Ordinary Council Meeting Tuesday, 17 October 2023
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MINUTES

Ordinary Meeting of Council

Tuesday 26 September 2023, 6:00 pm

in the Council Chamber,

Administration Building

48 Old Perth Road, Bassendean WA 6054

1 Declaration Of Opening; Acknowledgment of Country; Acknowledgment of Visitors; Disclaimer

The Presiding Member declared the meeting open at 6:05pm, 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 Announcements by The Presiding Person Without Discussion

The Presiding Member made an announcement regarding the upcoming election to be held on Saturday 21 October. Please be aware that postal voting packs will be arriving from this week. There are 3 vacancies and 7 candidates, their profiles are publicly available on the Town's website.

3 Attendances, Apologies and Applications for Leave of Absence

Present

Councillors

Cr Kathryn Hamilton, Mayor
Cr Hilary MacWilliam
Cr Emily Wilding
Cr Jennie Carter
Cr Paul Poliwka (attended online)
Cr Tallan Ames

Officers

Mr Cameron Woods, Chief Executive Officer
Mr Luke Gibson, Director Community Planning
Mr Paul White, Director Corporate Services
Mr Phil Adams, Exec Manager Infrastructure
Ms Nicole Davey, Exec Manager Sustainability & Environment
Mr Matthew Monkhouse, Manager Governance & Strategy

Public

Approximately 7 members of the public were in attendance.

Apologies

Cr Renee McLennan, Deputy Mayor

Leave of Absence

Cr Wilding requested leave of absence from 13 November to 13 December 2023.

Cr Hamilton requested leave of absence from 29 September to 2 October 2023.

Council Resolution – Item 3.1
OCM-1/09/23

MOVED Cr Tallan Ames, Seconded Cr Jennie Carter, that Cr Wilding and Cr Hamilton be granted a leave of absence.

CARRIED UNANIMOUSLY 6/0

4 Declarations of Interest

Cr Ames declared a Proximity Interest for Item 12.9.

5 Presentations or Deputations

Nil.

6 Statements by Members of the Public

Adam Koval - 16 Lurkin Way, Bassendean

Mr Koval advised the Men's Shed is happy with the meeting between them and staff from the Town. They are happy with the agreement to move forward.

Susan Conway - Guildford Road, Bassendean

Ms Conway advised they are concerned with the skip bin bulk waste service. Specifically, the time limit applied, issues with distance from property and no control about other people using it. They would like the verge side pick-up reinstated.

7 Questions from Members of the Public

Bill Busby - 56 Haigh Street, Ashfield (Bill is a candidate in the upcoming Council election)

Q. A tender has been advertised to review operations at the Town. Where is the Town financially, now, 2 years ago and 4 years ago?

A. The Mayor responded that the Town publicly publishes the annual report. Also, every month there is a financial report. The Director Corporate Services added there is no causal link between the Town doing a review and its financial position. The Town's financial position has strengthened over the last few years. The MyCouncil website has further information. However, the Town is small and has challenges for example large river frontage, limited sources of revenue and moderate rate growth and the Town should be and is scrupulous in its expenditure.

Q. I would like a statement saying whether over the last 4 years things a getting better or worse in a summary?

A. The Mayor responded that there are publicly available documents that can provide comparisons. The CEO clarified what question is being asked so the administration can provide an accurate answer.

Q. What percentage of ratepayers money goes towards salaries and wages?

A. The CEO responded we will provide the last 4 years of salaries and wages as a percentage of rates.

Q. Is the future Bassendean to be joined with one of the neighboring Local Governments?

A. The CEO responded the purpose of the organsiational review is to find out how we can do things better. We need a workforce plan as part of the integrated planning requirements.

Q. I would like the information to compare to other Local Governments I have information for.

A. The CEO responded that they would caution comparing to non-tier 3 Local Governments. For example, Swan is about 48% and Bassendean about 86/87%. Swan is a large local government area with a large rate base and greenfield development versus the Town of Bassendean which has a small rate base and only infill development for growth in rates revenue.

8 Petitions
9 Confirmation of Minutes

Council Resolution/Officer Recommendation – Item 9.1
OCM-2/09/23

MOVED Cr Hilary MacWilliam, Seconded Cr Tallan Ames,

9.1 Confirmation of Minutes	
Attachments	1. Ordinary Council Meeting Tuesday, 22 August 2023 - Minutes [**9.1.1** - 29 pages]

That the minutes of the Ordinary Council meeting held on 22 August 2023, be received and confirmed as a true and correct record.

CARRIED UNANIMOUSLY 6/0

10 Business Deferred from Previous Meeting
Nil.

11 External Committee Reports and Updates

11.1 External Committee Reports and Updates	
Property Address	NA
Landowner/Applicant	NA
File Reference	GOVN/CCLMEET/1

Author	
Department	CEO'S Office
Previous Reports	N/A
Authority/Discretion	**Information** For the Council/Committee to note.
Attachments	Nil

Nil to report

12 Officer Reports

It was agreed that items 12.2, 12.3, 12.9 and 12.12, be removed from the en-bloc table and considered separately.

Council Resolution – Item 12.1
OCM-3/09/23

MOVED Cr Emily Wilding, SECONDED Cr Tallan Ames,

That Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Agenda:

Item	Report	Vote
12.5	ICT Strategy Review	Simple Majority
12.6	Councillor ICT Policy Review	Simple Majority
12.7	Adoption of Quarterly Report period ended 30 June 2023	Simple Majority
12.10	Accounts Paid -August 2023	Simple Majority

CARRIED UNANIMOUSLY 6/0

12.3 Use of Community Facility - 1A May Holman Drive, Bassendean	
Property Address	1A May Holman Drive, Bassendean
Landowner/Applicant	Crown land with a Management Order to the Town of Bassendean
File Reference	A80337
Directorate	Community Planning
Previous Reports	17 December 2019
Authority/Discretion	**Executive** The substantial direction setting and oversight role of the

	Council.
Attachments	Nil

Purpose

The purpose of this report is for Council to consider the future use of the community facility located at 1A May Holman Drive, Bassendean.

Cr Wilding foreshadowed amendments to the Officer's recommendation.

Council Resolution – Item 12.3
OCM-4/09/23

The foreshadowed motion was MOVED Cr Emily Wilding, Seconded Cr Hilary MacWilliam,

That Council:

1. Adopts the following parameters for the interpretation and application of Clause 9.1(4) of the current lease:

- Within seven days of receiving an application to hire the premises, the Lessee is to either (i) approve the application or (ii) if it intends to refuse an application, it is required to submit to the Town the application and the draft reasons for refusal;

- Within seven days of receiving an application pursuant to (ii) above, the Town will advise the Lessee whether or not such a refusal would be 'unreasonable' for the purposes of the Lease; and

- Should the Lessee, in the opinion of the Town, unreasonably refuse an application, it will be deemed to be in breach of the Lease.

2. Requests the CEO to incorporate the inclusion of these parameters into a future review of the Community Leasing Framework to ensure their application in future leases where relevant.

3. Requests the administration regularly promotes the premises as a place for hire.

Voting requirements: Simple Majority

CARRIED UNANIMOUSLY 6/0

Reasons for amendment:

This amendment recognises the value that the proposed parameters for interpretation provide, and seeks to build them into our regular process where they are deemed appropriate.

12.4 Draft Amended Local Planning Policy 1 - Bassendean Town Centre	
File Reference	LUAP/PLANNG/1
Department	Community Planning
Previous Reports	26 August 2008 23 November 2021
Authority/Discretion	**Legislative** Includes adopting local laws, town planning schemes & policies.
Attachments	1. Local Planning Policy 1 - Bassendean Town Centre Strategy and Guidelines [**12.4.1** - 51 pages] 2. Local Planning Policy 10 - Window Security for Non-Residential Property Facades [**12.4.2** - 3 pages] 3. Draft amended Local Planning Policy 1 - Bassendean Town Centre [**12.4.3** - 3 pages]

Purpose

The purpose of this report is for Council to consider adopting a draft amended *Local Planning Policy 1 - Bassendean Town Centre Strategy and Guidelines* (LPP 1) and revoking *Local Planning Policy 10 – Window Security for Non-Residential Property Facades* (LPP 10).

Council Resolution/Officer Recommendation – Item 12.4
OCM-5/09/23

MOVED Cr Tallan Ames, Seconded Cr Hilary MacWilliam,

That Council:

1. pursuant to Clause 5(2) of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, adopts draft amended *Local Planning Policy 1 – Bassendean Town Centre*; and

2. pursuant to Clause 6 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, revokes existing *Local Planning Policy 10 – Window Security for Non-Residential Property Facades*.

Voting requirements: Absolute Majority

CARRIED UNANIMOUSLY 6/0

12.5 ICT Strategy Review	
Property Address	N/A
Landowner/Applicant	N/A
File Reference	INFT/IMPLTN/1
Directorate	Corporate Services
Previous Reports	OCM – 12/12/20 ordinary-council-minutes15-december-2020.pdf (bassendean.wa.gov.au) OCM – 11/12/21 ordinary-council-minutes15-december-2020.pdf (bassendean.wa.gov.au)
Authority/Discretion	**Executive** The substantial direction setting and oversight role of the Council.
Attachments	1. ICT Strategy 2020-2025 - August 2023 Review [**12.5.1** - 16 pages] 2. CONFIDENTIAL REDACTED - ICT Strategic Plan 2020-2025 - August 2023 Review [**12.5.2** - 10 pages]

Purpose

The purpose of this report is to present the results of the mid-term review of the ICT Strategy **(Attachment 1)** and ICT Strategic Plan **(Confidential Attachment 1)** to Council and submit the updated ICT Strategy and ICT Strategic Plan to Council for adoption.

Council Resolution/Officer Recommendation – Item 12.5
OCM-6/09/23

MOVED Cr Emily Wilding, Seconded Cr Tallan Ames,

That Council adopts the updated ICT Strategy 2020-25 and ICT Strategic Plan 2020-25, as attached to this report.

Voting requirements: Simple Majority

CARRIED BY EN BLOC RESOLUTION 6/0

12.6 Councillor ICT Policy Review	
Property Address	N/A
Landowner/Applicant	N/A

File Reference	INFT/POLCY/1
Directorate	Corporate Services
Previous Reports	OCM 12/9/21 ordinary-council-agenda-28-september-2021.pdf (bassendean.wa.gov.au)
Authority/Discretion	**Legislative** Includes adopting local laws, local planning schemes & policies.
Attachments	1. Draft Amended Councillor ICT Policy [**12.6.1** - 3 pages]

Purpose

The purpose of this report is for Council to consider a review of the Councillor ICT Policy.

Council Resolution/Officer Recommendation – Item 12.6
OCM-7/09/23

MOVED Cr Emily Wilding, Seconded Cr Tallan Ames,

That Council adopts the draft amended Councillor ICT Policy, as attached to this report.

Voting requirements: Simple Majority

CARRIED BY EN BLOC RESOLUTION 6/0

12.7 Adoption of Quarterly Report period ended 30 June 2023	
Property Address	N/A
Landowner/Applicant	N/A
File Reference	GOVN/CCLMEET/1
Directorate	Office of the CEO
Previous Reports	N/A
Authority/Discretion	**Executive** The substantial direction setting and oversight role of the Council.
Attachments	1. 2022-23 Q 3-4 Quarterly Report - Town of Bassendean [**12.7.1** - 23 pages]

Purpose

The purpose of this report is for Council to receive the Quarterly Report for the period ending 30 June 2023.

