

## Ordinary Council Meeting - Tuesday, 27 August 2024 Attachments

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# MINUTES

## **Ordinary Meeting of Council**

**Tuesday 30 July 2024, 6:00 pm**

in the Council Chamber,  
48 Old Perth Road, Bassendean

# Meeting Information

## Recording and Live-streaming

All participation in the meeting, except for confidential business, will be audio recorded and live-streamed on the Town's website. The live stream will be archived and made available on the Town's website after the meeting.

## Conduct at meetings

The Town is committed to ensuring our Council Meetings are a safe work environment, free of risks to the health and wellbeing of Elected Members, Officers and our community. Any person attending is required to be respectful, courteous and have due regard for individual rights and differences. Individuals may be asked to leave should their conduct adversely affect the health and safety of others.

By attending this meeting, you agree to abide by these conditions.

For any questions regarding the Ordinary Council meeting or any item presented in the agenda, please contact the Town of Bassendean at:  
[mail@bassendean.wa.gov.au](mailto:mail@bassendean.wa.gov.au).

Tune in to live streaming from the comfort of your own home by going to:  
Town of Bassendean Council - YouTube

or if you miss it live, go to:  
<https://www.youtube.com/channel/UC46mMs3D7vmHuO0ePibihhg>

# Council Seating Plan



**Minute Secretary**  
Ana Fernandez



**Manager Governance and Strategy**  
Joanne Burges



**Chief Executive Officer**  
Cameron Woods



**Mayor**  
Cr Kathryn Hamilton  
E: crhamilton@bassendean.wa.gov.au

**Director of Corporate Services**  
Paul White



**Director Infrastructure and Sustainability**  
Shane Asmus



**Director Community and Place**  
Michelle Brennand



**Executive Manager Sustainability and Environment**  
Nicole Davey



Cr Jennie Carter  
E: crcarter@bassendean.wa.gov.au



Cr Emily Wilding  
E: crwilding@bassendean.wa.gov.au



Cr Tallan Ames  
E: crames@bassendean.wa.gov.au



Cr Jamayne Burke  
E: crburke@bassendean.wa.gov.au



Cr Ken John  
E: crjohn@bassendean.wa.gov.au



**Deputy Mayor**  
Cr Paul Poliwick  
E: crpoliwick@bassendean.wa.gov.au



# Council Role

Each Report presented will identify what Council's Role is in the item

Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, setting and amending budgets.
Legislative	Includes adopting local laws, local planning schemes and policies.
Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
Quasi-Judicial	When the Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include development applications, building permits, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be subject to review by the State Administrative Tribunal.
Information	For the Council/Committee to note.

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

The Presiding Member declared the meeting open at 6:04 pm and welcomed all those in attendance.

### **Acknowledgment of Country**

The Town of Bassendean acknowledges the Whadjuk people of the Noongar Nation as the Traditional Custodians of this land. We pay our respects to Elders past and present, and acknowledge their continuing culture and the contribution they make to the region.

## **2 Announcements by The Presiding Person Without Discussion**

Nil

## **3 Attendances, Apologies and Applications for Leave of Absence**

### **Present**

#### **Councillors**

Cr Kathryn Hamilton, Mayor (Presiding Member)  
Cr Jamayne Burke  
Cr Ken John  
Cr Jennie Carter  
Cr Tallan Ames

#### **Officers**

Mr Cameron Woods, Chief Executive Officer  
Ms Michelle Brennand, Director Community Planning  
Mr Paul White, Director Corporate Services  
Mr Shane Asmus, Director Infrastructure and Sustainability  
Ms Ana Fernandez, Minute Secretary

#### **Public**

Approximately 3 members of the public were in attendance.

### **Apologies**

Cr Paul Poliwka (Leave of Absence 3 July - 31 July 2024)  
Cr Emily Wilding  
Ms Nicole Davey, Executive Manager Sustainability and Environment  
Ms Jo Burges, Manager Governance and Strategy

## **Leave of Absence**

### **Council Resolution – Item 3.1**

MOVED Cr Tallan Ames, Seconded Cr Ken John

That:

- Cr Jennie Carter be granted a leave of absence for 17 September to 6 October 2024 (inclusive); and 17 October to 30 October 2024 (inclusive).
- Mayor Kathryn Hamilton be granted a leave of absence for 3 August to 5 August 2024 (inclusive); and 9 August to 12 August 2024 (inclusive).
- Cr Jamayne Burke be granted a leave of absence for 23 September to 6 October 2024 (inclusive).

### **OCM 2024-07-30/1**

**CARRIED UNANIMOUSLY 5/0**

## **4 Declarations of Interest**

Nil

## **5 Presentations or Deputations**

Nil

## **6 Statements by Members of the Public**

Nil

## **7 Questions from Members of the Public**

***Please note that the following written questions were received prior to the Ordinary Council Meeting.***

**Mr Mark Luther, Kenny Street, Bassendean**

**Question 1: When will the road resurfacing works be conducted on Kenny Street?**

***Answer:*** At present the Town has the re-surfacing of Kenny St, between Guildford Rd and Chapman Street, listed to be undertaken in the 26/27 FY. This is subject to change based on on-going road asset condition and monitoring.

**Question 2: When will the approved parking restrictions be rolled out on Kenny St?**

**Answer:** *The Town is conducting a survey of residents affected by parking restrictions on Kenny Street, between Guildford Road and Palmerston Street, seeking feedback on preferences for 'Parking Permits' or 'No Change'. The survey is open until 9 August 2024. After the consultation period, a report will be presented to the Council. If changes are approved, new parking restrictions will be implemented shortly thereafter.*

**Question 3: Due to the ongoing vehicle accidents on the intersection of Kenny St and Palmerston St and the increase in hoon speeding to and from Guildford Rd, what review has been conducted to address this issue?**

**Answer:** *Based on MRWA crash data, there has been one recorded crash at this intersection in the past five years and the intersection is currently not listed within the top 50 highest crash sites in Bassendean. Based on this data alone, there is little justification to funding an upgrade or modification at this stage.*

*In regards to hoon driving behaviour, the Town's traffic data indicates that the vehicle operating speeds are at around 51km/hr and the street is currently posted at 50km/hr. Based on this data, there is no evidence of consistent speeding that would warrant any form of traffic calming. If there is hoon driving behaviour from some individuals, the Town is happy to pass this onto the WA Police.*

## **8 Petitions**

Mrs Balla submitted a petition containing 182 signatures requesting:

To NOT allow the site at 94 West Road, Bassendean to be developed into an Early Learning Centre (DA-2024-066). The site is zoned Residential R20 under the Town of Bassendean's local planning scheme 11 and a commercial development should NOT be approved by the DAP.

### **Reasons**

We, the undersigned, are strongly against the proposed development of 94 West Road Bassendean into an Early Learning Centre and do not believe the zoning should allow for this development. This is a residential area, and we strongly believe it should remain residential. The proposed commercial development will impact our right to quiet enjoyment of our properties and cause undesirable traffic issues. The location of 94 West Road is on the corner of Bridson Street, which is used as a main artery to/from Guilford Road and is busy during peak times. Further, Hyland Street intersection is directly opposite 94 West Road, together with increased traffic from the busy Coffee Shop - Last Crumb and the Bassendean Primary School it will create absolute traffic and

parking chaos furthermore, the development does not cater for the required number of parking bays.

### **Officer Comment**

As per the *Town of Bassendean Council Meeting Procedures Local Law 2020* (Meeting Procedures):

#### *6.11 Petitions*

*(1) A petition is to—*

- (a) be addressed to the Mayor;*
- (b) be made by electors of the district;*
- (c) state the request on each page of the petition;*
- (d) contain the legible names, addresses and signatures of each elector making the request, and the date each elector signed;*
- (e) contain a summary of the reasons for the request;*
- (f) state the name of the person to whom, and an address at which, notice to the petitioners can be given; and*
- (g) be respectful and temperate in language; and*
- (h) comply with any prescribed form pursuant to the Act or any other written law.*

*(2) On presentation of a petition, the petition is to be received and referred for CEO report.*

*(3) At any meeting, the Council is not to vote on a matter the subject of a petition, unless—*

- (a) the matter is the subject of a CEO report included in the agenda; and*
- (b) the Council has considered the issues raised in the petition.*

1. As per the requirements stated in (1)(d): 140 of the 182 signatories were deemed valid electors.
2. As stated in (3): Council cannot consider the matter, including responding to public questions, until a formal report is brought to a future Council meeting.

### **Council Resolution/Officer Recommendation – Item 8.1**

MOVED Cr Tallan Ames, Seconded Cr Jamayne Burke

1. That the petition, containing 140 valid signatures be received.
2. That the petition be received as a submission for DAP Application - DA-2024-066.
3. Given the matter (DA-2024-066) is being considered at a future Ordinary Council meeting, no additional CEO report is required.

**Voting requirements: Simple Majority**

**OCM 2024-07-30/2**

**CARRIED UNANIMOUSLY 5/0**

## **9 Confirmation of Minutes**

### **Council Resolution/Officer Recommendation – Item 9.1**

MOVED Cr Tallan Ames, Seconded Cr Ken John

That the minutes of the Ordinary Council meeting held on 25 June 2024, be received and confirmed as a true and correct record.

**OCM 2024-07-30/3**

**CARRIED UNANIMOUSLY 5/0**

## **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
Directorate	Office of the CEO
Responsible Officer	Chief Executive Officer
Previous Reports	N/A
Authority/Discretion	<b>Information</b> For the Council/Committee to note.
Attachments	1. WALGA East Metropolitan Zone Minutes 20 June 2024 [11.1.1 - 17 pages] 2. EMRC Ordinary Meeting of Council - Abridged Minutes - 27 June 2024 [11.1.2 - 25 pages]

### Purpose

The purpose of this report is for Council to note the minutes from external Committees and organisations that have been received.

### Background

Councillors are appointed as members of external Committees and organisations. The minutes are attached for consideration of all Councillors.

### Comment

The following minutes have been received from external Committees and organisations:

- WALGA East Metropolitan Zone – Minutes - 20 June 2024
- EMRC Ordinary Meeting of Council - Abridged Minutes - 27 June 2024

### Council Resolution/Officer Recommendation – Item 11.1

MOVED Cr Jennie Carter, Seconded Cr Tallan Ames

That Council notes the documents from external Committees that have been received within the reporting period.

**Voting requirements: Simple Majority**

**OCM 2024-07-30/4**

**CARRIED UNANIMOUSLY 5/0**

## 12 Officer Reports

### Adoption of Recommendations En Bloc

The following information is provided to Councillors for guidance on the use of en bloc voting as is permissible under the Town's Council Meeting Procedures Local Law 2020.

Council Meeting Procedures Local Law 2020, Clause 5.4 states:

- (1) In this clause adoption by en bloc voting means a resolution of the Council that has the effect of adopting, for a number of specifically identified reports, the officer recommendation as the Council resolution.
- (2) Subject to subclause (3), Council may pass an adoption by en bloc voting.
- (3) An adoption by en bloc voting may not be used for a matter –
  - (a) that requires a 75% majority or a special majority;
  - (b) in which an interest has been disclosed;
  - (c) that has been the subject of a petition or deputation;
  - (d) that is a matter on which a member wishes to make a statement; or

that is a matter on which a member wishes to move a motion that is different to the Officer recommendation.

Councillors should be aware that should they wish to declare an interest in any of the items listed in the en bloc voting table, and have not done so under Item 4.0, Declarations of Interest, they should do so at this point of the agenda.

### **Council Resolution/Officer Recommendation – Item 12.1**

MOVED Cr Tallan Ames, SECONDED Cr Ken John

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

Item	Report
12.2	Verge Collection Survey Results
12.3	Council Plan Quarterly Report
12.7	New Policy – Payments to Employees in Addition to Contract or Award Policy
12.8	Revoke Policy - Council Delegates Policy
12.9	Accounts Paid – June 2024
12.10	Monthly Financial Report
12.11	RFT 04/2024 Turf Maintenance and Grass Reduction Services

That Council considers the balance of the Officer recommendations independently.

Item	Report
12.4	East Metropolitan Zone of WALGA - CEO Deputy Voting Delegate
12.5	Policy Review - Councillor Training and Professional Development Policy
12.6	Policy Review - Standards for CEO Recruitment, Performance and Termination Policy

**OCM 2024-07-30/5**

**CARRIED UNANIMOUSLY 5/0**

<b>12.2 Verge Collection Survey Results</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	WSTMNGT/SVPROVN/2 and WSTMNGT/SVPROVN/7
<b>Directorate</b>	Infrastructure and Sustainability
<b>Responsible Officer</b>	Executive Manager Sustainability and Environment
<b>Previous Reports</b>	24 August 2021 7 March 2023 26 March 2024
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	1. Survey Questions [12.2.1 - 4 pages] 2. CONFIDENTIAL - EMRC Proposal Costs [12.2.2 - 5 pages]

## Purpose

The purpose of this report is for Council to consider the results of the Verge Collection Survey and recommended next steps regarding a pre-booked loose verge collection service.

## Background

At the Ordinary Council meeting on 26 March 2024, Council resolved as follows:

*That Council:*

- 1. Provides in-principle support for commencement of a pre-booked bulk verge and on-demand collection service with EMRC from 1 July 2025, subject to prior community engagement and finalisation of a Participation Agreement, to be approved by Council;*
- 2. Does not support participation in the EMRC kerbside bin collection service at this time; and*
- 3. Notes the Administration's intention to exercise a contract extension with Veolia Australia Pty Ltd for RFT 064W 'For the Supply of Waste Disposal Goods and Services' until 30 June 2027, with any necessary variation as detailed in the report.*

The intent of the above resolution of council is that a pre-booked loose verge collection service would replace the current skip bin service, while on-demand collection of bulky items (mattresses, fridges/ freezers and lounges) is an existing service and would remain the same.

Since the time of the above resolution of Council, subsequent resolutions of Council have been made at the 18 June 2024 Special Council Meeting and 27 June 2024 Eastern Metropolitan Regional Council (EMRC) Ordinary Council meeting, which may affect the ability of EMRC to provide this service. A draft Participation Agreement and loan agreement have been received from EMRC, however have not been reviewed given the above situation.

The Town's current waste contract with Veolia Australia Pty Ltd (previously Suez Recycling and Recovery Pty Ltd) expires on 31 October 2024, and an extension until 30 June 2027 (noting potential removal of the skip bin service from 1 July 2025) was requested but is not yet executed.

Investigations with the Western Australian Local Government Authority (who developed the template waste contract) have confirmed that it is possible to vary the existing waste contract to include the pre-booked loose verge collection service. This is due to the type of waste to be removed (bulk hard waste and greenwaste) being included in the original contract scope, albeit with removal by a different method.

As per the Town's Register of Delegations (30 April 2024), variation proposals that are not of a minor nature are to be brought to Council for determination.

### **Communication and Engagement**

Community engagement through a Verge Collection Survey (Attachment 1) was undertaken over a two month period, commencing on 1 May 2024 with surveys available to complete online or as a hard copy.

Promotion of the survey was undertaken by the following methods:

- The Town's public notice boards.
- Corflute signs installed at key locations around the District.
- Town of Bassendean website: Skip bin page and news articles.
- Social media posts (x 3)
- Printed surveys available at Customer Service Centre, Library, Seniors Centre and Wind in the Willows.

850 respondents completed the online survey while 25 printed surveys were received.

This survey response represents approximately 12% of households.

## Strategic Implications

### Performance Area 2: Planet

4.1 Promote sustainable waste management practices, aiming for a 10% reduction in waste generated per capita and 70% material recovery by 2030.

### Comment

#### Survey results

Respondents were asked to nominate their preferred verge collection option from the following options, with multiple responses permitted:

- a. Skip bin service
- b. Pre-booked verge collection service
- c. Unsure
- d. Other (please specify).

Optional questions involved ranking the reasons for selection of the preferred option, and respondents were also given the opportunity to provide comments.

The survey introduction provided information on how a pre-booked verge collection service would work. Promotion of the survey also outlined that a return to a scheduled bulk verge collection service was not being considered.

The results of the survey are provided within Table 1 below:

**Table 1. Verge Collection Survey Results**

	Responses (online)	Responses (hard copy)	Total	% of responses
a. Skip bin service	105	4	109	11%
b. Pre-booked verge collection service	595	17	612	63%
c. Unsure	15	0	15	2%
d. Other (please specify)	230	2	232	24%
Missed answer/ invalid		2	2	<1%
TOTAL responses*	945	25	970	
Number respondents	850	25	875	

\*Multiple responses were permitted

As outlined, a total of 945 responses were received with Option b the preferred method of collection with 63% of responses.

Multiple responses were permitted, and 86 of the respondents selected both option b. and option d. For those that selected “option d. other” (24% responses), based on the comments provided the preference was for a return to scheduled bulk verge collections. As previously outlined, a return to scheduled bulk verge collections was not an option being considered. This was due to the increasing costs and quantity of waste being placed out (exceeding per property limits), waste being placed out outside permitted timeframes and dumping of waste on vacant verges, blocks and parks/ reserves, including from people from outside the District.

For respondents who preferred option a. Skip bin service, the top three factors influencing their response were:

1. Looks tidier (4.63)
2. Easier to fit items in skip bin (4.04)
3. Skip bins prevent items being scattered in windy weather (3.97)

For respondents who preferred option b. Pre- booked verge collection service, the top three factors influencing their response and associated average score were:

1. Opportunity to recycle or repurpose items left for verge collection (5.63)
2. It's easier to place items on verge than to lift items into a skip bin (5.27)
3. Increased recycling and resource recovery once items are collected (4.76)

An extensive number of comments were received and have been reviewed by the Town.

### Next steps

Given the community's support for a pre-booked verge collection service indicated through the Verge Collection Survey results, it is recommended that this option be further progressed.

Due to the uncertainty regarding EMRC's ability to provide this service, an alternative provider is recommended. As the Town's current waste contract with Veolia is planned to be extended to 30 June 2027, it may be more cost effective and streamlined to investigate a contract variation with Veolia rather than undertake a new procurement process. This would avoid the requirement to manage two separate contracts/ contractors performing similar services and avoid confusion for customers associated with multiple booking systems and customer service contacts.

Veolia has indicated they are able to provide a pre-booked loose verge collection service and can submit a proposal if the Town proceeds with this approach.

## **Statutory Requirements**

*Local Government Act 1995*

*Waste Avoidance and Resource Recovery Act 2007*

## **Financial Considerations**

EMRC's proposed rates were provided as a confidential attachment to the 26 March 2024 Council report and is also provided as confidential attachment 2 to this report. The proposal to be received from Veolia for a contract variation can be compared to these rates, to assist the Town in determining value for money.

If the Veolia contract variation is within 10% of the previous EMRC pre booked bulk verge and on demand collection service, the administration will advise Council that a new procurement process will not be undertaken and a contract variation for a pre booked bulk verge collection with Veolia, for the period 1 July 2025 to 30 June 2027 will be developed.

Should there be any concerns regarding value for money, procurement can instead be undertaken through the WALGA panel for Waste Collection Services (PSP007-006) or through an open market public Request for Tender process. Due to the estimated value, the award of the contract would require a Council decision.

The initial term of the pre-booked verge collection service is proposed to end on 30 June 2027, to align with the maximum extension of the waste contract. This would enable a new waste contract, incorporating the verge collection, to be in place for 1 July 2027.

## **Risk Management Implications**

The previous 26 March 2024 Council report included a risk assessment for participation in the EMRC's pre-booked verge collection service as a confidential attachment. As noted in the previous report, as the EMRC's service is effectively a collective/ partnership approach, the risks of the service are borne by the Participants. In comparison, in a traditional contract (as recommended in this report) the supplier bears most of the risk regarding inaccuracy of pricing, or service cost increases.

Provision of a verge collection service assists the community to conveniently dispose of bulk waste and green waste, while facilitating resource recovery. Alternatively, residents would be required to make their own arrangements to transport waste for disposal/ recycling using tip vouchers (allocation of two per financial year) or pay directly for a skip bin service or equivalent. The absence of a verge collection service may lead to an increase in illegal dumping on vacant land, parks and reserves or verges.

Risks associated with any bulk verge collection option (scheduled verge collections, pre-booked loose verge collection or skip bins) include:

- Illegal dumping
- Presentation of non-accepted items
- Placement of items outside acceptable timeframes
- Exceedance of the maximum permissible quantity
- Mess / dispersed litter
- Disturbance such as noise and additional vehicle traffic associated with waste collection.

### **Declaration of Conflicts of Interest**

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

### **Council Resolution/Officer Recommendation – Item 12.2**

MOVED Cr Tallan Ames, Seconded Cr Ken John

That Council:

1. Notes the outcomes of the Verge Collection Survey and
2. Authorises the CEO (Chief Executive Officer) to progress a pre-booked loose verge collection service with Veolia, commencing 1 July 2025 until 30 June 2027, via a contract variation subject to the CEO's satisfaction of value for money (not exceeding 10% of EMRC's proposed cost) and advise the Council via the CEO Bulletin of the contract terms; or
3. Should a contract variation with Veolia exceed the above threshold, requests the CEO to undertake a new procurement process to progress a pre booked verge collection service.

**Voting requirements: Simple Majority**

**OCM 2024-07-30/6**

**CARRIED UNANIMOUSLY 5/0**

<b>12.3 Council Plan Quarterly Report</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	CORM/POLCY/1
<b>Directorate</b>	Office of the CEO
<b>Responsible Officer</b>	Chief Executive Officer
<b>Previous Reports</b>	
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	1. Council Plan Quarterly Reporting - Quarter 4 [12.3.1 - 8 pages]

### Purpose

The purpose of this report is for Council to receive the Council Plan Quarterly Report for the period ending 30 June 2024.

### Background

The Department of Local Government, Sport and Cultural Industries' Integrated Planning and Reporting Framework and Guidelines states that it is good practice to provide the Council with at least quarterly implementation reports linked to the Council Plan.

The Quarterly Report for the period ending 30 June 2024 is the third and final report for the 2023/24 financial year and provides an update on the projects/actions contained within the adopted Council Plan 2023-2033 for Quarter four (4).

### Communication and Engagement

Internal staff were consulted on specific projects and actions to provide updates informing this report.

### Strategic Implications

#### Performance Area 5: Performance

9.1 Continuously improve operational performance and service delivery.

10.1 Effectively inform and engage the community about local services and events, and Council matters.

## **Comment**

The Council Plan reporting is divided into the five (5) Performance Areas, ten Outcomes and their associated Objectives and Actions.

Officers have provided Status updates and Comments in the attached Quarterly Report for Q4, specifically focussing on the 2023/2024 financial year actions.

As detailed in Attachment 12.3.1, of the 39 actions / projects identified for the 2023/2024 financial year covered by this report, eleven (11) have been completed, twenty five (25) are on-track, none (0) are off-track, two (2) have not started and one (1) is assigned to Monitor / Review. Attachment 12.3.1 provides the detailed actions, status and comments.

There are a high number of projects / actions identified as on track. This volume is due to many having two financial periods assigned to them or they are ongoing actions covering multiple periods e.g. action 3.2.5 Participate in the WA Tree Festival.

## **Statutory Requirements**

Nil

## **Financial Considerations**

Where finance is required for an identified Project or action, this was factored into the 2023 / 2024 Budget. For the next reporting period, projects or actions requiring finance have been accounted for in the 2024 / 2025 Budget unless designated as unfunded.

## **Risk Management Implications**

No Risks Identified

## **Declaration of Conflicts of Interest**

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

### **Council Resolution/Officer Recommendation – Item 12.3**

MOVED Cr Tallan Ames, Seconded Cr Ken John

That Council receive the 1 April 2024 – 30 June 2024 Quarterly Report updating the actions set out in the Town of Bassendean Council Plan 2023-33.

**Voting requirements: Simple Majority**

**OCM 2024-07-30/7**

**CARRIED UNANIMOUSLY 5/0**

<b>12.4 East Metropolitan Zone of WALGA - CEO Deputy Voting Delegate</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	GOVR/LREGLIA/3
<b>Directorate</b>	Office of the CEO
<b>Responsible Officer</b>	Manager Governance and Strategy
<b>Previous Reports</b>	Nil
<b>Authority/Discretion</b>	Advocacy When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<b>Attachments</b>	Nil

#### **Purpose**

The purpose of this report is for Council to appoint the CEO as a Deputy Voting Delegate to the East Metropolitan Zone of WALGA.

#### **Background**

WALGA is an independent, member-based, not-for-profit organisation representing and supporting the WA Local Government sector.

WALGA provides value to Member Local Governments by advocating and facilitating sector solutions and policy, and by delivering member-centric, quality services.

WALGA is governed by a President and a 24-member State Council, elected from the Local Government sector. Each State Councillor represents a WALGA Zone. There are 5 metropolitan Zones and 12 country Zones. All 139 WA Local Governments are invited to be Members of WALGA and a Zone.

Zones have an integral role in shaping the political and strategic direction of WALGA. Not only are Zones responsible for bringing relevant local and regional issues to the State Council decision making table, but they are also a key player in developing policy and legislative initiatives for Local Government.

The relationship between State Council and Zones within the Western Australian Local Government Association is a critical one in the political representation of Local Government at the State and Federal levels.

The Town of Bassendean is a member of the East Metropolitan Zone of WALGA.

Zone Delegates are elected or appointed to represent their Council on the Zone and make decisions on their Council's behalf at the regional level. In fulfilling their role as Council's representative, the Zone Delegate gives regard to their Council's positions on policy issues. There is also an expectation that Zone Delegates will report back to their Council about decisions made by the Zone.

### **Proposal**

Council to appoint the CEO as an additional deputy delegate to the East Metropolitan Zone of WALGA

### **Communication and Engagement**

Both the Mayor and WALGA governance representatives have been consulted to assist in informing this report.

### **Strategic Implications**

#### **Performance Area 5: Performance**

9.1 Continuously improve operational performance and service delivery.

### **Comment**

The Town of Bassendean currently have two (2) delegates (Cr Kathryn Hamilton and Cr Emily Wilding), and two deputy delegates (Cr Ken John and Cr Jennie Carter) to the East Metropolitan Zone of WALGA.

Currently the CEO is an attendee at the Zone meetings as a non-voting delegate. From time to time, it is not possible for some nominated delegates / deputy delegates to attend, therefore the appointment of the CEO as a deputy delegate goes towards ensuring that the Town is able to exercise its voting capacity at Zone meetings.

### **Statutory Requirements**

*Local Government Act 1995*

## Risk Management Implications

No Risks Identified

## Declaration of Conflicts of Interest

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

## Council Resolution/Officer Recommendation – Item 12.4

MOVED Cr Jamayne Burke, Seconded Cr Tallan Ames

That Council:

- Appoint the CEO as an additional Deputy Voting Delegate to the East Metropolitan Zone of WALGA, and
- Advise WALGA of the appointment.

**Voting requirements: Absolute Majority**

**OCM 2024-07-30/8**

CARRIED UNANIMOUSLY 5/0

<b>12.5 Policy Review - Councillor Training and Professional Development Policy</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	GOVR/POLCY/1
<b>Directorate</b>	Office of the CEO
<b>Responsible Officer</b>	Chief Executive Officer
<b>Previous Reports</b>	
<b>Authority/Discretion</b>	<b>Legislative</b> Includes adopting local laws, local planning schemes & policies.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. DRAFT Council Member Training and Professional Development Policy Tracked Changes 100724 [12.5.1 - 8 pages]</li> <li>2. CLEAN Council Member Training and Professional Development Policy 100724 [12.5.2 - 8 pages]</li> </ol>

## Purpose

The purpose of this report is for Council to consider draft amendments to the Councillor Training and Professional Development Policy following an administrative review.

## Background

The Councillor Training and Professional Development Policy was first adopted in September 2020. Ref: Item 12.6 OCM – 11/09/20.

The Policy was subsequently reviewed in December 2021 as per the requirements of section 5.128(5)(a) of the *Local Government Act 1995* (Act) that the policy be reviewed after each local government ordinary election. Ref: Item 12.10 OCM – 14/12/21.

The administration has undertaken an administrative review as per legislative requirements and as guided by the Policy Document Control for review.

## Communication and Engagement

The policy was reviewed internally by Administration in June 2024 to ensure compliance with the legislation.

## Strategic Implications

### Performance Area 4: Prosperity

8.2 Grow participation in life-long learning.

## Comment

An administrative review of the Councillor Training and Professional Development Policy has been undertaken as per the requirements of the review process. The Logos have been updated to reflect the current branding of the Town and some minor amendments provided for consideration by Council.

These amendments are outlined below:

- The title of the Policy has been changed to Council Member Continuing Professional Development Policy to more clearly reflect legislation and contemporary references
- An enhanced introductory statement and minor grammatical changes has been included under Objectives to denote the importance of continuing professional development
- A new section '1. Council Member Induction' has been included to provide context
- Further clarity has been included under 2. Mandatory Training
- Inclusion of clarifying information under Accommodation; and

- A new 8. Policy Review section for context.

Copies of both the tracked changes version and the clean version of the reviewed policy are attached.

## **Statutory Requirements**

*Local Government Act 1995*

## **Financial Considerations**

Financial considerations include the cost of delivering on the requirements of this Policy. Budget is allocated annually for the purpose of Council Member training and professional development.

