/04/2021	MLC SUPER FUND	961.06
DD21923.26	13/04/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST	1,385.93
DD21923.27	13/04/2021	SUNSUPER	231.33



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DD21923.28	13/04/2021	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	306.90
DD21924.1	27/04/2021	AWARE SUPER PTY LTD (FORMALLY FIRST STATE SUPER)	SUPERANNUATION	26,506.66
DD21924.2	27/04/2021	PLUM SUPERANNUATION FUND (MLC)	SUPERANNUATION	1,229.82
DD21924.3	27/04/2021	MARANI SUPER FUND	SUPERANNUATION	1,001.05
DD21924.4	27/04/2021	AMP - SIGNATURESUPER	SUPERANNUATION	256.57
DD21924.5	27/04/2021	HUB24 SUPER FUND	SUPERANNUATION	209.57
DD21924.6	27/04/2021	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	541.50
DD21924.7	27/04/2021	MERCER SMART SUPER PLAN	SUPERANNUATION	312.77
DD21924.8	27/04/2021	CBUS INDUSTRY SUPER	SUPERANNUATION	1,410.91
DD21924.9	27/04/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	296.52
DD21924.10	27/04/2021	RETIREMENT PORTFOLIO SERVICE (ANZ SMART CHOICE SUPER)	SUPERANNUATION	211.66
DD21924.11	27/04/2021	REST SUPER (RETAIL EMPLOYEES SUPERANNUATION PTY LTD)	SUPERANNUATION	290.84
DD21924.12	27/04/2021	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	1,157.44
DD21924.13	27/04/2021	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	339.90
DD21924.14	27/04/2021	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	232.36
DD21924.15	27/04/2021	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION	263.52
DD21924.16	27/04/2021	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	SUPERANNUATION	517.88
DD21924.17	27/04/2021	SPIRIT SUPER/The Trustee for SPIRIT SUPER	SUPERANNUATION	363.88
DD21924.18	27/04/2021	BT SUPER FOR LIFE	SUPERANNUATION	446.31
DD21924.19	27/04/2021	HESTA	SUPERANNUATION	473.55
DD21924.20	27/04/2021	PRIME SUPER	SUPERANNUATION	219.44
DD21924.21	27/04/2021	IOOF EMPLOYER SUPER	SUPERANNUATION	228.53
DD21924.22	27/04/2021	TWU SUPERANNUATION FUND	SUPERANNUATION	221.25
DD21924.23	27/04/2021	LEGALSUPER	SUPERANNUATION	401.92
DD21924.24	27/04/2021	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	4,229.12
DD21924.25	27/04/2021	AUSTRALIAN SUPER	SUPERANNUATION	3,365.74
DD21924.26	27/04/2021	MLC SUPER FUND	SUPERANNUATION	956.74
DD21924.27	27/04/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	1,375.17
DD21924.28	27/04/2021	SUNSUPER	SUPERANNUATION	231.33
DD21924.29	27/04/2021	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	296.53
1878	16/03/2021	WBC - CORPORATE MASTERCARD - BRADLEY LACEY	CREDIT CARD PURCHASES	1,305.98
1879	16/03/2021	WBC - CORPORATE MASTERCARD - D AMEDURI	CREDIT CARD PURCHASES	2,750.29
1880	16/03/2021	WBC - CORPORATE MASTERCARD - DAVID SCHMIDT	CREDIT CARD PURCHASES	367.98
1881	16/03/2021	WBC - CORPORATE MASTERCARD - DOUGLAS BRUCE	CREDIT CARD PURCHASES	2,592.34
1882	16/03/2021	WBC - CORPORATE MASTERCARD - DOUGLAS DARMAGO	CREDIT CARD PURCHASES	1,528.15
1883	16/03/2021	WBC - CORPORATE MASTERCARD - KERRY WILSON	CREDIT CARD PURCHASES	1,986.04
1884	16/03/2021	WBC - CORPORATE MASTERCARD - S FITZPATRICK	CREDIT CARD PURCHASES	133.98
1885	16/03/2021	WBC - CORPORATE MASTERCARD - T BEINHAUER	CREDIT CARD PURCHASES	1,488.08
1886	16/03/2021	WBC - CORPORATE MASTERCARD - T ECKSTEIN	CREDIT CARD PURCHASES	992.21
1887	16/03/2021	WBC - CORPORATE MASTERCARD - W HARRIS	CREDIT CARD PURCHASES	411.45
1888	22/03/2021	AUSTRACLEAR LIMITED (ASX)	FINANCIAL SERVICES FEE	14.30
1889	29/03/2021	MACQUARIE BANK LIMITED - SYDNEY	TERM DEPOSIT INVESTMENT	2,500,000.00
1890	30/03/2021	MACQUARIE BANK LIMITED - SYDNEY	TERM DEPOSIT INVESTMENT	5,500,000.00
1891	07/04/2021	MACQUARIE BANK LIMITED - SYDNEY	TERM DEPOSIT INVESTMENT	1,500,000.00
1892	19/04/2021	WBC - CORPORATE MASTERCARD - BRADLEY LACEY	CREDIT CARD PURCHASES	17.00



Eastern Metropolitan Regional Council
CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF MARCH & APRIL 2021

Cheque / EFT No	Date	Payee		Amount
1893	19/04/2021	WBC - CORPORATE MASTERCARD - D AMEDURI	CREDIT CARD PURCHASES	2,572.89
1894	19/04/2021	WBC - CORPORATE MASTERCARD - DAVID SCHMIDT	CREDIT CARD PURCHASES	3,303.40
1895	19/04/2021	WBC - CORPORATE MASTERCARD - DOUGLAS BRUCE	CREDIT CARD PURCHASES	17.00
1896	19/04/2021	WBC - CORPORATE MASTERCARD - DOUGLAS DARMAGO	CREDIT CARD PURCHASES	4,781.92
1897	19/04/2021	WBC - CORPORATE MASTERCARD - FRANK HUA HIM KUA	CREDIT CARD PURCHASES	335.47
1898	19/04/2021	WBC - CORPORATE MASTERCARD - H LIEW	CREDIT CARD PURCHASES	17.00
1899	19/04/2021	WBC - CORPORATE MASTERCARD - IZABELLA KRZYSKO	CREDIT CARD PURCHASES	2,807.00
1900	19/04/2021	WBC - CORPORATE MASTERCARD - KERRY WILSON	CREDIT CARD PURCHASES	434.85
1901	19/04/2021	WBC - CORPORATE MASTERCARD - MARCUS GEISLER	CREDIT CARD PURCHASES	2,204.71
1902	19/04/2021	WBC - CORPORATE MASTERCARD - S FITZPATRICK	CREDIT CARD PURCHASES	145.98
1903	19/04/2021	WBC - CORPORATE MASTERCARD - SHAREE NICHOLSON	CREDIT CARD PURCHASES	302.00
1904	19/04/2021	WBC - CORPORATE MASTERCARD - T BEINHAUER	CREDIT CARD PURCHASES	1,739.19
1905	19/04/2021	WBC - CORPORATE MASTERCARD - T ECKSTEIN	CREDIT CARD PURCHASES	1,409.16
1906	19/04/2021	WBC - CORPORATE MASTERCARD - W HARRIS	CREDIT CARD PURCHASES	1,072.80
1907	19/04/2021	WBC - CORPORATE MASTERCARD - Z WILLIAMSON	CREDIT CARD PURCHASES	201.42
SUB TOTAL				18,177,553.84
LESS CANCELLED EFTs & CHEQUES				
EFT46474	05/03/2021	ADVANTA SEEDS	REFUND OF PREPAYMENT EXCESS	-3,344.00
DD21736.1	16/03/2021	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION (PART BATCH DD 21735.22)	-326.19
SUB TOTAL				-3,670.19
TOTAL				18,173,883.65

All Employee Superannuation obligations for the periods March & April 2021 have been paid by the EMRC.



14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 MARCH 2021

REFERENCE: D2021/07459

PURPOSE OF REPORT

The purpose of this report is to provide Council with an overview of the EMRC's financial performance for the period ended 31 March 2021.

KEY POINTS AND RECOMMENDATION(S)

- Significant year to date budget variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Financial Activity as at 31 March 2021 have been identified and are reported on in the body of the report.

Recommendation(s)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 31 March 2021.

SOURCE OF REPORT

Chief Financial Officer

BACKGROUND

It is a requirement of the *Local Government (Financial Management) Regulations 1996* (r.34) that a Local Government is to prepare and present to Council financial reports in such a form as the Local Government considers to be appropriate.

Submitted to each meeting of Council is a financial report and summaries which provide an overview of year to date budget performance for operating activities and capital works. Variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Comprehensive Income are reported on in the body of the report. Also included are end of year forecasts by nature and type for operating activities and end of year forecasts for each capital works project. These forecasts are reviewed regularly in order to provide an accurate forecast of the end of year result.

The half year budget review was undertaken during January/February 2021 and is reflected in this report.

REPORT

Outlined below are financial statements for the period ended 31 March 2021. Where possible the year to date monthly budget allocations will be reviewed in order to match the appropriate timing for the various projects budgeted to be undertaken. This will provide a better comparison between the year to date actual and year to date budget figures.

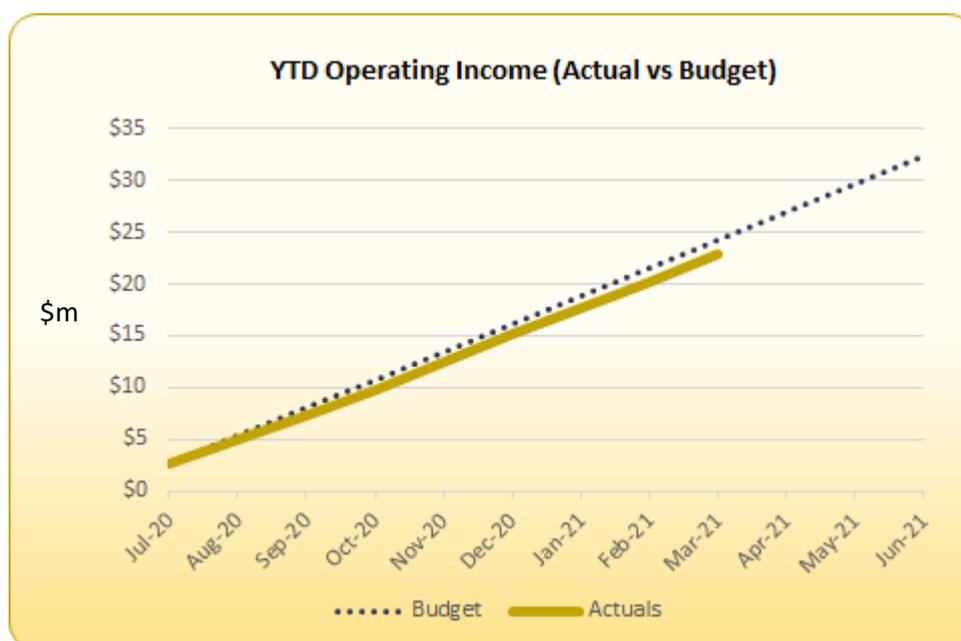


Item 14.2 continued

Statement of Comprehensive Income - Nature and Type (refer Attachment 1)

The net operating result as at 31 March 2021 is an unfavourable variance of \$272,047 (5.32%) against budget. The following information is provided on key aspects of Council's year to date financial performance:

<u>Operating Income</u>	<i>Actuals for the Year</i>	An unfavourable variance of \$1,214,777 (5.02%).
	<i>End of Year Forecast</i>	An unfavourable variance of \$1,355,277 (4.20%).



Operating Income variances previously reported to Council:

1. Year to date Net User Charges is \$2,154,213 (13.23%) below the budget of \$16,279,095. The variance is due to the lower than budgeted Commercial tonnages received as at 31 March 2021.
2. Year to date Contributions is \$81,024 (24.18%) above the budget of \$335,122. The variance is due to the carried forward contribution funds totalling \$71,738 relating to the Environmental Building Benchmarking Project not previously budgeted for as part of the 2020/2021 Annual Financial Budget.
3. Year to date Operating Grants is \$140,437 (112.35%) above the budget of \$125,000. The variance is primarily due to the carried forward of unspent grant funds totalling \$81,406 from the 2019/2020 financial year relating to various projects together with the following successful grant not previously budgeted for that have been received:
 - \$65,775 - Tackling the Troublesome Two Project; and
 - \$50,000 - Circular Economy Training and Capacity Building Project.

The full year for Operating Grants has been forecast to be below the annual budget by \$139,563 (33.63%). The variance is due to the reasons as outlined above together with grants totalling \$288,000 relating to the following projects that have not been received (associated costs relating specifically to these grants have also not been incurred).

- \$108,000 - Regional Spatial Mapping; and
- \$180,000 - Avon Descent.



Item 14.2 continued

4. The full year Interest Municipal Cash Investments has been forecast to be \$38,000 (22.35%) below the budget of \$170,000. The variance is due to the average lower level of cash now being held in the working account together with lower interest rates on investments being obtained. The average interest rate as at 31 March 2021 is 1.004% compared to the budgeted interest rate of 1.14%.
5. Year to date Interest on Restricted Cash Investments is \$117,676 (16.95%) below the budget of \$694,437. The variance is due to the lower interest rates on investments being obtained. The average interest rate as at 31 March 2021 is 1.004% compared to the budgeted interest rate of 1.14%.
6. Year to date Reimbursements is \$777,216 (82.12%) above the budget of \$946,433. The variance primarily relates to the reimbursement of costs that were not previously budgeted for relating to the purchase of caddies and liners on behalf of the City of Bayswater (\$555,834), insurance reimbursement for repair and business interruption losses resulting from fire damage to the Hamel Shredder that was used to process mattresses at the Hazelmere Resource Recovery Facility (HRRF), and, additional reimbursements from the management of the Coppin and Mathieson Transfer Stations which is based on a cost-plus basis and is reliant on the level of income generated from the sale of products at the sites.

The full year Reimbursements has been forecast to be above the annual budget by \$1,025,739 (96.73%).

7. The full year Other Income has been forecast to be \$407,716 (16.71%) below the budget of \$2,440,311. The variance is attributable to a \$0 forecast for electricity sales from the WWtE facility (compared to a budget of \$559,650), and the sale of products from the WWtE facility (\$0 forecast compared to a budget of \$112,500) due to the delay in the commissioning of the Wood Waste to Energy (WWtE) facility.

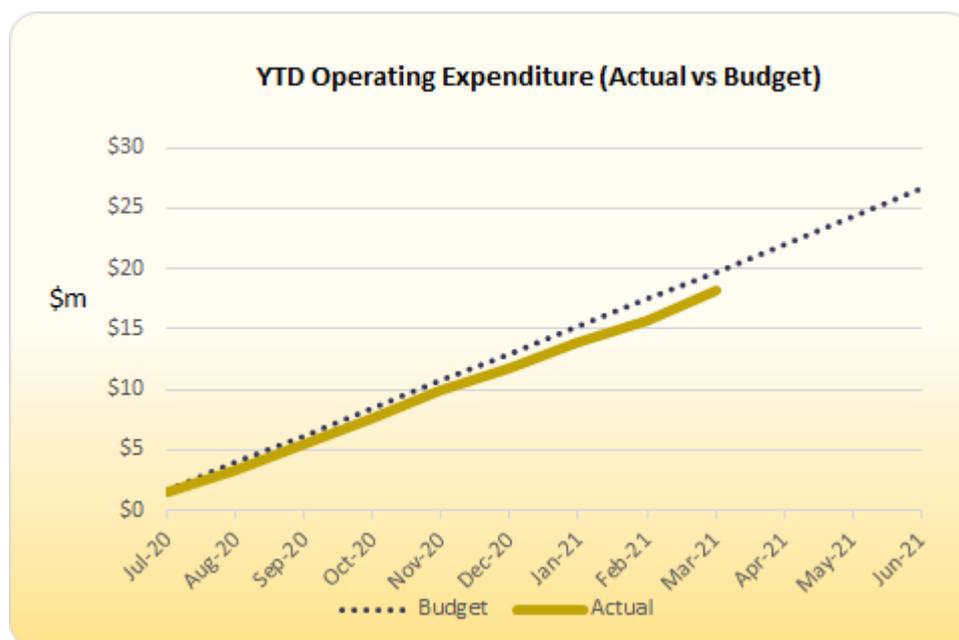
This is offset by additional income from the sale of products from the Class IV Cell (\$175,000 forecast compared to a budget of \$0), additional sales of products from the Woodwaste Project (\$807,716 forecast compared to a budget of \$700,000) and the additional sale of products from the Baywaste Transfer Station (\$60,000 forecast compared to a budget of \$0).

There were no further significant Operating Income variances as at 31 March 2021.



Item 14.2 continued

<u>Operating Expenditure</u>	Actuals for the Year	A favourable variance of \$942,730 (4.94%).
	End of Year Forecast	A favourable variance of \$1,124,299 (4.22%).



Operating Expenditure variances previously reported to Council:

1. The full year Contract Expenses has been forecast to be \$601,467 (10.69%) above the budget of \$5,627,716. The variance relates primarily to additional contract labour and material expenses of \$474,299 and additional legal expenses of \$160,190. The additional contract labour expense is primarily as a result of staff vacancies. This is reflected in an end of year forecast that is \$883,214 lower than budget in the salary expenses.
2. Year to date Material Expenses of \$1,342,460 is above the budget by \$291,665 (27.76%). The variance is attributable to the purchase of FOGO caddies and liners on behalf of the City of Bayswater that was not previously budgeted (\$555,834). A corresponding increase is in the reimbursement income which represents the recoup of costs from the City of Bayswater. The variance is off-set by expenditure lower than budget in the following directorates/business units: CEO's (\$11,285), Business Support (\$49,594), Operations (\$89,028) and Projects (\$109,459).

The full year Material Expenses has been forecast to be below the annual budget by \$354,599 (22.80%).

3. The full year Utility Expenses has been forecast to be \$64,562 (18.09%) below the budget of \$356,911. The variance relates primarily to the lower than budgeted electricity usage across the EMRC facilities together with anticipated savings based on renegotiated charges with the electricity supplier.
4. Year to date Fuel Expenses of \$424,943 is below the budget by \$66,355 (13.51%). The variance is attributable to the lower purchase price of distillate compared to budget together with the lower level of commercial tonnages received to date compared to budget.

The full year Fuel Expenses has been forecast to be below the budget by \$157,774 (19.07%).



Item 14.2 continued

5. Year to date Insurance Expenses of \$391,245 is above the budget by \$152,637 (63.97%). The variance is attributable to the repair costs (\$144,780) resulting from fire damage to the Hamel Shredder that was used to process mattresses at the Hazelmere Resource Recovery Facility (HRRF). This is off-set by a corresponding increase in reimbursement income from the insurance company.

The full year Insurance Expenses has been forecast to be above the budget by \$152,320 (47.83%).

6. Year to date Depreciation Expenses of \$3,217,460 is below the budget by \$401,159 (11.09%). The variance is principally due to the lower level of capital expenditure as at 31 March 2021 (\$9,401,254 compared to the forecast budget of \$17,333,155 and adopted budget of \$19,616,114).

The full year Depreciation Expenses has been forecast to be \$969,477 (17.51%) below the budget of \$5,537,697.

7. Year to date Miscellaneous Expenses (excluding the Landfill Levy expense) has been forecast to be \$116,744 (14.18%) below the budget of \$823,134. This variance is attributable to the lower level of travel and accommodation expenses (\$4,110 compared to a budget of \$30,242), lower contribution expenses (\$14,793 compared to a budget of \$36,222), lower internet service provider expenses (\$39,006 compared to a budget of \$60,975) and lower other miscellaneous expenses across all directorates of the EMRC (\$648,482 compared to a budget of \$695,695).

The full year Miscellaneous Expenses (excluding the Landfill Levy expenses) has been forecast to be \$195,622 (15.12%) below the budget of \$1,293,452. This variance is attributable to the lower level of travel and accommodation expenses (\$39,690 compared to a budget of \$66,774), Advertising Expenses (\$167,875 compared to a budget of \$192,509), lower contribution expenses (\$28,000 compared to a budget of \$55,000), lower internet service provider expenses (\$83,104 compared to a budget of \$104,104) and lower general miscellaneous expenses across all directorates of the EMRC (\$779,161 compared to a budget of \$875,065).

8. The full year Cost Allocations has been forecast to be \$127,186 (14.89%) below the budget of \$854,401. This variance relates specifically to internal costs allocated to various capital expenditure projects that were budgeted to utilise the EMRC's plant and have subsequently been reduced as part of the half year budget review process.

There were no further significant Operating Expenditure variances as at 31 March 2021.

<u>Other Comprehensive Income</u>	<i>Actuals for the Year</i>	Nil.
	<i>End of Year Forecast</i>	An unfavourable variance of \$4,966,676.

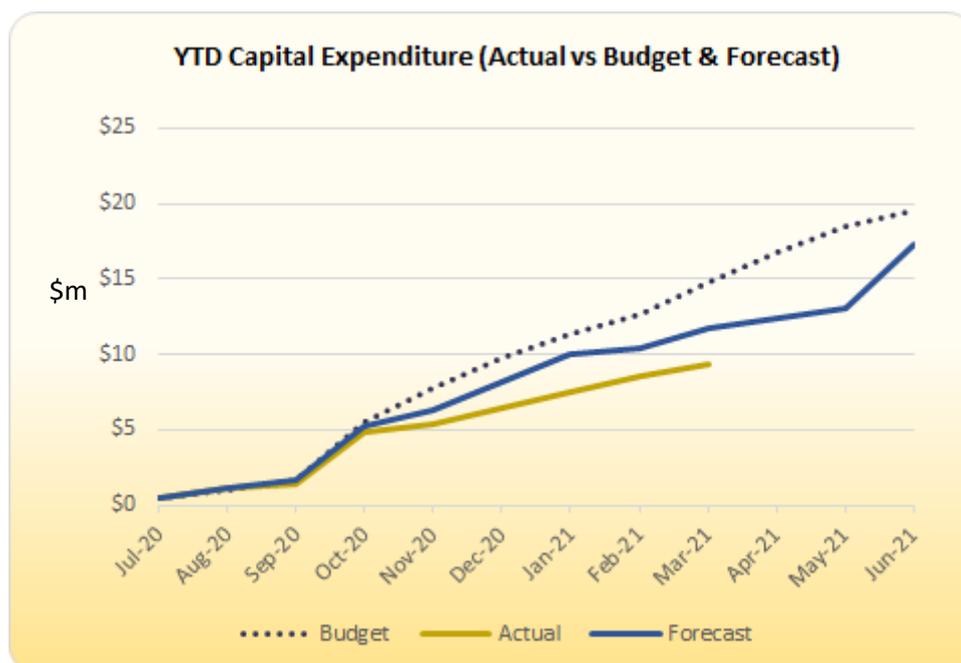
This represents the distribution to member Councils being the forecast value equivalent to the Secondary Waste charge paid by member Councils during the 2020/2021 financial year.



Item 14.2 continued

Capital Expenditure Statement (refer Attachment 2)

<u>Capital Expenditure</u>	<i>Actuals for the Year</i>	An underspent variance of \$2,338,071.
	<i>End of Year Forecast</i>	An underspent variance of \$2,282,959.



Capital Expenditure variances:

An underspent variance of \$2,338,071 existed as at 31 March 2021 when compared to the year to date reviewed budget forecast of \$11,739,325. An underspend of \$2,282,959 has been forecast as at year end compared to the budget of \$19,616,114.

Major capital expenditures to 31 March 2021 include:

- Purchase Waste Management Land - Red Hill Landfill Facility (RHLF) - \$2,015,907;
- Develop Lots 8, 9 & 10 For Future Waste Activities - RHLF - \$1,888,902;
- Construct Class III Cell - Stage 16 - RHLF - \$1,416,467;
- Purchase FOGO Processing Plant - RHLF - \$463,050;
- Construct and Commission HRRP - WWtE Building - \$405,851;
- Refurbish Plant - Hazelmere Resource Recovery Park (HRRP) - \$404,984;
- Purchase / Replace Plant - HRRP - \$344,817;
- Purchase Plant and Equipment - HRRP - WWtE - \$320,013;
- Construct Leachate and Stormwater Infrastructure and Siltation Ponds - RHLF - \$292,191;
- Purchase / Replace Plant - RHLF - \$246,372;
- Purchase/Replace Vehicles - Ascot Place and RHLF - \$239,573;
- Construct Site Infrastructure - HRRP - \$223,112;
- Implementation of the FOGO Recovery Strategy - RHLF - \$218,720;
- Construct Site Workshop - HRRP - \$193,350; and
- Construct Access Road to Lots 8, 9 and 10 - RHLF - \$122,858.



Item 14.2 continued

Major capital expenditure projects that are underspent compared to the year to date budget as at 31 March 2021 include:

- Purchase / Replace Plant - RHLF - \$935,000;
- Construct Class III Cell - Stage 16 - RHLF - \$847,038;
- Construct WWtE Utilities/Infrastructure - HRRP - \$330,049.
- Purchase WWtE Plant and Equipment - HRRP - \$300,188.
- Capital Improvement Ascot Place Administration Building - \$238,629;
- Purchase / Replace Minor Plant & Equipment - RHLF - \$220,788; and
- Purchase Information Technology and Communications Equipment - \$212,276.

The underspends are principally due to the timing of the projects and/or purchases. It is expected that capital expenditure provisions will be utilised during the year, and will be in line with budget or forecast provisions as applicable.

The capital expenditure budget spread for 2020/2021 is constantly reviewed to provide a more accurate indication of when capital expenditure projects and purchases have been programmed to be undertaken for reporting and cash flow purposes.

The Capital Expenditure budgets as at year end have been reviewed throughout the year and in particular as part of the half year budget review undertaken during January/February 2021 in order to reflect the actual timing of various projects and match expenditure requirements in relation to tonnage forecasts.

Full Year Capital Expenditure has been forecast to be \$2,282,959 (11.64%) below the budget of \$19,616,114.

Significant reductions to capital budgets where savings have been achieved, or where project expenditure has been deferred due to delays and/or carried forward or not required include the following:

- Liquid Waste Project - Red Hill Landfill Facility (RHLF) - \$1,500,000 (c/fwd);
- Construct Workshop No 3 - RHLF - \$624,811 (c/fwd);
- Construct Class III Cell Stage 16 - RHLF - \$574,285;
- Liquid Waste Project Plant - Red Hill Landfill Facility (RHLF) - \$550,000 (c/fwd);
- WWtE Plant and Equipment - HRRP - \$526,027 (\$373,363 c/fwd);
- Woodwaste to Energy Project (WWtE) Utilities / Infrastructure - HRRP - \$428,969 (\$340,000 c/fwd);
- Purchase / Replace Plant - RHLF - \$428,148 (c/fwd);
- Purchase / Replace Minor Plant & Equipment - RHLF - \$260,562;
- Construct Class III Cell Stage 17 - RHLF - \$250,000 (c/fwd);
- Construct Hazelmere Resource Recovery Park (HRRP) - Reuse Store Infrastructure - \$250,000;
- Purchase Waste Management Land - RHLF - \$219,093;
- Upgrade Power Supply to Workshop No 2 - RHLF - \$210,000 (c/fwd);
- Construct Drainage Diversion & Infrastructures - RHLF - \$200,000 (\$100,000 c/fwd).

This is offset by an increase in the following Capital Expenditure budget provision following a review of the capital expenditure program:

- Construct Site Workshop (HRRP) - \$1,465,750;
This was subject to a confidential report submitted to Council and approved by Council at its meeting held on 17 September 2020.



Item 14.2 continued

- Refurbish Plant - HRRP - \$404,984;
This expenditure relates to the refurbishment of plant that was expected to be completed and provided for in the previous financial year (2019/2020). There was no carried forward provision made in the 2020/2021 financial year for this expenditure and the resulting 2019/2020 total expenditure was below the expected forecast.
- Construct Access Road and Develop Lots 8, 9 & 10 - RHLF - \$372,039;
This expenditure relates to the construction of the access road and development of Lots 8, 9 & 10 at the RHLF that was expected to be completed and provided for in the previous financial year (2019/2020). There was no carried forward provision made in the 2020/2021 financial year for this expenditure and the resulting 2019/2020 total expenditure was below the expected forecast.
- Purchase FOGO Processing Plant - RHLF - \$315,000;
This additional expenditure relates to the purchase of the FOGO Processing Plant at the RHLF that was expected to be purchased in the previous financial year (2019/2020). There was no carried forward provision made in the 2020/2021 financial year for this expenditure and the resulting 2019/2020 total expenditure was below the budgeted provision.
- Air Pollution Control Residue Facility (APCR) - RHLF - \$300,000;
This expenditure relates to the set up and licencing costs for the construction of the APCR facility for the acceptance of fly-ash material at the RHLF. This project will be subject to a Business Plan and authorisation by Council.
- Gas Extraction System Wells - RHLF - \$260,562;
This expenditure is associated with the EMRC's contracted share of the gas extraction wells. Funding is provided from the Purchase / Replace Minor Plant & Equipment provision which has been reduced by the same amount.
- WWtE Building (HRRP) - \$250,593;
This expenditure relates to the correct allocation of budget provisions for the class of asset relating to the WWtE project. This off-sets the WWtE budgeted provisions for Utilities / Infrastructure and Plant and Equipment.
- Implementation of the FOGO Recovery Strategy - RHLF - \$230,000;
This was subject to a report submitted to Council and approved by Council at its meeting held on 17 September 2020 for the permanent FOGO facility.

Statement of Financial Position (refer Attachment 3)

The Statement of Financial Position shows the overall impact of actual balances compared with budget provisions and end of year forecasts for operating and capital works activities.

Total Equity as at 31 March 2021 totals \$189,292,189. This is an increase of \$4,840,309 from the 30 June 2020 equity of \$184,451,880 and represents the net change in assets from operations.

It has been forecast that Total Equity as at 30 June 2021 will be below the original budget of \$190,233,375 by \$5,197,654.



Item 14.2 continued

Statement of Cash and Investments (refer Attachment 4)

The level of cash and investments in the Municipal Fund as at 31 March 2021 is \$6,946,829 and Restricted Cash amount to \$76,869,458.

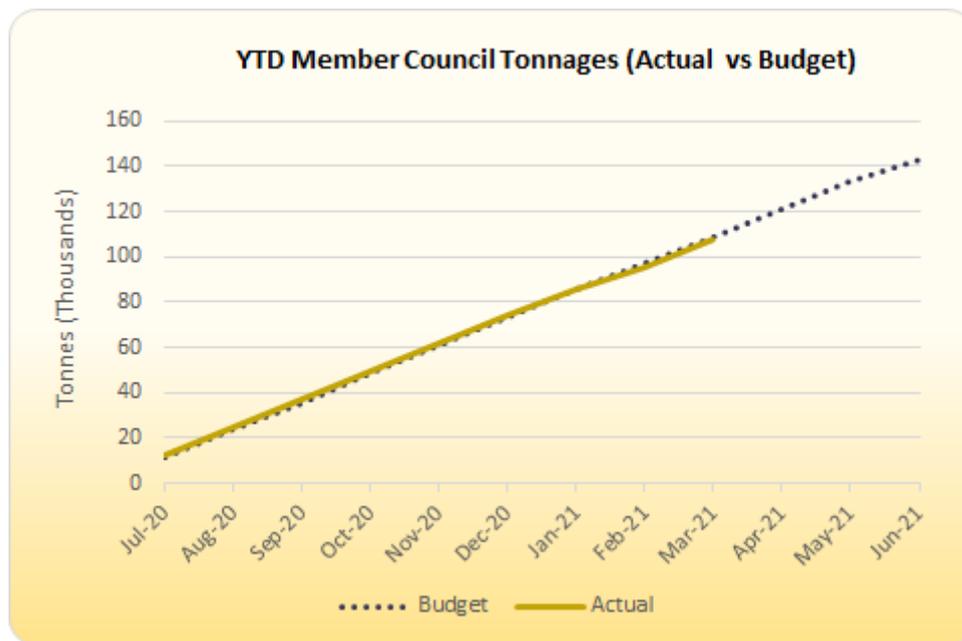
The net movement for the month is an increase of \$657,653.

It has been forecast that Total Cash and Investments as at 30 June 2021 will be below the original budget of \$72,192,491 by \$3,924,980.

Investment Report (refer Attachment 5)

Term deposits valued at \$8,000,000 matured during March 2021. This was reinvesting into further term deposits.

Tonnages - Member Councils

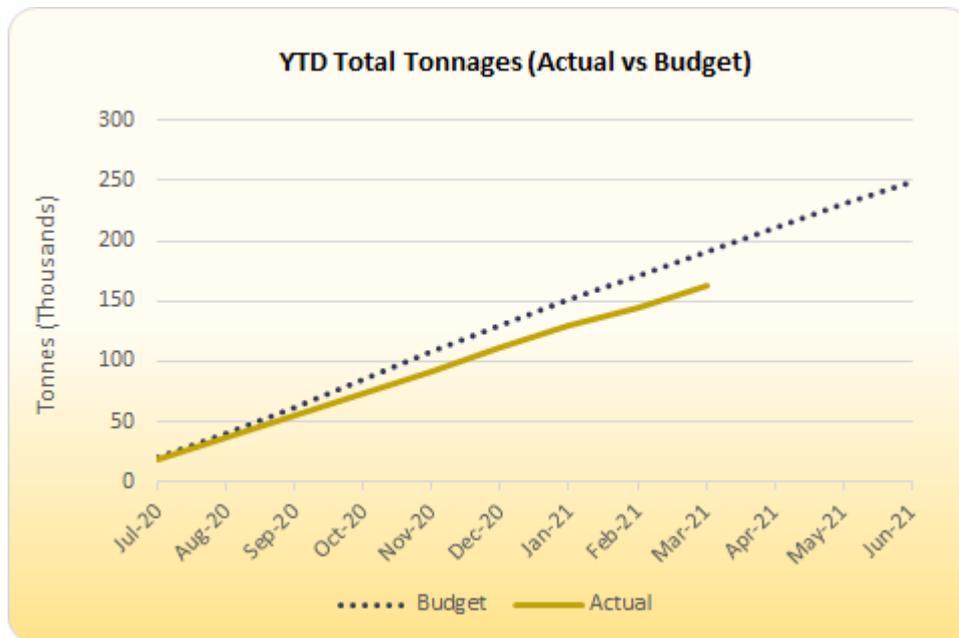


YTD tonnages received from member Councils total 107,827 compared to the budget of 108,629. As at the same period in 2019/2020 tonnages from member Councils totalled 104,130.



Item 14.2 continued

Tonnages - Total Tonnages



YTD total tonnages received from all source total 162,736 compared to the budget of 191,631. As at the same period in 2019/2020 tonnages received from all sources totalled 180,232.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 - Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC
- 3.4 To continue to improve financial and asset management practices

FINANCIAL IMPLICATIONS

As outlined within the report and attachments.

SUSTAINABILITY IMPLICATIONS

Nil



Item 14.2 continued

RISK MANAGEMENT

RISK: Non-compliance with Financial Regulations		
Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action / Strategy		
<ul style="list-style-type: none"> • The financial report is scrutinised by the EMRC Council to ensure that all statutory requirements are met. • Internal Audit reviews to ensure compliance with Financial Regulations. • External Audit confirms compliance. 		

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean City of Bayswater City of Belmont City of Kalamunda Shire of Mundaring City of Swan	} As outlined in the report.

ATTACHMENT(S)

1. Statement of Comprehensive Income by Nature and Type (Ref: D2021/08040)
2. Capital Expenditure Statement (Ref: D2021/08323)
3. Statement of Financial Position (Ref: D2021/08324)
4. Statement of Cash and Investments (Ref: D2021/08325)
5. Investment Report (Ref: D2021/08326)

VOTING REQUIREMENT

Simple Majority



Item 14.2 continued

RECOMMENDATION(S)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 31 March 2021.

COUNCIL RESOLUTION(S)

MOVED CR CONGERTON SECONDED CR DAW

THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 MARCH 2021.

CARRIED UNANIMOUSLY



STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

MARCH 2021

Year to Date				Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Operating Income							
\$23,980,125	\$27,157,377	(\$3,177,252)	(U)	User Charges	\$32,432,708	\$35,838,110	(\$3,405,402) (U)
(\$9,855,243)	(\$10,878,282)	\$1,023,039	(F)	<u>Less</u> Landfill Levy Charges	(\$13,141,915)	(\$14,504,393)	\$1,362,478 (F)
\$14,124,882	\$16,279,095	(\$2,154,213)	(U)	Net User Charges	\$19,290,793	\$21,333,717	(\$2,042,924) (U)
\$364,218	\$370,429	(\$6,211)	(U)	Special Charges	\$492,618	\$482,683	\$9,935 (F)
\$3,861,579	\$3,764,775	\$96,804	(F)	Secondary Waste Charge	\$4,966,676	\$4,738,691	\$227,985 (F)
\$416,146	\$335,122	\$81,024	(F)	Contributions	\$430,071	\$423,955	\$6,116 (F)
\$265,437	\$125,000	\$140,437	(F)	Operating Grants	\$275,437	\$415,000	(\$139,563) (U)
\$87,624	\$90,000	(\$2,376)	(U)	Interest Municipal Cash Investments	\$132,000	\$170,000	(\$38,000) (U)
\$576,761	\$694,437	(\$117,676)	(U)	Interest Restricted Cash Investments	\$940,126	\$929,975	\$10,151 (F)
\$1,723,649	\$946,433	\$777,216	(F)	Reimbursements	\$2,086,129	\$1,060,390	\$1,025,739 (F)
\$1,296,483	\$1,316,992	(\$20,509)	(U)	Other	\$2,032,595	\$2,440,311	(\$407,716) (U)
\$245,727	\$255,000	(\$9,273)	(U)	Proceeds from Sale of Assets	\$268,000	\$275,000	(\$7,000) (U)
\$22,962,506	\$24,177,283	(\$1,214,777)	(U)	Total Operating Income	\$30,914,445	\$32,269,722	(\$1,355,277) (U)
Operating Expenditure							
\$7,599,036	\$8,097,376	\$498,340	(F)	Salary Expenses	\$9,918,067	\$10,801,281	\$883,214 (F)
\$3,865,276	\$4,078,191	\$212,915	(F)	Contract Expenses	\$6,229,183	\$5,627,716	(\$601,467) (U)
\$1,342,460	\$1,050,795	(\$291,665)	(U)	Material Expenses	\$1,910,088	\$1,555,489	(\$354,599) (U)
\$219,089	\$237,672	\$18,583	(F)	Utility Expenses	\$292,349	\$356,911	\$64,562 (F)
\$424,943	\$491,298	\$66,355	(F)	Fuel Expenses	\$669,409	\$827,183	\$157,774 (F)
\$391,245	\$238,608	(\$152,637)	(U)	Insurance Expenses	\$470,804	\$318,484	(\$152,320) (U)
\$3,217,460	\$3,618,619	\$401,159	(F)	Depreciation Expenses	\$4,568,220	\$5,537,697	\$969,477 (F)
\$706,390	\$823,134	\$116,744	(F)	Miscellaneous Expenses	\$1,097,830	\$1,293,452	\$195,622 (F)
\$590,051	\$645,477	\$55,426	(F)	Provision Expenses	\$813,480	\$900,658	\$87,178 (F)
(\$420,667)	(\$422,333)	(\$1,666)	(U)	Costs Allocated	(\$727,215)	(\$854,401)	(\$127,186) (U)
\$186,914	\$206,090	\$19,176	(F)	Carrying Amount of Assets Disposed Of	\$250,694	\$252,738	\$2,044 (F)
\$18,122,197	\$19,064,927	\$942,730	(F)	Total Operating Expenditure	\$25,492,909	\$26,617,208	\$1,124,299 (F)
\$4,840,309	\$5,112,356	(\$272,047)	(U)	NET RESULT BEFORE OTHER COMPREHENSIVE INCOME	\$5,421,536	\$5,652,514	(\$230,978) (U)
Surplus	Surplus				Surplus	Surplus	
Realised/Unrealised (Gain)/Loss From Change in Fair Value of Investments							
\$0	\$0	\$0	(F)	Unrealised (Gain)/Loss	\$0	\$0	\$0 (F)
\$0	\$0	\$0	(F)	Realised (Gain)/Loss	\$0	\$0	\$0 (F)
\$0	\$0	\$0	(F)	Total (Gain)/Loss from change in Fair Value of Investments	\$0	\$0	\$0 (F)
Other Comprehensive Income							
\$0	\$0	\$0	(F)	Revaluation of Assets/Accumulated Depreciation Reversal	\$0	\$0	\$0 (F)
\$0	\$0	\$0	(F)	Other Comprehensive Income	\$0	\$0	\$0 (F)
\$0	\$0	\$0	(F)	Distribution to Member Councils	\$4,966,676	\$0	(\$4,966,676) (U)
\$0	\$0	\$0	(F)	Total Other Comprehensive Income	\$4,966,676	\$0	(\$4,966,676) (U)
\$4,840,309	\$5,112,356	\$272,047	(U)	CHANGE IN NET ASSETS FROM OPERATIONS	\$454,860	\$5,652,514	(\$5,197,654) (U)
Surplus	Surplus				Surplus	Surplus	

Notes:

1. User Charges - include member Councils and casual users pertaining to waste, risk management and environmental services fees and charges;
2. Special Charges - Waste Education Levy;
3. Contributions - member Councils' contributions to projects and services;
4. Operating Grants - grant income predominantly from government agencies; and
5. Other Operating Income - includes income from the sale of products;

(F) denotes Favourable variance and (U) denotes Unfavourable variance



CAPITAL EXPENDITURE STATEMENT

MARCH 2021

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Business Support							
\$120,741	\$200,000	\$79,259	\$891	Purchase Vehicles - Ascot Place (24440/00)	\$129,000	\$200,000	\$71,000
\$0	\$30,000	\$30,000	\$0	Purchase Furniture Fittings & Equipment - Corporate Services (24510/01)	\$10,000	\$62,000	\$52,000
\$21,724	\$234,000	\$212,276	\$0	Purchase Information Technology & Communication Equipment (24550/00)	\$464,000	\$405,000	(\$59,000)
\$13,421	\$252,050	\$238,629	\$520	Capital Improvement Administration Building - Ascot Place (25240/01)	\$13,500	\$308,000	\$294,500
\$0	\$5,000	\$5,000	\$0	Upgrade Security Equipment - Ascot Place (25530/01)	\$5,000	\$5,000	\$0
\$155,886	\$721,050	\$565,164	\$1,411		\$621,500	\$980,000	\$358,500



CAPITAL EXPENDITURE STATEMENT

MARCH 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Sustainability Team							
\$45,979	\$0	(\$45,979)	\$0	Purchase Polystyrene Compactor (Grant allocation) - Waste Education (24410/13)	\$44,990	\$0	(\$44,990)
\$45,979	\$0	(\$45,979)	\$0		\$44,990	\$0	(\$44,990)



CAPITAL EXPENDITURE STATEMENT

MARCH 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Operations Team							
\$0	\$25,000	\$25,000	\$0	Air Supply lines - Waste Management Structures - Red Hill Landfill Facility (24399/10)	\$25,000	\$75,000	\$50,000
\$38,379	\$0	(\$38,379)	\$222,183	Gas Extraction System Wells - Red Hill Landfill Facility (24399/20)	\$260,562	\$0	(\$260,562)
\$246,372	\$1,181,372	\$935,000	\$0	Purchase / Replace Plant - Red Hill Landfill Facility (24410/00)	\$1,506,842	\$1,935,000	\$428,158
\$344,817	\$415,000	\$70,183	\$229,400	Purchase / Replace Plant - Hazelmere (24410/01)	\$595,000	\$595,000	\$0
\$52,072	\$272,860	\$220,788	\$61,200	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility (24420/00)	\$264,438	\$525,000	\$260,562
\$0	\$20,000	\$20,000	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere (24420/02)	\$34,000	\$34,000	\$0
\$118,832	\$129,000	\$10,168	\$891	Purchase / Replace Vehicles - Red Hill Landfill Facility (24430/00)	\$132,000	\$129,000	(\$3,000)
\$5,315	\$0	(\$5,315)	\$0	Purchase / Replace Office Equipment - Red Hill Landfill Facility (24510/08)	\$5,315	\$0	(\$5,315)
\$0	\$10,000	\$10,000	\$0	Purchase Fire Fighting System/Equipment - Hazelmere (24520/07)	\$5,000	\$10,000	\$5,000
\$13,340	\$170,000	\$156,660	\$15,180	Purchase / Replace Security System - Red Hill Waste Management Facility (24530/08)	\$13,500	\$170,000	\$156,500
\$11,356	\$61,356	\$50,000	\$0	Purchase / Replace Other Equipment - Red Hill Landfill Facility (24590/00)	\$74,685	\$80,000	\$5,315
\$78,158	\$0	(\$78,158)	\$0	Refurbish Plant - Red Hill Landfill Facility (25410/00)	\$78,158	\$0	(\$78,158)
\$404,984	\$0	(\$404,984)	\$0	Refurbish Plant - Hazelmere (25410/01)	\$404,984	\$0	(\$404,984)
\$1,313,625	\$2,284,588	\$970,963	\$528,854		\$3,399,484	\$3,553,000	\$153,516



CAPITAL EXPENDITURE STATEMENT

MARCH 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Projects Team							
\$2,015,907	\$2,015,907	\$0	\$0	Purchase Waste Management Land (24150/02)	\$2,015,907	\$2,235,000	\$219,093
\$0	\$20,000	\$20,000	\$0	Construct Waste Management Facility Buildings - Red Hill Landfill Facility (24250/01)	\$20,000	\$200,000	\$180,000
\$32,528	\$175,689	\$143,162	\$78,241	Construct Workshop No 3 - Red Hill Landfill Facility (24250/08)	\$175,689	\$800,500	\$624,811
\$405,851	\$181,750	(\$224,101)	\$10,700	Construct Wood Waste to Energy Building - HRRP (24259/05)	\$432,343	\$181,750	(\$250,593)
\$57,837	\$100,000	\$42,163	\$0	Construct Community Recycling Centre (CRC) - HRRP (24259/06)	\$65,000	\$100,000	\$35,000
\$103,089	\$100,000	(\$3,089)	\$19,750	Construct Commercial Transfer Station - HRRP (24259/10)	\$135,000	\$100,000	(\$35,000)
\$193,350	\$0	(\$193,350)	\$955,015	Construct Site Workshop - HRRP (24259/13)	\$1,465,750	\$0	(\$1,465,750)
\$0	\$40,000	\$40,000	\$0	Upgrade Power Supply to Workshop No 2 - Red Hill Landfill Facility (24259/15)	\$40,000	\$250,000	\$210,000
\$0	\$0	\$0	\$0	Construct Wood Waste to Energy Building (Pre-Commissioning) - HRRP (24259/18)	\$523,130	\$0	(\$523,130)
\$3,240	\$0	(\$3,240)	\$0	Construct Class III Cell Stage 14 - Red Hill Landfill Facility (24310/12)	\$3,240	\$0	(\$3,240)
\$1,416,467	\$2,263,505	\$847,038	\$961,762	Construct Class III Cell Stage 16 - Red Hill Landfill Facility (24310/19)	\$3,171,717	\$3,746,002	\$574,285
\$0	\$0	\$0	\$0	Construct Class III Cell Stage 17 - Red Hill Landfill Facility (24310/21)	\$0	\$250,000	\$250,000
\$0	\$0	\$0	\$0	Design and Construct Class IV Cell Stage 3 - Red Hill Landfill Facility (24330/05)	\$150,000	\$0	(\$150,000)



CAPITAL EXPENDITURE STATEMENT

MARCH 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Projects Team							
\$292,191	\$290,000	(\$2,191)	\$201,939	Construct Leachate and Stormwaste Infrastructure and Siltation Ponds - Red Hill Landfill Facility (24350/01)	\$315,000	\$400,000	\$85,000
\$0	\$124,401	\$124,401	\$24,998	Construct Roads / Carparks - Red Hill Landfill Facility (24370/00)	\$124,401	\$124,401	\$0
\$122,858	\$50,000	(\$72,858)	\$0	Construct Access Road to Lots 8 9 10 - Red Hill Landfill Facility (24370/02)	\$250,000	\$50,000	(\$200,000)
\$0	\$50,000	\$50,000	\$0	Construct Drainage Diversion and Earthworks Infrastructures - Red Hill Landfill Facility (24380/00)	\$50,000	\$250,000	\$200,000
\$0	\$0	\$0	\$0	Construct Litter Fence - Redhill Landfill Facility (24394/05)	\$0	\$50,000	\$50,000
\$0	\$100,000	\$100,000	\$0	Resource Recovery Park - Noise Control Fencing (24394/06)	\$150,000	\$150,000	\$0
\$0	\$0	\$0	\$0	Construct Hardstand and Road - Hazelmere (24395/01)	\$0	\$55,000	\$55,000
\$92,426	\$0	(\$92,426)	\$0	Construct FOGO Processing Area - Red Hill Landfill Facility (24395/05)	\$188,000	\$0	(\$188,000)
\$0	\$0	\$0	\$0	Undertake FOGO Reference Site Tours (24395/06)	\$0	\$62,500	\$62,500
\$218,720	\$0	(\$218,720)	\$0	Implementation of the FOGO Recovery Strategy (24395/07)	\$230,000	\$0	(\$230,000)
\$22,000	\$20,000	(\$2,000)	\$0	Construct Monitoring Bores - Red Hill Landfill Facility (24396/00)	\$22,000	\$20,000	(\$2,000)
\$223,112	\$300,000	\$76,888	\$220,572	Construct Site Infrastructure - HRRP (24399/01)	\$450,000	\$300,000	(\$150,000)
\$0	\$0	\$0	\$0	Construct Reuse Store Infrastructure (Car Park) - HRRP (24399/07)	\$0	\$250,000	\$250,000
\$14,224	\$344,273	\$330,049	\$80	Wood Waste to Energy Utilities/Infrastructure - HRRP (24399/11)	\$86,031	\$515,000	\$428,969



CAPITAL EXPENDITURE STATEMENT

MARCH 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Projects Team							
\$0	\$0	\$0	\$0	Liquid Waste Project - Red Hill Landfill Facility (24399/16)	\$150,000	\$1,650,000	\$1,500,000
\$1,888,902	\$1,787,961	(\$100,941)	\$353,922	Develop Lots 8 9 & 10 For Future Waste Activities - Red Hill Landfill Facility (24399/19)	\$1,960,000	\$1,787,961	(\$172,039)
\$0	\$0	\$0	\$0	Air Pollution Control Residue Facility (APCR) - Red Hill Landfill Facility (24399/21)	\$300,000	\$0	(\$300,000)
\$320,013	\$620,201	\$300,188	\$262,995	Purchase Wood Waste to Energy Plant & Equipment - HRRP (24410/03)	\$328,973	\$855,000	\$526,027
\$463,050	\$150,000	(\$313,050)	\$1,500	Purchase FOGO Processing Plant - Red Hill Landfill Facility (24410/10)	\$465,000	\$150,000	(\$315,000)
\$0	\$0	\$0	\$0	Liquid Waste Project Plant - Red Hill Landfill Facility (24410/11)	\$0	\$550,000	\$550,000
\$7,885,764	\$8,733,687	\$847,923	\$3,091,473		\$13,267,181	\$15,083,114	\$1,815,933
\$9,401,254	\$11,739,325	\$2,338,071	\$3,621,738	TOTAL CAPITAL EXPENDITURE	\$17,333,155	\$19,616,114	\$2,282,959



STATEMENT OF FINANCIAL POSITION

MARCH 2021

Actual June 2020	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Current Assets					
\$1,102,124	\$3,893,243	Cash and Cash Equivalents	\$2,184,622	\$1,109,530	\$1,075,092 (F)
\$85,324,608	\$79,923,044	Investments	\$66,082,961	\$71,082,961	(\$5,000,000) (U)
\$2,987,058	\$4,281,834	Trade and Other Receivables	\$2,716,470	\$2,716,470	\$0 (F)
\$39,035	\$40,441	Inventories	\$54,739	\$54,739	\$0 (F)
\$67,382	\$457,117	Other Assets	\$42,555	\$42,555	\$0 (F)
\$89,520,206	\$88,595,679	Total Current Assets	\$71,081,347	\$75,006,255	(\$3,924,908) (U)
Current Liabilities					
\$6,160,299	\$5,802,292	Trade and Other Payables	\$5,541,725	\$5,541,725	\$0 (F)
\$1,835,255	\$1,835,255	Provisions	\$1,676,448	\$1,676,448	\$0 (F)
\$7,995,554	\$7,637,547	Total Current Liabilities	\$7,218,173	\$7,218,173	\$0 (F)
\$81,524,652	\$80,958,132	Net Current Assets	\$63,863,174	\$67,788,082	(\$3,924,908) (U)
Non Current Assets					
\$50,570,000	\$52,585,907	Land	\$52,585,881	\$52,805,000	(\$219,119) (U)
\$7,292,678	\$7,207,758	Buildings	\$11,531,053	\$11,071,240	\$459,813 (F)
\$21,123,020	\$19,485,952	Structures	\$29,080,838	\$30,764,213	(\$1,683,375) (U)
\$12,895,549	\$13,464,953	Plant	\$18,914,812	\$18,788,644	\$126,168 (F)
\$606,150	\$540,470	Equipment	\$1,045,219	\$1,080,598	(\$35,379) (U)
\$135,079	\$128,600	Furniture and Fittings	\$156,124	\$158,299	(\$2,175) (U)
\$17,736,763	\$22,942,479	Work in Progress	\$13,405,473	\$13,411,330	(\$5,857) (U)
\$110,359,239	\$116,356,119	Total Non Current Assets	\$126,719,400	\$128,079,324	(\$1,359,924) (U)
Non Current Liabilities					
\$7,432,011	\$8,022,062	Provisions	\$5,546,853	\$5,634,031	\$87,178 (F)
\$7,432,011	\$8,022,062	Total Non Current Liabilities	\$5,546,853	\$5,634,031	\$87,178 (F)
\$184,451,880	\$189,292,189	Net Assets	\$185,035,721	\$190,233,375	(\$5,197,654) (U)
Equity					
\$58,106,903	\$66,352,626	Accumulated Surplus/Deficit	\$75,379,157	\$75,379,157	\$0 (F)
\$75,968,089	\$75,968,089	Cash Backed Reserves	\$62,103,863	\$67,070,539	(\$4,966,676) (U)
\$42,131,165	\$42,131,165	Asset Revaluation Reserve	\$42,131,165	\$42,131,165	\$0 (F)
\$8,245,723	\$4,840,309	Net change in assets from operations	\$5,421,536	\$5,652,514	(\$230,978) (U)
\$184,451,880	\$189,292,189	Total Equity	\$185,035,721	\$190,233,375	(\$5,197,654) (U)

CASH AND INVESTMENTS MARCH 2021

Actual June 2020	Actual Year to Date		Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,098,174	3,889,193	Cash at Bank - Municipal Fund 01001/00	2,180,672	1,105,580	1,075,092 (F)
3,950	4,050	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
9,031,911	3,053,586	Investments - Municipal Fund 02021/00	3,369,737	2,988,240	381,497 (F)
10,134,035	6,946,829	Total Municipal Cash	5,553,859	4,097,270	1,456,589 (F)
Restricted Cash and Investments					
141,856	142,749	Restricted Investments - Plant and Equipment 02022/01	943,177	267,120	676,057 (F)
4,986,647	5,018,044	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	3,470,685	3,525,256	(54,571) (U)
18,263,389	18,702,015	Restricted Investments - Future Development 02022/03	15,357,384	15,072,575	284,809 (F)
2,350,987	2,365,790	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,515,163	1,545,172	(30,009) (U)
46,892	47,187	Restricted Investments - Environmental Insurance Red Hill 02022/05	57,281	57,268	13 (F)
15,631	15,729	Restricted Investments - Risk Management 02022/06	15,695	15,699	(4) (U)
649,866	653,958	Restricted Investments - Class IV Cells Red Hill 02022/07	595,260	710,295	(115,035) (U)
321,607	0	Restricted Investments - Regional Development 02022/08	0	322,511	(322,511) (U)
45,240,494	45,525,347	Restricted Investments - Secondary Waste Processing 02022/09	38,253,401	44,803,335	(6,549,934) (U)
2,873,244	2,891,335	Restricted Investments - Class III Cells 02022/10	1,103,989	482,686	621,303 (F)
78,920	79,417	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	79,122	79,259	(137) (U)
324,608	423,044	Restricted Investments - Accrued Interest 02022/19	298,461	189,362	109,099 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
998,556	1,004,843	Restricted Investments - Long Service Leave 02022/90	1,024,106	1,024,683	(577) (U)
76,292,697	76,869,458	Total Restricted Cash	62,713,724	68,095,221	(5,381,497) (U)
86,426,732	83,816,287	TOTAL CASH AND INVESTMENTS	68,267,583	72,192,491	(3,924,908) (U)

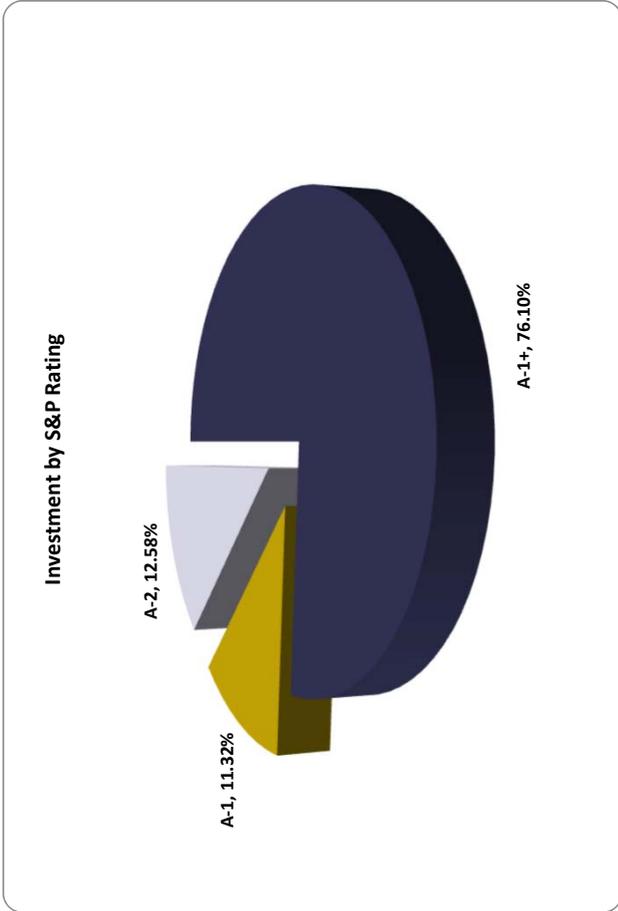
The Cash at Bank - Municipal Fund represents the balance on the last day of the relevant month. Any portion of the balance available for investment is transferred into the Investment - Municipal Fund account in the following period. Funds held in the Cash at Bank - Municipal Fund continue to accrue interest as per the Westpac commercial rates.

