

Agenda

Ordinary Council Meeting

25 January 2022

Notice of Meeting

The next Ordinary Council Meeting will take place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on **Tuesday, 25 January 2022** commencing at **6:30 pm**.

Yours sincerely



ANDREW BRIEN
CHIEF EXECUTIVE OFFICER

13 January 2022

Meeting Procedures

1. All Council meetings are open to the public, except for matters dealt with under 'Confidential Items'.
2. Members of the public who are unfamiliar with meeting proceedings are invited to seek advice prior to the meeting from a City Staff Member.
3. Members of the public may ask a question during 'Public Question Time'.
4. Meeting procedures are in accordance with the City's *Standing Orders Local Law 2021*.
5. To facilitate smooth running of the meeting, silence is to be observed in the public gallery at all times, except for 'Public Question Time'.
6. Persons are not permitted to record (visual or audio) at the Council meeting without prior approval of the Council.
7. Council meetings will be livestreamed in accordance with the resolution of 24 August 2021. Images and voices may be captured and streamed. If you have any issues or concerns regarding the live streaming and recording of meetings, please contact the City's Governance team.
8. In the event of an emergency, please follow the instructions of City of Bayswater Staff.

City of Bayswater

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Morley WA 6062

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Council Chambers Seating Plan



Andrew Brien
CEO



Cr Filomena Piffaretti
Mayor



Cr Giorgia Johnson



Cr Lorna Clarke



Cr Dan Bull



Cr Elli Petersen-Pik



Cr Catherine Ehrhardt
Deputy Mayor



Cr Michelle Sutherland



Cr Assunta Meleca



Cr Steven Ostaszewskyj



Cr Sally Palmer



Cr Josh Eveson



Des Abel,
DCD



Doug Pearson,
DMPCA



Lorraine Driscoll,
DCS



Luke Botica,
DWI

Agendas
and Minutes
Officer

Press

Gallery

Nature of Council's Role in Decision Making

Advocacy:	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
Executive/Strategic:	The substantial direction setting and oversight role of the Council, e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative:	Includes adopting local law, town planning schemes and policies.
Review:	When Council reviews decisions made by officers
Quasi-Judicial:	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits/licenses (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

City of Bayswater Standing Orders Local Law 2021

6.9 DEPUTATIONS

- (1) Allowance has been established for deputations to be heard at Agenda Briefing Forums the week prior to the Ordinary Council Meeting by any person or group wishing to be received. A deputation may be heard at the Council meeting, Agenda Briefing Forum or a Committee meeting open to the public at the discretion of Council, and the depute is to either-
 - (a) apply, before the meeting, to the CEO for approval and can be considered in both a verbal and written format;
 - (b) with the approval of the Presiding Member, at the meeting; and-
 - (c) are to be received by 1.30pm on the day of the forum receiving the deputation.
- (2) Upon receipt of a request for a deputation the CEO must refer the request to the relevant Council meeting, Agenda Briefing Forum or a Committee meeting.
- (3) Unless the Presiding Member allows, a depute invited to attend the meeting is not to address the meeting for a period exceeding 5 minutes.
- (4) Unless given leave by the Presiding Member, only two members of the deputation may address the meeting, although others may respond to specific questions from Members.
- (5) For the purposes of this clause, unless Council, Agenda Briefing Forum or the Committee determines otherwise, a deputation is taken to comprise all those people either in favour of, or opposed to, the matter which is the subject of the deputation.
- (6) Unless Council, Agenda Briefing Forum or the Committee resolves otherwise, any matter which is the subject of a deputation to the Council, Agenda Briefing Forum or a Committee open to the public is not to be decided by Council, Agenda Briefing Forum or the Committee until the deputation has completed its presentation.
- (7) The Presiding Member may require deputations to leave the meeting while other deputations are being heard in relation to that matter.
- (8) A member of the public who makes a deputation is to state his or her name and address, however only the name will be published in the minutes.

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1 OFFICIAL OPENING**2 ACKNOWLEDGEMENT OF COUNTRY**

In accordance with the City of Bayswater's Reflect Reconciliation Action Plan November 2019- November 2020, the Presiding Member will deliver the Acknowledgement of Country.

Noongar Language

Ngalla City of Bayswater kaatanginy baalapa Noongar Boodja baaranginy, Wadjuk moort Noongar moort, boordiar's koora koora, boordiar's ye yay ba boordiar's boordawyn wah.

English Language Interpretation

We acknowledge the Traditional Custodians of the Land, the Whadjuk people of the Noongar Nation, and pay our respects to Elders past, present and emerging.

3 ANNOUNCEMENTS FROM THE PRESIDING MEMBER

4 ATTENDANCE

Members

West Ward

Cr Dan Bull
Cr Lorna Clarke
Cr Giorgia Johnson

Central Ward

Cr Assunta Meleca
Cr Sally Palmer
Cr Steven Ostaszewskyj

North Ward

Cr Josh Eveson
Cr Filomena Piffaretti, Mayor (Chairperson)
Cr Michelle Sutherland

South Ward

Cr Catherine Ehrhardt, Deputy Mayor

Officers

Mr Andrew Brien	Chief Executive Officer
Mr Des Abel	Director Community and Development
Mr Doug Pearson	Director Major Projects and Commercial Activities
Ms Lorraine Driscoll	Director Corporate and Strategy
Mr Luke Botica	Director Works and Infrastructure
Ms Chelsea Beavington	Executive Assistant to the CEO
Mr Mitchell Halls	Minutes and Agenda Officer

Observers

Press -
Public -

4.1 Apologies

Cr Elli Petersen-Pik

4.2 Approved Leave Of Absence

Councillor	Date of Leave	Approved by Council
Cr Filomena Piffaretti, Mayor	10 January 2022 to 14 January 2022	Ordinary Council Meeting 07.12.2021
Cr Dan Bull	12 January 2022 to 22 January 2022	Ordinary Council Meeting 07.12.2021
Cr Elli Petersen-Pik	22 January 2022 to 29 January 2022	Ordinary Council Meeting 07.12.2021

4.3 Applications for Leave Of Absence

5 DISCLOSURE OF INTEREST SUMMARY

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

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.

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 2021* 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 agenda will be considered in the first instance, followed by questions relating to Council business not listed on the agenda.
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 agenda for the following meeting.

6.1 Responses to Public Questions Taken on Notice

Mr David Dyke - 1/8 View Street, Maylands

Question 2

My second question refers to Malgamongup- or you know it as Bardon Park. Would the City of Bayswater investigate at a deeper level what was the purpose and why the iconic stump was cut down from original re-veg site at Malgamongup (Bardon Park), I discovered it had been cut down on the 19th of November and obviously done by some sort of mechanical aid. Some re-veg plants have been damaged.

When clearing out huge amounts of Lantana, Pepper trees and woody weeds the 5m tall stump emerged from our early friends group activities. I was exploring with the Aboriginal Arts Council if it was suitable for a sculpture or painted. I have enquired through environment section, with parks and gardens section being consulted with no acceptable reply and reason unknown?

The top section approximately 1 meter has been taken away. I have some photos if anyone wants them Photos are available. Someone must know something. Can the City of Bayswater at a higher level what's been investigated- investigate it and come up with the reason because it was a very iconic stump. I don't know how I'm going to go to the Aboriginal Arts Council and says it's no longer there.

Answer 2

The City have followed up with the internal teams and contractors and at this point the City believe a member of the public undertook the removal of the vegetation. The City will review access to the site and inform team members to keep an eye out for suspicious activity.

In the meantime, the Sustainability and Environment branch will identify a new feature log that can be used to create an art project.

Thank you for all of your great work protecting this important Wetland.

Mr Ian Walters – 124 Lawrence Street, Bedford

Question 1

My questions relate to public question time.

I'm utterly confused you've got three items in the agenda one you're going to follow it up, two you're going to do that. Tonight, it says you haven't had time to answer the questions and they will be put on the City's website. Is there any way you can tell me when you do my questions and I might add you're leaving out some of my questions and I would like to know why? To my understanding it is a statutory requirement that people ask questions at public time and it gets recorded.

On the website how do I know if it's on the website- every day do I go on the website to learn if a question has been answered? No way. You're leaving questions out that were asked 3 months ago and not including them in the minutes. I know another member of the public and I rung and asked him he and hasn't had a response to his question which preceded my question. There's something wrong with the system.

Answer 1

If your question is answered during the meeting, the answer will be recorded in the minutes, which are released within 10 business days of the meeting. If we are unable to answer the question at the meeting, it will be taken on notice and the response will be included in the agenda for the next Ordinary Council Meeting, as well as providing you with a formal response via the address or email address provided. Please note, the formal response will only include responses to the question taken on notice. The City aims to distribute the agenda 10 business days prior to the meeting i.e., the Thursday of the second week of the month. On occasion, this may be delayed to the Friday due to unforeseen circumstances.

We have reviewed the minutes and our records show all questions have been answered either in the minutes of the meeting in which they were asked, or in the agenda for the following meeting, if taken on notice. If you believe we have missed a question, please advise the City which question you believe remains outstanding.

Responses to questions taken on notice at the November meeting were not included in the December agenda because of the unusual quick turnaround between the Ordinary Council meetings of November 24 and December 7. This unusual turnaround is due to the Christmas closure, which left only two days between the November meeting and the distribution of the agenda for the December meeting. As such, the responses to questions taken on notice in the November meeting were included in the minutes of the December meeting.

Mr Harvey Tonkin - HarveyT@iinet.com.au

Question 1

Firstly, about the last financial year I asked about the repair of the footpaths in the North Ward- they'd all been marked and the indication was the marking has just about disappeared. I was given a response that something was going to happen and I just wondered- when?

Answer 1

The City is addressing all high priority repairs on a City wide basis and is scheduled to be in the North Ward area in February of 2022. Please be advised that the City logs all repairs via an electronic system with location coordinates and therefore, the City no longer needs to mark repairs with blue paint.

Question 3

My third question- there's a new word that came out that's called hydro-zoning. People within the Council were referring that that involved killing off grassed areas and placing woodchips there because it reduced watering, cut down maintenance.

I am just wondering if anyone's looked up the definition of hydro-zoning and my understanding is hydro-zoning is when you have a group of plants together that require a set amount of water to run them. It's nothing to do with woodchips. So, I just wondered if anyone here knows a different definition or whether I've been conned.

Answer 3

Mr Luke Botica, Director Works and Infrastructure, affirmed that the Council understands what hydro-zoning is and that it can take place in a range of forms.

Question 3a

So, it has nothing to do with grouping plants together that require x amount of water to survive?

Answer 3a

Mr Luke Botica, Director Works and Infrastructure stated that the grouping of plants with certain watering requirements can also be a form of hydrozoning as well.

Question 3b

Well, that's the only definition I can find - has it been spread out or something? I'm just asking- I could not find another definition that referred to what you've mentioned. I just want to... the second part of the question is to do with that on hydro-zoning- is the Council hydro-zoning the isle and down Morley Drive from Wellington Road through to the Tonkin Highway? Because I've noticed that great sections are dead.

Answer 3b

Morley Drive median will be eco-zoned in the future, although the timing of this project is unknown as the eco-zoning program is dependent on funding from the municipal budget, and there are other medians across the City that will have priority ahead of Morley Drive. Also the City staff have been dealing with multiple issues with the irrigation system on the median due to trucks parking on and crossing over the median to service a construction site, which has resulted in the turf suffering due to the recent hot weather. This is expected to be fully resolved by end of next week with the affected areas being partially covered by the stations that are operating as per usual program.

6.2 Public Question Time

7 CONFIRMATION OF MINUTES

7.1 Ordinary Council Meeting

The Minutes of the Ordinary Council Meeting held on 23 November 2021 and 7 December 2021 which have been distributed, be confirmed as a true and correct record.

8 PRESENTATIONS

8.1 Petitions

8.2 Presentations

8.3 Deputations

Deputations are to be heard at the Agenda Briefing Forum at **6:30pm** on ***Tuesday 18 January 2022***, in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley.

8.4 Delegates Reports

Nil.

9 METHOD OF DEALING WITH AGENDA 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) in which an interest has been disclosed;
- (b) that has been the subject of a petition or deputation;
- (c) that is a matter on which a Member wishes to make a statement; or
- (d) that is a matter on which a Member wishes to move a motion that is different to the recommendation.

10 REPORTS**10.1 Chief Executive Officer Reports**

Nil.

10.2 Corporate and Strategy Directorate Reports**10.2.1 Financial Reports for the Period Ended 30 November 2021**

Responsible Branch:	Financial Services
Responsible Directorate:	Corporate and Strategy
Authority/Discretion:	Legislative
Voting Requirement:	Simple Majority Required ABSOLUTE MAJORITY REQUIRED for limb 2
Attachments:	<ol style="list-style-type: none"> 1. Monthly Financial Statement Snapshot [10.2.1.1 - 1 page] 2. Executive Summary and Financial Activity Statement Significant Variances [10.2.1.2 - 6 pages] 3. Financial Activity Statement [10.2.1.3 - 2 pages] 4. Statement of Comprehensive Income by Nature or Type [10.2.1.4 - 1 page] 5. Net Current Assets [10.2.1.5 - 1 page] 6. Cash Backed Reserve [10.2.1.6 - 1 page] 7. Capital Acquisitions Non Operating Grants Report [10.2.1.7 - 15 pages] 8. City of Bayswater Economic Stimulus Projects 1 July 2021 to 30 November 2021 [10.2.1.8 - 1 page]

SUMMARY

This report details the financial reports for the period ended 30 November 2021 including, Monthly Financial Statements with supporting information (**Attachments 1 to 5**), Cash Backed Reserve Report (**Attachment 6**), Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**) and Economic Stimulus Projects (**Attachment 8**).