Council Resolution/Officer Recommendation – Item 12.7
OCM-8/09/23

MOVED Cr Emily Wilding, Seconded Cr Tallan Ames,

That Council receives the Quarterly Report for quarters 3 and 4 between 1 January and 30 June 2023.

Voting requirements: Simple Majority

CARRIED BY EN BLOC RESOLUTION 6/0

12.8 Bassendean Local Emergency Management Committee Meeting - 30 August 2023	
File Reference	GOVN/CCLMEET/12
Department	Community Planning
Previous Reports	Nil.
Authority/Discretion	**Executive** The substantial direction setting and oversight role of the Council.
Attachments	1. BLEMC Minutes - 30 August 2023 [**12.8.1** - 6 pages] 2. Existing Instrument of Appointment and Delegation [**12.8.2** - 3 pages] 3. Draft Terms of Reference [**12.8.3** - 3 pages]

Purpose

The purpose of this report is for Council to receive the minutes of the Bassendean Local Emergency Management Committee (BLEMC) Meeting held on 30 August 2023.

Council Resolution/Officer Recommendation – Item 12.8
OCM-9/09/23

MOVED Cr Tallan Ames, Seconded Cr Emily Wilding,

That Council:

1. receives the minutes of the Bassendean Local Emergency Management Committee meeting of 30 August 2023;

2. endorses the draft Terms of Reference for the Bassendean Local Emergency Management Committee, as attached to this report; and

3. revokes the existing Instrument of Appointment for the Bassendean Local Emergency Management Committee;

Voting requirements: Point 1 and 2 - Simple Majority
Point 3 – Absolute majority

CARRIED UNANIMOUSLY 6/0

12.9 Arts, Culture and Events Committee Meeting - 5 September 2023	
File Reference	GOVN/CCLMEET/41
Directorate	Community Planning
Previous Reports	N/A
Authority/Discretion	**Executive** The substantial direction setting and oversight role of the Council.
Attachments	1. Arts Culture and Events Committee meeting minutes - 5 September 2023 [**12.9.1** - 13 pages] 2. Arts, Culture and Events Strategy - Progress Report [**12.9.2** - 4 pages] 3. Public Art map (amended as per recommendation by the ACE Committee) [**12.9.3** - 1 page]

Purpose

The purpose of this report is for Council to receive the minutes of the meeting of the Arts, Culture and Events (ACE) Committee held on 5 September 2023.

Recommendation 6 was considered separately due to the proximity interest declared by Cr Ames.

Council Resolution/Officer Recommendation – Item 12.9
OCM-10/09/23

Cr Ames left the room at 6:31pm

MOVED Cr Emily Wilding, Seconded Cr Hilary MacWilliam,

6. In relation to public art, endorses the proposed locations for public art as per the map provided to the Committee, but amended such that Location A is relocated to Palmerston Square Reserve and Location B is relocated to Park Estate Reserve, as per the attached amended map;

Voting requirements: Simple Majority

CARRIED UNANIMOUSLY 5/0

Cr Ames entered the room at 6:34pm

MOVED Cr Tallan Ames, Seconded Cr Hilary MacWilliam,

That Council:

1. Receives the minutes of the meeting of the Arts, Culture and Events Committee held on 5 September 2023;

2. Notes the July – August 2023 Arts, Culture and Events Strategy Progress Report, as provided as an attachment;

3. In relation to the Bassendean Markets, does not provide any funding for the purposes of preparation and implementation of a traffic management plan for the May and June 2024 markets (in the event that the Wilson Street Carpark is unavailable);

4. In relation to the Bassendean Markets, extends the agreement beyond June 2024 to June 2025 subject to the Town and the Independent Operator negotiating and coming to agreement no later that 15 December 2023, as to alternative locations to stage the markets so as to not incur significant costs to the Town and ratepayers;

5. In relation to the Bassendean Markets, should no agreement be reached by 15 December 2023, that Council be advised and the Chief Executive Officer proceeds with a new process to secure the future staging of markets within the Town of Bassendean;

7. In relation to public art, that a future expression of Interest process will be provided at a future Committee meeting for review and recommendation, or to a Council meeting for review and endorsement, prior to advertising;

8. In relation to the public art at Sandy Beach Reserve, does not fund restoration of the artwork named “Rock Bottom” at this time, and that a cost estimate for decommissioning of the artwork be communicated to Councillors; and

9. In relation to the Public Art at Sandy Beach Reserve, notes that an amount of $5,000 for the maintenance of the artwork named “Tree of Life” will be considered as part of the 2023/24 mid-year budget review.

Voting requirements: Simple Majority

CARRIED UNANIMOUSLY 6/0

12.10 Accounts Paid -August 2023	
Property Address	N/A
Landowner/Applicant	N/A
File Reference	FINM/CREDTS/4
Directorate	Corporate Services
Previous Reports	
Authority/Discretion	**Legislative** Includes adopting local laws, local planning schemes & policies.
Attachments	1. List of Payment Consolidated Report 31 August 2023 [**12.10.1** - 15 pages]

Purpose

The purpose of this report is for Council to receive the list of payments for August 2023.

Council Resolution/Officer Recommendation – Item 12.10
OCM-11/09/23

MOVED Cr Emily Wilding, Seconded Cr Tallan Ames,

That Council receives the list of payments for August 2023.

Voting requirements: Simple Majority

CARRIED BY EN BLOC RESOLUTION 6/0

12.11 Audit and Governance Committee Meeting - 6 September 2023	
Property Address	N/A
Landowner/Applicant	N/A
File Reference	GOVN/CCLMEET/18
Department	Corporate Services
Previous Reports	N/A
Authority/Discretion	**Executive** The substantial direction setting and oversight role of the Council.
Attachments	1. CONFIDENTIAL REDACTED - Audit Risk Register as at 31 August 2023 [**12.11.1** - 8 pages] 2. Local Government Professionals Audit Survey Analysis [**12.11.2** - 10 pages]

	3. CONFIDENTIAL REDACTED - Sundry Debts Status - September 2023 [**12.11.3** - 1 page] 4. Audit and Governance Committee Minutes 6 September 2023 [**12.11.4** - 15 pages]

Purpose

The purpose of this report is for Council to receive the report on the meeting of the Audit and Governance Committee held on 6 September 2023.

Council Resolution/Officer Recommendation – Item 12.11
OCM-12/09/23

MOVED Cr Emily Wilding, Seconded Cr Tallan Ames,

That Council:

1. Notes the exercise of delegated authority by the Manager Finance to write off sundry debts totalling $270, as shown in Confidential Attachment 2, in accordance with section 6.12 (1)(c) of the *Local Government Act 1995; and*

2. Writes off the debt totalling $313.44 and listed for write-off in Confidential Attachment 1, in accordance with section 6.12(1)(c) of the *Local Government Act 1995*.

Voting requirements:
Point 1 - Simple Majority
Point 2 - Absolute Majority

CARRIED UNANIMOUSLY 6/0

12.12 Monthly Financial Report - August 2023	
Property Address	NA
Landowner/Applicant	NA
File Reference	FINM/AUD/1
Author	Paul White
Department	Director Corporate Services
Previous Reports	N/A
Authority/Discretion	**Legislative** Includes adopting local laws, town planning schemes & policies.
Attachments	1. Monthly Financial Report to 31 August 2023 [**12.12.1** - 12 pages]

Purpose

The purpose of this report is for Council to receive the Monthly Financial Report for August 2023 which incorporates the Statement of Financial Activity.

Council Resolution/Officer Recommendation – Item 12.12
OCM-13/09/23

MOVED Cr Tallan Ames, Seconded Cr Emily Wilding,

That Council:

1. Notes the Explanation of Material Variances in the Statement of Financial Activity; and

2. Receives the Monthly Financial Report for the period ending 31 August 2023, which incorporates the Statement of Financial Activity for the period to August 2023.

3. Approves the budget amendments as noted below to:

   a. Amend the opening 2023/24 surplus position by reducing it by $47,000 to fund the Sandy Beach Construction Playground additional electrical costs; and

   b. Allocating $7,500 from the Asset Enhancement Reserve to construct the Brooke St Footpath costing $7,500:

GL Account Code	Description	Current Budget $	Amended Budget $	Budget Movement $
TBC	BROOKE STREET FOOTPATH	-	7,500	7,500
AP1714	SANDY BEACH CONSTRUCTION PLAYGROUND	-	47,000	47,000
TBC	ASSET ENHANCEMENT RESERVE	431,799	(7,500)	424,299
	NET CHANGE IN AMENDMENTS TO OPENING SURPLUS	2,408,822	(47,000)	2,361,822

CARRIED UNANIMOUSLY 6/0

13 Motions of which Previous Notice has been given

13.1 Mature Trees on Private Property - Cr McLennan	
Councillor	Cr McLennan
Attachments	Nil

Due to Cr McLennan's absence this item will be considered at the October Ordinary Council Meeting.

13.2 Bassendean Caledonian Soccer Football Club (Inc.) Lease and Other Community Leases	
Councillor	Cr Hamilton
Attachments	Nil

Council Resolution – Item 13.2
OCM-14/09/23

MOVED Cr Kathryn Hamilton, Seconded Cr Emily Wilding,

That Council:

1. Agrees to enter a lease agreement with the Bassendean Caledonian Soccer Football Club (Inc.) for the lease of clubrooms at Jubilee Reserve, being the attached draft lease agreement, subject to modification so as to provide a fixed lease term of two years;

2. Authorises the Chief Executive Officer to apply the current adopted Caledonian Club Room lease rental for the two-year term of the lease back dated to August 2nd , 2023; and

3. Requests that all other community leases that have expired or may expire prior to the review and adoption of a new Community Leasing Framework are to continue to operate under the Holding Over clause.

CARRIED UNANIMOUSLY 6/0

14 Announcements of Notices of Motion for the next meeting

14.1 Incentives for Trees of Significance

Councillor	Cr McLennan
Attachments	Nil

15 Urgent Business

Nil.

16 Confidential Business

Council Resolution/Officer Recommendation – Item 16.0.1
OCM-15/09/23

MOVED Cr Emily Wilding, Seconded Cr Tallan Ames, that the meeting go behind closed doors, in accordance with Section 5.23 of the Local Government Act 1995, the time being 6:44pm.

CARRIED UNANIMOUSLY 6/0

16.1 CEO Probation	
Property Address	N/A
Landowner/Applicant	N/A
File Reference	GOVN/POLCY/2
Directorate	Office of the CEO
Previous Reports	Special Council Meeting Tuesday 31 January 2023
Authority/Discretion	**Executive** The substantial direction setting and oversight role of the Council.
Attachments	Confidential Separate Attachment

Purpose

The purpose of this report is for Council to consider the employment contract of the Chief Executive Officer, Mr Cameron Woods.

This matter is to be considered with members of the public excluded from the Chamber under Clause 5.23 (2) (a), (b) and (c) of the Local Government Act 1995, as the Officer report discusses:

a. *a matter affecting an employee or employees;*
b. *the personal affairs of any person; and*
c. *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.*

A Confidential Report is provided to Councillors under separate cover.