EMRC Investment Report

March 2021

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	76.10%	100.00%
AA	A-1	11.32%	100.00%
BBB	A-2	12.58%	15.00%
		100.00%	



II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio
AMP	BBB	A-2	4.40%
ANZ Banking Group	AAA	A-1+	16.35%
ME Bank	BBB	A-2	4.40% *
NAB	AAA	A-1+	32.09%
Rural Bank	BBB	A-2	0.00% *
Westpac / St. George Bank	AAA	A-1+	27.67%
Suncorp	AA	A-1	0.00% *
Bank of Queensland	BBB	A-2	3.77%
Macquarie Bank	AA	A-1	11.32%
			100.00%

* Non-Fossil Fuel ADI (Authorised Deposit Taking Institution)

III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines	
	% Portfolio	% Max
Less Than 1 Year	100.00%	100%
Greater than 1 year & less than or equal to 3 years	0.00%	60%
		100.00%

IV. Fossil Fuel Divestment

	% Portfolio	
Non-Fossil Fuel ADI's	4.40%	
Fossil Fuel ADI's	95.60%	
		100.00%

NB: This report is consistent with the reporting requirements of the Policy 3.3 - Management of Investments Policy



14.3 FINANCIAL REPORT FOR PERIOD ENDED 30 APRIL 2021

REFERENCE: D2021/07473

PURPOSE OF REPORT

The purpose of this report is to provide Council with an overview of the EMRC's financial performance for the period ended 30 April 2021.

KEY POINTS AND RECOMMENDATION(S)

- Significant year to date budget variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Financial Activity as at 30 April 2021 have been identified and are reported on in the body of the report.

Recommendation(s)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 30 April 2021.

SOURCE OF REPORT

Chief Financial Officer

BACKGROUND

It is a requirement of the *Local Government (Financial Management) Regulations 1996* (r.34) that a Local Government is to prepare and present to Council financial reports in such a form as the Local Government considers to be appropriate.

Submitted to each meeting of Council is a financial report and summaries which provide an overview of year to date budget performance for operating activities and capital works. Variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Comprehensive Income are reported on in the body of the report. Also included are end of year forecasts by nature and type for operating activities and end of year forecasts for each capital works project. These forecasts are reviewed regularly in order to provide an accurate forecast of the end of year result.

The half year budget review was undertaken during January/February 2021 and is reflected in this report.

REPORT

Outlined below are financial statements for the period ended 30 April 2021. Where possible the year to date monthly budget allocations will be reviewed in order to match the appropriate timing for the various projects budgeted to be undertaken. This will provide a better comparison between the year to date actual and year to date budget figures.

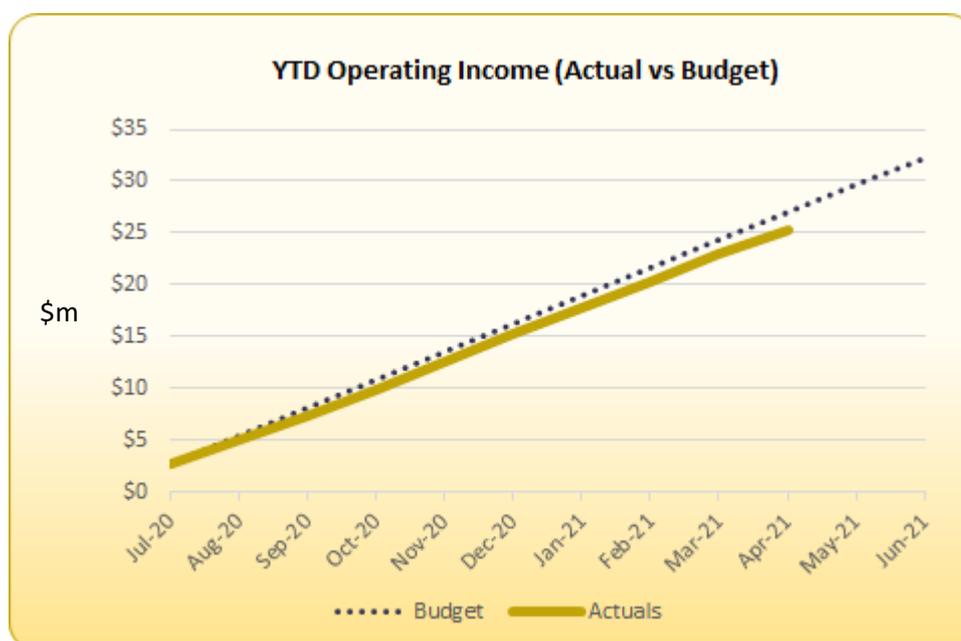


Item 14.3 continued

Statement of Comprehensive Income - Nature and Type (refer Attachment 1)

The net operating result as at 30 April 2021 is an unfavourable variance of \$47,941 (0.91%) against budget. The following information is provided on key aspects of Council's year to date financial performance:

<u>Operating Income</u>	<i>Actuals for the Year</i>	An unfavourable variance of \$1,334,342 (5.01%).
	<i>End of Year Forecast</i>	An unfavourable variance of \$1,355,277 (4.20%).



Operating Income variances previously reported to Council:

1. Year to date Net User Charges is \$2,299,561 (12.75%) below the budget of \$18,029,159. The variance is due to the lower than budgeted Commercial tonnages received as at 30 April 2021.
2. Year to date Contributions is \$52,927 (14.16%) above the budget of \$373,834. The variance is due to the carried forward contribution funds totalling \$71,738 relating to the Environmental Building Benchmarking Project not previously budgeted for as part of the 2020/2021 Annual Financial Budget.
3. Year to date Operating Grants is \$141,437 (113.15%) above the budget of \$125,000. The variance is primarily due to the carried forward of unspent grant funds totalling \$81,406 from the 2019/2020 financial year relating to various projects together with the following successful grant not previously budgeted for that have been received:
 - \$65,775 - Tackling the Troublesome Two Project; and
 - \$50,000 - Circular Economy Training and Capacity Building Project.

The full year for Operating Grants has been forecast to be below the annual budget by \$139,563 (33.63%). The variance is due to the reasons as outlined above together with grants totalling \$288,000 relating to the following projects that have not been received (associated costs relating specifically to these grants have also not been incurred).

- \$108,000 - Regional Spatial Mapping; and
- \$180,000 - Avon Descent.



Item 14.3 continued

4. Year to date Interest Municipal Cash is \$12,485 (11.56%) below the budget of \$108,000. The variance is due to the average lower level of cash now being held in the working account together with lower interest rates on investments being obtained. The average interest rate as at 30 April 2021 is 0.985% compared to the budgeted interest rate of 1.14%.

The full year Interest Municipal Cash Investments has been forecast to be \$38,000 (22.35%) below the budget of \$170,000.

5. Year to date Interest on Restricted Cash Investments is \$148,005 (19.15%) below the budget of \$772,930. The variance is due to the lower interest rates on investments being obtained. The average interest rate as at 30 April 2021 is 0.985% compared to the budgeted interest rate of 1.14%.
6. Year to date Reimbursements is \$843,618 (85.70%) above the budget of \$984,406. The variance primarily relates to the reimbursement of costs that were not previously budgeted for relating to the purchase of caddies and liners on behalf of the City of Bayswater (\$555,834), insurance reimbursement for repair and business interruption losses resulting from fire damage to the Hamel Shredder that was used to process mattresses at the Hazelmere Resource Recovery Facility (HRRF), and, additional reimbursements from the management of the Coppin and Mathieson Transfer Stations which is based on a cost-plus basis and is reliant on the level of income generated from the sale of products at the sites.

The full year Reimbursements has been forecast to be above the annual budget by \$1,025,739 (96.73%).

7. The full year Other Income has been forecast to be \$407,716 (16.71%) below the budget of \$2,440,311. The variance is attributable to a \$0 forecast for electricity sales from the WWtE facility (compared to a budget of \$559,650), and the sale of products from the WWtE facility (\$0 forecast compared to a budget of \$112,500) due to the delay in the commissioning of the Wood Waste to Energy (WWtE) facility.

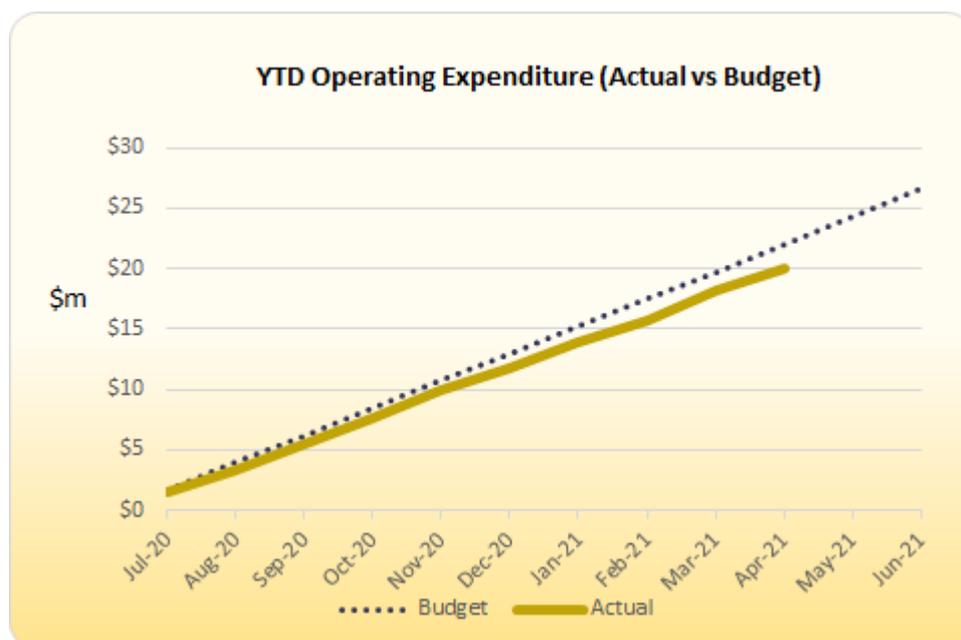
This is offset by additional income from the sale of products from the Class IV Cell (\$175,000 forecast compared to a budget of \$0), additional sales of products from the Woodwaste Project (\$807,716 forecast compared to a budget of \$700,000) and the additional sale of products from the Baywaste Transfer Station (\$60,000 forecast compared to a budget of \$0).

There were no further significant Operating Income variances as at 30 April 2021.



Item 14.3 continued

<u>Operating Expenditure</u>	Actuals for the Year	A favourable variance of \$1,382,283 (6.47%).
	End of Year Forecast	A favourable variance of \$1,124,299 (4.22%).



Operating Expenditure variances previously reported to Council:

1. The full year Contract Expenses has been forecast to be \$601,467 (10.69%) above the budget of \$5,627,716. The variance relates primarily to additional contract labour and material expenses of \$474,299 and additional legal expenses of \$160,190. The additional contract labour expense is primarily as a result of staff vacancies. This is reflected in an end of year forecast that is \$883,214 lower than budget in the salary expenses.
2. Year to date Material Expenses of \$1,460,872 is above the budget by \$242,517 (19.91%). The variance is attributable to the purchase of FOGO caddies and liners on behalf of the City of Bayswater that was not previously budgeted (\$555,834). A corresponding increase is in the reimbursement income which represents the recoup of costs from the City of Bayswater. The variance is off-set by expenditure lower than budget in the following directorates/business units: CEO's (\$16,377), Business Support (\$50,964), Operations (\$132,435) and Projects (\$101,398).

The full year Material Expenses has been forecast to be below the annual budget by \$354,599 (22.80%).

3. The full year Utility Expenses has been forecast to be \$64,562 (18.09%) below the budget of \$356,911. The variance relates primarily to the lower than budgeted electricity usage across the EMRC facilities together with anticipated savings based on renegotiated charges with the electricity supplier.
4. Year to date Fuel Expenses of \$481,950 is below the budget by \$65,270 (11.93%). The variance is attributable to the lower purchase price of distillate compared to budget together with the lower level of commercial tonnages received to date compared to budget.

The full year Fuel Expenses has been forecast to be below the budget by \$157,774 (19.07%).



Item 14.3 continued

5. Year to date Insurance Expenses of \$417,738 is above the budget by \$152,618 (57.57%). The variance is attributable to the repair costs (\$144,780) resulting from fire damage to the Hamel Shredder that was used to process mattresses at the Hazelmere Resource Recovery Facility (HRRF). This is off-set by a corresponding increase in reimbursement income from the insurance company.

The full year Insurance Expenses has been forecast to be above the budget by \$152,320 (47.83%).

6. Year to date Depreciation Expenses of \$3,577,292 is below the budget by \$570,858 (13.76%). The variance is principally due to the lower level of capital expenditure as at 30 April 2021 (\$10,078,409 compared to the forecast budget of \$17,333,155 and adopted budget of \$19,616,114).

The full year Depreciation Expenses has been forecast to be \$969,477 (17.51%) below the budget of \$5,537,697.

7. Year to date Miscellaneous Expenses (excluding the Landfill Levy expense) has been forecast to be \$193,336 (20.79%) below the budget of \$930,086. This variance is attributable to the lower level of travel and accommodation expenses (\$6,093 compared to a budget of \$35,716), lower contribution expenses (\$15,866 compared to a budget of \$47,469), lower internet service provider expenses (\$43,526 compared to a budget of \$71,650) and lower other miscellaneous expenses across all directorates of the EMRC (\$671,265 compared to a budget of \$775,251).

The full year Miscellaneous Expenses (excluding the Landfill Levy expenses) has been forecast to be \$195,622 (15.12%) below the budget of \$1,293,452. This variance is attributable to the lower level of travel and accommodation expenses (\$39,690 compared to a budget of \$66,774), Advertising Expenses (\$167,875 compared to a budget of \$192,509), lower contribution expenses (\$28,000 compared to a budget of \$55,000), lower internet service provider expenses (\$83,104 compared to a budget of \$104,104) and lower general miscellaneous expenses across all directorates of the EMRC (\$779,161 compared to a budget of \$875,065).

8. The full year Cost Allocations has been forecast to be \$127,186 (14.89%) below the budget of \$854,401. This variance relates specifically to internal costs allocated to various capital expenditure projects that were budgeted to utilise the EMRC's plant and have subsequently been reduced as part of the half year budget review process.

There were no further significant Operating Expenditure variances as at 30 April 2021.

<u>Other Comprehensive Income</u>	<i>Actuals for the Year</i>	Nil.
	<i>End of Year Forecast</i>	An unfavourable variance of \$4,966,676.

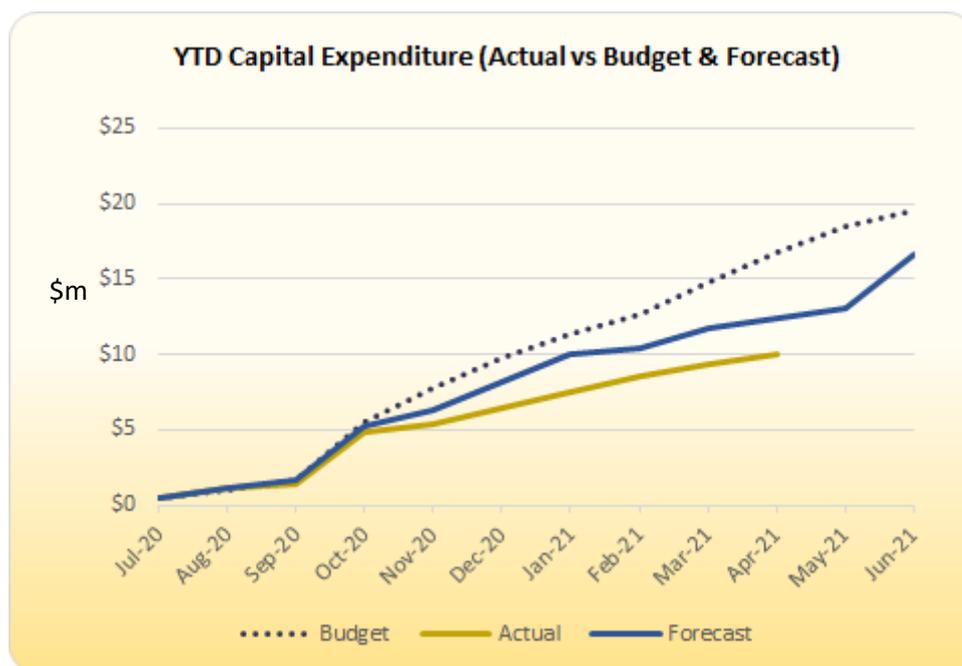
This represents the distribution to member Councils being the forecast value equivalent to the Secondary Waste charge paid by member Councils during the 2020/2021 financial year.



Item 14.3 continued

Capital Expenditure Statement (refer Attachment 2)

<u>Capital Expenditure</u>	<i>Actuals for the Year</i>	An underspent variance of \$2,345,605.
	<i>End of Year Forecast</i>	An underspent variance of \$2,282,959.



Capital Expenditure variances:

An underspent variance of \$2,345,605 existed as at 30 April 2021 when compared to the year to date reviewed budget forecast of \$12,424,014. An underspend of \$2,282,959 has been forecast as at year end compared to the budget of \$19,616,114.

Major capital expenditures to 30 April 2021 include:

- Purchase Waste Management Land - Red Hill Landfill Facility (RHLF) - \$2,015,907;
- Develop Lots 8, 9 & 10 For Future Waste Activities - RHLF - \$1,888,902;
- Construct Class III Cell - Stage 16 - RHLF - \$1,417,357;
- Construct Site Workshop - HRRP - \$500,354;
- Purchase FOGO Processing Plant - RHLF - \$463,050;
- Purchase / Replace Plant - HRRP - \$429,797;
- Construct and Commission HRRP - WWtE Building - \$405,851;
- Refurbish Plant - Hazelmere Resource Recovery Park (HRRP) - \$404,984;
- Purchase Plant and Equipment - HRRP - WWtE - \$328,973;
- Construct Leachate and Stormwater Infrastructure and Siltation Ponds - RHLF - \$311,966;
- Purchase / Replace Plant - RHLF - \$246,372;
- Purchase/Replace Vehicles - Ascot Place and RHLF - \$239,573;
- Construct Site Infrastructure - HRRP - \$229,235;
- Implementation of the FOGO Recovery Strategy - RHLF - \$227,951; and
- Construct FOGO Processing Area - RHLF - \$173,531.



Item 14.3 continued

Major capital expenditure projects that are underspent compared to the year to date budget as at 30 April 2021 include:

- Construct Class III Cell - Stage 16 - RHLF - \$1,288,337;
- Purchase / Replace Plant - RHLF - \$935,000;
- Construct WWtE Utilities/Infrastructure - HRRP - \$326,996;
- Purchase WWtE Plant and Equipment - HRRP - \$291,228.
- Capital Improvement Ascot Place Administration Building - \$287,804;
- Purchase / Replace Minor Plant & Equipment - RHLF - \$273,288; and
- Purchase Information Technology and Communications Equipment - \$218,854.

The underspends are principally due to the timing of the projects and/or purchases. It is expected that capital expenditure provisions will be utilised during the year, and will be in line with budget or forecast provisions as applicable.

The capital expenditure budget spread for 2020/2021 is constantly reviewed to provide a more accurate indication of when capital expenditure projects and purchases have been programmed to be undertaken for reporting and cash flow purposes.

The Capital Expenditure budgets as at year end have been reviewed throughout the year and in particular as part of the half year budget review undertaken during January/February 2021 in order to reflect the actual timing of various projects and match expenditure requirements in relation to tonnage forecasts.

Full Year Capital Expenditure has been forecast to be \$2,282,959 (11.64%) below the budget of \$19,616,114.

Significant reductions to capital budgets where savings have been achieved, or where project expenditure has been deferred due to delays and/or carried forward or not required include the following:

- Liquid Waste Project - Red Hill Landfill Facility (RHLF) - \$1,500,000 (c/fwd);
- Construct Workshop No 3 - RHLF - \$624,811 (c/fwd);
- Construct Class III Cell Stage 16 - RHLF - \$574,285;
- Liquid Waste Project Plant - Red Hill Landfill Facility (RHLF) - \$550,000 (c/fwd);
- WWtE Plant and Equipment - HRRP - \$526,027 (\$373,363 c/fwd);
- Woodwaste to Energy Project (WWtE) Utilities / Infrastructure - HRRP - \$428,969 (\$340,000 c/fwd);
- Purchase / Replace Plant - RHLF - \$428,148 (c/fwd);
- Purchase / Replace Minor Plant & Equipment - RHLF - \$260,562;
- Construct Class III Cell Stage 17 - RHLF - \$250,000 (c/fwd);
- Construct Hazelmere Resource Recovery Park (HRRP) - Reuse Store Infrastructure - \$250,000;
- Purchase Waste Management Land - RHLF - \$219,093;
- Upgrade Power Supply to Workshop No 2 - RHLF - \$210,000 (c/fwd);
- Construct Drainage Diversion & Infrastructures - RHLF - \$200,000 (\$100,000 c/fwd).

This is offset by an increase in the following Capital Expenditure budget provision following a review of the capital expenditure program:

- Construct Site Workshop (HRRP) - \$1,465,750;
This was subject to a confidential report submitted to Council and approved by Council at its meeting held on 17 September 2020.



Item 14.3 continued

- Refurbish Plant - HRRP - \$404,984;
This expenditure relates to the refurbishment of plant that was expected to be completed and provided for in the previous financial year (2019/2020). There was no carried forward provision made in the 2020/2021 financial year for this expenditure and the resulting 2019/2020 total expenditure was below the expected forecast.
- Construct Access Road and Develop Lots 8, 9 & 10 - RHLF - \$372,039;
This expenditure relates to the construction of the access road and development of Lots 8, 9 & 10 at the RHLF that was expected to be completed and provided for in the previous financial year (2019/2020). There was no carried forward provision made in the 2020/2021 financial year for this expenditure and the resulting 2019/2020 total expenditure was below the expected forecast.
- Purchase FOGO Processing Plant - RHLF - \$315,000;
This additional expenditure relates to the purchase of the FOGO Processing Plant at the RHLF that was expected to be purchased in the previous financial year (2019/2020). There was no carried forward provision made in the 2020/2021 financial year for this expenditure and the resulting 2019/2020 total expenditure was below the budgeted provision.
- Air Pollution Control Residue Facility (APCR) - RHLF - \$300,000;
This expenditure relates to the set up and licencing costs for the construction of the APCR facility for the acceptance of fly-ash material at the RHLF. This project will be subject to a Business Plan and authorisation by Council.
- Gas Extraction System Wells - RHLF - \$260,562;
This expenditure is associated with the EMRC's contracted share of the gas extraction wells. Funding is provided from the Purchase / Replace Minor Plant & Equipment provision which has been reduced by the same amount.
- WWtE Building (HRRP) - \$250,593;
This expenditure relates to the correct allocation of budget provisions for the class of asset relating to the WWtE project. This off-sets the WWtE budgeted provisions for Utilities / Infrastructure and Plant and Equipment.
- Implementation of the FOGO Recovery Strategy - RHLF - \$230,000;
This was subject to a report submitted to Council and approved by Council at its meeting held on 17 September 2020 for the permanent FOGO facility.

Statement of Financial Position (refer Attachment 3)

The Statement of Financial Position shows the overall impact of actual balances compared with budget provisions and end of year forecasts for operating and capital works activities.

Total Equity as at 30 April 2021 totals \$189,787,290. This is an increase of \$5,335,410 from the 30 June 2020 equity of \$184,451,880 and represents the net change in assets from operations.

It has been forecast that Total Equity as at 30 June 2021 will be below the original budget of \$190,233,375 by \$5,197,654.



Item 14.3 continued

Statement of Cash and Investments (refer Attachment 4)

The level of cash and investments in the Municipal Fund as at 30 April 2021 is \$5,020,599 and Restricted Cash amount to \$76,917,621.

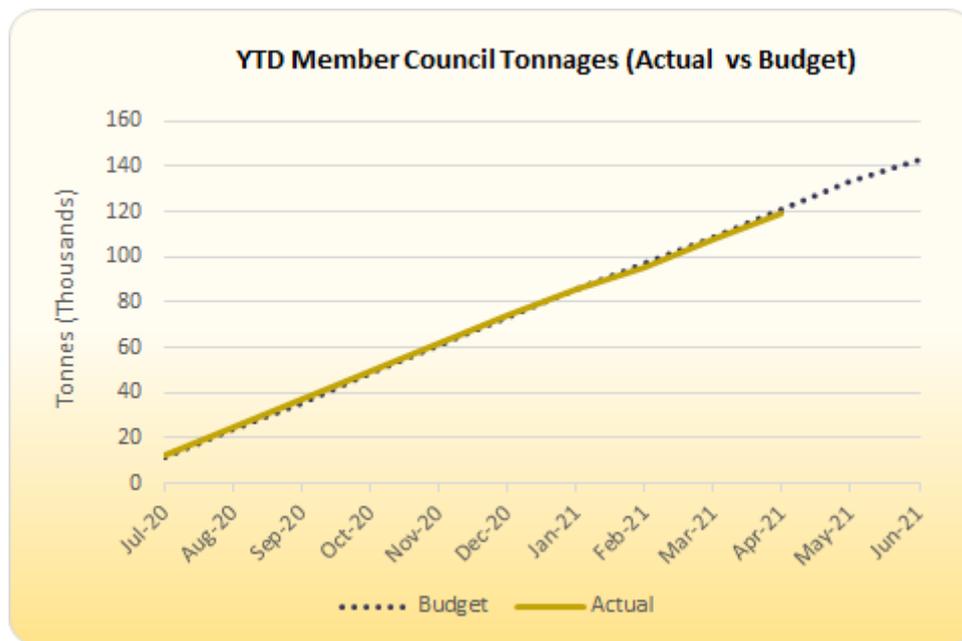
The net movement for the month is a reduction of \$1,220,414.

It has been forecast that Total Cash and Investments as at 30 June 2021 will be below the original budget of \$72,192,491 by \$3,924,908.

Investment Report (refer Attachment 5)

Term deposits valued at \$3,500,000 matured during April 2021. Of this amount \$2,000,000 was reinvested into further term deposits.

Tonnages - Member Councils

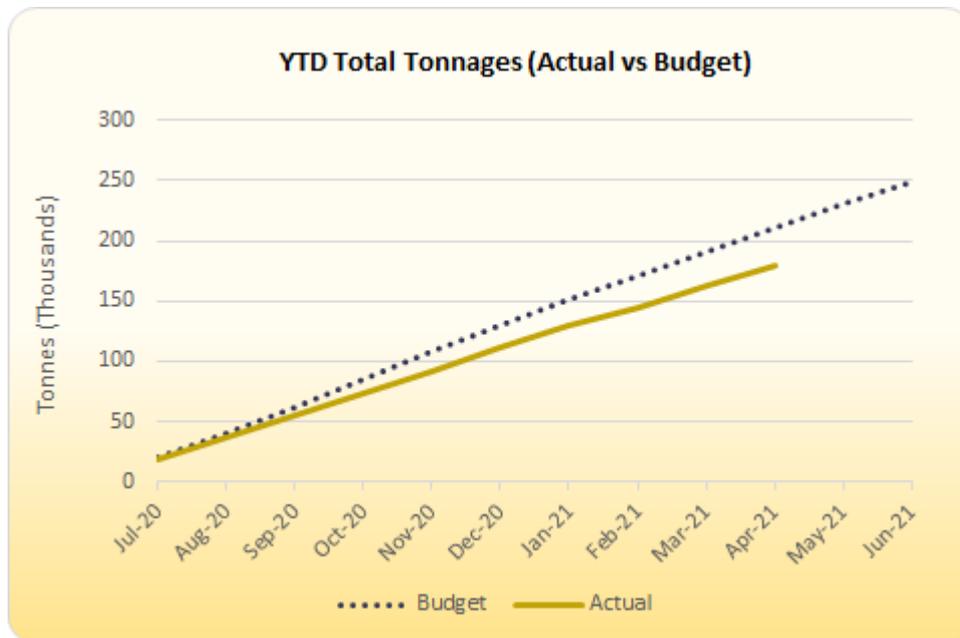


YTD tonnages received from member Councils total 119,327.25 compared to the budget of 120,914. As at the same period in 2019/2020 tonnages from member Councils totalled 127,309.



Item 14.3 continued

Tonnages - Total Tonnages



YTD total tonnages received from all source total 180,033 compared to the budget of 211,157. As at the same period in 2019/2020 tonnages received from all sources totalled 214,598.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 - Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC
- 3.4 To continue to improve financial and asset management practices

FINANCIAL IMPLICATIONS

As outlined within the report and attachments.

SUSTAINABILITY IMPLICATIONS

Nil



Item 14.3 continued

RISK MANAGEMENT

RISK: Non-compliance with Financial Regulations		
Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action / Strategy		
<ul style="list-style-type: none"> • The financial report is scrutinised by the EMRC Council to ensure that all statutory requirements are met. • Internal Audit reviews to ensure compliance with Financial Regulations. • External Audit confirms compliance. 		

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean City of Bayswater City of Belmont City of Kalamunda Shire of Mundaring City of Swan	As outlined in the report.

ATTACHMENT(S)

1. Statement of Comprehensive Income by Nature and Type (Ref: D2021/08328)
2. Capital Expenditure Statement (Ref: D2021/08329)
3. Statement of Financial Position (Ref: D2021/08330)
4. Statement of Cash and Investments (Ref: D2021/08331)
5. Investment Report (Ref: D2021/08332)

VOTING REQUIREMENT

Simple Majority



Item 14.3 continued

RECOMMENDATION(S)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 30 April 2021.

COUNCIL RESOLUTION(S)

MOVED CR CONGERTON SECONDED CR DAW

THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 30 APRIL 2021.

CARRIED UNANIMOUSLY



STATEMENT OF COMPREHENSIVE INCOME Nature and Type

APRIL 2021

Year to Date				Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Operating Income							
\$26,595,780	\$30,116,139	(\$3,520,359)	(U)	\$32,432,708	\$35,838,110	(\$3,405,402)	(U)
(\$10,866,182)	(\$12,086,980)	\$1,220,798	(F)	(\$13,141,915)	(\$14,504,393)	\$1,362,478	(F)
\$15,729,598	\$18,029,159	(\$2,299,561)	(U)	\$19,290,793	\$21,333,717	(\$2,042,924)	(U)
\$403,190	\$410,247	(\$7,057)	(U)	\$492,618	\$482,683	\$9,935	(F)
\$4,241,412	\$4,110,348	\$131,064	(F)	\$4,966,676	\$4,738,691	\$227,985	(F)
\$426,761	\$373,834	\$52,927	(F)	\$430,071	\$423,955	\$6,116	(F)
\$266,437	\$125,000	\$141,437	(F)	\$275,437	\$415,000	(\$139,563)	(U)
\$95,515	\$108,000	(\$12,485)	(U)	\$132,000	\$170,000	(\$38,000)	(U)
\$624,925	\$772,930	(\$148,005)	(U)	\$940,126	\$929,975	\$10,151	(F)
\$1,828,024	\$984,406	\$843,618	(F)	\$2,086,129	\$1,060,390	\$1,025,739	(F)
\$1,440,358	\$1,467,365	(\$27,007)	(U)	\$2,032,595	\$2,440,311	(\$407,716)	(U)
\$245,727	\$255,000	(\$9,273)	(U)	\$268,000	\$275,000	(\$7,000)	(U)
\$25,301,947	\$26,636,289	(\$1,334,342)	(U)	\$30,914,445	\$32,269,722	(\$1,355,277)	(U)
Operating Expenditure							
\$8,434,961	\$8,931,409	\$496,448	(F)	\$9,918,067	\$10,801,281	\$883,214	(F)
\$4,203,377	\$4,549,655	\$346,278	(F)	\$6,229,183	\$5,627,716	(\$601,467)	(U)
\$1,460,872	\$1,218,355	(\$242,517)	(U)	\$1,910,088	\$1,555,489	(\$354,599)	(U)
\$237,829	\$261,472	\$23,643	(F)	\$292,349	\$356,911	\$64,562	(F)
\$481,950	\$547,220	\$65,270	(F)	\$669,409	\$827,183	\$157,774	(F)
\$417,738	\$265,120	(\$152,618)	(U)	\$470,804	\$318,484	(\$152,320)	(U)
\$3,577,292	\$4,148,150	\$570,858	(F)	\$4,568,220	\$5,537,697	\$969,477	(F)
\$736,750	\$930,086	\$193,336	(F)	\$1,097,830	\$1,293,452	\$195,622	(F)
\$649,521	\$720,530	\$71,009	(F)	\$813,480	\$900,658	\$87,178	(F)
(\$420,667)	(\$429,267)	(\$8,600)	(U)	(\$727,215)	(\$854,401)	(\$127,186)	(U)
\$186,914	\$206,090	\$19,176	(F)	\$250,694	\$252,738	\$2,044	(F)
\$19,966,537	\$21,348,820	\$1,382,283	(F)	\$25,492,909	\$26,617,208	\$1,124,299	(F)
\$5,335,410	\$5,287,469	\$47,941	(F)	\$5,421,536	\$5,652,514	(\$230,978)	(U)
Surplus	Surplus			Surplus	Surplus		
Realised/Unrealised (Gain)/Loss From Change in Fair Value of Investments							
\$0	\$0	\$0	(F)	\$0	\$0	\$0	(F)
\$0	\$0	\$0	(F)	\$0	\$0	\$0	(F)
\$0	\$0	\$0	(F)	\$0	\$0	\$0	(F)
Other Comprehensive Income							
\$0	\$0	\$0	(F)	\$0	\$0	\$0	(F)
\$0	\$0	\$0	(F)	\$0	\$0	\$0	(F)
\$0	\$0	\$0	(F)	\$4,966,676	\$0	(\$4,966,676)	(U)
\$0	\$0	\$0	(F)	\$4,966,676	\$0	(\$4,966,676)	(U)
\$5,335,410	\$5,287,469	\$47,941	(F)	\$454,860	\$5,652,514	(\$5,197,654)	(U)
Surplus	Surplus			Surplus	Surplus		

Notes:

1. User Charges - include member Councils and casual users pertaining to waste, risk management and environmental services fees and charges;
2. Special Charges - Waste Education Levy;
3. Contributions - member Councils' contributions to projects and services;
4. Operating Grants - grant income predominantly from government agencies; and
5. Other Operating Income - includes income from the sale of products;

(F) denotes Favourable variance and (U) denotes Unfavourable variance



CAPITAL EXPENDITURE STATEMENT

APRIL 2021

Year to Date			On Order	Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Business Support							
\$120,741	\$200,000	\$79,259	\$891	Purchase Vehicles - Ascot Place (24440/00)	\$129,000	\$200,000	\$71,000
\$0	\$45,000	\$45,000	\$0	Purchase Furniture Fittings & Equipment - Corporate Services (24510/01)	\$10,000	\$62,000	\$52,000
\$120,146	\$339,000	\$218,854	\$0	Purchase Information Technology & Communication Equipment (24550/00)	\$464,000	\$405,000	(\$59,000)
\$14,246	\$302,050	\$287,804	\$520	Capital Improvement Administration Building - Ascot Place (25240/01)	\$13,500	\$308,000	\$294,500
\$0	\$5,000	\$5,000	\$0	Upgrade Security Equipment - Ascot Place (25530/01)	\$5,000	\$5,000	\$0
\$255,133	\$891,050	\$635,917	\$1,411		\$621,500	\$980,000	\$358,500



CAPITAL EXPENDITURE STATEMENT

APRIL 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Sustainability Team							
\$45,979	\$0	(\$45,979)	\$0	Purchase Polystyrene Compactor (Grant allocation) - Waste Education (24410/13)	\$44,990	\$0	(\$44,990)
\$45,979	\$0	(\$45,979)	\$0		\$44,990	\$0	(\$44,990)



CAPITAL EXPENDITURE STATEMENT

APRIL 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Operations Team							
\$0	\$25,000	\$25,000	\$0	Air Supply lines - Waste Management Structures - Red Hill Landfill Facility (24399/10)	\$25,000	\$75,000	\$50,000
\$38,379	\$0	(\$38,379)	\$222,183	Gas Extraction System Wells - Red Hill Landfill Facility (24399/20)	\$260,562	\$0	(\$260,562)
\$246,372	\$1,181,372	\$935,000	\$0	Purchase / Replace Plant - Red Hill Landfill Facility (24410/00)	\$1,506,842	\$1,935,000	\$428,158
\$429,797	\$415,000	(\$14,797)	\$229,400	Purchase / Replace Plant - Hazelmere (24410/01)	\$595,000	\$595,000	\$0
\$52,072	\$325,360	\$273,288	\$61,200	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility (24420/00)	\$264,438	\$525,000	\$260,562
\$0	\$30,000	\$30,000	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere (24420/02)	\$34,000	\$34,000	\$0
\$118,832	\$129,000	\$10,168	\$891	Purchase / Replace Vehicles - Red Hill Landfill Facility (24430/00)	\$132,000	\$129,000	(\$3,000)
\$5,315	\$0	(\$5,315)	\$0	Purchase / Replace Office Equipment - Red Hill Landfill Facility (24510/08)	\$5,315	\$0	(\$5,315)
\$0	\$10,000	\$10,000	\$0	Purchase Fire Fighting System/Equipment - Hazelmere (24520/07)	\$5,000	\$10,000	\$5,000
\$13,340	\$170,000	\$156,660	\$15,180	Purchase / Replace Security System - Red Hill Waste Management Facility (24530/08)	\$13,500	\$170,000	\$156,500
\$11,356	\$71,356	\$60,000	\$0	Purchase / Replace Other Equipment - Red Hill Landfill Facility (24590/00)	\$74,685	\$80,000	\$5,315
\$78,158	\$0	(\$78,158)	\$0	Refurbish Plant - Red Hill Landfill Facility (25410/00)	\$78,158	\$0	(\$78,158)
\$404,984	\$0	(\$404,984)	\$0	Refurbish Plant - Hazelmere (25410/01)	\$404,984	\$0	(\$404,984)
\$1,398,605	\$2,357,088	\$958,483	\$528,854		\$3,399,484	\$3,553,000	\$153,516



CAPITAL EXPENDITURE STATEMENT

APRIL 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Projects Team							
\$2,015,907	\$2,015,907	\$0	\$0	Purchase Waste Management Land (24150/02)	\$2,015,907	\$2,235,000	\$219,093
\$0	\$20,000	\$20,000	\$0	Construct Waste Management Facility Buildings - Red Hill Landfill Facility (24250/01)	\$20,000	\$200,000	\$180,000
\$32,528	\$175,689	\$143,162	\$78,241	Construct Workshop No 3 - Red Hill Landfill Facility (24250/08)	\$175,689	\$800,500	\$624,811
\$405,851	\$181,750	(\$224,101)	\$10,700	Construct Wood Waste to Energy Building - HRRP (24259/05)	\$432,343	\$181,750	(\$250,593)
\$63,595	\$100,000	\$36,405	\$0	Construct Community Recycling Centre (CRC) - HRRP (24259/06)	\$65,000	\$100,000	\$35,000
\$132,268	\$100,000	(\$32,268)	\$19,750	Construct Commercial Transfer Station - HRRP (24259/10)	\$135,000	\$100,000	(\$35,000)
\$500,354	\$0	(\$500,354)	\$955,015	Construct Site Workshop - HRRP (24259/13)	\$1,465,750	\$0	(\$1,465,750)
\$0	\$40,000	\$40,000	\$0	Upgrade Power Supply to Workshop No 2 - Red Hill Landfill Facility (24259/15)	\$40,000	\$250,000	\$210,000
\$0	\$0	\$0	\$0	Construct Wood Waste to Energy Building (Pre-Commissioning) - HRRP (24259/18)	\$523,130	\$0	(\$523,130)
\$3,240	\$0	(\$3,240)	\$0	Construct Class III Cell Stage 14 - Red Hill Landfill Facility (24310/12)	\$3,240	\$0	(\$3,240)
\$1,417,357	\$2,705,694	\$1,288,337	\$961,762	Construct Class III Cell Stage 16 - Red Hill Landfill Facility (24310/19)	\$3,171,717	\$3,746,002	\$574,285
\$0	\$0	\$0	\$0	Construct Class III Cell Stage 17 - Red Hill Landfill Facility (24310/21)	\$0	\$250,000	\$250,000
\$0	\$0	\$0	\$0	Design and Construct Class IV Cell Stage 3 - Red Hill Landfill Facility (24330/05)	\$150,000	\$0	(\$150,000)



CAPITAL EXPENDITURE STATEMENT

APRIL 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Projects Team							
\$311,966	\$290,000	(\$21,966)	\$201,939	Construct Leachate and Stormwaste Infrastructure and Siltation Ponds - Red Hill Landfill Facility (24350/01)	\$315,000	\$400,000	\$85,000
\$21,850	\$124,401	\$102,551	\$24,998	Construct Roads / Carparks - Red Hill Landfill Facility (24370/00)	\$124,401	\$124,401	\$0
\$122,858	\$50,000	(\$72,858)	\$0	Construct Access Road to Lots 8 9 10 - Red Hill Landfill Facility (24370/02)	\$250,000	\$50,000	(\$200,000)
\$0	\$50,000	\$50,000	\$0	Construct Drainage Diversion and Earthworks Infrastructures - Red Hill Landfill Facility (24380/00)	\$50,000	\$250,000	\$200,000
\$0	\$0	\$0	\$0	Construct Litter Fence - Redhill Landfill Facility (24394/05)	\$0	\$50,000	\$50,000
\$0	\$100,000	\$100,000	\$0	Resource Recovery Park - Noise Control Fencing (24394/06)	\$150,000	\$150,000	\$0
\$0	\$0	\$0	\$0	Construct Hardstand and Road - Hazelmere (24395/01)	\$0	\$55,000	\$55,000
\$173,531	\$0	(\$173,531)	\$26,146	Construct FOGO Processing Area - Red Hill Landfill Facility (24395/05)	\$188,000	\$0	(\$188,000)
\$0	\$0	\$0	\$0	Undertake FOGO Reference Site Tours (24395/06)	\$0	\$62,500	\$62,500
\$227,951	\$0	(\$227,951)	\$0	Implementation of the FOGO Recovery Strategy (24395/07)	\$230,000	\$0	(\$230,000)
\$22,000	\$20,000	(\$2,000)	\$0	Construct Monitoring Bores - Red Hill Landfill Facility (24396/00)	\$22,000	\$20,000	(\$2,000)
\$229,235	\$300,000	\$70,765	\$220,572	Construct Site Infrastructure - HRRP (24399/01)	\$450,000	\$300,000	(\$150,000)
\$0	\$0	\$0	\$0	Construct Reuse Store Infrastructure (Car Park) - HRRP (24399/07)	\$0	\$250,000	\$250,000
\$17,277	\$344,273	\$326,996	\$80	Wood Waste to Energy Utilities/Infrastructure - HRRP (24399/11)	\$86,031	\$515,000	\$428,969



CAPITAL EXPENDITURE STATEMENT

APRIL 2021

Year to Date			On Order		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance
Projects Team							
\$0	\$0	\$0	\$0	Liquid Waste Project - Red Hill Landfill Facility (24399/16)	\$150,000	\$1,650,000	\$1,500,000
\$1,888,902	\$1,787,961	(\$100,941)	\$353,922	Develop Lots 8 9 & 10 For Future Waste Activities - Red Hill Landfill Facility (24399/19)	\$1,960,000	\$1,787,961	(\$172,039)
\$0	\$0	\$0	\$0	Air Pollution Control Residue Facility (APCR) - Red Hill Landfill Facility (24399/21)	\$300,000	\$0	(\$300,000)
\$328,973	\$620,201	\$291,228	\$262,995	Purchase Wood Waste to Energy Plant & Equipment - HRRP (24410/03)	\$328,973	\$855,000	\$526,027
\$463,050	\$150,000	(\$313,050)	\$1,500	Purchase FOGO Processing Plant - Red Hill Landfill Facility (24410/10)	\$465,000	\$150,000	(\$315,000)
\$0	\$0	\$0	\$0	Liquid Waste Project Plant - Red Hill Landfill Facility (24410/11)	\$0	\$550,000	\$550,000
\$8,378,692	\$9,175,876	\$797,184	\$3,117,619		\$13,267,181	\$15,083,114	\$1,815,933
\$10,078,409	\$12,424,014	\$2,345,605	\$3,647,884	TOTAL CAPITAL EXPENDITURE	\$17,333,155	\$19,616,114	\$2,282,959



STATEMENT OF FINANCIAL POSITION

APRIL 2021

Actual June 2020	Actual Year to Date		Full Year			
			Forecast	Budget	Variance	
		(F) = Favourable variation (U) = Unfavourable variation				
Current Assets						
\$1,102,124	\$3,983,057	Cash and Cash Equivalents	\$2,184,622	\$1,109,530	\$1,075,092	(F)
\$85,324,608	\$77,955,163	Investments	\$66,082,961	\$71,082,961	(\$5,000,000)	(U)
\$2,987,058	\$4,451,890	Trade and Other Receivables	\$2,716,470	\$2,716,470	\$0	(F)
\$39,035	\$38,723	Inventories	\$54,739	\$54,739	\$0	(F)
\$67,382	\$467,590	Other Assets	\$42,555	\$42,555	\$0	(F)
\$89,520,206	\$86,896,423	Total Current Assets	\$71,081,347	\$75,006,255	(\$3,924,908)	(U)
Current Liabilities						
\$6,160,299	\$3,865,788	Trade and Other Payables	\$5,541,725	\$5,541,725	\$0	(F)
\$1,835,255	\$1,835,255	Provisions	\$1,676,448	\$1,676,448	\$0	(F)
\$7,995,554	\$5,701,043	Total Current Liabilities	\$7,218,173	\$7,218,173	\$0	(F)
\$81,524,652	\$81,195,380	Net Current Assets	\$63,863,174	\$67,788,082	(\$3,924,908)	(U)
Non Current Assets						
\$50,570,000	\$52,585,907	Land	\$52,585,881	\$52,805,000	(\$219,119)	(U)
\$7,292,678	\$7,198,434	Buildings	\$11,531,053	\$11,071,240	\$459,813	(F)
\$21,123,020	\$19,307,324	Structures	\$29,080,838	\$30,764,213	(\$1,683,375)	(U)
\$12,895,549	\$13,393,405	Plant	\$18,914,812	\$18,788,644	\$126,168	(F)
\$606,150	\$624,250	Equipment	\$1,045,219	\$1,080,598	(\$35,379)	(U)
\$135,079	\$127,891	Furniture and Fittings	\$156,124	\$158,299	(\$2,175)	(U)
\$17,736,763	\$23,436,231	Work in Progress	\$13,405,473	\$13,411,330	(\$5,857)	(U)
\$110,359,239	\$116,673,442	Total Non Current Assets	\$126,719,400	\$128,079,324	(\$1,359,924)	(U)
Non Current Liabilities						
\$7,432,011	\$8,081,532	Provisions	\$5,546,853	\$5,634,031	\$87,178	(F)
\$7,432,011	\$8,081,532	Total Non Current Liabilities	\$5,546,853	\$5,634,031	\$87,178	(F)
\$184,451,880	\$189,787,290	Net Assets	\$185,035,721	\$190,233,375	(\$5,197,654)	(U)
Equity						
\$58,106,903	\$66,352,626	Accumulated Surplus/Deficit	\$75,379,157	\$75,379,157	\$0	(F)
\$75,968,089	\$75,968,089	Cash Backed Reserves	\$62,103,863	\$67,070,539	(\$4,966,676)	(U)
\$42,131,165	\$42,131,165	Asset Revaluation Reserve	\$42,131,165	\$42,131,165	\$0	(F)
\$8,245,723	\$5,335,410	Net change in assets from operations	\$5,421,536	\$5,652,514	(\$230,978)	(U)
\$184,451,880	\$189,787,290	Total Equity	\$185,035,721	\$190,233,375	(\$5,197,654)	(U)

CASH AND INVESTMENTS APRIL 2021

Actual June 2020	Actual Year to Date		Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,098,174	3,979,008	Cash at Bank - Municipal Fund 01001/00	2,180,672	1,105,580	1,075,092 (F)
3,950	4,050	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
9,031,911	1,037,541	Investments - Municipal Fund 02021/00	3,369,737	2,988,240	381,497 (F)
10,134,035	5,020,599	Total Municipal Cash	5,553,859	4,097,270	1,456,589 (F)
Restricted Cash and Investments					
141,856	142,779	Restricted Investments - Plant and Equipment 02022/01	943,177	267,120	676,057 (F)
4,986,647	5,019,098	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	3,470,685	3,525,256	(54,571) (U)
18,263,389	18,705,940	Restricted Investments - Future Development 02022/03	15,357,384	15,072,575	284,809 (F)
2,350,987	2,366,287	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,515,163	1,545,172	(30,009) (U)
46,892	47,197	Restricted Investments - Environmental Insurance Red Hill 02022/05	57,281	57,268	13 (F)
15,631	15,732	Restricted Investments - Risk Management 02022/06	15,695	15,699	(4) (U)
649,866	654,095	Restricted Investments - Class IV Cells Red Hill 02022/07	595,260	710,295	(115,035) (U)
321,607	0	Restricted Investments - Regional Development 02022/08	0	322,511	(322,511) (U)
45,240,494	45,534,901	Restricted Investments - Secondary Waste Processing 02022/09	38,253,401	44,803,335	(6,549,934) (U)
2,873,244	2,891,942	Restricted Investments - Class III Cells 02022/10	1,103,989	482,686	621,303 (F)
78,920	79,433	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	79,122	79,259	(137) (U)
324,608	455,163	Restricted Investments - Accrued Interest 02022/19	298,461	189,362	109,099 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
998,556	1,005,054	Restricted Investments - Long Service Leave 02022/90	1,024,106	1,024,683	(577) (U)
76,292,697	76,917,621	Total Restricted Cash	62,713,724	68,095,221	(5,381,497) (U)
86,426,732	81,938,220	TOTAL CASH AND INVESTMENTS	68,267,583	72,192,491	(3,924,908) (U)

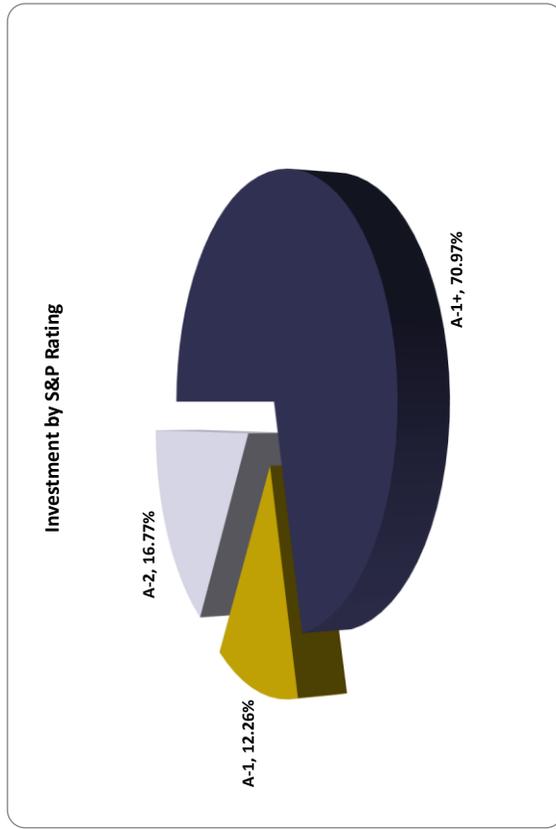
The Cash at Bank - Municipal Fund represents the balance on the last day of the relevant month. Any portion of the balance available for investment is transferred into the Investment - Municipal Fund account in the following period. Funds held in the Cash at Bank - Municipal Fund continue to accrue interest as per the Westpac commercial rates.

EMRC Investment Report

April 2021

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	70.97%	100.00%
AA	A-1	12.26%	100.00%
BBB	A-2	16.77%	15.00%
		100.00%	



II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio
AMP	BBB	A-2	4.52%
ANZ Banking Group	AAA	A-1+	12.26%
ME Bank	BBB	A-2	4.52%
NAB	AAA	A-1+	32.90%
Rural Bank	BBB	A-2	0.00%
Westpac / St. George Bank	AAA	A-1+	28.38%
Suncorp	AA	A-1	0.00%
Bank of Queensland	BBB	A-2	3.87%
Macquarie Bank	AA	A-1	13.55%
			100.00%

* Non-Fossil Fuel ADI (Authorised Deposit Taking Institution)

III. Term to Maturity Framework

Maturity Profile	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater than 1 year & less than or equal to 3 years	0.00%	0%	60%
		100.00%	

IV. Fossil Fuel Divestment

	% Portfolio	
Non-Fossil Fuel ADI's	4.52%	
Fossil Fuel ADI's	95.48%	
		100.00%

NB: This report is consistent with the reporting requirements of the Policy 3.3 - Management of Investments Policy



14.4 REQUEST FOR TENDER RFT 2021 – 001 CLEANING SERVICES TO EMRC SITES

REFERENCE: D2021/08054

PURPOSE OF REPORT

The purpose of this report is to advise Council of the results of Tender RFT 2021-001 Cleaning Services to EMRC Sites and recommend acceptance of the Tender from Quad Services Pty Ltd for cleaning services to the Ascot Place Administration Building and the Hazelmere Resource Recovery Park and CSCH Pty Ltd t/as Charles Service Company for cleaning services to the Red Hill Waste Management Facility.

KEY POINTS AND RECOMMENDATION(S)

- The current cleaning contracts for the EMRC sites following their three (3) year contract terms plus optional two (2) year extensions, are due to expire on 31 May 2021.
- A request for tender for the provision of cleaning services to EMRC sites was advertised via Tenderlink, local Libraries and the West Australian on 6 February 2021.
- The tender closed on 26 February 2021 with a total of 8 conforming submissions and 2 non-conforming submissions being received.
- The proposed term for the two (2) contracts is three (3) years plus two (2) optional one (1) year extensions.
- The request for tender allowed for separable portions to be tendered for to cover up to three (3) EMRC sites.
- The award of the two (2) separate contracts covering all EMRC sites will result in the most advantageous outcome to the EMRC, demonstrating best value for money by saving the EMRC a total of \$13,463.80 over a contract period of three (3) years plus two (2) optional one (1) year extensions.
- A contingency allowance of 10% of the total contract sum is recommended to cover unexpected costs during the contract period.

Recommendation(s)

That:

1. Council award Tender RFT 2021-001 Cleaning Services to EMRC Sites based on separate fixed price schedules (subject to annual CPI adjustments) for 3 years with two (2) optional one (1) year extensions at the sole discretion of the EMRC to:
 - i) Quad Services Pty Ltd for \$54,508.42 per annum (ex GST) for the provision of cleaning services to the Ascot Place Administration Building and Hazelmere Resource Recovery Park; and
 - ii) CSCH Pty Ltd t/as Charles Service Company for \$28,670.00 per annum (ex GST) for the provision of cleaning services to the Red Hill Waste Management Facility.
2. The CEO be authorised on behalf of the EMRC to enter into a contract separately with:
 - i) Quad Services Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed between the EMRC and Quad Services Pty Ltd.
 - ii) CSCH Pty Ltd t/as Charles Service Company in accordance with their submitted tender, subject to any minor variations that may be agreed between the EMRC and CSCH Pty Ltd t/as Charles Service Company.
3. Council authorise a 10% contingency based on the tendered price schedule for any contract variations that may arise in relation to Tender RFT 2021-001 Cleaning Services to EMRC Sites.



Item 14.4 continued

SOURCE OF REPORT

Chief Financial Officer

BACKGROUND

A contract for the provision of cleaning services to the Red Hill Waste Management Facility and the Hazelmere Resource Recovery Park was awarded to BrightMark Group Pty Ltd on 14 July 2017 for a period of three (3) years plus two (2) optional one (1) year extensions.

A contract for the provision of cleaning services to the Ascot Place Administration Building was awarded to Advanced National Services Pty Ltd on 25 March 2015 for a period of three (3) years plus two (2) optional one (1) year extensions. This contract was extended for a further period of 12 months, following the exercise of the second single year extension, due to the Covid-19 pandemic.

Both contracts are now due to expire on 31 May 2021 following the exercisable options to extend each contract.

The following is a summary of the spend in the last five (5) financial years for cleaning services across the EMRC sites:

	Ascot Place Administration Building Ex GST	Red Hill Waste Management Facility Ex GST	Hazelmere Resource Recovery Park Ex GST	TOTAL Ex GST
Total cleaning costs for the past 5 years (1 July 2015 – 30 June 2020)	\$ 160,092.87	\$ 130,959.46	\$ 51,288.34	\$ 342,340.67

REPORT

The EMRC developed a Request for Tender (RFT) for the provision of cleaning services to EMRC sites as the current cleaning contracts for all EMRC sites are nearing expiration.

The term for the provision of cleaning services to EMRC sites shall be for 3 years with two (2) optional one (1) year extensions at the sole discretion of the EMRC.

The RFT was advertised via Tenderlink, local Libraries and the West Australian on 6 February 2021 and the closing date for submissions was 26 February 2021. The evaluation panel comprised of EMRC officers from all EMRC sites. The evaluation process was completed and a recommendation report was prepared.