OFFICER'S RECOMMENDATION

That Council:

1. Receives the financial reports for the period ended 30 November 2021, comprising:
 - (a) Monthly Financial Statements with supporting information (**Attachments 1 to 5**).
 - (b) Cash Backed Reserve Report Reserve Fund (**Attachment 6**).
 - (c) Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**).
 - (d) Economic Stimulus Projects Report (**Attachment 8**).
2. Approves a budget adjustment (Table 1) of \$7,200 to the Signage on the City's facilities project funded from the Municipal Fund.

BACKGROUND

The *Local Government Act 1995* in conjunction with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Financial Activity Statement 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 30 June 2021, Council adopted the Annual Budget for the 2021/22 financial year. The figures in this report are compared to the adopted budget and subsequent amendments as approved by Council throughout the financial year.

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 2021/22 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:

- Monthly Financial Statements with supporting information (**Attachments 1 to 5**);
- Cash Backed Reserve Report (**Attachment 6**);
- Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**); and
- Economic Stimulus Projects Report (**Attachment 8**).

The Monthly Financial Statement Snapshot (**Attachment 1**) summarises total capital and operating expenditure. Details of the material variances are outlined in the Executive Summary and Financial Activity Statement Significant Variances Report (**Attachment 2**).

The Financial Activity Statement (**Attachment 3**) 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 Statement of Comprehensive Income by Nature or Type Classifications (**Attachment 4**) discloses operating revenue and expenses by nature or type.

The City's net current assets are outlined in **Attachment 5** with details of any adjustments.

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 (**Attachment 6**).

The projects summarised in the Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**) detail the capital (actual and committed) expenditure for the period ended 30 November 2021.

Attachment 8 outlines the economic stimulus projects and the current financial position of each project as at 30 November 2021, with some of these projects spanning over multiple financial years.

Table 1: Budget Adjustment – Signage to the City’s facilities

Project	Type	Description	Current Budget \$	Revised Budget \$
1805-80850	Decrease Expenditure	Hampton Infant Health – flooring upgrade	25,000	17,800
1805-80474	Increase Expenditure	Signage – renewal at various buildings	0	7,200
		Total:	25,000	25,000

The adjustment is to fund the signage to the City’s facilities which were either damaged, faded or outdated. The project was not in the budget for this year. Funding is adjusted utilising savings on the Hampton Infant Health Clinic’s vinyl tiles. This budget was originally allocated to cover the cost of removing the asbestos vinyl tiles however it was later determined that there was no asbestos present.

Should this adjustment not occur, building visitors may have incorrect or missing information, thus, providing a poor service to the City’s visitors.

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.

RISK ASSESSMENT

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

Officer’s Recommendation	That Council: 1. Receives the financial reports for the period ended 30 November 2021, comprising: (a) Monthly Financial Statements with supporting information (Attachments 1 to 5). (b) Cash Backed Reserve Report Reserve Fund (Attachment 6). (c) Capital Acquisitions & Non-Operating Grants Report (Attachment 7). (d) Economic Stimulus Projects Report (Attachment 8). 2. Approves the budget adjustment (Table 1) of \$7,200 to the Signage on the City’s facilities project funded from the Municipal Fund.	
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	<p>The financial reports have been compiled in accordance with the relevant provisions of the <i>Local Government Act 1995</i> and Local Government (Financial Management) Regulations 1996.</p> <p>Allocating fund to the signage of the City's facilities project to ensure signage on buildings are renew or refresh.</p>	

Option 2	<p>That Council:</p> <ol style="list-style-type: none"> Receives the financial reports for the period ended 30 November 2021, comprising: <ol style="list-style-type: none"> Monthly Financial Statements with supporting information (<u>Attachments 1 to 5</u>). Cash Backed Reserve Report Reserve Fund (<u>Attachment 6</u>). Capital Acquisitions & Non-Operating Grants Report (<u>Attachment 7</u>). Economic Stimulus Projects Report (<u>Attachment 8</u>). Not approve the budget adjustment (Table 1) of \$7,200 to the Signage on the City's facilities project funded from the Municipal Fund.
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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	<p>The financial reports have been compiled in accordance with the relevant provisions of the <i>Local Government Act 1995</i> and Local Government (Financial Management) Regulations 1996.</p> <p>Delaying the replacement of the signage may result in the current signs being removed and not replaced until funds is found.</p>	

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 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

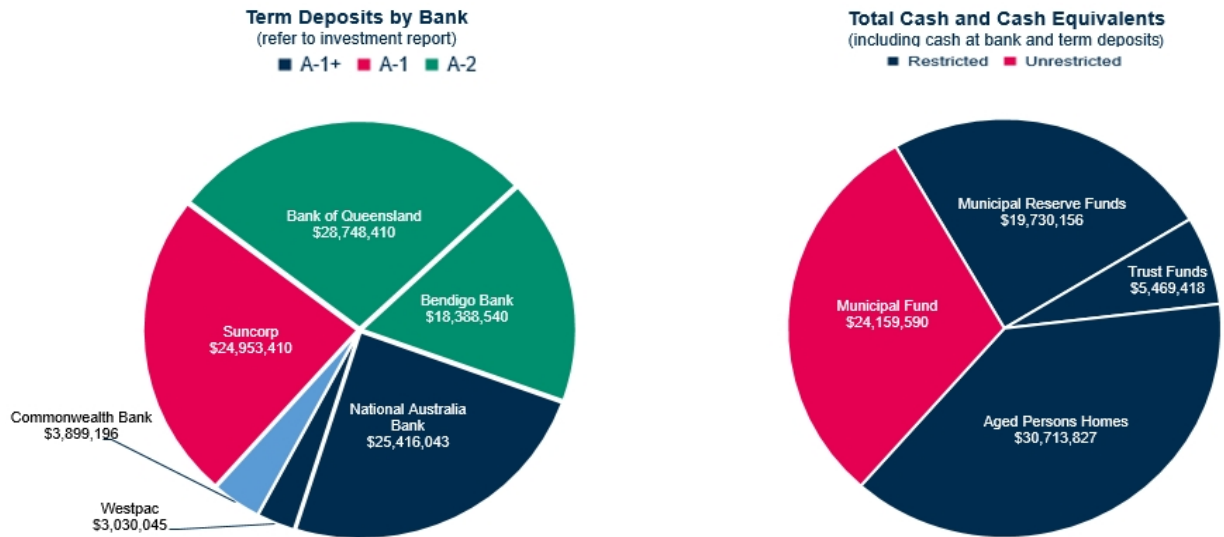
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

CONCLUSION

In light of the above, it is recommended that Council receives the financial reports for the period ended 30 November 2021 and approves the budget adjustment outlined in the report.

Monthly Financial Statement Snapshot

November 2021



	Debtor				Trade Creditors
	Sundry	Infringement	Recreation	Total	
Total Outstanding	\$488,558	\$464,127	\$387,940	\$1,340,625	\$4,680,548
Not yet due	0%	0%	82%	24%	0%
Current	89%	7%	9%	38%	98%
Over 30 days	7%	5%	1%	4%	2%
Over 60 days	4%	88%	8%	34%	0%

Rates & Charges	
Collected	77.51%
Total Outstanding	\$15,826,077
Deferred Rates	\$719,726

Payment Options	YTD 2021/22	2020/21
Payment in Full	18,840	19,692 by 30/06/21
Instalment	9,266	9,145
Rates Smoothing	2,024	1,691
Arrangement	690	625
None Selected	2,003	1,639

Capital

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$33,785,887	\$17,642,357	\$9,866,912	56%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue	\$9,268,848	\$2,049,902	\$29,222	1%

Operating

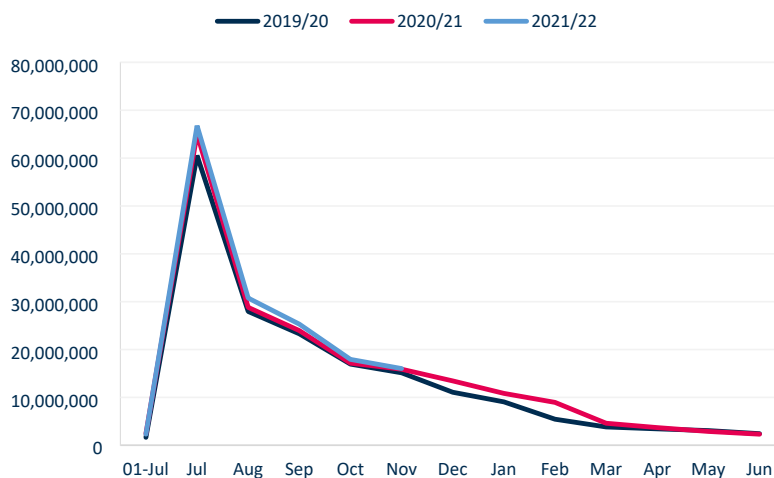
	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$86,835,805	\$37,029,796	\$32,741,636	88%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue *excludes rates	\$26,041,190	\$18,635,267	\$18,413,103	99%

**City of Bayswater
Executive Summary
for the period 1 November 2021 to 30 November 2021**

Revenue

The annual rate notices were issued on 16 July 2021 with the second instalment due in January 2021. At the time of writing this report, 18,840 (57%) properties paid in full and just over 11,980 (36%) properties nominated a payment option. Currently there are 2,003 (6%) properties where no payment option has been selected.

Rates Receivable
(excluding prepaid and deferred rates)



Debtors

Currently there is a total of \$1.34m of outstanding debts of which \$488k is attributed to sundry debtors with 89% at 30 days; \$464k to Infringement debts and \$387k to Recreation debts. Most Infringement debts are lodged with the Fines Enforcement Registry with 88% of these being more than 60 days overdue.

Capital

Capital revenue and expenditure are below year-to-date budgets. The capital revenue variance is due to grant funded projects such as Wotton Skate Park (\$150k); Bayswater Waves (\$166k), Riverside Garden (\$216k); Mahogany Reserve (\$228k); Wattle Park (\$384k) and Morley Town Site Street Lighting Upgrade (\$120k) being yet to commence or having only recently commenced and therefore funds have not been realised. Although there was an increase in total capital expenditure in November, expenditure for projects that are currently underway such as Bayswater Waves refurbishment; air conditioning replacement program; workstation replacement program; Civic Centre building management system upgrade and network infrastructure upgrade is lower than the year-to-date budget due to budget timing. Ther variation in capital expenditure will decrease over the coming months as projects progress.

Operating

Year-to-date operating revenue is 99% in comparison to the year-to-date budget with a number of grants and subsidies yet to be received.

Operating expenditure is 88% in comparison to the year-to-date budget. Expenditure on employee costs; materials and contracts are lower than the budgeted amount as a number of projects have only recently commenced. It is anticipated that expenditure to be in line with budget in the coming months as more projects are progressed.

**City of Bayswater
Financial Activity Statement
Significant Variances
for the period 1 October 2021 to 31 October 2021**

Operating activities

Revenue from operating activities (excludes rates)

Program	YTD Amended Budget \$	YTD Actual \$	Variance Positive/ (Negative) \$
General purpose funding <ul style="list-style-type: none"> The variance is due to the timing of Grants Commission funding 	1,774,594	1,203,411	(571,182)
Governance <ul style="list-style-type: none"> The variance is due to workers compensation insurance reimbursement being received. Workers compensation insurance reimbursements are not budgeted for as we cannot predict if and when they will be received. 	57,782	51,278	(6,503)
Law, order, public safety <ul style="list-style-type: none"> The variance is due to higher than anticipated revenue for animal registrations and local law prosecution. 	192,805	262,227	69,421
Health <ul style="list-style-type: none"> The variance is due to higher revenue for food business licences and immunisation funding received. 	148,774	175,357	26,583
Education and welfare <ul style="list-style-type: none"> Immaterial variance. 	97,824	100,014	(2,190)
Community amenities <ul style="list-style-type: none"> The variance is because the FOGO grant (\$257k) and contribution for Water Quality project (\$19k) are yet to be received. Refuse charges raised are lower than the budgeted amount however this should change later in the year when new services are ordered. 	12,913,260	12,576,565	(336,695)
Recreation and culture <ul style="list-style-type: none"> The variance is due to revenue for activities at Bayswater Waves being higher than anticipated with the refurbishment works having less of an impact than expected. Revenue for the venue and facility are also higher than expected. 	2,595,492	3,219,691	624,199
Transport <ul style="list-style-type: none"> Immaterial variance. 	401,020	426,081	25,061
Economic services <ul style="list-style-type: none"> The variance is due to the budgeted Maylands underground power grant (\$120k) not yet being received. 	384,059	262,380	(121,680)
Other property and services <ul style="list-style-type: none"> The variance is due to the reimbursement for Water Corporation's private work. 	69,657	136,099	66,442
Total	18,635,267	18,413,103	(222,164)