## **Risk Management Implications**

No Risks Identified

## **Declaration of Conflicts of Interest**

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

## **Council Resolution/Officer Recommendation – Item 12.5**

MOVED Cr Tallan Ames, Seconded Cr Jennie Carter

That Council adopt the reviewed Council Member Continuing Professional Development Policy.

**Voting requirements: Absolute Majority**

**OCM 2024-07-30/9**

**CARRIED UNANIMOUSLY 5/0**

<b>12.6 Policy Review - Standards for CEO Recruitment, Performance and Termination Policy</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	GOVN/POLCY/2
<b>Directorate</b>	Office of the CEO
<b>Responsible Officer</b>	Manager Governance and Strategy
<b>Previous Reports</b>	
<b>Authority/Discretion</b>	<b>Legislative</b> Includes adopting local laws, local planning schemes & policies.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. DRAFT Standards for CEO Recruitment, Performance and Termination with tracked changes 30 July 2024 [<b>12.6.1</b> - 15 pages]</li> <li>2. CLEAN DRAFT Standards for CEO Recruitment, Performance and Termination 30 July 2024 [<b>12.6.2</b> - 12 pages]</li> </ol>

### Purpose

The purpose of this report is for Council to consider draft administrative amendments to the Standards for CEO Recruitment, Performance and Termination Policy.

### Background

The Standards for CEO Recruitment, Performance and Termination Policy was last considered by Council in May 2021 at which time the previous 'Annual Performance Review – Chief Executive Officer Policy' was revoked and the current Policy adopted. Ref: OCM – 16/05/21.

The Policy was adopted to ensure the Town aligned with the then 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*.

### Strategic Implications

#### Performance Area 5: Performance

9.1 Continuously improve operational performance and service delivery.

## Comment

An administrative review of the Standards for CEO Recruitment, Performance and Termination Policy has been undertaken as per the requirements of the review process.

The Logos have been updated to reflect the current branding of the Town and some minor amendments provided for consideration by Council.

These amendments are outlined below:

- The addition of clarifying regulatory references in the Objectives
- Elected Member changed to Council Member throughout the document to reflect contemporary reference to the role
- Minor formatting changes throughout the document, particularly to address repetition
- The addition of 1.12 Certification of compliance with adopted standards for CEO recruitment to reflect regulatory requirements, and
- Deletion of 2.6 Assessment Criteria, given this may change during the life of the Policy.
- Inclusion of 2.9 Endorsement of performance review, and
- Inclusion of 2.10 CEO to be notified of results of the performance review.

A copy of the reviewed policy with tracked changes and a clean version of the reviewed policy are attached to this report for consideration.

## Statutory Requirements

*Local Government Act 1995; Local Government (Administration) Regulations 1996*

## Financial Considerations

N/A

## Risk Management Implications

No Risks Identified

## Declaration of Conflicts of Interest

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

## **Council Resolution/Officer Recommendation – Item 12.6**

MOVED Cr Tallan Ames, Seconded Cr Jennie Carter

That Council adopt the reviewed Standards for CEO Recruitment, Performance and Termination Policy as attached to this report.

**Voting requirements: Absolute Majority**

**OCM 2024-07-30/10**

**CARRIED UNANIMOUSLY 5/0**

<b>12.7 New Policy - Payments to Employees in Addition to Contract or Award Policy</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	GOVR/POLCY/1
<b>Directorate</b>	Office of the CEO
<b>Responsible Officer</b>	Chief Executive Officer
<b>Previous Reports</b>	
<b>Authority/Discretion</b>	<b>Legislative</b> Includes adopting local laws, local planning schemes & policies.
<b>Attachments</b>	1. NEW Payments to Employees in addition to contract or award Policy July 2024 [12.7.1 - 4 pages]

### **Purpose**

The purpose of this report is for Council to adopt the Payments to Employees in Addition to Contract or Award Policy outlined in this Report

### **Background**

The *Local Government Act 1995* (the Act) requires Local Governments to prepare a policy that meets the requirements of s.5.50. Payments to employees in addition to contract or award.

The following outlines the key componentry of the section in the Act:

A local government is to prepare a policy in relation to employees whose employment with the local government is finishing, setting out the circumstances in which the local government will pay an employee an amount in addition to any

amount to which the employee is entitled under a contract of employment or award relating to the employee.

Local governments are further required to define the manner of assessment of the additional amount.

Local governments must not make any payment of the kind described above, unless a policy pertaining to s5.50 of the Act has been adopted by Council.

Further, if a local government makes a payment to an employee whose employment with the local government is finishing that is more than the additional amount set out in the policy, local public notice is to be given in relation to the payment made.

## **Communication and Engagement**

Engagement has been undertaken with the Town's internal Human Resources business unit, and similar class local governments to inform the development of this Policy.

## **Strategic Implications**

### **Performance Area 5: Performance**

9.1 Continuously improve operational performance and service delivery.

### **Comment**

A Policy based on the requirements of the Act has been prepared and attached to this report for Council's consideration and adoption.

## **Statutory Requirements**

*Local Government Act 1995*

## **Financial Considerations**

Any costs associated with the execution of the policy.

## **Risk Management Implications**

Financial Risk  
Medium

## **Declaration of Conflicts of Interest**

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

### **Council Resolution/Officer Recommendation – Item 12.7**

MOVED Cr Tallan Ames, Seconded Cr Ken John

That Council adopt the Payments to Employees in Addition to Contract or Award Policy as attached to this report.

**Voting requirements: Simple Majority**

**OCM 2024-07-30/11**

**CARRIED UNANIMOUSLY 5/0**

<b>12.8 Revoke Policy - Council Delegates Policy</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	GOVR/POLCY/1
<b>Directorate</b>	Office of the CEO
<b>Responsible Officer</b>	Chief Executive Officer
<b>Previous Reports</b>	
<b>Authority/Discretion</b>	<b>Legislative</b> Includes adopting local laws, local planning schemes & policies.
<b>Attachments</b>	1. Council- Delegates- Policy [12.8.1 - 3 pages]

### **Purpose**

The purpose of this report is for Council to consider revoking the Council Delegates Policy.

### **Background**

The current Council Delegates Policy was last reviewed in September 2017. An administrative review of the contents has now been undertaken to assist Council in determining the future of this policy.

### **Strategic Implications**

### **Performance Area 5: Performance**

9.1 Continuously improve operational performance and service delivery.

## **Comment**

Based on the administrative review it is deemed that the Policy is out of date and mainly focuses on the responsibilities of nominating for and representing Council on a Committee, either a Committee of Council, which is guided by the appropriate Act and Regulations or external committees which are guided by their Constitutions / Charters or other mechanisms.

Further, the two main organisations referred to in the Policy are the East Metropolitan Regional Council (EMRC) and the Western Australian Local Government Association (WALGA) both of which have clear guidance on the appointment of delegates and provide information (via a Prospectus in the case of WALGA) in an appropriate timeframe for Local Governments to brief new and current council members after each election.

Council is seeking efficiencies in how the organisation undertakes its work and as such this policy is considered redundant.

## **Statutory Requirements**

*Local Government Act 1995*

## **Financial Considerations**

Nil

## **Risk Management Implications**

No Risks Identified

## **Declaration of Conflicts of Interest**

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

## **Council Resolution/Officer Recommendation – Item 12.8**

MOVED Cr Tallan Ames, Seconded Cr Ken John

That Council revoke the Council Delegates Policy.

**Voting requirements: Simple Majority**

**OCM 2024-07-30/12**

**CARRIED UNANIMOUSLY 5/0**

<b>12.9 Accounts Paid - June 2024</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	FINM/CREDTS/4
<b>Directorate</b>	Corporate Services
<b>Responsible Officer</b>	Director Corporate Services
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	1. 01-30 June 2024 List of Payments [12.9.1 - 14 pages]

### Purpose

The purpose of this report is for Council to receive the list of accounts paid for June 2024.

### Background

Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, requires a list of accounts paid by the CEO each month to be presented to Council at the next ordinary meeting of Council after the list is prepared.

### Proposal

For Council to receive the list of accounts paid for June 2024.

### Communication and Engagement

Nil.

### Strategic Implications

#### Performance Area 5: Performance

9.1 Continuously improve operational performance and service delivery.

### Comment

Payments made during June 2024 are presented to Council, showing the date, payee, amount and description in respect of each payment for goods and services received.

## Statutory Requirements

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides:

### 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
- (a) *the payee's name; and*
  - (b) *the amount of the payment; and*
  - (c) *the date of the payment; and*
  - (d) *sufficient information to identify the transaction.*

## Financial Considerations

All payments are authorised prior to disbursement in accordance with the Town's Purchasing Policy, Procurement Guidelines and allocated budgets.

## Risk Management Implications

Financial Risk  
Low

The Town has adequate controls in place to mitigate external and internal risks in accounts payable.

As an extra measure, the Town uses EftSure to independently check bank account details of suppliers paid by the Town.

## Declaration of Conflicts of Interest

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

## Council Resolution/Officer Recommendation – Item 12.9

MOVED Cr Tallan Ames, Seconded Cr Ken John

That Council receives the list of accounts paid for June 2024.

**Voting requirements: Simple Majority**

**OCM 2024-07-30/13**

**CARRIED UNANIMOUSLY 5/0**

<b>12.10 Monthly Financial Report - June 2024</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	FINM/AUD/1
<b>Directorate</b>	Corporate Services
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	1. Monthly Financial Statements June 2024 [12.10.1 - 12 pages]

### Purpose

The purpose of this report is for Council to receive the Monthly Financial Report for June 2024 which incorporates the Statement of Financial Activity.

### Background

The *Local Government (Financial Management) Regulations 1996*, Regulation 34, requires that a Statement of Financial Activity be prepared each month and presented to Council.

The Statement of Financial Activity is to show a comparison of the budget estimates with the actual revenue and expenditure figures for the year-to-date. The Statement of Financial Activity and accompanying documents must be presented to Council within two months after the end of the month to which the statement relates.

The variance report compares actual income and expenditure to the annual budget, as updated by the mid-year review, which was adopted by Council on 27 February 2024.

Each year Council is required to adopt a percentage or value to be used for reporting material variances. Council adopted \$15,000 or 10% whichever is higher, as part of its 2023/24 Annual Budget.

### Proposal

For Council to receive the Monthly Financial Report for June 2024.

### Communication and Engagement

Nil.

## Strategic Implications

### Performance Area 5: Performance

#### 9.1 Continuously improve operational performance and service delivery.

#### Comment

The Monthly Financial Report contains the Statement of Financial Activity, which represents the adopted 2023/24 Mid-Term Budget Review Results and any subsequent amended estimates and actual income and expenditure amounts to the month.

The draft report provided is unaudited and subject to change for the below year-end entries:

- a) Capital projects are at a point of finalisation which can impact asset categories and depreciation;
- b) Provisions for staff leave entitlements have not been finalised;
- c) Prepayments and accruals are still pending reconciliations of receivable / supplier accounts;
- d) June 2024 Overhead allocations have not been finalised;
- e) Audited results of Eastern Metropolitan Regional Council (EMRC) of which the Town owns a percentage of equity have not been finalised;
- f) Adjustments related to the Australian Accounting Standards; and
- g) Potential audit adjustments resulting from the final audit by the Office of the Auditor General.

### Statement of Financial Activity (by nature or type)

The Statement of Financial Activity provides a comparison between actual and budget income and expenditure on a year-to-date basis. The accompanying notes provide a detailed breakdown of the amounts and commentary is based on the June 2024 year-to-date figures.

Item	Current Budget	YTD Actual	Variance to YTD Budget	Variance to YTD Budget
	\$Mn	\$Mn	\$Mn	%
Revenue (including General Rates)	24.2	25.0	0.8	3
Expenditure	28.4	27.1	1.4	5
Capital Works	5.7	3.2	(2.5)	(44)
Non-Operating Grants, Subsidies and Contributions	2.3	1.2	1.1	(50)

### Operating Revenue

Total Revenue is over budget by \$754k, the variance is primarily due to;

Revenue from Operating Grants and Subsidies is higher than the budget due to early receipt of Financial Assistance Grant 2024/25 1<sup>st</sup> quarter payment, higher interest revenue (\$360k), and insurance recoveries.

### Operating Expenditure

Total expenditure is under budget by \$1.4m. The significant variances within the individual categories are as follows:

- a) Employment Costs are under budget by \$837k. The 2023/24 end-of-the-year leave provision adjustments are pending when presenting this report.
- b) Materials and Contracts are under budget by \$421k. The variance is mainly attributed to the lower sanitisation costs \$188k, deferral of the Success Hill Foreshore Stabilisation project \$67k, Consultants various projects \$57k, and IT various expenses \$101k.

### Non-Operating Grants

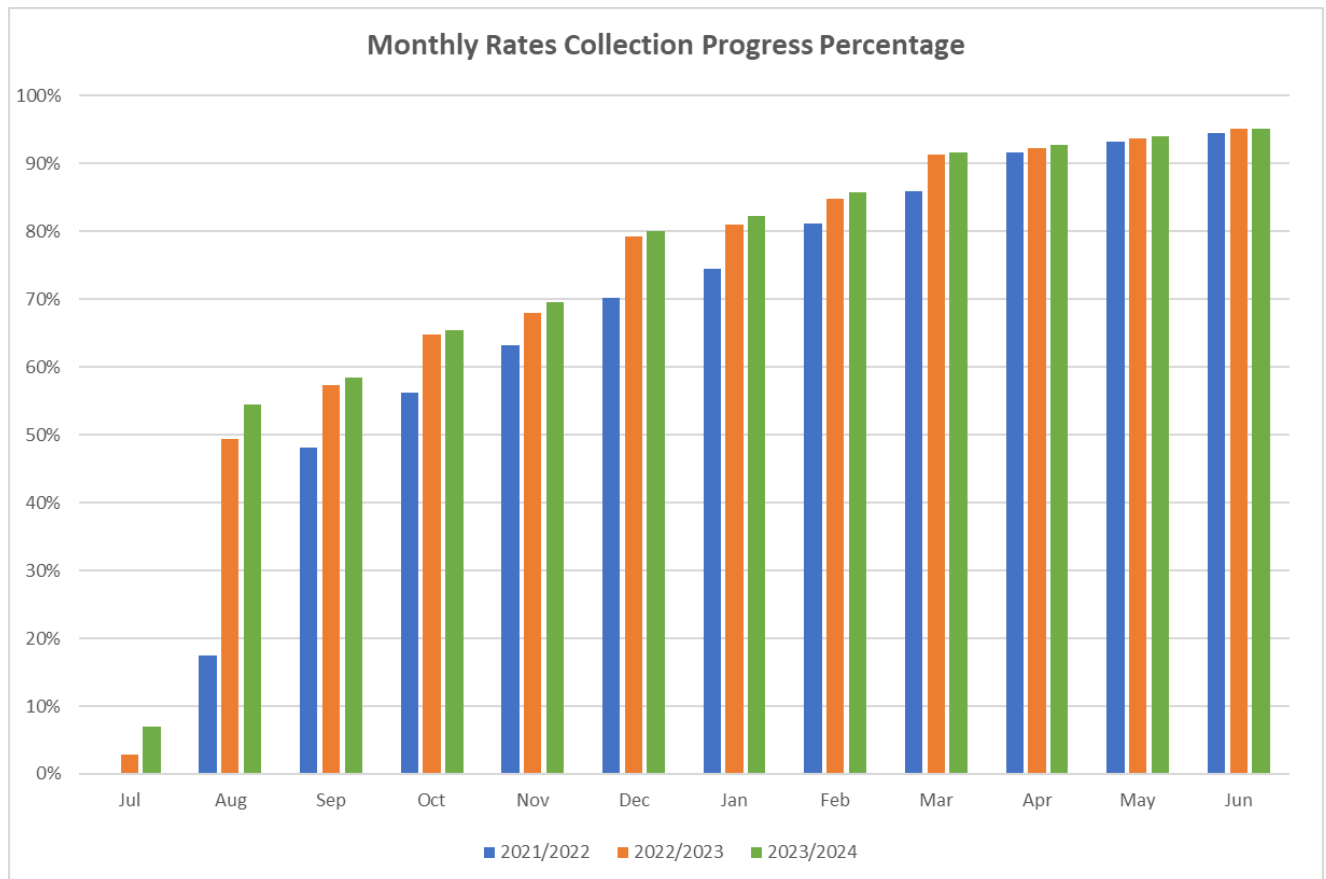
Non-operating grants are under budget by \$1.1m, due to the timing of completion of grant-funded capital projects.

### Capital Works

Year-to-date expenditure totals \$3.2m, which equates to 56% of the current budget with a further \$100k (2%) committed with purchase orders being raised.

### Rates Collection Report

The chart below shows collection at 95.11% as of June 2024.



### Monthly Investment Report

The overall balance of the Town's investments is \$15.8m. This is comprised of municipal investments of \$5.1m (including restricted cash) and reserve investments of \$10.7m.

The administration uses *Marketforces.org.au* to assist in assessing whether financial institutions invest funds in fossil fuel related industries. The Town currently has 77% of its funds invested in non-fossil fuel ADIs.

### **Statutory Requirements**

*Local Government (Financial Management) Regulations 1996.*

### **Financial Considerations**

The Monthly Financial Report provides an overview of income and expenditure for the appropriate period.

### **Risk Management Implications**

No Risks Identified.

## Declaration of Conflicts of Interest

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

## Council Resolution/Officer Recommendation – Item 12.10

MOVED Cr Tallan Ames, Seconded Cr Ken John

That Council:

1. Notes the Explanation of Material Variances in the Statement of Financial Activity.
2. Receives the Monthly Financial Report for the period ending 30 June 2024, which incorporates the Statement of Financial Activity for the period to June 2024.

## OCM 2024-07-30/14

CARRIED UNANIMOUSLY 5/0

<b>12.11 RFT 04/2024 Turf Maintenance and Grass Reduction Services</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	PARE/TENDNG/92
<b>Directorate</b>	Corporate Services
<b>Responsible Officer</b>	Director Corporate Services
<b>Previous Reports</b>	
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	1. CONFIDENTIAL - RFQ 04 2024 EVALUATION REPORT - CONFIDENTIAL [12.11.1 - 14 pages]

## Purpose

The purpose of this report is to present to Council a summary of tenders received for RFT 04/2024 Turf Maintenance and Grass Reduction Services for the Town of Bassendean and recommend appointment of the contractor considered to provide the best value for money to the Town.

## **Background**

The Town has a requirement to engage a contractor to provide Turf Maintenance and Grass Reduction Services. The Town does not have the internal resources to supply the required services and as such requires an appropriate external service provider.

The Town had a single contract for this service with Prestige Property Maintenance over the past four years, which expires on 23<sup>rd</sup> August 2024 and all contract extension options have been exhausted. The value over this period was \$555,000, and primarily based on the works being undertaken in accordance with the Town's maintenance programs. For example, the frequency of mowing sporting ovals and other reserves was fixed, and the contractor was required to meet these frequencies. There was also limited opportunity for the Town to request changes to these programs.

With the new contract, the administration has prepared the specification to provide flexibility around maintenance frequencies and to ensure it can continually monitor and adjust as and when required.

This method of contract management is considered the most appropriate at this time, as the Town continues to review its Levels of Service, particularly in operational areas such as parks maintenance.

## **Proposal**

To appoint a contractor to provide Turf Maintenance and Grass Reduction Services for the Town of Bassendean.

## **Communication and Engagement**

The Request was advertised in The West Australian Newspaper and on the Town's website on Saturday 25<sup>th</sup> May 2024 and closed on Tuesday 11<sup>th</sup> June 2024.

## **Strategic Implications**

### **Performance Area 3: Place**

6.2 Enhance public open space and community facilities.

## **Comment**

Submissions were received from the following six (6) Tenderers:

- Environmental Industries Pty Ltd
- GAS Assets Ltd t/as Gecko Contracting Turf and Landscape Maintenance
- LLS Aust Pty Ltd as Trustee for Lochness Unit Trust t/as Lochness Landscape Services
- Prestige Property Maintenance

- Profounder Turfmaster Pty Ltd t/as Profounder Turfmaster; and
- Jarra Nominees Pty Ltd & NB Norrish Pty Ltd t/as State Wide Turf Services.

The Evaluation Panel for this tender comprised three members with the appropriate technical expertise and experience. The panel carried out the assessment of submissions in a fair and equitable manner.

All six (6) Tenderers met the initial compliance requirements of the Tender and were evaluated against the qualitative criteria and weightings shown in the following table. The predetermined qualitative threshold was set at 60% for this tender.

QUALITATIVE CRITERIA	WEIGHTING
Capacity	40%
Demonstrated Experience	35%
Demonstrated Understanding of the Requirements	25%

Following the qualitative assessment, the panel carried out a comparison of the submitted lump sum prices offered by each tenderer qualified for stage two to assess value for money to the Town.

Pricing is regarded as commercial in confidence and is included in the attached confidential Tender Evaluation Report.

### **Statutory Requirements**

A public tender was advertised, opened and evaluated in accordance with clauses 11(1) and 18(4) of Part 4 of the Local Government (Functions and General) Regulations 1996, where tenders are required to be publicly invited if the consideration under a contract is, or is estimated to be, more, or worth more, than \$250,000.

### **Financial Considerations**

The costs associated with this contract will be included in the Town's Operational Budget for each year of the contract.

### **Risk Management Implications**

No Risks Identified.

### **Declaration of Conflicts of Interest**

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

**Council Resolution/Officer Recommendation – Item 12.11**

MOVED Cr Tallan Ames, Seconded Cr Ken John

That Council appoints the recommended tenderer, **Environmental Industries Pty Ltd**, as per the attached evaluation report to provide Turf Maintenance and Grass Reduction Services for the Town of Bassendean as specified in Tender 04/2024 for a period of Three (3) years with a further option to extend the Term of the Contract, by One (1) Year, plus a further option of One (1) Year, to commence upon Council Approval and Letter of Award.

**Voting requirements: Simple Majority**

**OCM 2024-07-30/15**

CARRIED UNANIMOUSLY 5/0

### 13 Motions of which Previous Notice has been given

13.1 Support for Notices of Motions to be submitted at the 2024 WALGA Conference	
Councillor	Cr Hamilton
Attachments	1. WALGA Conference Advocacy Notice of Motion - Cr Hamilton - 30 July 2024 OCM [13.1.1 - 5 pages]

I, Cr Kathryn Hamilton, hereby give notice in writing to the CEO to have the following Notice of Motions listed on the agenda of Ordinary Council Meeting to be held on 30 July 2024, at which it is proposed to be moved:

#### **Motion – 13.1**

That Council supports the attached Notice of Motions to be submitted no later than August 23rd, for consideration at the WALGA Conference to be held on the 9th October 2024:

#### **Motion 1: Advocacy for Legislative Reforms to counter Land-Banking**

Town of Bassendean

OCM Date: 30th July 2024

#### ***Motion***

*That WALGA,*

1. *In line with its 2020-2025 Strategic Plan to provide a Sector Vision that enables Local Governments to be agile enhancing community wellbeing and economic prosperity, develops a draft Advocacy Position for Legislative Reforms to address Land-Banking practices including, but not limited to consideration of the following:*

*Prohibiting demolition of habitable housing until a Development Application (DA) has:*

- a) *been approved; and*
- b) *development applications that result in the demolition of existing habitable housing be time limited so that reasonable time periods for project commencement and project completion are conditions of the development application.*
- c) *provide Local Authorities with the ability to apply a “penalty fee” over and above any differential rating on vacant land, where the time conditions on the development application in (b) have not been met.*

- d) *Development of a mandatory register of unoccupied residential properties, with the ability of local governments to apply rates or levies on long term unoccupied residential properties, which could increase incrementally over time.*
2. *Distributes the draft “WALGA Advocacy Position for Legislative Reforms to counter Land-Banking” to all West Australian Local Authorities for comment, and that a subsequent report be provided for consideration by WALGA Zones.*

### **In Brief**

- Land-banking reduces the availability of sites for development.
- Premature demolition of viable housing is unacceptable in what is a dire housing shortage for this nation.
- Additional legislative changes are required to enable Local Authorities the flexibility to apply additional levies to long term unoccupied housing.

### **Member Comment**

The Victorian Government recently introduced the ability to tax long term unoccupied residential properties, (i.e. a residential property left vacant for six months or more in a year). Victorian Councils welcomed these changes to “*Vacant Residential Land Tax*” (VRLT) emphasising that it is a significant step forward in addressing longstanding land-banking issues that plague many municipalities.

Tighter controls that prevent the demolition of viable housing stock prior to Development Approvals assists in closing a loophole, that has to date, increased the numbers of long term unsightly vacant blocks negatively affecting the amenity of suburbs and towns. The introduction of a levy on long term unoccupied residential homes is designed to encourage occupation or rental of those homes. In turn DA approvals that subsequently require the demolition of viable housing stock should require commencement and completion of the new development within reasonable timelines.

This will alleviate the strain on the housing market by avoiding premature demolition with the intention to retain viable housing for occupancy for as long as possible, leading to a positive impact on rental availability and affordability. All of this can be accomplished without negatively affecting the development potential of a site.

### **Reference Documents**

Link to media “*New legislation to boost housing supply and combat land-banking*” by Shire of Maribyrnong: <https://www.maribyrnong.vic.gov.au/News/New-legislation-to-boost-housing-supply-and-combat-land-banking>

Link to media “How the world is tackling issue of empty homes” by The Guardian:  
<https://www.theguardian.com/society/2017/aug/02/how-the-world-is-tackling-issue-of-empty-homes>

### **CEO Comment**

Noting this is an advocacy notice of motion addressing the financial sustainability and amenity of the Town, recommends Council support the NOM without the need for a further report.

### **Motion 2: Advocacy for Expansion of Differential Rating to include Long Term Unoccupied Commercial Buildings (Property Activation Levy)**

Town of Bassendean

OCM Date: 30th July 2024

### ***Motion***

*That WALGA,*

- 1. Explores expanding Item 2.1.8 Differential Rates of its Advocacy Position Statement to consider inclusion of the following:*
  - a) Advocating for Local Authorities to have the ability to apply a differential rate to long term unoccupied commercial buildings; and*
  - b) Developing legislation that requires commercial property owners to demonstrate that in order to avoid the imposition of a differential rate on unoccupied commercial property the property;*
    - o is commercially habitable with annual investment in maintenance*
    - o remains connected to essential services*
    - o is undergoing periodic compliance checks and,*
    - o has a plan in place to redevelop or make operational.*
  - c) Develop legislation that enables local government to provide exemptions to the above differential rating based on an approved periodic activation program for the vacant commercial property by the local government.*
- 2. That the draft expanded WALGA Advocacy Position for Differential Rates to counter long term unoccupied commercial buildings be provided to all West Australian Local Authorities for comment, and that a subsequent report be made available for consideration by WALGA Zones.*

### **In Brief**

The purpose of the levy is to encourage owners of unoccupied commercial buildings to activate and maintain their properties to improve commercial precincts with a focus on the following objectives:

- To improve the amenity of commercial precincts for residents, workers and visitors / tourists.
- Support adjoining business operators by encouraging activation of all commercial premises within precincts.
- Improve the liveability, attractiveness, safety and cultural activity of these precincts.
- Encourage the commercial precincts to thrive.

**Member Comment:**

The Northern Territory Government enabled Darwin to apply a “*Property Activation Levy*” to address long term vacant land or unoccupied commercial buildings, endeavouring to activate or beautify properties that generally have a negative impact the overall amenity and vibrancy of streetscapes. The Property Activation Levy incorporates the following:

- Owners of unoccupied commercial property are provided a reasonable grace period to activate their property without incurring the levy.
- Any property meeting the minimum number of listed activation options does not incur the surcharge levy applicable only to long term unoccupied commercial buildings.
- Revenue raised from the “*Property Activation Levy*”, is used on revitalisation projects of public places and land.

Some of the suggested activation (that must include ongoing maintenance) for unoccupied commercial premises are listed below, noting this list is not exhaustive:

- Inset graphics, art displays or other visual installations on ground level external windows and walls.
- Repaint or retile and improve ground level frontage and associated awnings over the footpath.
- Include rotating shop displays (for example Christmas, Easter, local events) or community spaces, such as for group activities, classes or study areas.
- Where setback from the road reserve exists, undertake improved landscaping.

**Reference Documents:**

Link to the “*Property Activation Levy*” document is attached, and outlines a diverse number of suggested options for the activation and beautification of vacant land or unoccupied mixed use premises:

[https://treasury.nt.gov.au/\\_data/assets/pdf\\_file/0010/901495/derelict-vacant-property-levy.pdf](https://treasury.nt.gov.au/_data/assets/pdf_file/0010/901495/derelict-vacant-property-levy.pdf)

**CEO Comment**

Noting this is an advocacy notice of motion addressing the financial sustainability and amenity of the Town, recommends Council support the NOM without the need for a further report.