Council Resolution – Item 16.2
OCM-16/09/23

MOVED Cr Kathryn Hamilton, Seconded Cr Hilary MacWilliam,

1. Notes the CEO KPI Progress Report dated 8 August 2023 as provided in Attachment 1 to this report.

2. Confirms successful completion of the probationary period as outlined in clause 2.2 of the CEO contract, and further confirms the continued employment of Cameron Woods as CEO to the Town of Bassendean; and

3. Requests the Mayor to provide written notification to the CEO within 7 days of this Council decision confirming successful completion of the Probationary Period.

CARRIED UNANIMOUSLY 6/0

12.2 Draft Amended Land Asset Strategy	
Property Address	Various
Landowner/Applicant	Town of Bassendean
File Reference	LUAP/PLANNNG/11
Directorate	Community Planning
Previous Reports	June 2020 December 2021
Authority/Discretion	**Executive** The substantial direction setting and oversight role of the Council.
Attachments	1. CONFIDENTIAL REDACTED - Current Land Asset Strategy - Adopted December 2021 [**12.2.1** - 25 pages] 2. CONFIDENTIAL REDACTED - Draft amended Land Asset Strategy [**12.2.2** - 28 pages] 3. CONFIDENTIAL REDACTED - Comparison table [**12.2.3** - 5 pages]

Purpose

The purpose of this report is for Council to consider adopting the draft amended Land Asset Strategy (LAS).

This item was moved to the end of the meeting due to discussion of the confidential attachment.

Council Resolution/Officer Recommendation – Item 12.2
OCM-17/09/23

MOVED Cr Kathryn Hamilton, Seconded Cr Tallan Ames,

That Council:

1. adopts the draft amended Land Asset Strategy (with amendments from Cr Hamilton), as contained as a Confidential Attachment to this report; and

2. notes that the Land Asset Strategy is to remain a confidential document.

3. notes there are negotiations underway with stakeholders in respect to various sites within the Town Centre, and requests the CEO to scope out development opportunities and provide updates to Council on a regular basis.

Voting requirements: Simple Majority

CARRIED UNANIMOUSLY 6/0

Council Resolution – Item 16.3
OCM-18/09/23

MOVED Cr Jennie Carter, Seconded Cr Emily Wilding, that the meeting come from behind closed doors, the time being 7:20pm.

CARRIED UNANIMOUSLY 6/0

17 Closure

The next Briefing Session will be held on Tuesday 10 October 2023, commencing at 6pm. The next Ordinary Council Meeting will be held on **Tuesday 17 October 2023**, commencing at 6pm.

A Special Council Meeting will be held on Tuesday 24 October 2023, commencing at 6pm.

There being no further business, the Presiding Member declared the meeting closed, the time being 7:23pm.

LOCAL PLANNING POLICY NO. 12 – RESIDENTIAL DEVELOPMENT AND FENCES

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. 12 – Residential Development and Fences.

Policy Statement

State Planning Policy 7.3 – Residential Design Codes (R-Codes) provides the comprehensive basis for the control of residential development throughout Western Australia. The Town acknowledges that in some circumstances, it may be appropriate to provide greater flexibility for development.

The Town also recognises the increasing need to utilise the street setback area to accommodate structures as a result of infill development and housing density. Streetscapes can be characterised by the location and appearance of buildings and their setbacks, the existence of street trees and landscaping, the siting and design of front fencing and the existence of other structures located within the street setback area.

Development is encouraged to generally conform to the established pattern of development within the streetscape to ensure the character of the streetscape is preserved.

The R-Codes allow local governments to vary some standards for residential development by way of a Local Planning Policy.

Policy Objectives

(a) To vary the R-Codes to provide amended or alternative 'deemed-to-comply' provisions.

(b) To provide criteria for fences and associated structures, and development within the street setback area so as to ensure development within the street setback area preserves the character of the existing streetscape and is complementary and/or compatible with existing development.

Application

This Policy applies to all land zoned 'Residential' under Local Planning Scheme No. 10. This Policy should be read in conjunction with the R-Codes, including the relevant definitions.

Where the existing provision in Column 1 is not struck out, the provision in Column 2 is to be taken as an "alternate" provision. Where the existing provision in Column 1 is struck out, the provision in Column 2 is to be taken as an "amended" provision.

Policy Requirements

1. Built Form Character

For the purposes of Clauses 67(m) and (n)(ii) of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015,* the Town's *Built Form and Character Study* (Stephen Carrick Architects, May 2018) is applicable.

2. Alternate Deemed-To-Comply standards

The identified deemed-to-comply provisions are amended so as to incorporate additional (alternate) standards as follows.

Column 1: Deemed-to-Comply Provision	Column 2: Amended / Alternate Deemed-to-Comply Provision
C5.1.2 – Street setback	
C2.2 Buildings set back from the secondary street boundary in accordance with Table 1.	C2.2 Patios, verandahs or equivalent structures with a nil set back from the secondary street boundary where the structure: (i) is not more than 10m in length and 2.7m in height; (ii) is located behind the primary street setback; and (iii) has eaves, gutters and roofs set back at least 450mm from the lot boundary.
C5.2.1 – Setback of garages and carports	
C1.2 Carports set back in accordance with the primary street setback requirements of clause 5.1.2 C2.1 (i) except that the setback may be reduced by up to 50 per cent of the minimum setback stated in Table 1 where:	C1.2 Carports set back so as to be behind the street setback and/or no closer to the street that the existing dwelling on the lot, unless it complies with all of the following:

Column 1: Deemed-to-Comply Provision	Column 2: Amended / Alternate Deemed-to-Comply Provision
i. the width of the carport does not exceed 60 per cent of the frontage; ii. the construction allows an unobstructed view between the dwelling and the street, right-of-way or equivalent; and iii. the carport roof pitch, colours and materials are compatible with the dwelling.	i. the width of the carport does not exceed 60 per cent of the frontage; ii. the construction allows an unobstructed view between the dwelling and the street, right-of-way or equivalent; iii. the carport roof pitch, colours and material are the same as the dwelling; and iv. support columns shall be the same brick as the dwelling. v. any metal deck carport is only the replacement of an existing, approved metal deck carport structure, with the new structure the same size or smaller than the existing. vi. the carport does not incorporate enclosed storerooms.
C1.4 Garages and carports set back 1.5m from a secondary street.	C1.4 Carports set back 1.0m from a secondary street.
C5.2.4 – Street walls and fences	
~~C4: Front fences within the primary street setback area that are visually permeable above 1.2m of natural ground level, measured from the primary street side of the front fence.~~	C4: Fences within street frontage setback areas are subject to: i. Being visually permeable above 1.2m in height where located within the primary street setback area, measured from natural ground level on the street side elevation of the fence; ii. Fences must not exceed a height of 1.8m. Where the fence is erected over a retaining wall, the height shall be measured the base of the retainer; iii. Fences shall not be constructed of fibre cement sheeting; iv. Fences within the primary street setback area shall not be constructed of metal sheeting; v. Sheet metal fencing to secondary street setbacks having capped protruding edges; and vi. Gates within the street setback area shall be visually permeable and not open so as to swing into the public realm.

Column 1: Deemed-to-Comply Provision	Column 2: Amended / Alternate Deemed-to-Comply Provision
C5.3.1 – Outdoor Living Areas	
C1.1: An outdoor living area to be provided: i. in accordance with Table 1; ii. behind the street setback area; iii. directly accessible from a primary living space of the dwelling; iv. with a minimum length and width dimension of 4m for all areas that contribute to the outdoor living area; and v. with no more than 50% of the required area with permanent roof cover.	C1.1: An outdoor living area to be provided: i. in accordance with Table 1; ii. where located within the street setback area, demarcated via the use of paving and fencing to the satisfaction of the Town. iii. directly accessible from a primary living space of the dwelling, unless the outdoor living area is for an existing dwelling being retained as part of a subdivision; iv. with a minimum length and width dimension of 4m for all areas that contribute to the outdoor living area; and v. with no more than 50% of the required area with permanent roof cover.
C5.3.9 - Stormwater	
C9: All water draining from roofs, driveways, communal streets and other impermeable surfaces shall be directed to garden areas, sumps or rainwater tanks within the development site where climatic and soil conditions allow for the effective retention of stormwater on-site.	C9: All water draining from roofs, driveways, communal streets and other impermeable surfaces shall be directed to garden areas, sumps or rainwater tanks within the development site where climatic and soil conditions allow for the effective retention of stormwater on-site, or, where on-site retention is not possible, an approved connection to the Town's stormwater infrastructure. *Note: Local Planning Policy 14 – Stormwater (LPP 14) provides guidance on the circumstances in which the Town will permit a connection to the Town's stormwater infrastructure, details the information required and design standard required for stormwater systems and outlines the construction and maintenance requirements for stormwater systems.*

Column 1: Deemed-to-Comply Provision	Column 2: Amended / Alternate Deemed-to-Comply Provision
C5.4.3 - Outbuildings	
C3 Outbuildings associated with a dwelling site address either: i. the standards for small outbuildings (A. Small outbuilding); or ii. the standards for large and multiple outbuildings (B. Large and multiple outbuildings).	C3 Outbuildings associated with a dwelling site address either: i. the standards for small outbuildings (A. Small outbuilding); or ii. the standards for large and multiple outbuildings (B. Large and multiple outbuildings).
A. Small outbuilding (i) no more than one outbuilding per dwelling site; (ii) has no more than two boundary walls; (iii) does not exceed 10m² in area; (iv) does not exceed a wall and ridge height of 2.7m; (v) not located within the primary or secondary street setback area; and (vi) does not reduce open space and outdoor living area requirements in Table 1.	A. Small outbuilding (i) no more than one outbuilding per dwelling site; (ii) has no more than two boundary walls; (iii) does not exceed 10m² in area; (iv) does not exceed a wall and ridge height of 2.7m; (v) where located within the primary or secondary street setback area: i. located behind or to the side of the existing dwelling on the lot; and ii. the outbuilding roof pitch, colours and materials are the same as the dwelling. (vi) does not reduce open space and outdoor living area requirements in Table 1.
B. Large and multiple outbuildings (i) individually or collectively does not exceed 60m² in area or 10 per cent in aggregate of the site area, whichever is the lesser; (ii) set back in accordance with Table 2a; (iii) does not exceed a wall height of 2.4m; (iv) does not exceed a ridge height of 4.2m; (v) not located within the primary or secondary street setback area; and (vi) does not reduce the open space and outdoor living area requirements in Table 1.	B. Large and multiple outbuildings (i) individually or collectively does not exceed 60m² in area or 10 per cent in aggregate of the site area, whichever is the lesser; (ii) set back in accordance with Table 2a; (iii) does not exceed a wall height of 2.4m; (iv) does not exceed a ridge height of 4.2m; (v) where located within the primary or secondary street setback area: i. located behind or to the side of the existing dwelling on the lot; and ii. the outbuilding roof pitch, colours and materials are the same as the dwelling; and (vi) does not reduce the open space and outdoor living area requirements in Table 1.