Expenditure from operating activities

Program	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
General purpose funding <ul style="list-style-type: none"> The variance is due to budget timing. Expenditure such as consultant fee, postage and printing are below the budgeted amount. Postage and Printing are difficult to predict, however will likely be in line with budget in the coming months. 	(375,750)	(328,829)	46,921
Governance <ul style="list-style-type: none"> Immaterial variance. 	(2,130,012)	(2,094,034)	35,978
Law, order, public safety <ul style="list-style-type: none"> Expenditure for materials & contracts such as minor equipment purchase, CCTV maintenance, community grants/sponsorships and fire breaks are lower than anticipated but are expected to be in line with budget in the coming months. Salaries and wages expense is lower than the budgeted amount, however, with the vacant full time Ranger position being filled recently this is expected to be in line with the budget in the coming months. 	(1,668,611)	(1,567,741)	100,870
Health <ul style="list-style-type: none"> Immaterial variance. 	(935,976)	(887,128)	48,848
Education and welfare <ul style="list-style-type: none"> The variance is due to budget timing as expenditure for projects such as the Reconciliation Action Plan; the Local Homelessness Strategy and Hillcrest pre school is lower than the budgeted amount. Painting of the Bayswater Family Centre has been budgeted for but work has not yet commenced. Materials & contracts expenditure such as catering, materials & consumables, program activities, are lower than anticipated, however, these expenses are expected to be in line with budget in the coming months. 	(903,917)	(790,080)	113,836
Housing <ul style="list-style-type: none"> Immaterial variance. 	(54,118)	(51,343)	2,774
Community amenities <ul style="list-style-type: none"> Expenditure is lower than budget due to budget timing. Projects such as FOGO Implementation (\$914k); Tranby House Foreshore – Erosion design (\$50k); Emission reduction renewable energy (\$30k) and Morley Town Pedestrian crossing (\$30k) etc. have been budgeted for but expenses have not been incurred. 	(7,347,649)	(6,961,826)	385,824
Recreation and culture <ul style="list-style-type: none"> Budget for the Maylands Brickworks feasibility (\$160k); the Les Hansman Community Centre Redevelopment Plan (\$250k) and Christmas decorations (\$43.5k) have been assigned but expenditure has not yet been incurred. Building maintenance for Bayswater Waves and The RISE are lower than budgeted. They are expected to be in line with budget in the coming months. Expenses such as minor equipment purchases and minor equipment replacements is lower than the budgeted amount. With the recent appointment of the Maintenance Team Leader, expenditure is expected to increase as per the asset replacement program. 	(13,934,677)	(12,404,709)	1,529,968

Program	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Transport <ul style="list-style-type: none"> The variance is due to projects such as Morley Activity Centre Streetscape Plan (\$150k); Power Line Clearance Program (\$100k); Tree Planting Program (\$200k) have been budgeted for but no expenses have been incurred. Expenditure for crossover; median island maintenance program; general streetscapes; tree inspections, assessment and valuation are lower than the budgeted amount however these are expected to be in line with budget within the coming months. 	(7,785,235)	(6,696,676)	1,088,559
Economic services <ul style="list-style-type: none"> The variance is due to projects such as Business Investment and Economic Growth Program (\$185k); Underground Power (\$135k); Destination Marketing Strategy (\$50k) with limited or no expenditure occurring to date. 	(1,038,482)	(623,124)	415,359
Other property and services <ul style="list-style-type: none"> Expenses for Information and Communication projects; employee costs and overheads are below the budgeted amounts but they are expected to be in line with the budget in the coming months. 	(855,370)	(336,147)	519,222
Total	(37,029,796)	(32,741,636)	4,288,159

Discontinued operations

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Operating Income <ul style="list-style-type: none"> Immaterial variance. 	3,458,368	3,506,743	48,376
Operating Expenditure <ul style="list-style-type: none"> Aged care expenses are lower than anticipated due to the unpredictable nature of residents personal care needs assessments. It is anticipated that expenditure is to be in line with the budget in the coming months. 	(3,725,399)	(3,657,365)	68,034
Total	(267,031)	(150,622)	116,409

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"> Movements in depreciation, Aged liability adjustment and leave provisions. 	5,383,488	4,972,812	(410,676)

Investing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Non-operating grants, subsidies and contributions <ul style="list-style-type: none"> The variance is due to grant funded projects such as Maylands Waterland (\$1m); Wotton Skate Park (\$150k), Bayswater Waves (\$166k) Riverside Garden (\$216k), Mahogany Reserve (\$228k), Wattle Park (\$384k), Morley Town Site Street Lighting Upgrade (\$120k) are either yet to commence or only just commencing and therefore funds have not been realised. 	2,049,902	29,222	(2,020,680)
Purchase of property, plant and equipment <ul style="list-style-type: none"> Expenditure for projects such as Riverside Gardens Toilet upgrade; Wotton Reserve's sewer connection; Bayswater Waves refurbishment, air conditioning replacements, workstation replacement Program, Civic Centre building management system upgrade and network infrastructure upgrade are lower than the year-to-date budget due to budget timing. It is anticipated that the expenditure is to be in line with budget in the coming months. 	(9,226,357)	(6,276,979)	2,949,378
Purchase of construction and infrastructure <ul style="list-style-type: none"> Purchases are below the year-to-date budget for projects such as pathways within reserves (\$84k); Baigup Wetland (\$63k); Wotton Skate Park (\$150k); Critical Asset Replacement Program (\$350k) and Maylands Waterland (\$1.5m) due to budget timing. A number of projects are also budgeted for works have not yet commenced. It is expected that expenditure is to be in line with budget as more projects are completed. 	(8,019,881)	(3,438,658)	4,581,222
Purchase of intangible assets <ul style="list-style-type: none"> Projects such as software (\$25k); and ERP Implementation (\$65k) are expected to be in line with budget in the coming months. 	(246,119)	(93,187)	152,932
Purchase of assets held for sale <ul style="list-style-type: none"> The variance is due to budget timing, projects are expected in line with budget in the coming months. 	(150,000)	(58,088)	91,912
Proceeds from disposal of assets <ul style="list-style-type: none"> Variance on asset disposal has occurred due to budget timing, as projects have recently commenced. 	931,639	233,210	(698,429)

Financing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Repayment of borrowings <ul style="list-style-type: none"> No variance. 	2,532	2,532	0
Proceeds from self-supporting loans <ul style="list-style-type: none"> No variance. 	(2,532)	(2,532)	(0)
Payment for principal portion of lease liability <ul style="list-style-type: none"> Accounting standard AASB 116 requires recognition of leases as a liability. 	(32,067)	(32,067)	(0)
Transfer to reserves			

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<ul style="list-style-type: none"> Transfers to reserves for projects such as Strategic Planning (\$415k), Major Capital Works (\$515k) and Aged Care Services (\$215k) are not yet required. 	(1,222,105)	(64,274)	1,157,831
Transfer from reserves	5,808,730	0	(5,808,730)
<ul style="list-style-type: none"> Reserve transfers have yet to be processed for 2021/22. 			
Rates	51,187,330	51,125,426	(61,903)
<ul style="list-style-type: none"> Immaterial variance. 			

City of Bayswater
Financial Activity Statement
for the period 1 July 2021 to 30 November 2021

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Net current assets at start of year - surplus/(deficit)	8,382,712	8,382,712	8,382,712	18,277,392	9,894,680	118%
Operating activities						
Revenue from operating activities (excludes rates)						
General purpose funding	3,171,677	3,171,677	1,774,594	1,203,411	(571,182)	(32%)
Governance	139,950	139,950	57,782	51,278	(6,503)	(11%)
Law, order, public safety	392,540	392,540	192,805	262,227	69,421	36%
Health	254,484	254,484	148,774	175,357	26,583	18%
Education and welfare	228,495	228,495	97,824	100,014	2,190	2%
Community amenities	13,393,509	13,393,509	12,913,260	12,576,565	(336,695)	(3%)
Recreation and culture	6,777,377	6,777,377	2,595,492	3,219,691	624,199	24%
Transport	853,150	853,150	401,020	426,081	25,061	6%
Economic services	662,082	662,082	384,059	262,380	(121,680)	(32%)
Other property and services	167,926	167,926	69,657	136,099	66,442	95%
	26,041,190	26,041,190	18,635,267	18,413,103	(222,164)	(1%)
Expenditure from operating activities						
General purpose funding	(858,654)	(858,654)	(375,750)	(328,829)	46,921	(12%)
Governance	(5,311,070)	(5,311,070)	(2,130,012)	(2,094,034)	35,978	(2%)
Law, order, public safety	(3,908,932)	(3,908,932)	(1,668,611)	(1,567,741)	100,870	(6%)
Health	(2,263,833)	(2,263,833)	(935,976)	(887,128)	48,848	(5%)
Education and welfare	(2,086,578)	(2,086,578)	(903,917)	(790,080)	113,836	(13%)
Housing	(111,741)	(111,741)	(54,118)	(51,343)	2,774	(5%)
Community amenities	(19,744,518)	(19,744,518)	(7,347,649)	(6,961,826)	385,824	(5%)
Recreation and culture	(32,555,627)	(32,555,627)	(13,934,677)	(12,404,709)	1,529,968	(11%)
Transport	(17,499,002)	(17,499,002)	(7,785,235)	(6,696,676)	1,088,559	(14%)
Economic services	(1,968,433)	(1,968,433)	(1,038,482)	(623,124)	415,359	(40%)
Other property and services	(527,418)	(527,418)	(855,370)	(336,147)	519,222	(61%)
	(86,835,805)	(86,835,805)	(37,029,796)	(32,741,636)	4,288,159	(12%)

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Discontinued operations	952,160	952,160	(267,031)	(150,622)	116,409	(44%)
	(51,459,743)	(51,459,743)	(10,278,848)	3,798,236	14,077,084	(137%)
Operating activities excluded from budget						
	(27,298,562)	52,352,141	44,316,895	5,308,946	(39,007,949)	(88%)
Amount attributable to operating activities	(78,758,305)	892,398	34,038,047	9,107,182	(24,930,865)	(73%)
Investing activities						
Non-operating grants, subsidies and contributions	9,268,848	9,268,848	2,049,902	29,222	(2,020,680)	(99%)
Purchase of property, plant and equipment	(13,394,630)	(13,394,630)	(9,226,357)	(6,276,979)	2,949,378	(32%)
Purchase and construction of infrastructure	(18,458,990)	(18,458,990)	(8,019,881)	(3,438,658)	4,581,222	(57%)
Purchase of intangible assets	(932,266)	(932,266)	(246,119)	(93,187)	152,932	(62%)
Purchase of assets held for sale	(1,000,000)	(1,000,000)	(150,000)	(58,088)	91,912	(61%)
Proceeds from disposal of assets	1,331,639	1,331,639	931,639	233,210	(698,429)	(75%)
Amount attributable to investing activities	(23,185,399)	(23,185,399)	(14,660,815)	(9,604,480)	5,056,336	(34%)
Financing activities						
Repayment of borrowings	(232,351)	(232,351)	2,532	2,532	0	0%
Proceeds from self-supporting loans	5,106	5,106	(2,532)	(2,532)	0	0%
Proceeds from loans	3,971,802	3,971,802	0	0	0	No Budget
Payment for principal portion of lease liability	(149,408)	(149,408)	(32,067)	(32,067)	0	0%
Transfer to reserves	(2,628,477)	(2,628,477)	(1,222,105)	(64,274)	1,157,830	(95%)
Transfer from reserves	8,696,202	8,696,202	5,808,730	0	(5,808,730)	(100%)
Amount attributable to financing activities	9,662,874	9,662,874	4,554,558	(96,341)	(4,650,899)	(102%)
Budget deficiency before general rates	(92,280,830)	(12,630,128)	23,931,790	(593,639)	(24,525,429)	(102%)
Estimated amount to be raised from general rates	51,567,976	51,567,976	51,187,330	51,125,426	(61,903)	(0%)
Adjusted net current assets at the end of the year - surplus/(deficit)	(40,712,854)	38,937,848	75,119,119	50,531,787	(24,587,332)	(33%)

City of Bayswater
Statement of Comprehensive Income
by Nature or Type
for the period 1 July 2021 to 30 November 2021

	Budget	Amended Budget	YTD Budget	YTD Actual
	\$	\$	\$	\$
Revenue				
Rates	51,567,976	51,567,976	51,187,330	51,125,426
Operating grants, subsidies and contributions	11,514,412	11,514,412	5,212,816	4,256,412
Fees and charges	22,588,231	22,588,231	16,179,391	16,873,052
Interest earnings	705,191	705,191	457,290	453,098
Other revenue	1,283,043	1,283,043	225,357	337,283
	<u>87,658,853</u>	<u>87,658,853</u>	<u>73,262,183</u>	<u>73,045,272</u>
Expenses				
Employee costs	(37,075,315)	(37,075,315)	(15,606,254)	(14,573,326)
Materials and contracts	(33,680,709)	(33,680,709)	(13,737,026)	(11,263,896)
Utility charges	(3,377,324)	(3,377,324)	(1,352,704)	(1,287,859)
Depreciation and amortisation	(11,986,593)	(11,986,593)	(5,122,742)	(4,993,995)
Insurance expenses	(1,029,317)	(1,029,317)	(1,011,817)	(995,880)
Interest expenses	(7,417)	(7,417)	(132)	(1,413)
Other expenditure	(8,186,460)	(8,186,460)	(3,594,993)	(3,282,632)
	<u>(95,343,135)</u>	<u>(95,343,135)</u>	<u>(40,425,667)</u>	<u>(36,399,002)</u>
	<u>(7,684,282)</u>	<u>(7,684,282)</u>	<u>32,836,516</u>	<u>36,646,271</u>
Non-operating grants, subsidies and contributions	9,268,848	9,268,848	2,049,902	29,222
Profit on asset disposals	28,781	28,781	18,781	0
(Loss) on asset disposals	(618,978)	(618,978)	(329,527)	0
Fair value adjustments to financial assets at fair value through profit or loss	0	0	0	0
	<u>8,678,651</u>	<u>8,678,651</u>	<u>1,739,156</u>	<u>29,222</u>
Net result	<u>994,369</u>	<u>994,369</u>	<u>34,575,672</u>	<u>36,675,493</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>994,369</u>	<u>994,369</u>	<u>34,575,672</u>	<u>36,675,493</u>

