



Minutes

ORDINARY COUNCIL MEETING

29 October 2019

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MINUTES

Minutes of the Ordinary Meeting of the Bayswater City Council which took place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on Tuesday, **29 October 2019**.

1. OFFICIAL OPENING

The Chairperson, Cr Dan Bull, Mayor, declared the meeting open at 6:30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

The Chairperson, Cr Dan Bull, Mayor, acknowledged the Traditional Custodians of the land, the Whadjuk people of the Noongar nation, and paid respects to Elders past, present and emerging.

3. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

- a) The Chairperson, Cr Dan Bull, Mayor, advised that he was pleased to announce that the City of Bayswater had recently signed up as a “Small Business Friendly Local Government”. This was an important commitment given 97.8% of businesses in the City are small businesses with less than 20 employees – this equates to 5,700 businesses.

By signing up to the Small Business Development Corporation’s charter, the City was committing to implementing a range of activities to support local small business set up, start and operate. This included prompt payment of invoices, regularly meeting and consulting with our small business community, and a process to manage disputes. The City would also be developing other actions to make dealing with the City easier for small businesses.

Signing the Charter was one part of delivering this Council’s mandate to reduce red tape across the City of Bayswater’s operations and it ensured that the City was held accountable by an external organization to actually deliver this for small business. The City’s recent initiatives included allowing vacant shops in our town centres to be temporarily occupied by a new business for up to six months without the need for planning approval, and waiving the planning application fee for change of use applications for premises in high street environments where it had been vacant for 12 months or more.

The Chairperson, Cr Dan Bull, Mayor, concluded by stating that the City looked forward to engaging with our business community to find other ways that we can support them as they provide the services and employment that are so important for our community.

- b) The Chairperson, Cr Dan Bull, Mayor, advised that as this was the first Ordinary Council Meeting following the most recent elections, he would like to take a moment to thank former Central Ward Councillor and former Deputy Mayor, Chris Cornish, who retired from his position as Councillor at the end of the most recent term. Chris served two terms as a Central Ward Councillor and one term as Deputy Mayor.

During his time on Council, Chris drove or supported a number of initiatives, most significantly, the change in attitude towards tree canopy and many policies, procedures and financial allocation towards tree management which have flowed from this. A culture of red tape reduction – this has resulted in the verge and edible garden policies, but a flow on effect has been planter box guidelines, alfresco changes and temporary

advertising signs community based organisations policy, where guidelines are now issued, rather than an application for approval needing to be submitted. And a transparency agenda, the political interest register, Council meeting recordings, which are now available and published, and the whistle blower policy. Additionally, while on Council, Chris played a key role in making the flying of the Aboriginal and Torres Strait Islander flags outside our Civic Centre, and within many of our main buildings, standard practice, pushing for stronger guidelines on glyphosate usage, development of the footpath program, which is in operation and being adequately funded, development of an employee of the month program, establishing a practice of publishing planning data in a machine readable format, which is searchable by planning alerts and improving the City's financial management, for example, ceasing the WiFi cards for Councillors, when we already receive \$3,400 per annum for IT, amending policy EOPO4, which allows Councillors to get an extra \$1,000 for mobile phones, tablets et cetera and halving the conference and seminar allowance from \$15,000 every two years to \$15,000 every four years, which claims are now made public.

The Chairperson, Cr Dan Bull, Mayor, concluded by stating that with that in mind, he would like to acknowledge and thank Chris for his service to this Council, the City and most importantly, the residents and the ratepayers in the District and in particular, that of Central Ward.

4. ATTENDANCE

Members

West Ward

Cr Dan Bull, Mayor (Chairperson)
Cr Lorna Clarke
Cr Giorgia Johnson

Central Ward

Cr Barry McKenna
Cr Steven Ostaszewskyj
Cr Sally Palmer

North Ward

Cr Stephanie Gray
Cr Filomena Piffaretti, Deputy Mayor

South Ward

Cr Catherine Ehrhardt
Cr Elli Petersen-Pik

Officers

Mr Andrew Brien	Chief Executive Officer
Mr Doug Pearson	Director Works and Infrastructure
Mr Des Abel	Director Community and Development
Mr David Nicholson	Director Corporate and Strategy
Mr Matt Turner	Manager Strategic Planning and Place (<i>Until 7:10pm</i>)
Mr Bryce Coelho	Manager Engineering Services (<i>Until 7:29pm</i>)
Mr Mark Thornber	Senior Governance Advisor (<i>Until 8:50pm</i>)
Ms Cassandra Flanigan	Executive Support/Research Officer
Ms Jelena Misic-Hughes	Mayor and Council Support Officer

Observers

Press - 1
Public - 10

Leave of Absence

4.1 Apologies

Cr Michelle Sutherland

4.2 Approved Leave of Absence

Nil

4.3 Applications for Leave of Absence

COUNCIL RESOLUTION

That Leave of Absence be granted as follows:

Cr Lorna Clarke from 31 October to 11 November inclusive;

**CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR SALLY PALMER SECONDED
CARRIED UNANIMOUSLY: 10/0**

5. DISCLOSURE OF INTEREST SUMMARY

In accordance with section 5.65 of the *Local Government Act 1995*:

A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by the member must disclose the nature of the interest -

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

The following disclosures of interest were made at the meeting:

Name	Item No.	Type of Interest	Nature of Interest
Cr Lorna Clarke	10.2.1	Impartiality	Social member of Bedford and Bayswater Bowls Clubs.
	10.2.2	Impartiality	Social member of Bedford and Bayswater Bowls Clubs.
	10.2.6	Impartiality	Attended annual function of Bayswater/Morley Districts Cricket Club.
	10.2.7	Impartiality	My husband works for UWA.
Cr Filomena Piffaretti, Deputy Mayor	10.2.5	Impartiality	Noranda Vibes is listed as receiving a donation of \$150. I am a member of Noranda Vibes.
Cr Barry McKenna	10.2.3	Financial	I am Chairman of Bayswater Community Financial Services (Bendigo Bank) and money from Council is invested in Bendigo Bank.
	10.2.4	Financial	I am Chairman of Bayswater Community Financial Services (Bendigo Bank) and money from Council is invested in Bendigo Bank.
Cr Stephanie Gray	10.2.5	Impartiality	Member of Noranda Vibes.
Cr Steven Ostaszewskyj	10.2.5	Impartiality	Member of Noranda Vibes.
Cr Sally Palmer	10.2.1	Impartiality	Social Member of Bedford Bowling Club.
	10.2.2	Impartiality	Social Member of Bedford Bowling Club.
	10.2.5	Impartiality	Social Member of Noranda Vibes Community Group.
	10.2.6	Impartiality	Social Member of Bedford Bowling Club.
Cr Dan Bull, Mayor	10.2.1	Impartiality	I am a Social Member of Bedford Bowling Club. Halliday House is referred to in the report. I am a Member of the lessee, Bayswater Historical Society.
	10.2.2	Impartiality	I am a Social Member of Bedford Bowling Club. Halliday House is referred to in the report. I am a Member of the lessee, Bayswater Historical Society.
	10.2.6	Impartiality	I am a Social Member of Bedford

			<i>Bowling Club.</i>
	<i>10.2.16</i>	<i>Impartiality</i>	<i>Reference made to Durham Road School. I am a Member of the School Council.</i>
Mr Andrew Brien, Chief Executive Officer	<i>10.2.11</i>	<i>Impartiality</i>	<i>The matter refers to my contract; it is an impartiality interest as it doesn't have any direct impact on me.</i>
Mr Des Abel, Director Community and Development	<i>10.2.11</i>	<i>Impartiality</i>	<i>I may be appointed Acting CEO during periods of CEO leave in the future.</i>
Mr Doug Pearson, Director Works and Infrastructure	<i>10.2.11</i>	<i>Impartiality</i>	<i>May need to act in CEO position.</i>
Mr David Nicholson, Director Corporate and Strategy	<i>10.2.11</i>	<i>Impartiality</i>	<i>May be required to act in the role of CEO.</i>

6. PUBLIC QUESTION TIME

In accordance with the *Local Government Act 1995*, the *Local Government (Administration) Regulations 1996* and the *City of Bayswater Standing Orders Local Law 2018* the following procedures relate to public question time:

1. A member of the public who raises a question during question time, is to state his or her name and address.
2. Each member of the public with a question is entitled to ask up to 3 questions.
3. The minimum time to be allocated for public question time is 15 minutes.
4. Questions from the public must relate to a matter affecting the local government. Questions relating to matters of business listed on the minutes will be considered in the first instance, followed by questions relating to Council business not listed on the minutes.
5. A summary of each question raised by members of the public at the meeting and a summary of the response to the question will be included in the minutes of the meeting.
6. Where a question is taken on notice at the meeting, a summary of the response to the question will be provided in writing to the member of public and included in the minutes for the following meeting.

6.1 Responses to Public Questions Taken on Notice at the Ordinary Council Meeting of 3 September 2019

Mr Tony Green, 18 Belfast Street, Morley – on behalf of the Friends of Lightning Swamp Bushland

Question 2

When will the Friends of Lightning Swamp Bushland, which was formed in 1999, be receiving their 20 Year Volunteer of the City of Bayswater badges?

Answer 2

Officers have been in discussions with the President of the Friends of Lightning Swamp on potential ideas to recognise the 20 year anniversary of the formation of the Friends of Lightning Swamp and it is proposed that badges would be provided as part of this recognition.

Mr Ian Walters, 124 Lawrence Street, Bedford

Question 2

Could you please advise further details of the undermentioned payments:

- **On 4 July 2019 there's a cheque – Red Ochre Pty Ltd \$7,425.00 – professional consultancy services.**

Answer 2

Traffic survey of pedestrians and cyclists at 2 locations in Leake Street, Bayswater.

Question 3

There's one for:

- **Pickles Auctions on 11 July 2019 for \$11,000.00 – described as professional consultancy services.**

Answer 3

3-year asset valuation for fleet, as required under the Accounting Standards and the Local Government (Financial Management) Regulations 1996.

Mr Josh Eveson, 400 Guildford Road, Bayswater

Question 1

My first question is about the Morley City Centre Masterplan, which was released by the City in May of 2010 – that's nine years ago. The accepted Masterplan articulates six projects, six key actions and an implementation plan consisting of 33 short term actions for zero to five years, nine medium term actions which are five to ten, and two long term actions which are ten years plus. Can the City provide a detailed update on the current state of this Masterplan and other Masterplan tasks?

Answer 1

The Morley City Centre Masterplan was adopted by Council on 26 October 2010. The document identified 44 actions to be undertaken by the City and other stakeholders including 33 short-term actions.

The masterplan provided a vision and context for Morley Centre and “sets the framework for the preparation of an Activity Centre Plan under the new State Planning Policy 4.2 - Activity Centres for Perth and Peel”. The City has now developed the Morley Activity Centre Plan, which was adopted by the Western Australian Planning Commission (WAPC) in July 2018. The Activity Centre Plan supersedes the Masterplan.

Of the 44 actions identified in the Masterplan 31 have been completed or are currently on-going projects and 3 are no longer relevant due to the document being superseded. It is noted that the majority of the actions which have not been commenced or are on-going have been identified in the Activity Centre Plan to be actioned.

Question 3

Given the lack of visibility and awareness of rate payer funded Masterplans and reports, it's easy to see how the City could get caught up in bureaucratic churn that's just costly and inefficient. What governing controls are in place to ensure that Councillor motions are in fact in line with these approved, endorsed and active Masterplans, rather than chasing the new shiny thing?

Answer 3

Councillor motions can be made in a Council meeting during consideration of a report written by an Officer with the motion being presented together with an analysis written by City Officers which references City Masterplans, reports and the Strategic Community Plan. This information assists Councillors in making an informed decision on whether to support the officer recommendation or propose an alternative motion.

In addition to Officer Reports and Recommendations, Councillors may propose a Notice of Motion in accordance with the Standing Orders Local Law. This allow Councillors to raise any matter which is considered by the individual Councillor to be a matter which the Council should undertake a specific course of action. These motions are supported by a statement of facts prepared by Council Officers which attempts to draw alignment to existing plans, strategies, the Council budget and any relevant legislative issues.

It is expected some Councillor motions may not be in line with existing Masterplans, but will still provide value for the City's residents.

One of the projects that the City currently has underway is to undertake a comprehensive review of all previously developed plans, strategies and other relevant documents along with the current status of each of these. This is a work in progress and once completed will help to further inform Council decision making.

6.2 Public Question Time

Public Question Time commenced at 6:41pm.

The following questions were submitted verbally:

Mr Ian Walters – 124 Lawrence Street, Bedford

Item 10.2.6 – List of Payments for the Month of September 2019

Question 1

Could you please advise further details of the undermentioned payments:

- **On 25 September 2019, a payee of the cheque is Veev Group Pty Ltd \$34,628.00, professional consultancy services.**

Answer 1

Mr Andrew Brien, Chief Executive Officer, advised that the question would be taken on notice and a written response provided.

Question 2

Another one on the same date [25 September 2019] – Village Well \$11,000 – it's just got professional consultancy services again.

Answer 2

Mr Andrew Brien, Chief Executive Officer advised that the question would be taken on notice and a written response provided.

Question 3

For the month of September 2019, payments for the labour hire integrity replacement exceed \$66,000. On a per annum basis this would exceed \$750,000 – three quarters of a million. Please advise what steps have been undertaken to negate such expenditure and confirm the Audit Committee is satisfied that such expenditure is justified?

Answer 3

Cr Dan Bull, Mayor advised that he could not confirm the second question because the new Audit and Risk Committee had not met yet.

Mr Andrew Brien, Chief Executive Officer, advised that the question would be taken on notice and a written response provided, and also put forward that it may be referred to the Audit Committee for consideration at their first meeting.

Mr Tony Green – 18 Belfast Street, Morley

Preamble

Before I start, Mr Mayor, where is the Australian flag this evening? We seem to have flags of everyone else but not our own.

Cr Dan Bull, Mayor advised that the flag may well still be in the Embleton Room from the Citizenship Ceremony, however, he did not know whether that was actually the case.

Question 1

On the 21st of this month, I stood here and asked for the numbers of the secret ballots for Mayor and Deputy Mayor. On the advice of the CEO, the Mayor took the question on notice. Questions are normally taken on notice when either the answer is not known or when research has to be done to provide the full and correct answer. Neither of these conditions existed at that time, as the ballots had been carried out at just moments before and the CEO had the information at his fingertips. When I received a written answer from the CEO, this stated that I would have to wait to read the results in the Minutes of the meeting of the 21st, instead of simply giving me the answer to my question. The letter also stated that my question related to a Special Meeting of Council at 30 April 2019, which was actually an Ordinary Meeting of Council and had nothing to do with it. Whereas it should have referred to the meeting of 21 October. So, not only did the CEO not directly answer my valid and simple question, but he also got the date and the meeting wrong. My question on this subject, Mr Mayor, is: what's the point of having public question time if the CEO refuses to give an answer to the very simplest of valid questions?

Answer 1

Cr Dan Bull, Mayor advised that he did not know how to answer that question.

Question 2

Does the CEO really think that his actions in this instance constitute transparency in local government?

Answer 2

Mr Andrew Brien, Chief Executive Officer, advised that the issue in relation to the votes was one that he took some advice on before he provided a response to it. He then provided a response back to Council to seek their direction on it. The information was subsequently provided in the

Minutes from that meeting, with all the votes that had been tallied and shown in the public record. So he believed it was in the interests of transparency. The process that was undertaken at the time was a similar process that had been undertaken previously. However, it had now been raised and would be dealt with differently in future.

Question 3

Can I please have a direct answer to the question about the ballot numbers?

Answer 3

Mr Andrew Brien, Chief Executive Officer, advised that the vote for the position of Mayor was six votes for Councillor Dan Bull and five votes for Councillor Catherine Ehrhardt. The votes for Deputy Mayor were seven votes for Councillor Filomena Piffaretti and four votes for Councillor Stephanie Gray. However, he could not recall the other votes off the top of his head.

Mr Green thanked Mr Brien and confirmed that was all he wanted to know.

Ms Lynette Deane-Spread – 21B Neville Street, Bayswater

Question 1

I have a question regarding Hinds Reserve proposal for a feasibility study. I am aware that Common Ground Consulting has been appointed to conduct a feasibility study of integrating the bike trail at Hinds Reserve and I'm just wondering whether an environmental impact study has been undertaken and if it has, where can the public access that? And if it hasn't been done, why not?

Answer 1

Mr Doug Pearson, Director Works and Infrastructure, advised that, to his knowledge, an environmental impact assessment hadn't been done at this stage. The feasibility study would recommend what further actions would need to be taken, such as further environmental works. So the City was waiting to see what the outcomes of that feasibility study were.

Question 2

I guess Common Ground are the people who are doing the consulting and possibly would end up building the tracks at Hinds Reserve (or people such as those). Is there not a conflict of interest there?

Answer 2

Mr Doug Pearson, Director Works and Infrastructure advised that, depending on the outcomes of the feasibility study, and whether Council proceeds further with any options, there were a number of ways we could deliver the project. It could be undertaken with inhouse resources or it could be undertaken with contractors. We still had procurement requirements that would require us to go to tender or quote for those works, depending on the value.

Question 3

I have been in contact with various people who are involved with the environment – Dr Paul Doughty at the WA Museum, Dr Jane Chambers at Murdoch. The opinion that I have had generally, has been that a proper impact assessment carried out by impartial environmental consultants would seem to be consistent with how development proposals are assessed elsewhere in the state. Highly recommended and it puts trained scientists on the ground making informative decisions. I'm just wondering why that wasn't done first, given that it is a wetlands area with wetland qualities?

Answer 3

Mr Doug Pearson, Director Works and Infrastructure advised that, as stated, the City was doing a feasibility study first before we determined what further study was required.

Public Question Time was closed at 6:50pm.

7. CONFIRMATION OF MINUTES**7.1 Ordinary Meeting: 3 September 2019****COUNCIL RESOLUTION**

The Minutes of the Ordinary Meeting of Council held on Tuesday, 3 September 2019 which have been distributed, be confirmed as a true and correct record.

CR STEPHANIE GRAY MOVED, CR STEVEN OSTASZEWSKYJ SECONDED

CARRIED UNANIMOUSLY: 10/0

7.2 Special Meeting: 21 October 2019**COUNCIL RESOLUTION**

The Minutes of the Special Meeting of Council held on Monday, 21 October 2019 which have been distributed, be confirmed as a true and correct record.

CR CATHERINE EHRHARDT MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 10/0

8. PRESENTATIONS**8.1 Petitions**

Nil

8.2 Presentations

Nil.

8.3 Deputations

COUNCIL RESOLUTION

That in accordance with the *City of Bayswater Standing Orders Local Law 2018*, Council agrees to receive deputations submitted for item 10.3.1.

CR STEPHANIE GRAY MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 10/0

1. Proposed Closure of Cabramatta Street, Bayswater

In relation to Item 10.3.1, Ms Jessica Jefferies (Owner - 12 Cabramatta Street, Bayswater) was in attendance, speaking on the item.

8.4 Delegates Reports

8.4.1 Former Cr Chris Cornish, Deputy Mayor – Graduate Diploma of Applied Corporate Governance Subjects

REPORT:

Between June 2016 and June 2018, former Cr Chris Cornish, Deputy Mayor completed four units at the Governance Institute of Australia, and sought for the City to reimburse the study costs.

OVERVIEW

Between June 2016 and June 2018 I completed the following 4 units at the Governance Institute of Australia, and sought for the City to reimburse the study costs.

Applied Corporate Governance Law
Corporate Accountability: Meetings & Disclosure
Corporate Governance
Risk and Compliance

Governance Institute of Australia

Governance Institute of Australia is the only independent professional association with a sole focus on whole-of-organisation governance. I consider them well and truly the peak governance and risk management educators in the country.

Their Graduate Diploma of Applied Corporate Governance is the only applied postgraduate course in governance with higher education accreditation that includes tailored public and private sector subject options, as well as a dedicated subject on Risk and Compliance.

It is the industry standard qualification for good governance and responsible performance in corporate, not-for-profit and public sector organisations. The course, which consists of six units, is designed and taught by leading law and business academics, and expert practitioners in governance. Specialist expertise is augmented in the course by leading practitioner guest presenters.

Why

The course was an important way of keeping abreast of key risk and corporate governance issues and developments. This provided the knowledge required to direct that the best risk management strategies for the City were created and implemented, and that there was an holistic appreciation of risk.

I have been the Chair of the City's Audit & Risk Committee for the last 6 years. The longer I was in this role, the more clear it became to me that this is one of the most important roles in the organisation. I believe it critical that whomever is appointed to this position has a solid understanding of governance and risk control. The position can either be wasted by having someone with little understanding and who acts simply as a rubber stamp for the administration, or someone who will enquire, investigate and initiate. I strongly recommend that any Chair of the Audit Committee has, or does, formal study on some key concepts; especially risk management.

I also believe that all Councillors should do some level of Corporate Governance studies, and I hope that the formal study which the State Government is rolling out is sufficiently detailed (rather than just being a pointless waste of everyone's time).

Cost

The first three units cost \$2,040 each and the last cost \$2,090. This totalled \$8,210 over those two years.

VOTING REQUIREMENTS

Simple Majority Vote

COUNCIL RESOLUTION

The report from former Cr Chris Cornish, Deputy Mayor – Graduate Diploma of Applied Corporate Governance Subjects be received and noted.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED: 9/1

***For: Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor,
Cr Barry McKenna, Cr Sally Palmer, Cr Stephanie Gray, Cr Catherine Ehrhardt,
Cr Elli Petersen-Pik, Cr Lorna Clarke, and Cr Giorgia Johnson.***

Against: Cr Steven Ostaszewskyj.

8.4.2 Council Delegates Report – Cr Giorgia Johnson – 2019 Waste and Recycle Conference

REPORT:

Cr Giorgia Johnson represented the City at the 2019 Waste and Recycle Conference held in Perth, Western Australia on Wednesday, 25 September and Thursday, 26 September 2019. The cost of this conference was \$799, inclusive of GST.

COMMENTS:

The theme of this year's WALGA Waste and Recycle Conference was '*Whose WARR is it anyway?*', chosen to reflect the need for all stakeholders to work together and take responsibility for action. Many of the sessions had an emphasis on the Circular Economy and I was introduced to the concept of 'above-ground mining', manufacturing using the resources we have already extracted. The conference was well attended by Councillors, local government staff, waste educators and industry representatives, and I found it very valuable. Thank you for the opportunity to attend the two-day schedule of keynotes and seminars and the adjacent trade expo. The some parts of the conference were also attended by Cr Sally Palmer and some members of the City's Environmental Health team.

In his opening address the Minister for the Environment, the Hon. Stephen Dawson MLC, identified the high priority that Government has given waste management with one of the State's 12 priorities being waste education. He spoke about some of the many changes that have happened in WA: the rounds of infrastructure funding, the plastic bag ban, the inquiry into a statewide single-use plastics ban, which has received 9,500 submissions, 89% of them supportive, the landfill diversion targets of the new State waste strategy and the need for next month's COAG meeting to address local recycling as it implements a ban on the export of plastics, glass and tyres, develops an action plan for the National Waste Strategy and improves Product Stewardship for e-waste such as TV's and computers, adding PV's and batteries and expanding paint recycling scheme Paint Back. He spoke about the important role of local government rolling out the 3-bin system and as collectors and processors of food and garden organic waste (FOGO), the cornerstone of the State Waste Strategy and gave a special mention to Bunbury as leaders in the field. When highlighting the amazing work of the Plastic Free July Foundation which started as a Local Government initiative in WA and now has global reach with 230 million people involved this year, he said 'people want to do the right thing' and emphasised the importance of partnership and working together – Local Government, industry, Government and the community to reduce waste generation and maximise resource recovery.

We heard from the new chairman of the Waste Authority, Reg Howard-Smith who introduced the new members: Lee Broomhall (Deputy Chair), Kelly Howlett, Tim Youé and Dr Josh Byrne. The chairman thanked his predecessor Marcus Geisler, now CEO of the EMRC, for developing the State Waste Strategy, which now goes into the implementation stage. He said 'There's a lot on the go with FOGO', which reduces greenhouse gases, saves landfill costs, creates investment and jobs while producing a useful resource. He said that the \$30m Better Bins program, providing funding of up to \$30 per bin, which targeted bin purchases, is being rebranded as "Better Bins Go FOGO" which funds materials to 'solve contamination'. He spoke about expanding 'bin tagging', used as an educational tool for household waste education and the waste education templates available for local governments, and schools, as part of the Waste Sorted campaign.

Mike Rowe, Director General of the Department of Water and Environmental Regulation, called on participants to work towards a circular economy. Mike spoke about the Subiaco Oval demolition (and 95% recovery) as an important example of sustainable procurement and he outlined the many ways that the Department was facilitating a whole-of-Government approach to tackle waste reduction and increased resource recovery from tracking the disposal of metropolitan waste, to developing legislation for reuse. The Department is writing to local

governments in mid-November as part of a strategy to align the state and local waste plans, which is due for completion by September 2020. The "Waste Not Want Not" paper aims to improve the Waste Levy's effectiveness and compliance and includes mandatory weighbridges and compulsory annual reporting of data on waste, which will be reported for the first time on the My Council website.

Hermann Huisman, was sponsored to attend by the EMRC, he spoke about the journey of the Netherlands from a linear to a circular economy. In the Netherlands they made the best of a crisis (running out of landfill space) and are now not just talking about the 3R's but the 10R's. Hermann emphasised the importance of having National Government action to ensure effective extended producer responsibility schemes in this process.

Marcus Geisler, CEO of the EMRC presented our FOGO strategy, describing it as a staggered approach intending to be fair and equitable across the six 6 different councils, all needing the same outcome and level of service. He said 'thank god for Bayswater and Bassendean" who are the first to rollout FOGO, enabling the trial and kickstarting the project. He highlighted the 'Plan on a Page', nine steps to FOGO: there will be six educators, one for each member council but essentially a swot team. It's a cost effective roll out for members councils, with joint procurement for caddies, and the EMRC paying for the bins and educators.

The costs of waste were emphasised by every presenter: the financial and environmental costs of transport and disposal as well as the waste of valuable resources. Examples of this were given by Mark Barthes, talking about the incredible costs of food waste: 1/4 of all global calories produced are wasted, which wastes a land area the size of China to produce and that if food waste was a country, it would be the third highest emitter of greenhouses gasses globally, after China and the USA.

Other great solutions have been found, a highlight was hearing from the very engaging Paul Franca, founder of Sustainable Salons which has just rolled out in WA. It's a very clever, entrepreneurial, profit-focussed model of feelgood marketing, source separation, collection and transport, product research and resource sale, a sector-focussed solution developed by a hairdresser for the hairdressing industry.

Please find attached a copy of the program. All the details on the conference can be found at <http://wasteandrecycle.net.au>. Please let me know if you have any questions or would like to access to my detailed notes or the presentations

ATTACHMENTS:

1. Waste and Recycling Conference 2019 Program



**WASTE &
RECYCLE 2019
CONFERENCE**

The Waste & Recycle Conference will once again be held at

CROWN TOWERS, PERTH

from 25 - 26 September 2019
with tours being hosted on 27 September

THIS YEAR'S CONFERENCE THEME IS

★ **WHOSE WARR** ★
IS IT ANYWAY?

Often responsibility for waste avoidance or management is put back to the individual and the only focus is what you personally can do to reduce your waste. While individual action does have its place, all tiers of Government, producers, manufacturers and retailers need to ensure a system is in place that makes it easy to manage waste. The theme for this years' Waste & Recycle Conference has been chosen to identify the multiple roles and responsibilities that exist in waste management. We need to acknowledge that there is responsibility for Government, manufacturers, producers and consumers and the community and that we need to work together to end the WARR on Waste.

The Conference, hosted by the Waste Management & Resource Recovery (WMRR) Association, Department of Water and Environmental Regulation (DWER), and Western Australian Local Government Association (WALGA), is still the leading waste and resource recovery event in Western Australia.

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**KEYNOTE
AND INVITED
SPEAKERS**

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***WHOSE WARR*
IS IT ANYWAY?**



HON STEPHEN DAWSON MLC

Minister for Environment; Disability Services;
Electoral Affairs

Stephen was born in Dublin and first came to Australia in 1986 on a family holiday. In 1989 he and his family migrated to Australia to escape the struggling economy in Ireland.

Stephen studied to be a French and Drama teacher at Edith Cowan University and in 1995 he joined the Labor party at the University orientation day.

Stephen was elected to represent the Mining & Pastoral Region at the 2013 state election. He served as Shadow Parliamentary Secretary for the Kimberley, Pilbara, Gascoyne and Goldfields Esperance regions before being promoted to the position of Shadow Minister for Mental Health, Disability Services and Child Protection in September 2013.

Stephen has been a Chief of Staff to a number of Government Ministers in Western Australia and Victoria and immediately prior to his election to Parliament, he worked as the WA State Manager for Essential Media Communications.



MIKE ROWE

Department of Water and Environmental Regulation

Mike Rowe is the Director General of the Department of Water and Environmental Regulation in Western Australia, which was established on 1 July 2017. Mike moved into the new role following three years as the Director General of the former Department of Water. Prior to this, he was Executive Director of Policy at the Department of Regional Development.

Having worked in a variety of leadership, policy, advisory and delivery roles since 1993, Mike is an experienced member of the Western Australian Government's senior executive service. His experience spans a number of natural resources management portfolios such as agriculture, environment and water, as well as central agencies including the Public Sector Commission and the Department of the Premier and Cabinet.

Mike studied environmental science and holds postgraduate qualifications in social research and program evaluation and public sector management.



HERMAN HUISMAN MSC

RWS - WVU - Environment

Herman Huisman is senior advisor/expert and coordinator international projects of RWS Environment's department. The waste management department is the competent authority responsible for monitoring of all waste streams, executing subsidy schemes, policy advisor for State Government (preparing policy documents and National programs), implementing waste management and circular economy policies and providing information to local government and private companies.

An environmental biologist by training, Herman began his career at the Scientific Council for Government Policy, a think tank of the Prime Minister in the Netherlands. After seven years he was assigned to build up the Commission on Environmental Impact Assessment.

In 1991 he was asked to set up the Bureau of the Waste Management Council which served as a political platform for consultation and coordination between the National, Provincial and Municipal authorities on waste management in the Netherlands. In 2001 he was appointed as the executive secretary of the Council and managing director of the Bureau.

In 2005 the Bureau merged with NL Agency, an Agency of the Ministry of Economic Affairs. In 2013 the Environment Division of NL Agency was transferred to RWS, an Agency of the Ministry of Infrastructure and Environment.

In his position of international coordinator he is/was involved and set up projects in a.o. Brazil, Bulgaria, Canada, China, Colombia, Czech Republic, Hong Kong, India, Iran, Jordan, Macedonia, Morocco, Myanmar, Poland, Romania, Tanzania, Turkey, Saudi Arabia, Serbia, South Africa, Uganda, Ukraine, USA and UAE, and was invited as speaker to many International Conferences.

**KEYNOTE
AND INVITED
SPEAKERS**



REG HOWARD-SMITH

Chair of the Waste Authority

Mr Reg Howard-Smith an industry advocate who has provided representation to the highest level of government, private sector and academia within Australia and internationally. He has considerable experience in shaping the strategic direction and policy of organisations, has been a member of numerous boards and is known for his ability to evolve and cultivate strong relationships with leaders and stakeholders.

Previously the Chief Executive Officer at the Chamber of Minerals and Energy for over a decade, Reg positioned and maintained the Chamber of Minerals and Energy as a leading resource sector organisation in Western Australia with a membership larger and more diverse than any other in the sector, Australia-wide.



BERNADETTE CASEY

The Formary

Bernadette Casey is the Founder and Creative Director of The Formary a textile research and development company which is currently leading the Textile ReUse Programme, a collaboration between New Zealand industry, government and social enterprise building the systems and technology to extract much greater value from our clothing, significantly reduce environmental impacts and save resources.

The Formary's ground-breaking work in sustainable development has won them several awards including awards from HRH Prince Charles and UK sustainable design guru Kevin. The company is also the topic of a Forward Focus Film documentary, highlighting world-changing ideas that are impacting the course of human development.

Bernadette writes about sustainability and fashion for a number of magazines and was guest writer for "Melting Point" a book about global warming published by Penguin in 2008. A University guest lecturer, she has spoken at the Social Enterprise World Forum on Guardianship, Stewardship and the Environment from a clothing perspective and at the Global Fashion Conference 2018. She holds an MSc in Marketing, her research explored ethical consumer purchasing behaviour for which she was awarded a University of Liverpool Dissertation of the Year.



DR ANNE SHARP

Ehrenber-Bass Institute

Anne leads the Institute's research in sustainable marketing, with a particular interest in interventions encouraging behaviour change for improved environmental outcomes. Her work includes the evaluation of retail bans on plastics, household waste and recycling behaviour, food waste, developing measures for repairing, reusing and waste avoidance, and the sharing economy. Anne also researches retail shopper behaviour, with current work looking at the effect of consumer goods carbon labelling on choices. All Anne's work has the common theme of applying marketing sciences knowledge to sustainable marketing. She helps organisations understand human behaviour around sustainability so they can develop and market better products, ideas, campaigns and engagement strategies.

Anne has published over 50 academic papers, with her work appearing in respected journals such as the European Journal of Marketing and the International Journal of Research in Marketing. Anne is a full member of the Australian Market and Social Research Society and teaches Market Research at both the undergraduate and postgraduate level.

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MARK BARTHEL

Special Advisor, Fight Food Waste CRC

Mark joined the Fight Food Waste CRC team as a Special Advisor in July 2019 having moved from the UK to Australia.

Mark is a highly motivated and experienced business and sustainability professional with strong leadership, communications and negotiating skills and a successful 25-year track record of driving sustainable innovation in agri-food; and supporting the development and implementation of sustainable food systems. This includes over 15 years' experience in quantifying and preventing food loss and waste in the UK, Europe, North and South America, Africa and Australia.

This body of work has involved:

- ★ Developing the international evidence base for food loss and waste; national and corporate food waste baseline development (volumetric, compositional and behavioural);
- ★ Strategy development and the annual tracking of progress at corporate, sectoral and national level;
- ★ Advising the senior teams of food businesses like Tesco, Sainsbury's, Marks and Spencer, Co-operative Food, Walmart, Nestle and Danone – and more recently Woolworths;
- ★ Providing evidence-based policy advice to national governments, the European Commission and the United Nations;
- ★ Establishing world-leading public/private sector voluntary agreements, like the UK's Courtauld Commitment, to reduce food waste, maximise the potential for food rescue surplus to feed those in need and support food waste valorisation, saving food businesses and consumers GBP 6.5 billion over 10 years;
- ★ Developing and running award-winning consumer-facing behaviour change campaigns, like Love Food Hate Waste; and
- ★ Implementing over 50 research and innovation projects with food and drink companies and their trade bodies.

Mark's qualifications include a BSc(Hons) in Environmental Science and an MSc in Integrated Environmental Studies. Before working on environmental and sustainability issues, Mark's roots were in the international finance: covering foreign exchange and commodities markets and fraud and anti-fraud programs.



PAUL FRASCA

Co-Founder & Managing Director, Sustainable Salons

Paul Frasca started his hairdressing career at the age of 11. He was a salon owner by the age of 19. Winning a prestigious Hairdressing Award took him to Europe where he styled an elite clientele for the next decade.

His passion for sustainability started when he lived in Amsterdam where he met his partner Ewelina Soroko, a passionate environmentalist.

Their travels brought them to Australia where they researched salon waste and discovered that hairdressers send one million kilos of aluminium foils to landfill every year. That was the catalyst to start Refoil, the industry's first sustainably-minded foiling concept and recycled foil product. But their commitment to making salon waste history was only just beginning.

In 2015 the pair started an innovative resource recovery program called Sustainable Salons. Designed especially for the salon environment, Sustainable Salons collects up to 95% of the salon's waste bin and repurposes it for environmental and community benefit, while rewarding the salon. The program has been awarded Best Business Service of the year in 2016 at the Australian Hair Industry Awards and Best Business Performance of the year at the Hair Expo Awards. Sustainable Salons was also presented with the Special Recognition Award at the 2017 Australian Hair Industry Awards and became finalist at the Victorian Premier's Sustainability Awards the same year.

Paul's role as Managing Director takes him all around Australia and New Zealand speaking to audiences in the waste management, hair, beauty, fashion, hospitality, medical and education industries, all interested in learning how to adopt a more sustainable approach in their everyday lives and businesses.

Paul also volunteers his time as a board director for The Australian Hairdressing Council where he is responsible for improving the industry's environmental practices.

EVENTS

NETWORKING FUNCTION

An opportunity to network with industry professionals and discuss the day's proceedings
 The event will be held in the Trade & Exhibition area to allow attendees to spend some quality time with Exhibitors as well as fellow delegates.

WHEN	Wednesday 25 September
LOCATION	Crown Towers, Exhibition space
WHEN	5pm - 7 pm
ADDITIONAL TICKETS	\$85

TOURS

There are 2 tours organised for Friday 27th September. Friday Tours are not included in the registration cost. These can be purchased as an additional function when completing your booking.
 Tours are full day tours and are run concurrently. Please only select one of the tours.

SOUTH WEST LANDFILL AND FOGO PROCESSING TOUR

This tour will take you to the heart of landfill and FOGO processing in the South West Region. This is a long day tour, due to the distances travelled, but will be worth it to view the variety of approaches to landfilling and organics processing.

STOPPING WASTE AT THE SOURCE

This Tour will take in a variety of commercial operations - including cafés and public venues which show case better practice approaches to waste reduction and management. This tour is ideal for anyone managing facilities or who wants to help reduce waste in their operations.

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WEDNESDAY 25 SEPTEMBER

8.30AM	Registration	
9AM	Conference Convener Welcome	
9.05AM – 9.15AM	Welcome to Country	
9.15AM – 9.30AM	Opening of Conference - Hon Stephen Dawson MLC, Minister for Environment; Disability Services; Electoral Affairs	
9.30AM – 9.45AM	Speaker: Mike Rowe, Department of Water and Environmental Regulation	
9.45AM – 10AM	Speaker: Reg Howard-Smith, Chair of the Waste Authority	
10.00AM – 10.45AM	Morning Tea	
10.45AM – 11.30AM	Speaker: Mark Barthel, Fight Food Waste CRC Fighting Food Waste	
11.30AM – 12PM	Speaker: Dr Anne Sharp, Ehrenber-Bass Institute Just how "normal" are you? A marketing diagnosis of the waste and resource recovery sector	
12PM – 1PM	Lunch	
1PM – 3PM	<p>Circular Economy and Local Market Development Session Chair: Janelle Osanton, Talis Consulting</p> <p>The Linear Economy, Recycling Economy or Circular Economy: Where are we at? Andrew Thomson, Holonic Dylan Lamb, Holonic</p> <p>More than Waste: A Circular Economy Strategy for the Yarrabilba Development- Australia's first circular community Damen Perrin, Ricardo Australia</p> <p>Why it is important to set up an onshore reprocessing centre Alfredo Figueroa, Green Machines Lab</p> <p>The Future of E-waste Recycling in Australia Michael Coghill, Total Green Recycling</p> <p>Roads to Reuse Pilot Program - Promoting the circular economy Louie Bettini, Main Roads</p> <p>Q&A</p>	<p>Waste Education - Research and Program development Session Chair: Taryn Davis, BHRC</p> <p>Victorian attitudes toward waste and resource recovery: Changes in behaviour, trust and social acceptance of the sector Andrea Walton, CSIRO K Halstead, CSIRO</p> <p>Storytelling for influence Neville Smith, Illuminate Group Session sponsor Powerlyt </p> <p>Engaging the Western Suburbs in Waste Wise Practices Anya Vorster, Painted Dog Research Matthew Stephen, Painted Dog Research</p> <p>Using social research to restructure waste education Libby Eustance, Western Metropolitan Regional Council</p> <p>Pro-environmental behaviour change: Applying Social Practice Theory to promote recycling behaviour in Australian households Susann Noé, University of Notre Dame Australia</p> <p>Q&A</p>
3PM – 3.30PM	Afternoon tea	
3.30PM – 5PM	<p>Implementing the WA Container Deposit Scheme Workshop facilitator: Rebecca Brown</p> <ul style="list-style-type: none"> ★ Martin Walters, TOMRA - Global CDS Learnings ★ Brett Duncanson, Container Deposit Systems - SA ★ Adam Johnson, Re.Group - ACT & QLD ★ James Dorney, TOMRA Cleanaway - NSW ★ Tim Cusack, WA Ret Um Recycle Renew Ltd - WA CDS Coordination <p>Panel session: all speakers</p>	<p>Better Practice Landfill Management Session Chair: Damian Burton, Cleanaway</p> <p>Waste Fraud Lahey Webb - Mandalay</p> <p>Advanced Land-filling and Resource Recovery Steve Fitzpatrick - EMRC</p> <p>Drones Technology is Revolutionizing the Industry to Help Maximize Landfill Density, Improve Airspace Management Rob McGahay and Kevin Smith - Propeller</p> <p>Q&A - 30 mins</p>
5PM – 7PM	Networking event - in Trade Expo	

PROGRAM

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THURSDAY 26 SEPTEMBER

8.30AM	Registration	
9AM	Conference Convenor Welcome	
9.05AM - 9.45AM	Speaker: Herman Hulman, RWS-WVL - Environment - The Journey of the Netherlands	Session sponsor EMRC 
9.45AM - 10.15AM	Speaker: Paul Frasca, Sustainable Salons Title of Session	
10.15AM - 10.45AM	Speaker: Bernadette Casey, The Formary	
10.45AM - 11.15AM	Morning Tea	
11.15AM - 12.30PM	Better Practice Session Chair: Kasey Truesdale, DWER	Waste Education - Program Implementation Session Chair: Joanne O'Connor, DWER
	Waste-to-Energy WA First Frank Smith, Avertas Energy	If you Love Waste, Education, Set it Free Andrew Valder, Garage Sale Trail
	Collaboration in the Kimberley - with landfills only 350km apart how hard can it be? Alison Edmonds, ASK Waste Management	Where do all the Gnomes go? Gnome-ona knows...! Tackling public perceptions and behaviour change at WA's most well known road reserve, Gnomesville. Jackie Nichol, Shire of Dardanup
	Collaborative Procurement of Waste and Recycling Services For Councils: Insights From SA and Vic: Experience Jarvis Webb, Rawtec	WasteSorted for FOGO Cara Williams, DWER
	Q&A	Q&A
12.30PM - 1.30PM	Lunch	
1.30PM - 3PM	Phasing Out Single Use Plastics Workshop facilitator: Libby Eustance ★ Dan Burns, Tangaroa Blue ★ Joanne O'Connor, DWER ★ Natalie Elliot, City of Rockingham ★ Tiffany Coraggia, Ricardo Panel Session including Gunther Hoppe, Plastic Free July Foundation	Where others fear to FOGO Workshop facilitator: Rebecca Brown ★ Ruth Levett, Shire of Augusta Margaret River ★ Andrew Mack, Talis ★ Marcus Giesler, EMRC ★ Brendan Doherty & Conor MacGill, SMRC Panel Session including Cara Williams, DWER
3PM - 3.30PM	Afternoon tea	
3.30PM - 5PM	Perfect Pitch 5 Minute Pitch - 10 minute discussion/questions/decision	

PERFECT PITCH

The Waste & Recycle Conference is proud to present the first Waste Management Perfect Pitch -

FIVE WASTE MANAGEMENT 'SHARKS' WILL EACH HAVE \$2,000 INC GST

to invest in your potential enterprise, all you need to do is convince them that your idea is the next big waste management solution!

REGISTRATIONS

The Conference is recognised as one of the largest gatherings of thought leaders, educators and industry professionals in the waste and resource recovery sector.

The Conference, hosted by the Waste Management & Resource Recovery (WMRR) Association, Department of Water and Environmental Regulation and Western Australian Local Government Association, is still the leading waste and resource recovery event in Western Australia.

CONFERENCE REGISTRATION

- ★ Access to all Conference sessions on Wednesday 25 September & Thursday 26 September
- ★ Tea breaks and lunches
- ★ Wednesday Networking Function

DAY REGISTRATION

- ★ Access to all Conference sessions on the selected day
- ★ Tea breaks and lunches

Friday Tours are not included in the listed registration types. These can be purchased as an additional function when completing your booking. Tours are full day tours and are both run on Friday 27 September. Please only select one of the tours.

PRICING	
STANDARD CONFERENCE & NETWORKING EVENT	DAY REGISTRATION
\$920.00	\$500.00
INC. GST	INC. GST

ADDITIONAL FUNCTIONS	
FRIDAY TOURS FULL DAY <small>(please only select one of the two tours as they are run at the same time)</small>	NETWORKING FUNCTION
\$250.00	\$85.00
INC. GST	INC. GST

WASTE & RECYCLE CONFERENCE

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ACCOMMODATION

Crown is home to some of Perth's finest hotels and accommodation options, situated in the vibrant entertainment complex and located minutes from the city centre.

BOOK VIA

wasteandrecycle.net.au/registration/accommodation

CROWN TOWERS

Discover the Deluxe King or Twin rooms, combining bespoke luxury with the finest furnishings.

The pinnacle of luxury in Perth's hotel offerings, Crown Towers Perth's guest rooms and suites boast unparalleled city views. Intelligently designed with the latest in luxury hotel technology and hosting Crown Towers' renowned service, guests will have the opportunity to experience hotel indulgence in Perth unlike any other.

CROWN METROPOL

Comfortable, contemporary, luxury accommodation in Perth, with a king bed (or Twin).

The distinct contemporary style, uncompromising attention to detail and unrivalled customer service, is what sets the Crown Metropol apart from other luxury hotels and accommodation in Perth.

CROWN PROMENADE

Newly refurbished Superior King rooms offer a large custom-made king size bed, spacious bathroom and large windows.

Contemporary style meets traditional service at Crown Promenade Perth - a luxury hotel in Perth offering modern rooms, world class service and state of the art facilities. Just moments away from the CBD and the Crown Entertainment Complex, you're never far from the action.

WASTE & RECYCLE CONFERENCE

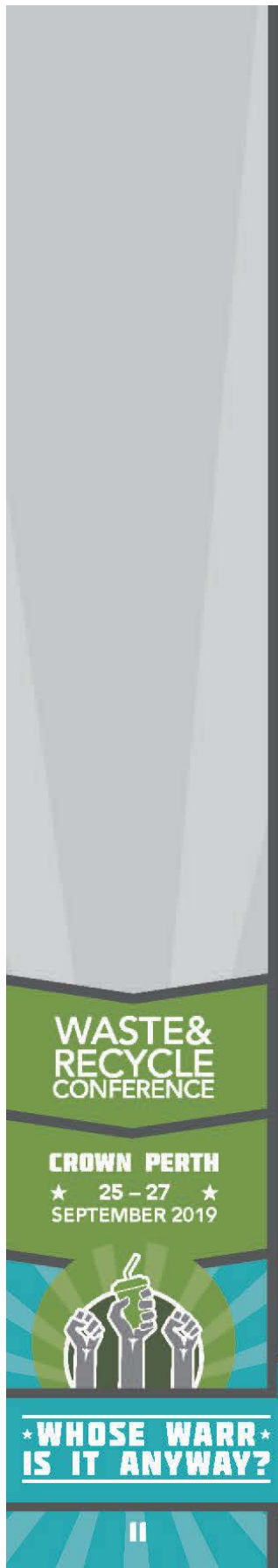
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HOST ORGANISATIONS



PLATINUM SPONSOR



GOLD SPONSOR



SILVER SPONSOR



BRONZE SPONSOR



**GENERAL DELEGATE INFORMATION
AND CONFERENCE DETAILS**

Conference Secretariat:
Event & Conference Co.

Registration and general enquiries email:
waste@eventandconferenceco.com.au

08 6102 2516

wasteandrecycle.net.au

VOTING REQUIREMENTS

Simple Majority Vote

COUNCIL RESOLUTION

The report from Cr Giorgia Johnson on the 2019 Waste and Recycle Conference held in Perth, Western Australia on Wednesday, 25 September and Thursday, 26 September 2019 be received and noted.

CR GIORGIA JOHNSON MOVED, CR CATHERINE EHRHARDT SECONDED

CARRIED UNANIMOUSLY: 10/0

9. METHOD OF DEALING WITH MINUTES BUSINESS

With the exception of items identified to be withdrawn for discussion, the remaining reports will be adopted by exception (enbloc).

An adoption by exception resolution 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
- (e) that is a matter on which a Member wishes to move a motion that is different to the recommendation.

Withdrawn items:

- 10.1.1 A matter on which a Member wishes to move a motion that is different to the recommendation.
- 10.1.2 Is a matter on which a Member wishes to make a statement.
- 10.2.1 An interest has been disclosed.
- 10.2.2 An interest has been disclosed.
- 10.2.3 An interest has been disclosed.
- 10.2.4 An interest has been disclosed.
- 10.2.5 An interest has been disclosed.
- 10.2.6 An interest has been disclosed.
- 10.2.7 An interest has been disclosed.
- 10.2.8 Requires a 75% majority or a special majority and is a matter on which a Member wishes to move a motion that is different to the recommendation.
- 10.2.10 Is a matter on which a Member wishes to make a statement.
- 10.2.11 An interest has been disclosed and is a matter on which a Member wishes to make a statement.
- 10.2.12 Requires a 75% majority or a special majority and is a matter on which a Member wishes to make a statement.
- 10.2.13 Requires a 75% majority or a special majority and is a matter on which a Member wishes to make a statement.
- 10.2.14 Requires a 75% majority or a special majority and is a matter on which a Member wishes to make a statement.
- 10.2.15 Requires a 75% majority or a special majority and is a matter on which a Member wishes to make a statement.
- 10.2.16 Requires a 75% majority or a special majority, an interest has been disclosed, and is a matter on which a Member wishes to move a motion that is different to the recommendation.
- 10.2.17 Requires a 75% majority or a special majority and is a matter on which a Member wishes to make a statement.
- 10.2.18 Requires a 75% majority or a special majority and is a matter on which a Member wishes to make a statement.
- 10.2.19 Requires a 75% majority or a special majority and is a matter on which a Member wishes to make a statement.
- 10.2.20 Requires a 75% majority or a special majority and is a matter on which a Member wishes to make a statement.
- 10.3.1 Has been the subject of a petition or deputation and is a matter on which a Member wishes to make a statement.
- 10.4.1 Is a matter on which a Member wishes to make a statement.
- 10.4.4 Is a matter on which a Member wishes to make a statement.

10. REPORTS**10.1 Chief Executive Officer Reports****10.1.1 Councillor Portfolio Framework**

Responsible Directorate:	Office of the Chief Executive Officer	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	Nil.	
Refer:	Item 11.3: OCM 14.11.2017	

At 7:29pm Mr Bryce Coelho, Manager Engineering Services, left the meeting and did not return.

SUMMARY

For Council to consider the establishment of a portfolio arrangement for elected members.

OFFICER'S RECOMMENDATION

That Council:

1. Requests the CEO develop a policy and operational framework for Councillor portfolios based on the five aspirations outcomes contained within the Strategic Community Plan 2017-2027 and present this at the Ordinary Council Meeting to be held 3 December 2019 for consideration; and
2. Notes that the Councillor Portfolios will be reviewed on an annual basis to ensure effectiveness and continued alignment to Council's Strategic Community Plan 2017-2027.

**COUNCIL RESOLUTION
(PROCEDURAL MOTION)**

To defer this item to be dealt with immediately after item 10.1.2 Strategic Planning Workshop.

**CR STEVEN OSTASZEWSKYJ MOVED, CR STEPHANIE GRAY SECONDED
CARRIED UNANIMOUSLY: 10/0**

At 7:49pm, Cr Stephanie Gray left the meeting and returned at 7:50pm.

COUNCIL RESOLUTION

That Council defers the consideration of a portfolio structure to after the strategic planning forum proposed to be held during the first quarter of 2020 to ensure effective alignment with the future direction of Council.

**CR STEVEN OSTASZEWSKYJ MOVED, CR LORNA CLARKE SECONDED
CARRIED UNANIMOUSLY: 10/0**

REASON FOR CHANGE

Council chose Option 3 over the Officer's Recommendation as deferring the consideration of a portfolio structure to after the proposed strategic planning forum will enable Councillors to discuss the optimal structure and right mix for Councillor Portfolios in a workshop setting.

BACKGROUND

Portfolios are used effectively in a number of eastern states Councils and all other levels of government. Portfolios ensure elected members are well-versed in matters that arise for consideration at meetings, promote collaboration with the community and create opportunities for partnership and innovation.

A Councillor portfolio framework was considered by Council at its Ordinary Meeting held 14 November 2017 but was not adopted at that time. Councillors have since shown specific areas of interest through their involvement in Committees, requests for briefings, formation of working groups and presentation of Notices of Motion.

Introducing a framework and policy for Councillor portfolios would help to formalise elected members' participation and engagement in specific areas of interest, ensuring that Councillors are provided with the background information to make more informed decisions which in turn will lead to the better outcomes for the community.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

OFFICER'S COMMENTS

Benefits to adopting a portfolio framework include:

- The workload, responsibility and profile associated with being an elected member is more equitably shared across all Councillors;
- The Councillor's individual skills, knowledge and background are better utilised by linking them to an area of interest and professional backgrounds;
- Residents and other stakeholders can currently identify which Councillor to approach for geographical issues, based on ward. The portfolio structure will also provide them with an option to contact a specific Councillor for strategic issues and opportunities aligned to a portfolio;
- Informed discussion is generated by the whole of Council;
- Portfolio Councillors would also be able to assist the Mayor in the advocacy space by providing additional insights into the relevant specialist areas when meeting with key stakeholders, government officers and other elected officials;
- Portfolio Councillors may act as sounding boards for strategic issues and suggestions from senior officers, community stakeholders and other Councillors relating to their portfolio; and
- Portfolio Councillors are seen as an additional reporting mechanism for taking information back to the community.

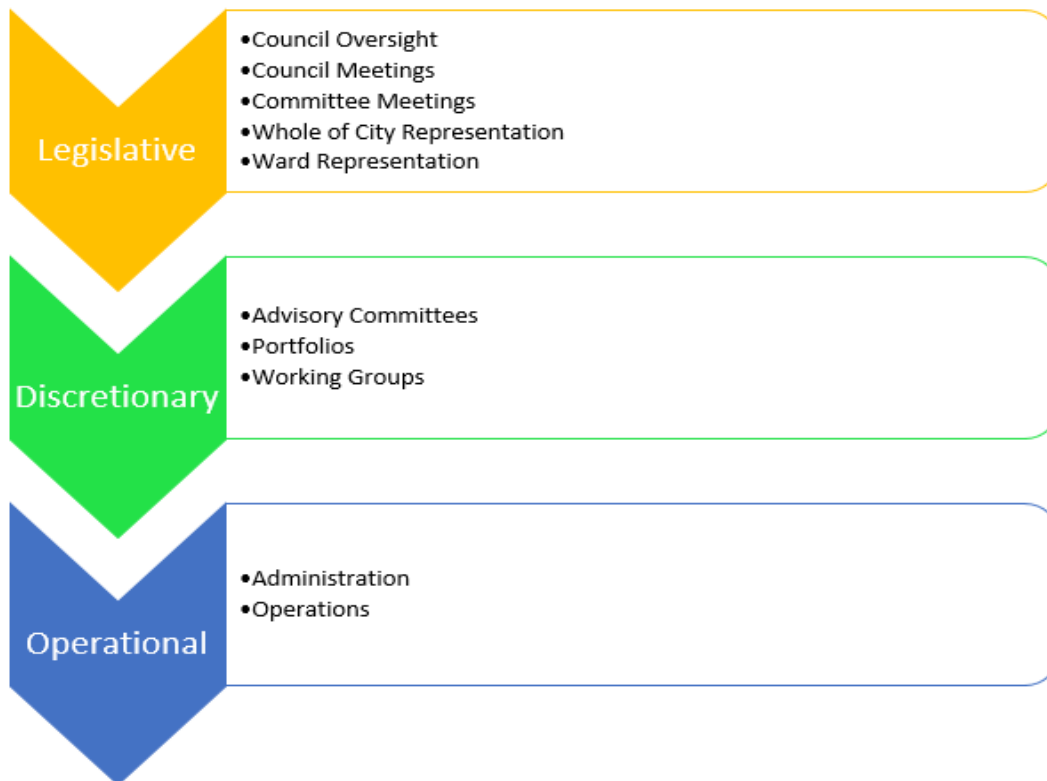
Proposed Framework***Role of Portfolios***

Portfolios will be complementary to the existing geographical ward structure, meaning that in addition to the whole of local government area focus, each Councillor will have both a ward and strategic portfolio. Council portfolios are intended to provide an efficient method of discretionary

information exchange between Councillors and Senior City Officers (**Figure 1**), potentially reducing the need for whole of Council briefings and the establishment of additional working groups. Councillors will be better informed for decision making at meetings of Council, reducing the need to defer items so outcomes can be achieved for the community in an optimal timeframe.

Regular meetings with Senior City Officers will also ensure Councillor Notice of Motions are comprehensive and feasible in terms of budget and resource allocation as well as being more closely aligned to the longer term aspirations contained within the Community Strategic Plan.

Figure 1 – Informative Role of Councillor Portfolios



It is important to note that the establishment of Portfolios would in no way reduce or diminish the level of involvement of elected members, however it would help to more effectively manage the relationship between senior officers and the elected members. Portfolio Councillors would have no authority to direct officers or change officer recommendations/reports coming to Council, but help to ensure that all relevant background information is considered from a political and community perspective prior to the presentation of reports or briefings.

Portfolio Areas

The five aspirations in the Strategic Community Plan 2017-2027 (SCP) are proposed as strategic portfolio areas. The SCP captures the community’s expectations for the future, provides a framework for the actions of the organisation and informs the City’s Corporate Business Plan and Annual Budget. Allocating portfolios by this method ensures all Councillors are working on issues which are meaningful for the community and the City’s key priorities receive strong Council focus.

The aspirations are: Our Community, Our Natural Environment, Our Built Environment, Our Local Economy and Leadership and Governance. Outcomes and Priorities for these are outlined in **Figure 2** below.

Figure 2: Community Strategic Plan Outcomes and Strategies

Our Built Environment



Aspiration: A quality and connected built environment

Outcome		Strategies	
B1	Appealing streetscapes.	B1.1	Develop and maintain streetscapes.
B2	A connected community with sustainable and well maintained transport.	B2.1	Advocate for safe and accessible public transport.
B3	Quality built environment.	B3.1	Develop plans, policies and guidelines for quality built form.
		B3.2	Facilitate the development of activity nodes.

Our Community



Aspiration: An active and engaged community

Outcome		Strategies	
C1	A strong sense of community through the provision of quality services and facilities.	C1.1	Plan and provide a range of community facilities to meet current and future needs.
		C1.2	Deliver community programs that encourage community interaction and participation.
		C1.3	Deliver a safety service which builds a strong sense of community safety.
C2	Accessible services that recognise diversity.	C2.1	Ensure the City's services and facilities are accessible and inclusive.

Our Local Economy

Aspiration: A business and employment destination.



Outcome		Strategies	
E1	Support initiatives for local business.	E1.1	Form partnerships to facilitate business training and support.
		E1.2	Actively communicate and engage with the business community.
		E1.3	Implement initiatives which support business growth.
E2	Active and engaging town and city centres.	E2.1	Increase public amenity in town/city centres to enhance community interaction and public safety.
		E2.2	Partner with and support communities to enhance their town/city centres
E3	Attractive to new services, businesses and investment.	E3.1	Attract key industries to establish within the City.
		E3.2	Work in partnership to attract regional investment in infrastructure.

Leadership and Governance

Aspiration: Open, accountable and responsive service



Outcome		Strategies	
L1	Accountable and good governance.	L1.1	Integrate all planning, resources and reporting in accordance with best practice and statutory requirements.
		L1.2	Ensure policies, procedures and practices are effective.
		L1.3	Deliver long term financial planning.
L2	Proactively communicates and consults.	L2.1	Communicate and engage with the community.
		L2.2	Provide quality customer services to the community.
L3	Strong stewardship and leadership.	L3.1	Advocate and lobby effectively on behalf of the community.
		L3.2	Provide Council with information and support to enable informed decision making.
		L3.3	Deliver continuous improvement in all areas of the City's business.
		L3.4	Develop and foster a strong, agile, supportive and respectful organisational culture.

Our Natural Environment



Aspiration: A green and sustainable environment

Outcome		Strategies	
N1	Natural environment and biodiversity which are conserved and protected.	N1.1	Conserve, enhance and repair natural and urban areas.
		N1.2	Develop and implement management strategies to strengthen the resilience of the environment.
N2	A resilient community that responds to sustainability challenges.	N2.1	Reduce the City's energy and water use and greenhouse gas emissions and empower the community to do the same.
		N2.2	Provide innovative waste and recycling services to reduce waste and empower the community to do the same.

Allocation of Elected Members to Portfolios

- The acceptance of a portfolio by a Councillor is optional.
- The Mayor will not be allocated a portfolio, and will continue to have oversight over all five aspirations from the SCP.
- The ten remaining Councillors will be allocated to a portfolio, with two Councillors allocated to each SCP Aspiration.
- Allocation to portfolios will occur every two years, following local government elections. To ensure Councillors are provided opportunities to gain experience in different portfolios, Councillors can only hold a specific portfolio for a maximum of two years.
- Councillors will provide the CEO with a list of their portfolio preferences, numbered from one to five.
- The Mayor and CEO will allocate Councillors to portfolios based on their preferences where possible.

Role of Senior Staff Members

Directors will be responsible for the portfolios as follows:

- Our Community: Director Community and Development.
- Our Natural Environment: Director Works and Infrastructure.
- Our Built Environment: Director Community and Development.
- Our Local Economy: Director Community and Development.
- Leadership and Governance: Director Corporate and Strategy.

Regular meetings will be held between the relevant Director and Portfolio Councillor, as required, whereby they will:

- Discuss proposals and initiatives with the Director to assist in development of reports for consideration at Council meetings (with the responsibility for report preparation and content remaining with officers).
- Review the status of projects and matters relating specifically to the portfolio, such as proposed legislative changes and industry and technology updates.

LEGISLATIVE COMPLIANCE

Nil.

OPTIONS

In accordance with the City’s Risk Management Framework, the following options have been assessed against the City’s adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council:	
	<ol style="list-style-type: none"> 1. Requests the CEO develop a policy and operational framework for Councillor portfolios based on the five aspirations outcomes contained within the Strategic Community Plan 2017-2027 and present this at the Ordinary Council Meeting to be held 3 December 2019 for consideration; and 2. Notes that the Councillor Portfolios will be reviewed on an annual basis to ensure effectiveness and continued alignment to Council’s Strategic Community Plan 2017-2027. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	Adopting a Councillor Portfolio Framework based on the Strategic Community Plan is considered to be low risk as it aligns Councillors to the existing adopted strategy, developed following extensive consultation with the community.	

Option 2	That:	
	<ol style="list-style-type: none"> 1. Council requests the CEO to develop a policy on Councillor Portfolios based on the following themes or areas of interest: <ol style="list-style-type: none"> a. _____; b. _____; c. _____; d. _____; e. _____. 2. The policy be presented at the Ordinary Council Meeting held 3 December 2019 for consideration. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependent on themed areas
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	The level of risk associated with this option is dependent on the themes or areas of interest identified.	

Option 3	That Council defers the consideration of a portfolio structure to after the strategic planning forum proposed to be held during the first quarter of 2020 to ensure effective alignment with the future direction of Council.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependent on themed areas
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	Deferring the consideration of a portfolio structure to after the proposed strategic planning forum will enable Councillors to discuss the optimal structure and right mix for Councillor Portfolios in a workshop setting.	

Option 4	That Council does not proceed with the development of portfolio arrangements.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	Choosing not to adopt a portfolio structure will see the same arrangement which are currently in place and results in duplication of effort and leads to an imbalance in the amount of Councillor focus on issues and opportunities, with some matters receiving insufficient attention and others excessive focus.	

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.
 Aspiration: Open, accountable and responsive service.
 Outcome L2: Proactively communicates and consults.
 Outcome L3: Strong stewardship and leadership.

The portfolio framework will lead to a better informed Council, agile in responding to the needs of the community.

CONCLUSION

Adopting portfolios will support the implementation of the Strategic Community Plan 2017 – 2027, creating opportunities for partnership, innovation and improved relationships with the community and stakeholders.

10.1.2 Strategic Planning Workshop

Responsible Directorate:	Office of the Chief Executive Officer	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	Nil.	
Refer:	Nil.	

SUMMARY

A strategic planning forum is proposed to be conducted by 28 February 2020, with the aim of fostering a shared understanding of the vision and priorities for the organisation and reviewing and setting Council's priorities as a key input to the major review of the Community Strategic Plan.

OFFICER'S RECOMMENDATION

That Council:

1. Commits to holding a strategic planning forum in the first quarter of 2020;
2. Authorises the Chief Executive Officer in consultation with the Mayor to engage a facilitator to strategic planning forum during the first quarter of 2020;
3. Request the Chief Executive Officer in consultation with the appointed facilitator to develop a workshop format and discussion paper;
4. Request the Chief Executive to consult with elected members to seek any additional strategic issues or priorities for consideration and present a summary report to Council for consideration at the Council Meeting of 3 December 2019; and
5. Approves funding for the engagement of a facilitator and this is to be reflected in the next budget review.

COUNCIL RESOLUTION

That Council:

1. **Commits to holding a strategic planning forum in the first quarter of 2020;**
2. **Authorises the Chief Executive Officer in consultation with the Mayor to engage a facilitator to strategic planning forum during the first quarter of 2020;**
3. **Request the Chief Executive Officer and Mayor in consultation with the appointed facilitator to develop a workshop format and discussion paper;**
4. **Request the Chief Executive to consult with elected members to seek any additional strategic issues or priorities for consideration and present a summary report to Council for consideration at the Council Meeting of 3 December 2019; and**
5. **Approves funding for the engagement of a facilitator and this is to be reflected in the next budget review.**

**CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR STEPHANIE GRAY SECONDED
CARRIED: 6/4**

For: Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Stephanie Gray, Cr Catherine Ehrhardt, Cr Elli Petersen-Pik, and Cr Georgia Johnson.
Against: Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, and Cr Lorna Clarke.

REASON FOR CHANGE

Council amended Limb 3 of the Officer's Recommendation as it thought it was appropriate to include the Mayor in the process of the development of a workshop format and discussion paper, in consultation with an appointed facilitator.

BACKGROUND

Local Government is evolving, with the range of services, programs and projects delivered by the City becoming increasingly diverse and moving away from the traditional offering of "roads, rates and rubbish".

Community focus has increased and social media and email have become an easy forum for residents and other stakeholders to contact the City and elected members for a vast range of different matters. This places additional pressure on the time of Councillors and highlights the need for early planning to ensure that Councillors' time is spent working on important, high level strategy rather than getting mired in operational issues.

With the commencement of the new Council following the 2019 elections, it is considered timely to hold a workshop to ensure the focus and direction of Council is aligned to the Community Strategic Plan, and to cultivate excellence and collaboration within the elected member team by clearly outlining the direction for the organisation.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

OFFICER'S COMMENTS

Councillors play a pivotal role in ensuring the effective delivery of the City's services which have been developed to meet community needs. The Mayor plays the ultimate role in cultivating a high-performing Council by creating the conditions that allow Council and the City to work towards the shared objectives in the Strategic Community Plan. Holding a strategic planning forum early in the term of the Council will ensure that the elected Council and the organisation are better aligned for the delivery of services and activities to the community.

The proposed strategic planning forum will assist to:

- Determine a clear vision and outcomes.
- Ensure Council understands and is committed to the direction set through the Strategic Community Plan.
- Choose the optimal structure and right mix for the proposed Councillor portfolios.
- Discuss the external environment and challenges the City is facing.
- Focus on specific high-level and emergent strategic issues, including:
 - Implementation of the Advocacy Strategy, including specific projects necessitating advocacy, such as the Council response to Metronet.
 - Major review of the Strategic Community Plan.
 - Set Service Standards for asset management.
 - Review long term financial planning and rating strategy.

- Provides alignment for the proposed Councillor Portfolios.
- Form a high performance Council, which:
 - Handles disagreements and conflicts constructively.
 - Remains united, even when members disagree.
 - Supports each other to achieve the agreed community and council aspirational outcomes.
 - Trusts each other and City Officers.
 - Is nimble in its decision making capability, and defers decision-making rarely.

The outcomes of the forum will be documented, and provide direction for the proposed major review of the Strategic Community Plan 2020-2030.

LEGISLATIVE COMPLIANCE

Nil.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council:	
	<ol style="list-style-type: none"> 1. Commits to holding a strategic planning forum in the first quarter of 2020; 2. Authorises the Chief Executive Officer in consultation with the Mayor to engage a facilitator to strategic planning forum during the first quarter of 2020; 3. Request the Chief Executive Officer in consultation with the appointed facilitator to develop a workshop format and discussion paper; 4. Request the Chief Executive to consult with elected members to seek any additional strategic issues or priorities for consideration and present a summary report to Council for consideration at the Council Meeting of 3 December 2019; and 5. Approves funding for the engagement of a facilitator and this is to be reflected in the next mid year budget review. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	Holding a workshop with a facilitator is considered low in risk as it will define the strategic purpose and direction of Council. An expert facilitator will ensure constructive dialogue takes place and debate remains on context, whilst building a collaborative culture and encouraging sharing of issues and ideas.	

Option 2	That Council holds a strategic planning forum during the first quarter of 2020 without the engagement of an independent facilitator.		
Risk Category	Adopted Risk Appetite		Risk Assessment Outcome
Strategic Direction	Moderate		Moderate
Reputation	Low		Moderate
Governance	Low		Moderate
Community and Stakeholder	Moderate		Moderate
Financial Management	Low		Moderate
Environmental Responsibility	Low		Low
Service Delivery	Low		Low
Organisational Health and Safety	Low		Low
Conclusion	Without an independent, professional facilitator debate may be less focused and constructive. It is also likely the discussion become off-context and clear deliverables may not be achieved through the forum. Choosing an officer or elected member to run the meeting introduces the risk of bias and is therefore not recommended.		

Option 3	That Council chooses not to hold a strategic planning workshop.		
Risk Category	Adopted Risk Appetite		Risk Assessment Outcome
Strategic Direction	Moderate		High
Reputation	Low		Moderate
Governance	Low		Low
Community and Stakeholder	Moderate		Moderate
Financial Management	Low		Moderate
Environmental Responsibility	Low		Low
Service Delivery	Low		Low
Organisational Health and Safety	Low		Low
Conclusion	Choosing not to hold a strategic planning workshop will lead to poorer alignment in Councils strategic purpose and direction and less opportunity for elected members to have meaningful contribution to the major review of the Strategic Community Plan.		

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Engagement of Facilitator

Asset Category: Other. **Source of Funds:** Municipal

LTFP Impacts: Not itemised in the LTFP.

Notes: Costs of engaging facilitator to be sourced from Advocacy Budget.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	20,000	N/A	N/A	N/A	N/A	N/A	N/A

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
 Aspiration: Open, accountable and responsive service.
 Outcome L1: Accountable and good governance.
 Outcome L3: Strong stewardship and leadership.

The strategic planning workshop will help to inform the major review of the Strategic Community Plan 2017-2027.

CONCLUSION

A facilitator-led strategic planning workshop is recommended as it will cultivate a culture of high performance amongst elected members, re-focus Council's direction and inform the major review of the Strategic Community Plan 2020-2030.

10.2 Corporate and Strategy Directorate Reports**10.2.1 Financial Reports for the Period 1 July 2019 to 31 August 2019**

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Financial Activity Statement Report. 2. Reserve Fund. 3. Capital Works.	

CR LORNA CLARKE DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Lorna Clarke declared an impartial interest in this item as she is a Social member of Bedford and Bayswater Bowls Clubs. Cr Lorna Clarke remained in the room during voting on this item.

CR SALLY PALMER DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Sally Palmer declared an impartial interest in this item as she is a Social Member of Bedford Bowling Club. Cr Sally Palmer remained in the room during voting on this item.

CR DAN BULL, MAYOR DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull, Mayor declared an impartial interest in this item as he is a Social Member of Bedford Bowling Club and Halliday House is referred to in the report – he is a Member of the lessee, Bayswater Historical Society. Cr Dan Bull, Mayor remained in the room during voting on this item.

SUMMARY

This report presents the financial reports for the period 1 July 2019 to 31 August 2019 comprising **Attachments 1 - 3**.

**COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)**

That Council notes the financial reports for the period 1 July 2019 to 31 August 2019, forming **Attachments 1 - 3**.

CR ELLI PETERSEN-PIK MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 10/0

BACKGROUND

The *Local Government Act 1995* in conjunction with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Activity to be presented to Council. This Statement is to include:

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c) of the *Local Government Act 1995*;
- (b) Budget estimates to the end of the month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which these statements relate;
- (d) The material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) The net current assets at the end of the month to which the statement relates.

At its meeting on 2 July 2019, Council adopted the Annual Budget for the 2019/20 financial year. The figures in this report are compared to the adopted budget including any amendments subsequently approved by the Council.

Regulation 34(5) determines the mechanism required to ascertain the definition of material variances which are required to be reported to Council as part of the monthly report. It also requires Council to adopt a 'percentage or value' for what it will consider to be material variances on an annual basis.

The material variance adopted by the Council for the 2019/20 Budget is \$50,000 or 10% of the appropriate base, whichever is the higher.

EXTERNAL CONSULTATION

In accordance with section 6.2 of the *Local Government Act 1995*, the adopted budget was prepared having regard to the Community Strategic Plan, prepared under section 5.56 of the *Local Government Act 1995*, which was made available for public comment.

OFFICER'S COMMENTS

The financial statements for the reporting period are submitted in the form of:

- Financial Activity Statement Report (**Attachment 1**);
- Reserve Fund Statement (**Attachment 2**); and
- Capital Works Statement (**Attachment 3**).

The Financial Activity Statement reports the financial position of the City to program level. It discloses the current liquidity position of the City after adjustment for non-cash items (depreciation, provisions, etc.).

The Detailed Statement of Financial Activity by Program including Nature or Type Classifications discloses reportable variances and defines the description and purpose of each financial activity.

All of the reserve accounts are cash-backed and supported by funds held in financial institutions as set out in the City's Investment Policy.

The projects summarised in the Capital Works Statement (**Attachment 3**) detail the capital (actual and committed) expenditure for the period 1 July 2019 to 31 August 2019. The Monthly

Financial Statement Snapshot (**Attachment 1**) for Capital summarises total actual expenditure only.

LEGISLATIVE COMPLIANCE

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare an annual financial report for the preceding year and such other financial reports as are prescribed. Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* as amended requires the local government to prepare each month a statement of financial activity reporting on the source and application of funds as set out in the annual budget.

OPTIONS

Not applicable.

FINANCIAL IMPLICATIONS

All amounts quoted in this report are exclusive of GST.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.

Aspiration: Open, accountable and responsive service.

Outcome L1: Accountable and good governance.

These financial reports will assist Council in meeting its responsibilities in relation to governance of the City of Bayswater's finances.

CONCLUSION

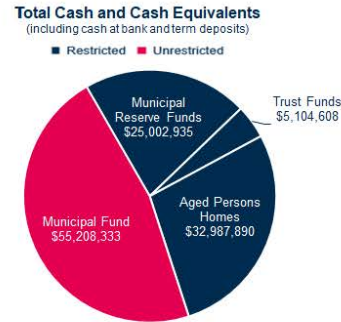
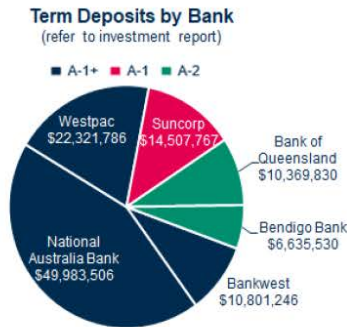
Local Government (Financial Management) Regulation 34 requires local government to prepare each month a Statement of Financial Activity, reporting on revenue and expenditure for the month in question.

This report demonstrates responsible financial management in line with Council's strategic priorities to ensure the City is financially sustainable.