### **Council Resolution/Officer Recommendation – Item 13.1**

MOVED Cr Tallan Ames, Seconded Cr Jennie Carter

That Council supports the attached Notice of Motion to be submitted no later than August 23rd, for consideration at the WALGA Conference to be held on the 9th October 2024:

### **Motion 1: Advocacy for Legislative Reforms to counter Land-Banking**

Town of Bassendean

OCM Date: 30th July 2024

#### ***Motion***

*That WALGA,*

- 1. In line with its 2020-2025 Strategic Plan to provide a Sector Vision that enables Local Governments to be agile enhancing community wellbeing and economic prosperity, develops a draft Advocacy Position for Legislative Reforms to address Land-Banking practices including, but not limited to consideration of the following:*

*Prohibiting demolition of habitable housing until a Development Application (DA) has:*

- a) been approved; and*
  - b) development applications that result in the demolition of existing habitable housing be time limited so that reasonable time periods for project commencement and project completion are conditions of the development application.*
  - c) provide Local Authorities with the ability to apply a “penalty fee” over and above any differential rating on vacant land, where the time conditions on the development application in (b) have not been met.*
  - d) Development of a mandatory register of unoccupied residential properties, with the ability of local governments to apply rates or levies on long term unoccupied residential properties, which could increase incrementally over time.*
- 2. Distributes the draft “WALGA Advocacy Position for Legislative Reforms to counter Land-Banking” to all West Australian Local Authorities for comment, and that a subsequent report be provided for consideration by WALGA Zones.*

**OCM 2024-07-30/16**

**CARRIED UNANIMOUSLY 5/0**

**Council Resolution/Officer Recommendation – Item 13.1**

MOVED Cr Kathryn Hamilton, Seconded Cr Jennie Carter

That Council supports the attached Notice of Motion to be submitted no later than August 23rd, for consideration at the WALGA Conference to be held on the 9th October 2024:

**Motion 2: Advocacy for Expansion of Differential Rating to include Long Term Unoccupied Commercial Buildings (Property Activation Levy)**

Town of Bassendean

OCM Date: 30th July 2024

***Motion***

*That WALGA,*

- 1. Explores expanding Item 2.1.8 Differential Rates of its Advocacy Position Statement to consider inclusion of the following:*
  - a) Advocating for Local Authorities to have the ability to apply a differential rate to long term unoccupied commercial buildings; and*
  - b) Developing legislation that requires commercial property owners to demonstrate that in order to avoid the imposition of a differential rate on unoccupied commercial property the property;*
    - is commercially habitable with annual investment in maintenance*
    - remains connected to essential services*
    - is undergoing periodic compliance checks and,*
    - has a plan in place to redevelop or make operational.*
  - c) Develop legislation that enables local government to provide exemptions to the above differential rating based on an approved periodic activation program for the vacant commercial property by the local government.*
- 2. That the draft expanded WALGA Advocacy Position for Differential Rates to counter long term unoccupied commercial buildings be provided to all West Australian Local Authorities for comment, and that a subsequent report be made available for consideration by WALGA Zones.*

**OCM 2024-07-30/17**

**CARRIED UNANIMOUSLY 5/0**

## **14 Announcements of Notices of Motion for the next meeting**

Nil

## **15 Urgent Business**

Nil

## **16 Confidential Business**

Nil

## **17 Closure**

The next Ordinary Council Meeting will be held on Tuesday 27 August 2024 commencing at 6pm.

There being no further business, the Presiding Member declared the meeting closed, the time being 6:32 pm.



# Perth Airports Municipalities Group Inc.

*Communities Co-Existing with Airports*



## **MINUTES** **Ordinary General Meeting**

City of Belmont  
215 Wright Street  
Cloverdale WA 6105  
Wednesday, 17 July 2024



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Attachment 3 – DRAFT PAMG Constitution – Clean Copy  
Attachment 4 – Interim Financial Statement – 1 July 2023 to 30 September 2023 (re-presented)  
Attachment 5 – Interim Financial Statement – 1 October 2023 to 30 December 2023  
Attachment 6 – Interim Financial Statement – 31 December 2023 to 30 March 2024

Tabled Attachment 1 – Perth Airport Update – 17 July 2024  
Tabled Attachment 2 – Airservices Australia PAMG Presentation July 2024  
Tabled Attachment 3 – ANO Presentation July 2024

# **MINUTES**

## **Ordinary General Meeting**

Wednesday, 17 July 2024

### Note:

Due to unforeseen technical issues, representatives from Airservices Australia and Aircraft Noise Ombudsman were in attendance via Microsoft Teams but could not participate in the meeting.

## **1. Meeting Opening and Acknowledgment of Country**

The Chairman opened the meeting at 5.30pm.

## **2. Attendance**

To achieve quorum a minimum of seven member councils must be represented within 30 minutes of the start of the meeting.

<b>Member</b>	<b>Delegate Name</b>	<b>Position</b>
City of Armadale	Cr Shanavas Peter (Peter)	Delegate
City of Bayswater	Cr Michelle Sutherland	Delegate
City of Bayswater	Ms Bianca Sandri	Director Community Services
City of Belmont	Robert Rossi, Mayor	PAMG Chair/Delegate
City of Belmont	Cr Phil Marks	Deputy Delegate
City of Belmont	Mr John Christie	Chief Executive Officer/PAMG Treasurer
City of Belmont	Mrs Helen Mark	PAMG Secretary/Executive Assistant to the Mayor & CEO
City of Belmont	Ms Lorena Sullivan	Admin Support
City of Canning	Mr Graeme Bride	Deputy Delegate 2
City of Melville	Cr Soo Hong	Delegate
City of Swan	Cr Amanda Dorn	Delegate
Shire of Mundaring	Cr Jo Cicchini	Delegate
Town of Bassendean	Kathryn Hamilton, Mayor	Delegate
Town of Victoria Park	Cr Jesse Hamer	Delegate
<b>Ex-Officios</b>	<b>Organisation</b>	<b>Position</b>
Mr Jaxon Thomas	Perth Airport Pty Ltd	Airfield and Airspace Planning Manager
Ms Melissa Harrison	Perth Airport Pty Ltd	General Manager Approvals, Environment & Heritage
Ms Gemma Hunter	Perth Airport Pty Ltd	Senior Communications Specialist
Ms May Li Foong	Airservices Australia	Senior Advisor Community Engagement (attended via Microsoft Teams)
Mr Stefan Smerdon	Aircraft Noise Ombudsman	Senior Advisor, Aircraft Noise Ombudsman (attended via Microsoft Teams)
Mr Steve Klomp	Jandakot Airport	CACG Chair

## Apologies

Member	Name	Position
City of Kalamunda	Nathan Ritchie	Director Development Services
City of South Perth	Mike Bradford	Chief Executive Officer
Town of Victoria Park	Karen Vernon, Mayor	Deputy Delegate
Ex-Officios	Organisation	Position
Mr Steve Moreland	Perth Airport Pty Ltd	Chief Planning & Projects Officer

### 3. Disclosure of Interest

Nil.

### 4. Announcements

Nil.

### 5. Acceptance of Meeting Minutes from 6 December 2023.

A full copy of the minutes of the meetings can be downloaded from the member section of the PAMG website <https://Pamg.com.au/members-access/>.

(Attachment 1 – PAMG Ordinary General Meeting Minutes 6 December 2023).

#### **Recommendation:**

***That the minutes of the PAMG Ordinary General Meeting held on 6 December 2023 as circulated to delegates and deputy delegates, be confirmed as a true and accurate record.***

Moved	Cr Jesse Hamer	Seconded	Kathryn Hamilton, Mayor	Vote	Carried Unanimously
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### 6. Matters arising from previous meeting

#### 6.1 Meeting held 6 December 2023

Item	Action	Outcome
8.1 Meeting Attendance	PAMG Treasurer to meet with Mr Stephen Cain - CEO, City of Swan to discuss possible alternative dates for the next meeting.	The Treasurer met with Mr Cain and it was decided to keep the meeting dates to a Wednesday. The exact Wednesday of the month can be flexible, as appropriate.
9.1 Correspondence	PAMG Secretary to review the PAMG Constitution to determine whether the resignation of a member council will affect the number of core members required to be present to constitute a quorum.	Constitution reviewed and updated draft constitution to be discussed at item 8.1.

Item	Action	Outcome
9.4.1 Perth Airport Pty Ltd	Mr Moreland to investigate the parking restrictions in the planned multi-storey car park and report back to the Group.	Update provided at Item 9.4.1 – Perth Airport Pty Ltd

## 7. Presentations

Nil.

### 9.4.1 Perth Airport Pty Ltd

Note

Item 9.4.1 was brought forward for discussion at this point for the convenience of representatives present from Perth Airport Pty Ltd.

The presentation included the following:

- Qantas and Perth Airport reach landmark agreement
- Route Development
- Passenger Update
- Statutory Master Plan 2026
- Master Plan – Key Studies in Progress
- Ground Transport Consolidation Project (GTCP), Western Pod Progress
- Perth's New Runway – Project Update
- Airport Central – Airfield Upgrade
- Community & Sponsorship Program: April & May 2024
- World Airport Awards – Perth Airport wins

(Tabled Attachment 1 – Perth Airport Update – 17 July 2024)

Questions were asked and responded to as follows:

- Perth Airport does not anticipate a significant change in traffic volumes in the area around T3/T4.
- Concern was raised with the vehicle height restrictions on other levels to allow larger height vehicles access in the proposed new 6-level multistorey car park. The new car park will have sufficient height clearance at pick up and drop off points to allow buses to manoeuvre.
- There is no plan to have annual offsets reporting published. This question was taken on notice to provide a detailed response.
- The New Runway Project Offset Strategy does not have annual reporting requirements, but other reporting mechanism may exist. This question was taken on notice to provide more details on potential reporting mechanisms.

- Cr Hamer made an enquiry regarding the Town of Victoria Park not being eligible for the Community Boost Funding – Perth Airport Pty Ltd advised that the Town has now been added to the list of eligible LGA areas and that the next round of grants will be opened in September.

**ACTION – Perth Airport Pty Ltd to provide a detailed response to the question relating to the publishing of annual offsets.**

**ACTION – Perth Airport Pty Ltd to provide a detailed response on potential reporting mechanisms.**

## 8. New Business

### 8.1 PAMG Constitution

The Constitution has been reviewed and updated in line with the *Associations Incorporations Act 2015*.

Amendments to the Constitution of the PAMG can only be passed by special resolution (that is, that it is passed at a general meeting of the association by the votes of not less than three-fourths of the core members present at the meeting).

The amended PAMG Constitution is hereby presented for adoption.

(Attachment 2 – DRAFT PAMG Constitution – Track Changes)

(Attachment 3 – DRAFT PAMG Constitution – Clean Copy)

#### **Special Resolution:**

***That the Perth Airports Municipalities Group Inc. adopt the amended Constitution.***

Moved	Cr Michelle Sutherland	Seconded	Cr Shanavas Peter	Vote	Carried Unanimously
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### 8.2 Election of Management Committee Delegate

There were no nominations received for the position of Management Committee Delegate at the Annual General Meeting, held on 6 December 2023. The position remained vacant to give Delegates further opportunity to consider nominating for this position.

The Chairperson, assisted by the Secretary, shall undertake a ballot to fill the position of Management Committee Delegate, in accordance with the Constitution, should there be more than one nomination.

#### **Recommendation**

***That the PAMG endorse \_\_\_\_\_ as Committee Delegate of the PAMG and its Management Committee for the remainder of the term of office.***

The Chairman called for nominations from the floor. No nominations were received.

The position of Committee Delegate will remain vacant at this time and will be included for further discussion at the next Ordinary General Meeting.

## **9. General Business**

### **9.1 Correspondence**

Nil.

### **9.2 Noise updates**

#### **9.2.1 Airservices Australia Update**

Reporting for Perth Airport is available on Airservices' web page. Delegates can view this information on the below links:

- [Movements at Australian airports](#)
- [WebTrak](#)

Ms May Li Foong from Airservices Australia attempted to join the meeting via Microsoft Teams. Due to unforeseen technical issues, she was unable to participate in the meeting.

The report has been tabled for distribution to members for information.

(Tabled Attachment 2 - Airservices Australia PAMG Presentation July 2024)

#### **9.2.2 Other Aircraft Noise Matters**

Mr Stefan Smerdon from Aircraft Noise Ombudsman (ANO) attempted to join the meeting via Microsoft Teams. Due to unforeseen technical issues, he was unable to participate in the meeting.

The report has been tabled for distribution to members for information. The data included is taken from the ANO's most recent quarterly report (January to March 2024). Once published, the ANO's April to June 2024 quarterly report will be available [here](#).

(Tabled Attachment 3 - ANO Presentation July 2024)

### **9.3 Community Aviation Consultation Group (CACG) – Reports**

#### **9.3.1 Perth Airport Community Briefing Group (PACBG)**

The Community Briefing Group report is included as part of Perth Airport update. Item 9.3.1 Community Aviation Consultation Group will be removed from future agendas.

#### **9.3.2 Jandakot Airport Community Aviation Consultation Group (JA-CACG)**

Mr Steve Klomp, Chair Jandakot Airport JA-CACG presented an update to the Group. Questions were asked and responded to as follow:

- JA-CACG has been in communication with residents from the City of Melville regarding their concerns relating to aircraft seemingly deviating from flight paths. These residents have been invited to the next JA-CACG meeting in September.

- The Federal Government is conducting a study of per- and polyfluoroalkyl substances (PFAS) contamination in water, looking at the possible source of contamination and effects on public health.

## 9.4 Airport Reports

### 9.4.1 Perth Airport Pty Ltd

For the convenience of Perth Airport Pty Ltd, this item was brought forward for discussion prior to Item 8 – New Business. Refer to page 6.

## 9.5 Australian Airports Association

For the latest news and information on the aviation and airport industry, refer to: [www.airports.asn.au](http://www.airports.asn.au). For calendar of events, refer to: <https://airports.asn.au/events/>

## 9.6 Membership updates

### 9.6.1 Core Membership

### 9.6.2 Delegate changes

### 9.6.3 Officer changes

## 10. PAMG Financials

### 10.1 Interim Financial Statement for the period between 1 July 2023 to 30 September 2023

A typographical error was identified in the recommendation of the Interim Financial Statement for the period between 1 July 2023 to 30 September 2023 and is re-presented for approval.

The interim financial statement for the periods between 1 July 2023 to 30 September 2023 has been circulated to delegates and deputy delegates.

(Attachment 4 - Interim Financial Statement – 1 July 2023 to 30 September 2023 re-presented)

#### **Recommendation:**

***That the PAMG accept the Treasurer's Interim Finance Report for the period 1 July 2023 to 30 September 2023.***

Moved	Cr Jesse Hamer	Seconded	Cr Michelle Sutherland	Vote	Carried Unanimously
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## 10.2 Interim Financial Statement for the period between 1 October 2023 to 30 December 2023

The interim financial statement for the periods between 1 October 2023 to 30 December 2023 has been circulated to delegates and deputy delegates.

(Attachment 5 - Interim Financial Statement – 1 October 2023 to 30 December 2023)

### **Recommendation:**

***That the PAMG accept the Treasurer's Interim Finance Report for the period 1 October 2023 to 30 December 2023.***

Moved	Cr Jesse Hamer	Seconded	Cr Amanda Dorn	Vote	Carried Unanimously
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## 10.3 Interim Financial Statement for the period between 31 December 2023 to 30 March 2024

The interim financial statement for the periods between 31 December 2023 to 30 March 2024 has been circulated to delegates and deputy delegates.

(Attachment 6 – Interim Financial Statement – 31 December 2023 to 30 March 2024)

### **Recommendation:**

***That the PAMG accept the Treasurer's Interim Finance Report for the period 31 December 2023 to 30 March 2024.***

Moved	Cr Shanavas Peter	Seconded	Cr Jesse Hamer	Vote	Carried Unanimously
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## 11. Next meeting

The date of the Annual General Meeting and Ordinary General Meeting is as follows:

Date: Wednesday, 4 December 2024  
Time: 5.30pm  
Host: City of Belmont

## 12. Closure

The Chairman closed the meeting at 6.24pm.



**Perth Airports  
Municipalities Group Inc.**

*Communities Co-Existing with Airports*



## **TABLED ATTACHMENT 1**

# Perth Airport Update

17 July 2024

# Acknowledgement

**Boorloo Worlak Kornt kaadatj Aboriginal wer Torres Strait Islander moort Australia boodja-k. Nidja Wadjak moort Noongar boodja-k. Ngalak kaadatj Noongar Birdiya koora-koora yeyi wer boordakan.**

Perth Airport acknowledges Aboriginal and Torres Strait Islander peoples as the Traditional Custodians of Australia. This is Whadjuk Country and we pay our respects to Elders past, present and emerging.



# Qantas and Perth Airport reach landmark agreement

- Agreement signed, Qantas to consolidate to Airport Central
- Unlocks \$5 billion in investment over 10 years
  - New terminals (2031), runway (2028), multi-story carparks, road/access improvements, hotel
- Includes relocation of Jetstar to T2 later in 2024, within expanded lounge and boarding gates
- Investment to upgrade T3/T4 to enable Qantas growth capacity and new routes, while new terminal at Airport Central is being built



## Route Development

- South African Airways recommenced Perth to Joburg service on 29 April. 3 times per week, adding nearly 80,000 seats annually.
- Thai Airways daily, direct Perth to Bangkok service recommenced from 31 March. +186,000 seats, 14,000t cargo capacity.
- Airnorth commenced service to Alice Springs from this month. 3 times a week, direct. 24,000 seats annually. State Govt and Tourism WA support.
- China Southern, direct Perth to Guangzhou from 28 November. 3 times a week. +86,000 seats, 5,000t cargo capacity.
- Cathay Pacific will add more flights in October to total 11 services per week adding 140,000 seats between Perth and Hong Kong.
- Rex Airlines, launching first coast-to-coast flights with Perth to Melbourne and Perth to Adelaide commenced June 28.



# Passenger Update



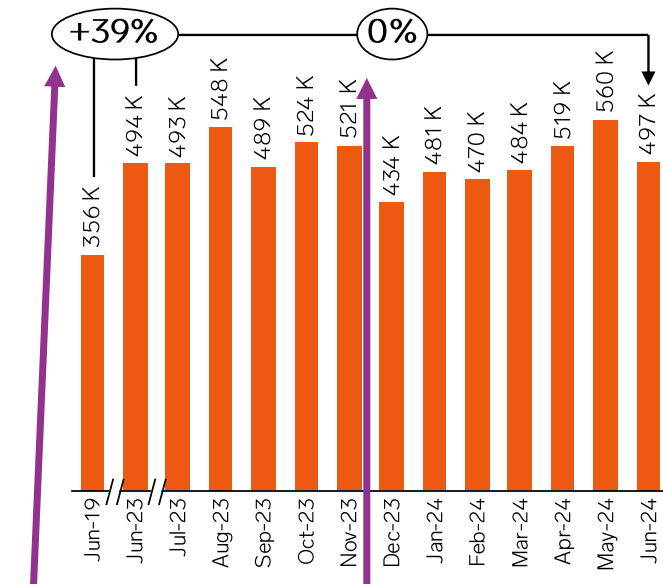
## Regional WA



## Domestic Interstate

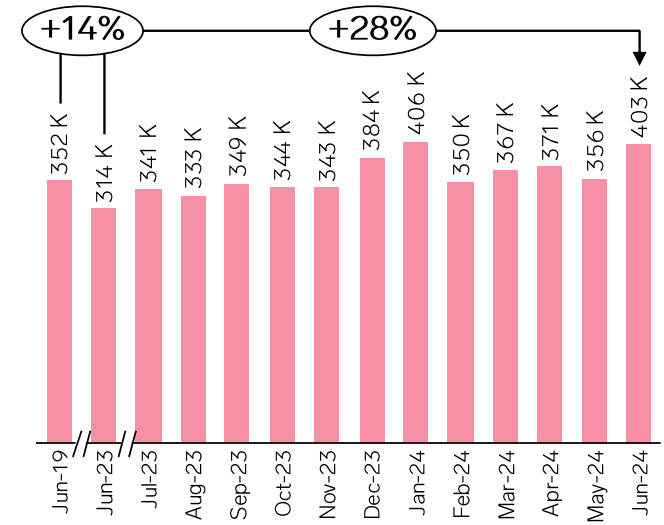


## International



PRE-COVID  
COMPARISON  
SAME MONTH  
2019 V. 2024

SAME MONTH  
2023 V. 2024  
COMPARISON  
(ANNUAL CHANGE)





# Passenger Update



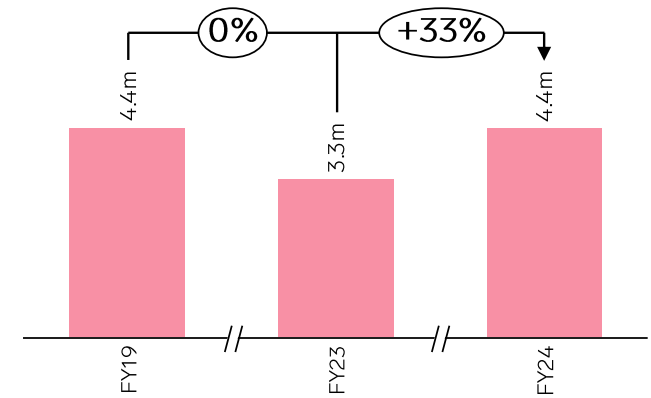
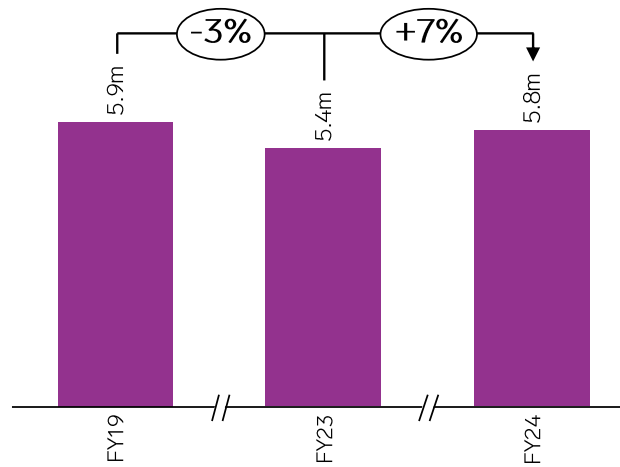
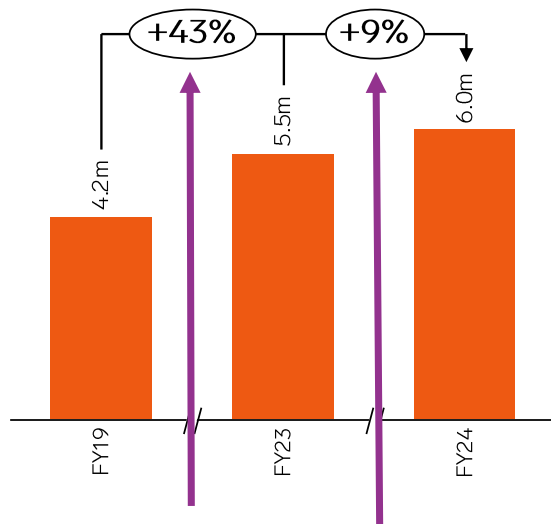
## Regional WA



## Domestic Interstate



## International

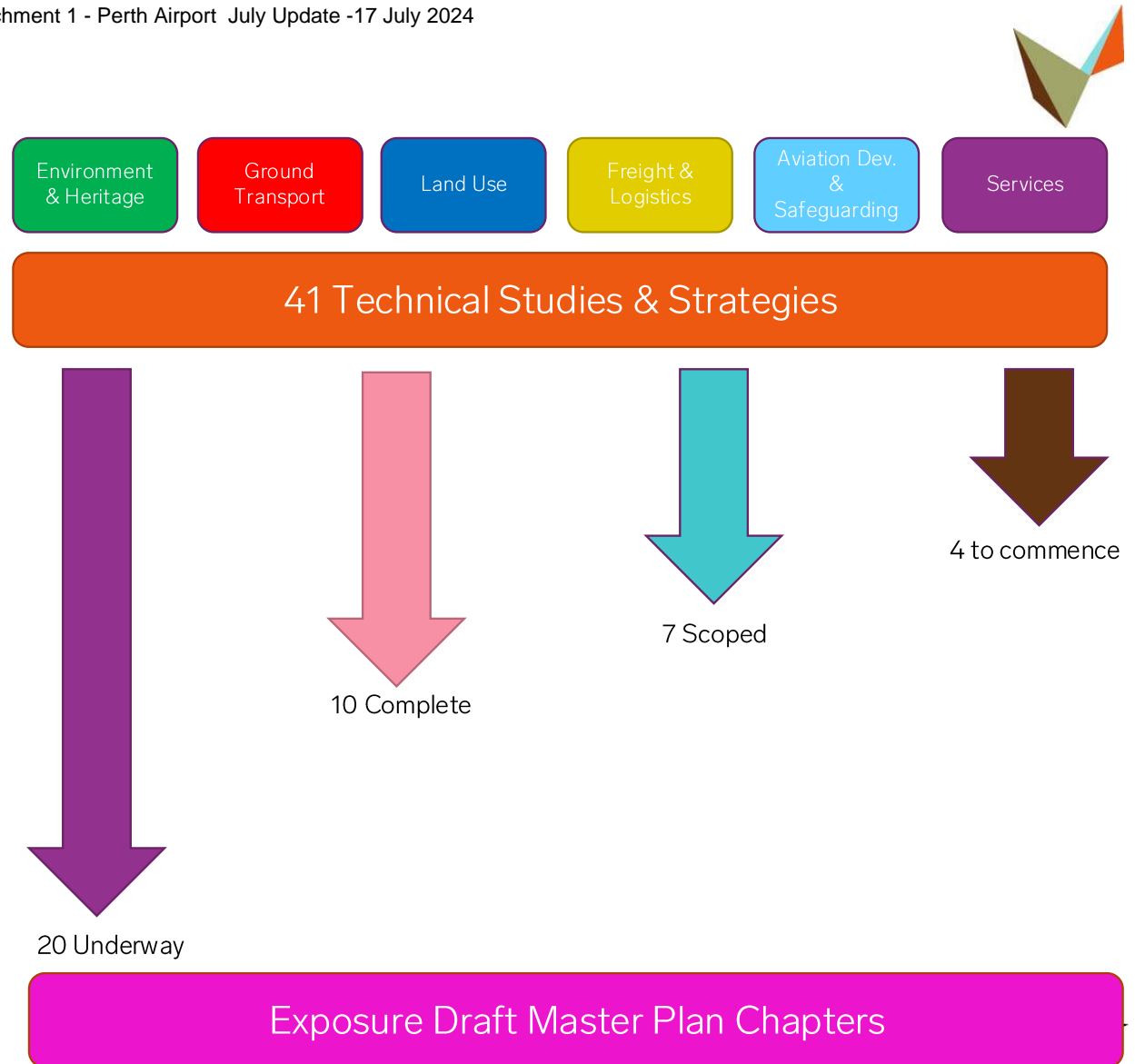


PRE-COVID  
COMPARISON  
FY19 v FY24

YEAR ON YEAR  
COMPARISON  
FY23 v FY24  
(ANNUAL CHANGE)















## Statutory Master Plan 2026

- **Establishment Phase** commenced –6 workstreams (refer right).
- 41 Technical Studies and Strategies to deliver to inform the Master Plan.
- Engagement underway for some studies. More to be done with government agencies, community groups and airlines.
- Key date: Expected release of Exposure Draft: March 2025.
- Today's presentation on the 'Net Benefits Test' for Airport West future development.





# Master Plan - Key Studies in Progress

STUDY	LATEST	STUDY	LATEST
 Land Use Planning Study (December 2023 – July 2024)	External stakeholder engagement complete. Land Use optioneering commenced.	 Aviation Fuel Strategy (March – July 2024)	Internal and external stakeholder engagement complete. Preparing draft strategy.
 Property Master Plan Refresh (April – August 2024)	Refresh of PMP commenced. Constraints and opportunities mapping underway.	 Removal of Cross Runway Extension Wind Study (March – May 2024)	Study underway. Expecting draft modelling results next month.
 Net Benefit Test (April – August 2024)	Modelling complete. Outcomes presented to internal PAPL stakeholders.	 Busy Hour & Stand Demand Analysis (November 2023 – May 2024)	Draft report received for review.
 Airport Central Surface Access Strategy (March – October 2024)	Basis of Study Report (Stage 1 deliverable) complete and under review.	 Schedule Development (November 2023 – May 2024)	Draft report received for review.
 Land & Biodiversity Management Plan (January – July 2024)	Stakeholder workshops underway. Production of management plan commenced.	 Runway Capacity Study (Ultimate) (November 2023 – May 2024)	Draft report received for review.
 Environmental Significant Area Mapping (August 2023 – May 2024)	Mapping complete. Expecting draft report next month.	 Logistics Strategy (February – October 2024)	Concept of operations future options to issue for review this week.
 Climate Change Risk Assessment (April – October 2024)	Study commenced. Final report in October.	 Services Master Plan (March – October 2024)	Internal stakeholder workshops underway.