**City of Bayswater
Net Current Assets
as at 30 November 2021**

Municipal and Aged Persons Homes	Opening Balance	Closing Balance
	\$	\$
Current assets		
Cash and cash equivalents	83,888,039	105,296,188
Trade and other receivables	7,745,987	19,975,071
Inventories	149,661	135,999
Prepayments	89,458	55,765
Total	91,873,145	125,463,022
Current liabilities		
Trade and other payables	(33,027,202)	(33,739,279)
Other financial liabilities at amortised costs	(5,106)	(2,574)
Lease liabilities	(68,006)	(71,385)
Provisions	(6,998,095)	(7,050,092)
Grant Liabilities	(3,804,330)	(4,619,037)
Contract Liabilities	(70,508)	(70,508)
Clearing accounts	(7,642)	93,800
Total	(43,980,889)	(45,459,075)
Net current assets	47,892,256	80,003,947
Restricted - Reserves	(38,985,201)	(39,049,475)
Cash backed employee provisions	1,572,346	1,574,558
Restricted - Aged Persons Homes	7,762,954	7,964,341
Current Portion of Lease Liabilities	35,037	38,416
	18,277,392	50,531,787

City of Bayswater
Cash Backed Reserves
for the period 1 July 2021 to 30 November 2021

	Budget Amended				Actual			
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Aged Persons Homes - General Reserve	17,030,614	1,219,865	(1,267,705)	16,982,774	16,379,693	30,012	0	16,409,705
Aged Persons Homes - Prudential Requirements Reserve	2,885,179	0	0	2,885,179	2,904,645	4,968	0	2,909,613
Bayswater Bowling Club Capital Improvements Reserve	10,348	41	0	10,389	10,315	15	0	10,329
Bayswater Tennis Club Reserve	138,461	547	0	139,008	138,249	198	0	138,448
Bayswater Waves Aquatic Centre Reserve	411,625	1,627	(306,390)	106,862	428,233	656	0	428,890
Bore and Reticulation Reserve	9,638	38	0	9,676	9,917	14	0	9,931
Building Furniture and Equipment Reserve	142,217	562	0	142,779	144,457	203	0	144,660
City Buildings and Amenities Reserve	612,823	2,422	(82,200)	533,045	838,046	1,228	0	839,274
Civic Centre Reserve	44,611	176	0	44,787	63,440	89	0	63,530
Economic Stimulus Reserve	4,412,450	17,440	(2,608,624)	1,821,266	4,770,646	6,972	0	4,777,618
Eric Singleton Bird Sanctuary Reserve	1,226,163	4,846	0	1,231,009	1,222,256	1,720	0	1,223,976
FOGO Reserve	656,073	2,620	(656,073)	2,620	0	0	0	0
Footpath and Cycleway Reserve	85,580	338	(85,000)	918	85,307	120	0	85,427
General Waste Management Reserve	528,460	2,109	(451,156)	79,413	28,370	40	0	28,410
Golf Courses Reserve	1,462,328	5,780	(52,110)	1,415,998	1,502,090	2,137	0	1,504,228
Information Technology Reserve	315,174	1,046	(310,000)	6,220	275,294	435	0	275,730
Landfill Restoration Reserve	384,905	1,521	(150,000)	236,426	384,008	540	0	384,548
Les Hansman Community Centre Development Reserve	4,630,885	15,508	(2,250,000)	2,396,393	4,328,791	6,855	0	4,335,646
Long Service Leave and Entitlements Reserve	1,577,372	6,235	0	1,583,607	1,572,346	2,212	0	1,574,558
Major Capital Works Reserve	702,204	518,455	(12,000)	1,208,659	641,938	1,013	0	642,950
Maylands Lakes Reserve	4,731	19	0	4,750	4,716	7	0	4,723
Maylands Waterland Reserve	429,886	1,699	0	431,585	428,516	603	0	429,119
Morley City Centre Reserve	542,361	2,144	0	544,505	541,107	761	0	541,868
Morley Sport and Recreation Centre Reserve	496,556	1,963	0	498,519	501,709	706	0	502,415
Noranda Netball Courts Reserve	65,795	260	0	66,055	69,309	98	0	69,407
Plant and Works Equipment Reserve	2,522	10	0	2,532	2,745	4	0	2,749
Playground and Parks Reserve	60,477	239	(27,705)	33,011	61,990	146	0	62,137
River Restoration Reserve	20,450	81	(10,643)	9,888	130,469	175	0	130,644
Roads and Drainage Reserve	12,046	48	0	12,094	12,856	137	0	12,992
Senior Citizens Building Reserve	6,040	24	0	6,064	25,503	36	0	25,539
Strategic Land Acquisition Reserve	11,968	815,047	0	827,015	11,929	17	0	11,946
Streetscapes Reserve	410,206	1,621	(185,000)	226,827	388,989	590	0	389,578
Sustainable Environment Reserve	168,406	666	(140,436)	28,636	77,300	160	0	77,460
The RISE Reserve	252,816	999	(101,160)	152,655	374,206	528	0	374,733
Workers' Compensation Reserve	627,814	2,481	0	630,295	625,816	880	0	626,696
Total	40,379,185	2,628,997	(8,696,202)	34,311,460	38,985,201	64,274	0	39,049,475

City of Bayswater
Capital Acquisitions & Non-Operating Grants
for the period 1 July 2021 to 30 November 2021

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Non-operating grants, subsidies and contributions - summary						
1622 Buildings	(407,832)	(407,832)	(315,453)	(6,602)	26,951	(428,181)
1632 Furniture and equipment	(11,400)	(11,400)	(11,400)	0	0	(11,400)
1702 Roads	(1,818,999)	(1,818,999)	(205,000)	0	0	(1,818,999)
1712 Footpath	(766,960)	(766,960)	(50,000)	(10,000)	0	(756,960)
1732 Park development	(5,840,575)	(5,840,575)	(1,280,629)	(3,651)	0	(5,836,924)
1742 Other infrastructure	(423,082)	(423,082)	(187,420)	(8,969)	0	(414,113)
	<u>(9,268,848)</u>	<u>(9,268,848)</u>	<u>(2,049,902)</u>	<u>(29,222)</u>	<u>26,951</u>	<u>(9,266,577)</u>
Capital acquisitions - summary						
Purchase of asset held for sale						
1912 Assets Held for Sale	1,000,000	1,000,000	150,000	58,088	0	941,912
	<u>1,000,000</u>	<u>1,000,000</u>	<u>150,000</u>	<u>58,088</u>	<u>0</u>	<u>941,912</u>
Purchase of property, plant and equipment						
1622 Buildings	9,552,125	9,552,125	7,353,630	4,959,559	3,017,738	1,574,827
1632 Furniture and equipment	1,102,121	1,102,121	653,822	480,625	137,839	483,657
1652 Plant and equipment	2,740,385	2,740,385	1,218,906	836,794	563,512	1,340,079
	<u>13,394,630</u>	<u>13,394,630</u>	<u>9,226,357</u>	<u>6,276,979</u>	<u>3,719,089</u>	<u>3,398,563</u>
Purchase and construction of infrastructure assets						
1702 Roads	4,193,553	4,193,553	2,166,580	1,016,200	410,602	2,766,751
1712 Footpath	1,189,681	1,189,681	198,867	146,554	58,900	984,227
1722 Drainage	560,870	560,870	218,880	43,946	225,905	291,020
1732 Park development	11,132,046	11,132,046	4,977,345	1,962,033	4,026,564	5,143,449
1742 Other infrastructure	1,382,840	1,382,840	458,209	269,925	345,781	767,134
	<u>18,458,990</u>	<u>18,458,990</u>	<u>8,019,881</u>	<u>3,438,658</u>	<u>5,067,751</u>	<u>9,952,581</u>
Purchase of intangible assets						
1852 Intangible assets	932,266	932,266	246,119	93,187	10,088	828,991
	<u>932,266</u>	<u>932,266</u>	<u>246,119</u>	<u>93,187</u>	<u>10,088</u>	<u>828,991</u>
	<u>33,785,887</u>	<u>33,785,887</u>	<u>17,642,357</u>	<u>9,866,912</u>	<u>8,796,927</u>	<u>15,122,047</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Buildings						
Building major capital works						
80596 Depot Offices Renovation	49,254	49,254	49,254	2,438	45,780	1,036
80800 Riverside Gardens Toilet Upgrade	254,269	254,269	254,269	161	159,156	94,953
80809 Depot Electrical Door Upgrade	14,015	14,015	14,015	1,830	10,380	1,806
80810 Depot Store Room Upgrades	30,187	30,187	30,187	3,048	0	27,140
80823 Bayswater Bowling Club - toilet upgrade	94,091	94,091	0	0	1,250	92,841
80824 Bayswater Waves - refurbishment	1,311,537	1,311,537	1,070,596	274,417	238,477	798,643
80825 Bedford Bowling Club - kitchen upgrade	35,284	35,284	35,284	382	30,583	4,320
80826 Civic Centre - building management system upgrade	176,420	176,420	176,420	108,360	60,760	7,300
80827 Ellis House - new studio design	58,807	58,807	58,807	9,261	0	49,546
80828 Hampton Park Scout Hall - asbestos removal and upgrade	41,165	41,165	0	16,038	0	25,126
80829 Maylands Peninsula Hotel - roof restoration	176,420	176,420	0	0	6,569	169,851
80830 Maylands Yacht Club - flooring upgrade	41,165	41,165	0	28,191	0	12,974
80831 Moojebing Reserve - Club Rooms - internal upgrade	11,761	11,761	0	10,960	26	776
80832 Morley Community Centre - toilet upgrade	70,568	70,568	58,807	0	51,211	19,357
80833 Morley Noranda Recreation Club - air-conditioner replacement	64,152	64,152	64,152	0	0	64,152
80834 Morley Sport & Recreation Centre - air-conditioner upgrade	117,613	117,613	0	0	23,620	93,993
80836 Morley Sport & Recreation Centre - roof renewal	47,045	47,045	0	0	36,364	10,682
80837 Paddy Walker Depot - improvements	109,968	109,968	66,843	22,964	35,092	51,912
80838 Roxy Theatre - switchboard upgrade	23,523	23,523	0	0	20,343	3,180
80839 The RISE - airconditioner replacement	235,226	235,226	235,226	126,000	99,382	9,844
80840 Upper Hillcrest Reserve - transportable changeroom	200,000	200,000	(150,000)	0	0	200,000
80841 Waste Disposal Facility - weighbridge	80,000	80,000	0	0	0	80,000
	3,242,468	3,242,468	1,963,859	604,049	818,990	1,819,428
Building minor capital works						
80482 Wotton Reserve - sewer connection	162,851	162,851	141,136	0	3,911	158,939
80843 Bayswater Bowling Club - shade shelter	10,591	10,591	10,591	0	0	10,591
80844 Bayswater Community Centre - paving	5,000	5,000	0	0	0	5,000
80845 Bayswater Family Centre - floor renewal	9,409	9,409	9,409	0	0	9,409
80846 Carramar Community Centre - entrance/exit upgrades	5,881	5,881	5,881	0	1,829	4,052
80847 East Maylands Pre-Primary - door upgrade	17,642	17,642	0	0	0	17,642
80848 Elstead Reserve Hall - internal & external upgrades	9,409	9,409	9,409	0	0	9,409
80849 Environment House - storage and path	4,721	4,721	4,721	3,239	1,660	(178)
80850 Hampton Infant Health - flooring upgrade	29,403	29,403	29,403	9,896	8,565	10,942
80851 Maylands Yacht Club - flooring renewal	8,019	8,019	0	0	0	8,019