Column 1: Deemed-to-Comply Provision	Column 2: Amended / Alternate Deemed-to-Comply Provision
C5.5.1 – Ancillary dwellings	
C1 Ancillary dwelling associated with a single house and on the same lot where: i. the lot is not less than 350m² in area; ii. there is a maximum plot ratio area of 70m²; iii. parking is provided in accordance with clause 5.3.3 C3.1; iv. ancillary dwelling is located behind the street setback line; v. ancillary dwelling is designed to be compatible with the colour, roof pitch and materials of the single house on the same lot; vi. ancillary dwelling does not preclude the single house from meeting the required minimum open space and outdoor living area; vii. ancillary dwelling complies with all other R-Code provisions, only as they apply to single houses, with the exception of clauses: (a) 5.1.1 Site area; (b) 5.2.3 Streetsurveillance (except where located on a lot with secondary street or right-of-way access); and (c) 5.3.1 Outdoor living areas.	C1 Ancillary dwelling associated with a single house and on the same lot where: i. the lot is not less than 350m² in area; ii. there is a maximum plot ratio area of 70m²; *No parking required* iii. ancillary dwelling is located behind the street setback line; iv. ancillary dwelling is designed to be compatible with the colour, roof pitch and materials of the single house on the same lot, unless the ancillary dwelling is not visible from the street; v. ancillary dwelling does not preclude the single house from meeting the required minimum open space and outdoor living area; vi. ancillary dwelling complies with all other R-Code provisions, only as they apply to single houses, with the exception of clauses: (a) 5.1.1 Site area; (b) 5.2.3 Street surveillance (except where located on a lot with secondary street or right-of-way access); and (c) 5.3.1 Outdoor living areas.

Document Control box			
Document Responsibilities:			
Owner:	Community Planning	**Owner Business Unit:**	Planning and Regulation
Inception Date:	24 May 2022	**Decision Maker:**	Council
Review Date:	xx October 2023	**Repeal and Replace:**	N/A
Compliance Requirements:			
Legislation:	***Planning and Development Act 2005*** ***Planning and Development (Local Planning Scheme) Regulations 2015***		

LIST OF PAYMENTS

FOR PERIOD

ENDED 30 SEPTEMBER 2023

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

SUMMARY OF SCHEDULE OF ACCOUNTS

FUND	VOUCHERS	AMOUNT $
MUNICIPAL / TRUST		
EFT, Direct Debits Cr Card and Payroll 01-30 September 2023	50567 - 50713	-$2,762,278.32
TRUST FUND		
Cheques Commonwealth 6100-1015-9136		$0.00
MUNICIPAL BANK		
Cheques Commonwealth 6100-1015-9128	86431 - 86432	-$204.65
		-$2,762,482.97

This list of payments, covering vouchers as above has been checked and is fully supported by vouchers and invoices, which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings, and the amounts shown have been paid.

TOWN OF BASSENDEAN		PAYMENT LISTING SEPTEMBER 2023		
EFT50567	7/09/2023	BOC LIMITED	Provision of monthly container service - oxygen, acetylene and Argoshield	-$37.07
EFT50568	7/09/2023	CASA SECURITY PTY LTD	Faulty sensor check - Ashfield Community Centre	-$104.50
EFT50569	7/09/2023	E FIRE & SAFETY (WA)	Fire Indicator Detection System Maintenance - 2023-24	-$126.50
EFT50570	7/09/2023	GRONBEK SECURITY	Provision of 10 x 003 essential services log box keys	-$79.97
EFT50571	7/09/2023	LGC TRAFFIC MANAGEMENT	Traffic Management for Gully Lid replacement	-$862.40
EFT50572	7/09/2023	MIDLAND MINICRETE	Provision of premix concrete for footpath repair	-$586.30
EFT50573	7/09/2023	PRESTIGE PROPERTY MAINTENANCE	Mowing - Jubilee Reserve	-$6,723.20
EFT50574	7/09/2023	T-QUIP	Provision of Top114 - 5858 BeltV - Depot	-$1,341.60
EFT50575	7/09/2023	WATTS WESTERN RUBBER	Provision of truck tyre and repairs	-$1,399.00
EFT50576	11/09/2023	SG FLEET AUSTRALIA PTY LTD	SG Fleet - lease rental - August 23	-$28,000.01
EFT50577	13/09/2023	AUSTRALIAN SERVICES UNION	Payroll deductions	-$159.00
EFT50578	13/09/2023	AUSTRALIAN TAX OFFICE (PAYG)	Payroll deductions	-$99,080.00
EFT50579	13/09/2023	LGRCEU	Payroll deductions	-$66.00
EFT50580	13/09/2023	PAY@BILITY PTY LTD	Payroll deductions	-$1,590.17
EFT50581	13/09/2023	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll deductions	-$355.00
EFT50583	14/09/2023	ALLFLOW INDUSTRIAL	Servicing - Separator and associated diaphragm pump - Depot	-$484.00
EFT50584	14/09/2023	ALLSPORTS LINEMARKING	Line Marking Bassendean Oval	-$220.00
EFT50585	14/09/2023	AMAZING BRICK PAVING	Pick up and relay paving - Cnr Old Perth Rd West & Guildford Rd	-$2,459.60
EFT50586	14/09/2023	APEX GATES	Biannual preventative maintenance services - Depot main	-$270.00
EFT50587	14/09/2023	ASPHALTECH PTY LTD	Road maintenance works - Supply 1T of 7mm Asphalt	-$536.12
EFT50588	14/09/2023	ASSET INFRASTRUCTURE MANAGEMENT	Asset works planning tools subscription -2023/24	-$1,210.00
EFT50589	14/09/2023	BASSENDEAN NEWSAGENCY	Supply of magazines and newspapers to the Library	-$105.45
EFT50590	14/09/2023	BUNNINGS GROUP LIMITED	Hardware items	-$552.73
EFT50591	14/09/2023	CASA MIA MONTESSORI COMMUNITY SCHOOL INC	Community Funding Agreement - Community verge garden	-$2,200.00
EFT50592	14/09/2023	INDEPENDANT APPRAISAL	Food Safety Audit - WIW Bassendean	-$990.00
EFT50593	14/09/2023	CITY OF SOUTH PERTH	Impound Fees	-$1,638.02
EFT50594	14/09/2023	CLEAR HEALTH PARTNERS PTY LTD	Employee Assistance Provider	-$320.00
EFT50595	14/09/2023	COMPLETE CORPORATE HEALTH - ASCOT	Pre Employment Medical check	-$763.40
EFT50596	14/09/2023	CONNECT VICTORIA PARK INCORPORATED	Management Fees for HRV	-$2,532.75
EFT50597	14/09/2023	DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTIONS	Reel it In Contribution - Financial Year 2023/24	-$2,200.00

TOWN OF BASSENDEAN		PAYMENT LISTING SEPTEMBER 2023		
EFT50598	14/09/2023	DEPARTMENT OF INDUSTRY, SCIENCE AND RESOURCES	Return of unspent grant funds - Tree Planting for the Queen Jubilee	-$4,011.00
EFT50599	14/09/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	Building Services Levy for August 2023	-$4,623.73
EFT50600	14/09/2023	DEPARTMENT OF TRANSPORT	Vehicle checks	-$17.60
EFT50601	14/09/2023	DIAL A NAPPY (BUSICLEAN)	Provision of Laundry items - WIW	-$1,804.20
EFT50602	14/09/2023	DOMUS NURSERY	Provision of Plants	-$2,068.78
EFT50603	14/09/2023	DS WORKWEAR & SAFETY	Provision of Safety Clothing	-$165.00
EFT50604	14/09/2023	EASTERN METROPOLITAN REGIONAL COUNCIL - EMRC	General waste processing	-$1,921.40
EFT50605	14/09/2023	FOODBANK OF WESTERN AUSTRALIA INC	Provision of Term 3 Relax program	-$4,276.80
EFT50606	14/09/2023	GENERAL HIAB SERVICE	Hiab hire - Lifting of bird bath onto its foundations	-$330.00
EFT50607	14/09/2023	HARBOUR SOFTWARE	Annual subscription 2023/24	-$3,712.50
EFT50608	14/09/2023	HATCHET PTY LTD	Website development for RYDE program	-$900.00
EFT50609	14/09/2023	INTEGRATED POWER PTY LTD	Initial scoping and design works - Jubilee Reserve	-$5,005.00
EFT50610	14/09/2023	KLEENIT PTY LTD	Provision of Line Marking	-$2,142.64
EFT50611	14/09/2023	MACKIE PLUMBING AND GAS PTY LTD	Plumbing works - Dripping tap - WIW Ashfield	-$183.34
EFT50612	14/09/2023	MCLEODS & CO	Legal Professional Fees	-$2,361.70
EFT50613	14/09/2023	MORLEY MOWER CENTRE	Lawn mower parts	-$200.85
EFT50614	14/09/2023	MT LAWLEY MILK SUPPLY	Spare parts	-$92.63
EFT50615	14/09/2023	MUSEUM OF PERTH	Provision of Art Valuations - Art Pieces	-$330.00
EFT50616	14/09/2023	OFFICEWORKS SUPERSTORES PTY LTD	Office stationery supplies	-$684.65
EFT50617	14/09/2023	OHURA CONSULTING	Provision of HR Consulting Services - WIW	-$4,999.00
EFT50618	14/09/2023	PARAMOUNT ELECTRICAL SERVICES	Electrical Services - Old Perth Road Street light cable upgrade	-$32,387.19
EFT50619	14/09/2023	PATRICIA FLETCHER (FAMILY TRUST)	Provision of Relax Term 3 programs - Metafit / Circuit / Zumba	-$4,000.00
EFT50620	14/09/2023	PRESTIGE PROPERTY MAINTENANCE	Mowing and traffic management - Walter Rd, Guildford Rd and Morley Drive verges	-$15,918.10
EFT50621	14/09/2023	SIGNING HANDS	Provision of Signing Hands Class - WIW	-$816.75
EFT50622	14/09/2023	ST JOHN AMBULANCE AUSTRALIA	Refurnish all First Aid boxes at the Depot	-$1,403.32
EFT50623	14/09/2023	VEOLIA ENVIRONMENTAL SERVICES (AUST) PTY LTD	Green waste Processing	-$147,225.43
EFT50624	14/09/2023	TAMAN DIAMOND TOOLS AND MACHINERY	Supply concrete combination cutting blades - Depot	-$886.60
EFT50625	14/09/2023	THE BUTCHER SHOP	Provision of paint and art materials for art project - youth program	-$1,356.76
EFT50626	14/09/2023	TOTALLY WORKWEAR MIDLAND	Provision of safety clothing	-$269.74