A total of 8 conforming tender submissions were received from:

- Allclean Property Services Plus;
- Bellrock Cleaning Services Pty Ltd;
- Brightmark Group Pty Ltd;
- Charles Service Company;
- Cleanmaster International Pty Ltd;
- Mission Impossible Facility Services;
- Quad Services Pty Ltd; and
- Storm International Pty Ltd



Item 14.4 continued

The following suppliers made submissions but after the compliance check conducted by EMRC Procurement they were classified as non-compliant submissions as they did not address the requirements in respect of the RFT Compliance Criteria:

- Iconic Property Services Pty Ltd; and
- OCS Services Pty Ltd

The evaluation panel assessed the submissions on the following criteria:

Assessment Criteria	Weighting
(a) Green Cleaning, Environmental Protection and Equipment	15%
(b) Tenderer's Resources and Experience	15%
(c) Demonstrated Understanding of Required Tasks	15%
(d) Industrial Relations	10%
(e) Health and Safety Management Plan	10%
(f) Quality Assurance and Staff Training	10%
(g) Pricing	25%

After combining the weighted scores for both the qualitative criteria and price and based on the Evaluation Panel's evaluation, the submission from Quad Services Pty Ltd and CSCH Pty Ltd t/as Charles Service Company demonstrated the most advantageous submissions and are considered to offer the best value for money.

The price submitted by Quad Services Pty Ltd amounted to an annual cost of \$54,508.42 (ex GST) for the cleaning of the Ascot Place Administration Building and Hazelmere Resource Recovery Park and CSCH Pty Ltd t/as Charles Service Company amounted to an annual cost of \$28,670.00 (ex GST) for the cleaning of the Red Hill Waste Management Facility.

The award of two (2) separate contracts totalling \$415,892.13 (ex GST) for the provision of cleaning services across EMRC sites will result in cost savings to the EMRC of approximately \$13,463.80 over a total contract period of up to five (5) years.

The estimated cost of the first year of cleaning costs under this new tender is \$83,178.42 across all EMRC sites. This compares with an average annual spend with the cleaning contractors of \$68,468.13. The increase is predominantly attributable to the new tender taking into account the cost of consumables previously procured separately, specialised cleaning services required in the event of a COVID-19 outbreak and the increased use of environmentally friendly cleaning products.

A contingency allowance of 10% of the contract sum is recommended to allow for any unforeseen circumstances that may arise during the contract term with each supplier.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 – Good Governance

- 3.5 To improve organisational culture, health, welfare and safety

FINANCIAL IMPLICATIONS

Nil



Item 14.4 continued

SUSTAINABILITY IMPLICATIONS

Green cleaning, environmental protection and equipment was factored into the request for tender scope of works to minimise the impact on the use of harsh chemicals in cleaning on the environment.

RISK IMPLICATIONS

RISK: Request for Tenders that are over the Chief Executive Officer's delegated authority limit must be approved by Council prior to the award of the contract.		
Consequence	Likelihood	Rating
Moderate	Unlikely	Medium
Action/Strategy		
Council to authorise the CEO to enter into a contract with the recommended tenderer(s), the subject of this report.		

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Nil
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Simple Majority



Item 14.4 continued

RECOMMENDATION(S)

That:

1. Council award Tender RFT 2021-001 Cleaning Services to EMRC Sites based on separate fixed price schedules (subject to annual CPI adjustments) for 3 years with two (2) optional one (1) year extensions at the sole discretion of the EMRC to:
 - i) Quad Services Pty Ltd for \$54,508.42 (per annum) (ex GST) for the provision of cleaning services to the Ascot Place Administration Building and Hazelmere Resource Recovery Park; and
 - ii) CSCH Pty Ltd t/as Charles Service Company for \$28,670.00 (ex GST) for the provision of cleaning services to the Red Hill Waste Management Facility.
2. The CEO be authorised on behalf of the EMRC to enter into a contract separately with:
 - i) Quad Services Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed between the EMRC and Quad Services Pty Ltd.
 - ii) CSCH Pty Ltd t/as Charles Service Company in accordance with their submitted tender, subject to any minor variations that may be agreed between the EMRC and CSCH Pty Ltd t/as Charles Service Company.
3. Council authorise a 10% contingency based on the tendered price schedule for any contract variations that may arise in relation to Tender RFT 2021-001 Cleaning Services to EMRC Sites.

COUNCIL RESOLUTION(S)

MOVED CR CONGERTON

SECONDED CR DAW

THAT:

1. COUNCIL AWARD TENDER RFT 2021-001 CLEANING SERVICES TO EMRC SITES BASED ON SEPARATE FIXED PRICE SCHEDULES (SUBJECT TO ANNUAL CPI ADJUSTMENTS) FOR 3 YEARS WITH TWO (2) OPTIONAL ONE (1) YEAR EXTENSIONS AT THE SOLE DISCRETION OF THE EMRC TO:
 - iii) QUAD SERVICES PTY LTD FOR \$54,508.42 (PER ANNUM) (EX GST) FOR THE PROVISION OF CLEANING SERVICES TO THE ASCOT PLACE ADMINISTRATION BUILDING AND HAZELMERE RESOURCE RECOVERY PARK; AND
 - iv) CSCH PTY LTD T/AS CHARLES SERVICE COMPANY FOR \$28,670.00 (EX GST) FOR THE PROVISION OF CLEANING SERVICES TO THE RED HILL WASTE MANAGEMENT FACILITY.
2. THE CEO BE AUTHORISED ON BEHALF OF THE EMRC TO ENTER INTO A CONTRACT SEPARATELY WITH:
 - ii) QUAD SERVICES PTY LTD IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED BETWEEN THE EMRC AND QUAD SERVICES PTY LTD.
 - ii) CSCH PTY LTD T/AS CHARLES SERVICE COMPANY IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED BETWEEN THE EMRC AND CSCH PTY LTD T/AS CHARLES SERVICE COMPANY.
3. COUNCIL AUTHORISE A 10% CONTINGENCY BASED ON THE TENDERED PRICE SCHEDULE FOR ANY CONTRACT VARIATIONS THAT MAY ARISE IN RELATION TO TENDER RFT 2021-001 CLEANING SERVICES TO EMRC SITES.

CARRIED UNANIMOUSLY



Item 14 continued

14.5 ITEMS CONTAINED IN THE INFORMATION BULLETIN

REFERENCE: D2021/03526

The following items are included in the Information Bulletin, which accompanies the Agenda.

- 1.1 REGISTER OF COUNCIL RESOLUTIONS 2021 (Ref: D2021/07463)
- 1.2 CEO EXERCISE OF DELEGATED POWERS AND DUTIES (Ref: D2021/07464)
- 1.3 2020/2021 COUNCIL TONNAGE COMPARISONS AS AT 30 APRIL 2021 (Ref: D2021/07466)
- 1.4 CORPORATE BUSINESS PLAN 2020-2021 – 2024/2025 PROGRESS REPORT JANUARY TO MARCH 2021 (Ref: D08051)
- 1.5 WASTE EDUCATION UPDATE – JANUARY TO MARCH 2021 (Ref: D2021/08053)
- 1.6 URBAN AND NATURAL ENVIRONMENT TEAMS UPDATE – JANUARY TO MARCH 2021 (Ref: D2021/08045)

RECOMMENDATION(S)

That Council notes the items contained in the Information Bulletin accompanying the 27 May 2021 Ordinary Meeting of Council Agenda.

COUNCIL RESOLUTION(S)

MOVED CR CONGERTON SECONDED CR DAW

THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 27 MAY 2021 ORDINARY MEETING OF COUNCIL AGENDA.

CARRIED UNANIMOUSLY



15 REPORTS OF COMMITTEES

15.1 LEGAL COMMITTEE MEETING HELD 15 APRIL 2021 (REFER TO MINUTES OF COMMITTEE)

REFERENCE: (D2021/05522 [LC] D2021/08090)

The minutes of the Legal Committee meeting held on **15 April 2021** accompany and form part of this agenda – (refer to section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

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

RECOMMENDATION(S)

That Council notes the unconfirmed minutes of the Legal Committee held 15 April 2021 (Section 15.1).

COUNCIL RESOLUTION(S)

MOVED CR JEANS

SECONDED CR DAW

THAT COUNCIL NOTES THE UNCONFIRMED MINUTES OF THE LEGAL COMMITTEE HELD 15 APRIL 2021 (SECTION 15.1).

CARRIED UNANIMOUSLY

15.2 LEGAL COMMITTEE MEETING HELD 6 MAY 2021 (REFER TO MINUTES OF COMMITTEE)

REFERENCE: (D2021/07207 [LC] D2021/08196)

The minutes of the Legal Committee meeting held on **6 May 2021** accompany and form part of this agenda – (refer to section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invites general questions from members on the minutes of the Legal Committee.

RECOMMENDATION(S)

That Council notes the unconfirmed minutes of the Legal Committee held 6 May 2021 (Section 15.2).

COUNCIL RESOLUTION(S)

MOVED CR JEANS

SECONDED CR DAW

THAT COUNCIL NOTES THE UNCONFIRMED MINUTES OF THE LEGAL COMMITTEE HELD 6 MAY 2021 (SECTION 15.2).

CARRIED UNANIMOUSLY



16 REPORTS OF DELEGATES

16.1 MUNICIPAL WASTE ADVISORY COUNCIL (MWAC) MINUTES HELD 28 APRIL 2021

Cr Johnson, the MWAC delegate member for the EMRC, provided the minutes of the MWAC that were distributed prior to the meeting.

The Chairman invited Cr Johnson to speak to this item and take any questions from Councillors.

Cr Johnson advised that FOGO was supported at a Federal Environment Ministers meeting which was held on the 15 April 2021. A discussion also took place about the risks associated with flammable items going into bins.

Discussion ensued on advertising hazardous waste collection points and dates; hazardous waste enforcement; hazardous waste flowing on from the strategic review.

Cr Daw asked whether the EMRC had advocated at a national level to remove hazardous components as a safety element.

The CEO responded that a letter was sent to the Environment Minister eight months ago to consider options for non-flammable and aerosol cans with no response received.

Cr Congerton asked whether a conversation is taking place around the frequency of collection points for flammable and dangerous items in Local Government.

Cr Johnson advised that WALGA does infrequent waste collections for hazardous items.

The CEO advised that the State Government has set money aside for hazardous waste collection sites. A network could be established with member Councils whereby residents could go to the closest drop off point and not the furthest away.

Cr Johnson took on notice to discuss at the next MWAC meeting around Local Government accepting hazardous waste for the convenience of rate payers.



MUNICIPAL WASTE ADVISORY COUNCIL
"Getting the Environment Right"

Municipal Waste Advisory Council

Minutes

4.00pm Wednesday
28 April 2021
WALGA
Online

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ATTENDANCE

Cr Doug Thompson (Fremantle)	Southern Metropolitan Regional Council	<i>Chair</i>
Mayor Logan Howlett (Cockburn)	WALGA State Council	
Mayor Ruth Butterfield (Armadale)	WALGA State Council	
Cr Peter Abetz	City of Gosnells	
Cr Giorgia Johnson (City of Bayswater)	Eastern Metropolitan Regional Council	
Cr Jenny Green (Mandurah)	Rivers Regional Council	
Cr Tresslyn Smith (Bunbury)	Bunbury Harvey Regional Council	
Mr Tim Youé	Southern Metropolitan Regional Council	<i>OAG Chair</i>
Mr Tony Battersby	Bunbury Harvey Regional Council	
Mr Gunther Hoppe	Mindarie Regional Council	
Mr John McNally	Rivers Regional Council	
Mr Stefan Frodsham	Western Metropolitan Regional Council	
Mr Chris Hoskisson (Joondalup)	Metropolitan Local Government	
Mr James Trail (Coolgardie)	Non-Metropolitan Local Government	
Ms Rebecca Brown	Municipal Waste Advisory Council	
Ms Candy Wong	Municipal Waste Advisory Council	
Ms Tazra Hawkins	Municipal Waste Advisory Council	

APOLOGIES

Ms Narelle Cant	WA Local Government Association
Mayor Tracey Roberts	WALGA President
Mr Douglas Bruce	Eastern Metropolitan Regional Council
Cr Bob Hall	City of Greater Geraldton
Ms Ruth March (Albany)	Non-Metropolitan Local Government
Cr Stephanie Stroud (Subiaco)	Western Metropolitan Regional Council

1 PROCEDURAL MATTERS

1.1 Confirmation of the Previous MWAC Minutes

A summary of the Minutes of the Municipal Waste Advisory Council meeting held Wednesday, 24 February will be noted at the WA Local Government Association State Council meeting on Wednesday, 5 May 2021.

2 MINUTES OF PREVIOUS MEETING

2.1 Confirmation of the Previous MWAC Minutes

MUNICIPAL WASTE ADVISORY COUNCIL MOTION (CR ABETZ/MAYOR BUTTERFIELD)

That the Minutes of the meeting of the Municipal Waste Advisory Council held on 24 February 2021 be confirmed as a true and accurate record of the proceedings.

2.2 Business Arising from the Previous MWAC Minutes

A	Issue	August 2018 MWAC Item 3.4 Community and Industry Engagement Grant - Feedback		
	Action	That the Municipal Waste Advisory Council endorse: <ol style="list-style-type: none"> 1. Providing feedback to the Waste Authority on the CIE Projects 2. Undertaking the following Projects as staffing capacity allows: <ul style="list-style-type: none"> o Reuse Shop Awards o Non-Metropolitan Waste Summit o Container Deposit Scheme – events 		
	Timeframe		Status	<ol style="list-style-type: none"> 1. Complete – response yet to be received 2. Reuse Shop Awards – will be progressed in 2021.

B	Issue	October 2020 MWAC Item 4.1 Strategic Planning for Non-Metropolitan Waste Management		
	Action	Correspondence be sent to the Waste Authority highlighting the need to fast track non-metropolitan waste planning – across all waste streams.		
	Timeframe		Status	Work in progress

3 DECISION ITEMS

3.1 *Submission on the National TV and Computer Product Stewardship Scheme Rules****

MUNICIPAL WASTE ADVISORY COUNCIL MOTION (CR ABETZ/MAYOR BUTTERFIELD)

That the Municipal Waste Advisory Council endorse the draft Submission on the National TV and Computer Product Stewardship Scheme Rules.

In Brief

- The Rules are the new Regulations required to implement the Scheme because the legislation which was the head of power for the Scheme has changed. In 2018 the Scheme was reviewed and the updated Rules contain some improvements.
- However, as highlighted in the Draft Submission some of the major concerns that were raised in the Review of the Scheme have not been addressed, in particular the need to make recycling targets applicable at a State/Territory level, rather than national.

Background

The *Product Stewardship Act 2011* was the head of power under which the National TV and Computer Recycling Scheme (NTCRS) was implemented as a co-regulatory Product Stewardship Scheme. This Act has been repealed and incorporated into the *Recycling and Waste Reduction Act 2020*. As there is a new Act, new Regulations are required for the NTCRS to continue – these are the Rules.

The NTCRS was reviewed in 2018 and WALGA recommended a range of changes to how the Scheme was implemented to improve access and equity. The Government has responded to the review and some changes have been made, including a new addition aimed at improving the advertising of recycling opportunities for the Scheme.

Comment

In the draft Submission the two key issues highlighted were:

- Additional ways of advertising access to recycling opportunities which would improve community access to the Scheme
- That Targets for the Scheme should be on a jurisdictional rather than national basis.

Other Local Government Associations have made similar submissions. The Submission was due on Thursday, 1 April 2021. The Submission was attached (**pg. 1**).

Discussion at the Municipal Waste Advisory Council

The intention of the Scheme was to reduce costs to Local Government which it has done for a number of years, however the NTCRS only accepts TVs and computers (this includes computer peripherals). Over recent years there has been a surge in the consumption of electronic products and there is a clear need to develop an equitable, nationwide product stewardship scheme that includes all e-waste. The term e-waste is broadly defined as anything with a battery or a plug.

The inadequacy of the Scheme has led to many WA Local Governments paying the costs for TV, computer and e-waste recycling. Sometimes this has been because they are not a NTCRS site or the products collected are out of scope of the Scheme. For example, Bunbury Harvey Regional Council receives e-waste from surrounding Local Governments and has been paying approximately \$35,000 a year for e-waste recycling. This issue has become even more urgent in terms of action since SIMS E-Recycling, one of the NTCRS Arrangements, will cease recycling e-waste in Australia. The Western Metropolitan Regional Council has been directly impacted by this decision and will be left without a funded site within the next fortnight.

Since this is an issue that impacts all States and Territories WALGA is proposing to conduct a national survey on the cost of e-waste recycling. Once the data has been gathered WALGA will be able to collaborate with ALGA and other Local Government Associations to pursue national advocacy.

MWAC members expressed interest in what happens to the e-waste collected in WA. The Executive Officer indicated it was recycled locally through Total Green Recycling.

3.2 Submission on the Waste Plastic Export Ban Rules***

MUNICIPAL WASTE ADVISORY COUNCIL MOTION (CR ABETZ/MAYOR BUTTERFIELD)

That the Municipal Waste Advisory Council endorse the draft Submission on the Waste Plastic Export Ban Rules.

In Brief

- MWAC provided [comment](#) on the Discussion Paper on the Waste Plastic Export Ban, which preceded the development of the Rules (the regulations required to implement the ban).
- In the draft Submission on the Rules, the key issues highlighted include:
 - Waste Plastic Specifications
 - Contingency planning.

Background

Export bans were announced in 2019 and since that time the Federal Department has been working to ensure that the legislative process is in place to implement the bans. There have also been funding announcements regarding local reprocessing infrastructure. The Waste Plastic Rules put in place requirements for both mixed plastics, which cannot be exported as of 1 July 2021, and single resin plastics, which can be exported but will require a licence.

Comment

The issues raised in the MWAC Submission on the Discussion Paper were not addressed in the Rules, in particular the need to have contingency planning in place. The draft Submission identifies the need for the Department to be appropriately resourced with expertise to determine whether the waste plastic specifications provided by industry are legitimate uses for plastics. The Submission again highlights the need for contingency planning to be in place. The Submission was due on Thursday, 1 April 2021. WALGA has engaged with the other Local Government Associations and Australian Local Government Association on this matter to highlight the significant impact the bans could have on the cost of kerbside recycling. WALGA is also hosting an Executive Forum, for Local Government CEOs and senior management on Wednesday, 21 April regarding the potential impact of the Export bans on the cost of kerbside recycling. The Submission was attached (**pg. 3**).

Discussion at the Municipal Waste Advisory Council

While funding announcements have been made for local reprocessing infrastructure, it is not known yet whether agreements have been signed between the Federal and State Governments, and the organisations that have received funding. Whether WA will have sufficient reprocessing capacity for mixed plastics by 1 July is still of major concern as domestic solutions are likely to give rise to additional costs for Local Government.

The Container Deposit Scheme Baseline Audit Report commissioned by the Department of Water and Environmental Regulation estimated an average of 2.86%, 2.32% and 2.22% by weight of PET, HDPE and mixed plastics respectively in the composition of kerbside recycling bins. Funding has been primarily directed to reprocess PET and HDPE plastics leaving a gap for mixed plastic reprocessing. Even if there was a cost efficient way of separating out the other plastic codes that comprise mixed plastics there is not enough volume to generate market demand similar to that of PET and HDPE.

3.3 Submission to the Inquiry into the Hazardous Waste (Regulation of Exports and Imports) Amendment Bill 2021 ***

MUNICIPAL WASTE ADVISORY COUNCIL MOTION (CR ABETZ/MAYOR BUTTERFIELD)

That the Municipal Waste Advisory Council endorse the draft Submission to the Inquiry into the Hazardous Waste (Regulation of Export and Imports) Amendment Bill 2021.

In Brief

- The Australian Government, with other signatories, agreed to various changes to the Basel Convention in May 2019.
- These changes will be enacted through the Hazardous Waste (Regulation of Export and Imports) Amendment Bill 2021.
- The main focus of the Associations short Submission was to ensure there was no duplication of effort or inconsistency with the Waste Plastic Rules, which will be implemented under the *Recycling and Waste Reduction Act 2020*.

Background

The Basel Convention on the Control or Transboundary Movements of Hazardous Wastes and their Disposal is an international agreement which is intended to restrict/regulate the movements of materials deemed hazardous between countries. In May 2019 signatories to the Convention agreed to make amendments which included a focus on waste plastics. The Convention amendments that resulted came into force in January 2021.

Comment

In providing a brief draft Submission to the Inquiry the intent was to ensure there was not a duplication of effort or any different outcomes. For example the Bill includes a clause which allows the Minister to issue exemptions for certain products going to legitimate end markets, but the Waste Plastic Rules do not. The Submission was due on Wednesday, 7 April, with the Committee to Report 5 May 2021. The Submission was attached (**pg. 5**).

Discussion at the Municipal Waste Advisory Council

The Council sought further detail on how the Minister could issue exemptions. No specific suggestions were included in the Submission because the Minister would need to consider a range of factors in order to issue exemptions. The Submission does note that if landfill becomes the only option for a material under a circumstance, then that material should be allowed to be exported.

The Executive Officer will send correspondence via email to the Department of Agriculture, Water and the Environment to provide more commentary on the types of reasons export could be considered.

3.4 Submission on the Review of the NEPM for Used Packaging ***

MUNICIPAL WASTE ADVISORY COUNCIL MOTION (CR ABETZ/MAYOR BUTTERFIELD)

That the Municipal Waste Advisory Council endorse the draft Submission on the Review of the co-regulatory arrangement under the National Environmental Protection (Used Packaging Materials) Measure 2011.

In Brief

- The National Environmental Protection (Used Packaging Materials) Measure (Packaging NEPM) is the legislative framework which currently underpins the Australian Packaging Covenant Organisation (APCO).
- The review of the Packaging NEPM offers an opportunity for significant change to how packaging is managed in Australia, including making it easy for the community to recycle, for the materials collected to be recycled and ensuring that the packaging industry take financial and/or physical responsibility for their products at end of life.

Background

The Packaging NEPM and the Australian Packaging Covenant predate the national Product Stewardship legislation. The NEPM approach, essentially the same legislation duplicated in each jurisdiction, has limitations as the enforcement of the legislation is reliant on each jurisdiction's priority and resourcing. The review of the Packaging NEPM provides an opportunity to move APCO under the new *Recycling and Waste Avoidance Act 2020* and to strengthen the requirements on the packaging industry.

Comment

The draft Submission identifies:

- *We need to make it easy for the community to recycle* through consistent messaging about what can and can't be recycled in kerbside recycling bins, clear and easy to understand labelling and reduction/elimination of packaging products which are not recyclable through the kerbside system.
- *Export bans are likely to increase the cost of kerbside recycling* as there is no guarantee that onshore processing is going to be as cost effective as exporting product to overseas markets, and current indications are that it may be more expensive.
- *A renewed Product Stewardship Scheme for Packaging is essential, which:*
 - Is constituted under the national legislation to facilitate a consistent, streamlined, efficient and effective approach
 - Is delivered by a single Product Stewardship Organisation
 - Covers all the costs associated with recycling products
 - Includes mandatory product labelling – for recyclability
 - Prohibits the sale of products onto the market which are not readily recyclable through the kerbside collection system.
- *The deposit and materials covered by Container Deposit Schemes increases* to give the community more incentive to return materials, and make the system more easily understandable

The Submission was due on 12 March 2021. The Submission was attached (**pg. 7**).

Discussion at the Municipal Waste Advisory Council

This item was passed with minimal discussion.

4 DISCUSSION ITEMS

4.1 *Advocacy Campaign – Effective Product Stewardship for Packaging****

In Brief

- As of 1 July, mixed plastics will be subject to an Export ban, this is likely to have an immediate impact on the cost of recycling.
- WALGA held an Executive Forum on Wednesday, 21 April to discuss the Export Bans, Waste Avoidance, Reducing Contamination and Advocacy.

For Discussion

- Advocacy campaign for effective Product Stewardship for Packaging

Background

COAG agreed to Export Bans in 2019. The Legislation to enable the bans has been put in place and significant funding has been provided by Federal and State Government and the waste industry to develop infrastructure to ensure there are local processing options for recycling. However, there is one key element that has yet to be addressed – who pays for the ongoing costs? A presentation was provided to the Executive Forum held on Wednesday, 21 April with over 50 Local Government representatives in attendance. Although figures are very approximate, it is highly likely that the costs of kerbside recycling will increase because of the export bans.

MWAC has a clear position regarding Product Stewardship and the export bans represent a key opportunity for a concerted advocacy campaign to be undertaken on this issue. WALGA will work with other Associations (Local Government and industry) to push this issue. As the review of the Packaging NEPM is underway, this is the ideal time for change to occur. The presentation from the Executive Forum was attached (**pg. 10**).

Discussion at the Municipal Waste Advisory Council

All levels of Australian Government have invested funding targeted at the issue of packaging yet there is still a lack of commitment from the packaging industry to progress significant change. In the absence of a national product stewardship scheme to address packaging, State Governments are investigating options for state-based schemes. Currently the WARR Act includes provisions for product stewardship schemes and extended producer responsibility however these provisions need to be strengthened, which WALGA raised during the consultation for the review of the Act. WALGA will develop a campaign approach document that highlights the pressure points and key decision timeframes.

5 INFORMATION ITEMS

5.1 *Household Hazardous Waste Program – 9 year data set*

- The HHW Program has 9 full years of material collection data (2011/12 – 2019/20).
- Over 9 years, 4,722 tonnes of HHW was collected through the Program from Permanent facilities. 51% was paint, 14% LPG cylinders, 12% was batteries and 6% was flammable liquids.
- Through Temporary Collection Days an additional 300 tonnes of HHW was collected.
- Figure 1 shows an overall reduction in HHW through the Program, due to Paint being collected through the Paintback Scheme.
- Figure 2 shows that once paint is removed from the overall totals, the amount of HHW being collected through the Program continues to increase.
- Figure 3 shows the breakdown of the top four materials collected through the Program, the expenditure of the HHW Program, and the amount of paint collected by Paintback (data provided from Paintback). This graph shows the reduction in expenditure and materials collected through the HHW Program as more HHW facilities became Paintback collection locations. It also shows that as the amount of paint collected through the HHW Program reduces, Paintback increased their collections (also noting they accept commercial paint as well).

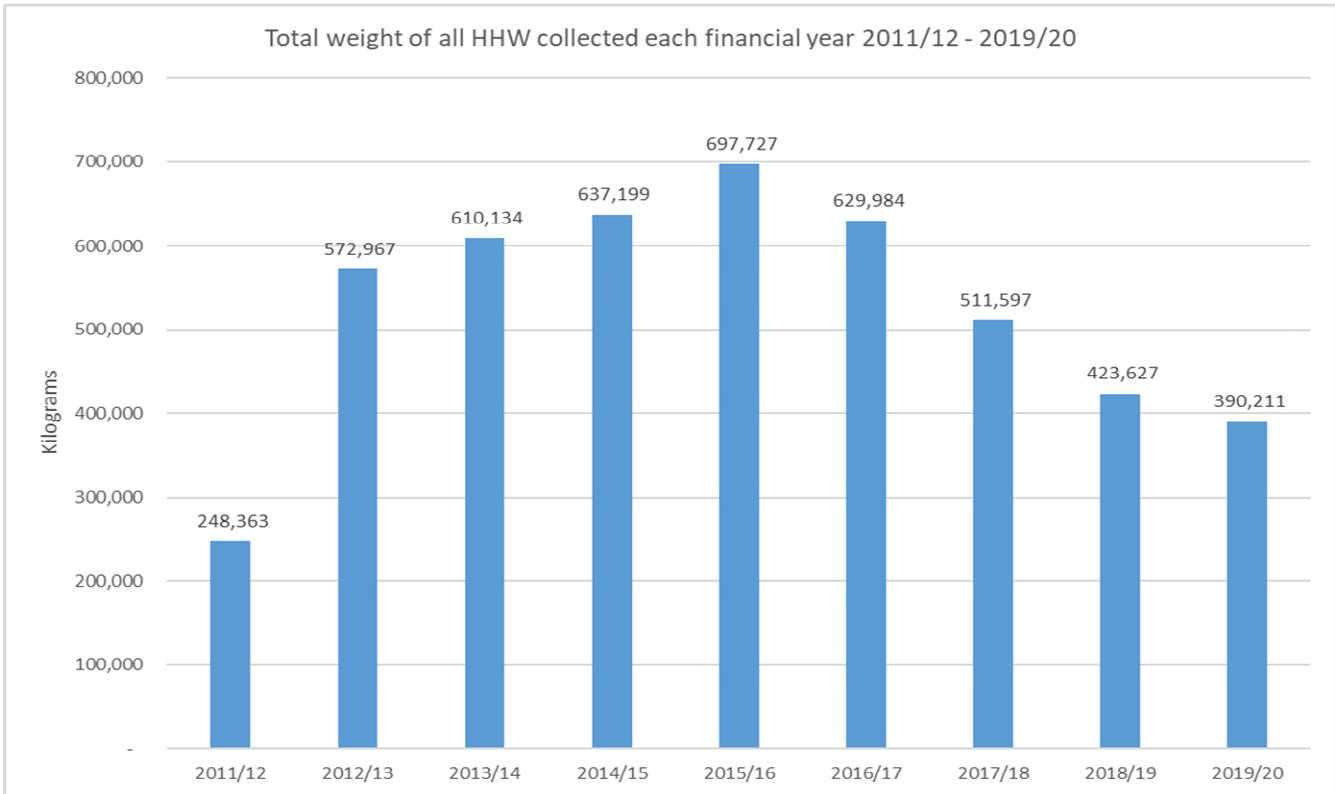


Figure 1. Total kilograms of HHW collected each financial year (excluding Temporary Collection Days).

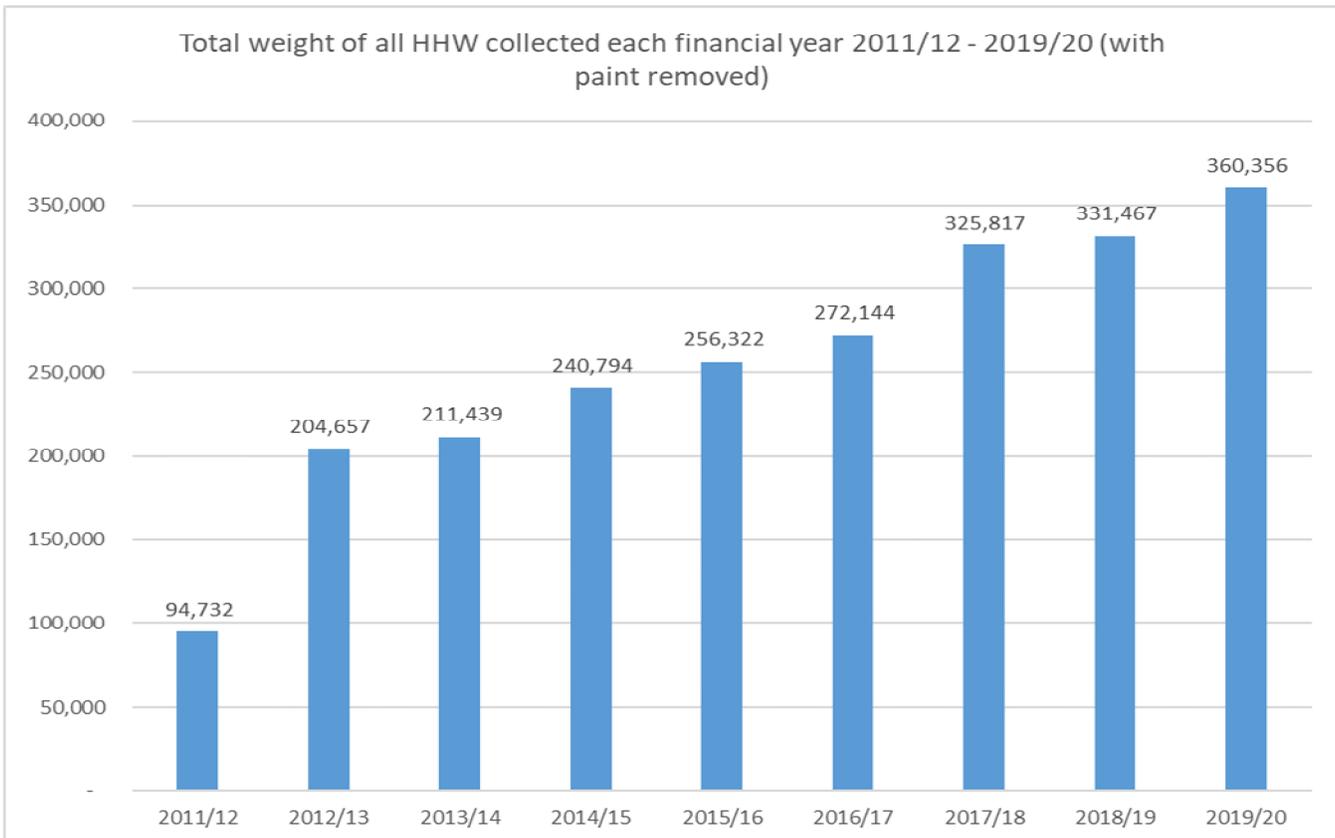


Figure 2. Total kilograms of HHW collected each financial year, with paint removed.

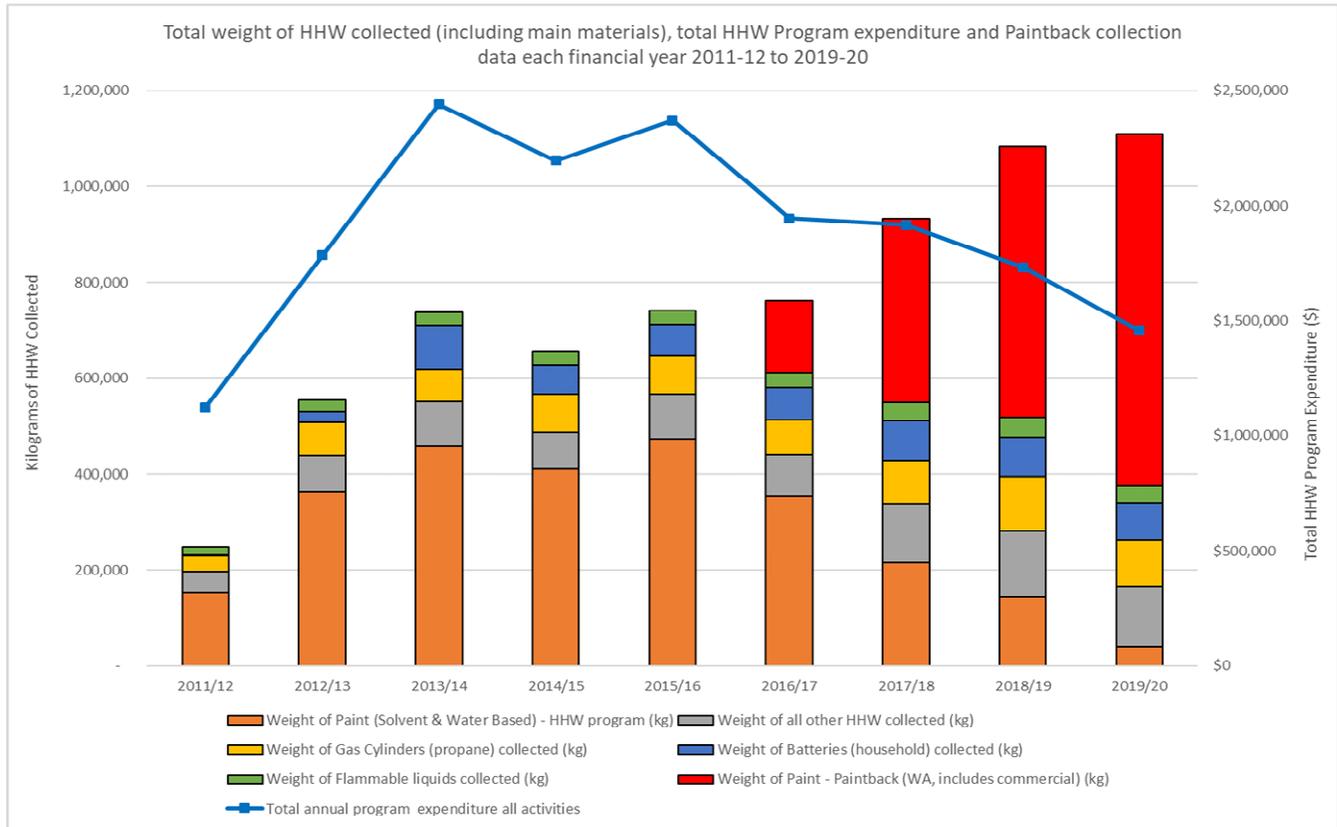


Figure 3. Total HHW collected, with top materials, Program expenditure and Paintback collection data from HHW facilities.

5.2 Regional Collaboration

- MWAC staff have started developing options for Regional Collaboration based on work WALGA has undertaken previously and a new grant recently received to pilot Climate Alliance approaches.

5.3 Harmonisation of Bin Systems

- As part of the National Plastic Plan there is agreement that *“the Australian Government will work with states and territories governments to harmonise kerbside recycling collection.”*
- The Australian Local Government Association (ALGA) represents the sector at the Meeting of Environment Ministers where this matter will be discussed.
- Information has been provided to ALGA on:
 - Bin lid colours
 - Consistent Communications Collective and agreed position in WA regarding what can and can't be recycled through kerbside
 - Need for materials generated to be recyclable
 - Compulsory labelling requirements
 - Material Recovery Facilities and end markets.

5.4 National Asbestos Reporting Requirements

- The WA State Government have signed up to the National Asbestos Action Plan, which identifies a range of actions for Federal, State and Local Government. At a Federal level the Asbestos Safety and Eradication Agency (ASEA) is the relevant agency. At the State level there is an interagency Asbestos Working Group which the MWAC Executive Officer represents Local Government on.

- WALGA has expressed considerable concerns to ASEA about the low level of engagement with Local Government in the development of the Plan. Associated with the Plan are a number of reporting requirements which the State Government agency responsible (DMIRS) are now working through. They are taking a consultative and pragmatic approach to the level of reporting that Local Government will be able to provide.
- The MWAC Executive Officer sought volunteers from the OAG to review the reporting template that DMIRS have developed and identify what information Local Government is likely to capture and could potentially report. The following Officers volunteered to assist:
 - Libby Eustance (WMRC)
 - Ruth March (City of Albany)
 - Chris Hoskisson (City of Joondalup)

6 REPORTS

6.1 Working Groups/Committee Reports

1. Metropolitan Regional Council Working Group

Delegates/Nominees: Mr Tim Youé, Working Group Chair
This Group has not met since the previous MWAC Meeting.

2. Reducing Illegal Dumping Working Group

Delegates/Nominees: n/a
This Group has not met since the previous MWAC Meeting.

3. Vergeside Collection Working Group

Delegates/Nominees: n/a
This Group has a meeting Scheduled for Friday 23 April.

4. Waste Reform Advisory Group

Representative: MWAC Chair, MWAC Executive Officer and CEO of SMRC
The Group met on Tuesday 20 April.

Discussion at the Municipal Waste Advisory Council

The waste infrastructure audit has been completed. This was an assessment of all the waste infrastructure in WA including current capacities based on licence conditions. Talis Consultants has been engaged to work on the infrastructure plan for 2021/22. It was highlighted at the meeting that the absence of a waste infrastructure plan to inform the funding allocations was a significant oversight by the State Government.

5. Consistent Communications Collective

This Group met on Wednesday 28 April.

Discussion at the Municipal Waste Advisory Council

Work of this group is ongoing. Next promotional push will be for Compost in May. WasteSorted brand have provided some resources for Local Governments. The Recycle Right brand can provide similar resources.

6. Industry Training Reference Group

Representative: MWAC Executive Officer Members: Libby Eustance (WMRC), Emma Horsefield (LGIS), Emma Baker (Wanneroo), Brendan Twine (MRC), Justin Pereira (Remondis), Lia Barnett (WMRR).
This Group met on Tuesday 20 April to progress the development of the Waste Management Cert III.

7 OTHER GENERAL BUSINESS

7.1 COVID-19

- A member of the Council enquired as to whether Local Governments are prepared to receive additional waste generated amidst the COVID-19 pandemic, particularly materials that are recyclable but considered contaminated.
- All waste from hotel quarantine, including recyclable materials, must go to landfill. There is some data that suggests an increase in waste generation due to the single-use approach that has been adopted by many venues as well as potential increases in contamination levels in kerbside bins.
- WA Local Government are prepared to receive this waste, however there is great concern over increased volumes of medical waste, including personal protective equipment, becoming a significant proportion of the general waste stream.

7.2 Special Thanks

- Members of the Council expressed their gratitude to the Executive Officer and her team for their ongoing commitment to deliver high standards of advocacy on behalf of WA Local Governments.

7.3 Cleanaway Fire

- On Saturday, 24 April a fire broke out at the Cleanaway Transfer Station in Welshpool. The facility had a temporary set-up to hand sort and bale materials collected from kerbside recycling bins. Cleanaway have stated that this will not impact their service delivery and they are contacting all Local Governments who are serviced by the facility.
- The Southern Metropolitan Regional Council also recently experienced a small fire in their baling area that is thought to have been ignited by a boat flare and aerosol can that exploded under compression.
- These fires continue to highlight the importance of the work carried out by the Consistent Communications Collective in ensuring that the community is aware of what materials can and cannot go into their kerbside bins.
- Potentially hazardous items such as boat flares can be disposed of at any of the 15 Household Hazardous Waste (HHW) Permanent facilities and Department of Transport locations across WA. There is still the challenge of how to make disposal as easy and convenient as possible for the community.
- Over the coming years, the HHW Program is looking to expand the number of facilities Statewide. The Program Coordinator will investigate Extended Producer Responsibility options for boat flares and engage with the Department of Transport to see if they are willing to provide appropriate disposal information to their clientele.

The meeting closed at 4:48pm.

8 NEXT MEETING

The next meeting of the Municipal Waste Advisory Council will be held online at 4:00pm on **Wednesday, 30 June 2021**.



Submission on the Recycling and Waste Reduction (Product Stewardship – Televisions and Computers) Rules 2021

April 2021

Status of this Submission

This Submission has been prepared through the Municipal Waste Advisory Council (MWAC) for the Western Australian Local Government Association (WALGA). MWAC is a standing committee of WALGA, with delegated authority to represent the Association in all matters relating to solid waste management. MWAC's membership includes the major Regional Councils (waste management) as well as a number of Local Government representatives. This makes MWAC a unique forum through which all the major Local Government waste management organisations cooperate.

This Submission therefore represents the consolidated view of Western Australia Local Government. However, individual Local Governments and Regional Councils may have views that differ from the positions taken here.

Due to the timeframe for consultation, this Submission has not yet been considered by MWAC. It will be put before the Council at the upcoming meeting on Wednesday, 28 April 2021. The Department will be informed of any changes to this Submission following consideration by MWAC.

Introduction

The Western Australian Local Government Association (the Association) welcomes the opportunity to comment on the Recycling and Waste Reduction (Product Stewardship – Television and Computers) Rules 2021 (the Rules). Local Government has a keen interest in this matter given the key role the sector plays in collection of these products (and other electronic waste) for recycling.

The Association provided [comment](#) on the review of the National TV and Computer Product Stewardship Scheme in 2018 and appreciates the Government's comprehensive response to feedback received. Local Government also welcomes the coming investigation into the expansion of the Scheme to cover other electronic waste, as this is an increasing and costly material to collect and recycle. In a recent community survey commissioned by the Association, funded by the State Government, feedback indicated that although a number of people are disposing of their unwanted electronic waste appropriately (21% drop-off days, 11% retail drop-off, 8% Local Government facility), 21% reported placing it in the waste bin, 17% on the verge for collection and 11% in the recycling bin. This indicates there is an urgent need to provide the community with easy to access ways of recycling their unwanted electronic waste.

This Submission identifies some key concerns for Local Governments in Western Australia, including Advertising, Equitable Outcomes and Compliance for the Co-Regulatory Arrangements.

Reasonable Access Advertising

The Association identified deficiencies in the approach to advertising access to the Scheme in the Submission on the Review in 2018. These concerns were that there was very limited advertising in some circumstances of the access opportunity. The Association supports the move to specify the range of activities that can be used to advertise the access opportunity as outlined in the Rules:

2) Advertising must be reasonably appropriate for the purpose of notifying members of a local community about the type and location of a collection service, and may include, but is not limited to, advertising in the following ways:

- (a) on a social media service (within the meaning of the Enhancing Online Safety Act 2015);
- (b) on a website that promotes recycling;
- (c) on signage placed in close proximity to a collection service;
- (d) on a poster or notice placed on a community billboard;
- (e) on leaflets or pamphlets distributed to homes;
- (f) in a local newspaper or magazine.

(3) Advertising may be undertaken alone or jointly with the provider of a collection service.

In addition the Association suggests that advertising on Local Government websites or social media be included in the list. A recent Survey of Western Australian households, commissioned by the Association with funding from the State Government, asked residents how they would find out how to dispose of unwanted household hazardous waste; 50% of respondents indicated they would check the Council/Shire website, 37% said call Council/ Shire and 25% said they would check the Recycling calendar/guide from the Council/Shire. This is consistent with other surveys that have been undertaken by State and Local Governments which indicate that the community, in many instances, seeks information from their Local Government regarding waste management. The Rules state that the advertising “must be reasonably appropriate for the purpose of notifying members of a local community about the type and location of a collection service”. The Association suggests that to reduce ambiguity the word “reasonably” be removed. The notification to the community is either appropriate (as in accessible by the majority) or not. In addition to the type and location of the collection service, the other variable is the opening hours or in the case of an event date and time.

Feedback from Local Government on this matter has also highlighted that retailers selling material covered by the Scheme also need to be promoting these recycling options.

Recommendations:

- **That Local Government websites or social media be included in the list of advertising options**
- **That retailers of products covered by the Scheme be required to advertise to the local community recycling options for the products they sell**
- **Amend Section 2 “Advertising must be appropriate for the purpose of notifying members of a local community about the type, location and timing of a collection service”.**

Equitable Outcomes

One of the key recommendations from the Association’s Submission on the review of the Scheme was to amend the parameters of the NTCRS to ensure the recycling target is applied on a jurisdictional basis. This is to ensure the equitable access to the Scheme across Australia and that the Co-Regulatory Arrangements ensure equitable outcomes and do not focus efforts on jurisdictions or areas where it is cheaper to recycle.

The data provided in the Association’s Submission on the review of the Scheme identified:

*A comparison of the amount of material collected by the **three** Arrangements, that provided jurisdictional data for the 2016/17 Financial Year, shows that only 5.44% of material came from Western Australia. Western Australia accounts for approximately 10% of Australians¹, therefore it is clear that although the Arrangements are meeting the national recycling target, the service provision nationally is not equitable.*

Recommendation: The Rules be amended to reflect that the Targets should be met at a jurisdictional level.

¹ Australian Bureau of Statistics (2017). 3101.0 - Australian Demographic Statistics. Available online. <http://www.abs.gov.au/AUSSTATS/abs@.nsf/allprimarymainfeatures/30125843DE7F366ECA2582570013F5FE?opendocument>.

Submission on the Recycling and Waste Reduction (Export – Waste Plastic) Rules 2021



April 2021

Status of this Submission

This Submission has been prepared through the Municipal Waste Advisory Council (MWAC) for the Western Australian Local Government Association (WALGA). MWAC is a standing committee of WALGA, with delegated authority to represent the Association in all matters relating to solid waste management. MWAC's membership includes the major Regional Councils (waste management) as well as a number of Local Government representatives. This makes MWAC a unique forum through which all the major Local Government waste management organisations cooperate.

This Submission therefore represents the consolidated view of Western Australia Local Government. However, individual Local Governments and Regional Councils may have views that differ from the positions taken here.

Due to the timeframe for consultation, this Submission has not yet been considered by MWAC. It will be put before the Council at the upcoming meeting on Wednesday, 28 April 2021. The Department will be informed of any changes to this Submission following consideration by MWAC.

Introduction

The Western Australian Local Government Association (the Association) welcomes the opportunity to comment on the Recycling and Waste Reduction (Export – Waste Plastic) Rules 2021 (the Rules). The Association provided [comment](#) on the Waste Plastics Discussion Paper which informed the development of the Rules.

The Rules cover both the mixed plastic ban, commencing 1 July 2021, and the ban on export of unprocessed single resin or polymer, effective 1 July 2022. From 1 July 2021 exporters of plastic will need to sort the plastic into a single resin or polymer *and* hold a licence to export the material. From 1 July 2022 exporters of plastic will need to ensure the single polymer or resin is further processed *and* hold a licence to export the material.

This Submission discusses the approach to waste plastic specifications, the relationship between licence holder and supplier and the need for contingency planning to be place.

Waste Plastic Specification

To be eligible for export, plastic will need to meet a specification, the Rules identify two types of specification that can be used:

- Listed waste plastic specification – is a specification that has been listed by the Department of Agriculture, Water and the Environment (the Department) on its website
- Waste Plastic Specification - is defined as a written industry specification or standard that relates to the manufacture, processing or supply of waste plastic.

In the Paper accompanying the Rules, the Department has identified that specifications that are part of contractual arrangements may be commercial in confidence and these specifications do not have to be published. The applicant for an export permit will have to provide the Department with evidence to demonstrate how the waste plastic will comply with the specification. The Waste Plastic Specifications will be “assessed for their suitability on a case-by-case basis”.

The specification question is important, however it is also worth noting that it is not the specification alone that is considered by the Minister when determining whether to grant an export licence. In making the decision to grant an export licence, the Minister must have regard to a number of matters, including:

- The intended use of the plastic at its end destination
- Whether the nominated specification is appropriate for that intended use
- If the specification is not a listed specification – the polymer or resin type, thresholds for contamination, packaging and colour requirements. After 1 July 2022, there will be additional requirements relating to the plastic, including the physical size and shape of the plastic and whether the plastic is to be processed into flakes or pellets.

The first point means that there will be considerable oversight regarding the material use, so unsuitable material uses can be avoided. The Department will be administering the requirements on behalf of the Minister and will require a detailed understanding of the plastics markets, what products different plastics can be made into and the levels of contamination which are acceptable for various end uses. The Department will need to be very careful in undertaking these assessments, as there could be the potential for the intent of the export bans to be undermined if a high level of contamination is commercially acceptable. The Department will need sufficient administrative capacity to ensure that these applications can be assessed in a timely manner. The Department has established an [online portal](#) for these applications.

Waste Licence Holder / Plastic Supplier

The Rules identify that one of the conditions for a waste plastic licence is that:

11 (3) If the holder of the licence is not the supplier of the regulated waste plastic intended for export, the holder must have a commercial relationship with the supplier.

Feedback from Local Governments has indicated that not all Material Recovery Facilities are supplying directly to recyclers, instead they transact through a broker/buyer. Because of this process there may not be a commercial relationship between the holder of the licence and the supplier of the material.

Recommendation: Delete or re-word Section 11 (3) to ensure it does not prohibit current sales processes for recyclables.

Contingency Planning

The Rules provide an exemption process for material which is a “trade sample” of regulated plastic, but does not provide any other types of exemption. The Association strongly recommends that the Rules provide the Minister with the ability to grant exemptions in other circumstances. For example, if the choice is between export (to a legitimate destination/process) and landfill, that the option of export be allowed. Otherwise an unintended consequence of the export ban may be that mixed plastic is landfilled or used in waste to energy processes (when these become available).

Following implementation of the ban, there will be a need for effective contingency planning to ensure that should a plant be impacted by natural disaster, including fire, or financial instability, there will be alternative destinations available for the product. Until the markets mature there will be increased risk to emerging companies and developing markets. This is potentially an activity that could be undertaken at a national level.

Recommendations:

- **That the Rules be amended to provide the Minister with the ability to issue exemptions for the export of plastic in certain circumstances.**
- **That a contingency planning process be undertaken to determine potential end markets, should one or more processing plants be impacted by natural disaster or other situation that makes it inoperable.**

Submission on the Hazardous Waste (Regulation of Exports and Imports) Amendment Bill 2021



April 2021

Status of this Submission

This Submission has been prepared through the Municipal Waste Advisory Council (MWAC) for the Western Australian Local Government Association (WALGA). MWAC is a standing committee of WALGA, with delegated authority to represent the Association in all matters relating to solid waste management. MWAC's membership includes the major Regional Councils (waste management) as well as a number of Local Government representatives. This makes MWAC a unique forum through which all the major Local Government waste management organisations cooperate.

This Submission therefore represents the consolidated view of Western Australia Local Government. However, individual Local Governments and Regional Councils may have views that differ from the positions taken here.

Due to the timeframe for consultation, this Submission has not yet been considered by MWAC. It will be put before the Council at the upcoming meeting on Wednesday, 28 April 2021. The Committee will be informed of any changes to this Submission following consideration by MWAC.

Introduction

The Western Australian Local Government Association (the Association) welcomes the opportunity to provide comment to the Environment and Communications Legislative Committee on the *Hazardous Waste (Regulation of Exports and Impacts) Amendment Bill 2021* (the Bill).

The Association understands that the intent of the legislation is to fulfil Australia's international obligations regarding the Basel Convention on the Control or Transboundary Movements of Hazardous Wastes and their Disposal. The Bill provides the legislative mechanism to enact what the Australian Government has already agreed in relation to the Convention.

The Association is making this submission to ensure that the interaction between the Bill and the *Recycling and Waste Reduction Act 2020* (the Act) are fully considered and any potential contradictions or duplications avoided, in particular regarding Waste Plastics. The Export Bans on these materials are being introduced through the Act, with the mixed plastic ban, commencing 1 July 2021, and the ban on export of unprocessed single resin or polymer, effective 1 July 2022. From 1 July 2021 exporters of plastic will need to sort the plastic into a single resin or polymer *and* hold a licence to export the material. From 1 July 2022 exporters of plastic will need to ensure the single polymer or resin is further processed *and* hold a licence to export the material.

Extract from Association Submission on the Waste Plastics Rules

The following extract from the Associations Submission on the Waste Plastic Rules has been included to confirm that:

- The approach taken to Waste Plastic Specifications proposed in the Waste Plastic Rules will meet the requirements of the Basel Convention
- The approach the Association is suggesting in relation to contingency planning will meet the requirements of the Basel Convention and be possible through the Bill.

Waste Plastic Specification

To be eligible for export, plastic will need to meet a specification, the Rules identify two types of specification that can be used:

- *Listed waste plastic specification – is a specification that has been listed by the Department of Agriculture, Water and the Environment (the Department) on its website*

- *Waste Plastic Specification - is defined as a written industry specification or standard that relates to the manufacture, processing or supply of waste plastic.*

In the Paper accompanying the Rules, the Department has identified that specifications that are part of contractual arrangements may be commercial in confidence and these specifications do not have to be published. The applicant for an export permit will have to provide the Department with evidence to demonstrate how the waste plastic will comply with the specification. The Waste Plastic Specifications will be “assessed for their suitability on a case-by-case basis”.

The specification question is important, however it is also worth noting that it is not the specification alone that is considered by the Minister when determining whether to grant an export licence. In making the decision to grant an export licence, the Minister must have regard to a number of matters, including:

- *The intended use of the plastic at its end destination*
- *Whether the nominated specification is appropriate for that intended use*
- *If the specification is not a listed specification – the polymer or resin type, thresholds for contamination, packaging and colour requirements. After 1 July 2022, there will be additional requirements relating to the plastic, including the physical size and shape of the plastic and whether the plastic is to be processed into flakes or pellets.*

The first point means that there will be considerable oversight regarding the material use, so unsuitable material uses can be avoided. The Department will be administering the requirements on behalf of the Minister and will require a detailed understanding of the plastics markets, what products different plastics can be made into and the levels of contamination which are acceptable for various end uses. The Department will need to be very careful in undertaking these assessments, as there could be the potential for the intent of the export bans to be undermined if a high level of contamination is commercially acceptable. The Department will need sufficient administrative capacity to ensure that these applications can be assessed in a timely manner. The Department has established an [online portal](#) for these applications.

Contingency Planning

The Rules provide an exemption process for material which is a “trade sample” of regulated plastic, but does not provide any other types of exemption. The Association strongly recommends that the Rules provide the Minister with the ability to grant exemptions in other circumstances. For example, if the choice is between export (to a legitimate destination/process) and landfill, that the option of export be allowed. Otherwise an unintended consequence of the export ban may be that mixed plastic is landfilled or used in waste to energy processes (when these become available).

Following implementation of the ban, there will be a need for effective contingency planning to ensure that should a plant be impacted by natural disaster, including fire, or financial instability, there will be alternative destinations available for the product. Until the markets mature there will be increased risk to emerging companies and developing markets. This is potentially an activity that could be undertaken at a national level.

Recommendations:

- ***That the Rules be amended to provide the Minister with the ability to issue exemptions for the export of plastic in certain circumstances.***
- ***That a contingency planning process be undertaken to determine potential end markets, should one or more processing plants be impacted by natural disaster or other situation that makes it inoperable.***



Submission on the Review of the co-regulatory arrangement under The National Environmental Protection (Used Packaging Materials) Measure 2011

March 2021

Status of this Submission

This Submission has been prepared through the Municipal Waste Advisory Council (MWAC) for the Western Australian Local Government Association (WALGA). MWAC is a standing committee of WALGA, with delegated authority to represent the Association in all matters relating to solid waste management. MWAC's membership includes the major Regional Councils (waste management) as well as a number of Local Government representatives. This makes MWAC a unique forum through which all the major Local Government waste management organisations cooperate.

This Submission therefore represents the consolidated view of Western Australia Local Government. However, individual Local Governments and Regional Councils may have views that differ from the positions taken here.

Due to the timeframe for consultation, this Submission has not yet been considered by MWAC. It will be put before the Council at the upcoming meeting on Wednesday, 28 April 2021. The Department will be informed of any changes to this Submission following consideration by MWAC.

Introduction

The Western Australian Local Government Association (the Association) welcomes the opportunity to comment on the Review of the co-regulatory arrangement under the National Environment Protection (Used Packaging Materials) Measure 2011 (Packaging NEPM). Local Government has a keen interest in this matter given the pivotal role of the sector in delivering, or ensuring the delivery of, kerbside recycling where the majority of the material covered by the Packaging NEPM is collected.