Attachment 1

Monthly Financial Statement Snapshot

August 2019



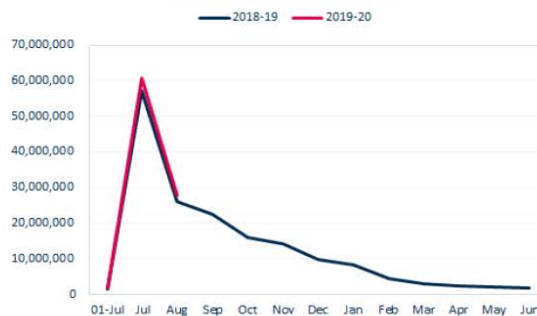
	Sundry Debtors*	Creditors
Total Outstanding	\$351,425	\$365,053
Current	75%	88%
Over 30 days	21%	11%
Over 60 days	4%	1%

*excludes infringements and recreation debtors

Rates & Charges

Collected	63%
Total Outstanding	\$27,957,802
Deferred Rates	\$687,955

Rates Receivable
(excluding prepaid and deferred rates)



Capital

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure *excludes commitments	\$17,394,172	\$1,132,566	\$1,014,475	90%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue	\$2,893,517	\$215,668	\$382,307	177%

Operating

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$85,066,546	\$13,497,433	\$9,843,065	73%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue *excludes rates	\$36,897,184	\$15,893,622	\$15,837,579	99%



**City of Bayswater
Financial Activity Statement
for the period 1 July 2019 to 31 August 2019**

	Budget	Amended Budget	YTD Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Net current assets at start of year - surplus/(deficit)	5,485,119	5,485,119	5,485,119	13,396,039	(7,910,920)	(144%)
Operating activities						
Revenue from operating activities (excludes rates)						
General purpose funding	4,152,965	4,152,965	930,913	784,739	146,174	16%
Governance	89,060	89,060	14,259	19,519	(5,260)	(37%)
Law, order, public safety	323,660	323,660	26,200	36,663	(10,463)	(40%)
Health	311,261	311,261	144,198	165,208	(21,010)	(15%)
Education and welfare	213,664	213,664	7,690	32,861	(25,170)	(327%)
Housing	10,026,481	10,026,481	1,409,047	1,567,504	(158,457)	(11%)
Community amenities	12,887,879	12,887,879	11,782,124	11,882,072	(99,948)	(1%)
Recreation and culture	7,588,209	7,582,209	1,174,681	1,051,105	123,575	11%
Transport	581,868	581,868	94,063	91,876	2,188	2%
Economic services	595,210	595,210	282,403	167,382	115,021	41%
Other property and services	132,927	132,927	28,043	38,651	(10,607)	(38%)
	36,903,184	36,897,184	15,893,622	15,837,579	56,044	0%
Expenditure from operating activities						
General purpose funding	(1,116,484)	(1,116,484)	(138,273)	(96,509)	(41,764)	30%
Governance	(6,409,982)	(6,422,482)	(1,109,171)	(826,689)	(282,481)	25%
Law, order, public safety	(3,166,556)	(3,166,556)	(511,612)	(433,180)	(78,432)	15%
Health	(1,986,749)	(1,986,749)	(294,717)	(259,986)	(34,730)	12%
Education and welfare	(1,840,212)	(1,839,212)	(311,447)	(245,318)	(66,129)	21%
Housing	(9,174,442)	(9,174,442)	(1,433,790)	(1,486,159)	52,369	(4%)
Community amenities	(17,441,877)	(17,441,877)	(2,625,929)	(1,329,852)	(1,296,077)	49%
Recreation and culture	(27,523,351)	(27,505,851)	(4,330,668)	(3,345,272)	(985,396)	23%
Transport	(14,812,375)	(14,812,375)	(2,374,508)	(1,477,649)	(896,859)	38%
Economic services	(1,388,615)	(1,388,615)	(319,495)	(160,870)	(158,625)	50%
Other property and services	(211,903)	(211,903)	(47,825)	(181,580)	133,756	(280%)
	(85,072,546)	(85,066,546)	(13,497,433)	(9,843,065)	(3,654,368)	27%

	Budget	Amended Budget	YTD Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Operating activities excluded from budget						
Depreciation and amortisation	12,004,239	12,004,239	1,999,388	0	1,999,388	100%
(Profit) on asset disposals	(19,868)	(19,868)	0	0	0	No Budget
Loss on asset disposals	465,686	465,686	0	0	0	No Budget
Change in accounting policy	0	0	0	(936,876)	936,876	No Budget
Movement in non-current leave provisions	(350,000)	(350,000)	0	0	0	No Budget
Movement in non-current assets	0	0	0	40,814	(40,814)	No Budget
Employee entitlement reserve movement	0	0	0	6,255	(6,255)	No Budget
Aged persons liability adjustment	0	0	0	(9,580)	9,580	No Budget
	12,100,057	12,100,057	1,999,388	(899,387)	2,898,775	145%
Amount attributable to operating activities	(30,584,186)	(30,584,186)	9,880,696	18,491,166	(8,610,470)	(87%)
Investing activities						
Non-operating grants, subsidies and contributions	2,893,517	2,893,517	215,668	382,307	(166,639)	(77%)
Purchase of property, plant and equipment	(6,743,363)	(6,743,363)	(490,600)	(336,856)	(153,744)	31%
Purchase and construction of infrastructure	(10,298,809)	(10,298,809)	(641,966)	(677,620)	35,654	(6%)
Purchase of intangible assets	(352,000)	(352,000)	0	0	0	No Budget
Proceeds from disposal of assets	687,500	687,500	0	80,629	(80,629)	No Budget
Amount attributable to investing activities	(13,813,155)	(13,813,155)	(916,898)	(551,540)	(365,358)	40%
Financing activities						
Repayment of borrowings	0	0	0	(1,094)	1,094	No Budget
Proceeds from self-supporting loans	0	0	0	1,094	(1,094)	No Budget
Transfer to reserves	(3,681,976)	(3,681,976)	(629,850)	(173,741)	(456,109)	72%
Transfer from reserves	2,404,981	2,404,981	254,000	0	254,000	100%
Amount attributable to financing activities	(1,276,995)	(1,276,995)	(375,850)	(173,741)	(202,109)	54%
Budget deficiency before general rates	(45,674,337)	(45,674,337)	8,587,948	17,765,885	(9,177,937)	(107%)
Estimated amount to be raised from general rates	48,419,337	48,419,337	48,373,375	48,339,964	33,410	0%
Net current assets at the end of the year - surplus/(deficit)	2,745,000	2,745,000	56,961,323	66,105,850	(9,144,527)	(16%)

City of Bayswater
Financial Activity Statement - Significant Variances
for the period 1 July 2019 to 31 August 2019

Operating activities**Revenue from operating activities (excludes rates)**

Program	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
General purpose funding <ul style="list-style-type: none"> Financial Assistance Grant received is lower than budget due to the advance payment made in June 2019. 	930,913	784,739	146,174
Governance <ul style="list-style-type: none"> Rates information income higher due to more property sales within the City than budgeted. A reimbursement has been received for an insurance claim made in the 2018-19 financial year. 	14,259	19,519	(5,260)
Law, order, public safety <ul style="list-style-type: none"> Animal infringements have increased as Rangers are increasing their focus on animal control. 	26,200	36,663	(10,463)
Health <ul style="list-style-type: none"> Higher income than expected for food business licences due to an increase in food business within the City. Court-imposed fine for a Health Act prosecution was not budgeted. 	144,198	165,208	(21,010)
Education and welfare <ul style="list-style-type: none"> Lease income is higher due to tenants being billed in advance compared to the budget. User charges such as venue hire, membership and admission fees are higher than budget due to the timing in budget allocation. 	7,690	32,861	(25,170)
Housing <ul style="list-style-type: none"> Personal care subsidies and interest earnings are higher due to the difference in budget spread. 	1,409,047	1,567,504	(158,457)
Community amenities <ul style="list-style-type: none"> Refuse charges are higher than budget estimate. 	11,782,124	11,882,072	(99,948)
Recreation and culture <ul style="list-style-type: none"> Green fee invoice is yet to be raised in August pending information from the golf course operator. 	1,174,681	1,051,105	123,575
Transport <ul style="list-style-type: none"> Within the 10% or \$50,000 variance threshold. 	94,063	91,876	(2,188)
Economic services <ul style="list-style-type: none"> Anticipated grant revenue for underground power project was not received due to the delay by Western Power in assessing the project. 	282,403	167,382	115,021
Other property and services <ul style="list-style-type: none"> Increase in credit card payments made by customers and therefore an increase in the surcharge collected taken for rates payments that were due in August. 	28,043	38,651	(10,607)
Total	15,893,622	15,826,462	67,160

Expenditure from operating activities

Program	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
General purpose funding <ul style="list-style-type: none"> The annual rates notice printing and postage invoices were not received until October. 	(138,273)	(96,509)	41,764
Governance <ul style="list-style-type: none"> Non recurrent project expenses such as participatory budgeting, community engagement, information technology security enhancement, HR and OSH framework review are under budget due to the timing in budget spread. Overhead costing under budget as more projects are undertaken later in the financial year. 	(1,109,171)	(826,689)	282,481
Law, order, public safety <ul style="list-style-type: none"> Overhead costing under budget as more projects are undertaken later in the financial year. 	(511,612)	(433,180)	78,432
Health <ul style="list-style-type: none"> Overhead costing under budget as more projects are undertaken later in the financial year. 	(294,717)	(259,986)	34,730
Education and welfare <ul style="list-style-type: none"> Building maintenance and community development projects are under budget due to the timing in budget allocations. 	(311,447)	(245,318)	66,129
Housing <ul style="list-style-type: none"> Personal care subsidies are higher due to the difference in budget spread. 	(1,433,790)	(1,486,159)	(52,369)
Community amenities <ul style="list-style-type: none"> Invoices for waste collection services are normally received weeks after end of month resulting in accounts showing underspending. Sustainable Environment projects for Maylands Sapphire management plan, Lightning Swamp rehabilitation and Carters Wetland restoration projects not having been started. Other project costs and sundry expenditure under the community amenities program are lower than budget estimates due to budget timing differences. 	(2,625,929)	(1,329,852)	1,296,077
Recreation and culture <ul style="list-style-type: none"> Utilities are lower than budget due to the timing of suppliers' billing. Master plan development and Bardon Park management plan projects are under budget due to the timing of work performed. 	(4,330,668)	(3,345,272)	985,396
Transport <ul style="list-style-type: none"> Street lighting is lower than budget due to the timing of suppliers' billing. Overhead costing under budget as more projects are to be undertaken later in the financial year. 	(2,374,508)	(1,477,649)	896,859
Economic services <ul style="list-style-type: none"> Underground power project is yet to commence pending Western Power's project plan assessment. 	(319,495)	(160,870)	158,625
Other property and services <ul style="list-style-type: none"> This expenditure variance can be attributed to public works overhead adjustments. 	(47,825)	(181,580)	(133,756)
Total	(13,497,433)	(9,843,065)	3,654,368

Non-cash operating activities excluded from the budget

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Non-cash operating activities <ul style="list-style-type: none"> • Depreciation expenses for assets and infrastructure are yet to be processed pending the finalisation of the annual accounts for 2018/19. • Change in accounting policy for prepaid rates. • Movements in deferred debtors and aged persons liability adjustment. 	1,999,388	(899,387)	2,898,775

Investing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Non-operating grants, subsidies and contributions <ul style="list-style-type: none"> • Capital income is higher than budget due to claims only able to be made based on the progress of projects as per the grant agreements. 	215,668	382,307	166,639
Capital acquisitions <ul style="list-style-type: none"> • Capital expenditure is lower than budget due to commencement timing of projects. The details of all capital works can be found in Attachment 3. 	(1,132,566)	(1,014,476)	118,090
Proceeds from disposal of assets <ul style="list-style-type: none"> • Proceeds from disposal of assets is higher than budget due to timing of the budget spread. 	0	80,629	80,629

Financing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Borrowings <ul style="list-style-type: none"> • Within the 10% or \$50,000 variance threshold. 	0	0	0
Reserve transfers <ul style="list-style-type: none"> • A transfer from a reserve is processed once a reserve's funds are expended and is subject to the timing of the transaction processing. The transfer to and from reserves for 2019/20 will be processed when the annual accounts are finalised. 	(375,850)	(173,741)	202,109
Rates <ul style="list-style-type: none"> • Within the 10% or \$50,000 variance threshold. 	48,373,375	48,339,964	33,410

**City of Bayswater
Net Current Assets
as at 31 August 2019**

Municipal and Aged Persons Homes	Opening Balance	Closing Balance
	\$	\$
Current assets		
Cash and cash equivalents	78,632,835	113,199,157
Trade and other receivables	4,841,709	30,686,590
Other financial assets at amortised cost	88,826	88,826
Inventories	141,945	138,973
Prepayments	127,289	104,575
Total	83,832,603	144,218,121
Current liabilities		
Trade and other payables	(30,500,268)	(38,095,311)
Other financial liabilities at amortised costs	(37,452)	(36,359)
Provisions	(6,077,714)	(6,077,714)
Clearing accounts	0	95,308
Total	(36,615,434)	(44,114,075)
Net current assets	47,217,169	100,104,046
Restricted - Reserves	(43,082,828)	(43,256,569)
Cash backed employee provisions	1,533,988	1,540,243
Restricted - Aged Persons Homes	7,727,710	7,718,130
Total	13,396,039	66,105,850

City of Bayswater
Statement of Comprehensive Income
by Nature or Type
for the period 1 July 2019 to 31 August 2019

	Budget	Amended Budget	YTD Budget	YTD Actual
	\$	\$	\$	\$
Revenue				
Rates	48,419,336	48,419,336	48,373,375	48,339,964
Operating grants, subsidies and contributions	10,621,679	10,603,679	1,957,245	1,743,808
Fees and charges	22,453,673	22,465,673	13,381,832	13,461,903
Interest earnings	2,286,850	2,286,850	491,911	519,532
Other revenue	1,521,114	1,521,114	62,633	112,336
	<u>85,302,652</u>	<u>85,296,652</u>	<u>64,266,997</u>	<u>64,177,543</u>
Expenses				
Employee costs	(33,506,901)	(33,506,901)	(5,378,253)	(5,101,385)
Materials and contracts	(26,685,562)	(26,679,562)	(4,205,965)	(2,789,332)
Utility charges	(3,588,875)	(3,588,875)	(496,318)	(229,038)
Depreciation and amortisation	(12,004,239)	(12,004,239)	(1,999,388)	0
Insurance expenses	(723,950)	(723,950)	(439,157)	(477,028)
Interest expenses	(1,000)	(1,000)	0	(311)
Other expenditure	(8,096,333)	(8,096,333)	(978,353)	(1,245,971)
	<u>(84,606,860)</u>	<u>(84,600,860)</u>	<u>(13,497,433)</u>	<u>(9,843,065)</u>
	<u>695,792</u>	<u>695,792</u>	<u>50,769,564</u>	<u>54,334,478</u>
Non-operating grants, subsidies and contributions	2,893,517	2,893,517	215,668	382,307
Profit on asset disposals	19,868	19,868	0	0
(Loss) on asset disposals	(465,686)	(465,686)	0	0
Fair value adjustments to financial assets at fair value through	0	0	0	0
	<u>2,447,699</u>	<u>2,447,699</u>	<u>215,668</u>	<u>382,307</u>
Net result	<u>3,143,491</u>	<u>3,143,491</u>	<u>50,985,232</u>	<u>54,716,785</u>
Other comprehensive income				
Changes on revaluation of non-current assets	0	0	0	0
Total other comprehensive income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total comprehensive income	<u>3,143,491</u>	<u>3,143,491</u>	<u>50,985,232</u>	<u>54,716,785</u>

Attachment 2

**City of Bayswater
Cash Backed Reserves
for the period 1 July 2019 to 31 August 2019**

	Budget Amended				Actual			
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Aged Persons Homes - General Reserve	14,608,744	949,918	(1,000,000)	14,558,662	15,595,609	86,512	0	15,682,121
Aged Persons Homes - Prudential Requirements Reserve	2,517,203	0	0	2,517,203	2,629,367	16,297	0	2,645,664
Bayswater Bowling Club Capital Improvements Reserve	10,250	241	0	10,491	10,063	59	0	10,122
Bayswater Tennis Club Reserve	156,492	3,672	0	160,164	156,759	915	0	157,674
Bayswater Waves Aquatic Centre Reserve	86,577	513,763	0	600,340	86,724	506	0	87,230
Bore and Reticulation Reserve	658,269	15,445	0	673,714	659,389	3,849	0	663,238
Building Furniture and Equipment Reserve	669,258	15,703	0	684,961	670,397	3,913	0	674,310
City Buildings and Amenities Reserve	1,968,050	27,402	(800,200)	1,195,252	1,971,399	11,506	0	1,982,905
Civic Centre Reserve	595,206	13,966	0	609,172	596,219	3,480	0	599,698
Eric Singleton Bird Sanctuary Reserve	1,190,413	27,931	0	1,218,344	1,192,439	6,960	0	1,199,399
Footpath and Cycleway Reserve	328,898	7,717	0	336,615	329,457	1,923	0	331,380
General Waste Management Reserve	27,631	648	0	28,279	27,678	162	0	27,840
Golf Courses Reserve	1,086,292	25,488	0	1,111,780	1,088,932	6,356	0	1,095,288
Information Technology Reserve	418,020	419,194	0	837,214	392,454	2,291	0	394,744
Landfill Restoration Reserve	426,465	6,487	(150,000)	282,952	458,350	2,675	0	461,025
Les Hansman Centre Development Reserve	5,034,959	118,138	0	5,153,097	5,043,531	29,436	0	5,072,967
Long Service Leave and Entitlements Reserve	1,538,252	36,093	0	1,574,345	1,533,988	8,953	0	1,542,941
Major Capital Works Reserve	4,002,769	1,289,121	(54,781)	5,237,109	3,994,987	23,317	0	4,018,303
Maylands Lakes Reserve	130,688	133	(125,000)	5,821	128,306	749	0	129,055
Maylands Waterland Reserve	59,521	1,397	0	60,918	59,622	348	0	59,970
Morley City Centre Reserve	595,206	13,966	0	609,172	596,219	3,480	0	599,698
Morley Sport and Recreation Centre Reserve	595,206	12,441	(65,000)	542,647	596,219	3,480	0	599,698
Noranda Netball Club Reserve	0	64,478	0	64,478	0	0	0	0
Plant and Works Equipment Reserve	201,710	4,733	0	206,443	202,054	1,179	0	203,233
Playground and Parks Reserve	1,697,342	39,826	0	1,737,168	1,700,231	9,923	0	1,710,155
River Restoration Reserve	362,585	8,508	0	371,093	363,202	2,120	0	365,322
Roads and Drainage Reserve	512,214	12,018	0	524,232	513,086	2,995	0	516,081
Senior Citizens Building Reserve	357,123	8,379	0	365,502	357,731	2,088	0	359,819
Strategic Land Acquisition Reserve	45,995	1,079	0	47,074	46,073	269	0	46,342
Streetscapes Reserve	704,095	11,593	(210,000)	505,688	705,293	4,116	0	709,409
Sustainable Environment Reserve	180,301	4,231	0	184,532	170,282	994	0	171,276
The RISE Reserve	595,206	13,966	0	609,172	596,219	3,480	0	599,698
Workers Compensation Reserve	609,511	14,301	0	623,812	610,549	3,563	0	614,112
Total	41,970,451	3,681,976	(2,404,981)	43,247,446	43,082,828	247,892	0	43,330,720

Attachment 3

**City of Bayswater
Capital Acquisitions & Non-Operating Grants
for the period 1 July 2019 to 31 August 2019**

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Non-operating grants, subsidies and contributions - summary						
1622 Buildings	(71,082)	(71,082)	0	0	0	(71,082)
1632 Furniture and equipment	(94,859)	(94,859)	0	0	0	(94,859)
1652 Plant and equipment	0	0	0	(1,819)	0	1,819
1702 Roads	(1,056,576)	(1,056,576)	(215,668)	(380,488)	0	(676,088)
1732 Park development	(1,671,000)	(1,671,000)	0	0	0	(1,671,000)
	<u>(2,893,517)</u>	<u>(2,893,517)</u>	<u>(215,668)</u>	<u>(382,307)</u>	<u>0</u>	<u>(2,511,210)</u>
Capital acquisitions - summary						
Purchase of property, plant and equipment						
1622 Buildings	3,351,863	3,351,863	302,600	124,138	309,921	2,917,804
1632 Furniture and equipment	1,075,500	1,075,500	48,000	27,108	544,928	503,464
1652 Plant and equipment	2,316,000	2,316,000	140,000	185,610	636,174	1,494,217
	<u>6,743,363</u>	<u>6,743,363</u>	<u>490,600</u>	<u>336,856</u>	<u>1,491,023</u>	<u>4,915,484</u>
Purchase and construction of infrastructure assets						
1702 Roads	3,342,578	2,742,578	380,134	351,286	394,659	1,996,633
1712 Footpath	0	600,000	0	22,651	15,684	561,665
1722 Drainage	130,000	130,000	8,000	36,327	8,925	84,748
1732 Park development	5,911,646	5,911,646	180,332	240,443	872,030	4,799,172
1742 Other infrastructure	914,585	914,585	73,500	26,913	117,136	770,536
	<u>10,298,809</u>	<u>10,298,809</u>	<u>641,966</u>	<u>677,620</u>	<u>1,408,434</u>	<u>8,212,755</u>
Purchase of intangible assets						
1852 Intangible assets	352,000	352,000	0	0	4,650	347,350
	<u>352,000</u>	<u>352,000</u>	<u>0</u>	<u>0</u>	<u>4,650</u>	<u>347,350</u>
	<u>17,394,172</u>	<u>17,394,172</u>	<u>1,132,566</u>	<u>1,014,475</u>	<u>2,904,107</u>	<u>13,475,590</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Buildings						
Building major capital works						
80116 Hydrotherapy pool and spa refurbishment	0	0	0	14,976	1,388	(16,364)
80118 Ultrasonic depth sensors for balance tanks	0	0	0	0	9,000	(9,000)
80420 Maylands Town Centre Toilet Block	0	0	0	0	139,591	(139,591)
80450 ANA Rowing Clubhouse - external painting	7,200	7,200	0	0	0	7,200
80451 Bayswater Library & CC - painting	12,000	12,000	0	0	0	12,000
80452 Bayswater Waves - renew roof cladding	12,000	12,000	0	0	0	12,000
80453 Crimea Res Clubrooms/Toilet - painting	14,400	14,400	0	0	0	14,400
80454 Delacey Res Clubroom - internal painting	7,200	7,200	0	0	0	7,200
80455 Ellis House - renew gutter and downpipe	7,200	7,200	1,800	0	5,286	1,914
80456 Elstead Res C/Rm - replace external door	13,400	13,400	0	0	0	13,400
80457 Halliday Hse - painting/renew shed roof	27,600	27,600	0	0	880	26,720
80458 Hampton Park Hall - LED light upgrade	6,600	6,600	6,600	0	0	6,600
80459 Hampton Park Scout Hall - renew toilet	153,000	153,000	21,500	0	0	153,000
80469 MSRC - roof replacement	102,000	102,000	0	0	0	102,000
80470 MSRC - internal painting	66,000	66,000	0	0	0	66,000
80471 Depot - upgrade workshop office	12,000	12,000	0	0	0	12,000
80472 Peninsula Hotel - renew roof cladding	36,000	36,000	0	0	0	36,000
80473 Security Office - drainage & painting	8,400	8,400	0	0	0	8,400
80474 Signage - renewal at various buildings	7,200	7,200	0	0	0	7,200
80475 Silverwood C/Care - install gutter guard	6,000	6,000	0	0	0	6,000
80476 Silverwood C/Care - renew roof/electrical	66,000	66,000	0	0	0	66,000
80477 Sue Belcher Netball Centre - repainting	25,200	25,200	0	0	0	25,200
80478 Sue Belcher Netball Ct - renew main doors	4,600	4,600	4,600	0	0	4,600
80479 The RISE - install shelter and drainage	36,000	36,000	24,000	0	22,880	13,120
80480 The RISE - install box gutters overflows	9,600	9,600	3,200	0	0	9,600
80481 The RISE - waterproofing rear landing	102,000	102,000	0	0	0	102,000
80484 Wotton Res C/hse - security improvements	9,600	9,600	0	0	0	9,600
	751,200	751,200	61,700	14,976	179,025	557,199
Building minor capital works						
80461 Jamieson Frame Pav - replace rear doors	13,200	13,200	4,400	1,232	4,860	7,108
80463 Maylands Tennis Club - renew servery	7,800	7,800	3,900	0	0	7,800
80464 Maylands TownH - renew toilet & switchboard	77,400	77,400	0	0	0	77,400
80465 Moojebing Res - internal painting toilet	7,200	7,200	0	0	0	7,200
80466 Les Hansman Centre - repair soffit lining	48,000	48,000	24,000	0	13,950	34,050
80467 Morley Community Hall - external painting	6,000	6,000	0	0	0	6,000
80468 MSRC - remove water feature & repair area	42,000	42,000	0	827	0	41,173
80482 Wotton Reserve - sewer connection	186,000	186,000	18,600	0	0	186,000
80490 Paddy Walker Depot - nursery expansion	35,000	35,000	0	1,446	0	33,554

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80532 Bayswater Library - lift	40,000	40,000	0	0	0	40,000
80564 Bedford Hall - renew toilet	18,000	18,000	0	0	0	18,000
80565 Bedford Bowling Club - replace carpet	19,563	19,563	0	0	19,909	(346)
80566 Wotton Reserve clubrooms - renew kitchen	51,000	51,000	0	0	0	51,000
80567 Moojebing Reserve - shade sails	5,500	5,500	0	0	0	5,500
80570 Upper Hillcrest Reserve - Storage Shed	25,000	25,000	0	0	0	25,000
80574 Roxy Theatre - Security Fence	0	0	0	17,674	0	(17,674)
80580 Olive Tree House - New Main Security Controller with swipe	0	0	0	0	8,971	(8,971)
	581,663	581,663	50,900	21,180	47,690	512,793
Aquatic facilities						
80365 Bayswater Waves - refurbishment tender design	650,000	650,000	0	0	0	650,000
80425 Bayswater Waves - Repair of pool concourse	75,000	75,000	30,000	85,330	0	(10,330)
	725,000	725,000	30,000	85,330	0	639,670
Aged care facilities						
80390 Aged Persons Homes - general provisions	1,000,000	1,000,000	160,000	0	0	1,000,000
80402 Aged Care - Carramar ILUs	0	0	0	0	494	(494)
80410 Aged Care - Mertome Redevelopment Project	0	0	0	2,653	0	(2,653)
	1,000,000	1,000,000	160,000	2,653	494	996,854
Community capital requests						
80288 Noranda City Junior Football Club - changeroom upgrade	70,000	70,000	0	0	0	70,000
	70,000	70,000	0	0	0	70,000
Footpath renewal						
80460 Hillcrest Pre-Primary - path renewal	6,000	6,000	0	0	0	6,000
80483 Wotton Res C/hse - paths and drainage	24,000	24,000	0	0	0	24,000
	30,000	30,000	0	0	0	30,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Sustainable environment						
80271 Water and Energy Efficiency - building upgrades	100,000	100,000	0	0	82,712	17,288
	100,000	100,000	0	0	82,712	17,288
Other infrastructure construction						
80540 Morley CC - entry statement upgrade	20,000	20,000	0	0	0	20,000
80548 Bayswater Waves - replace LED Signage	10,000	10,000	0	0	0	10,000
80549 The RISE - install security fencing	14,000	14,000	0	0	0	14,000
80550 The RISE - LED signage	50,000	50,000	0	0	0	50,000
	94,000	94,000	0	0	0	94,000
Total Buildings	3,351,863	3,351,863	302,600	124,138	309,921	2,917,804
Furniture and equipment						
Building minor capital works						
80545 Bayswater Waves - paint gym walls	20,000	20,000	20,000	0	0	20,000
	20,000	20,000	20,000	0	0	20,000
Aquatic facilities						
80421 Bayswater Waves - Replace UV filters to indoor pools	0	0	0	0	73,625	(73,625)
	0	0	0	0	73,625	(73,625)
Furniture and equipment						
80337 MSRC - replace main air-conditioner in Wellington Room	65,000	65,000	0	0	0	65,000
80385 The RISE - strength equipment replacement	35,000	35,000	0	0	0	35,000
80434 Morley Library - shelving	5,500	5,500	0	0	0	5,500
80435 The RISE - replace speakers	14,000	14,000	0	0	13,627	373
80436 The RISE - replace function tables	14,000	14,000	7,000	0	0	14,000
80488 Bayswater Library - telephony upgrade	15,000	15,000	0	0	11,427	3,573
80541 Bayswater Waves - replace spin rm stereo	7,000	7,000	0	0	0	7,000
80542 Bayswater Waves - replace audio equipment	10,000	10,000	0	0	0	10,000
80543 Bayswater Waves - re-seal balance tank	25,000	25,000	15,000	0	0	25,000
80544 Bayswater Waves - replace pool lane ropes	12,000	12,000	6,000	0	0	12,000
80546 Bayswater Waves - replace blanket buddy	20,000	20,000	0	0	0	20,000
80547 Bayswater Waves - replace Fun Nuts	10,000	10,000	0	0	0	10,000
	232,500	232,500	28,000	0	25,055	207,445
IT capital						
80088 Virtual Infrastructure Server Replacement Program	80,000	80,000	0	0	0	80,000
80089 Network infrastructure	150,000	150,000	0	0	36,603	113,397
80091 PC replacement program	222,000	222,000	0	24,717	120,264	77,019
80261 Spatial - storage server	45,000	45,000	0	0	0	45,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80533 Toughpad	5,000	5,000	0	0	0	5,000
80551 Site-to-site network connectivity	60,000	60,000	0	0	0	60,000
80552 Council Chambers - electronic voting	9,000	9,000	0	0	6,050	2,950
	<u>571,000</u>	<u>571,000</u>	<u>0</u>	<u>24,717</u>	<u>162,916</u>	<u>383,367</u>
IT renewal						
80387 General IT Equipment Replacement Program	37,000	37,000	0	0	31,432	5,568
	<u>37,000</u>	<u>37,000</u>	<u>0</u>	<u>0</u>	<u>31,432</u>	<u>5,568</u>
CCTV Renewal						
80275 Riverside car parks - CCTV installation	100,000	100,000	0	2,391	214,617	(117,008)
80489 CCTV Servers - replacement	75,000	75,000	0	0	34,155	40,845
80524 MSRC - replace CCTV	40,000	40,000	0	0	3,128	36,872
	<u>215,000</u>	<u>215,000</u>	<u>0</u>	<u>2,391</u>	<u>251,900</u>	<u>(39,291)</u>
Total Furniture and equipment	<u>1,075,500</u>	<u>1,075,500</u>	<u>48,000</u>	<u>27,108</u>	<u>544,928</u>	<u>503,464</u>
Plant and equipment						
Furniture and equipment						
80525 In-vehicle camera equipment and storage	50,000	50,000	0	0	0	50,000
	<u>50,000</u>	<u>50,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>50,000</u>
Plant and equipment						
80257 Plant and Fleet Replacement Program	2,260,000	2,260,000	140,000	185,610	636,174	1,438,217
80530 Electric Bicycles	6,000	6,000	0	0	0	6,000
	<u>2,266,000</u>	<u>2,266,000</u>	<u>140,000</u>	<u>185,610</u>	<u>636,174</u>	<u>1,444,217</u>
Total Plant and equipment	<u>2,316,000</u>	<u>2,316,000</u>	<u>140,000</u>	<u>185,610</u>	<u>636,174</u>	<u>1,494,217</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Roads						
Place Management						
80535 Bayswater TC Parking Improvement Plan	25,000	25,000	0	0	118	24,882
	25,000	25,000	0	0	118	24,882
Strategic Planning						
80536 MorleyActivCtreCarPkgMgntPlan Implement	7,500	7,500	0	0	0	7,500
	7,500	7,500	0	0	0	7,500
Road construction						
80073 Crossovers	620,000	620,000	103,334	105,829	48,142	466,029
80198 Resurface ROWs	35,000	35,000	0	3,313	0	31,687
80245 Traffic management - general	80,000	80,000	0	3,190	27,468	49,343
80247 Traffic management - paving	20,000	20,000	0	23,388	0	(3,388)
80302 Peninsula Road - Kirkham Hill Tce to 150m past Wall Street	0	0	0	5,729	11,288	(17,017)
80303 Morley Drive (WB) - Wicks Street to Harrowshill Road	0	0	0	0	8,017	(8,017)
80304 Russell Street - Walter Road to Smith Street	0	0	0	0	3,759	(3,759)
80426 Design of slip lane at 60 Russell St cnr Walter Rd	0	0	0	0	32,468	(32,468)
	755,000	755,000	103,334	141,448	131,142	482,410
Road renewal						
80268 Railway Parade resurfacing	105,581	105,581	0	8,584	0	96,997
80491 Noranda - new path and crosswalk	25,000	25,000	25,000	0	18,993	6,007
80516 Resurface - McGilvray/Benara	179,625	179,625	0	0	0	179,625
80560 Towns Development Program	20,000	20,000	0	0	3,976	16,025
80562 Reconstruct ROW No61 - May, Arundel, Lawrence and Essex	26,000	26,000	0	0	0	26,000
80563 Resurface - Whatley Cres - Kenilworth/Chambers	67,800	67,800	67,800	0	0	67,800
	424,006	424,006	92,800	8,584	22,969	392,453

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Roads to recovery						
80492 Resurface - Drake St - Walter/Drake	110,000	110,000	110,000	0	73,305	36,695
80493 Resurface - Drake St - Drake/Broun	54,000	54,000	54,000	0	0	54,000
80494 Resurface - Kennedy St - Walter/Rudloc	78,000	78,000	0	0	57,830	20,170
80495 Resurface - Boag St - Drake/Russell	67,000	67,000	0	0	47,566	19,434
80496 Resurface - Fort St - Drake/Coode	25,000	25,000	0	0	25,391	(391)
80497 Resurface - Strand - Catherine/Beaufort	68,751	68,751	0	0	0	68,751
	402,751	402,751	164,000	0	204,093	198,658
Black spot federal						
80526 Eighth Ave and East St - Roundabout	200,000	200,000	0	0	0	200,000
	200,000	200,000	0	0	0	200,000
Base road grant						
80317 Drainage kerb renewal	46,000	46,000	0	37,906	0	8,094
80498 Resurface - Robinson - Bath/Cul-de-sac	30,000	30,000	0	1,547	17,515	10,938
80499 Resurface - Haslemere Wy - Robinson/Bath	29,000	29,000	0	2,451	4,192	22,358
80500 Resurface - Weld Ct - Chertley/Robinson	12,000	12,000	0	0	0	12,000
80501 Resurface - Chertley St - Weld/Donna	18,000	18,000	0	508	0	17,492
80502 Resurface - WeldSq - Chertley/Fitzgerald	37,000	37,000	0	1,345	0	35,655
80503 Resurface - Donna - Chertley/Fitzgerald	31,000	31,000	0	0	7,501	23,499
80504 Resurface - Eaton St - Ballarat/Timms	25,000	25,000	0	0	0	25,000
80505 Resurface - Renshaw - Eaton/Cul-de-sac	13,000	13,000	0	0	0	13,000
80506 Resurface - BallaratSt - Halvorson/Morley	27,000	27,000	0	0	0	27,000
80507 Resurface - Brisbane - Melbourne/Ballarat	10,000	10,000	0	0	0	10,000
80508 Resurface - Gayswood - Hampton/Hampton	39,000	39,000	0	2,693	4,789	31,517
80509 Resurface - Oakwood - Wolseley/Lincoln	11,000	11,000	0	0	0	11,000
80510 Resurface - Broadway - Priestley/Carpark	35,000	35,000	0	0	0	35,000
80511 Resurface - Shaftesbury - York/Railway	88,000	88,000	0	0	0	88,000
80512 Resurface - Whittaker ShaftesburyToowong	19,000	19,000	0	0	0	19,000
80513 Resurface - Hotham St - York/Railway	78,000	78,000	0	0	0	78,000
80514 Resurface - Bowden - G Prom/Rosebery	17,000	17,000	0	0	0	17,000
80515 Resurface - York - Grand Prom/Salisbury	25,000	25,000	0	0	0	25,000
80517 Resurface - Farrel - Luderman/Cul-de-sac	22,000	22,000	0	27,435	0	(5,435)
80518 Resurface - Gittos - Luderman/Cul-de-sac	14,000	14,000	0	23,426	0	(9,426)
80519 Resurface - Growse - Luderman/Cul-de-sac	16,000	16,000	0	23,283	0	(7,283)
80520 Resurface - Coulsen - Widgee/Cul-de-sac	18,000	18,000	0	19,880	0	(1,880)
80521 Resurface - Holden - Luderman/Cul-de-sac	20,000	20,000	0	26,645	0	(6,645)
80522 Resurface - Beaver - Luderman/Cul-de-sac	10,000	10,000	0	10,160	0	(160)
80523 Resurface - Ing Pl - Luderman/Cul-de-sac	10,000	10,000	0	10,850	0	(850)
	700,000	700,000	0	188,129	33,998	477,874

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Traffic management						
80291 Citywide traffic implementation	169,321	169,321	20,000	0	0	169,321
80297 Traffic Management - Disability Access Committee	25,000	25,000	0	0	2,340	22,660
	<u>194,321</u>	<u>194,321</u>	<u>20,000</u>	<u>0</u>	<u>2,340</u>	<u>191,981</u>
Other road construction						
80429 Wellington Rd/Walter Rd intersection upgrade	0	0	0	13,125	0	(13,125)
	<u>0</u>	<u>0</u>	<u>0</u>	<u>13,125</u>	<u>0</u>	<u>(13,125)</u>
Footpath construction						
80063 New footpath construction and Local Bike Plan	600,000	0	0	0	0	0
	<u>600,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Footpath renewal						
80462 Moojebing Res - external paths renewal	6,000	6,000	0	0	0	6,000
80561 Resurface - Cycleway - Swan Bank/Clarkson Rd	28,000	28,000	0	0	0	28,000
	<u>34,000</u>	<u>34,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>34,000</u>
Total Roads	<u>3,342,578</u>	<u>2,742,578</u>	<u>380,134</u>	<u>351,286</u>	<u>394,659</u>	<u>1,996,633</u>
Footpath						
Footpath construction						
80063 New footpath construction and Local Bike Plan	0	600,000	0	22,651	15,684	561,665
	<u>0</u>	<u>600,000</u>	<u>0</u>	<u>22,651</u>	<u>15,684</u>	<u>561,665</u>
Total Footpath	<u>0</u>	<u>600,000</u>	<u>0</u>	<u>22,651</u>	<u>15,684</u>	<u>561,665</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Drainage						
Drainage construction						
80047 Russell Street Park - grant funds	0	0	0	339	0	(339)
80248 Urban water sensitive design	90,000	90,000	0	22,758	2,663	64,579
80249 Drainage grates	40,000	40,000	8,000	13,229	6,261	20,509
	130,000	130,000	8,000	36,327	8,925	84,748
Total Drainage	130,000	130,000	8,000	36,327	8,925	84,748
Park development						
Building minor capital works						
80485 Riverside Gdns - replace pump stn doors	8,000	8,000	0	0	0	8,000
80537 Bert Wright Park Power Upgrade	28,000	28,000	20,000	0	10,562	17,438
	36,000	36,000	20,000	0	10,562	25,438
Entry statement						
80534 Bayswater Library/Bert Wright Sculpture	30,000	30,000	0	0	0	30,000
	30,000	30,000	0	0	0	30,000
Other infrastructure construction						
80569 Sculpture - Corner Ninth Avenue & Whatley Crescent Maylands	10,000	10,000	0	0	0	10,000
	10,000	10,000	0	0	0	10,000
Park development construction						
80015 Playground replacements	41,305	41,305	0	0	0	41,305
80033 Peninsula Golf Course - irrigation replacement (Year 1 of 2)	1,060,000	1,060,000	0	0	57,764	1,002,236
80049 Frank Drago Reserve - pitch levelling and fencing	22,666	22,666	0	0	20,605	2,061
80050 Frank Drago Reserve - main pitch lighting	0	0	0	0	19,845	(19,845)
80066 Tree planting	120,000	120,000	30,000	23,801	74,324	21,875
80067 Enhanced tree management	200,000	200,000	50,000	11,790	59,168	129,042
80071 Maylands Lakes Stage 1	0	0	0	389	10,027	(10,416)
80099 Playground replacements	210,000	210,000	8,332	0	5,921	204,079
80233 Park timber structures refurbishment	0	0	0	1,243	0	(1,243)
80234 Park post and rail replacement	90,000	90,000	0	2,373	51,791	35,836
80235 Bore and pump maintenance	100,000	100,000	0	6,050	0	93,950
80236 Irrigation control cubicles replacement	64,000	64,000	0	396	2,053	61,552
80238 Park entry gates replacement	25,000	25,000	0	0	0	25,000
80239 Park seats replacement	25,000	25,000	0	21	22,154	2,825
80240 Park shelters replacement	55,000	55,000	0	338	44,793	9,869
80242 Riverbank restoration	150,000	150,000	0	11,406	22,590	116,004
80255 Golf course development	0	0	0	6,069	20,415	(26,484)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80259 Maylands Waterland redevelopment	172,905	172,905	0	0	0	172,905
80264 Noranda Sports - new supply bore	0	0	0	734	0	(734)
80329 Irrigation upgrade/replacement program	90,000	90,000	0	25,178	20,342	44,480
80364 Maylands Waterland redevelopment	1,500,000	1,500,000	0	0	0	1,500,000
80372 Cricket wickets	36,000	36,000	0	0	19,545	16,455
80375 Morley Bowling light replacement	0	0	0	847	0	(847)
80376 Bayswater Bowling Club and Frank Drago Reserve fencing	0	0	0	0	218	(218)
80437 Crimea Park - replace team benches	10,000	10,000	10,000	0	5,766	4,234
80438 Noranda Netball - renew court surfaces	550,000	550,000	0	0	0	550,000
	4,521,876	4,521,876	98,332	90,634	457,321	3,973,921
Sustainable environment						
80270 Bayswater Brook Living Stream	50,000	50,000	0	18,849	40,000	(8,849)
80272 Lightning Swamp Interpretation Plan Works	0	0	0	3,788	7,576	(11,364)
80273 Maylands Lakes restoration Stage 2	525,000	525,000	0	117,181	319,818	88,001
80418 Peters Place Living Stream	0	0	0	8,195	34,987	(43,183)
	575,000	575,000	0	148,013	402,381	24,606
Tree management						
80276 Streetscape upgrades	200,000	200,000	50,000	0	0	200,000
	200,000	200,000	50,000	0	0	200,000
Golf course development						
80433 Embleton Golf Course - tank upgrade	35,000	35,000	0	0	0	35,000
	35,000	35,000	0	0	0	35,000
Drink fountains						
80380 Drinks Fountains Replacement Program	24,000	24,000	12,000	182	0	23,818
	24,000	24,000	12,000	182	0	23,818

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Playground						
80449 Play Space Developments	350,000	350,000	0	0	0	350,000
	<u>350,000</u>	<u>350,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>350,000</u>
Other infrastructure construction						
80265 Eighth Avenue, Maylands - seating	0	0	0	0	1,766	(1,766)
80486 Riverside Gardens - replace plaques	35,000	35,000	0	1,219	0	33,781
80487 Peninsula Estate - replace filtration unit	48,000	48,000	0	396	0	47,604
80557 Deschamp Reserve - install BBQs and seat	11,770	11,770	0	0	0	11,770
80559 Hinds Res - bike trail detailed design	35,000	35,000	0	0	0	35,000
	<u>129,770</u>	<u>129,770</u>	<u>0</u>	<u>1,614</u>	<u>1,766</u>	<u>126,390</u>
Total Park development	<u>5,911,646</u>	<u>5,911,646</u>	<u>180,332</u>	<u>240,443</u>	<u>872,030</u>	<u>4,799,172</u>
Other infrastructure						
Building minor capital works						
80527 Depot - improve access and security	88,000	88,000	0	0	0	88,000
80529 Rangers & Security Office - alterations	30,000	30,000	0	0	0	30,000
80538 Laboratory - air-conditioning	5,000	5,000	5,000	0	0	5,000
	<u>123,000</u>	<u>123,000</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>123,000</u>
Base road grant						
80318 Carpark Resurfacing Program	38,000	38,000	0	2,373	0	35,627
	<u>38,000</u>	<u>38,000</u>	<u>0</u>	<u>2,373</u>	<u>0</u>	<u>35,627</u>
Street lights						
80250 Street light upgrade	120,000	120,000	0	7,135	41,810	71,056
	<u>120,000</u>	<u>120,000</u>	<u>0</u>	<u>7,135</u>	<u>41,810</u>	<u>71,056</u>
Other infrastructure construction						
80251 PAW gates and reserve lighting	18,000	18,000	0	0	4,277	13,723
	<u>18,000</u>	<u>18,000</u>	<u>0</u>	<u>0</u>	<u>4,277</u>	<u>13,723</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Footpath construction						
80431 Footpath - Bookham Street and Boag Place	75,000	75,000	0	0	0	75,000
	75,000	75,000	0	0	0	75,000
Park development construction						
80439 Sheam Pk - renew cricket practice bay	30,000	30,000	15,000	0	0	30,000
80440 Peters Pl - renew cricket practice bay	8,000	8,000	8,000	6,128	3,570	(1,698)
80441 Pat O'Hara - renew cricket practice bay	10,000	10,000	10,000	0	11,200	(1,200)
	48,000	48,000	33,000	6,128	14,770	27,102
Drink fountains						
80571 Water bottle re-fill station	12,000	12,000	0	0	0	12,000
	12,000	12,000	0	0	0	12,000
Floodlights						
80442 Wotton Reserve - renew sports floodlight	75,000	75,000	0	0	0	75,000
80443 Bayswater Bowling - renew floodlights	75,000	75,000	0	0	0	75,000
80444 Bayswater Croquet 2 - renew floodlights	60,000	60,000	0	0	0	60,000
	210,000	210,000	0	0	0	210,000
Sports Goals						
80445 Gibbney Reserve - renew sports goals	18,000	18,000	0	0	13,055	4,946
80446 Pat O'Hara Reserve - renew sports goals	15,000	15,000	0	0	0	15,000
	33,000	33,000	0	0	13,055	19,946
Other infrastructure construction						
80252 Bus shelters	40,000	40,000	0	0	28,770	11,230
80391 Noranda Town Centre City-led Infrastructure Activation	24,500	24,500	4,500	0	0	24,500
80392 Maylands Town Centre City-led Infrastructure Activation	24,000	24,000	4,000	0	1,819	22,181
80393 Bayswater Town Centre City-led Infrastructure Activation	15,000	15,000	2,000	0	0	15,000
80394 Morley Town Centre City-led Infrastructure Activation	35,000	35,000	5,000	4,277	9,636	21,087
80447 Frank Drago Res/Tennis - replace fencing	60,000	60,000	0	0	0	60,000
80448 Crimea Tennis Court - replace fencing	20,000	20,000	20,000	0	0	20,000
80556 ESBC - install benches and shelter	19,085	19,085	0	0	0	19,085
	237,585	237,585	35,500	4,277	40,225	193,083

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Land						
80007 Morley Activity Centre - Streetscape Enhancement Plan	0	0	0	7,000	3,000	(10,000)
	0	0	0	7,000	3,000	(10,000)
Total Other infrastructure	914,585	914,585	73,500	26,913	117,136	770,536
Intangible assets						
IT capital						
80432 Backup Software Upgrade	8,000	8,000	0	0	0	8,000
80528 Building Workflow Development	100,000	100,000	0	0	2,700	97,300
80531 Knowledge Management System	15,000	15,000	0	0	0	15,000
80539 Health Inspections - system integration	14,000	14,000	0	0	0	14,000
80553 Connected Content - implementation	60,000	60,000	0	0	0	60,000
80554 Rating system improvements - stage 1	20,000	20,000	0	0	0	20,000
80555 Debtors system improvements - stage 1	25,000	25,000	0	0	0	25,000
80558 Payroll CIAnywhere - implementation	10,000	10,000	0	0	0	10,000
	252,000	252,000	0	0	2,700	249,300
Software						
80398 Software	100,000	100,000	0	0	1,950	98,050
	100,000	100,000	0	0	1,950	98,050
Total Intangible assets	352,000	352,000	0	0	4,650	347,350
Total capital projects	17,394,172	17,394,172	1,132,566	1,014,475	2,904,107	13,475,590

10.2.2 Financial Reports for the Period 1 July 2019 to 30 September 2019

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Financial Activity Statement Report. 2. Reserve Fund. 3. Capital Works.	

CR LORNA CLARKE DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Lorna Clarke declared an impartial interest in this item as she is a Social member of Bedford and Bayswater Bowls Clubs. Cr Lorna Clarke remained in the room during voting on this item.

CR SALLY PALMER DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Sally Palmer declared an impartial interest in this item as she is a Social Member of Bedford Bowling Club. Cr Sally Palmer remained in the room during voting on this item.

CR DAN BULL, MAYOR DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull, Mayor declared an impartial interest in this item as he is a Social Member of Bedford Bowling Club and Halliday House is referred to in the report – he is a Member of the lessee, Bayswater Historical Society. Cr Dan Bull, Mayor remained in the room during voting on this item.

SUMMARY

This report presents the financial reports for the period 1 July 2019 to 30 September 2019 comprising **Attachments 1 - 3**.

COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council notes the financial reports for the period 1 July 2019 to 30 September 2019, forming **Attachments 1 - 3**.

CR CATHERINE EHRHARDT MOVED, CR ELLI PETERSEN-PIK SECONDED
CARRIED UNANIMOUSLY: 10/0

BACKGROUND

The *Local Government Act 1995* in conjunction with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Activity to be presented to Council. This Statement is to include:

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c) of the *Local Government Act 1995*;

- (b) Budget estimates to the end of the month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which these statements relate;
- (d) The material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) The net current assets at the end of the month to which the statement relates.

At its meeting on 2 July 2019, Council adopted the Annual Budget for the 2019/20 financial year. The figures in this report are compared to the adopted budget including any amendments subsequently approved by the Council.

Regulation 34(5) determines the mechanism required to ascertain the definition of material variances which are required to be reported to Council as part of the monthly report. It also requires Council to adopt a 'percentage or value' for what it will consider to be material variances on an annual basis.

The material variance adopted by the Council for the 2019/20 Budget is \$50,000 or 10% of the appropriate base, whichever is the higher.

EXTERNAL CONSULTATION

In accordance with section 6.2 of the *Local Government Act 1995*, the adopted budget was prepared having regard to the Community Strategic Plan, prepared under section 5.56 of the *Local Government Act 1995*, which was made available for public comment.

OFFICER'S COMMENTS

The financial statements for the reporting period are submitted in the form of:

- Financial Activity Statement Report (**Attachment 1**);
- Reserve Fund Statement (**Attachment 2**); and
- Capital Works Statement (**Attachment 3**).

The Financial Activity Statement reports the financial position of the City to program level. It discloses the current liquidity position of the City after adjustment for non-cash items (depreciation, provisions, etc.).

The Detailed Statement of Financial Activity by Program including Nature or Type Classifications discloses reportable variances and defines the description and purpose of each financial activity.

All of the reserve accounts are cash-backed and supported by funds held in financial institutions as set out in the City's Investment Policy.

The projects summarised in the Capital Works Statement (**Attachment 3**) detail the capital (actual and committed) expenditure for the period 1 July 2019 to 30 September 2019. The Monthly Financial Statement Snapshot (**Attachment 1**) for Capital summarises total actual expenditure only.

LEGISLATIVE COMPLIANCE

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare an annual financial report for the preceding year and such other financial reports as are prescribed. Regulation 34(1) of the *Local Government (Financial Management) Regulations*

1996 as amended requires the local government to prepare each month a statement of financial activity reporting on the source and application of funds as set out in the annual budget.

OPTIONS

Not applicable.

FINANCIAL IMPLICATIONS

All amounts quoted in this report are exclusive of GST.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.
Aspiration: Open, accountable and responsive service.
Outcome L1: Accountable and good governance.

These financial reports will assist Council in meeting its responsibilities in relation to governance of the City of Bayswater's finances.

CONCLUSION

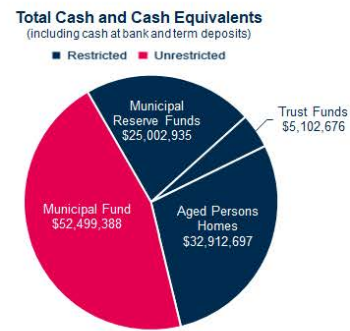
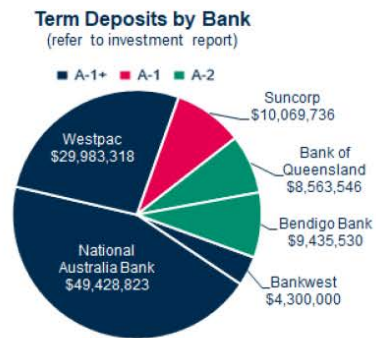
Local Government (Financial Management) Regulation 34 requires local government to prepare each month a Statement of Financial Activity, reporting on revenue and expenditure for the month in question.

This report demonstrates responsible financial management in line with Council's strategic priorities to ensure the City is financially sustainable.

Attachment 1

Monthly Financial Statement Snapshot

September 2019



	Sundry Debtors*	Creditors
Total Outstanding	\$182,607	\$447,007
Current	84%	97%
Over 30 days	11%	3%
Over 60 days	5%	0%

*excludes infringements and recreation debtors

Rates & Charges

Collected	70%
Total Outstanding	\$23,285,315
Deferred Rates	\$686,222



Capital

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure <small>*excludes commitments</small>	\$17,394,172	\$2,231,650	\$1,725,714	77%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue	\$2,893,517	\$525,453	\$414,048	79%

Operating

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$85,066,546	\$19,684,330	\$14,498,757	74%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue <small>*excludes rates</small>	\$36,897,184	\$17,523,050	\$17,158,514	98%



City of Bayswater
Financial Activity Statement
for the period 1 July 2019 to 30 September 2019

	Budget	Amended Budget	YTD Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Net current assets at start of year - surplus/(deficit)	5,485,119	5,485,119	5,485,119	13,396,039	(7,910,920)	(144%)
Operating activities						
Revenue from operating activities (excludes rates)						
General purpose funding	4,152,965	4,152,965	1,076,185	956,453	119,732	11%
Governance	89,060	89,060	21,253	28,769	(7,516)	(35%)
Law, order, public safety	323,660	323,660	36,523	57,855	(21,332)	(58%)
Health	311,261	311,261	162,908	173,628	(10,720)	(7%)
Education and welfare	213,664	213,664	41,055	51,328	(10,274)	(25%)
Housing	10,026,481	10,026,481	2,113,140	2,204,217	(91,078)	(4%)
Community amenities	12,887,879	12,887,879	11,849,005	11,934,862	(85,857)	(1%)
Recreation and culture	7,588,209	7,582,209	1,739,111	1,347,031	392,079	23%
Transport	581,868	581,868	134,265	168,049	(33,785)	(25%)
Economic services	595,210	595,210	314,728	193,244	121,483	39%
Other property and services	132,927	132,927	34,879	43,076	(8,198)	(24%)
	<u>36,903,184</u>	<u>36,897,184</u>	<u>17,523,050</u>	<u>17,158,514</u>	<u>364,536</u>	<u>2%</u>
Expenditure from operating activities						
General purpose funding	(1,116,484)	(1,116,484)	(205,686)	(157,665)	(48,021)	23%
Governance	(6,409,982)	(6,422,482)	(1,522,805)	(1,229,712)	(293,093)	19%
Law, order, public safety	(3,166,556)	(3,166,556)	(761,040)	(638,375)	(122,666)	16%
Health	(1,986,749)	(1,986,749)	(458,199)	(411,708)	(46,491)	10%
Education and welfare	(1,840,212)	(1,839,212)	(440,944)	(422,327)	(18,617)	4%
Housing	(9,174,442)	(9,174,442)	(2,168,154)	(2,079,959)	(88,195)	4%
Community amenities	(17,441,877)	(17,441,877)	(3,638,157)	(2,067,841)	(1,570,316)	43%
Recreation and culture	(27,523,351)	(27,505,851)	(6,509,018)	(5,169,966)	(1,339,052)	21%
Transport	(14,812,375)	(14,812,375)	(3,491,856)	(2,237,073)	(1,254,783)	36%
Economic services	(1,388,615)	(1,388,615)	(419,061)	(236,654)	(182,408)	44%
Other property and services	(211,903)	(211,903)	(69,409)	152,521	(221,930)	320%
	<u>(85,072,546)</u>	<u>(85,066,546)</u>	<u>(19,684,330)</u>	<u>(14,498,757)</u>	<u>(5,185,573)</u>	<u>26%</u>

	Budget	Amended Budget	YTD Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Operating activities excluded from budget						
Depreciation and amortisation	12,004,239	12,004,239	2,999,082	0	2,999,082	100%
(Profit) on asset disposals	(19,868)	(19,868)	0	0	0	No Budget
Loss on asset disposals	465,686	465,686	0	0	0	No Budget
Change in accounting policy	0	0	0	(936,876)	936,876	No Budget
Movement in non-current leave provisions	(350,000)	(350,000)	0	0	0	No Budget
Movement in non-current assets	0	0	0	18,603	(18,603)	No Budget
Employee entitlement reserve movement	0	0	0	8,953	(8,953)	No Budget
Aged persons liability adjustment	0	0	0	40,137	(40,137)	No Budget
	12,100,057	12,100,057	2,999,082	(869,184)	3,868,266	129%
Amount attributable to operating activities	(30,584,186)	(30,584,186)	6,322,921	15,186,613	(8,863,692)	(140%)
Investing activities						
Non-operating grants, subsidies and contributions	2,893,517	2,893,517	525,453	414,048	111,405	21%
Purchase of property, plant and equipment	(6,743,363)	(6,743,363)	(982,100)	(593,796)	(388,304)	40%
Purchase and construction of infrastructure	(10,298,809)	(10,298,809)	(1,215,550)	(1,081,125)	(134,425)	11%
Purchase of intangible assets	(352,000)	(352,000)	(34,000)	(50,792)	16,792	(49%)
Proceeds from disposal of assets	687,500	687,500	0	186,094	(186,094)	No Budget
Amount attributable to investing activities	(13,813,155)	(13,813,155)	(1,706,197)	(1,125,572)	(580,625)	34%
Financing activities						
Repayment of borrowings	0	0	0	(1,094)	1,094	No Budget
Proceeds from self-supporting loans	0	0	0	1,094	(1,094)	No Budget
Transfer to reserves	(3,681,976)	(3,681,976)	(744,670)	(247,892)	(496,779)	67%
Transfer from reserves	2,404,981	2,404,981	470,400	0	470,400	100%
Amount attributable to financing activities	(1,276,995)	(1,276,995)	(274,270)	(247,892)	(26,379)	10%
Budget deficiency before general rates	(45,674,337)	(45,674,337)	4,342,454	13,813,149	(9,470,695)	(218%)
Estimated amount to be raised from general rates	48,419,337	48,419,337	48,373,502	48,339,936	33,565	0%
Net current assets at the end of the year - surplus/(deficit)	2,745,000	2,745,000	52,715,956	62,153,086	(9,437,130)	(18%)

City of Bayswater
Financial Activity Statement - Significant Variances
for the period 1 July 2019 to 30 September 2019

Operating activities**Revenue from operating activities (excludes rates)**

Program	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
General purpose funding <ul style="list-style-type: none"> The Financial Assistance Grant received is lower than budget due to the advance payment made in June 2019. 	1,076,185	956,453	(119,732)
Governance <ul style="list-style-type: none"> Rates information income higher due to more property sales within the City than budgeted. A reimbursement has been received for an insurance claim made in the 2018-19 financial year. 	21,253	28,756	7,516
Law, order, public safety <ul style="list-style-type: none"> Animal infringements have increased as Rangers are increasing their focus on animal control. 	36,523	57,855	21,332
Health <ul style="list-style-type: none"> Within the 10% or \$50,000 variance threshold. 	162,908	173,628	10,720
Education and welfare <ul style="list-style-type: none"> User charges such as venue hire, membership and admission fees are higher than budget due to the timing in budget allocation. 	41,055	51,328	10,274
Housing <ul style="list-style-type: none"> Personal care subsidies and interest earnings are higher due to the difference in budget spread. 	2,113,140	2,204,217	91,078
Community amenities <ul style="list-style-type: none"> Refuse charges are higher than budget estimate. 	11,849,005	11,934,862	85,857
Recreation and culture <ul style="list-style-type: none"> Green fee invoice is yet to be raised in September pending information from the golf course operator. Swim school and membership revenue is lower than expected budget. 	1,739,111	1,347,031	(392,079)
Transport <ul style="list-style-type: none"> Parking infringements income is higher than expected budget as there has been additional focus on parking law enforcement. 	134,265	168,049	33,785
Economic services <ul style="list-style-type: none"> Anticipated grant revenue for underground power project was not received due to the delay by Western Power in assessing the project. 	314,728	193,244	(121,483)
Other property and services <ul style="list-style-type: none"> Increase in credit card payments made by customers and therefore an increase in the surcharge collected. 	34,879	43,076	8,198
Total	17,523,050	17,158,514	(364,536)

Expenditure from operating activities

Program	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
General purpose funding <ul style="list-style-type: none"> The annual rates notice printing and postage invoices were not received until October. Bank transaction fees incurred are not as high as expected budget which would coincide with the increase in income for the credit card surcharge. 	(205,686)	(157,665)	48,021
Governance <ul style="list-style-type: none"> Non recurrent project expenses such as participatory budgeting, community engagement, information technology security enhancement, HR and OSH framework review are under budget due to the timing in budget spread. Overhead costing under budget as more projects are to be undertaken later in the financial year. 	(1,522,805)	(1,229,712)	293,093
Law, order, public safety <ul style="list-style-type: none"> Overhead costing under budget as more projects are to be undertaken later in the financial year. 	(761,040)	(638,375)	122,666
Health <ul style="list-style-type: none"> Within the 10% or \$50,000 variance threshold. 	(458,199)	(411,708)	46,491
Education and welfare <ul style="list-style-type: none"> Within the 10% or \$50,000 variance threshold. 	(440,944)	(422,327)	18,617
Housing <ul style="list-style-type: none"> Personal care subsidies are higher due to the difference in budget spread. 	(2,168,154)	(2,079,959)	88,195
Community amenities <ul style="list-style-type: none"> Invoices for waste collection services are normally received weeks after end of month resulting in accounts showing underspending. Sustainable Environment projects for Maylands Sapphire management plan, and Caters wetland restoration projects haven't started and therefore has a budget timing difference. Other project costs and sundry expenditure under the community amenities program are lower than budget estimates due to budget timing differences. Overhead costing under budget as more projects are to be undertaken later in the financial year. 	(3,638,157)	(2,067,841)	1,570,316
Recreation and culture <ul style="list-style-type: none"> Utilities are lower than budget due to the timing of suppliers' billing. Garden maintenance expenses lower than expected due to budget timing differences. Master plan development and Bardon Park management plan projects are under budget due to the timing of work performed. Overhead costing under budget as more projects are undertaken later in the financial year. 	(6,509,018)	(5,169,966)	1,339,052
Transport <ul style="list-style-type: none"> Street lighting is lower than budget due to the timing of suppliers' billing. Overhead costing under budget as more projects are to be undertaken later in the financial year. 	(3,491,856)	(2,237,073)	1,254,783

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Economic services <ul style="list-style-type: none"> Underground power project is yet to commence pending Western Power's project plan assessment. 	(419,061)	(236,654)	182,408
Other property and services <ul style="list-style-type: none"> This expenditure variance can be attributed to public works overhead adjustments. 	(69,409)	(152,521)	(221,930)
Total	(19,684,330)	(14,498,757)	5,185,573

Non-cash operating activities excluded from the budget

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Non-cash operating activities <ul style="list-style-type: none"> Depreciation expenses for assets and infrastructure are yet to be processed pending the finalisation of the annual accounts for 2018/19. Change in accounting policy for prepaid rates. Movements in deferred debtors and aged persons liability adjustment. 	2,999,082	(869,184)	3,868,266

Investing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Non-operating grants, subsidies and contributions <ul style="list-style-type: none"> Capital income is higher than budget due to claims can only be made based on the progress of projects as per the grant agreements. 	525,453	414,048	(111,405)
Capital acquisitions <ul style="list-style-type: none"> Capital expenditure is lower than budget due to commencement timing of projects. The details of all capital works can be found in Attachment 3. 	(2,231,650)	(1,725,714)	505,936
Proceeds from disposal of assets <ul style="list-style-type: none"> Proceeds from disposal of assets is higher than budget due to timing of the budget spread. 	0	186,094	186,094

Financing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Borrowings <ul style="list-style-type: none"> Within the 10% or \$50,000 variance threshold. 	0	0	0
Reserve transfers <ul style="list-style-type: none"> Within the 10% or \$50,000 variance threshold. 	(274,270)	(247,892)	26,379
Rates <ul style="list-style-type: none"> Within the 10% or \$50,000 variance threshold. 	48,373,502	48,339,936	(33,565)

**City of Bayswater
Net Current Assets
as at 30 September 2019**

Municipal and Aged Persons Homes	Opening Balance	Closing Balance
	\$	\$
Current assets		
Cash and cash equivalents	78,632,835	110,415,020
Trade and other receivables	4,841,709	26,192,402
Other financial assets at amortised cost	88,826	88,826
Inventories	141,945	144,459
Prepayments	127,289	104,575
Total	83,832,603	136,945,281
Current liabilities		
Trade and other payables	(30,500,268)	(34,662,355)
Other financial liabilities at amortised costs	(37,452)	(36,359)
Provisions	(6,077,714)	(6,077,714)
Clearing accounts	0	4,163
Total	(36,615,434)	(40,772,264)
Net current assets	47,217,169	96,173,018
Restricted - Reserves	(43,082,828)	(43,330,720)
Cash backed employee provisions	1,533,988	1,542,941
Restricted - Aged Persons Homes	7,727,710	7,767,847
	13,396,039	62,153,086

City of Bayswater
Statement of Comprehensive Income
by Nature or Type
for the period 1 July 2019 to 30 September 2019

	Budget	Amended Budget	YTD Budget	YTD Actual
	\$	\$	\$	\$
Revenue				
Rates	48,419,336	48,419,336	48,373,502	48,339,936
Operating grants, subsidies and contributions	10,621,679	10,603,679	2,624,663	2,331,232
Fees and charges	22,453,673	22,465,673	14,100,372	13,907,091
Interest earnings	2,286,850	2,286,850	678,366	731,664
Other revenue	1,521,114	1,521,114	119,649	188,527
	<u>85,302,652</u>	<u>85,296,652</u>	<u>65,896,552</u>	<u>65,498,451</u>
Expenses				
Employee costs	(33,506,901)	(33,506,901)	(8,079,418)	(7,611,700)
Materials and contracts	(26,685,562)	(26,679,562)	(5,793,799)	(4,142,470)
Utility charges	(3,588,875)	(3,588,875)	(869,725)	(567,523)
Depreciation and amortisation	(12,004,239)	(12,004,239)	(2,999,082)	0
Insurance expenses	(723,950)	(723,950)	(439,157)	(479,028)
Interest expenses	(1,000)	(1,000)	0	(311)
Other expenditure	(8,096,333)	(8,096,333)	(1,503,149)	(1,697,726)
	<u>(84,606,860)</u>	<u>(84,600,860)</u>	<u>(19,684,330)</u>	<u>(14,498,757)</u>
	<u>695,792</u>	<u>695,792</u>	<u>46,212,222</u>	<u>50,999,694</u>
Non-operating grants, subsidies and contributions	2,893,517	2,893,517	525,453	414,048
Profit on asset disposals	19,868	19,868	0	0
(Loss) on asset disposals	(465,686)	(465,686)	0	0
Fair value adjustments to financial assets at fair value through	0	0	0	0
	<u>2,447,699</u>	<u>2,447,699</u>	<u>525,453</u>	<u>414,048</u>
Net result	<u>3,143,491</u>	<u>3,143,491</u>	<u>46,737,675</u>	<u>51,413,742</u>
Other comprehensive income				
Changes on revaluation of non-current assets	0	0	0	0
Total other comprehensive income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total comprehensive income	<u>3,143,491</u>	<u>3,143,491</u>	<u>46,737,675</u>	<u>51,413,742</u>

Attachment 2

**City of Bayswater
Cash Backed Reserves
for the period 1 July 2019 to 30 September 2019**

	Budget Amended			Actual				
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Aged Persons Homes - General Reserve	14,608,744	949,918	(1,000,000)	14,558,662	15,595,609	86,512	0	15,682,121
Aged Persons Homes - Prudential Requirements Reserve	2,517,203	0	0	2,517,203	2,629,367	16,297	0	2,645,664
Bayswater Bowling Club Capital Improvements Reserve	10,250	241	0	10,491	10,063	59	0	10,122
Bayswater Tennis Club Reserve	156,492	3,672	0	160,164	156,759	915	0	157,674
Bayswater Waves Aquatic Centre Reserve	86,577	513,763	0	600,340	86,724	506	0	87,230
Bore and Reticulation Reserve	658,269	15,445	0	673,714	659,389	3,849	0	663,238
Building Furniture and Equipment Reserve	669,258	15,703	0	684,961	670,397	3,913	0	674,310
City Buildings and Amenities Reserve	1,968,050	27,402	(800,200)	1,195,252	1,971,399	11,506	0	1,982,905
Civic Centre Reserve	595,206	13,966	0	609,172	596,219	3,480	0	599,698
Eric Singleton Bird Sanctuary Reserve	1,190,413	27,931	0	1,218,344	1,192,439	6,960	0	1,199,399
Footpath and Cycleway Reserve	328,898	7,717	0	336,615	329,457	1,923	0	331,380
General Waste Management Reserve	27,631	648	0	28,279	27,678	162	0	27,840
Golf Courses Reserve	1,086,292	25,488	0	1,111,780	1,088,932	6,356	0	1,095,288
Information Technology Reserve	418,020	419,194	0	837,214	392,454	2,291	0	394,744
Landfill Restoration Reserve	426,465	6,487	(150,000)	282,952	458,350	2,675	0	461,025
Les Hansman Centre Development Reserve	5,034,959	118,138	0	5,153,097	5,043,531	29,436	0	5,072,967
Long Service Leave and Entitlements Reserve	1,538,252	36,093	0	1,574,345	1,533,988	8,953	0	1,542,941
Major Capital Works Reserve	4,002,769	1,289,121	(54,781)	5,237,109	3,994,987	23,317	0	4,018,303
Maylands Lakes Reserve	130,688	133	(125,000)	5,821	128,306	749	0	129,055
Maylands Waterland Reserve	59,521	1,397	0	60,918	59,622	348	0	59,970
Morley City Centre Reserve	595,206	13,966	0	609,172	596,219	3,480	0	599,698
Morley Sport and Recreation Centre Reserve	595,206	12,441	(65,000)	542,647	596,219	3,480	0	599,698
Noranda Netball Club Reserve	0	64,478	0	64,478	0	0	0	0
Plant and Works Equipment Reserve	201,710	4,733	0	206,443	202,054	1,179	0	203,233
Playground and Parks Reserve	1,697,342	39,826	0	1,737,168	1,700,231	9,923	0	1,710,155
River Restoration Reserve	362,585	8,508	0	371,093	363,202	2,120	0	365,322
Roads and Drainage Reserve	512,214	12,018	0	524,232	513,086	2,995	0	516,081
Senior Citizens Building Reserve	357,123	8,379	0	365,502	357,731	2,088	0	359,819
Strategic Land Acquisition Reserve	45,995	1,079	0	47,074	46,073	269	0	46,342
Streetscapes Reserve	704,095	11,593	(210,000)	505,688	705,293	4,116	0	709,409
Sustainable Environment Reserve	180,301	4,231	0	184,532	170,282	994	0	171,276
The RISE Reserve	595,206	13,966	0	609,172	596,219	3,480	0	599,698
Workers Compensation Reserve	609,511	14,301	0	623,812	610,549	3,563	0	614,112
Total	41,970,451	3,681,976	(2,404,981)	43,247,446	43,082,828	247,892	0	43,330,720

Attachment 3

**City of Bayswater
Capital Acquisitions & Non-Operating Grants
for the period 1 July 2019 to 30 September 2019**

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Non-operating grants, subsidies and contributions - summary						
1622 Buildings	(71,082)	(71,082)	0	(13,303)	0	(57,779)
1632 Furniture and equipment	(94,859)	(94,859)	0	0	0	(94,859)
1652 Plant and equipment	0	0	0	(1,819)	0	1,819
1702 Roads	(1,056,576)	(1,056,576)	(525,453)	(396,143)	0	(660,433)
1732 Park development	(1,671,000)	(1,671,000)	0	0	0	(1,671,000)
1742 Other infrastructure	0	0	0	(2,783)	0	2,783
	<u>(2,893,517)</u>	<u>(2,893,517)</u>	<u>(525,453)</u>	<u>(414,048)</u>	<u>0</u>	<u>(2,479,469)</u>
Capital acquisitions - summary						
Purchase of property, plant and equipment						
1622 Buildings	3,351,863	3,351,863	574,600	213,779	309,921	2,828,163
1632 Furniture and equipment	1,075,500	1,075,500	167,500	176,699	544,928	353,873
1652 Plant and equipment	2,316,000	2,316,000	240,000	203,319	636,174	1,476,508
	<u>6,743,363</u>	<u>6,743,363</u>	<u>982,100</u>	<u>593,796</u>	<u>1,491,023</u>	<u>4,658,544</u>
Purchase and construction of infrastructure assets						
1702 Roads	3,342,578	2,742,578	690,552	539,682	394,659	1,808,237
1712 Footpath	0	600,000	0	40,669	15,684	543,647
1722 Drainage	130,000	130,000	36,000	40,219	8,925	80,856
1732 Park development	5,911,646	5,911,646	281,498	383,513	872,030	4,656,103
1742 Other infrastructure	914,585	914,585	207,500	77,042	117,136	720,407
	<u>10,298,809</u>	<u>10,298,809</u>	<u>1,215,550</u>	<u>1,081,125</u>	<u>1,408,434</u>	<u>7,809,250</u>
Purchase of intangible assets						
1852 Intangible assets	352,000	352,000	34,000	50,792	4,650	296,558
	<u>352,000</u>	<u>352,000</u>	<u>34,000</u>	<u>50,792</u>	<u>4,650</u>	<u>296,558</u>
	<u>17,394,172</u>	<u>17,394,172</u>	<u>2,231,650</u>	<u>1,725,714</u>	<u>2,904,107</u>	<u>12,764,352</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Buildings						
Building major capital works						
80116 Hydrotherapy pool and spa refurbishment	0	0	0	14,976	1,388	(16,364)
80118 Ultrasonic depth sensors for balance tanks	0	0	0	0	9,000	(9,000)
80420 Maylands Town Centre Toilet Block	0	0	0	0	139,591	(139,591)
80450 ANA Rowing Clubhouse - external painting	7,200	7,200	0	0	0	7,200
80451 Bayswater Library & CC - painting	12,000	12,000	0	0	0	12,000
80452 Bayswater Waves - renew roof cladding	12,000	12,000	0	0	0	12,000
80453 Crimea Res Clubrooms/Toilet - painting	14,400	14,400	0	0	0	14,400
80454 Delacey Res Clubroom - internal painting	7,200	7,200	0	0	0	7,200
80455 Ellis House - renew gutter and downpipe	7,200	7,200	3,600	208	5,286	1,706
80456 Elstead Res C/Rm - replace external door	13,400	13,400	0	0	0	13,400
80457 Halliday Hse - painting/renew shed roof	27,600	27,600	0	0	880	26,720
80458 Hampton Park Hall - LED light upgrade	6,600	6,600	6,600	0	0	6,600
80459 Hampton Park Scout Hall - renew toilet	153,000	153,000	43,000	0	0	153,000
80469 MSRC - roof replacement	102,000	102,000	0	0	0	102,000
80470 MSRC - internal painting	66,000	66,000	0	0	0	66,000
80471 Depot - upgrade workshop office	12,000	12,000	6,000	0	0	12,000
80472 Peninsula Hotel - renew roof cladding	36,000	36,000	0	0	0	36,000
80473 Security Office - drainage & painting	8,400	8,400	0	0	0	8,400
80474 Signage - renewal at various buildings	7,200	7,200	3,600	0	0	7,200
80475 Silverwood C/Care - install gutter guard	6,000	6,000	0	0	0	6,000
80476 Silverwood C/Care - renew roof/electrical	66,000	66,000	0	0	0	66,000
80477 Sue Belcher Netball Centre - repainting	25,200	25,200	0	0	0	25,200
80478 Sue Belcher Netball Ct - renew main doors	4,600	4,600	4,600	0	0	4,600
80479 The RISE - install shelter and drainage	36,000	36,000	36,000	0	22,880	13,120
80480 The RISE - install box gutters overflows	9,600	9,600	6,400	0	0	9,600
80481 The RISE - waterproofing rear landing	102,000	102,000	0	0	0	102,000
80484 Wotton Res C/hse - security improvements	9,600	9,600	0	0	0	9,600
	751,200	751,200	109,800	15,184	179,025	556,991

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Building minor capital works						
80461 Jamieson Frame Pav - replace rear doors	13,200	13,200	8,800	1,584	4,860	6,756
80463 Maylands Tennis Club - renew servery	7,800	7,800	7,800	0	0	7,800
80464 Maylands TownH - renew toilet & switchboard	77,400	77,400	0	0	0	77,400
80465 Moojebing Res - internal painting toilet	7,200	7,200	0	0	0	7,200
80466 Les Hansman Centre - repair soffit lining	48,000	48,000	36,000	0	13,950	34,050
80467 Morley Community Hall - external painting	6,000	6,000	0	0	0	6,000
80468 MSRC - remove water feature & repair area	42,000	42,000	0	1,915	0	40,085
80482 Wotton Reserve - sewer connection	186,000	186,000	37,200	0	0	186,000
80490 Paddy Walker Depot - nursery expansion	35,000	35,000	0	2,221	0	32,779
80532 Bayswater Library - lift	40,000	40,000	0	0	0	40,000
80564 Bedford Hall - renew toilet	18,000	18,000	0	0	0	18,000
80565 Bedford Bowling Club - replace carpet	19,563	19,563	0	0	19,909	(346)
80566 Wotton Reserve clubrooms - renew kitchen	51,000	51,000	0	0	0	51,000
80567 Moojebing Reserve - shade sails	5,500	5,500	0	0	0	5,500
80570 Upper Hillcrest Reserve - Storage Shed	25,000	25,000	0	0	0	25,000
80574 Roxy Theatre - Security Fence	0	0	0	22,724	0	(22,724)
80580 Olive Tree House - New Main Security Controller with swipe	0	0	0	0	8,971	(8,971)
	581,663	581,663	89,800	28,443	47,690	505,529
Aquatic facilities						
80365 Bayswater Waves - refurbishment tender design	650,000	650,000	90,000	0	0	650,000
80425 Bayswater Waves - Repair of pool concourse	75,000	75,000	45,000	85,330	0	(10,330)
80577 Bayswater Waves - replace hot water system	0	0	0	10,742	0	(10,742)
	725,000	725,000	135,000	96,072	0	628,929
Aged care facilities						
80390 Aged Persons Homes - general provisions	1,000,000	1,000,000	240,000	0	0	1,000,000
80402 Aged Care - Carramar ILUs	0	0	0	62,205	494	(62,699)
80410 Aged Care - Mertome Redevelopment Project	0	0	0	2,653	0	(2,653)
	1,000,000	1,000,000	240,000	64,858	494	934,649
Community capital requests						
80288 Noranda City Junior Football Club - changeroom upgrade	70,000	70,000	0	0	0	70,000
	70,000	70,000	0	0	0	70,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
IT capital						
80363 Depot - upgrade communications tower from 28 to 50 metres	0	0	0	1,232	0	(1,232)
	0	0	0	1,232	0	(1,232)
Footpath renewal						
80460 Hillcrest Pre-Primary - path renewal	6,000	6,000	0	0	0	6,000
80483 Wotton Res C/hse - paths and drainage	24,000	24,000	0	0	0	24,000
	30,000	30,000	0	0	0	30,000
Sustainable environment						
80271 Water and Energy Efficiency - building upgrades	100,000	100,000	0	7,990	82,712	9,298
	100,000	100,000	0	7,990	82,712	9,298
Other infrastructure construction						
80540 Morley CC - entry statement upgrade	20,000	20,000	0	0	0	20,000
80548 Bayswater Waves - replace LED Signage	10,000	10,000	0	0	0	10,000
80549 The RISE - install security fencing	14,000	14,000	0	0	0	14,000
80550 The RISE - LED signage	50,000	50,000	0	0	0	50,000
	94,000	94,000	0	0	0	94,000
Total Buildings	3,351,863	3,351,863	574,600	213,779	309,921	2,828,163
Furniture and equipment						
Building minor capital works						
80545 Bayswater Waves - paint gym walls	20,000	20,000	20,000	0	0	20,000
	20,000	20,000	20,000	0	0	20,000
Aquatic facilities						
80421 Bayswater Waves - Replace UV filters to indoor pools	0	0	0	0	73,625	(73,625)
	0	0	0	0	73,625	(73,625)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Furniture and equipment						
80337 MSRC - replace main air-conditioner in Wellington Room	65,000	65,000	65,000	0	0	65,000
80385 The RISE - strength equipment replacement	35,000	35,000	0	0	0	35,000
80434 Morley Library - shelving	5,500	5,500	5,500	4,709	0	791
80435 The RISE - replace speakers	14,000	14,000	7,000	0	13,627	373
80436 The RISE - replace function tables	14,000	14,000	7,000	13,920	0	80
80488 Bayswater Library - telephony upgrade	15,000	15,000	0	0	11,427	3,573
80541 Bayswater Waves - replace spin rm stereo	7,000	7,000	7,000	0	0	7,000
80542 Bayswater Waves - replace audio equipment	10,000	10,000	0	0	0	10,000
80543 Bayswater Waves - re-seal balance tank	25,000	25,000	25,000	0	0	25,000
80544 Bayswater Waves - replace pool lane ropes	12,000	12,000	6,000	9,414	0	2,586
80546 Bayswater Waves - replace blanket buddy	20,000	20,000	0	17,320	0	2,680
80547 Bayswater Waves - replace Fun Nuts	10,000	10,000	0	0	0	10,000
	232,500	232,500	122,500	45,363	25,055	162,082
IT capital						
80088 Virtual Infrastructure Server Replacement Program	80,000	80,000	0	0	0	80,000
80089 Network infrastructure	150,000	150,000	0	0	36,603	113,397
80091 PC replacement program	222,000	222,000	0	62,437	120,264	39,299
80261 Spatial - storage server	45,000	45,000	0	32,144	0	12,856
80533 Toughpad	5,000	5,000	0	0	0	5,000
80551 Site-to-site network connectivity	60,000	60,000	0	0	0	60,000
80552 Council Chambers - electronic voting	9,000	9,000	0	0	6,050	2,950
	571,000	571,000	0	94,581	162,916	313,503
IT renewal						
80387 General IT Equipment Replacement Program	37,000	37,000	0	13,218	31,432	(7,649)
	37,000	37,000	0	13,218	31,432	(7,649)
CCTV Renewal						
80275 Riverside car parks - CCTV installation	100,000	100,000	25,000	2,541	214,617	(117,158)
80489 CCTV Servers - replacement	75,000	75,000	0	0	34,155	40,845
80524 MSRC - replace CCTV	40,000	40,000	0	20,996	3,128	15,876
	215,000	215,000	25,000	23,537	251,900	(60,437)
Total Furniture and equipment	1,075,500	1,075,500	167,500	176,699	544,928	353,873

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Plant and equipment						
Furniture and equipment						
80525 In-vehicle camera equipment and storage	50,000	50,000	0	0	0	50,000
	50,000	50,000	0	0	0	50,000
Plant and equipment						
80257 Plant and Fleet Replacement Program	2,260,000	2,260,000	240,000	197,336	636,174	1,426,490
80530 Electric Bicycles	6,000	6,000	0	5,983	0	17
	2,266,000	2,266,000	240,000	203,319	636,174	1,426,508
Total Plant and equipment	2,316,000	2,316,000	240,000	203,319	636,174	1,476,508
Roads						
Place Management						
80535 Bayswater TC Parking Improvement Plan	25,000	25,000	0	0	118	24,882
	25,000	25,000	0	0	118	24,882
Strategic Planning						
80536 MorleyActivCtreCarPkgMgntPlan Implement	7,500	7,500	0	0	0	7,500
	7,500	7,500	0	0	0	7,500
Road construction						
80009 McGann Street ROW NO 1	0	0	0	23,805	0	(23,805)
80073 Crossovers	620,000	620,000	155,001	198,706	48,142	373,151
80198 Resurface ROWs	35,000	35,000	0	11,446	0	23,554
80245 Traffic management - general	80,000	80,000	0	4,474	27,468	48,058
80247 Traffic management - paving	20,000	20,000	0	27,656	0	(7,656)
80302 Peninsula Road - Kirkham Hill Tce to 150m past Wall Street	0	0	0	5,838	11,288	(17,126)
80303 Morley Drive (WB) - Wicks Street to Harrowshill Road	0	0	0	0	8,017	(8,017)
80304 Russell Street - Walter Road to Smith Street	0	0	0	0	3,759	(3,759)
80426 Design of slip lane at 60 Russell St cnr Walter Rd	0	0	0	0	32,468	(32,468)
	755,000	755,000	155,001	271,924	131,142	351,933

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Road renewal						
80268 Railway Parade resurfacing	105,581	105,581	0	10,151	0	95,430
80491 Noranda - new path and crosswalk	25,000	25,000	25,000	0	18,993	6,007
80516 Resurface - McGilvray/Benara	179,625	179,625	0	0	0	179,625
80560 Towns Development Program	20,000	20,000	0	832	3,976	15,193
80562 Reconstruct ROW No61 - May, Arundel, Lawrence and Essex	26,000	26,000	0	0	0	26,000
80563 Resurface - Whatley Cres - Kenilworth/Chambers	67,800	67,800	67,800	0	0	67,800
	<u>424,006</u>	<u>424,006</u>	<u>92,800</u>	<u>10,983</u>	<u>22,969</u>	<u>390,054</u>
Roads to recovery						
80492 Resurface - Drake St - Walter/Drake	110,000	110,000	110,000	0	73,305	36,695
80493 Resurface - Drake St - Drake/Broun	54,000	54,000	54,000	6,339	0	47,661
80494 Resurface - Kennedy St - Walter/Rudloc	78,000	78,000	78,000	1,718	57,830	18,452
80495 Resurface - Boag St - Drake/Russell	67,000	67,000	67,000	0	47,566	19,434
80496 Resurface - Fort St - Drake/Coodo	25,000	25,000	25,000	0	25,391	(391)
80497 Resurface - Strand - Catherine/Beaufort	68,751	68,751	68,751	0	0	68,751
	<u>402,751</u>	<u>402,751</u>	<u>402,751</u>	<u>8,057</u>	<u>204,093</u>	<u>190,602</u>
Black spot federal						
80526 Eighth Ave and East St - Roundabout	200,000	200,000	0	0	0	200,000
	<u>200,000</u>	<u>200,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>200,000</u>
Base road grant						
80317 Drainage kerb renewal	46,000	46,000	0	44,824	0	1,176
80498 Resurface - Robinson - Bath/Cul-de-sac	30,000	30,000	0	1,576	17,515	10,908
80499 Resurface - Haslemere Wy - Robinson/Bath	29,000	29,000	0	2,645	4,192	22,163
80500 Resurface - Weld Ct - Chertley/Robinson	12,000	12,000	0	0	0	12,000
80501 Resurface - Chertley St - Weld/Donna	18,000	18,000	0	535	0	17,465
80502 Resurface - WeldSq - Chertley/Fitzgerald	37,000	37,000	0	1,431	0	35,569
80503 Resurface - Donna - Chertley/Fitzgerald	31,000	31,000	0	0	7,501	23,499
80504 Resurface - Eaton St - Ballarat/Timms	25,000	25,000	0	0	0	25,000
80505 Resurface - Renshaw - Eaton/Cul-de-sac	13,000	13,000	0	0	0	13,000
80506 Resurface - BallaratSt - Halvorson/Morley	27,000	27,000	0	0	0	27,000
80507 Resurface - Brisbane - Melbourne/Ballarat	10,000	10,000	0	0	0	10,000
80508 Resurface - Gayswood - Hampton/Hampton	39,000	39,000	0	3,846	4,789	30,364
80509 Resurface - Oakwood - Wolseley/Lincoln	11,000	11,000	0	0	0	11,000
80510 Resurface - Broadway - Priestley/Carpark	35,000	35,000	0	0	0	35,000
80511 Resurface - Shaftesbury - York/Railway	88,000	88,000	0	0	0	88,000
80512 Resurface - Whittaker ShaftesburyToowong	19,000	19,000	0	0	0	19,000
80513 Resurface - Hotham St - York/Railway	78,000	78,000	0	0	0	78,000
80514 Resurface - Bowden - G Prom/Rosebery	17,000	17,000	0	0	0	17,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80515 Resurface - York - Grand Prom/Salisbury	25,000	25,000	0	0	0	25,000
80517 Resurface - Farrel - Luderman/Cul-de-sac	22,000	22,000	0	32,101	0	(10,101)
80518 Resurface - Gittos - Luderman/Cul-de-sac	14,000	14,000	0	27,210	0	(13,210)
80519 Resurface - Growse - Luderman/Cul-de-sac	16,000	16,000	0	26,929	0	(10,929)
80520 Resurface - Coulsen - Widgee/Cul-de-sac	18,000	18,000	0	23,370	0	(5,370)
80521 Resurface - Holden - Luderman/Cul-de-sac	20,000	20,000	0	31,394	0	(11,394)
80522 Resurface - Beaver - Luderman/Cul-de-sac	10,000	10,000	0	12,014	0	(2,014)
80523 Resurface - Ing PI - Luderman/Cul-de-sac	10,000	10,000	0	12,768	0	(2,768)
	700,000	700,000	0	220,644	33,998	445,359
Traffic management						
80291 Citywide traffic implementation	169,321	169,321	40,000	0	0	169,321
80297 Traffic Management - Disability Access Committee	25,000	25,000	0	14,949	2,340	7,711
	194,321	194,321	40,000	14,949	2,340	177,032
Other road construction						
80429 Wellington Rd/Walter Rd intersection upgrade	0	0	0	13,125	0	(13,125)
	0	0	0	13,125	0	(13,125)
Footpath construction						
80063 New footpath construction and Local Bike Plan	600,000	0	0	0	0	0
	600,000	0	0	0	0	0
Footpath renewal						
80462 Moojebing Res - external paths renewal	6,000	6,000	0	0	0	6,000
80561 Resurface - Cycleway - Swan Bank/Clarkson Rd	28,000	28,000	0	0	0	28,000
	34,000	34,000	0	0	0	34,000
Total Roads	3,342,578	2,742,578	690,552	539,682	394,659	1,808,237

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Footpath						
Footpath construction						
80063 New footpath construction and Local Bike Plan	0	600,000	0	40,669	15,684	543,647
	0	600,000	0	40,669	15,684	543,647
Total Footpath	0	600,000	0	40,669	15,684	543,647
Drainage						
Drainage construction						
80047 Russell Street Park - grant funds	0	0	0	3,284	0	(3,284)
80248 Urban water sensitive design	90,000	90,000	20,000	22,999	2,663	64,337
80249 Drainage grates	40,000	40,000	16,000	13,936	6,261	19,803
	130,000	130,000	36,000	40,219	8,925	80,856
Total Drainage	130,000	130,000	36,000	40,219	8,925	80,856
Park development						
Building minor capital works						
80485 Riverside Gdns - replace pump stn doors	8,000	8,000	0	0	0	8,000
80537 Bert Wright Park Power Upgrade	28,000	28,000	28,000	1,806	10,562	15,632
	36,000	36,000	28,000	1,806	10,562	23,632
Entry statement						
80534 Bayswater Library/Bert Wright Sculpture	30,000	30,000	0	0	0	30,000
	30,000	30,000	0	0	0	30,000
Other infrastructure construction						
80569 Sculpture - Corner Ninth Avenue & Whatley Crescent Maylands	10,000	10,000	3,000	0	0	10,000
	10,000	10,000	3,000	0	0	10,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Park development construction						
80015 Playground replacements	41,305	41,305	0	0	0	41,305
80033 Peninsula Golf Course - irrigation replacement (Year 1 of 2)	1,060,000	1,060,000	0	0	57,764	1,002,236
80049 Frank Drago Reserve - pitch levelling and fencing	22,666	22,666	0	0	20,605	2,061
80050 Frank Drago Reserve - main pitch lighting	0	0	0	0	19,845	(19,845)
80066 Tree planting	120,000	120,000	30,000	50,150	74,324	(4,474)
80067 Enhanced tree management	200,000	200,000	50,000	11,662	59,168	129,170
80071 Maylands Lakes Stage 1	0	0	0	389	10,027	(10,416)
80099 Playground replacements	210,000	210,000	12,498	812	5,921	203,267
80233 Park timber structures refurbishment	0	0	0	1,146	0	(1,146)
80234 Park post and rail replacement	90,000	90,000	0	4,295	51,791	33,914
80235 Bore and pump maintenance	100,000	100,000	0	7,000	0	93,000
80236 Irrigation control cubicles replacement	64,000	64,000	0	557	2,053	61,390
80238 Park entry gates replacement	25,000	25,000	0	0	0	25,000
80239 Park seats replacement	25,000	25,000	0	21	22,154	2,825
80240 Park shelters replacement	55,000	55,000	0	344	44,793	9,863
80242 Riverbank restoration	150,000	150,000	0	16,067	22,590	111,343
80255 Golf course development	0	0	0	6,188	20,415	(26,603)
80259 Maylands Waterland redevelopment	172,905	172,905	50,000	0	0	172,905
80264 Noranda Sports - new supply bore	0	0	0	749	0	(749)
80329 Irrigation upgrade/replacement program	90,000	90,000	0	23,203	20,342	46,455
80364 Maylands Waterland redevelopment	1,500,000	1,500,000	0	0	0	1,500,000
80372 Cricket wickets	36,000	36,000	36,000	0	19,545	16,455
80375 Morley Bowling light replacement	0	0	0	847	0	(847)
80376 Bayswater Bowling Club and Frank Drago Reserve fencing	0	0	0	0	218	(218)
80437 Crimea Park - replace team benches	10,000	10,000	10,000	0	5,766	4,234
80438 Noranda Netball - renew court surfaces	550,000	550,000	0	0	0	550,000
	4,521,876	4,521,876	188,498	123,430	457,321	3,941,125
Sustainable environment						
80270 Bayswater Brook Living Stream	50,000	50,000	0	34,713	40,000	(24,713)
80272 Lightning Swamp Interpretation Plan Works	0	0	0	3,788	7,576	(11,364)
80273 Maylands Lakes restoration Stage 2	525,000	525,000	0	123,181	319,818	82,001
80418 Peters Place Living Stream	0	0	0	94,524	34,987	(129,511)
	575,000	575,000	0	256,205	402,381	(83,586)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Tree management						
80276 Streetscape upgrades	200,000	200,000	50,000	0	0	200,000
	200,000	200,000	50,000	0	0	200,000
Golf course development						
80433 Embleton Golf Course - tank upgrade	35,000	35,000	0	0	0	35,000
	35,000	35,000	0	0	0	35,000
Drink fountains						
80380 Drinks Fountains Replacement Program	24,000	24,000	12,000	427	0	23,573
	24,000	24,000	12,000	427	0	23,573
Playground						
80449 Play Space Developments	350,000	350,000	0	0	0	350,000
	350,000	350,000	0	0	0	350,000
Other infrastructure construction						
80265 Eighth Avenue, Maylands - seating	0	0	0	0	1,766	(1,766)
80486 Riverside Gardens - replace plaques	35,000	35,000	0	1,243	0	33,757
80487 Peninsula Estate - replace filtration unit	48,000	48,000	0	403	0	47,597
80557 Deschamp Reserve - install BBQs and seat	11,770	11,770	0	0	0	11,770
80559 Hinds Res - bike trail detailed design	35,000	35,000	0	0	0	35,000
	129,770	129,770	0	1,646	1,766	126,358
Total Park development	5,911,646	5,911,646	281,498	383,513	872,030	4,656,103
Other infrastructure						
Building minor capital works						
80527 Depot - improve access and security	88,000	88,000	0	0	0	88,000
80529 Rangers & Security Office - alterations	30,000	30,000	0	0	0	30,000
80538 Laboratory - air-conditioning	5,000	5,000	5,000	0	0	5,000
	123,000	123,000	5,000	0	0	123,000
Base road grant						
80318 Carpark Resurfacing Program	38,000	38,000	38,000	4,909	0	33,091
	38,000	38,000	38,000	4,909	0	33,091

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Street lights						
80250 Street light upgrade	120,000	120,000	0	51,265	41,810	26,925
	120,000	120,000	0	51,265	41,810	26,925
Other infrastructure construction						
80251 PAW gates and reserve lighting	18,000	18,000	0	0	4,277	13,723
	18,000	18,000	0	0	4,277	13,723
Footpath construction						
80431 Footpath - Bookham Street and Boag Place	75,000	75,000	0	0	0	75,000
	75,000	75,000	0	0	0	75,000
Park development construction						
80439 Shearn Pk - renew cricket practice bay	30,000	30,000	30,000	0	0	30,000
80440 Peters Pl - renew cricket practice bay	8,000	8,000	8,000	7,870	3,570	(3,440)
80441 Pat O'Hara - renew cricket practice bay	10,000	10,000	10,000	0	11,200	(1,200)
	48,000	48,000	48,000	7,870	14,770	25,361
Drink fountains						
80571 Water bottle re-fill station	12,000	12,000	0	0	0	12,000
	12,000	12,000	0	0	0	12,000
Floodlights						
80442 Wotton Reserve - renew sports floodlight	75,000	75,000	0	0	0	75,000
80443 Bayswater Bowling - renew floodlights	75,000	75,000	0	0	0	75,000
80444 Bayswater Croquet 2 - renew floodlights	60,000	60,000	0	0	0	60,000
	210,000	210,000	0	0	0	210,000
Sports Goals						
80445 Gibbney Reserve - renew sports goals	18,000	18,000	0	0	13,055	4,946
80446 Pat O'Hara Reserve - renew sports goals	15,000	15,000	0	0	0	15,000
	33,000	33,000	0	0	13,055	19,946
Other infrastructure construction						
80252 Bus shelters	40,000	40,000	10,000	630	28,770	10,600
80391 Noranda Town Centre City-led Infrastructure Activation	24,500	24,500	6,500	1,091	0	23,409
80392 Maylands Town Centre City-led Infrastructure Activation	24,000	24,000	6,000	0	1,819	22,181
80393 Bayswater Town Centre City-led Infrastructure Activation	15,000	15,000	4,000	0	0	15,000
80394 Morley Town Centre City-led Infrastructure Activation	35,000	35,000	10,000	4,277	9,636	21,087
80447 Frank Drago Res/Tennis - replace fencing	60,000	60,000	60,000	0	0	60,000
80448 Crimea Tennis Court - replace fencing	20,000	20,000	20,000	0	0	20,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80556 ESBC - install benches and shelter	19,085	19,085	0	0	0	19,085
	237,585	237,585	116,500	5,998	40,225	191,362
Land						
80007 Morley Activity Centre - Streetscape Enhancement Plan	0	0	0	7,000	3,000	(10,000)
	0	0	0	7,000	3,000	(10,000)
Total Other infrastructure	914,585	914,585	207,500	77,042	117,136	720,407
Intangible assets						
IT capital						
80432 Backup Software Upgrade	8,000	8,000	0	0	0	8,000
80528 Building Workflow Development	100,000	100,000	0	8,646	2,700	88,654
80531 Knowledge Management System	15,000	15,000	0	0	0	15,000
80539 Health Inspections - system integration	14,000	14,000	14,000	0	0	14,000
80553 Connected Content - implementation	60,000	60,000	0	0	0	60,000
80554 Rating system improvements - stage 1	20,000	20,000	10,000	0	0	20,000
80555 Debtors system improvements - stage 1	25,000	25,000	10,000	0	0	25,000
80558 Payroll CIAnywhere - implementation	10,000	10,000	0	0	0	10,000
	252,000	252,000	34,000	8,646	2,700	240,654
Software						
80395 eApprovals Program	0	0	0	8,646	0	(8,646)
80398 Software	100,000	100,000	0	33,500	1,950	64,550
	100,000	100,000	0	42,146	1,950	55,904
Total Intangible assets	352,000	352,000	34,000	50,792	4,650	296,558
Total capital projects	17,394,172	17,394,172	2,231,650	1,725,714	2,904,107	12,764,352

10.2.3 Investment Portfolio for the Period Ended 31 August 2019

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Investment Summary as at 31 August 2019	

CR BARRY MCKENNA DECLARED A FINANCIAL INTEREST

In accordance with section 5.60A of the Local Government Act 1995, Cr Barry McKenna declared a financial interest in this item as he is Chairman of Bayswater Community Financial Services (Bendigo Bank) and money from Council is invested in Bendigo Bank. At 7:54pm, Cr Barry McKenna withdrew from the meeting.

SUMMARY

This report presents the City's Investment Portfolio for the period ended 31 August 2019.

**COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)**

That Council notes the Investment Portfolio Report for the period ended 31 August 2019 for the amount of \$114,619,666.04.

**CR CATHERINE EHRHARDT MOVED, CR SALLY PALMER SECONDED
CARRIED UNANIMOUSLY: 9/0**

BACKGROUND

The purpose of this report is for Council to note the Investment Portfolio as summarised by (Attachment 1).

In accordance with Regulation 34 of the *Local Government (Financial Management)*, a monthly report on the City's Investment Portfolio is to be presented to Council.

Council's Investment Policy FS-P09 details the manner in which the City is to manage the investment portfolio ensuring:

- a high level of security;
- an adequate level of diversification to spread risk; and
- sufficient liquidity to meet all reasonably anticipated cash flow requirements (ready access to funds for daily requirements).

Council's investment portfolio (Attachment 1) is spread across several financial institutions in accordance with the risk management guidelines as contained in the policy.

- Maximum Risk Exposure - The City policy sets a portfolio credit framework which limits the credit exposure of the City's investment to the following Standard & Poor's (S&P) rated banking institutions.

S&P Long-Term Rating	S&P Short-Term Rating	Maximum Risk Limit % Credit Rating
AAA	A-1+	100%
AA	A-1	100%
A	A-2	60%

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

Total investments for the period ended 31 August 2019 were \$114,619,666.04.