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
80852	Maylands Yacht Club - roof renewal	5,881	5,881	5,881	3,414	281	2,186
80853	Moojebing Reserve Club Room - kitchen renewal	23,951	23,951	23,951	0	26,029	(2,079)
80854	Morley Community Centre - bathroom upgrade	10,000	10,000	0	0	0	10,000
80855	Morley Community Centre - security system	11,761	11,761	0	0	0	11,761
80856	Morley Sport & Recreation Ctre - toilet exhaust fan renewal	11,761	11,761	11,761	0	9,931	1,830
80857	Orana House - install security system	8,716	8,716	0	0	10,031	(1,314)
80858	Robert Thompson Reserve - Club Rooms - external doors	6,683	6,683	0	6,441	87	155
80859	Roxy Theatre - removal of asbestos	17,642	17,642	17,642	187	9,377	8,078
80953	Bayswater Morley Cricket Club - gazebo	15,000	15,000	15,000	0	0	15,000
80955	AP Hinds Reserve - electrical upgrade	82,329	82,329	82,329	0	62,900	19,429
80958	Gibney Reserve Club Rooms - air-conditioner replacement	0	0	0	0	8,209	(8,209)
		456,650	456,650	367,114	23,178	142,809	290,663
Aquatic facilities							
80365	Bayswater Waves - refurbishment tender design	128,427	128,427	128,427	203,066	35,269	(109,908)
		128,427	128,427	128,427	203,066	35,269	(109,908)
Community capital requests							
80637	Bayswater Elderly Community Help Org - new accessible toilet	36,364	36,364	0	0	0	36,364
80638	Bayswater ECHO - internal walls/floor renewal	0	0	0	0	2,327	(2,327)
		36,364	36,364	0	0	2,327	34,037
Building renewal							
80798	Maylands Sport & Rec - Maylands Bowling - toilet renewal	0	0	0	0	3,480	(3,480)
80822	Bayswater Waves - lighting replacements	127,127	127,127	63,564	0	98,629	28,499
		127,127	127,127	63,564	0	102,109	25,019
Building upgrade							
80860	The RISE - non-slip floor on balcony	10,000	10,000	0	0	0	10,000
		10,000	10,000	0	0	0	10,000
Building new							
80821	Waste Disposal Facility - hazardous household waste shed	10,000	10,000	0	113	0	9,887
		10,000	10,000	0	113	0	9,887
Sustainable environment							
80936	Solar PV installation program	150,000	150,000	75,000	17,020	73,790	59,190

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
	150,000	150,000	75,000	17,020	73,790	59,190
Golf course development						
80644 Embleton GC Club Hse- Upg & reno toilets	0	0	0	0	135	(135)
	0	0	0	0	135	(135)
COVID-19 \$5m Stimulus Package Projects						
80613 Morley Sport & Recreation Ctre - basketball court extension	3,216,180	3,216,180	3,200,000	2,872,476	428,794	(85,090)
80614 Bayswater Waves - Refurbish 25m pool, pool hall, plant room	1,500,500	1,500,500	1,250,417	1,194,569	1,344,165	(1,038,234)
80619 Energy Efficiency Projects	105,000	105,000	52,500	16,567	63,433	25,000
	4,821,680	4,821,680	4,502,917	4,083,611	1,836,392	(1,098,323)
Administration Buildings						
80666 Rangers and Security - security system	11,761	11,761	11,761	9,620	1,299	842
	11,761	11,761	11,761	9,620	1,299	842
Halls & Community Centres						
80678 Bayswater Community Centre - Int upg	0	0	0	0	4	(4)
80819 Morley Library Lighting Upgrade	35,284	35,284	0	0	0	35,284
	35,284	35,284	0	0	4	35,279
Water Facilities						
80781 Bayswater Waves - Changeroom refurbishment	213,377	213,377	177,814	0	0	213,377
80787 Bayswater Waves - Unplanned capital expenditure	51,044	51,044	20,833	4,903	0	46,141
	264,421	264,421	198,648	4,903	0	259,518
Sport & Recreation Facilities						
80645 Frank Drago Hall - Replace flooring	0	0	0	0	22	(22)
80646 Grand Prom Self Cleaning Toilet - Upgrade external façade	72,975	72,975	17,642	0	1,250	71,725
80672 Wotton Reserve - External upgrades	24,699	24,699	24,699	981	2	23,716
80690 The RISE - Disability access ramp construction	118,977	118,977	0	1,680	2,800	114,498
80764 Lightning Park Recreation Centre - Spectator shelter	30,000	30,000	0	0	0	30,000
80788 The RISE- Upg security and monitoring	0	0	0	0	538	(538)
	246,652	246,652	42,341	2,661	4,613	239,378
Libraries						
80684 Bayswater Library - External renewal	11,291	11,291	0	11,340	0	(49)
	11,291	11,291	0	11,340	0	(49)
Total Buildings	9,552,125	9,552,125	7,353,630	4,959,559	3,017,738	1,574,827

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
Furniture and equipment							
Furniture and equipment							
80385	The RISE - strength equipment replacement	12,871	12,871	12,871	0	0	12,871
80861	Bayswater Waves - equipment renewal	212,942	212,942	86,911	17,029	31,850	164,063
80862	Bayswater Waves - pool safety buoys and ropes replacement	5,615	5,615	5,500	0	3,477	2,138
80863	Bayswater Waves - replace dumbbells, rack	18,376	18,376	18,000	0	16,767	1,609
80864	Bayswater Waves - replace pool inflatable	10,209	10,209	10,000	0	9,088	1,121
80865	Bayswater Waves - replace pool platform	122,505	122,505	100,000	0	0	122,505
80866	Embleton Golf Club - furniture	11,400	11,400	11,400	10,376	0	1,024
80868	The RISE - equipment renewal	41,416	41,416	2,916	0	0	41,416
80869	The RISE - function room equipment	20,383	20,383	20,383	0	0	20,383
		455,717	455,717	267,982	27,406	61,182	367,129
IT capital							
80089	Network infrastructure	100,000	100,000	100,000	106,912	0	(6,912)
80091	Workstation replacement program	280,600	280,600	195,000	231,118	3,244	46,238
80792	Network security infrastructure updates	0	0	0	5,140	58	(5,198)
		380,600	380,600	295,000	343,169	3,301	34,129
IT renewal							
80387	General IT Equipment Replacement Program	57,000	57,000	47,000	56,309	28,730	(28,039)
80871	GIS Lab & Communication Hut - UPS & switch renewal	5,000	5,000	0	0	0	5,000
80872	Spatial Virtual Machine hosts	75,000	75,000	0	0	0	75,000
		137,000	137,000	47,000	56,309	28,730	51,961
CCTV Renewal							
80274	CCTV Infrastructure replacement program	109,964	109,964	25,000	45,361	44,584	20,019
		109,964	109,964	25,000	45,361	44,584	20,019
Plant and equipment							
80874	City-wide - traffic counter program	10,000	10,000	10,000	8,380	0	1,620
		10,000	10,000	10,000	8,380	0	1,620
Water Facilities							
80784	Bayswater Waves- Repl 50m pool air scour	0	0	0	0	41	(41)
80786	Bayswater Waves - replace pneumatic system	8,840	8,840	8,840	0	0	8,840
		8,840	8,840	8,840	0	41	8,799
Total Furniture and equipment							
		1,102,121	1,102,121	653,822	480,625	137,839	483,657

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Plant and equipment						
Building major capital works						
80808 Depot Chemical Mixing Facility Upgrade	53,906	53,906	53,906	29,628	24,557	(279)
	53,906	53,906	53,906	29,628	24,557	(279)
Plant and equipment						
80257 Plant and Fleet Replacement Program	2,286,979	2,286,979	1,110,000	807,166	502,657	977,156
80759 Library Services - commercial delivery vehicle procurement	44,500	44,500	0	0	0	44,500
80956 New FTE Plant and Equipment	355,000	355,000	55,000	0	36,298	318,702
	2,686,479	2,686,479	1,165,000	807,166	538,955	1,340,358
Total Plant and equipment	2,740,385	2,740,385	1,218,906	836,794	563,512	1,340,079
Roads						
Road construction						
80198 Resurface Right of Ways	107,580	107,580	57,580	2,159	0	105,421
80245 Traffic management - general	50,000	50,000	5,000	59,009	33,384	(42,393)
80426 Design of slip lane at 60 Russell Street corner Walter Road	59,168	59,168	0	81,235	66,713	(88,780)
80803 Morley Town Site - Street Lighting Upgrade	120,000	120,000	120,000	0	0	120,000
80804 Noranda Connecting - footpath construction	21,516	21,516	21,516	0	13,478	8,038
80818 Living Laneways - upgrade lighting	17,213	17,213	4,304	0	14,409	2,804
80875 Driscoll Way - re-kerbing	38,729	38,729	38,729	64,293	8,760	(34,324)
	414,206	414,206	247,129	206,697	136,744	70,765
Road renewal						
80516 Resurface - McGilvray/Benara	0	0	0	0	7,324	(7,324)
	0	0	0	0	7,324	(7,324)
Roads to recovery						
80739 Telstar Dr- Beechboro Rd N/Bottlebrush D	0	0	0	14,417	0	(14,417)
80876 Banksia Rd - Beechboro Road North to Bluegum Rd - resurface	73,154	73,154	73,154	411	0	72,744
80877 Bluegum Road - Mahogany Road to Blackboy Way - resurface	214,084	214,084	214,084	0	0	214,084
80878 Marriot Way - Cranleigh Street to Driscoll Way - resurface	65,020	65,020	65,020	54,181	0	10,840
80879 Napier Road - Annison Place to Wonga Road - resurface	98,974	98,974	98,974	120,580	0	(21,606)
80880 Westlake Road - Napier Road to Crimea Road - resurface	90,367	90,367	90,367	0	0	90,367
	541,600	541,600	541,600	189,588	0	352,011

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Black spot state						
80748 Benara Road / Camboon Road	31,000	31,000	0	33,597	17,111	(19,708)
80749 Coode Street / Catherine Street	22,000	22,000	0	439	2,895	18,666
80750 Coode Street / Sixth Avenue	50,375	50,375	50,375	0	0	50,375
80881 Camboon Road & Wolseley Rd - install island/street lighting	120,000	120,000	0	1,590	7,836	110,574
80882 Walter Road West and Coode St - install right turn signal	129,700	129,700	15,000	0	0	129,700
	353,075	353,075	65,375	35,626	27,842	289,607
Black spot federal						
80526 Eighth Ave and East St - Roundabout	0	0	0	46,040	0	(46,040)
80751 King Street / Raymond Avenue	209,500	209,500	50,000	0	4,500	205,000
80883 Crimea St and Westlake Rd - splitter islands/street lighting	55,000	55,000	0	5,143	0	49,857
	264,500	264,500	50,000	51,183	4,500	208,817
Base road grant						
80317 Drainage kerb renewal	96,822	96,822	43,032	0	78,391	18,431
80719 Argosy Place - Aerial Place to Culdesac	0	0	0	749	0	(749)
80735 Carparks - Clarkson Jetty	75,306	75,306	0	5,536	0	69,770
80736 Drainage & Kerbing - Various	0	0	0	797	0	(797)
80884 Acacia Court - Bluegum Road to Cul-de-sac - resurface	17,213	17,213	17,213	0	0	17,213
80885 Addington Street - Puttenham St to Marriot Way - resurface	22,592	22,592	22,592	21,515	0	1,077
80886 Annison Place - Napier Road to Cul-de-sac - resurface	30,122	30,122	30,122	32,253	0	(2,131)
80887 Bagshot Place - Morley Drive to Annison Place - resurface	11,834	11,834	11,834	15,650	0	(3,816)
80888 Blackboy Way - Bluegum Road to Banksia Road - resurface	69,927	69,927	69,927	0	0	69,927
80889 Boyle Place - Westlake Place to Cul-de-sac - resurface	16,137	16,137	16,137	0	0	16,137
80890 Capel Place - Wonga Road to Ramsden Way - resurface	13,985	13,985	13,985	0	0	13,985
80891 Cranleigh Street - Annison Place to Marriot Way - resurface	45,184	45,184	45,184	36,466	0	8,718
80892 Driscoll Way - Puttenham Street to Crimea Street - resurface	49,487	49,487	49,487	57,078	716	(8,307)
80893 Frimley Place - Morley Drive to Annison Place - resurface	11,834	11,834	11,834	14,451	0	(2,618)
80894 Frimley Way - Sunningdale Street to Crimea St - resurface	54,866	54,866	54,866	66,872	0	(12,006)
80895 Hakea Court - Mahogany Road to Cul-de-sac - resurface	13,985	13,985	13,985	0	0	13,985
80896 Hamersley Place - Alfreda Avenue to Culdesac - resurface	54,866	54,866	54,866	0	0	54,866
80897 Mahogany Road - Benara Road to Banksia Road - resurface	37,653	37,653	37,653	0	0	37,653
80898 McArthur Street - Frimley Way to Driscoll Way - resurface	36,577	36,577	36,577	0	0	36,577
80899 Munyard Way - Rhodes Street to Westlake Road - resurface	32,274	32,274	32,274	0	0	32,274
80900 Paperbark Way - Banksia Road to Paperbark Way - resurface	60,245	60,245	60,245	0	0	60,245
80901 Puttenham Street - Cranleigh St to McArthur St - resurface	37,653	37,653	37,653	40,871	0	(3,218)