The Federal Government has enacted legislation to ban exports of glass, plastic, tyres and paper and cardboard to be implemented progressively over the next four years. For Western Australia this has a significant impact on recycling viability, markets in Asia are frequently more economically and environmentally efficient to trade with than other areas of Australia. The State and Federal Government and industry has committed significant funds to invest in on-shore processing options for the materials subject to the ban, and this approach is welcomed. In WA alone \$70M from [State and Federal Government](#). In Western Australia the community, through Local Governments, is paying for packaging materials to be collected, processed and recycled, as there is not enough material value in the recycle to fund the system. It is unlikely that on-shore processing will improve this situation and early indications are that the costs of recycling are likely to increase, rather than decrease with the move to on-shore processing. The recently implemented container deposit scheme is anticipated to have a positive economic (and environmental) impact on kerbside recycling, as although the amount of material collected will reduce, the value of what remains will increase. However, this increase in value of products will not affect approximately 66% of the material in kerbside recycling bins, which is paper and cardboard. The packaging industry is one of the main sources of this material but is not taking financial or physical responsibility for managing material they are generating.

The review of the Packaging NEPM offers an opportunity for significant change to how packaging is managed in Australia, including making it easy for the community to recycle, for the materials collected to be recycled and ensuring that the packaging industry take financial and/or physical responsibility for their products at end of life. This Submission provides commentary on the effectiveness of the Packaging NEPM and Packaging Covenant and recommendations on effective approaches for product stewardship.

Effectiveness of the NEPM

The Packaging NEPM was used as the regulatory instrument because there was not a national legislative framework to enable product stewardship. In previous WALGA Submissions some of the issues with NEPM's have been identified including inconsistent approaches to implementation and regulation, as these depend on State/Territory priority and resourcing. The *Product Stewardship Act 2011* established the national legislative framework to provide for mandatory, co-regulatory or voluntary product stewardship. This legislation has now been incorporated into the *Recycling and Waste Reduction Act*

2020. To ensure a consistent national approach Product Stewardship for Packaging should be regulated through the national legislation and the existing NEPM's repealed. This would also simplify the governance, improve data collection, ensure a consistent approach to brand owners and reduce duplication of effort and administrative burden on States and Territories.

Recommendation: That Product Stewardship for Packaging be implemented through the *Recycling and Waste Reduction Act 2020*.

The Discussion Paper notes that the current encouragement for brand owners to be part of the Packaging Covenant is to avoid the regulatory requirements in the Packaging NEPM. The Discussion Paper identifies that this is not particularly effective and can cause confusion.

Recommendation: That brand owners are requirement to be part of Product Stewardship for Packaging through implementation of a mandatory or co-regulatory Product Stewardship Scheme under the *Recycling and Waste Reduction Act 2020*.

Objectives Packaging Product Stewardship

The Discussion Paper identifies that there are a range of objectives which need to be achieved by whatever structure/entity is put in place. These are stated as:

- *a decrease in packaging waste (waste avoidance)*
- *an increase in:*
 - *the reusability, recyclability and composability of packaging*
 - *the recycled content in packaging*
 - *the recycling, recovery and reuse of used packaging*
- *phase out of problematic and unnecessary single use plastic packaging.*

WALGA would also identify that the new structure – as an essential outcome - has to ensure that kerbside recycling remains viable when the Export bans for plastic, paper and cardboard are implemented. As an example, WALGA highlighted in a [Submission](#) on the Export Bans that of the 231,200 tonnes of paper and cardboard collected in WA, 99.6% was exported and Local Government, predominantly through kerbside recycling, was responsible for collecting 75% of that tonnage.

Recommendation: That an additional objective for Product Stewardship for Packaging be to ensure kerbside recycling remains viable when the Export bans for recyclable materials are introduced.

Consistent and Effective Product Stewardship for all Materials

The Association has identified in previous Submissions, there needs to be a consistent, and equitable approach to the design and implementation of Product Stewardship Schemes. To develop and maintain a respected 'brand,' of Product Stewardship, it is imperative that the same expectations on what outcomes are to be achieved, are reflected in the design of all Schemes.

When comparing packaging industry's requirements under the Australian Packaging Covenant Organisation (APCO), to other Product Stewardship schemes, the packaging industry appears to have far less responsibly (physical or financial) for their products. Under the Covenant, there are membership fees, actions plans, reporting and various projects. In comparison the voluntary Scheme for Paint (Paintback) places a 15c Levy on every litre of paint sold to fund the recycling of this product. This approach has had a very positive outcome for Western Australia, with the Scheme reducing costs to State and Local Government by over \$1M since it commenced. WALGA administers the Household Hazardous Waste (HHW) Program, funded by the State Government through the Waste Avoidance and Resource Recovery Account. Prior to Paintback this Program was funding paint recycling in WA, the cost saving that has been achieved due to Paintback has meant the Program coverage can expand and the community can more easily access free disposal options for their HHW. By contrast the Packaging Covenant has not demonstrably reduced the cost of kerbside in the 20 years it has been in operation. The Association is of the view that Product Stewardship for Packaging should be held to the same standard as that of other Product Stewardship Schemes.

Recommendation: That Product Stewardship for Packaging is designed to reflect all the objects of the Act, by:

- **Assigning manufacturers, importers, distributors with a financial or physical responsibility for managing the end-of-life of their products**

- **Prohibiting the sale or distribution of new products, where there is no clear pathway to manage end-of life impacts in an environmentally sound manner.**

Effectiveness of the Packaging Covenant

In the past WALGA has actively engaged with the Packaging Covenant, including membership of the organisation. In 2015, WALGA withdrew from the Covenant because of concerns relating to unclear governance, limited improvement and impact on packaging design and ineffective funding. The detailed explanation of these concerns was outlined in WALGA's [Submission](#) on the Covenant Review in 2018. WALGA acknowledges the efforts of the current Australian Packaging Covenant Organisation (APCO) to address some of these issues. However, without a robust legislative underpinning the Covenant is unlikely to achieve the outcomes that Government has set and the community expects.

One benefit of APCO's approach is that there is the single focal point for packaging, rather than having multiple Product Stewardship Organisations (PSO). WALGA has commented in its [Submission](#) on the review of the TV and Computer Product Stewardship Scheme the problems associated with multiple PSO's.

Making it easy for the community to recycle

In WA, in many areas there are high levels of contamination in the kerbside recycling bin, this partly the result of confusion about what can/can't be recycled. To reduce contamination and increase resource recovery it is imperative that we make it easy for the community to know what can go in the kerbside recycling bin. WALGA working with Local Governments, Regional Councils and industry has put in place the Consistent Communications Collection which aims to ensure that all those communicating with the community on waste management related matters are providing a consistent message.

Labelling

The Australasian Recycling Label (ARL) is voluntary and although there is uptake it is not universal. Many products still include the Mobius loop in various forms which signals 'recyclable' to the community. Some of these products may be recyclable through kerbside, but many are not. Labelling as to recyclability needs to be a mandatory requirement.

Container Deposit Schemes

Container Deposit Schemes are being progressed or implemented in all States and Territories. This offers an opportunity to expand these Schemes to cover all containers and to increase the deposit to ensure there is sufficient incentive for the community to return the product. In relation to the material covered, Local Government supports the Scheme expansion to include wine and spirit bottles and other types of containers. This will make the Scheme much easier to communicate and for the community to engage with.

Conclusion

The current review of the Packaging NEPM is an ideal opportunity to improve Product Stewardship for Packaging to ensure that the structure in place is fit for purpose and will be able to achieve the outcomes that Government and the community expect. In summary:

- ***We need to make it easy for the community to recycle*** through consistent messages about what can and can't be recycled in the kerbside recycling bin, clear and easy to understand labelling and reduction/elimination of packaging products which are not recyclable through the kerbside system.
- ***Export bans are likely to increase the cost of kerbside recycling*** there is no guarantee that on shore processing is going to be as cost effective as exporting product to overseas markets, and current indications are that it may be more expensive.
- ***A renewed Product Stewardship Scheme for Packaging is essential***, which:
 - Is constituted under the national legislation to facilitate a consistent, streamlined, efficient and effective approach
 - Is delivered by a single Product Stewardship Organisation
 - Covers all the costs associated with recycling products
 - Includes mandatory product labelling – for recyclability
 - Prohibits the sale of products onto the market which are not readily recyclable through the kerbside collection system.
- ***The deposit and materials covered by Container Deposit Schemes increases*** to give the community more incentive to return materials and make the system more easily understandable.



Executive Forum – Export Bans and implications for Recycling

Aim of Session

- To provide Local Government with an update on the progress of the Export Bans for glass, plastics, tyres, paper and cardboard and an overview of potential impacts on the costs of recycling
- To engage the sector in the various advocacy and behaviour change strategies that are available to address these issues.

Recycling Update

- **2018** – China Sword restricts imports of recyclable materials – cost of kerbside increases
- **2019** - COAG announces Export Bans on glass, plastics, tyres and paper and cardboard
- **2020** – Timeframe for Export Bans finalised
- 1 October 2020 – Container Deposit Scheme introduced, potential for positive financial impact on kerbside recycling
- **2021** – Funding announced for plastics, tyre and paper processing facilities in WA (2 February)
- 2021 – Export bans begin to be implemented
 - 1 January 2021 – Glass – no impact on WA
 - 1 July 2021 – Mixed Plastics
 - 1 December 2021 – whole used tyres
 - 1 July 2022 – Unprocessed Plastics
 - 1 July 2024 – Paper and Cardboard

What's in the Kerbside Recycling bin?

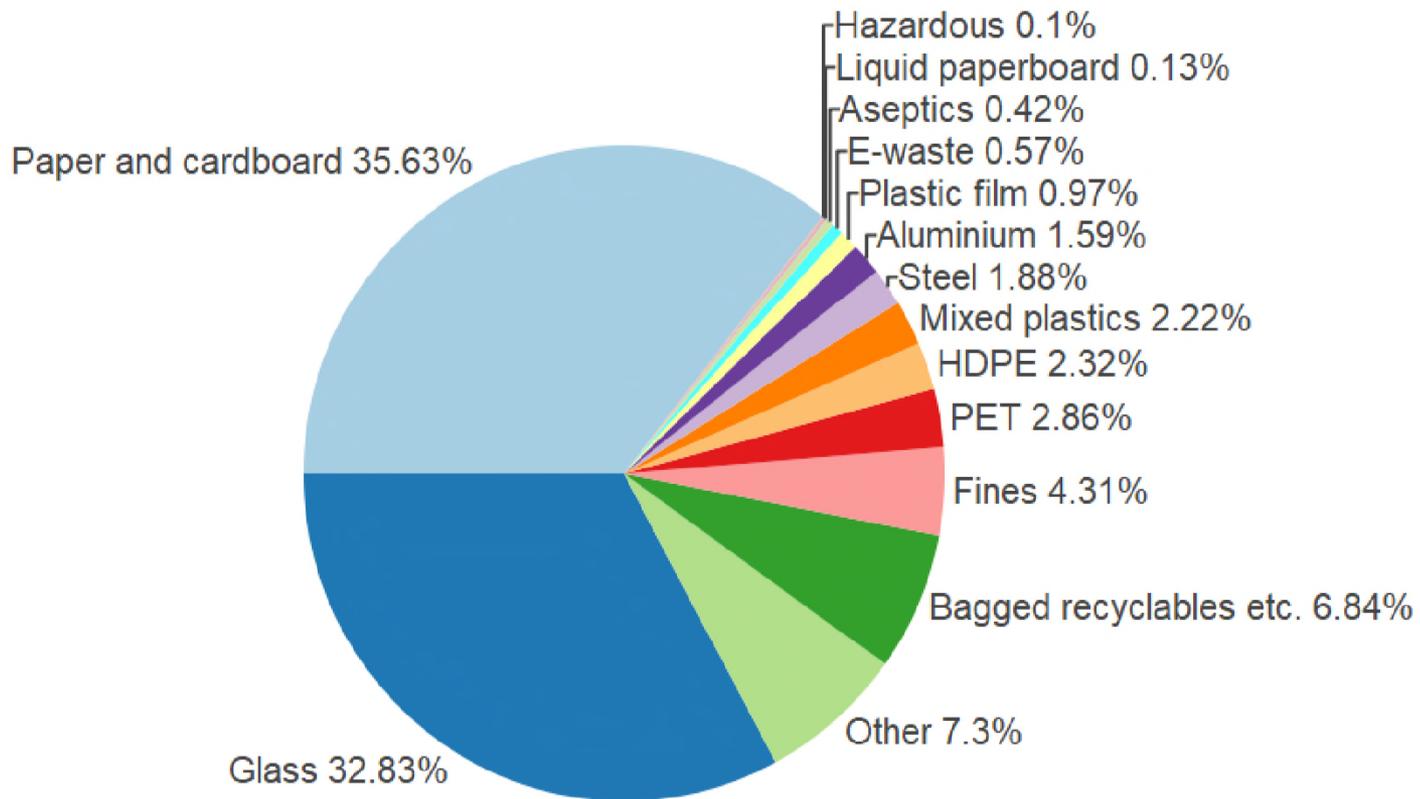
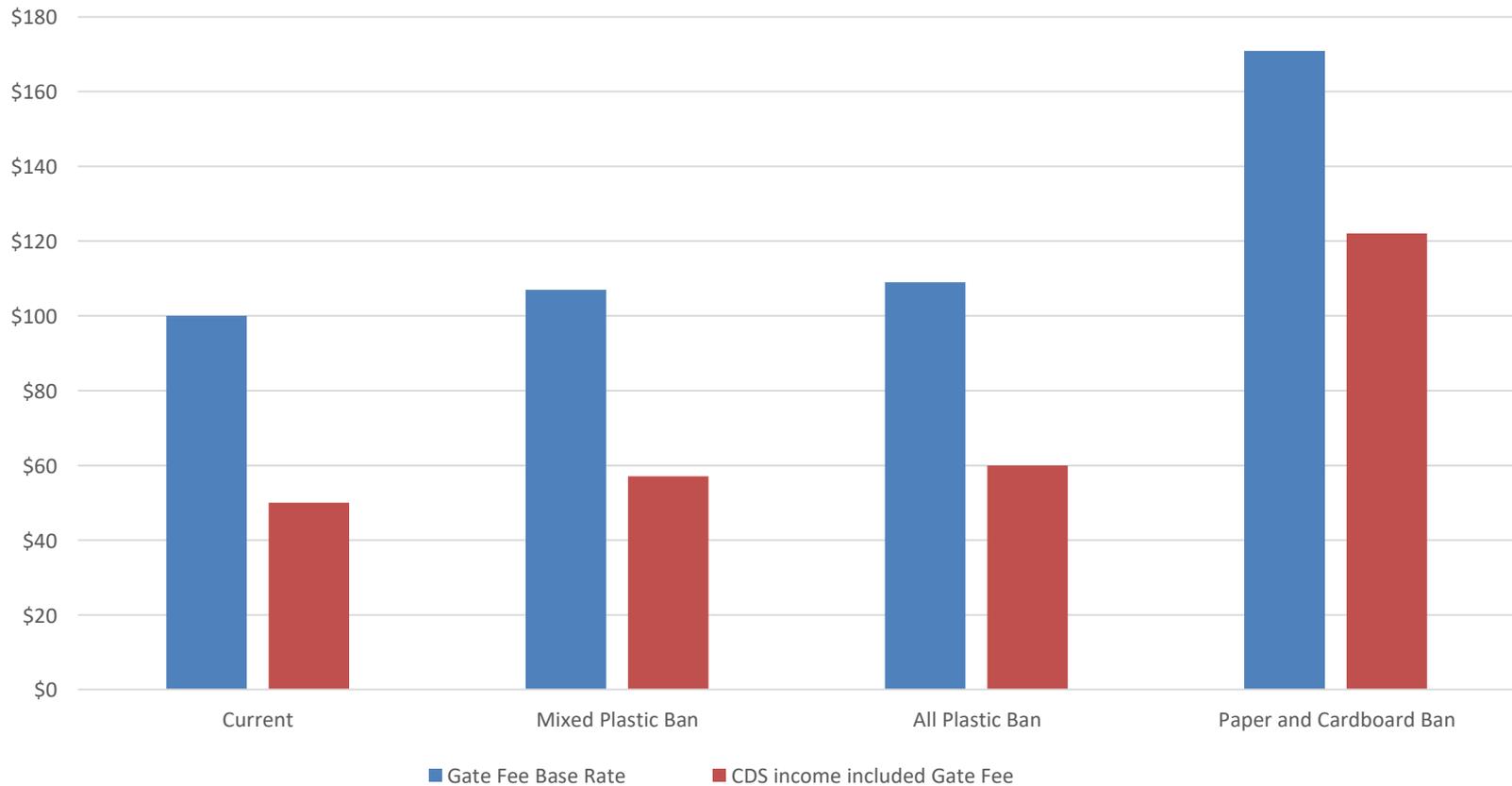


Figure 4-1: Average kerbside audit recycling composition – by weight

Export Bans – implications for WA

Export Ban and Gate Fee Price per tonne



Disclaimer – approximate costs used only and no definite ability to predict the future so don't use these for your budget.

Meeting of Environment Ministers



15 April – Meeting of Environment Ministers – Communique

- Environment Ministers agreed to work collaboratively to improve the harmonisation of municipal waste collection, taking the first step within each state through the **implementation of standards within each jurisdiction for kerbside recycling**, and a national **implementation road map that considers costs and benefits**.
- The Ministers agreed in principle to support a roll out of **Food Organics and Garden Organics (FOGO)** waste collection services in partnership with the Commonwealth to address current gaps in waste collection streams.
- With respect to **Container Deposit Schemes** Ministers also agreed to harmonisation for the containers (size and products) across jurisdictions, refund amounts, standards for labelling, and community education by the end of 2025, ensuring consistent recycling collection strategies across all states.

Meeting of Environment Ministers



15 April – Meeting of Environment Ministers – Communique

- To provide greater certainty for industry, Ministers have identified eight ‘problematic and unnecessary’ plastic product types for industry to phase out nationally by 2025 (or sooner in some cases) under the National Waste Policy Action Plan.
- These are **lightweight plastic bags; plastic products misleadingly termed as ‘degradable’; plastic straws; plastic utensils and stirrers; expanded polystyrene (EPS) consumer food containers** (e.g. cups and clamshells); **EPS consumer goods packaging** (loose fill and moulded); and **microbeads** in personal health care products.

Addressing Export Ban Implications



Average household generates 230kg of recycling per year (LG Census 18/19)

Waste Avoidance

Community Behaviour Change

- Plastic Free July, average reduction of 21kg of plastic waste per participant per year, 300,000 participants in WA last year.
- No Junk Mail stickers, potential reduction of up to 52kg per year, per household (depending on amount of junk mail delivered).

Container Deposit Scheme

- Encourage use of refund points – although this just means the material goes somewhere else, it may be needed to reduce costs in future.

Addressing Export Ban Implications



Average household contamination rate – 15% (and some are well above average)

Reduced Contamination

- **Consistent Communications Collective** – WALGA will be distributing an MoU to Local Governments seeking their agreement to taking a consistent approach, to show clearly to State and Federal Government the commitment of the sector.
- **Bin Tagging** & other evidence based behaviour change approaches – WALGA has a grant from the Waste Authority for the next two years to implement bin tagging. **Recycle Right** resources are available via the Southern Metropolitan Regional Council.

Addressing Export Ban Implications



Advocacy

Federal, State and Local Government, the community and the waste industry have paid enough to solve a problem that the packaging industry generates.

- Federal Government legislation to implement the bans, supported by State and Local Government
- In WA alone \$174M Federal and State Government funding and industry investment in processing infrastructure
- Final step to make the Bans work, Product Stewardship where industry pays the costs to recycle packaging



17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

18 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PRESIDING MEMBER OR BY DECISION OF MEETING

Nil

19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

RECOMMENDATION (Closing meeting to the public)

That the meeting be closed to members of the public in accordance with Section 5.23(2)(c) of the *Local Government Act 1995* for the purpose of dealing with matters of a confidential nature.

COUNCIL RESOLUTION

MOVED CR BOYD

SECONDED CR HAMILTON

THAT WITH THE EXCEPTION OF THE CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, CHIEF PROJECT OFFICER, CHIEF SUSTAINABILITY OFFICER, MANAGER PROCUREMENT AND GOVERNANCE, MANAGER FINANCIAL SERVICES, INFORMATION SERVICES SUPPORT OFFICER, EXECUTIVE ASSISTANT TO THE CHIEF EXECUTIVE OFFICER AND PERSONAL ASSISTANT TO THE CHIEF FINANCIAL OFFICER THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE *LOCAL GOVERNMENT ACT 1995* FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

MOTION CARRIED 11/1

For: Crs Wilson, O'Connor, Clarke, Boyd, Hamilton, Congerton, Zannino, Daw, Jeans, Marks, Rossi

Against: Cr Johnson

The doors of the meeting were closed at 6.23pm.

The Chief Executive Officer, Chief Financial Officer, Chief Project Officer, Chief Sustainability Officer, Manager Procurement and Governance, Manager Financial Services, Information Services Support Officer, Executive Assistant to the Chief Executive Officer and Personal Assistant to the Chief Financial Officer remained in Council Chambers.

19.1 DEED OF AMENDMENT, ENERGY DEVELOPMENTS PTY LTD

REFERENCE: D2021/08046

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

Having declared a disclosure of interest Cr Clarke left the meeting for this item at 6:24pm.

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

Following Council's resolution on this item Cr Clarke returned to the meeting at 6:25pm.



Item 19 continued

19.2 STRATEGIC REVIEW OF EMRC

REFERENCE: D2021/08048

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

19.3 ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 15 APRIL 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)]

REFERENCE: D2021/08709

This item is recommended to be confidential because it contains matters of a legal nature.

Cr Marks and Cr Rossi declared an interest on items 19.3 and 19.4 and left the meeting at 6:25pm.

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

19.4 ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 6 MAY 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)]

REFERENCE: D2021/08701

This item is recommended to be confidential because it contains matters of a legal nature.

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

Following Council's resolutions on Items 19.3 and 19.4, Cr Marks and Cr Rossi re-entered the meeting at 6:27pm.

RECOMMENDATION [Meeting re-opened to the public]

That the meeting be re-opened, the members of the public be invited to return to the meeting and the recommendations passed behind closed doors be recorded.

COUNCIL RESOLUTION

MOVED CR HAMILTON

SECONDED CR DAW

THAT THE MEETING BE RE-OPENED, THE MEMBERS OF THE PUBLIC BE INVITED TO RETURN TO THE MEETING AND THE RECOMMENDATIONS PASSED BEHIND CLOSED DOORS BE RECORDED.

CARRIED UNANIMOUSLY

The doors of the meeting were re-opened at 6:27pm and members of the public returned to the meeting.



Item 19 continued

Recording of the resolutions passed behind closed doors, namely:

19.1 DEED OF AMENDMENT, ENERGY DEVELOPMENTS PTY LTD

REFERENCE: D2021/08046

COUNCIL RESOLUTION(S)

MOVED CR CONGERTON SECONDED CR JOHNSON

THAT:

1. COUNCIL, BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.42 OF THE *LOCAL GOVERNMENT ACT 1995* AUTHORISE THE CEO TO FINALISE AND SIGN THE DEED OF AMENDMENT BETWEEN LANDFILL GAS AND POWER PTY LTD AND THE EMRC TO GIVE LANDFILL GAS AND POWER PTY LTD THE LEGAL RIGHT TO THE AUSTRALIAN CARBON CREDIT UNITS GENERATED BY THE PROPOSED OFFSETS PROJECT.
2. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

CARRIED UNANIMOUSLY 11/0

Cr Clarke was absent for the vote, having declared an interest in the item.

19.2 STRATEGIC REVIEW OF EMRC

REFERENCE: D2021/08048

COUNCIL RESOLUTION(S)

MOVED CR JOHNSON SECONDED CR HAMILTON

THAT:

1. COUNCIL NOTES THE FINAL GHD STRATEGIC REVIEW OF THE EMRC, FORMING THE CONFIDENTIAL ATTACHMENT TO THIS REPORT, WHICH WILL PROVIDE THE BASIS OF DISCUSSION WITH MEMBER COUNCIL COUNCILLORS AND CEOS.
2. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

CARRIED UNANIMOUSLY



Item 19 continued

19.3 ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 15 APRIL 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)]

REFERENCE: D2021/08709

COUNCIL RESOLUTION(S)

MOVED CR CONGERTON SECONDED CR O'CONNOR

THAT COUNCIL NOTES THE LEGAL COMMITTEE RESOLUTIONS OF ITEM 14.1 OF THE LEGAL COMMITTEE MEETING HELD 15 APRIL 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 S.523(2)(D)].

CARRIED UNANIMOUSLY 10/0

Cr Marks and Cr Rossi were absent for the vote, having declared an interest in the item.

19.4 ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 6 MAY 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)]

REFERENCE: D2021/08701

MOVED CR CONGERTON SECONDED CR O'CONNOR

THAT COUNCIL NOTES THE LEGAL COMMITTEE RESOLUTIONS OF ITEM 14.1 OF THE LEGAL COMMITTEE MEETING HELD 6 MAY 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 S.523(2)(D)].

CARRIED UNANIMOUSLY 10/0

Cr Marks and Cr Rossi were absent for the vote, having declared an interest in the item.

20 FUTURE MEETINGS OF COUNCIL

The next Ordinary meeting of Council is scheduled to be on **Thursday, 24 June 2021** electronically or at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, Ascot WA 6104 commencing at 6:00pm.

Future Meetings 2021

Thursday	24	June		at	EMRC Administration Office
Thursday	22	July	(if required)	at	EMRC Administration Office
Thursday	26	August	(if required)	at	EMRC Administration Office
Thursday	23	September	(if required)	at	EMRC Administration Office
Thursday	25	November	(if required)	at	EMRC Administration Office

21 DECLARATION OF CLOSURE OF MEETING

The Chairman declared the meeting closed at 6:27pm.

TOWN OF BASSENDEAN DELEGATES REPORT

The following report is based on the 27 May 2021 Meeting of the EMRC Council.

1. COUNCIL INFORMATION BULLETIN

1a. Waste Education Update – January to March 2021 (Item 1.5)

FOGO Update

- The City of Bayswater caddy distribution commenced 8 March, for a period of three weeks;
- Members of the Waste Education team are assisting the City of Bayswater with their FOGO roll out;
- The first section of the City of Bayswater's FOGO collection commenced 22 March with the second section of the City's FOGO collection planned to start on 12 April;
- A trial has been proposed to introduce a FOGO collection to 10 - 12 schools in the region. Two schools in the City of Kalamunda, four schools in the Town of Bassendean and four schools in the City of Bayswater are likely to be included in the initial trial;
- The trial is being carried out in consultation with the Department of Education and DWER;
- An audit of one school in the trial has been undertaken to ascertain the existing bin configuration at the school, the types and volumes of waste and the collection timing.

Consistent Communications Collective (WALGA Working Group)

- Some of the current initiatives being undertaken include:
 - Development of a MoU for CCC participation and Executive Forum on Behaviour Change WALGA and Local Government, engaging with Department of Health, to work on plan for Medical Waste management in 2021;
 - The Recycle Mate App is a national app, utilising crowd sourced images to provide accurate information to the end user on how and where to dispose of items in their local area. WALGA will follow up with Recycle Mate and Recycle Right to look at how duplication of effort can be best avoided and ways for keeping information up to date for both apps;
 - The A-Z list has been updated. Recycle Right is the agreed location for this information to be published, as it is updated after every CCC meeting;
 - Consistent Communications Calendar of events. Social media tiles and suggested text will be developed and sent out for Councils to utilise and adapt for their use. This will increase the visibility and reach of messaging throughout the year if utilised by councils;
 - Public Events Coordinated Approach – the group has discussed how we can have a collective approach to big events like the Royal Show, which attracts people from across the state. A more consistent approach could be achieved through coordination of stakeholders by a body such as the State Government. DWER has been requested to check if the State Government would be interested in coordinating and funding a waste focused presence at major events. This could include a mechanism for a small working group to assist.

Item 1a continued

Aerosol/Polystyrene Recycling

- The EMRC was recently awarded a Waste Sorted Grant for the recovery and recycling of empty aerosols and polystyrene;
- The \$65,000 grant is for the purchases of equipment, including a \$45,000 polystyrene compaction machine (compresses the polystyrene into compact bricks making it more economical to transport and rebate attractive to the recycler) to be installed at Hazelmere RRF;
- Seven steel wheelie bin surrounds for the safe receipt and temporary storage of empty aerosols (to be placed at designated locations agreed by the member Councils) and 2 DG rated steel cages for the transport of the empty aerosols from the seven locations to Red Hill, where they will be collected under the HHW program;
- The aerosols will be collected periodically by the EMRC using a similar system to the present Household Battery program; and
- The equipment is ordered and the rollout of both programs expected to be in April.

Bin Tagging

- WALGA
 - A new process is under development and the EMRC has been involved in the consultation and development stages;
 - A specific App is under development in order to improve accuracy and reduce reporting times, with taggers using a smartphone or tablet in the field, and other parties utilising a web-based administration login for setting up routes and accessing data and generating reports;
 - This will increase consistency across the state and assist in comparing different areas and different approaches.
- Bassendean FOGO Bin Tagging 2020
 - The data captures and records the bin taggers observations and actions and a report is prepared;
 - Lessons learnt will continue to provide improved service for member Councils undertaking future bin tagging.
- 2021 Bin tagging will commence in May 2021 in both Bassendean and Bayswater.

Waste Plans

- The EMRC' s approved waste plan has been submitted to DWER for endorsement prior to the deadline of 31 March, 2021. The EMRC has assisted other Councils in the completion of their waste plans.

Waste and Recycling Guides

- Initial reviews of the 2020/2021 guides has been completed with all member Councils;
- Tender process complete for graphic designer and printer and successful company appointed; and
- First drafts of the new guides have been provided to member Councils for their input and consideration.

Item 1a continued
School Battery Program

- The annual Battery Collection program for schools for the 2020 school year has concluded with the winners and runners in each of the school size categories, announced:
 - Large Schools category
 - Arbor Grove Primary School (Swan) – Winner - 179.7kg
 - Bullsbrook College (Primary Campus) (Swan) – Runner up – 143kg
 - Ellen Stirling Primary School (Swan) – Runner up – 118.2kg
 - Bayswater Primary School (Bayswater) – Most improved – 55.2kg increase
 - Medium Schools Category
 - Darlington Primary School (Mundaring) – Winner - 485.3kg
 - High Wycombe Primary School (Kalamunda) – Runner up - 393.8kg
 - Hillside Christian College (Kalamunda) – Runner up – 227.3kg
 - Cloverdale Primary School (Belmont) – Most improved – 74.2kg increase
 - Small Schools Category
 - Weld Square Primary School (Bayswater) – Winner - 182.6kg
 - Sacred Heart School (Mundaring)– Runner up - 122.5kg
 - Sawyers Valley primary School (Mundaring) – Runner up – 78.1kg
 - Heritage College (Kalamunda) – Most improved – 35.2kg increase

In addition to receiving a prize, the winning schools were also offered 2m³ woodchip from the Hazelmere Resource Recovery Park free of charge. Some of the winning schools opted to have the prize and certificate presented by EMRC staff at a school assembly. The most improved category was a new addition to the competition for 2020.

Public Recycling Updates (Public place collection data for March and Financial Year to Date)

a. Public Place Battery Collection Program

Battery Recycling - Public Places	March 2020/2021	March 2019/20	Year to Date Total 2020/2021	Year to Date Total 2019/20
Bassendean	97.2	87.0	884.1	707.4
Bayswater	363.7	243.4	2530.6	2243.0
Belmont	10.8	261.0	1740.4	1827.4
Kalamunda	424.5	364.0	2490.1	2377.2
Mundaring	79.2	72.8	1115.2	1226.2
Swan	143.1	507.6	2455.3	2306.6
TOTAL (kg)	1118.5	1535.8	11215.7	10687.8

Item 1a continued

b. Schools Battery Collection Program

Battery Recycling - Schools	March 2020/2021	March 2019/20	Year to Date Total 2020/2021	Year to Date Total 2019/20
Bassendean	0.0	96.2	209.8	338.0
Bayswater	0.0	242.0	510.0	900.0
Belmont	69.7	0.0	316.4	170.4
Kalamunda	125.2	158.6	1093.9	1473.6
Mundaring	354.2	184.8	1312.4	983.4
Swan	238.9	82.0	1350.3	1504.4
TOTAL (kg)	788.0	763.6	4792.8	5369.8

c. CFL Collection and Recycling Program

CFL Recycling - Public Places	March 2020/2021	March 2019/20	Year to Date Total 2020/2021	Year to Date Total 2019/20
Bassendean	10.3	13.2	611.7	454.2
Bayswater	77.7	40.2	1634.1	1453.8
Belmont	0.0	5.6	1331.7	1171.8
Kalamunda	20.3	31.4	1520.8	1259.8
Mundaring	37.4	16.8	829.8	838.4
Swan	94.6	5.6	1732.3	1307.0
TOTAL (kg)	240.3	112.8	7660.4	6485.0

Tours of Red Hill Waste Management Facility and Education Centre – January – March 2021

- No tours were conducted during January to March.

School and Community Engagement/Events - January – March 2021

School Events – January – March 2021

- Battery Presentation - Heritage College assembly – 26 February 2021;
- Promotion of the Battery Program - Redcliffe Primary School assembly – 3 March 2021;
- Battery Presentation - Weld Square Primary School assembly – 5 March 2021;
- Battery Presentation - Hillside Christian College assembly – 10 March 2021;
- Battery Presentation - Cloverdale Primary School assembly – 10 March 2021; and
- Battery Presentation - Arbour Grove Primary School assembly – 31 March 2021.

Item 1a continued

Community Events – January – March 2021

- FOGO, Waste and Recycling talk for Max Solutions – 9 February 2021;
- Assisted with community engagement stalls at Morley Galleria Shopping Centre -10, 11 and 12 February 2021;
- FOGO drop in session at Bayswater Civic Centre - 17 February 2021;
- Assisted at City of Bayswater information sessions - 23 and 24 February 2021;
- Grow it Local Crop Swap stall at Town of Bassendean - 27 February 2021;
- FOGO drop in Caddy collection at Maylands library – 20 March 2021;
- Swan – Altone Comes Alive event – 20 March 2021;
- Assisting City of Bayswater at the Roxy Lane markets - 21 March 2021;
- FOGO drop in Caddy collection at Noranda Recreation Centre – 27 March 2021; and
- Bullsbrook Country Fair - 28 March 2021.

Waste Education Networking/Promotion/Collaboration activities – January – March 2021

- City of Swan initial FOGO brainstorm meeting – 13 January 2021;
- Meeting with MASTEC and City of Bayswater – 21 January 2021;
- Recycle Right meeting - 3 February 2021;
- FOGO in Multi-Unit Dwellings (MUDs) workshop- 17 February 2021;
- FOGO Contamination Strategy meeting with the Town of Bassendean - 23 February 2021;
- Tour of the RRRC FOGO processing area - 22 February 2021;
- Consistent Communications Collective (CCC) meeting - 24 February 2021;
- Meeting with City of Bayswater to discuss FOGO rollout – 25 February 2021;
- Culturally and Linguistically Diverse (CALD) Meeting – 4 March 2021;
- Waste Educators Networking Group (WENG Meeting - 4 March 2021
- Women in Waste - 12 March 2021; and
- Regional Waste Education Steering Group Meeting - 25 March 2021.

Waste Education Loan Resources utilisation – January – March 2021

- No resources were loaned from January to March 2021.

1b. Urban and Natural Environment Teams Update – January to March 2021 (Item 1.6)

Key Regional Actions (Relevant to all Councils)

- Hosted a webinar with Western Power for member Councils regarding LED streetlighting upgrades.
- Completed the region's Road Safety Card which summarises Main Roads WA data from 2015 to 2019. Published via social and print media.
- Continued participation in the hydrogen cluster meeting for supporting hydrogen as a fuel for transport. Submitted EMRC's support for the cluster's submission to National Energy Resources Australia (NERA).
- Representing the region and the six-member Councils in Department of Transport's trackless tram consortium.
- Held the Regional Integrated Transport Strategy Implementation Advisory Group (RITS IAG) on 16 March 2021; presentations by Freight Logistics Council of WA and WALGA.
- Investigating options for an electric vehicle (EV) charging station at 226 Great Eastern Highway.

Item 1b continued

- Met design consult for TransafeWA heavy vehicles safety campaign.
- Met with City of Canning representative for working out better freight solutions for the region. Mapping the region's key freight routes for similar research.
- Attended a webinar 'Marketing and Communication Strategies that Facilitate Economic Development in Local Government' to explore how marketing and communication can help attract business and industries to Local Government.
- Joined webinar Smart Cities – Digital Government 'Putting Data into Practice'. Examples of data excellence within smart cities and communities.
- Promoted events on Perth's Eastern Region webpage platform; 16 community events were registered and posted on our event page.
- Held a Regional Youth Officer Group meeting, 9 March 2021 with a presentation from YMCA Support and Welfare Officer on the overview on services and Youth Parliament Program.
- RAPWP meeting held on the 25 March, discussion surrounding new Innovate RAP and finalising Respect RAP.
- Draft template and actions created for the new Innovate RAP based on recommendations from Reconciliation Australia. Draft Visions for Innovate RAP created and sent to RAPWP for feedback. Met with design consultant to discuss EMRC's Innovate RAP.

Town of Bassendean

- Started developing new 5-year Waterwise Council Action Plan.
- Held Quarterly Performance Review for water.
- Promoted Water Corporation's 2021 Community Choice Awards nomination.
- Held Quarterly Performance Review for energy.
- Complete Site visit (energy Audit) for the Administration building and drafted an Energy Audit Report.
- Received grant from the National Disaster Resilience program (NDRP) to commence work for the 'Flood Aware, Be Prepared' campaign. Held a Webinar for participating councils to explain the scope, timeline and deliverables of the project.
- Continue to work with BMT for the content of the Flood brochure and Regional flood Video, and commenced development with graphic designer.
- Benchmarking Building Efficiency (BBE) - Final reports received and to be issued shortly.
- Clean Energy Future Fund – With information from the BBE reports, currently developing and submitting a grant application for building energy efficiency, lighting and streetlighting upgrades, for Bassendean, Bayswater and Mundaring.
- Hosted an Economic Development Officer meeting 16 March 2021, presentation from the Department of Treasury on Perth's Eastern Region Economic Forecast.
- Attended and shared to the EDOG the Bankwest Curtin Economics Centre Back in Business, WA Small Business and the Impact of COVID-19 online event.
- Researching and Developing Economic Report cards for EDOG members using REMPLAN platform and Profile ID economic tools.
- Liaised with Engineering and Manufacturing Industry Cooperative Limited (EMICoL) to initiate development to host a small business event - strategic tendering, project management and procurement.

Implication(s) for ALL: Participating member Council officer time on the two advisory groups: EDOG and RITS IAG.

ATTACHMENT NO. 3

MILI MARKETS & EVENTS



Submission to Town of Bassendean Council

To whom it may concern

We would like to continue to run the Bassendean Food Truck Fortnights (<https://www.facebook.com/events/278944217263557>) which we have run twice to date.

We run them at Ashfield Reserve every second Thursday evening from 4.30pm to 7.30pm. We situate the trucks near the Ashfield play-space, on the asphalted road that runs between the 2 ovals.

We market the events heavily using social media and also post in several of the local Facebook groups specific to Bassendean.

We are aware that there are food venues operating on Colstoun Street, however we make sure that we don't have a pizza vendor as there is a pizza store near the IGA and apart from that there is a lunch bar which we have ascertained closes at 2.30pm, so our event has no impact on their trade.

We have a Public Liability Insurance policy of \$20 million, and take risk management very seriously. We close the gates to the area with the food trucks so that there is no vehicle movement during the event, and only remove the food trucks once the visitors have left. All our vendors secure their generators and power cables well away from the public.

We ran a survey for attendees after the May 20 event and will include the results as images in this document.

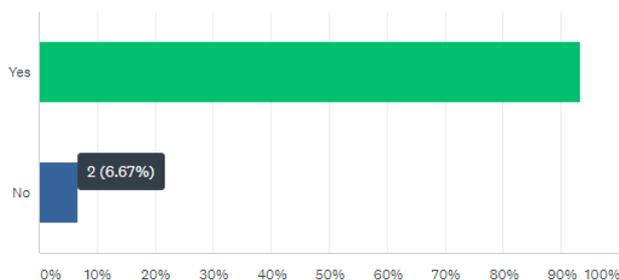
Page 1: Satisfaction survey

Q1

Customize Save as

Did you enjoy the Bassendean food truck event at Ashfield reserve?

Answered: 30 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	93.33%	28
No	6.67%	2
TOTAL		30

Q2

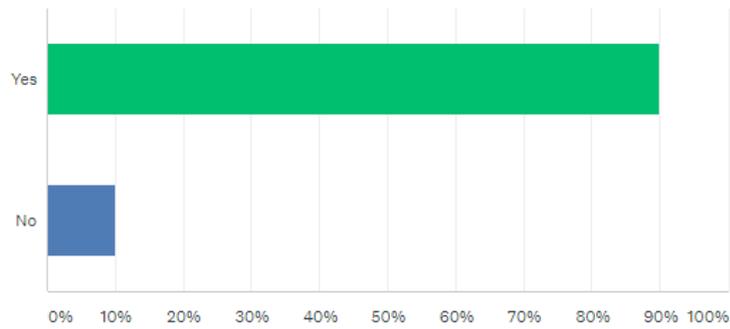


Customize

Save as ▾

Would you return for a future visit?

Answered: 30 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes	90.00% 27
No	10.00% 3
TOTAL	30

Q3



Save as ▾

What did you think of the children's entertainment options?

Answered: 23 Skipped: 7

RESPONSES (23)

WORD CLOUD TAGS (0)

Sentiments: OFF



Filter: by tag ▾

Search responses



Showing 23 responses



Great!

5/22/2021 4:27 PM

[View respondent's answers](#)

[Add tags ▾](#)



Don't have kids so didn't notice

5/22/2021 11:58 AM

[View respondent's answers](#)

[Add tags ▾](#)



Train and bouncy castle, was being used 👍

5/21/2021 8:56 PM

[View respondent's answers](#)

[Add tags ▾](#)



Great

5/21/2021 8:55 PM

[View respondent's answers](#)

[Add tags ▾](#)

Q4

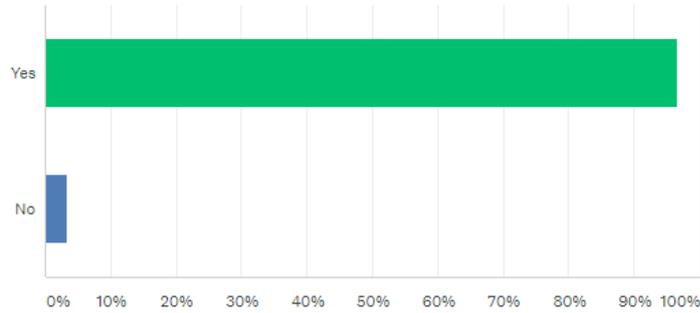


Customize

Save as ▾

Do you think this event is positive for the area?

Answered: 30 Skipped: 0



ANSWER CHOICES	RESPONSES	
▾ Yes	96.67%	29
▾ No	3.33%	1
TOTAL		30

Q5

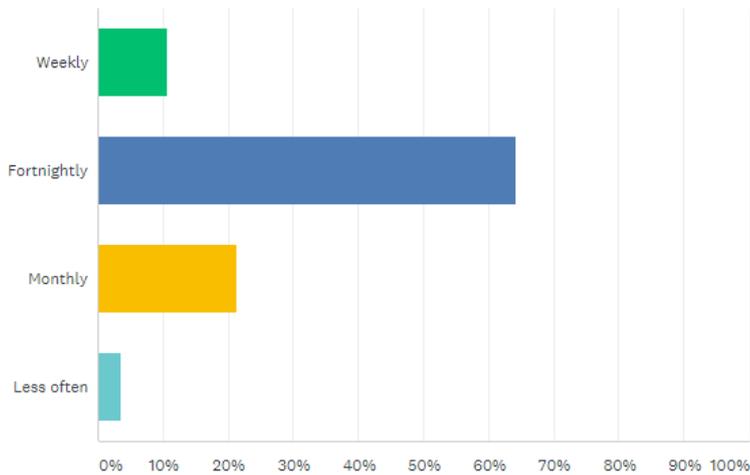


Customize

Save as ▾

How often would you like this to run?

Answered: 28 Skipped: 2



ANSWER CHOICES	RESPONSES	
▾ Weekly	10.71%	3
▾ Fortnightly	64.29%	18
▾ Monthly	21.43%	6
▾ Less often	3.57%	1
TOTAL		28

Q6

 Save as ▾

Is there anything else you'd like to see at the Bassendean Food Trucks?

Answered: 16 Skipped: 14

RESPONSES (16)

WORD CLOUD

TAGS (0)

 Sentiments: OFF 



Filter: by tag ▾

Search responses



Showing 16 responses



In my previous suburb we had festoon lights which really gave it atmosphere that I felt was lacking at Ashfield food trucks. They Also a small stage and live music which was great. All the kids got up and danced!

5/22/2021 4:27 PM

[View respondent's answers](#)

[Add tags ▾](#)



I enjoyed the variety. Perhaps normal burgers or Thai.

5/22/2021 11:58 AM

[View respondent's answers](#)

[Add tags ▾](#)



Lot more trucks!

5/21/2021 8:56 PM

[View respondent's answers](#)

[Add tags ▾](#)



Seating and lighting

5/21/2021 5:53 PM

[View respondent's answers](#)

[Add tags ▾](#)

Q7

 Save as ▾

Any other feedback you'd like to give?

Answered: 16 Skipped: 14

RESPONSES (16)

WORD CLOUD

TAGS (0)

 Sentiments: OFF 



Filter: by tag ▾

Search responses



Showing 16 responses



Have tried three different so far and all fantastic. Can't wait for next time. I think better signage would be good as many still don't know when on (weekly would also help this 🤔)

5/22/2021 11:58 AM

[View respondent's answers](#)

[Add tags ▾](#)



Tried food from 4 trucks which ranged from excellent to oh dear. This is why you need more trucks. Inglewood food markets have certainly got many options and the food still varies in standard. I do think it was a fabulous effort that can only get better. Well done to all.

5/21/2021 8:56 PM

[View respondent's answers](#)

[Add tags ▾](#)



We look forward to it!

5/21/2021 7:40 PM

[View respondent's answers](#)

[Add tags ▾](#)

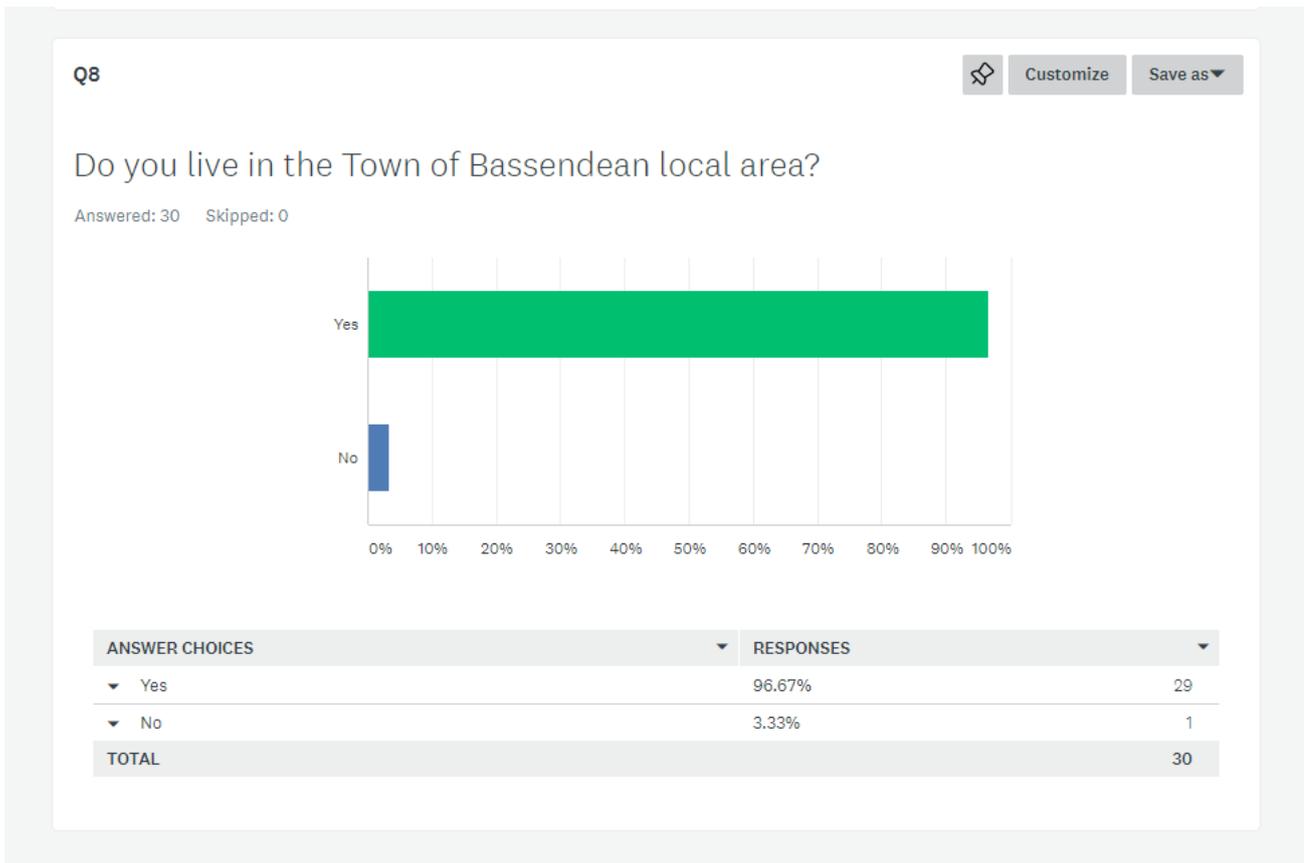


Think you need more advertising, so many people in area don't know about it

5/21/2021 6:26 PM

[View respondent's answers](#)

[Add tags ▾](#)



As you can see 96% of the respondents believe the event is positive for the area, and most would attend again. We have had no negative responses, and no anti-social behaviour at the events.

We self-fund these events and require no funding from local government. We pay to hire the location which offsets the use of the toilets and any lighting.

All of our trucks are single-use plastic free, and where possible use wooden or paper serving plates and utensils. We tidy up all rubbish into the 2 bins supplied near the toilets and have found that a local citizen comes and collects cans and bottles from the bins for recycling.

We really enjoy activating the area on a weeknight, something which would not otherwise be happening. We supply free or low-cost kids rides and entertainment, such as a bouncy castle, baby animal farm and a ride-on train, all of which keep the kids very happy. The location beside the playground is also very advantageous.

We have cheery music playing and supply tables and chairs for people to sit and enjoy a meal together, we also encourage families to bring a picnic blanket, and even the family dog. The sense of community is visible when you see family groups meeting up, and people greeting acquaintances.

We sincerely hope you will approve the running of these events beyond the final office-approved date of 1 July 2021.

Thanks for your time.

Lisa Malynn and Michelle Thompson

MiLi Markets and Events

www.milimarkets.com

Please see some event images below:





ATTACHMENT NO. 4



Current Street View

Proposed:

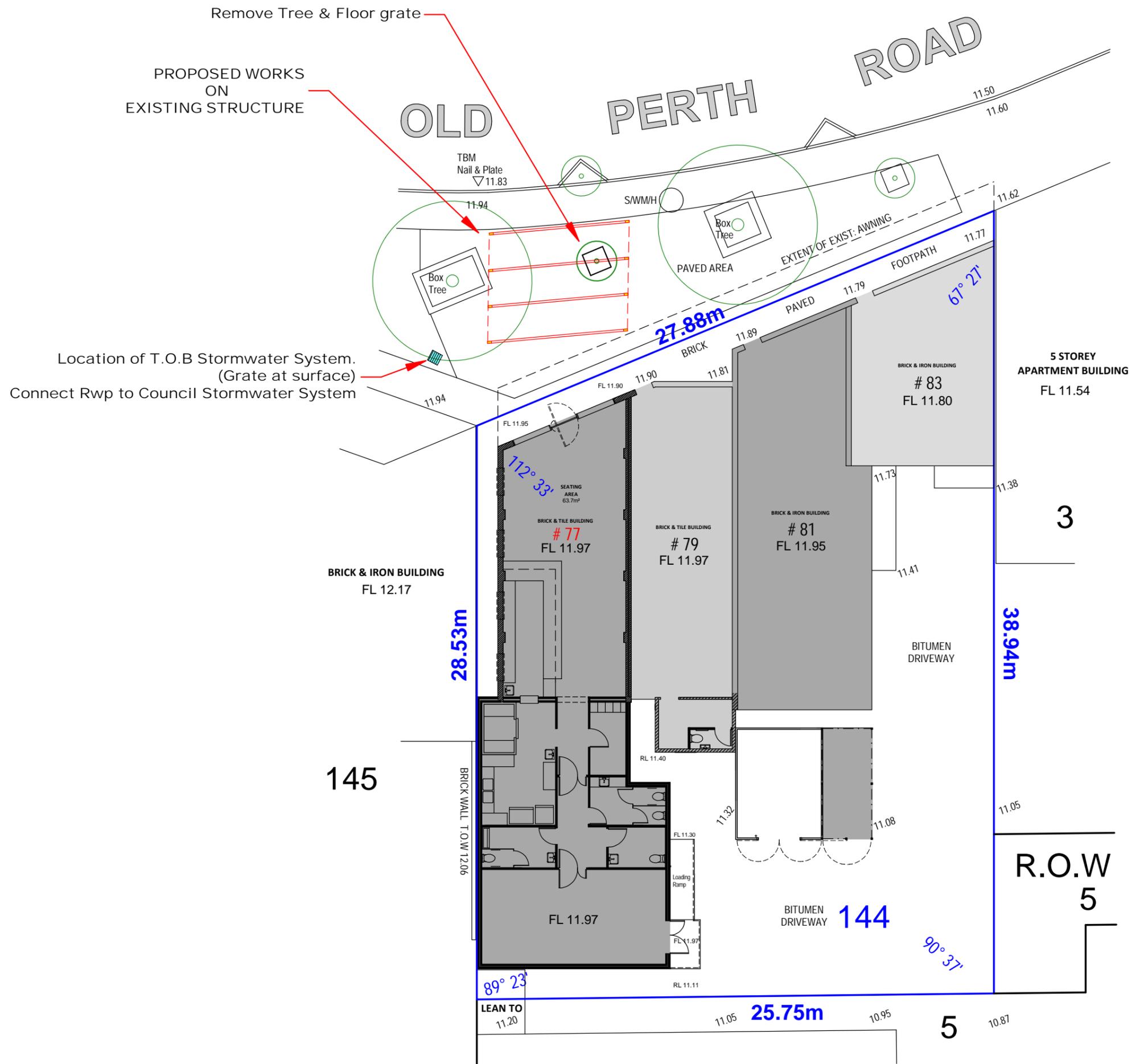
ALFRESCO ROOF COVER

Location:

**77 - 83 OLD PERTH ROAD
BASSENDEAN**

DATE: 23/05/21

Revision: 4



PROPOSED WORKS ON EXISTING STRUCTURE

Remove Tree & Floor grate

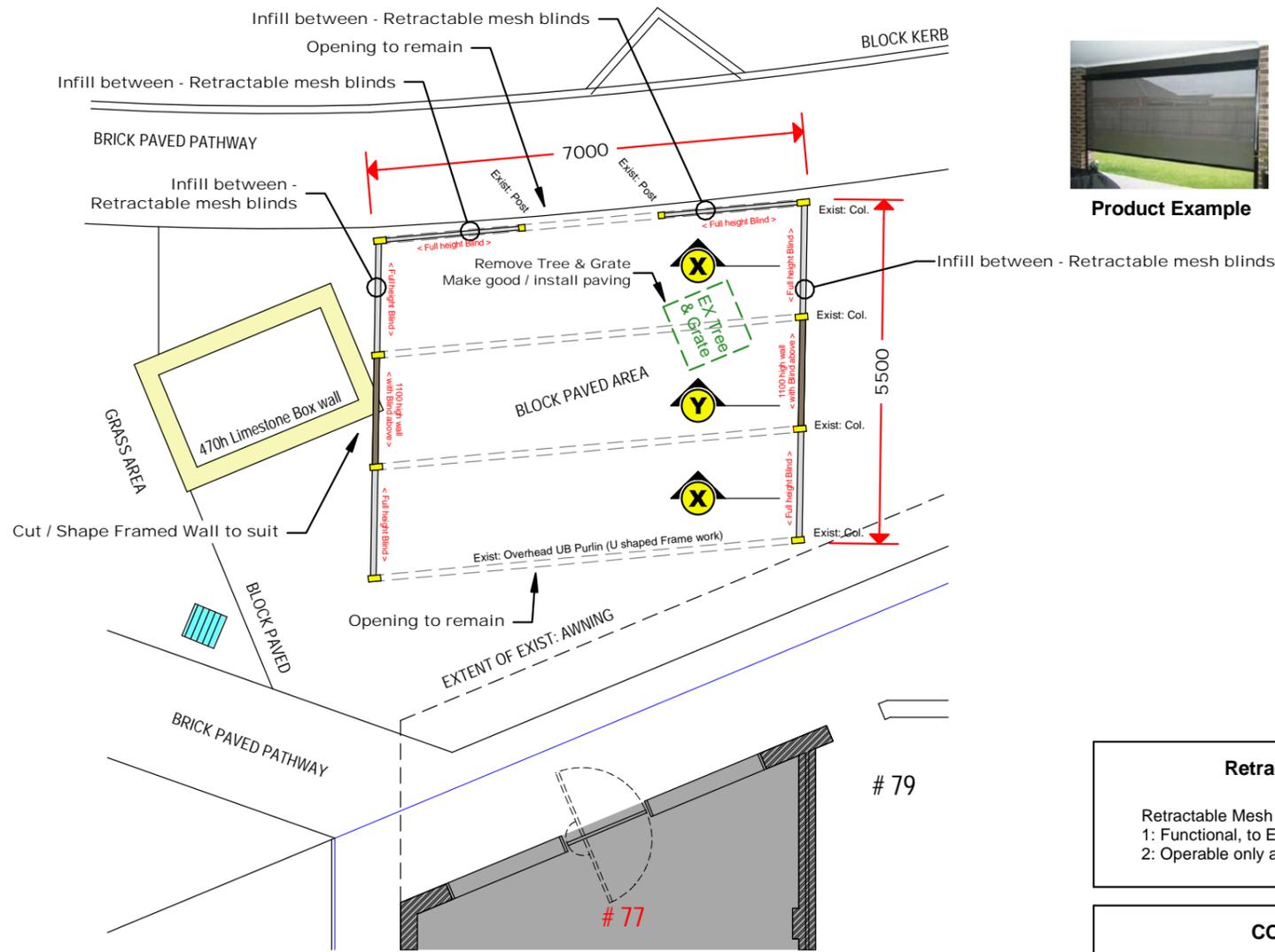
Location of T.O.B Stormwater System. (Grate at surface) Connect Rwp to Council Stormwater System



SITE PLAN
Scale 1:200

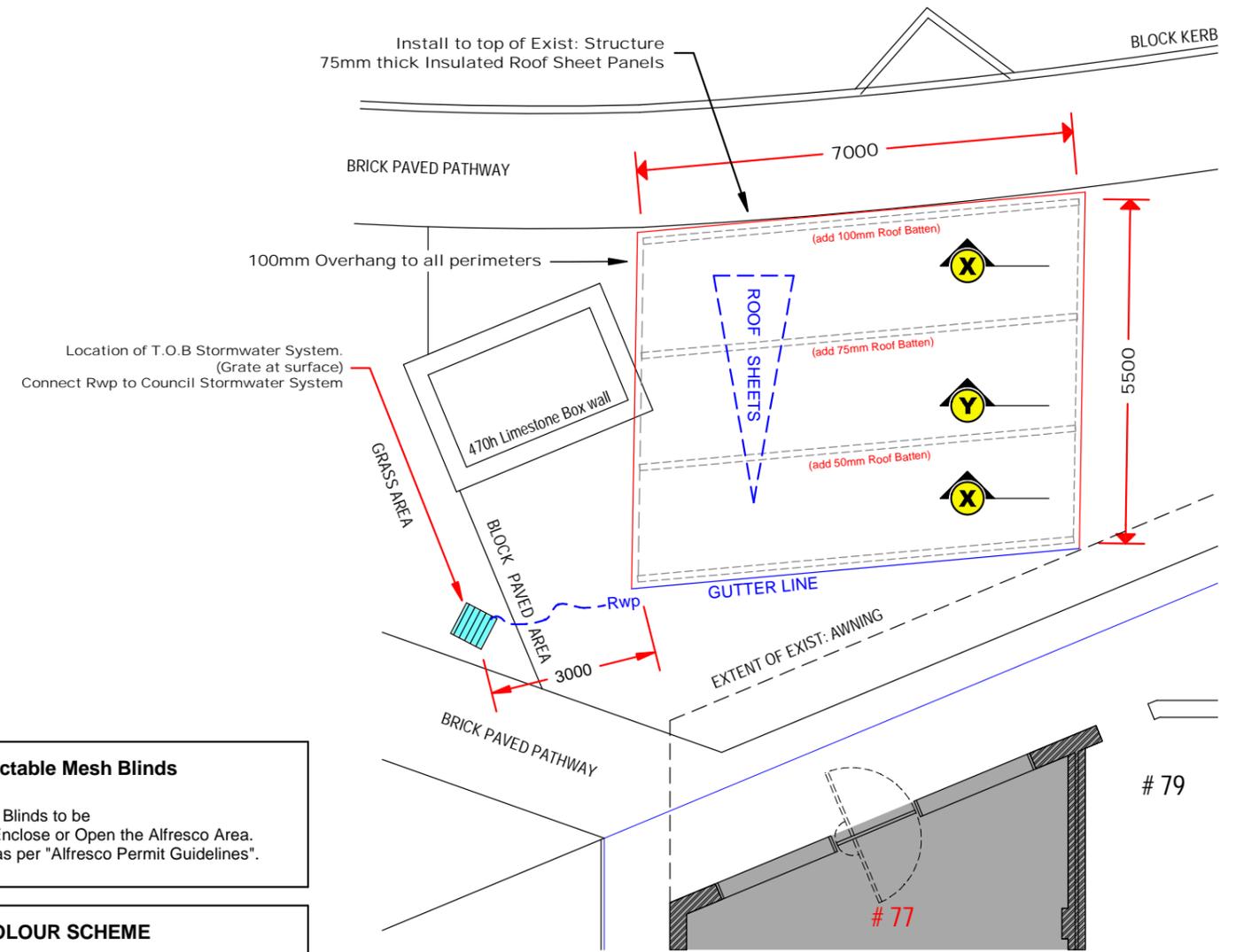
Proposed: ALFRESCO ROOF COVER	Location: 77 - 83 OLD PERTH ROAD BASSENDEAN	SHEET SIZE: A3	DATE: 23/05/21 Revision: 4	P2 of 6
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OLD PERTH ROAD



Product Example

OLD PERTH ROAD



PROPOSED WALL INFILL

PLAN VIEW

Scale 1:100



PROPOSED ROOF PANELS

PLAN VIEW

Scale 1:100



Retractable Mesh Blinds

- Retractable Mesh Blinds to be
- 1: Functional, to Enclose or Open the Alfresco Area.
 - 2: Operable only as per "Alfresco Permit Guidelines".