The majority of the City's investment portfolio is held as internally restricted \$85,356,859.47 and externally restricted \$4,456,918.49 cash reserves to satisfy the City's legislative responsibilities and to set aside funds for future projects. The balance of the investment funds represents working capital and funding required for the City's 2019/20 operating and capital expenditure requirements.

Fossil fuel free investments for August 2019 were \$17 million, or 15%.

General Ledger Balances

Ledger Source	Description	GL \$
Municipal	Investment - COB General Funds	54,888,497.07
	Investment - COB Reserve	24,805,888.08
	Investment - Trust	4,456,918.49
		84,151,303.64
Aged	Investment - Aged General Funds (Restricted)	11,984,811.19
	Investment - Prudential Requirements Reserve	2,750,611.85
	Investment - Aged General Reserve	15,732,939.36
		30,468,362.40
		\$114,619,666.04

LEGISLATIVE COMPLIANCE

The City's Investment Policy applies.

OPTIONS

Not applicable.

FINANCIAL IMPLICATIONS

Income earned from investments is recognised in the City's financial accounts.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.
Aspiration: Open, accountable and responsive service.

Outcome L1: Accountable and good governance.

This financial report will assist Council in meeting its responsibilities in relation to governance of the City of Bayswater's finances.

CONCLUSION

Local Government (Financial Management) Regulation 34 requires local government to prepare each month a report on revenue and expenditure for the month in question. The City invests funds as per Council's Investment Policy and this report presents a summary of the investment portfolio for the period ended 31 August 2019.

Attachment 1

**City of Bayswater
Investment Summary
as at 31-Aug-2019**

Investments By Maturity Date

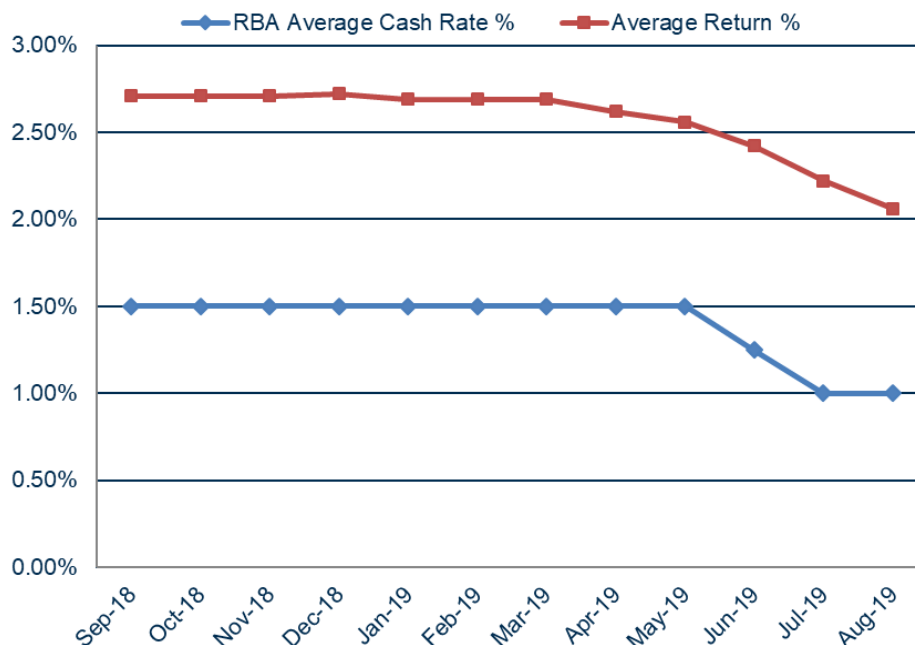
Maturity Dates	Principal	Portfolio %	Number of Investments
Less than 30 days	\$14,717,398.62	13%	10
Between 30 days and 60 days	\$32,335,087.24	28%	19
Between 61 days and 90 days	\$26,129,353.93	23%	18
Between 91 days and 180 days	\$37,121,639.22	32%	22
Between 181 days and 1 year	\$4,316,187.03	4%	1
Total	\$114,619,666.04	100%	70

Allocation of Investments

S&P Rating (Short-term)	Bank	Amount Invested	Amount Invested %	Threshold %
A-1+	Bankwest	\$10,801,245.81	9%	45%
A-1+	National Australia Bank	\$52,226,909.13	46%	45%
A-1+	Westpac	\$19,521,786.37	17%	45%
A-1	Suncorp	\$15,064,364.17	13%	35%
A-2	Bank of Queensland **	\$10,369,830.36	9%	10%
A-2	Bendigo Bank **	\$6,635,530.20	6%	10%
Total		\$114,619,666.04	100%	

** Fossil fuel free investment

Average Return on Investment



10.2.4 Investment Portfolio for the Period Ended 30 September 2019

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Investment Summary as at 30 September 2019	

CR BARRY MCKENNA DECLARED A FINANCIAL INTEREST

In accordance with section 5.60A of the Local Government Act 1995, Cr Barry McKenna declared a financial interest in this item as he is Chairman of Bayswater Community Financial Services (Bendigo Bank) and money from Council is invested in Bendigo Bank. Cr Barry McKenna had withdrawn from the meeting at 7:54pm, prior to discussion and voting on the previous item 10.2.3.

SUMMARY

This report presents the City's Investment Portfolio for the period ended 30 September 2019.

**COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)**

That Council notes the Investment Portfolio Report for the period ended 30 September 2019 for the amount of \$111,780,952.76.

**CR CATHERINE EHRHARDT MOVED, CR SALLY PALMER SECONDED
CARRIED UNANIMOUSLY: 9/0**

At 7:55pm, Cr Barry McKenna returned to the meeting.

BACKGROUND

The purpose of this report is for Council to note the Investment Portfolio as summarised by (Attachment 1).

In accordance with Regulation 34 of the *Local Government (Financial Management)*, a monthly report on the City's Investment Portfolio is to be presented to Council.

Council's Investment Policy FS-P09 details the manner in which the City is to manage the investment portfolio ensuring:

- a high level of security;
- an adequate level of diversification to spread risk; and
- sufficient liquidity to meet all reasonably anticipated cash flow requirements (ready access to funds for daily requirements).

Council's investment portfolio (Attachment 1) is spread across several financial institutions in accordance with the risk management guidelines as contained in the policy.

- Maximum Risk Exposure - The City policy sets a portfolio credit framework which limits the credit exposure of the City's investment to the following Standard & Poor's (S&P) rated banking institutions.

S&P Long-Term Rating	S&P Short-Term Rating	Maximum Risk Limit % Credit Rating
AAA	A-1+	100%
AA	A-1	100%
A	A-2	60%

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

Total investments for the period ended 30 September 2019 were \$111,780,952.76.

The majority of the City's investment portfolio is held as internally restricted \$82,049,328.87 and externally restricted \$4,903,418.23 cash reserves to satisfy the City's legislative responsibilities and to set aside funds for future projects. The balance of the investment funds represents working capital and funding required for the City's 2019/20 operating and capital expenditure requirements.

Fossil fuel free investments for September 2019 were \$18 million, or 16%.

General Ledger Balances

Ledger Source	Description	GL \$
Municipal	Investment - COB General Funds	51,618,320.23
	Investment - COB Reserve	24,828,205.66
	Investment - Trust	4,903,418.23
		81,349,944.12
Aged	Investment - Aged General Funds (Restricted)	11,947,457.43
	Investment - Prudential Requirements Reserve	2,750,611.85
	Investment - Aged General Reserve	15,732,939.36
		30,431,008.64
		\$111,780,952.76

LEGISLATIVE COMPLIANCE

The City's Investment Policy applies.

OPTIONS

Not applicable.

FINANCIAL IMPLICATIONS

Income earned from investments is recognised in the City's financial accounts.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.
 Aspiration: Open, accountable and responsive service.
 Outcome L1: Accountable and good governance.

This financial report will assist Council in meeting its responsibilities in relation to governance of the City of Bayswater's finances.

CONCLUSION

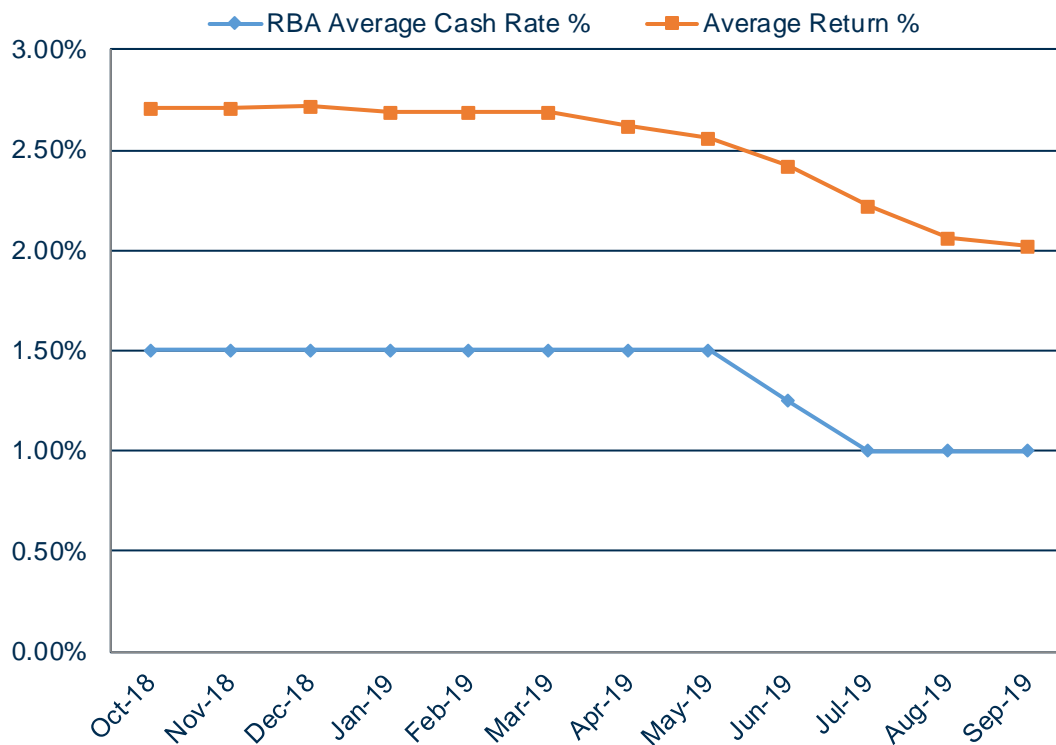
Local Government (Financial Management) Regulation 34 requires local government to prepare each month a report on revenue and expenditure for the month in question. The City invests funds as per Council's Investment Policy and this report presents a summary of the investment portfolio for the period ended 30 September 2019.

Attachment 1

S&P Rating (Short-term)	Bank	Amount Invested	Amount Invested %	Threshold %
A-1+	Bankwest	\$4,300,000.00	4%	45%
A-1+	National Australia Bank	\$48,872,226.34	44%	45%
A-1+	Westpac	\$29,983,317.83	27%	45%
A-1	Suncorp	\$10,626,332.82	10%	35%
A-2	Bank of Queensland **	\$8,563,545.57	8%	10%
A-2	Bendigo Bank **	\$9,435,530.20	8%	10%
Total		\$111,780,952.76	100%	

** Fossil fuel free investment

Average Return on Investment



10.2.5 List of Payments for the Month of August 2019

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Schedule of Accounts - Municipal Fund 2. Schedule of Accounts - Trust Fund 3. Schedule of Accounts - Aged Persons Homes 4. Summary of Corporate Credit Card Expenses 5. Electronic Fund Transfers	

At 7:56pm, Cr Elli Petersen-Pik left the meeting.

CR FILOMENA PIFFARETTI, DEPUTY MAYOR DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Filomena Piffaretti, Deputy Mayor declared an impartial interest in this item as Noranda Vibes is listed as receiving a donation of \$150 and she is a member of Noranda Vibes. Cr Filomena Piffaretti, Deputy Mayor remained in the room during voting on this item.

CR STEPHANIE GRAY DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Stephanie Gray declared an impartial interest in this item as she is a Member of Noranda Vibes. Cr Stephanie Gray remained in the room during voting on this item.

CR STEVEN OSTASZEWSKYJ DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Steven Ostaszewskyj declared an impartial interest in this item as he is a Member of Noranda Vibes. Cr Steven Ostaszewskyj remained in the room during voting on this item.

CR SALLY PALMER DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Sally Palmer declared an impartial interest in this item as she is a Social Member of Noranda Vibes Community Group. Cr Sally Palmer remained in the room during voting on this item.

SUMMARY

This report presents the list of payments, comprising **Attachments 1, 2, 3, 4 and 5** made under delegated authority for the month of August 2019 in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council notes the list of payments for the month of August 2019 made under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* comprising Attachments 1, 2, 3, 4 and 5.

CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR STEPHANIE GRAY
 SECONDED

CARRIED UNANIMOUSLY: 9/0

BACKGROUND

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the City's Municipal and Trust Funds in addition to Aged Care accounts in accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

A list of accounts paid by the Chief Executive Officer is to be provided to Council where such delegation is made.

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

A list of payments is presented to Council each month for confirmation and endorsement in accordance with the *Local Government (Financial Management) Regulations 1996*.

Payments drawn from the Municipal Account for the month of August 2019 are included at Attachment 1 and summarised in the table below.

Payments drawn from the Trust Account for the month of August 2019 are included at Attachment 2 and summarised in the table below.

Payments drawn from the Aged Persons Homes Account for the month of August 2019 are included at Attachment 3 and summarised in the table below.

Payment Type	Reference	Amount
<i>Municipal Account</i>		
Cheques	106065 – 106179	
Direct Credits	DC000019-21, DC000024-27	
Electronic Fund Transfers (EFT)	EF046299 - EF046933	
		\$4,714,238.21
Less: Cancelled Cheque 106124		<u>612.40</u>
Total		<u>\$4,713,625.81</u>
<i>Trust Account</i>		
Cheques	403375 - 403391	
Electronic Fund Transfers (EFT)	EF046424-26, EF046802	
Total		<u>\$67,802.63</u>
<i>Aged Persons Homes</i>		
Cheques	000122	
Electronic Fund Transfers (EFT)	EF046664 - 66	

Total		\$66,101.93
Total Payments		\$4,847,530.37

The following cheques from previous months were cancelled in August:

Municipal Fund:

- Cheques numbered 105957 and 105976, totalling \$1,812.40
- EFT's numbered EF045294, EF045445 and EF045974, totalling \$7,703.39

Trust Fund:

- Cheques numbered 402454 and 403168, totalling \$874.50.

All other payments of a direct debit nature made from the Municipal, Trust and Aged Persons Homes Accounts including: bank fees; payroll payments; and other direct payment arrangements, are represented at **Attachment 5**.

LEGISLATIVE COMPLIANCE

Council Policy - Procurement (amended).

Council has delegated to the CEO the exercise of its authority to make payments from the Municipal and Trust Funds and the Aged Care Homes accounts, therefore, in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the CEO is prepared each month showing each account paid since the list was prepared.

OPTIONS

Not applicable.

FINANCIAL IMPLICATIONS

All accounts are for goods and services that have been duly incurred and authorised for payment in accordance with the budget allocation and statutory obligations. This provides for the effective and timely payment of the City's contractors and other creditors.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.
 Aspiration: Open, accountable and responsive service.
 Outcome L1: Accountable and good governance.

These financial reports will assist Council in meeting its responsibilities in relation to governance of the City of Bayswater's finances.

CONCLUSION

That Council notes the List of Payments for the month of August 2019 comprising **Attachments 1, 2, 3, 4 and 5**.

Attachment 1**City of Bayswater****List of Payment - Municipal****for the period 01 August 2019 to 31 August 2019**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
106065	1/08/19	AJM Corporation Pty Ltd	Refund residential verge deposit	1,200.00
106066	1/08/19	AT Brine & Sons Pty Ltd	Refund residential verge deposit	1,200.00
106067	1/08/19	Beverley J Clarke	Refund rates overpayment	500.00
106068	1/08/19	Bold Park Community School	Refund development application fee	2,573.80
106069	1/08/19	Bryce Kershaw	Refund dog registration	100.40
106070	1/08/19	Chun Chan	Refund crossover	864.90
106071	1/08/19	Dale Alcock Homes Pty Ltd	Refund residential verge deposit	780.00
106072	1/08/19	Gee Chan and Kai Hon Ng	Refund crossover	864.90
106073	1/08/19	Majella Catholic Primary School	Refund facility hire bond	550.00
106074	1/08/19	Mardira Pty Ltd	Refund residential verge deposit	1,200.00
106075	1/08/19	Misheck Chisaga	Refund facility hire bond	1,000.00
106076	1/08/19	My Huong To	Refund crossover	3,237.80
106077	1/08/19	Nursery & Garden Industry WA	Refund facility hire bond	500.00
106078	1/08/19	Reg Ransom Real Estate	Refund facility hire bond	250.00
106079	1/08/19	Roman Catholic Archbishop Of Perth	Refund commercial verge deposit	780.00
106080	1/08/19	Saleeba Adams Architects	Refund development application fee	480.00
106081	1/08/19	Telstra	Office telephone and communication expenses	756.39
106082	1/08/19	Tommus Di Fulvio	Refund crossover	1,536.00
106083	1/08/19	Water Corporation	Water usage charges	3,028.28
106084	1/08/19	Webb And Brown-Neaves Pty Ltd	Refund residential verge deposit	780.00
106085	1/08/19	Webb And Brown-Neaves Pty Ltd	Refund residential verge deposit	780.00
106086	8/08/19	A Latif	Refund residential verge deposit	780.00
106087	8/08/19	A Pellicciotti	Refund residential verge deposit	440.00
106088	8/08/19	BP Australia Pty Ltd	Fuel and oil	1,020.40
106089	8/08/19	Building Solutions (AUST) Pty Ltd	Refund residential verge deposit	780.00
106090	8/08/19	Dasco Building Group	Refund residential verge deposit	750.00
106091	8/08/19	David R Griffiths & Joan Griffiths	Refund rates overpayment	998.73
106092	8/08/19	Fire & Emergency Services Authority of WA	Fire suppression and alarm monitoring	7,363.72
106093	8/08/19	Dhanji Halai	Refund crossover	2,343.60
106094	8/08/19	Eritrean Community	Refund facility hire bond	550.00
106095	8/08/19	Fila Constructions Pty Ltd	Refund commercial verge deposit	780.00
106096	8/08/19	Jag Demolition	Refund residential verge deposit	1,200.00
106097	8/08/19	Metro Homes Wa Pty Ltd T/as Hamlen Homes	Refund residential verge deposit	780.00
106098	8/08/19	Morley Vet Centre	Animal supplies & services	110.00
106099	8/08/19	MP Fusco	Refund residential verge deposit	1,200.00
106100	8/08/19	MP Fusco	Refund residential verge deposit	1,200.00
106101	8/08/19	Neville C Gerick	Refund rates overpayment	146.07
106102	8/08/19	Nicholas J Bell-Royle	Refund rates overpayment	2,894.18
106103	8/08/19	P Smiljanic	Refund residential verge deposit	1,200.00
106104	8/08/19	Philip Smiljanic	Refund crossover	1,348.30
106105	8/08/19	Plunkett Homes (1903) Pty Ltd	Refund residential verge deposit	780.00
106106	8/08/19	RM Rowell	Refund residential verge deposit	1,200.00
106107	8/08/19	Speedo Australia Pty Ltd	Kiosk stock	438.35
106108	8/08/19	Swing Zing	Refund facility hire bond	550.00
106109	8/08/19	T Peovitis	Refund residential verge deposit	1,200.00
106110	8/08/19	Telstra	Office telephone and communication expenses	4,053.07
106111	8/08/19	Vevil de Kauwe	Refund residential verge deposit	1,200.00
106112	8/08/19	WA Lacrosse	Refund facility hire bond	350.00
106113	8/08/19	Water Corporation	Water usage charges	17,460.32
106116	15/08/19	Acecrest Investments Pty Ltd	Refund rates overpayment	398.88
106117	15/08/19	AS Haghi	Refund bond	2,500.00
106118	15/08/19	Australian Communications and Media Authority	Licence and permit renewal	5,337.00
106119	15/08/19	B J Reeves & B L Reeves	Refund rates overpayment	60.00
106120	15/08/19	Blueprint Homes (WA) Pty Ltd	Refund residential verge deposit	1,200.00
106121	15/08/19	BP Armstrong	Refund residential verge deposit	891.00
106122	15/08/19	Classic And Contemporary Homes Pty Ltd	Refund residential verge deposit	780.00
106123	15/08/19	Mhilcho Co	Crossover subsidy	612.40
106124	15/08/19	Niel Pirone And Elit Pirone	Crossover subsidy	612.40
106125	15/08/19	Pet City	Animal supplies & services	119.95
106126	15/08/19	Peter Chapman	Refund residential verge deposit	1,200.00
106127	15/08/19	Quairading Football Club	Refund facility hire bond	45.00
106128	15/08/19	R Illoski	Refund residential verge deposit	1,200.00
106129	15/08/19	Scott Hiscock	Refund rates overpayment	1,542.59
106130	15/08/19	Senses Australia	Refund facility hire bond	500.00

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
106131	15/08/19	Sinoida Starczewski	Refund library charges	214.50
106132	15/08/19	Suzie Ehlers	Refund facility hire bond	350.00
106133	15/08/19	Tangent Nominees Pty Ltd T/as Summit Hom	Refund residential verge deposit	1,200.00
106134	15/08/19	Telstra	Office telephone and communication expenses	122.39
106135	15/08/19	Water Corporation	Water usage charges	19,598.28
106137	22/08/19	ACCC Developments P/L	Refund rates overpayment	1,293.16
106138	22/08/19	Ashmy Pty Ltd	Refund residential verge deposit	1,200.00
106139	22/08/19	Barratt Construction and Development (WA	Refund residential verge deposit	1,200.00
106140	22/08/19	CF Dudley & PG Thomsett	Refund rates overpayment	375.09
106141	22/08/19	Dale Alcock Homes Pty Ltd	Refund residential verge deposit	1,200.00
106142	22/08/19	Dale Alcock Homes Pty Ltd	Refund residential verge deposit	1,200.00
106143	22/08/19	Department of Health	Licence and permit renewal	600.00
106144	22/08/19	Department of Local Government Sport & Cultura	Legal expenses and court costs	1,065.43
106145	22/08/19	Department of Mines, Industry Regulation and Sal	Licence and permit renewal	223.00
106146	22/08/19	Department of Transport	Licence and permit renewal	41.40
106147	22/08/19	DF Chung	Refund residential verge deposit	1,200.00
106148	22/08/19	Helloworld	Grants & funding	4,000.00
106149	22/08/19	Peel Resources Recovery Pty Ltd	Refund residential verge deposit	1,400.00
106150	22/08/19	Pet City	Animal supplies & services	59.96
106151	22/08/19	Sandy Fehlberg & Rohan W Lovell	Rates overpayment	1,468.78
106152	22/08/19	Susan E Wheeler	Refund rates overpayment	378.12
106153	22/08/19	Sydney Tools	Building supplies and hardware	8,697.00
106154	22/08/19	Tangent Nominees Pty Ltd T/As Summit Hom	Refund residential verge deposit	1,200.00
106155	22/08/19	Telstra	Office telephone and communication expenses	29,633.08
106156	22/08/19	The Forever Project	Grants & funding	3,294.50
106157	22/08/19	Tony D'Onofrio	Functions and events entertainment expenses	200.00
106158	22/08/19	V Sah	Refund residential verge deposit	750.00
106159	22/08/19	W Zheng	Refund residential verge deposit	1,200.00
106160	22/08/19	Water Corporation	Water usage charges	548.32
106161	29/08/19	Anh Ngoc Nguyen	Crossover subsidy	612.40
106162	29/08/19	Brian Spragg	Refund library charges	19.80
106163	29/08/19	Brodie O'Neil	Refund facility hire bond	1,000.00
106164	29/08/19	Derby West	Refund facility hire bond	1,275.00
106165	29/08/19	Kacey Waddington	Refund facility hire bond	500.00
106166	29/08/19	Keira Roche	Refund facility hire bond	350.00
106167	29/08/19	Khalil Ahmadi	Refund facility hire bond	835.00
106168	29/08/19	Patrick Gorman MP	Refund facility hire bond	350.00
106169	29/08/19	Public Transport Authority	Refund facility hire bond	550.00
106170	29/08/19	RAC Businesswise	Vehicle towing	600.00
106171	29/08/19	Raquel Medrano Clemente	Refund rates overpayment	665.60
106172	29/08/19	SA Sonik	Refund bond	5,000.00
106173	29/08/19	Speedo Australia Pty Ltd	Kiosk stock	3,150.40
106174	29/08/19	Telstra	Office telephone and communication expenses	919.82
106175	29/08/19	Vindya Mannapperuma	Refund facility hire bond	462.50
106176	29/08/19	WA Department of Health	Refund facility hire bond	500.00
106177	29/08/19	Water Corporation	Water usage charges	1,049.75
106178	29/08/19	Yoon Sen Lee	Refund library charges	500.00
106179	29/08/19	zhi Ying Yu	Refund licence fee	4.00
DC000019	7/08/19	Superchoice	Payroll deduction	154,297.35
DC000020	7/08/19	Easisalary Pty Ltd	Payroll deduction	1,462.39
DC000021	15/08/19	Mr T Moe	Refund bond	5,000.00
DC000024	19/08/19	Fines Enforcement Registry	Legal expenses and court costs	2,240.00
DC000025	8/08/19	Fines Enforcement Registry	Building supplies and hardware	630.00
DC000026	22/08/19	Easisalary Pty Ltd	Payroll deduction	2,746.60
DC000027	22/08/19	Superchoice	Payroll deduction	153,575.91
EF046299	1/08/19	A1 Locksmiths	Building supplies and hardware	181.00
EF046300	1/08/19	Access Office Industries	Equipment purchases	275.00
EF046301	1/08/19	Acclaimed Catering	Functions and events catering expenses	2,514.60
EF046302	1/08/19	Action Glass & Aluminium	Building supplies and hardware	629.37
EF046303	1/08/19	ADT Security	Building maintenance and services	2,463.10
EF046304	1/08/19	Alinea Inc	Postage and courier charges	6,208.48
EF046305	1/08/19	Alinta Gas	Gas usage charges	266.10
EF046306	1/08/19	Amar Abdulrahim Mohammed Ahmed	Refund facility hire bond	500.00
EF046307	1/08/19	Australian Services Union	Payroll deduction	464.20
EF046308	1/08/19	Commissioner of Taxation	Payroll deduction	250,924.00
EF046309	1/08/19	Bavrix Pty Ltd T/A Custom Cars	Plant and vehicle parts and materials	1,241.90
EF046310	1/08/19	Bayswater State Emergency Services	Audit services	1,320.00
EF046311	1/08/19	Berringa Park Friends Group	Grants & funding	500.00
EF046312	1/08/19	Bindi Bindi Dreaming	Youth and seniors community activities	495.00

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
EF046313	1/08/19	Bokay Group P/L	Signage and banners	345.25
EF046314	1/08/19	Bunnings Pty Ltd	Recreation and gymnasium equipment	2,734.14
EF046315	1/08/19	Calyco Productions	Photography / Video Production	330.00
EF046316	1/08/19	Capital Recycling	Waste collection and hygiene services	8,857.20
EF046317	1/08/19	Captivate Connect	Licence and permit renewal	1,980.00
EF046318	1/08/19	Cat Haven	Donation	1,350.00
EF046319	1/08/19	Chamber of Commerce and Industry WA	Professional consultancy services	4,928.00
EF046320	1/08/19	City of Bayswater Social Club	Payroll deduction	180.00
EF046321	1/08/19	Cleanaway	Waste collection and hygiene services	1,316.70
EF046322	1/08/19	COB - Sundowner Club	Payroll deduction	88.00
EF046323	1/08/19	Contraflow Pty Ltd	Traffic management	33,458.00
EF046324	1/08/19	Coogee Beach Surf Life Saving Club	Venue hire	340.00
EF046325	1/08/19	Cornerstone Legal	Legal expenses and court costs	4,243.15
EF046326	1/08/19	Corsign (WA) Pty Ltd	Signage and banners	179.30
EF046327	1/08/19	Couplers	Building supplies and hardware	159.98
EF046328	1/08/19	Child Support Agency	Payroll deduction	1,349.36
EF046329	1/08/19	Stihl Shop Osborne Park	Equipment purchases	3,171.23
EF046330	1/08/19	Curost Milk Supply	Food & Drinks	298.56
EF046331	1/08/19	Cutting Edges Replacement Parts P/L	Plant and vehicle parts and materials	357.92
EF046332	1/08/19	CVC Linemarking	Parks & gardens contract payments	1,177.00
EF046333	1/08/19	Danish Patisserie	Functions and events catering expenses	63.59
EF046334	1/08/19	Database Consultants Australia	Office stationery and consumables	196.90
EF046335	1/08/19	Department of Human Services	Fees and charges	71.28
EF046336	1/08/19	Discern Training and Consulting	Staff training, development and support	2,541.00
EF046337	1/08/19	Dowsing Concrete	Parks & gardens contract payments	11,919.65
EF046338	1/08/19	East Metro Regional Council	Waste collection and hygiene services	79,810.52
EF046339	1/08/19	Emma Schmidt	Refund miscellaneous	77.00
EF046340	1/08/19	Esprezzo	Youth and seniors community activities	810.00
EF046341	1/08/19	Flexi Staff	Labour hire and temporary replacement	1,172.60
EF046342	1/08/19	Fuel Distributors of WA Pty Ltd	Fuel and oil	1,804.00
EF046343	1/08/19	Galvins Plumbing Supplies	Building supplies and hardware	1,170.50
EF046344	1/08/19	Les Mills Australia	Licence and permit renewal	991.76
EF046345	1/08/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	10,674.67
EF046346	1/08/19	Health Insurance Fund of WA	Payroll deduction	332.40
EF046347	1/08/19	Hospital Benefit Fund of WA	Payroll deduction	1,546.45
EF046348	1/08/19	IRP Pty Ltd	Labour hire and temporary replacement	5,678.26
EF046349	1/08/19	JAM Wetsuit Products	Medical services and materials	374.00
EF046350	1/08/19	Jukebox Lady	Functions and events entertainment expenses	150.00
EF046351	1/08/19	Kennards Hire - Malaga	Equipment hire	405.00
EF046352	1/08/19	Ksquared Kreative	Youth and seniors community activities	667.60
EF046353	1/08/19	Lawrence & Hanson	Building supplies and hardware	2,557.40
EF046354	1/08/19	Landell Corporation Pty Ltd	Professional consultancy services	2,200.00
EF046355	1/08/19	Landgate - Valuer General's Office	Land enquiry	1,379.23
EF046356	1/08/19	Local Government Professionals Aust WA	Memberships and subscriptions	531.00
EF046357	1/08/19	Loch Ness Landscape Services	Parks & gardens contract payments	1,496.00
EF046358	1/08/19	Lock, Stock & Farrell	Key / Lock Services	40.80
EF046359	1/08/19	Lovegrove Turf Services Pty Ltd	Parks & gardens contract payments	11,198.00
EF046360	1/08/19	M P Rogers & Associates	Professional consultancy services	26,437.29
EF046361	1/08/19	Manheim Pty Ltd	Vehicle towing	110.00
EF046362	1/08/19	McGees Property	Gross rental valuation charges	1,375.00
EF046363	1/08/19	McInerney Ford	Plant and vehicle purchasing	37,644.15
EF046364	1/08/19	McLeods	Legal expenses and court costs	1,189.65
EF046365	1/08/19	Morley Windmills	Memberships and subscriptions	100.00
EF046366	1/08/19	Natural Area Management & Services	Environmental services & supplies	1,293.27
EF046367	1/08/19	Nestle Australia	Food & Drinks	1,156.20
EF046368	1/08/19	New Look Drycleaners & Laundry Service	Cleaning services	290.95
EF046369	1/08/19	Noranda Vibes	Donation	150.00
EF046370	1/08/19	Northam'S Avon Descent Association (Inc)	Grants & funding	22,000.00
EF046371	1/08/19	Officeworks	Office stationery and consumables	374.84
EF046372	1/08/19	Osborne Towing Pty Ltd	Vehicle towing	345.00
EF046373	1/08/19	Paywise	Payroll deduction	1,129.14
EF046374	1/08/19	Perth Broncos American Football Club	Memberships and subscriptions	50.00
EF046375	1/08/19	Perth Recruitment Services	Labour hire and temporary replacement	3,751.02
EF046376	1/08/19	POS Business Systems T/A Aussie POS	Office stationery and consumables	609.00
EF046377	1/08/19	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	3,246.77
EF046378	1/08/19	Pro-Lamps Pty Ltd	Building supplies and hardware	572.00
EF046379	1/08/19	Proskill Australia Pty Ltd	Staff uniforms and protective equipment	312.40
EF046380	1/08/19	Quality Press	Printing and graphic design expenses	572.00
EF046381	1/08/19	Reece Plumbing	Building supplies and hardware	69.39

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
EF046382	1/08/19	Repco	Plant and vehicle parts and materials	1,474.32
EF046383	1/08/19	Resource Recovery Solutions Pty Ltd	Waste collection and hygiene services	1,595.00
EF046384	1/08/19	Richgro Garden Products	Parks & gardens materials	2,244.00
EF046385	1/08/19	RW Consulting Services Pty Ltd	Professional consultancy services	15,180.00
EF046386	1/08/19	Samantha Hughes	Youth and seniors community activities	300.00
EF046387	1/08/19	Fasta Couriers	Postage and courier charges	102.63
EF046388	1/08/19	SJ Ayre Plumbing & Services	Building supplies and hardware	929.50
EF046389	1/08/19	Sonic Health Plus Pty Ltd	Medical services and materials	71.50
EF046390	1/08/19	Spyker Business Solutions	Buildings and events security expenses	154.00
EF046391	1/08/19	St John Ambulance (WA) Inc	Medical services and materials	552.00
EF046392	1/08/19	State Law Publisher	Advertising public notices	105.70
EF046393	1/08/19	State Library of WA	Library book stock and materials	5,175.50
EF046394	1/08/19	State Wide Turf Services	Parks & gardens contract payments	6,468.00
EF046395	1/08/19	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	308.00
EF046396	1/08/19	Steve's Sand Sifting for Playground Services	Parks & gardens contract payments	500.50
EF046397	1/08/19	Stiles Electrical & Communication Svces P/L	Parks & gardens contract payments	14,883.00
EF046398	1/08/19	Susan Noon	Refund health centre memberships	49.26
EF046399	1/08/19	Synaco Global Recruitment	Labour hire and temporary replacement	845.46
EF046400	1/08/19	Synergy	Electricity charges (other than street lighting)	26,718.92
EF046401	1/08/19	Taoist Tai Chi Society of Australia Inc.	Marketing and promotional material	220.00
EF046402	1/08/19	Technologically Speaking	Youth and seniors community activities	300.00
EF046403	1/08/19	The Goods Australia	Cleaning supplies	1,398.74
EF046404	1/08/19	The O'Grady Family Trust T/A Efficient Site Service	Parks & gardens contract payments	3,960.00
EF046405	1/08/19	The Poster Girls	Printing and graphic design expenses	71.50
EF046406	1/08/19	Thomson Reuters (Professional)	IT software/hardware upgrades and replacement	2,860.00
EF046407	1/08/19	Tims Eva's Nursery	Parks & gardens plants and trees	7,804.50
EF046408	1/08/19	Total Tools Malaga	Tools and minor plant	972.00
EF046409	1/08/19	Trisley Hydraulic Services	Aquatic maintenance and services	814.00
EF046410	1/08/19	Two Way Hire Services Pty Ltd	Plant and vehicle repairs	2,731.31
EF046411	1/08/19	Ultipos Australia	Office stationery and consumables	121.00
EF046412	1/08/19	Unicard	Office stationery and consumables	63.80
EF046413	1/08/19	W A Hino Sales and Service	Plant and vehicle parts and materials	1,799.67
EF046414	1/08/19	W A Treasury Corporation	Loan repayments	57.51
EF046415	1/08/19	WA Local Government Association	Legal expenses and court costs	412.50
EF046416	1/08/19	LGRCEU	Payroll deduction	840.50
EF046417	1/08/19	Blackwoods Atkins	Equipment purchases	257.40
EF046418	1/08/19	Westbuild Products Pty Ltd	Parks & gardens materials	634.92
EF046419	1/08/19	Westcare Industries	Office stationery and consumables	126.50
EF046420	1/08/19	Western Resource Recovery	Waste collection and hygiene services	817.30
EF046421	1/08/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	43.95
EF046422	1/08/19	Winc	Office stationery and consumables	3,227.72
EF046423	1/08/19	Woodlands Distributors & Agencies	Equipment purchases	5,388.52
EF046427	8/08/19	Abco Products	Depot stores and consumables	1,584.90
EF046428	8/08/19	Acclaimed Catering	Functions and events catering expenses	1,247.40
EF046429	8/08/19	Air Liquide WA Pty Ltd	Gas usage charges	231.28
EF046430	8/08/19	Alinta Gas	Gas usage charges	272.20
EF046431	8/08/19	Commercial Air Solutions	Building maintenance and services	231.00
EF046432	8/08/19	Allwest Bitumen	Parks & gardens contract payments	7,810.00
EF046433	8/08/19	ALS Library Services	Library book stock and materials	625.18
EF046434	8/08/19	AMS Service & Maintenance Pty Ltd	Building maintenance and services	1,400.00
EF046435	8/08/19	Bayswater News & Lotteries	Memberships and subscriptions	350.86
EF046436	8/08/19	ASB Marketing	Construction and civil works technical support	1,402.50
EF046437	8/08/19	Ausnet Industries	Parks & gardens contract payments	6,545.00
EF046438	8/08/19	Australian Consumers Association	Memberships and subscriptions	196.00
EF046439	8/08/19	Baileys Fertilisers	Parks & gardens materials	1,185.25
EF046440	8/08/19	McKenna B	Councillor allowances and reimbursements	335.59
EF046441	8/08/19	Bavrix Pty Ltd T/A Custom Cars	Plant and vehicle parts and materials	1,705.00
EF046442	8/08/19	Big Mouth Productions	Functions and events entertainment expenses	800.00
EF046443	8/08/19	Boilertronics	Aquatic maintenance and services	716.10
EF046444	8/08/19	Boral Construction Materials Group Ltd	Parks & gardens materials	15,604.39
EF046445	8/08/19	Brilliant Badges & Trophies	Office stationery and consumables	49.28
EF046446	8/08/19	Bruce L Russell	Youth and seniors community activities	150.00
EF046447	8/08/19	Bunnings Pty Ltd	Parks & gardens materials	1,532.64
EF046448	8/08/19	Cai Fences	Parks & gardens contract payments	1,958.00
EF046449	8/08/19	Capital Recycling	Waste collection and hygiene services	2,032.80
EF046450	8/08/19	Carnival Amusements	Functions and events entertainment expenses	6,436.00
EF046451	8/08/19	Carol Foley	Youth and seniors community activities	125.00
EF046452	8/08/19	Cat Haven	Animal supplies & services	264.00
EF046453	8/08/19	Chadson Engineering	Aquatic maintenance and services	8,945.20

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Payments				
EF046454	8/08/19	Cleanaway	Waste collection and hygiene services	4,222.51
EF046455	8/08/19	Cleantex Pty Ltd	Parks & gardens materials	278.96
EF046456	8/08/19	Contraflow Pty Ltd	Traffic management	1,157.19
EF046457	8/08/19	Corsign (WA) Pty Ltd	Signage and banners	3,903.79
EF046458	8/08/19	Crest Personnel Pty Ltd	Labour hire and temporary replacement	13,453.92
EF046459	8/08/19	Stihl Shop Osborne Park	Equipment purchases	720.00
EF046460	8/08/19	Curost Milk Supply	Food & Drinks	188.00
EF046461	8/08/19	Dan West	Staff training, development and support	1,500.00
EF046462	8/08/19	Decipha Pty Ltd	Postage and courier charges	1,184.80
EF046463	8/08/19	Degraaf Entertainment	Youth and seniors community activities	440.00
EF046464	8/08/19	Diana Kudsee	Youth and seniors community activities	420.00
EF046465	8/08/19	Direct Communications Pty Ltd	Plant and vehicle repairs	1,287.00
EF046466	8/08/19	Dowsing Concrete	Parks & gardens contract payments	11,217.30
EF046467	8/08/19	Elite Pool Covers Pty Ltd	Aquatic maintenance and services	340.00
EF046468	8/08/19	Epic Catering Services	Functions and events catering expenses	1,814.00
EF046469	8/08/19	Estate of Ray McArthur - The Public Trustee	Staff leave and entitlement	14,057.14
EF046470	8/08/19	Exetel	IT network maintenance	2,500.00
EF046471	8/08/19	Exteria	Parks & gardens materials	4,166.80
EF046472	8/08/19	Filomena Piffaretti	Councillor allowances and reimbursements	98.19
EF046473	8/08/19	Fleetspec Hire	Plant and vehicle parts and materials	643.50
EF046474	8/08/19	Flexi Staff	Labour hire and temporary replacement	1,993.42
EF046475	8/08/19	Fuel Distributors of WA Pty Ltd	Fuel and oil	13,534.19
EF046476	8/08/19	Galvins Plumbing Supplies	Building supplies and hardware	284.47
EF046477	8/08/19	GHD Pty Ltd	Parks & gardens contract payments	92,841.32
EF046478	8/08/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	7,824.78
EF046479	8/08/19	Dr Heather Coventry	Medical services and materials	1,320.00
EF046480	8/08/19	Hemsley Paterson	Professional consultancy services	1,650.00
EF046481	8/08/19	Hosking Leanne	Medical services and materials	880.00
EF046482	8/08/19	IRP Pty Ltd	Labour hire and temporary replacement	3,250.06
EF046483	8/08/19	K-Line Fencing Group	Parks & gardens materials	1,550.00
EF046484	8/08/19	Lawrence & Hanson	Building supplies and hardware	71.05
EF046485	8/08/19	Label Line Pty Ltd	Office stationery and consumables	74.20
EF046486	8/08/19	Landgate - Valuer General's Office	Land enquiry	288.20
EF046487	8/08/19	Lets All Party	Functions and events site setup expenses	14,630.00
EF046488	8/08/19	Lightbase Pty Ltd	Parks & gardens contract payments	5,165.60
EF046489	8/08/19	Living Turf	Parks & gardens materials	54,533.60
EF046490	8/08/19	Main Roads Department	Parks & gardens contract payments	6,689.58
EF046491	8/08/19	McLeods	Legal expenses and court costs	1,170.40
EF046492	8/08/19	Vic's Smash Repairs	Plant and vehicle parts and materials	3,128.21
EF046493	8/08/19	MPK Tree Management Pty Ltd T/A MPK Tree Ser	Parks & gardens contract payments	11,056.10
EF046494	8/08/19	NEC Business Solutions Pty Ltd	IT systems licensing fees and support	42,752.77
EF046495	8/08/19	New Look Drycleaners & Laundry Service	Cleaning services	103.40
EF046496	8/08/19	Aquamonix	Parks & gardens materials	3,701.50
EF046497	8/08/19	Offspring Education	Equipment purchases	496.38
EF046498	8/08/19	Omnitronics Pty Ltd	Licence and permit renewal	3,976.50
EF046499	8/08/19	Optus Stadium VenuesLive/Tours	Youth and seniors community activities	1,285.00
EF046500	8/08/19	Orbit Health & Fitness Solutions	Cleaning supplies	1,318.90
EF046501	8/08/19	Osborne Towing Pty Ltd	Vehicle towing	130.00
EF046502	8/08/19	Paywise	Superannuation	90.91
EF046503	8/08/19	Perth Expo Hire	Equipment hire	7,337.44
EF046504	8/08/19	Perth Mint Gold Shop	Citizenship expenses	490.05
EF046505	8/08/19	Perth Recruitment Services	Labour hire and temporary replacement	5,596.91
EF046506	8/08/19	Pirtek (Malaga) Pty Ltd	Plant and vehicle parts and materials	425.70
EF046507	8/08/19	Pro-Lamps Pty Ltd	Building supplies and hardware	1,675.85
EF046508	8/08/19	Quality Press	Printing and graphic design expenses	136.40
EF046509	8/08/19	WA Blue Metal and WA Premix	Parks & gardens contract payments	1,135.20
EF046510	8/08/19	Rentokil Initial Pty Ltd	Equipment hire	2,101.67
EF046511	8/08/19	Repco	Plant and vehicle parts and materials	467.80
EF046512	8/08/19	Richgro Garden Products	Parks & gardens materials	22,440.00
EF046513	8/08/19	Rubek Automatic Doors	Building maintenance and services	264.00
EF046514	8/08/19	Ruth Kilpatrick	Youth and seniors community activities	531.00
EF046515	8/08/19	SBA Music	Licence and permit renewal	518.10
EF046516	8/08/19	Shred-X Pty Ltd	IT software/hardware upgrades and replacement	940.50
EF046517	8/08/19	Signbiz WA	Marketing and promotional material	539.00
EF046518	8/08/19	Solution 4 Building	Building maintenance and services	32,859.20
EF046519	8/08/19	Sportsworld of WA	Kiosk stock	908.60
EF046520	8/08/19	Sprayline Spraying Equipment	Plant and vehicle parts and materials	258.92
EF046521	8/08/19	Spyker Business Solutions	Buildings and events security expenses	137.50
EF046522	8/08/19	Stiles Electrical & Communication Svces P/L	Parks & gardens contract payments	12,177.00

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Payments				
EF046523	8/08/19	Stratco Pty Ltd	Building supplies and hardware	20.64
EF046524	8/08/19	Subsurface Water Management	Parks & gardens contract payments	21,340.00
EF046525	8/08/19	Synaco Global Recruitment	Labour hire and temporary replacement	1,368.84
EF046526	8/08/19	Synergy	Electricity charges - Street lighting	119,117.80
EF046527	8/08/19	Technology One	IT systems licensing fees and support	219,822.79
EF046528	8/08/19	The Goods Australia	Cleaning supplies	19.80
EF046529	8/08/19	The Label Factory	Office stationery and consumables	594.00
EF046530	8/08/19	The O'Grady Family Trust T/A Efficient Site Service	Parks & gardens materials	10,890.00
EF046531	8/08/19	T-Quip	Plant and vehicle parts and materials	212.35
EF046532	8/08/19	Two Way Hire Services Pty Ltd	Equipment purchases	900.00
EF046533	8/08/19	Logo Appointments	Labour hire and temporary replacement	1,641.11
EF046534	8/08/19	WA Local Government Association	Licence and permit renewal	51,414.60
EF046535	8/08/19	Walcott Industries Pty Ltd	Building maintenance and services	35,477.20
EF046536	8/08/19	Walkers Pest Management Lawn & Garden Service	Pest control	15,730.00
EF046537	8/08/19	Wattleup Tractors	Plant and vehicle parts and materials	3,474.85
EF046538	8/08/19	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	171.40
EF046539	8/08/19	Westcare Industries	Printing and graphic design expenses	5,591.30
EF046540	8/08/19	Winc	Office stationery and consumables	1,866.27
EF046541	8/08/19	Zenien	Buildings and events security expenses	2,763.75
EF046542	15/08/19	7 To 1 Photography	Photography / Video Production	814.00
EF046543	15/08/19	A Team Printing Pty Ltd	Printing and graphic design expenses	877.80
EF046544	15/08/19	A1 Locksmiths	Key / Lock Services	180.00
EF046545	15/08/19	Advance Press	Printing and graphic design expenses	1,496.00
EF046546	15/08/19	Alinta Gas	Gas usage charges	73.95
EF046547	15/08/19	ALS Library Services	Library book stock and materials	223.44
EF046548	15/08/19	Alyka	IT systems licensing fees and support	29,700.00
EF046549	15/08/19	AMS Service & Maintenance Pty Ltd	Building maintenance and services	5,812.37
EF046550	15/08/19	Ana Rowing Club	Functions and events site setup expenses	1,650.00
EF046551	15/08/19	Bayswater News & Lotteries	Memberships and subscriptions	321.73
EF046552	15/08/19	Asphalttech Pty Ltd	Construction and civil works tools and materials	94,578.41
EF046553	15/08/19	Australia Post / Commission	Commission	4,896.51
EF046554	15/08/19	Australian Property Consultants	Professional consultancy services	5,394.62
EF046555	15/08/19	Australian Services Union	Payroll deduction	464.20
EF046556	15/08/19	Commissioner of Taxation	Payroll deduction	249,831.00
EF046557	15/08/19	Bayswater Croquet Club	Parks & gardens contract payments	2,295.00
EF046558	15/08/19	Belinda Katz	Donation	300.00
EF046559	15/08/19	Bolt Health and Fitness Pty Ltd	Equipment hire	950.00
EF046560	15/08/19	Boral Construction Materials Group Ltd	Parks & gardens contract payments	6,515.36
EF046561	15/08/19	Born To Sparkle	Functions and events entertainment expenses	1,200.04
EF046562	15/08/19	Boya Equipment Pty Ltd	Plant and vehicle parts and materials	5,272.37
EF046563	15/08/19	Bridgestone Aust Ltd	Plant and vehicle repairs	1,119.25
EF046564	15/08/19	Brilliant Badges & Trophies	Office stationery and consumables	61.60
EF046565	15/08/19	Bunnings Pty Ltd	Tools and minor plant	2,614.99
EF046566	15/08/19	Capital Recycling	Tipping Fee	3,412.20
EF046567	15/08/19	Cat Haven	Animal supplies & services	425.00
EF046568	15/08/19	Chadson Engineering	Aquatic chemicals and consumables	3,957.80
EF046569	15/08/19	Chamber of Commerce and Industry WA	Staff training, development and support	770.00
EF046570	15/08/19	Chemistry Centre of WA	Environmental testing and sampling	9,575.78
EF046571	15/08/19	Christina Wood	Refund health centre memberships	66.60
EF046572	15/08/19	City of Bayswater Social Club	Payroll deduction	180.00
EF046573	15/08/19	City of Swan	Parks & gardens contract payments	105,582.75
EF046574	15/08/19	COB - Sundowner Club	Payroll deduction	88.00
EF046575	15/08/19	Contraflow Pty Ltd	Traffic management	6,593.01
EF046576	15/08/19	Cornerstone Legal	Legal expenses and court costs	1,080.75
EF046577	15/08/19	Corsign (WA) Pty Ltd	Signage and banners	1,611.50
EF046578	15/08/19	Crest Personnel Pty Ltd	Labour hire and temporary replacement	5,979.52
EF046579	15/08/19	Child Support Agency	Payroll deduction	1,889.62
EF046580	15/08/19	Curost Milk Supply	Staff Amenities	298.56
EF046581	15/08/19	D West and S Phelps	Donation	200.00
EF046582	15/08/19	Department of Biodiversity, Conservation and Attr	Grants & funding	2,200.00
EF046583	15/08/19	Department of Planning, Lands and Heritage	Refund development application fee	5,603.00
EF046584	15/08/19	Dowsing Concrete	Parks & gardens contract payments	10,666.80
EF046585	15/08/19	Maylands Park Lottery Centre & News	Memberships and subscriptions	510.91
EF046586	15/08/19	Echo Newspaper	Advertising public notices	8,090.00
EF046587	15/08/19	Elite EMS Studios	Refund miscellaneous	1.18
EF046588	15/08/19	Epic Catering Services	Functions and events catering expenses	358.00
EF046589	15/08/19	Evenflow Irrigation	Parks & gardens contract payments	6,831.00
EF046590	15/08/19	Ezy Lockers Pty Ltd	Commission	91.90
EF046591	15/08/19	Flexi Staff	Labour hire and temporary replacement	1,628.77

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Payments				
EF046592	15/08/19	Friends of Maylands Samphires	Grants & funding	200.00
EF046593	15/08/19	Fuji Xerox (Aust) Pty Ltd	Photocopying contract charges	13,939.66
EF046594	15/08/19	Galvins Plumbing Supplies	Building supplies and hardware	6.56
EF046595	15/08/19	Les Mills Australia	Licence and permit renewal	1,016.55
EF046596	15/08/19	GP Environmental Solutions	Parks & gardens materials	5,676.00
EF046597	15/08/19	Graffiti Force Pty Ltd	Graffiti Removal	378.97
EF046598	15/08/19	Sussex Industries Pty Ltd	Fencing	299.38
EF046599	15/08/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	7,978.12
EF046600	15/08/19	Health Insurance Fund of WA	Payroll deduction	332.40
EF046601	15/08/19	Heatley Sales Pty Ltd	Depot stores and consumables	109.67
EF046602	15/08/19	Hind's Transport Services Pty Ltd	Parks & gardens materials	1,966.65
EF046603	15/08/19	Hospital Benefit Fund of WA	Payroll deduction	1,546.45
EF046604	15/08/19	Indicina Pty Ltd	Parks & gardens contract payments	9,240.00
EF046605	15/08/19	iPrint Plus	Printing and graphic design expenses	322.30
EF046606	15/08/19	IRP Pty Ltd	Labour hire and temporary replacement	3,250.06
EF046607	15/08/19	Jenny Millman	Youth and seniors community activities	60.00
EF046608	15/08/19	The Watershed Water Systems	Parks & gardens reticulation systems repairs and upgrades	8,257.59
EF046609	15/08/19	Kleenit Group	Cleaning services	2,733.50
EF046610	15/08/19	Landgate - Valuer General's Office	Gross rental valuation charges	1,759.71
EF046611	15/08/19	LD Total	Parks & gardens materials	423.03
EF046612	15/08/19	Leisure Institute of WA Aquatics Inc	Conference expenses	5,416.00
EF046613	15/08/19	Local Government Professionals Aust WA	Conference expenses	400.00
EF046614	15/08/19	Machinery West	Plant and vehicle purchasing	1,559.20
EF046615	15/08/19	Mader Contracting Pty Ltd	Labour hire and temporary replacement	33,016.50
EF046616	15/08/19	Veridian Trust	Youth and seniors community activities	200.00
EF046617	15/08/19	Marketforce Pty Ltd	Printing and graphic design expenses	10,419.39
EF046618	15/08/19	McIntosh Holdings Pty Ltd	Plant and vehicle purchasing	59,257.12
EF046619	15/08/19	Vic's Smash Repairs	Plant and vehicle parts and materials	1,435.90
EF046620	15/08/19	Michelina Pillera	Refund health centre memberships	371.70
EF046621	15/08/19	Mitchell A'vard	Refund health centre memberships	27.59
EF046622	15/08/19	Mollydag Faces	Functions and events entertainment expenses	2,220.00
EF046623	15/08/19	MPK Tree Management Pty Ltd T/A MPK Tree Ser	Parks & gardens contract payments	2,838.00
EF046624	15/08/19	Mrs MM McCormick	Donation	200.00
EF046625	15/08/19	Natural Area Management & Services	Parks & gardens contract payments	1,293.27
EF046626	15/08/19	Nespresso Australia a Division of Nestle Australia	Food & Drinks	523.00
EF046627	15/08/19	Officeworks	Office stationery and consumables	203.36
EF046628	15/08/19	OneMusic Australia	Licence and permit renewal	5,894.83
EF046629	15/08/19	Osborne Towing Pty Ltd	Vehicle towing	230.00
EF046630	15/08/19	Paywise	Payroll deduction	1,129.14
EF046631	15/08/19	Perth Recruitment Services	Labour hire and temporary replacement	4,477.53
EF046632	15/08/19	Perth Sand Supplies	Parks & gardens materials	10,433.61
EF046633	15/08/19	WA Blue Metal and WA Premix	Construction and civil works tools and materials	2,037.20
EF046634	15/08/19	Reannon Jade Gibson	Refund swimming lessons	120.92
EF046635	15/08/19	Repco	Plant and vehicle parts and materials	427.23
EF046636	15/08/19	Resource Recovery Solutions Pty Ltd	Tipping Fee	1,364.00
EF046637	15/08/19	Rooforce Facility Services	Functions and events site setup expenses	4,730.00
EF046638	15/08/19	Sai Global Ltd	Publications	284.73
EF046639	15/08/19	South East Regional Centre For Urban Landcare	Environmental testing and sampling	4,326.30
EF046640	15/08/19	Shape Urban Pty Ltd	Community engagement framework	6,879.95
EF046641	15/08/19	Siemens Ltd	Building maintenance and services	1,027.20
EF046642	15/08/19	Simba Australia	Kiosk stock	1,346.40
EF046643	15/08/19	SJ Ayre Plumbing & Services	Building maintenance and services	2,280.58
EF046644	15/08/19	Sportsworld of WA	Kiosk stock	844.25
EF046645	15/08/19	Stratco Pty Ltd	Building supplies and hardware	21.20
EF046646	15/08/19	Synaco Global Recruitment	Labour hire and temporary replacement	1,711.05
EF046647	15/08/19	Synergy	Electricity charges (other than street lighting)	1,126.80
EF046648	15/08/19	T-Quip	Plant and vehicle parts and materials	159.40
EF046649	15/08/19	Travis Hayto Photography	Photography / Video Production	550.00
EF046650	15/08/19	Ull WA Pty Ltd	Parks & gardens contract payments	14,194.78
EF046651	15/08/19	Uloth & Associates	Construction and civil works technical support	14,437.50
EF046652	15/08/19	Ultimate Slotracer	Functions and events entertainment expenses	560.00
EF046653	15/08/19	Varun Armugan	Refund health centre memberships	168.15
EF046654	15/08/19	Logo Appointments	Labour hire and temporary replacement	2,051.39
EF046655	15/08/19	Viking Rentals	Equipment hire	586.52
EF046656	15/08/19	WA Police Service	Volunteer reimbursements and expenses	98.40
EF046657	15/08/19	LGRCEU	Payroll deduction	861.00
EF046658	15/08/19	Way Funky Company Pty Ltd	Kiosk stock	154.92
EF046659	15/08/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	3,532.20
EF046660	15/08/19	Winc	Office stationery and consumables	2,545.56

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Payments				
EF046661	15/08/19	Woolworths Ltd (WA)	Staff Amenities	152.00
EF046662	15/08/19	Work Clobber	Staff uniforms and protective equipment	990.24
EF046663	15/08/19	Zenien	Buildings and events security expenses	1,664.74
EF046667	22/08/19	A1 Locksmiths	Key / Lock Services	290.50
EF046668	22/08/19	Access Icon Pty Ltd T/A Cascada Group	Parks & gardens materials	12,160.50
EF046669	22/08/19	Acclaimed Catering	Functions and events catering expenses	3,494.80
EF046670	22/08/19	Action Glass & Aluminium	Building maintenance and services	924.00
EF046671	22/08/19	Alinta Gas	Gas usage charges	404.75
EF046672	22/08/19	ALS Library Services	Library book stock and materials	464.13
EF046673	22/08/19	AMS Service & Maintenance Pty Ltd	Construction and civil works payments	2,969.56
EF046674	22/08/19	ASKA Illustration	Youth and seniors community activities	350.00
EF046675	22/08/19	Australia Post	Postage and courier charges	5,129.68
EF046676	22/08/19	Beilby Downing Teal Pty Ltd	Staff leave and entitlement	5,390.00
EF046677	22/08/19	Blue Force Pty Ltd	Building maintenance and services	2,697.20
EF046678	22/08/19	BOC Gases Australia Limited	Medical services and materials	124.96
EF046679	22/08/19	Boral Construction Materials Group Ltd	Parks & gardens contract payments	18,131.66
EF046680	22/08/19	Bowden Tree Consultancy	Parks & gardens contract payments	451.00
EF046681	22/08/19	BP Medical	Medical services and materials	183.28
EF046682	22/08/19	Building Control System	Aquatic maintenance and services	978.00
EF046683	22/08/19	Bunnings Pty Ltd	Aquatic maintenance and services	820.78
EF046684	22/08/19	Capital Recycling	Waste collection and hygiene services	871.20
EF046685	22/08/19	Carol Foley	Youth and seniors community activities	125.00
EF046686	22/08/19	Cassandra Flanigan	Conference expenses	703.90
EF046687	22/08/19	City of Swan	Parks & gardens contract payments	45,394.94
EF046688	22/08/19	Cleanaway	Waste collection and hygiene services	1,711.71
EF046689	22/08/19	Contraflow Pty Ltd	Parks & gardens contract payments	5,271.05
EF046690	22/08/19	Crest Personnel Pty Ltd	Labour hire and temporary replacement	4,484.64
EF046691	22/08/19	Stihl Shop Osborne Park	Staff uniforms and protective equipment	390.70
EF046692	22/08/19	Curost Milk Supply	Staff Amenities	183.94
EF046693	22/08/19	Darren Beltman	Equipment purchases	149.88
EF046694	22/08/19	Department of Planning, Lands and Heritage	Refund development application fee	241.00
EF046695	22/08/19	Department of Transport - Vehicle Search	Vehicle searches	799.80
EF046696	22/08/19	Diana Kudsee	Youth and seniors community activities	350.00
EF046697	22/08/19	Direct Communications Pty Ltd	Plant and vehicle parts and materials	853.82
EF046698	22/08/19	Domview Pty Ltd T/A The Hire Guys Balcatta & Os	Equipment hire	7,095.20
EF046699	22/08/19	Dowsing Concrete	Parks & gardens contract payments	52,197.47
EF046700	22/08/19	East Metro Regional Council	Waste collection and hygiene services	307,550.92
EF046701	22/08/19	Echo Newspaper	Advertising public notices	1,045.00
EF046702	22/08/19	Epic Catering Services	Functions and events catering expenses	460.00
EF046703	22/08/19	Ergolink	Equipment purchases	1,415.25
EF046704	22/08/19	Eva Fernandez	Photography / Video Production	2,750.00
EF046705	22/08/19	Evenflow Irrigation	Parks & gardens contract payments	792.00
EF046706	22/08/19	Fleetspec Hire	Equipment hire	4,214.76
EF046707	22/08/19	Flexi Staff	Labour hire and temporary replacement	2,103.54
EF046708	22/08/19	Foxtel Cable Television Ltd.	Licence and permit renewal	253.00
EF046709	22/08/19	Fuel Distributors of WA Pty Ltd	Fuel and oil	16,728.36
EF046710	22/08/19	Fuji Xerox (Aust) Pty Ltd	Photocopying contract charges	149.60
EF046711	22/08/19	Galvins Plumbing Supplies	Construction and civil works tools and materials	1,439.13
EF046712	22/08/19	Les Mills Australia	Licence and permit renewal	560.07
EF046713	22/08/19	GHD Pty Ltd	Professional consultancy services	20,329.14
EF046714	22/08/19	Global Spill Control	Equipment purchases	616.00
EF046715	22/08/19	Sussex Industries Pty Ltd	Parks & gardens materials	398.44
EF046716	22/08/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	8,422.23
EF046717	22/08/19	Hirotec Maintenance Pty Ltd	Building maintenance and services	5,228.66
EF046718	22/08/19	Humes Wembley Cement	Parks & gardens contract payments	5,775.00
EF046719	22/08/19	Industrial Building Services	Aquatic maintenance and services	93,863.00
EF046720	22/08/19	Industrial Cleaning Equipment	Plant and vehicle parts and materials	181.50
EF046721	22/08/19	Intelife Group Inc Formally Intework Incorporated	Building maintenance and services	1,809.50
EF046722	22/08/19	IRP Pty Ltd	Labour hire and temporary replacement	6,091.53
EF046723	22/08/19	JB Hi-Fi Group Pty Ltd	IT software/hardware upgrades and replacement	27,188.50
EF046724	22/08/19	The Watershed Water Systems	Parks & gardens reticulation systems repairs and upgrades	5,154.52
EF046725	22/08/19	Jukebox Lady	Functions and events entertainment expenses	150.00
EF046726	22/08/19	Kafe a Go Go	Youth and seniors community activities	500.00
EF046727	22/08/19	Lawrence & Hanson	Building supplies and hardware	266.77
EF046728	22/08/19	Landmark Operations Ltd	Tools and minor plant	258.72
EF046729	22/08/19	Landscape and Maintenance Solutions	Parks & gardens contract payments	7,875.09
EF046730	22/08/19	LifeWorks	Staff training, development and support	12,925.00
EF046731	22/08/19	Living Turf	Parks & gardens materials	2,090.00
EF046732	22/08/19	Local Government Professionals Aust WA	Staff training, development and support	470.00

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
EF046733	22/08/19	M P Rogers & Associates	Parks & gardens contract payments	9,758.60
EF046734	22/08/19	On Hold Magic	Licence and permit renewal	134.86
EF046735	22/08/19	Manheim Pty Ltd	Vehicle towing	55.00
EF046736	22/08/19	Marketforce Pty Ltd	Publications	1,946.19
EF046737	22/08/19	Maylands Tennis Club	Parks & gardens contract payments	12,774.06
EF046738	22/08/19	McInerney Ford	Plant and vehicle parts and materials	138.36
EF046739	22/08/19	McLeods	Legal expenses and court costs	27,850.12
EF046740	22/08/19	Vic's Smash Repairs	Insurance excess	1,000.00
EF046741	22/08/19	Message Media	Licence and permit renewal	33.00
EF046742	22/08/19	Miam Miam A Bite of France	Functions and events catering expenses	40.00
EF046743	22/08/19	MPK Tree Management Pty Ltd T/A MPK Tree Serv	Parks & gardens tree pruning and associated services	36,680.88
EF046744	22/08/19	Nestle Australia	Functions and events supplies	159.50
EF046745	22/08/19	New Look Drycleaners & Laundry Service	Functions and events site setup expenses	325.60
EF046746	22/08/19	Nintex Pty Ltd	IT systems licensing fees and support	2,145.00
EF046747	22/08/19	Noranda Vet Clinic	Animal supplies & services	55.00
EF046748	22/08/19	Ozkidkartz	Functions and events entertainment expenses	2,450.00
EF046749	22/08/19	Parker Black & Forrest Pty Ltd	Buildings and events security expenses	1,441.00
EF046750	22/08/19	Perth Audio Visual - Sales & Installation	Equipment repairs	652.85
EF046751	22/08/19	Perth Recruitment Services	Labour hire and temporary replacement	5,596.91
EF046752	22/08/19	Planet Footprint	Licence and permit renewal	13,882.00
EF046753	22/08/19	Pneumatic Engineering	Building maintenance and services	1,231.45
EF046754	22/08/19	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	12,864.39
EF046755	22/08/19	Pro-Lamps Pty Ltd	Building supplies and hardware	474.38
EF046756	22/08/19	Promolab	Staff uniforms and protective equipment	1,516.65
EF046757	22/08/19	Public Libraries WA Inc	Staff training, development and support	530.00
EF046758	22/08/19	Pulse Locating	Parks & gardens contract payments	792.00
EF046759	22/08/19	Raewyn Caisley	Youth and seniors community activities	801.36
EF046760	22/08/19	Redman Solutions	IT network maintenance	3,987.62
EF046761	22/08/19	Reece Plumbing	Building supplies and hardware	327.21
EF046762	22/08/19	Repcos	Plant and vehicle parts and materials	550.95
EF046763	22/08/19	Resource Recovery Solutions Pty Ltd	Waste collection and hygiene services	2,090.00
EF046764	22/08/19	Rosmech	Plant and vehicle parts and materials	268.24
EF046765	22/08/19	Schindler Lifts Australia Pty Ltd	Building maintenance and services	2,566.30
EF046766	22/08/19	Siemens Ltd	Building maintenance and services	1,980.00
EF046767	22/08/19	Suez Environmental Recycling & Waste Recovery	Medical services and materials	89.71
EF046768	22/08/19	Sonic Health Plus Pty Ltd	Medical services and materials	214.50
EF046769	22/08/19	South Metropolitan Tafe	Youth and seniors community activities	600.00
EF046770	22/08/19	Spookfish Australia	IT systems licensing fees and support	16,500.00
EF046771	22/08/19	Sports Turf Technology	Parks & gardens contract payments	220.00
EF046772	22/08/19	Stratagreen	Parks & gardens materials	1,002.43
EF046773	22/08/19	Sunny Industrial Brushware	Plant and vehicle parts and materials	411.40
EF046774	22/08/19	Synaco Global Recruitment	Labour hire and temporary replacement	1,378.09
EF046775	22/08/19	Synergy	Electricity charges (other than street lighting)	318.45
EF046776	22/08/19	Technologically Speaking	Youth and seniors community activities	300.00
EF046777	22/08/19	Telstra Payphones	Office telephone and communication expenses	2,200.00
EF046778	22/08/19	Temel'S Turkish Food Van	Functions and events catering expenses	161.50
EF046779	22/08/19	Temporary Noise Solutions	Equipment purchases	16,473.60
EF046780	22/08/19	The Florist Tree	Gifts and presentations	80.00
EF046781	22/08/19	The Goods Australia	Cleaning supplies	1,538.20
EF046782	22/08/19	TLC Safety Pty Ltd	Youth and seniors community activities	600.00
EF046783	22/08/19	Total Packaging (WA) Pty Ltd	Environmental services & supplies	20,134.40
EF046784	22/08/19	Town Team Movement	Marketing and promotional material	1,732.50
EF046785	22/08/19	T-Quip	Plant and vehicle parts and materials	243.75
EF046786	22/08/19	Trisley Hydraulic Services	Equipment repairs	484.00
EF046787	22/08/19	Marquee Magic	Functions and events site setup expenses	8,202.00
EF046788	22/08/19	Van Der Zee Design and Layout	Marketing and promotional material	390.00
EF046789	22/08/19	Veev Group P/L	Professional consultancy services	9,240.00
EF046790	22/08/19	Logo Appointments	Labour hire and temporary replacement	1,653.18
EF046791	22/08/19	Volunteering Western Australia	Staff training, development and support	352.00
EF046792	22/08/19	WA Pump Control Systems Pty Ltd	Parks & gardens contract payments	10,670.00
EF046793	22/08/19	WC Innovations	Building maintenance and services	2,243.41
EF046794	22/08/19	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	15,524.69
EF046795	22/08/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	187.45
EF046796	22/08/19	Winc	Office stationery and consumables	352.16
EF046797	22/08/19	Work Metrics Pty Ltd	Memberships and subscriptions	2,112.00
EF046798	22/08/19	Wright Brothers Holdings T/A Perth Limestone Spr	Parks & gardens contract payments	1,672.00
EF046799	22/08/19	Zenien	Buildings and events security expenses	555.50
EF046800	22/08/19	Zettanet Pty Ltd	Office telephone and communication expenses	2,184.89
EF046801	22/08/19	Zircodata Pty Ltd	Document management and archiving	345.67

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
EF046803	29/08/19	A1 Locksmiths	Building maintenance and services	600.00
EF046804	29/08/19	Abstract Investments T/As Smoke & Mirrors Audic	Functions and events site setup expenses	2,891.00
EF046805	29/08/19	Access Icon Pty Ltd T/A Cascada Group	Construction and civil works technical support	1,446.50
EF046806	29/08/19	Access Protocol	Aquatic maintenance and services	1,480.05
EF046807	29/08/19	Acclaimed Catering	Functions and events catering expenses	633.60
EF046808	29/08/19	Action Glass & Aluminium	Building supplies and hardware	2,219.24
EF046809	29/08/19	Acurix Networks Pty Ltd	IT network maintenance	1,666.67
EF046810	29/08/19	ADT Security	Buildings and events security expenses	1,015.89
EF046811	29/08/19	Agent Sales & Services	Aquatic chemicals and consumables	248.82
EF046812	29/08/19	Alinta Gas	Gas usage charges	220.00
EF046813	29/08/19	ALS Library Services	Library book stock and materials	303.55
EF046814	29/08/19	Amanda Betts	Youth and seniors community activities	350.00
EF046815	29/08/19	Nuturf Australia Pty Ltd	Parks & gardens materials	6,508.70
EF046816	29/08/19	AMS Service & Maintenance Pty Ltd	Building maintenance and services	341.01
EF046817	29/08/19	ASKA Illustration	Youth and seniors community activities	650.00
EF046818	29/08/19	Ausnet Industries	Parks & gardens contract payments	6,158.90
EF046819	29/08/19	Australian Institute of Management WA Ltd	Staff training, development and support	555.00
EF046820	29/08/19	Australian Services Union	Payroll deduction	464.20
EF046821	29/08/19	Commissioner of Taxation	Payroll deduction	253,676.00
EF046822	29/08/19	Baileys Fertilisers	Parks & gardens materials	5,940.44
EF046823	29/08/19	Benara Nurseries	Parks & gardens plants and trees	297.00
EF046824	29/08/19	Benjamin and Fikreta Suhopoljac	Functions and events catering expenses	120.00
EF046825	29/08/19	Boral Construction Materials Group Ltd	Construction and civil works tools and materials	592.24
EF046826	29/08/19	Bunnings Pty Ltd	Plant and vehicle parts and materials	6,277.14
EF046827	29/08/19	C R Kennedy & Co P/L	Equipment repairs	8,239.55
EF046828	29/08/19	Cai Fences	Parks & gardens contract payments	13,618.00
EF046829	29/08/19	Capital Recycling	Tipping Fee	2,395.80
EF046830	29/08/19	Chadson Engineering	Aquatic maintenance and services	387.75
EF046831	29/08/19	Chemistry Centre of WA	Environmental testing and sampling	3,159.07
EF046832	29/08/19	Citec Confirm	Vehicle searches	18.35
EF046833	29/08/19	City of Bayswater Social Club	Payroll deduction	184.00
EF046834	29/08/19	Cleanaway	Waste collection and hygiene services	172.70
EF046835	29/08/19	Cleverpatch Pty Ltd	Youth and seniors community activities	137.93
EF046836	29/08/19	COB - Sundowner Club	Payroll deduction	92.00
EF046837	29/08/19	Contraflow Pty Ltd	Traffic management	3,031.12
EF046838	29/08/19	Corsign (WA) Pty Ltd	Signage and banners	13,549.09
EF046839	29/08/19	Crest Personnel Pty Ltd	Labour hire and temporary replacement	4,858.36
EF046840	29/08/19	Child Support Agency	Payroll deduction	1,325.84
EF046841	29/08/19	Curost Milk Supply	Food & Drinks	298.56
EF046842	29/08/19	Data#3 Licensing Solutions	IT systems licensing fees and support	10,606.13
EF046843	29/08/19	Dowsing Concrete	Parks & gardens contract payments	40,744.27
EF046844	29/08/19	Drainflow Services Pty Ltd	Parks & gardens contract payments	15,576.00
EF046845	29/08/19	Education Technology Specialists Pty Ltd	Equipment purchases	1,935.95
EF046846	29/08/19	Western Power	Construction and civil works technical support	2,342.00
EF046847	29/08/19	Epic Catering Services	Functions and events catering expenses	180.00
EF046848	29/08/19	Evenflow Irrigation	Parks & gardens contract payments	693.00
EF046849	29/08/19	Fleet Fitness	Equipment repairs	442.20
EF046850	29/08/19	Flexi Staff	Labour hire and temporary replacement	1,628.77
EF046851	29/08/19	Galvins Plumbing Supplies	Construction and civil works tools and materials	588.62
EF046852	29/08/19	Global Spill Control	Depot stores and consumables	435.60
EF046853	29/08/19	Guardall Security	Equipment purchases	2,325.00
EF046854	29/08/19	Sussex Industries Pty Ltd	Equipment purchases	38.50
EF046855	29/08/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	7,897.60
EF046856	29/08/19	Health Insurance Fund of WA	Payroll deduction	332.40
EF046857	29/08/19	Heatley Sales Pty Ltd	Depot stores and consumables	299.04
EF046858	29/08/19	Hirotec Maintenance Pty Ltd	Building maintenance and services	2,498.56
EF046859	29/08/19	Hospital Benefit Fund of WA	Payroll deduction	1,546.45
EF046860	29/08/19	Imagesource Digital Solutions	Equipment purchases	313.50
EF046861	29/08/19	Inspired Development Solutions Pty Ltd	Youth and seniors community activities	550.00
EF046862	29/08/19	Inst of Public Works Engineering Aust - IPWEA	Conference expenses	75.00
EF046863	29/08/19	IRP Pty Ltd	Labour hire and temporary replacement	2,428.20
EF046864	29/08/19	Ixom Operations Pty Ltd	Aquatic chemicals and consumables	174.25
EF046865	29/08/19	Kee Surfacing Pty Ltd	Construction and civil works technical support	24,488.64
EF046866	29/08/19	Kennards Hire - Malaga	Equipment hire	1,410.00
EF046867	29/08/19	Gateway Printing	Photocopying contract charges	492.36
EF046868	29/08/19	Klmedia Pty Ltd T/A All Access Australasia	Library book stock and materials	633.14
EF046869	29/08/19	KS Black Pty Ltd	Parks & gardens reticulation systems repairs and upgrades	4,869.70
EF046870	29/08/19	Lawrence & Hanson	Building supplies and hardware	744.39
EF046871	29/08/19	Labelcity Pty Ltd	Office stationery and consumables	221.10

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
EF046872	29/08/19	Linemarking WA Pty Ltd	Parks & gardens contract payments	6,880.50
EF046873	29/08/19	Living Turf	Parks & gardens materials	10,521.50
EF046874	29/08/19	Local Government Professionals Aust WA	Staff training, development and support	240.00
EF046875	29/08/19	Maia Financial Pty Ltd	Equipment hire	9,914.82
EF046876	29/08/19	Major Motors Pty Ltd	Plant and vehicle repairs	385.00
EF046877	29/08/19	Manheim Pty Ltd	Fees and charges	55.00
EF046878	29/08/19	Marketforce Pty Ltd	Advertising public notices	501.09
EF046879	29/08/19	McGees Property	Land enquiry	1,650.00
EF046880	29/08/19	Metro Motors Pty Ltd	Plant and vehicle parts and materials	73.68
EF046881	29/08/19	Vic's Smash Repairs	Insurance excess	2,016.65
EF046882	29/08/19	Morley Bowling Club	Parks & gardens contract payments	5,100.00
EF046883	29/08/19	MPK Tree Management Pty Ltd T/A MPK Tree Sen	Parks & gardens contract payments	6,494.40
EF046884	29/08/19	Noranda Vet Clinic	Animal supplies & services	66.00
EF046885	29/08/19	Ocean Ceramics Pty Ltd	Building maintenance and services	1,859.00
EF046886	29/08/19	Officeworks	Functions and events catering expenses	1,005.77
EF046887	29/08/19	Orbit Health & Fitness Solutions	Equipment repairs	2,124.06
EF046888	29/08/19	Parker Black & Forrest Pty Ltd	Construction and civil works tools and materials	290.62
EF046889	29/08/19	Paywise	Payroll deduction	1,129.14
EF046890	29/08/19	Perth Bin Hire	Waste collection and hygiene services	1,437.66
EF046891	29/08/19	Perth Recruitment Services	Labour hire and temporary replacement	4,084.64
EF046892	29/08/19	Philip Gresley	Sitting Fee	700.00
EF046893	29/08/19	Pirtek (Malaga) Pty Ltd	Plant and vehicle parts and materials	413.85
EF046894	29/08/19	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	7,608.70
EF046895	29/08/19	Pro-Lamps Pty Ltd	Building supplies and hardware	642.99
EF046896	29/08/19	Quality Press	Printing and graphic design expenses	5,088.60
EF046897	29/08/19	WA Blue Metal and WA Premix	Construction and civil works tools and materials	1,636.80
EF046898	29/08/19	Resource Recovery Solutions Pty Ltd	Tipping Fee	123.20
EF046899	29/08/19	Richgro Garden Products	Parks & gardens materials	14,960.00
EF046900	29/08/19	Riverjet Pty Ltd	Parks & gardens reticulation systems repairs and upgrades	4,035.63
EF046901	29/08/19	Skateboarding WA	Grants & funding	7,150.00
EF046902	29/08/19	Social Media Perth	Marketing and promotional material	93.50
EF046903	29/08/19	Sonic Health Plus Pty Ltd	Medical services and materials	661.10
EF046904	29/08/19	Spyker Business Solutions	Buildings and events security expenses	171.88
EF046905	29/08/19	St John Ambulance (WA) Inc	Medical services and materials	1,232.00
EF046906	29/08/19	State Wide Turf Services	Parks & gardens contract payments	4,807.00
EF046907	29/08/19	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	191.18
EF046908	29/08/19	Stiles Electrical & Communication Svces P/L	Parks & gardens contract payments	931.32
EF046909	29/08/19	Sunny Industrial Brushware	Parks & gardens materials	902.55
EF046910	29/08/19	Synaco Global Recruitment	Labour hire and temporary replacement	1,610.40
EF046911	29/08/19	Synergy	Electricity charges - Street lighting	37,884.79
EF046912	29/08/19	Technology One	IT systems licensing fees and support	4,746.50
EF046913	29/08/19	The O'Grady Family Trust T/A Efficient Site Service	Environmental services & supplies	1,551.00
EF046914	29/08/19	The Scale Modellers of WA	Donation	2,354.90
EF046915	29/08/19	The Sweet Box Cart - Mahabal Pty Ltd	Functions and events catering expenses	8.00
EF046916	29/08/19	Toll Transport Pty Ltd	Postage and courier charges	2,321.55
EF046917	29/08/19	Total Packaging (WA) Pty Ltd	Environmental services & supplies	3,432.00
EF046918	29/08/19	TPG Telecom	Office telephone and communication expenses	12,856.80
EF046919	29/08/19	T-Quip	Plant and vehicle parts and materials	631.03
EF046920	29/08/19	Trisley Hydraulic Services	Equipment repairs	1,939.30
EF046921	29/08/19	Trophy Warehouse	Youth and seniors community activities	540.65
EF046922	29/08/19	Truck Centre WA Pty Ltd	Plant and vehicle parts and materials	206.77
EF046923	29/08/19	Ull WA Pty Ltd	Parks & gardens contract payments	10,464.10
EF046924	29/08/19	Urenco Supplies	Parks & gardens materials	381.59
EF046925	29/08/19	Vaughn J McGuire	Functions and events entertainment expenses	1,500.00
EF046926	29/08/19	WA Local Government Association	Conference expenses	240.00
EF046927	29/08/19	LGRCEU	Payroll deduction	861.00
EF046928	29/08/19	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	554.40
EF046929	29/08/19	Wavesound Pty Ltd	Library book stock and materials	3,100.00
EF046930	29/08/19	Blackwoods Atkins	Equipment purchases	518.41
EF046931	29/08/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	2,849.90
EF046932	29/08/19	West-Sure (WA) Pty Ltd	Postage and courier charges	2,145.55
EF046933	29/08/19	Winc	Office stationery and consumables	991.86
				4,714,238.21
Cancelled Payments				
105957	15/08/19	Payment - 105957	-	1,200.00
105976	15/08/19	Payment - 105976	-	612.40
106124	29/08/19	Payment - 106124	-	612.40

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<i>Payments</i>				
EF045294	8/08/19	Payment - EF045294		- 2,048.00
EF045445	28/08/19	Payment - EF045445		- 1,230.00
EF045974	15/08/19	Payment - EF045974		- 2,000.59
				<hr/>
				-7,703.39

Attachment 2**City of Bayswater****List of Payment - Trust****for the period 01 August 2019 to 31 August 2019**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
403375	1/08/19	Brett A Cream		40.50
403376	1/08/19	Dz Civil Engineering Contractors Pty Ltd		61.65
403377	1/08/19	Eden Outdoor Living		54.41
403378	1/08/19	G J Extensions		40.50
403379	1/08/19	Grand Patios		40.50
403380	1/08/19	Green Start Consulting Pty Ltd		61.65
403381	1/08/19	Josip Babic		40.50
403382	1/08/19	Mark W Williams		61.65
403383	1/08/19	Matthew J C Clarke		61.65
403384	1/08/19	Natasa Marjanovic		61.65
403385	1/08/19	Peter Boccamazzo		61.65
403386	1/08/19	Simply Classic Patios		40.50
403387	1/08/19	The Cubby Co		61.65
403388	1/08/19	Trade Price Patios		40.50
403389	15/08/19	Xuan V Tran		61.65
403390	22/08/19	Aries Construction Group Pty Ltd		124.66
403391	22/08/19	Barratt Construction and Development (WA)	Refund residential verge deposit	780.00
EF046424	8/08/19	City of Bayswater Municipal	Commission	588.25
EF046425	8/08/19	Construction Training Fund	Commission	14,309.19
EF046426	8/08/19	Department of Mines, Industry Regulation and Safety	Commission	51,115.42
EF046802	29/08/19	Barry Glen Sargant	Refund bond	94.50
				67,802.63
Cancelled Payments				
402454	28/08/19	Payment - 402454		- 94.50
403168	15/08/19	Payment - 403168		- 780.00
				-874.50

Attachment 3**City of Bayswater****List of Payment - Aged****for the period 01 August 2019 to 31 August 2019**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
000122	15/08/19	Water Corporation	Water usage charges	981.87
EF046664	22/08/19	Fresh Fields Hospitality Services Pty Ltd	Garden Maintenance	2,346.30
EF046665	22/08/19	Fresh Fields Management (Mertome Village) Pty L	Fees and charges	33,110.37
EF046666	22/08/19	Jackson McDonald	Legal expenses and court costs	29,663.39
				<hr/> 66,101.93
Cancelled Payments				
				-
				<hr/> 0.00

Attachment 4

City of Bayswater		
Corporate Credit Cards Transactions		
for the period 30 July 2019 to 28 August 2019		
Date	Description	Amount
		\$
Chief Executive Officer		
31/07/19	Triple A Transcription Services - Transcription services	98.06
05/08/19	Phaps Pty Ltd - Accommodation expenses	170.00
05/08/19	Phaps Pty Ltd - Accommodation expenses	170.00
05/08/19	Phaps Pty Ltd - Accommodation expenses	170.00
05/08/19	Phaps Pty Ltd - Accommodation expenses	-170.00
06/08/19	Local Government Professionals Aust - Membership	531.00
14/08/19	Wilson - Parking	6.08
14/08/19	Apple Itunes - Business app	1.49
16/08/19	Officeworks - Stationery	27.10
16/08/19	City of Perth - Parking	12.00
23/08/19	Australian Institute of Company Directors - Training expenses	3,541.98
26/08/19	Audible Australia - Audiobooks	44.85
26/08/19	Qantas - Conference expenses	737.58
26/08/19	Brolga Theatre - Conference expenses	649.00
26/08/19	Flyfar Australia - Conference expenses	571.78
		6,560.92
Director Community and Development		
02/08/19	Travelgenio - Conference expenses	646.88
02/08/19	Planning Institute of Australia - Training expenses	255.00
02/08/19	Freepik & Flaticon - Subscription	148.30
05/08/19	Zoom Video Communications - Video conference for on demand meetings	22.39
05/08/19	Formstack - Website maintenance	371.93
05/08/19	Amazon - IT equipment	164.31
05/08/19	Createsend - Online business forum	163.90
05/08/19	Sendgrid - Online forum	119.42
13/08/19	Facebook - Advertising	857.92
14/08/19	City of Perth - Parking	12.12
19/08/19	The West Australian - Subscription	28.00
22/08/19	Australian Financial Security Authority - Vehicle searches	2.00
22/08/19	Australian Financial Security Authority - Vehicle searches	2.00
		2,794.17

Director Works and Infrastructure		
02/08/19	Australian Information Industry Assoc - Awards ceremony	204.75
05/08/19	Qantas - Conference expenses	671.74
08/08/19	City of Perth - Parking	12.12
12/08/19	Dropbox - Business storage online subscription	448.00
13/08/19	Dept of Mines, Industry Regulation and Safety - Licence	78.50
19/08/19	Officeworks - Stationery	29.95
26/08/19	Surveying & Spatial Sciences Institute - Training expenses	1,260.00
27/08/19	Getty Images - Stock images	207.90
		<u>2,912.96</u>
Total amount debited from Municipal account		<u>12,268.05</u>

**Statement for
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9982 Melbourne Victoria 3001
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,
8am and 6pm AEST, Saturday and Sunday
Email: client.services@nab.com.au
Fax: 1300 656 519
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

CITY OF BAYSWATER
ATTN MANAGER FINANCIAL SERVICE
61 BROUN AVENUE
MORLEY WA 6062

Cardholder Name:	MR ANDREW GEORGE BRIEN
Account No:	
Statement Period:	30 July 2019 to 28 August 2019
Cardholder Limit:	\$10,000

Transaction Record For: MR ANDREW GEORGE BRIEN

24004119/M09652/S016/166/1032331

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
31 Jul 2019	\$98.06	PAYPAL *BRETT FORD	4029357733			74766189211
5 Aug 2019	\$170.00	PHAPS PTY LTD	NORTHAM			74940529214
5 Aug 2019	\$170.00	PHAPS PTY LTD	NORTHAM			74940529214
5 Aug 2019	\$170.00	PHAPS PTY LTD	NORTHAM			74940529214
5 Aug 2019	\$170.00 CR	PHAPS PTY LTD	NORTHAM			74940529214
6 Aug 2019	\$531.00	LOCAL GOVERNMENT MANA	EAST PERTH			74940529217
14 Aug 2019	\$6.08	WILSON PARKING PER057	PERTH			74564459226
14 Aug 2019	\$1.49	APPLE ITUNES STORE	SYDNEY			74564459225
16 Aug 2019	\$27.10	OFFICEWORKS 0609	MORLEY			74363969228
16 Aug 2019	\$12.00	CPP STATE LIBRARY	NORTHBRIDGE			74940529227
23 Aug 2019	\$3,541.98	COMPANY DIRECTOR	SYDNEY			74940529234

National Australia Bank Limited ARN 12 004 044 937

**Statement for
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9982 Melbourne Victoria 3001
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,
8am and 6pm AEST, Saturday and Sunday
Email: client.services@nab.com.au
Fax: 1300 656 519
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

Transaction Record For: MR ANDREW GEORGE BRIEN

24004119/M09652/S016/166/1032332

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
26 Aug 2019	\$44.85	Audible Australia	MELBOURNE			74773889235
26 Aug 2019	\$737.58	QANTAS AIRWA0812498302621	MASCOT			74940529235
26 Aug 2019	\$649.00	BROLGA THEATRE & CON	MARYBOROUGH			74940529235
26 Aug 2019	\$571.78	FLYFAR AUSTRALIA	SYDNEY, AU			74054929236
Total for this Period:	\$6,560.92					

**Statement for
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,
8am and 6pm AEST, Saturday and Sunday
Email: client.services@nab.com.au
Fax: 1300 656 519
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

CITY OF BAYSWATER
ATTN MANAGER FINANCIAL SERVICE
61 BROUN AVENUE
MORLEY WA 6062

Cardholder Name:	DESMOND K ABEL
Account No:	
Statement Period:	30 July 2019 to 28 August 2019
Cardholder Limit:	\$10,000

Transaction Record For: DESMOND K ABEL

24004119/M009652/S0116/164/03227

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
2 Aug 2019	\$646.88	TRAVELGENIO	WWW.TRAVELGEN			74054929214
2 Aug 2019	\$255.00	PLANNING INSTITUTE OF	BARTON			74564459213
2 Aug 2019	\$148.30	FREEPIK & FLATICON	MALAGA			74208479214
		FRGN AMT: 89.99 Euro				
5 Aug 2019	\$22.39	ZOOM.US	8887999666 CA			24493989217
		FRGN AMT: 14.99 US dollar				
5 Aug 2019	\$371.93	FORMSTACK, LLC	800-8456697 IN			24497789214
		FRGN AMT: 249.00 US dollar				
5 Aug 2019	\$164.31	Amazon web services	aws.amazon.coWA			24692169215
		FRGN AMT: 110.00 US dollar				
5 Aug 2019	\$163.90	CREATESEND/COM	SYDNEY			06121248082

National Australia Bank Limited ARN 12 004 044 937

**Statement for
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,
8am and 6pm AEST, Saturday and Sunday
Email: client.services@nab.com.au
Fax: 1300 656 519
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

Transaction Record For: DESMOND K ABEL

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
5 Aug 2019	\$119.42	SendGrid 1-877-969-8647	877-9698647 CO			24906419214
		FRGN AMT: 79.95 US dollar				
13 Aug 2019	\$857.92	FACEBK 5PL4MMN9M2	fb.me/ads			74987509224
14 Aug 2019	\$12.12	CPP CONVENTION CENTRE	PERTH			74940529225
19 Aug 2019	\$28.00	WANEWSDTI	Osborne Park			74564459228
22 Aug 2019	\$2.00	PPSR AFSA	BARTON			74940529233
22 Aug 2019	\$2.00	PPSR AFSA	BARTON			74940529233
Total for this Period:	\$2,794.17					

THE NATIONAL FOREIGN CURRENCY PROCESSING FEE IS THE SUM OF A
VISA FEE OF 0.85% (CHARGED TO THE NATIONAL AND ON-CHARGED TO YOU)
AND THE NATIONAL FOREIGN CURRENCY TRANSACTION FEE OF 1.50%

24004119/M009652/S0116/164/03228

**Statement for
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,
8am and 6pm AEST, Saturday and Sunday
Email: client.services@nab.com.au
Fax: 1300 656 519
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

CITY OF BAYSWATER
ATTN MANAGER FINANCIAL SERVICE
61 BROUN AVENUE
MORLEY WA 6062

Cardholder Name:	DOUGLAS H PEARSON
Account No:	
Statement Period:	30 July 2019 to 28 August 2019
Cardholder Limit:	\$10,000

Transaction Record For: DOUGLAS H PEARSON

240/04/19/M09952/S0161/05/1033239

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
2 Aug 2019	\$204.75	AIIA	-----	-----	-----	74617639213
5 Aug 2019	\$671.74	QANTAS AIRWA0812497561491	-----	-----	-----	74940529214
8 Aug 2019	\$12.12	CPP CONVENTION CENTRE	-----	-----	-----	74940529219
12 Aug 2019	\$448.00	Dropbox KDP1WTZSF35B	-----	-----	-----	74987509222
13 Aug 2019	\$78.50	DMIRS - MBB - BOP	-----	-----	-----	74940529224
19 Aug 2019	\$29.95	OFFICEWORKS 0609	-----	-----	-----	74363969231
26 Aug 2019	\$1,260.00	Reg Now*SSSILIFE2019	-----	-----	-----	01150523027
27 Aug 2019	\$207.90	GETTY IMAGES	-----	-----	-----	01182351279
Total for this Period:	\$2,912.96					

National Australia Bank Limited ABN 12 004 044 937

Attachment 5

City of Bayswater		
Electronic Fund Transfers		
for the period 1 August 2019 to 31 August 2019		
Date	Description	Amount
		\$
Municipal Account		
01/08/19	New investments	2,200,000.00
01/08/19	NAB merchant fees	18,505.71
02/08/19	Wages	3,674.74
05/08/19	NAB transact fees	378.90
06/08/19	New investments	8,000,000.00
12/08/19	NAB account fees	187.23
13/08/19	New investments	5,000,000.00
14/08/19	Wages	755,488.30
16/08/19	New investments	5,000,000.00
20/08/19	New investments	8,500,000.00
22/08/19	New investments	2,000,000.00
26/08/19	NAB connect fee	304.95
27/08/19	New investments	2,900,000.00
28/08/19	Wages	775,688.26
29/08/19	New investments	2,800,000.00
30/08/19	NAB merchant fees	43,493.83
		37,997,721.92
Aged Persons Account		
07/08/19	Aged care subsidies to Juniper	697,706.47
12/08/19	NAB account fees	2.85
		697,709.32
Total		38,695,431.24

10.2.6 List of Payments for the Month of September 2019

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Schedule of Accounts - Municipal Fund 2. Schedule of Accounts - Trust Fund 3. Schedule of Accounts - Aged Persons Homes 4. Summary of Corporate Credit Card Expenses 5. Electronic Fund Transfers	

CR LORNA CLARKE DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Lorna Clarke declared an impartial interest in this item as she attended an annual function of Bayswater/Morley Districts Cricket Club. Cr Lorna Clarke remained in the room during voting on this item.