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
80902	Ramsden Way - Simmonds Street to Westlake Road - resurface	76,382	76,382	76,382	0	0	76,382
80903	Rhodes Street - Westlake Road to Ramsden Way - resurface	25,819	25,819	25,819	0	0	25,819
80904	Simmonds Street - Wonga Road to Westlake Street - resurface	35,501	35,501	35,501	0	0	35,501
80905	Stone Street - McGann Street to Cul-de-sac - resurface	23,668	23,668	0	0	3,636	20,031
80906	Sunningdale Street - Cranleigh St to Frimley Way - resurface	29,047	29,047	29,047	25,825	14,744	(11,522)
80907	Wonga Road - Crimea Street to Napier Road - resurface	69,927	69,927	69,927	0	0	69,927
80908	Zinnia Place - Hakea Court to Cul-de-sac - resurface	11,834	11,834	11,834	0	0	11,834
		1,060,739	1,060,739	907,975	318,064	97,487	645,188
Traffic management							
80291	City-wide traffic implementation	120,000	120,000	50,000	1,284	275	118,441
80297	Traffic Management - Disability Access Committee	25,000	25,000	0	10,230	0	14,770
		145,000	145,000	50,000	11,514	275	133,211
Other road construction							
80745	Clarkson to Tranby - Resurface Cycleway	91,443	91,443	0	38,651	0	52,792
80746	The Strand, Arundel St, Essex St, May St - Reconstruct ROW	29,853	29,853	29,853	18,846	0	11,008
80747	Towns Development Program - Various	37,653	37,653	16,137	19,102	15,510	3,041
80909	Baigup to Riverside Gardens - resurface cycleway	86,064	86,064	0	0	0	86,064
80912	Vernon Street, Noranda - Right of Way reconstruction	34,426	34,426	0	0	0	34,426
		279,439	279,439	45,990	76,598	15,510	187,331
Arterial road construction							
80913	Beaufort Str/Grand Promenade - 4-way intersection resurface	109,732	109,732	0	2,780	0	106,952
80914	Crimea Street - North-bound Hoby Rd to Benara Rd - resurface	97,898	97,898	0	0	0	97,898
		207,629	207,629	0	2,780	0	204,849
Other infrastructure construction							
80918	Hamilton Street Carpark - construction	231,615	231,615	231,615	121,550	120,920	(10,854)
80920	Noranda Carpark - resurfacing	53,790	53,790	0	0	0	53,790
80922	Verge Paving - paving of small areas under traffic	26,895	26,895	26,895	0	0	26,895
		312,300	312,300	258,510	121,550	120,920	69,831
Metropolitan Regional Road Group Projects							
80737	Whatley Crescent - Charles Street to Caledonian Avenue	120,490	120,490	0	0	0	120,490
80923	Widgee Road, Noranda - resurface	464,453	464,453	0	0	0	464,453
		584,943	584,943	0	0	0	584,943

Ordinary Council Meeting Agenda

25 January 2022 Attachment 10.2.1.7

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Footpath renewal						
80561 Resurface - Cycleway - Swan Bank/Clarkson Road	30,122	30,122	0	2,600	0	27,522
	30,122	30,122	0	2,600	0	27,522
Total Roads	4,193,553	4,193,553	2,166,580	1,016,200	410,602	2,766,751
Footpath						
Building minor capital works						
80842 Bayswater Bowling Club - landscaping	18,182	18,182	18,182	1,217	26,792	(9,827)
	18,182	18,182	18,182	1,217	26,792	(9,827)
Other road construction						
80910 Drake Street - Bay View Street - train station - new pathway	172,128	172,128	0	0	0	172,128
80911 Drake Street - Broun Avenue/Rothbury Road - new pathway	37,363	37,363	0	0	0	37,363
	209,491	209,491	0	0	0	209,491
Footpath construction						
80063 New footpath construction and Local Bike Plan	193,644	193,644	0	18,911	5,520	169,213
80702 Footpath Repair Program	113,669	113,669	0	1,789	0	111,880
80703 Arterial Road New Dual-Use Path Program	215,160	215,160	80,685	70,886	19,013	125,260
80761 Emberson Reserve - ACROD bay and access path	30,000	30,000	30,000	871	0	29,129
80924 Crimea Street - Morley Drive to Fedders St - pathway	183,596	183,596	0	0	0	183,596
80926 Robann Way - Lincoln Road to Jennifer Road - pathway	63,257	63,257	0	0	0	63,257
80927 Timms Place - Halvorson Road to Morley Drive - pathway	48,572	48,572	0	0	0	48,572
	847,898	847,898	110,685	92,458	24,533	730,907
Park development construction						
80765 Maylands Tennis Club - ACROD pathway	30,000	30,000	30,000	24,589	2,750	2,661
80776 New Pathways within Reserves	84,110	84,110	40,000	28,290	4,824	50,995
	114,110	114,110	70,000	52,879	7,574	53,657
Total Footpath	1,189,681	1,189,681	198,867	146,554	58,900	984,227
Drainage						
Drainage construction						
80047 Russell Street Park - grant funds	23,379	23,379	19,485	386	0	22,993
80248 Urban water sensitive design	284,153	284,153	70,000	9,586	164,982	109,585

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
80697	Nora Hughes Park - living stream	55,000	55,000	25,000	3,945	24,483	26,572
80928	City-wide - optimise drainage amenity	80,000	80,000	29,089	0	0	80,000
		442,532	442,532	143,574	13,917	189,465	239,149
Drainage renewal							
80701	Grate Replacement Program	0	0	0	0	4,830	(4,830)
80705	Low Point Dual Gully Program	53,790	53,790	32,274	26,879	17,345	9,566
80929	City-wide - drainage grates renewal	64,548	64,548	43,032	3,150	14,264	47,134
		118,338	118,338	75,306	30,029	36,439	51,870
Total Drainage		560,870	560,870	218,880	43,946	225,905	291,020
Park development							
Furniture and equipment							
80867	Robert Thompson - exercise equipment	30,000	30,000	15,000	0	29,257	743
		30,000	30,000	15,000	0	29,257	743
Entry statement							
80534	Bayswater Library/Bert Wright Sculpture	30,000	30,000	20,000	0	0	30,000
		30,000	30,000	20,000	0	0	30,000
Other infrastructure construction							
80916	Bardon Park - Malgamongup - signage	11,800	11,800	11,800	0	5,390	6,410
80919	Maylands Brickworks - signage	10,000	10,000	5,000	0	0	10,000
80921	Noranda Town Centre - outdoor chess tables	10,000	10,000	3,000	0	0	10,000
		31,800	31,800	19,800	0	5,390	26,410
Park development construction							
80067	Enhanced tree management	0	0	0	0	5,952	(5,952)
80071	Maylands Lakes Stage 1	0	0	0	90	0	(90)
80242	Riverbank restoration	70,000	70,000	11,667	9,445	19,010	41,545
80259	Maylands Waterland redevelopment	50,000	50,000	0	0	0	50,000
80438	Noranda Netball - renew court surfaces	0	0	0	0	680	(680)
80695	Bayswater Industrial Estate Imp Program	0	0	0	17,598	0	(17,598)
80757	Golf Course Development Program	56,181	56,181	0	67,256	2,160	(13,236)
80760	Bayswater Cricket Club - cricket nets	39,760	39,760	39,760	1,499	0	38,261
80767	Noranda SC- Little Athletic timers stand	0	0	0	0	5,400	(5,400)

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
80775	Dog Exercise Area - construction	79,578	79,578	79,578	985	78,349	245
80777	Gus Weimer- Play Space Redevelopment Prg	0	0	0	1,316	0	(1,316)
80806	Mahogany Reserve Redevelopment	301,872	301,872	301,872	243,064	144,953	(86,145)
80807	Wattle Park Redevelopment	539,057	539,057	539,057	246,106	259,883	33,069
80811	Stanbury Reserve Redevelopment	0	0	0	0	2,500	(2,500)
80812	Gus Weimar Park Redevelopment	0	0	0	207	0	(207)
80813	Nederpelt Reserve - Replace Court Surface	20,000	20,000	20,000	1,320	0	18,680
80930	Arbor Park - park redevelopment (Our Park - Our Place)	120,000	120,000	0	0	0	120,000
80931	Bert Wright Park - implement concept plan	159,561	159,561	0	0	13,636	145,925
80933	Gibbney Reserve East - park redevelopment	388,121	388,121	0	225	220	387,676
80943	Claughton Reserve - excersie equipment	25,000	25,000	12,500	0	0	25,000
		1,849,130	1,849,130	1,004,434	589,109	532,743	727,277
Sustainable environment							
80269	Baigup Wetland Stage 1 - activity centre and interpretation	190,436	190,436	105,800	0	140,968	49,468
80270	Bayswater Brook - living stream	35,000	35,000	21,000	0	0	35,000
80272	Lightning Swamp Interpretation Plan Works	0	0	0	475	515	(990)
80273	Maylands Lakes restoration Stage 2	600,000	600,000	300,000	169,326	242,593	188,081
80622	Russell St Living Stream Link Agreement	10,000	10,000	10,000	0	0	10,000
80696	Arbor Park upgrade - Greening Australia project	90,000	90,000	72,000	31,493	1,424	57,083
		925,436	925,436	508,800	201,294	385,500	338,642
Tree management							
80276	Streetscape upgrades	0	0	0	(136)	0	136
		0	0	0	(136)	0	136
Drink fountains							
80380	Drinks Fountains Replacement Program	0	0	0	1,815	10,423	(12,238)
80774	Noranda Nook - Water drinking fountain	0	0	0	504	0	(504)
		0	0	0	2,319	10,423	(12,742)
Playground							
80938	Grand Promenade Reserve - shade sails	25,000	25,000	12,500	0	24,000	1,000
80951	Synthetic cricket wicket - sport reserve	32,000	32,000	32,000	20,166	8,250	3,584
		57,000	57,000	44,500	20,166	32,250	4,584

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
Floodlights							
80442	Wotton Reserve - renew sports floodlight	9,110	9,110	0	0	1,818	7,292
80443	Bayswater Bowling - renew floodlights	0	0	0	0	3,755	(3,755)
		9,110	9,110	0	0	5,573	3,537
Other infrastructure construction							
80595	Hinds Reserve - construction of a multi-user access ramp	21,076	21,076	21,076	0	0	21,076
80817	Bayswater Waves - access and inclusion improvement	500,000	500,000	208,333	0	0	500,000
80940	Bayswater Morley Cricket Club - shade shelter	9,091	9,091	0	0	0	9,091
80941	Bedford Bowling Club - synthetic surface	232,373	232,373	0	0	0	232,373
80942	Lightning Swamp Bushland - limestone wall	80,000	80,000	22,858	0	0	80,000
80944	Morley Bowling Club - synthetic surface	272,727	272,727	0	0	0	272,727
80945	Natural Environment Improvement Program	200,000	200,000	66,666	0	0	200,000
80946	Wotton Skate Park and surrounding facilities	2,500,000	2,500,000	150,000	98,302	0	2,401,698
		3,815,267	3,815,267	468,933	98,302	0	3,716,965
Other infrastructure renewal							
80753	Bore and Pump Maintenance Program	301,872	301,872	210,232	209,068	48,521	44,283
80755	Critical Asset Renewal Program	461,115	461,115	385,646	44,874	201,884	214,357
80947	Farnham Reserve - basketball court renewal	20,000	20,000	20,000	13,552	0	6,449
80948	Grand Prom Reserve - basketball court renewal	20,000	20,000	10,000	0	0	20,000
80949	Houghton Park Reserve - tennis court renewal	50,000	50,000	20,000	0	0	50,000
		852,987	852,987	645,878	267,494	250,405	335,088
COVID-19 \$5m Stimulus Package Projects							
80364	Maylands Waterland redevelopment	3,531,317	3,531,317	2,250,000	781,873	2,775,023	(25,578)
		3,531,317	3,531,317	2,250,000	781,873	2,775,023	(25,578)
Not Applicable							
80814	Wotton Park Skate Park Construction	0	0	0	1,612	0	(1,612)
		0	0	0	1,612	0	(1,612)
Total Park development							
		11,132,046	11,132,046	4,977,345	1,962,033	4,026,564	5,143,449
Other infrastructure							
Community capital requests							
80635	Wotton Reserve - soccer goals - pitch C	0	0	0	9,970	0	(9,970)
		0	0	0	9,970	0	(9,970)

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
Street lights							
80250	Street light upgrade	19,364	19,364	19,364	17,985	6,672	(5,293)
80805	Street Lighting Upgrades	457,215	457,215	43,032	48,814	26,677	381,724
		476,579	476,579	62,396	66,798	33,350	376,432
Other infrastructure construction							
80251	PAW gates and reserve lighting	12,910	12,910	12,910	0	322	12,588
80801	Noranda Netball Court Carpark	90,000	90,000	30,000	0	0	90,000
80917	Doyle Street and Linton Place - public access	20,000	20,000	0	0	0	20,000
		122,910	122,910	42,910	0	322	122,588
Footpath construction							
80431	Footpath - Bookham Street and Boag Place	73,154	73,154	73,154	20,343	0	52,811
		73,154	73,154	73,154	20,343	0	52,811
Park development construction							
80768	Park signage renewals	0	0	0	0	1,680	(1,680)
		0	0	0	0	1,680	(1,680)
Sustainable environment							
80935	Emmission reduction and rewable energy implementation	100,000	100,000	22,222	0	0	100,000
		100,000	100,000	22,222	0	0	100,000
Playground							
80937	Crimea Park - level ground around all mounds	11,018	11,018	11,018	14,500	0	(3,482)
		11,018	11,018	11,018	14,500	0	(3,482)
Floodlights							
80939	RA Cook Reserve - floodlight renewal	50,000	50,000	0	0	0	50,000
		50,000	50,000	0	0	0	50,000
Sports Goals							
80952	Morley Geals Gaelic Football Club goals	12,713	12,713	12,713	169	16,245	(3,701)
		12,713	12,713	12,713	169	16,245	(3,701)
Other infrastructure construction							
80252	Bus shelters	43,032	43,032	10,758	16,680	0	26,352