## Ground Transport Consolidation Project (GTCP), Western Pod Progress

- Georgiou appointed as the Design & Construct Contractor, and will mobilise to site from July 2024
- Preliminary site works underway
- Development include a 6-level multi-storey car park
  - Parking includes Short-Term, Premium, motorcycle and ACROD
  - Ground floor all pickups and drop offs by all modes



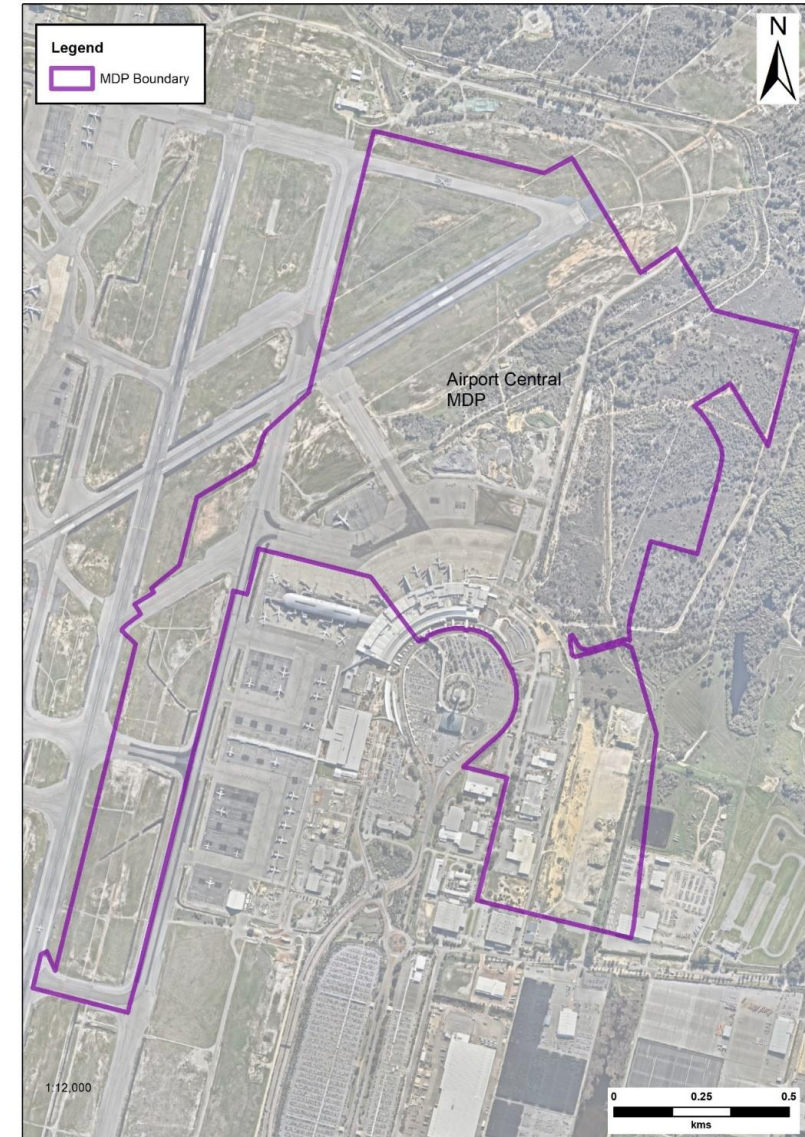
# Perth's New Runway – Project Update



- Offsets Strategy Approved May 2024
- Finalised the 60% detailed design
- Further technical engagement to be undertaken

## Airport Central – Airfield Upgrade

- Scope: apron & taxiway system to connect future new runway to future expanded terminal, associated services and infrastructure
- Draft MDP submitted to the Minister
- Offsets Strategy submitted



# Community & Sponsorship Program: April & May 2024

- Community Boost – Round 1 2024 completed.
- Funding of up to \$1000 provided to 32 local community groups including:

Alnoor Community Language	Belmont Junior Football Club	Hills Rangers Football Club	Silver Majestic Netball Club
ANA Rowing Club	Brookman Primary School	Kalamunda And Districts Junior Football Club	Spectrum Space
Ascot Rotary	Carlisle Rivervale Little Athletics Club	Kalamunda Toy Library	Sporting Warriors Soccer Club
Ascot Cricket Club	CLAN Midland	Lakay Judo Club	WA Ostomy Association
Aveley North Primary School	Darling Range Wildlife Shelter WA	Morley Leos (Lions Club)	Western Cobras Softball Club
Bayswater Sea Scouts	Eden Hill Primary School	Notre Dame Catholic Primary School P&C	Wheels for Hope
Bayswater Toy Library	Gosnells Toy Library	Riverton Primary School P&C	Willetton Netball club
Belmont Athletics Centre	Guildford & Kalamunda District Swimming Club	Rivervale Primary School P&C	Willetton Primary School P&C

- Complimentary parking provided to families travelling with the Starlight Foundation.

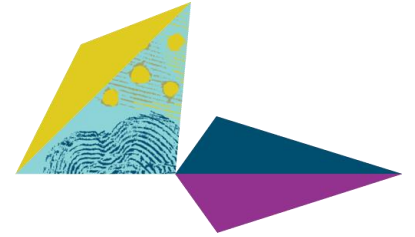
## World Airport Awards – Perth Airport wins

- Perth Airport has received the award as the 'Best Airport – Staff Service' in Australia & Pacific at the World Airport Awards, held in Frankfurt, Germany.
- Awards are based on questionnaires completed by over 100 nationalities of airport customers during a 7-month survey period.
- The survey evaluates customer experience across all areas of airport service and facilities, from check in, arrivals, transfers, shopping, security / immigration, through to departure at the gate.



Chief Operations Officer  
– Scott Woodward

# Thank you.





# Perth Airports Municipalities Group Inc.

*Communities Co-Existing with Airports*



## **TABLED ATTACHMENT 2**

# Airservices Update

## Perth Airports Municipalities Group

17 July 2024

# Airservices Update

- Air traffic movements Perth Airport Dec 2023 – May 2024
- Noise Complaints and Information Service (NCIS) update Dec 2023 – May 2024
- Aircraft in Your Neighbourhood – monthly complaints report

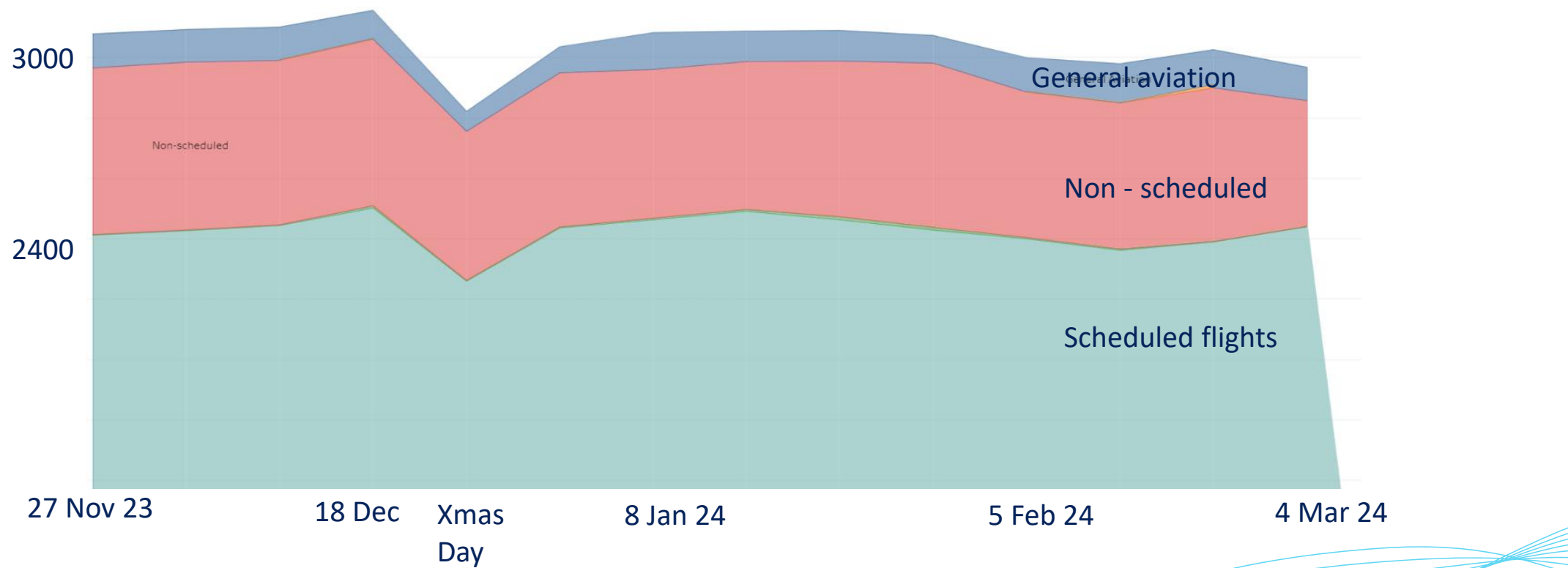
# AIR TRAFFIC MOVEMENTS (WEEKLY) Dec - Feb

Peaks:

Flight Type:	Scheduled
Week of movement_time_local:	18 Dec 23
No. of Movements:	2,502

Flight Type:	Non-scheduled
Week of movement_time_local:	18 Dec 23
No. of Movements:	551

Flight Type:	General Aviation
Week of movement_time_local:	12 Feb 24
No. of Movements:	129



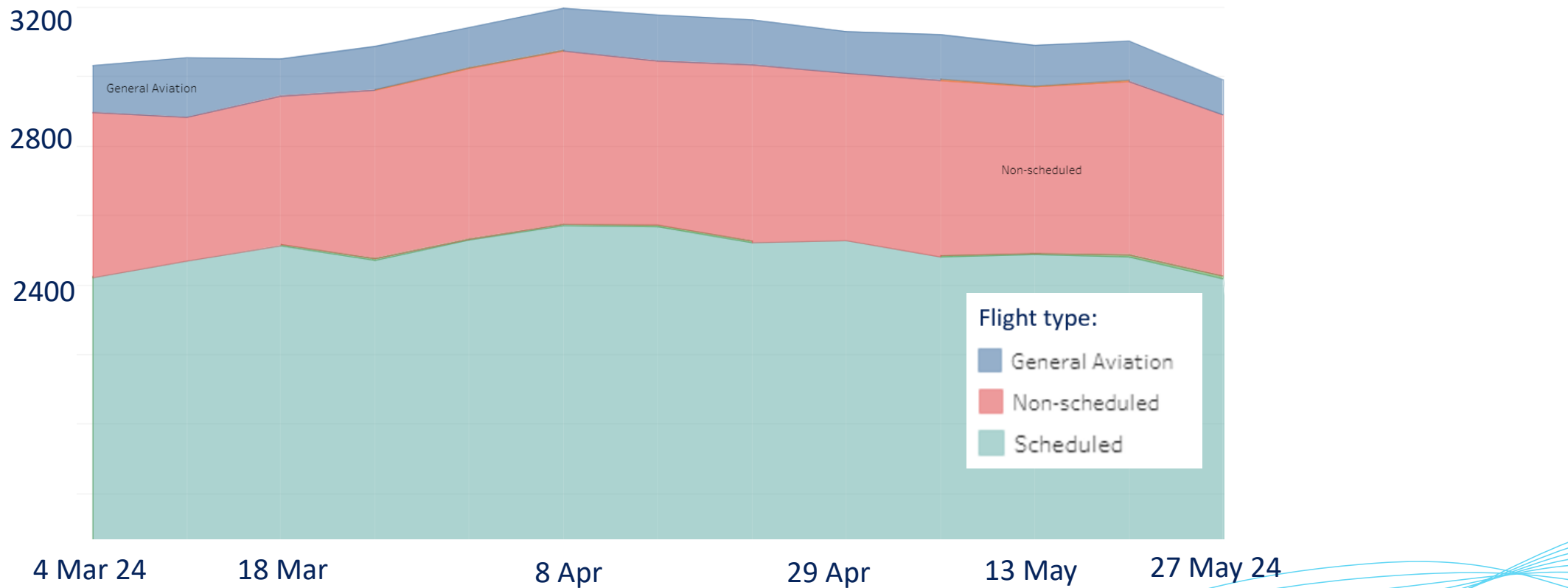
# AIR TRAFFIC MOVEMENTS (WEEKLY) Mar - May

Peaks:

Flight Type:	Scheduled
Week of movement_time_local:	08 Apr 24
No. of Movements:	2,571

Flight Type:	Non-scheduled
Week of movement_time_local:	08 Apr 24
No. of Movements:	499

Flight Type:	General Aviation
Week of movement_time_local:	08 Apr 24
No. of Movements:	121



# NCIS UPDATE

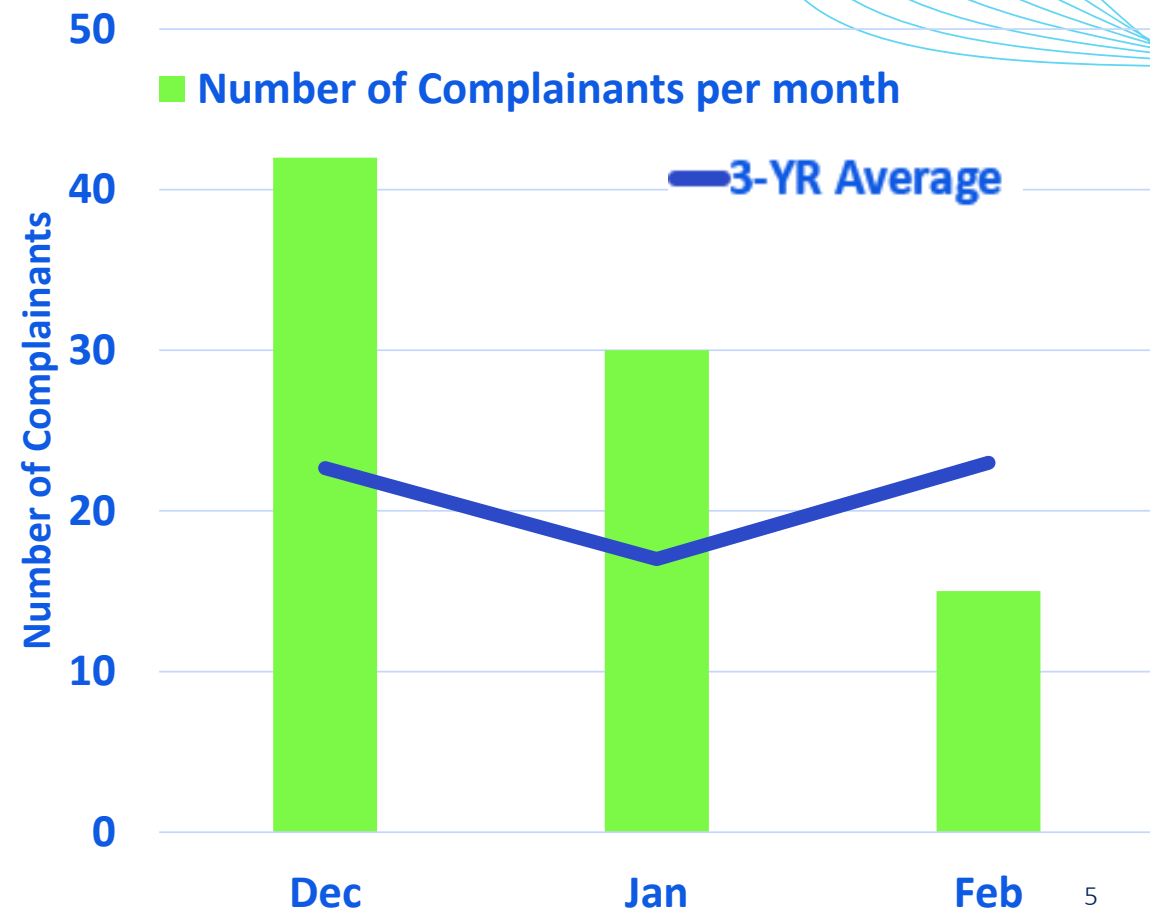
## December 2023 – February 2024

### Complainants

- 72 individual complainants
  - 195 contacts
  - 32 new complainants

### Suburb

- 42 suburbs recorded a complainant
  - South Perth – 5
  - Kensington – 4
  - Lathlain – 4
- 24 suburbs recorded a single complainant



## NCIS UPDATE

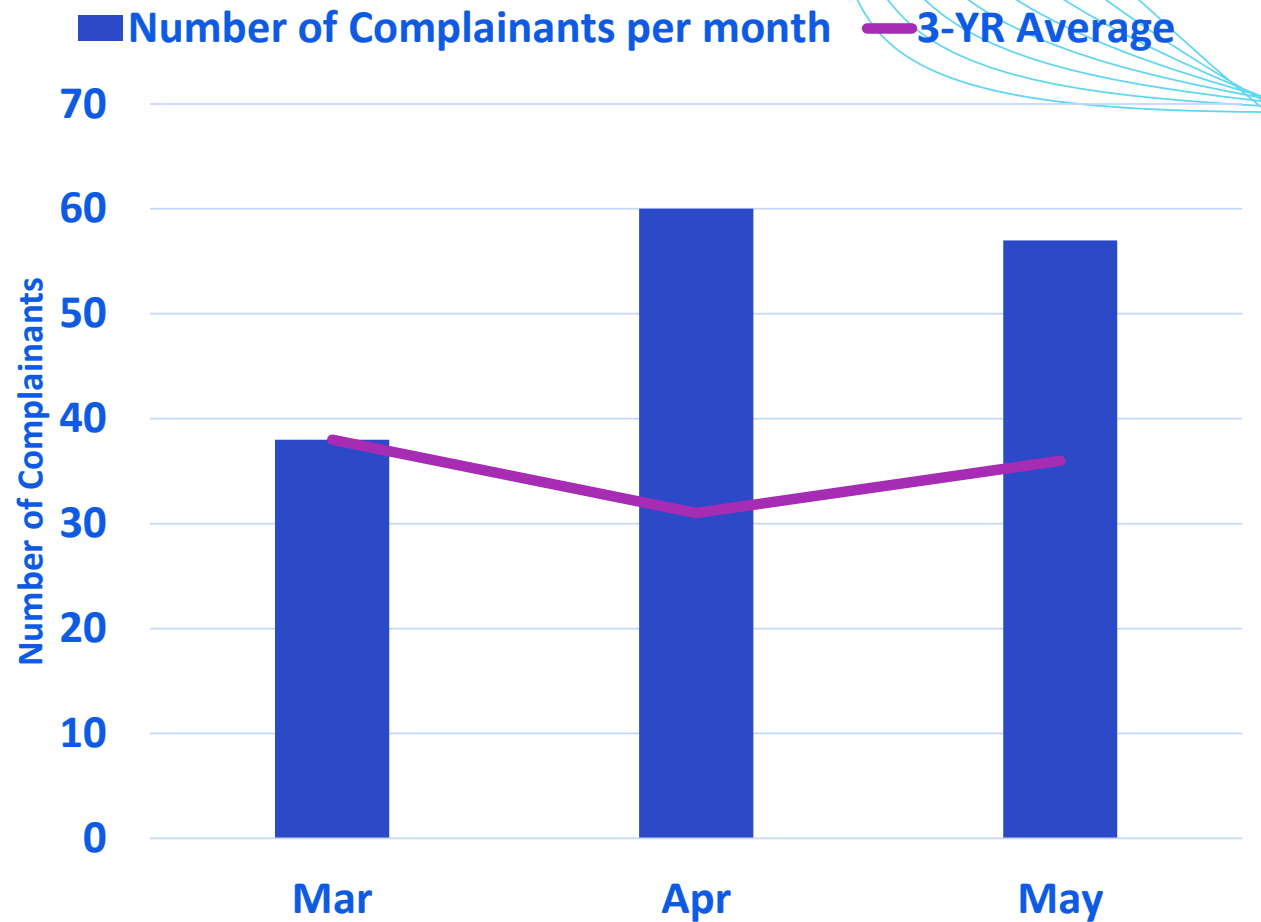
### March – May 2024

#### Complainants

- 135 individual complainants
  - 1190 contacts
  - 81 new complainants

#### Suburb

- 72 suburbs recorded a complainant
  - Canning Vale – 13
  - Kensington – 8
- 46 suburbs recorded a single complainant



# NCIS UPDATE

## December 2023 – February 2024

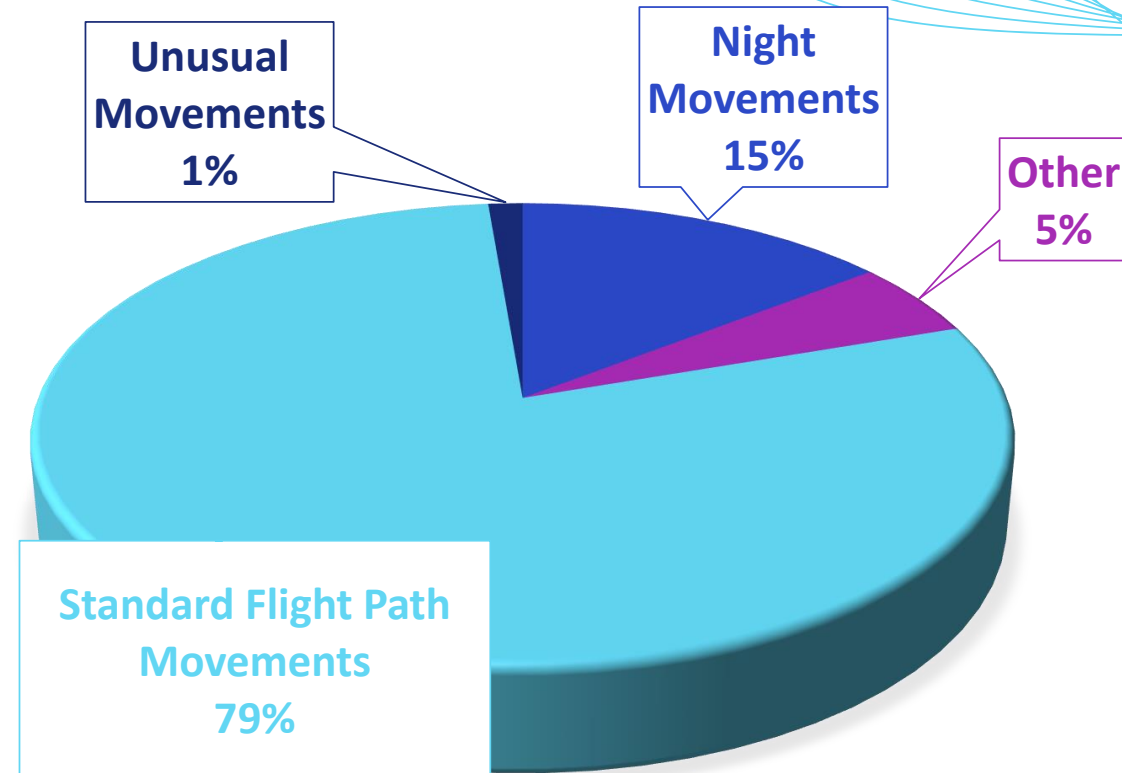
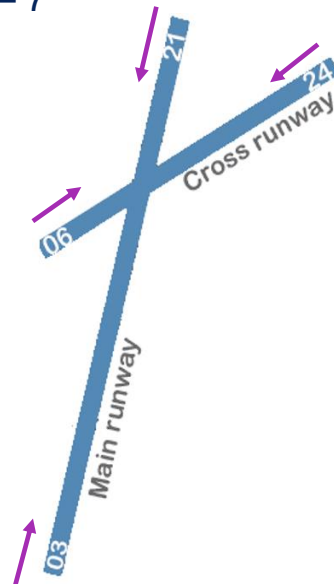
### Issues

#### — Standard flight path movements

- Runway 06 ARR – 26
- Runway 21 DEP – 13
- Multiple runway directions – 7
- Runway 03 ARR – 5
- Runway 03 DEP – 2
- Runway 06 DEP – 2
- Runway 21 ARR – 2
- Runway 24 ARR – 2
- Runway 24 DEP – 1

#### — Night movements

- Runway 21 DEP – 4
- Runway 06 ARR – 3
- Multiple runway directions – 2
- Runway 03 DEP – 2



# NCIS UPDATE

## March – May 2024

OFFICIAL

Tabled Attachment 2 - Airservices Australia PAMG Presentation July 2024



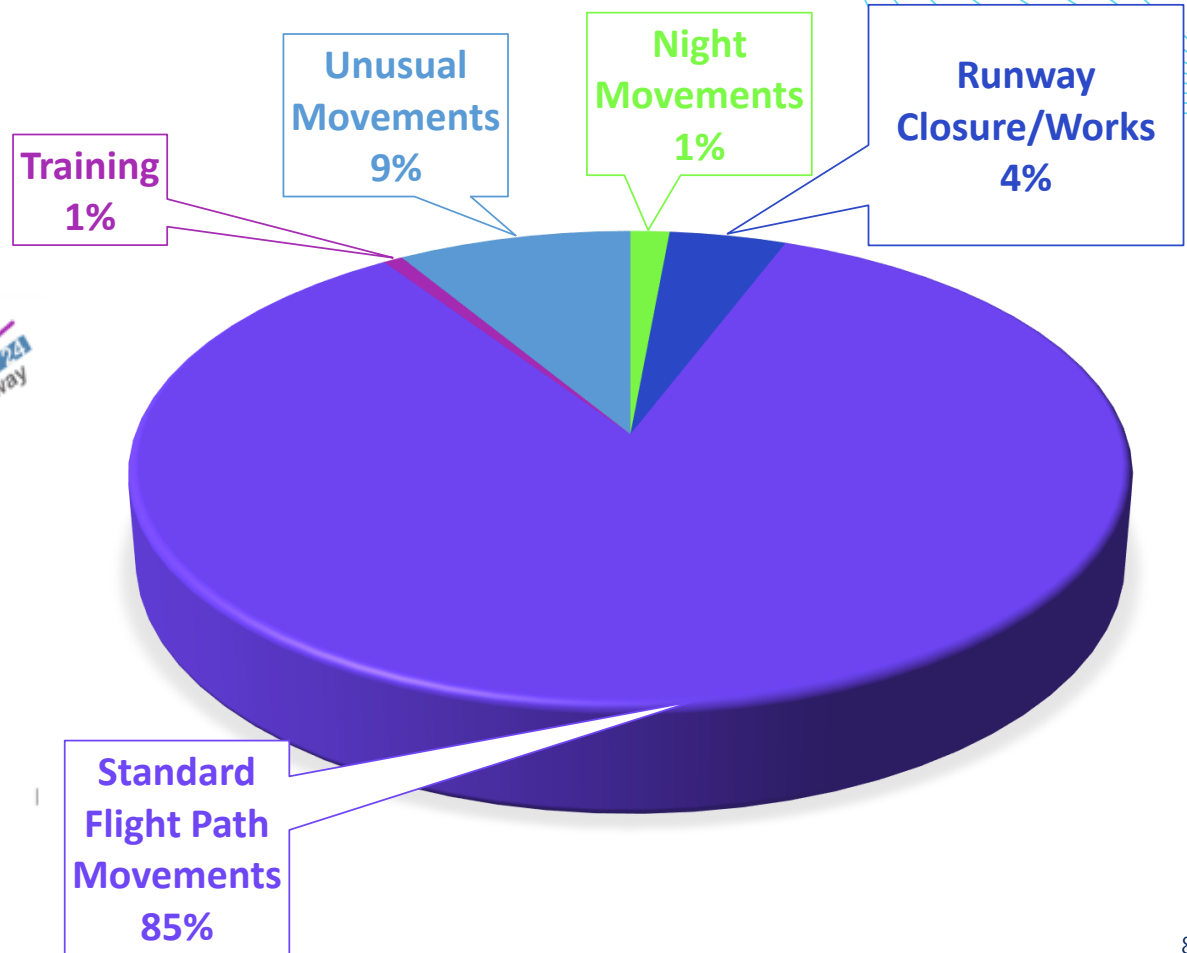
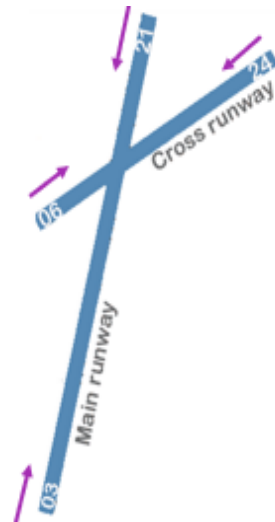
### Issues

#### — Standard flight path movements

- Runway 03 DEP – 28
- Runway 03 ARR – 27
- Runway 06 ARR – 26
- Runway 21 DEP – 15
- Runway 06 DEP – 11
- Multiple runway directions – 8
- Runway 21 ARR – 3
- Runway 24 ARR – 1

#### — Unusual movements

- Traffic management – 10
- missed approach – 1
- Radar departures – 1

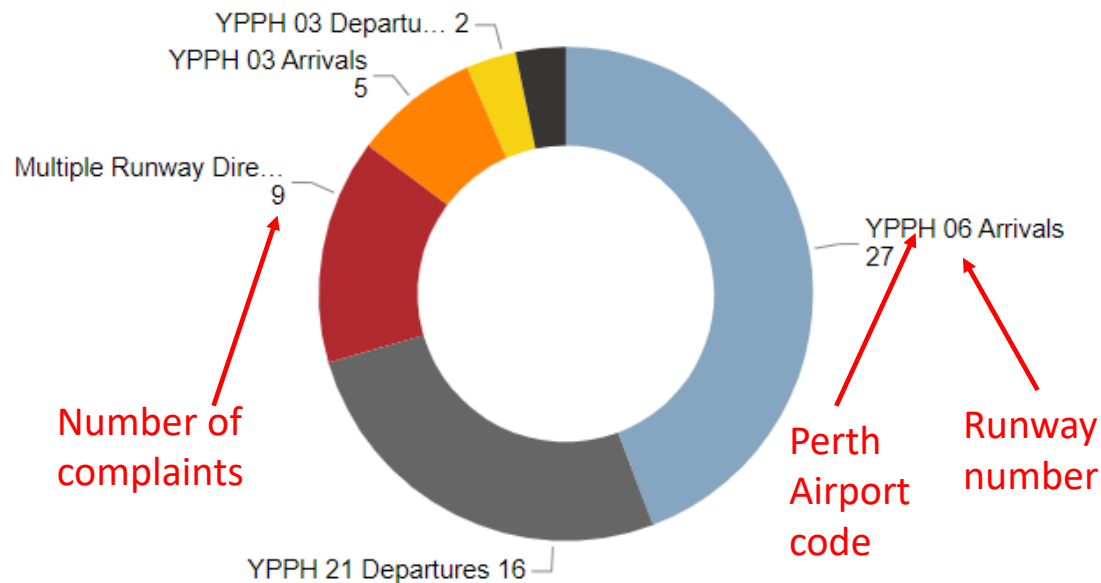


# AIRCRAFT IN YOUR NEIGHBOURHOOD – complaints report

- <https://aircraftnoise.airservicesaustralia.com/>
- Enter your address
- Select 'What flight disturbed me' and 'Perth complaints report'
- View historical data, filter by airport

## Classifications (Top 10)

Select to display all Classifications



Select airport :

Perth

Select date range :

12/1/2023

1/31/2024

## Number of complainants/complaints by airport

	Complainants	Complaints
Perth	66	174

# THANK YOU



# Perth Airports Municipalities Group Inc.

*Communities Co-Existing with Airports*



## **TABLED ATTACHMENT 3**

OFFICIAL

Tabled Attachment 3 - ANO Presentation July 2024



# Perth Airports Municipalities Group (PAMG)

2024

**Stefan Smerdon, Senior Advisor**

OFFICIAL

# Role of the ANO in aircraft noise management

The ANO can review what Airservices Australia (Airservices) or the Department of Defence (Defence) have or haven't done, in relation to aircraft noise.