CR SALLY PALMER DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Sally Palmer declared an impartial interest in this item as she is a Social Member of Bedford Bowling Club. Cr Sally Palmer remained in the room during voting on this item.

CR DAN BULL, MAYOR DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull, Mayor declared an impartial interest in this item as he is a Social Member of Bedford Bowling Club. Cr Dan Bull, Mayor remained in the room during voting on this item.

SUMMARY

This report presents the list of payments, comprising **Attachments 1, 2, 3, 4 and 5** made under delegated authority for the month of September 2019 in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

COUNCIL RESOLUTION**(OFFICER'S RECOMMENDATION)**

That Council notes the list of payments for the month of September 2019 made under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* comprising **Attachments 1, 2, 3, 4 and 5**.

CR SALLY PALMER MOVED, CR CATHERINE EHRHARDT SECONDED

CARRIED UNANIMOUSLY: 9/0

BACKGROUND

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the City's Municipal and Trust Funds in addition to Aged Care accounts in

accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

A list of accounts paid by the Chief Executive Officer is to be provided to Council where such delegation is made.

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

A list of payments is presented to Council each month for confirmation and endorsement in accordance with the *Local Government (Financial Management) Regulations 1996*.

Payments drawn from the Municipal Account for the month of September 2019 are included at **Attachment 1** and summarised in the table below.

Payments drawn from the Trust Account for the month of September 2019 are included at **Attachment 2** and summarised in the table below.

Payments drawn from the Aged Persons Homes Account for the month of September 2019 are included at **Attachment 3** and summarised in the table below.

Payment Type	Reference	Amount
<i>Municipal Account</i>		
Cheques	106201 – 106337	
Direct Credits	DC000028-38	
Electronic Fund Transfers (EFT)	EF046935 - EF047420	
		<u>6,906,282.08</u>
Less: Cancelled Cheques -		
106216		1,878.00
106228		9.70
Less: cancelled EFT 047262		<u>9.70</u>
Total		<u>\$6,904,394.38</u>
<i>Trust Account</i>		
Cheques	403392 - 403394	
Electronic Fund Transfers (EFT)	EF047150 and EF047273	
Total		<u>\$26,581.36</u>
<i>Aged Persons Homes</i>		
Cheque	000122	
Electronic Fund Transfers (EFT)	EF046664-6, EF046934, EF047271, 72, 74 and EF047421	
Total		<u>\$148,098.67</u>
Total Payments		<u>\$7,079,074.41</u>

The following cheques from previous months were cancelled in September:

Municipal Fund:

- Cheques numbered 105841 and 105992 and 106151, totalling \$2,387.41.

Trust Fund:

- Cheques numbered 403255 and 403345, totalling \$500.50.

All other payments of a direct debit nature made from the Municipal, Trust and Aged Persons Homes Accounts including: bank fees; payroll payments; and other direct payment arrangements, are represented at **Attachment 4**.

LEGISLATIVE COMPLIANCE

Council Policy - Procurement (amended).

Council has delegated to the CEO the exercise of its authority to make payments from the Municipal and Trust Funds and the Aged Care Homes accounts, therefore, in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the CEO is prepared each month showing each account paid since the list was prepared.

OPTIONS

Not applicable.

FINANCIAL IMPLICATIONS

All accounts are for goods and services that have been duly incurred and authorised for payment in accordance with the budget allocation and statutory obligations. This provides for the effective and timely payment of the City's contractors and other creditors.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.
Aspiration: Open, accountable and responsive service.
Outcome L1: Accountable and good governance.

These financial reports will assist Council in meeting its responsibilities in relation to governance of the City of Bayswater's finances.

CONCLUSION

That Council notes the List of Payments for the month of September 2019 comprising **Attachments 1, 2, 3, 4 and 5**.

Attachment 1**City of Bayswater****List of Payment - Municipal**

for the period 01 September 2019 to 30 September 2019

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
106201	5/09/19	S Bilic	Refund residential verge deposit	780.00
106202	5/09/19	Samantha Gibbs	Refund residential verge deposit	1,200.00
106203	5/09/19	Sean Mcpartland	Refund crossover	1,853.80
106204	5/09/19	Stephen Della Bosca	Refund crossover	1,853.80
106205	5/09/19	Telstra	Office telephone and communication expenses	7,477.59
106206	5/09/19	Travis L Murray	refund dog Sterilisation	150.00
106207	5/09/19	V Savic	Refund residential verge deposit	780.00
106208	5/09/19	Ventura Home Group Pty Ltd T/as Smart Ho	Refund residential verge deposit	1,200.00
106209	5/09/19	Water Corporation	Water usage charges	13,519.61
106210	5/09/19	West Coast Model Rally Club	Refund commercial verge deposit	780.00
106211	5/09/19	Zircon Projects Pty Ltd	Refund residential verge deposit	1,200.00
106212	5/09/19	BGC Residential Pty Ltd	Refund development application fee	609.74
106213	5/09/19	BP Australia Pty Ltd	Fuel and oil	423.81
106214	5/09/19	Bradley Smith Builders	Refund residential verge deposit	1,200.00
106215	5/09/19	Child Australia	Refund facility hire bond	500.00
106216	5/09/19	Creative Quarter	Refund bond	448.00
106217	5/09/19	E Pirone	Refund residential verge deposit	780.00
106218	5/09/19	F Fairclough	Refund residential verge deposit	1,400.00
106219	5/09/19	Home Group WA Pty Ltd	Refund residential verge deposit	1,200.00
106220	5/09/19	Jag Demolition	Refund residential verge deposit	1,400.00
106221	5/09/19	James B Gore & Eileen A Gore	Refund rates overpayment	750.71
106222	5/09/19	Lucy-Anne Lewis	Refund facility hire bond	550.00
106223	5/09/19	M Kovacevic	Refund bond	5,000.00
106224	5/09/19	M Savic	Refund residential verge deposit	780.00
106225	5/09/19	Morley Vet Centre	Animal supplies & services	283.20
106226	5/09/19	Nardelli Homes	Refund residential verge deposit	1,200.00
106227	5/09/19	Neil Pirone and Elif Pirone	Crossover subsidy	612.40
106228	5/09/19	International Association For Public Participation	Conference expenses	1,430.00
106229	5/09/19	Parks & Leisure Australia (WA)	Refund bond	500.00
106230	5/09/19	Pet City	Animal supplies & services	59.96
106231	5/09/19	Pure Homes Pty Ltd T/as B1 Homes	Refund residential verge deposit	1,200.00
106232	5/09/19	R Ammoun	Refund bond	5,000.00
106233	11/09/19	Australian Institute of Company Directors	Conference expenses	470.00
106234	11/09/19	Catherine Barry	Crossover subsidy	612.40
106235	11/09/19	Cedar Homes	Refund residential verge deposit	1,200.00
106236	11/09/19	Daniel Bright	Refund Dog registration	150.00
106237	11/09/19	ESM Strata	Refund bond	550.00
106238	11/09/19	Falkirk Corporate Pty Ltd	Reund Planning Fees	295.00
106239	11/09/19	HBF Health Ltd	Refund bond	600.00
106240	11/09/19	J Shields	Refund residential verge deposit	1,200.00
106241	11/09/19	Logiudice Property Group	Refund bond	550.00
106242	11/09/19	MA Jack	Refund bond	500.00
106243	11/09/19	MA Jack	Refund bond	4,000.00
106244	11/09/19	Mark S Kimber	Refund rates overpayment	388.49
106245	11/09/19	MG Wood	Refund bond	5,000.00
106246	11/09/19	Risk Management Institute of Australasia	Memberships and subscriptions	330.00
106247	11/09/19	Security Management Australasia Pty Ltd	Equipment purchases	23,095.60
106248	11/09/19	Sivaprakasam Natarajan	Refund rates overpayment	51.13
106249	11/09/19	Tangent Nominees Pty Ltd	Refund residential verge deposit	1,200.00
106250	11/09/19	Telstra	Office telephone and communication expenses	937.92
106251	11/09/19	Toby W Selmer & Yoki W See	Refund rates overpayment	856.63
106252	11/09/19	Water Corporation	Water usage charges	12,238.34
106255	20/09/19	International Association For Public Participation	Conference expenses	1,430.00
106256	18/09/19	Antonietta Cicchini	Refund rates overpayment	714.84
106257	18/09/19	Antonino and Franca Vilardi	Refund rates overpayment	483.70
106258	18/09/19	C Wallis	Refund residential verge deposit	750.00
106259	18/09/19	Chrome Construction Pty Ltd	Refund commercial verge deposit	1,200.00
106260	18/09/19	Dorazio Service Company Pty Ltd	Refund bond	49,949.26
106261	18/09/19	Gautam Behera	Crossover subsidy	450.00
106262	18/09/19	George Loverock	Refund health centre memberships	377.00
106263	18/09/19	Governance Institute of Australia	Staff training, development and support	330.00
106264	18/09/19	Jet Home Builders Pty Ltd	Refund residential verge deposit	780.00
106265	18/09/19	John Ferraro	Refund health centre memberships	14.92
106266	18/09/19	Kim B T Le	Refund rates overpayment	879.78

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
106267	18/09/19	Maria IS Luis	Refund Dog registration	80.00
106268	18/09/19	Riyon Fonseka	Awards and scholarships	110.00
106269	18/09/19	Sandy Fehlberg	Refund rates overpayment	1,468.78
106270	18/09/19	Shane G Chambers	Refund Miscellaneous	30.00
106271	18/09/19	Sheldon Troy-Mcdermott	Dog Sterilisation	150.00
106272	18/09/19	SL Tansley	Refund residential verge deposit	1,400.00
106273	18/09/19	Suwadee Wondurack	Youth and seniors community activities	25.00
106274	18/09/19	Sv Lakshmi Properties Pty Ltd	Refund rates overpayment	55.02
106275	18/09/19	Tangent Nominees Pty Ltd	Refund residential verge deposit	1,200.00
106276	18/09/19	Tangent Nominees Pty Ltd T/as Summit Hom	Refund residential verge deposit	1,200.00
106277	18/09/19	Telstra	Office telephone and communication expenses	23,065.79
106278	18/09/19	The Leukaemia Foundation	Refund facility hire bond	250.00
106279	18/09/19	Theresa Ward	Youth and seniors community activities	30.00
106280	18/09/19	Walter F Martins &	Refund rates overpayment	792.00
106281	18/09/19	Water Corporation	Water usage charges	301.40
106282	18/09/19	West Australian Newspapers	Memberships and subscriptions	144.00
106283	20/09/19	Adam J McMaster	Awards and scholarships	500.00
106284	20/09/19	Andrzej & Tina Hlicki	Prize incentive	1,500.00
106285	20/09/19	Chris Ioannakis	Awards and scholarships	500.00
106286	20/09/19	Eileen L C Khoo	Awards and scholarships	500.00
106287	20/09/19	Elizabeth & Roy Haagman	Awards and scholarships	500.00
106288	20/09/19	Eugeniusz S Moska	Awards and scholarships	500.00
106289	20/09/19	LM Callegari & JH Barber	Awards and scholarships	500.00
106290	20/09/19	Martin J Gliick	Awards and scholarships	1,000.00
106291	20/09/19	Mihir H Bhatt & Rekha M Bhatt	Awards and scholarships	500.00
106292	20/09/19	Mun B Cheng & Hui H Tan	Awards and scholarships	500.00
106293	20/09/19	Peter J Northrop	Awards and scholarships	500.00
106294	20/09/19	Rex W Turkington	Awards and scholarships	500.00
106295	25/09/19	Addstyle Constructions Pty Ltd	Refund residential verge deposit	780.00
106296	25/09/19	AM Nair	Refund bond	1,000.00
106297	25/09/19	AM Nair	Refund bond	5,000.00
106298	25/09/19	AS John	Refund residential verge deposit	1,200.00
106299	25/09/19	Ashmy Pty Ltd	Refund residential verge deposit	1,200.00
106300	25/09/19	Aurora Pools	Refund residential verge deposit	1,400.00
106301	25/09/19	Australian Geographic	Licence and permit renewal	62.00
106302	25/09/19	Charles L Melville & Yolanda See	Refund rates overpayment	829.43
106303	25/09/19	Chrome Construction Pty Ltd	Refund commercial verge deposit	1,200.00
106304	25/09/19	City of Belmont	Grants & funding	2,500.00
106305	25/09/19	CS Newton	Refund residential verge deposit	1,400.00
106306	25/09/19	Department of Health	Grants & funding	19,687.31
106307	25/09/19	Diggers And Truckers Pty Ltd	Refund residential verge deposit	1,400.00
106308	25/09/19	DR Dawes	Refund residential verge deposit	780.00
106309	25/09/19	Exclaimer Ltd	IT network maintenance	542.00
106310	25/09/19	F Vecchio	Refund residential verge deposit	1,200.00
106311	25/09/19	KM O'Grady	Refund residential verge deposit	1,400.00
106312	25/09/19	Margaret Jamieson Gardner	Refund rates overpayment	549.45
106313	25/09/19	Mindful Homes Pty Ltd	Refund residential verge deposit	1,200.00
106314	25/09/19	MK & RBI Khoo	Refund rates overpayment	384.12
106315	25/09/19	MK & RBI Khoo	Refund rates overpayment	195.68
106316	25/09/19	Morley Vet Centre	Animal supplies & services	156.10
106317	25/09/19	P Hughes	Refund licence fee	215.95
106318	25/09/19	Pet City	Animal supplies & services	59.99
106319	25/09/19	Buildwise	Refund bond	1,200.00
106320	25/09/19	R Rossi	Refund licence fee	430.85
106321	25/09/19	Rhys Cheetham	Refund rates overpayment	1,298.10
106322	25/09/19	SJ Edwards	Refund residential verge deposit	1,400.00
106323	25/09/19	Steven Radi	Refund crossover	301.95
106324	25/09/19	Summit Home Improvements	Refund development application fee	830.34
106325	25/09/19	Tangent Nominees Pty Ltd	Refund residential verge deposit	1,200.00
106326	25/09/19	Tangent Nominees Pty Ltd T/as Summit Hom	Refund residential verge deposit	1,200.00
106327	25/09/19	Tangent Nominees Pty Ltd T/as Summit Hom	Refund residential verge deposit	1,200.00
106328	25/09/19	TD Dinh	Refund residential verge deposit	1,400.00
106329	25/09/19	Telstra	Office telephone and communication expenses	9,293.98
106330	25/09/19	Thi S Tran	Refund rates overpayment	96.68
106331	25/09/19	TO Patten	Refund residential verge deposit	780.00
106332	25/09/19	Tony D'Onofrio	Citizenship expenses	200.00
106333	25/09/19	Ventura Home Group Pty Ltd	Refund residential verge deposit	1,200.00
106334	25/09/19	VIC Roads	Vehicle searches	9.70
106335	25/09/19	Water Corporation	Water usage charges	1,835.62

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
106336	25/09/19	Webb And Brown-Neaves Pty Ltd	Refund residential verge deposit	780.00
106337	25/09/19	Y Kunej	Refund residential verge deposit	1,400.00
DC000028	2/09/19	Easisalary Pty Ltd	Payroll deduction	2,746.60
DC000029	2/09/19	Superchoice	Payroll deduction	155,057.86
DC000030	9/09/19	Fines Enforcement Registry	Legal expenses and court costs	1,960.00
DC000031	18/09/19	Easisalary Pty Ltd	Payroll deduction	2,746.60
DC000032	18/09/19	Dorazio Service Company Pty Ltd	Refund bond	49,949.26
DC000033	18/09/19	Superchoice	Payroll deduction	156,697.82
DC000034	18/09/19	Dorazio Service Company Pty Ltd	Refund bond	-49,949.26
DC000035	25/09/19	Easisalary Pty Ltd	Payroll deduction	2,746.60
DC000036	25/09/19	Fines Enforcement Registry	Legal expenses and court costs	2,660.00
DC000037	25/09/19	Fines Enforcement Registry	Legal expenses and court costs	2,520.00
DC000038	25/09/19	Fines Enforcement Registry	Legal expenses and court costs	420.00
EF046935	5/09/19	A1 Locksmiths	Key / Lock Services	290.00
EF046936	5/09/19	Abaxa	Parks & gardens tree pruning and associated services	913.00
EF046937	5/09/19	Abco Products	Parks & gardens materials	1,328.56
EF046938	5/09/19	Acclaimed Catering	Functions and events catering expenses	1,247.40
EF046939	5/09/19	Alan Figueroa	Youth and seniors community activities	350.00
EF046940	5/09/19	Alinta Gas	Gas usage charges	1,789.80
EF046941	5/09/19	ALS Library Services	Library book stock and materials	334.24
EF046942	5/09/19	Nuturf Australia Pty Ltd	Parks & gardens materials	2,156.00
EF046943	5/09/19	AMS Service & Maintenance Pty Ltd	Building maintenance and services	659.67
EF046944	5/09/19	Andrew Mclean	Refund health centre memberships	438.21
EF046945	5/09/19	Auscorp It	Information technology minor purchases	1,959.39
EF046946	5/09/19	Australasian Performing Right Assoc Ltd	Licence and permit renewal	7,242.32
EF046947	5/09/19	Baileys Fertilisers	Parks & gardens materials	3,597.00
EF046948	5/09/19	Bayswater Bowling & Rec Club	Parks & gardens contract payments	2,499.60
EF046949	5/09/19	Bayswater/Morley Districts Cricket Club	Parks & gardens contract payments	37,135.38
EF046950	5/09/19	BOC Gases Australia Limited	Aquatic chemicals and consumables	72.74
EF046951	5/09/19	Boral Construction Materials Group Ltd	Construction and civil works tools and materials	2,232.45
EF046952	5/09/19	Brenton See	Graffiti Removal	748.00
EF046953	5/09/19	Brilliant Badges & Trophies	Staff uniforms and protective equipment	61.60
EF046954	5/09/19	Bunnings Pty Ltd	Equipment purchases	1,313.24
EF046955	5/09/19	Capital Recycling	Tipping Fee	1,089.00
EF046956	5/09/19	Chemistry Centre of WA	Environmental services & supplies	746.99
EF046957	5/09/19	City of Swan	Staff leave and entitlement	12,712.60
EF046958	5/09/19	Cockburn Cement Limited	Construction and civil works tools and materials	466.66
EF046959	5/09/19	Connor Black	Refund health centre memberships	207.37
EF046960	5/09/19	Creative Conferences	Community engagement framework	764.50
EF046961	5/09/19	Telford Industries	Aquatic chemicals and consumables	1,849.10
EF046962	5/09/19	Stihl Shop Osborne Park	Staff uniforms and protective equipment	438.40
EF046963	5/09/19	Curost Milk Supply	Food & Drinks	188.00
EF046964	5/09/19	Decipha Pty Ltd	Document management and archiving	1,184.80
EF046965	5/09/19	Dowsing Concrete	Parks & gardens contract payments	14,285.43
EF046966	5/09/19	East Metro Regional Council	Waste collection and hygiene services	81,569.05
EF046967	5/09/19	Echo Newspaper	Marketing and promotional material	1,200.00
EF046968	5/09/19	Elite Pool Covers Pty Ltd	Equipment purchases	19,052.00
EF046969	5/09/19	Envisionware Pty Ltd	Office stationery and consumables	137.50
EF046970	5/09/19	Epic Catering Services	Functions and events catering expenses	1,205.00
EF046971	5/09/19	Ergolink	Equipment purchases	575.95
EF046972	5/09/19	Fleetspec Hire	Equipment hire	3,687.92
EF046973	5/09/19	Flexi Staff	Labour hire and temporary replacement	2,035.97
EF046974	5/09/19	Jason Signmakers	Parks & gardens materials	14,093.20
EF046975	5/09/19	Galvins Plumbing Supplies	Building supplies and hardware	1,383.30
EF046976	5/09/19	Glenn Swift Entertainment	Youth and seniors community activities	385.00
EF046977	5/09/19	Hanson Construction Materials P/L	Construction and civil works tools and materials	10,985.30
EF046978	5/09/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	7,219.61
EF046979	5/09/19	Hemsley Paterson	Professional consultancy services	1,650.00
EF046980	5/09/19	IRP Pty Ltd	Labour hire and temporary replacement	3,250.06
EF046981	5/09/19	James Foley	Youth and seniors community activities	770.00
EF046982	5/09/19	John Lodge T/A Landcare Weed Control	Parks & gardens contract payments	701.25
EF046983	5/09/19	Jotoc Pty Ltd T/A Turfcare - NSW	Parks & gardens materials	2,101.00
EF046984	5/09/19	Kai Adrian Jaeger	Donation	300.00
EF046985	5/09/19	Kennards Hire - Malaga	Equipment hire	355.00
EF046986	5/09/19	KJ Miller and PB Reid	Refund swimming lessons	91.08
EF046987	5/09/19	Lawrence & Hanson	Building supplies and hardware	209.09
EF046988	5/09/19	Lgconnect Pty Ltd	IT network maintenance	52,195.00
EF046989	5/09/19	Linemarking WA Pty Ltd	Construction and civil works technical support	935.00
EF046990	5/09/19	Local Government Professionals Aust WA	Memberships and subscriptions	185.00

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Payments				
EF046991	5/09/19	Marketforce Pty Ltd	Printing and graphic design expenses	4,961.79
EF046992	5/09/19	McInerney Ford	Plant and vehicle parts and materials	650.68
EF046993	5/09/19	McLeods	Legal expenses and court costs	3,385.51
EF046994	5/09/19	Vic's Smash Repairs	Insurance excess	3,071.40
EF046995	5/09/19	MPK Tree Management Pty Ltd T/A MPK Tree Ser	Parks & gardens tree pruning and associated services	10,243.20
EF046996	5/09/19	Natasha Coombs	Donation	200.00
EF046997	5/09/19	Natural Area Management & Services	Environmental services & supplies	5,940.00
EF046998	5/09/19	New Look Drycleaners & Laundry Service	Functions and events site setup expenses	27.50
EF046999	5/09/19	Pathwaste Pty Ltd	Environmental services & supplies	463.65
EF047000	5/09/19	Perth Electric Bike Centre	Plant and vehicle purchasing	6,484.80
EF047001	5/09/19	Plantrite	Parks & gardens plants and trees	1,490.72
EF047002	5/09/19	Quality Press	Printing and graphic design expenses	356.40
EF047003	5/09/19	Repeco	Plant and vehicle parts and materials	561.64
EF047004	5/09/19	Rod Woodford	Conference expenses	824.78
EF047005	5/09/19	Rosmech	Plant and vehicle parts and materials	174.02
EF047006	5/09/19	SJ Ayre Plumbing & Services	Building maintenance and services	682.00
EF047007	5/09/19	Sportsworld of WA	Kiosk stock	608.85
EF047008	5/09/19	Sprayline Spraying Equipment	Depot stores and consumables	141.55
EF047009	5/09/19	State Wide Turf Services	Parks & gardens contract payments	10,838.52
EF047010	5/09/19	Stiles Electrical & Communication Svces P/L	Parks & gardens contract payments	968.00
EF047011	5/09/19	Sunny Industrial Brushware	Depot stores and consumables	3,532.65
EF047012	5/09/19	Swan Districts Netball Association Inc.	Grants & funding	150.00
EF047013	5/09/19	Synergy	Electricity charges (other than street lighting)	762.38
EF047014	5/09/19	Toll Transport Pty Ltd	Postage and courier charges	257.95
EF047015	5/09/19	Unicard	Printing and graphic design expenses	1,446.50
EF047016	5/09/19	WA Local Government Association	Staff training, development and support	1,949.01
EF047017	5/09/19	Walcott Industries Pty Ltd	Parks & gardens contract payments	21,406.00
EF047018	5/09/19	Way Funky Company Pty Ltd	Kiosk stock	6,089.16
EF047019	5/09/19	Weskerb Pty Ltd	Parks & gardens contract payments	1,155.00
EF047020	5/09/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	1,335.70
EF047021	5/09/19	Westworks Group Pty Ltd	Parks & gardens contract payments	12,380.01
EF047022	5/09/19	Yanchep Inn	Functions and events catering expenses	201.00
EF047023	5/09/19	Zircodata Pty Ltd	Document management and archiving	445.93
EF047024	11/09/19	3 Monkeys Audiovisual	Youth and seniors community activities	1,700.00
EF047025	11/09/19	A Team Printing Pty Ltd	Printing and graphic design expenses	216.70
EF047026	11/09/19	Acclaimed Catering	Functions and events catering expenses	1,260.60
EF047027	11/09/19	Advance Press	Printing and graphic design expenses	17,611.00
EF047028	11/09/19	Air Liquide WA Pty Ltd	Equipment hire	231.28
EF047029	11/09/19	Alinta Gas	Gas usage charges	511.75
EF047030	11/09/19	Commercial Air Solutions	Building maintenance and services	1,452.55
EF047031	11/09/19	ALS Library Services	Library book stock and materials	227.24
EF047032	11/09/19	Nuturf Australia Pty Ltd	Parks & gardens materials	1,386.00
EF047033	11/09/19	Bayswater News & Lotteries	Memberships and subscriptions	787.43
EF047034	11/09/19	Aquatic Recreation Group WA	Staff training, development and support	430.00
EF047035	11/09/19	Arcus Australia Pty Ltd	Medical services and materials	297.00
EF047036	11/09/19	Asphalttech Pty Ltd	Construction and civil works tools and materials	3,855.65
EF047037	11/09/19	Auscorp It	Office stationery and consumables	261.01
EF047038	11/09/19	Australasian Performing Right Assoc Ltd	Memberships and subscriptions	2,087.83
EF047039	11/09/19	Australia Post	Postage and courier charges	961.20
EF047040	11/09/19	Australian Services Union	Payroll deduction	438.30
EF047041	11/09/19	Commissioner of Taxation	Payroll deduction	266,304.00
EF047042	11/09/19	Bedford Bowling Club (Inc.)	Parks & gardens contract payments	3,825.00
EF047043	11/09/19	Benara Nurseries	Parks & gardens plants and trees	5,979.23
EF047044	11/09/19	Bolinda Publishing Pty Ltd	Printing and graphic design expenses	3,100.00
EF047045	11/09/19	Boral Construction Materials Group Ltd	Construction and civil works tools and materials	9,088.04
EF047046	11/09/19	Bridgestone Aust Ltd	Plant and vehicle parts and materials	940.02
EF047047	11/09/19	Bunnings Pty Ltd	Building supplies and hardware	1,108.19
EF047048	11/09/19	Capital Recycling	Waste collection and hygiene services	3,484.80
EF047049	11/09/19	RAECO International Pty Ltd	Office stationery and consumables	233.86
EF047050	11/09/19	Chamber of Commerce and Industry WA	Staff training, development and support	990.00
EF047051	11/09/19	Charles Perkins	Donation	200.00
EF047052	11/09/19	Chemistry Centre of WA	Environmental testing and sampling	2,218.14
EF047053	11/09/19	Chemwest	Cleaning supplies	4,188.95
EF047054	11/09/19	Chidindu Bright Otuka	Donation	200.00
EF047055	11/09/19	Christie Parksafe	Equipment purchases	2,964.50
EF047056	11/09/19	Cineads Australia Pty Ltd	Marketing and promotional material	1,100.00
EF047057	11/09/19	City of Bayswater Social Club	Payroll deduction	184.00
EF047058	11/09/19	Classic Hire	Equipment hire	508.20
EF047059	11/09/19	Cleanaway	Waste collection and hygiene services	297.00

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Payments				
EF047060	11/09/19	COB - Sundowner Club	Payroll deduction	88.00
EF047061	11/09/19	Colleaguesnagels Pty Ltd	Printing and graphic design expenses	297.00
EF047062	11/09/19	Contraflow Pty Ltd	Traffic management	1,890.40
EF047063	11/09/19	Corsign (WA) Pty Ltd	Signage and banners	49.50
EF047064	11/09/19	Crest Personnel Pty Ltd	Labour hire and temporary replacement	9,299.03
EF047065	11/09/19	Child Support Agency	Payroll deduction	1,330.12
EF047066	11/09/19	Stihl Shop Osborne Park	Plant and vehicle parts and materials	144.40
EF047067	11/09/19	Diana Kudsee	Youth and seniors community activities	230.00
EF047068	11/09/19	Discovery Educational	Youth and seniors community activities	64.85
EF047069	11/09/19	Dowsing Concrete	Construction and civil works tools and materials	11,602.79
EF047070	11/09/19	Maylands Park Lottery Centre & News	Memberships and subscriptions	369.23
EF047071	11/09/19	Elite Pool Covers Pty Ltd	Aquatic maintenance and services	150.00
EF047072	11/09/19	Epic Catering Services	Functions and events catering expenses	610.00
EF047073	11/09/19	Event & Conference Co Pty Ltd	Conference expenses	799.00
EF047074	11/09/19	Ezy Lockers Pty Ltd	Commission	75.66
EF047075	11/09/19	F4 Photographer	Photography / Video Production	300.00
EF047076	11/09/19	Fleetspec Hire	Equipment hire	7,902.68
EF047077	11/09/19	Flexi Staff	Labour hire and temporary replacement	1,628.77
EF047078	11/09/19	Fuel Distributors of WA Pty Ltd	Fuel and oil	29,164.58
EF047079	11/09/19	Fuji Xerox (Aust) Pty Ltd	Photocopying contract charges	149.60
EF047080	11/09/19	Galleria Toyota	Plant and vehicle parts and materials	330.48
EF047081	11/09/19	Galvins Plumbing Supplies	Building supplies and hardware	1,388.19
EF047082	11/09/19	Les Mills Australia	Licence and permit renewal	1,551.83
EF047083	11/09/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	6,755.76
EF047084	11/09/19	Health Insurance Fund of WA	Payroll deduction	332.40
EF047085	11/09/19	Heatley Sales Pty Ltd	Equipment purchases	4,887.86
EF047086	11/09/19	Hirotec Maintenance Pty Ltd	Building maintenance and services	312.40
EF047087	11/09/19	Hospital Benefit Fund of WA	Payroll deduction	1,546.45
EF047088	11/09/19	IRP Pty Ltd	Labour hire and temporary replacement	4,062.58
EF047089	11/09/19	JB Hi-Fi Group Pty Ltd	IT software/hardware upgrades and replacement	22,490.00
EF047090	11/09/19	John Forrest Secondary College	Functions and events entertainment expenses	2,000.00
EF047091	11/09/19	Jolene Ashworth	Refund bond	550.00
EF047092	11/09/19	The Watershed Water Systems	Parks & gardens reticulation systems repairs and upgrades	546.79
EF047093	11/09/19	Lawrence & Hanson	Building supplies and hardware	200.20
EF047094	11/09/19	Landgate - Valuer General's Office	Gross rental valuation charges	1,795.63
EF047095	11/09/19	LD Total	Parks & gardens contract payments	423.03
EF047096	11/09/19	Learning Seat Pty Ltd	IT network maintenance	36,850.00
EF047097	11/09/19	Lgconnect Pty Ltd	IT network maintenance	15,125.00
EF047098	11/09/19	Lock, Stock & Farrell	Equipment purchases	213.55
EF047099	11/09/19	M P Rogers & Associates	Professional consultancy services	2,896.88
EF047100	11/09/19	Mader Contracting Pty Ltd	Labour hire and temporary replacement	29,997.00
EF047101	11/09/19	On Hold Magic	Memberships and subscriptions	134.86
EF047102	11/09/19	Manheim Pty Ltd	Vehicle towing	55.00
EF047103	11/09/19	Marketforce Pty Ltd	Advertising public notices	7,031.98
EF047104	11/09/19	May Mcguire (Whadjuk Aboriginal Elder)	Community engagement framework	500.00
EF047105	11/09/19	McClelland's	Garden Maintenance	467.50
EF047106	11/09/19	Metro Motors Pty Ltd	Plant and vehicle parts and materials	677.72
EF047107	11/09/19	Vic's Smash Repairs	Plant and vehicle repairs	6,479.82
EF047108	11/09/19	MPK Tree Management Pty Ltd T/A MPK Tree Serv	Parks & gardens tree pruning and associated services	3,859.90
EF047109	11/09/19	My Media Intelligence Pty Ltd	Advertising public notices	2,722.74
EF047110	11/09/19	Natural Area Management & Services	Parks & gardens tree pruning and associated services	6,270.33
EF047111	11/09/19	New Look Drycleaners & Laundry Service	Cleaning services	211.20
EF047112	11/09/19	Officeworks	Office stationery and consumables	865.02
EF047113	11/09/19	Olivia Gomez	Refund bond	1,000.00
EF047114	11/09/19	Osborne Towing Pty Ltd	Vehicle towing	462.00
EF047115	11/09/19	Perth Bin Hire	Waste collection and hygiene services	2,056.59
EF047116	11/09/19	Perth Recruitment Services	Labour hire and temporary replacement	7,383.52
EF047117	11/09/19	Piano Magic	Equipment repairs	275.00
EF047118	11/09/19	Prestige Property Maintenance Pty Ltd	Parks & gardens plants and trees	4,877.80
EF047119	11/09/19	Price Consulting Group Pty Ltd	Professional consultancy services	5,060.00
EF047120	11/09/19	Promolab	Staff uniforms and protective equipment	187.00
EF047121	11/09/19	Redfish Technologies Pty Ltd	IT network maintenance	9,174.00
EF047122	11/09/19	Repco	Plant and vehicle parts and materials	1,929.67
EF047123	11/09/19	Richgro Garden Products	Parks & gardens materials	6,058.80
EF047124	11/09/19	Safer Sands	Parks & gardens contract payments	1,360.00
EF047125	11/09/19	Saferight	Staff training, development and support	249.00
EF047126	11/09/19	Salmat Mediaforce Pty Ltd	Marketing and promotional material	1,923.45
EF047127	11/09/19	SGL Consulting Group Australia Pty Ltd	Professional consultancy services	5,582.50
EF047128	11/09/19	Sheridan'S For Badges	Parks & gardens contract payments	556.60

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Payments				
EF047129	11/09/19	Shred-X Pty Ltd	Document management and archiving	79.20
EF047130	11/09/19	SJ Ayre Plumbing & Services	Building maintenance and services	209.00
EF047131	11/09/19	Solargain Pv Pty Ltd	Parks & gardens contract payments	7,990.00
EF047132	11/09/19	Sprayline Spraying Equipment	Plant and vehicle parts and materials	117.26
EF047133	11/09/19	Spyker Business Solutions	Buildings and events security expenses	206.25
EF047134	11/09/19	Synaco Global Recruitment	Labour hire and temporary replacement	1,368.84
EF047135	11/09/19	Synergy	Electricity charges - Street lighting	2,892.07
EF047136	11/09/19	Trisley Hydraulic Services	Aquatic maintenance and services	1,292.50
EF047137	11/09/19	Ull WA Pty Ltd	Parks & gardens contract payments	10,646.10
EF047138	11/09/19	Urbaqua Ltd	Professional consultancy services	660.00
EF047139	11/09/19	Urenco Supplies	Construction and civil works tools and materials	217.62
EF047140	11/09/19	Vaughn J McGuire	Community engagement framework	3,000.00
EF047141	11/09/19	Viking Rentals	Equipment hire	500.28
EF047142	11/09/19	Vorgee Pty Ltd	Kiosk stock	1,547.65
EF047143	11/09/19	LGRCEU	Payroll deduction	861.00
EF047144	11/09/19	Wesfarmers Kleenheat Gas Pty Ltd	Fuel and oil	193.71
EF047145	11/09/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	146.90
EF047146	11/09/19	Winc	Office stationery and consumables	512.03
EF047147	11/09/19	Woolworths Ltd (WA)	Functions and events supplies	474.02
EF047148	11/09/19	Work Clobber	Staff uniforms and protective equipment	1,354.75
EF047149	11/09/19	Morley Sport & Recreation Centre	Venue hire	32,591.50
EF047151	18/09/19	Acclaimed Catering	Functions and events catering expenses	1,247.40
EF047152	18/09/19	Adams Coachlines	Youth and seniors community activities	665.00
EF047153	18/09/19	ADT Security	Buildings and events security expenses	590.91
EF047154	18/09/19	Commercial Air Solutions	Building maintenance and services	440.00
EF047155	18/09/19	ALS Library Services	Library book stock and materials	15.19
EF047156	18/09/19	Nuturf Australia Pty Ltd	Parks & gardens materials	286.00
EF047157	18/09/19	AMS Service & Maintenance Pty Ltd	Building maintenance and services	1,454.96
EF047158	18/09/19	Animal Ark Pty Ltd	Staff training, development and support	913.00
EF047159	18/09/19	Auscorp It	Office stationery and consumables	8,751.73
EF047160	18/09/19	Australia Post	Postage and courier charges	9.10
EF047161	18/09/19	Bayswater Tennis Club	Parks & gardens contract payments	3,215.13
EF047162	18/09/19	Bindi Bindi Dreaming	Youth and seniors community activities	756.25
EF047163	18/09/19	Boral Construction Materials Group Ltd	Construction and civil works tools and materials	9,705.30
EF047164	18/09/19	Bridgestone Aust Ltd	Plant and vehicle parts and materials	1,722.18
EF047165	18/09/19	Buggybuddys	Advertising public notices	770.00
EF047166	18/09/19	Bunnings Pty Ltd	Parks & gardens plants and trees	1,438.97
EF047167	18/09/19	Capital Recycling	Tipping Fee	1,524.60
EF047168	18/09/19	Carba-Tec Pty Ltd	Equipment purchases	329.00
EF047169	18/09/19	Cat Haven	Animal supplies & services	1,269.00
EF047170	18/09/19	RAECO International Pty Ltd	Furniture purchases	1,528.41
EF047171	18/09/19	Chamber of Commerce and Industry WA	Professional consultancy services	478.50
EF047172	18/09/19	Cineads Australia Pty Ltd	Advertising public notices	1,980.00
EF047173	18/09/19	Contraflow Pty Ltd	Traffic management	4,180.45
EF047174	18/09/19	Cornerstone Legal	Legal expenses and court costs	1,130.80
EF047175	18/09/19	Corsign (WA) Pty Ltd	Signage and banners	534.60
EF047176	18/09/19	Crest Personnel Pty Ltd	Labour hire and temporary replacement	4,858.36
EF047177	18/09/19	Stihl Shop Osborne Park	Plant and vehicle parts and materials	489.95
EF047178	18/09/19	Curost Milk Supply	Functions and events bar stock	188.00
EF047179	18/09/19	CVP Electrical Co	Aquatic maintenance and services	727.43
EF047180	18/09/19	Darren Gillespie	Refund bond	448.00
EF047181	18/09/19	Fire & Emergency Services Authority of WA	Emergency Services Levy	3,319,315.75
EF047182	18/09/19	Dowsing Concrete	Construction and civil works tools and materials	18,389.65
EF047183	18/09/19	DVA Logistics	Furniture purchases	3,652.00
EF047184	18/09/19	East Metro Regional Council	Waste collection and hygiene services	109,531.99
EF047185	18/09/19	Epic Catering Services	Functions and events catering expenses	126.00
EF047186	18/09/19	Ergolink	Furniture purchases	1,672.00
EF047187	18/09/19	Experian Australia Pty Ltd	IT network maintenance	5,866.54
EF047188	18/09/19	F4 Photographer	Photography / Video Production	600.00
EF047189	18/09/19	Flexi Staff	Labour hire and temporary replacement	2,035.97
EF047190	18/09/19	Fuel Distributors of WA Pty Ltd	Fuel and oil	1,853.21
EF047191	18/09/19	Fuji Xerox (Aust) Pty Ltd	Photocopying contract charges	12,037.21
EF047192	18/09/19	Galvins Plumbing Supplies	Building supplies and hardware	519.29
EF047193	18/09/19	Garrards Pty Ltd	Environmental services & supplies	198.00
EF047194	18/09/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	5,148.39
EF047195	18/09/19	Dr Heather Coventry	Medical services and materials	2,200.00
EF047196	18/09/19	Heatley Sales Pty Ltd	Tools and minor plant	419.87
EF047197	18/09/19	Hirotec Maintenance Pty Ltd	Building maintenance and services	656.73
EF047198	18/09/19	Hosking Leanne	Medical services and materials	2,640.00

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
EF047199	18/09/19	Imagesource Digital Solutions	Signage and banners	480.70
EF047200	18/09/19	Intelife Group Inc Formally Intework Incorporated	Building maintenance and services	2,254.12
EF047201	18/09/19	IRP Pty Ltd	Labour hire and temporary replacement	3,250.06
EF047202	18/09/19	Jackson McDonald	Legal expenses and court costs	12,631.25
EF047203	18/09/19	JB Hi-Fi Group Pty Ltd	Information technology minor purchases	25,833.00
EF047204	18/09/19	The Watershed Water Systems	Parks & gardens reticulation systems repairs and upgrades	5,564.77
EF047205	18/09/19	Klmedia Pty Ltd T/A All Access Australasia	Library book stock and materials	466.89
EF047206	18/09/19	Landgate - Valuer General's Office	Gross rental valuation charges	1,106.42
EF047207	18/09/19	Life Active Podiatry	Podiatry services and materials	1,620.00
EF047208	18/09/19	Ling Man Tsang	Refund health centre memberships	151.46
EF047209	18/09/19	Liquor Stax At Charlies	Functions and events catering expenses	552.40
EF047210	18/09/19	Living Turf	Parks & gardens materials	539.00
EF047211	18/09/19	M & B Sales	Construction and civil works tools and materials	622.27
EF047212	18/09/19	Marketforce Pty Ltd	Advertising public notices	632.63
EF047213	18/09/19	Matt Turner	Staff training, development and support	427.30
EF047214	18/09/19	McIntosh Holdings Pty Ltd	Plant and vehicle parts and materials	176.68
EF047215	18/09/19	McLeods	Legal expenses and court costs	4,622.54
EF047216	18/09/19	Metro Motors Pty Ltd	Gifts and presentations	15,400.00
EF047217	18/09/19	Message Media	Memberships and subscriptions	33.00
EF047218	18/09/19	Michael Christopher Cornish	Councillor allowances and reimbursements	8,210.00
EF047219	18/09/19	MPK Tree Management Pty Ltd T/A MPK Tree Ser	Parks & gardens tree pruning and associated services	14,848.90
EF047220	18/09/19	New Look Drycleaners & Laundry Service	Cleaning services	141.90
EF047221	18/09/19	Parker Black & Forrest Pty Ltd	Building supplies and hardware	1,221.00
EF047222	18/09/19	Paywise	Payroll deduction	1,261.17
EF047223	18/09/19	Perth Recruitment Services	Labour hire and temporary replacement	5,358.44
EF047224	18/09/19	Plantrite	Parks & gardens plants and trees	3,331.13
EF047225	18/09/19	Powervac	Equipment repairs	439.25
EF047226	18/09/19	Prestige Property Maintenance Pty Ltd	Parks & gardens plants and trees	21,870.10
EF047227	18/09/19	Pro-Lamps Pty Ltd	Building supplies and hardware	722.49
EF047228	18/09/19	Pyjama Drama North Coastal Perth	Youth and seniors community activities	330.00
EF047229	18/09/19	WA Blue Metal and WA Premix	Construction and civil works tools and materials	1,509.20
EF047230	18/09/19	Redman Solutions	IT network maintenance	9,900.00
EF047231	18/09/19	Repco	Plant and vehicle parts and materials	708.85
EF047232	18/09/19	Resource Recovery Solutions Pty Ltd	Tipping Fee	385.00
EF047233	18/09/19	Retech Rubber Pty Ltd	Parks & gardens contract payments	893.20
EF047234	18/09/19	RF & DH Mcinerney	Parks & gardens materials	4,953.42
EF047235	18/09/19	Richgro Garden Products	Parks & gardens materials	5,984.00
EF047236	18/09/19	Westbooks	Youth and seniors community activities	58.39
EF047237	18/09/19	Royal Life Saving Society	Staff training, development and support	1,719.00
EF047238	18/09/19	Shelter WA	Memberships and subscriptions	123.00
EF047239	18/09/19	Fasta Couriers	Postage and courier charges	33.83
EF047240	18/09/19	Shred-X Pty Ltd	Transport and storage charges	70.84
EF047241	18/09/19	SJ Ayre Plumbing & Services	Building supplies and hardware	7,777.00
EF047242	18/09/19	Sonic Health Plus Pty Ltd	Medical services and materials	4,482.50
EF047243	18/09/19	Sports Turf Technology	Parks & gardens contract payments	2,029.50
EF047244	18/09/19	Sportsworld of WA	Kiosk stock	55.00
EF047245	18/09/19	Starleaton Holdings Pty Ltd	Printing and graphic design expenses	2,320.71
EF047246	18/09/19	State Library of WA	Fees and charges	9,790.00
EF047247	18/09/19	State Wide Turf Services	Parks & gardens contract payments	9,903.74
EF047248	18/09/19	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	461.71
EF047249	18/09/19	Synergy	Electricity charges (other than street lighting)	390.25
EF047250	18/09/19	Tanks For Hire	Equipment hire	616.00
EF047251	18/09/19	Teresa Dimasi	Refund health centre memberships	336.34
EF047252	18/09/19	The Good Guys Malaga	Equipment purchases	474.36
EF047253	18/09/19	The Poster Girls	Advertising public notices	184.80
EF047254	18/09/19	TLC The Lifting Company	Plant and vehicle repairs	4,399.45
EF047255	18/09/19	Toll Transport Pty Ltd	Postage and courier charges	257.95
EF047256	18/09/19	Tom's Kitchen @Fairbrossen	Youth and seniors community activities	870.00
EF047257	18/09/19	Toolmart Australia Pty Ltd	Equipment purchases	2,145.98
EF047258	18/09/19	T-Quip	Plant and vehicle parts and materials	127.50
EF047259	18/09/19	Travis Hayto Photography	Photography / Video Production	343.75
EF047260	18/09/19	Trisley Hydraulic Services	Aquatic maintenance and services	132.00
EF047261	18/09/19	Ull WA Pty Ltd	Parks & gardens contract payments	10,692.00
EF047262	18/09/19	VIC Roads	Fees and charges	9.70
EF047263	18/09/19	Volunteering Western Australia	Memberships and subscriptions	290.00
EF047264	18/09/19	W A Hino Sales and Service	Plant and vehicle parts and materials	188.52
EF047265	18/09/19	WC Innovations	Building maintenance and services	3,456.03
EF047266	18/09/19	Westbuild Products Pty Ltd	Construction and civil works tools and materials	952.38
EF047267	18/09/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	2,148.55

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
EF047268	18/09/19	West-Sure (WA) Pty Ltd	Postage and courier charges	171.60
EF047269	18/09/19	Winc	Office stationery and consumables	652.48
EF047270	18/09/19	Morley Sport & Recreation Centre	Management fee	16,281.65
EF047275	25/09/19	A1 Locksmiths	Building supplies and hardware	45.00
EF047276	25/09/19	Access Icon Pty Ltd T/A Cascada Group	Parks & gardens contract payments	1,782.00
EF047277	25/09/19	Acclaimed Catering	Functions and events catering expenses	275.00
EF047278	25/09/19	Advance Press	Marketing and promotional material	594.00
EF047279	25/09/19	Advance Vacuumed Gutters	Building maintenance and services	865.30
EF047280	25/09/19	Alan Figueroa	Youth and seniors community activities	400.00
EF047281	25/09/19	Alinta Gas	Gas usage charges	162.45
EF047282	25/09/19	Commercial Air Solutions	Building maintenance and services	4,581.94
EF047283	25/09/19	Allstamps	Office stationery and consumables	432.75
EF047284	25/09/19	ALS Library Services	Library book stock and materials	603.93
EF047285	25/09/19	Nuturf Australia Pty Ltd	Parks & gardens materials	1,716.00
EF047286	25/09/19	ASB Marketing	Marketing and promotional material	1,574.10
EF047287	25/09/19	Auscorp It	Office stationery and consumables	696.50
EF047288	25/09/19	Austral Pool Solutions	Equipment purchases	10,354.96
EF047289	25/09/19	Australia Post	Postage and courier charges	7,935.26
EF047290	25/09/19	Australian Services Union	Payroll deduction	438.30
EF047291	25/09/19	Commissioner of Taxation	Payroll deduction	256,655.00
EF047292	25/09/19	Austwide Consumer Products	Kiosk stock	2,525.26
EF047293	25/09/19	Avantgarde Technologies Pty Ltd	IT software/hardware upgrades and replacement	35,358.09
EF047294	25/09/19	Baigup Wetland Interest Group	Grants & funding	200.00
EF047295	25/09/19	Bardon Park Friends Group	Grants & funding	200.00
EF047296	25/09/19	Bavrix Pty Ltd T/A Custom Cars	Plant and vehicle parts and materials	330.00
EF047297	25/09/19	Bedford/Morley Cricket Club	Parks & gardens contract payments	2,700.00
EF047298	25/09/19	Benara Nurseries	Parks & gardens plants and trees	3,713.03
EF047299	25/09/19	Benjamin and Fikreta Suhopoljac	Functions and events catering expenses	240.00
EF047300	25/09/19	Boltmakers WA	Building maintenance and services	7,573.50
EF047301	25/09/19	Boral Construction Materials Group Ltd	Construction and civil works tools and materials	396.00
EF047302	25/09/19	Brikmakers	Construction and civil works tools and materials	1,155.00
EF047303	25/09/19	Brilliant Badges & Trophies	Office stationery and consumables	39.71
EF047304	25/09/19	Bruce L Russell	Youth and seniors community activities	150.00
EF047305	25/09/19	Bunnings Pty Ltd	Parks & gardens materials	4,288.76
EF047306	25/09/19	Burdens Australia Pty Ltd	Building supplies and hardware	456.50
EF047307	25/09/19	Cablenet Electrical Services	Building maintenance and services	209.00
EF047308	25/09/19	Capital Recycling	Tipping Fee	2,250.60
EF047309	25/09/19	City of Bayswater Social Club	Payroll deduction	176.00
EF047310	25/09/19	Cleanaway	Waste collection and hygiene services	74,487.96
EF047311	25/09/19	COB - Sundowner Club	Payroll deduction	84.00
EF047312	25/09/19	Comspark	Information technology minor purchases	3,087.42
EF047313	25/09/19	Contraflow Pty Ltd	Traffic management	2,534.27
EF047314	25/09/19	Core Hospitality Group P/L Trading as Adage Furni	Furniture purchases	15,312.00
EF047315	25/09/19	Corsign (WA) Pty Ltd	Signage and banners	3,852.97
EF047316	25/09/19	Cranetech Australia Pty Ltd	Plant and vehicle parts and materials	1,176.27
EF047317	25/09/19	Crest Personnel Pty Ltd	Labour hire and temporary replacement	5,254.06
EF047318	25/09/19	Child Support Agency	Payroll deduction	1,331.82
EF047319	25/09/19	Curost Milk Supply	Functions and events bar stock	363.82
EF047320	25/09/19	CVC Linemarking	Construction and civil works payments	4,776.20
EF047321	25/09/19	Department of Human Services	Fees and charges	74.25
EF047322	25/09/19	Department of Transport - Vehicle Search	Vehicle searches	699.50
EF047323	25/09/19	Diana Kudsee	Youth and seniors community activities	320.00
EF047324	25/09/19	Dowsing Concrete	Construction and civil works technical support	95,034.86
EF047325	25/09/19	Drainflow Services Pty Ltd	Construction and civil works payments	39,600.00
EF047326	25/09/19	East Metro Regional Council	Waste collection and hygiene services	103,586.43
EF047327	25/09/19	ECO Australia	Depot stores and consumables	719.40
EF047328	25/09/19	Elders Midland Merchandise	Parks & gardens materials	1,958.00
EF047329	25/09/19	Western Power	Electricity charges (other than street lighting)	2,211.00
EF047330	25/09/19	Epic Catering Services	Functions and events catering expenses	240.00
EF047331	25/09/19	Exetel	IT network maintenance	1,250.00
EF047332	25/09/19	Fleetspec Hire	Equipment hire	1,308.62
EF047333	25/09/19	Flexi Staff	Labour hire and temporary replacement	2,075.24
EF047334	25/09/19	Foxtel Cable Television Ltd.	Memberships and subscriptions	253.00
EF047335	25/09/19	Friends of Maylands Lakes Ltd	Grants & funding	200.00
EF047336	25/09/19	Galaxy 42 Pty Ltd	Professional consultancy services	8,305.00
EF047337	25/09/19	Galvins Plumbing Supplies	Building supplies and hardware	101.56
EF047338	25/09/19	Garage Sale Trail Foundation Ltd.	Memberships and subscriptions	7,865.00
EF047339	25/09/19	GHD Pty Ltd	Professional consultancy services	20,185.78
EF047340	25/09/19	Hampton Senior High School	Awards and scholarships	110.00

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
EF047341	25/09/19	Hanson Construction Materials P/L	Parks & gardens materials	10,081.43
EF047342	25/09/19	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	3,196.39
EF047343	25/09/19	Health Insurance Fund of WA	Payroll deduction	332.40
EF047344	25/09/19	Hiretec Maintenance Pty Ltd	Building maintenance and services	919.81
EF047345	25/09/19	Hospital Benefit Fund of WA	Payroll deduction	1,546.45
EF047346	25/09/19	Imagesource Digital Solutions	Signage and banners	576.40
EF047347	25/09/19	iPrint Plus	Printing and graphic design expenses	79.20
EF047348	25/09/19	IRP Pty Ltd	Labour hire and temporary replacement	3,635.28
EF047349	25/09/19	Ixom Operations Pty Ltd	Aquatic chemicals and consumables	3,506.63
EF047350	25/09/19	J. Prestopino Building Designs	Printing and graphic design expenses	445.50
EF047351	25/09/19	JB Hi-Fi Group Pty Ltd	IT software/hardware upgrades and replacement	20,955.00
EF047352	25/09/19	John Forrest Secondary College	Awards and scholarships	110.00
EF047353	25/09/19	Klmedia Pty Ltd T/A All Access Australasia	Library book stock and materials	534.25
EF047354	25/09/19	Kott Gunning Lawyers	Conference expenses	44.00
EF047355	25/09/19	Landfill Gas and Power Pty Ltd	Electricity charges (other than street lighting)	197,975.57
EF047356	25/09/19	Landscape and Maintenance Solutions	Parks & gardens contract payments	7,875.09
EF047357	25/09/19	Linemarking WA Pty Ltd	Construction and civil works payments	7,370.00
EF047358	25/09/19	Living Turf	Parks & gardens materials	6,066.50
EF047359	25/09/19	M P Rogers & Associates	Professional consultancy services	2,230.53
EF047360	25/09/19	Veridian Trust	Youth and seniors community activities	200.00
EF047361	25/09/19	McLeods	Legal expenses and court costs	1,012.32
EF047362	25/09/19	Modal Pty Ltd	Staff training, development and support	7,207.20
EF047363	25/09/19	Morley Senior High School	Awards and scholarships	110.00
EF047364	25/09/19	MPK Tree Management Pty Ltd T/A MPK Tree Ser	Parks & gardens tree pruning and associated services	19,081.15
EF047365	25/09/19	Natural Area Management & Services	Parks & gardens contract payments	10,036.40
EF047366	25/09/19	NEC Business Solutions Pty Ltd	Office telephone and communication expenses	176.00
EF047367	25/09/19	Neopost Australia Pty Ltd	IT network maintenance	171.60
EF047368	25/09/19	New Look Drycleaners & Laundry Service	Cleaning services	427.35
EF047369	25/09/19	Nintex Pty Ltd	IT network maintenance	2,145.00
EF047370	25/09/19	Aquamonix	Parks & gardens contract payments	165.00
EF047371	25/09/19	OEM Group	Parks & gardens materials	143.90
EF047372	25/09/19	Officeworks	Functions and events bar stock	508.64
EF047373	25/09/19	Osborne Towing Pty Ltd	Vehicle towing	115.00
EF047374	25/09/19	Paramount Business Supplies	Office stationery and consumables	189.81
EF047375	25/09/19	PAV Sales & Installation	Information technology minor purchases	421.85
EF047376	25/09/19	Paywise	Payroll deduction	1,129.14
EF047377	25/09/19	Perth Recruitment Services	Labour hire and temporary replacement	8,014.90
EF047378	25/09/19	Pro-Lamps Pty Ltd	Building supplies and hardware	619.69
EF047379	25/09/19	Quality Press	Functions and events marketing expenses	220.00
EF047380	25/09/19	WA Blue Metal and WA Premix	Construction and civil works tools and materials	125.40
EF047381	25/09/19	Redman Solutions	IT systems licensing fees and support	29,700.00
EF047382	25/09/19	Repco	Plant and vehicle parts and materials	1,966.81
EF047383	25/09/19	Resource Recovery Solutions Pty Ltd	Tipping Fee	92.40
EF047384	25/09/19	Richgro Garden Products	Parks & gardens materials	5,984.00
EF047385	25/09/19	Westbooks	Library book stock and materials	445.47
EF047386	25/09/19	Rosmech	Plant and vehicle parts and materials	1,985.50
EF047387	25/09/19	Rubek Automatic Doors	Building maintenance and services	440.00
EF047388	25/09/19	Fasta Couriers	Postage and courier charges	95.59
EF047389	25/09/19	Sonic Health Plus Pty Ltd	Medical services and materials	552.20
EF047390	25/09/19	Speedo Australia Pty Ltd	Kiosk stock	6,221.05
EF047391	25/09/19	Sportsworld of WA	Kiosk stock	1,427.80
EF047392	25/09/19	Sprayline Spraying Equipment	Plant and vehicle parts and materials	696.92
EF047393	25/09/19	State Wide Turf Services	Parks & gardens contract payments	31,960.39
EF047394	25/09/19	Stiles Electrical & Communication Svces P/L	Building maintenance and services	1,419.00
EF047395	25/09/19	Stratagreen	Parks & gardens materials	225.87
EF047396	25/09/19	Stratco Pty Ltd	Building supplies and hardware	498.52
EF047397	25/09/19	Synaco Global Recruitment	Labour hire and temporary replacement	1,711.05
EF047398	25/09/19	Synergy	Electricity charges - Street lighting	137,924.21
EF047399	25/09/19	Technology One	IT network maintenance	4,232.25
EF047400	25/09/19	The Goods Australia	Cleaning supplies	2,143.63
EF047401	25/09/19	The O'Grady Family Trust T/A Efficient Site Service	Parks & gardens materials	1,551.00
EF047402	25/09/19	Toby Z. Magic	Functions and events entertainment expenses	100.00
EF047403	25/09/19	Tom's Kitchen @Fairbrossen	Youth and seniors community activities	630.00
EF047404	25/09/19	T-Quip	Plant and vehicle parts and materials	520.00
EF047405	25/09/19	Trauma Clean	Cleaning services	848.10
EF047406	25/09/19	Trisley Hydraulic Services	Aquatic maintenance and services	1,606.00
EF047407	25/09/19	Turf Care WA Pty Ltd	Parks & gardens contract payments	14,641.00
EF047408	25/09/19	Veev Group P/L	Professional consultancy services	34,628.00
EF047409	25/09/19	Village Well	Professional consultancy services	11,000.00

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
EF047410	25/09/19	Volunteering Western Australia	Staff training, development and support	990.00
EF047411	25/09/19	WA Local Government Association	Councillor Training	819.00
EF047412	25/09/19	LGRCEU	Payroll deduction	861.00
EF047413	25/09/19	WACOSS	Conference expenses	781.00
EF047414	25/09/19	Wattleup Tractors	Plant and vehicle parts and materials	5,119.00
EF047415	25/09/19	WC Innovations	Building maintenance and services	2,243.41
EF047416	25/09/19	Westbuild Products Pty Ltd	Construction and civil works tools and materials	634.92
EF047417	25/09/19	West-Sure Group Pty - Petty Cash	Petty cash reimbursement	537.45
EF047418	25/09/19	Winc	Office stationery and consumables	2,044.86
EF047419	25/09/19	Youthcare Chaplaincy Bayswater/Morley	Grants & funding	44,000.00
EF047420	25/09/19	Zettanet Pty Ltd	Office telephone and communication expenses	4,453.49
				6,906,282.08
Cancelled Payments				
105841	10/09/19	Payment - 105841		- 62.00
105992	10/09/19	Payment - 105992		- 856.63
106151	18/09/19	Payment - 106151		- 1,468.78
106216	16/09/19	Payment - 106216		- 448.00
106228	19/09/19	Payment - 106228		- 1,430.00
EF047262	23/09/19	Payment - EF047262		- 9.70
				-4,275.11

Attachment 2**City of Bayswater****List of Payment - Trust****for the period 01 September 2019 to 30 September 2019**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
403392	12/09/19	Department of Mines, Industry Regulation and Sa	Commission	13,620.52
403393	18/09/19	BGC Residential Pty Ltd	Refund residential verge deposit	780.00
403394	18/09/19	Susan A Shaw	Refund Miscellaneous	40.50
EF047150	12/09/19	City of Bayswater Municipal	Commission	515.25
EF047273	18/09/19	Construction Training Fund	Commission	11,625.09
				26,581.36
Cancelled Payments				
403255	2/09/19	Payment - 403255		- 460.00
403345	2/09/19	Payment - 403345		- 40.50
				-500.50

Attachment 3**City of Bayswater****List of Payment - Aged
for the period 01 August 2019 to 30 September 2019**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				
000122	15/08/19	Water Corporation	Water usage charges	981.87
EF046664	22/08/19	Fresh Fields Hospitality Services Pty Ltd	Garden Maintenance	2,346.30
EF046665	22/08/19	Fresh Fields Management (Mertome Village) Pty L	Fees and charges	33,110.37
EF046666	22/08/19	Jackson McDonald	Legal expenses and court costs	29,663.39
EF046934	5/09/19	Devco Holdings Pty Ltd	Building maintenance and services	62,205.00
EF047271	18/09/19	Fresh Fields Hospitality Services Pty Ltd	Garden Maintenance	3,966.38
EF047272	18/09/19	Fresh Fields Management (Mertome Village) Pty L	Commission	8,277.59
EF047274	20/09/19	Synergy	Electricity charges (other than street lighting)	108.78
EF047421	25/09/19	Jackson McDonald	Professional consultancy services	7,438.99
				148,098.67
Cancelled Payments				
				-
				0.00

Attachment 4

City of Bayswater		
Corporate Credit Cards Transactions		
for the period 29 August 2019 to 27 September 2019		
Date	Description	Amount
		\$
Chief Executive Officer		
29/08/19	Paypal-Book purchase	62.00
06/09/19	Our Table-Meal	57.30
16/09/19	Apple Itunes-Subcsription	1.49
16/09/19	Audible Australia-Subcsription	16.45
16/09/19	Crown Metropol Perth-Conference accomodation	308.66
17/09/19	City of Perth -Parking	8.18
17/09/19	Audible Australia-Subscription	34.95
18/09/19	ALH Group-Meal	66.80
19/09/19	SQ K Spiller-Book purchase	42.35
19/09/19	PayPal Bank Ideas-Conference accomodation	198.00
20/09/19	CPP State Library-Parking	12.12
23/09/19	Town of Cambridge-Parking	4.35
		812.65
Director Community and Development		
02/09/19	Australian Information Security Association-Membership renewal	77.00
03/09/19	Formstack-Website maintenance	374.93
03/09/19	Createsend-Online business forum	163.90
03/09/19	Sendgrid-Online forum	120.38
04/09/19	Amazon-IT equipment	166.16
05/09/19	Zoom Video Communications-Video conference for on demand meetings	22.42
06/09/19	SirsiDynix Pty Ltd-Conference expences	1,397.00
09/09/19	Virgin Australia-Conference expences	13.95
10/09/19	Virgin Australia-Conference expences	6.57
10/09/19	Virgin Australia-Conference expences	660.00
13/09/19	Booktopia-Development approval books	55.20
13/09/19	Facebook community upskillers-Advertising	314.02
16/09/19	The West Australian-Subscription	28.00
17/09/19	Nespresso Club-Consumables	291.00
23/09/19	Microsoft-Office 365 subscription	99.00
24/09/19	The Australian Institute of Building Surveyors-Subscription	560.00
		4,349.53

Director Works and Infrastructure		
02/09/19	Australian Institute of Management-Training	689.00
04/09/19	City of Perth-Parking	10.10
06/09/19	Western Power-Application fee	497.92
06/09/19	Western Power-Application fee	497.92
11/09/19	Drop Box -Subscription	448.00
17/09/19	Event & Conference Co Pty Ltd-Conference	1,015.00
25/09/19	Department of Mining, Industry Regulations and Safety-Licence renewal	525.00
27/09/19	Getty Images-Stock images	207.90
		<u>3,890.84</u>
Total amount debited from Municipal account		<u>9,053.02</u>

**Statement for
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,
8am and 6pm AEST, Saturday and Sunday
Email: client.services@nab.com.au
Fax: 1300 656 519
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

CITY OF BAYSWATER
ATTN MANAGER FINANCIAL SERVICE
61 BROUN AVENUE
MORLEY WA 6062

Cardholder Name:	MR ANDREW GEORGE BRIEN
Account No:	
Statement Period:	29 August 2019 to 27 September 2019
Cardholder Limit:	\$10,000

Transaction Record For: MR ANDREW GEORGE BRIEN

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
29 Aug 2019	\$62.00	PAYPAL *AI	4029357733			74766189240
6 Sep 2019	\$57.30	OUR TABLE	BEDFORD			74229859249
16 Sep 2019	\$1.49	APPLE ITUNES STORE	SYDNEY			74564459256
16 Sep 2019	\$16.45	Audible Australia	MELBOURNE			74773889257
16 Sep 2019	\$308.66	CROWN METROPOL PERTH	BURSWOOD			74940529258
17 Sep 2019	\$8.18	CITY OF PERTH PARKING-	PERTH			74564459259
17 Sep 2019	\$34.95	Audible Australia	MELBOURNE			74773889259
18 Sep 2019	\$66.80	ALH GROUP 8557 KALAMUN	KALAMUNDA			74564459260
19 Sep 2019	\$42.35	SQ *K SPILLER	Montmorency			74375889261
19 Sep 2019	\$198.00	PAYPAL *BANK IDEAS	4029357733			74766189261
20 Sep 2019	\$12.12	CPP STATE LIBRARY	NORTHBRIDGE			74940529262

27004118/M05987/SO10136/020271

National Australia Bank Limited ARN 12 004 044 937

**Statement for
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,
8am and 6pm AEST, Saturday and Sunday
Email: client.services@nab.com.au
Fax: 1300 656 519
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

Transaction Record For: MR ANDREW GEORGE BRIEN

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
23 Sep 2019	\$4.35	TOWN OF CAMBRIDGE	FLOREAT			74940529264
Total for this Period:	\$812.65					

27004118/M05987/SO10136/020272

**Statement for
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9982 Melbourne Victoria 3001
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,
8am and 6pm AEST, Saturday and Sunday
Email: client.services@nab.com.au
Fax: 1300 656 519
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

CITY OF BAYSWATER
ATTN MANAGER FINANCIAL SERVICE
61 BROWN AVENUE
MORLEY WA 6062

Cardholder Name:	DESMOND K ABEL
Account No:	
Statement Period:	29 August 2019 to 27 September 2019
Cardholder Limit:	\$10,000

Transaction Record For: DESMOND K ABEL

27004118/M05987/S010134/020287

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
2 Sep 2019	\$77.00	AUSTRALIAN INFORMATI	CAMMERAY			74940529243
3 Sep 2019	\$374.93	FORMSTACK, LLC	800-8456697 IN			24497789245
		FRGN AMT: 249.00 US dollar				
3 Sep 2019	\$163.90	CREATESEND/COM	SYDNEY			02120665765
3 Sep 2019	\$120.38	SendGrid 1-877-969-8647	877-9698647 CO			24906419245
		FRGN AMT: 79.95 US dollar				
4 Sep 2019	\$166.16	Amazon web services	aws.amazon.coWA			24692169246
		FRGN AMT: 110.00 US dollar				
5 Sep 2019	\$22.42	ZOOM.US	8887999666 CA			24493989248
		FRGN AMT: 14.99 US dollar				
6 Sep 2019	\$1,397.00	EB *SirsiDynix COSA Co	801-413-7200			04182750453

National Australia Bank Limited ARN 12 004 044 937

**Statement for
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9982 Melbourne Victoria 3001
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,
8am and 6pm AEST, Saturday and Sunday
Email: client.services@nab.com.au
Fax: 1300 656 519
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

Transaction Record For: DESMOND K ABEL

27004118/M05987/S010134/020288

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
9 Sep 2019	\$13.95	COVER MORE INS AUS V	NORTH SYDNEY			74564729249
10 Sep 2019	\$6.57	VIRGIN AUST 7951507954082	SPRING HILL			74564729252
10 Sep 2019	\$660.00	VIRGIN AUST 7952158834077	SPRING HILL			74564729252
13 Sep 2019	\$55.20	BOOKTOPIA PTY LTD	LIDCOMBE			74940529255
13 Sep 2019	\$314.02	FACEBK P38JUN69M2	fb.me/ads			74987509255
16 Sep 2019	\$28.00	WANEWSDTI	Osborne Park			74564459256
17 Sep 2019	\$291.00	NESPRESSO	AUSTRALIA			74054929260
23 Sep 2019	\$99.00	Microsoft*Office 365 Persmsbill.info				74773889263
24 Sep 2019	\$560.00	AUSTRALIAN INSTITUTE	HORNSBY			74940529266

**Total for this
Period: \$4,349.53**

THE NATIONAL FOREIGN CURRENCY PROCESSING FEE IS THE SUM OF A
VISA FEE OF 0.85% (CHARGED TO THE NATIONAL AND ON-CHARGED TO YOU)
AND THE NATIONAL FOREIGN CURRENCY TRANSACTION FEE OF 1.50%

**Statement for
NAB Visa Purchasing**

*NAB Purchasing & Corporate Card Support - GPO Box 9992 Melbourne Victoria 3001
Phone: 13 10 12 between 7am and 9pm AEST, Monday to Friday,
8am and 6pm AEST, Saturday and Sunday
Email: client.services@nab.com.au
Fax: 1300 656 519
Lost & Stolen Cards: 1800 033 103 (24 Hrs, 7 Days a Week)*

CITY OF BAYSWATER
ATTN MANAGER FINANCIAL SERVICE
61 BROUN AVENUE
MORLEY WA 6062

Cardholder Name:	DOUGLAS H PEARSON
Account No:	
Statement Period:	29 August 2019 to 27 September 2019
Cardholder Limit:	\$10,000

Transaction Record For: DOUGLAS H PEARSON

27004181M05997/S0101351020289

Date	Amount A\$	Details	Explanation	Cost Coding	GST / FBT Paid	Reference
2 Sep 2019	\$689.00	AIM INTERNET	FLOREAT			74564729242
4 Sep 2019	\$10.10	CPP CITIPLACE	NORTHBRIDGE			74940529246
6 Sep 2019	\$497.92	WESTERN POWER	PERTH			74940529248
6 Sep 2019	\$497.92	WESTERN POWER	PERTH			74940529248
11 Sep 2019	\$448.00	Dropbox JQ7T6CL6CRJJ	db.tt/cchelp			74987509253
17 Sep 2019	\$1,015.00	EVENT AND CONFERENCE C	NORTHBRIDGE			74564459259
25 Sep 2019	\$525.00	DMIRS - ONLINE PAYMENT	PERTH			74940529267
27 Sep 2019	\$207.90	GETTY IMAGES	MELBOURNE			04182451547
Total for this Period:	\$3,890.84					

National Australia Bank Limited ARN 12 004 044 937

Attachment 5

City of Bayswater		
Electronic Fund Transfers		
for the period 1 September 2019 to 30 September 2019		
Date	Description	Amount
		\$
Municipal Account		
03/09/19	New investments	500,000.00
04/09/19	NAB transact fees	1,070.70
10/09/19	New investments	1,400,000.00
11/09/19	Wages	816,619.00
17/09/19	New investments	1,000,000.00
18/09/19	Wages	763.02
19/09/19	NAB connect fee	2,660.00
24/09/19	New investments	2,800,000.00
25/09/19	Wages	786,262.25
30/09/19	NAB Bpay fees	2,016.85
		7,309,391.82
Aged Persons Account		
06/09/19	NAB account fees	2.30
09/09/19	Aged care subsidies to Juniper	573,315.87
		573,318.17
Total		7,882,709.99

10.2.7 Status Report - Donations Granted Under Delegated Authority

Responsible Branch:	Financial Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. List of donations granted under delegated authority during August 2019. 2. List of donations granted under delegated authority during September 2019.	

CR LORNA CLARKE DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Lorna Clarke declared an impartial interest in this item as her husband works for UWA. Cr Lorna Clarke remained in the room during voting on this item.

SUMMARY

This report presents the lists of donations made under delegated authority for the months of August and September 2019.

COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council receives this status report on the donations granted under delegated authority for the months of August and September 2019 as contained in Attachments 1 and 2.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED
CARRIED UNANIMOUSLY: 9/0

BACKGROUND

At its meeting of 22 May 2018, Council resolved:

"That Council:

.....

3. Notes that Directors and Managers may make community funding contribution decisions under existing delegations, capped at \$5,000 in line with the new Community Grants Policy.

4. Notes that a monthly information report on community funding will be provided to Council for noting.

....."

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

Lists of donations granted under delegated authority for the months of August and September 2019 are attached for Councillors' information (**Attachments 1 and 2**).

LEGISLATIVE COMPLIANCE

Donations Policy applies.

OPTIONS

Not applicable.

FINANCIAL IMPLICATIONS

The Donations allocation in the 2019/20 Budget is \$30,000.00. To date \$7,104.90 has been expended this financial year, which includes the following donations which were considered by Council:

• Cat Haven	(Item 10.2.5 OCM 23 July 2019)	\$1,350.00
• The Scale Modellers Club of WA	(Item 10.2.5 OCM 20 August 2019)	<u>\$2,354.90</u>
		<u>\$3,704.90</u>

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme:	Leadership and Governance.
Aspiration:	Open, accountable and responsive service.
Outcome L1:	Accountable and good governance.

This report will assist Council in meeting its responsibilities in relation to governance of the City of Bayswater's finances.

CONCLUSION

That Council receives this status report on the donations granted under delegated authority for the months of August and September 2019, as contained in **Attachments 1 and 2**.

Attachment 1**REQUESTS FOR DONATIONS****DELEGATED AUTHORITY (\$200 AND UNDER) AS PER POLICYFS-P43****INDIVIDUALS**

The following eligibility criteria have been met for each application:

- *Support documentation provided*
- *All are residents of the City of Bayswater*
- *All applications were received at least 2 weeks prior to event*

Name and Address	Age	Event	Cost to Applicant	Previous financial assistance granted (date and amount)	Amount of Donation
Daniel Katz Noranda	15	Gold Fields Under 15 State team (Soccer) (Football West) Jinshan International Youth Championship - China 21-26 August 2019	\$1900	\$200 - 2018 WA State Under 14 Squad Nat. Youth Ch/ships (Football West), Coffs Harbour 25-30 September 2018 \$200 - 2017 WA State Under 13 Squad Nat. Youth Ch/ships (Football West), Coffs Harbour 25-30 September 2017	\$300.00
Riley West Maylands	12	2019 WA State 13 Yrs & Under Ice Hockey Team (Phil Ginsberg Trophy) National U13 Ice Hockey Ch/ship - Erina, NSW 15 - 18 August 2019	\$1,400	\$200 - 2018 WA State 13 Yrs & Under Ice Hockey Team (Phil Ginsberg Trophy) National Ice Hockey Ch/ship - Melbourne 15 - 20 August 2018	\$200.00
Margaret McCormick Morley	Aged Pensioner	WA Over 60's team competing in the Petanque Federation State Super 6 Challenge Adelaide, 7/8 September 2019	\$2,000	\$200 - Australian Trans Tasman Petanque Team Alexandra, New Zealand 18-21 March 2016 <i>February 2015 - application denied due to November 2014 donation</i> \$200 - Open State Team - Petanque Federation Australia Interstate Challenge, Melbourne, 8/9 November 2014. \$200 - July 2011 - Petanque Federation Australia's "Interstate Challenge" Tournament, Sydney October 2011.	\$200.00
Kai Jaeger Morley	27	IFMAR 1/10 Offroad World Championships, Slovakia 14-21 September 2019	\$4,820	Nil - First application	\$300.00
Alyssa Coombs Morley	8½	Representing WA and Starmites Gym Sports Club at the Gymnastics Australia National Club Ch/ships (Trampoline and Tumbling), Gold Coast 11-29 September 2019.	\$1,300	Nil - First application	\$200.00
					\$1,200.00

Total for August 2019 \$1,200.00

Kelley Ambrose
Acting Director Corporate and Strategy

Attachment 2**REQUESTS FOR DONATIONS GRANTED UNDER DELEGATED AUTHORITY****INDIVIDUALS**

The following eligibility criteria have been met for each application:

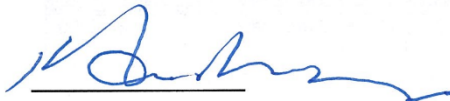
- *Support documentation provided*
- *All are residents of the City of Bayswater*
- *All applications were received at least 2 weeks prior to event*

Name and Address	Age	Event	Cost to Applicant	Previous financial assistance granted (date and amount)	Amount of Donation
Chidi Otuka Bayswater	35 student	WA Christian Football Asscn - Men's State Team - Christian F/ball Fed. of Australia (CFFA) Nationals (Soccer) Titles 2019, Redcliffe, Queensland. 28 Sept - 4 Oct. 2019	\$800.00	Nil - First application	\$200.00
Charles Perkins Morley	20 student	WA Christian Football Asscn - Men's State Team - Christian F/ball Fed. of Australia (CFFA) Nationals (Soccer) Titles 2019, Redcliffe, Queensland. 28 Sept - 4 Oct. 2019	\$800.00	Nil - First application	\$200.00
Hugo Pham NORANDA	12	Football West - WA U12 State Team - FFA National Futsal Ch/ships - Canberra 12-17 Jan. 2020.	\$2,410.00	Nil - First application	\$200.00
Mikala Harris Noranda	14	2019 Australian Irish Dancing Ch/ships - ACT 1-6 Oct. 2019	\$2000.00	\$100 - 2018 Australian Irish Dancing Ch/ships - Cairns, Qsld 2-7 Oct. 2018 \$100 - 2017 Australian Irish Dancing Ch/ships - Adelaide SA 25 Sept. - 4 Oct. 2017 \$100 - 2016 National Irish Dancing Ch/ships, Hobart, Tasmania 27 Sept. - 2 Oct.	\$100.00
Tahlia Harris Noranda	11	2019 Australian Irish Dancing Ch/ships - ACT 1-6 Oct. 2019	\$2000.00	\$100 - 2018 Australian Irish Dancing Ch/ships - Cairns, Qsld 2-7 October 2018 \$100 - 2017 Australian Irish Dancing Ch/ships - Adelaide SA 25 Sept. - 4 Oct. 2017 \$100 - 2016 National Irish Dancing Ch/ships, Hobart, Tasmania 27 Sept. - 2 Oct. 2016	\$100.00
					\$800.00

ORGANISATIONS

Name and Address	Purpose of Organisation	Reason for Request	Previous financial assistance granted (date and amount)	Amount of Donation
Lions Cancer Institute (Inc) PO Box 1540 West Perth	Project of the Lions Clubs of WA became affiliated with the UWA in 1994 and in 1996 in association with The Cancer Research Institute formed the Centre for Applied Cancer Studies at UWA.	Hosting 'Special Children's Big Day Out' Grand Movie Complex, Como	Towards 'Special Children's Big Day Out' for respective year: \$200 July 2018 \$200 July 2017 \$200 July 2016 \$300 December 2015 \$275 July 2014	\$200.00
				\$200.00

Total for September 2019 \$1,000.00



Kelley Ambrose
Acting Director Corporate and Strategy

10.2.8 Exemption from Rates - Multicultural Services Centre of WA Inc

Applicant/Proponent:	Multicultural Services Centre of WA Inc	
Owner:	Multicultural Services Centre of WA Inc	
Responsible Branch:	Rating Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	ABSOLUTE MAJORITY REQUIRED	
Attachments:	Nil.	

At 7:58pm, Cr Elli Petersen-Pik returned to the meeting.

SUMMARY

This report provides an outline of an application from the Multicultural Services Centre of WA Inc for an exemption from rates for 2019/20 for the property located at 5 Bookham Street, Morley, having regard to s6.26(2)(g) of the *Local Government Act 1995* (the Act) and the use of the land. The property has been owned by the Multicultural Services Centre of WA Inc since 31 May 2017.

MOTION

That Council not grant rate exemption to Multicultural Services Centre of WA Inc for the property located at 5 Bookham Street, Morley, effective 1 August 2019.

CR STEVEN OSTASZEWSKYJ MOVED, NO SECONDER

LAPSED

COUNCIL RESOLUTION**(OFFICER'S RECOMMENDATION)**

That Council grants ongoing rate exemption (pending annual review) to the Multicultural Services Centre of WA Inc for the property located at 5 Bookham Street, Morley, effective 1 August 2019, as the actual use of the property is as a training centre aiming to provide culturally and linguistically appropriate services targeting specific needs of elderly and people with disabilities and, as such, the land is being used exclusively for a charitable purpose under section 6.26(2)(g) of the *Local Government Act 1995*.

CR BARRY MCKENNA MOVED, CR CATHERINE EHRHARDT SECONDED

CARRIED UNANIMOUSLY: 10/0

BACKGROUND

Council has received an application from Multicultural Services Centre of WA Inc for an exemption from rates under section 6.26(2)(g) of the *Local Government Act 1995* for 5 Bookham Street, Morley.

Section 6.26 of the Act defines non-rateable land uses and includes Crown land, schools, places of worship and charitable purposes.

As per the City's Rate Exemption Policy, requests under section 6.26(2)(g) must be submitted to Council for deliberation.

Multicultural Services Centre of WA Inc is a not-for-profit organisation.

EXTERNAL CONSULTATION

Nil.

OFFICER'S COMMENTS

Multicultural Services Centre of WA Inc is a community organisation with the aim of assisting with the welfare, education and training, cultural, legal and related needs of the culturally and linguistically diverse Western Australian community. The property located at 5 Bookham Street, Morley is being used for a training centre.

The property is classified as Industrial Multiple Premises and the organisation has indicated that it occupies the whole residency.

This application can be considered under section 6.26(2)(g) of the Act, which states "land used exclusively for charitable purposes" is not rateable. The words 'charitable purpose' are not defined in the Act.

The following is applied to clarify what is meant by the term 'charitable purpose'; the purpose must either fall within the list of purposes detailed in the *Charitable Uses Act of 1601* or within one of the following four categories of charitable purpose as set out under Pemsel's rule:

- (a) relief of poverty;
- (b) advancement of education;
- (c) advancement of religion; and
- (d) other purposes beneficial to the community not falling under any of the preceding categories.

As the actual use of this land is as a training centre aiming to provide culturally and linguistically appropriate services targeting specific needs of elderly and people with disabilities, it is recommended that Council allow the rate exemption sought by Multicultural Services Centre of WA Inc.

LEGISLATIVE COMPLIANCE

Section 6.26(2) of the *Local Government Act 1995* applies.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council grants ongoing rate exemption to Multicultural Services Centre of WA Inc for the property located at 5 Bookham Street, Morley, effective 1 August 2019, pending annual review by the City.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low

Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	Granting the rate exemption maintains a consistent approach to rating across the City.	

Option 2	That Council not grant rate exemption to Multicultural Services Centre of WA Inc for the property located at 5 Bookham Street, Morley, effective 1 August 2019.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	Not granting the rate exemption reduces Multicultural Services Centre of WA Inc's contribution to the provision of community services.	