TOWN OF BASSENDEAN		PAYMENT LISTING SEPTEMBER 2023		
EFT50627	14/09/2023	VEOLIA ENVIRONMENTAL SERVICES (AUST) PTY LTD	Green waste Processing	-$1,306.80
EFT50628	14/09/2023	WESTBOOKS	Supply of books - Library	-$55.98
EFT50629	14/09/2023	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD	Provision of 20 x cartons composable poo bags	-$3,044.80
EFT50630	14/09/2023	DEPARTMENT OF FIRE & EMERGENCY SERVICES	ESL payment - Quarter 4 2022/23	-$260,081.27
EFT50631	18/09/2023	ADAM WILLIAM JAMIE LEA	Refund - CCTV Rebate scheme	-$200.00
EFT50632	18/09/2023	AN KHANH HUYNH	Refund - Building Permit	-$168.50
EFT50633	18/09/2023	ASHLEIGH JANE WHYTE	Refund - CCTV Rebate scheme	-$200.00
EFT50634	18/09/2023	CHERYL TAYLOR	Refund - Rates	-$19.55
EFT50635	18/09/2023	CHRISTOPHER DAVID HENKE	Refund - Planning Application	-$147.00
EFT50636	18/09/2023	DR PAUL MICHAEL COZENS	Refund - Rates	-$19.55
EFT50637	18/09/2023	ENDEAVOUR HOMES	Refund - Building Permit	-$426.74
EFT50638	18/09/2023	HELEN JENNIE PAVLINOVICH	Refund - Verge Rebate	-$185.44
EFT50639	18/09/2023	JENNIFER MARGARET CLARKE	Refund - Rates	-$2,011.37
EFT50640	18/09/2023	LINDA MARGARET LORRAINE	Refund - Dog Registration	-$150.00
EFT50641	18/09/2023	MARISA ESTER CLOZZA	Refund - Rates	-$681.98
EFT50642	18/09/2023	MASON JAMES BALL	Refund - Building Application	-$147.00
EFT50643	18/09/2023	MELANIE SCHUBERT	Refund - Verge Rebate	-$200.00
EFT50644	18/09/2023	SIMONE HELEN WALLACE	Refund - Rates	-$19.55
EFT50645	18/09/2023	SIMONE THERESE BECKER	Refund - Verge Rebate	-$200.00
EFT50646	18/09/2023	STERLING PROPERTY	Refund - Rates	-$3,250.80
EFT50647	18/09/2023	WILLIAM TERRANCE BOSWORTH	Refund - Rates	-$19.55
EFT50648	21/09/2023	DEPARTMENT OF FIRE & EMERGENCY SERVICES	ESL payment - Quarter 1 2023/24	-$798,769.13
EFT50649	22/09/2023	ALSCO PERTH	Weekly Linen Services - Administration	-$88.72
EFT50650	22/09/2023	AMAZING BRICK PAVING	Pick up and relay paving - Cnr Old Perth Road West & Guildford Rd	-$3,209.80
EFT50651	22/09/2023	AUSTRALIA POST	Postal charges	-$1,283.06
EFT50652	22/09/2023	AUSTRALIAN AIRCONDITIONING SERVICES PTY LTD	Quarterly air-conditioning inspection - Library	-$2,895.75
EFT50653	22/09/2023	BASSENDEAN BOWLING CLUB INC	Bassendean Bowling Club - New speaker	-$382.38
EFT50654	22/09/2023	BASSENDEAN PRIMARY SCHOOL	Sponsorship - The Bilya Project	-$5,500.00
EFT50655	22/09/2023	BCITF	BCITF Levy for August 2023	-$5,433.37
EFT50656	22/09/2023	CASA SECURITY PTY LTD	Installation of security camera - Library stair well	-$3,492.16
EFT50657	22/09/2023	CHEF MARCO PTY LTD	Provision of afternoon tea catering	-$975.00
EFT50658	22/09/2023	COLES SUPERMARKETS AUSTRALIA	Groceries supplies - WIW	-$1,875.44
EFT50659	22/09/2023	COMMERCIAL TYRES	Provision of 4 x triangle TB516 and fitting to rim of top loader and disposal of old tyres - Depot	-$6,940.00

TOWN OF BASSENDEAN		PAYMENT LISTING SEPTEMBER 2023		
EFT50660	22/09/2023	COMPLETE OFFICE SUPPLIES PTY LTD - COS	Office stationery supplies	-$476.29
EFT50661	22/09/2023	CORSIGN WA PTY LTD	Provision of No Parking on Verge or Road sign	-$188.10
EFT50662	22/09/2023	CTI RISK MANAGEMENT	Customer Service Banking Collections	-$695.75
EFT50663	22/09/2023	EASTERN METROPOLITAN REGIONAL COUNCIL - EMRC	General waste processing	-$39,627.05
EFT50664	22/09/2023	ENVIROPATH PTY LTD	Town and Reserve Car Park street sweeping	-$3,739.12
EFT50665	22/09/2023	EVOLVE WA	Provision of De-Escalating Conflict Training Sessions - Front Line Staff	-$2,800.00
EFT50666	22/09/2023	FUJI XEROX AUSTRALIA PTY LTD	Lease photocopier/printer	-$1,529.67
EFT50667	22/09/2023	GREENACRES TURF GROUP	Grass repair - Surrey Street	-$1,933.80
EFT50668	22/09/2023	GREENSTEAM AUSTRALIA	Local roads treatment - Aug 23	-$46,200.00
EFT50669	22/09/2023	HATCHET PTY LTD	Website development for RYDE program	-$90.00
EFT50670	22/09/2023	HEATLEY SALES PTY LTD	Provision of safety clothing	-$838.64
EFT50671	22/09/2023	HELEN DOBBIE	Provision of Relax Term 3 program - Hatha Yoga	-$1,050.00
EFT50672	22/09/2023	INLOGIK PTY LIMITED	Promaster - Monthly Hosting Fee - Aug 23	-$464.92
EFT50673	22/09/2023	INTELIFE GROUP LIMITED	Cleaning of various locations	-$16,630.79
EFT50674	22/09/2023	LANDGATE	Rates - Gross rental evaluation	-$462.76
EFT50675	22/09/2023	LG BEST PRACTICES	Payroll processing assistance - end of year	-$4,991.25
EFT50676	22/09/2023	LG PROFESSIONALS WA	Community Development Conference Admission Fee x 1	-$840.00
EFT50677	22/09/2023	LOCKDOC LOCKSMITHS	Repair and Replacing of broken door handle - WIW Bassendean	-$230.00
EFT50678	22/09/2023	M P ROGERS & ASSOCIATES PTY LTD	Completion of Task 1A - Point Reserve Foreshore	-$4,109.16
EFT50679	22/09/2023	MACKIE PLUMBING AND GAS PTY LTD	Plumbing works - call outs	-$796.60
EFT50680	22/09/2023	MARIA DANIELS	Provision of Relax Term 3 program - Samba and African Drumming	-$2,400.00
EFT50681	22/09/2023	MATT BIOCICH PHOTOGRAPHY	Provision of photography - 1.5 hrs	-$558.25
EFT50682	22/09/2023	MCLEODS & CO	Legal Professional Fees	-$239.80
EFT50683	22/09/2023	MMJ REAL ESTATE WA PTY LTD	Provision of valuation - site 125 Old Perth Road	-$1,413.50
EFT50684	22/09/2023	MT LAWLEY MILK SUPPLY	Spare parts	-$185.48
EFT50685	22/09/2023	MYXPLOR	Provision of XPLOR Office Software - WIW - Q1	-$1,973.40
EFT50686	22/09/2023	NATURAL AREA HOLDINGS PTY LTD	Jubilee Reserve - Week control	-$6,683.33
EFT50687	22/09/2023	NIKKI DENNERLEY (HAPPY FEET FITNESS)	Provision of Happy Feet Fitness class - WIW	-$125.00
EFT50688	22/09/2023	PARKS AND LEISURE AUSTRALIA	Dr Tim Gill Playspaces Workshop	-$396.00
EFT50689	22/09/2023	PITNEY BOWES AUSTRALIA PTY LTD	Provision of IT equipment	-$429.00
EFT50690	22/09/2023	PLANTRITE	Provision of plants	-$166.10
EFT50691	22/09/2023	SEEK LIMITED	Job advertisement for 2023-2024	-$792.00

TOWN OF BASSENDEAN		PAYMENT LISTING SEPTEMBER 2023		
EFT50692	22/09/2023	STARLET NAPERY	Provision of Clear Safety Glasses	-$138.00
EFT50693	22/09/2023	STOTT AND HOARE	Monthly Microsoft CSP Subscription	-$18,374.40
EFT50694	22/09/2023	STYLUS DESIGN	Food Matters in Bassendean - Food Safety Newsletter Edition 14	-$638.00
EFT50695	22/09/2023	SUNSHINE AIR CONDITIONING	Removal and disposal of existing Air Conditioning unit and supply and install of new to HRV	-$1,606.00
EFT50696	22/09/2023	SYNERGY	Power charges for various sites including street lighting	-$42,260.41
EFT50697	22/09/2023	TELSTRA	Telephone charges	-$10,078.57
EFT50698	22/09/2023	TOTALLY WORKWEAR MIDLAND	Provision of safety clothing	-$62.95
EFT50699	22/09/2023	TPG NETWORK PTY LTD	Telephone charges	-$1,853.32
EFT50700	22/09/2023	UMESH THAPA	Cleaning services	-$840.00
EFT50701	22/09/2023	VEOLIA ENVIRONMENTAL SERVICES (AUST) PTY LTD	Green waste Processing	-$91,151.96
EFT50702	22/09/2023	VEOLIA ENVIRONMENTAL SERVICES (AUST) PTY LTD	Green waste Processing	-$104,640.69
EFT50703	22/09/2023	WESKERB PTY LTD	Kerb repair - Fisher Street	-$1,742.40
EFT50704	22/09/2023	WEST TIP WASTE CONTROL PTY LTD	Depot - Empty and replace general waste skin bin	-$1,666.50
EFT50705	22/09/2023	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION-WALGA	WALGA Conference registration payment 2023 - CR Hamilton	-$1,296.00
EFT50706	22/09/2023	WORK HEALTH PROFESSIONALS	Vaccination program - At risk workers	-$728.20
EFT50707	22/09/2023	FE TECHNOLOGIES PTY LTD	Provision of IT equipment	-$705.10
EFT50708	22/09/2023	LG PROFESSIONALS WA	Community Development Conference Admission Fee x 2	-$1,680.00
EFT50710	28/09/2023	AUSTRALIAN TAX OFFICE (PAYG)	Payroll deductions	-$92,302.00
EFT50711	28/09/2023	LGRCEU	Payroll deductions	-$66.00
EFT50712	28/09/2023	PAY@BILITY PTY LTD	Payroll deductions	-$1,590.17
EFT50713	28/09/2023	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll deductions	-$355.00
DD21861.1	12/09/2023	AWARE SUPERANNUATION	Payroll deductions	-$38,878.68
DD21861.2	12/09/2023	MLC SUPER FUND	Superannuation contributions	-$114.33
DD21861.3	12/09/2023	COMMONWEALTH ESSENTIAL SUPER	Superannuation contributions	-$103.87
DD21861.4	12/09/2023	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	-$288.27
DD21861.5	12/09/2023	COLONIAL FIRST STATE	Payroll deductions	-$834.21
DD21861.6	12/09/2023	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	-$310.22
DD21861.7	12/09/2023	SLATE SUPER	Superannuation contributions	-$338.72
DD21861.8	12/09/2023	HOST PLUS	Payroll deductions	-$4,292.85
DD21861.9	12/09/2023	CARE SUPER	Payroll deductions	-$1,106.10
DD21861.10	12/09/2023	AMP FLEXIBLE SUPER - SUPER	Superannuation contributions	-$282.86
DD21861.11	12/09/2023	UNISUPER	Superannuation contributions	-$53.25