The ANO can make recommendations to Airservices or Defence for improvements to their processes and information that is shared with the community.

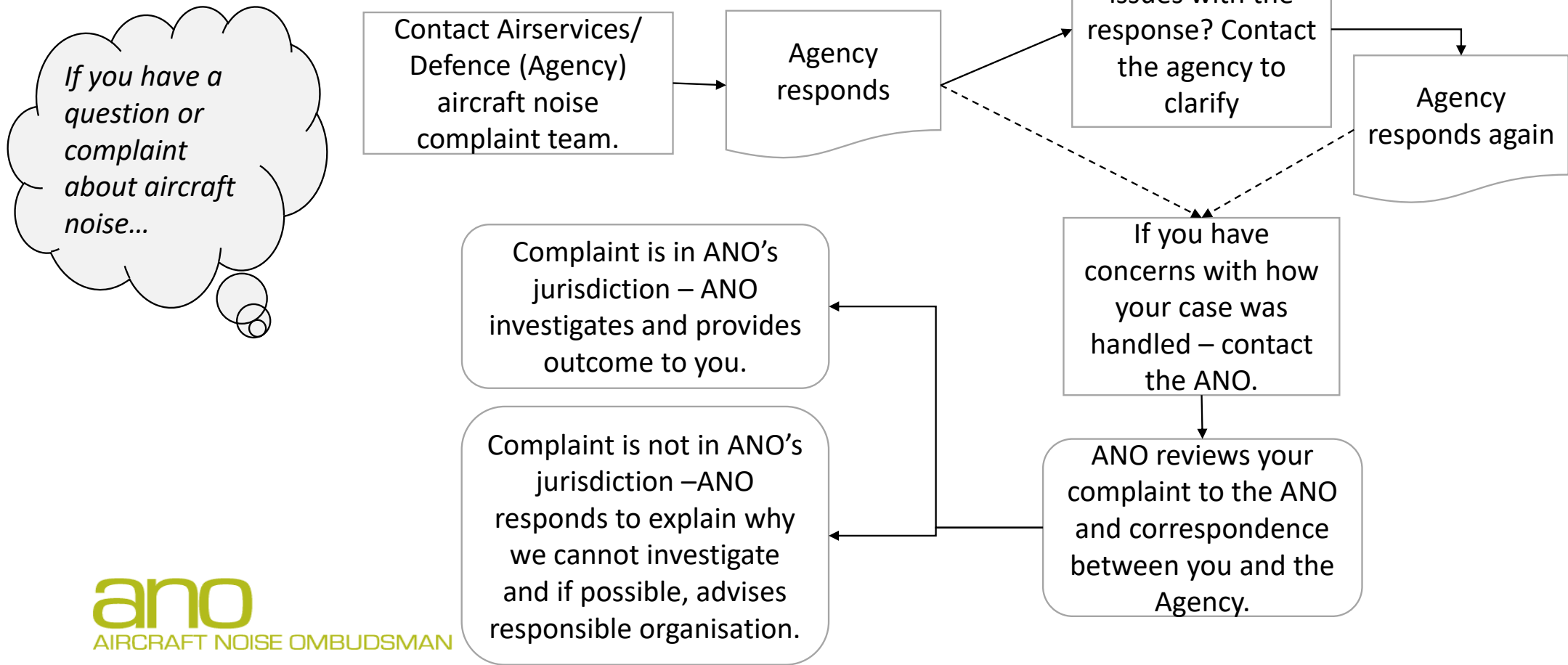
The ANO is independent, impartial and there are no costs to access the ANO's services.

# What that really means to the PAMG:

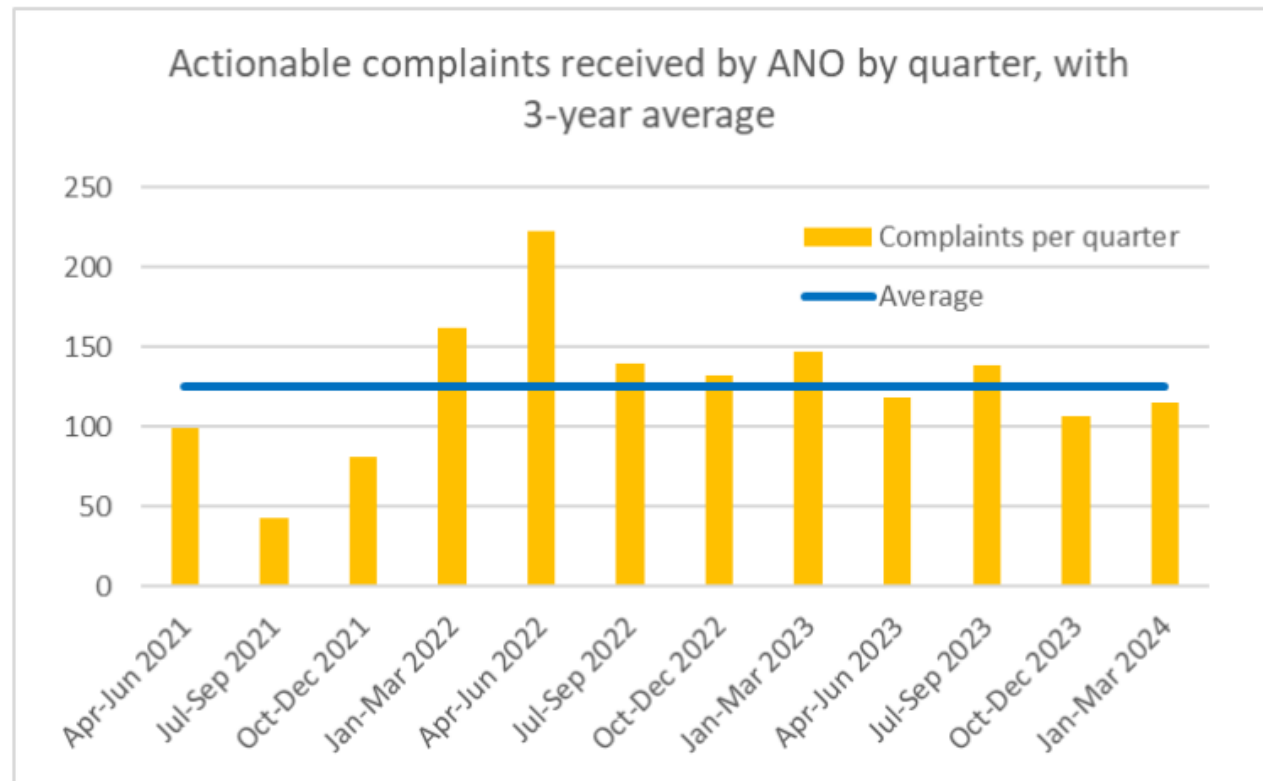
Under the ANO Charter, the ANO :

- reviews the handling of complaints or enquiries made to Airservices Australia about aircraft noise, including in respect of community engagement and presentation and distribution of information concerning aircraft noise;
- monitors and reports on the effectiveness of community engagement processes relating to aircraft noise undertaken by Airservices and
- monitors and reports on the effectiveness of the presentation and distribution of aircraft noise-related information by Airservices.

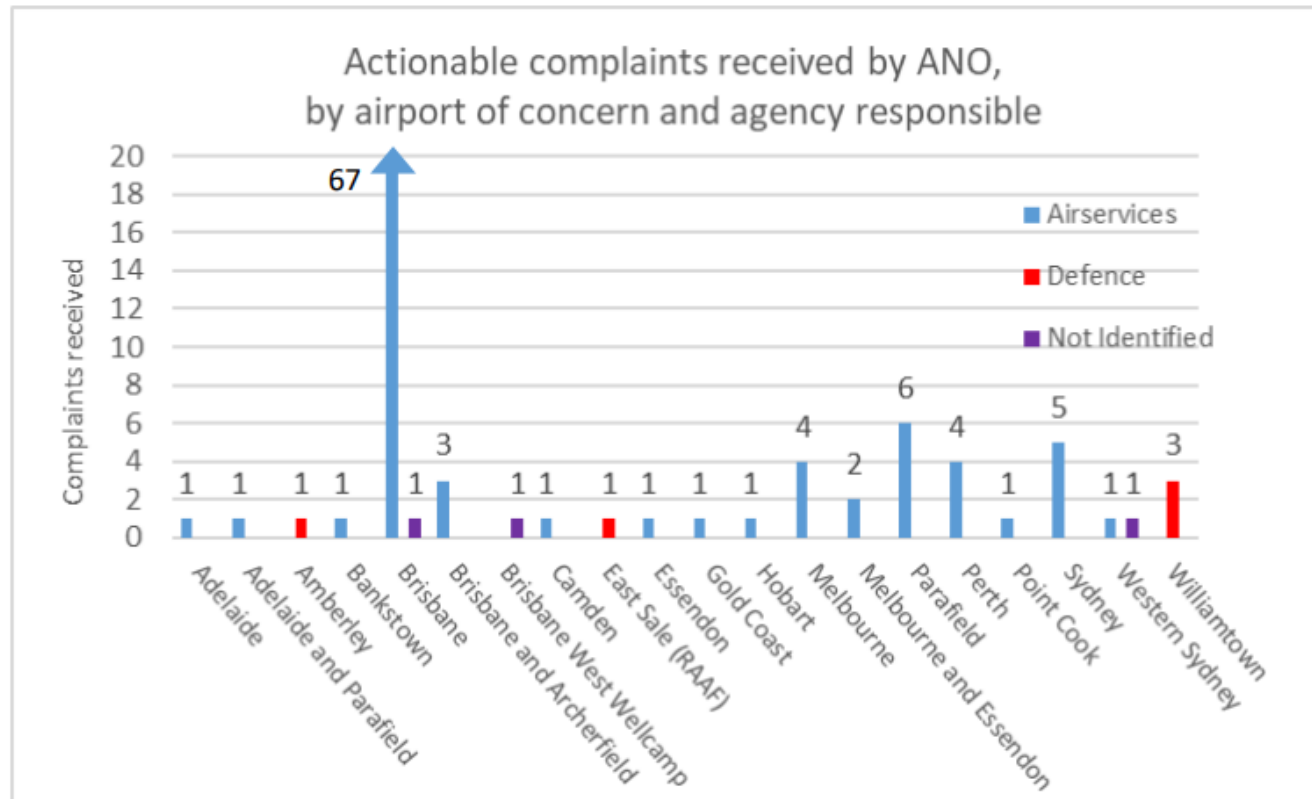
# ANO's role in the aircraft noise complaint process



# Trend in complaints received by the ANO - last three years

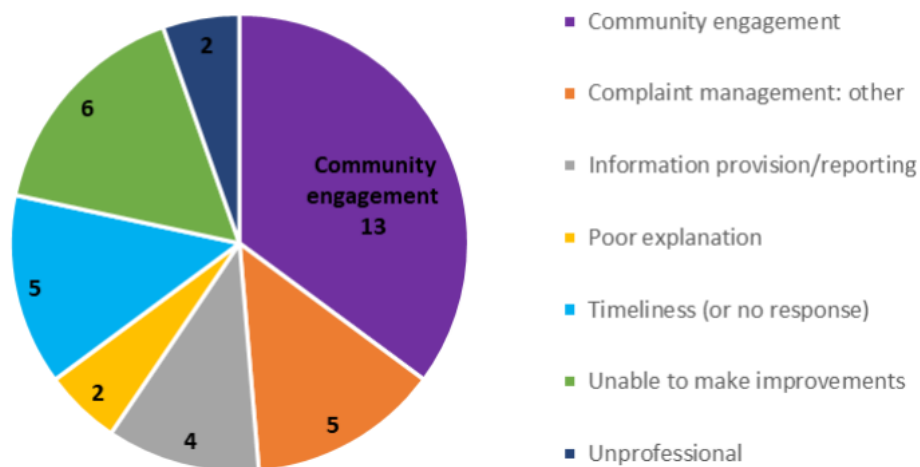


# Complaints received by the ANO – January to March quarter

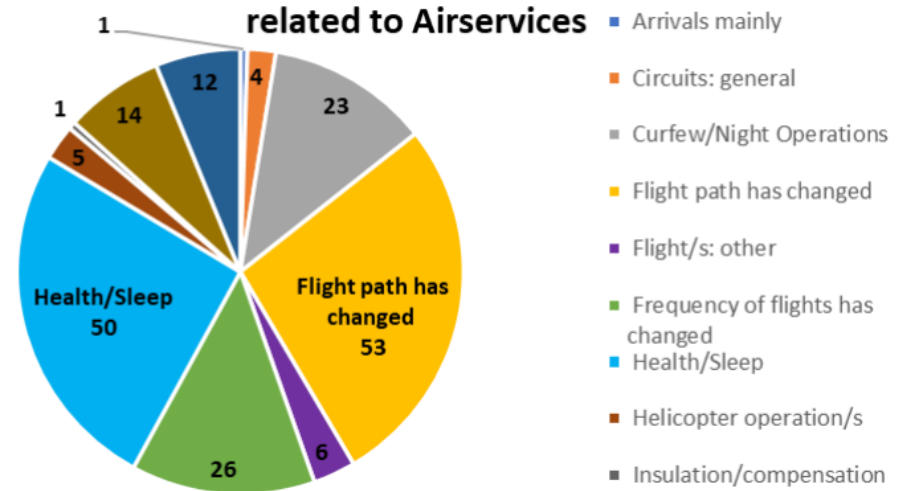


# Issues raised in last quarter

**Breakdown of agency specific issues, related to Airservices**



**Breakdown of aircraft noise issues, related to Airservices**



# Brisbane Investigation - Background

Complaints related to the opening of new runway and new flightpaths for Brisbane Airport. Concerns were raised about the activities undertaken before the runway opened including:

- the community engagement undertaken, and
- the environmental assessments completed.

ANO report into investigation released in October 2021. ANO report and Airservices Board's response available from: <https://ano.gov.au/reportsstats/>

# Brisbane Investigation – ANO Recommendations

**Recommendation 1: Airservices Post Implementation Review of the Brisbane flight paths includes a community engagement process that provides reasonable opportunities for community contributions and the consideration of community suggested alternatives to the current flight paths.**

Recommendation 2: Airservices review the effect of its managerial separation of flight path design, environmental assessment and community engagement, and implement a management structure that includes these functions under the same manager or demonstrate how effective community engagement is incorporated into the flight path change process under the current structure.

**Recommendation 3: Airservices update its Third Party Framework to ensure that Airservices' obligations regarding community engagement are properly acquitted when it enters into cooperative arrangements for community engagement with third parties.**

Recommendation 4: Airservices update its policies to ensure that if metrics for the assessment of significance have changed since the initial EIS assessment and approval, the originally approved designs and data should be used to produce the relevant applicable metrics, retrospectively. If the original approved data does not support production of the additional metric, for comparison against the final flight path designs, the comparative assessment should clearly explain the reasons for the alternate assessment method selected.

# Contacting the ANO office

**You can make a complaint to the ANO via the online complaint form at [www.ano.gov.au](http://www.ano.gov.au)**

**Alternatively, contact us by phone, email or mail**

Phone	1800 266 040 (toll free)
Email	<a href="mailto:ano@ano.gov.au">ano@ano.gov.au</a>
Mail	Aircraft Noise Ombudsman GPO Box 1985 Canberra City ACT 2601

## Street Lighting Policy

### Objectives

The purpose of this policy is to provide levels of service and general design standards for street lighting.

### Scope

The Town aims to install and encourage the use of energy efficient street lighting, which provides a safe pedestrian, cycling and traffic environment and is aesthetically attractive.

Funds will be allocated within the Town's 10 Year Financial Plan, 5 Year Capital Works Program and annual Operating Budgets to ensure the Town meets the objectives of this Policy.

### Policy statement

#### 1. New Lighting Infrastructure

- 1.1 Developers must provide the most energy efficient lighting infrastructure available from Western Power's standard range (see Distribution Design Catalogue section 12 (SL)) to meet the AS1158. The Town will generally request the use of LED (light- emitting diode) lighting which offers the longest life, greatest reliability, least reactive maintenance and most efficient use of energy.
- 1.2 Decorative poles that attract a higher Western Power tariff will require approval from the Town and will only be considered on a case-by-case basis.
- 1.3 In general, light colour emission requirements are as follows:
  - a) Distributor Roads - 4000K
  - b) Access Road - 3000K
- 1.4 All new lighting must be fitted with a 7 pin NEMA socket.

#### 2. Town Owned Assets

- 2.1 Where the Town installs lighting to public areas, it will generally use LED lighting that is designed to meet the requirements of AS1158.
- 2.2 The Town will systematically program the replacement of mercury vapour street light fittings from its own light poles with the aim of replacing all fittings by 2026.

### **3. Western Power Assets**

- 3.1 In accordance with the direction from the Economic Regulation Authority (ERA), the Town recognises that Western Power is responsible for the design and maintenance of the majority of street lights.
- 3.2 The Town will request that Western Power use energy efficient lighting as part of any works request.

### **4. Street Lighting Upgrades**

- 4.1 Where requests are received for street lighting upgrades the Town will undertake a night time site audit to ensure existing lights are operational. The results of the audit will be forwarded to Western Power to inform its assessment of lighting standards, in accordance with the “Western Power Access Arrangement” (2017-2022).

### **5. Levels of Service**

- 5.1 All Town owned lights will be inspected for operational efficiency quarterly with resultant maintenance requirements investigated and a works plan developed within five working days of reporting.
- 5.2 To ensure the Town is receiving the service it is charged for, an inspection of Western Power’s street lights will be undertaken quarterly. Non-operational lights will be reported to Western Power within one working day of the audit.
- 5.3 Where a significant proportion of failing street lights are identified in an area or road, and where the likelihood of continuing failures is high, Western Power will be requested to implement a replacement program for that area or road.
- 5.4 The Town will request a discount from Western Power based on the percentage of street lights not working as noted during the night time inspections.

Document responsibilities:			
Owner:	Director Infrastructure and Sustainability	Owner Business Unit:	Infrastructure and Sustainability
Inception date:	OCM __/12/ __ (clause) 00/00/00 (Meeting Date)	Decision maker:	Council
Review date:		Repeal and replace:	
Compliance requirements:			
Legislation	AS1158, ERAAAC4		



# DISABILITY ACCESS AND INCLUSION PLAN

## Community Survey Results

**Q1. Do you experience any difficulties when dealing with employees from the Town?**

Yes – 6, No - 33, No Response – 3

**Q2. Have you ever attended an event or function organised by the Town of Bassendean?**

Yes – 34, No – 4, No Response – 5

**Q3 How would you rate the Town's events in terms of being inclusive?**

Very Good – 6, Good – 16, Average – 13, Poor – 0, Very Poor – 1, No Response – 6

**Q4. How would you rate the level of access to the Town's buildings, facilities and reserves?**

Very Good – 3, Good – 16, Average – 10, Poor - 4, Very Poor – 1, No Response – 8

**Q5. How would you rate the accessibility of businesses operating within the Town of Bassendean?**

Very Good – 5, Good – 21, Average – 7, Poor – 0, Very Poor – 3, No Response – 6

**Q6. Have you ever made a complaint to the Town of Bassendean?**

Yes – 16, No - 16, No Response – 10

**Q7. Were you satisfied with the manner in which the Town responded to your complaint?**

Yes – 9, No - 10, No Response – 23

**Q8. Have you every wanted to make a complaint but did not know how to?**

Yes – 5, No - 27, No Response – 10

**Q9. Have you ever had difficulties participating in a public consultation or survey conducted by the Town of Bassendean?**

Yes – 7, No - 27, No Response – 8

**Q10. How would you rate your level of access to the Town's information (e.g., written material, signage, website, electronic documents etc?**

Very Good – 5, Good – 17, Average – 8, Poor – 3, Very Poor – 1, No Response – 8

**Q11. How would you rate the level of services provided by the Town of Bassendean?**

Very Good – 5, Good – 14, Average – 13, Poor – 2, Very Poor – 0, No Response – 8

**Q12. Overall, how would you rate the Town's level of access and inclusion for people with a disability?**

Very Good – 2, Good – 21, Average – 8, Poor – 1, Very Poor – 2, No Response – 8.

# TOWN OF BASSENDEAN



TOWN OF

**Bassendean**

**DRAFT**

**DISABILITY**

**ACCESS AND**

**INCLUSION**

**PLAN**

**2024-2028**

The Town of Bassendean Draft Disability Access and Inclusion Plan 2024 – 2028 outlines its commitment to building an accessible community for all residents, visitors and all other stakeholders.

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Note: This document is available in alternative formats upon request including in standard or large print, electronically by email and on the Town's website at [www.bassendean.wa.gov.au](http://www.bassendean.wa.gov.au)

## **ACKNOWLEDGEMENT OF COUNTRY**

Nagalak kaadtitji boodja

Baal Whadjuk Noongar

boodja Ngalak nyininy.

We-together know this land.

It Whadjuk Noongar land.

We together sitting.

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

We pay our respects to Elders past and present, and their descendants.

## **MESSAGE FROM THE MAYOR**

The Town of Bassendean is proud to present the Disability Access & Inclusion Plan (DAIP) 2024-2028 as we have an ongoing commitment to ensuring Bassendean is an accessible and inclusive community.

When Council adopted its new Council Plan 2023 – 2033, a key element of the Town's vision, is that the Town of Bassendean would be known as a safe, healthy and inclusive community.

To achieve this, over the next 4 years, the Town will undertake to build on the achievements of previous Plans and implement the goals and actions to address specific access and inclusion needs and opportunities raised through community consultation.

Whilst responsibility for implementing the plan rests primarily with Town staff supported by Council, an opportunity exists for key stakeholders, community groups, sporting clubs, residents and the wider community to also be involved.

Given that disability access and inclusion impact all aspects of community life, the Town remains committed to listening and responding to local community priorities and gladly welcomes ongoing feedback regarding the Plan.

With a commitment to work in collaboration with Community, the Town looks forward to completing the actions outlined in the Plan and raising awareness of the benefits of an accessible and inclusive community for all.

To our valued community, we sincerely thank you for your input and we look forward to sharing with you the Town's achievements over the next four years.

## **INTRODUCTION**

Building on the success of previous initiatives the Town of Bassendean has developed this DAIP as part of its ongoing commitment to ensuring the Town is an accessible and inclusive community that provides equitable access to its facilities, services and community life.

It is a multi-year guiding document that aims to actively address barriers experienced by people with a disability when accessing the Town's facilities, services, and activities. The Plan proposes solutions through a set of strategic priority actions.

The plan will be reviewed regularly to ensure people with disability, their families and carers within the Town of Bassendean can achieve their desired quality of life and have access to the same facilities, functions, events and services offered to the wider community.

## **WHAT DO THE TERMS DISABILITY, ACCESS AND INCLUSION MEAN**

### **Disability**

Disability is the experience of any condition that makes it difficult for a person to do certain activities or have equitable access with a given society. Disabilities may be cognitive, developmental, intellectual, mental, physical, sensory or a combination of multiple factors.

### **Access**

Access refers to the ability or right to enter, exit, communicate with, or make use of. It also refers to the removal or reduction of barriers (physical and attitudinal) to participate in the activities and functions of a community.

### **Inclusion**

Inclusion is the process whereby every person (irrespective of age, disability, gender, religion, sexual orientation or nationality) can access and participate fully in all aspects of an activity or service in the same way as any other member of the community.

## LEGISLATION

The Disability Services Act 1993 (amended 2004) and the Disability Services Regulations 2004 (amended 2015) requires all local governments to have and implement a Disability Access and Inclusion Plan (DAIP), which must be reviewed at least every five years.

This DAIP is informed by the following legislation:

- *Commonwealth Disability Discrimination Act 1992*;
- *Western Australian Disability Services Act 1993* (amended 2004);
- *Western Australian Equal Opportunity Act 1984* (amended 1988); and
- *Disability (Access to Premises – Buildings) Standards 2010*.

## STRATEGIC ALIGNMENT

As outlined in the Town's Council Plan 2023-2033, the Town's vision is to be a safe, healthy, and inclusive community, that respects and celebrates cultural heritage and diversity; a home by the Swan for everyone to enjoy.

The new DAIP seeks to achieve this vision by ensuring that community access and inclusion needs are supported and implemented through the Council Plan and the subsequent plans, including the 2024 – 2028 Disability Access and Inclusion Plan.

In relation to the strategic priorities of the Council Plan that align to the outcomes of the DAIP 2024-2028, the Town will focus on the following:

### **Strategic Priority: People**

*Outcome 1* - A connected community with a strong sense of identity and belonging.

*Outcome 2* – A safe, inclusive and healthy community, with the specific actions of establishing an access and inclusion steering group to assist in and developing a new Access and Inclusion Plan.

### **Strategic Priority: Place**

*Outcome 6* - Attractive and welcoming places.

*Outcome 7* – A town that is easy to get around safely and sustainably.

### **Strategic Priority: Performance**

*Outcome 10* – A well informed and engaged community.

In developing this Plan, the Town has addressed the State mandated outcomes as outlined below:

## DAIP Outcomes

It is a requirement under the Western Australian Disability Services Act that local government authorities develop and implement a Disability Access and Inclusion Plan, working to achieve the following seven legislated outcomes:-

1. People with disability have the same opportunities as other people to access the services of, and any events organised by the Town.
2. People with disability have the same opportunities as other people to access the buildings and other facilities of the Town.
3. People with disability receive information from the Town in a format that will enable them to access the information as readily as other people are able to access it.
4. People with disability receive the same level and quality of service from the staff of the Town as other people receive from the staff of the Town.
5. People with disability have the same opportunities as other people to make complaints to the Town.
6. People with disability have the same opportunities as other people to participate in any public consultation by the Town.
7. People with disability have the same opportunities as other people to obtain and maintain employment with the Town.

**ACCESSIBILITY AND INCLUSION NEEDS** - this will be an infographic that shows how Bassendean is relative to WA and Australia

### Australia

#### Disability

- 5.5 million (21.4%) of Australians live with a disability, up from 17.7% in 2018.
- 15.0% of people aged 0-64 years had disability, compared with 52.3% of people aged 65 years and over.
- Disability prevalence was similar for males (21.0%) and females (21.8%)
- 7.9% of all Australians had a profound or severe disability.

#### Older people

- 17.1% of Australians were aged 65 years and over (up from 15.9% in 2018).
- 95.9% of older Australians were living in households, while 4.1% lived in cared-accommodation.
- 52.3% of older Australians had disability, and 86.6% had one or more long term health conditions.
- 39.8% of older Australians living at home needed some assistance with everyday activities.

#### Carers

- There were 3.0 million carers, representing 11.9% of all Australians living in households (up from 10.8% in 2018).
- 12.8% of all females were carers, compared with 11.1% of all males.