FINANCIAL IMPLICATIONS

The loss of rates revenue for 2019/20 on 5 Bookham Street, Morley, if the rate exemption were to be granted effective 1 August 2019, would be \$9,330.18.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.
 Aspiration: Open, accountable and responsive service.
 Outcome L1: Accountable and good governance.

CONCLUSION

It is recommended that rate exemption be granted to Multicultural Services Centre of WA Inc as the actual use of the property is for a training centre aiming to provide culturally and linguistically appropriate services targeting specific needs of the elderly and people with disabilities and, as such, the land is being used exclusively for 'charitable purpose' under s6.26(2)(g) of the Act.

10.2.9 Exemption from Rates - Mercy Community Services Incorporated

Applicant/Proponent:	Mercy Community Services Incorporated	
Owner:	Mercy Community Services Incorporated	
Responsible Branch:	Rating Services	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>	
Attachments:	Nil.	

SUMMARY

This report provides an outline of an application from Mercy Community Services Incorporated for an exemption from rates for 2019/20 for the property located at 11/91 Seventh Avenue, Maylands, having regard to s6.26(2)(g) of the *Local Government Act 1995* (the Act) and the use of the land. The property is owned by the Department of Housing but has been leased by Mercy Community Services Incorporated since 28 November 2018.

COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council grants ongoing rate exemption (pending annual review) to Mercy Community Services Incorporated for the property located at 11/91 Seventh Avenue, Maylands, effective 1 September 2019, as the actual use of the property is for residential crisis accommodation and support services for young people aged 16-25 years within the community and, as such, the land is being used exclusively for a charitable purpose under section 6.26(2)(g) of the *Local Government Act 1995*.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED
CARRIED UNANIMOUSLY BY EXCEPTION (ENBLOC): 10/0
NOTING 10.2.9 WAS CARRIED BY AN ABSOLUTE MAJORITY

BACKGROUND

Council has received an application from Mercy Community Services Incorporated for an exemption from rates under section 6.26(2)(g) of the *Local Government Act 1995* for 11/91 Seventh Avenue, Maylands.

Section 6.26 of the Act defines non-rateable land uses and includes Crown land, schools, places of worship and charitable purposes.

As per the City's Rate Exemption Policy, requests under section 6.26(2)(g) must be submitted to Council for deliberation.

Mercy Community Services Incorporated is a not-for-profit organisation.

EXTERNAL CONSULTATION

Nil.

OFFICER'S COMMENTS

Mercy Community Services Incorporated is a community organisation with the aim of providing a range of residential, community and advocacy services to address specific social and welfare needs of children, young people, the aged and families in Western Australia. The property located at 11/91 Seventh Avenue, Maylands is being used for medium-term transitional housing crisis accommodation and continuous support to young people (aged 16-25 years) within the community.

The property is classified as Residential Dwelling and is used as a place of accommodation and support services for the young people of the community in crisis. In its application for rates exemption, the organisation has indicated that it occupies the whole residency.

This application can be considered under section 6.26(2)(g) of the Act, which states "land used exclusively for charitable purposes" is not rateable. The words 'charitable purpose' are not defined in the Act.

The following is applied to clarify what is meant by the term 'charitable purpose'; the purpose must either fall within the list of purposes detailed in the *Charitable Uses Act of 1601* or within one of the following four categories of charitable purpose as set out under Pemsel's rule:

- (a) relief of poverty;
- (b) advancement of education;
- (c) advancement of religion; and
- (d) other purposes beneficial to the community not falling under any of the preceding categories.

As the actual use of this land is for crisis accommodation and provision of continuous support to young people, aged 16-25 years, within the community, it is recommended that Council allow the rate exemption sought by Mercy Community Services Incorporated.

LEGISLATIVE COMPLIANCE

Section 6.26(2) of the *Local Government Act 1995* applies.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council grants ongoing rate exemption to Mercy Community Services Incorporated for the property located at 11/91 Seventh Avenue, Maylands, effective 1 September 2019, pending annual review by the City.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low

Conclusion	Granting the rate exemption maintains a consistent approach to rating across the City.
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Option 2	That Council not grant rate exemption to Mercy Community Services Incorporated for the property located at 11/91 Seventh Avenue, Maylands, effective 1 September 2019.
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Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	Not granting the rate exemption reduces Mercy Community Services Incorporated's contribution to the provision of community services.	

FINANCIAL IMPLICATIONS

The loss of rates revenue for 2019/20 on 11/91 Seventh Avenue, Maylands, if the rate exemption were to be granted effective 1 September 2019, would be \$752.52.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.
 Aspiration: Open, accountable and responsive service.
 Outcome L1: Accountable and good governance.

CONCLUSION

It is recommended that rate exemption be granted to Mercy Community Services Incorporated as the actual use of the property is for residential crisis accommodation and support services for young people aged 16-25 years within the community and, as such, the land is being used exclusively for 'charitable purpose' under s6.26(2)(g) of the Act.

10.2.10 Review of WALGA Governance Representation

Responsible Branch:	Governance	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input checked="" type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Final Report - State Council and Zone Structure and Process Working Group	
Refer:	Item 11.3: OCM 11.12.18	

SUMMARY

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2018*, Cr Chris Cornish, Deputy Mayor, raised the following motion at the Ordinary Council Meeting of 11 December 2018:

“That Council supports a request for WALGA to conduct a full review of their governance model, including zones, zone representation and State Council representation”.

The State Council of WA Local Government Association (WALGA) endorsed the establishment of a Working Group in 2018 to look at its governance structure.

The Working Group has since made recommendations which were released in August 2019 for comments from the member local governments.

WALGA requested comments by 25 October 2019, however that date precedes the first available meeting of Council after the caretaker period. Given those circumstances, Council may wish to submit comments through the Zone Delegates for the November East Metropolitan Zone meeting.

OFFICER'S RECOMMENDATION

That Council:

1. Notes the comments and recommendations contained within the Final Report - State Council and Zone Structure and Process Working Group.
2. Resolves that the Zone Delegates provide comments on behalf of Council at the 28 November East Metropolitan Zone meeting.

COUNCIL RESOLUTION

That Council:

1. **Notes the comments and recommendations contained within the Final Report - State Council and Zone Structure and Process Working Group.**
2. **Resolves that the Zone Delegates provide comments on behalf of Council at the 28 November East Metropolitan Zone meeting.**
3. **Requests that the Council Delegates raise the following matters at the WALGA Zone Meeting:**
 1. **Propose an amendment to recommendation 3 of the WALGA State Council and Zone Structure and Process Working Group report to introduce a maximum consecutive term of 8 years as a State Councillor.**

2. **Request that WALGA do not undertake major consultation processes in the lead up to local government elections.**

CR GIORGIA JOHNSON MOVED, CR CATHERINE EHRHARDT SECONDED

CARRIED UNANIMOUSLY: 10/0

REASON FOR CHANGE

Elected Members felt it was important there was rotation in the State Councillor role to ensure freshness of ideas and approach. In addition Elected Members expressed concern about the timing of the request to comment on the Working Group's report and recommendations given Council caretaker periods in the lead-up to elections.

BACKGROUND

WALGA is the peak industry working body for local government in Western Australia. WALGA represents 138 local governments in Western Australia with the City of Nedlands being the only local government which is not a member.

Zones are groups of geographically aligned member councils which are responsible for direct elections of State Councillors, providing input into policy formulation and providing advice on various matters.

The WALGA State Council is the key decision body on behalf of all member councils and is responsible for sector-wide policy making and strategic planning on behalf of local government in Western Australia. Under Clause 9(1) of the WALGA Constitution, the State Council is made up of 24 members, being 12 from country constituencies and 12 from metropolitan constituencies.

A review of WALGA's governance model would provide an opportunity for both WALGA and WALGA members to consider whether the current Zone and State Council representation systems accurately reflect the current local government sector and whether improvements could be made.

State Council, at its 27 March 2019 meeting, endorsed a recommendation of the Executive Committee to establish a working group to develop options to revise State Council's structure. At the State Council Blue Sky Workshop held in June 2018 there was discussion relating to WALGA's structure and it was recommended that a preferred model be developed for sector consultation.

Reviews of State Council's structure and processes were done in 2011 and 2015, and those reviews endorsed the current structure of State Council, but led to some modifications relating to process.

Specifically, there were two key outcomes from the 2015 review:

- Formation of the Executive Committee – expanded the remit of the previous Finance and Services Committee to include enhanced responsibility for policy matters including interim submissions, as well as explicit responsibility for undertaking the Chief Executive Officer performance review.
- Emerging Issues – Streamlining of emerging issues process, which has led to 15 emerging issues being considered at the last 12 State Council Meetings since December 2016.

In 2018, amendments were made to the WALGA Constitution to clarify the eligibility criteria for State Council and the Zones, and also to codify the conventions for rotating the President and Deputy President.

The Working Group considered these past reviews, and also looked at the governance structures of local government associations in other states of Australia and New Zealand.

EXTERNAL CONSULTATION

The Working Group was endorsed by the WALGA State Council on the recommendation of the Executive Committee.

OFFICER'S COMMENTS

WALGA's State Council released the Final Report of the Working Group (**Attachment 1**) which contains a number of recommendations, four of which have been endorsed for immediate implementation by State Council, with the balance endorsed in principle pending sector consultation.

The recommendations endorsed by State Council for implementation relate to the provision of information about WALGA to Elected Members, State Council's committee structure, and the process for considering submissions to State Government.

Each member council's consideration and feedback is sought on:

- the balance of the recommendations, which relate to the composition of State Council;
- the continuing role of Deputy State Councillors;
- no term limits for State Councillors;
- the Member Advisor Program;
- services to Zones; and
- the State Council agenda, including the cessation of the production of printed agendas.

Responses were requested by Friday 25 October 2019 so that they could be considered at the November round of Zone meetings and then included in the December State Council agenda.

The recommendations of the Working Group are:

1. That the existing composition and representational arrangements of State Council be retained.
2. That the role of Deputy State Councillor be retained.
3. That no term limits be introduced for the role of State Councillor.
4. That a Panel of Member Advisors be established comprising of State Councillors and other Elected Members appointed by the President.
5. That a Prospectus be prepared and distributed to all local governments and all Elected Members following the Local Government Elections every two years highlighting the following information, with the aim of promoting the key role of Zone Delegates regionally and the key role of State Councillors in leading advocacy and policy development on behalf of local government in Western Australia:
 - Role of WALGA as the principal local government peak body;
 - Role of State Council as WALGA's governing body;

- Role of a State Councillor as a key decision-maker regarding policy, advocacy and provision of services for and on behalf of the local government sector;
 - Commitment required to be a State Councillor, including attendance at meetings, advocate for WALGA and the local government sector, report back to Zones on WALGA and State Council activity, and potentially as a Member Advisor Program mentor;
 - Opportunities for State Councillors to advocate to State Government on behalf of their region and / or particular policy issues;
 - Role of Zones as key participants into state-level advocacy and policy development, including the formal required role of Zones and the additional opportunities for Zones;
 - Role of Zone Delegates as Council representatives at the regional level, including the obligation to report back to Council on Zone activities; and
 - Explanation that, while it is best practice that a Zone motion is submitted by way of a Council decision, Zone Delegates can submit motions to a meeting of a Zone, which is an autonomous, self-governing body, and it is recommended that the Zone is advised whether the motion has the backing of a Council resolution.
6. That:
1. The Committee structure, as outlined above be adopted by State Council, to take effect from December 2019;
 2. The Corporate Governance Charter be amended to reflect the changes to the Committee Terms of Reference and membership, as outlined; and
 3. A CEO Performance Review Committee be established, to be chaired by the President and to meet at least once per year.
7. That the following process be endorsed for the development, consideration and endorsement of submissions to State Government and other stakeholders (when there is insufficient time for it to be included in the State Council agenda), and the Corporate Governance Charter be amended to reflect the changes:
1. WALGA staff prepare an interim submission under the guidance of their Executive Manager, with reference to existing positions of State Council, input from Policy Team and / or contemporary feedback from the local government sector.
 2. Policy Team meet to amend or endorse the draft submission to proceed to State Council, with the meetings of the Policy Team to be held via teleconference or videoconference where practicable.
 3. Draft submission is considered by State Council by Flying Minute using the Board Effect platform.
 4. Submission is put forward to State Government as an endorsed State Council position.
 5. Submission is included in the next State Council agenda as an item for noting.
8. That information regarding the role of Zones, and Zone Delegates, and the process for submission of Zone motions, be prepared and circulated to Zones, and included in the WALGA Elected Member Prospectus and the Corporate Governance Charter.
9. That:
1. The secretariat engage with Zones regarding the services and support that WALGA provides to Zones; and

2. The secretariat continue to offer baseline Zone secretariat services to Zones as appropriate.
10. That:
1. The secretariat develop templates and processes to reduce the length of State Council agenda items; and
 2. Following consultation with the sector, production of hard copy agendas cease beginning with the March 2020 meeting of State Council; and
 3. A process be implemented, in consultation with the local government sector, to enable Councils to consider items for decision in the State Council agenda to raise awareness of contemporary strategic advocacy and policy issues and to enable Councils to provide guidance and direction to their Zone representatives.

Given the caretaker period, Council has not had an opportunity to consider the report and WALGA could not guarantee that any late comments would be included in the State Council agenda. WALGA has suggested that the best avenue for contribution would be through the November Zone meetings.

LEGISLATIVE COMPLIANCE

- WALGA Constitution
- WALGA Corporate Governance Charter

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council:	
	<ol style="list-style-type: none"> 1. Considers the recommendations in the WALGA <i>Final Report - State Council and Zone Structure and Process Working Group – August 2019</i>. 2. Authorises the Zone Delegates to provide comments on behalf of Council to the next East Metropolitan Zone meeting on 28 November 2019. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	N/A
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	N/A
Conclusion	This option is considered appropriate, given the caretaker period, to contribute to the issues.	

Option 2	That Council:	
	<ol style="list-style-type: none"> 1. Notes the recommendations contained within the WALGA <i>Final Report - State Council and Zone Structure and Process Working Group – 2019</i>. 2. Further notes that the closing date for comments was 25 October 	

	2019 and, on that basis, resolves not to provide collective comments via the next Zone Meeting on 28 November 2019. Zone Delegates may however make individual comments.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	N/A
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	N/A
Conclusion	This option allows for individual Delegate comments, but does not provide a collective view of Council on the issues.	

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
 Aspiration: Open, accountable and responsive service
 Outcome L1: Accountable and Good Governance.

CONCLUSION

WALGA requested comments by 25 October 2019 so that an item could be prepared for the November round of Zone Meetings, and then to the December State Council agenda.

Given the caretaker period, Council has not had an opportunity to consider the report.

However the Zone Delegates can provide comments at the November East Metropolitan Zone meeting, either individually or as the collective view of Council.

Should Council prefer to put a collective view, the City would coordinate the responses and distribute them for final comments.

Attachment 1



Final Report

State Council and Zone Structure and Process Working Group

August 2019



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Background

State Council, at its 27 March 2019 meeting, endorsed a recommendation of the Executive Committee to establish a working group to develop options to revise State Council's structure. At the State Council Blue Sky workshop held in June 2018 there was discussion relating to WALGA's structure and it was suggested that a preferred model should be developed for sector consultation.

Reviews of State Council's structure and processes were undertaken in 2011 and 2015. These reviews endorsed the current structure of State Council, but led to some modifications relating to process.

Specifically, there were two key outcomes from the 2015 review:

1. Formation of the Executive Committee – expanded the remit of the previous Finance and Services Committee to include enhanced responsibility for policy matters including interim submissions, as well as explicit responsibility for undertaking the Chief Executive Officer performance review.
2. Emerging Issues – Streamlining of emerging issues process, which has led to 15 emerging issues being considered at the last 12 State Council meetings since December 2016.

To facilitate the review, State Council formed a working group with well-defined terms of reference.

Working Group

The Working Group has been convened to develop an alternative model to the existing State Council structure for State Council consideration and then, if endorsed by State Council as worthy of further consideration, consultation with WALGA's members.

In particular, the working group could consider the:

- Composition of State Council as a representative board;
- Underpinning principle that metropolitan and country Local Governments should be equally represented on State Council;
- Role of Zones;
- Method of election of State Councillors;
- Relationship between State Council and Zones;
- Existing Zone structures and the basis for the membership of Zones;
- Method of election of the President;
- Role of the Deputy President;



- Role and membership of the Executive Committee;
- Continuing effectiveness of State Council committees such as the Selection Committee, and Honours Panel;
- Membership and efficacy of State Council Policy Teams, and Policy Forums;
- Ability of Zones to shape State Council decision-making through emerging issues;
- Interim submission process to meet Government deadlines;
- Format of State Council meetings and agendas;
- Continuing need to print and distribute hard-copy State Council agendas;
- Protocols for Zone delegates and Local Governments putting forward Zone agenda items;
- Any other matters relating to the existing structure or process of State Council, committees of State Council and Zones.

The working group has been charged by State Council with making recommendations to State Council for an alternative structural governance model for WALGA. In addition, the working group may consider making recommendations that would enhance the effectiveness of WALGA's governance processes for the benefit of members and the organisation.

Working Group Membership

The Working Group comprised of the following members:

WALGA President	President Cr Lynne Craigie OAM (Chair)
WALGA Deputy President	Mayor Tracey Roberts
State Councillor	President Cr Phil Blight
State Councillor	President Cr Karen Chappel JP
State Councillor	Cr Jan Court JP
State Councillor	President Cr Tony Dean
State Councillor	Cr Russ Fishwick JP
State Councillor	Mayor Logan Howlett JP
State Councillor	Cr Paul Kelly
State Councillor	President Cr Stephen Strange
WA Regional Cities Alliance	President Cr Harold Tracey, Shire of Broome (Meetings one and two)
	Mayor Dennis Wellington, City of Albany (Meeting three)
Country Local Government Chief Executive Officer	Annie Riordan, Shire of Harvey
Metropolitan Local Government Chief Executive Officer	Michael Parker, City of Rockingham
WALGA Chief Executive Officer	Nick Sloan
WALGA Executive Manager Governance and Organisational Services	Tony Brown
WALGA Manager Strategy and Association Governance	Tim Lane



Method and Timeline

In broad terms the Working Group adopted the following process:

1. Provision of a range of background material including the WALGA Constitution, Corporate Governance Charter, and outcomes and discussion papers from the 2015 and 2011 reviews;
2. Consideration of strengths and weaknesses of the current model;
3. Development of an alternative model or models, and additional recommendations for presentation to State Council.

The following timeline was adopted for the Working Group's process:

Stage 1 – Working Group Review

May 2019 – Working Group formed

- President to appoint State Council and member Chief Executive Officer representatives

June 2019 – Working Group Meeting One

- Confirmation of Working Group Terms of Reference and Purpose
- Consideration of Previous Review processes and outcomes
- Consideration of Governance Structures of other State Associations and Local Government New Zealand
- Discussion relating to current arrangements including strengths and weaknesses of the current model and processes
- Initial development of ideas and opportunities for change

July 2019 – Working Group Meeting Two

- Refinement of initial ideas and opportunities for change
- Development of further ideas and opportunities for change
- Development of draft recommendations

August 2019 – Working Group Meeting Three

- Confirmation of a preferred model
- Agreement regarding presentation of recommendations to State Council

Stage 2 – Consideration of Working Group Recommendations

September 2019 – State Council Consideration of Working Group Recommendations

- Endorsement of internal recommendations relating to process or procedure (if appropriate)
- Endorsement of consultation process relating to external and structural recommendations



- Implementation of internal recommendations once endorsed by State Council

October 2019-December 2019 – Sector Consultation (if required)

- Consultation on external and structural recommendations with Local Governments and Zones

March 2020 – State Council endorsement of external and structural recommendations

- State Council endorsement of external and structural recommendations
- Drafting of Constitutional Amendments (if required)
- Drafting of amendments to Corporate Governance Charter (if required)
- Implementation of endorsed recommendations

August 2020 – Constitutional Amendments (if required)

- Consideration of Constitutional Amendments at 2020 Annual General Meeting



Working Group Review

The working group first considered previous reviews undertaken by WALGA, and also investigated governance arrangements of Local Government Associations in other states of Australia and New Zealand.

Previous Reviews

Significant reviews have been undertaken in 2011 and 2015. In addition, a number of amendments to WALGA's constitution in were endorsed in 2018.

To varying degrees, these previous reviews have considered:

- The structure of State Council, including the equal representation of metropolitan and non-metropolitan members;
- The number of State Councillors and the representational nature of State Council;
- The role, number and structure of Zones;
- Changes to Committees of State Council including their role, function, membership, and delegated decision-making authority;
- Codification of existing conventions;
- Changes to the Constitution and Corporate Governance Charter to respond to changes in circumstances and legislation.

2018 Constitutional Amendments

WALGA's Constitution was amended in 2018. The amendments to the Constitution followed discussion at State Council Strategic Forums regarding:

1. Rotation of the office of the President between the metropolitan and country constituencies of State Council; and relatedly,
2. The convention that the Deputy President will be from the alternate constituency to the President.

Historically, the two issues above had been managed by 'convention', but State Council requested the secretariat to investigate codifying the above in the WALGA Constitution.

This also enabled other amendments and clarifications to be made in response to changed legislation and to reflect established practice.

Specifically, WALGA's Constitution was amended in 2018 to:



1. Codify an existing convention that the President and Deputy President of WALGA would be drawn from opposite constituencies. That is, when the President is from the metropolitan constituency, the Deputy President would be from the country constituency and when the President is from the country constituency, the Deputy President would be from the metropolitan constituency;
2. Codify an existing convention that the office of Presidency will be rotated between the metropolitan and country constituencies. That is, when a President leaves office, only State Councillors from the alternate constituency will be eligible to nominate for the office of President;
3. Clarify that eligibility criteria relating to the disqualification of State Councillors also apply to ex-officio members of State Council;
4. Ensure that members of State Council and/or Zone delegates suspended by the Minister for Local Government under Part 8 of the *Local Government Act 1995* are disqualified from State Council and/or from the Zone as appropriate. Previously, this provision referred to only one method of suspension by the Minister for Local Government; and,
5. Clarify that the President has a deliberative vote, and not a casting vote, in elections for President and Deputy President.

2015 Review of Key Governance Documents

A review of the following key governance documents was undertaken in 2015:

- Constitution
- Corporate Governance Charter
- Standing Orders

A discussion paper was produced for the 2015 Review which was structured around the following three themes:

1. Review of documentation – a review of identified issues in the three documents listed above;
2. Technical drafting – correction of technical wording and alignment across the three documents listed above; and,
3. Review of State Council and Zone processes and effectiveness.

The outcomes of this review are summarised below, with full details of review outcomes contained in the March 2016 State Council Minutes.



The Constitution was amended to:

- Add a clause requiring State Council to adopt standing orders that will apply to meetings of State Council;
- Add a clause specifying that a State Councillor would be disqualified from serving on State Council if they were suspended by the Minister for Local Government;
- Enforce a term limit on the President of two consecutive two-year terms, which existed at the time for the Deputy President; and,
- Explicitly state that the President does not have a casting vote if there is a tied vote in an office bearer election.

The Corporate Governance Charter was amended to:

- Express the role of the Deputy President;
- Clarify that the President of Local Government Professionals will have the opportunity to present a report at State Council meetings;
- Insert a provision stating that State Council must resolve to consider an 'emerging issue' prior to it being considered;
- Insert further information regarding the formation and operation of the Local Government House Trust;
- Add procedures for the management of committees with delegated powers including requirements for:
 - Terms of reference;
 - Membership and fixed two year terms;
 - Appointment process, which specifies that State Council will determine appointments of State Councillors and external representatives, and that State Council may use the Selection Committee for this purpose.

In addition, amendments were made to the Standing Orders, and a complaints handling procedure was added to the Code of Conduct.

2011 Review of Structure & Effectiveness of State Council & Zones

A Working Group was formed in late 2010 to undertake a review of the structure and effectiveness of WALGA's governance structures.

To guide the review, a discussion paper was prepared and distributed to the sector with submissions sought on the paper, as well as any other relevant matters.

The paper was structured around the following key subjects:

- Current Arrangements;
- Strengths of Current Arrangements;



- Weaknesses of Current Arrangements;
- Options for Change – Structure; and,
- Options for Change – Effectiveness.

Following feedback from the sector, and consideration by the Working Group of the sector's feedback, an item was presented to State Council that resulted in the following outcomes:

- Endorsement of current arrangements with a set of responsibilities for the Forum of Co-Chairs to be developed (note the Forum of Co-Chairs no longer exists);
- WALGA to provide additional support to Zones to enhance their advocacy role, including:
 - Provide suggestions for guest speakers and topics for consideration by Zones;
 - Provide a consistent liaison officer when requested by Zones;
 - All Zones be offered a presentation providing an overview of WALGA and its advocacy and service functions following the election of Zone delegates every two years;
 - Zone Chairs to receive an induction on the role of the Zone Chair;
 - An item to be presented to all relevant Zones seeking endorsement for their Executive Officer to attend the bi-annual WALGA Zone Executive Officer meetings.
- Development of a strategy to establish meetings between State Councillors and Members of Parliament;
- A change in State Council's calendar to move from six meetings per year to five; and,
- A review of State Council sitting fees.

Arrangements in Other States and New Zealand

The Working Group considered governance arrangements of Associations from other States of Australia as well as New Zealand.

It can be seen that State Associations of Local Government typically elect a board similar to WALGA's State Council. Some State Associations elect board members directly from the membership although most use regions or zones to elect board members to represent particular regions. In all other states, the President is elected by the membership.

A summary table below outlines the number of board members and their method of election. Note that Queensland operates with a dual structure comprising of a board and a policy executive.



Local Government Association Governance Structures Table

	WALGA	LGNSW	MAV (Victoria)	LGAT (Tas)	LGASA	LGAQ (QLD)		LGANT	LGNZ
						Board	Policy Executive		
Number of Board Members	25	19	13	8	18	4	16	9	15
President Elected by:	Board	Members (AGM)	Members (AGM)	Members (Postal vote)	Members (Postal vote)	Members (AGM)		Members (AGM)	Members (AGM)
Board Members elected by:	Zones	Members at AGM: Metro members elect metro reps / Rural members elect rural reps	Zone equivalent (12 regions)	Zone equivalent (3 regions) – one rep above population threshold, one below from each region	Zone equivalent (one metro region, six country regions, plus unincorporated areas)	Board members elected by and from policy executive	Zone equivalent (12 regions)	Members at AGM	Zones and Sector Groups

Comment on Summary Table

- **Size of Board** – while WALGA's board contains the largest number of representatives, it can be seen that boards of local government associations tend to be relatively large. The average board size (using Queensland's policy executive, not board) is 15.4.
- **Method of Election of President** – WALGA is an outlier: all other Presidents are elected directly by the membership. Perhaps this is a reflection of the prevalence of Council elected Mayors and Presidents in WA.
- **Method of Election of Board Members** – The majority of associations use regional groupings (equivalent to our Zones) to elect board members. The New Zealand hybrid model of electing representatives from geographic zones and sector groups (metro, provincial, rural, regional) is of interest.



Local Government New South Wales

The Board of Local Government New South Wales consists of:

- The President (which rotates between metropolitan / urban and regional / rural) elected by delegates at an annual meeting;
- The Immediate Past President (where applicable);
- Two Vice-Presidents (one from a Metropolitan/Urban council and the other from a Regional/Rural council) elected by delegates from the respective groupings at the annual general meeting;
- A Treasurer elected by delegates at the annual general meeting; and,
- 14 Committee members (7 from metropolitan / urban councils and 7 from regional / rural councils) elected by delegates at the annual general meeting. Metropolitan / urban delegates elect metropolitan / urban representatives and regional / rural delegates elect regional / rural representatives.

Municipal Association of Victoria

The Municipal Association of Victoria (MAV) is governed by a 13 member board.

The 12 members of the board (excluding the President) are elected by 12 regional groupings of Local Governments. There are six metropolitan regions and six non-metropolitan regions that each elect one board member.

The members of MAV directly elect the President at a meeting of State Council. Each member has one representative on State Council, which meets twice per year.

For clarity, MAV's State Council in this context is most similar to WALGA's Annual General Meeting and MAV's Board is similar to WALGA's State Council.

The Board elects two Deputy Presidents: one from the metropolitan regions and one from the non-metropolitan regions.

Local Government Association of Tasmania

The Local Government Association of Tasmania (LGAT) is governed by a General Management Committee of eight members.



The General Management Committee comprises:

- The President, elected by the members by postal ballot;
- The Lord Mayor of the City of Hobart, or his or her proxy;
- Six members elected from three electoral districts (North West and North Coast, Northern, and Southern) conducted via postal vote. Each electoral district is to elect one representative from Councils with a population of 20,000 or more, and one representative from a Council with a population of less than 20,000.

The General Management Committee elects a Vice President from its members.

Local Government Association of South Australia

The Local Government Association of South Australia is governed by an 18 member board consisting of the following representatives:

- The President, elected by postal vote by ordinary members (by Council resolution), noting that the President must have served at least one year on the board to be eligible to nominate for the office of President. Note the Presidency is rotated between metropolitan and non-metropolitan regions;
- The Immediate Past President, if willing and able to serve, and must still be a member of a Council of an ordinary member. The Immediate Past President undertakes the role of a board member as well as assisting the President to the extent requested by the President;
- Eight board members (and four deputy members) from the metropolitan region elected by postal vote by ordinary members from the metropolitan region;
- Representatives from the following Regions elected by the Regions:
 - Two board members (and one deputy) from Central Region;
 - Two board members (and one deputy) from River Murray Region;
 - One board member (and one deputy) from Eyre Peninsula Region;
 - One board member (and one deputy) from South East Region;
 - One board member (and one deputy) from Southern and Hills Region;
 - One board member (and one deputy) from Spencer Gulf Cities Region; and,
- One board member appointed by the board to represent unincorporated areas.

In addition, there are four Vice Presidents elected from amongst the board members: two metropolitan and two from non-metropolitan regions.



An Executive Committee is also formed comprising of the following members:

- President;
- Immediate Past President;
- The Four Vice Presidents.

The Executive Committee undertakes functions delegated by the board as well as the CEO's performance review and setting of the CEO's KPIs.

Local Government Association of Queensland

The Local Government Association of Queensland (LGAQ) employs a dual structure that comprises a Policy Executive and a Board.

The Board comprises the LGAQ President elected by the member councils at the Annual General Meeting plus three directors who are elected from and by the Policy Executive. The Board is responsible for the operation of the business of the company.

The Policy Executive is responsible for the determination of the Association's policy on behalf of member councils. The Policy Executive consists of 15 district representatives and the President. The Policy Executive appoints three Directors to join the LGAQ President in forming the LGAQ Board and meets 6 times per year to discuss and determine LGAQ policy.

The 15 representatives are elected to the Policy Executive from 'districts' by the members of those districts. The State is divided into 12 districts, with most districts represented by one member, as per the extract from the Constitution below:

The Districts are represented on the Policy Executive as follows:

- a) in the case of District No. 1 (Brisbane City Council), by one Member appointed by the Brisbane City Council;*
- b) in the case of District No. 2 (South East), by three Members elected by the Members included in that District;*
- c) in the case of District No 12 (Aboriginal and Island Councils), by two Members elected by the Members of that District;*
- d) in all other cases, by one Member for each District elected by the Members included in each respective District.*

Local Government Association of the Northern Territory

The Local Government Association of the Northern Territory (LGANT) is governed by an Executive that meets monthly and consists of nine members elected at a general meeting.



Two general meetings are held per year and Executive Members are elected for a two year term.

The President is elected at a general meeting by the members, as are the two vice presidents. One vice president is elected by municipal councils and one vice president is elected by regional and shire councils.

One member of the Executive is to be from the City of Darwin.

To nominate for a position of the Executive, an elected member must have the support of their council through a council resolution.

Local Government New Zealand

The President of Local Government New Zealand (LGNZ) is elected by a ballot of members at an annual general meeting.

The board is comprised of the President, representatives from regional groups of Local Governments called Zones and representatives from groups of similar Local Governments called Sector Groups.

Sector Groups are formed on the basis of population, as follows:

- Metropolitan Group – population above 90,000
- Provincial Group – population between 20,000 and 90,000
- Rural Group – population less than 20,000
- Regional Group – all regional councils and unitary authorities

The composition of the 15 member board, called the National Council, is as follows:

- President
- Two representatives from Zone one;
- One representative from each of Zone two, three, four, five, and six;
- Three representatives from the Metropolitan Sector Group;
- Two representatives from the Regional Sector Group; and,
- One representative from each of the Provincial and Rural Groups.

It is understood that LGNZ recently reviewed their governance arrangements and a proposal will be considered at LGNZ's upcoming AGM in July 2019 to add two members to their governing board. It is proposed that the Mayor of Auckland will become a member of the governing board as of right, and it is proposed that a Maori representative will be added to the board.



Working Group Deliberations

The Working Group discussed strengths and weaknesses of the current model, and then discussed options for consideration.

Strengths of the Current Model

The Working Group identified the following key strengths, with additional comments shown in italics. Headings, also in italics, were added to group some of the strengths together.

State-wide Representation

- State-wide representation
- All Zones have a voice
- Blanket coverage of the state
- Single Association was an absolute positive and our biggest strength is one voice
- United voice of the sector
- Input to policy development from the entire state
- The current model provides input to policy development from the entire sector
- Potential of advocacy strength – *Potential to realise greater advocacy strength dependant on empowering State Council*

Metropolitan / Country Balance

- 50/50 country/metropolitan balance
- Fair representation of the entire state
- As one organisation, country and metro issues are considered – *Sector positions should be aggregated around metro and regional issues rather than seeking to shoehorn all into one consolidated position.*
- Rotation of President from metro to country
- Rotation of Presidency – fair voice for country and metro

Zones

- Policy making – from the grassroots up through the Zones to State Council
- Zones provide a broader purpose than just deliberating the on WALGA agenda
- Presentations and deputations at Zone meetings

State Council

- State Council: broader representation leads to more balanced decision making
- Responsiveness of State Council – *Still room from improvement in terms of timing of decision making*
- Policy making through State Council – not the AGM
- No term limits for State Councillors



- Diversity of skillsets – *could be enhanced with greater attention paid to individual's skills and backgrounds*
- Diversity and understanding of opinions
- Executive Committee structure is a positive with the ability to look after the business of WALGA – *Conceptually we agree, in practice this needs further work.*
- Processes to elect president and deputy (i.e. elected from and by State Council)

Policy Teams and Policy Forums

- Ability to form policy forums
- Policy teams and policy forums successfully filter sector feedback
- Presidency limit of two two-year terms
- Content of agendas are informative and appropriate – *Content can be excessive; content needs to be streamlined*
- Use of interim submissions makes WALGA more agile
- Networking / connectivity with peers and colleagues
- Dissemination of information through a broad representative base is more effective
- Equal voice – equal opportunity to contribute to policy development
- Apolitical – not aligned to political parties. Works with current Government. – *Organisation needs to be apolitical noting individuals will have their own persuasions.*

Operations

- Sound financial and fiscal management
- Good range of services – *value proposition for members needs consistent review*
- Low fees
- Strong business, and revenue generation from business model – *Opportunity to enhance through better promotion of WALGA services; therefore we can employ good staff*
- Range of services that WALGA provides – *Services need to be reviewed to ensure value for members*
- Quality and professionalism of staff



Weaknesses of the Current Model

The Working Group identified the following key weaknesses, with additional comments shown in italics. Headings, also in italics, were added to group some of the weaknesses together.

Executive Committee

- The Executive Committee doesn't have or exercise its delegation
- State Council doesn't own the budget
- Disconnect between the Executive Committee and State Council

President: Term limits and rotation

- Losing experience due to term limits of Deputy President and President
- President should be statesperson / apolitical – best person for the job
- Rotating State Council Presidency may prevent best candidate from securing the position

State Councillor: Role of State Councillor, including Term Limits, and Desirability and Knowledge of Position

- Lack of induction for potential State Councillors
- Some zones don't appear to value representation on State Council
- Being a State Councillor isn't always seen as desirable
- Reinforcing role of State Council to individual Councils and Councillors – not generally aware of State Council role
- State Councillors need to be more accountable to their Zone
- Too slow to regenerate State Councillors – no term limit on State Councillors
- No term limit for State Councillors
- Lack of experience of newly elected State Councillors
- Time commitment required to commit effectively to State Council role

- Volume of material to be considered at Zone and State Council meetings

- Zone agenda items submitted by individual councillors without the support of the member local government
- Lack of consistency in how Zone processes are applied

- Level of engagement by zone members. Not prepared and limited contribution across zone

- Policy teams of State Council not always outcome focussed – *Maybe too short of a meeting*

- Inequity of support provided to Zones by WALGA



- Frequency of State Council meetings
- Timelines for progressing policy issues from zones to State Council – *State Council a lot quicker over the last few years with the use of emerging issues and interim submissions. Still can improve.*
- Timing of revised agenda distribution – too soon before the State Council meeting
- Explanation of 50/50 split – AGM is different to State Council

Options for Consideration

The Working Group developed some initial options for change before landing on the recommendations, which are detailed in the following section.

State Councillor Profile and Role

The Working Group discussed the role, profile, remuneration, expectations and possibility of term limits for State Councillors.

In particular, there was a focus on seeking to lift the profile of a State Councillor to make it a desirable and aspirational office. There was discussion around the remuneration for State Councillors and protocols and expectations.

Other discussion points were:

- Should there be more information in the annual report regarding State Councillor involvement and attendance at committees and zone meetings?
- Should there be a minimum experience requirement to become a State Councillor?
- Should there be a specific skill requirement to become a State Councillor?
- Should there be term limits for State Councillors?

Ultimately the Working Group determined not to recommend any term limits or skill or experience limits for State Councillors. Instead, the Working Group recommends the development of a prospectus to promote WALGA, the role of State Councillors, the importance of Zones and the role of being a Zone delegate.



Two Tier Structure

The Working Group also discussed options for implementing a two-tier governance structure. Such a model would involve State Council retaining responsibility for policy and strategic planning, with a board or executive committee with delegated responsibility for the *business* and finances of WALGA.

It was envisaged in Working Group deliberations that the Board or Executive Committee would be appointed by State Council and comprise the following membership:

- President (Chair)
- Deputy President
- Three Country State Councillors – elected by and from State Council
- Three Metropolitan State Councillors – elected by and from State Council
- An independent representative with high-level finance or business experience

Ultimately the Working Group resolved not to recommend a two-tier structure, however the Working Group believes that this is a model that may be worth pursuing in the future.

Zones

The Working Group discussed the Zone structure and how WALGA supports the Zones. The Working Group endorsed the principle that Zones are self-governing and autonomous.

The Working Group discussed development of a prospectus to be provided to Elected Members about the role of WALGA, the role of being a Zone delegate, the role of State Council and other important information. Further discussion regarding the prospectus is included in the recommendations section below.

The Working Group discussed that some Zone motions are submitted to the Zone by individual Zone delegates without a Council resolution. In response the Working Group support development of a guideline, to be included in the prospectus stating that “whilst it is best practice that a Zone motion is supported by a Council decision, Zone delegates can raise items at Zone meetings without a Council decision.”

Regional Capitals Alliance Submission

The Regional Capitals Alliance made a submission to the Working Group proposing that State Council be comprised of ten members appointed from groupings of Local Governments based on the Salaries and Allowances Tribunal bands. The Alliance’s submission is reproduced below:



Rather than 26 members of the WALGA state council, the Alliance is proposing that the state council membership be retained within 10 members. Ten members would be made up of four metropolitan and four regional council representatives based on the following criteria and two additional Independent members (with one as an Independent Chair).

Discussion around the number of Council representatives from within each Band, both metropolitan and country, considered the number of local governments they represented and the population/geographical distribution across the bands to achieve what is believed to be a more balanced representation across the sector.

The Alliance recommends WALGA consider a Local Government representation model with a total membership on the State Council of ten, based on the Local Government Band categories giving equal representation from Metropolitan and Country, notionally four members each drawn representatively from Local Governments as suggested below:

- *2 representatives from Band 1 Metropolitan*
- *1 representative from Band 2 Metropolitan*
- *1 representative from Band 3 and 4 Metropolitan*
- *1 representative from Band 1 Country*
- *1 representative from Band 2 Country*
- *2 representatives from Band 3 and 4 Country*

In addition to the above representatives it was agreed that two independent representatives also be on Council, one of which would be chair. The selection process would involve members being selected from within their bands and nominations being forwarded to a nominations committee for final determination of members where criteria such as skills base could be also used to achieve a balance of skills and experience for the Council membership. This was considered to be a more balanced representation model.

The mechanism for state council members to consult with councils within their bands would be left up to the nominated representative on the state council. In the case of a group-one, and potentially a group-two country councils, this may be done via the Regional Capital Alliance of Western Australia.

This model will in no way replace the need for governments and local governments to form voluntary regional groups such as the Kimberley Regional group or to interfere with local issues as they do now.

The Working Group thanked the Regional Capitals Alliance for their submission, but decided against progressing with the Alliance's suggestions.

There are 91 Local Governments in the group that combines Band 3 and 4 Country, and the Working Group considered that this would be too large a group of members to be represented by only two State Councillors.



Further, as discussed above, the Working Group identified broad state-wide representation and the Zone process as strengths of the current model. The Working Group considered that the Alliance's proposal would not facilitate a workable Zone model as Band 3 and 4 Country Local Governments span the state.

Other Issues

The Working Group explored a range of other issues including the process for the development of interim submissions, State Council's committee structure and the format of the State Council agenda. These issues are addressed in the Recommendations section below.



Recommendations

The Working Group has recommended a number of reforms, which are grouped around a range of themes, below:

1. State Council Composition;
2. Role of State Councillor;
3. Elected Member Prospectus;
4. Committee Structure;
5. Submission Process;
6. Zone Support and Guidance; and,
7. State Council Agenda.

State Council Composition

The Working Group endorsed the existing composition of State Council, including the method of election from Zones.

In particular, during discussions, two of the major strengths identified by the Working Group were:

- Equal representation from both the country and metropolitan constituencies; and,
- The State-wide representation and input facilitated by WALGA's Zone and State Council structure.

Recommendation 1

That the existing composition and representational arrangements of State Council be retained.

Deputy State Councillors

The Working Group also considered the continuing necessity for Deputy State Councillors.

State Council has never lacked a quorum without the attendance of Deputy State Councillors. Further, it is difficult for Deputy State Councillors to meaningfully contribute to deliberations, in many cases, due to the background knowledge developed by State Councillors over many meetings and communications. Finally, with a governing board of 25, and with the committee changes proposed below, it is contended that there may be sufficient governance oversight without the need for Deputy representatives.

Conversely, the role of Deputy State Councillor provides opportunities for more Local Government representatives to be involved in WALGA and its governance processes, and



this may provide opportunities for succession planning. Further, having Deputy State Councillors able to step in and attend State Council meetings ensures that all Zones are represented at meetings when State Councillors are unable to attend. On this basis, the Working Group recommends that the role of Deputy State Councillor be retained.

Recommendation 2

That the role of Deputy State Councillor be retained.

Term Limits for State Councillors

The Working Group considered the issue of term limits for State Councillors. Currently there is a four-year term limit for the President and Deputy President, but no term limit for State Councillors

Following deliberations, the Working Group resolved that no term limits should be introduced for State Councillors. State Councillors are elected by Zones to be on State Council, and the Working Group considered it important that Zones have the ability to elect the "best person for the job".

Recommendation 3

That no term limits be introduced for the role of State Councillor.

Role of State Councillor

State Councillors, as directors of a Board, are required to act consistently in the "best interests of the organisation as a whole". This effectively means that the duties of a State Councillor are owed to all Member Local Governments.

Whilst it is recognised that State Councillors must represent the interests of their respective Zones, the interests of the Association and its collective membership must always come first.

State Councillors are also expected to report back to Zones about the policy and advocacy direction of State Council. To facilitate this, the secretariat has been providing State Councillors with a State Councillor report guide in advance of Zone meetings.

There is also an expectation that State Councillors will represent WALGA to members and promote WALGA's services, and policy and advocacy positions and activities to the broader membership.



In addition, following a review of the Member Advisor Program, it is proposed that some State Councillors could be invited to undertake the role of Member Advisor. The aim of the program is to provide Councils and Elected Members with information and resources from a trusted peer. Member Advisors will aim to attend an ordinary Council meeting of each member Council once in a two year period and also be contactable via email and phone to assist individual Elected Members regarding any questions they may have in undertaking their roles on Council.

Recommendation 4

That a Panel of Member Advisors be established comprising of State Councillors and other Elected Members appointed by the President.

Elected Member Prospectus

The Working Group identified the need to promote key information about WALGA, the role of State Councillors and the role of Zones to ensure that becoming a State Councillor, and a Zone delegate, is a respected and sought after position.

It is proposed that a Prospectus be developed and distributed to all Elected Members immediately following the October 2019 Local Government elections. The Prospectus will be used to educate Elected Members about the Association and the avenues for involvement as a Zone delegate and a State Councillor.

Recommendation 5

That a Prospectus be prepared and distributed to all Local Governments and all Elected Members following the Local Government elections every two years highlighting the following information, with the aim of promoting the key role of Zone delegates regionally and the key role of State Councillors in leading advocacy and policy development on behalf of the Local Government in Western Australia:

- **Role of WALGA as the principal Local Government peak body;**
- **Role of State Council as WALGA's governing body;**
- **Role of a State Councillor as a key decision-maker regarding policy, advocacy and provision of services for and on behalf of the Local Government sector;**
- **Commitment required to be a State Councillor, including attendance at meetings, advocate for WALGA and the Local Government sector, report back to Zones on WALGA and State Council activity, and potentially as a Member Advisor Program mentor;**
- **Opportunities for State Councillors to advocate to Government on behalf of their region and / or particular policy issues;**



- Role of Zones as key participants into state-level advocacy and policy development, including the formal required role of Zones and the additional opportunities for Zones;
- Role of Zone delegates as Council representatives at the regional level, including the obligation to report back to Council on Zone activities; and,
- Explanation that, while it is best practice that a Zone motion is submitted by way of a Council decision, Zone delegates can submit motions to a meeting of a Zone, which is an autonomous, self-governing body, and it is recommended that the Zone is advised whether the motion has the backing of a Council resolution.

Committee Structure

The Working Group discussed an amended process for dealing with interim submissions to Government, which would change the purpose of the Executive Committee to be solely focused on finance and WALGA's business services, which includes preferred supply arrangements, procurement, employee relations, training and recruitment. In making this change, the Executive Committee would revert back to being called the Finance and Services Committee, providing a sharper focus and more defined role for the committee.

In addition, it is proposed that the Policy Teams would have a stronger role in shaping the development of WALGA's policy positions and submissions to Government.

Committee Membership

The following membership structure of the Finance and Services Committee and the Policy Teams is proposed as follows:

Finance and Services Committee	Environment and Waste Policy Team	Governance and Organisational Services Policy Team	Infrastructure Policy Team	People and Place Policy Team
President (Chair) Four State Councillors	Five State Councillors	Five State Councillors	Five State Councillors	Five State Councillors
External member with finance experience				

Every State Councillor would be a member of only one of the five committees providing every State Councillor with a focus on either the finance and business services of WALGA, or a specific policy portfolio. It is anticipated that these changes would encourage State



Councillors to feel ownership of their portfolio, whether it be in relation to WALGA's business services, or a particular policy and advocacy portfolio.

It is proposed that the external member on the Finance and Services committee be drawn from a wider field than just the Local Government sector. That is, there may be considerable value in appointing an external member from the private or not-for-profit sector to the committee. This appointment would be made by State Council upon the recommendation of the WALGA Selection Committee, as is current practice.

While the current Executive Committee has responsibility for the CEO's performance review, it is proposed that a separate CEO Performance Review Committee would be established from State Council, and chaired by the President, that would meet at least once per year.

Finance and Services Committee

The terms of reference of the Finance and Services Committee is proposed as follows. This reflects the terms of reference of the current Executive Committee, with the removal of the three struck out points as per below:

On behalf of State Council, and in accordance with any policies, directions or limitations set by State Council, undertake the following functions:

- *Determining key directions in relation to the establishment and/or development of new and current business opportunities that result in the delivery of outputs which enhance the financial and operational capacity of members and the Association.*
- *Adoption of business plans for the Association's service delivery units that deliver the key objectives within the Association's Strategic Plan, with regular monitoring of outcomes against agreed performance indicators.*
- *Oversee the financial management of the Association, including the recommendation of a draft annual Governance Budget to State Council, long term financial planning, monitoring/assessment of financial reports, approving and/or recommending budgetary reallocations to State Council, committing or reallocating reserve funds for special purposes, and auditing and presentation of the Association's annual accounts.*
- *Internal audit including monitoring/assessing compliance against financial and asset management and internal control policies.*
- *Oversee the delivery of business development, business management, human resource management and information management and corporate services.*
- *Establish a risk governance structure which ensures that management has implemented sound risk management policies and procedures across the Association, and which is regularly reviewed.*
- *Establish risk management and internal control performance indicators that are regularly evaluated through internal and external audit processes.*
- *Regularly report to State Council on the key activities and major decisions of the Committee.*



- ~~• Review and provide feedback on interim submissions, either in or out of session, to be put forward to government or other agencies.~~
- ~~• Act as the primary policy and advocacy support to the President and the Association.~~
- ~~• Manage the Chief Executive Officer Performance Review process on behalf of State Council.~~

Policy Teams

The terms of reference of the Policy Teams is proposed as follows, with the addition of the underlined points relating to interim submissions, and the Chair of the Policy Team playing a key role in advocacy:

- To advise the State Council on the development, implementation and review of Association policy in the relevant areas.
- To ensure all policy proposals are considered in terms of their economic, social and environmental impacts.
- To monitor and report to State Council on the activities of State and Federal Governments in relevant policy areas.
- To monitor and report to State Council on the activities of the major political parties in Opposition in relevant policy areas.
- To investigate, research and advise the State Council on emerging strategic issues relative to the relevant policy area.
- To consult with Member Local Governments, key external agencies and other stakeholders on policy issues in the relevant area for the development of recommendations to the State Council.
- To shape the preparation of interim submissions prior to their presentation to State Council for consideration and endorsement.
- To assist the President, Deputy President, State Councillors and CEO in the advocacy of the Association's policy positions, with the Policy Team Chair playing a key role in advocacy to Government on policy positions related to the portfolio, including accompanying the President, Deputy President and CEO to ministerial meetings.
- To promote the Association's policy positions to Member Local Governments.
- To action directions from the State Council.
- To develop, monitor and report on Key Result Areas as endorsed by the State Council.

Committee Assignment Process

Committee assignments would be determined by State Council at the March meeting in every even year (i.e. 2020, 2022 etc) following the election of the President and Deputy President. This would provide an opportunity for State Councillors to consider which of the five



committees they would like to nominate for following the State Council induction to be held at the December meeting in odd years (i.e. 2019, 2021 etc).

It is not proposed to make changes to the Selection Committee or Honours Panel.

Role of State Council

A key benefit of the proposed changes to State Council's committees, as proposed above, is that a significant proportion of the detailed policy and finance work will be undertaken by committees, allowing State Council a more strategic focus. State Council's role would be to provide strategic direction, oversee the work of committees to ensure coordination and alignment to strategy, endorsement of policy positions, and endorsement of the budget.

Recommendation 6

That:

1. **The Committee structure, as outlined above be adopted by State Council, to take effect from December 2019;**
2. **The Corporate Governance Charter be amended to reflect the changes to the Committee Terms of Reference and membership, as outlined; and,**
3. **A CEO Performance Review Committee be established, to be chaired by the President and to meet at least once per year.**

Process for Preparation and Consideration of Submissions

The changes to the committee structure above, would facilitate the proposed changes to the process for the development of submissions when there is insufficient time for a submission to be included in the State Council agenda.

Where time permits, the first preference would be for a submission to be prepared, in consultation with the respective Policy Team, and included in the State Council agenda for decision to facilitate consideration and input from Zones and State Council.

In developing submissions, when inclusion in the State Council agenda is impractical, the following process is proposed in the middle column, and is presented adjacent to the current process, in the right column, to highlight and explain the differences.



	Proposed Submission Process	Current Interim Submission Process
Preparation by Secretariat	WALGA staff prepare interim submission under the guidance of their Executive Manager, with reference to existing positions of State Council, <u>input from Policy Team</u> and / or contemporary feedback from the Local Government sector.	WALGA staff prepare interim submission under the guidance of their Executive Manager, with reference to existing positions of State Council and / or contemporary feedback from the Local Government sector.
Policy Team Input	Policy Team meet to amend or endorse the draft submission to proceed to State Council. Potential for meeting to be held by video-conference.	Draft interim submission is emailed to Policy Team for feedback.
Endorsement	Draft submission is considered by State Council by Flying Minute using the Board Effect Platform.	Draft interim submission is endorsed for submission to Government by Executive Committee out-of-session.
Basis on which submitted to Government	Submission is put forward to Government as an endorsed State Council position.	Submission is put forward to Government as an interim position, subject to subsequent State Council endorsement.
Inclusion in State Council agenda	Submission is included in the next State Council agenda as an item for noting.	Submission is considered by Zones and State Council as an item for decision as part of the next State Council agenda.

Recommendation 7

That the following process be endorsed for the development, consideration and endorsement of submissions Government and other stakeholders (when there is insufficient time for it to be included in the State Council agenda), and the Corporate Governance Charter be amended to reflect the changes:

1. WALGA staff prepare interim submission under the guidance of their Executive Manager, with reference to existing positions of State Council, input from Policy Team and / or contemporary feedback from the Local Government sector.
2. Policy Team meet to amend or endorse the draft submission to proceed to State Council, with the meetings of the Policy Team to be held via teleconference or videoconference where practicable.
3. Draft submission is considered by State Council by Flying Minute using the Board Effect platform.



4. **Submission is put forward to Government as an endorsed State Council position.**
5. **Submission is included in the next State Council agenda as an item for noting.**

Zone Support and Guidance

The Working Group has discussed the level of service, and the nature of the guidance provided to Zones to assist them to perform their role and undertake other functions.

During working group deliberations it was suggested that WALGA could prepare guidance notes for Zones about their role and opportunities to undertake additional functions. This information will be included in the prospectus discussed above.

In addition, it has been suggested that the secretariat should engage with Zones about the type of services and support sought from WALGA.

Currently, most Zones employ an independent executive officer, while WALGA provides secretariat support for the following Zones:

- Central Metropolitan Zone
- East Metropolitan Zone
- Gascoyne Country Zone
- Great Eastern Country Zone
- North Metropolitan Zone
- Peel Country Zone
- South East Metropolitan Zone, and
- South Metropolitan Zone

WALGA's secretariat service is offered as a baseline service at no cost to the Zone.

In the early stages of the development of WALGA's 2019-2020 budget preparation, a business case was developed outlining an option for WALGA to provide secretariat services to all Zones. Under the scenario explored in the business case, WALGA would prepare agendas and minutes for all Zones, and each Zone would be allocated a senior staff member to act as the liaison between the Zone and the broader WALGA secretariat.

Recommendation 8

That information regarding the role of Zones, and Zone delegates, and the process for submission of Zone motions, be prepared and circulated to Zones, and included in the WALGA Elected Member Prospectus and the Corporate Governance Charter.



Recommendation 9

That:

- 1. The secretariat engage with Zones regarding the services and support that WALGA provides to Zones; and,**
- 2. The secretariat continues to offer baseline Zone secretariat services to Zones as appropriate.**

State Council Agenda

The Working Group has discussed the content of the State Council agenda, particularly highlighting the volume of information that is provided to Zone delegates and State Councillors.

It is proposed that the secretariat commit to reducing the length of agenda items and prepare reports that are more focused. Specifically, there will be an aim to limit agenda items to two pages with a more in-depth 'in brief' section, which will be used as an executive summary of the agenda item. A sample item is attached as an appendix.

It is also proposed, in conjunction with the more focused presentation of agenda items, that hard copy production of the State Council agenda cease. Currently, the agenda is emailed to State Councillors, Local Government CEOs and Zone delegates three to four weeks prior to the State Council meeting, and hard copy 'blue books' are posted and arrive with delegates approximately two weeks prior to the State Council meeting, usually, but not always, in time for the Zone meeting.

WALGA has budgeted \$46,344 for printing State Council agendas in the 2019-2020 financial year. This figure does not include the cost of postage to distribute the agendas, nor the staff time used to pack envelopes and packages. In addition, the reliability and timeliness of the postal service is diminishing, particularly to country and remote areas.

It is argued that the money spent on printing, packing and posting State Council agendas would be better invested in providing more support to Zones or in other aspects of WALGA's operations.

For the reasons discussed above, it is proposed that the State Council agenda be provided to Local Governments and delegates in electronic format only, commencing in March 2020.

Finally, it is proposed that a process is implemented whereby State Council agenda items for decision are considered by Councils, either in formal Council meetings, or in briefing or concept forums. It would be beneficial for State Council agenda items for decision to be considered by Council in a formal or informal meeting to:



-
- Enhance awareness of contemporary strategic advocacy and policy issues; and,
 - Enable the Councils to provide guidance and direction to their Zone representatives.

Recommendation 10

That:

1. The secretariat develop templates and processes to reduce the length of State Council agenda items;
2. Following consultation with the sector, production of hard copy agendas cease beginning with the March 2020 meeting of State Council; and,
3. A process be implemented, in consultation with the Local Government sector, to enable Councils to consider items for decision in the State Council agenda to raise awareness of contemporary strategic advocacy and policy issues and to enable Councils to provide guidance and direction to their Zone representatives.



Consultation and Implementation

This report will be presented to State Council as an item under separate cover at the 6 September 2019 State Council meeting.

A number of the recommendations proposed by the Working Group are recommended for immediate implementation because they have a time critical component due to the Local Government elections and the election of State Councillors and are:

- Operational in nature representing core activities – recommendations 5 and 8; or,
- Focused on internal State Council processes – recommendations 6 and 7.

It is recommended that consultation be undertaken on the following recommendations relating to:

- The governance structure – recommendations 1, 2, 3 and 4;
- Zone support and guidance – recommendation 9; and,
- State Council agenda processes – recommendation 10.

It is recommended that the full report be provided to WALGA members immediately following the 6 September 2019 meeting of State Council, with feedback sought by late October. An item for Zone and State Council consideration will then be included in the December 2019 State Council agenda.

This broadly aligns with the methodology outlined on pages 6 and 7 of this report.



Schedule of Recommendations

1	That the existing composition and representational arrangements of State Council be retained.
2	That the role of Deputy State Councillor be retained.
3	That no term limits be introduced for the role of State Councillor.
4	That a Panel of Member Advisors be established comprising of State Councillors and other Elected Members appointed by the President.
5	<p>That a Prospectus be prepared and distributed to all Local Governments and all Elected Members following the Local Government elections every two years highlighting the following information, with the aim of promoting the key role of Zone delegates regionally and the key role of State Councillors in leading advocacy and policy development on behalf of the Local Government in Western Australia:</p> <ul style="list-style-type: none"> • Role of WALGA as the principal Local Government peak body; • Role of State Council as WALGA's governing body; • Role of a State Councillor as a key decision-maker regarding policy, advocacy and provision of services for and on behalf of the Local Government sector; • Commitment required to be a State Councillor, including attendance at meetings, advocate for WALGA and the Local Government sector, report back to Zones on WALGA and State Council activity, and potentially as a Member Advisor Program mentor; • Opportunities for State Councillors to advocate to Government on behalf of their region and / or particular policy issues; • Role of Zones as key participants into state-level advocacy and policy development, including the formal required role of Zones and the additional opportunities for Zones; • Role of Zone delegates as Council representatives at the regional level, including the obligation to report back to Council on Zone activities; and, • Explanation that, while it is best practice that a Zone motion is submitted by way of a Council decision, Zone delegates can submit motions to a meeting of a Zone, which is an autonomous, self-governing body, and it is recommended that the Zone is advised whether the motion has the backing of a Council resolution.
6	<p>That:</p> <ol style="list-style-type: none"> 1. The Committee structure, as outlined above be adopted by State Council, to take effect from December 2019; 2. The Corporate Governance Charter be amended to reflect the changes to the Committee Terms of Reference and membership, as outlined; and, 3. A CEO Performance Review Committee be established, to be chaired by the President and to meet at least once per year.



7	<p>That the following process be endorsed for the development, consideration and endorsement of submissions Government and other stakeholders (when there is insufficient time for it to be included in the State Council agenda), and the Corporate Governance Charter be amended to reflect the changes:</p> <ol style="list-style-type: none"> 1. WALGA staff prepare interim submission under the guidance of their Executive Manager, with reference to existing positions of State Council, input from Policy Team and / or contemporary feedback from the Local Government sector. 2. Policy Team meet to amend or endorse the draft submission to proceed to State Council, with the meetings of the Policy Team to be held via teleconference or videoconference where practicable. 3. Draft submission is considered by State Council by Flying Minute using the Board Effect platform. 4. Submission is put forward to Government as an endorsed State Council position. 5. Submission is included in the next State Council agenda as an item for noting.
8	<p>That information regarding the role of Zones, and Zone delegates, and the process for submission of Zone motions, be prepared and circulated to Zones, and included in the WALGA Elected Member Prospectus and the Corporate Governance Charter.</p>
9	<p>That:</p> <ol style="list-style-type: none"> 1. The secretariat engage with Zones regarding the services and support that WALGA provides to Zones; and, 2. The secretariat continues to offer baseline Zone secretariat services to Zones as appropriate.
10	<p>That:</p> <ol style="list-style-type: none"> 1. The secretariat develop templates and processes to reduce the length of State Council agenda items; 2. Following consultation with the sector, production of hard copy agendas cease beginning with the March 2020 meeting of State Council; and, 3. A process be implemented, in consultation with the Local Government sector, to enable Councils to consider items for decision in the State Council agenda to raise awareness of contemporary strategic advocacy and policy issues and to enable Councils to provide guidance and direction to their Zone representatives.



Appendix 1 – Sample State Council Agenda Item

Interim Submission to Salaries and Allowances Tribunal – Elected Member Fees and Allowances (05-034-01-0019 TL)

By Tim Lane, Manager Strategy and Association Governance

Recommendation

That the interim submission to the Salaries and Allowances Tribunal relating to Elected Member Fees and Allowances be endorsed.

In Brief

- WALGA has prepared a submission to the Salaries and Allowances Tribunal relating to Fees and Allowances payable to Elected Members to input into the Tribunal's 2019 determination;
- The Submission argues for an increase on the basis of the following four main arguments:
 - i. Vibrant democracy and good governance: fees and allowances payable to Elected Members should be sufficient to ensure that a diversity of candidates from a range of backgrounds. Further, corporate governance literature suggests that diverse leadership groups make better decisions;
 - ii. Demands of the role: as the complexity of Local Government increases, and the demands placed upon Elected Members grow in the social media age, the remuneration paid to Elected Members for their significant time commitment must compensate for the personal and opportunity costs of taking on a significant community leadership position;
 - iii. Skills and training: as Elected Members continue to undertake training – and with the implementation of the State Government's universal Elected Member training policy likely to occur in the near future – the time that Elected Members spend on professional development should be recognised by the fees and allowances framework; and,
 - iv. Economic erosion: in recent years there have been a number of 'no increase' determinations in relation to Elected Member fees and allowances, which means that the relative value of Elected Member fees and allowances have eroded over time. WALGA contends that this trend should be arrested and fees and allowances should be increased.
- WALGA's submission argues for an increase to the Elected Member fees and allowances payable to Elected Members in the order of three percent, with the Salaries and Allowances Tribunal to consider appropriate economic indicators and increasing training requirements in future years.

Attachment

Submission to the Salaries and Allowances Tribunal: Local Government Elected Member Fees and Allowances

Policy Implications *(Only if relevant)*

WALGA previously advocated for the Salaries and Allowances Tribunal to be given jurisdictional authority to determine Elected Member fees and allowances. The attached interim submission is consistent with existing WALGA policy.



Budgetary Implications *(Only if relevant)*

Background

WALGA advocated strongly for the Salaries and Allowances Tribunal to be given jurisdictional authority to determine Elected Member fees and allowances when fees and allowances were contained in regulations. Following WALGA's advocacy, the Salaries and Allowances Tribunal has been determining Elected Member fees and allowances since 2013.

WALGA, along with Local Governments and other stakeholders, was invited to make a submission in relation to the Salaries and Allowances Tribunal's current remuneration inquiry relating to Local Government Chief Executive Officers and Elected Members.

WALGA has developed a submission in relation to Elected Member remuneration on behalf of the Local Government sector due to increasing feedback that the current remuneration framework is inadequate for the increasing complexity of Local Government and the growing demands of the role of an Elected Member.

The attached submission was endorsed by State Council's Executive Committee at their 20 February meeting and submitted to the Salaries and Allowances Tribunal on 21 February 2019 on an interim basis pending Zone and State Council consideration.

Comment

The Submission argues for an increase to Elected Member fees and allowances in the order of three percent on the basis of four main arguments.

Firstly, Local Government plays a key role in Australian democracy and fees and allowances payable to Elected Members should be sufficient to ensure a diversity of candidates from a range of backgrounds are willing and able to nominate for important community representative positions. In addition, the corporate governance literature argues convincingly, with empirical evidence, that diverse boards and leadership teams make better decisions.

Secondly, the complexity of Local Government responsibilities are increasing and so are the demands placed upon Local Government Elected Members in the social media age. The fees and allowances framework must acknowledge the personal and opportunity costs faced by Elected Members in undertaking their role.

Thirdly, as Elected Members continue to engage in training and professional development – and with the implementation of the State Government's universal Elected Member training policy expected in the near future – the time that Elected Members spend on professional development should be recognised by the fees and allowances framework.

Finally, there have been a number of 'no increase' determinations in recent years, partly due to the broader economic context in Western Australia, but this has led to the economic erosion of the fees and allowances relative to the broader community. WALGA's submission contends that this economic erosion should be arrested and reversed.

WALGA's submission argues for an increase to the Elected Member fees and allowances payable to Elected Members in the order of three percent, with the Salaries and Allowances Tribunal to consider appropriate economic indicators and increasing training requirements in future years.

The interim submission is attached for State Council consideration.

10.2.11 Policy for Temporary Employment or Appointment of a CEO

Responsible Branch:	Governance	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Proposed new policy Version 1 2. Proposed new policy Version 2 3. Proposed new policy Version 3 4. Proposed new policy Version 4	

THE CHIEF EXECUTIVE OFFICER, MR ANDREW BRIEN DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, the Chief Executive Officer, Mr Andrew Brien declared an impartial interest in this item as the matter refers to his contract; it is an impartiality interest as it doesn't have any direct impact on him. Mr Andrew Brien remained in the room during voting on this item.

THE DIRECTOR COMMUNITY AND DEVELOPMENT, MR DES ABEL DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, the Director Community and Development Services, Mr Des Abel declared an impartial interest in this item as he may be appointed Acting CEO during periods of CEO leave in the future. Mr Des Abel remained in the room during voting on this item.

THE DIRECTOR WORKS AND INFRASTRUCTURE, MR DOUG PEARSON DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, the Director Works and Infrastructure, Mr Doug Pearson declared an impartial interest in this item as he may need to act in CEO position. Mr Doug Pearson remained in the room during voting on this item.

THE DIRECTOR CORPORATE AND STRATEGY, MR DAVID NICHOLSON DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, the Director Corporate and Strategy, Mr David Nicholson declared an impartial interest in this item as he may be required to act in the role of CEO. Mr David Nicholson remained in the room during voting on this item.

At 8:13pm, Cr Catherine Ehrhardt left the meeting and returned at 8:14pm.

SUMMARY

To propose a new policy on temporary employment or appointment of a CEO, in line with recent amendments to the *Local Government Act 1995* (the Act).

OFFICER'S RECOMMENDATION

That Council:

1. Adopts the Temporary Employment or Appointment of a CEO Policy, as proposed in the version shown as Attachment 1.
2. Amends the CEO'S contract term (Clause 9.1 of the CEO'S Employment Contract) accordingly.

COUNCIL RESOLUTION

That Council:

1. **Adopts the Temporary Employment or Appointment of a CEO Policy, as proposed in the version shown as Attachment 2.**
2. **Amends the CEO'S contract term (Clause 9.1 of the CEO'S Employment Contract) accordingly.**

CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR DAN BULL, MAYOR SECONDED

CARRIED UNANIMOUSLY: 10/0

REASON FOR CHANGE

Elected Members felt the four week acting period was appropriate given the issues that could arise when the CEO was on leave.

BACKGROUND

Section 5.36 of the Act sets out the requirements for a local government to employ a CEO to enable the functions of the local government and its Council to be performed, and there is a specific requirement for a person to only be employed as a CEO if the Council believes that the person is suitably qualified for the position.

One of the recent amendments to the Act is the addition of three sub-sections to Section 5.39 which deals with the requirements for the CEO and 'senior employees' to have written contracts.

Sub-section 5.39A requires regulations to prescribe model standards for local governments in relation to the recruitment, performance review and termination of CEOs, and sub-section 5.39B requires local governments to adopt their own standards based on those models. As those regulations have not yet been developed, sub-sections A and B are noted for information only.

There is however, an immediate requirement to implement sub-section 5.39C, which deals with the temporary employment or appointment of a CEO.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter, as it is a legislative requirement.

OFFICER'S COMMENTS

Under clause 9.1 of the Chief Executive Officer's Employment Contract, Council approval is required for annual leave taken by the Chief Executive Officer. At its meeting of 26 March 2019, the CEO Review Committee resolved to approve two leave periods for the CEO in 2019 and 2020 respectively, with Directors to rotate in the acting role.

While it has not previously been a requirement, other local governments have had policies on CEO leave coverage in various forms. For example, the City of Cambridge already has a policy allowing for Directors to act in the role while the CEO is on leave for periods of up to four weeks, with Council approval of the Acting CEO for periods over four weeks. The Cities of Perth, Karratha and Subiaco, as well as the Shire of Augusta-Margaret River, have similar policies limiting the period to four weeks before Council approval is required.

The City of Busselton's policy allows up to six weeks before Council approval of the Acting CEO is required, and the Cities of Gosnells, Greater Geraldton and Melville all have policies that allow up to three months.

The City of Cockburn takes a different approach: At the December Ordinary Council Meeting each year, Council endorses the position of Acting CEO to cover any short-term absences by the CEO that may occur over the following period of 1 January to 31 December.

The new legislative requirement is not specific on the maximum acting periods or methodology for Council approval.

For Council consideration, four versions of the proposed Appointment of Acting Chief Executive Officer Policy are attached with their differences highlighted (**Attachments 1, 2, 3 and 4**).

LEGISLATIVE COMPLIANCE

The requirement for a policy stems from the *Local Government Legislation Amendment Act 2019* (the Act) which came into effect in July 2019, and covers the *Local Government Act 1995*, as well as some other related acts. Some of the changes are minor in nature and can be dealt with administratively.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council:	
	<ol style="list-style-type: none"> Adopts the Temporary Employment or Appointment of a CEO Policy, as proposed in the version shown as <u>Attachment 1</u>. Amends the CEO'S contract term (Clause 9.1 of the CEO'S Employment Contract) accordingly. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	Three months is also reflected in a number of other local government policies and would be administratively more efficient than Option 1. The CEO's contract would require amendment to clause 9.1 to reflect the policy. Four weeks is reflected in a number of other local government policies.	

Option 2	<ol style="list-style-type: none"> Adopts the Temporary Employment or Appointment of a CEO Policy, as proposed in the version shown as Attachment 2. Amends the CEO'S contract term (Clause 9.1 of the CEO'S Employment Contract) accordingly. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	Four weeks is reflected in a number of other local government policies. The CEO's contract would require amendment to clause 9.1 to reflect the policy.	

Option 3	That Council approves the proposed policy as per Attachment 3 , with Council approval for the position of Acting CEO to cover any short term absences by the CEO that may occur over the following period of 1 January to 31 December. In the event of any changes due to availability or operational priorities, the CEO shall provide a further recommendation to Council for the following period.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	This approach is less commonly applied. Considerations in determining which Director would be acting are the operational priorities and availability at the time. Options one and two would be easier to administer. The CEO's contract would require amendment to clause 9.1 to reflect the policy.	

Option 4	That Council approves the proposed policy as per Attachment 4 , with Council approval for the position of Acting CEO for any periods of leave by the CEO, with selection to be on a rotating basis. In the event of any changes due to availability or operational priorities, the CEO shall provide a further recommendation to Council for the following period.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	This approach is less commonly applied in the sector, but is consistent with the current terms of the CEO's contract and the rotational arrangement agreed to at the CEO Review Committee Meeting of 26 March 2019.	

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
Aspiration: Open, accountable and responsive service.
Outcome L1: Accountable and good governance.

CONCLUSION

Recent changes to the *Local Government Act 1995* include the requirement for a policy on temporary employment or appointment of a CEO for a term less than one year, as well as the appointment of an employee as Acting CEO for up to one year. In practice, the policy would set the requirements for the external appointment of a CEO on a short-term contract pending a more permanent appointment, and would also apply to situations where a Director was acting as CEO during periods of sickness, planned leave or other absences.

Many local governments have policies that deal with the acting periods, and these have been used to guide the proposed new policy.

The CEO's contract currently requires Council to approve all acting CEO arrangements. In line with the CEO Review Committee Meeting of 26 March 2019, Directors act on a rotating basis. The policy options include modifying the CEO's contract terms to allow for acting by Directors to be determined by the CEO up to three months.

Attachment 1**TEMPORARY EMPLOYMENT OR APPOINTMENT OF A CEO POLICY****PURPOSE:**

To provide for the employment of a CEO for periods of less than one year, and to also provide for the appointment of one of the City's Directors as Acting CEO during any limited absences of the CEO.

POLICY STATEMENT:

1. Section 5.36 of the Act requires a local government to employ a CEO and such other persons as the Council believes are necessary to enable the functions of the local government and the functions of the Council to be performed.
2. Section 5.36 of the Act also requires that a person is not to be employed in the position of CEO unless the Council believes that the person is suitably qualified for the position, and is also satisfied with the provisions of the proposed employment contract. That section of the Act also requires that a person is not to be employed by the local government in any other position unless the CEO believes that the person is suitably qualified for the position, and is satisfied with the proposed arrangements relating to the person's employment.
3. Section 5.39 of the Act was amended in July 2019 to require a policy on the temporary employment of a CEO. On that basis, where a CEO is to be externally recruited for periods of less than one year, Council approval shall be required for the recruitment process and the appointment of any recommended candidate.
4. In accordance with the requirements of sections 5.36 and 5.39 of the Act, Council has determined that persons appointed as permanent incumbents to the position of a Director are suitably qualified to perform the role of Acting CEO. On that basis, the CEO shall have discretion to appoint an Acting CEO, subject to availability and operational requirements, **for a period not exceeding three (3) months**. All such appointment are to be advised to Council.
5. For CEO leave **exceeding three (3) months**, whether planned or unplanned, Council approval shall be required for appointment of an Acting CEO.

DEFINITIONS:

- Act means the *Local Government Act 1995*, as amended in July 2019.
- CEO means Chief Executive Officer.

RELATED DOCUMENTATION:

Nil.

RELEVANT DELEGATIONS:

Risk Evaluation



Adopted by Council:	
Reviewed:	
Strategic Link:	Governance and Leadership

Attachment 2**TEMPORARY EMPLOYMENT OR APPOINTMENT OF A CEO POLICY****PURPOSE:**

To provide for the employment of a CEO for periods of less than one year, and to also provide for the appointment of one of the City's Directors as Acting CEO during any limited absences of the CEO.

POLICY STATEMENT:

1. Section 5.36 of the Act requires a local government to employ a CEO and such other persons as the Council believes are necessary to enable the functions of the local government and the functions of the Council to be performed.
2. Section 5.36 of the Act also requires that a person is not to be employed in the position of CEO unless the Council believes that the person is suitably qualified for the position, and is also satisfied with the provisions of the proposed employment contract. That section of the Act also requires that a person is not to be employed by the local government in any other position unless the CEO believes that the person is suitably qualified for the position, and is satisfied with the proposed arrangements relating to the person's employment.
3. Section 5.39 of the Act was amended in July 2019 to require a policy on the temporary employment of a CEO. On that basis, where a CEO is to be externally recruited for periods of less than one year, Council approval shall be required for the recruitment process and the appointment of any recommended candidate.
4. In accordance with the requirements of sections 5.36 and 5.39 of the Act, Council has determined that persons appointed as permanent incumbents to the position of a Director are suitably qualified to perform the role of Acting CEO. On that basis, the CEO shall have discretion to appoint an Acting CEO, subject to availability and operational requirements, **for a period not exceeding four weeks.** All such appointments are to be advised to Council.
5. **For CEO leave exceeding four weeks, whether planned or unplanned, Council approval shall be required for appointment of an Acting CEO.**

DEFINITIONS:

- Act means the *Local Government Act 1995*, as amended in July 2019.
- CEO means Chief Executive Officer.

RELATED DOCUMENTATION:

Nil.

RELEVANT DELEGATIONS:

Risk Evaluation



Adopted by Council:	
Reviewed:	
Strategic Link:	Governance and Leadership

Attachment 3**TEMPORARY EMPLOYMENT OR APPOINTMENT OF A CEO POLICY****PURPOSE:**

To provide for the employment of a CEO for periods of less than one year, and to also provide for the appointment of one of the City's Directors as Acting CEO during any limited absences of the CEO.

POLICY STATEMENT:

1. Section 5.36 of the Act requires a local government to employ a CEO and such other persons as the Council believes are necessary to enable the functions of the local government and the functions of the Council to be performed.
2. Section 5.36 of the Act also requires that a person is not to be employed in the position of CEO unless the Council believes that the person is suitably qualified for the position, and is also satisfied with the provisions of the proposed employment contract. That section of the Act also requires that a person is not to be employed by the local government in any other position unless the CEO believes that the person is suitably qualified for the position, and is satisfied with the proposed arrangements relating to the person's employment.
3. Section 5.39 of the Act was amended in July 2019 to require a policy on the temporary employment of a CEO. On that basis, where a CEO is to be externally recruited for periods of less than one year, Council approval shall be required for the recruitment process and the appointment of any recommended candidate.
4. In accordance with the requirements of sections 5.36 and 5.39 of the Act, Council has determined that persons appointed as permanent incumbents to the position of a Director are suitably qualified to perform the role of Acting CEO. On that basis, Council shall approve the acting CEO to cover any planned or unplanned absences of the CEO for the following period 1 January to 31 December on the recommendation of the CEO.
5. In the event that the acting CEO is not available or operation priorities change, the CEO shall provide a further recommendation to Council to cover acting periods for the following period.

DEFINITIONS:

- Act means the *Local Government Act 1995*, as amended in July 2019.
- CEO means Chief Executive Officer.

RELATED DOCUMENTATION:
Nil.

RELEVANT DELEGATIONS:
Risk Evaluation



Adopted by Council:	
Reviewed:	
Strategic Link:	Governance and Leadership

Attachment 4**TEMPORARY EMPLOYMENT OR APPOINTMENT OF A CEO POLICY****PURPOSE:**

To provide for the employment of a CEO for periods of less than one year, and to also provide for the appointment of one of the City's Directors as Acting CEO during any limited absences of the CEO.

POLICY STATEMENT:

1. Section 5.36 of the Act requires a local government to employ a CEO and such other persons as the Council believes are necessary to enable the functions of the local government and the functions of the Council to be performed.
2. Section 5.36 of the Act also requires that a person is not to be employed in the position of CEO unless the Council believes that the person is suitably qualified for the position, and is also satisfied with the provisions of the proposed employment contract. That section of the Act also requires that a person is not to be employed by the local government in any other position unless the CEO believes that the person is suitably qualified for the position, and is satisfied with the proposed arrangements relating to the person's employment.
3. Section 5.39 of the Act was amended in July 2019 to require a policy on the temporary employment of a CEO. On that basis, where a CEO is to be externally recruited for periods of less than one year, Council approval shall be required for the recruitment process and the appointment of any recommended candidate.
4. In accordance with the requirements of sections 5.36 and 5.39 of the Act, Council has determined that persons appointed as permanent incumbents to the position of a Director are suitably qualified to perform the role of Acting CEO. On that basis, the CEO shall recommend an Acting CEO on a rotating basis.
5. Council approval shall be required for all such periods of leave by the CEO.

DEFINITIONS:

- Act means the *Local Government Act 1995*, as amended in July 2019.
- CEO means Chief Executive Officer.

RELATED LEGISLATION:

Local Government Legislation Amendment Act 2019.

RELATED DOCUMENTATION:
Nil.

RELEVANT DELEGATIONS:
Risk Evaluation



Adopted by Council:	
Reviewed:	
Strategic Link:	Governance and Leadership

10.2.12 Aged Care Governance Committee

Responsible Branch:	Governance	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	ABSOLUTE MAJORITY REQUIRED	
Attachments:	1. Amended Terms of Reference	
Refer:	Item 10.2: SPC 31.10.17	

SUMMARY

To consider the appointment of representatives to the Aged Care Governance Committee (Management Committee).

- Council is required to appoint three (3) Elected Members to the Aged Care Governance Committee.
- The Aged Care Governance Committee meets at least annually and, when suitable, at the City of Bayswater Civic Centre.
- The fees associated with membership on the Aged Care Governance Committee are included as part of the annual sitting fees paid to Councillors.

In addition to the pre-existing roles of this Committee, there is a requirement to consider the implications and oversight of the divestment of aged care assets in accordance with previous Council resolutions.

COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council:

1. **Appoints the following members to the Aged Care Governance Committee for the term 29 October 2019 to 16 October 2021:**
 - (i) Cr Dan Bull, Mayor;
 - (ii) Cr Giorgia Johnson; and
 - (iii) Cr Sally Palmer
2. **Notes that the purpose of the Aged Care Governance Committee is to ensure that the City's residential aged care services are managed in accordance with the Management Agreement and the Committee's Vision and Mission statement.**
3. **Notes that the Committee will also be required to provide an oversight role in relation to the divestment of aged care assets, however this component will not involve Juniper representatives.**
4. **Notes that all Councillors who are not Members of the Aged Care Governance Committee be appointed as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:**
 - (i) Councillor of the same Ward as the Member of the Committee; and
 - (ii) Length of service.

CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 10/0

BACKGROUND

The *Local Government Act 1995* (Act) sets out the framework for decision-making on behalf of the local government.

Each council must decide the meeting structure it will adopt within the legal framework for it to achieve the most efficient and effective decision-making process. It is a legal requirement that all decisions made on behalf of the local government are made at meetings called and convened under the provisions of the Act. In this regard, the Act enables Council to establish committees of three (3) or more persons to assist Council with its business and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

It is Council's prerogative to determine the most appropriate format to meet its obligations to make timely and informed decisions.

The City has a management agreement in place with Juniper (formerly Uniting Church Homes) to manage the day-to-day running of the independent living units and residential aged care facilities. These services are provided in the context of increasing complexity and competitiveness in the aged care and retirement living sector.

Note: Residential aged care facilities (hostels and nursing homes) are legislated by the *Aged Care Act 1997 (Commonwealth)* and associated regulations, distinct from independent living units which must comply with the *Retirement Villages Act 1992 (WA)*.

The focus of this committee is to receive the budget and revenue policy for the next financial year for the City's Independent Living Units (ILUs) and Residential Care Facilities (RCFs). For independent living units the budget is the basis of the new resident fee structure required to fund day-to-day operations. Capital expenditure, essentially funded by the bond or entry contribution paid by residents is also considered for the forthcoming year.

The Committee also receives an update from Juniper on operations, and reviews policies relevant to aged care facilities.

Council resolved at its Ordinary Meeting on the 26 March 2019 to divest the two Residential Care Facilities (Carramar Hostel and the City of Bayswater Hostel) and three Retirement Villages (Carramar Village, Noranda Retreat and Salisbury Retreat). Since this time the City has entered into confidential negotiations and has received valuation reports from Colliers International. In accordance with the approved process, these valuation reports have been provided on a confidential basis and a response is due by 30 October. Should negotiations prove unsuccessful, the City will proceed to public tender through an expression of interest process. In this regard, the Aged Care Governance Committee will take an active role in facilitating this disposition.

The terms of reference have been amended accordingly and are highlighted in **Attachment 1**.

The legislative changes and obligations are complex requiring the committee to continually adapt its purpose to focus on these matters and enhance the financial governance and strategic planning elements of aged care operations to respond. The aged care governance and risk management framework was adopted at the Ordinary Council Meeting of 11 June 2019 (Item 10.2.1) and further work is currently being done to activate the framework. Further reports on that will be provided to Council in due course.

At the Ordinary Council Meeting held on 28 July 2015, Council resolved as follows:

"That Council:

- 1. Receives the review on the reporting structure of the City's minor committees.*
- 2. Approves the process of progressing the recommendations from each of the City's minor committees directly to Council for consideration without the requirement for prior consideration by the City's standing committees."*

At the Ordinary Council Meeting held on 28 August 2018, Council resolved to adopt the City of Bayswater Code of Conduct 2018 for Elected and Committee Members. Members of this committee will be required to adhere to the provisions of the Code of Conduct 2018.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

OFFICER'S COMMENTS

Purpose/Role

The Aged Care Governance Committee considers and makes recommendations on the City of Bayswater's aged care facilities (the City of Bayswater Hostel, Carramar Hostel and Carramar Village, Salisbury Retreat, Mertome Gardens and Noranda Village) in accordance with:

1. The 1 July 2006 Management Agreement between the City of Bayswater and Uniting Church Homes ('UCH').
2. The City of Bayswater Aged Care Governance Committee's vision and mission statement.

Mertome Village was recently transferred to private operators, and as such is outside the scope of the Committee.

Membership

This committee comprises of:

- 3 x Elected Members; and
- 3 x members from Uniting Church Homes (Juniper).

The City will write to Juniper to confirm their representatives for the period October 2019 - October 2021.

Meeting Details

Meeting Frequency:	At least annually
Day of Meeting:	When required
Time of Meeting:	When required
Location of Meeting:	City of Bayswater Civic Centre

Sitting Fees

Included as part of the annual sitting fees paid to Councillors.

Current Representatives

Membership of the Aged Care Governance Committee for 2017-2019 comprised:

- Cr Dan Bull;
- Cr Lorna Clarke;

- Cr Giorgia Johnson; and
- 3 x Uniting Church Homes (Juniper) representatives.

LEGISLATIVE COMPLIANCE

Section 5.8 of the *Local Government Act 1995* states:

"A Local Government may establish Committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the Local Government that can be delegated to Committee.*

** By Absolute Majority"*

In accordance with Sections 5.23 (1) (b) and 7.1B of the *Local Government Act 1995*, the Aged Care Governance Committee has not been granted Delegated Authority by Council.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	<p>That Council:</p> <ol style="list-style-type: none"> 1. Accepts the recommendation in accordance with the provisions of the <i>Local Government Act 1995</i> Sections 5.8, 5.10 and 5.11, and appoints the following members to the Aged Care Governance Committee for the term 29 October 2019 to 16 October 2021: _____; _____; and _____ 2. Notes the purpose of the Aged Care Governance Committee is to ensure that the City's residential aged care services are managed in accordance with the Management Agreement and the Committee's Vision and Mission statement. 3. Notes that the Committee will also be required to provide an oversight role in relation to the divestment of aged care assets, however this component will not involve Juniper representatives. 4. Notes that all Councillors who are not Members of the Aged Care Governance Committee be appointed as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on: <ol style="list-style-type: none"> (i) Councillor of the same Ward as the Member of the Committee; and (ii) Length of service. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low

Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	N/A
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	N/A
Conclusion	This option is consistent with the legislative requirements to appoint Elected Members to minor committees to ensure that good governance is undertaken.	

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
 Aspiration: Open, accountable and responsible service
 Outcome L1: Accountable and good governance

CONCLUSION

In light of the above it is recommended that Council appoints three (3) Elected Members to the Aged Care Governance Committee to consider and make recommendations on the City of Bayswater's aged care facilities.

Attachment 1**Amended Terms of Reference**

TERMS OF REFERENCE Aged Care Governance Committee	
Purpose:	<p>1. Council at its Meeting held on 29 October 2019 established the Aged Care Governance Committee for the purpose of making recommendations directly to Council in accordance with Regulations 16 and 17 of the <i>Local Government (Audit) Regulations 1996</i>.</p> <p>2. In addition the Committee will provide oversight into the disposition of the City's three Retirement Villages (Carramar Village; Noranda Retreat; Salisbury Retreat) and two Residential Care Facilities (Carramar Hostel; City of Bayswater Hostel).</p>
Membership:	<p>Membership of the Committee comprises :</p> <ul style="list-style-type: none"> • 3 x City of Bayswater representatives (for parts 1 and 2 above); and • 3 x Juniper representatives (for part 1 only). <p>The Chief Executive Officer (or representative) and the Director Corporate and Strategy are required to attend the Committee meeting but are not members.</p> <p>The Committee shall consist of the following endorsed members for the term 31 October 2017 to 12 October 2019:</p> <p>i) Cr Dan Bull, Mayor ii) Cr Lorna Clarke; iii) Cr Giorgia Johnson</p> <p>In accordance with section 5.11A of the <i>Local Government Act 1995</i>, all other Councillors are appointed as Deputy Members of the Aged Care Governance Committee for the term 31 October 2017 to 12 October 2019 in the following order:</p> <p>If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <p>i) Councillor of the same Ward as the Member of the Committee; and ii) Length of service</p>
Meetings:	<p>Committee meetings are to be in accordance with the City of Bayswater Standing Orders Local law.</p> <p>The Chairperson is responsible for the proper conduct of the Committee.</p> <p>The Committee has no delegated power or duty to implement its recommendations without approval of Council.</p>
Meeting Frequency:	As required - At least once per financial year.
Meeting Date and Time:	When suitable.
Location:	City of Bayswater Civic Centre.
Liaison Officer:	Director Corporate and Strategy or nominated officer.