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
80391	Noranda Town Centre - City-led infrastructure activation	76,322	76,322	60,322	4,814	42,841	28,667
80392	Maylands Town Centre - City-led infrastructure activation	22,000	22,000	8,000	23,911	1,960	(3,871)
80393	Bayswater Town Centre City-led Infrastructure Activation	10,000	10,000	3,000	218	0	9,782
80394	Morley Town Centre City-led Infrastructure Activation	30,000	30,000	15,000	0	614	29,386
80693	Bedford Shopping Precincts Regeneration Project	61,000	61,000	5,000	0	0	61,000
80954	Cloughton Reserve - passive lighting	47,045	47,045	0	84	0	46,961
80957	Morley Activity Centre - streetscape improvement (RAC Grant)	0	0	0	28,204	50,626	(78,830)
		289,399	289,399	102,080	73,910	96,041	119,448
Other infrastructure renewal							
80704	Drainage Sump Fencing Program	43,032	43,032	43,032	14,657	31,463	(3,088)
80706	Depot Upgrade/Lighting	34,426	34,426	34,426	2,183	28,000	4,242
		77,458	77,458	77,458	16,840	59,463	1,154
COVID-19 \$5m Stimulus Package Projects							
80617	Passive Light Replacement Program	79,609	79,609	10,758	0	65,385	14,224
80618	Town Centre Streetscape Works	90,000	90,000	43,500	67,394	73,295	(50,690)
		169,609	169,609	54,258	67,394	138,680	(36,465)
Total Other infrastructure							
		1,382,840	1,382,840	458,209	269,925	345,781	767,134
Intangible assets							
IT capital							
80870	ERP implementation	564,590	564,590	112,919	47,532	0	517,058
		564,590	564,590	112,919	47,532	0	517,058
IT renewal							
80873	Spatial Virtual Machine storage	20,000	20,000	0	0	0	20,000
		20,000	20,000	0	0	0	20,000
Software							
80398	Software	50,000	50,000	30,000	4,650	10,088	35,262
80789	Corporate Performance System	247,676	247,676	103,200	41,004	0	206,672
80950	Website development for online bookings	50,000	50,000	0	0	0	50,000
		347,676	347,676	133,200	45,654	10,088	291,934
Total Intangible assets							
		932,266	932,266	246,119	93,187	10,088	828,991

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Assets Held for Sale						
Aged care facilities						
80404 Aged Care - Homeswest ILUs	0	0	0	58,088	0	(58,088)
	0	0	0	58,088	0	(58,088)
Aged Persons Homes						
80794 Aged Persons Homes - Capital works	1,000,000	1,000,000	150,000	0	0	1,000,000
	1,000,000	1,000,000	150,000	0	0	1,000,000
Total Assets Held for Sale	1,000,000	1,000,000	150,000	58,088	0	941,912
Total capital projects	33,785,887	33,785,887	17,642,357	9,866,912	8,796,927	15,122,047

	Amended Budget				Actual			
	Municipal Funds	Grants & Contributions	Reserve Funds	Economic Stimulus Reserve	Total	Total	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$	\$	\$
35000 Roxy Theatre - external paint	0	0	0	12,000	12,000	7,886	0	4,114
35001 Riverside Gardens Reserve - Public Toilets - repaint	0	0	0	18,000	18,000	23,305	0	(5,305)
35002 Hampton Square Reserve - Scout Hall - internal paint	0	0	0	18,000	18,000	18,554	0	(554)
35003 Hinds Reserve Pavilion - External Paint	0	0	0	9,600	9,600	5,629	0	3,971
35004 Noranda Sporting Complex - external repaint	0	0	0	21,600	21,600	17,592	0	4,008
40011 Footpaths Maintenance - Stimulus projects	(174,102)	0	0	374,102	200,000	178,091	0	21,909
80235 Bore and pump maintenance program	50,000	0	0	137,000	187,000	227,109	0	(40,109)
80364 Maylands Waterland redevelopment	(2,400,000)	3,150,000	0	400,000	1,150,000	915,803	2,775,023	(2,540,826)
80370 Noranda Netball Court resurface	0	0	550,000	850,000	1,400,000	1,451,077	0	(51,077)
80532 Bayswater Library - lift	40,000	0	0	20,000	60,000	73,647	0	(13,647)
80604 Bayswater Bowling Club - Replacement of external doors	(6,000)	0	0	12,000	6,000	3,826	0	2,174
80605 Depot - Roof replacement	0	0	0	7,200	7,200	4,853	0	2,347
80606 Maylands Library - Workroom modification	(7,085)	0	0	14,885	7,800	9,246	0	(1,446)
80607 Morley Noranda Sport Complex - Roof Replacement	0	0	0	36,000	36,000	25,351	0	10,649
80608 Pat O'Hara Rugby Club - security screens	(7,200)	0	0	14,400	7,200	4,672	0	2,528
80609 Morley Sport & Recreation Centre - emergency exit door	(6,987)	0	0	20,187	13,200	16,856	0	(3,656)
80610 Bedford Bowling Club - path replacement	(9,600)	0	0	19,200	9,600	10,048	0	(448)
80611 Light Car Club - replace tiling	(6,000)	0	0	12,000	6,000	1,198	0	4,802
80612 Lower Hillcrest Clubrooms - carpet replacement	(9,600)	0	0	19,200	9,600	13,510	0	(3,910)
80613 Morley Sport & Recreation Ctre - basketball court extension	0	2,000,000	2,900,000	600,000	5,500,000	3,041,794	428,794	2,029,412
80614 Bayswater Waves - Refurbish 25m pool, pool hall, plant room	0	0	0	1,500,505	1,500,505	12,646	1,344,165	143,694
80615 Alf Brooks Park - Redevelopment	(90,615)	35,000	0	265,000	209,385	121,948	0	87,437
80616 Belstead Reserve - Redevelopment	33,992	0	0	173,000	206,992	179,965	0	27,027
80617 Passive Light Replacement Program	46,346	70,000	0	100,000	216,346	135,980	65,385	14,981
80618 Town Centre Streetscape Works	0	0	0	200,000	200,000	28,249	73,295	98,456
80619 Energy Efficiency Projects	0	105,000	0	150,000	255,000	154,810	63,433	36,756
80620 Footpath Construction - arterial roads	0	0	0	200,000	200,000	232,644	0	(32,644)
80621 Bayswater Waves - carpark resurfacing	(142,362)	0	0	200,000	57,638	208,264	0	(150,626)
Community Grants	(286,762)	0	0	573,524	286,762	224,082	2,327	60,353
Total	(2,975,975)	5,360,000	3,450,000	5,977,403	11,811,428	7,348,635	4,752,423	(289,630)
Community Capital Projects								
35005 Wotton Reserve - Petanque Clubrooms - furniture	(4,343)	0	0	8,686	4,343	4,342	0	1
35006 Noranda Sporting Complex - internal painting	(11,818)	0	0	23,636	11,818	11,830	0	(12)
35007 Hampton Square Reserve - Toilets/Storage Room - ramp	(2,727)	0	0	5,454	2,727	2,806	0	(79)
80623 Hinds Reserve - Rowing Club Sheds - new grease trap	(12,840)	0	0	25,680	12,840	13,505	0	(665)
80624 Bayswater PrimarySchool - play equip, fountain, goals, table	(16,388)	0	0	32,776	16,388	16,387	0	1
80625 Grand Prom Res - Bedford Bowling Club - refrigeration system	(15,298)	0	0	30,596	15,298	16,864	0	(1,566)
80626 Bayswater State Emergency Services - new storage area	(31,818)	0	0	63,636	31,818	20,072	0	11,746
80627 North Inglewood Pre-School - play equipment	(20,000)	0	0	40,000	20,000	18,284	0	1,716
80628 Maylands Tennis Club - toilet renewal	(5,455)	0	0	10,910	5,455	6,780	0	(1,325)
80629 Waltham Reserve - Club Rooms - shade patio	(17,273)	0	0	34,546	17,273	18,613	0	(1,340)
80630 Lightning Park - Pavilion - change rooms renewal	(23,637)	0	0	47,274	23,637	22,153	0	1,484
80631 Robert Thompson Reserve - Club Rooms - LED lights	(18,600)	0	0	37,200	18,600	19,070	0	(470)
80633 Noranda Sporting Complex - chairs	(6,364)	0	0	12,728	6,364	6,315	0	49
80634 Noranda Sporting Complex - bar floor renewal	(10,909)	0	0	21,818	10,909	9,715	0	1,194
80635 Wotton Reserve - soccer goals - pitch C	(9,291)	0	0	18,582	9,291	0	0	9,291
80636 Frank Drago Reserve - Bayswater Tennis Club - grandstand	(16,364)	0	0	32,728	16,364	16,364	0	0
80637 Bayswater Elderly Community Help Org - new accessible toilet	(36,364)	0	0	72,728	36,364	0	0	36,364
80638 Bayswater ECHO - internal walls/floor renewal	(27,273)	0	0	54,546	27,273	20,982	2,327	3,964
Total	(286,762)	0	0	573,524	286,762	224,082	2,327	60,353

10.2.2 List of Payments for the Month of November 2021

Responsible Branch:	Financial Services
Responsible Directorate:	Corporate and Strategy
Authority/Discretion:	Legislative
Voting Requirement:	Simple Majority Required
Attachments:	<ol style="list-style-type: none"> 1. Schedule of Accounts Municipal Fund [10.2.2.1 - 13 pages] 2. Schedule of Accounts Trust Fund [10.2.2.2 - 1 page] 3. Schedule of Accounts Aged Persons Homes Account [10.2.2.3 - 1 page] 4. Summary of Corporate Credit Card Expenses [10.2.2.4 - 1 page] 5. Electronic Fund Transfers [10.2.2.5 - 1 page]

SUMMARY

This report presents the list of payments, comprising **Attachments 1, 2, 3 4 and 5** made under delegated authority for the month of November 2021 in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

OFFICER'S RECOMMENDATION

That Council receives the list of payments for the month of November 2021 made under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* comprising:

1. Schedule of Accounts – Municipal Fund (**Attachment 1**);
2. Schedule of Accounts – Trust Fund (**Attachment 2**);
3. Schedule of Accounts – Aged Persons Homes Account (**Attachment 3**);
4. Summary of Corporate Credit Card Expenses (**Attachment 4**); and
5. Electronic Fund Transfers (**Attachment 5**).

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 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 noting in accordance with the *Local Government (Financial Management) Regulations 1996*.

Payments drawn from the Municipal Account for the month of November 2021 are included in **Attachment 1**.

Payments drawn for the Trust Account for the month of November 2021 are included in **Attachment 2**.

Payments drawn from the Aged Persons Homes Account for the month of November 2021 are included in **Attachment 3**.

Payments made via credit cards are included in **Attachment 4**.

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

All payments are summarised in **Table 1**.

Table 1

<i>Payment Type</i>	<i>Reference</i>	<i>Amount \$</i>
<i>Municipal Account</i>		
BPay Direct Credits Electronic Fund Transfers (EFTs)	BP000126-129, DC000223-228, EF063522-063664, EF063666-063990, EF063992-064344	\$7,687,005.34
<i>Trust Account</i>		
Electronic Fund Transfers (EFTs)	EF063991	\$61.65
<i>Aged Persons Homes</i>		
Electronic Fund Transfers (EFTs)	EF063521, EF063665	\$29,867.93
	Total	\$7,716,934.92

LEGISLATIVE COMPLIANCE

Council Policy – Procurement.

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.

RISK ASSESSMENT

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

Officer's Recommendation	<p>That Council receives the list of payments for the month of November 2021 made under delegated authority in accordance with Regulation 13(1) of the <i>Local Government (Financial Management) Regulations 1996</i> comprising:</p> <ol style="list-style-type: none"> Schedule of Accounts – Municipal Fund (<u>Attachment 1</u>); Schedule of Accounts – Trust Fund (<u>Attachment 2</u>);
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3. Schedule of Accounts – Aged Persons Homes Account (<u>Attachment 3</u>); 4. Summary of Corporate Credit Card Expenses (<u>Attachment 4</u>); and 5. Electronic Fund Transfers (<u>Attachment 5</u>).		
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	The schedule of accounts outlines all the payment made by the City in accordance with legislation.	