- There were 391,300 young carers (under the age of 25), up from 235,300 in 2018.
- There were 1.2 million primary carers in Australia, and of these, 43.8% had disability themselves.

### **Western Australia**

- 411,500 (16.4%) of people reported living with a disability; 15.6% male, 17.2% female.
- 4.7% of people in WA have a profound disability (117,000 people)
- Living arrangements, 21.6% people in households alone and 3.8% in cared accommodation. People with severe and profound disability in households with others (12.6% people in households alone and 23.2% in cared accommodation).
- 16.5% of people living with disability aged 15 years and over had a Bachelor degree or above.
- 49.2% of people living with disability aged 15-64 years main source of income was government pension or allowance.
- 59%, aged 15 years and over work in the labour force with 27.9% aged 15 years and over with severe and profound disability work in the labour force.

### **Town of Bassendean**

- 15,932 people called the Town of Bassendean home at the time of the 2021 Census.
- An estimated 2,600 residents live with disability, which represents 16% of the Town's population which is comparable to WA's 16.4% living with a disability but under the national average of 21.4%.
- An estimated 730 residents need assistance with core activities which represents 5% of the Town's population.
- 6.3% of Bassendean residents are living with profound or severe core activity limitation which is higher than the WA average of 4.5%
- In 2021, 1,351 residents reported as living with arthritis.

*\* Data from Disability, Ageing and Carers, Australia: Summary of Findings*

## ACHIEVEMENTS

A review of the Town's DAIP 2019-2024, identified the following highlights:

### Outcome 1 – Access to Services

- Accessible furniture and equipment for the Bassendean Memorial Library was purchased e.g., adjustable tables, illuminated magnifying glasses, large print books, audiocassettes, large print screens, e-books etc.
- Wheelchairs and trolleys made available for people with disability on request in the Library.
- Participation in the Socially Inclusive Communities WA program (Department of Communities and Inclusion Solutions) in 2019.

### Outcome 2 – Access to Buildings and Other Facilities

- Ongoing program to ensure Council used buildings are fitted with disabled toilets, double doors, entrance ramps and disabled parking in accordance with the planning and building requirements.
- Implemented a new Verge Permit system associated with new development to ensure the thoroughfare is trafficable and safe at all times during development.
- The street lighting within the Eden Hill Underground Power project area was upgraded to LED streetlighting and installed in accordance with AS 1158 *Lighting Standards for Roads and Public Spaces*.
- A footpath was constructed linking the RA McDonald stand and cantilever stand to the accessible toilets within Steel Blue Oval.
- Construction of an improved path on Brook Street, Bassendean in close vicinity to physiotherapy services providing greater accessibility for residents with disability.

### Outcome 3 – Access to Information

- Implemented a system whereby the website is reviewed for accessibility with the Town's website now containing documents in formats that are user friendly for people with vision impairments and contain relevant information for people with disability.
- Council election candidate information was provided in various formats to be accessible by people with disability; and
- Installation of low counter and room to manoeuvre wheelchairs and personal mobility devices at the Administration Customer Service centre.
- Council members and volunteers were provided the opportunity to attend disability awareness training.
- Recognition event for International Day of People with Disability staged in partnership with local social enterprise Westcare.

#### **Outcome 4 – Level and Quality of Services**

- Through the Town's participation in the Socially Inclusive Communities WA Program (2019), Inclusion Solutions delivered training sessions to Town Staff to raise awareness in communicating and providing accessible information to people with disability.

#### **Outcome 5 – Complaints Handling**

- The Town's complaints handling process was reviewed and a new process adopted that has specific reference to access and inclusion.

#### **Outcome 6 – Participation in Community Consultation**

- The Town participated in projects such as 'You're Welcome' to provide accurate information to people with disability about the accessibility of council facilities, local businesses and services.
- Supported people with disability to be included in their community through the Count Me In Grant (social inclusion);
- Council meetings start times reviewed, live streamed and uploaded to the Town's website to increase accessibility for people with disability.

#### **Outcome 7 – Employment**

- The Town ensured equal employment principles were upheld and reflected in all workforce development activities.
-

## CONSULTATION

The Town of Bassendean engaged the community in a range of ways to encourage input into the review of the Town's DAIP.

Consultation methods included:

- Face-to-face interviews
- Online and written submissions
- Town Facebook page
- Staff internal working groups
- Community survey link through the Town's website and PDF hard copy available at Customer Service and Library

The Town also engaged directly with a range of external stakeholders across the Town's community. Stakeholders included the following:

- TADWA
- Westcare
- Amana Living
- Crosslinks
- AEGIS
- Rocky Bay (3 x lodging houses within the Town of Bassendean)
- Foundation housing

The Town also engaged with the following local organisations and groups:

- Bassendean 55 Plus Assoc.
- Bassendean Melody Club
- Wider Vision
- Bassendean Men's Shed
- Returned Services League (RSL Bassendean)
- Swan Districts Football Club

Consultation with staff was also conducted to identify priority DAIP outcomes for the Town. Staff with responsibilities that impact on the public such as customer service staff, building and planning staff, staff who develop or provide information to the public, ranger services and human resources personnel were particularly targeted.

This level of engagement allowed the Town to gather feedback on relevant areas of interest, gaps, needs and goals in relation to access and inclusion across the Town.

From the community survey conducted, the Town received 42 completed surveys which identified the following:

- 66% of respondents were unaware the Town had a DAIP.
- 7% of respondents had previously referred to the Town's DAIP, and
- 35% of respondents identified as living with a disability.

For most community survey questions, respondents were asked to rate the Town's performance as Very Good, Good, Average, Poor or Very Poor.

Overall, in reviewing the community survey results, the Town performed *good to very good* in a majority of the seven (7) outcomes of the previous DAIP. Equally, survey results also indicated that more can be done for people living with disability in the Town of Bassendean in the following areas:

- Accessibility of information, particularly in print
- Infrastructure improvements for people with a disability including pedestrian access, disabled parking, seating provision, signage and lighting
- Inclusive events for seniors
- Staff training in communicating with people with a disability.

## Priorities

In reviewing community feedback and cross referencing with the Town's Council Plan and other strategy documents, the following items have been identified as priorities for the DAIP 2024-2028 to improve access and inclusion for people living with disability and the broader community.

These initiatives will sit alongside existing programs and services that continue to support disability access and inclusion in the Town of Bassendean:

- Reviewing the Town's active ageing policy in response to the community survey and identifying external opportunities to enhance services offered to this demographic in the community
- Expanding our provision of services to people with a disability by partnering with service providers, neighbouring councils and others to provide a greater range of programs for people with a disability
- Exploring adaptive technologies to provide additional support for people with a disability at civic and community events, including council meetings
- Auditing the Town's assets to develop and prioritise a schedule of works to improve universal access which is also a commitment in the Town's Council Plan
- Development of a promotional campaign to people with a disability to ensure greater awareness of the Town's disability services, facilities and events
- Providing training in disability awareness and statutory obligations for Town staff
- Establishing an internal disability access and inclusion working group and external community working group to guide and provide input regarding the implementation of the DAIP.

Actions have been grouped under each outcome of the DAIP and the Town will use an implementation plan to document each action required to achieve the goals outlined to deliver disability, access and inclusion outcomes.

All projects will be tracked and reported on a quarterly and annual basis.

### **Acknowledgement and thanks**

The Town of Bassendean would like to acknowledge everyone who provided feedback during the review of the previous plan. Your collective contributions have assisted in the development of the 2024 -2028 Disability Access and Inclusion Plan.

DRAFT

## ACTIONS

**Outcome 1 – Access to Services** – People with disability have the same opportunity as other people to access the services or, any events organised by the Town.

### New actions

Task		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
1.1	Review the Town's Active Ageing Policy to build capacity of seniors and identify external opportunities to enhance services offered to this demographic in our community.	Community Development	X			
1.2	Facilitate and support workshops that connects people in the community with information regarding NDIS and the supports available to assist people with a disability.	Community Development Library Services	X			
1.3	Engage an external agency to develop and introduce a disability art program to engage and support people with disabilities.	Community Development	X			

Task		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
1.4	Develop and introduce an inclusive children's program (e.g. low sensory hours story time, Auslan lessons) to engage and support young people with disabilities.	Community Development Youth Services Library Services	X	X	X	X
1.5	Facilitate a disability awareness event to promote available services and disability services within the Town (e.g. All Abilities Expo in partnership with neighbouring councils).	Community Development		X		
1.6	Explore assistive technology options to provide additional support for hearing and visually impaired residents at civic and community events such as hearing loops, text to speech technology and assistive listening/sound augmentation devices (e.g. Front Row Juno).	Community Development IT Services	X	X	X	
1.7	Engage Auslan Interpreters at major Town civic and commemorative events (e.g. Birak).	Community Development		X	X	X
1.8	Explore external grant opportunities to support DAIP objectives.	Community Development	X	X	X	X

Task		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
1.9	Review the Disability Access and Inclusion Policy to ensure the integration of access and inclusion principles into the ongoing work of the Town guiding development of an Access and Inclusion Plan (AIP).	Community Development	X			
1.10	Review the Volunteer Transport Service following completion of the 12-month trial.	Community Development	X			

### Ongoing actions

Task		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
1.11	Support staff, volunteers and contractors conduct their business in accordance with the Town's DAIP and other relevant legislation through relevant procedures, guidelines and checklists.	Human Resources and Contract Officers All	X	X	X	x
1.12	Provide concession fees for WA Companion Card holders to Town events (where applicable).	Community Development	X	X	X	x
1.13	Provide the compassionate bin collection service to eligible people.	Waste Services	X	X	X	x

Task		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
1.14	Ensure that events organised by the Town are considerate of, and accessible to, people with disability (even planning guidelines).	Community Development Youth Services Children's Services	X	X	X	x

**Outcome 2 – Access to Buildings and Other Facilities** – People with disability have the same opportunities as other people to access the buildings and other facilities of the Town.

#### New actions

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
2.1	Audit of Town's assets and prioritise a schedule of works to improve universal access in the Town of Bassendean, including to council facilities and public open space (e.g. Jubilee and Ashfield Reserve).	Engineering and Assets Operations and Works		X		
2.2	Audit of the Town's controlled ACROD parking bays to inform the development of an ACROD improvement plan for budget consideration in the Long-Term Financial Plan and the Town's Asset Management Plans.	Engineering and Assets Operations and Works Ranger Services		X		

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
2.3	Improve provision of lighting, and park benches at BIC Reserve.	Engineering and Assets	X	X		
2.4	Incorporate universally accessible principles into the playground's renewal program (including seniors).	Engineering and Assets		X		
2.5	Audit of the Town's clubroom facilities to improve accessibility and determine a program of works for the Long-Term Financial Plan (e.g. Stan Moses Pavilion).	Engineering and Assets	X	X	X	X
2.6	Provide a map of accessible community facilities and transport routes.	IT and GIS Services			X	
2.7	Ensure Town master plans and precinct structure plans take into consideration accessibility needs of the community.	Planning and Regulation	X	X	X	X

### Ongoing actions

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
2.8	Consider disability, access and inclusion planning in all project scoping undertaken by the Town.	Engineering and Assets Operations and Works	X	X	X	X
2.9	Assessment of all Town works to ensure (where possible) to maintain universal access where practicable.	Engineering and Assets Operations and Works	X	X	X	X

**Outcome 3 - Access to Information** - People with disability receive information from the Town in a format that will enable them to access the information as readily as other people are able to access it.

#### New actions

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
3.1	Develop and implement a promotional campaign to raise awareness of the Town's disability services, facilities and events.	Community Development Communications	X		X	
3.2	Develop internal digital and print accessibility guidelines to meet the State Government Access Guidelines for information, services and facilities.	Communications Community Development	X			

## Ongoing actions

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
3.3	As part of the Town's ongoing website monitoring and improvements, review and update documentation available through the website to align with disability standards and guidelines, including the international recognised Web Content Accessibility Guidelines 2.1.	Communications	X	X	X	X
3.4	Provide documents in alternative formats, including larger print, upon request for people with a disability and promote this service.	Communications	X	X	X	X
3.5	Review accessibility of Thrive publication for community (print, distribution – e.g. add to Home Delivery Service deliveries).	Communications	X			

**Outcome 4 – Level and Quality of Services** - People with disability receive the same level and quality of service from the staff of the Town as other people receive from the staff of the Town.

#### New actions

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
4.1	Review the Town's Customer Service Charter for opportunities to further improve the experience of people with a disability.	Community Development Customer Services	X			

#### Ongoing actions

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
4.2	Provide disability awareness and skills training for staff and volunteers to encourage inclusive and accessible service delivery. For example, training in neurodiversity to customer focussed roles (Library Services, Customer Services and Rangers).	Human Resources	X		X	

**Outcome 5 – Complaints Handling** - People with disability have the same opportunities as other people to make complaints to the Town.

#### New actions

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
5.1	Review internal systems for tracking and reporting on customer feedback (including customer satisfaction surveys) relating to disability access and inclusion.	Customer Services Library Services Governance Communications		X		

#### Ongoing actions

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
5.2	Review any complaints and feedback received relating to disability access and inclusion and report implemented improvements as part of the annual reporting process to the Department of Communities.	Community Development Governance	X	X	X	X

**Outcome 6 – Participation in Community Consultation** - People with disability have the same opportunities as other people to participate in any public consultation by the Town.

#### New actions

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
6.1	Undertake a review and implement actions to improve the accessibility of council meetings and associated documentation.	Community Development Governance	X			
6.2	Establish and maintain a Disability Access and Inclusion Internal Working Group to assist in the implementation of the 2024 – 2028 DAIP.	Community Development Governance	X			
6.3	Introduce a consultative Disability Access and Inclusion Working Group, inclusive of community representatives, to assist in the monitoring and review of the DAIP by the community.	Community Development Governance	X			
6.4	Undertake a consultation process to broaden the DAIP so it becomes an Access and Inclusion Plan (AIP) and includes all people experiencing exclusion and disadvantage.	Community Development	X	X		

## Ongoing actions

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
6.5	Develop community consultation activities that allow for participation/representation by people with a disability.	All	X	X	X	X

**Outcome 7 – Employment** - People with disability have the same opportunities as other people to obtain and maintain employment with the Town.

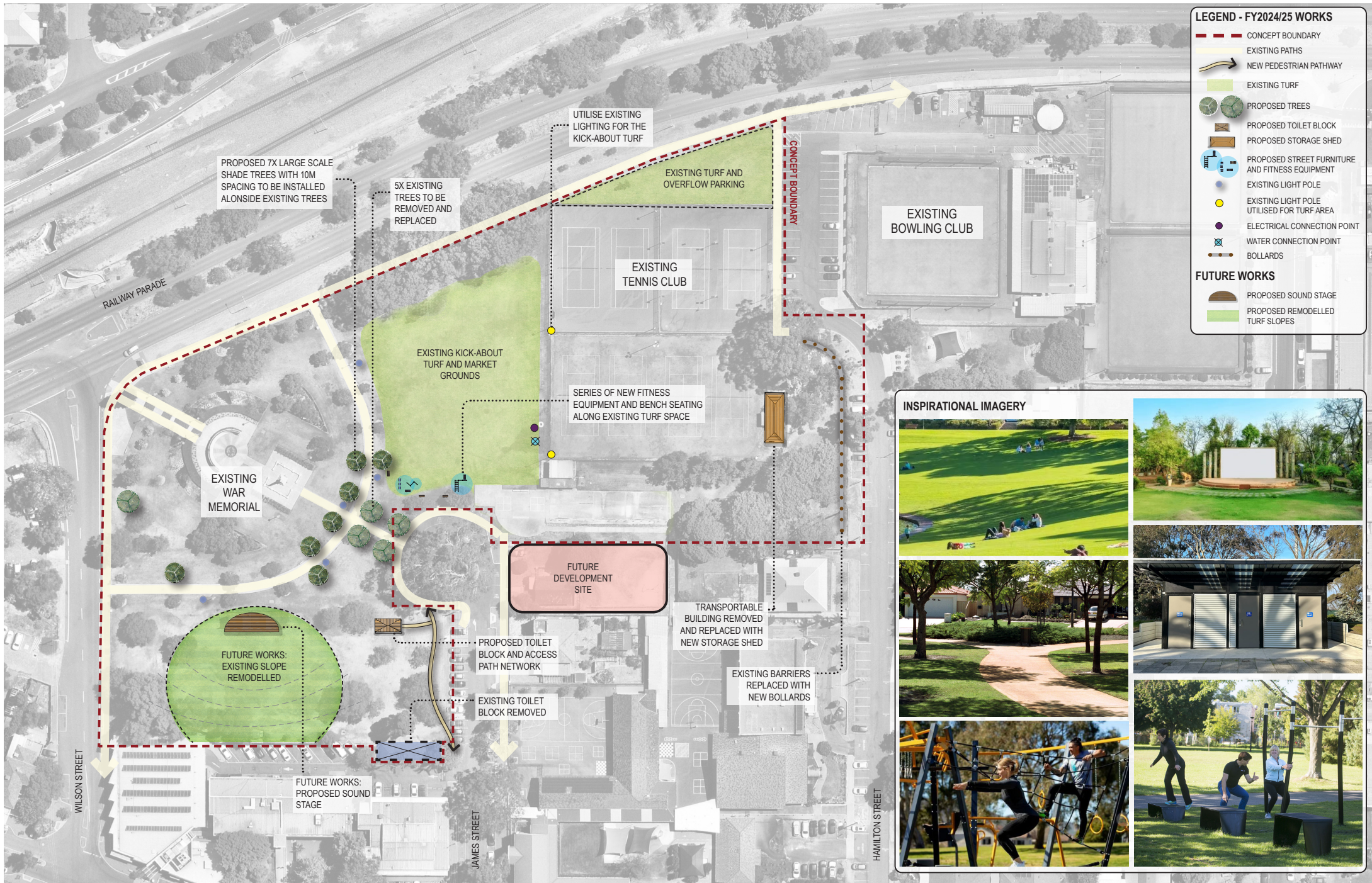
#### New actions

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
7.1	Review recruitment and retention strategies to encourage applicants with diverse abilities to obtain and maintain employment at the Town.	Human Resources			X	
7.2	Develop an Equal Employment Opportunity (EEO) Management Plan to enhance opportunities for people with a disability to gain and maintain employment with the Town.	Human Resources	X			

#### Ongoing actions

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
7.3	Build and maintain relationships with Disability Employment Service providers to enhance access to employment at the Town by people with a disability.	Human Resources All	X	X	X	X
7.4	Provide work experience opportunities for students with special needs.	Human Resources	X	X	X	X

Tasks		Responsible Business Unit/s	Timeframe			
			2024-25	2025-26	2026-27	2027-28
		Library Services				





**LIST OF PAYMENTS  
FOR PERIOD  
ENDED 31 JULY 2024**

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

## SUMMARY OF SCHEDULE OF ACCOUNTS

FUND	VOUCHERS	AMOUNT \$
MUNICIPAL		
EFT, Direct Debits and Payroll 01-31 July	52711-52968	2,764,656.78
Cheques Commonwealth 6100-1015-9128	N/A	16,502.25
Credit Card Payments		17,502.18
		<hr/>
		<b>\$2,798,661.21</b>
		<hr/> <hr/>

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**  
**JULY 2024 PAYMENTS (01/07/2024 - 31/07/2024)**

<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
11/07/2024	A. M BOLTS & NUTS	Bolts and nuts supplies	-\$130.90
2/07/2024	ALLFASTENERS	Hardware supplies	-\$390.50
9/07/2024	ALLSPORTS LINEMARKING	Line Marking - Bassendean Oval	-\$330.00
11/07/2024	ALLSPORTS LINEMARKING	Line Marking - Bassendean Oval	-\$110.00
9/07/2024	ALSCO LINEN SERVICES PTY LTD	Replacement of sharps unit - Success Hill Public Toilets	-\$238.92
11/07/2024	ALSCO PERTH	Weekly linen services - Administration	-\$399.39
2/07/2024	AMP FLEXIBLE SUPER - SUPER	Superannuation contributions	-\$286.80
16/07/2024	AMP FLEXIBLE SUPER - SUPER	Superannuation contributions	-\$299.84
30/07/2024	AMP FLEXIBLE SUPER - SUPER	Superannuation contributions	-\$305.71
16/07/2024	AMP SUPERLEADER	Superannuation contributions	-\$434.43
30/07/2024	AMP SUPERLEADER	Superannuation contributions	\$434.43
2/07/2024	ANZ SMART CHOICE SUPER	Superannuation contributions	-\$620.72
16/07/2024	ANZ SMART CHOICE SUPER	Superannuation contributions	-\$635.50
30/07/2024	ANZ SMART CHOICE SUPER	Superannuation contributions	-\$635.50
9/07/2024	ASPHALTECH PTY LTD	Asphalt supplies	-\$440.21
9/07/2024	AUSTRALIAN AIRCONDITIONING SERVICES PTY LTD	Service call out - WIW Bassendean and CEO's office	-\$293.70

Date	Name	Description	Amount
2/07/2024	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	-\$620.04
16/07/2024	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	-\$634.81
30/07/2024	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	-\$634.81
2/07/2024	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	-\$561.40
16/07/2024	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	-\$383.82
30/07/2024	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	-\$464.64
4/07/2024	AUSTRALIAN SERVICES UNION	Payroll deductions	-\$132.50
18/07/2024	AUSTRALIAN SERVICES UNION	Payroll deductions	-\$132.50
31/07/2024	AUSTRALIAN SERVICES UNION	Payroll deductions	-\$132.50
4/07/2024	AUSTRALIAN TAX OFFICE (PAYG)	Payroll deductions	-\$110,878.00
18/07/2024	AUSTRALIAN TAX OFFICE (PAYG)	Payroll deductions	-\$85,766.00
31/07/2024	AUSTRALIAN TAX OFFICE (PAYG)	Payroll deductions	-\$85,577.00
2/07/2024	AUSTRALIAN/WESTSCHEME SUPER	Superannuation contributions	-\$8,221.53
16/07/2024	AUSTRALIAN/WESTSCHEME SUPER	Superannuation contributions	-\$8,654.37
30/07/2024	AUSTRALIAN/WESTSCHEME SUPER	Superannuation contributions	-\$8,471.66
2/07/2024	AWARE SUPERANNUATION	Superannuation contributions	-\$36,107.05
16/07/2024	AWARE SUPERANNUATION	Superannuation contributions	-\$35,398.90
30/07/2024	AWARE SUPERANNUATION	Superannuation contributions	-\$35,176.73

Date	Name	Description	Amount
9/07/2024	BASSENDEAN PRESERVATION GROUP INC	Community funding agreement - planting equipment	-\$1,500.00
2/07/2024	BASSENDEAN TENNIS CLUB	Grass Court maintenance 2023-24 May and June	-\$4,582.60
11/07/2024	BCITF	Building & Construction Industry Training Fund - June 24	-\$4,072.72
9/07/2024	BEAVER TREE SERVICES	Various sites - after hours site clean up, tree pruning, stump grinding, woodchip delivery and root barrier installation	-\$42,699.83
9/07/2024	BENARA NURSERIES	Tree Supplies	-\$27,457.58
2/07/2024	BING TECHNOLOGIES PTY LTD	Electronic postal charges	-\$172.74
2/07/2024	BOC LIMITED	Monthly container service - oxygen, acetylene and Argo shield	-\$34.60
2/07/2024	BUNNINGS GROUP LIMITED	Hardware supplies	-\$836.67
9/07/2024	BUNNINGS GROUP LIMITED	Hardware supplies	-\$2,020.60
9/07/2024	BUNZL LTD	Toilet tissue supplies	-\$542.21
2/07/2024	CAI FENCES	Installation of a small return fence - Caledonian Soccer Club	-\$1,078.00
9/07/2024	CAI FENCES	Supply and install chainmesh fencing and single gate - Caledonian soccer club	-\$13,398.00
9/07/2024	CAPITAL RECYCLING	Removal of Asbestos at Bill Walker Stand	-\$5,124.35
2/07/2024	CARE SUPER	Superannuation contributions	-\$844.44
16/07/2024	CARE SUPER	Superannuation contributions	-\$884.47
30/07/2024	CARE SUPER	Superannuation contributions	-\$863.01
9/07/2024	CASCADA GROUP	Supply 2 x cover wave grates	-\$2,314.40

Date	Name	Description	Amount
16/07/2024	CBUS INDUSTRY SUPERFUND	Superannuation contributions	-\$169.80
30/07/2024	CBUS INDUSTRY SUPERFUND	Superannuation contributions	-\$254.70
9/07/2024	CDM AUSTRALIA PTY LTD	IT infrastructure and equipment	-\$111,051.40
9/07/2024	CHIVERS ASPHALT PTY LTD	Asphalt reinstatement - Freeland Way	-\$4,312.00
9/07/2024	CITY OF BAYSWATER	Plant and equipment repairs	-\$16,238.11
11/07/2024	CITY OF BAYSWATER	Plant and equipment repairs	-\$2,528.58
9/07/2024	CITY OF SOUTH PERTH	Impound Fees	-\$10,067.75
9/07/2024	CJD EQUIPMENT PTY LTD	Plant and equipment and parts supplies	-\$2,191.71
2/07/2024	CLEAR HEALTH PARTNERS PTY LTD	Employee Assistance Provider	-\$1,084.00
9/07/2024	CLEAR HEALTH PARTNERS PTY LTD	Employee Assistance Provider	-\$572.00
2/07/2024	COLES SUPERMARKETS AUSTRALIA	Groceries supplies - WIW	-\$3,029.97
2/07/2024	COLONIAL FIRST STATE	Superannuation contributions	-\$1,408.42
16/07/2024	COLONIAL FIRST STATE	Superannuation contributions	-\$1,454.51
30/07/2024	COLONIAL FIRST STATE	Superannuation contributions	-\$1,261.04
9/07/2024	COMMUNITY CINEMAS	Entrance of 80 persons - Volunteer appreciation event	-\$400.00
2/07/2024	COMPLETE CORPORATE HEALTH - ASCOT	Pre Employment Medical check	-\$569.36
2/07/2024	COMPLETE OFFICE SUPPLIES PTY LTD - COS	Office stationery supplies	-\$317.67
2/07/2024	CONNECT VICTORIA PARK INCORPORATED	Management Fees for HRV	-\$3,040.13

Date	Name	Description	Amount
4/07/2024	CR JAMAYNE BURKE	Reimbursement of child care costs to facilitate/attend council meetings	-\$748.00
2/07/2024	CS LEGAL	Debt recovery - Rates	-\$780.60
9/07/2024	CS LEGAL	Debt recovery - Rates	-\$645.60
2/07/2024	CTI RISK MANAGEMENT	Customer Service banking collections	-\$272.25
2/07/2024	CUSTOM CARS	Plant and equipment parts supplies	-\$1,226.50
2/07/2024	DATA3	Microsoft Software Annual Payment 01 July 24 - 30 June 25	-\$23,121.08
2/07/2024	DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTIONS	Return of grant funding received for lower Swan locality plan	-\$99,000.00
11/07/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	Building Services Levy	-\$4,372.97
9/07/2024	DONEGAN ENTERPRISES PTY LTD	Hardware supplies	-\$110.88
2/07/2024	DOWSING GROUP PTY LTD	Footpath installation - Sandy Beach	-\$63,136.25
9/07/2024	DOWSING GROUP PTY LTD	Crossover installation - Broadway	-\$14,710.89
2/07/2024	DS WORKWEAR & SAFETY	Safety clothing	-\$455.20
9/07/2024	DS WORKWEAR & SAFETY	Safety clothing	-\$494.50
9/07/2024	E FIRE & SAFETY (WA)	Replacement of leaking pipework under Library	-\$539.00
2/07/2024	EASTERN METROPOLITAN REGIONAL COUNCIL - EMRC	Processing of kerbside - general waste materials	-\$91,961.65
9/07/2024	EFTSURE PTY LTD	EFTsure software service fee - subscription 01 Jul 24 - 30 Jun 25	-\$6,029.96
2/07/2024	ES MALLET	Refund - Rates	-\$120.00
9/07/2024	ELLENBY PTY LTD	Plant and tree supplies	-\$620.14

Date	Name	Description	Amount
2/07/2024	ENVIROPATH PTY LTD	Extra sweep due to flooding incident - Success Rd	-\$209.00
2/07/2024	ERGOLINK	Office furniture supplies	-\$3,091.44
2/07/2024	FARMARAMA PTY LTD	Fertiliser supplies	-\$4,435.20
2/07/2024	FLEXISTAFF	Contract staff expenses	-\$7,186.42
9/07/2024	FLEXISTAFF	Contract staff expenses	-\$1,939.19
9/07/2024	FORPARK AUSTRALIA	Supply 2 x suspension frames with fixings	-\$1,196.80
2/07/2024	FRIENDS OF BINDARING WETLAND BASSENDEAN	Community funding agreement - log benches project	-\$2,000.00
9/07/2024	FUJI XEROX AUSTRALIA PTY LTD	Lease photocopier/printer	-\$785.07
1/07/2024	FUJI XEROX AUSTRALIA PTY LTD	Lease photocopier/printer	-\$216.70
8/07/2024	FUJI XEROX AUSTRALIA PTY LTD	Lease photocopier/printer	-\$793.10
2/07/2024	GFG TEMP ASSIST	Contract staff expenses	-\$2,331.00
2/07/2024	GRANO DIRECT	Hardware supplies	-\$636.25
2/07/2024	GREENACRES TURF GROUP	Turf supplies	-\$2,351.03
11/07/2024	GRESLEY ABAS PTY LTD	Architectural Services - Wilson Street	-\$5,498.90
9/07/2024	HATCHET PTY LTD	Website development for RYDE program	-\$220.00
2/07/2024	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY	Contract staff expenses	-\$2,240.26
2/07/2024	HEATLEY SALES PTY LTD	Filters for face masks	-\$271.76
2/07/2024	HESTA SUPER FUND	Superannuation contributions	-\$1,629.58