TOWN OF BASSENDEAN		PAYMENT LISTING SEPTEMBER 2023		
DD21861.12	12/09/2023	SPACESHIP	Superannuation contributions	-$277.80
DD21861.13	12/09/2023	HESTA SUPER FUND	Superannuation contributions	-$1,317.11
DD21861.14	12/09/2023	MANIC SUPERANNUATION SUPER FUND	Superannuation contributions	-$961.12
DD21861.15	12/09/2023	AUSTRALIAN/WESTSCHEME SUPER	Payroll deductions	-$11,328.18
DD21861.16	12/09/2023	ANZ SMART CHOICE SUPER	Superannuation contributions	-$611.22
DD21861.17	12/09/2023	REST SUPERANNUATION	Superannuation contributions	-$1,626.18
DD21861.18	12/09/2023	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	-$598.79
DD21861.19	12/09/2023	MARITIME SUPER	Payroll deductions	-$55.24
DD21861.20	12/09/2023	NGS SUPER	Superannuation contributions	-$386.97
DD21881.1	15/09/2023	MAGICORP	On hold message charges	-$138.80
DD21891.1	26/09/2023	AWARE SUPERANNUATION	Payroll deductions	-$37,432.19
DD21891.2	26/09/2023	MLC SUPER FUND	Superannuation contributions	-$111.09
DD21891.3	26/09/2023	COMMONWEALTH ESSENTIAL SUPER	Superannuation contributions	-$114.26
DD21891.4	26/09/2023	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	-$313.06
DD21891.5	26/09/2023	COLONIAL FIRST STATE	Payroll deductions	-$960.75
DD21891.6	26/09/2023	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	-$282.86
DD21891.7	26/09/2023	SLATE SUPER	Superannuation contributions	-$343.86
DD21891.8	26/09/2023	HOST PLUS	Payroll deductions	-$3,736.32
DD21891.9	26/09/2023	CARE SUPER	Payroll deductions	-$1,106.10
DD21891.10	26/09/2023	AMP FLEXIBLE SUPER - SUPER	Superannuation contributions	-$282.86
DD21891.11	26/09/2023	SPACESHIP	Superannuation contributions	-$277.80
DD21891.12	26/09/2023	HESTA SUPER FUND	Superannuation contributions	-$1,320.64
DD21891.13	26/09/2023	MANIC SUPERANNUATION SUPER FUND	Superannuation contributions	-$961.12
DD21891.14	26/09/2023	AUSTRALIAN/WESTSCHEME SUPER	Payroll deductions	-$11,168.54
DD21891.15	26/09/2023	ANZ SMART CHOICE SUPER	Superannuation contributions	-$622.48
DD21891.16	26/09/2023	REST SUPERANNUATION	Superannuation contributions	-$1,541.19
DD21891.17	26/09/2023	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	-$606.60
DD21891.18	26/09/2023	MARITIME SUPER	Payroll deductions	-$55.24
DD21891.19	26/09/2023	NGS SUPER	Superannuation contributions	-$393.74
5550059000086073	4/09/2023	Credit Card Spend - 3 August - 4 September 2023	Details per Attachment (Page 8 -12)	-$17,811.52
F309127034347	12/09/2023	FORTNIGHTLY PAYROLL - SALARIES AND WAGES	Staff Salaries and Wages	-$304,702.33
F309267869651	27/09/2023	FORTNIGHTLY PAYROLL - SALARIES AND WAGES	Staff Salaries and Wages	-$292,929.38
			TOTAL MUNICIPAL & TRUST EFT PAYMENTS	**-$2,762,278.32**

TOWN OF BASSENDEAN		PAYMENT LISTING SEPTEMBER 2023		
86432	22/09/2023	TOWN OF BASSENDEAN-PETTY CASH	Petty Cash Recoup - Administration	-204.65
			TOTAL MUNICIPAL CHEQUES	**-$204.65**

GRAND TOTAL	**-$2,762,482.97**

August Credit Card Expenditure 2023
Statement Period: 03/8/2023 to 04/09/2023

Statement Date	Merchant Name	Line Description	Amount
3/08/2023	EZI*Costumes to buy	Childrens Book Week 2023	$ 64.85
3/08/2023	ASIC	ASIS property search	$ 10.00
3/08/2023	ASIC	ASIC property search	$ 10.00
4/08/2023	SUPER CHEAP AUTO	Load Net for Trailer	$ 72.99
4/08/2023	COLES 0395	Food for cooking program	$ 8.03
4/08/2023	COLES 0395	Food for cooking program	$ 114.37
4/08/2023	OFFICEWORKS	stationery	$ 507.66
4/08/2023	SQ *BAMBINOS EATERIES	Coffee beans for 35 OPR	$ 45.00
7/08/2023	Booktopia Pty Ltd	book stock	$ 442.77
7/08/2023	SP JB HI-FI ONLINE	Stock Purchases	$ 369.71
8/08/2023	SP WORKWEARHUB 20840	Safety Vest	$ 89.90
8/08/2023	IINET BATCH	iinet service cancellation credit	-$ 154.43
8/08/2023	DEPARTMENT OF TRANSPOR	Dept Transport Permit	$ 30.40
8/08/2023	DEPARTMENT OF TRANSPOR	DEPT TRANSPORT MARITIME	$ 45.10
9/08/2023	TRANSMITSMS.COM	SMS alerts	$ 51.00
9/08/2023	PAYPAL *COLESSUPERM	Food supplies	$ 19.03
9/08/2023	PAYPAL *COLESSUPERM	Food supplies	$ 307.70
9/08/2023	DEPARTMENT OF TRANSPOR	Dept Transport Bus SES	$ 435.82
9/08/2023	DEPARTMENT OF TRANSPOR	Dept Transport Bus SES	$ 10.33
10/08/2023	Subway Bayswater 50307	Catering - First Aid Training	$ 240.00
10/08/2023	CV CHECK	NPC _ Candidate Police Check	$ 54.90
10/08/2023	CV CHECK	NPC _ Candidate Police Check	$ 54.90
10/08/2023	COLES 0344	First Aid training - morning tea	$ 12.90
10/08/2023	WOOLWORTHS 4314	Morning tea - First Aid training	$ 11.76
10/08/2023	EZI*Easy Signs Pty Li	Pull up banner town of Bassendean	$ 232.40
11/08/2023	TELSTRA PREPAID	Prepaid Data Topup for RYDE Ipad	$ 160.00
11/08/2023	CV CHECK	NPC - Candidate Police check	$ 54.90

August Credit Card Expenditure 2023
Statement Period: 03/8/2023 to 04/09/2023

Statement Date	Merchant Name	Line Description	Amount
11/08/2023	WANEWSDTI	Newspapers for Library	$ 48.01
11/08/2023	WANEWSDTI	Newspapers for Admin	$ 96.00
11/08/2023	LOCAL GOVERNEMENT MANA	Volunteer Network Membership	$ 185.00
14/08/2023	AMAZON MARKETPLACE AU	Memory Cards for Vehicle Dash Cams	$ 131.98
15/08/2023	Spotify	Youth Centre Spotify	$ 18.99
16/08/2023	AMAZON MARKETPLACE AU	dash cams for RYDE vehicle	$ 539.96
16/08/2023	SP BUSINESS BASE -	Sit Stand Unit for Tristan	$ 734.44
16/08/2023	COLES 0395	Council Dinner	$ 9.90
16/08/2023	COLES 0395	Council Dinner	$ 2.97
16/08/2023	COLES 0395	Council Dinner	$ 7.63
16/08/2023	SQ *FLOWER SOUL	Flowers for unwell staff	$ 155.87
16/08/2023	SQ *FLOWER SOUL	Flowers for unwell staff	$ 0.08
16/08/2023	UBER* EATS	Council Dinner	$ 206.69
16/08/2023	QUALITY PICKED PRODUCE	Food Council Dinner	$ 45.23
17/08/2023	CV CHECK	NPC - Candidate police check	$ 54.90
17/08/2023	CV CHECK	NPC -Candidate police check	$ 54.90
17/08/2023	MISS MAUD	Morning tea 21 August 2023	$ 125.15
17/08/2023	MISS MAUD	Refund Morning Tea Order	-$ 125.15
17/08/2023	MISS MAUD	Exec Morning Tea Catalyse Presentation	$ 125.15
17/08/2023	EZI*ALIA	Symposium - ALIA refund	-$ 330.00
17/08/2023	NAVA	Membership to National Assoc for the Visual Arts	$ 370.00
18/08/2023	BUNNINGS 458000	Paint Equipment for Bassendean Gallery	$ 82.63
18/08/2023	STOCKFEED WEST	ANIMAL FOOD	$ 64.50
18/08/2023	LANDGATE	Certificate of Title 30 Whitfield St	$ 30.50
18/08/2023	PERTHPOTTERYCOMPANY	Staff Xmas Booking Deposit - food/drink p/h	$ 450.00
18/08/2023	COLES 0395	Infrastructure Team Meeting	$ 39.05
18/08/2023	COLES 0395	Infrastructure Team Meeting	$ 117.95

August Credit Card Expenditure 2023
Statement Period: 03/8/2023 to 04/09/2023

Statement Date	Merchant Name	Line Description	Amount
21/08/2023	MCLEODS	Legal expenses - Building	$ 659.45
21/08/2023	MASTER INSTRUMNTS PL	Planning	$ 78.58
21/08/2023	iStock.com	I stock subscription communications	$ 31.90
21/08/2023	MagshopOnline	Online order - Who Magazine	$ 89.99
21/08/2023	BASSENDEAN FLOWERS	Vietnam Veterans Day wreath	$ 98.00
21/08/2023	NEW EDITION BOOKSHOP	Purchase of book for local studies - Janet	$ 70.00
22/08/2023	WEX AUSTRALIA PTY LTD	Fuel cards for RYDE vehicles	$ 155.69
22/08/2023	SQ *THE 5 FOUR STORE	Morning Tea 21 Aug 23	$ 32.50
23/08/2023	HATCHET* HATCHET 47017	Keen on Halloween Website Domain	$ 198.00
23/08/2023	IINET BATCH	Internet provision at youth services	$ 79.99
23/08/2023	S K BAKING PTY LTD	Morning tea - WHS Committee Meeting	$ 6.90
23/08/2023	NORANDA PATISSERIE &	Morning tea - WHS Committee Meeting	$ 9.00
23/08/2023	ZUSHI ZONE	Sushi zone Bassendean council dinner 22 Aug 23	$ 293.90
23/08/2023	WOOLWORTHS 4314	Woolworths council dinner snacks	$ 0.99
23/08/2023	WOOLWORTHS 4314	Woolworths council dinner snacks	$ 34.80
23/08/2023	SHORTPROMORUNS.COM.AU	Social Media frame - Citizenship Ceremony	$ 246.84
24/08/2023	COLES 0395	Food for cooking program	$ 114.13
24/08/2023	COLES 0344	Morning tea - WHS Committee Meeting	$ 10.35
24/08/2023	COLES 0344	Morning tea - WHS Committee Meeting	$ 3.90
24/08/2023	OFFICEWORKS	Stationary Supplies	$ 285.83
24/08/2023	DE VINE CELLARS	Devine Cellars - Drinks Fridge Council Dinners	$ 84.97
24/08/2023	OFFICEWORKS	Stationery order - Library	$ 93.78
24/08/2023	OFFICEWORKS	Stationery order - Local Studies	$ 71.95
24/08/2023	REFACE INDUSTRIES PT	CD/DVD Cleaner	$ 225.90
24/08/2023	OFFICEWORKS	Stationery - Local Studies	-$ 43.87
25/08/2023	MAXO.COM.AU	BYS Phones	$ 39.95
25/08/2023	COLES 0395	Office consumables	$ 13.60