10.2.13 Aged Care Asset Divestment Committee

Responsible Branch:	Governance	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>	
Attachments:	1. Draft Terms of Reference	
Refer:	Item 10.2: SPC 31.10.17	

SUMMARY

To consider the establishment and appointment of representatives to the Aged Care Asset Divestment Committee

- Council has resolved to divest a number of aged care assets and should establish an Advisory Committee to provide an appropriate level of oversight to the process;
- Council is required to appoint three (3) Elected Members to the Aged Care Governance Committee, and it is proposed that these same three elected members along with the Chief Executive Officer and the Director Corporate and Strategy form the Aged Care Asset Divestment Committee.
- The fees associated with membership on the Aged Care Asset Divestment Committee are included as part of the annual sitting fees paid to Councillors.
- The role of this Committee to consider the implications and provide oversight of the divestment of aged care assets in accordance with previous Council resolutions.

COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council:

1. Appoints the following members from the Aged Care Governance Committee as members of the Aged Care Asset Divestment Governance Committee for the term 29 October 2019 to 16 October 2021:
 - (i) Cr Dan Bull, Mayor;
 - (ii) Cr Giorgia Johnson; and
 - (iii) Cr Sally Palmer
2. Appoints the Chief Executive Officer and the Director Corporate and Strategy as members of the Aged Care Asset Divestment Committee.
3. Endorses the draft Terms of Reference as outlined in Attachment 1.
4. Notes that all Councillors who are not Members of the Aged Care Governance Committee be appointed as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:
 - (i) Councillor of the same Ward as the Member of the Committee; and
 - (ii) Length of service.

CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 10/0

BACKGROUND

The *Local Government Act 1995* (Act) sets out the framework for decision-making on behalf of the local government.

Each council must decide the meeting structure it will adopt within the legal framework for it to achieve the most efficient and effective decision-making process. It is a legal requirement that all decisions made on behalf of the local government are made at meetings called and convened under the provisions of the Act. In this regard, the Act enables Council to establish committees of three (3) or more persons to assist Council with its business and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

It is Council's prerogative to determine the most appropriate format to meet its obligations to make timely and informed decisions.

Council resolved at its Ordinary Meeting on the 26 March 2019 to divest the two Residential Care Facilities (Carramar Hostel and the City of Bayswater Hostel) and three Retirement Villages (Carramar Village, Noranda Retreat and Salisbury Retreat). Since this time the City has entered into confidential negotiations and has received valuation reports from Colliers International. In accordance with the approved process, these valuation reports have been provided on a confidential basis and a response is due by 30 October. Should negotiations prove unsuccessful, the City will proceed to public tender through an expression of interest process. In this regard, the Aged Care Asset Divestment Committee will take an active role in facilitating this disposition.

The terms of reference have been drafted accordingly and are shown in **Attachment 1**.

The legislative obligations are complex requiring the committee to continually be updated on progress in relation to the asset disposal and make recommendations to Council to ensure a timely progression of the Council decision. The aged care governance and risk management framework was adopted at the Ordinary Council Meeting of 11 June 2019 (Item 10.2.1) and further work is currently being done to further activate the framework. Further reports on that will be provided to Council in due course.

At the Ordinary Council Meeting held on 28 July 2015, Council resolved as follows:

"That Council:

- 1. Receives the review on the reporting structure of the City's minor committees.*
- 2. Approves the process of progressing the recommendations from each of the City's minor committees directly to Council for consideration without the requirement for prior consideration by the City's standing committees."*

At the Ordinary Council Meeting held on 28 August 2018, Council resolved to adopt the City of Bayswater Code of Conduct 2018 for Elected and Committee Members. Members of this committee will be required to adhere to the provisions of the Code of Conduct 2018.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

OFFICER'S COMMENTS

Purpose/Role

The Aged Care Asset Divestment Committee will review and monitor all actions in relation to the divestment of Aged Care Assets as outlined in the proposed confidential Memorandum of Understanding and to make recommendations to Council on any actions required to progress the divestment of aged care assets.

Membership

This committee comprises of:

- 3 x Elected Members;
- Chief Executive Officer; and
- Director Corporate and Strategy

Meeting Details

Meeting Frequency:	At least monthly
Day of Meeting:	When required
Time of Meeting:	When required
Location of Meeting:	City of Bayswater Civic Centre

Sitting Fees

Included as part of the annual sitting fees paid to Councillors.

LEGISLATIVE COMPLIANCE

Section 5.8 of the *Local Government Act 1995* states:

"A Local Government may establish Committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the Local Government that can be delegated to Committee.*

** By Absolute Majority"*

In accordance with Sections 5.23 (1) (b) and 7.1B of the *Local Government Act 1995*, the Aged Care Governance Committee has not been granted Delegated Authority by Council.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	<p>That Council:</p> <ol style="list-style-type: none"> 1. Appoints the following members from the Aged Care Governance Committee as members of the Aged Care Asset Divestment Governance Committee for the term 29 October 2019 to 16 October 2021: _____; _____; _____; 2. Appoints the Chief Executive Officer and the Director Corporate and
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	<p>Strategy as members of the Aged Care Asset Divestment Committee.</p> <p>3. Endorses the draft Terms of Reference as outlined in Attachment 1.</p> <p>4. Notes that all Councillors who are not Members of the Aged Care Governance Committee be appointed as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <p style="padding-left: 40px;">a. Councillor of the same Ward as the Member of the Committee; and</p> <p style="padding-left: 40px;">b. Length of service.</p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	N/A
Conclusion	This option is considered appropriate given the high complexity of the issues associated with aged care issues and the appointment of the same elected members as the Aged Care Governance Committee will help to ensure consistency in addressing the governance issues associated with the process.	

Option 2	<p>That Council:</p> <p>1. Appoints the following Councillors as members of the Aged Care Asset Divestment Governance Committee for the term 29 October 2019 to 16 October 2021:</p> <p>_____;</p> <p>_____;</p> <p>_____;</p> <p>2. Appoints the Chief Executive Officer and the Director Corporate and Strategy as members of the Aged Care Asset Divestment Committee.</p> <p>3. Endorses the draft Terms of Reference as outlined in Attachment 1.</p> <p>4. Notes that all Councillors who are not Members of the Aged Care Governance Committee be appointed as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <p style="padding-left: 40px;">a. Councillor of the same Ward as the Member of the Committee; and</p> <p style="padding-left: 40px;">b. Length of service.</p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	N/A

Conclusion	This option is considered a higher overall risk as there would be less consistency in the provision of information and levels of awareness of issues with the Aged Care Assets.
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FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
Aspiration: Open, accountable and responsible service
Outcome L1: Accountable and good governance

CONCLUSION

In light of the above it is recommended that Council appoints the same three (3) Elected Members to the Aged Care Asset Divestment Committee along with the Chief Executive Officer and the Director Corporate and Strategy to make recommendations to the City in line with the previous Council decisions and legislative requirements. The preferred option will also help to ensure that the Council appropriately addresses the governance issues associated with aged care facilities.

Attachment 1

TERMS OF REFERENCE Aged Care Asset Divestment Committee	
Purpose:	To review and monitor all actions in relation to the divestment of Aged Care Assets as outlined in the proposed confidential Memorandum of Understanding and to make recommendations to Council on any actions required to progress the divestment of aged care assets.
Membership:	<p>Membership of the Committee comprises : 3 x City of Bayswater representatives; and Chief Executive Officer; and Director Corporate and Strategy</p> <p>In accordance with section 5.11A of the <i>Local Government Act 1995</i>, all other Councillors are appointed as Deputy Members of the Aged Care Governance Committee for the term 31 October 2017 to 12 October 2019 in the following order:</p> <p>If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <ul style="list-style-type: none"> i) Councillor of the same Ward as the Member of the Committee; and ii) Length of service
Meetings:	<p>Committee meetings are to be in accordance with the City of Bayswater Standing Orders Local law.</p> <p>The Chairperson is responsible for the proper conduct of the Committee.</p> <p>The Committee has no delegated power or duty to implement its recommendations without approval of Council.</p>
Meeting Frequency:	Monthly or as required.
Meeting Date and Time:	When suitable.
Location:	City of Bayswater Civic Centre.
Liaison Officer:	Director Corporate and Strategy or nominated officer.

10.2.14 Budget Review and Expenditure Committee

Responsible Branch:	Finance	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input checked="" type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	ABSOLUTE MAJORITY REQUIRED	
Attachments:	Nil.	

SUMMARY

To consider the appointment of representatives to the Budget Review and Expenditure Committee.

- Council is required to appoint no less than five (5) Elected Members to the Budget Review and Expenditure Committee.
- The Budget Review and Expenditure Committee is required to meet no less than six times per year.
- The fees associated with membership on the Budget Review and Expenditure Committee are included as part of the sitting fees paid to Councillors.
- The detailed Terms of Reference will be developed for consideration at the first meeting of the committee.

COUNCIL RESOLUTION**(OFFICER'S RECOMMENDATION)**

That Council:

1. **Appoints the following members to the Budget Review and Expenditure Committee for the term 29 October 2019 to 16 October 2021:**
 - (i) Cr Dan Bull, Mayor;
 - (ii) Cr Filomena Piffaretti, Deputy Mayor
 - (iii) Cr Lorna Clarke;
 - (iv) Cr Stephanie Gray;
 - (v) Cr Barry McKenna; and
 - (vi) Cr Steven Ostaszewskyj.
2. **Notes that the purpose of the Budget Review and Expenditure Committee is to:**
 - *provide guidance and oversight as part of the Budget process and workshops, as well as review and monitor monthly expenditure and delivery of significant or strategic financial commitments and financial and/or economic impacts on or by the City;*
 - *meet no less than six times a year;*
 - *receive administrative support as required from the City;*
 - *make recommendations as required to Council; and*
 - *have no less than five Councillors as sitting members of the Committee at all times, with all Councillors entitled to observe all meetings and access all information provided to the Committee.*

3. **Notes that all Councillors who are not Members of the Budget Review and Expenditure Committee be appointed as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:**
- (i) **Councillor of the same Ward as the Member of the Committee;**
and
 - (ii) **Length of service.**

**CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR SALLY PALMER SECONDED
CARRIED UNANIMOUSLY: 10/0**

BACKGROUND

At its meeting of 20 August 2019, Council resolved to form a new Budget Review and Expenditure Committee following a Notice of Motion presented by Cr Lorna Clarke.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

OFFICER'S COMMENTS

The City has an Audit and Risk Management Committee, and the primary role of that is to consider the statutory issues under Parts 6 and 7 of the *Local Government Act 1995* and the requirements of the *Local Government (Audit) Regulations 1996*.

The Budget Review and Expenditure Committee will consider the processes around the annual budget and the review, monitoring and investigating of the City's budget versus monthly expenditure and delivery of significant or strategic financial commitments and financial and/or economic impacts of those on or by the City.

LEGISLATIVE COMPLIANCE

Section 5.8 of the *Local Government Act 1995* states:

"A Local Government may establish Committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the Local Government that can be delegated to Committee.*

** By Absolute Majority"*

In accordance with Sections 5.23 (1) (b) and 7.1B of the *Local Government Act 1995*, the Budget Review and Expenditure Committee has not been granted Delegated Authority by Council.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	<ol style="list-style-type: none"> 1. That Council appoints five (5) members to the Budget Review and Expenditure Committee for the term 29 October 2019 to 16 October 2021: 2. Notes that the purpose of the Budget Review and Expenditure Committee is to, in addition to providing guidance and oversight in the Budget process and workshops, review and monitor
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	<p>monthly expenditure and delivery of significant or strategic financial commitments and financial and/or economic impacts on or by the City and;</p> <ul style="list-style-type: none"> • meet no less than six times a year; • receive administrative support as required from the City; • make recommendations as required to Council; and • have no less than five Councillors as sitting members of the Committee at all times, with all Councillors entitled to observe all meetings and access all information provided to the Committee. <p>3. Notes that all Councillors who are not Members of the Budget Review and Expenditure Committee be appointed as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <p>(i) Councillor of the same Ward as the Member of the Committee;</p> <p>and</p> <p>(ii) Length of service.</p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	N/A
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	N/A
Conclusion	The City's Standing Orders enable members to present a Notice of Motion, and Council resolved to form the Budget Review and Expenditure Committee following a Notice of Motion presented at the meeting of 20 August 2019.	

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance.

Aspiration: Open, accountable and responsive service.

Outcome L1: Accountable and good governance.

CONCLUSION

In light of the above it is recommended that Council appoints five (5) Elected Members to the Budget Review and Expenditure Committee.

10.2.15 Chief Executive Officer Review Committee

Applicant/Proponent:	City of Bayswater	
Owner:	City of Bayswater	
Responsible Branch:	Governance	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	ABSOLUTE MAJORITY REQUIRED	
Attachments:	1. Chief Executive Officer Review Committee Terms of Reference	
Refer:	Item 10.10: SCM 31.10.17 Item 11.4: OCM 22.08.17 Item 14.4: OCM 25.07.17	

SUMMARY

Council resolved to establish the CEO Review Committee at the Ordinary Meeting held on 25 July 2017 and this report is intended to facilitate that decision.

As an outcome of the Council decision on 25 July 2017, Council is required to:

- *Establish a CEO Review Committee to monitor the progress against the KPI's and provide status reports to Council, noting that this will be undertaken following the 2017 Council Elections."*

At the Ordinary Meeting held on 22 August 2017, Council resolved as follows:

- *That Council endorse the Draft Framework and CEO Key Performance Indicators (attached) and that these be made available on the Council website along with any subsequent performance assessments.*

COUNCIL RESOLUTION**(OFFICER'S RECOMMENDATION)**

That Council:

1. **Appoints the following members to the CEO Review Committee for the term 29 October 2019 to 16 October 2021 in accordance with the Terms of Reference as outlined in Attachment 1, noting that at least one member will be required to undertake training in relation to the conduct of CEO performance reviews:**
 - a. **Cr Dan Bull, Mayor;**
 - b. **Cr Filomena Piffaretti, Deputy Mayor;**
 - c. **Cr Catherine Ehrhardt;**
 - d. **Cr Stephanie Gray;**
 - e. **Cr Giorgia Johnson; and**
 - f. **Cr Barry McKenna**
2. **Notes that the CEO Key Performance Indicators for 2019-2020 will be required to be developed and approved at the first meeting of the CEO Review Committee.**

3. Notes that all Councillors who are not Members of the CEO Review Committee be appointed as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021.
4. Notes that if a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:
 - a. Councillor of the same Ward as the Member of the Committee; and
 - b. Length of service.

**CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR STEPHANIE GRAY SECONDED
CARRIED UNANIMOUSLY: 10/0**

BACKGROUND

The key performance indicators are aligned to the overall direction that the Council has requested and are consistent with the findings of the CEO Assessment Report previously adopted by Council. Whilst the indicators are focused on specific areas where improvement in overall organisational performance has been identified, this will not reduce the requirement to ensure ongoing compliance with all other aspects of legislative performance and accountability.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

OFFICER'S COMMENTS

As part of the improvements in reporting, regular updates will be provided to Councillors and published on the Council's website. The CEO Review Committee will facilitate this process and ensure that the performance of the Chief Executive Officer is assessed in accordance with the provisions of the Contract of Employment and the *Local Government Act 1995*.

Prior to the local government elections, the following Elected Members were on the CEO Review Committee:

- Cr Bull (Chair);
- Cr Cornish;
- Cr Clarke;
- Cr Ehrhardt; and
- Cr Piffaretti.

LEGISLATIVE COMPLIANCE

Local Government Act 1995
CEO Contract of Employment

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	<p>That Council:</p> <p>5. Appoints the following members to the CEO Review Committee for the term 29 October 2019 to 16 October 2021 in accordance with the Terms of Reference as outlined in Attachment 1, noting that at least one member will be required to undertake training in relation to the conduct of CEO performance reviews:</p> <p style="padding-left: 40px;">a. _____;</p>
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	<p>b. _____;</p> <p>c. _____;</p> <p>d. _____; and</p> <p>e. _____.</p> <p>6. Notes that the CEO Key Performance Indicators for 2019-2020 will be required to be developed and approved at the first meeting of the CEO Review Committee.</p> <p>7. Notes that all Councillors who are not Members of the CEO Review Committee be appointed as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021.</p> <p>8. Notes that if a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <p>a. Councillor of the same Ward as the Member of the Committee; and</p> <p>b. Length of service.</p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	N/A
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	N/A
Conclusion	This option is consistent with the legislative requirements to appoint Elected Members to minor committees to ensure that good governance is undertaken.	

Option 2	That Council not form a CEO Review Committee and note that the full Council will be required to undertake a formal review of CEO performance on a quarterly basis.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	N/A
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	N/A
Conclusion	Whilst this option could be accommodated, it is not considered the best use of full Council time to undertake a quarterly review.	

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
 Aspiration: Open, accountable and responsive service
 Outcome L1: Accountable and good governance.

CONCLUSION

The recommendation to appoint Elected Members to the CEO Review Committee is consistent with the CEO Assessment Report adopted by Council and is supported by the CEO. The regular structured meeting process ensures that performance is monitored and reported effectively.

Attachment 1**6. TERMS OF REFERENCE**

The purpose of the Chief Executive Officer Review Committee is to assess the CEO performance against the agreed key performance indicators which are to be agreed on an annual basis.

10.2.16 Access and Inclusion Plan Advisory Committee

Applicant/Proponent:	City of Bayswater	
Owner:	City of Bayswater	
Responsible Branch:	Governance	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	ABSOLUTE MAJORITY REQUIRED	
Attachments:	1. Terms of Reference - Access and Inclusion Plan Advisory Committee	
Refer:	Item 10.7: SCM 31.10.2017	

CR DAN BULL, MAYOR DECLARED AN IMPARTIAL INTEREST

In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull, Mayor declared an impartial interest in this item as reference is made to Durham Road School and he is a member of the School Council. Cr Dan Bull, Mayor remained in the room during voting on this item.

SUMMARY

To consider the Terms of Reference of and appointment of Elected Members to the City's Access and Inclusion Plan Advisory Committee to assist with the implementation of the City's Access and Inclusion Plan 2020 - 2024.

The Committee is proposed to replace the Community Access and Inclusion Advisory Committee.

OFFICER'S RECOMMENDATION

That Council:

1. Approves the Terms of Reference for the Access and Inclusion Plan Advisory Committee as contained in Attachment 1 to this report.
2. Appoints the following members to the Access and Inclusion Plan Advisory Committee for the term 29 October 2019 to 16 October 2021.
 - (i) _____;
 - (ii) _____;
 - (iii) _____; and
 - (iv) _____.
3. Appoints all Councillors who are not Members of the Access and Inclusion Plan Advisory Committee as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:
 - (i) Councillor of the same Ward as the Member of the Committee; and
 - (ii) Length of service.
4. Authorises the Chief Executive Officer to seek expressions of interest for five City of Bayswater residents to become Access and Inclusion Plan Advisory Committee Members.

COUNCIL RESOLUTION**That Council:**

1. Approves the Terms of Reference for the Access, Inclusion and Walkability Advisory Committee (AIWAC) as provided below.

2. Appoints the following members to the Access, Inclusion and Walkability Advisory Committee for the term 29 October 2019 to 16 October 2021.

(i) Cr Catherine Ehrhardt;

(ii) Cr Stephanie Gray;

(iii) Cr Sally Palmer; and

(iv) Cr Elli Petersen-Pik.

3. Appoints all Councillors who are not Members of the Access, Inclusion and Walkability Advisory Committee as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:

(i) Councillor of the same Ward as the Member of the Committee; and

(ii) Length of service.

4. Authorises the Chief Executive Officer to seek expressions of interest for six individuals to become Access, Inclusion and Walkability Advisory Committee Members.

TERMS OF REFERENCE – Access, Inclusion and Walkability Advisory Committee (AIWAC)	
Meeting occurrence:	As required (Generally 3-4 times per year)
Day of Meeting:	When suitable
Time of Meeting:	When suitable
Location of Meeting:	City of Bayswater, Civic Centre, 61 Broun Ave Morley WA 6062
Liaison Officer:	Director Community and Development or nominated officer
Purpose of Committee:	The Access, Inclusion and Walkability Advisory Committee (AIWAC) provides advice and recommendations relating to: <ul style="list-style-type: none"> • issues impacting people with disabilities, including the development and implementation of the City's Access and Inclusion Plan (AIP); • issues impacting seniors/older people, including the implementation of the City's Age Friendly Strategy; • walkability issues, including any city plans, policies and strategies related to it.

	The AIWAC also ensures that all members of the community regardless of their race, disability, age, religion, education level, gender or sexual orientation have access to all Council services, information and facilities, in accordance with the <i>Disability Services Act 1993</i> and the <i>Equal Opportunity Act 1984</i> .
Role of Representatives	The roles and responsibilities of the City of Bayswater representatives on this Committee are: <ul style="list-style-type: none"> • Member in own right; and • Spokesperson for City of Bayswater
Elected Members:	Four elected members All other Councillors are deputies
Non-Council Members:	Maximum of six (6) community members who either: <ul style="list-style-type: none"> - reside within the City of Bayswater and are able to contribute expertise or advice on disability; - individuals from disability service organisations and/or disability support groups (including Durham Road School) operating within the City; - reside within the City of Bayswater and are able to contribute expertise or advice on matters related to seniors/older people; - reside within the City of Bayswater and demonstrate interest in walking and/or have local transport and road safety knowledge.
Non-Voting Members:	<ul style="list-style-type: none"> • Director Community and Development • Manager Community Development • Other business unit Managers as relevant • Other officers as required.
Terms of Membership	Elected members - Two years commencing after each Ordinary Council election Non-Council members - from the date of appointment by Council until October 2021.
Delegated Authority	Nil
Sitting Fees	Nil. (included as part of the annual Sitting Fees paid to Councillors)

CR ELLI PETERSEN-PIK MOVED, CR SALLY PALMER SECONDED

CARRIED: 8/2

For: Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Stephanie Gray, Cr Elli Petersen-Pik, and Cr Lorna Clarke.
Against: Cr Catherine Ehrhardt, and Cr Giorgia Johnson.

REASON FOR CHANGE

Council changed the Officer's Recommendation as it considered walkability matters are an important issue and this Committee is an appropriate forum for these matters to be addressed, and given the purpose of the Committee, the Committee should meet more regularly and comprise a greater number and range of community members.

BACKGROUND

The City's Disability Access and Inclusion Plan Committee was originally established in January 1996 as a 'Disability Service Planning Committee' to implement the City's Disability Service Plan (now known as the DAIP). The *WA Disability Services Act (1993)* requires each local government to have a Disability Access and Inclusion Plan (DAIP).

Whilst the DAIP is a legislated document, there is no requirement to name the document a Disability Access and Inclusion Plan. Some local governments have removed the word 'Disability' from their Plan and simply named the document Access and Inclusion Plan. This is considered to be an identified sector trend.

It is not a legislated requirement for local governments to have an Access and Inclusion Plan Advisory Committee. However, in the case of those local governments that do have committees, the committee purpose can vary.

The purpose of the City's most recent Community Access and Inclusion Advisory Committee (the former CAIAC) was to:

"... consider and makes recommendations on the implementation of the City's:

- *Disability Access and Inclusion Plan (DAIP);*
- *Age Friendly Strategy;*
- *Other City plans and strategies with a focus on access and inclusion.*

The CAIAC ensures that all members of the community regardless of their race, disability, age, religion or education level have access to all Council services, information and facilities, in accordance with the Disability Services Act 1993 and the Equal Opportunity Act 1984."

The former CAIAC for the 2017-2019 period had a focus on broader community access and inclusion matters, which extended beyond the DAIP to other City strategies. It is considered that this served more as a reporting mechanism to the CAIAC about the progress against actions of other City strategies such as the Age Friendly Strategy.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

OFFICER'S COMMENTS

The Terms of Reference for the former CAIAC have been reviewed and the Terms of Reference for the recommended Access and Inclusion Plan Advisory Committee are attached to this report, as **Attachment 1**.

The key changes to the Terms of Reference are as follows:

1. Revised Committee name from Community Access and Inclusion Advisory Committee to Access and Inclusion Plan Advisory Committee.

This new name is considered to better reflect the purpose of the Committee, as set out in the revised Terms of Reference and it will be aligned to the name of the City's revised DAIP, which will be entitled Access and Inclusion Plan (AIP) 2020 - 2024.

2. Revised purpose of the Committee, specifically from considering and making recommendations on the implementation of the City's Disability Access and Inclusion Plan (DAIP); Age Friendly Strategy; and other City plans and strategies with a focus on access and inclusion, to a sole focus on the implementation of the City's Access and Inclusion Plan 2020 - 2024.

City staff already formally report, or will commence formal reporting to Councillors at least annually on the progress against actions listed in other City strategies such as the:

- Age Friendly Strategy;
- Reconciliation Action Plan; and
- Youth Action Plan - The Platform.

Accordingly, it is considered that including the implementation of these other strategies into the purpose of the proposed Access and Inclusion Advisory Committee, will duplicate reporting and may confuse the original intent and purpose of the Committee.

Prior to the local government elections the following Elected Members were members on the Community Access and Inclusion Advisory Committee:

- Cr Elli Peterson-Pik (Chair);
- Cr Catherine Ehrhardt;
- Cr Stephanie Gray; and
- Cr Sally Palmer.

LEGISLATIVE COMPLIANCE

Section 5.8 of the *Local Government Act 1995* states:

"A Local Government may establish Committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the Local Government that can be delegated to Committee.*

** By Absolute Majority"*

In accordance with Sections 5.23 (1) (b) and 7.1B of the *Local Government Act 1995*, the Access and Inclusion Plan Advisory Committee is proposed to continue without Delegated Authority by Council.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council:	
	<ol style="list-style-type: none"> 1. Approves the Terms of Reference for the Access and Inclusion Plan Advisory Committee as contained in <u>Attachment 1</u> to this report. 2. Appoints the following members to the Access and Inclusion Plan Advisory Committee for the term 29 October 2019 to 16 October 2021. <ul style="list-style-type: none"> (i) _____; (ii) _____; (iii) _____; and (iv) _____. 3. Appoints all Councillors who are not Members of the Access and Inclusion Plan Advisory Committee as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on: <ul style="list-style-type: none"> (i) Councillor of the same Ward as the Member of the Committee; and (ii) Length of service. 4. Authorises the Chief Executive Officer to seek expressions of interest for five City of Bayswater residents to become Access and Inclusion Plan Advisory Committee Members. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option would have moderate Strategic Direction and Community and Stakeholder risks, as there is only limited community members who can become directly involved in providing advice to Council on access and inclusion matters.	

Option 2	That Council modifies or does not approve the Terms of Reference for the Access and Inclusion Plan Advisory Committee as contained in <u>Attachment 1</u> to this report.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option would have the above moderate risks due to not having a representative Committee to provide guidance and make recommendations on the implementation of the City's Access and Inclusion Plan. The risks are also	

dependent on the modifications to the Terms of Reference.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Establishment and facilitation of the Access and Inclusion Plan Advisory Committee.

Asset Category: N/A **Source of Funds:** Municipal

LTFP Impacts: Not itemised in the LTFP.

Notes: The 2019/20 annual budget adopted for the City's administration relating to disability access and inclusion matters includes the costs related to the establishment and facilitation of the proposed Access and Inclusion Plan Advisory Committee (AIPAC).

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	N/A	\$12,520	As required, to support the establishment and facilitation of the AIPAC.	N/A	N/A	N/A	\$109,927 (total administration budget for disability access and inclusion, including salaries, wages and training)

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
 Aspiration: Open, accountable and responsible service
 Outcome L1: Accountable and good governance.

CONCLUSION

It is recommended that a Committee is re-established to support and provide guidance on the implementation of the City's revised Access and Inclusion Plan 2020-2024, which is currently being developed and will be finalised by April 2020.

By renaming the former CAAIC the *Access and Inclusion Plan Advisory Committee*, it will better align with the revised purpose of the Committee in looking at disability access and inclusion matters specifically. Reporting against actions on all of the other City strategies will be presented to Councillors annually, rather than being reported through the Access and Inclusion Advisory Committee i.e. Age Friendly Strategy; Youth Action Plan- The Platform; and the Reconciliation Action Plan- Reflect, which will also have an Advisory Committee to assist in progressing its implementation.

Attachment 1

TERMS OF REFERENCE	
Access and Inclusion Plan Advisory Committee	
Meeting occurrence:	As required
Day of Meeting:	When suitable
Time of Meeting:	When suitable
Location of Meeting:	City of Bayswater, Civic Centre, 61 Broun Ave Morley WA 6062
Liaison Officer:	Director Community and Development or nominated officer
Purpose of Committee:	<ul style="list-style-type: none"> • The Access and Inclusion Plan Advisory Committee (AIPAC) considers and makes recommendations on the implementation of the City's Access and Inclusion Plan (AIP); • The AIPAC ensures that all members of the community regardless of their race, disability, age, religion or education level have access to all City services, information and facilities, in accordance with the <i>Disability Services Act 1993</i> and the <i>Equal Opportunity Act 1984</i>.
Role of Representatives	The roles and responsibilities of the City of Bayswater representatives on this Committee are: <ul style="list-style-type: none"> • Member in own right; and • Spokesperson for City of Bayswater
Elected Members:	Four Elected Members. All other Councillors are deputies.
Non-Council Members:	Five community members residing within the City of Bayswater.
Non-Voting Members:	Director Community and Development; Manager Community Development; and Other officers as required.
Terms of Membership:	Elected members - Two years commencing after each Ordinary Council election Non-Council members - from the date of appointment by Council until October 2021.
Delegated Authority:	Nil.
Sitting Fees:	Nil. (included as part of the annual Sitting Fees paid to Councillors)

10.2.17 Heritage Advisory Committee

Responsible Branch:	Governance	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>	
Attachments:	Terms of Reference - Heritage Advisory Committee	
Refer:	Item 10.8 SCM 31.10.17	

SUMMARY

To consider the Terms of Reference of and the appointment of Elected Members to the Heritage Advisory Committee.

OFFICER'S RECOMMENDATION

That Council:

1. Approves the Terms of Reference for the Heritage Advisory Committee as contained in Attachment 1 to this report.
2. Appoints the following members to the Heritage Advisory Committee for the term 29 October 2019 to 16 October 2021:
 - (i) Cr Dan Bull, Mayor;
 - (ii) Cr Sally Palmer; and
 - (iii) Cr Elli Petersen-Pik.
3. Appoints all Councillors who are not Members of the Heritage Advisory Committee as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:
 - (i) Councillor of the same Ward as the Member of the Committee; and
 - (ii) Length of service.

COUNCIL RESOLUTION

That Council:

1. Approves the Terms of Reference for the Heritage Advisory Committee as contained in Attachment 1 to this report, subject to the following amendment:
 - (i) Meeting occurrence: Quarterly and as required.
2. Appoints the following members to the Heritage Advisory Committee for the term 29 October 2019 to 16 October 2021:
 - (iv) Cr Dan Bull, Mayor;
 - (v) Cr Sally Palmer; and
 - (vi) Cr Elli Petersen-Pik.
3. Appoints all Councillors who are not Members of the Heritage Advisory Committee as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:

- (iii) Councillor of the same Ward as the Member of the Committee; and
- (iv) Length of service.

CR CATHERINE EHRHARDT MOVED, CR DAN BULL, MAYOR SECONDED

CARRIED UNANIMOUSLY: 10/0

REASON FOR CHANGE

Council changed the Officer's Recommendation as it considered heritage matters as an impartment issue and given the purpose of the Committee, the Committee should meet more regularly.

BACKGROUND

The *Local Government Act 1995* (Act) sets out the framework for decision-making on behalf of the local government.

Each council must decide the meeting structure it will adopt within the legal framework for it to achieve the most efficient and effective decision-making process. It is a legal requirement that all decisions made on behalf of the local government are made at meetings called and convened under the provisions of the Act. In this regard, the *Local Government Act 1995* enables Council to establish committees of three or more persons to assist Council with its business and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

It is Council's prerogative to determine the most appropriate format to meet its obligations to make timely and informed decisions.

At the Ordinary Council Meeting held on 28 July 2015, Council resolved as follows:

"That Council:

1. *Receives the review on the reporting structure of the City's minor committees.*
2. *Approves the process of progressing the recommendations from each of the City's minor committees directly to Council for consideration without the requirement for prior consideration by the City's standing committees."*

At the Ordinary Council Meeting held on 28 August 2018, Council resolved to adopt the City of Bayswater Code of Conduct 2018 for Elected and Committee Members. Members of this committee will be required to adhere to the provisions of the Code of Conduct 2018.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

OFFICER'S COMMENTS

The Terms of Reference of the Heritage Advisory Committee are consistent to the Terms for the Committee for 2017-2019 and are detailed in **Attachment 1** with the key terms addressed below. The meeting details have been slightly modified to reflect the actual meeting arrangements in the 2017-2019 period.

Purpose

The Heritage Advisory Committee makes recommendations directly to Council on strategic and policy matters as they relate to heritage and built character.

Membership

This committee comprises four Elected Members only.

Meeting Details

Meeting Frequency: As required.
 Day of Meeting: When suitable.
 Time of Meeting: When suitable.
 Location of Meeting: City of Bayswater Civic Centre.

Sitting Fees

Included as part of the annual Sitting Fees paid to Councillors.

Prior to the local government elections the following Elected Members were members on the Heritage Advisory Committee

- Cr Sally Palmer (Chairperson);
- Cr Dan Bull;
- Cr Catherine Ehrhardt; and
- Cr Elli Petersen-Pik

LEGISLATIVE COMPLIANCE

Section 5.8 of the *Local Government Act 1995* states:

"A Local Government may establish Committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the Local Government that can be delegated to Committee.*

** By Absolute Majority"*

In accordance with Sections 5.23 (1) (b) and 7.1B of the *Local Government Act 1995*, the Heritage Advisory Committee is proposed to continue without Delegated Authority by Council.

OPTIONS

In accordance with the City’s Risk Management Framework, the following options have been assessed against the City’s adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	<p>That Council:</p> <ol style="list-style-type: none"> 1. Approves the Terms of Reference for the Heritage Advisory Committee as contained in <u>Attachment 1</u> to this report. 2. Appoints the following members to the Heritage Advisory Committee for the term 29 October 2019 to 16 October 2021: <ul style="list-style-type: none"> (i) _____; (ii) _____; (iii) _____; and (iv) _____. 3. Appoints all Councillors who are not Members of the Heritage Advisory Committee as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be
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	based on:	
	(i) Councillor of the same Ward as the Member of the Committee; and	
	(ii) Length of service.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option may have a moderate community risk as some community members may feel this Committee should deal with other heritage matters.	

Option 2	That Council modifies or does not approve the Terms of Reference for the Heritage Advisory Committee, as contained in <u>Attachment 1</u> to this report.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option would have the above moderate risks, due to not having a Committee that focuses on and provides recommendations on strategic and policy matters as they relate to heritage and built character. The risks are also dependent on the modifications to the Terms of Reference.	

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
 Aspiration: Open, accountable and responsive service
 Outcome L1: Accountable and good governance.

CONCLUSION

In light of the above it is recommended that Council appoints four Elected Members to the Heritage Advisory Committee which would consider strategic and policy matters as they relate to heritage and built character.

Attachment 1

TERMS OF REFERENCE Heritage Advisory Committee	
Meeting occurrence:	As required
Day of Meeting:	When suitable
Time of Meeting:	When suitable
Location of Meeting:	City of Bayswater, Civic Centre, 61 Broun Ave Morley WA 6062
Liaison Officer:	Director Community and Development or nominated officer.
Purpose of Committee:	The Heritage Advisory Committee makes recommendations directly to Council on strategic and policy matters as they relate to heritage and built character.
Role of Representatives	The roles and responsibilities of the City of Bayswater representatives on this Committee are: <ul style="list-style-type: none"> • Member in own right; and • Spokesperson for City of Bayswater
Elected Members:	Four Elected Members. All other Councillors are deputies.
Non-Council Members:	Nil.
Non-Voting Members:	Director Community and Development; Manager Strategic Planning and Place; and Other officers as required.
Terms of Membership:	Elected members - Two years commencing after each Ordinary Council election Non-Council members - from the date of appointment by Council until October 2019.
Delegated Authority:	Nil.
Sitting Fees:	Nil. (included as part of the annual Sitting Fees paid to Councillors)

10.2.18 Policy Review and Development Committee

Responsible Branch:	Governance	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>	
Attachments:	1. Policy Review and Development Committee Terms of Reference	
Refer:	Item 11.2: OCM 12.09.17 Item 10.9: SPC 31.10.17	

SUMMARY

To consider the appointment of representatives to the Policy Review and Development Committee in accordance with the Ordinary Council Meeting Resolution of 12 September 2017.

- Council is required to appoint at least four (4) Elected Members to the Policy Review and Development Committee.
- The Policy Review and Development Committee is required to meet at least five times per annum, when suitable, at the City of Bayswater Civic Centre.
- The fees associated with membership on the Policy Review and Development Committee are included as part of the annual sitting fees paid to Councillors.

COUNCIL RESOLUTION**(OFFICER'S RECOMMENDATION)**

That Council:

1. **Appoints the following members to the Policy Review and Development Committee in accordance for the term 29 October 2019 to 16 October 2021:**
 - (i) Cr Dan Bull, Mayor;
 - (ii) Cr Filomena Piffaretti, Deputy Mayor;
 - (iii) Cr Catherine Ehrhardt;
 - (iv) Cr Stephanie Gray;
 - (v) Cr Giorgia Johnson; and
 - (vi) Cr Steven Ostaszewskyj.
2. **Notes the Terms of Reference for the Policy Review and Development Committee as outlined in Attachment 1.**
3. **Notes that all Councillors who are not Members of the Policy Review and Development Committee be appointed as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:**
 - (i) Councillor of the same Ward as the Member of the Committee; and
 - (ii) Length of service.

CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR CATHERINE EHRHARDT SECONDED

CARRIED UNANIMOUSLY: 10/0

BACKGROUND

Sections 5.8 – 5.11 of the *Local Government Act 1995* (the Act) deal with the establishment of committees of three or more persons, what persons can be on committees, the appointment process, including appointment of deputies, and tenure of a committee member.

The Act also sets out the framework for decision-making on behalf of the local government.

Each council must decide the meeting structure it will adopt within the legal framework for it to achieve the most efficient and effective decision-making process. It is a legal requirement that all decisions made on behalf of the local government are made at meetings called and convened under the provisions of the Act. In this regard, the establishment of committees assists Council with its business and exercising the powers and discharging the duties of the local government that can be delegated to committees.

It is Council's prerogative to determine the most appropriate format to meet its obligations to make timely and informed decisions.

At the Ordinary Council Meeting held on 28 July 2015, Council resolved as follows:

"That Council:

- 1. Receives the review on the reporting structure of the City's minor committees.*
- 2. Approves the process of progressing the recommendations from each of the City's minor committees directly to Council for consideration without the requirement for prior consideration by the City's standing committees."*

At the Ordinary Council Meeting held on 28 August 2019, Council resolved to adopt the City of Bayswater Code of Conduct 2018 for Elected and Committee Members. Members of this committee will be required to adhere to the provisions of the Code of Conduct 2018.

At the Ordinary Council Meeting held on 25 June 2017, Council endorsed the CEO's Organisational Assessment Report (the CEO's Report). One of the recommendations of that report was to establish a Policy Review and Development Committee to ensure that there was a consistent consideration to legislative compliance and sector best practice in policy development across the City.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

OFFICER'S COMMENTS

Membership

The Terms of Reference has been adopted by Council which provides for four elected members, the Mayor, the Chief Executive Officer and the Director Corporate and Strategy.

Meeting Details

The Committee previously met on either a Tuesday or Wednesday from 6:30pm to accommodate the availability of Councillors. Preferred times and days will be negotiated with members once appointed.

Sitting Fees

There are no sitting fees associated with this Committee.

Council's current membership to the Policy Review and Development Committee comprises:

- Cr Dan Bull (Chair);

- Cr Lorna Clarke;
- Cr Catherine Ehrhardt;
- Cr Elli Petersen-Pik; and
- Cr Filomena Piffaretti.

LEGISLATIVE COMPLIANCE

Section 5.8 of the *Local Government Act 1995* states:

"A Local Government may establish Committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the Local Government that can be delegated to Committee.*

** By Absolute Majority"*

In accordance with Sections 5.23 (1) (b) and 7.1B of the *Local Government Act 1995*, the Policy Review and Development Committee has not been granted Delegated Authority by Council.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	<p>That Council:</p> <ol style="list-style-type: none"> Appoints the following members to the Policy Review and Development Committee in accordance for the term 29 October 2019 to 16 October 2021: <ul style="list-style-type: none"> (vii) _____; (viii) _____; (ix) _____: and (x) _____: Notes the Terms of Reference for the Policy Review and Development Committee as outlined in Attachment 1. Notes that all Councillors who are not Members of the Policy Review and Development Committee be appointed as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on: <ul style="list-style-type: none"> (iii) Councillor of the same Ward as the Member of the Committee; and (iv) Length of service. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	N/A
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	N/A
Conclusion	This option is consistent with the legislative requirements to appoint Elected Members to minor committees to ensure that good governance is undertaken.	

Option 2	That Council does not accept the recommendation to appoint members to the Policy Review and Development Committee for the term 29 October 2019 to 16 October 2021.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	High
Reputation	Low	High
Governance	Low	High
Community and Stakeholder	Moderate	High
Financial Management	Low	High
Environmental Responsibility	Low	N/A
Service Delivery	Low	High
Organisational Health and Safety	Low	N/A
Conclusion	It is not a requirement to have a Policy Review and Development Committee, however the CEO's report of 2017 recommending such a committee was based on the view that a more consistent approach was required to policy development to ensure compliance with legislative requirements and reflect sector best practice.	

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
 Aspiration: Open, accountable and responsive service
 Outcome L1: Accountable and good governance

CONCLUSION

In light of the above it is recommended that Council appoints four (4) Elected Members to the Policy Review and Development Committee. The City will have a Committee to review and develop City of Bayswater policies.

Attachment 1**6. TERMS OF REFERENCE**

At the Ordinary Council meeting held on 12 September 2017 Council adopted the following terms of reference for the Policy Review and Development Committee:

- To review all existing City of Bayswater policies (excluding Planning Policies) within a two year period, in line with the Local Government Election Cycle and facilitate the development of new policies for the consideration by Council as required.
- To make recommendations to Council on matters related to policy, policy review and policy development.
- To explore opportunities that promote policy development in all areas that are within the Council's jurisdiction.
- To allow any draft policy developed and fully considered by another Committee of Council to be referred directly to Council for consideration.
- To provide City of Bayswater councillors with assistance and support to develop new policies.
- To consider, as required, key planning policy issues that arise (current planning policies will not form part of the 2 year review program).

10.2.19 Reconciliation Advisory Committee

Responsible Branch:	Governance	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>	
Attachments:	1. Terms of Reference - Reconciliation Advisory Committee	
Refer:	Item 10.7: SCM 31.10.2017	

SUMMARY

To consider the Terms of Reference, appointment of elected members and delegated authority of the Reconciliation Advisory Committee in relation to the City's Reconciliation Action Plans and other matters that affect Aboriginal people that the City can directly influence.

The Committee was previously named the Aboriginal Advisory Committee.

COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council:

1. Approves the Terms of Reference for the Reconciliation Advisory Committee as contained in Attachment 1 to this report.
2. Appoints the following elected members to the Reconciliation Advisory Committee for the term 29 October 2019 to 16 October 2021:
 - (i) Cr Lorna Clarke;
 - (ii) Cr Stephanie Gray; and
 - (iii) Cr Sally Palmer.
3. Appoints all Councillors who are not Members of the Reconciliation Advisory Committee as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:
 - (i) Councillor of the same Ward as the Member of the Committee; and
 - (ii) Length of service.
4. Authorises the Chief Executive Officer to seek expressions of interest for up to five community members, based on the criteria in the Terms of Reference (Attachment 1), to become Reconciliation Advisory Committee Members.
5. Delegates authority to the Reconciliation Advisory Committee to make decisions regarding the implementation of the actions contained within the City's Reconciliation Action Plan documentation and as included in the approved City's annual budget.

CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR DAN BULL, MAYOR SECONDED

CARRIED UNANIMOUSLY: 10/0

BACKGROUND

The *Local Government Act 1995* (Act) sets out the framework for decision-making on behalf of the local government.

Each Council must decide the meeting structure it will adopt within the legal framework for it to achieve the most efficient and effective decision-making process. It is a legal requirement that all decisions made on behalf of the local government are made at meetings called and convened under the provisions of the Act. In this regard, the *Local Government Act 1995* enables Council to establish committees of three (3) or more persons to assist Council with its business and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

It is Council's prerogative to determine the most appropriate format to meet its obligations to make timely and informed decisions.

At the Ordinary Council Meeting held on 28 July 2015, Council resolved as follows:

"That Council:

- 1. Receives the review on the reporting structure of the City's minor committees.*
- 2. Approves the process of progressing the recommendations from each of the City's minor committees directly to Council for consideration without the requirement for prior consideration by the City's standing committees."*

At the Ordinary Council Meeting held on 28 August 2019, Council resolved to adopt the City of Bayswater Code of Conduct 2018 for Elected and Committee Members. Members of this committee will be required to adhere to the provisions of the Code of Conduct 2018.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

OFFICER'S COMMENTS

The Terms of Reference for the Reconciliation Advisory Committee (RAC) is contained in **Attachment 1**, with the key terms are addressed below.

Purpose

The RAC advises and assists in the development, implementation and monitoring of Reconciliation Action Plans (RAP) for the City of Bayswater, with the aim to help the workplace to facilitate understanding; strengthen relationships and trust with Aboriginal and Torres Strait Islander people; promote meaningful engagement; increase equality; and develop sustainable employment and business opportunities.

The RAC may also provide advice and make recommendations to the City of Bayswater on matters other than the RAP which affect Aboriginal and Torres Strait Islander people within the City of Bayswater on matters other than the RAP that affect Aboriginal people within the City of Bayswater, where the City can have a direct influence.

Committee Name

The name of the Committee has changed from Aboriginal Advisory Committee to Reconciliation Advisory Committee, as detailed in the City's adopted RAP Reflect.

The Terms of Reference provides for three elected member representatives and five community members who fit one or more of the following criteria:

- Aboriginal and Torres Strait Islander community members to make up at least 60% of non-council membership;
- Individuals who work with or for the Aboriginal and Torres Strait Islander community on a professional level; and/or
- Any community member who lives or works within the City of Bayswater community, who is interested in reconciliation and its potential to influence the culture of the organisation.

Meeting Details

Following the first meeting held with the RAC, the frequency and time of meetings will be confirmed, as suitable with the Committee members.

Delegated Authority

It is recommended that the RAC is given delegated authority by Council to implement any of the actions contained within the City's adopted RAP documentation and as included in the approved Council annual budget.

Sitting Fees

There are no sitting fees associated with this Committee.

Prior to the local government elections the following Elected Members were members on the Aboriginal Advisory Committee:

- Cr Stephanie Gray (Chair);
- Cr Giorgia Johnson and;
- Cr Sally Palmer.

LEGISLATIVE COMPLIANCE

Section 5.8 of the *Local Government Act 1995* states:

"A Local Government may establish Committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the Local Government that can be delegated to Committee.*

** By Absolute Majority"*

In accordance with Sections 5.23 (1) (b) and 7.1B of the *Local Government Act 1995*, the RAC is proposed to be granted delegated authority by Council to implement any of the actions contained in the RAP.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	<p>That Council:</p> <ol style="list-style-type: none"> Approves the Terms of Reference for the Reconciliation Advisory Committee as contained in <u>Attachment 1</u> to this report. Appoints the following elected members to the Reconciliation Advisory Committee for the term 29 October 2019 to 16 October 2021: (iv) _____;
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	<p>(v) _____; and</p> <p>(vi) _____.</p> <p>3. Appoints all Councillors who are not Members of the Reconciliation Advisory Committee as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <p>(iii) Councillor of the same Ward as the Member of the Committee; and</p> <p>(iv) Length of service.</p> <p>4. Authorises the Chief Executive Officer to seek expressions of interest for up to five community members, based on the criteria in the Terms of Reference (<u>Attachment 1</u>), to become Reconciliation Advisory Committee Members.</p> <p>5. Delegates authority to the Reconciliation Advisory Committee to make decisions regarding the implementation of the actions contained within the City's Reconciliation Action Plan documentation and as included in the approved City's annual budget.</p>	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option would have low risks as the Terms of Reference and delegated authority would be consistent with the adopted RAP and the advice of Reconciliation Australia.	

Option 2	That Council modifies or does not approve the Terms of Reference for the Reconciliation Advisory Committee, as contained in <u>Attachment 1</u> to this report.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that this option would have the above moderate risks due to not having a representative Committee to provide advice and assistance in relation to the RAP and other matters that affect Aboriginal people that the City can directly influence. The risks are also dependent on the modifications to the Terms of Reference.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Establishment and Facilitation of the Reconciliation Advisory Committee.

Asset Category: N/A **Source of Funds:** Municipal

LTFP Impacts: Not itemised in the LTFP

Notes: The 2019/20 annual budget adopted for the implementation of the City's

Reconciliation Action Plan - Reflect includes the cost related to the establishment and facilitation of the RAC.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	N/A	\$26,500	As required, to support the establishment and facilitation of the RAC.	N/A	N/A	N/A	\$26,500

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
 Aspiration: Open, accountable and responsible service.
 Outcome L1: Accountable and good governance.

CONCLUSION

In light of the above it is recommended that Council approves the terms of reference for the RAC; appoints three Elected Members to the RAC to advise and assist in the development, implementation and monitoring of the RAP and other matters that affect Aboriginal and Torres Strait Islander people that the City can directly influence; and delegates authority to the RAC to make decisions on the implementation of the actions in the RAP as included in the budget.

Attachment 1

TERMS OF REFERENCE Reconciliation Advisory Committee	
Meeting occurrence:	As required
Day of Meeting:	When suitable
Time of Meeting:	When suitable
Location of Meeting:	City of Bayswater, Civic Centre, 61 Broun Avenue, Morley WA 6062
Liaison Officer:	Director Community and Development or nominated officer
Purpose of Committee:	<ul style="list-style-type: none"> • The Reconciliation Advisory Committee advises and assists in the development, implementation and monitoring of a Reconciliation Action Plan (RAP) for the City of Bayswater, with the aim to help the workplace to facilitate understanding, strengthen relationships and trust with Aboriginal and Torres Strait Islander People; promote meaningful engagement, increase equality and develop sustainable employment and business opportunities. • The Aboriginal Advisory Committee may also provide advice and make recommendations to the City of Bayswater on matters other than the RAP that affect Aboriginal and Torres Strait Islander people within the City of Bayswater, where the City can have a direct influence.
Role of Representatives	<p>The roles and responsibilities of the City of Bayswater representatives on this Committee are:</p> <ul style="list-style-type: none"> • Member in own right; and • Spokesperson for City of Bayswater
Elected Members:	Three Elected Council Members. All other Councillors are deputies.
Non-Council Members:	<p>Up to five community members who satisfy one or more of the following criteria:</p> <ul style="list-style-type: none"> • Aboriginal and Torres Strait Islander community members to make up at least 60% of non-Council membership. • Individuals who work with or for the Aboriginal and Torres Strait Islander community on a professional level. • Any community member who lives or works within the City of Bayswater or is regularly engaged with the Bayswater community, who is interested in reconciliation and its potential to influence the culture of the organisation.
Non-Voting Members:	<ul style="list-style-type: none"> • Director Community and Development; • Manager Community Development; and • Other officers as required.
Terms of Membership:	<ul style="list-style-type: none"> • Elected members - Two years commencing after each Ordinary Council election • Non-Council members - from the date of appointment by Council until October 2021.
Delegated Authority:	The Reconciliation Advisory Committee has delegated authority, as approved by Council, to make decisions relating to the implementation of the actions contained within the City's RAP documentation and as included in the approved City annual budget.
Sitting Fees:	Nil (included as part of the annual Sitting Fees paid to Councillors)

10.2.20 Skate and Bike Development Advisory Committee

Responsible Branch:	Project Services	
Responsible Directorate:	Works and Infrastructure	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>	

SUMMARY

For Council to consider the re-establishment or disbandment of the Skate and Bike Development Advisory Committee (SABDAC).

Should Council choose to re-establish the Committee:

- Council is required to appoint three Elected members to the SABDAC.
- The Committee meets as required, when suitable, at the City's Civic Centre.
- The fees associated with membership of the Committee are included as part of the annual Sitting Fees paid to Councillors.

OFFICER'S RECOMMENDATION

That Council disbands the Skate and Bike Development Advisory Committee (SABDAC) and undertakes consultation on projects as necessary.

COUNCIL RESOLUTION

That Council disbands the Skate and Bike Development Advisory Committee (SABDAC) and forms a reference group as necessary.

CR STEPHANIE GRAY MOVED, CR CATHERINE EHRHARDT SECONDED

CARRIED: 9/1

For: *Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Stephanie Gray, Cr Catherine Ehrhardt, Cr Elli Petersen-Pik, Cr Lorna Clarke, and Cr Giorgia Johnson.*

Against: *Cr Sally Palmer.*

REASON FOR CHANGE

Council amended the officer's recommendation as a means of enabling the City to continue to benefit from the knowledge and advice of youth community members through the formation of skate and bike reference groups if required in future for specific projects.

BACKGROUND

Prior to the formation of the current Skate and Bike Development Advisory Committee, the City had a Skate Park Management Committee, however, that was disbanded at the Special Council Meeting of 29 October 2013.

At the Ordinary Council Meeting of 25 September 2018, Cr Stephanie Gray raised a Notice of Motion to reinstate the Skate Park Advisory Committee and Council resolved that:

"In recognition of the 10 year anniversary of the Crimea Skate Plaza, that Council requests the Chief Executive Officer to reinstate the City of Bayswater Skate Park Advisory Committee, comprising Councillors, officers, and youth community members, to continue the committee's work with a view to providing guidance and advice in establishing, designing and maintaining existing and future skate parks within the District."

In considering Councillor representation on the Skate Park Advisory Committee, Council, at its Ordinary Meeting of 20 November 2018 resolved:

"That Council:

1. *Appoints the following Elected Members to the Skate Park Advisory Committee as follows:*
 - a. *Cr Stephanie Gray;*
 - b. *Cr Catherine Ehrhardt; and*
 - c. *Cr Michelle Sutherland.*
2. *Calls for Expressions of Interest for the following members on the Skate Park Advisory Committee:*
 - a. *2 x Youth workers/representatives;*
 - b. *2 x Youth Advisory Committee (YAC) Members;*
 - c. *1 x Skateboarding/BMX and/or scooter industry representative."*

In accordance with the above, the City called for Expressions of Interest and received six nominations. Council, at its Ordinary Meeting of 30 April 2019, considered the nominations and resolved as follows:

"That Council appoints the community representatives, as listed in the confidential attachment, to the Skate Park Advisory Committee for a period up to October 2019:

- i. Jade Stewart Ikin;*
- ii. Susan Scott;*
- iii. Lewis Teagle;*
- iv. Adam Lewis;*
- v. Ben Bowring; and*
- vi. Matt De Koning."*

It should be noted that all the nominations received were from outside the City of Bayswater. Unfortunately the City did not receive any nominations from the Youth Advisory Council (YAC) representatives or youth workers/representatives. A summary of SABDAC meetings held is as follows:

MEETING DATE	MEMBERS ATTENDANCE	COMMENTS
11 June 2019	3 x Councillors 4 x Community members	1 x community representative resigned from the Committee prior to meeting.
24 July 2019	1 x Councillor 2 x Community members	1 x Councillor on Leave of Absence. A further community representative resigned from the Committee prior to the meeting.

		No quorum (Quorum is 5)
2 September 2019	3 x Councillors 2 x Community members	

EXTERNAL CONSULTATION

Should Council wish to re-establish the SABDAC Committee, expressions of interest will need to be called for community/industry representatives.

OFFICER'S COMMENTS

The Terms of Reference for the Committee is as follows:

Purpose/Role

The purpose of the Committee is to provide guidance and advice in establishing, designing and maintaining existing and future skateparks within the City.

Membership

The Committee shall consist of the following endorsed members:

- (i) 3 x Elected Members;
- (ii) 6 x Community, Skateboarding/BMX and/or scooter industry representative.

Meeting Details

Frequency: Two to four times per annum;

Day: When required;

Time: When required;

Location: City of Bayswater, Civic Centre

Sitting Fees

Included as part of the annual sitting fees paid to Councillors.

Current Elected Representatives

- Cr Catherine Ehrhardt;
- Cr Stephanie Gray; and
- Cr Michelle Sutherland

Council has the option to appoint up to three Elected Members to the SABDAC which meets as required and, when suitable, at the City's Civic Centre.

In view of community representation not being received from within the City and lack of attendance, Council may resolve not to form a SABDAC and matters specific to skate and bike development could be referred to the Youth Advisory Council (YAC). YAC is a group of local young people who catch up throughout the year, coordinate workshops, get involved in community events and do various things to make Bayswater a better place for its youth. The group provides feedback to Council on issues relating to young people in the City.

Similarly, any access/inclusion issues associated with skate and bike development could be referred to the Community Access Inclusion and Advisory Committee (CAIAC).

In addition to the above, community input on skate and bike development issues can also be sought via the Engage Bayswater platform.

LEGISLATIVE COMPLIANCE

The *Local Government Act 1995* (Act) sets out the framework for decision-making on behalf of the local government. Each Council must decide the meeting structure it will adopt within the legal framework to achieve the most efficient and effective decision-making process.

It is a legal requirement that all decisions made on behalf of the local government are made at meetings called and convened under the provisions of the Act. In this regard, the *Local Government Act 1995* enables Council to establish committees of three (3) or more persons to assist Council with its business and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

Section 5.8 of the *Local Government Act 1995* states:

"A Local Government may establish Committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the Local Government that can be delegated to Committee.*

** By Absolute Majority"*

In accordance with Sections 5.23 (1) (b) and 7.1B of the *Local Government Act 1995*, the SABDAC has not been granted Delegated Authority by Council.

In accordance with Section 5.10 of the *Local Government Act 1995*, the Mayor is to indicate his/her wish to be a member of any Committee.

Furthermore, the City of Bayswater's Code of Conduct 2018 provides a guide and basis of expectations for Council Members and Committee Members. It also encourages a commitment to ethical and professional behaviour and outlines principles in which individual and collective local government responsibilities may be based.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council disbands the Skate and Bike Development Advisory Committee (SABDAC) and undertake consultation on projects as necessary.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	As detailed in the report, there are alternative mechanisms to seek community comment on skate and bike development issues. This option also will result in less officer hours in preparing agendas and attending meetings.	

Option 2	1. Council In accordance with the provisions of the <i>Local Government Act 1995</i> Sections 5.8, 5.10 and 5.11, appoints the following members to the Skate and Bike Development Advisory Committee (SABDAC) for the term
-----------------	--

<p>29 October 2019 to 16 October 2021:</p> <p>(i) _____;</p> <p>(ii) _____; and</p> <p>(iii) _____.</p> <p>2. The purpose of the SABDAC is to provide guidance and advice in establishing, designing and maintaining existing and future skateparks within the City of Bayswater.</p> <p>3. In accordance with Section 5.11A of the <i>Local Government Act 1995</i>, all Councillors who are not Members of the SABDAC be appointed as Deputy Members to that Committee for the term 29 October 2019 to 16 October 2021. If a Member is unable to attend a meeting, the order of appointment of the Deputy at that meeting will be based on:</p> <p>(i) Councillor of the same Ward as the Member of the Committee; and</p> <p>(ii) Length of service.</p>		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	This option is consistent with the legislative requirements to appoint Elected Members to Sub Committees to ensure that good governance is undertaken.	

Option 3	Form a Committee with modified Terms of Reference.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	This option is consistent with the legislative requirements to appoint Elected Members to Sub Committees to ensure that good governance is undertaken.	

FINANCIAL IMPLICATIONS

The costs relevant to this Committee are included in the City's 2019-20 budget.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
 Aspiration: Open, accountable and responsible service.
 Outcome L1: Accountable and good governance.

CONCLUSION

As the previous nominees for the SABDAC did not reside within the City of Bayswater and there were two resignations from the Committee and non-attendance by one member, it is

recommended that the Committee should be disbanded; feedback in relation to skatepark and bike development facilities within the City should be sought from YAC, should it be youth specific, or CAIAC in relation to access/inclusion or via the Engage Bayswater platform. On that basis, there would still be mechanisms available to seek community input without the Committee, and this would reduce the number of hours officers are taking to prepare agendas and attending meetings.

10.3 Works and Infrastructure Directorate Reports**10.3.1 Proposed Closure of Cabramatta Street, Bayswater**

Responsible Branch:	Engineering Services	
Responsible Directorate:	Works and Infrastructure	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	

At 7:10pm, Mr Matt Turner, Manager Strategic Planning and Place, left the meeting and did not return.

SUMMARY

For Council to consider a request from a group of petitioners to close Cabramatta Street and construct a Cul-de-Sac at the Kenmure Avenue end in Bayswater.

COUNCIL RESOLUTION**(OFFICER'S RECOMMENDATION)**

That Council does not proceed with the permanent closure and the construction of a cul-de-sac on Cabramatta Street, Bayswater.

CR FILOMENA PIFFARETTI, DEPUTY MAYOR MOVED, CR CATHERINE EHRHARDT SECONDED

CARRIED: 7/3

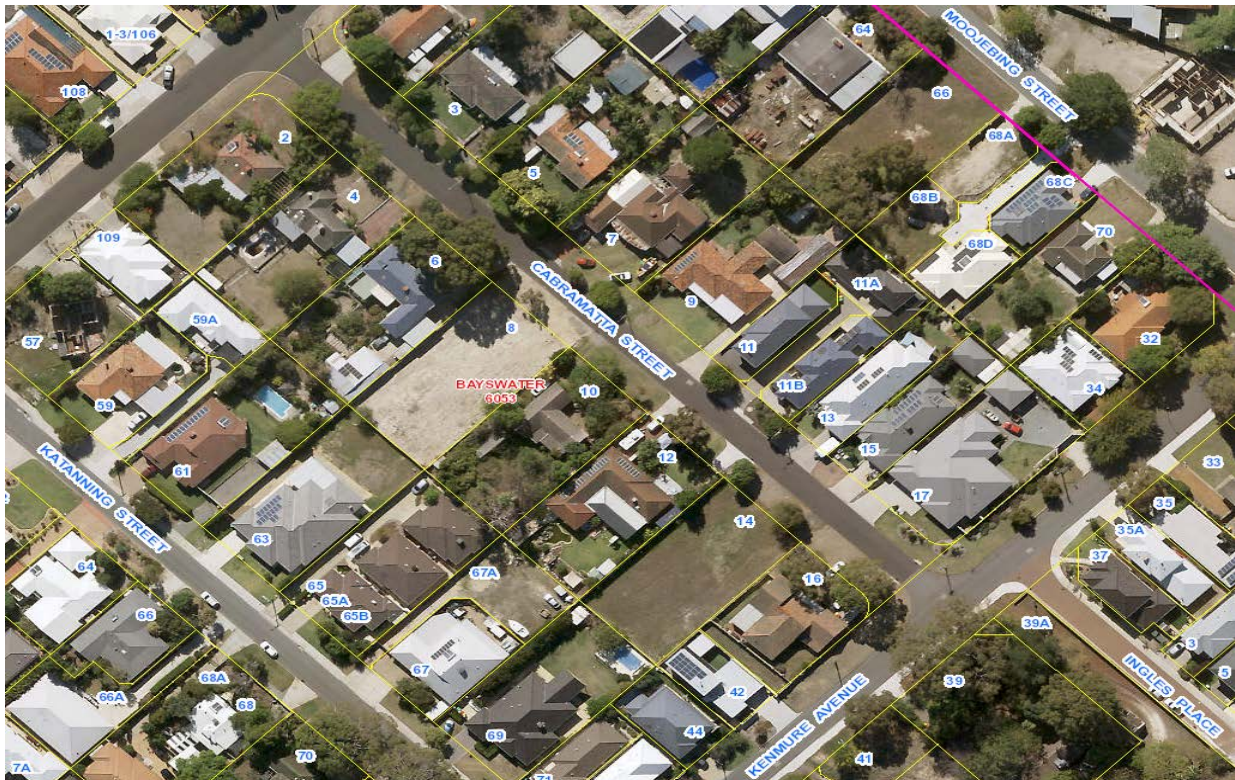
For: Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Catherine Ehrhardt, Cr Elli Petersen-Pik, and Cr Giorgia Johnson.

Against: Cr Dan Bull, Mayor, Cr Stephanie Gray, and Cr Lorna Clarke.

BACKGROUND

At the Ordinary Council Meeting of 3 September 2019, Council received a petition containing 17 signatures requesting the closure of Cabramatta Street and a cul-de-sac be built at one end of this street. The petition contained a letter from Ms Jessica Jefferies as the initiator of the petition, asking the City to "address the conversion of Cabramatta Street into a cul-de-sac, in the financial year 2020/2021".

Cabramatta Street provides frontage vehicle access to 19 properties. It is a through road that connects from Hardy Road to Kenmure Avenue located in Bayswater.



EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter. The petition however covered every property on Cabramatta Street. A total of 19 properties are located on this road. It should be noted however that although the petition pertained a total of 17 signatures, some properties contained multiple signatures.

Of the 19 properties, the 17 signatures received on the petition are from 11 properties (57.9%) within this street supporting the closure. 6 properties did not provide a response. 2 properties out of the 6 were vacant and hence a response was not provided. 1 property objected to closing of the street, and 1 property advised they preferred the closure to be at the Hardy Road end rather than Kenmure Avenue.

The petition which included a letter stated the following:

<p>Letter Enclosed with Petition:</p>	<p><i>Dear Neighbours,</i></p> <p><i>Paul and I have been liaising with Bayswater Mayor Dan Bull about the possibility of changing Cabramatta Street into a cul-de-sac, at the lower end of the hill. Dan is very much on board with the idea, and feels that our street would be perfect for it. He suggested that we could undertake a petition to inform the councillors of our wishes, so they can vote on it.</i></p> <p><i>The reasons given for changing Cabramatta Street into a cul-de-sac are listed below.</i></p> <ol style="list-style-type: none"> <i>1. To add the already strong community spirit in the street.</i> <i>2. To make the street safer for the children, animals, and all residents within the street.</i> <i>3. The street has very little through traffic, and therefore is ideal to cul-de-sac. A previous monitoring exercise of the traffic has been completed recently in the street.</i> <i>4. To remove what could be an increasing use of Cabramatta Street as a cut-through, for river access, particularly in summer, for people with boats.</i>
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	<p>5. <i>It will have little or no impact on the adjoining streets' traffic, Katanning, Kenmure and Moojebing, as they are already being used for river access.</i></p> <p>6. <i>To aid in the beautification and greening of Cabramatta Street, as a nature strip has been suggested by the mayor, and would be requested, to create the cul-de-sac, with access for walk through traffic.</i></p> <p>7. <i>We are requesting that the cul-de-sac is considered for the councils next year's budget – the financial year of 2020/2021.</i></p> <p>8. <i>You can see by the number of signatures on the petition.</i></p> <p>9. <i>It is viable to do so.</i></p> <p><i>We would appreciate your support on this matter, as we feel all will benefit.</i></p>
Action Petitioned for:	<p><i>We the undersigned, being the electors of the district, formally petition the City of Bayswater to address the following:</i></p> <p><i>The conversion of Cabramatta Street into a cul-de-sac, in the financial year 2020/2021, for reasons as outlined in "Dear Neighbours" letter – attached.</i></p>

It should be noted that in addition to the petition, the City had also received concerns raised by a resident on Katanning Street objecting to the closure of Cabramatta Street as follows:

Objection:	<p><i>I have recently been alerted to the fact that there is a petition being put forward in relation to a cul-de-sac at the intersection of Kenmure Ave & Cabramatta St. As a resident living on Katanning St, I strongly oppose this proposal and put to council that this is rejected. Whilst this is a pure waste of money, the road in question (Cabramatta) is not a main artery and should not be blocked off. Creating a cul-de-sac will only increase traffic flow in surrounding streets which is undesirable for residents and I would think council.</i></p> <p><i>In addition to this, whilst I am emailing you, maybe council could consider some form of speed reduction efforts (i.e. speed humps) down Katanning street. I live at # and with a growing number of families with young kids coming into this area, there is a huge concern at the speed drivers drive along Katanning Street. On a daily basis (numerous times a day) we find that drivers like to use the section of road between Hardy Road and Kenmure Ave as a drag strip and regularly see drivers hitting speeds that must be over 100kmph. It is a huge concern and given kids play out the front, the threat of being run down by a car at this speed is frightening as a parent.</i></p> <p><i>So I would hope that:</i></p> <p>a) <i>the cul-de-sac is rejected as this will only worsen the traffic on surrounding streets (it isn't required and a waste of money); and</i></p> <p>b) <i>I welcome a discussion in relation to my concern about the drag strip down Katanning Street.</i></p>
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Accordingly, the reasons for the above objection are as follows:

- It is a pure waste of money;
- It is not required; and
- It will only increase traffic flow in surrounding streets.

OFFICER'S COMMENTS

Cabramatta Street is classified as a Local Access Road under the City's road hierarchy categories as well as the Main Roads WA's Functional Road Hierarchy.

This classification provides the following criteria under the City’s road hierarchy:

- Maximum desirable traffic volume – 1,500 vehicles per day; and
- Desired (Posted) Speed – 50 km/hr.

A recent traffic count study undertaken in May of this year showed the following traffic volume and speed results:

Location (Midblock)	Average Weekday Traffic Volume (2019)	85 th Percentile Speed (2019)
Between Hardy Road and Kenmure Avenue	81	46 km/hr

Analysis of the above traffic count data indicates that there is no evidence of excessive speeding issues and that Cabramatta Street is well within its classification criterion.

From this traffic count, the following are results on the type of vehicles (Vehicle Classification) recorded:

Vehicle Class	Vehicle Type
Class 1 = 94.2%	Passenger Cars, Motorcycles
Class 2 = 0.5%	Trailers, Caravan, Boats
Class 3 = 4.2%	Small Delivery Trucks, Vans

Based on the above, the traffic volume is considered very low given it is a through road. It also does not appear that there is an issue with boats and trailers using this street as a short cut to access the boating facility. The Class 2 vehicle classification only resulted in 0.5% of the overall volume. This equated to only 3 movements of this Class for the entire week period. It should also be noted that a number of boats and trailers have been observed stored in properties on Cabramatta Street, therefore, it is likely that these movements can be attributed to residents within the street.

In accordance with the City’s Local Area Traffic Management Guidelines in the Citywide Traffic Study (CWTS), traffic speed is generally considered excessive when the 85th percentile speeds exceed the speed limit by 10km/hr. The CWTS also did not identify any speeding, volume nor rat run issues on Cabramatta Street. Traffic calming measures were however recommended on the adjoining streets being Moojebing St and Katanning St.

Notwithstanding the above, permanent closure and construction of a cul-de-sac at the Kenmure Avenue end of Cabramatta Street is possible under the current road configuration. The current road reserve width is 20m which can accommodate a standard cul-de-sac head. The front verge of property house numbers 16 & 17 will however be impacted by the proposed works. The verge area in front of these properties will be reduced considerably in order to accommodate the cul-de-sac and the road pavement will be much closer to their property boundary.

To construct a standard cul-de-sac head would be in the order of \$ 70,000. The majority of this cost is associated with regrading and reconstruction of the road pavement as well as modification of some of the existing utility services such as stormwater drainage. It should be noted however that this cost estimate is based on maintaining the current road reserve width and assuming some of the existing services are to remain in the current alignment and depth. These existing underground services include water and medium pressure gas. Further costs may be applicable should the respective utility providers require their services to be relocated away from the modified road pavement.

Should Council have reservations on implementing permanent closure of this road immediately, an alternative option would be to implement a temporary closure for a trial period. The trial would entail installation of removable barriers on the Cabramatta Street road carriageway at the Kenmure Avenue end to prevent any vehicle access. It should be noted however that without the provision of a turn around, larger vehicles such as refuse trucks and delivery trucks would be required to utilise crossovers from the existing properties in order to facilitate this movement.

There is an expectation that a portion of traffic flows will be distributed to the adjacent and adjoining roads caused by this closure irrespective of whether it is temporary or permanent. Due to this, there may be some level of opposition from the surrounding residents to the closure of Cabramatta Street. To gauge the level of this concern, an option that may be considered is to undertake public consultation of residents and landowners in adjoining and adjacent streets to Cabramatta Street to establish a broader view regarding the proposed closure.

LEGISLATIVE COMPLIANCE

Section 3.50 of the *Local Government Act 1995* states:

"3.50. Closing certain thoroughfares to vehicles

- (1) *A local government may close any thoroughfare that it manages to the passage of vehicles, wholly or partially, for a period not exceeding 4 weeks.*
 - (1a) *A local government may, by local public notice, order that a thoroughfare that it manages is wholly or partially closed to the passage of vehicles for a period exceeding 4 weeks.*
 - (2) *The order may limit the closure to vehicles of any class, to particular times, or to such other case or class of case as may be specified in the order and may contain exceptions.*
 - [(3) *deleted*]
 - (4) *Before it makes an order wholly or partially closing a thoroughfare to the passage of vehicles for a period exceeding 4 weeks or continuing the closure of a thoroughfare, the local government is to —*
 - (a) *give local public notice of the proposed order giving details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, and inviting submissions from any person who wishes to make a submission; and*
 - (b) *give written notice to each person who —*
 - (i) *is prescribed for the purposes of this section; or*
 - (ii) *owns land that is prescribed for the purposes of this section; and*
 - (c) *allow a reasonable time for submissions to be made and consider any submissions made.*
 - (5) *The local government is to send to the Commissioner of Main Roads appointed under the Main Roads Act 1930 a copy of the contents of the notice required by subsection (4)(a).*
 - (6) *An order under this section has effect according to its terms, but may be revoked by the local government, or by the Minister, by order of which local public notice is given.*
 - [(7) *deleted*]
 - (8) *If, under subsection (1), a thoroughfare is closed without giving local public notice, the local government is to give local public notice of the closure as soon as practicable after the thoroughfare is closed.*
 - (9) *The requirement in subsection (8) ceases to apply if the thoroughfare is reopened.*
- [Section 3.50 amended by No. 1 of 1998 s. 11; No. 64 of 1998 s. 15; No. 49 of 2004 s. 26.]"*

- Traffic Management Criteria Policy.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council does not proceed with closing and building a cul-de-sac on Cabramatta Street and take no further action	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	Residents who supported the closure would be dissatisfied with the outcome.	

Option 2	That Council undertakes public consultation with affected residents regarding the permanent closure of Cabramatta Street and construct a cul-de-sac at the Kenmure Avenue intersection. The outcomes of the consultation be reported back to Council.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	Residents who supported the closure may be dissatisfied with the outcome. Staff resources will be diverted from budgeted projects to the consultation process.	

Option 3	That Council undertakes a temporary closure of Cabramatta Street at the Kenmure Avenue intersection as a trial.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	Residents who objected to the closure would be dissatisfied with the outcome. Residents who supported a permanent closure may be dissatisfied with the outcome. There will be costs associated with the temporary closure in terms of traffic management signage etc.	

Option 4	That Council approves the permanent closure of Cabramatta Street and construct a cul-de-sac at the Kenmure Avenue intersection.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	\$70,000.00 be allocated to the 2020/21 financial year budget for the construction of the cul-de-sac. Residents who objected to the closure would be dissatisfied with the outcome. Local traffic movements will be affected and may result in negative impacts on adjoining roads. Access through the local road network area would also become limited. Higher priority projects would be deferred.	

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Our Built Environment
 Aspiration: A quality and connected built environment.
 Outcome B2: A connected community with sustainable and well maintained transport.
 Outcome B3: Quality built environment.

CONCLUSION

Option 1 is recommended as no specific traffic related issues have been identified to warrant any necessary intervention on this road. Closing of this road by construction of a cul-de-sac will alter the local traffic movements in this area and may result in negative impacts on adjoining parts of the road network.

The CWTS Implementation Plan consists of a number of traffic improvement projects scheduled to be undertaken this financial year. This plan which had been endorsed by Council identifies traffic improvements on a safety priority basis. As the closing of Cabramatta Street is not listed on the Implementation Plan, the expenditure of traffic improvements on other higher priority locations would not be possible if the construction of a cul-de-sac on this road is to proceed.

10.3.2 EMRC Council Meeting Minutes - 22 August and 19 September 2019

Responsible Directorate:	Works and Infrastructure	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Delegate's Reports 2. Abridged Minutes 3. Investment Reports	

SUMMARY

To allow Council consideration of the Council Minutes from the Eastern Metropolitan Regional Council (EMRC).

COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council receives the Eastern Metropolitan Regional Council's (EMRC's) Abridged Minutes, Delegates and Investment Reports of the Council Meetings of 22 August and 19 September 2019.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED
CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

The EMRC held Council meetings with the following Councillors and officers in attendance:

- EMRC Council Meeting - 22 August 2019:
 - Cr Barry McKenna, Cr Sally Palmer, Cr Filomena Piffaretti (Deputy Member/Observer), Cr Giorgia Johnson (Visitor) and the Chief Executive Officer.
- EMRC Council Meeting - 19 September 2019:
 - Cr Barry McKenna, Cr Sally Palmer (from 6:07pm), Cr Filomena Piffaretti (deputising until 6:07pm), Cr Giorgia Johnson (Visitor from 6:02pm) and the Coordinator Environmental Health.

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

The purpose of this report is to provide the Council with information detailing the items with implications for the City of Bayswater from the 22 August and 19 September 2019 EMRC Council Meetings.

Issues considered at the meetings which may impact or be of interest to the City of Bayswater:

- 22 August 2019:
 - Closure of EMRC Facilities for Christmas/New Year Period 2019-20;

- Information Bulletin - Regional Services Activity Report April to June 2019;
- Key Regional Actions;
- Development of a Regional Youth Forum;
- Meeting Dates for 2020;
- Container Deposit Scheme - Refund Point Operator(s); and
- Awards Received 2019-20;
 - Local Government Distinguished Officers Award.
- 19 September 2019:
 - Special Meeting of Council - 4 November 2019;
 - Draft Food Organics and Garden Organics (FOGO) Recovery Strategy;
 - Grants Awarded in 2019-20 financial year:
 - Community Capability Grant - \$41,871 (ex GST);
 - Coordination of Community Led Project in the Eastern Sub-Region - \$105,000 (ex GST);
 - Upcoming EMRC Projects, Activities and Initiatives:
 - Container Deposit Scheme Processing Provider; and
 - FOGO Implementation Modelling.

The Delegate's Reports forms **Attachment 1** and the Abridged Minutes forms **Attachment 2**. The EMRC Investment Reports for May, June and July 2019 are contained in **Attachment 3**.

Full copies of the EMRC Council Meeting Minutes can be obtained as follows:

- 22 August 2019 - <https://www.emrc.org.au/documents/533/22-august-2019>
- 19 September 2019 - [https://www.emrc.org.au/documents/564/19-september-2019-\(unconfirmed\)](https://www.emrc.org.au/documents/564/19-september-2019-(unconfirmed))

LEGISLATIVE COMPLIANCE

Not applicable.

OPTIONS

Not applicable.

FINANCIAL IMPLICATIONS

As detailed in the Delegate's Reports.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2017-2027, the following applies:

Theme: Our Local Economy
Aspiration: A business and employment destination.
Outcome E3: Attractive to new services, businesses and investment.

CONCLUSION

For Council to receive the report.

Attachment 1

Eastern Metropolitan Regional Council
1st Floor Ascot Place, 226 Great Eastern Hwy,
Belmont, Western Australia 6104
PO Box 234 Belmont Western Australia 6984

CITY OF BAYSWATER DELEGATES REPORT

The following report is based on the 22 AUGUST 2019 MEETING OF THE EMRC COUNCIL.

1. Council Minutes

1a. Closure of EMRC Facilities For The Christmas/New Year Period 2019/2020 (Item 14.4)

Overview

- It is standard practice for the Ascot Place Administration Office to close over the Christmas/New Year period.
- Waste Management Facilities close for a more limited period of time over the Christmas/New Year period.

Resolution(s)

That Council approves:

1. The Ascot Place Administration Office being closed from 5pm Tuesday 24 December 2019 and on each day thereafter until it re-opens on Thursday 2 January 2020
2. The Hazelmere Resource Recovery Park being closed from 3pm Tuesday 24 December 2019 and on each day thereafter until it re-opens on Thursday, 2 January 2020.
3. The Red Hill Waste Management Facility being closed on Christmas Day (Wednesday 25 December 2019) and New Year's Day (Wednesday 1 January 2020).
4. The Mathieson Road Transfer Station (Shire of Mundaring) being closed on Boxing Day (Thursday 26 December 2019) only.

Implication(s) for City of Bayswater

- Member Councils to note closure dates for the Red Hill Waste Management Facility and Hazelmere Resource Recovery Park (all Member Councils) and Boxing Day closure dates for the Mathieson Road Transfer Station (Shire of Mundaring).



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1b. Information Bulletin - Regional Services Activity Report April To June 2019 (Item 2.1)

Overview

Achievements highlighted for the period 1 April 2019 to 30 June 2019 include:

- All activities undertaken by the Environmental Services and Regional Development business units for the ensuing period forming Attachment 1.

Resolution(s)

- For Noting

Implication(s) for City of Bayswater

- Participating member Council officer time on the two advisory groups: EDOG and RITS IAG.

City of Bayswater**Key Regional Actions (Relevant to all Councils)**

- Final draft of the Reconciliation Action Plan has received initial endorsement from Reconciliation Australia.
- A Reconciliation Action Plan Working Party meeting was held to reconsider action timeframes prior to presentation to the Chief Executive Officers Advisory Committee and Council for formal endorsement.
- Invitations sent to businesses who received small business awards in 2018 to take part in the Business Exemplar project.
- External consultant produced and published a number of media releases for local businesses under the Business Exemplar project.
- Held a RITS IAG quarterly meeting in March 2019 with attendees from member Councils, Department of Planning, Westcycle, Department of Transport, WALGA and RAC. The Director of the Westport Taskforce provided a Stage 2 progress update presentation.
- Appointed consultants to update the Road Safety Strategy 2018- 2021 based on the safe systems approach and priorities of the Regional Integrated Transport Strategy.
- Hosted multiple Bike Week events as part of West Cycle and Department of Transport's program to encourage active travel.
- Met with Aurrigo, Level5Design and GTA Consultants regarding automated vehicle technology and the opportunity to trial PodZero in Perth's Eastern Region.
- Initiated the Regional Benchmarking Building Efficiency project with all member Councils invited to attend an information session at the EMRC.
- Confirmed support to 2020 Vision for the upcoming urban forest Growing Together Tour.
- Held a meeting with Manager Biosecurity and Sustainability, Department of Primary Industries and Regional Development, in May 2019 to obtain information about the European House Borer in Perth's Eastern Region and provided outcomes from the meeting.
- Continued to represent the region on the Western Region Advisory Panel and the IRP2 Economic Evaluation Framework Project Steering Committee of the Cooperative Research Centre for Water Sensitive Cities.
- Represented the region on the Department of Planning, Lands and Heritage Stakeholder Reference Group for the State Planning Policy (SPP) review of all water policies. The Public Consultation phase of consultation on SPP 2.9 will take place later in the year.
- Represented Perth's Eastern Region for Westport Taskforce Reference group meeting in March 2019.
- Attended City of Perth event on Smart Cities and provided an event summary.
- Attended Economic Development Australia webinar presented by Lucid Economics on writing a winning business case.
- Two new Environmental Projects Officers joined the EMRC as part of the Regional Services sustainability team, as replacements for Officers who have left the organisation.
- Recruitment has begun for the Manager Environmental Services as well as an Environmental Projects Officer in the natural resource management team.

City of Bayswater

- Provided access to REMPLAN for member Councils.
 - Lotterywest have reviewed and confirmed the 2019 Avon Descent Family Fun Days Grant.
 - perthseasternregion.com.au website continued to be updated with relevant events.
-



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2. Chief Executive Officers Advisory Committee Minutes August

2a. Development of a Regional Youth Forum (Item 11.1)

Overview

- Council, at its meeting of 18 February 2010 considered a report in relation to a Regional Youth and Education Strategy;
- Council at its meeting of 16 February 2012 considered a report in relation to a Regional Youth and Education Discussion Paper;
- Council further considered the Regional Youth and Education Discussion Paper at its meeting of 21 June 2012;
- A Regional Youth Futures report was proved to the Chief Executive Officers Advisory Group at its 5 February 2013 meeting;
- At its meeting of 2 June 2013 Council considered a sponsorship proposal for a Regional Youth Work Summit;
- In 2015 the EMRC assisted in the delivery of a Youth Bicycle recycling project in the City of Swan and the City of Belmont;
- The EMRC has also been delivering the Bush Skills 4 Youth program since 2015;
- The EMRC provided an update to Council, via its Information Bulletin at the 1 December 2016 Council meeting;
- The Regional Services Project Funding summary includes an annual allocation for youth initiatives if required;
- In 2018/2019 three Regional Youth Officer network meetings were held; and
- At the June 2019 Regional Youth Officers networking meeting a presentation was received from Zero 2 Hero on mental health and leadership for young people.

Resolution(s)

- That Council provides in principle support for the development of a Zero 2 Hero Mental Health and Leadership event for member Council Youth Officers and local representatives from local Youth Advisory Councils.

Implication(s) for City of Bayswater

- Possible Youth Officer time to attend the workshop



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2b. Meeting Dates For 2020 (Item 11.1)

Overview

- Section 5.25(1)(g) of the *Local Government Act 1995* and r.12 of the *Local Government (Administration) Regulations 1996* requires that at least once each year local public notice is to be given of all Ordinary Council meetings and Committee meeting dates, times and places that are to be open to the public and are to be held in the next twelve (12) months.
- Proposed dates for the EMRC's Ordinary Council, Chief Executive Officers Advisory Committee, Audit Committee, and Waste Advisory Committee meetings and Strategy/Briefing Sessions for the 2020 calendar year are as detailed within this report.
- Chief Executive Officer Performance Review Committee and Investment Committee meeting dates will be arranged and convened as required.

Resolution(s)

- That Council adopts the Ordinary Council meeting and Committee meeting dates, times and places for 2018 as outlined in the report and notice be given in accordance with r.12 of the *Local Government (Administration) Regulations 1996*. That Council:

Implication(s) for City of Bayswater

- The schedule of meetings is in accordance with the EMRC Policy 1.2 - Meeting Policy which states that "a twelve-month schedule of ordinary meetings of Council will be adopted by Council." It also states that "meetings of the EMRC are to be held in the EMRC Administration Offices unless otherwise decided".



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MEETING DATES 2020

COUNCIL MEETINGS Thursday, commencing at 6.00pm		
DATE	TYPE	VENUE
20 February		EMRC Administration Office
19 March		EMRC Administration Office
23 April	If Required	EMRC Administration Office
21 May	If Required	EMRC Administration Office
18 June		EMRC Administration Office
23 July	If Required	EMRC Administration Office
20 August	If Required	EMRC Administration Office
17 September		EMRC Administration Office
22 October	If Required	EMRC Administration Office
3 December		EMRC Administration Office

COUNCIL STRATEGY / BRIEFING SESSIONS Thursday, commencing at 6.00pm		
DATE	TYPE	VENUE
12 March	If Required	EMRC Administration Office
14 May	If Required	EMRC Administration Office
13 August	If Required	EMRC Administration Office

CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE (CEOAC) Tuesdays, commencing at 12:30pm		
DATE	TYPE	VENUE
4 February		EMRC Administration Office
3 March	Informal	TBA
7 April		EMRC Administration Office
5 May	Informal	TBA
2 June		EMRC Administration Office
7 July	Informal	TBA
4 August		EMRC Administration Office
1 September	Informal	TBA
6 October	If Required	EMRC Administration Office
10 November		EMRC Administration Office



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WASTE ADVISORY COMMITTEE (WAC) MEETINGS Thursday, commencing at 5.00pm		
DATE	TYPE	VENUE
6 February	If Required	EMRC Administration Office
5 March	If Required	EMRC Administration Office
2 April	If Required	EMRC Administration Office
7 May	If Required	EMRC Administration Office
4 June	If Required	EMRC Administration Office
9 July	If Required	EMRC Administration Office
6 August	If Required	EMRC Administration Office
3 September	If Required	EMRC Administration Office
8 October	If Required	EMRC Administration Office
19 November	If Required	EMRC Administration Office

AUDIT COMMITTEE (AC) MEETINGS Thursday, commencing at 6.30pm		
DATE	TYPE	VENUE
6 February	If Required	EMRC Administration Office
5 March		EMRC Administration Office
2 April	If Required	EMRC Administration Office
7 May	If Required	EMRC Administration Office
4 June		EMRC Administration Office
9 July	If Required	EMRC Administration Office
6 August	If Required	EMRC Administration Office
3 September	If Required	EMRC Administration Office
8 October	If Required	EMRC Administration Office
19 November	If Required	EMRC Administration Office



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CHIEF EXECUTIVE OFFICERS PERFORMANCE REVIEW COMMITTEE (CEOPRC) AND INVESTMENT COMMITTEE (IC)
The dates will be arranged and convened as required

WASTE MANAGEMENT COMMUNITY REFERENCE GROUP (WMCRG) MEETINGS Monday, commencing at 6.00pm		
DATE	TYPE	VENUE
10 February	(If Required)	EMRC Administration Office
11 May	(If Required)	EMRC Administration Office
10 August	(If Required)	EMRC Administration Office
9 November	(If Required)	EMRC Administration Office



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3. Waste Advisory Committee Minutes August

3a. Container Deposit Scheme – Refund Point Operator(s) (Item 11.2)

Overview

- In March 2019, the *Waste Avoidance and Resource Recovery Act (2007) (WA) (Act)* was amended to provide for the introduction of a state wide Container Deposit Scheme (Scheme), to commence on 2 June 2020.
- WALGA prepared and disseminated a draft paper on Sharing the Benefits from the Scheme on 11 March 2019.
- EMRC staff prepared a preliminary report on the Scheme to Council at its 21 March 2019 meeting.
- The State government appointed a not for profit entity WA Return Recycle Renew Limited (WARRRL) as the Scheme Coordinator in WA.
- The Hon Stephen Dawson MLC, Minister for Environment; Disability Services; Electoral Affairs announced that the branding and name for the scheme is: "Containers for Change";
- WARRRL released the Refund Point Operator Application Process Overview and Requirements on 23 July 2019; and
- The EMRC has already registered an interest with the WA Return Recycle Renew Limited (WARRRL) as a Refund Point operator, donation point and as a processor.