COLOUR SCHEME

Insulated Roof Panels - Colorbond White
(Applicable to Roof profile and Ceiling)

Gutter & Flashings - Colorbond White

Retractable Mesh Blinds:
Mesh Blinds - Charcoal
Mesh Blind framing - Colorbond Charcoal
Colorbond cover above - Colorbond Charcoal

Framed Wall Lining:
Custom orb - Vertical Direction - Zinculume

EXISTING STRUCTURE - To remain as current scheme



Remove Tree & Grate
Make good / install paving



Location of T.O.B Stormwater System.
(Grate at surface)
Connect Rwp to Council Stormwater System

Site Photos for Reference

Proposed:

ALFRESCO ROOF COVER

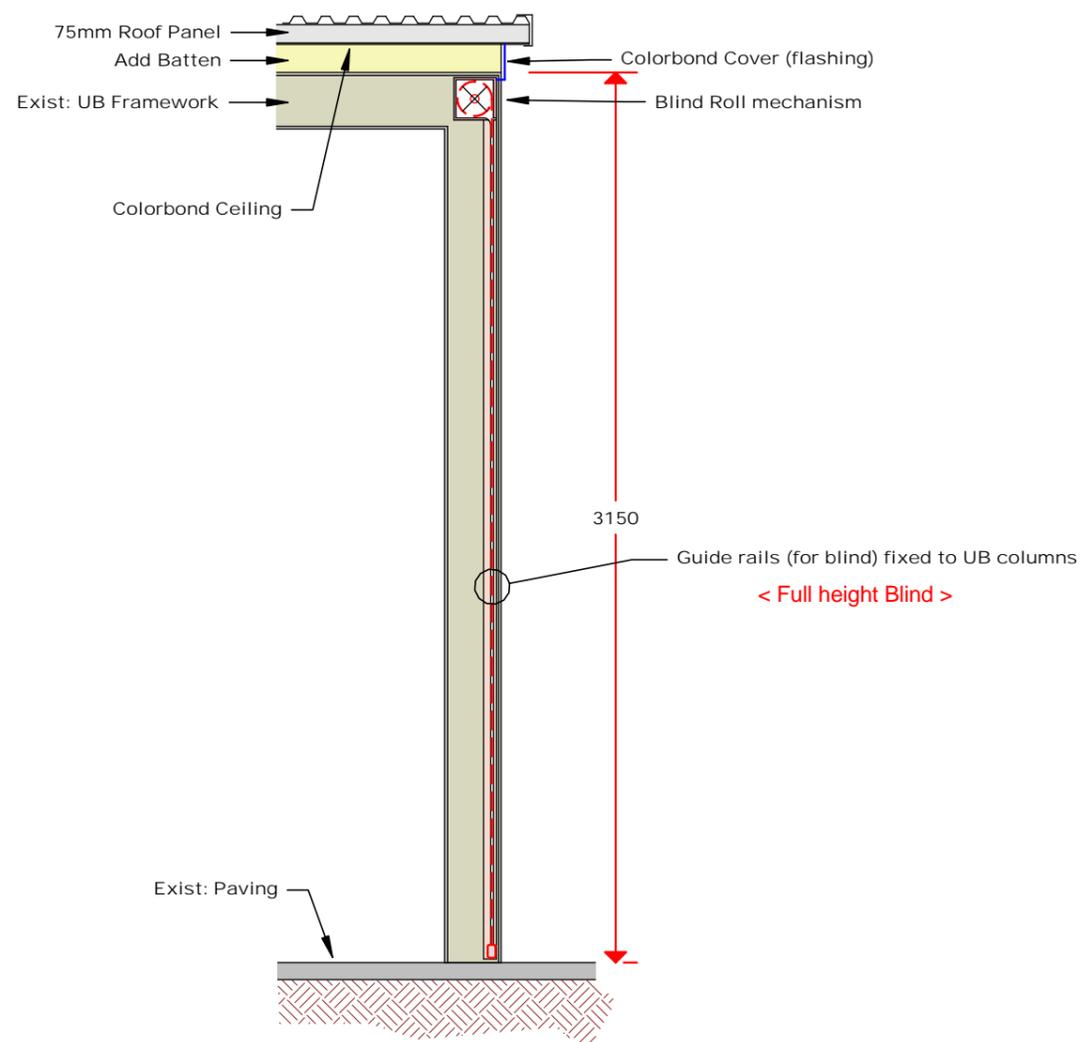
Location:

**77 - 83 OLD PERTH ROAD
BASSENDEAN**

SHEET SIZE: A3

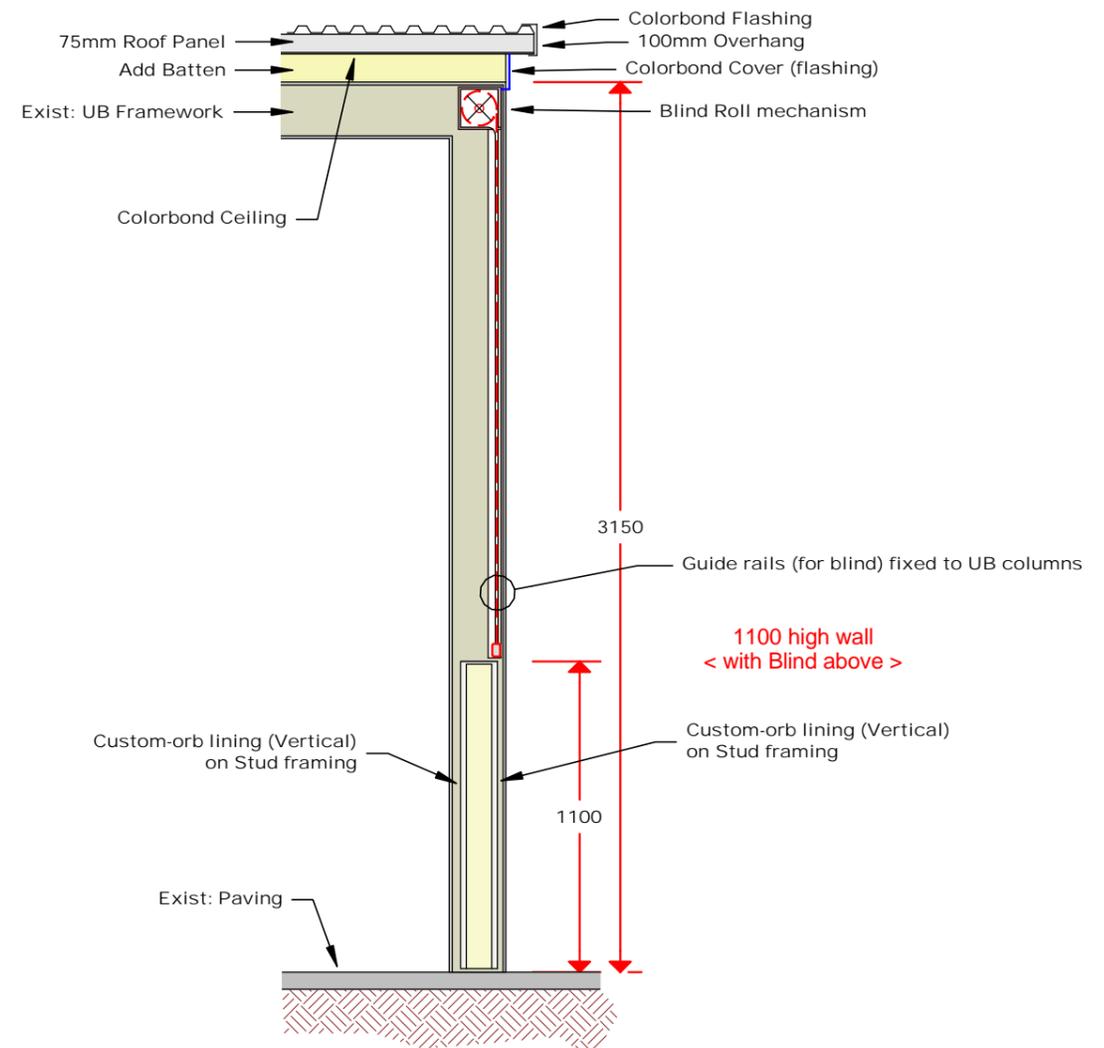
DATE: 23/05/21
Revision: 4

P3 of 6



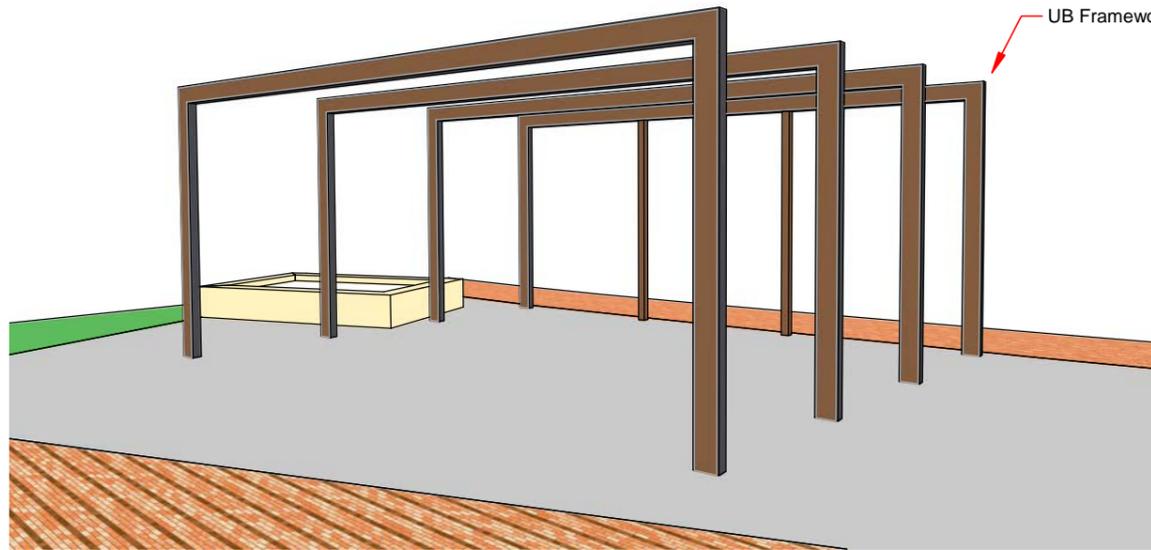
SECTION THRU X:X

Scale 1:25

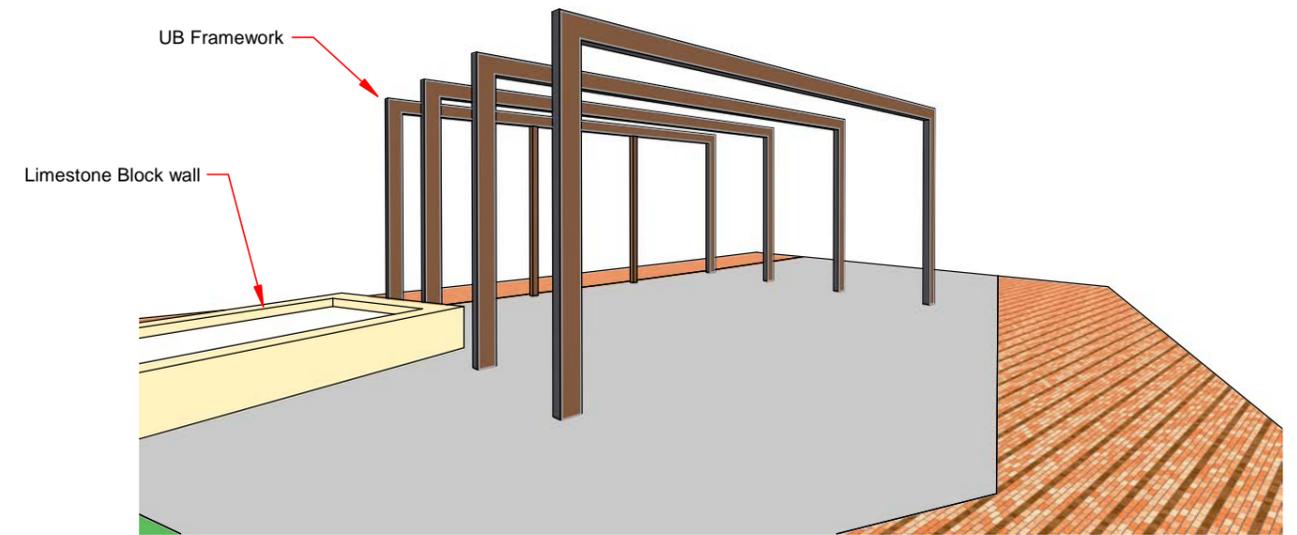


SECTION THRU Y:Y

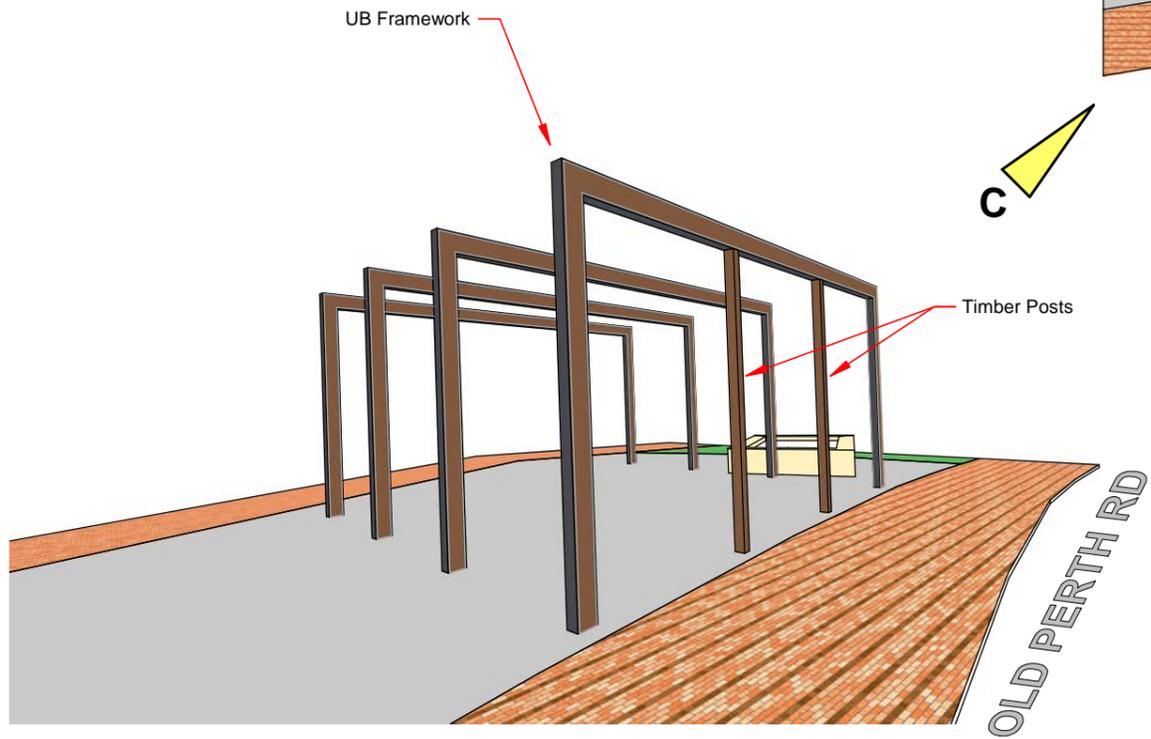
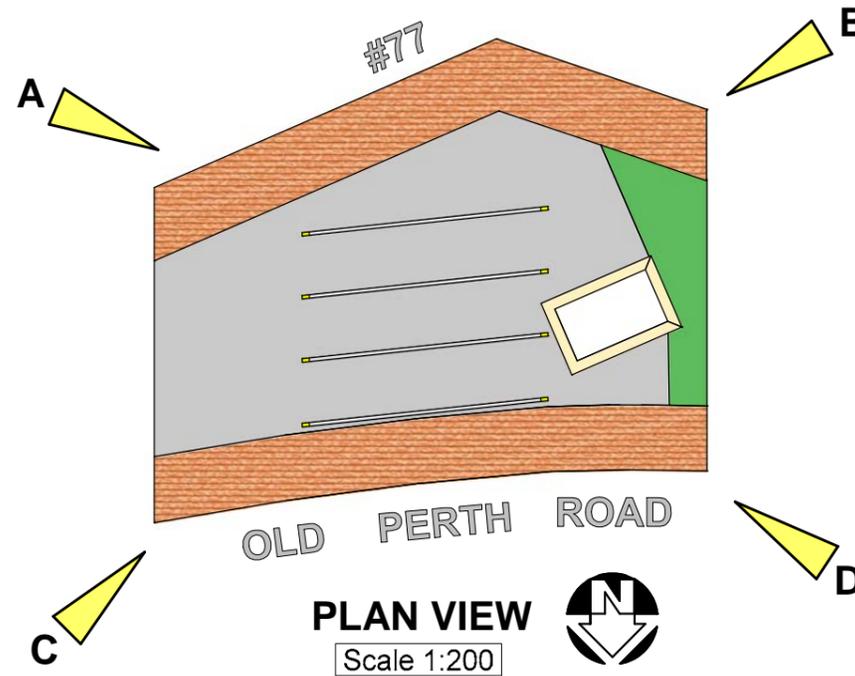
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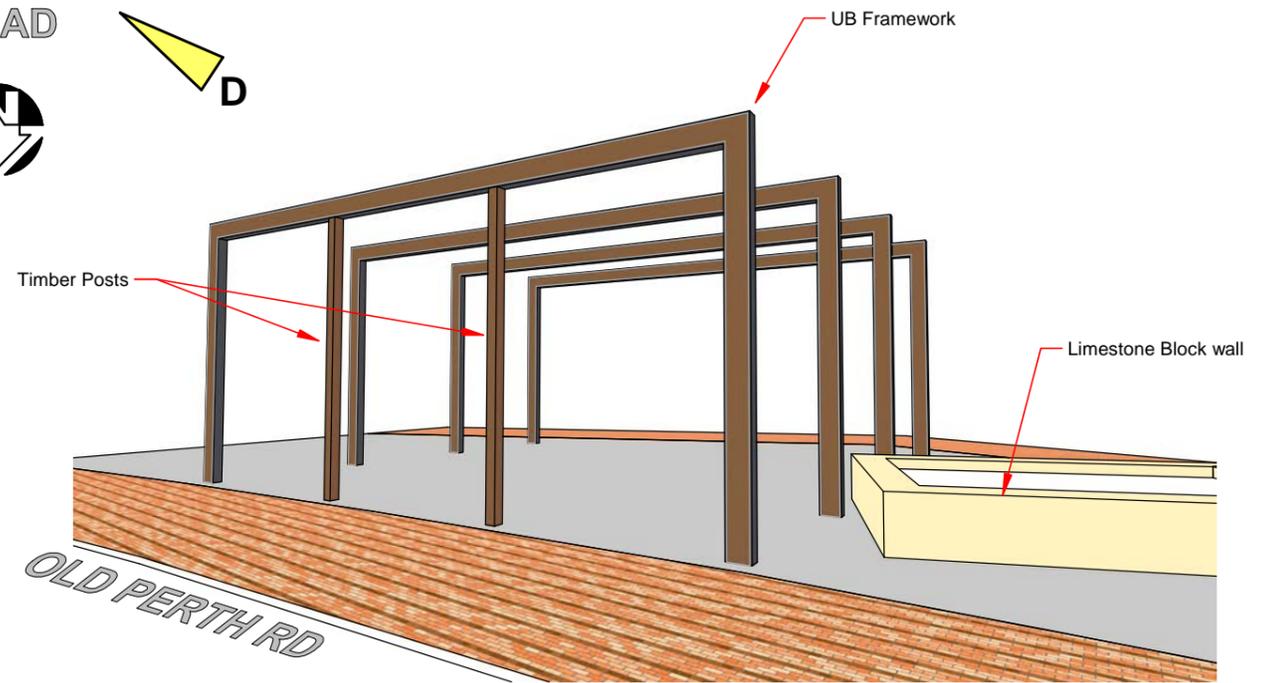
VIEW: A - From #77



VIEW: B - From #77



VIEW: C - From Road



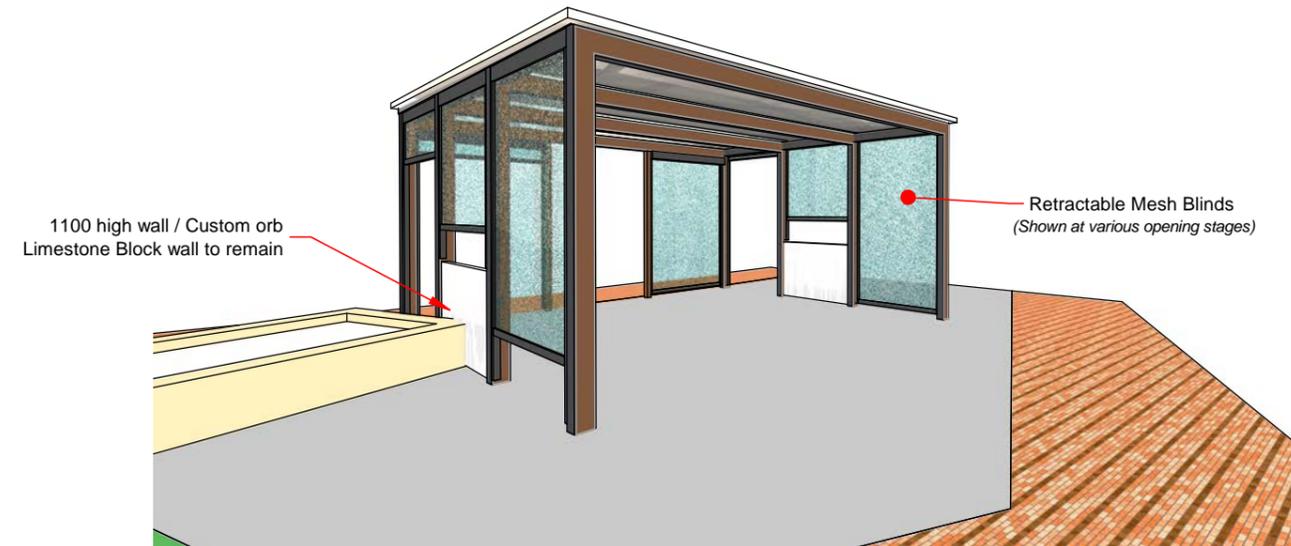
VIEW: D - From Road

EXISTING STRUCTURE

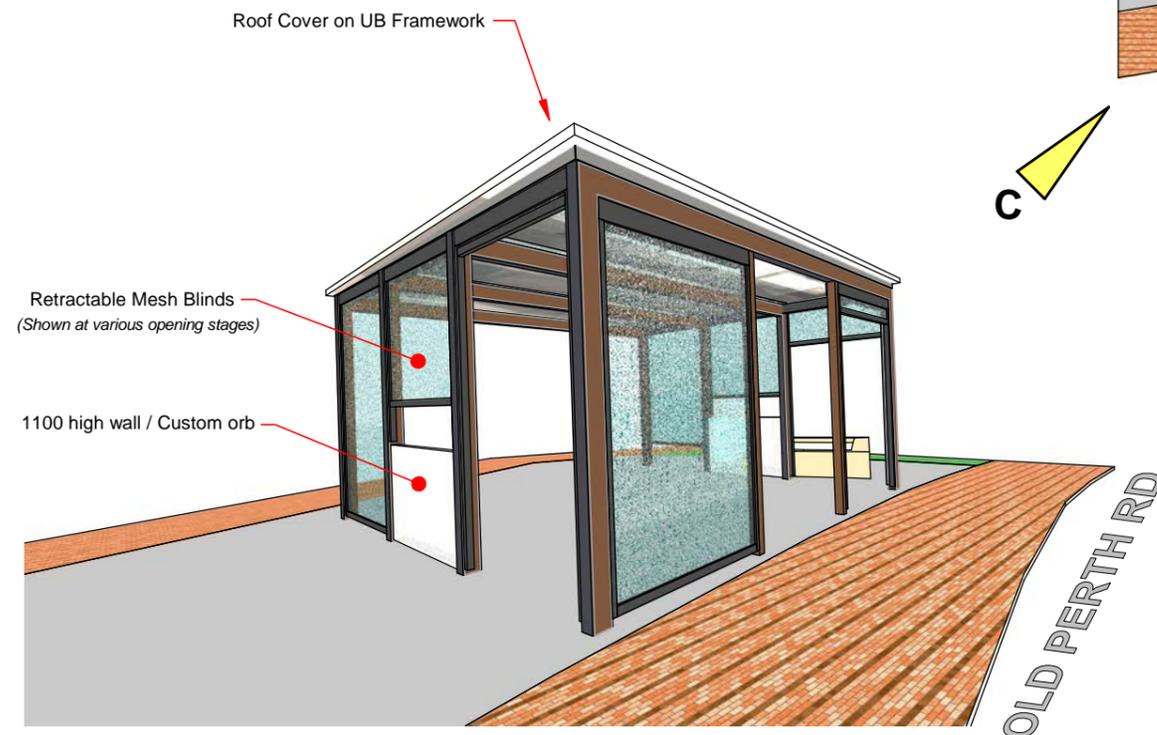
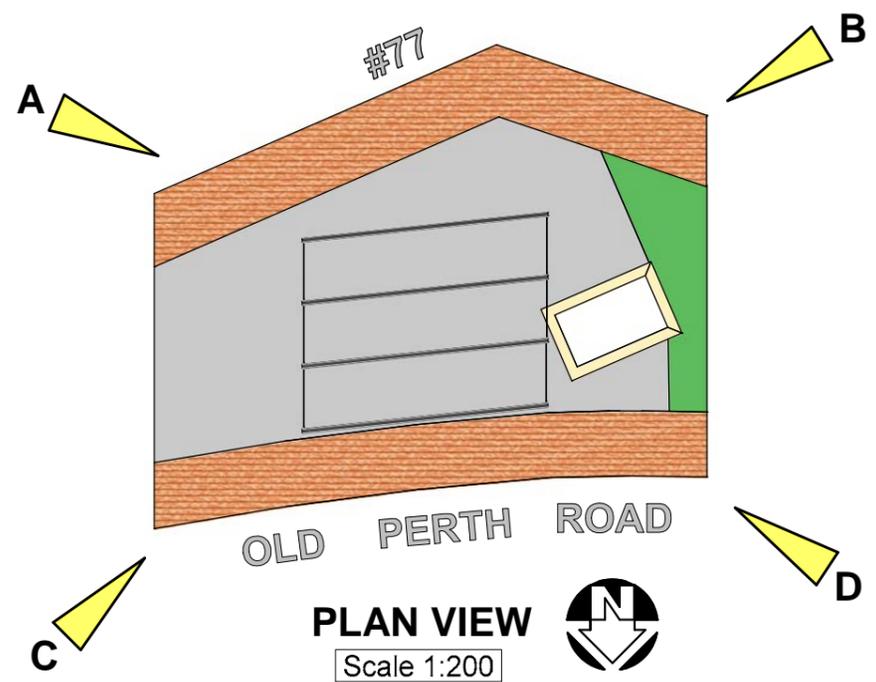
Proposed: ALFRESCO ROOF COVER	Location: 77 - 83 OLD PERTH ROAD BASSENDEAN	SHEET SIZE: A3	DATE: 23/05/21 Revision: 4	P5 of 6
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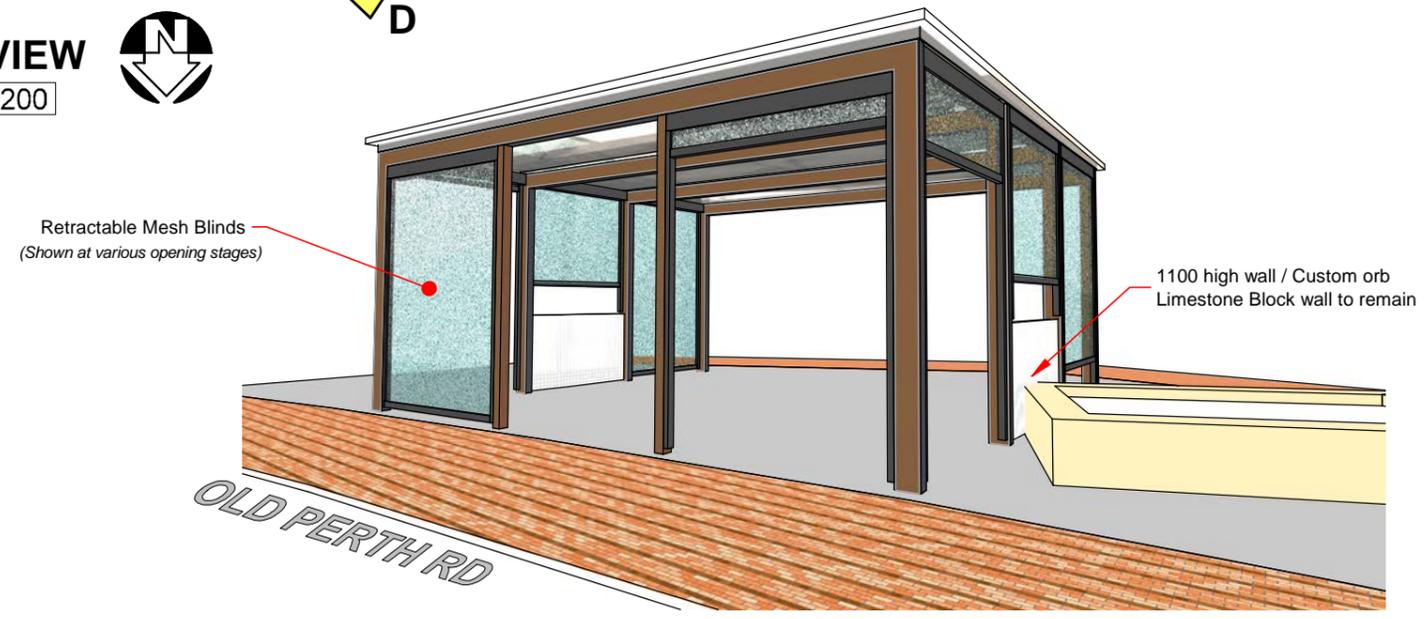
VIEW: A - From #77



VIEW: B - From #77



VIEW: C - From Road



VIEW: D - From Road

PROPOSED STRUCTURE

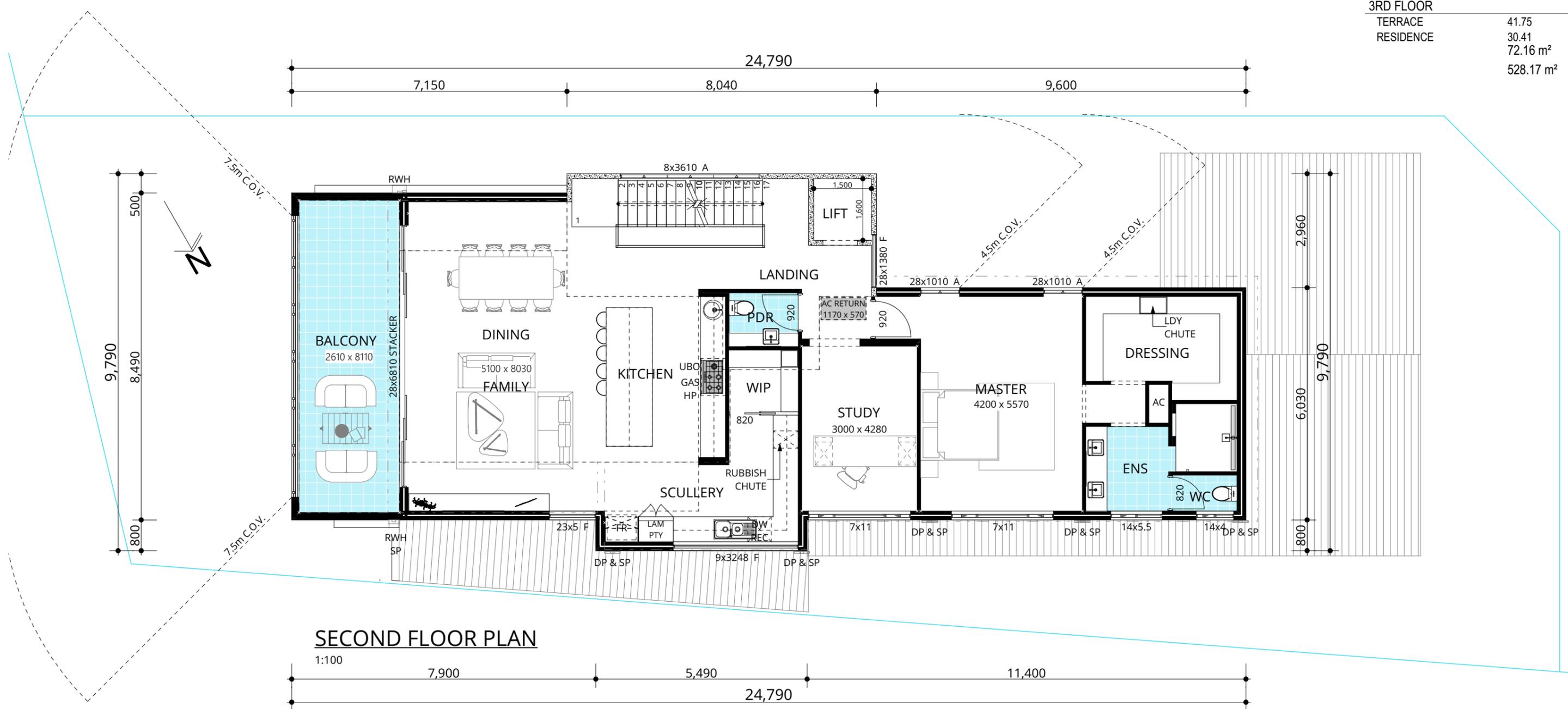
Proposed: ALFRESCO ROOF COVER	Location: 77 - 83 OLD PERTH ROAD BASSENDEAN	SHEET SIZE: A3	DATE: 23/05/21 Revision: 4	P6 of 6
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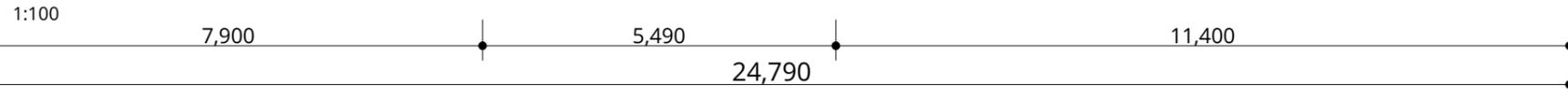
ATTACHMENT NO. 5

BUSACCA RESIDENCE

1ST FLOOR	
VERANDAH	4.18
RESIDENCE	168.26
PORCH	6.07
GARAGE / WSHOP	82.24
260.75 m²	
2ND FLOOR	
RESIDENCE	171.49
BALCONY	23.77
195.26 m²	
3RD FLOOR	
TERRACE	41.75
RESIDENCE	30.41
72.16 m²	
528.17 m²	



SECOND FLOOR PLAN



brad mcdonald building design
 m 0418884440 e brad@bmcbuildingdesign.com.au

proposed busacca residence ©
 31 ashfield pde ashfield
 drawn : bmc | date : 26/04/2021 | rev : da-R2.0
 issued for : LGA re-submission

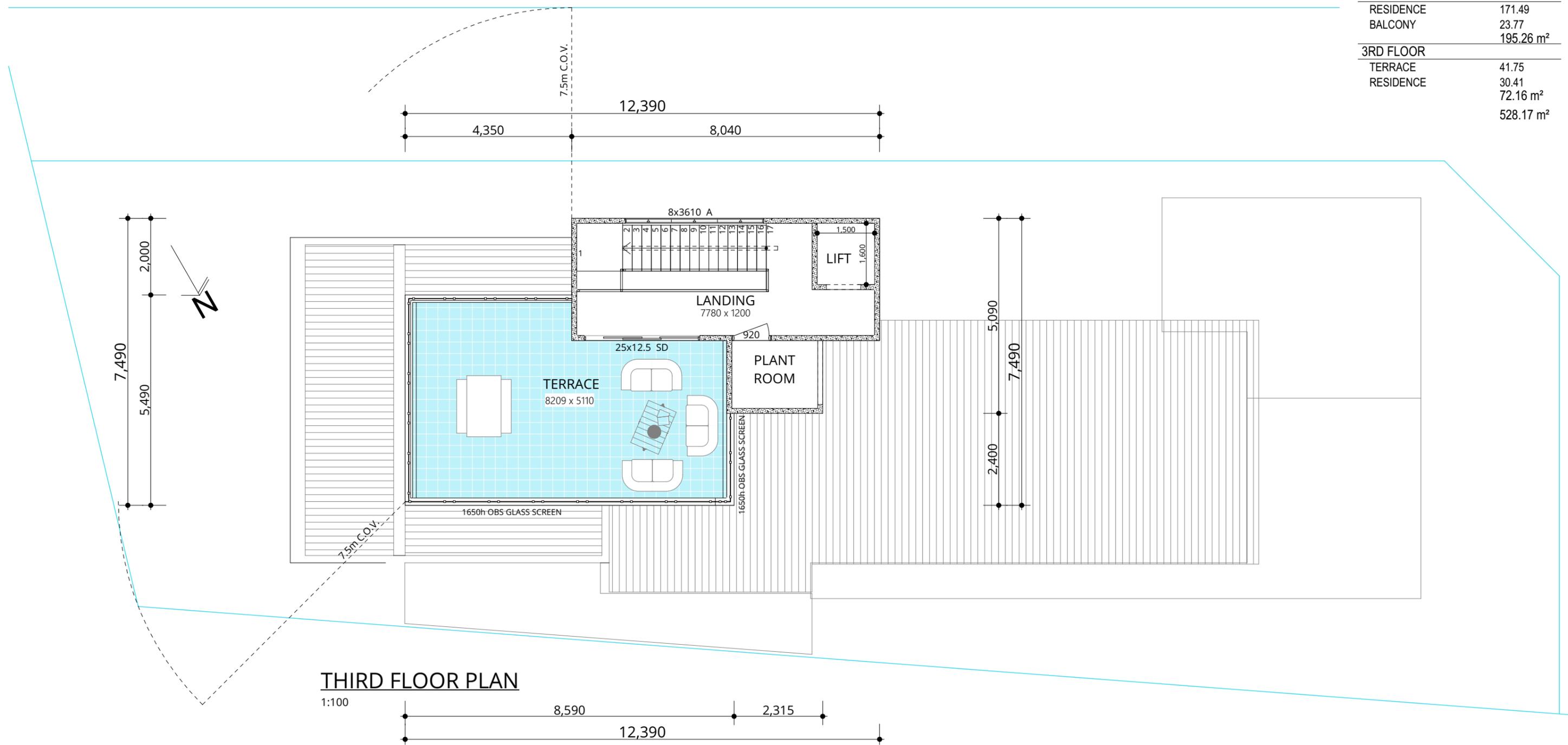
zoning : | lot area : 496m²
 site cover
 allowed : 50% | actual : 50.05%

sheet 3 of 8

note : all documentation to be checked on site, prior to construction, any discrepancies found are to be reported for clarification

BUSACCA RESIDENCE

1ST FLOOR	
VERANDAH	4.18
RESIDENCE	168.26
PORCH	6.07
GARAGE / WSHOP	82.24
260.75 m²	
2ND FLOOR	
RESIDENCE	171.49
BALCONY	23.77
195.26 m²	
3RD FLOOR	
TERRACE	41.75
RESIDENCE	30.41
72.16 m²	
528.17 m²	



THIRD FLOOR PLAN

1:100



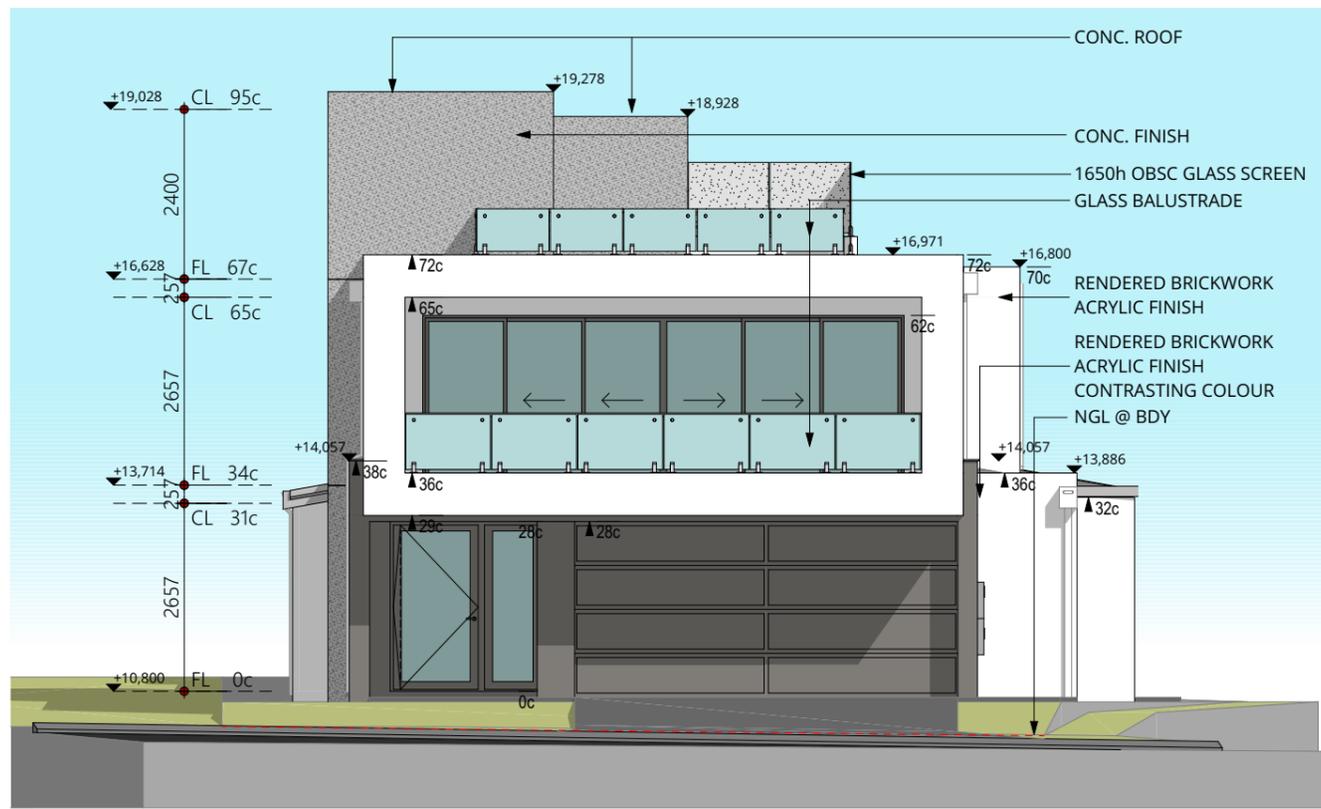
brad mcdonald building design
 m 0418884440 e brad@bmcbuildingdesign.com.au

proposed busacca residence ©
 31 ashfield pde ashfield
 drawn : bmc | date : 26/04/2021 | rev : da-R2.0
 issued for : LGA re-submission

note : all documentation to be checked on site, prior to construction, any discrepancies found are to be reported for clarification

zoning : | lot area : 496m²
 site cover
 allowed : 50% | actual : 50.05%

sheet 4 of 8



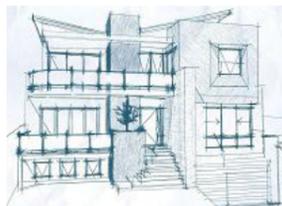
SOUTH EAST ELEVATION

1:100



NORTH EAST ELEVATION

1:100



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m 0418884440 e brad@bmcbuildingdesign.com.au

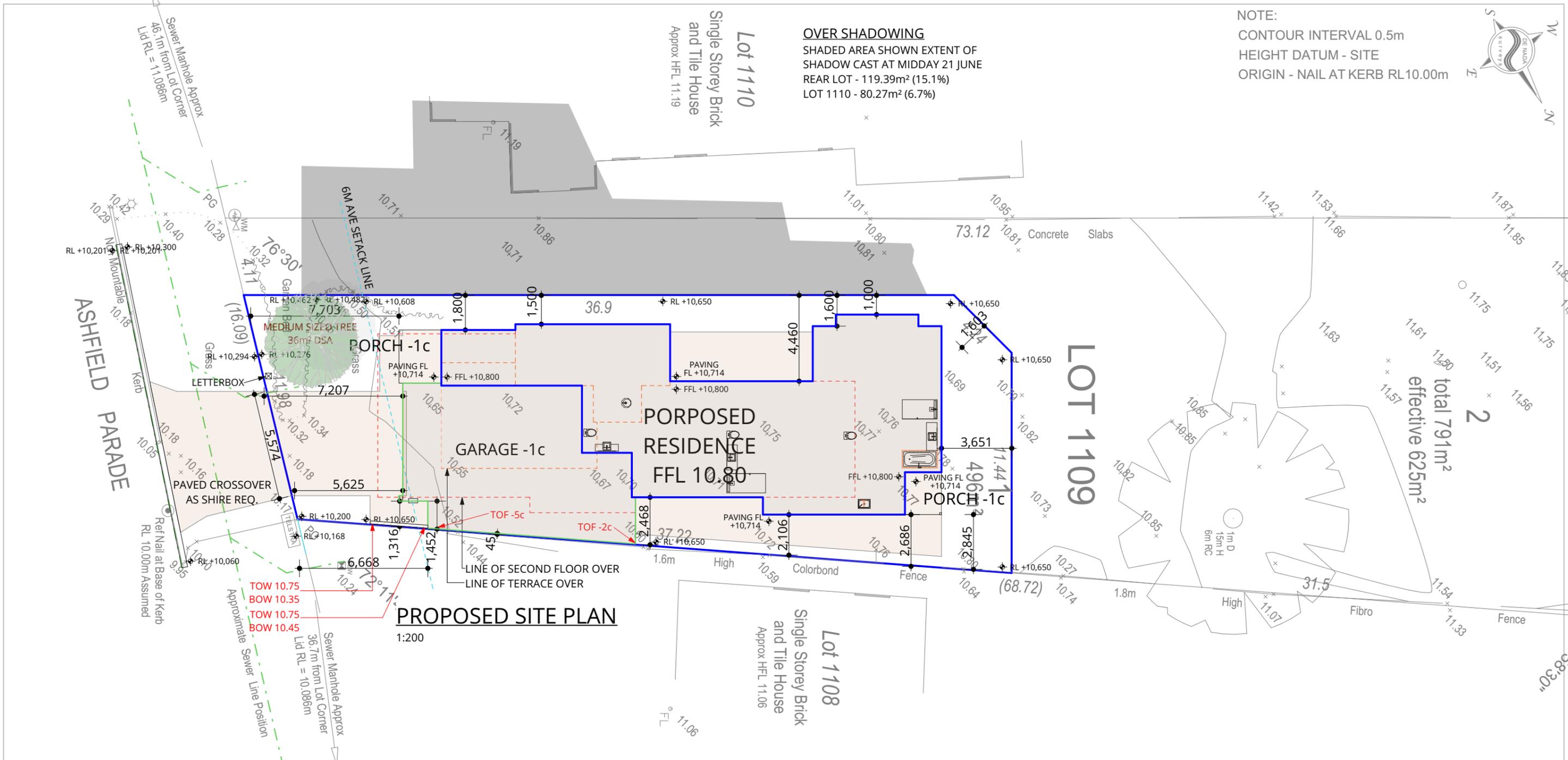
proposed busacca residence ©

31 ashfield pde ashfield
 drawn : bmc | date : 26/04/2021 | rev : da-R2.0
 issued for : LGA re-submission

note : all documentation to be checked on site, prior to construction, any discrepancies found are to be reported for clarification

zoning : | lot area : 496m²
 site cover
 allowed : 50% | actual : 50.05%

sheet 5 of 8



NOTE:
 CONTOUR INTERVAL 0.5m
 HEIGHT DATUM - SITE
 ORIGIN - NAIL AT KERB RL10.00m



OVER SHADOWING
 SHADED AREA SHOWN EXTENT OF
 SHADOW CAST AT MIDDAY 21 JUNE
 REAR LOT - 119.39m² (15.1%)
 LOT 1110 - 80.27m² (6.7%)

total 791m²
 effective 625m²

CLIENT : CENTURION ELECTRICAL CONTRACTORS SURVEYED ON : 02/09/2013
 AUTHORITY : TOWN OF BASSENDEAN PROCESSED BY : A.G./T.B.
 MAP REF : 344 35 / 57 SURVEYED BY : T.B./C.W.

IMPORTANT NOTE:
 The boundaries depicted on this plan were not re-established as part of this survey, therefore this plan does not guarantee their accuracy. Re-establishment of the cadastral boundaries is recommended for any proposed works on or near existing boundaries. The sole purpose of this plan is for presentation to the W.A.P.C. for process of conditional approval.



LEGEND

SERVICES	LOT DETAIL	ROAD DETAIL
TELSTRA PIT	BW/GL - BOTTOM OF WALL/GROUND LEVEL	DRAINAGE MANHOLE
PMG PIT	TW/GL - TOP OF WALL/GROUND LEVEL	SIDE ENTRY PIT
COMMUNICATIONS PIT	TW - TOP OF WALL	DRAINAGE PIT
ELECTRICITY DOME	PF - PEG FOUND	
POWER POLE	PG - PEG GONE	TREE DETAIL
LIGHT POLE		0.3m D - TRUNK DIAMETER
WATER METER		5m H - TREE HEIGHT
WATER CONNECTION		2m RC - TREE CANOPY RADIUS

FOOTPATH:	None	ROAD:	Bitumen
WATER:	Meter Located	KERB:	Non Mountable
GAS:	Meter Located	ELECTRICITY:	Underground
TELSTRA:	Pit Located	VEGETATION:	Lawn/Garden
RE-PEG:	Recommended	SEWER:	Pit Located

TABLE OF REVISIONS

REV	DATE	BY	CHANGES MADE
A	18/09/2015	AM	Initial Issue

U4/14 HALLEY ROAD, BALCATT, 6021
 ABN 55 123 232 575
 EMAIL : info@denadasurveys.com.au

JOB No : 101040
 DWG No: 101040ap-002
 REV: A



brad mcdonald building design
 m 0418884440 e brad@bmcbuildingdesign.com.au

proposed busacca residence ©
 31 ashfield pde ashfield
 drawn : bmc | date : 26/04/2021 | rev : da-R2.0
 issued for : LGA re-submission

zoning : | lot area : 496m²
 site cover
 allowed : 50% | actual : 50.05%

sheet 7 of 8

note : all documentation to be checked on site, prior to construction, any discrepancies found are to be reported for clarification



NOTE:
 CONTOUR INTERVAL 0.5m
 HEIGHT DATUM - SITE
 ORIGIN - NAIL AT KERB RL10.00m



EXISTING SITE PLAN

1:200

CLIENT : CENTURION ELECTRICAL CONTRACTORS	SURVEYED ON : 02/09/2013
AUTHORITY : TOWN OF BASSENDEAN	PROCESSED BY : A.G./T.B.
MAP REF : 344 35 / 57	SURVEYED BY : T.B./C.W.

IMPORTANT NOTE:
 The boundaries depicted on this plan were not re-established as part of this survey, therefore this plan does not guarantee their accuracy. Re-establishment of the cadastral boundaries is recommended for any proposed works on or near existing boundaries. The sole purpose of this plan is for presentation to the W.A.P.C. for process of conditional approval.



LEGEND SERVICES TELSTRA PIT PMG PIT COMMUNICATIONS PIT ELECTRICITY DOME POWER POLE LIGHT POLE WATER METER WATER CONNECTION GAS METER GAS MARKER ROUND SEWER MANHOLE SQUARE SEWER MANHOLE SEWER I/O RETIC VALVE TELSTRA PMG COMMS WM WC	LOT DETAIL BW/GL - BOTTOM OF WALL/GROUND LEVEL TW/GL - TOP OF WALL/GROUND LEVEL TW - TOP OF WALL PF - PEG FOUND PG - PEG GONE GAS SMRY SEW RV	ROAD DETAIL DRAINAGE MANHOLE SIDE ENTRY PIT DRAINAGE PIT TREE DETAIL 0.3m D - TRUNK DIAMETER 5m H - TREE HEIGHT 2m RC - TREE CANOPY RADIUS	FOOTPATH: None WATER: Meter Located GAS: Meter Located TELSTRA: Pit Located RE-PEG: Recommended ROAD: Bitumen KERB: Non Mountable ELECTRICITY: Underground VEGETATION: Lawn/Garden SEWER: Pit Located
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U4/14 HALLEY ROAD, BALCATT, 6021
 ABN 55 123 232 575
 EMAIL : info@denadasurveys.com.au

JOB No : 101040
 DWG No: 101040ap-002
 REV: A

TABLE OF REVISIONS			
REV	DATE	BY	CHANGES MADE
A	18/09/2015	AM	Initial Issue



brad mcdonald building design
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proposed busacca residence ©
 31 ashfield pde ashfield
 drawn : bmc | date : 26/04/2021 | rev : da-R2.0
 issued for : LGA re-submission

zoning : | lot area : 496m²
 site cover
 allowed : 50% | actual : 50.05%

sheet 8 of 8

note : all documentation to be checked on site, prior to construction, any discrepancies found are to be reported for clarification

Re: Ref. no. 2021-038, Lot 1, 31 Ashfield Parade, Ashfield

Dear Sir/Madam

We are writing in response to your letter dated 11 May 2021, re the variations to the above proposed development.