August Credit Card Expenditure 2023
Statement Period: 03/8/2023 to 04/09/2023

Statement Date	Merchant Name	Line Description	Amount
25/08/2023	Bassendean Hotel	HR - Manager's Forum	$ 59.85
25/08/2023	Bassendean Hotel	HR - Manager's Forum	$ 7.58
25/08/2023	COLES 0330	Food supplies	$ 18.36
25/08/2023	ADOBE ACROPRO SUBS	Adobe subs	$ 611.86
28/08/2023	Bassendean Hotel	Meeting expenses	$ 47.82
28/08/2023	EVENT AND CONFERENCE C	Day 2 Ticket for 2023 Waste & Recycling Conference	$ 406.00
28/08/2023	EVENT AND CONFERENCE C	Earlybird Tcket 2023 Waste & Recycling Conference	$ 649.60
28/08/2023	TRYBOOKING*Dieback Wor	Online Ticket- Dieback Info Grp Conference	$ 95.50
28/08/2023	EZI*EZIKindy Manager	Software licence costs for the month	$ 213.74
28/08/2023	EVENT AND CONFERENCE C	Waste Conference 2023 Registration Fee Cr Hamilton	$ 649.60
29/08/2023	MODERN TEACHING AIDS	Kiddo active resources	$ 1,025.31
29/08/2023	MODERN TEACHING AIDS	Kiddo active resources	$ 222.12
30/08/2023	YOUTHAFFAIRSCOUNCILWA	YACWA Annual Membership	$ 300.00
30/08/2023	COLES 0395	dropin snacks	$ 60.00
30/08/2023	SQ *BAMBINOS EATERIES	Meeting expenses	$ 11.10
30/08/2023	ZOHO-MANAGEENGINE SER	IT software xpenses	$ 415.80
30/08/2023	LOCAL GOVERNEMENT MANA	LG Professionals WA membership - Luke Gibson	$ 531.00
31/08/2023	AMAZON AU RETAIL	bluetooth connectors for youth centre PC Cafe	$ 42.00
31/08/2023	OFFICEWORKS	Stationery Supplies	$ 509.15
31/08/2023	SURVEYMONK* T 44694894	Subscription costs	$ 1,058.19
1/09/2023	ANNUAL FEE	Annual Credit Card Fee	$ 13.33
1/09/2023	COLES 0395	Food supplies	$ 61.88
1/09/2023	DS WORKWEAR AND SAFE	Staff - Steel capped safety boots	$ 120.00
4/09/2023	BUNNINGS 458000	Miscelleaneous equipment/consumables	$ 50.00
4/09/2023	BUNNINGS 458000	Friends group equipment	$ 309.91
4/09/2023	BUNNINGS 458000	Miscelleaneous equipment/consumables	$ 36.00
4/09/2023	OFFICEWORKS	WIW - Stationery purchases	$ 165.33

August Credit Card Expenditure 2023
Statement Period: 03/8/2023 to 04/09/2023

Statement Date	Merchant Name	Line Description	Amount
4/09/2023	WESTNET	Internet costs	$ 69.99
4/09/2023	GILBERTS FRESH MIDLAND	Council workshop meal 5 Sept 23	$ 264.96
4/09/2023	THE REJECT SHOP 6622	Fathers Day serving supplies	$ 12.00
4/09/2023	OFFICEWORKS	statonery - Local Studies	$ 45.45
4/09/2023	OFFICEWORKS	Stationery - Library	$ 21.84
4/09/2023	WANEWSDTI	Newpaper - Library	$ 48.01
4/09/2023	WANEWSDTI	Newspaper - Admin	$ 96.00
4/09/2023	WESTNET	Public WIFI	$ 109.99
			$ 17,890.61

	UNAUTHORISED TRANSACTIONS FOR WHICH REFUNDS HAVE BEEN RECEIVED		
23/08/2023	MISCELLANEOUS CREDIT	Refund of Unathoirsed Transaction	-$ 9.32
23/08/2023	MISCELLANEOUS CREDIT	Refund of Unathoirsed Transaction	-$ 9.54
4/09/2023	BUNNINGS 458000	refund for item not purchased	-$ 60.23
			-$ 79.09
		Total	**$ 17,811.52**

MONTHLY FINANCIAL REPORT

FOR THE PERIOD ENDED

30 September 2023

TOWN OF BASSENDEAN

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
for the period ended 30 September 2023

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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TOWN OF BASSENDEAN

STATEMENT OF COMPREHENSIVE INCOME

for the period ended 30 September 2023

	2023/24 Authorised Budget	2023/24 YTD Budget (a)	2023/24 YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)
	$	$	$	$	$
Revenue					
Rates	15,469,341	15,399,885	15,407,376	7,491	0%
Operating grants, subsidies and contributions	633,176	169,306	55,669	(113,637)	(67%)
Fees and charges	6,897,111	4,332,785	4,335,632	2,847	0%
Service charges	505,423	505,423	481,780	(23,643)	(5%)
Interest earnings	544,923	165,450	309,885	144,435	87%
Other revenue	81,000	29,022	53,574	24,552	85%
	24,130,974	20,601,871	20,643,916	42,045	0%
Expenses					
Employee costs	(12,635,098)	(3,397,014)	(3,265,982)	131,032	(4%)
Materials and contracts	(7,604,673)	(1,952,527)	(1,217,467)	735,060	(38%)
Utility charges	(751,119)	(187,794)	(127,795)	59,999	(32%)
Depreciation on non-current assets	(4,875,818)	(1,228,977)	(1,228,977)	0	0%
Interest expenses	(41,804)	(4,057)	(3,017)	1,040	(26%)
Insurance expenses	(523,133)	(127,400)	(252,042)	(124,642)	98%
Other expenditure	(1,938,354)	(1,390,595)	(1,530,923)	(140,328)	10%
	(28,369,999)	(8,288,364)	(7,626,203)	662,161	(8%)
Subtotal	(4,239,025)	12,313,507	13,017,713	704,206	6%
Non-operating grants, subsidies and contributions	2,305,824	419,825	158,200	(261,625)	(62%)
Profit on asset disposals	0	0	0	0	
Loss on asset disposals	(25,000)	0	0	0	
	2,280,824	419,825	158,200	(261,625)	(62%)
	0				
Net result	**(1,958,201)**	**12,733,332**	**13,175,913**	**442,581**	**3%**
Other comprehensive income					
Changes on revaluation of non-current assets	0	0	0	0	0%
Total other comprehensive income	**0**	**0**	**0**	**0**	0%
Total comprehensive income	**(1,958,201)**	**12,733,332**	**13,175,913**	**442,581**	**3%**

TOWN OF BASSENDEAN

STATEMENT OF FINANCIAL ACTIVITY

for the period ended 30 September 2023

	2023/24 Current Budget	2023/24 YTD Budget (a)	2023/24 YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)
	$		$		$
OPERATING ACTIVITIES					
Net current assets at start of financial year - surplus/(deficit)	2,474,922	2,408,822	3,805,812	1,396,989	58%
	2,474,922	2,408,822	3,805,812	1,396,989	58%
Revenue from operating activities (excluding rates)					
Operating grants, subsidies and contributions	633,176	169,306	55,669	(113,637)	(67%)
Fees and charges	6,897,111	4,332,785	4,335,632	2,847	0%
Service charges	505,423	505,423	481,780	(23,643)	(5%)
Interest earnings	544,923	165,450	309,885	144,435	87%
Other revenue	81,000	29,022	53,574	24,552	85%
Profit on asset disposals	-	-	-	-	
	8,661,633	5,201,986	5,236,540	34,554	1%
Expenditure from operating activities					
Employee costs	(12,635,098)	(3,397,014)	(3,265,982)	131,032	(4%)
Materials and contracts	(7,604,673)	(1,952,527)	(1,217,467)	735,060	(38%)
Utility charges	(751,119)	(187,794)	(127,795)	59,999	(32%)
Depreciation on non-current assets	(4,875,818)	(1,228,977)	(1,228,977)	0	0%
Interest expenses	(41,804)	(4,057)	(3,017)	1,040	(26%)
Insurance expenses	(523,133)	(127,400)	(252,042)	(124,642)	98%
Other expenditure	(1,938,354)	(1,390,595)	(1,530,923)	(140,328)	10%
Loss on asset disposals	(25,000)	-	-	-	
	(28,394,999)	(8,288,364)	(7,626,203)	662,161	(8%)
Non-cash amounts excluded from operating activities	4,900,818	1,228,977	1,228,977	0	0%
Amount attributable to operating activities	**(12,357,626)**	**551,421**	**2,645,126**	**2,093,704**	**380%**
INVESTING ACTIVITIES					
Non-operating grants, subsidies and contributions	2,305,824	419,825	158,200	(261,625)	(62%)
Payments for property, plant and equipment	(1,440,740)	(290,351)	(85,193)	205,158	(71%)
Payments for construction of infrastructure	(4,069,938)	(272,963)	(3,458)	269,505	(99%)
Proceeds from disposal of assets	22,000	-	405	405	
Proceeds from self-supporting loans	21,503	-	-	-	
Amount attributable to investing activities	**(3,161,351)**	**(143,489)**	**69,954**	**213,443**	**(149%)**
FINANCING ACTIVITIES					
Repayment of borrowings	(287,354)	(37,109)	(37,109)	-	0%
Principal elements of finance lease payments	(134,932)	(22,489)	(22,489)	-	0%
Proceeds from new borrowings	750,000	0	0	-	
Transfers to cash backed reserves (restricted assets)	(1,915,097)	0	0	-	
Transfers from cash backed reserves (restricted assets)	1,637,019	0	0	-	
Amount attributable to financing activities	**49,636**	**(59,598)**	**(59,598)**	**0**	**0%**
Budgeted deficiency before general rates	(15,469,341)	348,335	2,655,482	2,307,148	662%
Estimated amount to be raised from general rates	15,469,341	15,399,885	15,407,376	7,491	0%
Net current assets at end of financial year - surplus/(deficit)	**0**	**15,748,220**	**18,062,858**	**2,314,639**	**15%**

Town of Bassendean
Information Summary
For the Period Ended 30 September 2023

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
for the period ended 30 September 2023

Note 1: Explanation of Material Variances
The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget, whichever is higher than $15,000 or 10%.