Resolution(s)

That:

1. Council affirms the Container Deposit Scheme operations as a "Continuing Project" as identified in the Establishment Agreement.
2. Council agrees for the EMRC to take the lead on behalf of the member Councils to coordinate the preparation of a regional Refund Point application(s), for submitting to the WA Return Recycle Renew Limited (WARRRL) prior to 27 September 2019.
3. The EMRC member Councils, prior to 15 September 2019, resolve to support and commit to the EMRC to take the lead on behalf of member Councils to coordinate the preparation of a regional Refund Point application(s), for submitting to the WARRRL.
4. Council allocates an amount of up to \$25,000 (ex GST) from the Secondary Waste Reserve to fund the cost of a consultant to prepare the application(s).

Implication(s) for City of Bayswater

- Member Council staff time and resources as required for planning and implementation.



Eastern Metropolitan Regional Council
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 PO Box 234 Belmont Western Australia 6984

Awards Received 2019/2020

Name of Award	
1	<p>Local Government Distinguished Officers Award</p> <p>In August, EMRC Director Waste Services Stephen (Steve) Fitzpatrick received a WALGA Local Government Distinguished Officer Award in recognition of his outstanding contribution and achievements, both professionally and personally, in the advancement of the Local Government sector.</p> <p>Steve began his career in local government in December 2000 when he was appointed to the role of Manager Project Development at the Eastern Metropolitan Regional Council (EMRC). In August 2013, Steve's dedication and loyalty, as well as his skills and expertise were recognised with his promotion to Director Waste Services.</p> <p>Steve has also provided leadership in developing and implementing a comprehensive Waste Education Strategy, which is used to develop targeted programs with the aim of raising awareness of waste management issues and to motivate behavioural change that results in the reduction of waste.</p> <p>Steve has been instrumental in the establishment of the Waste Management Community Reference Group and Community Taskforce. Both these groups provide valuable input and feedback to the EMRC Council on resource recovery and waste education matters.</p>



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MEMBER COUNCILS DELEGATES REPORT

The following report is based on the 19 SEPTEMBER 2019 MEETING OF THE EMRC COUNCIL.

- **Council Minutes**

1 SPECIAL MEETING OF COUNCIL 4 NOVEMBER 2019 (Item 14.3)

Overview

- Following the Western Australian Local Government elections to be held on 19 October 2019, member Councils will be appointing their representatives to the EMRC Council.
- A Special Meeting of Council is proposed to be held on Monday 4 November 2019 to elect the Chairman and Deputy Chairman and appoint members to the various EMRC Committees. Immediately prior to the Special Council meeting, councillors will make their declarations in accordance with section 2.29 of the *Local Government Act 1995*.

Resolution(s)

That:

1. Council, in accordance with section 5.4 of the *Local Government Act 1995*, approves a Special Meeting of Council to be held on Monday 4 November 2019 for the purpose of electing a Chairman and Deputy Chairman, and to appoint members and deputy members to Committees.
2. Notice of the meeting be given in accordance with r.12 of the *Local Government (Administration) Regulations 1996*.

Implication(s)

- Appointment of member Council Representatives to the EMRC Council and Committees.



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2 DRAFT FOOD ORGANICS AND GARDEN ORGANICS (FOGO) RECOVERY STRATEGY (WAC - Item 11.4) AND (COUNCIL - Item 14.4)

Overview

- The options for the processing of FOGO waste at the Red Hill Waste Management Facility (Red Hill) have been investigated further since the December 2018 and March 2019 Council meetings.
- The Mobile Aerator Floor (MAF) composting system is being procured for a FOGO composting interim facility at the Red Hill Waste Management Facility.
- The draft FOGO Recovery Strategy has been further developed following the Waste Advisory Committee (WAC) meeting held 5 September 2019 in consultation with member Council staff and the final revised draft is now presented to Council.

Resolution(s)

WASTE ADVISORY COMMITTEE

That Council:

1. Notes the draft Food Organics and Garden Organics (FOGO) Waste Strategy.
2. Endorses the proposed outcome of having a long term or permanent FOGO treatment facility for the Region operating by July 2022.
3. Requests that the draft FOGO Waste strategy be further developed in consultation with member Council staff and be presented to Council for endorsement.
4. By absolute majority in accordance with section 6.8(1)(b) of the *Local Government Act 1995*, authorises an allocated budget of \$500,000 to be utilised from the secondary waste reserve to implement elements of the FOGO Strategy, including but not necessarily limited, to preliminary work such as various modelling and tender preparations.

COUNCIL

That Council endorses the draft Food Organics and Garden Organics (FOGO) Recovery Strategy subject to the last dot point under 'Principles' on page 9 being amended to state "The funding of bins, caddies and initial education/product marketing for member Councils will be funded through the Secondary Waste Reserve."

Implication(s)

- A long term permanent FOGO treatment facility for the Region will be operating by July 2022.
- "The funding of bins, caddies and initial education/product marketing for member Councils will be funded through the Secondary Waste Reserve."



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Grants Awarded in 2019/2020 financial year.

	Name of Grant	\$ Grant Amount Awarded
1	<p>Community Capability Grant</p> <p>This project aims to increase the capability of the existing friends of groups, to reform the Wooroloo Brook Catchment Group and to recruit additional Friends Groups within the catchment, effectively increasing community capability across the Wooroloo Brook catchment. The project will enable the community to increase their knowledge and understanding of land management practices and to increase the conservation and restoration of reserves and waterways within the catchment. The Wooroloo Brook catchment has been identified by the Department of Water as one of the priority catchments for management in the Avon Basin. Increasing the capability of the community will have long-term benefits including improvements in water quality, particularly reducing the nutrient and sediment input entering the Swan-Avon River from the Wooroloo Brook catchment and also facilitate actions to conserve and support biodiversity, improving habitat for local wildlife and ecological linkage across the catchment.</p>	\$41,871 (ex GST)
2	<p>Coordination Of Community Led Project In The Eastern Sub-Region</p> <p>Coordinate community led projects that lead toward a reduction of nutrient inputs into the Helena and Swan rivers in the East sub-</p> <p>Maintain community momentum and build capacity for improving water quality at a sub-regional level;</p> <ul style="list-style-type: none"> • establish effective partnerships that will contribute to achieving long-term improvement in river health; • provide technical advice to local government and local community groups implementing restoration works; • develop long-term strategies in the East sub-region for protection and enhancement of the Helena and Swan rivers; and • actively seek to maximise opportunities for indigenous involvement in projects and activities. 	\$105,000 (ex GST)



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Upcoming EMRC PROJECTS, ACTIVITIES AND INITIATIVES that have a bearing on Member Councils are as follows:

1. Container Deposit Scheme Processing Provider

Overview

- EMRC submitted EOI early September.
- Request for Proposal to receive and process 11 x separated streams from Perth and Peel refund points.
- Expanding functionality of EMRC Hazelmere C&I sorting facility.

Impact

- Nil

EMRC Contact

- Steve Fitzpatrick

2. FOGO Implementation Modelling

Overview

- EMRC is preparing a FOGO introduction cost benefit modelling tool.
- All member Councils will be provided with an individual analysis report. This will be presented to the EMRC Council meeting on 5 December 2019.

Impact

- Nil

EMRC Contact

- Steve Fitzpatrick

Attachment 2



**ABRIDGED
MINUTES**

Ordinary Meeting of Council

22 August 2019

The Full Minutes of this meeting are available on the EMRC's website:

<http://www.emrc.org.au/council/council-and-committees/council-minutes.aspx>

Document Set ID: 3520815
Version: 1, Version Date: 11/10/2019

ORDINARY MEETING OF COUNCIL

ABRIDGED MINUTES

22 August 2019

(REF: D2019/12825)

An Ordinary Meeting of Council was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday 22 August 2019**. The meeting commenced at **6:00pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 6:00pm, welcomed visitors and acknowledged the traditional custodians of the land on which the meeting was held and paid respects to the elders past, present and future.

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

Councillor Attendance

Cr David McDonnell (Chairman)	EMRC Member	City of Swan
Cr Melissa Mykytiuk	EMRC Member	Town of Bassendean
Cr Jai Wilson	EMRC Member	Town of Bassendean
Cr Barry McKenna	EMRC Member	City of Bayswater
Cr Sally Palmer	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Steve Wolff	EMRC Member	City of Belmont
Cr Geoff Stallard	EMRC Member	City of Kalamunda
Cr Cameron Blair (Deputising for Cr O'Connor)	EMRC Deputy Member	City of Kalamunda
Cr John Daw	EMRC Member	Shire of Mundaring
Cr David Lavell	EMRC Member	Shire of Mundaring
Cr Adam Kovalevs	EMRC Member	City of Swan

Leave of Absence Previously Approved

Cr O'Connor, (from 22/08/2019 to 24/09/2019 inclusive)

EMRC Officers

Mr Marcus Geisler	Chief Executive Officer
Mr Hua Jer Liew	Director Corporate Services
Mr Steve Fitzpatrick	Director Waste Services
Mrs Wendy Harris	Director Regional Services
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer
Mrs Annie Hughes-d'Aeth	Personal Assistant to Director Corporate Services (Minutes)

EMRC Observers

Mr David Ameduri	Manager Financial Services
Miss Izabella Krzysko	Manager Procurement and Governance

Observer(s)

Cr Kathryn Hamilton	EMRC Deputy Member	Town of Bassendean
Cr Filomena Piffaretti	EMRC Deputy Member	City of Bayswater
Cr Doug Jeans	EMRC Deputy Member	Shire of Mundaring
Mr Andrew Brien	Chief Executive Officer	City of Bayswater
Mr John Christie	Chief Executive Officer	City of Belmont
Mr Steve Morrison	Acting Director Infrastructure Services	City of Belmont
Mr Brett Jackson	Director Asset Services	City of Kalamunda

Visitor(s)

Cr Giorgia Johnson	Councillor	City of Bayswater
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3 DISCLOSURE OF INTERESTS

3.1 MARCUS GEISLER – CHIEF EXECUTIVE OFFICER – INTERESTS AFFECTING IMPARTIALITY

Item: 19.3
Subject: Confidential Report Item 19.3 – Chief Executive Officer Performance (CEO) Leave Approval Authority
Nature of Interest: Disclosure of Interests Affecting Impartiality, EMRC Code of Conduct 2.3. Subject matter of the Report directly applies to the Chief Executive Officer.

Item: 19.4
Subject: Confidential Report Item 19.4 – Delegation of Authority to the Chief Executive Officer Performance Review Committee (CEOPRC)
Nature of Interest: Disclosure of Interests Affecting Impartiality, EMRC Code of Conduct 2.3. Subject matter of the Report directly applies to the Chief Executive Officer.

3.2 MARCUS GEISLER – CHIEF EXECUTIVE OFFICER – FINANCIAL AND PROXIMITY INTERESTS

Item: 19.3
Subject: Confidential Report Item 19.3 – Chief Executive Officer Performance (CEO) Leave Approval Authority
Nature of Interest: Subject matter of the Report directly applies to the Chief Executive Officer.

Item: 19.4
Subject: Confidential Report Item 19.4 – Delegation of Authority to the Chief Executive Officer Performance Review Committee (CEOPRC)
Nature of Interest: Subject matter of the Report directly applies to the Chief Executive Officer.

3.3 HUA JER LIEW – DIRECTOR CORPORATE SERVICES - INTERESTS AFFECTING IMPARTIALITY

Item: 19.3
Subject: Confidential Report Item 19.3 – Chief Executive Officer Performance (CEO) Leave Approval Authority
Nature of Interest: Disclosure of Interests Affecting Impartiality, EMRC Code of Conduct 2.3. Due to reporting relationship to the CEO

Item: 19.4
Subject: Confidential Report Item 19.4 – Delegation of Authority to the Chief Executive Officer Performance Review Committee (CEOPRC)
Nature of Interest: Disclosure of Interests Affecting Impartiality, EMRC Code of Conduct 2.3. Due to reporting relationship to the CEO

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

4.1 2018/2019 ANNUAL RETURNS

The 2018/2019 Annual Returns are due to be received by the CEO no later than 5pm Monday, 26 August 2019.

If you have not already completed your returns would you please complete them as a matter of priority as the CCC has to be notified of any returns not received by the due date.

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Item 4 continued

4.2 LOCAL GOVERNMENT DISTINGUISHED OFFICERS AWARD

The Chairman congratulated the Director Waste Services, Stephen Fitzpatrick on receiving the 2019 Local Government Distinguished Officer Award for his outstanding contributions made to local government through the EMRC.

Stephen was appointed to the role of Manager Project Development in 2000 and Director Waste Services in 2013.

Over the past 19 years, Stephen has led the Resource Recovery Project which involved intensive community consultation and education. He has developed a critical and comprehensive Waste Management Strategy for the region and was instrumental in the establishment of the Waste Management Community Reference Group and Community Taskforce.

Stephen's visionary leadership in the industry and his passion to turn the waste industry into a sustainable and professional industry has resulted in the establishment of one of the first alternative waste to energy supply agreements, utilising state of the art technology with a commercial entity.

4.3 FOGO STUDY TOUR 12 – 16 AUGUST 2019

The Chairman thanked the Administration Officer Waste Services, Ms Annette Rakich and the Executive Assistant to the Chief Executive Officer, Ms Theresa Eckstein for arranging the FOGO Study Tour, which was very successful.

4.4 WELCOME TO EMRC CHIEF EXECUTIVE OFFICER

The Chairman welcomed EMRC Chief Executive Officer, Marcus Geisler to his first Council meeting and thanked the Director Regional Services, Wendy Harris for acting in the role of Chief Executive Officer during the recruitment period.

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

5.1 QUESTION FROM CR GIORGIA JOHNSON

The following question was taken on notice at the Council meeting held on 20 June 2019 and a written response was supplied to Cr Johnson as follows:

Question 1: Can you please summarise any proposed new programs or staffing in the draft budget?

Response: *New Programs/Activities to be undertaken during the 2019/2020 Financial Year include the following:*

Environmental Services - Building Benchmarking Project.

Regional Services - Reconciliation Action Plan (RAP).

Waste Management - FOGO trial project.

Resource Recovery - Resource Recovery Park including Community Transfer Station and Community Reuse Store and Car Park.

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Item 5 continued

As part of the budget development, the following three (3) new positions have been identified in the 2019/2020 budget:

- 1 Plant Operator and 1 Labourer - 6 month provision made to current staffing level for the FOGO trial at the Red Hill Waste Management Facility proposed to commence during the 2019/2020 financial year. This is projected to be an 18 month trial.
- 1 FOGO Waste Education Officer - Provision made to current staffing level for an additional waste education officer to provide and support community education and awareness programs required to initially support the implementation of FOGO collection systems in the Town of Bassendean and the City of Bayswater and for the future implementation of the FOGO collection system by member Councils.

It should be noted that these new positions identified will not be filled automatically and will need to be supported by a business case at the appropriate time.

6 PUBLIC QUESTION TIME

6.1 QUESTIONS FROM CR GIORGIA JOHNSON

Question 1: Massive information in the Information Bulletin, I am impressed with information provided. Facebook, Council Resolution register, improvement in transparency (sic). Are you working to reduce the number of items that are being discussed as confidential items?

Response: The Chairman explained that prior discussion takes place with the Chief Executive Officer in relation to items that may require discussion behind closed doors. The reasons for closing a meeting to the public are outlined in Section 5.23 (2) of the Local Government Act 1995.

Question 2: Forecast Financials for May and June surplus of \$10m this year (sic), is that correct?

Response: The Director Corporate Services advised that the numbers were forecast as part of the half year review presented to Council in March 2019. The full year results are being audited by the OAG and is expected to be presented to the Audit Committee in October 2019.

Question 3: Financial report, money spent on consultants, can more work be done internally with the expertise within the EMRC? Are you considering spending less money on consultants?

Response: The CEO advised that wherever possible, in-home expertise is utilised. However, with the large amount of projects underway, it is more viable to bring in consultants to work with internal resources to ensure delivery of projects while ensuring retention of expertise.

7 APPLICATIONS FOR LEAVE OF ABSENCE

7.1 CR MELISSA MYKYTIUK - LEAVE OF ABSENCE

COUNCIL RESOLUTION(S)

MOVED CR WILSON

SECONDED CR PALMER

THAT COUNCIL APPROVE APPLICATION FOR LEAVE OF ABSENCE FOR CR MYKYTIUK FROM 2 SEPTEMBER 2019 TO 6 OCTOBER 2019 INCLUSIVE.

CARRIED UNANIMOUSLY

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8 PETITIONS, DEPUTATIONS AND PRESENTATIONS

8.1 DRAFT FOGO STRATEGY FOR THE EMRC

The Chief Executive Officer provided an update on the Draft FOGO Strategy for the EMRC.

Questions in relation to the Study Tour that took place 12 – 16 August 2019:

- Ideas on optimal size of the plant the EMRC will require;
- Markets for processed FOGO;
- Contamination percentage; and
- FOGO education.

The CEO advised that the plant size would depend on the waste received and it appears an annual processing capacity of 90,000 to 110,000 tonnes allowing for growth is the optimum range. At present the EMRC estimates it will receive approximately 60,000 tonnes of FOGO waste from member Councils.

The Chairman advised that the market for compost is dependent on the right finished product for the right use.

The CEO noted it is expected that contamination will be dependent on the success of the waste education.

The CEO advised that the EMRC will be recruiting education officers to provide consistent messaging and support the rollout of FOGO throughout the Region.

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 20 JUNE 2019

That the minutes of the Ordinary Meeting of Council held on 20 June 2019 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR KOVALEVS SECONDED CR POWELL

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 20 JUNE 2019 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

9.2 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 27 JUNE 2019

That the minutes of the Special Meeting of Council held on 27 June 2019 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR KOVALEVS SECONDED CR PALMER

THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 27 JUNE 2019 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

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

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

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

- 12.1 STRATEGIC REVIEW
- 12.2 BIN AUDIT
- 12.3 CEO LEAVE APPROVAL AUTHORITY
- 12.4 DELEGATION OF AUTHORITY TO THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE (CEOPRC)

EMRC
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14 REPORTS OF EMPLOYEES

QUESTIONS

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

RECOMMENDATION(S)

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

COUNCIL RESOLUTION(S)

MOVED CR STALLARD SECONDED CR PALMER

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

CARRIED UNANIMOUSLY

EMRC
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15 REPORTS OF COMMITTEES

**15.1 CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD 5 AUGUST 2019
(REFER TO MINUTES OF COMMITTEE – MAUVE PAGES)
REFERENCE: D2019/10488 (CEOAC) – D2019/11707**

The minutes of the Chief Executive Officers Advisory Committee meeting held on **5 August 2019** accompany and form part of this agenda – (refer to mauve section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the minutes of the Chief Executive Officers Advisory Committee.

RECOMMENDATION(S)

That with the exception of items, which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Chief Executive Officers Advisory Committee report (Section 15.1).

COUNCIL RESOLUTION(S)

MOVED CR LAVELL SECONDED CR STALLARD

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE REPORTS (SECTION 15.1).

CARRIED UNANIMOUSLY

EMRC
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**15.2 WASTE ADVISORY COMMITTEE MEETING HELD 8 AUGUST 2019
(REFER TO MINUTES OF COMMITTEE – YELLOW PAGES)
REFERENCE: D2019/10949 (WAC) – D2019/11708**

The minutes of the Waste Advisory Committee meeting held on **8 August 2019** accompany and form part of this agenda – (refer to yellow section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

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

RECOMMENDATION(S)

That with the exception of items, which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Waste Advisory Committee report (Section 15.2).

COUNCIL RESOLUTION(S)

MOVED CR DAW SECONDED CR LAVELL

THAT WITH THE EXCEPTION OF ITEMS 11.3, WHICH IS TO BE WITHDRAWN AND DEALT WITH SEPARATELY, COUNCIL ADOPTS THE RECOMMENDATIONS IN THE WASTE ADVISORY COMMITTEE REPORTS (SECTION 15.2).

CARRIED UNANIMOUSLY

11.3 WASTE & RECYCLE 2019 CONFERENCE - SEPTEMBER 2019

COUNCIL RESOLUTION(S)

MOVED CR PALMER SECONDED CR KOVALEVS

THAT:

1. COUNCILLORS AND OFFICERS NOTE THE DATES OF 25 - 27 SEPTEMBER 2019 FOR THE WA WASTE & RECYCLE 2019 CONFERENCE.
2. INTERESTED COUNCILLOR(S) BE AUTHORISED TO ATTEND THE WA WASTE & RECYCLE 2019 CONFERENCE.
3. TWO (2) PLACES TO THE WA WASTE & RECYCLE 2019 CONFERENCE BE OFFERED TO THE WASTE MANAGEMENT COMMUNITY REFERENCE GROUP (WMCRG) IN THE EVENT THAT SOME MEMBERS MAY WISH TO ATTEND.

CARRIED UNANIMOUSLY

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

RECOMMENDATION (Closing meeting to the public)

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

COUNCIL RESOLUTION

MOVED CR KOVALEVS SECONDED CR POWELL

THAT WITH THE EXCEPTION OF THE CEO, DIRECTOR CORPORATE SERVICES, DIRECTOR WASTE SERVICES, DIRECTOR REGIONAL SERVICES, MANAGER FINANCIAL SERVICES, MANAGER PROCUREMENT AND GOVERNANCE, EMRC DEPUTY COUNCILLOR MEMBERS, MEMBER COUNCIL CEO'S, WAC OFFICER MEMBERS, EXECUTIVE ASSISTANT TO THE CEO AND PERSONAL ASSISTANT TO THE DIRECTOR CORPORATE SERVICES THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE *LOCAL GOVERNMENT ACT 1995* FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

CARRIED UNANIMOUSLY

The doors of the meeting were closed at 6:47pm and the member(s) of the public departed the Council Chambers.

The Chief Executive Officer, Director Corporate Services, Director Waste Services, Director Regional Services, Manager Financial Services, Manager Procurement and Governance, EMRC Deputy Councillor Members, Member Council CEOs, WAC Officer Members, Executive Assistant to the CEO and Personal Assistant to the Director Corporate Services remained in Council Chambers.

19.1 STRATEGIC REVIEW

REFERENCE: D2019/11134

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

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

19.2 BIN AUDIT

REFERENCE: D2019/12247

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

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

The Director Waste Services, Director Regional Services, Manager Financial Services, Manager Procurement and Governance, Member Council CEOs and WAC Officer Members departed Council Chambers at 7:04pm.

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19.3 CEO LEAVE APPROVAL AUTHORITY

REFERENCE: D2019/11274

This item is recommended to be confidential because it contains matters affecting an employee.

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

19.4 DELEGATION OF AUTHORITY TO THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE (CEOPRC)

REFERENCE: D2019/11320

This item is recommended to be confidential because it contains matters affecting an employee and contractual matters.

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

RECOMMENDATION [Meeting re-opened to the public]

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

COUNCIL RESOLUTION

MOVED CR MYKYTIUK SECONDED CR POWELL

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

CARRIED UNANIMOUSLY

The doors of the meeting were re-opened at 7:06pm and members of the public returned to the Council Chambers.

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Item 19 continued

Recording of the resolutions passed behind closed doors, namely:

19.1 STRATEGIC REVIEW

REFERENCE: D2019/11134

COUNCIL RESOLUTION(S)

MOVED CR STALLARD SECONDED CR MYKYTIUK

THAT:

1. COUNCIL ENDORSES A STRATEGIC REVIEW OF THE EMRC.
2. THE TERMS OF REFERENCE FOR THE STRATEGIC REVIEW IS TO INCLUDE, BUT NOT NECESSARILY BE LIMITED TO, SERVICE PROVISION, FACILITIES, INFRASTRUCTURE, PROJECTS, ACTIVITIES, FUNDING AND CONTRACTS.
3. THE TERMS OF REFERENCE AND THE REVIEW BE DEVELOPED IN CONSULTATION WITH THE CEOAC, MEMBER COUNCIL STAFF AND COUNCILLORS..
4. COUNCIL BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 6.8(1)(B) OF THE LOCAL GOVERNMENT ACT 1995, AUTHORISES EXPENDITURE UP TO THE AMOUNT SPECIFIED IN THE REPORT FOR A STRATEGIC REVIEW.
5. THE REPORT REMAINS CONFIDENTIAL AND TO BE CERTIFIED BY THE CHAIRMAN AND CEO.

CARRIED UNANIMOUSLY

19.2 BIN AUDIT

REFERENCE: D2019/12247

COUNCIL RESOLUTION(S)

MOVED CR STALLARD SECONDED CR WILSON

THAT:

1. COUNCIL ENDORSES THE REQUIREMENT FOR A WASTE AUDIT OF MEMBER COUNCILS PRIOR TO THE IMPLEMENTATION OF A FOOD ORGANICS AND GARDEN ORGANICS (FOGO) COLLECTION SYSTEM.
2. LOCATIONS OF THE BIN AUDITS TO BE DETERMINED IN CONSULTATION WITH MEMBER COUNCILS.
3. THE AUDIT TO INCLUDE COUNTING AND CLASSIFYING DATA ON CDS MATERIALS.
4. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.8(1)(B) OF THE LOCAL GOVERNMENT ACT 1995 AUTHORISES AN EXPENDITURE UP TO THE AMOUNT SPECIFIED IN THE REPORT FOR A WASTE AUDIT.
5. THE REPORT REMAIN CONFIDENTIAL AND TO BE CERTIFIED BY THE CHAIRMAN AND CEO.

CARRIED UNANIMOUSLY

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19.3 CEO LEAVE APPROVAL AUTHORITY

REFERENCE: D2019/11274

COUNCIL RESOLUTION(S)

MOVED CR MCKENNA SECONDED CR STALLARD

THAT COUNCIL:

1. GRANTS AUTHORITY TO THE CHAIRMAN TO APPROVE ANY LEAVE REQUEST FROM THE CHIEF EXECUTIVE OFFICER ON ITS BEHALF.
2. GRANTS AUTHORITY TO THE DEPUTY CHAIRMAN TO APPROVE ANY LEAVE REQUEST FROM THE CHIEF EXECUTIVE OFFICER ON ITS BEHALF, IN THE CIRCUMSTANCES THE CHAIRMAN IS UNAVAILABLE.
3. THE REPORT REMAIN CONFIDENTIAL AND TO BE CERTIFIED BY THE CHAIRMAN AND CEO.

CARRIED UNANIMOUSLY

19.4 DELEGATION OF AUTHORITY TO THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE (CEOPRC)

REFERENCE: D2019/11320

COUNCIL RESOLUTION(S)

MOVED CR PALMER SECONDED CR DAW

THAT:

1. COUNCIL DETERMINES THAT THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE IS THE REVIEWER FOR PROBATIONARY REVIEW OF THE CHIEF EXECUTIVE OFFICER.
2. COUNCIL, BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.16 OF THE LOCAL GOVERNMENT ACT 1995, DELEGATES AUTHORITY, TO THE CHIEF EXECUTIVE PERFORMANCE REVIEW COMMITTEE, TO UNDERTAKE THE PROBATIONARY REVIEW OF THE CHIEF EXECUTIVE OFFICER AND ACTION ON THE OUTCOMES OF THAT REVIEW.
3. THE REPORT REMAIN CONFIDENTIAL AND TO BE CERTIFIED BY THE CHAIRMAN AND CEO.

CARRIED UNANIMOUSLY

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Due to Council's decision to adopt the officer recommendation at Item 19.4 Delegation of Authority To The Chief Executive Officer Performance Review Committee (CEOPRC), the Special Council Meeting which was planned to be held on 12 September 2019 is no longer be required.

20 FUTURE MEETINGS OF COUNCIL

The next meeting of Council will be held on **Thursday 19 September 2019** at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6:00pm.

Future Meetings 2019

Thursday	19 September	at	EMRC Administration Office
Thursday	5 December	at	EMRC Administration Office
January 2020 (recess)			

21 DECLARATION OF CLOSURE OF MEETING

There being no further business, the meeting was closed at 7:07pm.



ABRIDGED MINUTES

Ordinary Meeting of Council

19 September 2019

The Full Minutes of this meeting are available on the EMRC's website:

<http://www.emrc.org.au/council/council-and-committees/council-minutes.aspx>

ORDINARY MEETING OF COUNCIL

ABRIDGED MINUTES

19 September 2019

(REF: D2019/14541)

An Ordinary Meeting of Council was held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 19 September 2019**. The meeting commenced at **6:00pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chief Executive Officer (CEO) declared the meeting open at 6:00pm, welcomed visitors and notified members that the Chairman sends his apologies for tonight's meeting and the Deputy Chairman is on approved leave.

The CEO acknowledged the traditional custodians of the land on which the meeting was held and paid respects to the elders past, present and future.

In accordance with section 3.3 of the EMRC Standing Orders and section 5.6(3) of the *Local Government Act 1995*, Council is to choose a Councillor present to preside at the meeting.

The CEO called for nominations for the appointment of a Councillor to preside at the meeting.

Cr McKenna nominated Cr Wolff.

Cr Wolff advised that he was intending to nominate Cr Lavell.

As a result, Cr McKenna withdrew his nomination of Cr Wolff.

Cr McKenna nominated Cr Lavell.

Cr Lavell accepted the nomination.

There being no further nominations Cr Lavell assumed the role of the Presiding Member at 6:02pm.

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

Councillor Attendance

Cr Jai Wilson	EMRC Member	Town of Bassendean
Cr Kathryn Hamilton (Deputising for Cr Mykytiuk)	EMRC Deputy Member	Town of Bassendean
Cr Barry McKenna	EMRC Member	City of Bayswater
Cr Sally Palmer (from 6:07pm)	EMRC Member	City of Bayswater
Cr Filomena Piffaretti (Deputising for Cr Palmer to 6:07pm)	EMRC Deputy Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Steve Wolff	EMRC Member	City of Belmont
Cr Geoff Stallard	EMRC Member	City of Kalamunda
Cr Cameron Blair (from 6:03pm) (Deputising for Cr O'Connor)	EMRC Deputy Member	City of Kalamunda
Cr John Daw	EMRC Member	Shire of Mundaring
Cr David Lavell (Presiding Member)	EMRC Member	Shire of Mundaring
Cr Ian Johnson (from 6:02pm) (Deputising for Cr McDonnell)	EMRC Deputy Member	City of Swan

Leave of Absence Previously Approved

Cr Mykytiuk (from 02/09/2019 to 06/10/2019 inclusive)

Cr O'Connor, (from 22/08/2019 to 24/09/2019 inclusive)

Apologies

Cr David McDonnell (Chairman)	EMRC Member	City of Swan
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Item 2 continued

EMRC Officers

Mr Marcus Geisler	Chief Executive Officer
Mr Hua Jer Liew	Director Corporate Services
Mr Steve Fitzpatrick	Director Waste Services
Mrs Wendy Harris	Director Regional Services
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer
Mrs Annie Hughes-d'Aeth	Personal Assistant to Director Corporate Services (Minutes)

EMRC Observers

Miss Izabella Krzysko	Manager Procurement and Governance
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Observer(s)

Cr Doug Jeans	EMRC Deputy Member	Shire of Mundaring
Mr Steve Morrison	Manager Works	City of Belmont
Mr Binh Luong	Senior Environmental Health Officer	City of Bayswater

Visitor(s)

Cr Giorgia Johnson	Councillor	City of Bayswater
Mr Greg Mohen (<i>to 7:28pm</i>)	Partner	Kott Gunning Lawyers

Cr Johnson entered Council Chambers at 6:02pm.

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

4.1 CHANGE OF THE ORDER OF BUSINESS

The Presiding Member advised there would be a change to the Order of Business. Confidential Items 19.1 Hazelmere Wood Waste to Energy Plant Update, Item 19.2 Hazelmere Wood Waste To Energy Plant, Superintendent Role and Item 19.3 Resource Recovery Facility Update would be dealt with after Item 6 Public Question Time and prior to Item 7 Applications For Leave in order to make the most efficient use of Mr Mohen's time.

Cr Blair entered Council Chambers at 6:03pm.

4.2 2019 WASTE & RECYCLE CONFERENCE

Councillors who have registered for the Waste & Recycle Conference were reminded that this was being held on Wednesday 25 September 2019 until Thursday 26 September 2019.

As per the Presiding Member's announcement, Confidential Items 19.1 Hazelmere Wood Waste to Energy Plant Update, Item 19.2 Hazelmere Wood Waste To Energy Plant, Superintendent Role and Item 19.3 Resource Recovery Facility Update were dealt with at this point in the meeting.

Following Confidential Items 19.1, 19.2 and 19.3 the meeting recommenced from Item 7 Leave of Absence of the Agenda.

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9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 22 AUGUST 2019

That the minutes of the Ordinary Meeting of Council held on 22 August 2019 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR DAW

SECONDED CR POWELL

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 22 AUGUST 2019 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY

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

12.1 ITEM 14.1 OF THE WASTE ADVISORY COMMITTEE MINUTES

HAZELMERE WOODWASTE TO ENERGY PLANT UPDATE

12.2 HAZELMERE WOODWASTE TO ENERGY PLANT, SUPERINTENDENT ROLE

12.3 ITEM 14.2 OF THE WASTE ADVISORY COMMITTEE MINUTES

RESOURCE RECOVERY FACILITY UPDATE

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14 REPORTS OF EMPLOYEES

QUESTIONS

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

RECOMMENDATION(S)

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

COUNCIL RESOLUTION(S)

MOVED CR WOLFF SECONDED CR STALLARD

THAT WITH THE EXCEPTION OF ITEM 14.4, WHICH IS TO BE WITHDRAWN AND DEALT WITH SEPARATELY, COUNCIL ADOPTS THE RECOMMENDATIONS IN THE REPORTS OF EMPLOYEES (SECTION 14).

CARRIED UNANIMOUSLY

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14.4 DRAFT FOOD ORGANICS AND GARDEN ORGANICS (FOGO) RECOVERY STRATEGY

NOTICE OF AMENDMENT RECEIVED FROM CR DAW

In accordance with Clause 9.1 of the *EMRC Standing Orders Local Law 2013*, Cr Daw has given notice of his intention to move an amendment to the officer recommendation under Item 14.4 at the Ordinary Meeting of Council to be held on 19 September 2019.

Amended Recommendation

"That Council endorses the draft Food Organics and Garden Organics (FOGO) Recovery Strategy subject to the last dot point under 'Principles' on page 9 being amended to state "The funding of bins, caddies and initial education/product marketing for member Councils will be funded through the Secondary Waste Reserve."

Rationale provided by Cr Daw

It is the intention for FOGO costs to be paid for by the secondary waste reserve. My motion is simply for greater clarification; it is not just "to be investigated".

Officer Comments

EMRC Officers are supportive of the principle of the amendment to provide clarity regarding the funding of the FOGO costs. The approach is consistent with regards to the FOGO process being part of a continuing project as defined in Schedule 1 of the *Establishment Agreement* and the intended use of the Secondary Waste Reserve.

Cr Wilson seconded the amended recommendation.

Cr McKenna requested consideration be given to those member Councils that already have a 3 bin system in relation to funding moving forward.

The CEO highlighted that there is a recognition that there are existing differences with regards to the third bin amongst the member Councils and that there should be fair and equitable solution to recognise this difference such as a differential gate fee for the use of funds from the secondary waste reserve to pay for the cost of the bins.

Cr Daw spoke for the amended recommendation.

Cr Wilson spoke for the amended recommendation.

AMENDED RECOMMENDATION(S)

That Council endorses the draft Food Organics and Garden Organics (FOGO) Recovery Strategy subject to the last dot point under 'Principles' on page 9 being amended to state "The funding of bins, caddies and initial education/product marketing for member Councils will be funded through the Secondary Waste Reserve."

COUNCIL RESOLUTION(S)

MOVED CR DAW

SECONDED CR WILSON

THAT COUNCIL ENDORSES THE DRAFT FOOD ORGANICS AND GARDEN ORGANICS (FOGO) RECOVERY STRATEGY SUBJECT TO THE LAST DOT POINT UNDER 'PRINCIPLES' ON PAGE 9 BEING AMENDED TO STATE "THE FUNDING OF BINS, CADDIES AND INITIAL EDUCATION/PRODUCT MARKETING FOR MEMBER COUNCILS WILL BE FUNDED THROUGH THE SECONDARY WASTE RESERVE."

CARRIED UNANIMOUSLY

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15 REPORTS OF COMMITTEES

**15.1 WASTE ADVISORY COMMITTEE MEETING HELD 5 SEPTEMBER 2019
(REFER TO MINUTES OF COMMITTEE – YELLOW PAGES)
REFERENCE: D2019/12656 (WAC) – D2019/13741**

The minutes of the Waste Advisory Committee meeting held on **5 September 2019** accompany and form part of this agenda – (refer to yellow section of 'Minutes of Committees' for Council accompanying this Agenda).

QUESTIONS

The Chairman invited general questions from members on the minutes of the Waste Advisory Committee. Any questions relating to the confidential reports will be dealt with under section 19 of the agenda "Confidential Items."

RECOMMENDATION(S)

That with the exception of items, which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Waste Advisory Committee report (Section 15.1).

COUNCIL RESOLUTION(S)

MOVED CR WILSON SECONDED CR DAW

THAT WITH THE EXCEPTION OF ITEM 11.4, WHICH IS TO BE WITHDRAWN AND DEALT WITH SEPARATELY, COUNCIL ADOPTS THE RECOMMENDATIONS IN THE WASTE ADVISORY COMMITTEE REPORTS (SECTION 15.1).

CARRIED UNANIMOUSLY

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11.4 DRAFT FOOD ORGANICS AND GARDEN ORGANICS (FOGO) WASTE STRATEGY

WAC RECOMMENDATION(S)

That Council:

1. Notes the draft food organics and garden organics (FOGO) strategy.
2. Endorses the proposed outcome of having a long term or permanent FOGO treatment facility for the region operating by July 2022.
3. Requests that the draft FOGO waste strategy be further developed in consultation with member Council staff and be presented to council for endorsement.
4. By absolute majority in accordance with section 6.8(1)(b) of the *Local Government Act 1995*, authorises an allocated budget of \$100,000 to be utilised from the secondary waste reserve to implement elements of the FOGO strategy, including but not necessarily limited, to preliminary works such as various modelling and tender preparation.

CARRIED UNANIMOUSLY

Cr Wilson moved an amendment to Recommendation 4 to change the "allocated budget" amount from "\$100,000" to "\$500,000" in order to accommodate for future costs on education across the Region.

4. *By absolute majority in accordance with section 6.8(1)(b) of the Local Government Act 1995, authorises an allocated budget of \$500,000 to be utilised from the secondary waste reserve to implement elements of the FOGO strategy, including but not necessarily limited, to preliminary works such as various modelling and tender preparation.*

Cr Hamilton seconded the amendment.

COUNCIL RESOLUTION(S)

MOVED CR WILSON

SECONDED CR HAMILTON

THAT COUNCIL:

1. NOTES THE DRAFT FOOD ORGANICS AND GARDEN ORGANICS (FOGO) WASTE STRATEGY.
2. ENDORSES THE PROPOSED OUTCOME OF HAVING A LONG TERM OR PERMANENT FOGO TREATMENT FACILITY FOR THE REGION OPERATING BY JULY 2022.
3. REQUESTS THAT THE DRAFT FOGO WASTE STRATEGY BE FURTHER DEVELOPED IN CONSULTATION WITH MEMBER COUNCIL STAFF AND BE PRESENTED TO COUNCIL FOR ENDORSEMENT.
4. BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.8(1)(B) OF THE *LOCAL GOVERNMENT ACT 1995*, AUTHORISES AN ALLOCATED BUDGET OF \$500,000 TO BE UTILISED FROM THE SECONDARY WASTE RESERVE TO IMPLEMENT ELEMENTS OF THE FOGO STRATEGY, INCLUDING BUT NOT NECESSARILY LIMITED, TO PRELIMINARY WORK SUCH AS VARIOUS MODELLING AND TENDER PREPARATIONS.

CARRIED UNANIMOUSLY



Confidential Items 19.1 Hazelmere Wood Waste to Energy Plant Update, Item 19.2 Hazelmere Wood Waste To Energy Plant, Superintendent Role and Item 19.3 Resource Recovery Facility Update were dealt with after Item 6 Public Question Time and prior to Item 7 Applications For Leave of Absence.

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

RECOMMENDATION (Closing meeting to the public)

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

COUNCIL RESOLUTION

MOVED CR MCKENNA SECONDED CR WOLFF

THAT WITH THE EXCEPTION OF THE CEO, DIRECTOR CORPORATE SERVICES, DIRECTOR WASTE SERVICES, DIRECTOR REGIONAL SERVICES, DEPUTY COUNCIL MEMBER, WAC DEPUTY OFFICER, SENIOR ENVIRONMENTAL HEALTH OFFICER, CITY OF BAYSWATER, MR MOHEN, KOTT GUNNING LAWYERS, MANAGER PROCUREMENT AND GOVERNANCE, EXECUTIVE ASSISTANT TO THE CEO AND PERSONAL ASSISTANT TO THE DIRECTOR CORPORATE SERVICES THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE *LOCAL GOVERNMENT ACT 1995* FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

CARRIED UNANIMOUSLY

Cr Giorgia Johnson departed Council Chambers at 6:06pm.

The doors of the meeting were closed at 6:06pm and members of the public departed the Council Chambers.

The Chief Executive Officer, Director Corporate Services, Director Waste Services, Director Regional Services, Deputy Council Member, WAC Deputy Officer, Senior Environmental Health Officer, City Of Bayswater, Mr Mohen, Kott Gunning Lawyers, Manager Procurement and Governance, Executive Assistant to the CEO and Personal Assistant to the Director Corporate Services remained in Council Chambers.

19.1 ITEM 14.1 OF THE WASTE ADVISORY COMMITTEE MINUTES - HAZELMERE WOODWASTE TO ENERGY PLANT UPDATE

REFERENCE: D2019/13752

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

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

Cr Palmer entered the meeting at 6:07pm and her deputy, Cr Piffaretti vacated her seat for Cr Palmer.

Following debate, to facilitate the redrafting of the proposed motion to be printed and distributed to Councillors, the Presiding Member declared a brief meeting adjournment at 7:16pm.

The Presiding Member recommenced the meeting at 7:24pm.

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19.2 HAZELMERE WOODWASTE TO ENERGY PLANT, SUPERINTENDENT ROLE

REFERENCE: D2019/13875

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

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

19.3 ITEM 14.2 OF THE WASTE ADVISORY COMMITTEE MINUTES - RESOURCE RECOVERY FACILITY UPDATE

REFERENCE: D2019/13753

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

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

RECOMMENDATION [Meeting re-opened to the public]

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

COUNCIL RESOLUTION

MOVED CR POWELL SECONDED CR JOHNSON

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

CARRIED UNANIMOUSLY

The doors of the meeting were re-opened at 7:28pm and members of the public returned to the Council Chambers.

Mr Mohen departed the meeting at 7:28pm.

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Item 19 continued

Recording of the resolutions passed behind closed doors, namely:

19.1 ITEM 14.1 OF THE WASTE ADVISORY COMMITTEE MINUTES - HAZELMERE WOODWASTE TO ENERGY PLANT UPDATE

REFERENCE: D2019/13752

COUNCIL RESOLUTION(S)

MOVED CR MCKENNA

SECONDED CR PALMER

THAT:

1. COUNCIL AUTHORISE THE CHIEF EXECUTIVE OFFICER TO INSTRUCT EMRC'S LAWYERS TO ISSUE THE DEFAULT NOTICES PURSUANT TO CLAUSE 11 OF THE GENERAL SECURITY AGREEMENT.
2. COUNCIL AUTHORISE THE CHIEF EXECUTIVE OFFICER TO ENTER INTO THE DEED OF VARIATION WITH ANERGY AUSTRALIA PTY LTD TO THE VALUE SPECIFIED IN THE DEED IF ANERGY PTY LTD SETTLES THE DEBT OWED TO CALLIDUS AND THE PETITION IS WITHDRAWN.
3. COUNCIL AUTHORISE A CONTINGENCY ALLOWANCE ON THE COST TO COMPLETION TO THE VALUE SPECIFIED IN THE REPORT.
4. COUNCIL, AUTHORISE THE CHIEF EXECUTIVE OFFICER TO ENTER INTO AN IP LICENSE DEED WITH ANERGY PTE LTD FOR A LICENCE TO THE INTELLECTUAL PROPERTY ASSOCIATED WITH THE DESIGN, OPERATION AND MAINTENANCE OF THE HAZELMERE WOOD WASTE TO ENERGY PLANT.
5. AN UPDATED BUSINESS CASE BE PRESENTED FOR ADOPTION AT THE NEXT COUNCIL MEETING.
6. COUNCIL REQUEST THE CEO COMMENCE DISCUSSIONS FOR A ROYALTY AGREEMENT.
7. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

MOTION LOST 5/6

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Item 19 continued

COUNCIL RESOLUTION(S)

MOVED CR WILSON

SECONDED CR JOHNSON

THAT:

1. COUNCIL DELEGATES AUTHORITY TO THE CHIEF EXECUTIVE OFFICER TO ISSUE, AND TO INSTRUCT EMRC'S LAWYERS TO ISSUE, ANY DEFAULT NOTICES THAT MAY BE REQUIRED PURSUANT TO ANY OF THE AGREEMENTS BETWEEN ANERGY AUSTRALIA PTY LTD AND THE EMRC.
2. COUNCIL AUTHORISE THE CHIEF EXECUTIVE OFFICER TO ENTER INTO THE DEED OF VARIATION WITH ANERGY AUSTRALIA PTY LTD TO THE VALUE SPECIFIED IN THE DEED IF ANERGY PTY LTD SETTLES THE DEBT OWED TO CALLIDUS AND THE PETITION IS WITHDRAWN.
3. COUNCIL, AUTHORISE THE CHIEF EXECUTIVE OFFICER TO ENTER INTO AN IP LICENSE DEED WITH ANERGY PTE LTD FOR A LICENCE TO THE INTELLECTUAL PROPERTY ASSOCIATED WITH THE DESIGN, OPERATION AND MAINTENANCE OF THE HAZELMERE WOOD WASTE TO ENERGY PLANT.
4. COUNCIL REQUESTS A FURTHER REPORT TO BE PREPARED AND PRESENTED TO COUNCIL AT A FUTURE MEETING OF COUNCIL.
5. COUNCIL REQUEST THE CEO COMMENCE DISCUSSIONS FOR A ROYALTY AGREEMENT.
6. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

CARRIED UNANIMOUSLY

19.2 HAZELMERE WOODWASTE TO ENERGY PLANT, SUPERINTENDENT ROLE

REFERENCE: D2019/13875

COUNCIL RESOLUTION(S)

MOVED CR DAW

SECONDED CR WILSON

THAT COUNCIL:

1. ACKNOWLEDGES THAT BECAUSE OF MONADELPHOUS ENGINEERING ASSOCIATES PTY LTD EXISTING INVOLVEMENT AND EXPERIENCE, IT HAS GOOD REASON TO BELIEVE THERE IS UNLIKELY TO BE ANY OTHER SUPPLIER WHO CAN PROVIDE A SIMILAR VALUE FOR MONEY OUTCOME TO COMPLETE THE REQUIREMENTS OF THE CONTRACT SUPERINTENDENT FOR THE HAZELMERE WOOD WASTE TO ENERGY PROJECT.
2. NOTES THE ADDITIONAL EXPENDITURE OF CONSULTING FEES TO THE VALUE INDICATED IN THE REPORT, REQUIRED TO COMPLETE THE SUPERINTENDING OF THE CONTRACT BY MONADELPHOUS ENGINEERING ASSOCIATES PTY LTD, TO BE FUNDED FROM THE SECONDARY WASTE RESERVE.

CARRIED UNANIMOUSLY

EMRC
Abridged Minutes - Ordinary Meeting of Council 19 September 2019
Ref: D2019/14541



Item 19 continued

19.3 ITEM 14.2 OF THE WASTE ADVISORY COMMITTEE MINUTES - RESOURCE RECOVERY FACILITY UPDATE

REFERENCE: D2019/13753

COUNCIL RESOLUTION(S)

MOVED CR WOLFF

SECONDED CR DAW

THAT:

1. THE REPORT BE RECEIVED.
2. THE REPORT AND ATTACHMENT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

CARRIED UNANIMOUSLY

20 FUTURE MEETINGS OF COUNCIL

The next Ordinary meeting of Council will be held on **Thursday 5 December 2019** at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6:00pm.

Future Meetings 2019

Thursday 5 December at EMRC Administration Office
January 2020 (recess)

The Presiding Member thanked all Councilors for their support during their tenure and commented that a lot had been achieved over the past two years. He looked forward to their continued support of the EMRC.

21 DECLARATION OF CLOSURE OF MEETING

There being no further business, the meeting was closed at 7:55pm.

Attachment 3

42

CASH AND INVESTMENTS MAY 2019

Actual June 2018	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,676,751	2,958,546	Cash at Bank - Municipal Fund 01001/00	1,467,455	1,631,205	(163,750) (F)
3,450	3,450	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
9,487,484	12,804,752	Investments - Municipal Fund 02021/00	8,536,421	2,447,076	6,089,345 (F)
11,167,685	15,766,747	Total Municipal Cash	10,007,326	4,081,731	5,925,595 (F)
Restricted Cash and Investments					
3,383,664	3,478,162	Restricted Investments - Plant and Equipment 02022/01	2,511,955	383,106	2,128,849 (F)
2,482,057	2,551,375	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,713,297	2,683,542	29,755 (F)
16,089,599	16,538,944	Restricted Investments - Future Development 02022/03	20,263,460	20,327,842	(64,382) (F)
975,126	1,002,359	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,094,861	1,081,210	13,651 (F)
11,844	12,175	Restricted Investments - Environmental Insurance Red Hill 02022/05	37,556	13,129	24,427 (F)
14,737	15,149	Restricted Investments - Risk Management 02022/06	15,228	15,166	62 (F)
589,575	606,040	Restricted Investments - Class IV Cells Red Hill 02022/07	607,571	171,292	436,279 (F)
328,109	337,272	Restricted Investments - Regional Development 02022/08	313,577	400,342	(86,765) (F)
56,190,599	57,759,871	Restricted Investments - Secondary Waste Processing 02022/09	58,532,712	54,618,921	3,913,791 (F)
5,929,276	6,094,867	Restricted Investments - Class III Cells 02022/10	6,062,876	6,737,441	(674,565) (F)
74,410	76,489	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	77,094	76,555	539 (F)
273,998	259,618	Restricted Investments - Accrued Interest 02022/19	169,765	169,765	0 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
910,197	935,617	Restricted Investments - Long Service Leave 02022/90	968,844	963,129	5,715 (F)
87,253,192	89,667,937	Total Restricted Cash	93,368,796	87,641,440	5,727,356 (F)
98,420,877	105,434,684	TOTAL CASH AND INVESTMENTS	103,376,122	91,723,171	11,652,951 (F)

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

EMRC Investment Report
May 2019

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	65.03%	100.00%
AA	A-1	21.18%	100.00%
BBB	A-2	13.79%	15.00%
		100.00%	

Investment by S&P Rating

S&P Rating	% Portfolio
A-1+	65.03%
A-1	21.18%
A-2	13.79%

II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio
AMP	BBB	A-2	4.93%
ANZ Banking Group	AAA	A-1+	6.90%
Bankwest	AAA	A-1+	4.93%
Bank of Queensland	BBB	A-2	4.43%
ING	AA	A-1	11.33%
ME Bank	BBB	A-2	4.43% *
NAB	AAA	A-1+	28.57%
Suncorp	AA	A-1	9.85% *
Westpac / St. George Bank	AAA	A-1+	24.63%
			100.00%

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

III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines		
	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater Than 1 Year	0.00%	0%	60%
		100.00%	

IV. Fossil Fuel Divestment

	% Portfolio
Non-Fossil Fuel ADI's	14.29%
Fossil Fuel ADI's	85.71%
100.00%	

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



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CASH AND INVESTMENTS JUNE 2019

Actual June 2018	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,676,751	1,495,314	Cash at Bank - Municipal Fund 01001/00	1,467,455	1,631,205	(163,750) (F)
3,450	3,450	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
9,487,484	11,251,348	Investments - Municipal Fund 02021/00	8,536,421	2,447,076	6,089,345 (F)
11,167,685	12,750,112	Total Municipal Cash	10,007,326	4,081,731	5,925,595 (F)
Restricted Cash and Investments					
3,383,664	1,937,863	Restricted Investments - Plant and Equipment 02022/01	2,511,955	383,106	2,128,849 (F)
2,482,057	2,709,862	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,713,297	2,683,542	29,755 (F)
16,089,599	20,180,980	Restricted Investments - Future Development 02022/03	20,263,460	20,327,842	(64,382) (F)
975,126	1,098,527	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,094,861	1,081,210	13,651 (F)
11,844	37,510	Restricted Investments - Environmental Insurance Red Hill 02022/05	37,556	13,129	24,427 (F)
14,737	15,192	Restricted Investments - Risk Management 02022/06	15,228	15,166	62 (F)
589,575	602,871	Restricted Investments - Class IV Cells Red Hill 02022/07	607,571	171,292	436,279 (F)
328,109	312,586	Restricted Investments - Regional Development 02022/08	313,577	400,342	(86,765) (F)
56,190,599	57,994,036	Restricted Investments - Secondary Waste Processing 02022/09	58,532,712	54,618,921	3,913,791 (F)
5,929,276	6,031,536	Restricted Investments - Class III Cells 02022/10	6,062,876	6,737,441	(674,565) (F)
74,410	76,706	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	77,094	76,555	539 (F)
273,998	189,362	Restricted Investments - Accrued Interest 02022/19	169,765	169,765	0 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
910,197	960,622	Restricted Investments - Long Service Leave 02022/90	968,844	963,129	5,715 (F)
87,253,192	92,147,653	Total Restricted Cash	93,368,796	87,641,440	5,727,356 (F)
98,420,877	104,897,765	TOTAL CASH AND INVESTMENTS	103,376,122	91,723,171	11,652,951 (F)

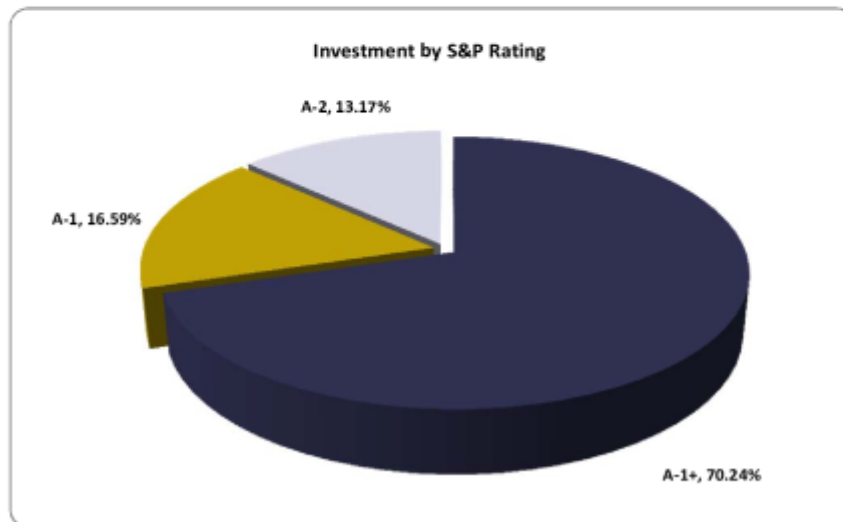
The Cash at Bank - Municipal Fund represents the balance on the last day of the relevant month. Any portion of the balance available for investment is transferred into the Investment - Municipal Fund account in the following period. Funds held in the Cash at Bank - Municipal Fund continue to accrue interest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

EMRC Investment Report

June 2019

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	70.24%	100.00%
AA	A-1	16.59%	100.00%
BBB	A-2	13.17%	15.00%
		100.00%	



II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio
AMP	BBB	A-2	4.39%
ANZ Banking Group	AAA	A-1+	6.83%
Bankwest	AAA	A-1+	0.00%
Bank of Queensland	BBB	A-2	4.39%
ING	AA	A-1	6.83%
ME Bank	BBB	A-2	4.39% *
NAB	AAA	A-1+	31.22%
Suncorp	AA	A-1	9.76% *
Westpac / St. George Bank	AAA	A-1+	32.19%
		100.00%	

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

III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines		
	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater Than 1 Year	0.00%	0%	60%
		100.00%	

IV. Fossil Fuel Divestment

	% Portfolio
Non-Fossil Fuel ADI's	14.15%
Fossil Fuel ADI's	85.85%
100.00%	

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



CASH AND INVESTMENTS JULY 2019

Actual June 2019	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,495,314	4,122,627	Cash at Bank - Municipal Fund 01001/00	1,593,563	1,593,563	0 (F)
3,450	3,450	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
11,251,348	6,479,787	Investments - Municipal Fund 02021/00	2,684,351	2,684,351	0 (F)
12,750,112	10,605,864	Total Municipal Cash	4,281,364	4,281,364	0 (F)
Restricted Cash and Investments					
1,937,863	1,942,333	Restricted Investments - Plant and Equipment 02022/01	564,514	564,514	0 (F)
2,709,862	2,716,113	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,900,531	2,900,531	0 (F)
20,180,980	20,227,531	Restricted Investments - Future Development 02022/03	21,861,282	21,861,282	0 (F)
1,098,527	1,101,061	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,203,445	1,203,445	0 (F)
37,510	37,596	Restricted Investments - Environmental Insurance Red Hill 02022/05	62,696	62,696	0 (F)
15,192	15,227	Restricted Investments - Risk Management 02022/06	15,461	15,461	0 (F)
602,871	604,261	Restricted Investments - Class IV Cells Red Hill 02022/07	220,591	220,591	0 (F)
312,586	313,307	Restricted Investments - Regional Development 02022/08	476,800	476,800	0 (F)
57,994,036	58,127,809	Restricted Investments - Secondary Waste Processing 02022/09	54,682,074	54,682,074	0 (F)
6,031,536	6,045,449	Restricted Investments - Class III Cells 02022/10	2,753,548	2,753,548	0 (F)
76,706	76,883	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	78,297	78,297	0 (F)
189,362	240,472	Restricted Investments - Accrued Interest 02022/19	274,000	274,000	0 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
960,622	962,838	Restricted Investments - Long Service Leave 02022/90	1,002,727	1,002,727	0 (F)
92,147,653	92,410,880	Total Restricted Cash	86,095,966	86,095,966	0 (F)
104,897,765	103,016,744	TOTAL CASH AND INVESTMENTS	90,377,330	90,377,330	0 (F)

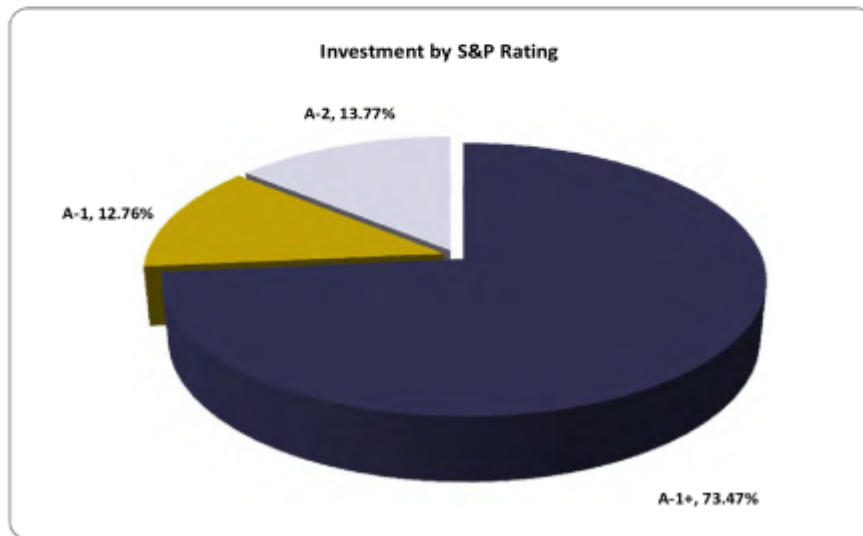
The Cash at Bank - Municipal Fund represents the balance on the last day of the relevant month. Any portion of the balance available for investment is transferred into the Investment - Municipal Fund account in the following period. Funds held in the Cash at Bank - Municipal Fund continue to accrue interest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

EMRC Investment Report

July 2019

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	73.47%	100.00%
AA	A-1	12.76%	100.00%
BBB	A-2	13.77%	15.00%
		<u>100.00%</u>	



II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio
AMP	BBB	A-2	4.59%
ANZ Banking Group	AAA	A-1+	5.61%
Bankwest	AAA	A-1+	0.00%
Bank of Queensland	BBB	A-2	4.59%
ING	AA	A-1	7.14%
ME Bank	BBB	A-2	4.59%
NAB	AAA	A-1+	32.66%
Suncorp	AA	A-1	5.61%
Westpac / St. George Bank	AAA	A-1+	35.21%
		<u>100.00%</u>	

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

III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines		
	% Portfolio	% Min	% Max
Less than 1 year	100.00%	40%	100%
Greater than 1 year & less than or equal to 3 years	0.00%	0%	60%
		<u>100.00%</u>	

IV. Fossil Fuel Divestment

	% Portfolio
Non-Fossil Fuel ADI's	10.20%
Fossil Fuel ADI's	89.80%
<u>100.00%</u>	

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

10.4 Community and Development Directorate Reports**10.4.1 Proposed Alterations and Additions to Place of Public Worship - Lots 6 and 7, 7 Slade Street, Bayswater and Lot 69, 2 Cobden Street, Bayswater**

Applicant/Proponent:	Rosewil Investments Pty Ltd t/a Prompt Roofing (Directors: Adam Clarke and Rhiannon Clarke)	
Owner:	Acts Global Churches Ltd (Director: Richard Vistarini)	
Responsible Branch:	Development Approvals	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input checked="" type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Plans	
Refer:	N/A	

At 8:46pm, Cr Catherine Ehrhardt left the meeting and returned at 8:50pm.

At 8:47pm, Cr Lorna Clarke left the meeting and returned at 8:49pm.

SUMMARY

A development application has been received for proposed renovations to an existing church at 7 Slade Street, Bayswater and 2 Cobden Street, Bayswater. Given the site is listed on the City's Scheme Heritage List and Inventory of Heritage Places (MI) as a Classification 2 heritage place, the application is referred to Council for consideration.

OFFICER'S RECOMMENDATION

That Council approves the development application dated 27 May 2019 and plans dated 21 August 2019 for proposed renovations to place of public worship at Lots 6 and 7, 7 Slade Street, Bayswater and Lot 69, 2 Cobden Street, Bayswater subject to the following conditions:

1. The development shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.
2. A detailed schedule of external finishes (including materials and colour schemes and details) shall be submitted to and approved by the City of Bayswater, prior to the submission of a building permit application.
3. All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater.
4. On completion of construction, all excess articles, equipment, rubbish and materials being removed from the site and the site left in an orderly and tidy condition, to the satisfaction of the City of Bayswater.
5. All street tree(s) within the verges adjoining the subject property are to be retained, unless written approval has been granted by the City of Bayswater for their removal, and shall have measures consistent with AS 4970-2009 undertaken to ensure its/their protection during construction of the subject development to the satisfaction of the City, including but not limited to the following:
 - (a) A minimum 2.0m radius tree protection zone (TPZ) shall be provided through 1.8m high fencing around the verge trees (chain mesh panels or other suitable material) during construction of the subject development.

- (b) The above fencing is not to be moved or removed at any period during construction, and this zone is not to be entered for any reason; signage notifying people of the TPZ and the associated requirements is to be placed on each side of the fencing.
- (c) All activities related to construction of the subject development, including parking of vehicles, storage of materials, and washing of concreting tools and equipment is prohibited within the designated TPZ.
- (d) Any roots identified to be pruned shall be pruned with a final cut to undamaged wood outside of the TPZ. Pruning cuts shall be made with sharp tools such as secateurs, pruners, handsaws or chainsaws. Pruning wounds shall not be treated with dressings or paints. It is not acceptable for roots to be 'pruned' with machinery such as backhoes or excavators.
- (e) The tree(s) shall be provided with supplemental water during any construction period falling over summer, with a minimum of 150 litres being provided per week.
- (f) Should any works be required to be undertaken within the TPZ, approval must be given by the City prior to entering this zone. You may be required to seek advice from an Arborist in regard to the type of works being undertaken, this information is to be assessed by the City as part of the approvals to enter.
- (g) Any new crossover shall maintain a minimum clearance of 2.0m from the base of a street tree(s).

Advice Notes:

1. To activate the planning approval, the development/use subject of this approval must be substantially commenced within a period of two years of the date of this approval notice. If the development is not substantially commenced within this period, this approval shall lapse and be of no further effect. Where an approval has lapsed, no development/use shall be carried out without the further approval of the City having first been sought and obtained.
2. This approval is not a building permit or an approval under any other law than the *Planning and Development Act 2005*. It is the responsibility of the applicant/owner to obtain any other necessary approvals, consents and/or licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. This approval is not an authority to ignore any constraint to development on the land, which may exist through contract or on title, such as but not limited to an easement or restrictive covenant. It is the responsibility of the applicant/owner to investigate any such constraints before commencing development.
4. Kerbs, roadways, footpaths, open drains, stormwater pits, service authority pits and verge areas must be adequately protected, maintained and reinstated if required, during and as a result of carting and all works associated with this development.

COUNCIL RESOLUTION

That Council approves the development application dated 27 May 2019 and plans dated 21 August 2019 for proposed renovations to place of public worship at Lots 6 and 7, 7 Slade Street, Bayswater and Lot 69, 2 Cobden Street, Bayswater subject to the following conditions:

1. **The development shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.**
2. **A detailed schedule of external finishes (including materials and colour schemes and details) shall be submitted to and approved by the City of Bayswater, prior to the submission of a building permit application.**
3. **All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater.**

4. On completion of construction, all excess articles, equipment, rubbish and materials being removed from the site and the site left in an orderly and tidy condition, to the satisfaction of the City of Bayswater.
5. All street tree(s) within the verges adjoining the subject property are to be retained, unless written approval has been granted by the City of Bayswater for their removal, and shall have measures consistent with AS 4970-2009 undertaken to ensure its/their protection during construction of the subject development to the satisfaction of the City, including but not limited to the following:
 - (a) A minimum 2.0m radius tree protection zone (TPZ) shall be provided through 1.8m high fencing around the verge trees (chain mesh panels or other suitable material) during construction of the subject development.
 - (b) The above fencing is not to be moved or removed at any period during construction, and this zone is not to be entered for any reason; signage notifying people of the TPZ and the associated requirements is to be placed on each side of the fencing.
 - (c) All activities related to construction of the subject development, including parking of vehicles, storage of materials, and washing of concreting tools and equipment is prohibited within the designated TPZ.
 - (d) Any roots identified to be pruned shall be pruned with a final cut to undamaged wood outside of the TPZ. Pruning cuts shall be made with sharp tools such as secateurs, pruners, handsaws or chainsaws. Pruning wounds shall not be treated with dressings or paints. It is not acceptable for roots to be 'pruned' with machinery such as backhoes or excavators.
 - (e) The tree(s) shall be provided with supplemental water during any construction period falling over summer, with a minimum of 150 litres being provided per week.
 - (f) Should any works be required to be undertaken within the TPZ, approval must be given by the City prior to entering this zone. You may be required to seek advice from an Arborist in regard to the type of works being undertaken, this information is to be assessed by the City as part of the approvals to enter.
 - (g) Any new crossover shall maintain a minimum clearance of 2.0m from the base of a street tree(s).
6. An asbestos management plan which includes notification to surrounding residents and a monitoring program shall be submitted to and approved by the City of Bayswater prior to the submission of a building permit application, and thereafter implemented to the satisfaction of the City.

Advice Notes:

1. To activate the planning approval, the development/use subject of this approval must be substantially commenced within a period of two years of the date of this approval notice. If the development is not substantially commenced within this period, this approval shall lapse and be of no further effect. Where an approval has lapsed, no development/use shall be carried out without the further approval of the City having first been sought and obtained.
2. This approval is not a building permit or an approval under any other law than the *Planning and Development Act 2005*. It is the responsibility of the applicant/owner to obtain any other necessary approvals, consents and/or licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. This approval is not an authority to ignore any constraint to development on the land, which may exist through contract or on title, such as but not limited to an

easement or restrictive covenant. It is the responsibility of the applicant/owner to investigate any such constraints before commencing development.

4. Kerbs, roadways, footpaths, open drains, stormwater pits, service authority pits and verge areas must be adequately protected, maintained and reinstated if required, during and as a result of carting and all works associated with this development.

CR SALLY PALMER MOVED, CR DAN BULL, MAYOR SECONDED

CARRIED UNANIMOUSLY: 10/0

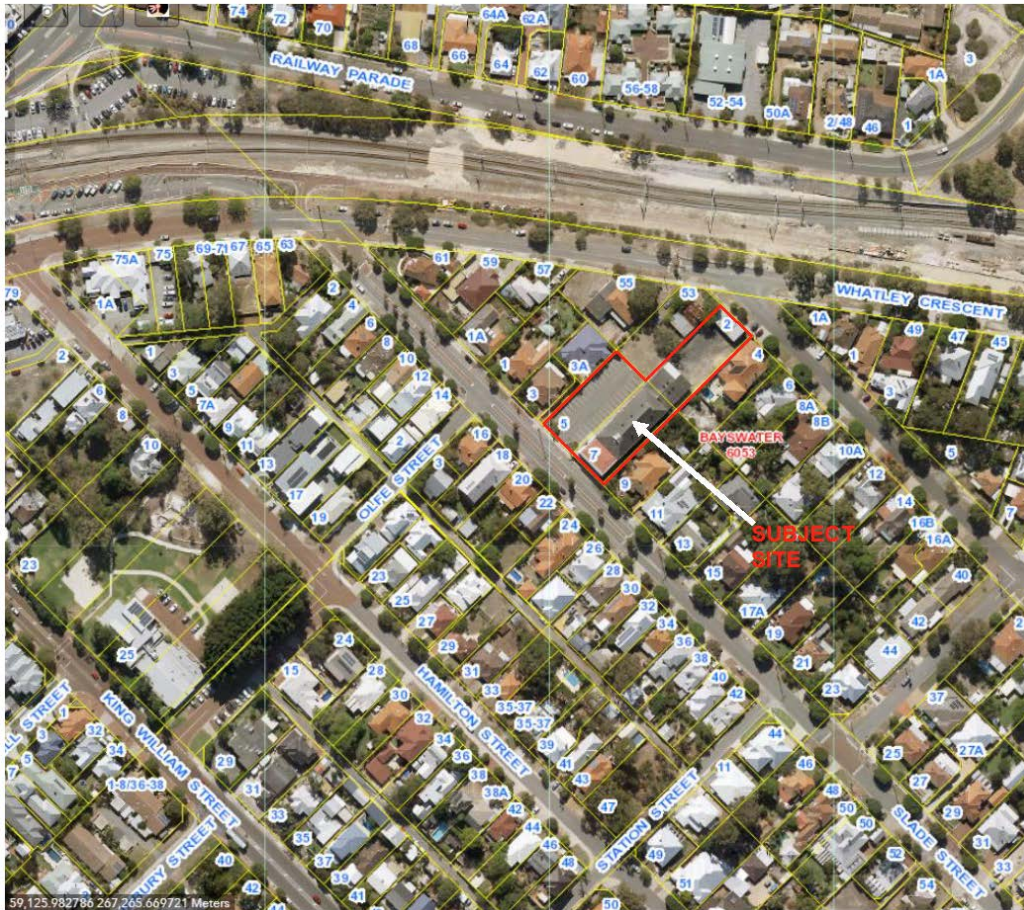
REASON FOR CHANGE

Council changed the Officer's Recommendation as it considered that an asbestos management plan which includes notification to surrounding residents and a monitoring program should be submitted, approved and thereafter implemented given the potential large extent of asbestos to be removed as part of the proposed development and the associated health risks on the subject site and surrounding residents.

BACKGROUND

Application Number:	DA19-0276
Address:	Lots 6 and 7, 7 Slade Street, Bayswater and Lot 69, 2 Cobden Street, Bayswater
Town Planning Scheme Zoning:	Public Purposes – Religious Institution
Use Class:	Public Worship - 'P'
Existing Land Use:	Church and Car Park
Surrounding Land Use:	Residential
Proposed Development:	Proposed Renovations to Place of Public Worship

A development application dated 27 May 2019 has been received for proposed renovations to place of public worship at Lots 6 and 7, 7 Slade Street, Bayswater and Lot 69, 2 Cobden Street, Bayswater. The proposed renovations entail replacement of the majority of the existing roof sheeting of the existing church building (including the asbestos roof sections) with new corrugated Colorbond steel roof sheeting of a consistent design and replacement of the existing gutters and downpipes. Additional remedial work includes restrapping of the ceiling, repointing of deteriorated brick walls and repainting. Given the site is listed on the City's Scheme Heritage List and MI as a Classification 2 heritage place and given the prominence of the building from the adjacent street and surrounding area, the application is referred to Council for consideration.



EXTERNAL CONSULTATION

No consultation has yet occurred with the public on this matter. The proposal was referred to the Department of Planning, Lands and Heritage which advised that it has no comments to offer given that the site is not listed on the State Register of Heritage Places and does not impact any places listed on the State Register.

OFFICER'S COMMENTS

The primary consideration in relation to this application is whether the proposed renovations are sympathetic to the heritage value of the existing church which is listed on the City's Scheme Heritage List and MI as a Classification 2 heritage place. The MI indicates that the existing building was constructed in 1914 and a front section added in 1960. Any redevelopment, extension, modification or change of use requires the approval of Council, and an assessment based on the merits of the application is required. The MI states the following descriptions for the subject place:

"Description Notes:

Double height brick hall with main hip roof of corrugated asbestos with louvred vents at the peaks and with large ventilation outlets projecting through. The front section of the building, which is of later construction, is also double height and of painted brick with a flat roof and a "cubist" appearance. The front and side of this section features a projected covered walkway of reinforced concrete, with planter boxes along the front edges and at the corner. The upper part of the front is divided into five bays with the central three incorporating a "brise soleil" screen protecting the windows behind from the western sun. A flagpole adorns the end bay.

Historical Notes:

This was the third hall and administrative building of the Bayswater Roads Board. It served as such from 1914 to 1983 and therefore has a history of great significance to the district. The hall was designed by Ochiltree and was built at a cost of 2,045 pounds. There was seating accommodation for 1,000, a board room and lodge room. As with the second municipal hall (the Drill Hall), the land for this structure was donated by Gold Estates, which had just recently acquired Swan Location T that included the eastern side of Slade Street. Shortly after the hall was constructed, moving pictures came on to the scene and for many years, the hall also served as the local picture theatre with alterations being made from time to time to improve acoustics or seating and to install equipment for talkies.

In 1922 the War Memorial was set up outside the Hall but it was moved to Halliday Park in 1959 when extensions to the hall were completed. By the late 1950s the administrative workload of the Roads Board had outgrown the space and facilities and a modern addition was designed by the firm Oldham, Boas and Ednie Brown in an unsympathetic manner typical of the times. Over the ensuing two decades it was necessary to add more administrative areas and to outpost certain departments, pending the construction of administrative offices commensurate with contemporary requirements. In 1984 the Shire's administration was shifted to the present Council Chambers in Broun Avenue and the Hall has since been acquired by a Church."

The MI provides the following statement of significance for the subject place:

"This place has significance for its civic and social associations, being the location of the third office of the Roads Board. It was also used for a number of social activities, including a movie theatre. The place has historic value for its association with Gold Estates, one of the most prominent land developers within Bayswater at the time."

The MI is currently being reviewed by the City and there are no significant updates for the subject place in the draft updated MI, however the statement of significance has been elaborated as follows:

"The place has aesthetic value for its demonstration of two styles of architecture. Although compromised the bulk and scale of the earlier Federation style can still be determined and the front elevation demonstrates the form and detail of the Post War International style.

The place has historic value for its association with the development and growth of Bayswater in the early 20th century.

The place has historic value for its association with the development of the systems of local governance in the Bayswater Road Board and later the Shire of Bayswater.

The place has social value for the members of the community who have visited the place in the past for social events or to engage with the local government authority.

The place has social value as the location of church services since 1983 which have been attended by people both within Bayswater and the wider metropolitan area.”

The proposed renovations entail replacement of the existing corrugated asbestos roof sheeting over the main hall and the lesser hall with new corrugated Colorbond steel roof sheeting of a consistent design. The existing roof sheeting over the front portico is also to be replaced. In addition the existing gutters and downpipes are to be replaced. Further minor remedial work proposed includes restrapping of the ceiling, repointing of deteriorated brick walls and repainting. The new roof sheeting and gutters are proposed light beige in colour and the downpipes are proposed dark red.

The replacement of the existing roof sheeting over the main hall and the lesser hall is considered to be the most significant aspect of the proposed renovations, however the design and shape of the roof is to remain unchanged and the existing corrugated roof profile is also being retained. The existing two slotted gabled ends of the main hall roof which allow for ventilation are also being retained, however there are 10 existing large asbestos ventilation flues on the roof that are no longer required and are proposed to be removed and replaced by new improved ceiling and roof ventilation systems.

It is considered that the heritage significance of the place relates primarily to the heritage value of the existing building and given the nature and extent of the proposed renovations and that they are consistent with the current design and character of the building it is considered the renovations do not unduly detract from the heritage value of the building. It is considered that the proposed works will instead allow the renovation and upgrading of the building to modern health and energy-efficiency standards while still retaining the existing heritage value of the place.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

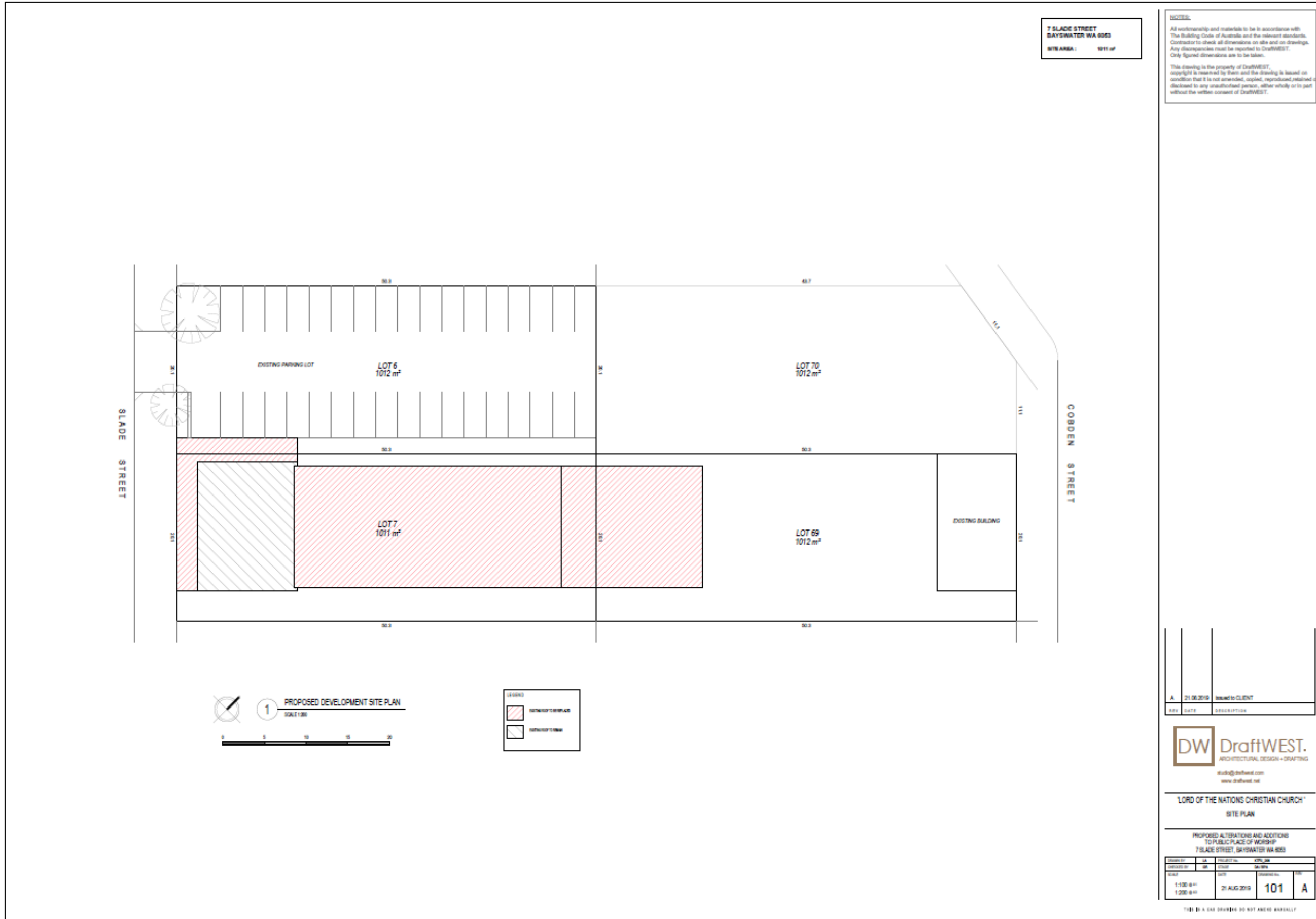
Theme: Our Built Environment
Aspiration: A quality and connected built environment.
Outcome B1: Appealing streetscapes.
Outcome B3: Quality built environment.

The proposed development will promote a quality built environment by virtue of the renovation of a prominent heritage building in a manner which will retain the existing heritage value of the place and also upgrade health and energy-efficiency aspects of the building to modern standards.

CONCLUSION

Given the above, it is recommended that the application be approved subject to appropriate conditions.

Attachment 1



**7 SLADE STREET
SAYSWATER WA 9053**
SITE AREA : 1011 m²

NOTES:
All workmanship and materials to be in accordance with The Building Code of Australia and the relevant standards. Contractor to check all dimensions on site and on drawings. Any discrepancies must be reported to DraftWEST. Only figured dimensions are to be taken.
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PROPOSED DEVELOPMENT SITE PLAN
SCALE 1:500

LEGEND
 PROPOSED DEVELOPMENT
 EXISTING BUILDING

REV	DATE	DESCRIPTION
A	21/08/2019	ISSUED TO CLIENT

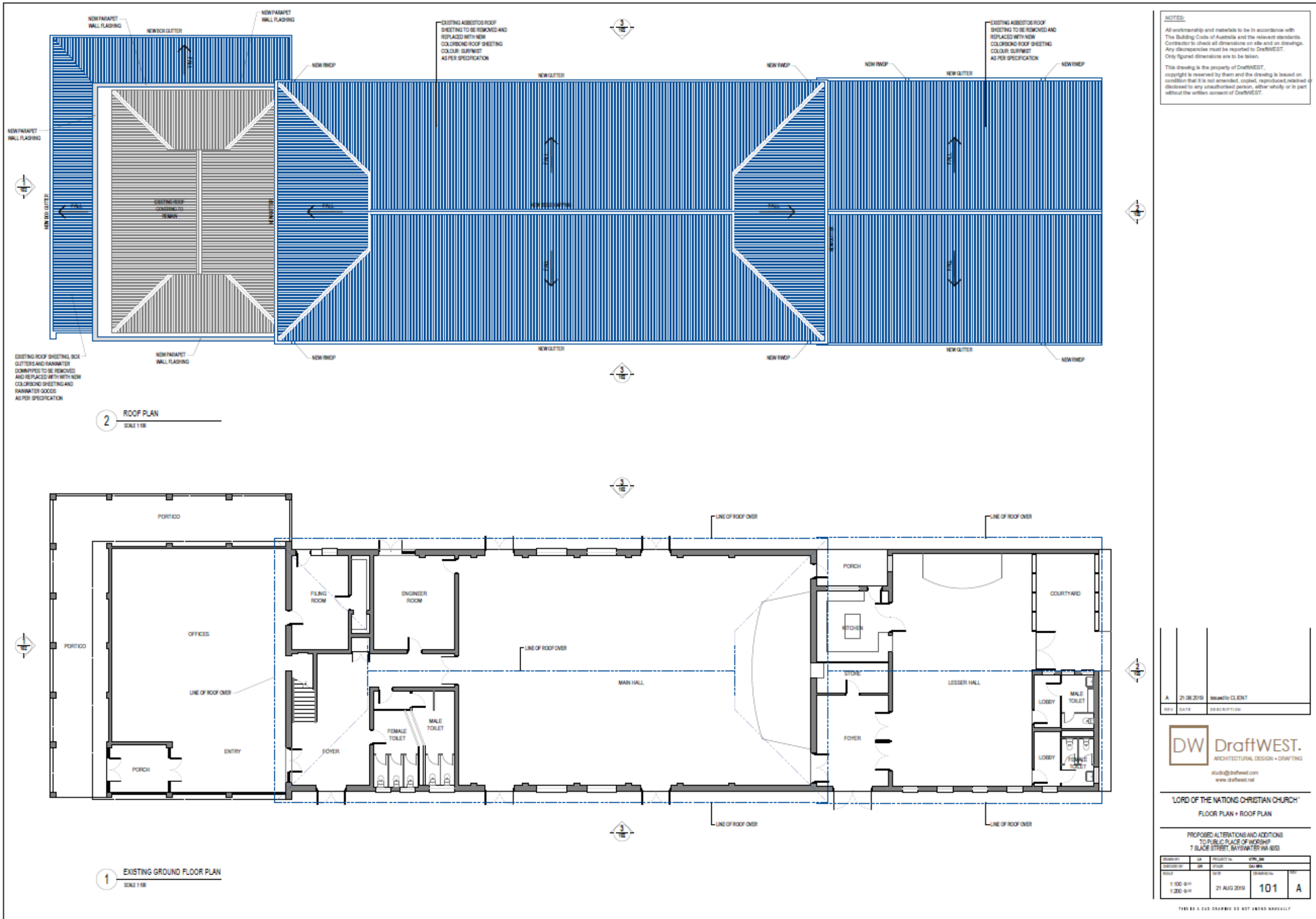
DW DraftWEST.
ARCHITECTURAL DESIGN + DRAFTING
dw@draftwest.com
www.draftwest.net

**'LORD OF THE NATIONS CHRISTIAN CHURCH'
SITE PLAN**

PROPOSED ALTERATIONS AND ADDITIONS
TO PUBLIC PLACE OF WORSHIP
7 SLADE STREET, SAYSWATER WA 9053

ISSUED BY	DATE	ISSUED TO	SCALE
1:100 @ H	21 AUG 2019	101	A
1:200 @ H			

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NOTES:

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REV	DATE	DESCRIPTION
A	21.08.2019	ISSUED TO CLIENT

DW DraftWEST.
ARCHITECTURAL DESIGN + DRAFTING

studio@draftwest.com
www.draftwest.net

'LORD OF THE NATIONS CHRISTIAN CHURCH'
ELEVATIONS

PROPOSED ALTERATIONS AND ADDITIONS
TO PUBLIC PLACE OF WORSHIP
7 SLADE STREET, BAYSWATER WA 6008

Drawn:	LA	Checked by:	HYK/AM
Designed:	AM	Drawn by:	DAW/AM
Scale:	AS SHOWN	Date:	21 AUG 2019
1:100 @+/-		Sheet No.:	102
1:200 @-/-		Rev:	A

THIS IS A CAD DRAWING DO NOT SCALE MANUALLY

10.4.2 Proposed Amendment No. 84 to Town Planning Scheme No 24 and Local Planning Policy - Telecommunications Infrastructure

Responsible Branch:	Strategic Planning and Place	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Proposed Local Planning Policy 'Telecommunications Infrastructure Policy'. 2. Summary of Submissions.	
Refer:	Item 10.5.4: OMC 12.03.2019	

SUMMARY

Council consideration is sought regarding final approval of the proposed Local Planning Policy (LPP) - Telecommunication Infrastructure and Amendment No. 84 to the City's Town Planning Scheme No. 24 (TPS 24) in relation to telecommunications infrastructure.

Council at its Ordinary Meeting held 12 March 2019 adopted the draft LPP and initiated Amendment No. 84 for public advertising.