The changes to the building, in particular to the height, still do not meet the regulations. If developers were required by the Town of Bassendean to abide by the Residential Design Codes we would not be in the position of being asked to comment about neighbouring developments, & the potential homeowners then being disappointed if their plans are not approved.

- The minimal change in wall height from the original 8.9m to 8.7m - 8.6m is a reduction of 0.2m - 0.3m, which still exceeds the 7m height specified in the Residential Design Codes, & so is unlikely to change the impact of this wall. The walls with a height of 6.6m remain unchanged & exceed the specified height of 6m.
- If the proposed development is approved, would subsequent approval be given for a pergola or similar shade structure on the roof terrace, thus adding extra height? Given the hot temperatures in Perth, it would seem likely that a rooftop terrace would require some sort of shade structure.
- We note that the house is set back further from the front property line, & the overall dimensions have been reduced.
- The streetscape of Ashfield Parade is changing, but we understood that by Council restricting the size of the blocks for subdivision it would prevent over-development, which can result in a street of wall to wall houses, greatly reducing the number of trees & garden areas.

If a Council decision is required, we specifically request that our submission remains anonymous.

Yours sincerely

A large black rectangular redaction box covering the signature area.

ATTACHMENT NO. 6



TREE PRESERVATION ORDER NOMINATION FORM

Details of Person Nominating Tree(s) for Listing

Name of Person: Jane Bremner

Postal Address: _____

Residential Address: 47 Seventh Avenue, Bassendean

Contact Number: _____

Email Address: _____

Details of the Tree(s)

Address of Tree(s): 47 Seventh Avenue, Bassendean

Location of Tree(s): Nth fence line rear

Single Tree: Group of Trees: No of Trees in Group: _____

Common Name: Eucalyptus Rudis - Flooded gum

Botanical (Latin) Name(if known): Eucalyptus Rudis

Planted By (if known) & Date of Planting: exact age unknown
but at least 60 - 100 yrs old

Supporting Attachments (if available)

Any additional information (eg. media articles, historical information etc.)

Photo(s) of the tree(s)

Map indicating location of the tree(s)

Criteria for the Assessment of the Value or Significance of the Tree(s)

Please indicate (tick) the category or categories under which you are nominating the tree(s). Please choose the category and sub-categories that best describe why you believe the tree(s) has/have special significance to the community of the Town of Bassendean.

1. Aesthetic Value

- a. Trees display outstanding qualities such as shade, colour, texture, fragrance, and/or seasonality.
- b. Trees growing in a prominent location.
- c. Trees which contribute significantly to the landscape in which they grow (including streetscapes, parks, gardens, or natural landscapes).

2. Scientific and Environmental Value

- a. Trees of an important genetic value (including remnant vegetation) that may provide important and valuable propagating stock.
- b. Trees which provide a wider understanding of natural or cultural history by virtue of its use as a research site, teaching site, type locality, or benchmark site.
- c. Trees which are a significant habitat element for rare, threatened, priority or locally uncommon or common native species.
- d. Trees which are vulnerable or endangered.

3. Historical or Cultural Value

- a. Trees which are highly valued by the community or cultural groups for reasons of strong religious, spiritual, cultural, or social associations and including trees associated with Aboriginal heritage and culture (such as gathering sites).
- b. Trees which are associated with a heritage listed place or public figure that are representative of that same historic era.

- c. Trees which are not associated with a heritage site but for which it can be demonstrated that they have some historical significance.
- d. Trees with local significance and that are important to the local community and are recognised features of the immediate landscape.

- 3. Other Characteristics which makes the tree worthy of preservation.

Comments in Support of Nomination

Please describe why you consider the tree has special significance to the community of the Town of Bassendean, and why it should be considered for a Tree Preservation order (if not enough room, please include an additional attachment).

This tree is connected to the Swan River

ecological corridor being within > 200m from
the Success Hill Reserve - Class A bushland +
registered sacred site.

It provides critical food + habitat for endangered
Carnaby Cockatoos.

It is one of the last standing old flooded gums
- in the area.



Site Photos – 47 Seventh Avenue, Bassendean



Letter of Support - 47 Seventh Ave Bassendean – Tree Presentation Order

Good morning

I would like to register my support for a tree protection order to be approved by the Council at 47 Seventh Ave, bassendean.

This flooded gum is home to over 10 different bird species, I have a 180 degree uninterrupted view of this tree from my property. In particular the carnaby cockatoos are nesting in this tree.

This tree needs protection, it recently rapidly deteriorated after an alleged deliberate incident by a third party.

It is unacceptable that trees such as this can be sabotaged.

Actions to ensure the tree remains safe should be overseen by the council, I vote to approve the tpo

Many thanks Tracy Brown

ATTACHMENT NO. 7

Schedule of Submissions
Proposed Parking Restrictions – Football Parking

1	Affected Property: 7 (Lot 4) North Road BASSENDEAN	Postal Address: 7 North Road BASSENDEAN WA 6054
Summary of Submission		Comment
1.1	This proposed change will greatly improve access and conditions during football season.	Noted.

2	Affected Property: 4 (Lot 1) Lamb Street BASSENDEAN	Postal Address: 4 Lamb Street BASSENDEAN WA 6054
Summary of Submission		Comment
2.1	We do not advocate changing the current system. A no stopping yellow line will unfairly and negatively impact on our street and indirectly my place of residence reducing areas in which house guest could park their vehicles.	Noted. The proposed restriction would be placed on the opposite side of the street from this property so vehicles would be legally parked on the road in front of this property. Verge parking will also not be affected by this proposal.

3	Affected Property: 4 (Lot 16) North Road BASSENDEAN	Postal Address: 4 North Road BASSENDEAN WA 6054
Summary of Submission		Comment
3.1	North Rd speed on bend often too fast.	Noted.

4	Affected Property: 6 (Lot 23) Devon Road BASSENDEAN	Postal Address: 6 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
4.1	We live on Devon Road and there is no need for parking restrictions during football games. There are never any cars from football parked along Devon Rd.	Noted.

5	Affected Property: 38 (Lot 40) Devon Road BASSENDEAN	Postal Address: 38 Devon Road BASSENDEAN WA 6054
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Summary of Submission		Comment
5.1	We propose that the current parking restrictions is extended to all game days and events at the football oval. Access to driveway and reduced visibility when reversing a trailer is difficult if the road is covered in cars. This is also a bus route so parking on both sides would affect the buses.	<p>Noted. Due to the extending of the season from February to September and the inclusion of Saturday, Sunday and occasional weekday games held at the oval it was determined to assess the roads based on their capacity for on street parking rather than changing fixtures and unknown/unpredictable event schedules.</p> <p>Transperth have advised they have not had any issues operating buses on Devon Road. They also advise that altering the parking restrictions as suggested should not restrict the operation of the bus service.</p>

6	Affected Property: 9 (Lot 24) Rosetta Street BASSENDEAN	Postal Address: 9 Rosetta Street BASSENDEAN WA 6054
Summary of Submission		Comment
6.1	Rosetta Street is quite narrow, so it would be very difficult if parking was allowed.	Noted. Rosetta Street is very narrow and as such prohibiting the parking on one side will still allow residents to have guests attend their properties, and allow for access and egress with one side always clear of parked vehicles.

7	Affected Property: 39 (Lot 53) Devon Road BASSENDEAN	Postal Address: 39 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
7.1	Yellow Line needed Devon Rd from 44 to West Rd intersection and from 47 Devon Rd to West Rd intersection also verge parking on north side needs to be restricted.	Noted. Anecdotally Devon Road has not been heavily used for parking at the oval, however, the area identified by the response for No Stopping Yellow Edge lines is consistently used for parents picking up their children from Bassendean Primary School. Verge parking restrictions have not been considered for this proposal as each resident has the right to manage their own verge parking unless a safety hazard is identified.

8	Affected Property: Unit 6 / 36 (Lot 52) Devon Road BASSENDEAN	Postal Address: Unit 6 / 36 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment

8.1	All corners James and Palmerston Street “No Parking on the road” outside corner houses. Visibility is zero when at stop signs looking to right and left in James St towards Old Perth Road. Same in Devon Road, just ask the bus drivers.	Noted. James Street and Palmerston Street is outside the parameters of this survey and proposal. Transperth have advised they have not had any issues operating buses on Devon Road. They also advise that altering the parking restrictions as suggested should not restrict the operation of the bus service.
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9	Affected Property: 5 (Lot 24) Lamb Street BASSENDEAN	Postal Address: 5 Lamb Street BASSENDEAN WA 6054
Summary of Submission		Comment
9.1	Unfortunately it is an issue that needs to be addressed and quite possibly we look at the areas on the north and south side of the oval. For example, inside the fence perimeter.	Noted. This proposal only covers the existing street parking restrictions and does not investigate providing parking within the oval perimeter.

10	Affected Property: 21 (Lot 61) Devon Road BASSENDEAN	Postal Address: 2 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
10.1	Devon Road is a bus route and if there are no restrictions on either side, buses and other traffic will not be able to safely navigate Devon Rd. This needs to also be “no stopping” other than buses on the North side of the road. We would also request Transperth be consulted on this proposed change.	Noted. Transperth have advised they have not had any issues operating buses on Devon Road. They also advise that altering the parking restrictions as suggested should not restrict the operation of the bus service.

11	Affected Property: 23 (Lot 60) Devon Road BASSENDEAN	Postal Address: 23 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
11.1	Unless you plan to stop the bus travelling down Devon Rd, there will be no safe area with street parking.	Noted. Transperth have advised they have not had any issues operating buses on Devon Road. They also advise that altering the parking restrictions as suggested should not restrict the operation of the bus service.

12	Affected Property:	Postal Address:
-----------	---------------------------	------------------------

	9 (Lot 3) Brook Street BASSENDEAN	9 Brook Street BASSENDEAN WA 6054
Summary of Submission		Comment
12.1	The football crowds and training sessions always result on littering on the roads and verges. Can something be done to keep our streets clean?	Noted. Littering infringements may be issued to persons identified committing offences.

13	Affected Property: 5 (Lot 22) Rosetta Street BASSENDEAN	Postal Address: 5 Rosetta Street BASSENDEAN WA 6054
Summary of Submission		Comment
13.1	Already congestion with current arrangement. I have had strangers cars on my verge and once even in my driveway.	Noted. The Parking Local Law provides for action to be taken on unauthorised verge parking and vehicles blocking driveways.

14	Affected Property: 7 (Lot 68) Devon Road BASSENDEAN	Postal Address: 7 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
14.1	Devon Rd is part of the 55 bus route. Currently, the bus has difficulty navigating between vehicles when vehicles are parked on both sides of the road. This would be an increased problem during the footy season.	Noted. Anecdotally Devon Road has not been heavily used for parking at the oval. Transperth have advised they have not had any issues operating buses on Devon Road. They also advise that altering the parking restrictions as suggested should not restrict the operation of the bus service.

15	Affected Property: 15 (Lot 24) Briggs Street BASSENDEAN	Postal Address: 15 Briggs Street BASSENDEAN WA 6054
Summary of Submission		Comment
15.1	A permanent "NO STOPPING" zone at the front of our house is incredibly inconvenient for visitors to our home and our neighbours. Seems unnecessary to prohibit parking all the time, simply to make it 'easier' during football season. Verge parking is NOT an option due to our 100 year old oak tree on our verge. Will this be 'patrolled' by the Ranger all	Noted. Street parking will still be available on the opposite side of the street. Rangers will target the areas on heavy use days and where possible, educate the community before enforcement action is taken on days outside of event days.

year? Or only on game days? The latter makes sense.

16	Affected Property: 16 (Lot 14 and 9117) Rosetta Street BASSENDEAN	Postal Address: 16 Rosetta Street BASSENDEAN WA 6054
Summary of Submission		Comment
16.1	I think this will be a good change.	Noted.

17	Affected Property: 27 (Lot 27) Devon Road BASSENDEAN	Postal Address: 27 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
17.1	Need to keep in mind the bus goes down Devon Road and has trouble turning into the street because people park close to the corner. (I have nearly been hit by a bus). Should put yellow edge line on south side of Devon Road. With West Road take into account t junctions - again problem for buses.	Noted. The Parking Local Law provides that vehicles cannot park within 10m of a corner/intersection and infringements can be issued for vehicles parked illegally in this way.

18	Affected Property: 18 (Lot 12) Briggs Street BASSENDEAN	Postal Address: 18 Briggs Street BASSENDEAN WA 6054
Summary of Submission		Comment
18.1	Our neighbours have many visitors that park at the front of their houses, leaving parking for ours. If you place a yellow line on Briggs Street it will not only mean we will (almost always) have their visitors parked in front of our house, it will also decrease the value of our property and increase theirs. I support the current "seasonal" system.	Noted. Street parking is available to any vehicle and the parking in front of a house is not designated for that particular property. The proposed restriction is for the other side of the road and whilst visitors to other properties may park in front of this property, the proposal will ensure there is a clear and trafficable path for vehicles when on street parking is utilised.

19	Affected Property: 7 (Lot 23) Rosetta Street BASSENDEAN	Postal Address: 7 Rosetta Street BASSENDEAN WA 6054
Summary of Submission		Comment
19.1	Do not support no stopping universally on both sides of Rosetta Street. The street has many children that live on the	Noted. This proposal does not include No Stopping on both sided of Rosetta Street, only on

<p>street and on-street parking is a valuable way of slowing traffic and ensuring their safety. Should restrictions be necessary it should be to one side of the street only, and only applicable on weekends during season (as per current).</p>	<p>the side with existing seasonal restrictions (east side).</p> <p>NB – this response was received after the survey period.</p>
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20	Affected Property: Unit 303 / 93 (Lot 28) Old Perth Road BASSENDEAN	Postal Address: Unit 3 / 93 Old Perth Road BASSENDEAN WA 6054
Summary of Submission		Comment
20.1	I would like to bring your attention to the apartment "Visitor Only" parking space * also used by the football supporters as only Saturday and Sunday is the only time I have visitors who cannot park as its full. Also the Coles carpark is full, as we will use Coles car park if me and my visitors have breakfast or lunch sometimes. *West Road*	Noted. No responses to the survey questions were received with this comment. The parking locations identified are on private property and as such are not within the jurisdiction of the Town to monitor or enforce.

21	Affected Property: 2 (Lot 1) North Road BASSENDEAN	Postal Address: 2 North Road BASSENDEAN WA 6054
Summary of Submission		Comment
21.1	Yes I support football parking restrictions.	Noted. No responses were received to the survey questions with this comment.

22	Affected Property: Unit 2 / 8 (Lot 2) Prowse Street BASSENDEAN	Postal Address: Unit 2 / 8 Prowse Street BASSENDEAN WA 6054
Summary of Submission		Comment
22.1	I fully endorse the Council's proposed parking restrictions and amendments, however they need to be fully enforced, including football days, otherwise they are a total waste of time.	Noted. This email response was received in addition to the survey response received which had no comment listed. Rangers will be monitoring and enforcing the restrictions as required and appropriate.

23	Affected Property: 15 (Lot 692) North Road BASSENDEAN	Postal Address: 15 North Road BASSENDEAN WA 6054
Summary of Submission		Comment

23.1 Dear Peta - Thank you for consulting with the community on parking around the Oval and my wife and I would like to offer a broader response than the yes/no option as we feel there is an opportunity to address a number of issues simultaneously.

As background, we support efforts to improve the utilisation of the Oval that lead to more people supporting the local economy – the shops, services and hospitality venues in Old Perth Rd and the shopping centre. While we also support efforts to encourage Oval patrons to use public transport, we understand many people will continue to drive. On other issues, data from traffic monitors installed by the Town in late 2017 and in 2019 show that speeding can be a problem on North Rd and that it is used as a “rat run” to access the south western part of the Town via Hyland St. We also understand the Town is trying to increase the tree canopy to improve amenity and reduce the “heat island” effect.

In the above context, we ask the Town to consider providing parking in a manner that maximises the amount of safe parking while discouraging speeding and/or hooning. For example, as per the street view of Old Perth Rd below, extend the kerb to delineate parking and provide space for trees. This could be done on the east side of North Rd from #7 southwards and on many of the streets which already have designated parking bays such as Brook, Prowse and Surrey Streets.

Thanks again for the opportunity to comment and regards. (I have copied in the Mayor, the Deputy Mayor and the CEO of Swan Districts)

Noted. The proposed road amendments suggested in this comment are outside of the initial proposal and would involve significant further consideration and costings if Council were to pursue the suggested amendments.

NB – image provided with the email submission is attached.

ATTACHMENT

23. Affected Property:

15 (Lot 692) North Road

BASSENDEAN



Schedule of Submissions
Proposed Parking Restrictions – Football Parking - Devon Road Second Survey

1	Affected Property: 6 (Lot 23) Devon Road BASSENDEAN	Postal Address: 6 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
1.1	Many cars park on Devon Road throughout the week. Ban on Saturday / Sunday (Football Days) if you wish, but not full-time.	Noted.
2	Affected Property: 8 (Lot 24) Devon Road BASSENDEAN	Postal Address: 8 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
2.1	We are satisfied with the restrictions currently in place. Any parking space available we would prefer to be for our visitors.	Noted.
3	Affected Property: 16 (Lot 28) Devon Road BASSENDEAN	Postal Address: 16 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
3.1	What happens when Trades / Lawn mowing contractors etc park all day in the road? We use our verge and drive for our vehicles. What happens when we have visitors? It works well. No Problem	Noted. Unless otherwise prescribed, the Town's Parking Local Law 2019 permits vehicles to park for a period not exceeding 24 hours.
4	Affected Property: 17 (Lot 1) Devon Road BASSENDEAN	Postal Address: 17 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
4.1	Would like to see yellow line also on south side of Devon road for about 50 Meters, when parents park cars and bus turning, very dangerous. Please stop parents parking on south side of Devon road too, traffic hazard.	Noted.
5	Affected Property: 23 (Lot 60) Devon Road BASSENDEAN	Postal Address: 23 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
5.1	Will you also remove the bus route? Bus route plus cars.	Transperth have advised they have not had any issues operating buses on Devon Road. They

	also advise that altering the parking restrictions as suggested should not restrict the operation of the bus service.
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6	Affected Property: 24 (Lot 891) Devon Road BASSENDEAN	Postal Address: 24 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
6.1	<p>We decided to build our forever family home on Devon road specifically after 3 years of searching for the perfect spot for our kids.</p> <p>Devon road in our mind is one of the best streets in Bassendean. The thought of it becoming a parking lot on footy day in our minds de-values the lifestyle we have invested in. Not only monetary value of our property but also our family lifestyle. Not being able to have our own kids play out the front due to the increase in traffic defeats our purpose for living in this fantastic street.</p>	Noted.

7	Affected Property: 27 (Lot 59) Devon Road BASSENDEAN	Postal Address: 27 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
7.1	<p>“No Stopping” yellow edge line should also be considered on the southern side at each intersection (North Road and West Road) for the ease of buses and traffic turning into the street. Parents collecting their children park too close to the intersection to West road causing an issue for vehicles approaching the intersection or they face a “head on” collision scenario.</p>	Noted. Vehicles are required to be parked at least ten metres from the intersection on the thoroughfare that is the intersecting thoroughfare.

8	Affected Property: 39 (Lot 53) Devon Road BASSENDEAN	Postal Address: 39 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
8.1	<p>Ban verge parking at West Road and Devon Road intersection.</p> <p>Enforce compliance RE parking on pavements.</p>	Noted.

9	Affected Property: 41 (Lot 52) Devon Road BASSENDEAN	Postal Address: 41 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
9.1	<p>Can we please just leave it as it is? I have not encountered any issues with</p>	Noted.

how it has been running up to now. If it's working why change it. Furthermore, don't particularly want everyone parking on my side if the no stopping yellow edge line is implemented. There is a fair distribution as it is.

10	Affected Property: 46 (Lot 44) Devon Road BASSENDEAN	Postal Address: 46 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
10.1	To make the yellow line parking restriction full-time is over-kill and not warranted. It permanently restricts homeowners from utilising street parking for visitors and tradespeople. I utilise verge parking now and regularly need to utilise street parking as well. With the bus stop now residing on my verge, my effective verge parking has been reduced by 50%. This proposal is heavy handed and not justified. I am surprised that residents should need to point out the angst towards Council that this will create. The guiding premise should be "Residents shouldn't be further penalised by any new football parking restriction proposals.	Noted.
11	Affected Property: 47 (Lot 49) Devon Road BASSENDEAN	Postal Address: 47 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
11.1	No Need for parking restriction all week along the entire street. Support yellow line from West Road to bus stop near the corner with Devon Road from West Road to driveway of No.51, so that buses can safely turn the corner. Many school parents park near the corner.	Noted. The Public Transport Authority has advised the Town that buses can safely maneuver Devon Road with or without on-street parking due to the width of the road.
12	Affected Property: 21 (Lot 61) Devon Road BASSENDEAN	Postal Address: 21 Devon Road BASSENDEAN WA 6054
Summary of Submission		Comment
12.1	We think the No Stopping – Yellow edge should be an all day / night / anytime restriction to permit the buses that travel down Devon Road without impediment. Thanks. I.E not just Saturdays, and not just during football season.	Noted. The Public Transport Authority has advised the Town that buses can safely maneuver Devon Road with or without on-street parking due to the width of the road.
13	Affected Property: 5 (Lot 69) Devon Road	Postal Address: 5 Devon Road

BASSENDEAN		BASSENDEAN WA 6054
Summary of Submission	Comment	
	<p>Our submission is based on not opposing parking restrictions due to football and special events at Bassendean Oval. In fact if the adjacent residents fully understand the current proposal and will vote for its implementation we would not be involved any further.</p> <p>However, discussions within my own street (Devon Road) most residents understood that this was a parking restriction associated with time when football and special events were taking place on Bassendean Oval but not a restriction of stopping adjacent to their properties 24 hours a day every day of the total year.</p>	Noted.
13.2	<p>Meetings in Regard to the Proposed "No Stopping: Restrictions within the Area Specified in Letters from the Town of Bassendean.</p> <p>Generally we would not comment on the calling and running of meetings as they are generally run under strict guidelines set out in the Local Government Act 1995. However, some of the protocols observed at the Street meeting left a lot to be desired.</p>	Noted. The meeting was not a formal Council meeting and therefore not governed by the requirements of the Local Government Act 1995.
13.3	<p>Street Meeting 18 May 2021</p> <p>We had concerns about the time the meeting was called at 5:00 pm which is not late enough to allow working residents to get to the meeting after work. There were the odd resident who arrived late due to work commitments and did not have time, before the meeting closed, to have input.</p> <p>It was also highlighted that there was a time restriction on the meeting as the attending Councillors were required for the normal Council meeting that night.</p>	Noted. The time of the meeting was scheduled to commence prior to the May 2021 Briefing Session, to enable Councillors to attend prior to the meeting if desired.
13.4	<p>Whilst we waited to speak last at the meeting the time constraints did not allow us to put forward our questions which we drafted as questions to comply with the Town's latest letter advising we could ask questions at this street meeting.</p>	Noted. The Town advised residents that if they had any further questions, they could be provided to staff to address beyond the meeting.
13.5	<p>Record of Attendance</p> <p>Whilst several residents attended the meeting there was no record of attendance taken so those attending were not known to officers after the meeting. With some very vocal residents in opposition to the parking proposal we</p>	<p>Noted. The street meeting was informal and was undertaken to enable the Town to answer any questions residents may have in respect to the proposals.</p> <p>Residents were requested to put their comments on the proposal in writing via a formal submission.</p>

	noted that their location was not formally recognized.	
13.6	<p>No Minutes of the Proceedings were taken</p> <p>Whilst there were some major comments made they were not recorded in any way so their content could be lost in officers assessing exactly what transpired at the meeting. Thus with no protocol to record resident input and attendance the meeting may not have existed.</p>	Noted. See comments on 13.5 above.
13.7	<p>Validity of the Street Meeting</p> <p>It is our understanding that the meeting was informal and thus our concerns raised in items 1.1.1 and 1.1.2 probably have no relevance. However, this also means the discussions at the meeting also have no relevance in assessing what was stated at the meeting. This is disappointing as the views of some residents were very strong and opposed to the proposal and there is no recording of who made certain statements and what those statements actually were. This information is very relevant to the feedback on this proposal and there is no record of that information.</p>	Noted. See comments on 13.5 above.
13.8	<p>Possible Special Public Meeting to be Called</p> <p>We have been asked why we are petitioning for e Special Public Meeting under the Local Government Act 1995 and the items above virtually explain the reasons. A Special Public Meeting in this matter allows attending residents to express their opinion and have it formally recorded and set down in minutes. It also makes sure residents identify themselves and advise their interest in the proposal, albeit for or against.</p> <p>The formalities involved in a Special Public Meeting demand that the minutes of the meeting are presented to Council for consideration. These minutes detail the resolutions carried without interpretation. We also understand that any resolutions carried at such a meeting are not binding on Council but it ensures the Council hears the residents' concerns ether support or not. However this genuinely follows protocols from the Local Government Act 1995 and puts all comments on formal record.</p> <p>We are not sure what the staff's objection to having a Special Public meeting on this issue is as such a meeting allows for residents involved in the 10 locations to attend at the same time rather than hold 10 street meetings on an informal basis.</p>	Noted. The Town did not consider a Special Council Meeting necessary given the matter was being considered at the next available Council meeting.

13.9	<p>New Proposal Based on Safety Based Rather Than Football Fixtures</p> <p>In the initial letter sent to residents advice was received that the current restrictions would be changed and become safety based using road widths, road layout instead of the football fixtures. See extract below and letter in Attachment A.</p> <p><i>“The Town is undertaking a review of existing parking restrictions pertaining to 'Football Day Parking' as a result of modifications to fixtures, including additional games on Saturdays and Sundays and an extended season.</i></p> <p><i>To address potential parking issues associated with the above modifications, the Town is proposing the following;</i></p> <p><i>Removal of current Saturday seasonal parking restrictions;</i></p> <p><i>Converting to a 'safety based' system, whereby restrictions are in place based on the width or layout of the road as opposed to restrictions based on fixtures.”</i></p>	Noted.
13.10	<p>This implies that the parking has a current safety problem so we have requested that traffic data for our street to assess what our problem is. We note that Devon Road traffic wise is probably only exceeded by West Road, the northern Section of North Road and the section of Railway Parade west of Lord Street/ However, we don't have traffic data on those road sections so our comments will be based on Devon Road and the Traffic Data supplied by the Town of Bassendean.</p>	Noted. The Football Parking Restrictions Survey is focused on the physical parking of vehicles within thoroughfares. The speed and volume of vehicles and the number and of accidents is outside the scope of the survey.
13.11	<p>Traffic Data Supplied by the Town of Bassendean.</p> <p>The following table has been compiled using the data in the Town's email of the 14 May 2021 shown in attachment B.</p>	See comment on 13.10.
13.12	<p>While we accept the figures as supplied by the Main Roads Western Australia we would like to point out that all access streets in the Perth metropolitan area are automatically 50 km/hr speed zones unless sign posted differently. While no Council is going to lift that speed (50 km/hr) limit it could be raised to 65km/hr or above with appropriate approvals.</p>	See comment on 13.10.
13.13	<p>Devon Road has no accidents, an 85th percentile speed limit of 53.5 km/hr and an average weekday traffic volume of 439 vpd and thus these figures demonstrate there are no traffic safety issues.</p>	See comment on 13.10.

<p>13.14 The street width (actually measured) is 7.3 metres it allows for paring both sides with a through lanes remaining of 3.1 metres which caters for the buses. The Transport Authority only requires a lane of 3 metres to cater for busses and that is already achieved under the current parking scenario.</p>	<p>See comment on 13.10. The Public Transport Authority has advised the Town that buses can safely maneuver Devon Road with or without on-street parking due to the width of the road.</p>
<p>13.15 The Australian Road Research Board (AARB) released parallel parking bay widths for on-road bays (around 2016) as 2.1 metres. Parking both sides equals 4.2 metres leaving 3.1 metres for the central lane to take buses and other traffic.</p>	<p>The Public Transport Authority has advised the Town that buses can safely maneuver Devon Road with or without on-street parking due to the width of the road.</p>
<p>13.16 Based on all these figures it is more than reasonable to state that there are no traffic safety problems in Devon Road including the intersections at its extremities.</p>	<p>Noted.</p>
<p>13.17 Accordingly the statement that the change of parking restrictions in Devon Road is due to safety reason is not true as there is no supporting traffic safety data. If the safety argument is dispelled then the question becomes "what is the driving force wanting to make changes other than times for events at Bassendean Oval?" There is no practical reason for extended parking restriction times other than operations at Bassendean Oval.</p>	<p>The Town identified that the parking restrictions did not apply at times that football was being played at Bassendean Oval.</p> <p>On reviewing the fixtures, and with the new WA Women's Football League, it became evident that the signage would not apply to cover all games.</p> <p>The restrictions are to ensure safety for residents as well as for attending players and spectators and hence the Town commenced a Football Parking Restrictions Survey.</p>
<p>13.18 What Prompted the Review of Parking for Football and Special Events at Bassendean Oval</p> <p>Advice from the Town is that changes to the Football Season in lengthening the time over which the competition will run and the addition of Sunday games (particularly women's games) means the current restrictions that are in place will need changing.</p>	<p>See comment on 13.17 above.</p>
<p>13.19 We do not necessarily dispute these comments but we certainly need to know why residents will have a parking restriction in the area in question when no football or special events are operating on Bassendean Oval.</p>	<p>Noted. Football events are operating, and the proposal will address future events that may be held at Bassendean Oval.</p>
<p>13.20 Is this a cost saving scenario so signs don't have to be changed. It was stated at the street meeting signs and poles were a major concern due to vandalism.</p>	<p>Whilst the maintenance of signs is greater than yellow lines due to maintenance and replacement value, the Town's adopted budget will make provision for the type of restriction adopted by Council (if any).</p>
<p>13.21 Mr. Blanchard has been retired for 3 years and drives and walks in and around our area all the time and in that 3</p>	<p>Noted.</p>

	<p>year period he does not recollect seeing any sign or pole vandalized or replaced due to vandalism.</p>	
13.22	<p>With staff being so adamant that the suggested new restrictions be implemented there appears to be an underlying pressure pushing this process and as residents within the affected area we would certainly like to know what that pressure is.</p>	<p>Noted. The Town will act in accordance with Council's resolution on the matter.</p>
13.23	<p>Options in Lieu of the Existing Parking Restrictions</p> <p>The option presented in both the Town's letters of 16 March 2021 and 30 April 2021 only give one new option to replace the existing parking restrictions which is a replacement using a :No Stopping: option at all times. I have attached both letters in attachment A.</p>	<p>Noted.</p>
13.24	<p>In analyzing the existing situation and reassessing options there are several scenarios that should have been considered. They are as follows:</p>	<p>Noted.</p>
13.25	<p>Do nothing and leave existing restrictions in place with amended text for new hours of operation</p>	<p>Noted.</p>
13.26	<p>Offer several new parking restrictions (such as :No Parking" blanket, :No parking with time periods specified, "No Stopping" with time periods supplied)</p>	<p>Noted.</p>
13.27	<p>"No Stopping" as set out in the only option given to residents</p>	<p>Noted.</p>
13.28	<p>Each of these options should have been explained in detail as many of the residents in my area thought the new restriction was just another type of parking rule pertaining to leaving a vehicle parked for some time when the football was in progress. Once explained properly they realized the severity of the proposal and now oppose it.</p>	<p>The Town was available to discuss the options with residents, and contact details were provided in the letters.</p>
13.29	<p>From what we can gather there has been no other discussion with the other 9 areas involved and that could mean the following.</p> <ol style="list-style-type: none"> 1.Residents in those areas fully understand the proposal and support it; 2.They don't fully understand the proposal but think it is roughly the same as restrictions that exist now; 3.They don't care what restrictions are in place. 	<p>Noted.</p>
13.30	<p>For a throw away comment it has been said residents can still park on their verge. This is only stating what can happen now. It adds no information to the argument of why are the restrictions</p>	<p>The Town's Parking Local Law 2019 permits owners or occupiers of premises adjacent to that verge, or a person authorized by the occupier of</p>

changing and why to the options presented as what appears as a fait accompli.

Thus the consultation via a letter to residents is not adequate and the Town should bring those interested residents together in a formalized meeting to ensure all residents understand exactly what is being proposed and at least allow other options to be discussed before going to Council.

13.31 Feedback Process

The use of a letter drop to residents does not necessarily get full and comprehensive feedback which is required in this case. In fact Local Government carrying out this type of feedback request has in the past had a return of somewhere between 10% and 15% which is hardly a satisfactory result. However, the figures for this particular feedback are not known and we sincerely hope the return is much larger.

Whilst street meetings are a step in the right direction the lack of recording of attendees and resolutions makes them rather useless in having the information put into reports as the only data is via officers' comments which may not exactly provide an accurate report of the meeting etc.

While some officers have resisted the notion of a Special Pubic meeting this would bring affected residents together, hear their concerns at the one time and allow staff and Councillors to assess the community response to this issue.

13.32 Town of Bassendean Enforcement "No Stopping" Parking Restriction

Some discussion has taken place on the enforcement of this restriction and the officers have informed residents that they are compassionate and would not enforce the restrictions to the fullest extent. If that is true then why implement such a restriction in the first place?

In fact if this restriction is put into place the only time an infringement can be given as when an officer actually sees vehicles stopping in the restricted areas. If the vehicles move on quickly they cannot issue a fine unless it was to be photographed and the infringement sent through the mail. If that happened unless the infringement is videoed the driver can argue that the still photo is not factual as the car was still moving.

It is fair to say that for 10 locations, the previous commentary and the Town's

those premises, to stop the vehicle so that any portion of it is on the verge.

The proposed parking restrictions would only apply to non-owners/occupiers or persons authorized by the occupiers.

Noted.

Noted. The Town takes an education approach to parking restrictions in the first instance, and requests drivers comply with the requirements. The Town will only infringe if non-compliance is achieved following instruction, or if a safety issue is evident.

	resources this type of restriction is not enforceable at any time.	
13.33	Submission to be fully attached to report We have been advised that our submission will be attached verbatim to any report to Council and we certainly support that process	Noted. The submission and associated attachments has been included.
13.34	Parking Restrictions outside football and special event times It is fair to say that most residents would support some sort of parking restriction during football and special times at Bassendean Oval. However, from all the data shown to us there is no reason to restrict parking at any other times. In fact it appears from our street that the current situation has worked well for many years and it should stay that way with minor time changes	Noted.
13.35	Devon Road Environment Having lived in Devon Road for nearly 25 years we appreciate our street environment and seek to have this amenity remain "as is". We will oppose any suggestion of painting a yellow line on the road way with text advising motorists of the parking restriction. Whilst we are not suggesting that a "picket fence" approach to signs be implemented any parking restriction should be properly sign posted so the restriction is clearly visible at night when it is raining. This is not the case when the restriction is painted on the road surface. If this fact is disputed we suggest contact with England be made and see how these lines work in snowing and heavy rain conditions. More thought needs to be given to this type of parking restriction before implementation.	Noted. The Town has found yellow lines more effective for parking restrictions, as signs can often go unnoticed or are vandalized.
13.36	Have any other local authorities been contacted? Our question to the officers is "have you spoken with the Town of Cambridge and/or the City of Subiaco which dealt with much larger football matches (crowds and vehicles) and special events than Bassendean Oval? They have handled parking and resident issues for many years and as we have a relative living in that area we know those Councils have dealt with the issue much differently.	No other local authorities have been consulted. Parking Local Laws differ between local government areas.
13.37	Summary and Conclusion This submission is only being made so there is a record of our concerns and suggestions at this point in time.	Noted.

We favour a Special Public Meeting being called for residents in all the 10 locations where this new parking restriction is to be implemented. However, that can be done at any time in the future.

13.38 In summary –

Noted.

1. We are not opposed to parking restrictions in the area during football and special event times;

2. We are firmly opposed to any parking restriction in our street in times other than for the football and special event times;

3. We are firmly opposed to having any parking restrictions painted on the road pavement and we respectfully request all parking restrictions be implemented using appropriate signage as is the current case;



Document #: IFRM-18812021
Date: 21.05.2021
Officer: DAMIAN STEPHEN
File: LAWE/REPRTNG/3



Town of Bassendean
Football Parking Restrictions Survey Form
Devon Road, Bassendean

File Ref: LAWE/REPRTNG/3

Attention: Senior Ranger

Name: Susanne and Terry Blanchard

Address: 5 Devon Road, Bassendean WA 6054

Contact No.: Best contact phone number : [REDACTED]

Do you support the proposal to remove the existing 'No Parking — 8am to 6pm, Saturday, March to August' parking restrictions on the northern side of Devon Road and replace them with 'No Stopping' yellow edge line restrictions?

NO

Comments: Our comments are contained in the attached submission.

Any submissions received will be considered as part of the determination process and your submission will be publicly available in the Council Agenda, unless you specifically request that your submission remains anonymous.

Thank you for your time.

Our submission is based on not opposing parking restrictions due to football and special events at Bassendean Oval. In fact if the adjacent residents fully understand the current proposal and will vote for its implementation we would not be involved any further.

However, discussions within my own street (Devon Road) most residents understood that this was a parking restriction associated with time when football and special events were taking place on Bassendean Oval but not a restriction of stopping adjacent to their properties 24 hours a day every day of the total year.

1. Meetings in Regard to the Proposed “No Stopping: Restrictions within the Area Specified in Letters from the Town of Bassendean

Generally we would not comment on the calling and running of meetings as they are generally run under strict guidelines set out in the Local Government Act 1995. However, some of the protocols observed at the Street meeting left a lot to be desired.

1.1 Street Meeting 18 May 2021

We had concerns about the time the meeting was called at 5:00 pm which is not late enough to allow working residents to get to the meeting after work. There were the odd resident who arrived late due to work commitments and did not have time, before the meeting closed, to have input.

It was also highlighted that there was a time restriction on the meeting as the attending Councillors were required for the normal Council meeting that night.

Whilst we waited to speak last at the meeting the time constraints did not allow us to put forward our questions which we drafted as questions to comply with the Town’s latest letter advising we could ask questions at this street meeting.

1.1.1 Record of Attendance

Whilst several residents attended the meeting there was no record of attendance taken so those attending were not known to officers after the meeting. With some very vocal residents in opposition to the parking proposal we noted that their location was not formally recognized.

1.1.2 No Minutes of the Proceedings were taken

Whilst there were some major comments made they were not recorded in any way so their content could be lost in officers assessing exactly what transpired at the meeting. Thus with no protocol to record resident input and attendance the meeting may not have existed.

1.1.3 Validity of the Street Meeting

It is our understanding that the meeting was informal and thus our concerns raised in items 1.1.1 and 1.1.2 probably have no relevance. However, this also means the discussions at the meeting also have no relevance in assessing what was stated at the meeting. This is disappointing as the views of some residents were very strong and opposed to the proposal and there is no recording of who made certain statements and what those statements

actually were. This information is very relevant to the feedback on this proposal and there is no record of that information.

1.2 Possible Special Public Meeting to be Called

We have been asked why we are petitioning for a Special Public Meeting under the Local Government Act 1995 and the items above virtually explain the reasons. A Special Public Meeting in this matter allows attending residents to express their opinion and have it formally recorded and set down in minutes. It also makes sure residents identify themselves and advise their interest in the proposal, albeit for or against.

The formalities involved in a Special Public Meeting demand that the minutes of the meeting are presented to Council for consideration. These minutes detail the resolutions carried without interpretation. We also understand that any resolutions carried at such a meeting are not binding on Council but it ensures the Council hears the residents' concerns either support or not. However this genuinely follows protocols from the Local Government Act 1995 and puts all comments on formal record.

We are not sure what the staff's objection to having a Special Public meeting on this issue is as such a meeting allows for residents involved in the 10 locations to attend at the same time rather than hold 10 street meetings on an informal basis.

2. New Proposal Based on Safety Based Rather Than Football Fixtures

In the initial letter sent to residents advice was received that the current restrictions would be changed and become safety based using road widths, road layout instead of the football fixtures. See extract below and letter in Attachment A.

"The Town is undertaking a review of existing parking restrictions pertaining to 'Football Day Parking' as a result of modifications to fixtures, including additional games on Saturdays and Sundays and an extended season.

To address potential parking issues associated with the above modifications, the Town is proposing the following;

- Removal of current Saturday seasonal parking restrictions;*
- Converting to a 'safety based' system, whereby restrictions are in place based on the width or layout of the road as opposed to restrictions based on fixtures."*

This implies that the parking has a current safety problem so we have requested that traffic data for our street to assess what our problem is. We note that Devon Road traffic wise is probably only exceeded by West Road, the northern Section of North Road and the section of Railway Parade west of Lord Street/ However, we don't have traffic data on those road sections so our comments will be based on Devon Road and the Traffic Data supplied by the Town of Bassendean.

2.1 Traffic Data Supplied by the Town of Bassendean

The following table has been compiled using the data in the Town's email of the 14 May 2021 shown in attachment B.

Road Name	Road Classification	Section	Reported Accidents (No.)	Average Weekday Traffic Volume (AWTV)	85 th Percentile Speed (km/hr)	Road Width Average (metres m)	% Through Traffic
Devon Road	Access street Allowable Traffic Volume 3000 vpd with speed up to 60 km/hr - MRWA Advice	Total Street		Up to 3,000 MRWA advice	Up to 60 km/hr MRWA advice	N/A	Not known
		West Rd/ Devon Rd Intersection	0	439	53.5	7.3	Not known
		West Road to Briggs Street	0				
		Briggs St/Devon Rd Intersection	0				
		Briggs St to Carnegie St	0				
		Carnegie St/Devon Rd Intersection	0				
		Carnegie St to North Rd	0				
North Rd/Devon Rd intersection	0						

While we accept the figures as supplied by the Main Roads Western Australia we would like to point out that all access streets in the Perth metropolitan area are automatically 50 km/hr speed zones unless sign posted differently. While no Council is going to lift that speed (50 km/hr) limit it could be raised to 65km/hr or above with appropriate approvals.

Devon Road has no accidents, an 85th percentile speed limit of 53.5 km/hr and an average weekday traffic volume of 439 vpd and thus these figures demonstrate there are no traffic safety issues.

The street width (actually measured) is 7.3 metres it allows for paring both sides with a through lanes remaining of 3.1 metres which caters for the buses. The Transport Authority only requires a lane of 3 metres to cater for busses and that is already achieved under the current parking scenario.

The Australian Road Research Board (AARB) released parallel parking bay widths for on-road bays (around 2016) as 2.1 metres. Parking both sides equals 4.2 metres leaving 3.1 metres for the central lane to take buses and other traffic.

Based on all these figures it is more than reasonable to state that there are no traffic safety problems in Devon Road including the intersections at its extremities.

Accordingly the statement that the change of parking restrictions in Devon Road is due to safety reason is not true as there is no supporting traffic safety data.. If the safety argument is dispelled then the question becomes "what is the driving force wanting to make changes other than times for events at Bassendean Oval?" There is no practical reason for extended parking restriction times other than operations at Bassendean Oval.

3. What Prompted the Review of Parking for Football and Special Events at Bassendean Oval

Advice from the Town is that changes to the Football Season in lengthening the time over which the competition will run and the addition of Sunday games (particularly women's games) means the current restrictions that are in place will need changing.

We do not necessarily dispute these comments but we certainly need to know why residents will have a parking restriction in the area in question when no football or special events are operating on Bassendean Oval.

Is this a cost saving scenario so signs don't have to be changed. It was stated at the street meeting signs and poles were a major concern due to vandalism.

Mr Blanchard has been retired for 3 years and drives and walks in and around our area all the time and in that 3 year period he does not recollect seeing any sign or pole vandalized or replaced due to vandalism.

With staff being so adamant that the suggested new restrictions be implemented there appears to be an underlying pressure pushing this process and as residents within the affected area we would certainly like to know what that pressure is.

4. Options in Lieu of the Existing Parking Restrictions

The option presented in both the Town's letters of 16 March 2021 and 30 April 2021 only give one new option to replace the existing parking restrictions which is a replacement using a :No Stopping: option at all times. I have attached both letters in attachment A.

In analysing the existing situation and reassessing options there are several scenarios that should have been considered. They are as follows:

- 1) Do nothing and leave existing restrictions in place with amended text for new hours of operation;
- 2) Offer several new parking restrictions (such as :No Parking" blanket, :No parking with time periods specified, "No Stopping" with time periods supplied)
- 3) "No Stopping" as set out in the only option given to residents.

Each of these options should have been explained in detail as many of the residents in my area thought the new restriction was just another type of parking rule pertaining to leaving a vehicle parked for some time when the football was in progress. Once explained properly they realized the severity of the proposal and now oppose it.

From what we can gather there has been no other discussion with the other 9 areas involved and that could mean the following.

- 1) Residents in those areas fully understand the proposal and support it;
- 2) They don't fully understand the proposal but think it is roughly the same as restrictions that exist now;
- 3) They don't care what restrictions are in place.

For a throw away comment it has been said residents can still park on their verge. This is only stating what can happen now. It adds no information to the argument of why are the restrictions changing and why to the options presented as what appears as a fait accompli.

Thus the consultation via a letter to residents is not adequate and the Town should bring those interested residents together in a formalized meeting to ensure all residents understand exactly what is being proposed and at least allow other options to be discussed before going to Council.

5. Feedback Process

The use of a letter drop to residents does not necessarily get full and comprehensive feedback which is required in this case. In fact Local Government carrying out this type of feedback request has in the past had a return of somewhere between 10% and 15% which is hardly a satisfactory result. However, the figures for this particular feedback are not known and we sincerely hope the return is much larger.

Whilst street meetings are a step in the right direction the lack of recording of attendees and resolutions makes them rather useless in having the information put into reports as the only data is via officers' comments which may not exactly provide an accurate report of the meeting etc.

While some officers have resisted the notion of a Special Public meeting this would bring affected residents together, hear their concerns at the one time and allow staff and Councillors to assess the community response to this issue.

6. Town of Bassendean Enforcement of “No Stopping” Parking Restriction

Some discussion has taken place on the enforcement of this restriction and the officers have informed residents that they are compassionate and would not enforce the restrictions to the fullest extent. If that is true then why implement such a restriction in the first place? In fact if this restriction is put into place the only time an infringement can be given is when an officer actually sees vehicles stopping in the restricted areas. If the vehicles move on quickly they cannot issue a fine unless it was to be photographed and the infringement sent through the mail. If that happened unless the infringement is videoed the driver can argue that the still photo is not factual as the car was still moving.

It is fair to say that for 10 locations, the previous commentary and the Town's resources this type of restriction is not enforceable at any time.

7. Submission to be fully attached to report

We have been advised that our submission will be attached verbatim to any report to Council and we certainly support that process.

8. Parking Restrictions outside football and special event times

It is fair to say that most residents would support some sort of parking restriction during football and special times at Bassendean Oval. However, from all the data shown to us there is no reason to restrict parking at any other times. In fact it appears from our street that the current situation has worked well for many years and it should stay that way with minor time changes.

9. Devon Road Environment

Having lived in Devon Road for nearly 25 years we appreciate our street environment and seek to have this amenity remain “as is”. We will oppose any suggestion of painting a yellow line on the road way with text advising motorists of the parking restriction.

Whilst we are not suggesting that a “picket fence” approach to signs be implemented any parking restriction should be properly sign posted so the restriction is clearly visible at night when it is raining. This is not the case when the restriction is painted on the road surface.

If this fact is disputed we suggest contact with England be made and see how these lines work in snowing and heavy rain conditions. More thought needs to be given to this type of parking restriction before implementation.

10. Have Any Other Local Authorities Been Contacted

Our question to the officers is “have you spoken with the Town of Cambridge and/or the City of Subiaco which dealt with much larger football matches (crowds and vehicles) and special events than Bassendean Oval? They have handled parking and resident issues for

many years and as we have a relative living in that area we know those Councils have dealt with the issue much differently.

11. Summary and Conclusion

This submission is only being made so there is a record of our concerns and suggestions at this point in time.

We favour a Special Pubic Meeting being called for residents in all the 10 locations where this new parking restriction is to be implemented. However, that can be done at any time in the future.

In summary –

- 1) We are not opposed to parking restrictions in the area during football and special event times;
- 2) We are firmly opposed to any parking restriction in our street in times other than for the football and special event times;
- 3) We are firmly opposed to having any parking restrictions painted on the road pavement and we respectfully request all parking restrictions be implemented using appropriate signage as is the current case;

Signed:



Terry Blanchard



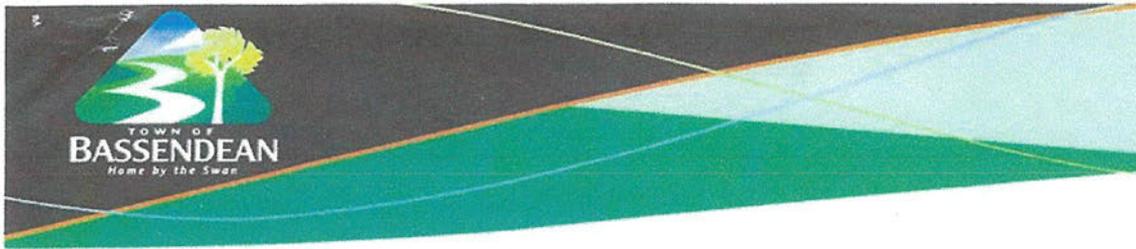
Susanne Blanchard

Dated: 21 May 2021

5 Devon Road, Bassendean

Attachment A

**Town of Bassendean Letters of 16 March 2021 and
30 April 2021**



Our Ref:

LAWE/REPRTNG/3

To the Owner/Occupier
 Devon Road
BASSENDEAN WA 6054

Dear Sir/Madam

Proposed Parking Restrictions — Football Parking

The Town is undertaking a review of existing parking restrictions pertaining to 'Football Day Parking' as a result of modifications to fixtures, including additional games on Saturdays and Sundays and an extended season.

To address potential parking issues associated with the above modifications, the Town is proposing the following;

- Removal of current Saturday seasonal parking restrictions;
- Converting to a 'safety based' system, whereby restrictions are in place based on the width or layout of the road as opposed to restrictions based on fixtures.

The following car parking restrictions are therefore proposed -

Street Location	Existing Restriction	Proposed Restriction
Briggs Street (east side)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)
Brook Street (south side)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)
Calnon Street (east side)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)
Devon Road (north side)	No Parking, Saturdays, March to August	No restriction
Lamb Street (south side - 4 Thompson Street to 11a Lamb Street)	No Parking, Saturdays, March to August.	No Stopping (yellow edge line)
Lamb Street (east side - 13 to 21 Lamb Street)	No Parking, Saturdays, March to August	No Stopping (yellow edge line) - including cul-de-sac and entrance/exit to cul-de-sac
Lamb Street (west side - opposite 11 and 11 a Lamb Street)	No Parking, Saturdays, March to August	No Stopping (yellow edge line) - including cul-de-sac and entrance/exit to cul-de-sac
North Road (east side - 1 to 19 North Road)	No restriction	No Stopping (yellow edge line)
North Road (west side - 309 Guildford Road to 26 North Road)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)
Prowse Street (south side)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)
Railway Parade (north side - 28 to 40 Railway Parade)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)
Rosetta Street (east side)	No Parking, Saturdays, March to August	No Stopping (yellow edge line) - including cul-de-sac and entrance/exit of cul-de-sac
Thompson Road (east side)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)
West Road (east side - Old Perth Road to Devon Road)	No Parking, Saturdays, March to August	No Stowing (yellow edge line)

The above restrictions will be in place at all times, in lieu of Saturday only.

The proposed restrictions will not impede residents from allowing vehicles to park on their verges where verge parking is permitted.

Should you have any comments on the above, please complete the attached survey form and return it to the Town in the enclosed reply-paid envelope within 14 days for inclusion in the survey. The closing date for the return of the survey is **Tuesday 30 March 2021**, responses received after this date will not be included in the analysis.

Following consultation, the matter will be determined by Council.

Should you have any further queries on this matter please call the Rangers on 9377 7480.

Yours faithfully

SHARNA MERRITT
SENIOR RANGER

16 March 2021



114.S:glEAN
By the Town

Town of Bassendean
Football Parking Restrictions Survey Form

File Ref: LAWE/REPRTNG/3

Attention: Senior Ranger

Name: _____

Address: _____

Contact No.: _____

Do you support the below proposed change to existing parking restrictions? Please indicate your answer by inserting **yes**, **no** or **(N/A)** in the **yes/no** column response in the **yes/no**

Street Location	Existing Restriction	Proposed Restriction	Yes/No
Briggs Street (east side line)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)	
Brook Street (south side line)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)	
Calnon Street (east side line)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)	
Devon Road (north side)	No Parking, Saturdays, March to August	No restriction	
Lamb Street (south side - 4 Thompson Street to 11 a Lamb Street)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)	
Lamb Street (east side - 13 to 21 entrance/exit)		No Stopping (yellow edge line) - including cul-de-sac and	
Lamb Street)	No Parking, Saturdays, March to August to cul-de-sac		
Lamb Street (west side - opposite 11 entrance/exit and 11a Lamb Street)		No Stopping (yellow edge line) - including cul-de-sac and	
North Road (east side -1 to 19 North Road)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)	
North Road (west side - 309 Guildford Road to 26 North Road)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)	
Prowse Street (south side)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)	
Railway Parade (north side - 28 to 40 Railway Parade)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)	
Rosetta Street (east side)	No Parking, Saturdays, March to August of cul-de-sac	No Stopping (yellow edge line) - including cul-de-sac and entrance/exit	
Thompson Road (east side)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)	
West Road (east side - Old Perth Road to Devon Road)	No Parking, Saturdays, March to August	No Stopping (yellow edge line)	

Comments:

Any submissions received will be considered as part of the determination process and your submission will be publicly available in the Council Agenda, unless you specifically request that your submission remains anonymous.

Thank you for your time.

3/3

Our Ref: LAWE/REPRTNG/3

Owner/Occupier
Devon Road
BASSENDEAN WA 6054

Dear Sir/Madam

Proposed Parking Restrictions — Football Parking

On further review of the current parking restrictions and preliminary feedback, the Town is considering amending the previous proposal for Devon Road by replacing the existing 'Football Day Parking' restrictions with a 'No Stopping' Yellow edge line, as per the other locations identified in the previous consultation.

Should Council resolve to make the restriction, the proposed restriction will be in place at all times in lieu of Saturday only, and it will not impede residents from allowing vehicles to park on their verges where verge parking is permitted.

Should you have any comments on the above, please complete the attached survey form and return it to the Town in the enclosed reply-paid envelope within 14 days for inclusion in the survey. The closing date for the return of the survey is **Friday 14 May 2021**, responses received after this date will not be included in the analysis.

As previously advised, following the completion of consultation, the matter will be determined by Council.

Should you have any further queries on this matter please call the Rangers on 9377 7480.

Yours faithfully



SHARNA MERRITT
SENIOR RANGER

30 April 2021



Town of Bassendean
Football Parking Restrictions Survey Form
Devon Road, Bassendean

File Ref: LAWE/REPRNG/3

Attention: Senior Ranger

Name: _____

Address: _____

Contact No.: _____

Do you support the proposal to remove the existing 'No Parking — 8am to 6pm, Saturday, March to August' parking restrictions on the northern side of Devon Road and replace them with 'No Stopping' yellow edge line restrictions?

Y E S / N O

(please circle your response)

Comments:

Any submissions received will be considered as part of the determination process and your submission will be publicly available in the Council Agenda, unless you specifically request that your submission remains anonymous.

Thank you for your time.

Attachment B

Traffic Data Supplied by Town of Bassendean

Via Email 14 May 2021

Donna Shaw <dshaw@bassendean.wa.gov.au>
to me, Luke

Good Morning Mr Blanchard

Thank you for your email. Please see responses to your enquiries below in red:

1. What is the designation of Devon Road in the Town's road hierarchy?

Devon Road would be considered an Access Road under the Main Roads WA (MRWA) Road Hierarchy Classification (i.e. maximum vehicle volumes of 3000 vehicles per day and maximum 60km/hr speed)

2. What are the latest average weekday traffic volumes in Devon Road?

The most recent data was recorded between 31 October 2017 and 9 November 2017, with average weekday traffic volumes of 439 vehicles per day.

3. =many reported accidents have there been (data from the MRWA CARS programme) at the following locations?

The latest available data from the MRWA CARS programme is for the period 1 January 2016 to 31 December 2020, with no reported accidents at intersections or mid-block for that five year time period.

- Devon Road/West Road intersection, 0
- Devon Road North Road intersection, 0
- Devon Road/Carnegie Street Intersection, 0
- Devon Road/Briggs Street intersection, 0
- Devon Road mid block between West Road and Briggs Street, 0
- Devon Road mid block Briggs Street to Carnegie Street, 0
- Devon Road mid block between Carnegie Street and North Road, 0

4. The latest 85th percentile traffic speeds in Devon Road

The most recent data was recorded between 31 October 2017 and 9 November 2017 with 85th percentile traffic speed being 53.5Km/hr (i.e. within acceptable limits)

5. Percentage of through traffic in Devon Road

The Town does not have this dataset, but it would be low given there are only 439 vehicles per day for average weekly traffic volumes.

Should you have any further enquiries with regards to the above, please do not hesitate to contact me.