Date	Name	Description	Amount
16/07/2024	HESTA SUPER FUND	Superannuation contributions	-\$1,691.17
30/07/2024	HESTA SUPER FUND	Superannuation contributions	-\$1,859.95
2/07/2024	HOST PLUS	Superannuation contributions	-\$6,286.48
16/07/2024	HOST PLUS	Superannuation contributions	-\$6,519.45
30/07/2024	HOST PLUS	Superannuation contributions	-\$6,713.10
9/07/2024	HYDROQUIP PUMPS & IRRIGATION PTY LTD	Bore inspection and pump service - Jubilee Reserve	-\$20,595.97
2/07/2024	ID CONSULTING PTY LTD	Community profile update - Town of Bassendean	-\$1,100.00
2/07/2024	INLOGIK PTY LIMITED	Implementation of single sign on	-\$1,100.00
2/07/2024	INTELIFE GROUP LIMITED	Cleaning services	-\$17,164.18
4/07/2024	IT VISION SOFTWARE PTY LTD	Annual subscriptions 01 July 24 - 30 Jun 25 - IT Vision	-\$108,198.01
9/07/2024	IT VISION SOFTWARE PTY LTD	Synergy Soft - software updates	-\$1,524.60
11/07/2024	JI HARVEY	Refund - CCTV rebate scheme	-\$200.00
2/07/2024	J PEARCE	Refund - Rates	-\$19.55
11/07/2024	J PEARCE	Refund - Building Permit	-\$171.65
2/07/2024	JSM CONSTRUCTION WA	Structural repairs to Bill Walker Stand	-\$5,874.00
2/07/2024	J L KIRRY	Refund - CCTV rebate scheme	-\$200.00
9/07/2024	KERB DOCTOR	Kerbing services - various sites	-\$5,920.70
2/07/2024	KIM VEALE (HELLO BASSO)	Community Funding Agreement - Poetry in Motion	-\$2,000.00
2/07/2024	KLEENIT PTY LTD	Graffiti removal services	-\$2,494.47

Date	Name	Description	Amount
2/07/2024	L JOYCE	Refund - Sustainable products rebate	-\$50.00
2/07/2024	LGC TRAFFIC MANAGEMENT	Traffic management services	-\$1,366.20
11/07/2024	LGIS	Marine Cargo Renewal - 30 Jun 24 to 30 Jun 25	-\$330.00
22/07/2024	LGIS WA	Insurances for period 30 Jun 24 to 30 Jun 25 Instalment 1	-\$299,522.30
4/07/2024	LGRCEU	Payroll deductions	-\$110.00
18/07/2024	LGRCEU	Payroll deductions	-\$110.00
31/07/2024	LGRCEU	Payroll deductions	-\$110.00
11/07/2024	LOCAL COMMUNITY INSURANCE SERVICES A DIVISION OF JARDINE LLOYD THOMPSON PTY LTD	Umbrella insurance charges - 01 Apr 24 to 01 Apr 25	-\$1,013.37
11/07/2024	M P ROGERS & ASSOCIATES PTY LTD	Professional coastal engineering services - Point Reserve	-\$4,380.75
2/07/2024	MACKIE PLUMBING AND GAS PTY LTD	Plumbing services	-\$1,067.87
2/07/2024	MACQUARIE SUPER ACCUMULATOR	Superannuation contributions	-\$1,023.13
16/07/2024	MACQUARIE SUPER ACCUMULATOR	Superannuation contributions	-\$1,047.49
30/07/2024	MACQUARIE SUPER ACCUMULATOR	Superannuation contributions	-\$1,291.10
2/07/2024	MAGICORP	On hold message charges	-\$138.80
11/07/2024	MAIN ROADS WESTERN AUSTRALIA	Grant payment refund for project under budget completion	-\$23,810.60
2/07/2024	MANIC SUPERANNUATION SUPER FUND	Superannuation contributions	-\$961.12
16/07/2024	MANIC SUPERANNUATION SUPER FUND	Superannuation contributions	-\$984.01
30/07/2024	MANIC SUPERANNUATION SUPER FUND	Superannuation contributions	-\$984.00

Date	Name	Description	Amount
9/07/2024	MARKET CREATIONS	What's on Carousel for Town of Bassendean website homepage	-\$1,589.50
11/07/2024	MCLEODS & CO	Legal professional fees	-\$5,041.80
2/07/2024	MIDLAND MINICRETE	Concrete supplies	-\$1,518.00
11/07/2024	MIDLAND MINICRETE	Concrete supplies	-\$708.40
9/07/2024	MILLS RECRUITMENT	Performance reviews - CEO - Consultant	-\$1,650.00
2/07/2024	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	-\$286.80
16/07/2024	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	-\$299.84
30/07/2024	MLC MASTERKEY SUPER FUNDAMENTALS	Superannuation contributions	-\$299.84
2/07/2024	MLC SUPER FUND	Superannuation contributions	-\$113.73
16/07/2024	MLC SUPER FUND	Superannuation contributions	-\$118.90
30/07/2024	MLC SUPER FUND	Superannuation contributions	-\$118.90
9/07/2024	MORLEY MOWER CENTRE	Equipment and parts supplies	-\$1,143.12
2/07/2024	NAMISARTROOM	Extension activity - Rice balls with Nami	-\$500.00
2/07/2024	NATURAL AREA HOLDINGS PTY LTD	Gate installation at Jubilee Reserve, environmental weed control and natural area management.	-\$39,530.17
9/07/2024	NATURAL AREA HOLDINGS PTY LTD	Plant supply 2024 Natural Areas	-\$41,795.42
11/07/2024	NATURAL AREA HOLDINGS PTY LTD	Surry open drain head wall works. June weed control - various sites.	-\$13,616.95
9/07/2024	NATURE BASED PLAY PTY LTD	Design and construct - WIW nature play	-\$41,270.90

Date	Name	Description	Amount
9/07/2024	NGALA BOODJA - ABORIGINAL LAND CARE	Upland weed control - Success Hill	-\$14,680.33
2/07/2024	NGS SUPER	Superannuation contributions	-\$411.39
16/07/2024	NGS SUPER	Superannuation contributions	-\$467.73
30/07/2024	NGS SUPER	Superannuation contributions	-\$430.09
2/07/2024	N KEMPTON	Refund - CCTV rebate scheme	-\$200.00
2/07/2024	NUTRIEN AG SOLUTIONS LIMITED	Fertiliser supplies	-\$602.91
2/07/2024	NUTRIEN WATER	Reticulation parts	-\$4,145.83
2/07/2024	OFFICEWORKS SUPERSTORES PTY LTD	Office supplies	-\$426.92
9/07/2024	OFFICEWORKS SUPERSTORES PTY LTD	Office supplies	-\$551.34
2/07/2024	OMNICOM MEDIA GROUP (OMG) AUSTRALIA PTY LTD (MARKETFORCE)	Local Government tenders	-\$606.71
9/07/2024	OMNICOM MEDIA GROUP (OMG) AUSTRALIA PTY LTD (MARKETFORCE)	Local Government tenders	-\$629.18
2/07/2024	OUTSIDE THE LOCKER ROOM CHARITY LTD	Outside the locker room mental health sessions	-\$6,000.00
2/07/2024	PARAMOUNT ELECTRICAL SERVICES	Electrical services - various sites.	-\$15,186.96
9/07/2024	PARAMOUNT ELECTRICAL SERVICES	Replacement of solar light - Jubilee Reserve	-\$3,880.45
4/07/2024	PAY@BILITY PTY LTD	Payroll deductions	-\$1,657.23
18/07/2024	PAY@BILITY PTY LTD	Payroll deductions	-\$529.00
31/07/2024	PAY@BILITY PTY LTD	Payroll deductions	-\$1,397.86
9/07/2024	PEPNET TECHNOLOGIES	Prime Business Phones x 80	-\$15,312.00

Date	Name	Description	Amount
2/07/2024	PERTH BRANDING & MARKETING	Design and production of 2 x 3m banners	-\$1,205.60
2/07/2024	PERTH PARTY HIRE	Event equipment hire	-\$533.70
2/07/2024	PIPELINE RETICULATION	Locate and repair damaged pipes - BIC Reserve toilets	-\$198.00
2/07/2024	PRESTIGE PROPERTY MAINTENANCE	Weekly mowing - various sites	-\$14,827.49
2/07/2024	PREVENTA PEST SOLUTIONS	Termite inspections, rodent and cockroach treatments - Library	-\$4,415.00
2/07/2024	PRODUCT RECOVERY INDUSTRIES PTY LTD	Disposal combination waste - bricks, sand, concrete rubble	-\$469.70
9/07/2024	PRODUCT RECOVERY INDUSTRIES PTY LTD	Disposal combination waste - bricks, sand, concrete rubble	-\$35.20
2/07/2024	PROQUEST LLC	Syndetic unbound upgrade package - Library	-\$795.84
9/07/2024	R J BACK	Audit and Risk Management Committee meeting attendance fees	-\$990.00
11/07/2024	RE-CYC-LOGY PROJECT	Nest box building workshop - 8 Apr 24	-\$1,265.01
9/07/2024	REITSEMA PACKAGING PTY LTD	8L compostable kitchen tidy bag supplies	-\$4,942.08
9/07/2024	REPCO	2 x hand pump pressure sprayers	-\$115.90
2/07/2024	REST SUPERANNUATION	Superannuation contributions	-\$2,159.56
16/07/2024	REST SUPERANNUATION	Superannuation contributions	-\$2,304.52
30/07/2024	REST SUPERANNUATION	Superannuation contributions	-\$2,430.78
9/07/2024	REVIVE RESOURCES PTY LTD	Disposal and processing of drainage pit educting and cleaning waste - Depot	-\$1,584.00
1/07/2024	RICOH AUSTRALIA PTY LTD	Lease photocopier/printer	-\$768.40
16/07/2024	RICOH FINANCE AUSTRALIA PTY LTD	Lease photocopier/printer	-\$206.80

Date	Name	Description	Amount
9/07/2024	ROBERT WALTERS PTY LTD	Placement fee - Business Analyst	-\$14,883.29
9/07/2024	SAGE CONSULTING ENGINEERS PTY LTD	Bassendean Oval lighting review - Design and documentation	-\$6,215.00
2/07/2024	S ZEESHAN	Refund - Hall bond	-\$500.00
2/07/2024	SCANLAN SURVEYS PTY LTD	Green title subdivision - scope of works and lodging fees	-\$4,929.10
9/07/2024	SCM EARTHMOVING CONTRACTORS PTY LTD	Stand pipe hire for weekends - 4-5 and 11-12 Nov 23	-\$264.00
2/07/2024	SEEK LIMITED	Job advertisement for 2023-2024	-\$1,204.50
9/07/2024	SEEK LIMITED	Job advertisement for 2023-2024	-\$368.50
28/07/2024	SG FLEET AUSTRALIA PTY LTD	Lease rental - Jun 24	-\$7,892.49
2/07/2024	SHANE SPINKS CONSULTING	Public open space strategy review - progress claim no. 1 of 3	-\$3,568.95
8/07/2024	SHERIFFS OFFICE	Lodgement fee for registering 20 unpaid infringements	-\$1,720.00
2/07/2024	SHIRE OF MUNDARING	Long service leave liability	-\$2,487.06
2/07/2024	SJR CIVIL CONSULTING PTY LTD	Prepare resurfacing plan - various sites	-\$15,400.00
2/07/2024	SLAB AND GARDEN CITY	Brickies sand supplies	-\$879.00
2/07/2024	SPACESHIP	Superannuation contributions	-\$277.80
16/07/2024	SPACESHIP	Superannuation contributions	-\$290.43
30/07/2024	SPACESHIP	Superannuation contributions	-\$290.43
9/07/2024	SPORTS TURF TECHNOLOGY	Soil samples completions - various sites	-\$2,475.00
2/07/2024	STIHL SHOP MALAGA	Equipment supplies	-\$231.00

Date	Name	Description	Amount
9/07/2024	STRUCTERRE CONSULTING ENGINEERS	Structural certification - Hamilton Street	-\$231.00
2/07/2024	STYLUS DESIGN	Wilson street carpark design drawing works	-\$396.00
9/07/2024	SUPERCHARGE BATTERIES	Battery supplies	-\$219.96
2/07/2024	SUPERLOOP (OPERATIONS) PTY LTD	Internet services	-\$1,067.00
2/07/2024	SYNERGY	Power charges for various sites	-\$40,118.84
2/07/2024	TACTILE INDICATORS PERTH	Supply and install terracotta stikcrete hazard	-\$4,316.00
9/07/2024	TECHWORKS ELECTRICAL PTY LTD	Additional investigation works - Administration building - progress claim no. 3	-\$3,316.50
2/07/2024	TELSTRA	Telephone charges	-\$2,827.91
9/07/2024	TELSTRA	Telephone charges	-\$1,578.45
2/07/2024	TERESA TAI CHI	Tai Chi sessions - Term 2 2024	-\$1,760.00
9/07/2024	THE SCIENCE MUM	Extension activity - Hands on stem with science mum - 5 sessions Feb - Jun 24	-\$325.00
2/07/2024	TIM EVA'S NURSERY	Supply of crepe myrtle planting program - 2023/24	-\$2,310.00
2/07/2024	TOTALLY WORKWEAR MIDLAND (TWW)	Safety clothing	-\$831.96
4/07/2024	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll deductions	-\$275.00
18/07/2024	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll deductions	-\$275.00
31/07/2024	TOWN OF BASSENDEAN PAYROLL DEDUCTIONS	Payroll deductions	-\$275.00
2/07/2024	T-QUIP	Equipment and parts supplies	-\$490.92
11/07/2024	TRILLION TREES	Plant supplies	-\$6,118.56

Date	Name	Description	Amount
16/07/2024	UNISUPER	Superannuation contributions	-\$218.88
30/07/2024	UNISUPER	Superannuation contributions	-\$199.52
2/07/2024	UNISUPER	Superannuation contributions	-\$172.33
9/07/2024	URBAQUA	Review catchment technical work - Success Hill drainage	-\$5,808.00
9/07/2024	VENDORPANEL PTY LTD	Vendor Panel Enterprise subscription - 1 Jul 24 to 30 Jun 25	-\$6,478.44
2/07/2024	VENUS PLUMBING	Excavator works	-\$440.00
2/07/2024	VEOLIA ENVIRONMENTAL SERVICES (AUST) PTY LTD	On-demand collections	-\$8,707.50
9/07/2024	VEOLIA ENVIRONMENTAL SERVICES (AUST) PTY LTD	Bulk waste collections - skip bins	-\$30,601.57
2/07/2024	VERMEER EQUIPMENT OF WA & NT	Plant equipment supplies	-\$194.71
2/07/2024	WANNEROO PATIOS	Refund - Development application	-\$147.00
2/07/2024	WATTS WESTERN RUBBER CO	Tyres and repairs	-\$1,707.00
2/07/2024	WEST TIP WASTE CONTROL PTY LTD	Depot - Empty and replace general waste skin bin	-\$1,798.50
23/07/2024	WESTERN AUSTRALIAN TREASURY CORPORATION	Government Guarantee fees - period ending 30 June 24	-\$3,031.27
9/07/2024	WESTERN IRRIGATION PTY LTD	Cap off existing irrigation - Ashfield Reserve	-\$6,468.00
2/07/2024	XPRESSO LANE CAFE	30 x 10 Meal vouchers	-\$300.00
3/07/2024	FORTNIGHTLY PAYROLL - SALARIES AND WAGES	Staff Salaries and Wages	-\$438,677.61
17/07/2024	FORTNIGHTLY PAYROLL - SALARIES AND WAGES	Staff Salaries and Wages	-\$308,376.51

Date	Name	Description	Amount
TOTAL MUNICIPAL EFT PAYMENTS			-\$2,764,656.78
2/07/2024	TOWN OF BASSENDEAN-PETTY CASH-PLEASE PAY CASH	Petty cash recoup - WIW & Ashfield Bassendean	-\$ 363.00
9/07/2024	ALINTA	Gas Supplies	-\$ 754.70
23/07/2024	DEPARTMENT OF TRANSPORT	Fleet B9803 registration renewals	-\$ 15,233.40
31/07/2024	ALINTA	Gas Supplies	-\$ 151.15
TOTAL MUNICIPAL CHEQUES			-\$16,502.25
GRAND TOTAL			-\$2,781,159.03

**June Credit Card Expenditure 2024**  
**Statement Period 05/06/2024 to 02/07/2024**

Statement Date	Merchant Name	Line Description	Amount
5/06/2024	Kinatico Ltd	National Police Clearance	\$ 54.90
5/06/2024	Gilberts Fresh Midland	Council Workshop Dinner 4 June 24	\$ 185.96
5/06/2024	Ida Street Supermark	Milk for Depot	\$ 13.63
6/06/2024	Childspace Ltd.	Childspace Subscription 60% Bassendean	\$ 106.03
6/06/2024	Childspace Ltd.	Childspace Subscription 40% Ashfield	\$ 70.68
6/06/2024	Intnl Transaction Fee	International Transaction Fees for Childspace	\$ 4.42
6/06/2024	Ashfield IGA	Groceries for Wind in the Willows	\$ 14.20
7/06/2024	JB HI FI Forrest Cha	Micro USB Cable	\$ 11.95
10/06/2024	Department Of Transport	Registration SES 1HPF978	\$ 219.56
10/06/2024	Department Of Transport	Registration SES 1HPF978	\$ 8.24
11/06/2024	Ezi*The Fruit Box Gro	Milk Order for 48 Old Perth Road Office	\$ 0.99
11/06/2024	Ezi*The Fruit Box Gro	Milk Order for 48 Old Perth Road Office	\$ 78.10
11/06/2024	Ida Street Supermark	Milk for Depot	\$ 14.69
11/06/2024	PC Case Gear	Desktop PC	\$ 1,853.00
12/06/2024	Youth Affairs Council WA	Youth Affairs Council Of WA Membership	\$ 299.99
12/06/2024	4Cabling	Cables for WIW Switch Upgrade	\$ 155.43
12/06/2024	The Panini Bar Gourm	Catering for BLEMC Meeting	\$ 179.00
12/06/2024	The Panini Bar Gourm	Catering for Swan Districts Meeting	\$ 288.00
12/06/2024	Trophy Warehouse	Awards For Community Award Winners	\$ 515.95
13/06/2024	Gilbert's Fresh Midl	Catering Councillor Workshop 11/6/24	\$ 22.99
13/06/2024	Swan Valley Fresh De	Catering Council Workshop 11/6/24	\$ 17.20
13/06/2024	Ezi*Strata green	Gabion Cages	\$ 144.46
13/06/2024	Ezi*Strata green	Bamboo Stakes And Delivery Fee	\$ 186.68
13/06/2024	Arrb Group Ltd	Smart City Connect Seminar Registration	\$ 50.00
14/06/2024	Coles 0395	Groceries for Bys Cooking Program	\$ 132.00
14/06/2024	Sq *The 5 Four Store	Catering for Council Briefing 18/6/24	\$ 200.00
14/06/2024	Coles 0294	Catering for Depot Staff Meeting	\$ 15.18
14/06/2024	Coles 0294	Catering for Depot Staff Meeting	\$ 74.37
14/06/2024	Coles 0395	Catering for Library Extension Activities	\$ 7.37
14/06/2024	Coles 0395	Catering for Library Extension Activities	\$ 33.24

Statement Date	Merchant Name	Line Description	Amount
14/06/2024	Liquor land 2978	Catering for Library Extension Activities	\$ 16.80
14/06/2024	Officeworks 0623	Dual Monitor Arm for Depot	\$ 137.00
14/06/2024	Officeworks 0623	Dual Monitor Arm for ICT Project Officer	\$ 137.00
14/06/2024	Officeworks 0623	Dual Monitor Arm for Manager Finance	\$ 137.00
17/06/2024	Spotify	Spotify Subscription for Youth Centre	\$ 23.99
17/06/2024	Boots and workwear	Work Safety Boots for WHS	\$ 196.69
17/06/2024	Cyril Jackson Senior C	Key Bond Paid For Cyril Jackson Oval Gate	\$ 300.00
18/06/2024	Aussie Broadband Limit	NBN for Youth Services	\$ 149.00
18/06/2024	Wanewsdti	West Australian Newspaper Subscription	\$ 108.00
18/06/2024	Ida Street Supermark	Milk for Depot	\$ 13.63
18/06/2024	Ashfield IGA	Groceries for Wind in the Willows	\$ 15.35
19/06/2024	Quality Picked Produce	Catering for Council Briefing Session 18/6/24	\$ 19.99
19/06/2024	Coles Online	Refreshments for Councillor Meetings	\$ 191.07
19/06/2024	Coles Online	Refreshments for Councillor Meetings	\$ 50.91
19/06/2024	West Coast Office Equi	Toner for Printer at Volunteer Centre	\$ 475.96
20/06/2024	Istock.Com	iStock Subscription for Stock Photography	\$ 31.90
20/06/2024	Micro Products Aus	Animal Microchip Scanner - Rangers	\$ 760.10
20/06/2024	Micro Products Aus	Animal Microchip Scanner - Rangers	\$ 15.00
20/06/2024	eBay O*01-11723-83468	eBay - Dash Cam For WHS	\$ 179.99
20/06/2024	Australia Wide Taxation	Payroll Seminar Registration	\$ 345.00
20/06/2024	Officeworks	Office Supplies for Wind in the Willows	\$ 344.21
20/06/2024	Yarn marketplace	Uniforms for Wind in the Willows	\$ 503.28
20/06/2024	Burk Bassendean	Fuel for 1HNS586	\$ 74.08
20/06/2024	Ezy*Strata green	Tree Native Tablets Arbor tab	\$ 159.73
20/06/2024	Coles 0395Coles 0395	Morning Tea for HRV Financial Meeting 19/06/2024	\$ 36.74
20/06/2024	Coles 0395Coles 0395	Morning Tea for HRV Financial Meeting 19/06/2024	\$ 18.30
21/06/2024	Ida Street Super mark	Milk for Depot	\$ 13.63
21/06/2024	Wanewsdti	Newspaper Subscription Library	\$ 48.01
21/06/2024	Wanewsdti	Newspaper Subscription Admin	\$ 48.00
21/06/2024	Ashfield IGA	Groceries for Wind in the Willows	\$ 13.86
24/06/2024	Wex Australia Pty Ltd	Fuel for Ryde Program	\$ 96.98
24/06/2024	Officeworks 0608Office	Signage for 94 West Road, Bassendean	\$ 19.48
24/06/2024	Repcos	Walkie Talkies For Safety Wardens	\$ 141.00
24/06/2024	Myo*Enlighten Press	Children's Books for Wind in the Willows	\$ 174.00

Statement Date	Merchant Name	Line Description	Amount
24/06/2024	Ple Computers Pty Ltd	35 Old Perth Road Switch Rack Cables	\$ 101.00
24/06/2024	Ple Computers Pty Ltd	WIFI Access Point	\$ 690.00
25/06/2024	Maxo.Com.Au	BYS Telephones	\$ 39.95
25/06/2024	Ip Australia	Trademark Renewal For Ryde Program	\$ 800.00
25/06/2024	Ezi*The Fruit Box Gro	Milk Order for 48 Old Perth Road Office	\$ 0.99
25/06/2024	Ezi*The Fruit Box Gro	Milk Order for 48 Old Perth Road Office	\$ 78.10
25/06/2024	Coles 0395Coles 0395	Dishwasher Cleaning Products for Depot	\$ 49.00
25/06/2024	Snap Printing Belmont	NAIDOC Round Posters	\$ 61.58
26/06/2024	Sq *The 5 Four Store	Catering for Ordinary Council Meeting 25/06/2024	\$ 200.00
26/06/2024	Adobe	Adobe Subscription June 2024	\$ 716.84
26/06/2024	Ikea Pty Ltd	Kitchen Resources for Wind in the Willows	\$ 182.00
27/06/2024	Bitly.Com	Upgrading Of Bitly Links For Ryde Program	\$ 435.81
27/06/2024	International Transaction Fee	International Transaction Fees for Bitly	\$ 10.90
27/06/2024	Animal Happiness Mobi	Mobile Vet Bill - Euthanasia - Dangerous Dog	\$ 577.91
27/06/2024	Moore Australia WA Pt	Payroll Redundancy Check	\$ 275.00
27/06/2024	Coles 0278Coles 0278	Groceries for Wind in the Willows	\$ 12.60
27/06/2024	Coles 0330Coles 0330	Groceries for Wind in the Willows	\$ 0.25
27/06/2024	Coles 0330Coles 0330	Groceries for Wind in the Willows	\$ 20.65
27/06/2024	Intertek Inform	Australian Standards - Net-Pur-Sa	\$ 353.61
28/06/2024	Able Westchem	Hand Sanitiser - WHS	\$ 58.77
28/06/2024	Ida Street Supermarket	Milk for Depot	\$ 13.63
1/07/2024	Wolfcom Australia Pty	Ranger Vests (BWC) - Wolfcon	\$ 465.42
1/07/2024	PayPal *Quantified	Invoice Quantified Tree Risk Assessment Training	\$ 1,067.00
1/07/2024	Zoho-Manageengine Ser	ManageEngine June Subscription	\$ 867.01
2/07/2024	Kinatico Ltd	National Police Clearance	\$ 64.80
2/07/2024	Westnet	Wilson Street Internet	\$ 69.99
2/07/2024	Ezi*The Fruit Box Gro	Milk Order for 48 Old Perth Road Office	\$ 0.99
2/07/2024	Ezi*The Fruit Box Gro	Milk Order for 48 Old Perth Road Office	\$ 76.71
2/07/2024	Bunnings 458000	Plants	\$ 147.79
2/07/2024	West net	Public Internet for Library	\$ 109.99
	<b>TOTAL:</b>		<b>\$ 17,502.18</b>