☺ **More Revenue OR Less Expenditure**
⊗ **Less Revenue OR More Expenditure**

Reporting Program	Var. $	Var. %	Var.	Timing/ Permanent	Explanation of Variance
OPERATING ACTIVITIES					
Net current assets at start of financial year - surplus/(deficit)	1,396,989	58%	☺	Permanent	FAG 2023/24 grants received in advance in June 2023 ($679K), Higher Interest income and lower Materials & Contracts expenditure compared to budget estimates
Revenue from operating activities (excluding rates)					
Operating grants, subsidies and contributions	(113,637)	(67%)	⊗	Timing	MRRG Direct Grant and FAGS grant timing as already received in June 2023
Fees and charges	2,847	0%	☺	Timing	Within reporting threshold
Interest earnings	144,435	87%	☺	Timing	Increase in investment returns by $144K as RBA Cash Rate increased
Other revenue	24,552	85%	☺	Timing	Reimbursements are slightly higher including insurance claims
Profit on asset disposals	0				
	34,554	1%	☺		
Expenditure from operating activities					
Employee costs	131,032	(4%)	☺	Timing	Staff costs are under due to vacancies for various positions
Materials and contracts	735,060	(38%)	☺	Timing	Infrastructure maintenance underspent by $231K, Sanitation is under by $210K, ICT Expenses is under by $144K and various Environment projects are under by $72K
Utility charges	59,999	(32%)	☺	Timing	Street lighting costs havent been accrued for
Depreciation on non-current assets	0	0%		Timing	Estimated as asset capitalisations for FY 22/23 are in progress
Interest expenses	1,040	(26%)	☺		Within reporting threshold
Insurance expenses	(124,642)	98%	⊗	Timing	1st instalment paid in July
Other expenditure	(140,328)	10%	⊗	Timing	ICT Licencing paid for the year $195K offset by underspend in Materials and Contracts
Loss on asset disposals	0				
	662,161	(8%)	☺		
Non-cash amounts excluded from operating activities	0	0%			
Amount attributable to operating activities	**2,093,704**	**380%**	☺		
INVESTING ACTIVITIES					
Non-operating grants, subsidies and contributions	(261,625)	(62%)	⊗	Timing	Riverbank Grant for Sandy Beach foreshore stabilisation $115K and MRRG $200K pending
Payments for property, plant and equipment	205,158	(71%)	☺	Timing	2 Tip trucks $225K awaiting delivery
Payments for construction of infrastructure	269,505	(99%)	☺	Timing	Infrastructure projects timing issues with Roads programme $177K, footpaths $47K and works at Sandy Beach foreshore and playground $32K
Proceeds from disposal of assets	405		☺		
Proceeds from self-supporting loans	0				
Amount attributable to investing activities	**213,443**	**(149%)**	☺		
FINANCING ACTIVITIES					
Repayment of borrowings	0	0%			
Transfers to cash backed reserves (restricted assets)	0				
Transfers from cash backed reserves (restricted assets)	0				
Amount attributable to financing activities	**0**	**0%**			
Budgeted deficiency before general rates	2,307,148	662%	☺		
Estimated amount to be raised from general rates	7,491	0%	☺	Timing	Within reporting threshold
Net current assets at end of financial year - surplus/(deficit)	**2,314,639**	**15%**	☺		

TOWN OF BASSENDEAN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

for the period ended 30 September 2023

Note 2: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Last Years Actual Closing 30 June 2023	Current 30 September 2023
	$	$
Current Assets		
Cash - Other	6,127,959	14,515,582
Cash Restricted - Reserves	8,743,503	8,743,503
Restricted Cash -Other	93,176	93,176
Rates Outstanding	230,796	7,313,398
Sundry Debtors	1,025,198	1,135,400
GST Receivable	6,271	(43,952)
Accrued Interest	171,305	171,305
Other receivables	189,886	189,886
Prepayments	197,571	197,571
Proceeds from Disposal	(405)	(405)
Inventories	6,624	(1,667)
	16,791,884	32,313,797
Less: Current Liabilities		
Sundry Creditors	(749,182)	(2,015,186)
Payroll Creditors	2,404	2,404
Accrued Interest on Borrowings	(2,140)	(2,140)
Accrued Salaries and Wages	(296,886)	(296,886)
Rates in Advance	(93,428)	(125,251)
Current Loan Liability		10,969
Hyde Retirement Village Bonds	(9,050)	(9,050)
Bonds and Other Deposits	(1,744,248)	(1,755,596)
Current Lease Liabilities	(89,871)	(89,871)
Contract liabilities	(142,674)	(142,674)
Deferred Revenue	-	-
Current Employee Provisions	(2,431,679)	(2,429,250)
	(5,556,754)	(6,852,531)
Net Current Assets	11,235,130	25,461,266
Less: Cash Reserves	(8,743,503)	(8,743,503)
Less: SSL Borrowings Repayments	-	
Loan Liability - Current	-	(10,969)
Lease Liability - Current	89,871	89,871
Other Misc. Adjustments	(15,602)	56,747
Plus : Liabilities funded by Cash Backed Reserves	1,239,916	1,209,446
Net Current Funding Position	**3,805,812**	**18,062,858**

Town of Bassendean
Monthly Investment Report
As at 30 September 2023

Note 3 : CASH INVESTMENTS

Deposit Ref	Deposit Date	Maturity Date	S & P Rating	Institution	Term (Days)	Rate of Interest	Amount Invested (Days) Up to 30	30-59	60-89	90-120+	Total	Expected Interest
Municipal												
13156679	6/09/2023	6/10/2023	A1	CBA	30	4.15%	2,053,871.49				2,053,871.49	7,005.66
4468111	11/08/2023	12/08/2024	A1	Bendigo	367	5.15%				1,500,000.00	1,500,000.00	77,673.29
55954	21/08/2023	20/11/2023	A2	IMB	91	4.80%				1,000,000.00	1,000,000.00	11,967.12
4206657	21/08/2023	20/11/2023	A1	Suncorp	91	4.90%				2,000,000.00	2,000,000.00	24,432.88
4493373	5/09/2023	5/03/2024	A1	Bendigo	182	4.85%				2,000,000.00	2,000,000.00	48,367.12
56015	5/09/2023	5/03/2024	A1	IMB	182	5.00%				2,000,000.00	2,000,000.00	49,863.01
24-926-3906	5/09/2023	2/02/2024	A1	NAB	150	5.00%				2,000,000.00	2,000,000.00	41,095.89
24-929-4462	5/09/2023	6/11/2023	A1	NAB	62	4.35%			1,000,000.00		1,000,000.00	7,389.04
							2,053,871.49	**-**	**1,000,000.00**	**10,500,000.00**	**13,553,871.49**	**267,794.02**
Restricted - Bonds and Deposits:												
795346	24/07/2023	24/04/2024	A2	BOQ	275	5.40%			1,100,000.00		1,100,000.00	44,753.42
							-	**-**	**1,100,000.00**	**-**	**1,100,000.00**	**44,753.42**
							2,053,871.49	**-**	**2,100,000.00**	**10,500,000.00**	**14,653,871.49**	**312,547.44**
Restricted - Contract Liabilities/Deferred Revenue (Grants)												
Reserve												
4206530	25/07/2023	19/04/2024	A1	Suncorp	269	5.40%				1,500,000.00	1,500,000.00	59,695.89
55832	25/07/2023	24/01/2024	A2	IMB	183	5.45%				1,500,000.00	1,500,000.00	40,986.99
4449527	25/07/2023	22/04/2024	A2	Bendigo	272	5.45%				1,500,000.00	1,500,000.00	60,920.55
4468108	11/08/2023	12/08/2024	A1	Bendigo	367	5.15%				2,500,000.00	2,500,000.00	129,455.48
55748	13/07/2023	15/01/2024	A2	IMB	186	5.30%		900,000.00			900,000.00	24,307.40
13156679	6/09/2023	6/10/2023	A1	CBA	30	4.15%	843,503.20				843,503.20	2,877.15
							843,503.20	**900,000.00**	**-**	**7,000,000.00**	**8,743,503.20**	**318,243.46**
755365673	1/05/2023	30/04/2024	A1	NAB	365	4.34%				8,063.45	8,063.45	349.95
POS Funds												
55587	31/05/2023	1/12/2023	A2	IMB	184	4.90%				335,156.96	335,156.96	8,278.84
							843,503.20	**900,000.00**	**-**	**7,343,220.41**	**9,086,723.61**	**326,872.25**
						Total	**2,897,374.69**	**900,000.00**	**2,100,000.00**	**17,843,220.41**	**23,740,595.10**	**639,419.69**

ENVIRONMENTAL COMMITMENT

Depositing Institution	Value Invested
Fossil Fuel Lending ADI	
NAB	3,008,063.45
CBA	2,897,374.69
BOQ	1,100,000.00
	7,005,438.14
Non Fossil Fuel Lending ADI	
Suncorp	3,500,000.00
Bendigo	7,500,000.00
IMB	5,735,156.96
	16,735,156.96
Total Funds	**23,740,595.10**

INDIVIDUAL INSTITUTION EXPOSURE

TOTAL CREDIT EXPOSURE

TERM TO MATURITIES

Note 4: Receivables and Payables

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$
Receivables - General	33,192	0	4,477	40,086	77,754

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$
Payables - General	113,738	104,629	263	28	218,658

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

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2023

Note 5 - Capital Works Projects

CAPITAL PROJECTS									
for the period ended 30 September 2023									
Project Number	**2023/24 Original Budget**	**Budget Amendments**	**2023/24 Current Budget**	**2023/24 YTD Budget**	**YTD Actual**	**Purchase Orders**	**Total Inc Purchase Orders**	**Budget Remaining**	**% Budget Remaining to Annual Budget**
Property, Plant and Equipment									
LAND	$100,000.00		$100,000.00				$0.00	$100,000.00	100.0%
BUILDINGS	$431,620.00		$431,620.00	$5,655.00	$4,890.00	$49,851.00	$54,741.00	$376,879.00	87.3%
FURNITURE & EQUIPMENT	$127,000.00	$59,575.55	$186,575.55	$59,575.55	$54,847.55		$54,847.55	$131,728.00	70.6%
PLANT AND EQUIPMENT	$632,120.00		$632,120.00	$225,120.00	$25,455.00	$225,222.00	$250,677.00	$381,443.00	60.3%
Sub-total	*$1,290,740.00*	*$59,575.55*	*$1,350,315.55*	*$290,350.55*	*$85,192.55*	*$275,073.00*	*$360,265.55*	*$990,050.00*	*73.3%*
Infrastructure									
ROADS	$1,510,965.00		$1,510,965.00	$178,609.00	$2,128.00	$98,236.00		$1,510,965.00	100.0%
FOOTPATHS	$245,579.00	$14,024.17	$259,603.17	$47,603.00			$0.00	$259,603.17	100.0%
DRAINAGE	$365,000.00		$365,000.00	$3,750.00		$14,693.00	$14,693.00	$350,307.00	96.0%
INFRASTRUCTURE ASSETS - PARKS & OVALS	$2,098,394.00	$47,000.00	$2,145,394.00	$43,001.00	$1,330.00	$617,518.00	$618,848.00	$1,526,546.00	71.2%
Sub-total	*$4,219,938.00*	*$61,024.17*	*$4,280,962.17*	*$272,963.00*	*$3,458.00*	*$730,447.00*	*$633,541.00*	*$3,647,421.17*	*85.2%*
TOTAL	**$5,510,678.00**	**$120,599.72**	**$5,631,277.72**	**$563,313.55**	**$88,650.55**	**$1,005,520.00**	**$993,806.55**	**$4,637,471.17**	**82.4%**

TOWN OF BASSENDEAN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

for the period ended 30 September 2023

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Note 6: Proposed Budget Amendments

GL Account Code	Description	Current Budget $	Amended Budget $	Budget Movement $	Reason

TOWN OF BASSENDEAN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2023

Note 7: Disposal of Assets

	Original Annual Budget				YTD Actual			
Asset Class	**Net Book Value**	**Proceeds**	**Profit**	**(Loss)**	**Net Book Value**	**Proceeds**	**Profit**	**(Loss)**
Miscellenous items			-		405	405	-	
					-	-		-
	-	**-**	**-**	**-**	**405**	**405**	**-**	**-**