Kind regards

Donna Shaw
Manager Development & Place
Town of Bassendean
Phone: (08) 9377 8011
Email: dshaw@bassendean.wa.gov.au
Web: www.bassendean.wa.gov.au

Attachment - Example of yellow line restrictions



ATTACHMENT NO. 8

LOCAL AUTHORITY: TOWN OF BASSENDEAN
 LOCALITY: BASSENDEAN



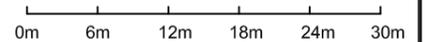
LOT	DESCRIPTION	AREA
8111	ORIGINAL LOT	6731m ²
200	PROPOSED LOT	1843 m ²
201	PROPOSED LOT	6288 m ²

NOTE: LOT IS VACANT

REV.	DESCRIPTION	BY	DATE

WARNINGS:

1. LOT NUMBERS, DIMENSIONS AND AREAS SUBJECT TO WAPC APPROVAL, SURVEY AND LANDGATE AUDIT.
2. SEWER INFORMATION TAKEN FROM WATER CORPORATION AS CONSTRUCTED SHEETS.
3. ALL ABOVE & BELOW GROUND SERVICES MAY NOT HAVE BEEN LOCATED - CHECK WITH RELEVANT AUTHORITIES BEFORE COMMENCING ANY WORKS.



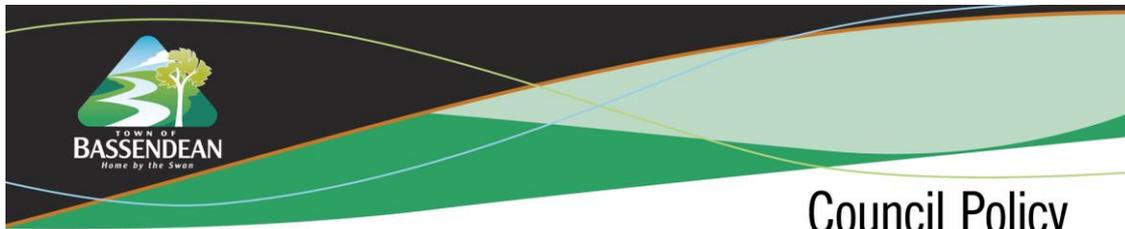
PROPOSED SUBDIVISION OF
 LOT 8111 ON PLAN 415024
 HAMILTON STREET,
 BASSENDEAN

SCALE 1:600
 APRIL 2021
 TOWN OF BASSENDEAN
 DATUM : AHD

TOWN OF BASSENDEAN
 ASSET SERVICES
 48 OLD PERTH RD
 BASSENDEAN WA 6004
 ABN 20 347 400 108
 Telephone: (08) 9379 9000
 Facsimile: (08) 9379 5416
 Email: mail@bassendean.wa.gov.au
 www.bassendean.wa.gov.au

DRAWING (A3)	REVISION
DRAWN BY :	
APPROVED :	

ATTACHMENT NO. 9



5.5 Disused Vehicle Policy

Objective

To enhance the appearance of the Town by ensuring that disused vehicles are not stored on street verges or properties that cause the property to be untidy.

Strategy

It is Council's policy to enforce the Local Government Act to ensure that the storage of disused material on a property does not make the Town of Bassendean appear untidy, which may adversely affect the value of adjoining properties.

Guidelines

Disused vehicles are those that do not display a current registered licence plate or have not been used for the purpose of driving for a period of at least one week if stored on the verge, or one month if stored within a property.

Vehicles that are disused may only be stored inside a garage or under a carport with a commercial cover over it or at a place approved through the Chief Executive Officer's delegation to the Director Operational Services.

On properties that do not allow access to the rear of the property, the Chief Executive Officer's delegate, the Director Operational Services, may grant permission in writing if all the following conditions are met:

1. The vehicle is to be stored on a paved area; or
2. If stored on the lawn - the vegetation under and around the vehicle must be maintained at no greater than 10cm in height;
3. No refuse or vehicle parts are to be stored within the vehicle;
4. A commercial car cover to be placed over the vehicle and be secure at all times; and
5. The storage of the vehicle in the opinion of the Director Operational Services is not likely to adversely affect the value of adjoining properties or the health, comfort or convenience of neighbouring residents.

Application

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

Policy Type: Strategic Policy	Policy Owner: Director Operational Services
Link to Strategic Community Plan: Inclusiveness, lifelong learning, health and social wellbeing	First Adopted: OCM - 12/08/02
	Last Reviewed: March 2014
	Version
	Next Review due by: December 2016

Disused Materials

Policy Objective

To ensure that disused materials are not stored on private property so as to cause the property to be untidy.

Policy Scope

This Policy applies in situations that involve disused material(s), which, for the purposes of this policy, includes disused vehicles on private property that do not display a current registered licence plate or have not been used for the purpose of driving for at least one month.

Policy Statement

Under Section 3.25 and Clause 5A(1) of Schedule 3.1 Division 1 of the *Local Government Act 1995*, the Town may issue a notice to an owner or occupier of land to remove disused materials (including motor vehicles) from private property if the material(s) are causing the property to be untidy.

It is Council's policy to ensure that the storage of disused material(s) do not cause properties to appear untidy, so as to adversely affect the visual amenity of the local area.

1. Policy

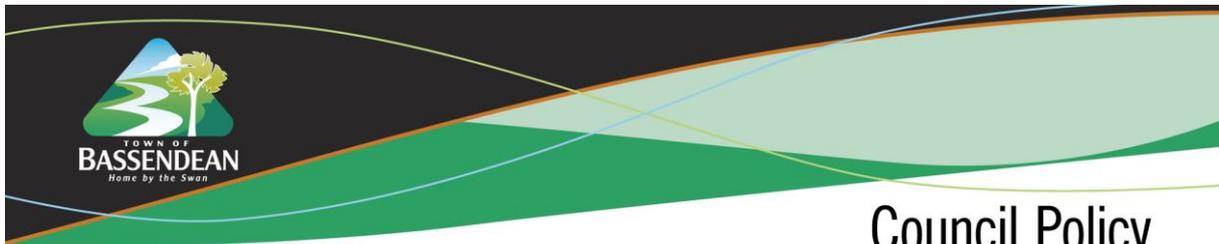
Where an owner or occupier of land has stored disused material on a property such that it causes the property to be untidy, the Town will issue a notice to remove the material(s), unless it is stored within a secured garage or, in the case of a disused vehicle, in accordance with the following:

- (i) Behind the dwelling such that it is not visible from the public street; or
- (ii) Under a carport and, if considered necessary, obscured from public view by an appropriate cover; or
- (iii) Other locations where:
 - The material(s) are either stored on a paved area or where stored on the lawn, the vegetation under and around the material(s) must be maintained at no greater than 10cm in height; and
 - The materials(s) are obscured from public view by an appropriate cover; and

- The storage of the material(s) is not likely to adversely affect the amenity of adjoining properties or the health or convenience of neighbouring residents.

Document Control box			
Document Responsibilities:			
Owner:	Manager Development and Place	Owner Business Unit:	Rangers
Inception Date:	OCM 12/08/02	Decision Maker:	Council
Review Date:	Annual	Repeal and Replace:	N/A
Compliance Requirements:			
Legislation:	<i>Local Government Act 1995</i>		

ATTACHMENT NO. 10



5.22 Reserves Sponsorship Signage Policy

Objective

The Town of Bassendean's objectives for the Reserves Sponsorship Signage Policy are:

- To monitor and control all sponsorship signage that is erected at the Towns Reserves;
- To support and encourage local clubs to be more sustainable through sourcing external sponsorship income;

Strategy

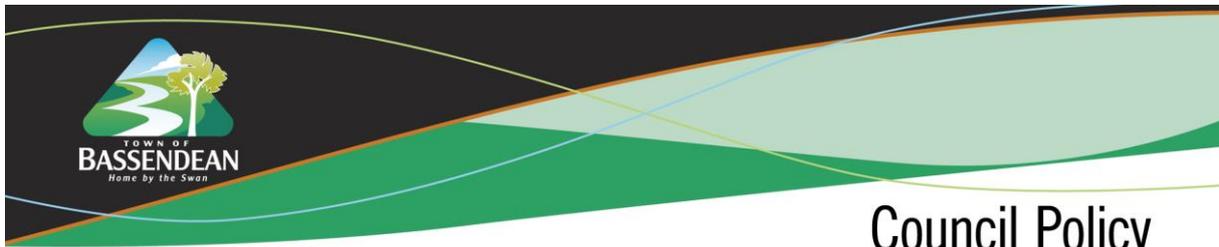
The Town of Bassendean recognises the value of sponsorship to local sporting clubs, and appreciates that there is a requirement to display sponsorship signs. This signage needs to be controlled to protect the amenity of reserves and surrounding areas as well as its patrons and the wider community. Sponsorship signage must be considered on the merits of the proposal including the following factors, location, size, impact, purpose and the location/setting/use of the Reserve.

The Town of Bassendean strives to achieve these objectives by:

- Ensuring that all sponsorship signage at the Towns Reserves meet the specified criteria; and
- Administration of Local Planning Scheme 10.

This policy applies to the following active sporting reserves:

- Ashfield Reserve;
- Jubilee Reserve; and
- BIC Reserve.



Sponsorship signs are categorised as follows:

1. Temporary signage can be:

- Internal to the site; and/or
- Mounted on a building or structure; and/or
- Freestanding.

2. Permanent signage can be:

- Internal to the site; and/or
- Mounted on a building or structure; and/or
- Freestanding.

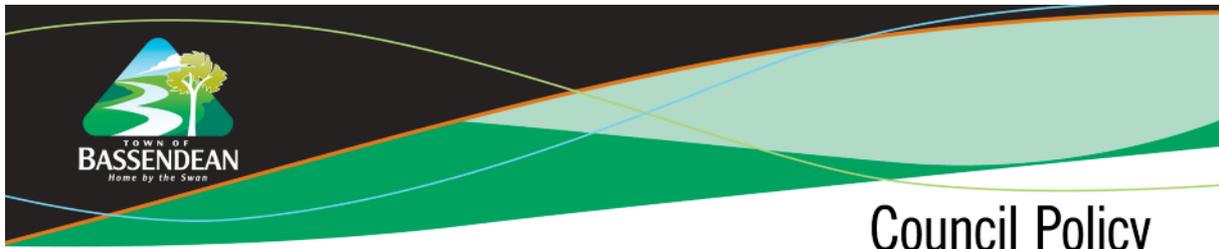
Application

The Chief Executive Officer (CEO) has the authority to administer the requirements of this policy. The CEO has on-delegated this authority to the Manager Community Development. The Chief Executive Officer has the authority to sign applications for planning consent that comply with this policy.

This policy is to be reviewed every three years.

<p>Policy Type: Council Policy</p> <p>Link to Strategic Community Plan: Inclusiveness, Lifelong Learning, Health and Social Wellbeing -</p>	<p>Policy Owner: Director Community Development</p> <p>Adopted: OCM1 – 3/2/10</p> <p>Last Review Date: March 2014</p> <p>Version 1</p> <p>Next Review due by: December 2016</p>
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ATTACHMENT NO. 11



LOCAL PLANNING POLICY NO. 16 CONTROL OF ADVERTISEMENTS UNDER THE LOCAL PLANNING SCHEME NO. 10

1. PURPOSE OF POLICY

The principal purpose of this Policy is to provide assistance to the local government when determining an application for planning approval to erect, place or display an advertisement under the Town of Bassendean Local Planning Scheme no 10 (the "Scheme"). The Policy provides this assistance by setting out the standards which apply to different types of advertisement, the considerations which the local government should have regard to in determining an application for planning approval for an advertisement and the conditions which may be appropriately imposed on the approval of an application for planning approval for an advertisement.

This policy has been made in accordance with clause 2.2 of the Scheme. The Policy does not bind the local government in respect of any application for development approval but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making it's determination.

2. CONSIDERATIONS IN DETERMINING APPLICATION FOR PLANNING APPROVAL

Considerations relevant to the determination of an application for development approval for an advertisement include:

- the category of advertisement;
- the standard specifications for the category of advertisement;
- the acceptable deviation from the standard specifications;
- the matters which the local government is directed to have regard to under the Scheme; and
- the manner of and the position in which the advertisement is to be displayed.

2.1 Categories of Advertisements

An advertisement is to be classified according to the following categories:

Animated sign - an advertisement which moves or is capable of moving, or contains moving parts or which changes its message, flashes on and off, chases, scintillates or has a moving, flashing or scintillating border or emblem, and includes a light display for the advertisement.

Development sign - an advertisement displayed on a lot which has been approved by the Western Australian Planning Commission for subdivision, advertising the lots for sale but upon which no work has taken place at the time of the application for planning approval of the device.

Fence sign - means an advertisement affixed to a fence on land, which advertisement will be visible from outside that land.

Hoarding - a detached or detachable structure, other than a pylon sign, that is erected for the sole purpose of displaying an advertisement and includes a wall panel or an illuminated panel but does not include a hoarding within the meaning of section 377 of the *Local Government (Miscellaneous Provisions) Act 1960*.

Horizontal sign - an advertisement attached to a building with its largest dimension horizontal.

Illuminated panel - a posted or painted advertisement externally illuminated by an artificial source of light.

Illuminated sign - an advertisement that is so arranged as to be capable of being lighted either from within or without the advertisement by artificial light provided, or mainly provided, for that purpose.

Institutional sign - an advertisement displayed on any land or building used as a surgery, clinic, hospital, rest home, home for the aged, or other place of a similar nature.

Other advertisement - an advertisement which is not described by any other category of advertisement referred to in clause 2.1 of this Policy.

Portable sign - means a portable free standing sign that only advertises a product or service available on the land on which it is erected, and includes a sandwich board sign consisting of two sign boards attached to each other at the top by hinges or other means, with a sign face not exceeding 1m² on each side.

Projection sign - an advertisement that is made by the projection of artificial light on a structure.

Property transaction sign - an advertisement indicating that the premises on which it is displayed are for sale or for lease or are to be auctioned.

Pylon sign - an advertisement supported by one or more piers and which is not attached to a building, and includes a detached sign framework supported on one or more piers to which sign infills may be added.

Roof sign - an advertisement displayed on the roof of a building.

Rural producer's sign - an advertisement displayed on land used for horticultural purposes and which advertises products produced or manufactured upon the land and includes the property owner's or occupier's name.

Semaphore sign - an advertisement supported at one of its ends only.

Sign infill - a panel which can be fitted into a pylon sign framework.

Tower sign - an advertisement displayed on a mast, tower, chimney stack or similar structure.

Verandah sign - an advertisement above, on or under a verandah, cantilever awning, cantilever verandah and balcony whether over a public thoroughfare or private land.

Vertical sign - an advertisement attached to a building with its largest dimension vertical.

Wall panel - a panel used for displaying a posted or painted advertisement.

Wall sign - an advertisement which is a sign painted on or directly affixed to the fabric of a wall.

2.2 Standard specifications

In addition to the specifications contained in Table 1, the specifications and requirements for each category of advertisement referred to in clause 2.1 follow.

2.2.1 Development signs

A development sign is to be removed from the site within 2 years of the grant of planning approval for the sign or when all of the lots, by number, in the subdivision being advertised have been sold, whichever is the sooner.

2.2.2 Hoardings

Hoardings should not –

- (a) be displayed in a Residential Zone be displayed any closer than its own height to a thoroughfare or a public place; and
- (b) have any part of it closer than 15 metres to any other advertisement displayed on the same lot.

2.2.3 Projection sign

An application for approval for a projection sign should not be approved if, upon the sign being projected onto a structure, it exceeds the specifications stated in columns 2, 3 and 4 of Table 1.

2.2.4 Property transaction sign

- (1) A property transaction sign advertising an auction shall, if approved -
 - (a) not be erected more than 28 days before the proposed date of the auction;
 - (b) be removed no later than 14 days after the auction, subject property has been sold, or at the direction of the local government whichever is the sooner; and

- (c) where such a sign is erected on land having a frontage to a road that is a main road within the meaning of the *Main Roads Act 1982*, consist of letters not less than 150 mm in height.
- (2) A property transaction sign advertising that flats and dwelling units in a building erected, or to be erected, are, or will be available for letting or for purchase shall, if approved -
 - (a) not be erected before the issue of a building licence for any such building; and
 - (b) not be erected or maintained for a period exceeding three months following completion of any such building, without the prior approval of the local government.
- (3) Any property transaction sign of any description shall be erected on the land to which it relates and not elsewhere.

2.2.5 Roof sign

A roof sign should not extend laterally beyond the external wall of the structure or building on which it is erected or displayed.

2.2.6 Semaphore sign

- (1) A semaphore sign should be fixed -
 - (a) at right angles to the wall or structure to which it is to be attached; and
 - (b) over or adjacent to the entrance to a building.
- (2) No more than one semaphore sign should be fixed over or adjacent to any one entrance to a building.

2.2.7 Verandah sign - verandah facia

A verandah sign fixed to the outer or facia of a verandah shall not project beyond the outer frame or surround of the facia.

2.2.8 Verandah sign - under verandah

A verandah sign under a verandah should be fixed at right-angles to the front wall of the building to which it is to be affixed except on a corner of a building at a thoroughfare intersection where the sign may be placed at an angle with the wall so as to be visible from both thoroughfares.

2.2.9 Vertical sign

A vertical sign where placed on a corner of a building at a thoroughfare intersection, may be placed at an angle with the wall so as to be visible from both thoroughfares.

2.2.10 Wall panel

A wall panel should comprise a framework surround with a lockable transparent cover behind which separate notices may be pinned affixed or painted.

2.3 Acceptable deviation

The local government may exercise its discretion to approve a deviation from the specific standards subject to the applicant demonstrating that the likely affect of the location, height, bulk, scale, orientation and appearance of the advertisement will not:

- (a) conflict with or detrimentally affect the amenity of the locality;
- (b) interfere with traffic safety; and
- (c) create visual pollution.

2.4 Proposed placement of advertisement

An advertisement should not be displayed where -

- (a) it would detract from the aesthetic environment of a park or other land used by the public for recreation;
- (b) in the case of an internally illuminated advertisement, its display would cause glare or dazzle or would otherwise distract the driver of any vehicle;

- (c) in the case of an externally illuminated advertisement, the light would not be directed solely onto the device and its structural surround and the light source be so shielded that glare would not occur or extend beyond the advertisement and cause the driver of any vehicle to be distracted;
- (d) it would be likely to interfere with, or cause risk or danger to traffic on a thoroughfare by virtue of the fact that it
 - (i) may be mistaken or confused with, or obstruct or reduce the effectiveness of any traffic control device;
 - (ii) would invite traffic to turn and would be sited so close to the turning point that there would not be reasonable time for a driver of a vehicle to signal and turn safely;
 - (iii) would invite traffic to move contrary to any traffic control device;
 - (iv) would invite traffic to turn where there is fast moving traffic and no turning lane;
 - (v) may obscure the vision of a person driving a vehicle.
- (e) in the case of an illuminated advertisement, it may be confused with or mistaken for the stop or tail light of a vehicle or vehicles;
- (f) it significantly obstructs or obscures the view of a river, the sea or any other natural feature of beauty; or
- (g) it would detrimentally affect the amenity of the area.
- (h) It would detrimentally affect the significance and aesthetics of a Heritage Area or a place on the Heritage List.

TABLE 1 - STANDARD SPECIFICATIONS

Advertisement	Max height of device M	Max length/width of device m	Max area.m ²	Min Headroom m	Max height above ground m	Projection max mm	Setbacks front m	Setbacks side M	Other Setbacks M	Minimum distance between ads	Location
Animated signs	1.5	1	3	2.4	6.0		2	1	6		
Development sign	4	5	20	1.0	5.0		15	10	15-		Development sites
Fence sign	1	20					2 x height	1			On fence
Hoarding			36	1.0			15				Non residential sites
Horizontal sign Height above thoroughfare				2.4		0.6		1			Fixed on wall Not to be fixed within 0.6m of end of wall
Less than 7.6	0.6										
7.6 to 9.0	0.7										
9.1 to 12	0.9										
More than 12(if there is no roof sign on the building)	4.5										
Illuminated sign	5	3	5	2.4	6.0	900	2	1	36		-
Institutional sign			3								
Other advertisement	6	8	30	-	6.0		6	3	6		As approved
Portable sign	1										A business may erect not more than one portable sign that does not project into the thoroughfare and is displayed during normal hours of business.
Projection sign	12	12	90	-	12.0						
Property transaction sign								-	-		-Transaction site
(a) Dwellings	3	4	5								
(b) multiple dwellings, shops, etc	4	5	20		5.0						
(c) large properties	6	8	30		6.0						
Pylon sign	6	2	4	2.4	6	900	1	2	6		Min 6m clearance of another sign

Advertisement	Max height of device M	Max length/width of device m	Max area.m ²	Min Headroom m	Max height above ground m	Projection max mm	Setbacks front m	Setbacks side M	Other Setbacks M	Minimum distance between ads	Location
Roof sign Height of main building above ground level 3.7 to 4.5 4.5 to 6.0 6.0 to 12 12 to 18 18m+	0.9 1.2 2.0 3.0 4.0			-					-		Not to extend beyond walls of buildings Roof signs will be subject to a structural engineers certificate Maximum height of roof sign 30m
Semaphore sign	0.6	0.9		2.4	3.6	900	-	1	-		-
Tower sign	20% of mast, tower or chimney	width of mast, tower, chimney, or structure where sign affixed		2.4							
Verandah sign -above facia -on facia -below facia	0.8 - 0.3	4 6 2.4	3 4	- - 2.7	5 - -	Nil Nil Nil	-	-	-		-
Vertical sign				0.3		600				3.6	Not to be fixed within 1.8m of end of wall, or project more than 1.0m above the wall to which it is affixed
Wall panel	1.5	1.5	3	-	3.0	100	-	-	-		-
Wall sign	3	8	12	1.0	5.0	100		-	-		-

Website: www.bassendean.gov.au Email: mail@bassendean.wa.gov.au Tel: (08) 9377 8000

Policy Number: Local Planning Policy No. 16
Policy Title: Advertising and Signage

1. Citation

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This Policy may be cited as Local Planning Policy No. 16 – Advertising and Signage.

2. Policy Statement

The Town recognises the need to control and guide the development of advertisements within the Town in order to protect and enhance the character and amenity of the locality.

3. Policy Objectives

- (a) To protect the streetscape and amenity of the surrounding locality.
- (b) To ensure advertisements are appropriately located and are compatible with and incidental to, the relevant building or site, to prevent inappropriate signage and to minimise the proliferation of advertisements.
- (c) To ensure that signs do not adversely impact on the level of safety for drivers, cyclists and pedestrians by obstructing sight lines and distracting road users.

4. Application

This policy applies to signage and/or advertising on private land. It does not apply to signage and/or advertising located on a thoroughfare (which is regulated by the *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010*) or on the Town's reserves (which is regulated by the *Local Government Property Local Law*).

5. Definitions

Advertisement: *means any word, letter, sign, placard, board, notice, device or representation, whether illuminated or not, that is used wholly or partly for the purposes of advertising, announcing or directing and includes:*

- (a) *Any hoarding, banner or similar structure used or adapted for use, for the display of advertisements; and*
- (b) *Any airborne device anchored to any land or building used for the display of advertising; and*
- (c) *Any vehicle or trailer or other similar project placed or located so as to serve the purpose of displaying advertisement.*

All other definitions of signage are located within Table 1.

6. Policy Requirements

6.1 General Requirements

The following requirements apply to all advertisements:

- (a) An advertisement shall generally not contain any information other than:
 - (i) The name of the occupier / business name;
 - (ii) Details of the business carried out on the land and/or goods sold or services provided on the site;
 - (iii) Telephone or contact details;
 - (iv) The trademark or logo of the business or products for sale.
- (b) Advertisements shall be located so as to not obstruct pedestrian or vehicle movements and outside visual sightline areas so as to not compromise vehicular and pedestrian safety.
- (c) Advertisements shall not contain any obscene or offensive information or illustration.
- (d) Where illuminated:
 - (i) Not cause a nuisance or annoyance to abutting sites and/or the public;
 - (ii) Not comprise flashing, intermittent or running lights, or change more than once in every 5 minute period; and
 - (iii) Not interfere with or likely to be confused with, traffic control signals.
- (e) Advertisements shall be, where possible, in keeping with the architecture of the building and integrated into the façade.
- (f) Signage must relate to the business carried out on the subject premises. Third party advertising is not permitted.

6.2 Need for Development Approval

Advertisements are exempt from requiring development approval in the following circumstances:

- (a) If an exemption applies in accordance with Clause 61 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* and/or Schedule 5 of Local Planning Scheme No. 10 (LPS 10).
- (b) If the proposal is not a roof sign meets all of the following requirements:
 - (i) Complies with the requirements of Clause 6.1 of this policy;

- (ii) Does not result in more than one (1) advertising sign on each street frontage of a tenancy;
- (iii) Meets the standards contained in Table 1;
- (iv) Is on land that is not zoned residential under LPS 10; and
- (v) Is not on or abutting land that is reserved as a regional road under the Metropolitan Region Scheme.

6.3 Maintenance

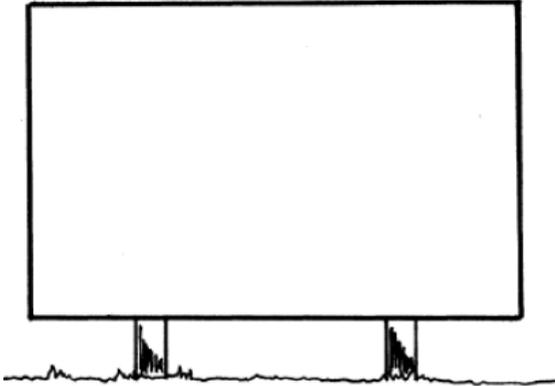
Advertisements shall be maintained to ensure that they are clear, legible and of an acceptable standard; kept clear of graffiti and vandalism; and structurally sound and in accordance with relevant standards.

Document Control

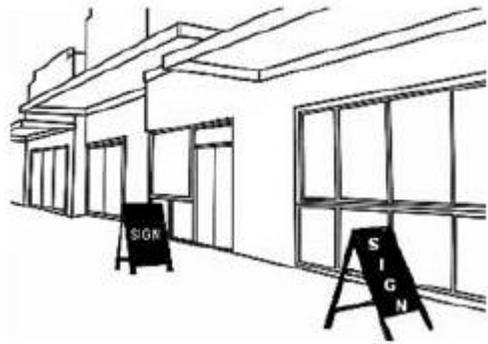
Directorate	Community Planning
Business Unit	Development and Place
Inception Date	[Insert OCM RESOLUTION NO & DATE]
Version	
Next Review Date	[Insert date – maximum 2 years generally is considered good practice]

TABLE 1:

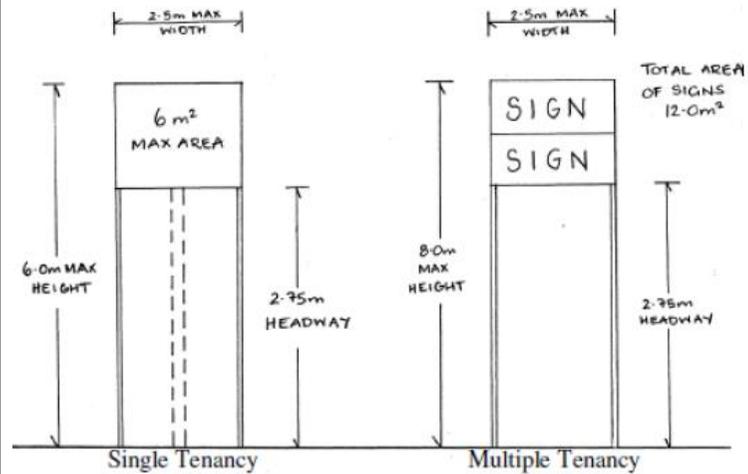
Animated/Digital Sign	
<i>Means an advertisement which moves or is capable of moving, or contains moving parts or which changes its message, flashes on and off, chases, scintillates or has a moving, flashing or scintillating border or emblem, and includes digital advertising and or a light display for the advertisement.</i>	<p>A digital/animated sign shall:</p> <ul style="list-style-type: none"> (i) Shall have a maximum height of 1.5 metres; (ii) Shall have a maximum width of 1 metre; (iii) Shall not exceed 3m² in area; (iv) Shall be located where it does not cause a distraction to passing traffic or interfere with traffic control signals; and (v) The content within the specified approval area is subject to the approval of the Town.
Fence Sign	
<i>means an advertisement affixed to a fence on land, which advertisement will be visible from outside that land.</i>	<p>Fence Signs shall:</p> <ul style="list-style-type: none"> (i) Not exceed a maximum height of 1m; (ii) Not exceed the height of the fence; (iii) Not exceed a maximum length of 5m for every 20 metres of street frontage of the property; (iv) Shall not project from the fence and must be flush mounted, painted onto or directly affixed on o the fence; and (v) The fence is not located within the Town's industrial area.
Flag Sign	
<i>means a sign that that is printed onto a flag typically flown from a pole.</i>	<p>Flag Signs shall:</p> <ul style="list-style-type: none"> (i) Be located immediately adjacent to the building to which the sign relates; (ii) Be located appropriately to ensure there is no obstruction to pedestrian, cyclist or vehicle access;

	<ul style="list-style-type: none"> (iii) Be displayed only during normal business hours of the business to which the sign relates; and (iv) Maximum dimensions of 3m high and 1m wide.
Hoarding Sign	
<p><i>Means a detached or detachable structure, other than a pylon sign, that is erected for the sole purpose of displaying an advertisement and includes a wall panel or an illuminated panel.</i></p>	<p>Hoardings shall not:</p> <ul style="list-style-type: none"> (i) Be erected in a residential area; (ii) Except with the specific approval of the Town, may be erected within 15m of any street or other public place and in any case not closer ten its own height to a street or public place; and (ii) Be of greater area than 18m². <p><u>Example Only</u></p> 
Horizontal Sign	
<p><i>Means an advertisement attached to a building with its largest dimension horizontal.</i></p>	<p>A horizontal sign shall:</p> <ul style="list-style-type: none"> (i) Be affixed parallel to the wall of the building or structure to which it is attached;

	<ul style="list-style-type: none"> (ii) Not project more than 600mm from the wall to which it is affixed; and (iii) Have a maximum height of 1.5 metres, providing the whole of the sign is within the fascia limits. <p>Where more than one horizontal sign is affixed to the same storey or level of a building and those signs face the same street or public place, the signs shall be affixed to the building none line and shall be of uniform height.</p>
Illuminated Sign	
<p><i>an advertisement that is so arranged as to be capable of being lighted either from within or without the advertisement by artificial light provided, or mainly provided for that purpose.</i></p>	<p>Every illuminated sign shall:</p> <ul style="list-style-type: none"> (i) Be maintained to operate as an illuminated sign; (ii) Not have a light of such intensity or colour as to cause annoyance to the public and not interfere with traffic control lights; and (iii) Signs must not be internally or indirectly illuminated, move, flash, rotate or reflect so as to be a distraction to drivers.
Portable Sign	
<p><i>means a portable free standing sign that only advertises a product of service available on the land which it is erected, and includes A-frame sign consisting of two sign bards attached to each other at the top by hinges or other means, with a sign face not exceeding 1m² on each side.</i></p>	<p>A portable sign shall:</p> <ul style="list-style-type: none"> (i) Not exceed 1.2 metre in height; (ii) Not exceed 2.2m² in area with a maximum of 1.1m² on any one side; (iii) Is only displayed during normal business hours of the business to which the sign is related; (iv) Be placed so not to be hazardous to, or impede vehicular traffic or pedestrian traffic; (v) Be located wholly within the boundaries of the subject lot; (vi) Be of sound construction and maintained in good condition; and (vii) Be secured and stabilised. <p><u>Example Only</u></p>

	
<p>Projection Sign</p>	
<p><i>an advertisement that is made by the project of artificial light on a structure.</i></p>	<p>A projection sign shall:</p> <ul style="list-style-type: none"> (i) Not exceed 5 metres in height or 5 metres in width; (ii) Projection signs shall not be located where they may cause a distraction to passing traffic or interfere with traffic control signals; (iii) A project sign may display multiple images or moveable content within the specified approval area, but the content is subject to the approval of the Town.
<p>Property Transaction Sign</p>	
<p><i>an advertisement indicating that the premises on which it is displayed are for sale or for lease or are to be auctioned.</i></p>	<p>A property transaction sign shall:</p> <ul style="list-style-type: none"> (i) Not exceed an area of 2m² for dwellings; (ii) Not exceed an area of 5m² for multiple dwellings, shops, commercial and industrial properties; and (iii) Shall not exceed 10m² for large properties comprised of shopping centres and buildings in excess of four storeys.

	<p>One sign per street frontage for each property relating to the sale, leasing or impending auction of the property at or upon which the sign is or the signs are displayed.</p> <p>The signs shall not be illuminated.</p>
<p>Pylon Sign</p>	
<p><i>an advertisement supported by one or more piers and which is not attached to a building, and includes a detached sign framework supported on one or more piers to which sign infills may be added.</i></p>	<p>A pylon sign shall:</p> <ul style="list-style-type: none"> (i) Have a minimum headway of 2.75m and a maximum height of 5 metres; (ii) Not be within 1 metre of side boundaries of the lot on which it is erected; (iii) Be affixed to one or more columns or piers of sufficient strength to support the sign under all conditions; and (iv) Not exceed 2.5 metres measured horizontally across the face of the sign or have a greater area than 6m² where there is one business per lot. <p>A person shall not erect more than one pylon sign in relation to a business, shop or premises unless it is a corner lot where one sign per lot frontage may be permitted on the site.</p> <p>Where pylon signs are proposed to be erected on a lot where there are multiple tenancies, all pylon signs are to be incorporated into one sign complying with the following:</p> <ul style="list-style-type: none"> (i) All sign infill are to be of equal size and space is to be provided for one infill for each unit on the lot; (ii) The total area of the infill signs may be increased to 12m²; and (iii) The maximum height of the sign may be increased to 6 metres. <p><u>Example Only</u></p>



Roof Sign

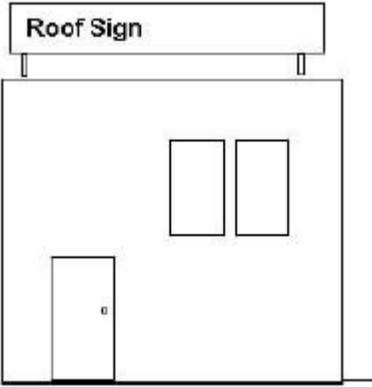
an advertisement displayed on the roof of a building.

Roof signs located within the Town shall generally be discouraged, however, where their location is considered appropriate, the following standards shall be met:

- (i) A roof sign shall not extend beyond the external walls of the building;
- (ii) A roof sign shall comply with the dimensions contained within the following table:

Height of Roof	Maximum Sign Area	Maximum Sign Height
Less than 6 metres	6m ²	1.5m
6 metres to under 10 metres	10m ²	7.5m
Over 10 metres	15m ²	9.0m

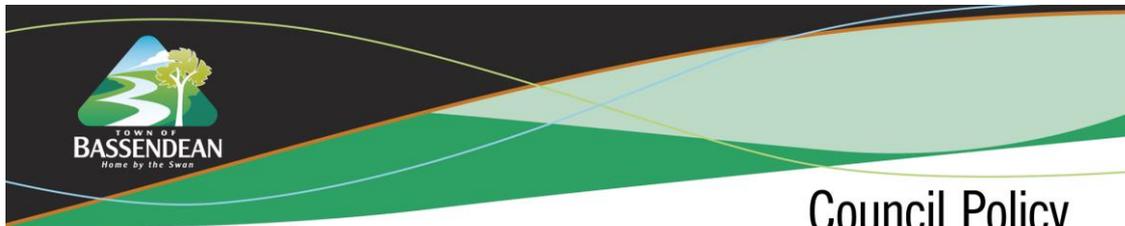
Example Only

	
<p>Tower Sign</p>	
<p><i>an advertisement displayed on a mast, tower, chimneystack or similar structure.</i></p>	<p>A tower sign shall not:</p> <ul style="list-style-type: none"> (i) Indicate or display any matter other than the name of the business or the name of the owner or occupier of the land or premises on which the tower is erected; (ii) Exceed one-sixth of the height of the tower to which it is attached; and (iii) Extend laterally beyond any point of the tower to which it is attached.
<p>Verandah Sign</p>	
<p><i>an advertisement above, on, or under a verandah, cantilever awning, cantilever verandah and balcony whether over a public thoroughfare or on private land.</i></p>	<p>A sign fixed to the return fascia of a verandah shall meet the following requirements:</p> <ul style="list-style-type: none"> (i) The sign may extend 900mm above the fascia, to a maximum sign height of 1.5 metres; (ii) A verandah sign may not exceed or extend beyond the width of the fascia; and (iii) A verandah sign may not be lower than the bottom edge of the fascia.

	<p>Signs situated under a veranda must meet the following requirements:</p> <ul style="list-style-type: none"> (i) A minimum headway of 2.75 metres must be provided; (ii) The sign must not project beyond the outer frame of the veranda or exceed 600mm in depth; (iii) The sign must be fixed at right angles to the front wall of a building, except on the corner of a building where it may be angled to be visible from both streets; (iv) Where a sign exceeds 300mm in height, it must not be within 3 metres of another sign under that veranda or where it does not exceed 300mm in height, a distance of 1.5meters between signs may be permitted; (v) The sign may not be closer than 1meter to the nearest side wall; an (vi) The sign must be constructed of shatter-proof material.
<p>Vertical Sign</p>	
<p><i>an advertisement attached to a building with its largest dimension vertical</i></p>	<p>A vertical sign shall:</p> <ul style="list-style-type: none"> (i) Have a minimum headway of 2.75 metres; (ii) Not project more than 1 metre from the wall to which it is affixed; (iii) Not be within 1.5 metres of either end of the wall which it is affixed; (iv) Not project more than 1 metre above the top of the wall to which it is affixed or project behind the face of the wall; (v) Be affixed either at right angles or parallel to the wall to which it is attached; and (vi) Not be within 4 metres of any other vertical sign on the same building. <p>A person shall not erect more than one vertical sign in relation to a business, shop or premises, unless it is a corner building where one sign per building frontage may be permitted.</p>

Wall Sign	
<i>advertisement which is painted on or directly affixed to the fabric of a wall of a business's premises for the purpose of advertising the business, shop or premise to which it is attached.</i>	<p>A wall sign shall:</p> <ul style="list-style-type: none"> (i) Be affixed parallel to a wall of a building; (ii) Not project more than 300mm from the face of the wall; (iii) Have a minimum headway of 2.75 metres; (iv) Not extend laterally beyond either end of the wall; and (v) Not exceed an area of 10m² or a height of 1.5 metres.
Window Sign	
<i>advertisement sign attached to a window of building, or which is located in the interior of a building visible from the street through the window.</i>	Window signs shall not cover more than 50% of the glazed area for any one window or exceeds 10m ² in area in aggregate per tenancy on a lot, whichever is greater.

ATTACHMENT NO. 12



6.28 Recovery of Rates and Service Charges Policy

Policy Objective

The Town of Bassendean aims to ensure that all payments due to the Town are received by the due date for payment and, through close monitoring of aged accounts, to reduce the likelihood of debts for outstanding rates and service charges becoming unrecoverable. Sometimes, however, rates and service charges due to the Town remain outstanding after the due date for payment.

The purpose of this policy is to provide a clear, accountable, and transparent process for the Town's rates and service charges debt management and collection practices and ensure consistency for all debt recovery.

Policy Scope

This policy applies to all debts due to the Town for outstanding rates and service charges.

Definitions

In this policy unless the contrary intention appears:

Financial Hardship – A person will be considered to be in financial hardship if paying their rates, service charges or sundry debts due to the Town will affect their ability to meet their basic living needs.

Firebreak Debtor – means an individual who has failed to construct a firebreak and the Town has on charged the costs incurred for construction of a firebreak on the ratepayer's property.

Payment Agreement – means an arrangement whereby the debtor pays amounts over a period, agreed to by the Town, to pay the total amount outstanding. A payment agreement would normally require payments to be made by direct debit and be structured to clear the debt due to the Town within a period of 12 months.

Rates Debt – means amounts due and payable to the Town for rates and service charges levied by the Town pursuant to the provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

Rates Debtor – means an individual, organisation or other party that has outstanding monies owed to the Town for a rates debt.

Principles

The Town will exercise its debt recovery powers in Part 6 of the *Local Government Act 1995*, guided by the following principles:

- Equity – Implementing rate collection procedures fairly and equitably, ensuring similar treatment of ratepayers in similar circumstances;
- Simplicity – Making the processes used to recover outstanding rates clear, simple to administer and cost effective;
- Transparency – Making clear the processes used by the Town to ensure ratepayers meet their financial obligations;
- Flexibility – Responding where necessary to changes in the local economy and to meet local, State or National crises and other unforeseen events where they are applicable;
- Compliance – Ensuring the Town’s rate collection procedures are compliant with all regulatory obligations.

Policy Statement

1.1 Recovery of Rate Arrears

Rates are due for payment not less than 35 days from date of issue of the Rates Notice, in accordance with section 6.50(2) of the *Local Government Act 1995*. Rates debts not received by the due date shall be recovered in accordance with this Policy and any relevant legislation.

(a) Interest

The Town will charge interest against rates debts that remain outstanding more than thirty five (35) days from the date of the issue of the Rates Notice, as follows:

- where payment of rates is made by instalments pursuant to section 6.45(3) of the *Local Government Act 1995*, interest will be charged at the rate adopted by Council as part of the Annual Budget, up to the maximum prescribed by regulation 68 of the *Local Government (Financial Management) Regulations 1996* (~~currently 5.5% per annum~~); and
- where rates remain unpaid after the due date for payment pursuant to section 6.51 of the *Local Government Act*, interest will be charged at the rate adopted by Council as part of the Annual Budget, up to the maximum prescribed by regulation 70 of the *Local Government (Financial Management) Regulations 1996* (~~currently 10% per annum~~).

(b) Rates outstanding after the due date shown on the Rate Notice

Where the Town has not entered into a payment agreement with the rates debtor, the Town will adopt the following process to recover outstanding rates debts due to the Town:

- i. Issue a Final Notice to the rates debtor requiring payment within fourteen (14) days.
Final Notices are not to be issued to eligible persons registered to receive a pensioner or senior rebate under the *Rates and Charges (Rebates and Deferrals) Act 1992*; as such persons have until 30 June of the current financial year to make payment, without incurring any penalty interest. The Town may, however issue a Final Notice to registered pensioners or seniors for any unpaid charges not subject to a rebate or deferment (for example, waste collection charges);
- ii. If payment has not been received by the due date shown on the Final Notice, attempt to contact the debtor by other means, including telephone and email, regarding payment of the debt;
- iii. Where contact was not possible or did not result in payment of the debt or the Town entering into a payment agreement with the debtor, issue a “Notice of Intention to Claim” demanding immediate payment; and
- iv. The Town may lodge a Minor Case Claim (where the debt is less than \$10,000) or a General Procedure Claim (where the debt is \$10,000 or more) with the Magistrates Court. Should the debtor not respond within the timeframes established by the Court, default judgment may be requested. Where a General Procedure Claim has been lodged and default judgement requested and granted, a Property Seizure and Sale Order (PSSO) may be lodged. The PSSO authorises the Bailiff to seize and sell as much of the debtor’s real or personal property as necessary to satisfy the debt wholly.

The Town may engage a debt collection agency and/or legal representative to act on its behalf in taking debt recovery action.

(c) Recovery of rates debt from lessee

The Town may seek to recover an outstanding rates debt from the lessee of a leased property, pursuant to section 6.60 of the *Local Government Act 1995*.

1.2 Options to recover rates debts outstanding for at least three (3) years.

The Town may seek to recover an outstanding rates debt that has remained unpaid for at least three (3) years by taking possession of the land in accordance with subdivision 6, Division 6, Part 6 of the *Local Government Act 1995*.

This may include:

- leasing the land;
- selling the land;
- causing the land to be transferred to the Crown; or
- causing the land to be transferred to the Town.

1.3 Legal costs and other expenses

Legal costs and expenses incurred by the Town in recovering rates debts will be charged against the land in accordance with the section 6.43 of the *Local Government Act 1995*.

1.4 Recovery of debts resulting from construction of fire clearances

Under the *Bushfires Act 1954*, the Town may charge property owners for the construction of a firebreak where the owner has failed to do so. The Town will issue an invoice to the property owner for payment of the cost incurred by the Town. Where that amount remains outstanding after the due date for payment, the property owner becomes a Firebreak Debtor and the debt may be recovered in accordance with this Policy.

If the account remains unpaid for a period exceeding one hundred and twenty (120) days, or if the property is listed for sale within that period, the debt may be transferred against the ratepayer's property and collected in accordance with Recovery of Rate Arrears in section 1.1 of this Policy.

2 Payment Agreement

Rates debtors who are unable to pay outstanding rates by the due date, may apply in writing to the Town to enter into a payment agreement to make periodical payments. The payment agreement will generally:

- be structured to clear the outstanding rates debt within twelve (12) months;
- require future rates and service charges to be paid on time; and
- require payments to be made by direct debit.

Where the rates debtor fails to adhere to a payment agreement and has not contacted the Town to discuss the payment agreement or negotiate an amended payment agreement, the Town may commence debt recovery in accordance with this Policy. Where legal action had commenced, but had been suspended due to the rates debtor entering into a payment agreement, the legal action may be reactivated.

The Town may decline to enter into a payment agreement with a rates debtor.

The Manager Finance may enter into payment agreements with rates debtors for the Town where the payment agreement will result in payment of the outstanding debt within twelve (12) months. Payment agreements outside of these terms will be at the discretion of the Director Corporate Services.

Interest will continue to be payable on outstanding rates debts that are subject to a payment agreement with the Town.

3 Financial Hardship

Where a rates debtor is experiencing financial hardship and is unable to enter into a payment agreement to pay outstanding rates within twelve (12) months, application can be made for financial hardship support under the Town's Financial Hardship Policy.

Relevant Documents

Local Government Act 1995 - Part 6

Local Government (Financial Management) Regulations 1996

Rates and Charges (Rebates and Deferments) Act 1992

Bushfires Act 1954

Town of Bassendean – Schedule of Fees & Charges

Town of Bassendean – Financial Hardship Policy.

Policy Type: Strategic Policy	Responsible Officer: Director Corporate Services
Link to Strategic Community Plan: Leadership and Governance	First Adopted: 26 May 2020 OCM-15/5/2020
	Last Reviewed: June 2021
	Version: 2
	Next Review due by: 30 June 2024 3

TERMS OF REFERENCE COMPLAINTS COMMITTEE

Objective

To establish Terms of Reference for the Complaints Committee of the Town of Bassendean.

Scope

This Policy applies exclusively to the Town of Bassendean's Complaints Committee.

Committee Function

The Complaints Committee is a Committee of Council established in accordance with s.5.8 of the *Local Government Act 1995* (the Act) for the purpose of dealing with Complaints made under Division 3 of the Town of Bassendean's Code of Conduct for Council Members, Committee Members and Candidates (Code of Conduct).

The extent of authority provided to the Complaints Committee is specified in the relevant Delegated Authority, and includes:

- Dismissing a behaviour complaint in accordance with clause 13 of the Code of Conduct and providing reasons for any such dismissal.
- Making a Finding as to whether an alleged complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than it did not occur [*clause 12(3) of the Code of Conduct*].
- Determining reasons for such a Finding.
- Where a Finding is made that a breach has occurred, determining:
 - To take no further action; or
 - Prepare and implement a plan to address the behaviour of the person to whom the complaint relates.

The extent of authority of the Complaints Committee is limited by Condition of the Delegated Authority.

Membership

The Complaints Committee is a Committee of Council Members only in accordance with s. 5.9(2)(a) of the Act.

Membership of the Complaints Committee will be comprised of **all 7 (seven)** Council Members, appointed by Council in accordance with s.5.10 of the Act.

The Delegated Authority Condition prescribes that if an appointed Committee Member is identified in the Complaint as either the Complainant or the Respondent, they are to recuse themselves from the Committee’s Function by providing an apology.

Meeting Schedule

Meetings are to be scheduled as required by the CEO or Complaints Officer in consultation with the Committee Presiding Member.

Delegated Authority

The Complaints Committee will act under Delegated Authority in accordance with s.5.16 of the Act. The delegation is recorded in the Town of Bassendean’s Register of Delegations.

It is a Condition of Delegated Authority that the Complaints Committee will be unable to exercise delegated authority if the Complainant or Respondent attend as a Complaints Committee Member.

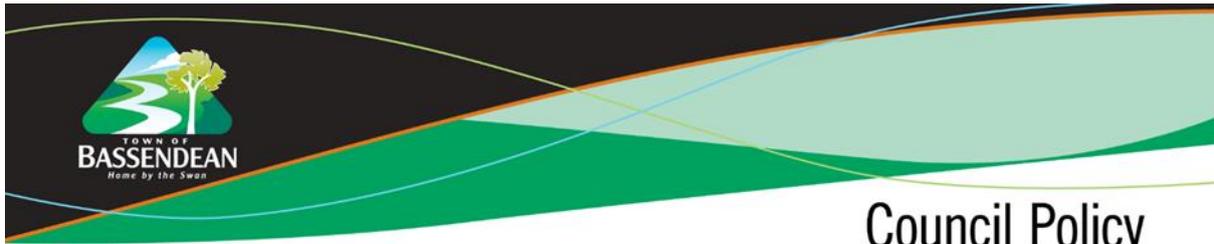
Committee Governance

Complaints Committee meetings are required to:

- be called and convened by the CEO, as required, in consultation with the Committee’s Presiding Member;
- include public question time *[Admin.r.5]*
- make the Committee Notice Papers and Agenda publicly available *[s.5.94(p), s.5.96A(f)]*, with the exception of agenda content that relates to that part of the meeting which will be closed to members of the public under s.5.23(2) *[Admin.r.14]*; and
- make Committee minutes publicly available *[s.5.94(n), s.5.96A(h)]*, with the exception of Minutes content that relates to that part of the meeting which was closed to the public or was determined as confidential under s.5.23(2).

Document Control Box							
Document Responsibilities:							
Owner:	[insert Position Title]			Owner Business Unit:	[insert Unit Title]		
Reviewer:	[insert Position Title]			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	Local Government Act 1995 Local Government (Model Code of Conduct) Regulations 2021						
Other:							
Organisational:	Council Policy XXX Code of Conduct Behaviour Complaints Management Delegated Authority XXX Behaviour Complaints Committee						
Document Management:							
Risk Rating:	[low / med / high]	Review Frequency:	[annaul / biennial / triennial]	Next Due:	[20##]	Records Ref:	[CP####]
Version #	Decision Reference:		Synopsis:				
1.	[decision date / TRIM Ref]		[brief description of the adoption / changes approved]				
2.							

ATTACHMENT NO. 13



Council Policy

DRAFT

Behaviour Complaints Policy – Code of Conduct Council Members, Committee Members and Candidates

Policy Objective

To establish, in accordance with Clause 15(2) of the *Local Government (Model Code of Conduct) Regulations 2021* and the Town of Bassendean's Code of Conduct for Council Members, Committee Members and Candidates the procedure for dealing with complaints about alleged breaches of the behaviour requirements included in Division 3 of the Town's Code of Conduct for Council Members, Committee Members and Candidates.

To give effect to the Town's commitment to an effective, transparent, fair and accessible complaints handling process that supports high standards of behaviour of Council Members, Committee Members and Candidates.

Policy Scope

This Policy applies to complaints made in accordance with Clause 11 of the Town's Code of Conduct for Council Members, Committee Members and Candidates.

This Policy applies to Council Members, Committee Members, Candidates and any person who submits a complaint in accordance with this Policy.

A breach of the Rules of Conduct under Division 4 of the Code of Conduct, is a minor breach and is not the subject of this Policy.

Complaints that are deemed outside of the scope of this policy, namely –

- dissatisfaction with a Council or Committee member's lawfully made decisions;
- dissatisfaction with a Council or Committee member's performance of his or her role;
- minor breaches under s. 5.105(1) of the Act;
- serious breaches under s. 5.114 of the Act;
- corruption allegations; or
- personal disagreements;

will not be dealt with under the policy.

Policy Statement

Definitions

Act means the *Local Government Act 1995*.

Complaints Committee means the Committee established by the Council in accordance with s.5.8 of the Act for the purpose of dealing with Complaints. The role of the Complaints Committee is outlined in Part 2.3 of this Policy.

Complaints Officer means a person authorised in writing *[by Council resolution]* under clause 11(3) of the Code of Conduct to receive complaints and withdrawals of complaints. The role of the Complaints Officer is addressed in Part 2.1 of this Policy.

Breach means a breach of Division 3 of the Town's Code of Conduct for Council Members, Committee Members and Candidates.

Candidate means a candidate for election as a Council Member, whose nomination has been accepted by the Returning Officer under s.4.49 of the Act, but does not include a Council Member who has nominated for re-election. A person is a Candidate from the date on which their nomination is accepted, until the Returning Officer declares the election result in accordance with s.4.77 of the Act.

Candidate Complaint means a Complaint alleging a Breach by a Candidate. Candidate Complaints are dealt with in Part 3.2 of this Policy.

Code of Conduct means the Town's Code of Conduct for Council Members, Committee Members and Candidates.

Committee means a committee of Council, established in accordance with s.5.8 of the Act.

Committee Member means a Council Member, employee of the Town of Bassendean or other person who has been appointed by the Council to be a member of a Committee, in accordance with s.5.10(1) of the Act. A person is a Committee Member from the date on which they are appointed, until their appointment expires or is terminated by Council resolution.

Complaint means a complaint submitted under Clause 11 of the Code of Conduct.

Complainant means a person who has submitted a Complaint in accordance with this Policy.

Complaint Assessor means a person appointed by the Complaints Officer in accordance with Part 2.2 and Part 3.8 of this Policy.

Complaint Documents means the Complaint Form and any supporting information, evidence, or attachments provided by the Complainant.

Complaint Form means the form approved under clause 11(2)(a) of the Code of Conduct [by Council resolution or by the CEO exercising delegated authority].

Council means the Council of the Town of Bassendean.

Council or Committee Meeting means a formal meeting of the Council or a Committee that is called and convened in accordance with the Act. It does not include informal meetings, such as workshops or briefings.

Council Member means a person who is currently serving a term of office as an elected member of the Council in accordance with the Act.

Finding means a finding made in accordance with clause 12(1) of the Code of Conduct as to whether the alleged Breach has or has not occurred.

Plan means a Plan that may be prepared and implemented under clause 12(4)(b) of the Code of Conduct, to address the behaviour of the person to whom the complaint relates (the Respondent), if a Finding has been made that a Breach has occurred.

Response Documents means the response provided by the Respondent to the Complaint, and includes any supporting information or evidence that is supplied.

Town means the Town of Bassendean.

1. Principles

1.1. Procedural fairness

(a) The principles of procedural fairness, or natural justice, will apply when dealing with a Complaint under this Policy. In particular:

- the Respondent will be afforded a reasonable opportunity to be heard before any findings are made, or a plan implemented;
- the decision maker should be objective and impartial, with an absence of bias or the perception of bias; and
- any findings made will be based on proper and genuine consideration of the evidence.

1.2. Consistency

The application of this Policy should lead to consistency in process and outcomes. While each Complainant and Respondent will be dealt with according to their circumstances, and each Complaint considered and determined on its merits, similar circumstances will result in similar decisions and will be applied consistently.

1.3. Confidentiality

(a) The Town will take all reasonable steps to maintain confidentiality when dealing with the Complaint, in order to protect both the Complainant and Respondent.

- (b) Council Members, Local Government employees and contractors who have a role in handling a specific complaint will be provided with sufficient information to fulfil their role. They must manage this information securely, and must not disclose or inappropriately use this information.
- (c) Complainants will be advised of the level of confidentiality they can expect, and that breaches of confidentiality on their part may prejudice the progress of their complaint.
- (d) The details of a complaint and the processes undertaken in connection with a complaint including the referral to a Complaint Assessor are confidential matters. Parties to the complaint and those involved in the processes undertaken in connection with a complaint, must not disclose details of the complaint, unless lawfully required to do so, or until the Complaints Committee has made a formal finding of a breach in respect of the complaint. Notwithstanding a decision by the Complaints Committee, those involved in the conduct of a complaint need to be mindful of the statutory framework concerning confidentiality under s. 5.23 of the Act and ensure that this is retained.
- (e) The Complainants should be aware that Complaint Documents may be subject to an FOI request. The Town will consult with a complainant before any documents are released and advise of any relevant exemptions that, noting that they must be consulted before any documents are released, and exemptions may apply.

1.4. Accessibility

- (a) The Town will ensure that information on how to make a complaint, including this Policy, is available at the Town's Administration Building and on the Town's website.
- (b) The Town will make information available in alternative formats if requested.
- (c) Any person wishing to make a complaint may contact the Complaints Officer if they require assistance in completing the complaint form or otherwise navigating the complaints process.

2. Roles

2.1. Complaints Officer

- (a) The Complaints Officer is authorised in accordance with clause 11(3) of the Code of Conduct to accept complaints and withdrawal of complaints.
- (b) The Complaints Officer is not an advocate for the complainant or the respondent.

- (c) The Complaints Officer provides procedural information and assistance to both Complainant and Respondent.
- (d) The Complaints Officer will liaise with and provide administrative support to a Complaint Assessor appointed under this Policy.
- (e) The Complaints Officer will liaise with the Local Government to facilitate the calling and convening of Council or Complaints Committee meetings if required.
- (f) In undertaking their functions, the Complaints Officer will apply the Principles of this Policy.

2.2. Complaint Assessor

- (a) The Complaint Assessor is appointed by the Complaints Officer in accordance with Part 3.8 of this Policy.
- (b) The Complaint Assessor is an impartial third party who will undertake the functions specified in this Policy. In undertaking their functions, the Complaint Assessor will apply the Principles of this Policy.
- (c) The Complaint Assessor will liaise with the Complaints Officer to manage the administrative requirements of dealing with the Complaint in accordance with this Policy.

2.3. Complaints Committee

- (a) The Complaints Committee is a Committee of Council established in accordance with s.5.8 of the Act for the purpose of dealing with Complaints.
- (b) The Complaints Committee is a Committee of Council Members only. The membership and purpose of the Complaints Committee is outlined in the Complaints Committee Terms of Reference.