The draft LPP and proposed scheme amendment were advertised for a period of 42 days. Two submissions were received during the consultation period, one in support and one neither supporting nor objecting to the proposal.

COUNCIL RESOLUTION **(OFFICER'S RECOMMENDATION)**

That Council:

1. **Recommends approval of Amendment No. 84 to the City of Bayswater's Town Planning Scheme No. 24, without modification, to the Western Australian Planning Commission.**
2. **Authorises the affixing of the Common Seal to the scheme amendment document, and the documentation being forwarded to the Western Australian Planning Commission for final approval.**
3. **Adopts the proposed Telecommunications Infrastructure Policy as contained in Attachment 1 to this report.**

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED
CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

The City has a large number of LPPs which have not been comprehensively reviewed for approximately 10 years. Many of these LPPs are now considered outdated or have become irrelevant due to subsequent legislative and State planning policy changes. Therefore, City officers are now undertaking a comprehensive review of the 48 existing LPPs, in order to improve the City's policy framework and reduce "red tape" associated with development application processing.

State Planning Policy No. 5.2 – Telecommunications Infrastructure

The provision of telecommunications infrastructure is guided by the Western Australian Planning Commission's (WAPC) State Planning Policy No. 5.2 – Telecommunications Infrastructure (SPP

5.2), which was updated in September 2015. The WAPC expects that TPS 24 and any LPP's are consistent with the provisions of SPP 5.2.

State Administrative Tribunal Matter

On 6 October 2017, the State Administrative Tribunal (SAT) made a decision that has implications in relation to applying a buffer zone, which is a prominent aspect of the City's current LPP 'Telecommunication Towers and Other Associated Activities'.

The SAT matter was between the City of Bayswater and Vodafone Hutchison Australia Pty Ltd. SAT set aside Council's decision to refuse a proposed telecommunications facility on Crimea Reserve and granted planning approval.

One of the reasons in Council's decision to refuse the application was that the proposed facility was within 250m of land zoned or developed for residential purposes, which is consistent with the requirements in the City's current LPP. SAT noted in their deliberation that the application of a buffer zone is inconsistent with SPP 5.2, as follows:

"The Tribunal notes that the incorporation of buffer zones in the Telecommunications Policy is not consistent with cl 6.1 of SPP 5.2 which states: 'when preparing ... local planning policies, local governments should ensure that: ... buffer zones ... are not included in ... local planning policies'."

Due to the above, it is considered unlikely that in their decision making SAT would have had any regard to the City's current LPP provision requiring telecommunications infrastructure from having a 250m separation distance from 'sensitive areas', which in effect constitutes a buffer zone. In light of the above it is considered the current LPP requires modification.

Previous Council Determination

Council at its Planning and Development Services Committee Meeting dated 13 March 2018 refused an application for a proposed telecommunication facility at Wellington Village Shopping Centre. Amongst other reasons for refusal, Council refused the proposal as it did not comply with the City's current LPP 'Telecommunication Towers and Other Associated Activities'.

Following the decision, the applicant lodged an appeal to SAT to have the decision overturned. One of the grounds for review stated by the applicant was that:

"The City's Telecommunications Towers and Associated Facilities local planning policy that has been relied upon to refuse the development is, in part, ultra vires of the State Planning Policy."

The applicant withdrew the appeal soon after lodging for unknown reasons. Despite the appeal being withdrawn it is considered that the grounds for appeal provided by the applicant were based on the inconsistencies between the City's policy and SPP 5.2. In particular, the separation distance or buffer zone required by the City's policy is inconsistent with the State Planning Policy.

Council at its Ordinary Meeting held 12 March 2019 considered the draft LPP and Amendment No. 84 and resolved as follows:

1. Council adopts for advertising the draft Local Planning Policy Telecommunications Infrastructure Policy as included in Attachment 3 to this report.
2. Council initiates Amendment No. 84 to the City of Bayswater Town Planning Scheme No. 24 to:
 - (a) Amend Table No. 1 - Zoning Table to include 'Telecommunications Infrastructure' as a land use and designate it as an 'A' use as follows:

<i>Use classes</i>	<i>Zones</i>	<i>Residential</i>	<i>Medium and High Density Residential</i>	<i>Hotel</i>	<i>Business</i>	<i>Office</i>	<i>Showroom / Warehouse</i>	<i>Service Station</i>	<i>Light Industry</i>	<i>General Industry</i>	<i>Mixed Use</i>	<i>Special Foreshore Development</i>	<i>Private Institutions</i>
<i>Telecommunications Infrastructure</i>	A	A	A	A	A	A	A	A	A	A	A	A	A

(b) Amend Table No. 3 - Maylands Activity Centre Zoning Table to designate 'Telecommunications Infrastructure' as an 'A' use as follows:

<i>USE CLASSES</i>	<i>Special Control Area 1 Main Street</i>	<i>Special Control Area 2 Guildford Road</i>	<i>Special Control Area 3 Town Centre Extension</i>	<i>Special Control Area 4 Character Residential</i>	<i>Special Control Area 5 Ross's Site</i>	<i>Special Control Area 6 Civic</i>	<i>Special Control Area 13 Guildford Road Residential</i>
<i>Telecommunications Infrastructure</i>	A	A	A	A	A	A	A

(c) Amend Table No. 4 - Morley Activity Centre Zoning Table to include 'Telecommunications Infrastructure' as a land use and designate it as an 'A' use as follows:

USE CLASSES	PRECINCT	CENTRAL CORE	OUTER CORE	MIXED BUSINESS	CIVIC AND EDUCATION	INNER CITY RESIDENTIAL
Industrial						
Telecommunications Infrastructure		A	A	A	A	A

(d) Include 'Telecommunications Infrastructure' as an 'A' use in the land use section of the development standards table in Appendix 10 - Special Control Area 12.

(e) Modify the definition of Telecommunications Infrastructure in Appendix 1- Interpretations as follows:

"Telecommunications Infrastructure - means any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit, or other structure used, or for use, in or in connection with a telecommunications network."

3. Council considers Amendment No. 84 to the City of Bayswater Town Planning Scheme No. 24 to be 'standard' under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:
 - (a) The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
 - (b) The amendment is not a complex or basic amendment.
4. Upon Notice of Assessment from the Department of Water and Environmental Regulation and comments from the Heritage Directorate of the Department of Planning, Lands and Heritage being received (and issues raised being complied with), causes the proposed scheme amendment documentation to be advertised for public comment.
5. Council requests WALGA to lobby the State Government to amend 'State Planning Policy No. 5.2 – Telecommunications Infrastructure (SPP 5.2)' to prohibit telecommunications infrastructure in inappropriate locations and to enable local governments to include a buffer zone for such infrastructure."

EXTERNAL CONSULTATION

Environmental Assessment and Heritage Referral

The scheme amendment documentation was referred to the Department of Water and Environmental Regulation (DWER), for assessment. In correspondence dated 16 May 2019 the DWER advised the City that the proposed scheme amendment would not require environmental assessment.

In correspondence dated 21 May 2019 the Heritage Directorate of the Department of Planning, Lands and Heritage, advised the City that it had no objection to the proposed scheme amendment.

Public Advertising

Following notification from the DWER, the City undertook public advertising of the proposed LPP and scheme amendment in accordance with Council's resolution of 12 March 2019. Two submissions were received during the consultation period, one in support and one neither supporting nor objecting to the proposal.

A summary of the key comments received to the proposal were:

- Health and safety concerns in relation to additional cell towers and transmitters increasing exposure to radiation.
- Telecommunications infrastructure should be classified as a permitted 'P' use in the General Industry and Light Industry zones.
- Land reserved for infrastructure purposes, such as drainage reserves, could provide an opportunity for the co-collocation of other infrastructure, such as telecommunications infrastructure.
- The need for public advertising of proposed telecommunications infrastructure development applications should be assessed on its merits.

A full summary of the submissions and the City's officers comments are contained in **Attachment 2**.

OFFICER'S COMMENTS

Health and Safety

Health and safety concerns were raised during advertising in relation to additional cell towers and transmitters increasing exposure to radiation.

The harmful effects of radiation are the responsibility of a Commonwealth agency called The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and not the City.

The proposed local planning policy includes a section that explains health and safety requirements and the responsible agency for managing them, and that health issues associated with telecommunications infrastructure will not be considered by the City. It is recommended that this is not modified.

General Industry and Light Industry Zones

A comment was received during advertising that telecommunications infrastructure should be classified as a permitted 'P' use in the General Industry and Light Industry zones.

There are areas in the City where the General and Light Industry zones adjoin sensitive zones and land uses, such as the Residential zone, and therefore it is not considered appropriate to classify telecommunications infrastructure as a permitted 'P' use.

Amendment No. 84 proposes to classify telecommunications infrastructure as an 'A' use in all zones to ensure that any potential amenity impacts can be appropriately minimised and mitigated. It is recommended that this is not modified.

Land Reserved for Infrastructure

A comment was received during advertising that land reserved for infrastructure purposes, such as drainage reserves, provides an opportunity for the co-collocation of other infrastructure, such as telecommunications infrastructure.

While land reserved for infrastructure purposes may provide a suitable location for accommodating telecommunications infrastructure, in some instances the City may have plans to transform some of these reserves into multi-purpose areas, which can also be used for recreation, such as the Russell Street Park in Morley. Therefore in these instances the accommodation of telecommunications infrastructure may not be appropriate.

TPS 24 requires a development application for proposed telecommunications infrastructure on Local Reserves, and due to the above, it is not recommended to modify this requirement.

Public Advertising

It was raised during advertising that the need for public advertising of proposed telecommunications infrastructure development applications should be assessed on its merits.

However given the strong community interest in relation to past telecommunications infrastructure proposals, it is considered appropriate that development applications are advertised to the community in accordance with the following proposed policy requirements:

"Proposed telecommunications infrastructure shall be advertised by the City to owners and occupiers within a 250m radius of the proposed infrastructure's location."

WALGA Lobbying the State Government

As per Council's previous resolution, the City sent a letter to WALGA on 16 October 2019 to ask them to lobby the WAPC to amend 'State Planning Policy No. 5.2 – Telecommunications Infrastructure (SPP 5.2)' to prohibit telecommunications infrastructure in inappropriate locations and to enable local governments to include a buffer zone for such infrastructure.

To date the City has not received a response from WALGA or the WAPC.

LEGISLATIVE COMPLIANCE

The *Planning and Development (Local Planning Schemes) Regulations 2015*, Part 5, Division 3 and Schedule 2, Part 2, clause 5 set out the procedure for initiating a standard scheme amendment and amending a local planning policy respectively.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council:	
	<ol style="list-style-type: none"> 1. Recommends approval of Amendment No. 84 to the City of Bayswater's Town Planning Scheme No. 24, without modification, to the Western Australian Planning Commission. 2. Authorises the affixing of the Common Seal to the scheme amendment document, and the documentation being forwarded to the Western Australian Planning Commission for final approval. 3. Adopts the proposed Telecommunications Infrastructure Policy as contained in Attachment 1 to this report. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that there is low risk in the event Council recommends approval of the scheme amendment and adopts the policy, as the proposed scheme and policy provisions are considered consistent with the provisions of State Planning Policy 5.2 'Telecommunications Infrastructure' and will better manage the potential visual impacts of telecommunications infrastructure on urban areas.	

Option 2	That Council recommends approval of Amendment No. 84 to the City of Bayswater Town Planning Scheme No. 24 to the Western Australian Planning Commission, with modifications determined by Council and modifies the proposed Telecommunications Infrastructure Policy.		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Dependant on the modification(s).	
Reputation	Low		
Governance	Low		
Community and Stakeholder	Moderate		
Financial Management	Low		
Environmental Responsibility	Low		
Service Delivery	Low		
Organisational Health and Safety	Low		
Conclusion	The risks are dependent on the modification(s) recommended by Council.		

Option 3	That Council recommends refusal of Amendment No. 84 to the City of Bayswater Town Planning Scheme No. 24 to the Western Australian Planning Commission, and does not adopt the proposed Telecommunications Infrastructure Policy.		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Low	
Reputation	Low	Moderate	
Governance	Low	Moderate	
Community and Stakeholder	Moderate	Moderate	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
Conclusion	It is considered that there is moderate risk in relation to reputation, governance and the community and stakeholders in the event Council recommends refusal of the scheme amendment and does not adopt the policy, as the existing scheme and policy provisions are considered inconsistent with the provisions of State Planning Policy 5.2 'Telecommunications Infrastructure' and will not be as effective in managing the potential visual impacts of telecommunications infrastructure on urban areas as the proposed provisions.		

FINANCIAL IMPLICATIONS

Item 1: Scheme Amendment Gazettal and publishing of public notice.

Asset Category: N/A

Source of Funds: Municipal

LTFP Impacts: Not itemised in the LTFP

Notes:

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$800	-	-	-	-	-	\$14,000

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Our Built Environment

Aspiration: A quality and connected built environment.

Outcome B3: Quality built environment.

It is considered that proposed scheme amendment and policy, will assist to improve the quality and amenity of the built environment in the City of Bayswater by minimising and mitigating the visual impacts of telecommunications infrastructure.

CONCLUSION

In light of the above it is recommended that Council recommends that the scheme amendment be approved without modification, and adopts the proposed Telecommunications Infrastructure Policy.

Attachment 1**TELECOMMUNICATIONS INFRASTRUCTURE POLICY**

Responsible Division	Community and Development
Responsible Business Unit/s	Development Approvals
Responsible Officer	Manager Development Approvals
Affected Business Unit/s	Development Approvals

**PURPOSE**

To outline the requirements for providing telecommunications infrastructure in the City of Bayswater.

OBJECTIVES

The objectives of this policy are to:

1. Minimise and mitigate the visual impacts of telecommunications infrastructure on the natural, cultural, heritage and social amenity of an area.
2. Recognise that telecommunications infrastructure is essential for business, personal and emergency purposes, however it is to have no greater consideration than the need to protect the visual impacts of telecommunications infrastructure on the amenity and character of a locality.

INTRODUCTION

Adequate and reliable telecommunications are essential for all aspects of contemporary community life, from supporting the State's economy to creating and maintaining connected and cohesive social networks. Contact between emergency services and the community increasingly relies on the telecommunications networks.

Telecommunications infrastructure however can have a visual impact on the natural, cultural, heritage and social amenity of an area. It is important that any potential visual impacts are appropriately minimised and mitigated and that the need for effective telecommunications services is given equal consideration with the need to protect the amenity of an area.

SCOPE

1. The requirements in this policy apply to all telecommunications infrastructure, with the exception of infrastructure that does not require development approval under the *Telecommunications Act 1997* (as amended), such as low-impact telecommunications facilities.
2. This policy is complementary to State Planning Policy 5.2: Telecommunications Infrastructure (SPP 5.2). In assessing development applications for telecommunications infrastructure the City is to have regard to SPP 5.2.
3. The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is the primary Commonwealth agency responsible for protecting the health and safety of people and the environment from the harmful effects of radiation.

Telecommunications carriers must comply with the Australian Communications and Media Authority (ACMA) *Radio communications Licence Conditions (Apparatus Licence) Determination 2003*. These licence conditions make mandatory the limits in the ARPANSA Radiofrequency (RF) Standard, which sets limits for human exposure



to RF electromagnetic fields from all sources, including telecommunications infrastructure.

As health and safety standards in relation to telecommunications infrastructure are controlled by a Commonwealth agency, they are not a consideration of this policy and are not a responsibility of the City of Bayswater.

DEFINITIONS

Telecommunications Infrastructure - means land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network.

Sensitive Land Uses - means land uses that are residential or institutional in nature, where people live or regularly spend extended periods of time. These include dwellings, short-stay accommodation, schools, hospitals and childcare centres, and generally excludes commercial or industrial premises.

REQUIREMENTS

Location

1. Telecommunications infrastructure shall be co-located with existing infrastructure in the first instance where possible.
2. Where telecommunications infrastructure cannot be co-located, it shall be either:
 - a) Located within industrial and commercial zones;
 - b) Mounted on existing or proposed buildings where possible and positioned on the building where it will have the least visual impact from the public places and neighbouring properties. Where the infrastructure is proposed to be mounted on a proposed building, it should be considered as a part of the development application for the proposed building; or
 - c) Located in another location that will have the least impact on the amenity of an area.
3. Telecommunications infrastructure shall also be:
 - a) Located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites.
 - b) Located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land.
 - c) Adequately setback from sensitive land uses to ensure the amenity of an area is not unreasonably compromised.

Design

1. The scale, materials, external colours and finishes are to be sympathetic to and blend in with the surrounding landscape.



2. Landscaping and other methods shall be used to screen and/or camouflage telecommunications infrastructure from sensitive land uses and public places and to mitigate any potential impacts to the amenity of an area.
3. Trees and other vegetation shall be retained where possible. Where trees and other vegetation are proposed to be removed, trees and vegetation shall be provided at a ratio of not less than 5:1. Any new trees shall have a minimum size of at least 35 litres when planted.
4. The infrastructure is to be designed to accommodate the future co-location of at least two additional telecommunication carriers.

Cessation of Use

All obsolete telecommunications infrastructure must be removed and the land reinstated to a state that is considered acceptable to the City within three months of the cessation of its use.

Advertising

Proposed telecommunications infrastructure shall be advertised by the City to owners and occupiers within a 250m radius of the proposed infrastructure's location.

Information to be submitted with a Development Application

Plans for all development applications that are subject to this policy are to include:

1. A statement prepared by a suitably qualified Telecommunications Engineer providing evidence that all opportunities for the co-location of the proposed infrastructure with existing telecommunications infrastructure have been investigated and that it is not possible.
2. A statement prepared by a suitably qualified Telecommunications and Structural Engineer demonstrating that the infrastructure has been designed to accommodate the future co-location of at least two other telecommunication carriers.
3. A statement prepared by a suitably qualified Telecommunications Engineer and/or a map indicating the extent to which the proposed infrastructure addresses the network capacity for future demand and/or current gaps in service.
4. A statement demonstrating how the proposal complies with the objectives and requirements of this policy and if applicable justification for any variation.
5. Plans and coloured graphic illustrations, including photographic simulations, showing the type of infrastructure and its relationship with adjacent development, including elevations showing the extent, height and appearance, proposed materials and colour, any screening or fencing, and any external lighting.
6. Details of any significant environmental constraints, including those associated with the species, condition and significance of any vegetation to be removed.
7. Where landscaping is proposed a landscaping plan shall be provided.

RELATED LEGISLATION



This policy is adopted under all Local Planning Schemes in force within the City of Bayswater, in accordance with Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Relevant Delegations	TP-D01	
Council Adoption	Date	

DRAFT



Attachment 2

Summary of Submissions

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
1.	Support	Owns a property in the area.	<ul style="list-style-type: none"> • Concerns in terms of health and safety regarding additional Cell towers and transmitters increasing our exposure to WIFI radiation, EMF, RF and EMR in local community areas and close to homes. • <i>"There are already too many transmitters and towers in our region and the internet connectivity is strong enough therefore please reject the proposal for any additional towers especially 5G transmitters on every second light post."</i> 	<ul style="list-style-type: none"> • The harmful effects of radiation are the responsibility of a Commonwealth agency called The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and not the City. • Telecommunications infrastructure is considered essential for business, personal and emergency purposes. The draft policy requires a statement prepared by a suitably qualified Telecommunications Engineer and/or a map indicating the extent to which the proposed infrastructure addresses the network capacity for future demand and/or current gaps in service.
2.	Neither support nor object	Acting on behalf of a company or organisation (Telstra), which has an interest in the area.	<ul style="list-style-type: none"> • An effective mobile phone network is essential to connect our communities, for businesses to remain competitive or to facilitate new business opportunities, and to improve the quality of our lives through the seamless delivery of data. • Telstra supports changes to the Zoning Table to better align with the State Telecommunications Infrastructure Policy. • We encourage the City to classify Telecommunications Infrastructure to be a permitted 'P' use in the General Industry and Light Industry zones and a 'D' discretionary use for the Centre and Activity Centre zones. • City of Bayswater local scheme reserves for infrastructure purposes being water, sewerage and drainage (WSD), and state electricity commission 	<ul style="list-style-type: none"> • Noted. • Noted. • It is recommended to classify telecommunications infrastructure as an 'A' use in all zones. As there are areas in the City where the General and Light Industry zone abuts the Residential zone, it is not considered appropriate to nominate a more permissible use classification. • Noted, however in some instances the City may have plans to transform some of these reserves into multi-purpose areas, which can also be used for

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<p>(SEC) provide an opportunity to co-locate other utility infrastructure.</p> <ul style="list-style-type: none"> • The need for advertising should be assessed on its merits. • In relation to Location Clause 2(b) of the draft policy, where infrastructure is proposed to be mounted on an existing building, it is unclear if reassessment of the existing building is required. • Local scheme reserves (particularly public open space) will increasingly be the only alternative location to residentially zoned land. The draft policy should provide further guidance with respect to the appropriateness of infrastructure in public open space. • In relation to Location Clause 3(a) of the draft policy, the requirement should be qualified with 'wherever possible'. • In relation to Location Clause 3(c), the State Planning Policy states that buffer zones and/or setback distances are not to be included in local planning schemes or local planning policies. The visual impact should be assessed on its merits. • In relation to Design Clause 1, it is impractical to rigidly require a structure 	<p>recreation, such as Russell Street Park in Morley.</p> <ul style="list-style-type: none"> • Noted, given the strong community interest in relation to past telecommunications infrastructure proposals, it is considered appropriate that proposals should be advertised to the community in accordance with the proposed policy requirements. • It is considered that this clause clearly states that only where infrastructure is proposed to be mounted on a proposed building, it needs to be considered as a part of the development application for the proposed building. • The draft policy includes four design related requirements that provide guidance with respect to the appropriateness of telecommunications infrastructure in all areas, including public open space. • It is not considered necessary that the requirement to locate telecommunications infrastructure where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites needs to be qualified with 'wherever possible'. • Location Clause 3(c) does not include a buffer zones and/or setback distance. The visual impact of telecommunications infrastructure will be assessed based on the requirements of TPS 24, the City's policy and the State Planning Policy. • It is considered that the requirement is flexible, allowing for different approaches

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<p>to blend in with the surrounding landscape.</p> <ul style="list-style-type: none"> • In relation to Design Clause 3, it is unclear how the City proposes to enforce the retention of trees and vegetation on private land that does not need approval to be removed. • In relation to requiring the co-location of multiple carriers, there are instances where a larger single tower with multiple Carriers will have a greater visual impact than various small single-Carrier structures. • In relation to requiring the co-location of multiple carriers, there may be structural constraints or an inability to achieve RF operating separation. 	<p>to satisfy the requirement to be considered.</p> <ul style="list-style-type: none"> • This requirement encourages tree retention where possible by requiring a replacement ratio of 5:1. The requirement also applies to public land. • The policy allows for alternate outcomes to be considered when appropriately justified against the policy objectives and requirements. • Noted. In this instance the policy would require a statement prepared by suitably qualified Telecommunications Engineer providing evidence that all opportunities for the co-location of the proposed infrastructure with existing telecommunications infrastructure have been investigated and that it is not possible.

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10.4.3 Design WA - Precinct Design Guidelines

Responsible Branch:	Strategic Planning and Place	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<input checked="" type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. State Planning Policy 7.2 Precinct Design - Comment 2. State Planning Policy 7.2 Precinct Design Guidelines - Comment 3. Precinct Design Planning Framework Discussion Paper - Comment	

SUMMARY

Council's endorsement is sought on the City's comments on the recently released draft State Planning Policy 7.2 - Precinct Design and associated documents prior to submission to the Western Australian Planning Commission (WAPC).

**COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)**

That Council endorses the comments on draft State Planning Policy 7.2 - Precinct Design and associated documents as contained in Attachments 1, 2 and 3 as the basis for the City's submission to the Western Australian Planning Commission.

**CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED
CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0**

BACKGROUND

Design WA is an initiative from the State Government to ensure good design is at the centre of all development in Western Australia. The Design WA suite of documents aims to create a built environment that reflects the distinctive characteristics of a local area, that enhances streetscapes and neighbourhoods and that contributes to the development of vibrant and liveable communities. The documents are being prepared by the Department of Planning Lands and Heritage (DPLH) for the WAPC.

Design WA Stage 1 - Residential Design Codes Volume 2 - Apartments was released by the Minister for Planning and became operation on 24 May 2019. On 13 August 2019 the Minister further launched the draft ***Design WA Stage 2 - Precinct Design*** suite of documents for public consultation.

The Precinct Design documents aim to guide the preparation and assessment of planning proposals for areas that require a higher level of planning, such as where there are higher levels of density and infill, mixed use components or for an activity centre.

The draft Design WA Stage 2 - Precinct Design includes the following three documents:

- Draft State Planning Policy 7.2: Precinct Design (SPP 7.2);
- Draft State Planning Policy 7.2: Precinct Design Guidelines (Design Guidelines); and
- Precinct Design Planning Framework Discussion Paper (Discussion Paper).

Due to the size of these documents they have not been attached. However, they are available on the DPHL's webpage www.dplh.wa.gov.au/designwa-precinct-design.

The current planning framework has three mechanisms to plan the future development of precincts; Local Development Plans, Structure Plans and Activity Centre Plans. The processes for these plans are set out in sections four, five and six of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations). The City has used (and are currently using) a combination of all three to plan the precincts within the City.

It was considered by the sector that the current planning framework did not provide sufficient guidance to support high quality outcomes. In response to this, the WAPC has developed the draft State Planning Policy 7.2 – Precinct Design and associated documents.

EXTERNAL CONSULTATION

The public consultation period on the draft documents is from 13 August to 15 October 2019. In light of the Caretaker Period the City requested an extension to the consultation period to enable a report to be put to Council. The DPLH granted an extension to the submission period until 8 November 2019.

OFFICER'S COMMENTS

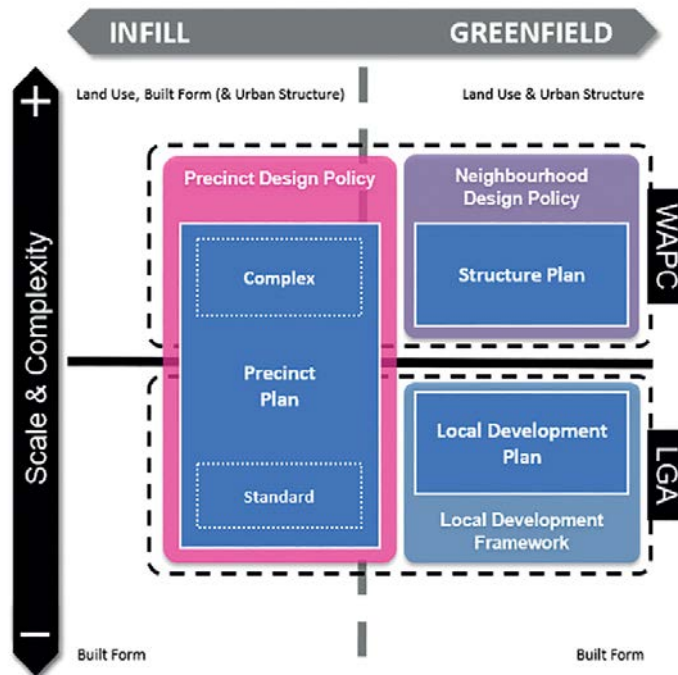
Precinct Plans

The intent of SPP 7.2 is to support the development and implementation of precinct plans. A precinct is considered to be any area that requires a high level of planning and design focus due to their complexity, whether this is due to mixed use components, higher levels of density, an activity centre designation or character, heritage and/or ecological value. Examples of precincts include:

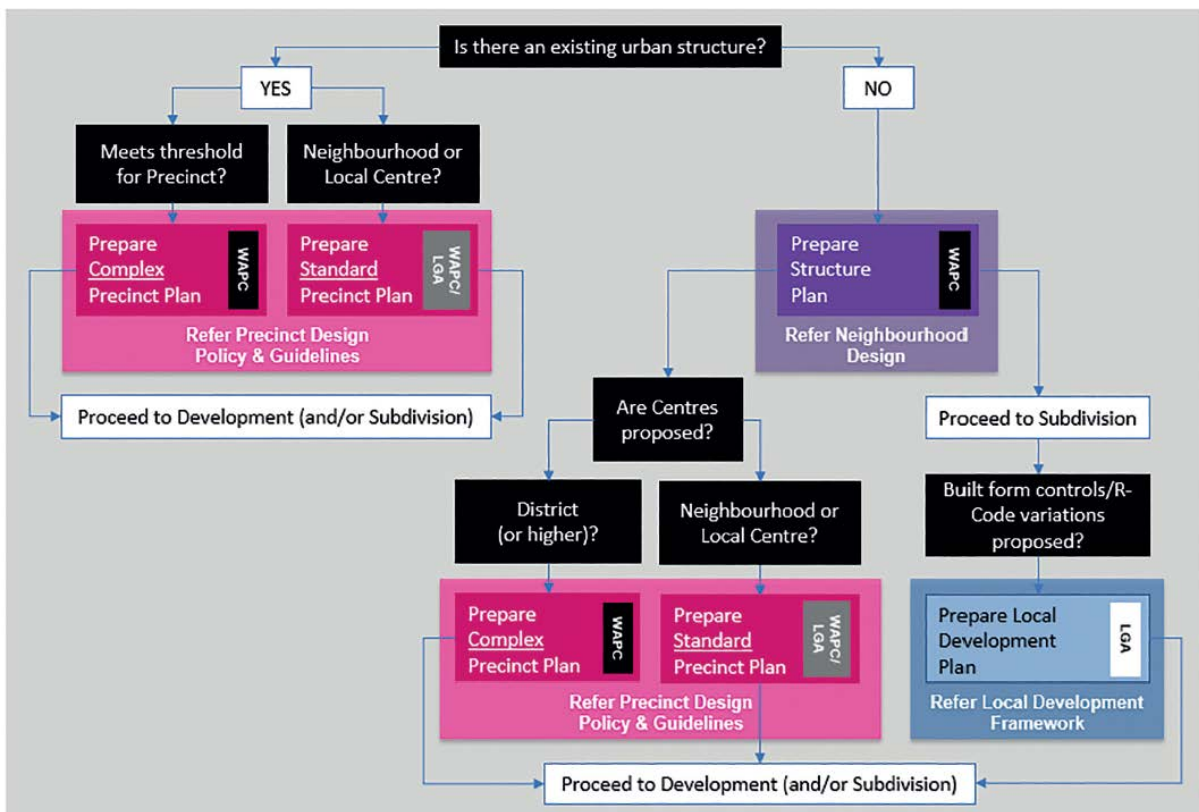
- Activity centres as listed in SPP 4.2;
- Station precincts;
- Urban corridors;
- Residential infill;
- Neighbourhood and local centres; and
- Heritage precincts.

In accordance with SPP 7.2 all precincts should be identified in a local planning strategy, local planning scheme or by the WAPC.

The diagram below provides an overview of the proposed place of Precinct Design in the planning system.



It is proposed that precinct plans will be considered either complex or standard dependent on the type of precinct. The figure below provides an overview of the process to determine which planning tool (Complex Precinct Plan, Standard Precinct Plan, Structure Plan and/or Local Development Plan) would be used in different circumstances. It also outlines which guidance would apply to the preparation and assessment of each plan.



In accordance with the scenario above, the City will no longer develop activity centre plans or structure plans, all complex precinct plans developed by the City will require approval by the WAPC and the City may approve standard plans.

Draft State Planning Policy 7.2 - Precinct Design

SPP 7.2 is the lead policy to guide the preparation and evaluation of planning proposals for areas that require a high level of planning and design focus. SPP 7.2 sets out three objectives as follows:

1. Ensure that precinct planning and design processes deliver good-quality built environment outcomes that provide social, economic and environmental benefit to those who use them.
2. Ensure consistency and rigour of precinct planning across the State.
3. Enable design review to be incorporated in precinct planning processes, with due regard given to the advice received.

To achieve the objectives of the policy, SPP 7.2 sets out the general types of precincts that it applies to, and who is the responsible authority for determining each type of precinct plan.

Precinct Plan Format	Responsible Authority
Complex Precinct Plan <ul style="list-style-type: none"> • Activity centres as listed in SPP 4.2 • Station precincts • Urban corridors • Residential infill (scheme amendment) • Other areas as determined by the WAPC 	WAPC
Standard Precinct Plan <ul style="list-style-type: none"> • Neighbourhood and local centres • Residential infill (non- scheme amendment) • Heritage 	Local government (unless otherwise determined by the WAPC to be of strategic importance)

Section 6.3 of SPP 7.2 allows for the relevant local government or a land owner to prepare a precinct plan. This is consistent with the current process for activity centre plans and structure plans.

In accordance with the policy, precinct plans should be assessed by design review panels, particularly for complex or unique precinct plans. The plans should be assessed against the design principles identified in State Planning Policy 7.0 - Design of the Built Environment.

City officers support the intent of SPP 7.2 to guide the preparation of precinct plans. However it is considered the WAPC should consider the following comments in relation to SPP 7.2.

Question from WAPC	City Officer Comment
Do you have any comments on where this policy applies and what a precinct is?	The City is concerned that SPP 7.2 will increase the amount of red tape for minor residential infill scheme amendments. Under the current process minor residential infill areas can be rezoned through a standard scheme amendment process, requiring a precinct plan for these areas will add an additional layer of planning processes which may not be necessary.
Do you have any comments on the measures contained within the policy, in particular Table 1 which outlines precinct plan format and responsible authority, and the 10 Precinct Outcomes at Section 6.7?	The City generally supports the determining authority for precinct plans as outlined Table 1. However, further guidance needs to be provided to clearly outline when the WAPC would be the determining authority for standard precinct plans, aside from where a

	<p>precinct plan is of “strategic importance”. This raises questions of transparency and accountability, two key principles of contemporary planning processes and reform.</p> <p>Further the City does not support all precinct plans for residential infill areas which require a scheme amendment being approved by the WAPC. It is considered that not all residential infill areas are complex or significant enough to require approval by the WAPC. Minor infill precincts which are primarily for density increases and land use may not require WAPC consideration.</p> <p>It is also considered that there should be a third level of precinct plan as follows;</p> <ul style="list-style-type: none"> • Complex - large activity centres, station precincts and activity corridors, which will have significant impact and require all / most of the information identified in the Design Guidelines. These plans would be determined by the WAPC. • Standard - small activity centres, station precincts, activity corridors, large neighbourhood centres, significant residential infill areas, which do not require the level of detail of complex amendments. These plans could be determined by the local government unless otherwise determined by the WAPC. • Basic - small neighbourhood and local centres, small residential infill areas and heritage precincts. These plans would not require a large amount of the information included in the design guidelines due to their simplicity and small size. These plans would be determined by the local government.
<p>General Comment about SPP 7.2</p>	<p>The City has a number of precinct plans scheduled to commence in the coming years. It is considered that where the preparation of a precinct plan has already been commenced by a local government, which has already been budgeted for and may have commenced community and landholder consultation, that these plans are</p>

	not required to be prepared in accordance with the policy and guidelines.
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Draft State Planning Policy 7.2 - Precinct Design Guidelines

The Design Guidelines provide guidance on how to undertake precinct planning to achieve the outcomes outlined in SPP 7.2. The Design Guidelines are aimed at planning practitioners to undertake precinct design and to assess precinct plan applications. The Design Guidelines include the following sections:

- What should be addressed in the context of Precinct Plan;
- How to determine the boundary of Precinct;
- How to establish vision and principles;
- Stakeholder and community participation;
- Feasibility;
- Guidance on incentives and community benefit;
- Design elements; and
- Implementation.

The intent of the Design Guidelines is generally supported however the following key comments are raised with the document:

		City Officer Comment	
<u>1.4.2 Precinct Type and Scalability</u>			
The Design Guidelines acknowledge that there are a range of different types of precincts to achieve different outcomes and that the information required for each precinct plan may differ in response to the type, purpose, characteristics, complexity and scale of a precinct.			
Do you have any views on the precinct types specified? Are there other precinct types that have not been considered?		The City supports the different types of precincts however, it is considered that the document should provide greater clarity on what level of detail is required for the smaller precincts and who determines how much detailed is required. This will ensure that a precinct plan is not prepared that does not meet the expectations of the WAPC. Additionally, it will reduce the amount of time taken to prepare precinct plans for minor precincts.	
<u>2.6 Stakeholder and Community Participation</u>			
The Design Guidelines advocate for early and continuous engagement in precinct planning consistent with International Association of Public Participation (IAP2) principles which supports meaningful community engagement, in particular comprehensive preliminary engagement to guide the development of a precinct plan.			
The document acknowledges that not all precinct plans will require the same level of consultation. To provide guidance on the level of consultation that is expected Table 6 in the document sets out a list of potential techniques and the scale of precinct plan they may be relevant for as follows:			
Scale/Impact of Precinct Planning	Example Proposal	Example Techniques	Facilitation of Engagement
Low impact A proposal consistent with the planning framework and unlikely to result in significant community impact	A precinct plan that is consistent with the planning framework	<ul style="list-style-type: none"> • Statutory advertising only • Resident/stakeholder door knocks (adjoining residents/businesses) • Letter drops to invite to meet individually (adjoining 	Local government / Urban planner

		residents/businesses) <ul style="list-style-type: none"> • One-on-one stakeholder meetings 	
<p>Moderate impact</p> <p>A proposal which may result in some impact however is generally consistent with the planning framework and can be appropriately managed. May result in some external impacts such as density or traffic that can be suitably managed</p>	<p>A precinct plan that may result in a moderate level of community impact (eg. traffic, noise, density)</p>	<ul style="list-style-type: none"> • Community information/ open days • Expert speaker series/ panels • Interactive design workshops • Focus groups • Community reference group or working group • Online engagement platforms • Surveys or polls (intercept; on-line or hard copy) • Social media tools 	<p>Local government, urban planner or engagement specialist (dependent on the specific techniques)</p>
<p>Complex/contentious projects</p> <p>A proposal including potentially significant changes to the area</p>	<ul style="list-style-type: none"> • A precinct plan that proposes a reasonably significant change to the existing community (whether it be density, land use, built form etc.) • A highly contentious development proposal within a precinct 	<ul style="list-style-type: none"> • Community open days • Enquiry-by-design workshops • Charettes • Visioning workshops • Citizens' jury • Field trips/walking tours • Digital mapping tools • Digital collaborative planning tools 	<p>Engagement specialist</p>
<p>Do you have comments on the guidance provided on community consultation? Is there anything we have missed?</p>		<p>The City supports detailed and meaningful community engagement in the development of precinct plans.</p> <p>It is considered that if preliminary engagement is advocated for to achieve better outcomes there should be a minimum requirement rather than it being advocated for. It is considered that a minimum requirement for engagement process would ensure that the vision and principles for a precinct reflect the local community's values. Additionally, by being a minimum it would enable local governments / applicants to go above and beyond what is required if it is considered necessary.</p> <p>Further greater guidance should be provided on how to manage preliminary engagement when a precinct plan is developed by an applicant. Currently, while it is recommended there is no requirement for an applicant to undertake preliminary engagement. In the event no preliminary engagement has been undertaken there is no recourse for the local government to require it. Additionally, as there is no</p>	

	<p>minimum requirement, if an applicant does undertake community engagement but it does not meet the local government's expectations there is no ability for the local government to require preliminary engagement be undertaken to a minimum standard.</p> <p>The City supports the inclusion of methods of engagement, and the guidance on the level of engagement required for the different types of precincts.</p> <p>However, it is considered that the level of engagement expected may increase the timeframes required for advertising if done correctly, and that the minimum timeframes currently included in the Regulations should be modified to reflect this.</p> <p>The City supports the inclusion of ongoing engagement and monitoring as a part of the precinct design process.</p> <p>It is considered that there needs to be continuous engagement from all levels of government. When providing feedback / modifying precinct plans at the State level sufficient feedback needs to be provided so local governments can advise the community and close the loop on why further changes have been made.</p>
<p><u>4.0 Implementation</u></p> <p>Part 4 of the document provides basic guidance on what information should be included in the precinct plans and how they can be implemented.</p>	
	<p>It is considered that the amount of information required in a precinct plan may delay the planning process as they will be significantly costly to prepare. Previously when preparing similar documents the City has developed the activity centre plan first then supporting documents later. This allows the strategic framework to be developed first, and the resources required to be spread over a long time while not delaying development from occurring.</p> <p>In light of the resources required to prepare precinct plans, it is considered necessary for the State Government to provide financial assistance to local governments to help prepare precinct plans to unlock and guide future growth in these key community locations. For example, the Victorian Government's "Streamlining for Growth Program was established in 2016. Further,</p>

	<p>any grant process should identify that local governments with a large number of high priority precincts should be prioritised for receiving grants.</p> <p>Additionally, it is considered that the WAPC should provide template documents to provide further guidance on what should be included in the Precinct Plan document and what level of detail is required for the Output documents to ensure that all plans meet the expectations of the WAPC and to prevent further delays at the end of the process.</p>
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A list of all the comments raised by City officers has been included in **Attachment 1**.

Precinct Design Planning Framework Discussion Paper

The discussion paper considers the impacts that may arise from the introduction of the Design Guidelines and outlines any changes that may be required to the existing planning framework to support the Design Guidelines. The following matters are considered in the discussion paper:

- The existing planning framework and the relationship between precinct plans and existing mechanisms (activity centre plans, structure plans and local development plans);
- Determining authority for precinct plans (WAPC or local government) ;
- Circumstances when precinct plans may be / are required to be prepared;
- The framework for assessment, including timeframes for consideration and advertising;
- Implementation / status of precinct plans; and
- Amendments to other existing DPLH and WAPC documents required to facilitate implementation of Precinct Design.

The discussion paper poses a series of questions in relation to the proposed changes and potential impacts of the Design Guidelines. A full response to all the relevant questions has been included in **Attachment 2** and key comments are below.

Section of Discussion Paper	City Officer Comment
<p><u>3.1.2 - Incorporation of Precinct Design</u></p> <p>The discussion paper proposes that Precinct Plans replace activity centre plans, structure plans and local development plans in infill areas. The discussion paper contemplates how to modify the Regulations to include precinct plans.</p> <p>The discussion paper proposes that Part 4 (Structure Plans) of the Deemed Provisions in the Regulations be retained as structure plans will still be used in greenfield areas and that Part 5 (Activity Centres) be replaced with a new section on Precinct Plans.</p>	
<p>Do you support the proposed approach for the inclusion of Precinct Design in the planning framework?</p>	<p>The City supports the inclusion of precinct plans in the Regulations and replacing activity centre plans and structure plans in infill areas with precinct plans. It is considered that precinct plans will allow for design and built form elements to be considered as a part of the detailed planning process, which improves on the current process.</p>
<p>Do you support the general principle that Precinct Design is used to guide the preparation of plans in existing urban areas</p>	<p>The City supports the use of Precinct design to guide the preparation of precinct plan in infill areas. It is considered that the precinct</p>

<p>and the draft Neighbourhood Design SPP is used to inform the preparation of plans in greenfield settings/undeveloped areas?</p>	<p>Design Guidelines allow the area to be considered holistically.</p> <p>However, it is considered that all the information and details required by the Design Guidelines may not be relevant for all precincts and that greater guidance should be provided on who determines information relevant for each precinct.</p>
<p><u>3.2 - Determining Authority</u></p> <p>The discussion paper proposes that as per the current process for activity centre plans and structure plans the WAPC and Minister for Planning would be the determining authority for complex precinct plans and that local governments would be the determining authority for standard precinct plans.</p> <p>Given the potential for standard precinct plans to be approved by either a local government or the WAPC, it will be important that the determining authority responsibility is established early. The discussion paper suggests that all standard precinct plans be lodged with the WAPC for consideration and approval of determining authority. It recommends a timeframe of 14-28 days for response.</p>	
<p>Do you support the proposed determining authority arrangements?</p>	<p>In principle the City supports the proposed determining authority arrangements. The majority of the City's precinct plans in the short term will likely be complex and will require the approval of the WAPC and Minister. This is the same process as is currently required for structure plans and activity centre plans. It is considered that the process is widely understood so will not cause significant issue.</p>
<p>What changes would you suggest and why?</p>	<p>It is considered that residential infill areas should not be considered complex, even when an amendment is required. It is considered that minor infill precincts would require less detail than the other complex precincts and that the WAPC will have the opportunity to review at the amendment stage.</p>
<p>Do you support the potential requirement for all Standard Precinct Plans to be provided to the Department by a local government upon lodgement?</p>	<p>The City supports submitting standard precinct plans to the WAPC for approval of determining authority upon lodgement. However it is considered that the timeframe for WAPC consideration should not be counted as a part of the local government's initial assessment period, and that the assessment period should only start once confirmation of determining authority has been received by the local government.</p>
<p><u>3.3.2 Statutory Triggers</u></p> <p>The discussion paper contemplates how precinct plans could be triggered through a local planning scheme and posed the following three ways this could occur:</p> <ol style="list-style-type: none"> 1. The requirement for a precinct plan and the applicable spatial extent is identified on the local planning scheme maps - This could be achieved using a special control area 	

<p>designation to outline the outer edge of the precinct.</p> <p>2. The requirement for a precinct plan and the applicable spatial extent is identified on the local planning scheme maps - This could be achieved using a zone, such as the existing 'centre' zone or an equivalent new 'precinct' zone.</p> <p>3. The requirement for a precinct plan is expressed in words in the local planning scheme text.</p> <p>(a) This could be used in parallel with an overlay or zone on the local planning scheme maps.</p> <p>(b) This could be used to signal the need for a precinct plan (i.e. 'land generally within 800m of train station' etc.), without an accompanying reference on the local planning scheme maps.</p>	
<p>Do you have any comments regarding the potential statutory triggers (i.e. overlay, zoning, text provisions)?</p>	<p>It is understood that the intent of including precinct plans in the local planning scheme is intended to provide clarity and consistency for community and developers on where may be impacted by a future precinct plan. However, it is considered that in the short term it will increase the amount of red tape for precinct plans. The City's scheme does not currently identify any precincts.</p> <p>Further, it is consider that including precinct boundaries in the scheme will limit flexibility. Under the design guidelines precinct boundaries should be based on a context assessment, therefore boundary may change in light of new context when the precinct planning commences (after it has been included in the scheme).</p>
<p>Do you have any suggestions regarding alternate ways for triggers for Precinct Plans to be incorporated into the planning system?</p>	<p>The City supports the current process where precincts are identified at a strategic level with final boundaries being determined as a part of the precinct plan process in consideration of the relevant context.</p>
<p>3.3.3 WAPC Determination</p> <p>The discussion paper suggests that, similar to the current process, the WAPC may permit a precinct plan to be developed for an area that has not been identified or may compel a local government to prepare a precinct plan where it is considered necessary for the purposes of orderly and proper planning.</p> <p>It further considers whether it is necessary to engage with relevant stakeholders.</p>	
<p>Do you have a view on the procedural requirements associated with the WAPC making a determination that a Precinct Plan is required for the purposes of orderly and proper planning?</p>	<p>The City supports the ability to request to prepare precinct plans where necessary. It is considered that this will enable planning to occur for emerging centres (such as the new Morley and Noranda train stations or neighbourhood centres which had not previously been identified). Some guidance should be provided on where a plan is considered necessary and what details should be provided as justification for a</p>

	<p>request.</p> <p>The discussion paper proposes to provide the WAPC with powers to require or compel the preparation of a precinct plan. It is acknowledged that similar powers exist in relation to structure plans and activity centre plans. However it is considered that the power to compel the preparation of a precinct plan should be reserved for matters of State significance and, generally, not be used where it can be shown that the local government is progressing the strategic planning of precincts within its district. Further, it is considered that clear public guidance be developed by the DPLH which outlines how and when such a power would be used and the matters that WAPC would consider in making a determination.</p>
<p><u>3.4.1 Advertising Timeframes</u></p> <p>The discussion paper considers advertising timeframes. Currently the Regulations set the advertising timeframes for structure plans and activity centres (minimum of 14 days maximum of 28 days). The discussion paper considers that longer timeframes for advertising of precinct plans may be required given the complex matters covered. It suggests that an advertising period of 42 days (in accordance with a standard scheme amendment) may be appropriate.</p>	
<p>Do you support a 42-day advertising period for Precinct Plans? What do you see as the advantages and disadvantages of this potential change?</p>	<p>The City supports extending the maximum time limit for advertising of precinct plans. However, given the significant detail recommended to be included in the documents it is considered that the advertising timeframes should align with the scheme amendment advertising timeframes:</p> <ul style="list-style-type: none"> • 60 days for complex; and • 42 days for standard. <p>This is considered particularly important for infill areas where there are a large number of land owners that a plan may impact on. It is considered that this will enable the local community sufficient time to consider all the details within the document. Further it would enable local governments to run effective engagement processes as is advocated for in the Design Guidelines.</p>
<p><u>3.4.3 Assessment Timeframes</u></p> <p>Currently the Regulations set out timeframes for the consideration of structure plans and activity centre plans. It is currently recommended that these timeframes remain the same for the following stages:</p> <ul style="list-style-type: none"> • 28 days to consider a structure plan / precinct plan once received; and • 28 days to prepare community engagement. 	

Additionally, local governments are currently required to provide a final recommendation on activity centre plans and structure plans to the WAPC within 60 days of the end of consultation period. In light of concerns from local governments about Council report timeframes and the time required to respond to large numbers of submissions the discussion paper considers two options to extend the consideration period as follows:

- Increase the timeframe that the local government has to provide its recommendation to 75 days and reduce the WAPC’s timeframe to 105 days, resulting in no net increase to overall timeframes.
- The Department to undertake some of its assessment concurrently with the local government officers, which could also foster more communication and cooperation in the assessment process.

Do you think that the existing timeframes that local governments and the WAPC have to process Structure Plans (and hence those to be applicable to Precinct Plans) should be modified?

It is considered that given the level of detail which is required for complex precinct plans 28 days would not be a sufficient amount of time to assess them if received from an applicant, particularly if it requires referral to a design review panel for consideration.

It is further considered that 28 days would not be sufficient time to develop and implement a community engagement plan that aligns with the expectations set out in the Design Guidelines, particularly if it is a complex amendment and requires community engagement specialists to run the consultation as recommended.

The City supports extending the timeframe for local governments to consider submissions and provide a final recommendation to the WAPC after the closure of the advertising period.

Of the two options proposed the City prefers Option 1. It is considered that any assessment of a precinct plan should be considered with all submissions received and summarised otherwise the engagement process will be tokenistic and any submissions are may not be given due regard or it may be perceived this way.

3.5.3 Scheme Amendment Process

Currently, once structure plans and activity centre plans have been approved they then need to go through a separate scheme amendment process. To reduce the overall timeframes and red tape to implement a precinct plan the discussion paper considers two options for scheme amendments to limit red tape.

- (a) Precinct plan and standard scheme amendment are prepared, assessed and advertised concurrently; and
- (b) Precinct plan is prepared, assessed and approved then a basic (i.e. no advertising) scheme amendment is prepared and approved subsequently.

Do you have a preferred Option (A or B) for the amending of Local Planning Schemes to reflect the content of Precinct Plans?

The City supports modifying the scheme amendment process for the approval of precinct plans. It is considered that the

	<p>current process causes confusion as the community consider the matter finalised at the end of the activity plan / structure plan process. Further it causes consultation fatigue and often the same issues which have been previously been addressed are raised again.</p> <p>The City prefers Option A as detailed in the discussion paper. It is considered that this option will be more easily understood by the local community. Additionally, it will significantly reduce the amount of time and resources taken to finalise a precinct plan and amendment.</p>
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General Comment

It is considered that the draft documents will provide better guidance on how to plan the City's precincts to ensure that new development / redevelopment will be of a high quality, resulting in better outcomes. In particular the new documents will ensure that key issues for the City are considered as a part of the precinct planning process, including the following;

- Trees and landscaping;
- Environmental sustainability;
- Design and quality of new developments; and
- Provision of car parking.

Furthermore, the additional elements not relating to built form and land use allow precincts to be considered holistically and all the relevant information being used to inform the development of precinct plans. Additionally, the documents provide better guidance on the information which is required to be included within a precinct plan, which may reduce timeframes at the end of the process, as no additional information should be requested.

The documents focus on better engagement aligns with the City's current practice and will help ensure that the City continues to undertake meaningful and relevant engagement when preparing precinct plans. This will ensure that precinct plans consider and respond to the needs and vision of the local community.

A number of City projects are recommended to commence in the coming years which will be impacted by the introduction of SPP 7.2, including:

- Walter Road West Corridor Plan;
- Noranda District Centre Plan;
- Train station precincts at the new Morley and Noranda stations; and
- Guildford Road Corridor.

While there are a number of comments in relation to the draft documents the intent of draft SPP 7.2 and associated documents are supported.

LEGISLATIVE COMPLIANCE

In the event SPP 7.2 and the Design Guidelines are adopted by the State Government they will guide the future development of all precinct plans within the City.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council endorses the comments on draft State Planning Policy 7.2 - Precinct Design and associated documents as contained in <u>Attachments 1, 2 and 3</u> as the basis for the City's submission to the WAPC.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that there is a low risk to the City in the event Council endorse the officer's comments as contained in Attachments 1, 2 and 3. The officer's comments have considered the impact the proposed documents will have on the current planning process and how they will be implemented within the City.	

Option 2	That Council modifies the comments on draft State Planning Policy 7.2 - Precinct Design and associated documents as contained in <u>Attachments 1, 2 and 3</u> as the basis for the City's submission to the WAPC.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependent on the modification(s) proposed.
Reputation	Low	
Governance	Low	
Community and Stakeholder	Moderate	
Financial Management	Low	
Environmental Responsibility	Low	
Service Delivery	Low	
Organisational Health and Safety	Low	
Conclusion	Dependent on the modification(s) proposed.	

Option 3	That Council provides no submission on draft State Planning Policy 7.2 - Precinct Design and associated documents to the WAPC.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that there is a moderate risk to the City's strategic direction, reputation and community and stakeholder relationship in the event no submission on the proposed document is made. SPP 7.2 will be used to develop future precinct plans within the City. Precinct plans will be used to implement the actions identified in the Strategic Community Plan at a local level, if no comment is provided the final documents may not align with the City's vision. Providing no comment may be perceived as the City not having sufficient regard for such a significant suite of documents or supporting improved outcomes for the community. Further, in the event no comment is provided any comments the City may have on the community consultation processes will not be considered and future engagement processes may be limited.	

FINANCIAL IMPLICATIONS

There are no financial implications from this report. However, in the event SPP 7.2 and the associated documents are adopted by the WAPC it is likely incur additional costs for the City when preparing precinct plans given the high level of detail required.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Our Built Environment
Aspiration: A quality and connected built environment.
Outcome B1: Appealing streetscapes.
Outcome B3: Quality built environment.

It is considered that the draft SPP 7.2 and associated documents will provide guidance on how to plan the City's precincts to ensure that new development / redevelopment will be of a high quality, resulting in better outcomes.

CONCLUSION

It is recommended that Council endorses the City officer's comment in relation to SPP 7.2 and associated documents to be submitted to the WAPC for consideration.

10.4.4 Optus Stadium Regulation 19B Approval

Responsible Branch:	Environmental Health	
Responsible Directorate:	Community and Development	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	1. Optus Stadium Noise Modelling - All Events 2. Perth Stadium Nearby Resident Survey 2017 3. Notice of Venue Approval - Draft Conditions 4. Summary of the Optus Stadium Draft Venue Approval Conditions	
Refer:		

SUMMARY

The Town of Victoria Park has received an application from Optus Stadium (VenuesLive Management Services (WA) Pty Ltd as an Agent of VenuesWest) for a venue approval under Regulation 19B of the *Environmental Protection (Noise) Regulations 1997*.

Noise emissions received within the City of Bayswater from events held at Optus Stadium are predicted to exceed the assigned levels specified in the *Regulations*. As such the Town of Victoria Park is required to consult with the City on whether or not the application should be approved.

The Town of Victoria Park has provided the City with a copy of the draft conditions of approval, along with the predicted noise modelling data and a community consultation report for consideration.

The City has reviewed the proposed conditions of approval and recommends amendments to further minimise the impact upon the City's residents and ensure a higher level of compliance.

OFFICER'S RECOMMENDATION

That Council supports the Optus Stadium Venue Approval subject to the amendments to the conditions of approval as detailed in this report.

COUNCIL RESOLUTION

That Council supports the Optus Stadium Venue Approval subject to the amendments to the conditions of approval as detailed in this report, and the following amendment:

- 1. The applicant is to provide sufficient funding for the purpose of planting 500 native trees around the Belmont Racecourse and along the Maylands/Mount Lawley foreshore, that would serve as an additional noise attenuation measure. The funding will be provided to the relevant local governments to be included in their annual planting programs.**

CR ELLI PETERSEN-PIK MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 10/0

REASON FOR CHANGE

Council changed the Officer's Recommendation as it considered that the applicant should provide funding for planting 500 native trees around the Belmont Racecourse and along the Maylands/Mount Lawley foreshore as this would serve as an additional noise attenuation measure, and the funding be provided to the relevant local governments to be included in their annual planting programs.

BACKGROUND

Optus Stadium is located within the Town of Victoria Park and has been operating since 21 January 2018.

The venue has hosted several different sporting and entertainment events to-date including football, soccer, cricket, rugby, and music concerts. During this time the City has not received any significant negative feedback or complaints from residents.

Optus Stadium has previously sought approval from the Town of Victoria Park for each individual event under Regulation 18 of the *Environmental Protection (Noise) Regulations 1997*.

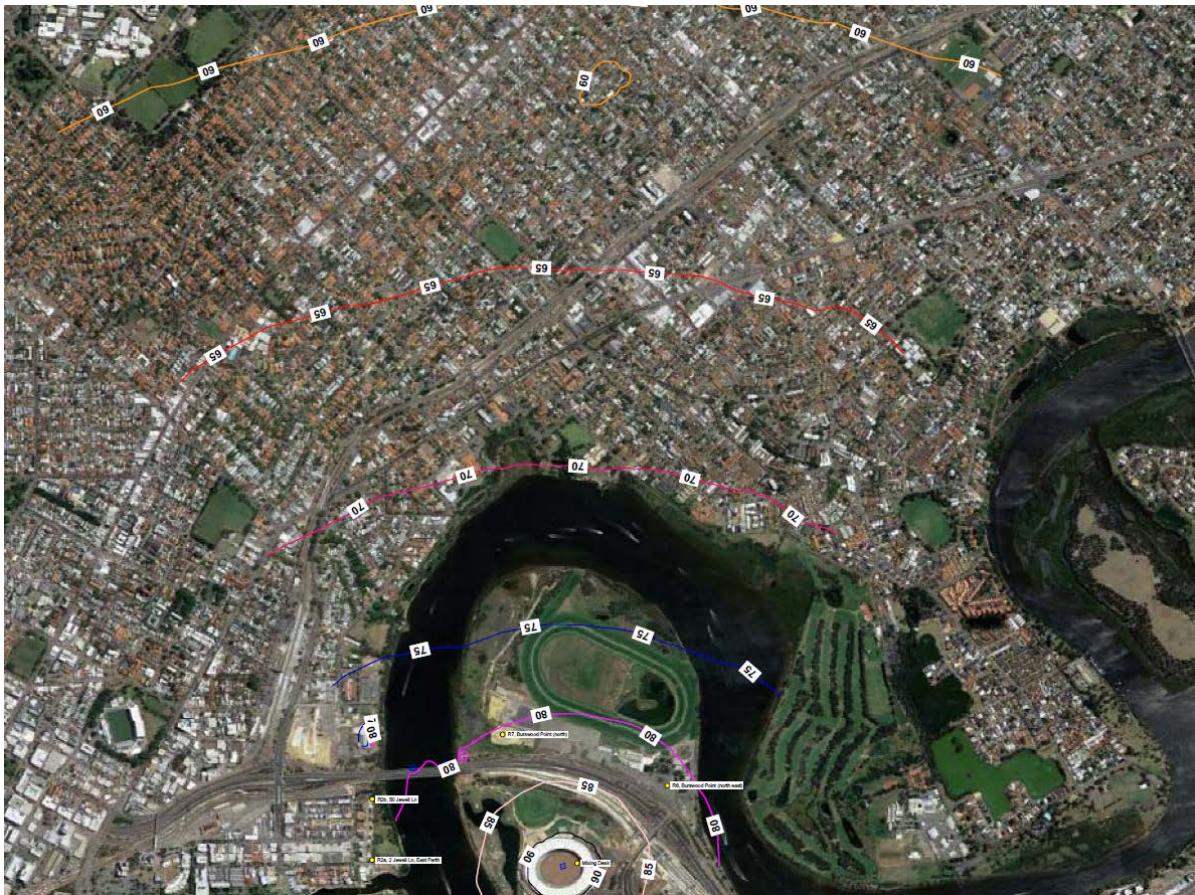
The Town of Victoria Park has recently received an application from Optus Stadium (VenuesLive Management Services (WA) Pty Ltd as an Agent of VenuesWest) for a venue approval under Regulation 19B of the *Environmental Protection (Noise) Regulations 1997* to continue holding various sporting and entertainment events in the future.

A venue approval allows events which would otherwise lose their character or usefulness if they were required to comply with the assigned noise levels specified under the *Environmental Protection (Noise) Regulations 1997*.

The noise emissions from events held at Optus Stadium are predicted to exceed the assigned levels specified in the *Regulations* within neighbouring local government boundaries.

The Town of Victoria Park is therefore required to consult with those likely to be affected, which includes the City of Bayswater and its residents. The Town of Victoria Park has provided the City with draft conditions which are designed to minimise the impact that the venue and events will have on surrounding residential properties, including those in adjoining local government areas.

Noise modelling has been undertaken by an acoustic consultant engaged by Optus Stadium to aid in the development of appropriate approval conditions and to identify which residents will be impacted by the venue and to what degree. The modelling provided indicates that residential properties located south of Guildford Road are likely to be minimally affected, while residential properties located west of Peninsula Road and Tranby Road are likely to be moderately affected.



The above image represents an example of the potential noise levels which may be experienced by residents within the City of Bayswater.

The venue approval will allow Optus Stadium to run a limited number of events each year which do not comply with the noise levels specified in the *Environmental Protection (Noise) Regulations 1997*.

The approval conditions specify the type, number and duration of the events which can be held, the maximum allowable noise levels, notification requirements and noise monitoring to be undertaken for each event. The venue approval will be in effect for a period of three years; however, there are amendment provisions within the *Environmental Protection (Noise) Regulations 1997* should a review be required before the expiry of the venue approval.

Due to the size of the documents referred to in the Attachments they are not included in this Agenda, however they can be viewed via the following link:

<https://yourthoughts.victoriapark.wa.gov.au/optusstadium19b/documents>

EXTERNAL CONSULTATION

Optus Stadium has undertaken a broad community perceptions survey which included City of Bayswater residents. Residents within 2kms of the stadium have also been provided with an opportunity to comment directly to the Town of Victoria Park on the draft conditions of approval.

OFFICER'S COMMENTS

Regulation 19B of the *Environmental Protection (Noise) Regulations 1997* requires that the Town of Victoria Park consult with the City regarding the proposed venue approval conditions and whether or not the venue should be approved or conditions be amended. The Regulations do not require that the City endorse the venue approval and the Town of Victoria Park can disregard any objections or comments that the City provides.

It is considered that while residents may be best served by Optus Stadium not receiving a venue approval, it is likely that if an objection was lodged by the City the venue approval would still proceed and the City would have no other opportunity to provide comment on the proposed conditions.

It is also considered that the proposed conditions of approval for Optus Stadium will considerably reduce the impact that events will have on residents within the City; however, the following proposed amendments to the conditions of approval will help to further reduce the potential impact on City of Bayswater residents:-

Condition 1

Require that the maximum allowable noise levels for sound checks are also specified.

Residents are impacted by the noise emissions from events directly, as well as the noise emissions from sound checks and testing of the public address system prior to events taking place. Adding this condition will ensure the impact of these sound checks are limited to pre-determined noise levels.

Conditions 3 and 4

Specify that any events held within the entertainment precinct immediately outside of Optus Stadium are included within the 10 event per calendar year limitation and the 4 event per consecutive 30 day period limitation.

The venue approval will only apply to events held within Optus Stadium. Any events held outside of the stadium, within the broader entertainment precinct will require a separate event approval and will not be subject to the venue approval conditions. This condition will ensure the cumulative impact of events held within the Optus Stadium and events held within the broader entertainment precinct are limited.

Condition 9

Increase the duration of noise monitoring until 15 minutes past the event finish time.

The venue approval currently requires noise monitoring to be undertaken for 5 minutes past the event finish time. Increasing the post event noise monitoring will then include any use of the public address system while attendees are vacating the venue.

Condition 12

Require that Optus Stadium provide a copy of all noise monitoring results to the City of Bayswater following each event.

Optus Stadium is currently required to provide a copy of all noise monitoring to the Town of Victoria Park. As noise emissions will impact residents within the City, it would be beneficial for the City to have access to all noise monitoring results.

Condition 15

Require that the complaint contact line is manned during sound checks and for the duration of the event.

The complaint contact line is proposed to be manned for the duration of any event held at Optus Stadium. Complaints are often received concerning noise emissions from event sound checks. This condition will ensure that Optus Stadium can receive immediate feedback from residents impacted by event sound checks.

Condition 17

Require that the notification of each event as well as sound system and public address system checks be provided to residents within a 2km radius of the venue.

Noise modelling has indicated that residents up to 2km away from Optus Stadium may be impacted by noise emissions. This condition will ensure that any residents impacted by noise emissions within the City are notified.

Condition 22

Increase the notification period and submission of noise management plan requirement for events from 7 days to 14 days.

This will enable the Town of Victoria Park to have adequate time to review noise management plans prior to an event and if necessary consult with the City on issues impacting City of Bayswater residents. From discussions with the Town of Victoria Park staff, they appeared to be supportive of this amendment.

Condition 22

Require Optus Stadium to provide the City of Bayswater with the names and contact details of the acoustic consultants undertaking noise monitoring for each event.

This will allow the City to verify that suitably qualified acoustic consultants are being engaged for the purpose of noise monitoring for each event.

Condition 26

Require that the position and direction of speakers be specified for each stage configuration.

Currently the conditions of approval only specify the different event configurations based on the direction the stage is facing. Stage direction will determine the level of noise emissions likely to be experienced by residents to some degree; however, the positioning and direction of the speakers will be the most significant determinant of this. Adding this condition will ensure that the noise modelling more accurately reflects the level of noise emissions likely to be experienced by residents and reduces the likelihood of any significant variations.

Conditions 31, 34 and 37

Require noise monitoring to be conducted within the City of Bayswater area to ensure actual noise levels are consistent with noise modelling predictions. Where events are found to exceed the predicted noise levels, additional control measures are to be implemented to the satisfaction of the City.

Noise monitoring is currently proposed to take place within the venue only. This condition will ensure that the noise levels experienced by residents are consistent with the noise modelling predictions.

LEGISLATIVE COMPLIANCE

The City is being consulted in accordance with Regulation 19B of the *Environmental Protection (Noise) Regulations 1997*.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council supports the Optus Stadium Venue Approval subject to the amendments to the conditions of approval as detailed in this report.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	This option presents a low risk and demonstrates Council's consideration of the impacts of noise emissions on the community.	

Option 2	Council supports the Optus Stadium Venue Approval subject to no amendments or proposed other modifications to the conditions of approval.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Moderate
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	Noise emissions from events will still be controlled under the final conditions of approval imposed by the Town of Victoria Park and these may include amendments from other feedback received through the consultation process; though the City's proposed amendments may not be considered to help further reduce the impact upon its residents. Accordingly this option presents the above moderate risks, and these risks are also dependent on any other amendments to the conditions.	

Option 3	Council objects to the Optus Stadium Venue Approval.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	High
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	The Town of Victoria Park is not required to comply with the City's objection and may proceed with the venue approval regardless. Noise emissions from events will still be controlled under the existing conditions of approval; though additional measures will not be considered to help reduce the impact upon residents within the City. Accordingly this option presents the above high and moderate risks.	

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Leadership and Governance
Aspiration: Open, accountable and responsive service
Outcome L1: Accountable and Good Governance

The proposed amendments to the conditions for the Optus Stadium venue approval are considered reflective of best industry practice and will ensure effective measures are in place. This aligns with strategy L1.2 for Leadership and Governance in the City's Strategic Community Plan.

CONCLUSION

The proposed conditions for the venue approval are expected to reduce the impact that noise emissions from Optus Stadium have on the City's residents; however, the proposed amendments will provide additional measures to further reduce the impact upon the City's residents and ensure a higher level of compliance.

10.5 Sub Committee Reports**10.5.1 Skate and Bike Development Advisory Committee****10.5.1.1 City of Bayswater Skate and Bike Park Future Developments**

Responsible Branch:	Project Services	
Responsible Directorate:	Works and Infrastructure	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	

SUMMARY

To provide an overview of skate and bike facilities within the City and identify opportunities for future developments.

ADVISORY COMMITTEE RECOMMENDATION

That Council requests the Skate and Bike Development Advisory Committee to investigate facility development options and provide a further report to Council for future budget consideration.

**COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)**

That Council requests the City to investigate facility development options and provide a further report to Council for future budget consideration.

Note: An alternate officer recommendation to the Advisory Committee's recommendation is provided on the basis of the separate report in the Minutes which recommends that the Advisory Committee be disbanded.

**CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED
CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0**

BACKGROUND

The City of Bayswater offers the community two skate facilities, located at Wotton and Crimea Reserve and two BMX tracks located at Lightning Park and Wotton Reserve. The feedback received from skate park users indicates that both facilities are well used and supported by the community as both facilities provide users with a variety of elements and function.

Distribution of Skate and Bike Facilities**Wotton Reserve Skate Park, EMBLETON**

The Wotton Reserve Skate Park is the oldest skate park within the City of Bayswater and includes a 12ft steel vertical half pipe, small bowl, open bowl, box jump, table tops, and five stairs with handrail, several banks, double stair set and flat rails. Additional amenities include a dirt BMX jump track, benches, drink fountain and parking. The facility has no floodlighting and can only be used during daylight hours.

Crimea Reserve Skate Park, MORLEY

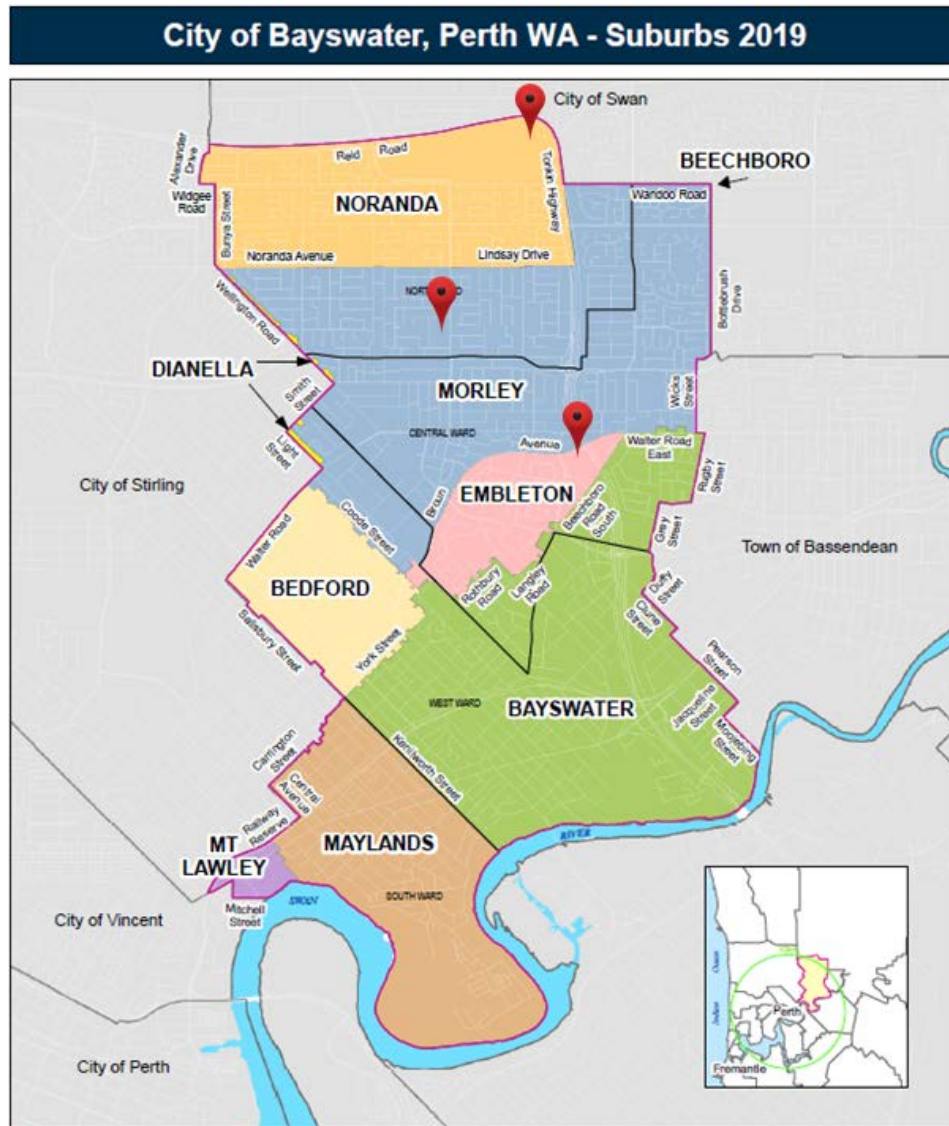
The 'skate plaza' design includes a variety of rails, banks and ledges and is approximately 620m² in size. The Crimea reserve provides additional amenities such as playing fields, basketball half court, play equipment, tennis court, exercise equipment, benches, shelters, public toilets, drink

fountain and parking. The facility has floodlighting available and can be used up to 9.00pm in an evening.

Lightning Park BMX Track, NORANDA

The Lightning Park BMX track is a small BMX dirt jump circuit within a 3,400sqm area located within the Lightning Park Recreation Centre in Noranda. Lightning Park also includes additional amenities such as a playground, benches, drinks fountain and sports fields. The track has no lighting and can only be used during daylight hours.

The following illustrates the geographical spread of skate/bike facilities across the City:



General condition of current assets

Independent specialist contractors have identified the City's aging skate and bike infrastructure as being in fair to poor condition requiring significant maintenance to prevent ongoing deterioration.

Wotton Reserve Skate Park

The Skate and BMX facility at Wotton Reserve is over 17 years old and requires extensive ongoing maintenance. Following the completion of the Function and Condition Assessment

Report by Convic in October 2012, a report was presented to Council stating that Wotton Reserve Skate Park was found to be in poor condition and has less than five years of useful life remaining. Two years later a Skate and BMX Feasibility Assessment prepared by Skate Sculpture suggested that the City investigate the following options:

1. Demolish the existing park and build a similar park in a better-suited location; or
2. Continue to maintain and enhance the facility in its current location.

The City continues with an extensive inspection and maintenance regime. The below images show the recent works undertaken in June 2019 by Carving Concrete to grind, patch and seal the concrete surface.



The BMX track at Wotton Reserve has become worn, and the jump surfaces are very rough required ongoing maintenance. Skate Sculpture recommended within the feasibility report to involve the local BMX riders in the process of reshaping the jumps as it will increase the usability of the track. Appropriate storage of accessible tools and the supply on water continues to be a challenge in this area.



Crimea Reserve Skate Park

Crimea Reserve Skate Park remains a popular facility amongst the skateboarding community. The Skate and BMX Feasibility Assessment prepared by Skate Sculpture in 2014 identified some areas requiring immediate repair. The report also noted that the surface shows evidence of air pockets which has created holes and divots throughout the entire surface. Repairs have been conducted, however, the surface still continues to deteriorate and requires ongoing attention.



Lightning Park BMX Track

The Lightning Park BMX track is a dirt jump circuit within a 3,400sqm area located within the bushlands at Lightning Park Recreation Centre. The City renovated the BMX track in early 2019 by applying crushed road base over the clay track to reduce erosion and provide a safe, usable area.



Opportunities for future development

It is evident that the City of Bayswater has a strong skate and bike culture, and the existing facilities are well utilised and supported. Due to the continuing popularity of skating, rollerblading and scootering within Australia's youth, a variety of facilities continue to be developed throughout the country. These include skate able landscapes, combination facilities, youth precincts, and pop up/skate-able sculptures. These facilities are classified into a range of sizes, functions and indicative installation costs as per below:

CLASSIFICATION	DESCRIPTION	AREA	NO. USERS	APPROX. PRICE
Skate Node	Skate sculptures and furniture that provides a small skate park area.	20 - 100m2	3-5	\$10,000 to \$75,000
Skate Spot	A space that provides users with a variety of features and several skate elements.	200 - 450m2	10-20	\$75,000 to \$300,000
Neighbourhood Skate Park	A space that meets the requirement of all users and provides a space to host small events.	500 - 900m2	15-30	\$300,000 to: \$750,000
Skate Park Hub	A large scale skate park that provides a variety of different skilled users a space to use on a daily basis.	1000m2	20-50	\$750,000+

Examples for each across the metropolitan areas are provided below:



Skate Node: Edge Skate Park
Calista Oval, Gilmore Avenue, Kwinana WA



Skate Spot: Crimea Skate Park
Calista Oval, Gilmore Avenue, Kwinana WA



Neighbourhood Park: Bassendean Skate Park
Guildford Rd, Bassendean WA



Skate Park Hub: Fremantle Skate Park
54 Marine Terrace, Fremantle WA

Based on past condition and feasibility reports, the current skate and BMX facilities within the City are aging and require significant ongoing maintenance. Once at the end of their serviceable lifecycle, the current facilities may be demolished and replaced in their current location or alternative options explored.

As part of the Skate and BMX Feasibility Assessment, Skate Sculpture in liaison with City Officers identified several locations across the City of Bayswater suitable to develop future skate and BMX facilities. The report provided a summary of recommendations for future opportunities and considerations as follows:

1. Within 1-2 years to provide a minimum of two (2) skate spots within the Maylands area such as Gibbney Reserve or Bardon Park. Other suitable locations include Tranby Reserve, Maylands Foreshore Reserve and/or Catherine Reserve. Any facilities would cater for users that live too far away to easily access Crimea and Wotton Skate Park. A budget of \$75,000+ per facility would be required.
2. Within a five (5) year period develop a Neighbourhood sized park at Riversdale Gardens. The location is already popular and located in close proximity to public transport. A budget of \$300,000+ would be required.
3. Within a 5-10 year period develop a hub multi-purpose facility at Robert Thompson Reserve to provide a facility that can be used and accessible for all children and young adults. A budget of \$750,000+ would be required.

4. Within a one (1) year period redeveloping Lightning Park Reserve to provide a better suited facility for its users. A budget of \$30,000+ would be required.
5. Within a two (2) year period develop at least one additional BMX facility at Deschamp Reserve, or Riverside Gardens. A budget of \$20,000-\$50,000 would be required for each facility.

No proposals have been considered by Council to date. The City is currently developing a Community Recreation Plan to be completed by 2021. The plan will consider the provision, use and future development of community recreation facilities across the City.

Hinds Reserve Bike Trail Feasibility Study

Common Ground Consulting has been appointed to conduct a Feasibility Study of Integrating a Bike Trail at Hinds Reserve, Bayswater. Common Ground is a mountain bike trail planning, design and construction company. The study is anticipated to commence late July 2019 and aims to be completed by the end of October 2019.



The study will consider an analysis of community demand and options for future facility development.

EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter.

OFFICER'S COMMENTS

The City has \$50,000 provided in the Long Term Financial Plan for Skate Park Developments in the following financial years:

- 2020-21,
- 2023-24, and
- 2026-27.

Further investigation is required in determining options around future facility developments including:

- Ongoing maintenance of existing;
- Redevelop or replace existing in same location;
- Demolish and replace existing in alternative locations; and
- Develop new facilities in new locations across the City; or a combination of the above.

Council may wish to request the Skate and Bike Development Advisory Committee to further investigate options to develop appropriate skate, scooter and bike facilities in line with community demand and available resources.

LEGISLATIVE COMPLIANCE

Asset Management - Infrastructure Assets Policy.

OPTIONS

In accordance with the City’s Risk Management Framework, the following options have been assessed against the City’s adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council requests the Skate and Bike park Development Advisory Committee to investigate facility development options and provide a further report to Council for future budget consideration	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	This option is low risk and in line with the City's adopted risk tolerance.	

Option 2	Not progress any facility development options.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	High
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate

Organisational Health and Safety	Low	Moderate
Conclusion	This option presents a moderate risk with the level of risk identified above the City's adopted risk tolerance in areas such as Reputation, Community and Stakeholder and Service Delivery given the current facilities are well used and there may be scope to develop new facilities in order to increase the geographical spread of facilities across the City.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Skate and BMX Facilities

Asset Category: New

Source of Funds: Municipal

LTFP Impacts: \$50,000 considered in the LTFP 2020-21, 2023-24 and 2026-27.

Notes: \$15,000 is included in the 2019-20 budget for general maintenance across both skate parks.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	Nil	Nil	\$5,000	Potential future external grant opportunity	15-20	\$150,000+ per site	Wotton \$7,500 Crimea \$5,000 Events \$7,000

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Our Community

Aspiration: An active and engaged community

Outcome C1: A strong sense of community through the provision of quality services and facilities.

CONCLUSION

The City provides two skate facilities, which are located at Wotton and Crimea Reserve and two BMX tracks at Lightning Park and Wotton Reserve. The facilities are ageing and require intensive ongoing maintenance. The City of Bayswater has \$15,000 included in the 2019-20 budget for general maintenance across both skate parks

Previous studies have recommended the potential development of skate nodes and hubs across the City, however, detailed analysis for future locations have not been progressed. The City of Bayswater Long Term Financial Plan provides \$50,000 for Skate Park Developments in the following financial years:

- 2020-21,
- 2023-24, and
- 2026-27.

10.5.1.2 City of Bayswater Skate and Bike Events

Responsible Branch:	Project Services	
Responsible Directorate:	Works and Infrastructure	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	

SUMMARY

To provide an overview of past skate and bike events held within the City, and to consider opportunities for future community events and marketing.

COUNCIL RESOLUTION**(ADVISORY COMMITTEE/OFFICER'S RECOMMENDATION)**

That Council notes the City of Bayswater Skate and Bike Events report.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY BY EXCEPTION (EN BLOC): 10/0

BACKGROUND

The City of Bayswater offers a range of community skate and BMX events at both Crimea and Wotton Reserve.

The City has been partnering with Skateboarding WA since 2012, to develop and operate a series of clinics and events each year at both Wotton and Crimea Skate Parks. These free community events are well supported and provides locals the chance to develop new skills and compete against other participants from across the State. The events held at Wotton Skate Park cover all three disciplines of skate, scooter and BMX, whereas smaller skateboarding specific events are promoted at Crimea Skate Park.

Skateboarding WA promotes a minimum of eight events each year across both facilities which are promoted in conjunction with the City via website postings and social media links.

The City has promoted local competitions in the past at both Wotton Reserve and more recently Bayswater Waves as part of a wider 'youthfest' initiative.

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

The City of Bayswater has supported several organisations over the past ten years to coordinate and deliver various skate, scooter and BMX events. Previous events have been well attended, although actual visitor numbers have not been formally monitored. Community feedback indicates that Crimea Reserve and Wotton Reserve Skate Park still remain highly relevant within the skating and BMX community and formal events are an important component in attracting and retaining existing and new users of the facilities.

Any not-for-profit community group or commercial promoter can host a skate/scooter/BMX event within the City. Formal approval is required and includes a community events application or facility hire request. All relevant information and forms are available via the City of Bayswater's website or by contacting the City directly.

When partnering with Skateboarding WA the City pays a fixed fee for a predetermined number of events to be delivered across the City throughout the year. The following methods are available for either the City or event promoters to deliver Skate, scooter, bike events at current City facilities:

1. The City promotes a number of events directly utilising the available \$7,000 Skate Park event budget.
2. The City engages a specialist operator to deliver a series of events and clinics throughout the year across the City utilising the available \$7,000 Skate Park event budget.
3. The City approves a specialist operator to hire either Wotton or Crimea Skate Park to promote skate, scooter, BMX events to the community. The reserve hire fee is \$150 for a half day hire up to four hours or \$250 for a full day exclusive facility hire.
4. The City considers potential applicants to deliver community skate events/clinics through the Community Events Grants Program. The City offers community event grants up \$5,000 for any relevant groups wishing to promote community events. Community events grants are currently open with applications closing 31 July 2019.

Marketing and promotion opportunities

The Skate and Bike Development Advisory Committee has expressed a desire to develop a brand/logo for skate/bike park events moving forward. The City Brand Advisor is available to assist in developing a flyer/poster brand and or strapline to promote the skate and BMX events funded by the City.

Previous events have been promoted under the heading of 'Baysie Youth Fest' and 'Boomshanka'.

LEGISLATIVE COMPLIANCE

Asset Management - Infrastructure Assets Policy.

OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Option 1	That Council notes the City of Bayswater Skate and Bike Events report.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	This option is low risk and in line with the City's adopted risk tolerance.	

Option 2	Council does not note the City of Bayswater Skate and Bike Events report.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Moderate	Moderate
Governance	Moderate	Moderate
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low

Environmental Responsibility	Low	Low
Service Delivery	Moderate	Moderate
Organisational Health and Safety	Low	Low
Conclusion	By Council not noting the information in this report, it is considered that the activities mentioned in this report could be interpreted as being unsupported by Council.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Skate and BMX Facilities

Asset Category: New

Source of Funds: Municipal

LTFP Impacts: Nil.

Notes: \$7,000 is included in the 2019-20 budget for skate, scooter and bike events across the City.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	-	-	-	-	-	-	\$7,000

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Our Community

Aspiration: An active and engaged community.

Outcome C1: A strong sense of community through the provision of quality services and facilities.

CONCLUSION

The City has partnered with several organisations in the past to provide a variety of skate, scooter and BMX events. The City has an allocation of \$7,000 in the 2019-20 budget to provide skate, scooter and BMX events in conjunction with partner organisations.

COUNCIL RESOLUTION - ADOPTION BY EXCEPTION

That the recommendations relating to items: 10.2.9, 10.3.2, 10.4.2, 10.4.3, 10.5.1.1 and 10.5.1.2 contained in the agenda be adopted by exception as per section 5.5 of the *City of Bayswater Standing Orders Local Law 2018*.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 10/0

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

12. QUESTIONS FROM MEMBERS WITHOUT NOTICE

	Councillor / Question	Response / Action
1	Cr Sally Palmer	Cr Dan Bull, Mayor
	<i>Just a little correction [regarding Question Without Notice from Ordinary Council Meeting on 3 September 2019] because the actual printing was rather a long winded question from me, and a very good response and I thank our Director for the information he has given there. Just before the last paragraph, it says "it's in Embleton", but in actual fact, I think we were all muttering slightly and it actually should be "it's in Emberson". So just to say that.</i>	<i>The correction had been noted by the relevant Officers.</i>

13. NEW BUSINESS OF AN URGENT NATURE

Nil.

14. MEETING CLOSED TO THE PUBLIC**COUNCIL RESOLUTION**

That the meeting be closed to the public and the doors closed.

CR ELLI PETERSEN-PIK MOVED, CR LORNA CLARKE SECONDED

CARRIED: 8/2

For: Cr Dan Bull, Mayor, Cr Filomena Piffaretti, Deputy Mayor, Cr Barry McKenna, Cr Sally Palmer, Cr Stephanie Gray, Cr Elli Petersen-Pik, Cr Lorna Clarke, and Cr Giorgia Johnson.

Against: Cr Steven Ostaszewskyj, and Cr Catherine Ehrhardt.

At 9:03pm, the doors were closed to the public and those present in the public gallery left the meeting.

14.1 Matters for Which the Meeting May be Closed**14.1.1 Renewal of the 5-year Photocopier Agreement for the City of Bayswater**

Responsible Branch:	Governance	
Responsible Directorate:	Corporate and Strategy	
Authority/Discretion:	<input checked="" type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
Voting Requirement:	Simple Majority Required	
Attachments:	Confidential Attachment(s) - in accordance with Section 5.23(2) (...) of the <i>Local Government Act 1995</i> . 1. Photocopier Location and Usage Data. 2. Copy Charge Evaluation. 3. Final Evaluation - Leasing and Maintenance of Photocopier Agreement.	

REASON FOR CONFIDENTIALITY

This report is **CONFIDENTIAL** in accordance with section 5.23(2) of the *Local Government Act 1995* which permits the meeting to be closed to the public for business relating to the following:

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*

COUNCIL RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council, based on the final evaluation at Attachment 3, awards a five (5) year Photocopier Lease and Maintenance Agreement for the City of Bayswater to Ricoh at a cost of \$407,015.71 for the period November 2019 to October 2024.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 10/0

COUNCIL RESOLUTION

That the meeting be re-opened to the public and the doors re-opened.

CR DAN BULL, MAYOR MOVED, CR ELLI PETERSEN-PIK SECONDED

CARRIED UNANIMOUSLY: 10/0

At 9:05pm, the doors were re-opened to the public and any members of the public gallery were invited to return to the meeting, however, no members of the public returned.

14.2 Public Reading of Resolutions That May be Made Public**COUNCIL RESOLUTION**

(OFFICER'S RECOMMENDATION)

That Council, based on the final evaluation at Attachment 3, awards a five (5) year Photocopier Lease and Maintenance Agreement for the City of Bayswater to Ricoh at a cost of \$407,015.71 for the period November 2019 to October 2024.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 10/0

15. CLOSURE

There being no further business to discuss, the Chairperson, Cr Dan Bull, Mayor, declared the meeting closed at 9:06pm.