**MONTHLY FINANCIAL REPORT**

**FOR THE PERIOD ENDED**

**31 July 2024**

# TOWN OF BASSENDEAN

## MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) for the period ended 31 July 2024

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

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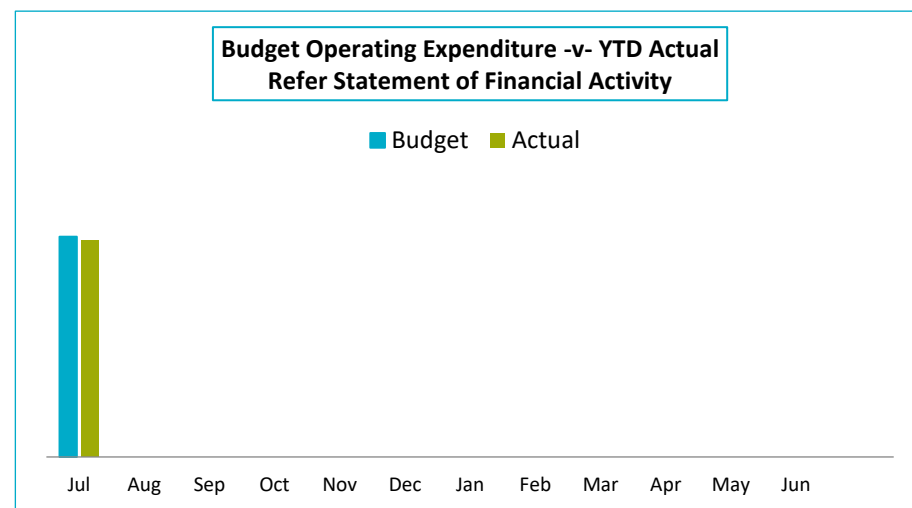
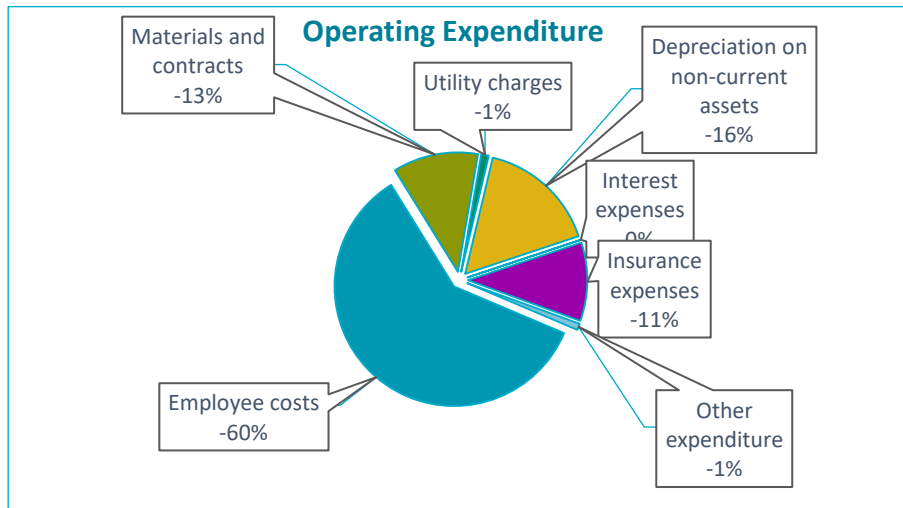
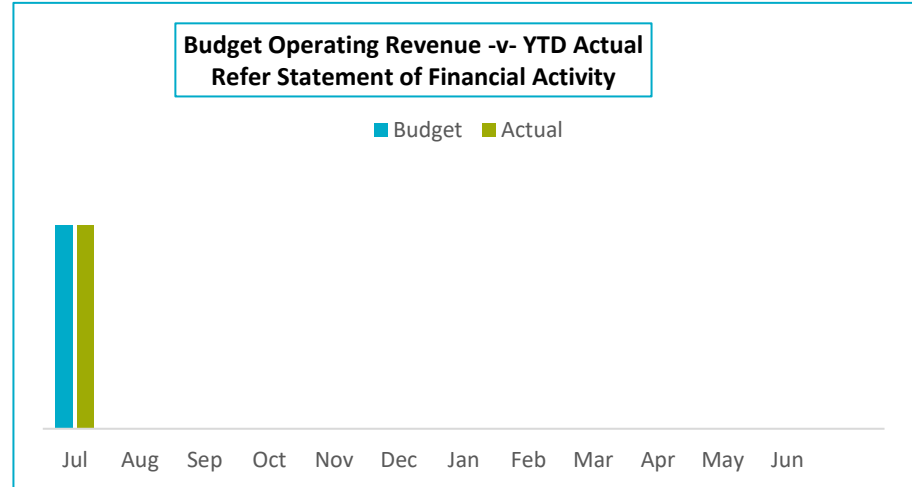
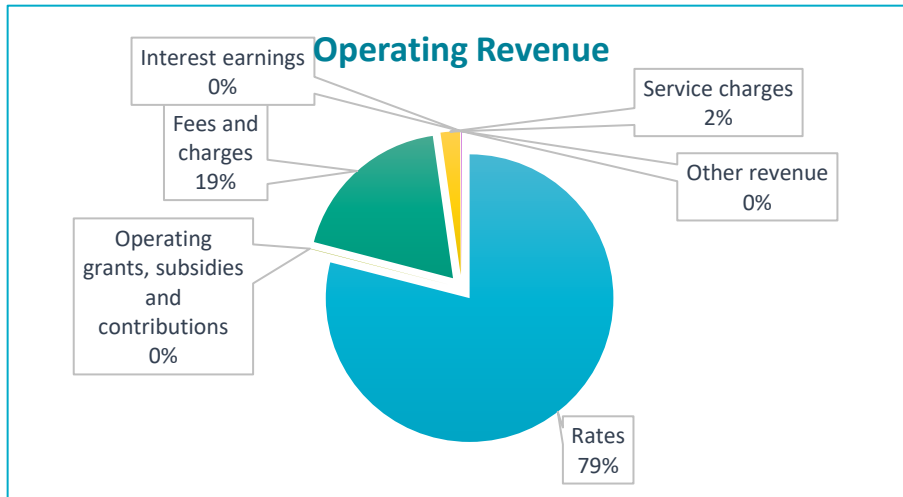
**TOWN OF BASSENDEAN**  
**STATEMENT OF COMPREHENSIVE INCOME**  
for the period ended 31 July 2024

	2024/25 Original Budget \$	2024/25 YTD Budget (a) \$	2024/25 YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) \$
<b>Revenue</b>					
Rates	16,305,035	16,256,221	16,283,930	27,709	0%
Operating grants, subsidies and contributions	482,003	13,427	10,443	(2,984)	(22%)
Fees and charges	7,216,894	3,891,448	3,853,472	(37,977)	(1%)
Service charges	505,423	505,423	449,453	(55,970)	(11%)
Interest earnings	508,135	6,000	0	(5,999)	(100%)
Other revenue	230,493	13,005	14,620	1,616	12%
	<u>25,247,984</u>	<u>20,685,524</u>	<u>20,611,918</u>	<u>(73,606)</u>	<u>(0%)</u>
<b>Expenses</b>					
Employee costs	(12,884,674)	(1,512,728)	(1,532,892)	(20,164)	1%
Materials and contracts	(8,266,484)	(360,613)	(295,509)	65,104	(18%)
Utility charges	(778,845)	(34,903)	(26,106)	8,798	(25%)
Depreciation on non-current assets	(4,885,152)	(414,782)	(414,782)	0	(0%)
Interest expenses	(31,557)	(345)	(345)	0	(0%)
Insurance expenses	(342,400)	(262,293)	(272,293)	(10,000)	4%
Other expenditure	(606,185)	(25,990)	(22,211)	3,780	(15%)
	<u>(27,795,296)</u>	<u>(2,611,655)</u>	<u>(2,564,136)</u>	<u>47,519</u>	<u>(2%)</u>
<b>Subtotal</b>	<u>(2,547,313)</u>	<u>18,073,869</u>	<u>18,047,782</u>	<u>(26,087)</u>	<u>(0%)</u>
Non-operating grants, subsidies and	3,658,272	0	0	0	
Profit on asset disposals	0	0	0	0	
Loss on asset disposals	0	0	0	0	
	<u>3,658,272</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	0				
<b>Net result</b>	<u>1,110,959</u>	<u>18,073,869</u>	<u>18,047,782</u>	<u>(26,087)</u>	<u>(0%)</u>
<b>Other comprehensive income</b>					
Changes on revaluation of non-current assets	0	0	0	0	0%
<b>Total other comprehensive income</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
<b>Total comprehensive income</b>	<u>1,110,959</u>	<u>18,073,869</u>	<u>18,047,782</u>	<u>(26,087)</u>	<u>(0%)</u>

**TOWN OF BASSENDEAN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
for the period ended 31 July 2024

	2024/25 Original Budget \$	2024/25 YTD Budget (a)	2024/25 YTD Actual (b) \$	Var. \$ (b)-(a)	Var. % (b)-(a)/(a) \$
<b>OPERATING ACTIVITIES</b>					
<b>Net current assets at start of financial year - surplus/(deficit)</b>	1,068,816	1,068,816	2,267,034	1,198,218	112%
<b>Revenue from operating activities (excluding rates)</b>	1,068,816	1,068,816	2,267,034	1,198,218	112%
Operating grants, subsidies and contributions	482,003	13,427	10,443	(2,984)	(22%)
Fees and charges	7,216,894	3,891,448	3,853,472	(37,977)	(1%)
Service charges	505,423	505,423	449,453	(55,970)	(11%)
Interest earnings	508,135	6,000	0	(5,999)	(100%)
Other revenue	230,493	13,005	14,620	1,616	12%
Profit on asset disposals	-	-	-	-	
	8,942,948	4,429,303	4,327,988	(101,315)	(2%)
<b>Expenditure from operating activities</b>					
Employee costs	(12,884,674)	(1,512,728)	(1,532,892)	(20,164)	1%
Materials and contracts	(8,266,484)	(360,613)	(295,509)	65,104	(18%)
Utility charges	(778,845)	(34,903)	(26,106)	8,798	(25%)
Depreciation on non-current assets	(4,885,152)	(414,782)	(414,782)	0	(0%)
Interest expenses	(31,557)	(345)	(345)	0	(0%)
Insurance expenses	(342,400)	(262,293)	(272,293)	(10,000)	4%
Other expenditure	(606,185)	(25,990)	(22,211)	3,780	(15%)
Loss on asset disposals	0	0	0	-	
	(27,795,296)	(2,611,655)	(2,564,136)	47,519	(2%)
Non-cash amounts excluded from operating activities	5,092,405	414,782	414,782	(0)	(0%)
<b>Amount attributable to operating activities</b>	<b>(12,691,127)</b>	<b>3,301,246</b>	<b>4,445,668</b>	<b>1,144,422</b>	<b>35%</b>
<b>INVESTING ACTIVITIES</b>					
Non-operating grants, subsidies and contributions	3,658,272	-	-	-	
Payments for property, plant and equipment	(1,183,000)	(90,000)	0	90,000	(100%)
Payments for construction of infrastructure	(6,255,980)	(237,257)	0	237,257	(100%)
Proceeds from disposal of assets	0	-	-	-	
Proceeds from self-supporting loans	24,535	-	-	-	
<b>Amount attributable to investing activities</b>	<b>(3,756,173)</b>	<b>(327,257)</b>	<b>0</b>	<b>327,257</b>	<b>(100%)</b>
<b>FINANCING ACTIVITIES</b>					
Repayment of borrowings	(231,017)	0	0	-	
Principal elements of finance lease payments	(84,925)	0	0	-	
Proceeds from new borrowings	0	0	0	-	
Transfers to cash backed reserves (restricted assets)	(1,185,122)	0	0	-	
Transfers from cash backed reserves (restricted assets)	1,665,403	0	0	-	
<b>Amount attributable to financing activities</b>	<b>164,339</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Budgeted deficiency before general rates</b>	<b>(16,282,961)</b>	<b>2,973,989</b>	<b>4,445,668</b>	<b>1,471,679</b>	<b>49%</b>
<b>Estimated amount to be raised from general rates</b>	<b>16,305,035</b>	<b>16,256,221</b>	<b>16,283,930</b>	<b>27,709</b>	<b>0%</b>
<b>Net current assets at end of financial year - surplus/(deficit)</b>	<b>22,074</b>	<b>19,230,210</b>	<b>20,729,598</b>	<b>1,499,388</b>	<b>8%</b>

# Town of Bassendean Information Summary For the Period Ended 31 July 2024



**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
for the period ended 31 July 2024

**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
<b>OPERATING ACTIVITIES</b>					
Net current assets at start of financial year - surplus/(deficit)	1,198,218	112%	☺		FAGs 2024/25 grants received in advance in June 2024 , Higher Interest income and lower Materials & Contracts expenditure compared to budget estimates
<b>Revenue from operating activities (excluding rates)</b>					
Operating grants, subsidies and contributions	(2,984)	(22%)	☹	Timing	Within the reporting threshold
Fees and charges	(37,977)	(1%)	☹	Timing	Aggregate result of minor variances in several business units
Interest earnings	(5,999)	(100%)	☹	Timing	Timing of investment maturities
Other revenue	1,616	12%	☺	Timing	Within the reporting threshold
Profit on asset disposals	0				
	(101,315)	(2%)	☹		
<b>Expenditure from operating activities</b>					
Employee costs	(20,164)	1%	☹	Timing	Aggregate result of minor variances in several business units
Materials and contracts	65,104	(18%)	☺	Timing	Timing of Infrastructure assets maintenance
Utility charges	8,798	(25%)	☺	Timing	Aggregate result of minor variances in several business units
Depreciation on non-current assets	0	(0%)	☺		
Interest expenses	0	(0%)	☺		
Insurance expenses	(10,000)	4%	☹	Timing	Within the reporting threshold
Other expenditure	3,780	(15%)	☺	Timing	Within the reporting threshold
Loss on asset disposals	0				
	47,519	(2%)	☺		
Non-cash amounts excluded from operating activities	(0)	(0%)	☹		
<b>Amount attributable to operating activities</b>	<b>1,144,422</b>	<b>35%</b>	☺		
<b>INVESTING ACTIVITIES</b>					
Non-operating grants, subsidies and contributions	0				
Payments for property, plant and equipment	90,000	(100%)	☺	Timing	Building projects with timing
Payments for construction of infrastructure	237,257	(100%)	☺	Timing	Infrastructure projects timing
Proceeds from disposal of assets	0				
Proceeds from self-supporting loans	0				
<b>Amount attributable to investing activities</b>	<b>327,257</b>	<b>(100%)</b>	☺		
<b>FINANCING ACTIVITIES</b>					
Repayment of borrowings	0				
Transfers to cash backed reserves (restricted assets)	0				
Transfers from cash backed reserves (restricted assets)	0				
<b>Amount attributable to financing activities</b>	<b>0</b>				
<b>Budgeted deficiency before general rates</b>	<b>1,471,679</b>	<b>49%</b>	☺		
<b>Estimated amount to be raised from general rates</b>	<b>27,709</b>	<b>0%</b>	☺	Timing	Within reporting threshold
<b>Net current assets at end of financial year - surplus/(deficit)</b>	<b>1,499,388</b>	<b>8%</b>	☺		

**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
for the period ended 31 July 2024

**Note 2: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

	Last Years Actual Closing 30 June 2024	Current 31 July 2024
	\$	\$
<b>Current Assets</b>		
Cash - Other	6,463,210	6,200,792
Cash Restricted - Reserves	10,682,477	11,179,799
Restricted Cash -Other	93,555	93,555
Rates Outstanding	257,202	19,825,607
Sundry Debtors	567,401	913,884
GST Receivable	196,205	53,988
Accrued Interest	-	-
Other receivables		107,652
Prepayments	225,869	180,817
Inventories	23,787	25,916
	18,509,708	38,582,012
<b>Less: Current Liabilities</b>		
Sundry Creditors	(1,777,917)	(2,958,247)
Payroll Creditors	5,929	(5,767)
Accrued Interest on Borrowings	(1,548)	(1,549)
Accrued Salaries and Wages	-	
Rates in Advance	(191,468)	(199,761)
Current Loan Liability	(231,091)	(225,399)
Hyde Retirement Village Bonds	(30,000)	(30,000)
Bonds and Other Deposits	(1,839,577)	(1,839,577)
Current Lease Liabilities	(99,738)	(99,738)
Contract liabilities	(95,022)	(95,022)
Deferred Revenue		
Current Employee Provisions	(2,504,251)	(2,416,350)
	(6,764,684)	(7,871,410)
<b>Net Current Assets</b>	11,745,024	30,710,602
Less: Cash Reserves	(10,682,477)	(11,179,799)
Less: SSL Borrowings Repayments	-	
Loan Liability - Current	231,091	225,399
Lease Liability - Current	99,738	99,738
Other Misc. Adjustments		-
Plus : Liabilities funded by Cash		
Backed Reserves	873,658	873,658
<b>Net Current Funding Position</b>	2,267,034	20,729,598

**Town of Bassendean  
Monthly Investment Report  
As at 31 July 2024**

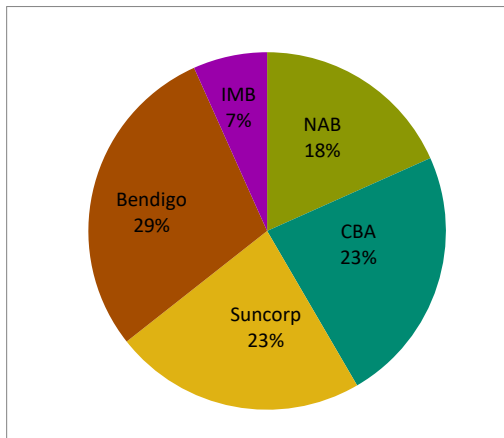
**Note 3 : CASH INVESTMENTS**

Deposit Ref	Deposit Date	Maturity Date	S & P Rating	Institution	Term (Days)	Rate of Interest	Amount Invested (Days)				Total	Expected Interest
							Up to 30	30-59	60-89	90-120+		
Municipal												
13156679	6/07/2024	5/08/2024	A1	CBA	30	4.35%	944,555.75				944,555.75	3,377.10
4208296	5/06/2024	2/09/2024	A2	Suncorp	89	4.95%			3,000,000.00		3,000,000.00	36,209.59
4847080	31/07/2024	31/10/2024	A2	Bendigo	92	4.90%				1,000,000.00	1,000,000.00	12,350.68
							944,555.75	-	3,000,000.00	1,000,000.00	4,944,555.75	51,937.37
Restricted - Bonds and Deposits:												
57209	26/07/2024	25/10/2024	A2	IMB	91	4.90%				1,158,728.95	1,158,728.95	14,155.54
							-	-	-	1,158,728.95	1,158,728.95	14,155.54
							944,555.75	-	3,000,000.00	2,158,728.95	6,103,284.70	66,092.92
Restricted - Contract Liabilities/Deferred Revenue (Grants)												
Reserve												
90-060-8206	18/07/2024	18/10/2024	A1	NAB	92	5.15%				1,578,925.02	1,578,925.02	20,495.74
GMI-DEAL-10910	23/07/2024	21/10/2024	A1	NAB	90	5.15%				1,580,000.00	1,580,000.00	20,063.84
201	23/07/2024	22/08/2024	A2	CBA	30	4.38%	2,000,000.00				2,000,000.00	7,200.00
4468108	11/08/2023	12/08/2024	A2	Bendigo	367	5.15%				2,500,000.00	2,500,000.00	129,455.48
4208165	15/05/2024	13/08/2024	A1	Suncorp	90	4.97%				939,183.19	939,183.19	11,509.50
13156679	6/07/2024	5/08/2024	A1	CBA	30	4.35%	1,081,690.73				1,081,690.73	3,867.41
4468111	11/08/2023	12/08/2024	A2	Bendigo	367	5.15%				1,500,000.00	1,500,000.00	77,673.29
							3,081,690.73	-	-	8,098,108.21	11,179,798.94	270,265.26
75-536-5673	30/05/2024	26/11/2024	A1	NAB	180	5.15%				8,442.78	8,442.78	214.42
							3,081,690.73	-	-	8,106,550.99	11,188,241.72	270,479.68
Total							4,026,246.48	-	3,000,000.00	10,265,279.94	17,291,526.42	336,572.60

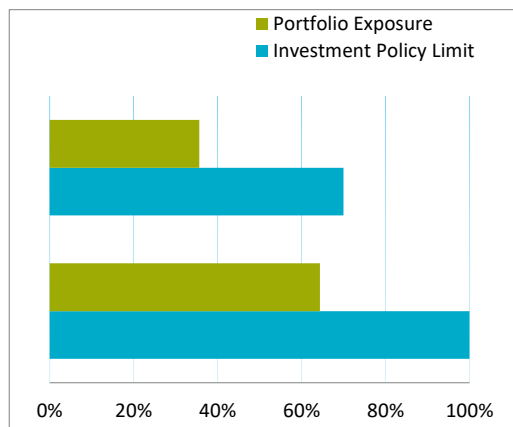
**ENVIRONMENTAL COMMITMENT**

Depositing Institution	Value Invested
<b>Fossil Fuel Lending ADI</b>	
NAB	3,167,367.80
CBA	4,026,246.48
	<b>7,193,614.28</b>
<b>Non Fossil Fuel Lending ADI</b>	
Suncorp	3,939,183.19
Bendigo	5,000,000.00
IMB	1,158,728.95
	<b>10,097,912.14</b>
<b>Total Funds</b>	<b>17,291,526.42</b>

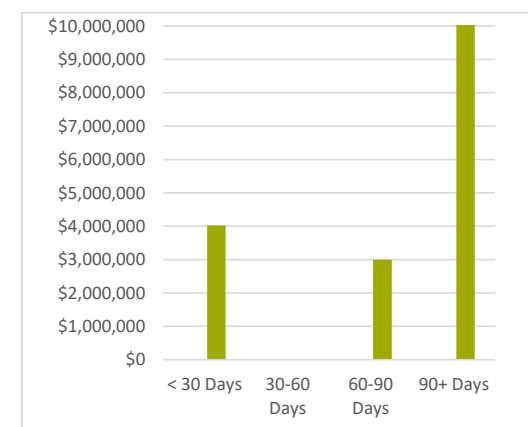
**INDIVIDUAL INSTITUTION EXPOSURE**



**TOTAL CREDIT EXPOSURE**



**TERM TO MATURITIES**

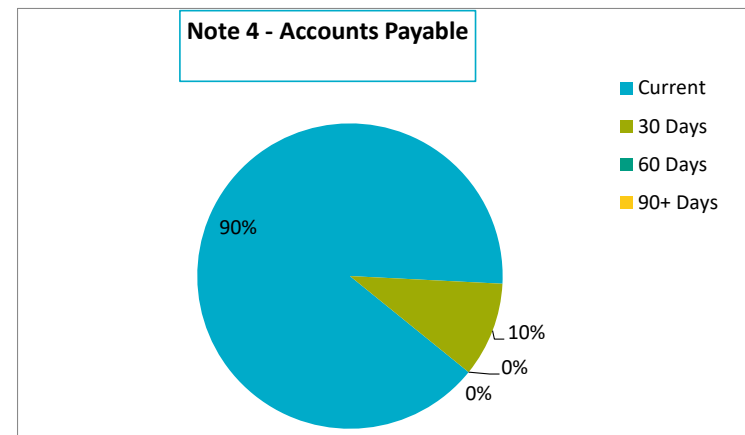
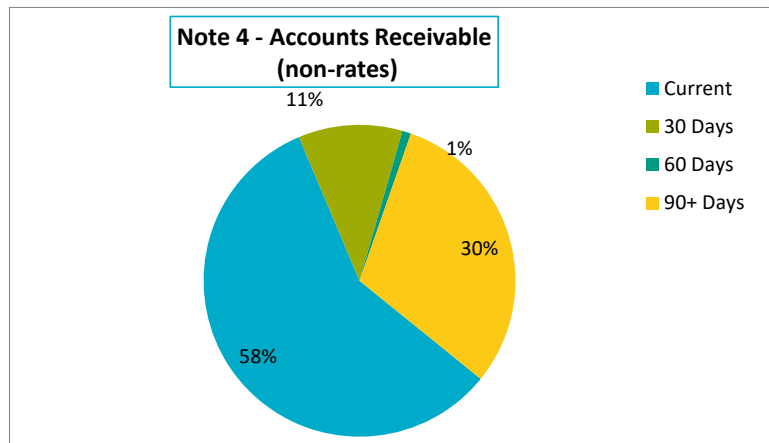


**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 July 2024

**Note 4: Receivables and Payables**

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	67,450	12,590	1,058	35,561	116,659

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables - General	202,486	22,581	0	0	225,066



**Comments/Notes - Receivables General**

The above amounts include GST where applicable.

**TOWN OF BASSENDEAN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 July 2024

**Note 5 - Capital Works Projects**

<b>CAPITAL PROJECTS</b>									
<b>for the period ended 31 July 2024</b>									
<b>Project Number</b>	<b>2024/25 Original Budget</b>	<b>Budget Amendments</b>	<b>2024/25 Current Budget</b>	<b>2024/25 YTD Budget</b>	<b>YTD Actual</b>	<b>Purchase Orders</b>	<b>Total Inc Purchase Orders</b>	<b>Budget Remaining</b>	<b>% Budget Remaining to Annual Budget</b>
<b>Property, Plant and Equipment</b>									
LAND	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000	100.0%
BUILDINGS	\$504,000	\$0	\$504,000	\$90,000	\$0	\$84,941	\$84,941	\$419,059	83.1%
FURNITURE & EQUIPMENT	\$70,000	\$0	\$70,000	\$0	\$0		\$0	\$70,000	100.0%
PLANT AND EQUIPMENT	\$499,000	\$0	\$499,000	\$0	\$0		\$0	\$499,000	100.0%
<i>Sub-total</i>	<i>\$1,173,000</i>	<i>\$0</i>	<i>\$1,173,000</i>	<i>\$90,000</i>	<i>\$0</i>	<i>\$84,941</i>	<i>\$84,941</i>	<i>\$1,088,059</i>	<i>92.8%</i>
<b>Infrastructure</b>							\$0	\$0	
ROADS	\$2,149,067	\$0	\$2,149,067	\$42,000	\$0	\$35,227	\$35,227	\$2,113,840	98.4%
FOOTPATHS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
DRAINAGE	\$147,000	\$0	\$147,000	\$0	\$0	\$0	\$0	\$147,000	100.0%
INFRASTRUCTURE ASSETS - PARKS & OVALS	\$3,969,913	\$0	\$3,969,913	\$195,257	\$0	\$47,541	\$47,541	\$3,922,373	98.8%
<i>Sub-total</i>	<i>\$6,265,980</i>	<i>\$0</i>	<i>\$6,265,980</i>	<i>\$237,257</i>	<i>\$0</i>	<i>\$82,767</i>	<i>\$82,767</i>	<i>\$6,183,213</i>	<i>98.7%</i>
<b>TOTAL</b>	<b>\$7,438,980</b>	<b>\$0</b>	<b>\$7,438,980</b>	<b>\$327,257</b>	<b>\$0</b>	<b>\$167,708</b>	<b>\$167,708</b>	<b>\$7,271,272</b>	<b>97.7%</b>

## TOWN *of* BASSENDEAN

### COUNCIL MEETING PROCEDURES LOCAL LAW 2020

#### Clause 5.3 - NOTICE OF MOTION FOR CONSIDERATION

Clause 5.3 of the Council Meeting Procedures Local Law 2020 states:

**“5.3 *Motions of which previous notice has been given***

- (1) *Unless the Act, Regulations or this Local Law otherwise provide, a member may raise at a meeting –*
  - (a) *such business as he or she considers appropriate;*
  - (b) *in the form of a motion;*
  - (c) *of which notice has been given in writing to the CEO and which has been included on the agenda.*
- (2) *A notice of motion under subclause (1) is to be given at least ten (10) clear working days before the meeting at which the motion is moved.*
- (3) *A notice of motion is to relate to the good governance of the Local Government.*
- (4) *The CEO –*
  - (a) *may, with the concurrence of the mayor, exclude from the notice paper any notice of motion deemed to be, or likely to involve, a breach of this Local Law or any other written law;*
  - (b) *will inform members on each occasion that a notice has been excluded and the reasons for that exclusion;*
  - (c) *may, after consultation with the member where this is practicable, make such amendments to the form, but not the substance, as will bring the notice of motion into due form; and*
  - (d) *provide an officer report to accompany the notice of motion that has relevant and material facts and circumstances pertaining to the notice of motion on such matters as strategic direction within the Council’s adopted Strategic Plan, policy, budget and law.*
- (5) *A motion of which notice has been given is to lapse unless –*
  - (a) *the member who gave notice of it, or some other member authorised by the originating member in writing, moves the motion when called on; or*
  - (b) *the Council on a motion determines to defer consideration of the motion to a later stage or date.*
- (6) *If a notice of motion is given and lost under subclause (5), a notice of a motion in substantially the same terms or of substantially the same effect is not to be given again for at least three months from the date of such lapse.*

## NOTICE OF MOTION

I, Cr Kath Hamilton hereby give notice in writing to the CEO to have the following Notice of Motion listed on the agenda of Ordinary Council Meeting to be held on 27th of August 2024, at which it is proposed to be moved:

### Motion

*That Council requests the Chief Executive Officer,*

*1. Prepare an updated Crossover Policy for consideration by Council before the end of 2024, including but not limited to the following;*

- Minimisation of the amount of hard surfaces on and adjoining public verges;*
- Review clauses relating to removal, replacement and subsequent maintenance of verge trees;*
- Maximise the amount of vegetation and water permeable surfaces on and abutting verge areas;*
- Review of Crossover contributions, costs and rebates;*
- Consideration of permeable substitutes to concrete if requested by applicants; and*

*2. Distributes the Draft Crossover Policy via the CEO Bulletin for the review and feedback by councillors.*

Signed:  Dated: 13th of August, 2024

Cr Kath Hamilton

### Reasons:

The existing Town of Bassendean Crossover Policy requires review to include contemporary methods and thinking in regards to the following:

- \* An increasingly dense urban environment that is significantly reducing viable verge spaces for the healthy growth of trees.
- \* The urgent need to minimise hard surfaces in the urban environment wherever possible, and to appropriately manage stormwater runoff to and from public thoroughfares.
- \* Consideration of Water Sensitive Urban Design throughout the district.

There is a move by some metropolitan local authorities to implement changes in Crossover Policies as outlined in the examples below:

- City of Fremantle Crossover widths (excluding splay/wings):
  - o Single residential 3.0 meters – 4.5 meters
  - o Duplex or multi residential 3.0 meters – 4.5 meters
  - o Commercial 3.0 meters – 7.5 meters

Comparison Town of Bassendean:

- o Single residential 3.0 metres - 6 metres
- o Commercial 3.0 metres - 10.7 metres

Certainly the installation of wider concrete crossovers entails greater overall expenditure and associated rebates from the town. The maximum rebate from the Town of Bassendean is \$620 compared to City of Fremantle where there is a reduced maximum of \$487 due to reduced width applied via that councils crossover policy.

City of Fremantle also require improved street appeal, together with enhancing biodiversity corridors via the following addition to their crossover policy:

- *Verge landscaping to soften the impact of hardstand on the streetscape, to the approval of the City, provided and installed concurrently with the crossover at the applicant's expense.*

A review the Town of Bassendean crossover policy is timely with the potential to enhance streetscapes whilst mitigating stormwater runoff into the drainage system and river.

Reference links:

Town of Bassendean Crossover Policy:

<https://www.bassendean.wa.gov.au/documents/803/crossover-policy>

City of Fremantle Crossover Policy:

<https://www.fremantle.wa.gov.au/council/strategic-and-key-documents/council-policies> Bottom of page under "Infrastructure".