3. Procedure

3.1. Making a complaint

- (a) Any person may make a Complaint alleging that a Council Member, Committee Member or Candidate has behaved in a way that constitutes a breach of Division 3 of the Code of Conduct [*clause 11(1) of the Code of Conduct*].
- (b) A Complaint must be made within one (1) month after the alleged Breach [*clause 11(2)(c) of the Code of Conduct*].
- (c) A Complaint must be made by completing the Complaint Form in full and providing the completed forms to the Complaints Officer.
- (d) A Complaint must be made in accordance with the Complaint Form and specify which requirement(s) of the Code of Conduct is alleged to have been breached.

(e) A Complaint is required to include the name and contact details of the Complainant. Anonymous complaints cannot be accepted.

(f) Where a Complaint Form omits required details, the Complaints Officer will invite the Complainant to provide this information in order for the Complaint to be progressed.

(g) Where a Complaint is made more than 1 month after the alleged breach, the Complaints Officer will give the Complainant written notice that the Complaint cannot be made *[clause 11(2)(c) of the Code of Conduct]*.

3.2. Candidate Complaints

(a) A Complaint in relation to a Candidate must be made in accordance with 3.1, above, but cannot be dealt with unless the Candidate is subsequently declared elected as a Council Member.

(b) Within 107 working days after receiving a Candidate Complaint, the Complaints Officer will provide written notice:

- To the Complainant confirming receipt, and advising of the procedure for candidate complaints; and
- To the Respondent, including a summary of the complaint, and advising of the procedure for candidate complaints.

(c) No action will be taken until the results of the election are declared by the Returning Officer. If the respondent is elected, then the complaint will be dealt with in accordance with this Policy. Timeframes that would otherwise commence on the receipt of a Complaint will be taken to commence on the election date.

(d) If the Respondent is not elected, the Complaints Officer will provide the Complainant with notice that the Respondent has not been elected and that the Complaint cannot be dealt with *[clause 15(1) of the Code of Conduct]*.

3.3. Withdrawing a Complaint

(a) A Complainant may withdraw their Complaint at any time before a Finding has been made in relation to the Complaint *[clause 14 of the Code of Conduct]*.

(b) A Complainant may withdraw a Complaint by advising the Complaints Officer in writing that they wish to do so.

(c) After receiving a written withdrawal of the Complaint, the Complaints Officer will take all necessary steps to terminate the process commenced under this Policy.

3.4. Notice to Complainant

(a) Within 7-10 working days after receiving a Complaint, the Complaints Officer will provide written notice to the Complainant that:

- confirms receipt of the Complaint;
- outlines the process that will be followed and possible outcomes;
- explains the application of confidentiality to the complaint;
- includes a copy of this Policy; and
- if necessary, seeks clarifications or additional information.

(b) If the Complaint Form indicates that the Complainant agrees to participate in Alternative Dispute Resolution, the Complaints Officer will advise the Complainant of the process in accordance with Part 3.6 of this Policy.

3.5. Notice to Respondent

(a) Within 14 days after receiving a Complaint, the Complaints Officer will provide written notice to the Respondent that:

- advises that a Complaint has been made in accordance with the Code of Conduct and this Policy;
- includes a copy of the Complaint Documents;
- outlines the process that will be followed, the opportunities that will be afforded to the Respondent to be heard and the possible outcomes;
- includes a copy of this Policy; and
- if applicable, advises that further information has been requested from the Complainant and will be provided in due course.

(b) If the Complainant has agreed to participate in Alternative Dispute Resolution, the Complaints Officer will ask the Respondent if they are also willing to participate in accordance with Part 3.6 of this Policy.

3.6. Alternative Dispute Resolution

(a) The Town recognises that Alternative Dispute Resolution may support both parties reach a mutually satisfactory outcome that resolves the issues giving rise to the Complaint. Alternative Dispute Resolution requires the consent of both parties to the Complaint and may not be appropriate in all circumstances.

(b) To commence the process, the Complaints Officer will, as the first course of action upon receiving a complaint, offer the Complainant and the Respondent the option of Alternative Dispute Resolution. If both parties agree to participate in Alternative Dispute Resolution, the Complaints Officer will pause the formal process.

(c) The objective of Alternative Dispute Resolution will be to reach an agreed resolution that satisfies the Complainant that the formal process is no longer required, allowing them to withdraw the Complaint, in accordance with Part 3.3 of this Policy. For example, an offer by a Respondent to issue a voluntary apology in response to a Complaint, even in the absence of a request from the Complainant, qualifies for consideration as Alternative Dispute Resolution.

(d) If Alternative Dispute Resolution is commenced, both the Complainant and Respondent may decline to proceed with the process at any time. The process may also be terminated on the advice of a third party who is providing assistance to the Local Government, such as a facilitator or mediator.

(e) If Alternative Dispute Resolution is terminated or does not achieve an agreed outcome that results in the withdrawal of the Complaint, the Complaints Officer will resume the formal process required under this Policy.

3.7. Order of Complaints

Complaints will normally be dealt with in the order in which they are received. If more than one Complaint is received that relates to the same alleged behaviour, the Complaints Officer may decide to progress those Complaints concurrently.

3.8. Appointment of Complaints Assessor

(a) If Alternative Dispute Resolution is not commenced, is terminated or does not achieve an agreed outcome resulting in the withdrawal of the Complaint, the Complaints Officer will appoint a suitably qualified and experienced Complaint Assessor, in accordance with the Town's Purchasing Policy.

(b) The Complaints Officer will endeavour to appoint a Complaint Assessor within a reasonable period. The Complaints Officer will provide written notice of the appointment to the Complainant and the Respondent.

3.9. Search of Local Government Records

(a) The Complaint Assessor may request the Complaints Officer to search for any relevant records in the Town's Record Management System.

(b) In particular, if the behaviour is alleged to have occurred at a Council or Committee Meeting, the Complaints Officer will be requested to identify any Local Government records that provide evidence that may support a decision as to whether:

- the behaviour occurred at a Council or Committee Meeting,
- the behaviour was dealt with by the person presiding at the meeting, and/or
- the Respondent has taken remedial action in accordance with the Town of Bassendean's Meeting Procedures Local Law 2020.

(c) The Complaint Assessor must provide the Respondent with a copy of any records that are identified. In addition, where a clarification or additional information has been sought from the Complainant by either the Complaints Officer or the Complaint Assessor, copies must also be provided to the Respondent.

3.10. Assessment of the Complaint

(a) The Complaint Assessor will undertake an assessment of the Complaint in accordance with the process outlined in the Notices given under Part 3.4 and Part 3.5 of this Policy.

(b) The Complaint Assessor must ensure that the Respondent is provided with a reasonable opportunity to be heard before forming any opinions, or drafting the Complaint Report or recommendations.

3.11. Complaint Report

(a) The Complaint Assessor will prepare a Complaint Report that will:

- outline the process followed, including how the Respondent was provided with an opportunity to be heard;
- include the Complaint Documents, the Response Documents and any relevant Local Government Records as attachments; and
- include recommendations on each decision that may be made by the Complaints Committee; and
- include reasons for each recommendation, with reference to Part 4 of this Policy.

(b) A draft copy of the Complaint Report will be provided to the Respondent prior to being finalised by the Complaint Assessor, to enable the Respondent to make submissions.

(c) If the Complaint Report recommends that a Plan is prepared and implemented in accordance with clause 12(4)(b) of the Code of Conduct and Part 4.4 of this Policy, the Complaint Report must include a Proposed Plan.

(d) The Complaint Assessor will liaise with the Complaints Officer to include the Complaint Report in the Agenda for a meeting of the Complaints Committee. The Complaints Officer will be responsible for preparation of an Officer Report with the Complaint Report provided as a confidential attachment. The recommendations of the Complaint Report will be provided as the Officer Recommendations.

3.12. Complaints Committee Meeting

(a) The Agenda will be prepared on the basis that the part of the meeting that deals with the Complaint Report will be held behind closed doors in accordance with s.5.23(2) of the Act.

(b) The Complaints Committee will consider the Complaint Report and attachments and give due regard to the recommendations.

(c) In accordance with Regulation 11(d)(a) of the *Local Government (Administration) Regulations 1996*, reasons for any decision that is significantly different from the Officer Recommendation must be recorded in the meeting minutes.

~~If the behaviour that is the subject of the Complaint is alleged to have occurred at a Council or Committee Meeting, the Complaints Committee will determine whether or not to dismiss the Complaint in accordance with Clause 13 of the Code of Conduct and Part 4.2 of this Policy.~~

~~(d) If the Complaints Committee dismisses a Complaint, the Complaints Officer must give the Complainant and the Respondent written notice of the decision and the reasons for the decision in accordance with clause 13(2) of the Code of Conduct. [This concludes the process for this Complaint.](#)~~

~~(e) If the Complaint is not dismissed, the Complaints Committee will consider the Complaint and make a Finding as to whether the alleged Breach that is the subject of the Complaint has or has not occurred, in accordance with clause 12 of the Code of Conduct and Part 4.3 of this Policy.~~

~~(f) If the Complaints Committee finds that the alleged Breach **did not** occur, the Complaints Officer must give the Complainant and the Respondent written notice of the Finding and the reasons for the Finding in accordance with clause 12(7)(a) of the Code of Conduct. [This concludes the process for this Complaint.](#)~~

~~(g) If the Complaints Committee finds that the alleged breach **did** occur, the Committee will decide whether to take no further action in accordance with clause 12(4)(a) of the Code of Conduct or prepare a plan to address the behaviour in accordance with clause 12(4)(b) of the Code of Conduct and Part 4.4 of this Policy.~~

~~(h) If the Complaints Committee decides to take no further action, the Complaints Officer must give the Complainant and the Respondent written notice of this decision and the reasons for the Finding in accordance with clause 12(7)(a) of the Code of Conduct. [This concludes the process for this Complaint.](#)~~

~~(i) If the Complaints Committee decides to prepare a Plan, the Committee will first consult with the Respondent in accordance with clause 12(5)* of the Code of Conduct. The Complaints Committee will consider any submissions made by the Respondent before preparing and implementing a Plan.~~

3.13. Compliance with Plan Requirement

~~(a) The Complaints Officer will monitor the actions in timeframes set out in a Plan.~~

~~(b) Failure to comply with a requirement included in a Plan is a minor breach under section 5.105(1) of the Act and clause 23 of the Code of Conduct.~~

~~(c) The Complaints Officer must provide a report advising Council of any failure to comply with a requirement included in a Plan.~~

4. Decision Making

4.1. Objective and Principles

All decisions made under this Policy will reflect the Policy Objectives and the Principles included in Part 1 of this Policy.

4.2. Dismissal

- (a) The Complaints Committee must dismiss a Complaint in accordance with clause 13(1)(a) and (b) of the Code of Conduct if it is satisfied that -
- (i) the behaviour to which the Complaint relates occurred at a Council or Committee Meeting; and
 - (ii) either —
 - (A) the behaviour was dealt with by the person presiding at the meeting; or
 - (B) the Respondent has taken remedial action in accordance with the Town of Bassendean's Meeting Procedures Local Law 2020.

4.3. Finding

- (a) A Finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than ~~that~~ it did not occur *[clause 12(3) of the Code of Conduct]*.
- (b) This may involve first considering whether the behaviour occurred, on the balance of probabilities, and then whether that behaviour constituted a breach of a requirement of Division 3 of the Code of Conduct.

4.4. Action

- (a) In deciding whether to take no further action, or prepare and implement a Plan, the Complaints Committee may consider:
- the nature and seriousness of the breach(es);
 - the Respondent's submission in relation to the contravention;
 - whether the Respondent has breached the Code of Conduct knowingly or carelessly;
 - whether the Respondent has breached the Code of Conduct on previous occasions;
 - likelihood or not of the Respondent committing further breaches of the Code of Conduct;
 - personal circumstances at the time of conduct;
 - need to protect the public through general deterrence and maintain public confidence in Local Government; and
 - any other matters which may be regarded as contributing to or the conduct or mitigating its seriousness.

4.5. Plan Requirements

- (a) The Proposed Plan may include requirements for the Respondent to do one (1) or more of the following:

- engage in mediation;
- undertake counselling;
- undertake training;
- take other action the Complaints Committee considers appropriate (e.g. an apology).

(b) The Proposed Plan should be designed to provide the Respondent with the opportunity and support to demonstrate the professional and ethical behaviour expected of elected representatives expressed in the Code of Conduct.

(c) The Proposed Plan may also outline:

- the actions to be taken to address the behaviour(s);
- who is responsible for the actions;
- any assistance the Local Government will provide to assist achieve the intent of the Plan; and
- a reasonable timeframe for the Plan action(s) to be addressed by the Respondent.

5. Unreasonable or Vexatious complaints

(a) There may be some complainants who disagree with the action or finding taken in relation to their complaint. They may continue to contact the Town about the same issue.

(b) Where a complaint has been considered by the Complaints Officer and a finding made by the Complaints Committee in accordance with this Policy, but the complainant refuses to accept the findings and actions taken, the Complaints Officer may advise the complainant in writing, that no further consideration will be given to complaints, that are the same, substantially similar, or which do not raise any new matters.

Document Control box			
Document Responsibilities:			
Owner:	Chief Executive Officer	Owner Business Unit:	Office of the Chief Executive Officer
Inception Date:	OCM	Decision Maker:	Council
Review Date:	Annual	Repeal and Replace:	N/A
Compliance Requirements:			
Legislation:	<i>Local Government Act 1995</i>		

ATTACHMENT NO. 14



DELEGATION OF AUTHORITY TO COMPLAINTS COMMITTEE

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.16 Delegation of some powers and duties to certain committees
Express Power or Duty Delegated:	<i>Local Government (Model Code of Conduct) Regulations 2021:</i> Clause 12 Dealing with a complaint Clause 13 Dismissal of complaint
Delegate:	Complaints Committee
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to make a finding as to whether an alleged breach the subject of a complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur <i>[MCC.cl. 12(1) and (3)]</i>. In making any finding the Committee must also determine reasons for the finding <i>[MCC.cl. 12(7)]</i>. 2. Where a finding is made that a breach has occurred, authority to: <ol style="list-style-type: none"> a. take no further action <i>[MCC.cl. 12(4(a))</i>]; or b. prepare and implement a plan to address the behaviour of the person to whom the complaint relates <i>[MCC.cl.12(4)(b), (5) and (6)]</i>. 3. Authority to dismiss a complaint and if dismissed, the Committee must also determine reasons for the dismissal <i>[MCC.cl.13(1) and (2)]</i>.
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. The Committee will make decisions in accordance with the principles and specified requirements established in Code of Conduct Complaints Management Policy. b. That part of a Committee meeting which deals with a Complaint will be held behind closed doors in accordance with s.5.23(2)(b) of the Act. c. The Committee is prohibited from exercising this Delegation where a Committee Member in attendance at a Committee meeting is either the Complainant or Respondent to the Complaint subject of a Committee agenda item.

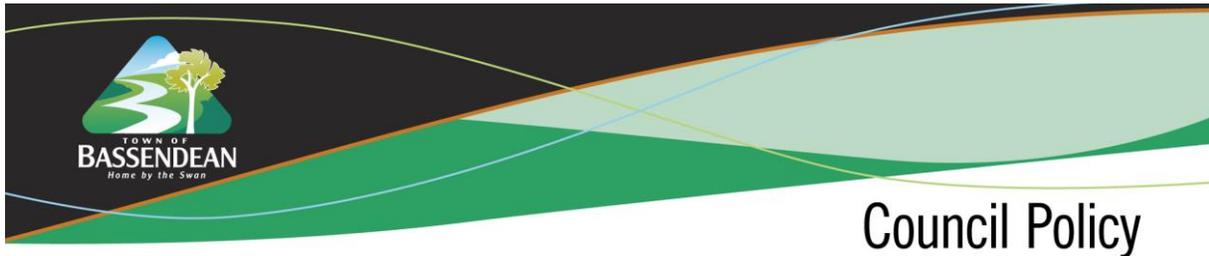
	<p>d. In the event of (c) above, the Committee member is to recuse themselves from attendance at the meeting. Should this result in loss of a quorum at the meeting, the Committee may resolve to defer consideration to a future meeting at which the conflicted Committee Member is absent and a quorum of members is present.</p> <p><u>NOTE TO CONDITIONS (C) AND (D):</u> The purpose of this Condition is to require that a Committee Member who is identified as either the Complainant or Respondent is required to recuse themselves by notifying the Presiding Member of their intention to be an apology for the meeting at which the Complaint is an agenda item.</p>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	<p>Council Policy Complaints Committee Terms of Reference</p> <p>Council Policy Code of Conduct Complaints Management</p> <p>Council Policy Code of Conduct for Council Members, Committee Members and Candidates</p>
Record Keeping:	<p>Committee Minutes shall record the details of each decision made under this delegation in accordance with the requirements of Administration Regulation 19.</p>

Version Control:

1	
2	
3	

ATTACHMENT NO. 15



6.12 Festive Season Office (Administration) Closure

Objective

To establish a Council Policy on the closure of the Administration Office during the Festive Season (Christmas to New Year).

Strategy

As a family-friendly Council, the Administration Office will be closed during the Festive Season (Christmas to New Year). The Chief Executive Officer is required to advise staff of the dates of the office closure by 1 July that year and ensure that the Town is able to respond to emergencies or urgent issues.

Application

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

Policy Type: Strategic Policy	Responsible Officer: Chief Executive Officer and Director Corporate Services
Link to Strategic Community Plan: Leadership and Governance	Last Review Date: September 2017 Version 2
	Next Review due by: May 2020

ATTACHMENT NO. 16

TOWN OF BASSENDEAN

MINUTES

BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE

ON WEDNESDAY 17 FEBRUARY 2021, AT 3.30PM

In accordance with regulation 12(2) and 14D of the Local Government (Administration) Regulation 1996, due to the public health emergency arising from the COVID-19 pandemic, the Mayor has considered it appropriate for this meeting to be held by electronic means

1.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Members

Cr Hilary MacWilliam, Presiding Member
Cr Kathryn Hamilton
Luke Gibson, Director Community Planning
Sharon Ellis, Child Protection & Family Support

Officers

Merveen Cross, District Advisor
John Lane, Emergency Management Officer
Donna Shaw, Manager Development & Place
Jeff Somes, Health Officer
Amy Holmes, Minute Secretary

2.0 CLOSURE

As a quorum was not reached, the meeting was counted out and rescheduled to Wednesday 3 March 2021, at 3.30pm.

TOWN OF BASSENDEAN

MINUTES

BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE

ON WEDNESDAY 3 MARCH 2021, AT 3.30PM

In accordance with regulation 12(2) and 14D of the Local Government (Administration) Regulation 1996, due to the public health emergency arising from the COVID-19 pandemic, this meeting was held by electronic means

1.0 DECLARATION OF OPENING; ANNOUNCEMENT OF VISITORS; ACKNOWLEDGEMENT OF COUNTRY

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

2.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Members

Cr Hilary MacWilliam, Presiding Member
Cr Kathryn Hamilton
Matthew McCaughey, Kiara Police
David Radford, DFES
Kerry Langsford, St John Ambulance WA
Ryan Hamblion, Department of Communities
Sharon Ellis, Department of Communities
Luke Gibson, Director Community Planning (ToB)

Officers

John Lane, Emergency Management Officer
Amy Holmes, Minute Secretary
Phillip Adams, Executive Manager Infrastructure
Maria Fatouros, Senior Health Officer

Apologies

Donna Shaw, Manager Development & Place
Sharna Merritt, Senior Ranger

4.0 DECLARATIONS OF INTEREST

Nil

5.0 PRESENTATIONS OR DEPUTATIONS

Nil

6.0 CONFIRMATION OF MINUTES

6.1 Minutes of the Bassendean Local Emergency Management Committee meeting held on 1 July 2020

The meetings scheduled for 7 October 2020 and 17 February 2021 failed to reach a quorum.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 6.1

BLEMC – 1/3/21 MOVED Cr MacWilliam, Seconded Luke Gibson, that the minutes of the BLEMC meeting held on 1 July 2020, be confirmed as a true record.

CARRIED UNANIMOUSLY 8/0

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

The meetings scheduled for 7 October 2020 and 17 February 2021 failed to reach a quorum. Therefore, all business and reports to be discussed, were deferred for discussion and consideration to this meeting.

8.0 REPORTS

8.1 Emergency Management Agency Reports

SEMC Business Unit

Nil

District Emergency Management Committee (DEMC)

John Lane briefed the Committee on his report of December 2020, as attached to the agenda. An emergency management exercise will be scheduled for later in the year. The topic will be 'earthquake'.

Since the BLEMC meeting, Merveen Cross has advised that a trial will be conducted on 20 April 2021 of a joint North and Central DEMC meeting and will include "Exercise Navitas" that will address identified core capabilities of the State Capability framework and explore preparedness for the hazard of Energy Supply Disruption (Power Supply).

WALGA LGEMAG

Restructure of emergency management at WALGA. This matter will be followed up by the Executive Officer (John Lane).

Local Welfare Committee

Ryan Hamblion reported that significant resources were required in providing welfare support during the Wooroloo fires.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.1

BLEMC – 2/3/21 MOVED Cr MacWilliam, Seconded Matt McCaughey, that the Emergency Management Agency Reports be received.

CARRIED UNANIMOUSLY 8/0

8.2 East Metro-Midland Region Emergency Welfare Plan November 2020

This document was provided under separate cover to Committee members.

Ryan Hamblion advised of only minor changes - contact list and COVID numbers for capacity at evacuation centres have been updated.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.2

BLEMC – 3/3/21 MOVED Cr MacWilliam, Seconded Luke Gibson, that the East Metro-Midland Region Emergency Welfare Plan November 2020 be received.

CARRIED UNANIMOUSLY 8/0

8.3 Bushfire Framework Review update

Work on the new map of bushfire prone areas is continuing, with sample maps having recently being received and further analysis and testing being undertaken.

Release of the map, however, has had to be delayed due to the CSIRO's extended commitment to the review of the Black Summer fires. The Map, along with the revised draft State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) and associated Guidelines, are now anticipated to be released for public consultation in the second quarter of 2021.

John Lane advised there has been no further update received on the progress of this. We are still anticipating release of the map in the second quarter of 2021.

COMMITTEE/OFFICER RECOMMENDATION– ITEM 8.3

BLEMC – 4/3/21 MOVED Cr MacWilliam, Seconded Luke Gibson, that the Bushfire Framework Review update be noted.

CARRIED UNANIMOUSLY 8/0

8.4 Post Incident Report and Post Exercise Reports

Luke Gibson advised that the Town has submitted its report to the DFES on its response to COVID-19.

COMMITTEE/OFFICER RECOMMENDATION– ITEM 8.4

BLEMC – 5/3/21 MOVED Cr MacWilliam, Seconded Luke Gibson, that post incident and post exercise reports be received.

CARRIED UNANIMOUSLY 8/0

8.5 Contact Details and Key Holders

Kerry Langsford, St John Ambulance WA, advised that current contact details have been provided to Town staff.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.5

BLEMC – 6/3/21 MOVED Cr MacWilliam, Seconded Matt McCaughey, that the Committee members' contact details be confirmed, as amended.

CARRIED UNANIMOUSLY 8/0

8.6 Preparedness, Prevention, Response and Recovery Issues

Luke Gibson reported on fire season inspections, on behalf of the Senior Ranger. The second round of inspections have been completed and 16 properties identified as requiring work. Of those properties, two infringement notices have been issued for non-compliance and three of the outstanding properties have engaged contractors to complete the works. The Town's contractor will be engaged if the works are not completed as required and the landowners billed for the work.

The Model Code of Conduct has been updated and adopted by Council. It applies to all Council Committee meetings and will be sent out to all Committee members.

David Radford of DFES reported on the pattern of deliberate fires in the Success Hill area. Fortunately, residents are reporting these incidents quite quickly.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.6

BLEMC – 7/3/21 MOVED Cr MacWilliam, Seconded Matt McCaughey, that Preparedness, Prevention, Response and Recovery Issues raised, be received.

CARRIED UNANIMOUSLY 8/0

9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Nil

11.0 CONFIDENTIAL BUSINESS

Nil

12.0 CLOSURE

The next meeting date will be held on Wednesday 5 May 2021, commencing at 3.30pm.

There being no further business, the Presiding Member declared the meeting closed, the time being 4.08pm.

TOWN OF BASSENDEAN

MINUTES

BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE

ON WEDNESDAY 5 MAY 2021, AT 3.44PM

In accordance with regulation 12(2) and 14D of the Local Government (Administration) Regulation 1996, due to the public health emergency arising from the COVID-19 pandemic, this meeting was held by electronic means

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
Ryan Hamblion, Department of Communities
Luke Gibson, Director Community Planning (ToB)
Kerry Langsford, St John Ambulance
Mark Melvin, Bassendean SES
Suzannah Narducci, WA Police
Sharon Ellis, Child Protection & Family Support

Officers

Merveen Cross, District Advisor
John Lane, Emergency Management Officer
Maria Fatouros, Senior Health Officer
Sharna Merritt, Senior Ranger
Donna Shaw, Manager Development & Place
Amy Holmes, Minute Secretary

Apologies

Phillip Adams, Executive Manager Infrastructure
Jeff Somes, Health Officer
Steve Blackford, Bassendean SES

3.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Cr MacWilliam advised that Council's recently adopted Code of Conduct will be sent out via email along with the minutes.

4.0 DECLARATIONS OF INTEREST

Nil

5.0 PRESENTATIONS OR DEPUTATIONS

Nil

6.0 CONFIRMATION OF MINUTES

6.1 Minutes of the Bassendean Local Emergency Management Committee meeting held on 3 March 2021

COMMITTEE/OFFICER RECOMMENDATION – ITEM 6.1

BLEMC – 1/5/21 MOVED Luke Gibson, Seconded Sharon Ellis, that the minutes of the BLEMC meeting held on 3 March 2021, be confirmed as a true record.

CARRIED UNANIMOUSLY 7/0

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

8.0 REPORTS

8.1 Emergency Management Agency Reports

SEMC Business Unit

Report to be included with the minutes.

District Emergency Management Committee (DEMC)

There is an opportunity to conduct a joint recovery exercise with Bayswater later in the year. This will be considered further at the next meeting.

WALGA LGEMAG

John Lane advised that we should still be receiving minutes from this group. He will follow up on their activity.

Local Welfare Committee

Ryan Hamblion advised that the Department continues to provide recovery support for the Wooraloo fires and those communities affected by Cyclone Seroja. It is anticipated recovery support will continue for the next 18 months.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.1

BLEMC – 2/5/21 MOVED Sharon Ellis, Seconded Luke Gibson, that the Emergency Management Agency Reports be received.
CARRIED UNANIMOUSLY 7/0

8.2 Post Incident and Post Exercise Reports

Nil

8.3 Contact Details and Key Holders

No updates required.

8.4 Success Hill Emergency Egress

The Town has undertaken a review of various access points in around Success Hill and intends on undertaking minor upgrades to better cater for emergency egress. The matter is brought to the BLEMC to determine the most appropriate form of the upgrades.

Luke Gibson presented on the item and advised that the Town has assessed emergency access and egress in and around the Success Hill area and is considering foldable bollards that would allow access to Walter Road East in the event of an emergency.

8.5 Preparedness, Prevention, Response and Recovery Issues

The Town is working with the Bassendean SES on a submission for the 2021/2022 grant scheme.

The local planning policy in relation to floodplain area is pending a likely policy position from the Department of Planning, Lands & Heritage. The Town is awaiting consent from the Minister on release for public comment. The committee will be updated as soon as possible.

Recovery Coordinators are struggling to fulfill this role along with their day to day job. This is something that needs to be considered when allocating these roles.

The SES has suggested an information sheet to go out to residents in preparation for the storm season. Could include related information from DFES. Information could be included in the Town's Thrive magazine, website and social media and in welcome packs to new residents.

It was observed that Town buildings may not be all that suitable as an evacuation centre. There may be a need to look at accessing buildings in other local governments and setting up a memorandum of understanding for that purpose.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.5

BLEMC – 3/5/21 **MOVED** Mark Melvin, Seconded Luke Gibson, that Preparedness, Prevention, Response and Recovery issues raised, be received.

CARRIED UNANIMOUSLY 7/0

9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Nil

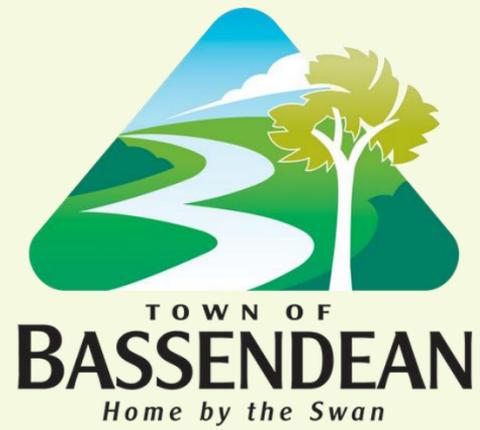
11.0 CONFIDENTIAL BUSINESS

Nil

12.0 CLOSURE

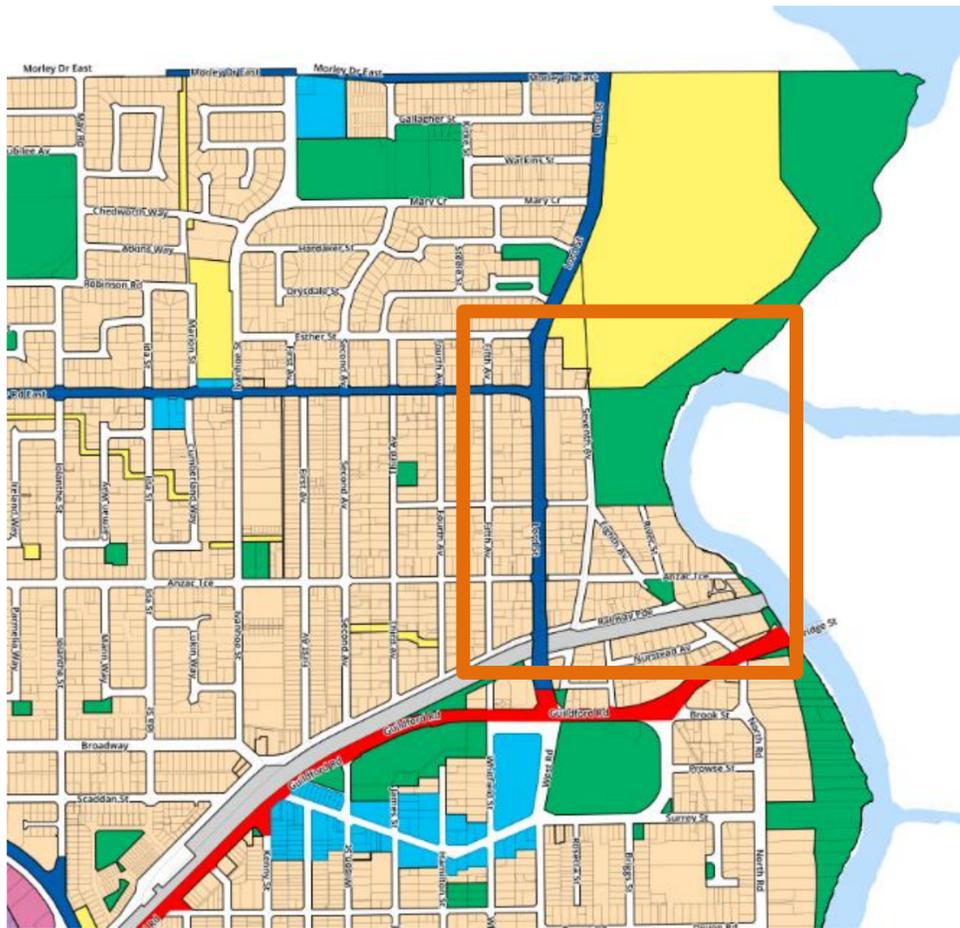
The next meeting will be held on Wednesday 4 August 2021, commencing at 3.30pm.

There being no further business, the Presiding Member declared the meeting closed, the time being 4.56pm.



Success Hill emergency egress review

BLEMC – 5 May 2021



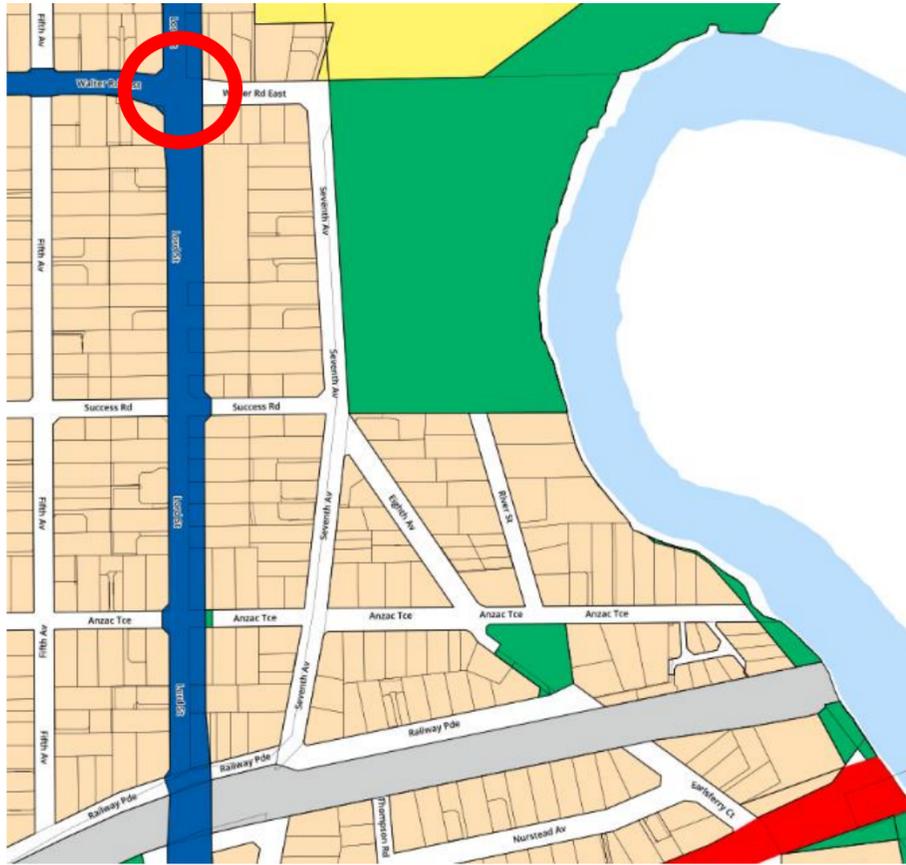


4 intersections with Lord St:

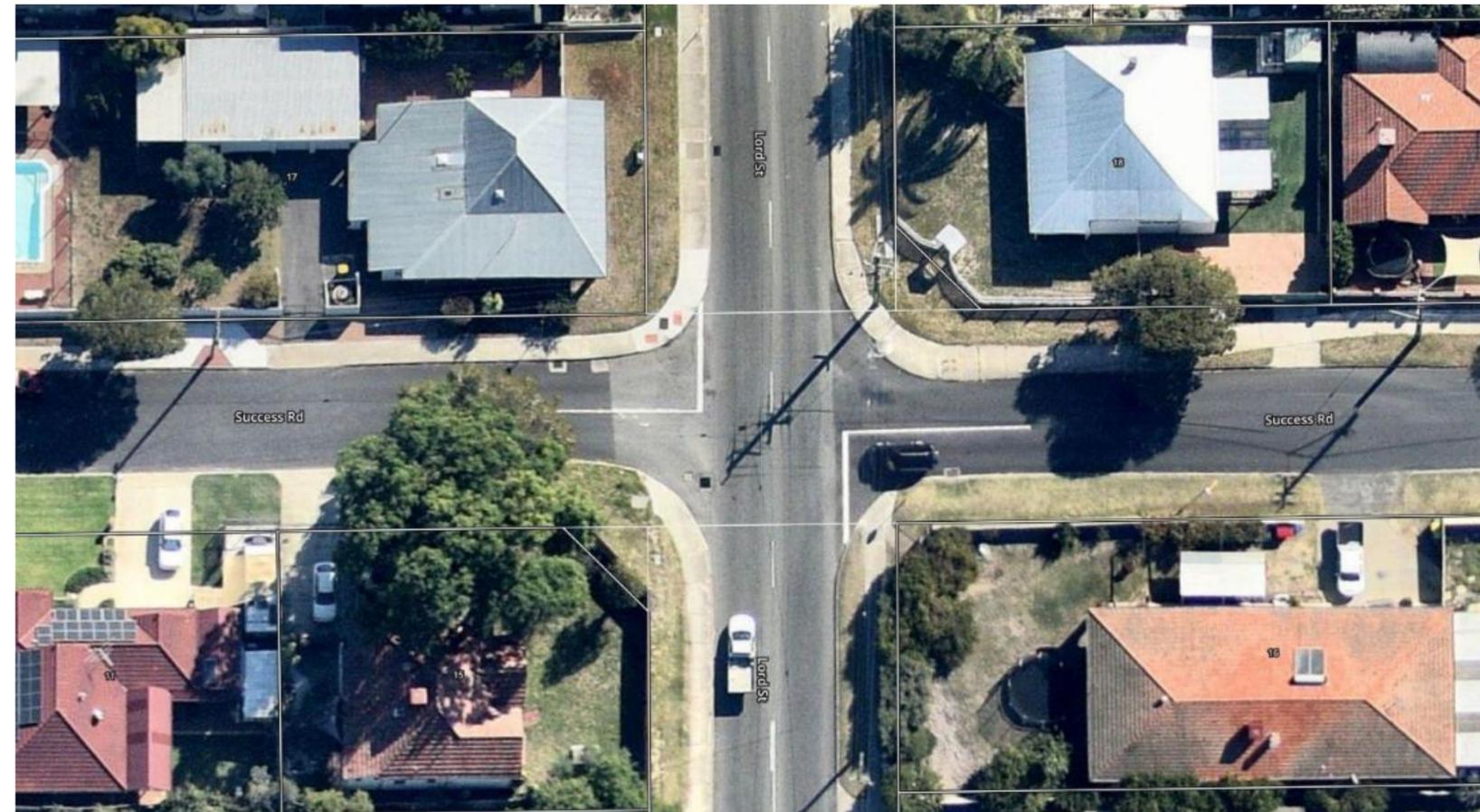
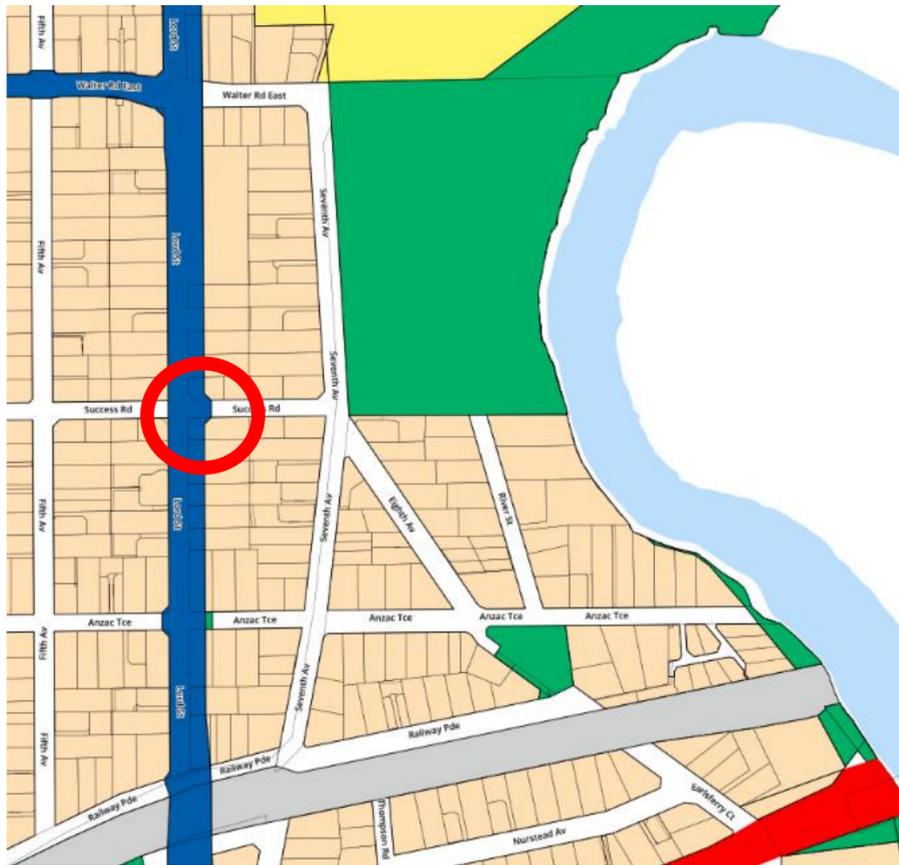
- Walter Road East
- Success Road (FMI)
- Anzac Terrace
- Railway Parade



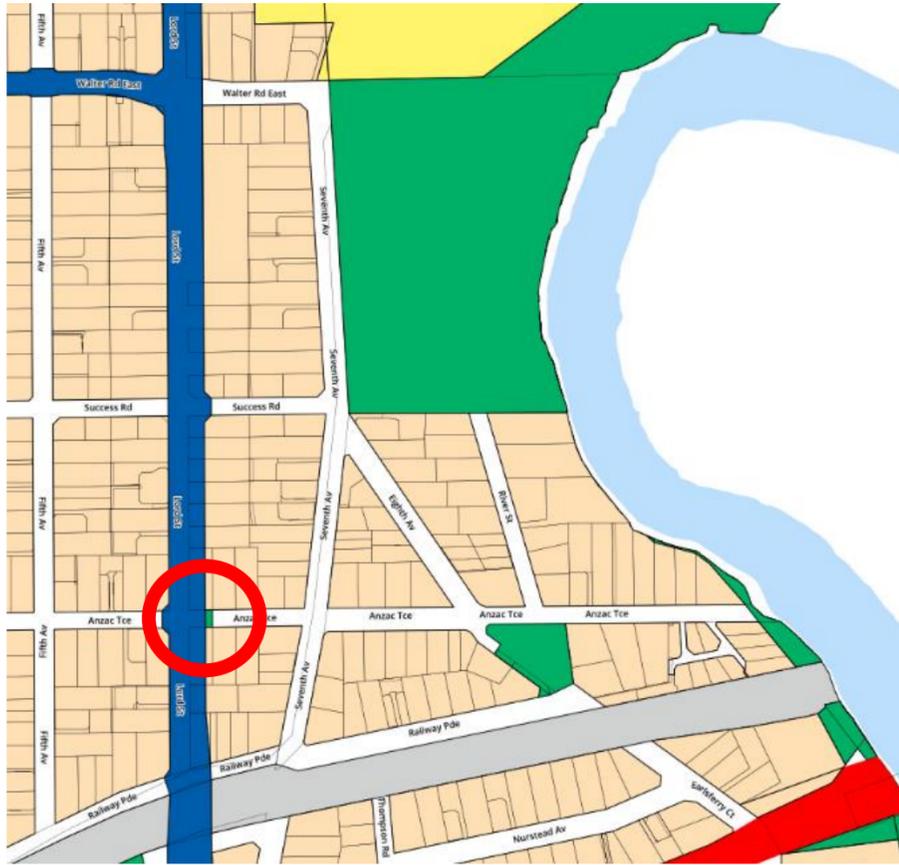
- Walter Road East



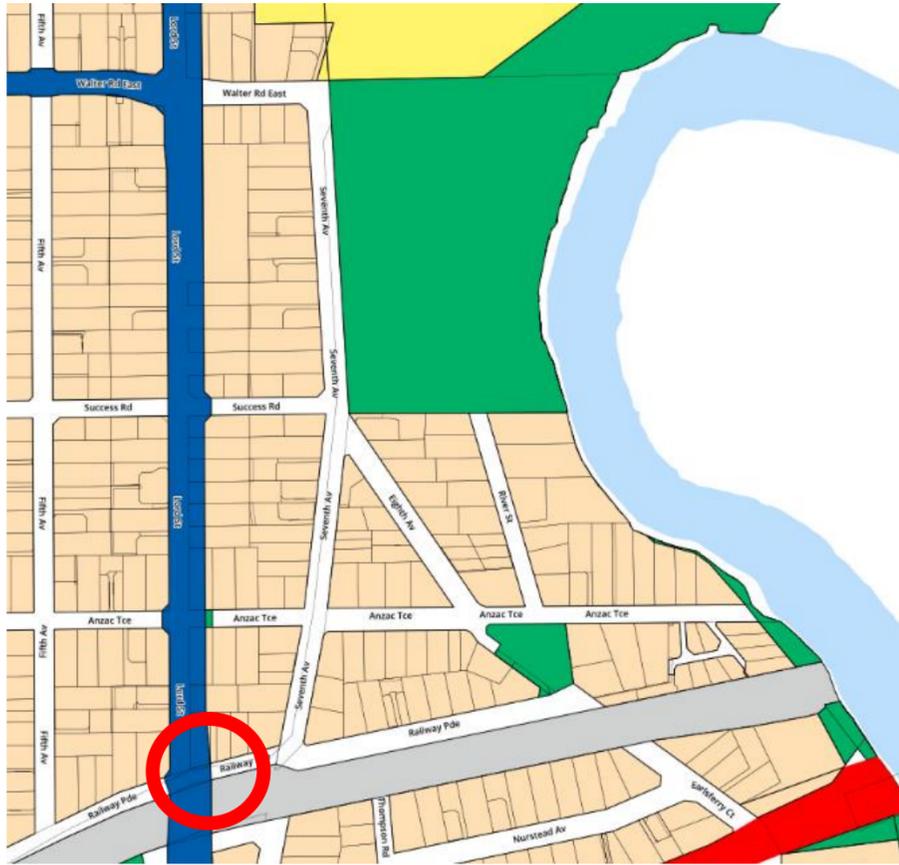
- Success Road (FMI)



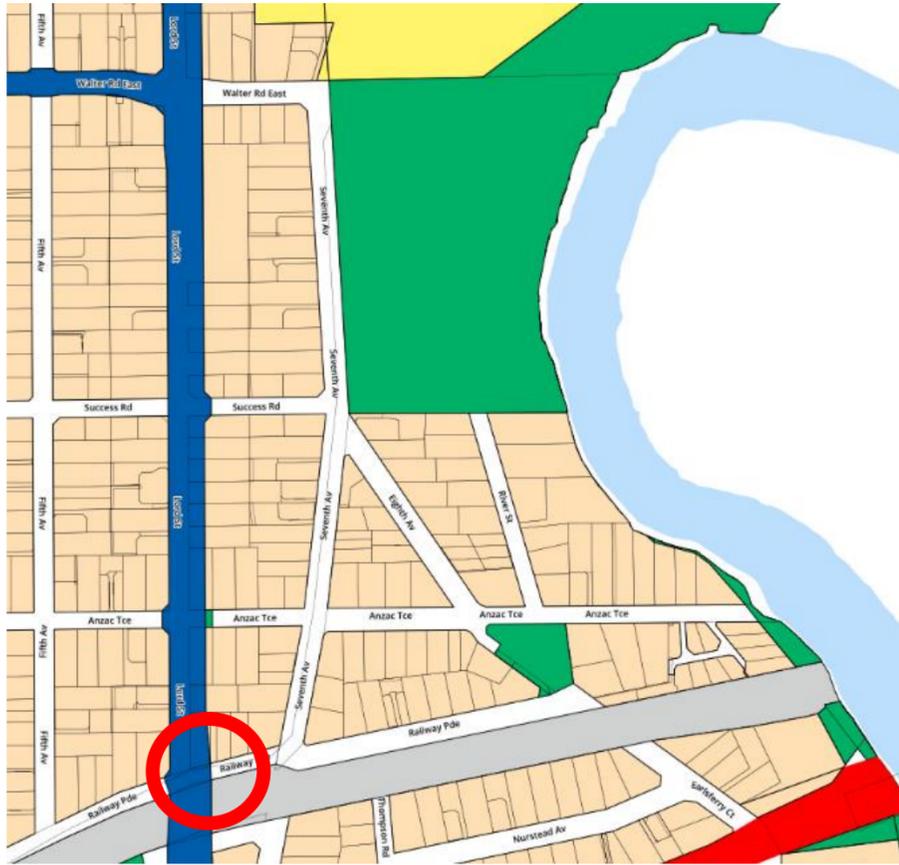
- Anzac Terrace



- Railway Parade



- Railway Parade



Potential actions:

- Walter Road East – remove fixed hand rail and replace with fold-down bollards (need to discuss how they would be managed day-to-day and in an emergency situation)
- Anzac Terrace – no change
- Railway Parade – no change
- Generally – develop information pack for residents within the precinct, advising of egress options





DISTRICT EMERGENCY MANAGEMENT ADVISOR REPORT APRIL 2021

STATE NEWS

New National Recovery and Resilience Agency

The Australian Government is committed to ensuring people impacted by natural disasters and drought get the support and advice they need to recover, while also delivering initiatives that reduce the risk and lessen the impact

Prime Minister Scott Morrison announced the new National Recovery and Resilience Agency has been established, in direct response to a key recommendation of the Royal Commission into National Natural Disaster Arrangements. The new Agency brings together the experience and learnings of the National Bushfire Recovery Agency and the National Drought and North Queensland Flood Response and Recovery Agency.

We will continue to provide ongoing recovery support for individuals and communities affected by the 2019-20 Bushfires, the 2019 North Queensland Monsoon Trough, drought and other disasters with no reduction of Australian Government support. A second phase of transition from 1 July, will see the Agency incorporate the disaster risk reduction and recovery functions from the Department of Home Affairs and the rural financial counselling programs from the Department of Agriculture, Water and the Environment.

We have been preparing to form this new Agency since it was first flagged by Prime Minister Morrison in November 2020. The new Agency is ready to hit the ground running. There will be no disruption to how we support our communities.

The Agency will have its 'boots on the ground' through a national network of Recovery Support Officers who live and work in communities across Australia. These Officers are my eyes and ears and will make sure people get the information they need and direct them to the help and support that's right for their situation. We will also continue to provide advice back to the highest levels of Government about what is working and what needs to be improved, aiming to streamline and simplify the recovery process. The Agency will also provide national leadership and coordination to drive efforts to minimise the impact of future disasters.

As we have before, we will work in close partnership with local councils, health services, charities, our federal and state government partner agencies and peak industry bodies.

The Agency will have an important role in driving efforts to minimise the impact of future disasters. We can never flood, cyclone, drought or fire proof the nation, but we can be better prepared. As one National Recovery and Resilience Agency, we aim to bring hope and confidence to our partners and the communities we serve.

I look forward to working with you to make a difference to people on the ground, and I hope to see you on the road soon.

CORONAVIRUS (COVID-19)

The Department of Health is continuing to work under the umbrella of a State Emergency Declaration to manage COVID-19.

New Bill to extend timeframe for COVID-19 response measures

- Omnibus Bill to be introduced into Parliament to help keep WA safe and strong
- Bill will seek a further six-month extension for COVID-19 legislative amendments
- It will allow the McGowan Government to effectively respond and deal with unprecedented challenges of the pandemic, which poses an ongoing threat to the community

An omnibus Bill will be introduced into State Parliament to extend the timeframe for the COVID-19 legislative amendments, and help keep Western Australians safe.

The further extension will allow the McGowan Government to respond to the challenges of the pandemic, which poses an ongoing threat to the community.

The Bill amends the Emergency Management Amendment (COVID-19 Response) Act 2020 and the Criminal Code Amendment (COVID-19 Response) Act 2020, which have been vital to the State's successful management of the virus.

The amendments will continue to give authorised officers the power to direct a person to take any action reasonably necessary to prevent, control or abate risks associated with COVID-19.

Importantly, they allow WA to implement its border arrangements, put in place quarantining measures that stopped the spread of the virus, and for contact tracing and physical distancing measures in line with health advice.

The amendments also allow for increased penalties for serious assaults and threats against frontline officers in the context of COVID-19 as they work to protect the public.

These increased penalties of up to 10 years' jail reflect the seriousness of deliberately coughing or spitting on public officers who are trying to help keep the State safe.

The new Bill will seek to extend those necessary provisions for another six months from July 4, 2021 to January 4, 2022.

SEMC UPDATE

The following documents were approved by SEMC, effective 12 March 2021. All amended documents are now available on the SEMC website:

1. [State Emergency Management Preparedness Procedures 1 to 5](#)
(SEMC Resolution Number 17/2021)
2. [State Emergency Management Local Recovery Guidelines](#)
(SEMC Resolution Number 15/2021)
3. [Impact Statement Guide \(Attachment to State Emergency Management Recovery Procedure 4\) and Template](#)
(SEMC Resolution Number 18/2021)
4. [State Hazard Plan HAZMAT Annex A Radiation Escape from a Nuclear Powered Warship](#)
(SEMC Resolution Number 16/2021)

CONSULTATION REQUEST STATE HAZARD PLAN ANIMAL AND PLANT BIOSECURITY

The DFES State EM Policy Branch is seeking your feedback on the proposed amended plan to help us identify and address any concerns prior to requesting endorsement and approval from the SEMC.

State Hazard Plan Animal and Plant Biosecurity

The DFES State EM Policy Branch is conducting consultation via Social Pinpoint.

On the State Emergency Management Policy Branch [Consultation Homepage](#) you can view all current consultations, including the [SHP Animal and Plant Biosecurity](#) review (<https://dfes.mysocialpinpoint.com.au/animal-and-plant-biosecurity/animal-and-plant-biosecurity-home>)

On this page you will be able to:

- View information about the consultation process.
- Download and view the proposed amendments.
- Submit your feedback.
- Join the discussion or post a question.

Please submit your feedback by COB Friday 11 June 2021.

As we continue to trial Social Pinpoint, we would also appreciate your feedback on this platform. You can share your thoughts and experiences in the 'Feedback on the use of Social Pinpoint' section at the bottom of the page.

SEMC CAPABILITY SURVEY RELEASED

The DFES State Capability Team manage the survey on behalf of the SEMC. The 2021 survey was released mid-April and agencies have approximately 8 weeks to complete and submit their organisations survey. For more information on the survey please contact semc.capability@dfes.wa.gov.au.

*Note: Due to the additional pressures created by COVID-19, the capability survey was not conducted in 2020.

THREE STATE RECOVERY CONTROLLERS

The State Government of Western Australia are managing 3 major incidents requiring separate State Recovery Controllers to be appointed by Premier:

- **COVID-19**
Public Sector Commissioner **Sharyn O'Neill**
- **Wooroloo Bushfire**
Chair of the State Emergency Management Committee
Dr Ron Edwards
- **Ex-Tropical Cyclone Seroja**
DFES Director Risk, Capability & Analysis
Melissa Pexton

DISTRICT NEWS

TRIAL MEETING ARRANGEMENTS FOR 2021 METROPOLITAN DISTRICT EMERGENCY MANAGEMENT COMMITTEES

The trial combined meeting for the Central and North (North) District Emergency Management Committee was held on Tuesday 20 April 2021.

The trial combined meeting for the East and South (South) District Emergency Management Committee was cancelled due to the recent COVID-19 break out and has been rescheduled to Tuesday 18 May 2021.

Both DEMC meetings included an "Exercise Navitas".

The trial combined meetings will be evaluated via "survey monkey" and members will receive a report on the outcomes.

LOCAL NEWS

As you may be aware, 13 COVID hotline has been adapted to enable members of the public to book their COVID vaccinations.

Covid-19 Communications has updated the Roll up for WA [homepage](#) and the [How to prepare for your COVID-19 vaccine](#) and [How and where to get your COVID-19 vaccination](#) articles with strengthened messaging.

There is also some work being done on social media posts.

WOOROLOO BUSHFIRE 1 FEBRUARY 2021

A total of 10,900 hectares were burnt and 86 properties were lost during the Wooroloo Bushfire on 1 February 2021.

The Metropolitan District Emergency Management Advisors (DEMAs) have been heavily involved with the Wooroloo Bushfire. Attending Incident Support Group meetings and liaising with the local governments during response. The DEMAs are currently supporting the City of Swan and Shire of Mundaring at local, sub and joint Local Recovery Committee meetings and advising on recovery strategies.

A State Recovery Coordination Group has been established to coordinate State Government efforts to assist residents impacted by the Wooroloo Bushfire. The State Recovery Controller, Dr Ron Edwards, is leading DFES State Recovery, to support e State government, local government and not-for-profits to work together during the recovery process.

The Commonwealth has provided \$18.1 million funding through the State Disaster Recovery Funding Arrangements assistance package.

The joint funding will cover:

- the delivery of a state-led coordinated residential clean-up program
- roll-out of a community and outreach program
- dedicated recreational asset restoration program.

DFES State Recovery has established a Wooroloo Recovery Operational Team to assist City of Swan and Shire of Mundaring in delivering recovery initiatives to get the community back on its feet as soon as possible.

EMERGENCY MANAGEMENT NETWORK

WALGA has launched an online network (Google Group) for Local Government staff who work in Emergency Management.

In late 2019, we consulted members about ways WALGA could support the sector in Emergency Management and an online network was identified as a useful tool.

The purpose of the Network is to assist WALGA to share information and resources with, and obtain feedback from, the sector; enable the sharing of peer to peer advice and learnings between Local Governments; explore opportunities for partnership and collaboration between Local Governments; and coordinating of meetings and events.

If you are interested in joining the online network please send an email advising your name, position and email address to: em@walga.asn.au

RESILIENT AUSTRALIA AWARDS 2021

The Resilient Australia Awards celebrate and promote initiatives that build whole of community resilience to disasters and emergencies around Australia, as well as images capturing resilience in action.

The awards provide an opportunity to highlight the hard work of individuals, organisations, councils and schools in our communities who show initiative in helping to create a more resilient Australia.

Submissions are now open to recognise outstanding contributions across eight categories:

- Business Award
- Government Award
- Local Government Award
- School Award
- Photography Award
- Community Award

The Resilient Australia Awards is a two-tiered program with winners from each state and territory considered for national awards.

Submissions close Thursday 3 June 2021 at 11.59pm (AEST).

To find out more and submit for an award visit www.aidr.org.au/raa.

2021 SEMC MEETING SCHEDULE

- 13 August 2021
- 1 October 2021
- 3 December 2021

Compiled by:
District Emergency Management Advisor
Metropolitan Operations
Department of Fire and Emergency Services