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 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

CONCLUSION

That Council notes the List of Payments for the month of November 2021 comprising **Attachments 1, 2, 3, 4 and 5.**

City of Bayswater

List of Payment - Municipal

for the period 1 November 2021 to 30 November 2021

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
BP000126	08/11/21	City of Greater Geraldton	Staff leave and entitlement	8,997.81
BP000127	08/11/21	Water Corporation	Water usage charges	15,464.31
BP000128	15/11/21	Water Corporation	Water usage charges	12,924.94
BP000129	29/11/21	Water Corporation	Water usage charges	13,336.16
DC000223	03/11/21	Easisalary Pty Ltd	Payroll payment	10,343.27
DC000224	04/11/21	Superchoice	Payroll payment	173,680.13
DC000225	18/11/21	Superchoice	Payroll payment	176,295.58
DC000226	17/11/21	Fines Enforcement Registry	Legal expenses and court costs	20,829.00
DC000227	17/11/21	Fines Enforcement Registry	Legal expenses and court costs	8,506.50
DC000228	17/11/21	Easisalary Pty Ltd	Payroll payment	10,343.27
EF063522	01/11/21	Anthony Warren	Refund dog registration	85.00
EF063523	01/11/21	Assunta Meleca	Refund bond	80.00
EF063524	01/11/21	Cahoots	Donation	1,250.00
EF063525	01/11/21	City Dry Cleaners	Cleaning services	274.00
EF063526	01/11/21	Coleman Rail Pty Ltd	Refund bond	550.00
EF063527	01/11/21	Courtney Bryce- Moore	Refund swimming lessons	49.50
EF063528	01/11/21	Craig Robert Haskins	Refund rates overpayment	2,313.68
EF063529	01/11/21	Crystal Gale	Refund swimming lessons	66.00
EF063530	01/11/21	Donna Smith	Refund rates overpayment	524.00
EF063531	01/11/21	Edison Residential Property Management	Refund rates overpayment	505.84
EF063532	01/11/21	Erika Ribeiro	Refund swimming lessons	67.00
EF063533	01/11/21	Estate of Keith Bennett c/o Reanna Benn	Staff leave and entitlement	5,726.15
EF063534	01/11/21	Eva Bouzy Aitken	Refund bond	5,000.00
EF063535	01/11/21	Filipino Community Council of WA Inc	Refund bond	1,000.00
EF063536	01/11/21	Gregory C Snook	Refund animal sterilisation	150.00
EF063537	01/11/21	Isabella Tripp	Refund bond	80.00
EF063538	01/11/21	Joanne M Fealy	Refund bond	350.00
EF063539	01/11/21	Joshua Eveson	Refund bond	80.00
EF063540	01/11/21	Justin Lemma	Refund bond	80.00
EF063541	01/11/21	K & L Atkins	Refund rates overpayment	1,553.64
EF063542	01/11/21	K Foley	Refund animal sterilisation	25.00
EF063543	01/11/21	Maylands Social Club	Refund bond	550.00
EF063544	01/11/21	PA Barry	Refund residential verge deposit	1,400.00
EF063545	01/11/21	Pramiti Acharya Thapaliya	Refund bond	550.00
EF063546	01/11/21	Shaun Vincent	Refund rates overpayment	783.70
EF063547	01/11/21	Shefferluka Labradoodles	Refund animal sterilisation	50.00
EF063548	01/11/21	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	705.40
EF063549	01/11/21	Synergy	Electricity charges (other than street lighting)	48,061.28
EF063550	01/11/21	Telstra	Office telephone and communication expenses	1,283.53
EF063551	01/11/21	Timothy & Johanna Miles	Refund bond	250.00
EF063552	01/11/21	Ventura Group Pty Ltd	Refund residential verge deposit	1,400.00
EF063553	01/11/21	Ventura Home Group Pty Ltd	Refund residential verge deposit	1,400.00
EF063554	01/11/21	Ventura Home Group Pty Ltd	Refund residential verge deposit	1,400.00
EF063555	01/11/21	Vernon Mitchell	Refund health centre memberships	60.00
EF063556	01/11/21	Walcott Industries Pty Ltd	Refund residential verge deposit	1,400.00
EF063557	01/11/21	AAAC Towing Pty Ltd	Vehicle towing	528.00
EF063558	01/11/21	Aarco Environmental Solutions Pty Ltd	Building maintenance and services	4,312.00
EF063559	01/11/21	Acclaimed Catering Pty Ltd	Functions and events catering expenses	2,205.00
EF063560	01/11/21	Advance Press	Printing and graphic design expenses	6,952.00
EF063561	01/11/21	Advance Vacuumed Gutters	Building maintenance and services	563.20
EF063562	01/11/21	Alison Bannister Career Coaching	Youth and seniors community activities	544.50
EF063563	01/11/21	ALS Library Services Pty Ltd	Book purchases	238.26
EF063564	01/11/21	Amgrow Australia Pty Ltd	Parks & gardens materials	5,362.50
EF063565	01/11/21	Anthony Mckenna T/A Tonys Auto Electrics	Plant and vehicle repairs	516.45
EF063566	01/11/21	Aqua Cooler Pty Ltd	Minor Equipment Purchase	2,040.00
EF063567	01/11/21	Avantgarde Technologies Pty Ltd	IT network maintenance	171,215.42
EF063568	01/11/21	Axiis Contracting Pty Ltd	Parks & gardens contract payments	10,119.01
EF063569	01/11/21	Battery King Australia Pty Ltd	Plant and vehicle parts and materials	189.20
EF063570	01/11/21	Be Media Group Pty Ltd	Marketing and promotional material	2,640.00
EF063571	01/11/21	Bladon WA Pty Ltd	Gifts and presentations	328.35
EF063572	01/11/21	Boya Equipment Pty Ltd	Plant and vehicle parts and materials	1,045.86
EF063573	01/11/21	Boyan Electrical Services	Electrical Installation & Repair	4,296.34
EF063574	01/11/21	Brady Australia Pty Ltd t/a Seton Australia	Building supplies and hardware	706.91
EF063575	01/11/21	Brayco Commercial Pty Ltd	Equipment purchases	7,887.00
EF063576	01/11/21	Bridgestone Aust Ltd	Plant and vehicle repairs	1,569.96

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF063577	01/11/21	Brownes Foods Operations Pty Ltd	Staff Amenities	141.90
EF063578	01/11/21	Bug Busters	Pest control	1,137.00
EF063579	01/11/21	Bunnings Group Ltd	Equipment Maintenance	2,315.48
EF063580	01/11/21	Cai Fences	Fencing	1,210.00
EF063581	01/11/21	Carramar Resource Industries	Parks & gardens materials	704.00
EF063582	01/11/21	Ceiling Manufacturers of Australia	Building supplies and hardware	44.00
EF063583	01/11/21	Chemistry Centre (WA)	Environmental testing and sampling	4,845.17
EF063584	01/11/21	Civic Legal	Legal expenses and court costs	1,848.00
EF063585	01/11/21	Cleanaway Equipment Services Pty Ltd	Waste collection and hygiene services	1,389.10
EF063586	01/11/21	Cleanaway Pty Ltd	Waste collection and hygiene services	13,019.89
EF063587	01/11/21	CNW Pty Ltd	Building supplies and hardware	455.11
EF063588	01/11/21	Commercial Air Solutions	Minor Equipment Purchase	6,640.92
EF063589	01/11/21	Concert Piano Hire	Equipment hire	2,310.00
EF063590	01/11/21	Contra-flow Pty Ltd	Traffic management	6,355.90
EF063591	01/11/21	Cornerstone Legal	Legal expenses and court costs	2,059.20
EF063592	01/11/21	Cosmag Pty Ltd T/A Kennedys Tree Services	Parks & gardens contract payments	27,564.90
EF063593	01/11/21	D H Snyder & T Yuen Pty Ltd	Construction and civil works payments	14,300.00
EF063594	01/11/21	Detail West	Plant and vehicle repairs	325.00
EF063595	01/11/21	Diana Kudsee	Youth and seniors community activities	230.00
EF063596	01/11/21	DS Workwear & Safety	Staff uniforms and protective equipment	175.25
EF063597	01/11/21	E Fire & Safety	Fire suppression and alarm monitoring	5,724.40
EF063598	01/11/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	104,243.62
EF063599	01/11/21	Eco Environmental Pty Ltd	Environmental services & supplies	187.00
EF063600	01/11/21	Elite Pool & SPA Covers	Equipment Maintenance	1,155.00
EF063601	01/11/21	Ellenby Tree Farm	Parks & gardens plants and trees	1,408.00
EF063602	01/11/21	ESRI Australia Pty Ltd	Licence and permit renewal	2,530.00
EF063603	01/11/21	Flexi Staff	Labour hire and temporary replacement	1,397.55
EF063604	01/11/21	Fuel Distributors of WA Pty Ltd	Fuel and oil	15,782.36
EF063605	01/11/21	GA Holdings Australia Pty Ltd	Construction and civil works payments	32,670.00
EF063606	01/11/21	Gold Corporation T/A The Perth Mint	Citizenship expenses	2,998.05
EF063607	01/11/21	Growise Pty Ltd	Parks & gardens materials	4,235.00
EF063608	01/11/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	7,344.43
EF063609	01/11/21	IDOM Morley Pty Ltd T/A Morley Nissan/Kia/Hyundai	Plant and vehicle parts and materials	220.00
EF063610	01/11/21	Instant Toilet & Showers Pty Ltd T/A Instant Products Hire	Building maintenance and services	220.00
EF063611	01/11/21	IPEC Pty Ltd	Postage and courier charges	264.61
EF063612	01/11/21	IRP Pty Ltd	Labour hire and temporary replacement	3,276.24
EF063613	01/11/21	Jazcorp Australia Pty Ltd	Conference expenses	500.00
EF063614	01/11/21	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens materials	5,074.47
EF063615	01/11/21	Lawn Doctor	Parks & gardens materials	2,518.45
EF063616	01/11/21	LGConnect Pty Ltd	Professional consultancy services	1,485.00
EF063617	01/11/21	Local Government Professionals Aust WA	Staff training, development and support	815.00
EF063618	01/11/21	Maia Financial Pty Ltd	Lease and rental payments	11,965.70
EF063619	01/11/21	Masonry Management Services Pty Ltd	Parks & gardens contract payments	2,013.00
EF063620	01/11/21	Maylands Bowling Club	Parks & gardens contract payments	4,126.65
EF063621	01/11/21	McInerney Ford	Plant and vehicle parts and materials	667.83
EF063622	01/11/21	Midnight Tuesday	Construction and civil works payments	10,274.00
EF063623	01/11/21	Millreef Holdings Pty Ltd T/A Classic Hire	Equipment hire	968.00
EF063624	01/11/21	My Media Intelligence Pty Ltd	Memberships and subscriptions	799.75
EF063625	01/11/21	Natural Area Holdings Pty Ltd	Parks & gardens contract payments	5,041.74
EF063626	01/11/21	Noranda Veterinary Clinic	Refund animal sterilisation	55.00
EF063627	01/11/21	Officeworks	Office stationery and consumables	4.36
EF063628	01/11/21	Perth Playground and Rubber Pty Ltd	Parks & gardens contract payments	13,860.00
EF063629	01/11/21	Perth Recruitment Services	Labour hire and temporary replacement	2,793.45
EF063630	01/11/21	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	3,060.64
EF063631	01/11/21	Poolshop Online Pty Ltd	Aquatic chemicals and consumables	2,194.50
EF063632	01/11/21	Precision Carpets Pty Ltd	Construction and civil works payments	24,060.76
EF063633	01/11/21	Prestige Property Maintenance Pty Ltd	Parks & gardens materials	3,954.72
EF063634	01/11/21	Priority Fire and Safety	Staff training, development and support	1,870.00
EF063635	01/11/21	Product Recovery Industries Pty Ltd	Tipping Fee	7,040.00
EF063636	01/11/21	Pulse Locating	Parks & gardens contract payments	2,728.00
EF063637	01/11/21	Quality Press	Printing and graphic design expenses	473.00
EF063638	01/11/21	Quantified Tree Risk Assessment	Staff training, development and support	417.45
EF063639	01/11/21	R.K. Roach	Construction and civil works technical support	1,749.00
EF063640	01/11/21	Repco	Plant and vehicle parts and materials	1,979.99
EF063641	01/11/21	Rotary Club of Pinjarra Incorporated	Equipment hire	940.00
EF063642	01/11/21	Solar Ban WA	Plant and vehicle parts and materials	300.00
EF063643	01/11/21	Sonic Health Plus Pty Ltd	Medical services and materials	661.10
EF063644	01/11/21	Sportsworld of WA	Kiosk stock	1,159.40
EF063645	01/11/21	Stratco (WA) Pty Ltd	Building supplies and hardware	19.36
EF063646	01/11/21	T J Depiazzi & Sons	Parks & gardens contract payments	1,759.23

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<i>Payments</i>				<i>\$</i>
EF063647	01/11/21	The Goods Australia	Cleaning supplies	1,744.61
EF063648	01/11/21	The Nappy Guru	Marketing and promotional material	69.99
EF063649	01/11/21	The O'Grady Family Trust T/A Efficient Site Services	Parks & gardens contract payments	15,687.10
EF063650	01/11/21	The Turst for the Brand Connect Unit Trust	Functions and events supplies	1,550.90
EF063651	01/11/21	The Young Men's Christian Association of WA Inc	Venue hire	3,335.00
EF063652	01/11/21	Thrifty Car Rentals	Equipment hire	1,407.12
EF063653	01/11/21	T-Quip	Plant and vehicle parts and materials	323.50
EF063654	01/11/21	True Blue Aussie Gardener	Parks & gardens materials	1,079.28
EF063655	01/11/21	Urban Development Inst of Aust (WA) Division	Staff training, development and support	300.00
EF063656	01/11/21	WA Local Government Association	Staff training, development and support	99.00
EF063657	01/11/21	Wade William Sidebottom	Plant and vehicle repairs	3,206.50
EF063658	01/11/21	WATM Crane Sales and Services WA	Plant and vehicle repairs	1,321.79
EF063659	01/11/21	Westbooks	Book purchases	331.66
EF063660	01/11/21	Westbuild Products Pty Ltd	Construction and civil works tools and materials	634.92
EF063661	01/11/21	Winc Australia Pty Ltd	Office stationery and consumables	348.37
EF063662	01/11/21	Work Clobber	Staff uniforms and protective equipment	157.90
EF063663	01/11/21	Workpower Inc	Parks & gardens contract payments	9,137.48
EF063664	01/11/21	Zenien	Equipment purchases	4,453.06
EF063666	08/11/21	Albert G Grant	Refund rates overpayment	775.65
EF063667	08/11/21	Aleisha & Lorenzo Santoriello	Refund bond	80.00
EF063668	08/11/21	Alinta Gas	Gas usage charges	206.15
EF063669	08/11/21	Assetbuild Pty Ltd	Refund residential verge deposit	1,400.00
EF063670	08/11/21	Beverley Kerr	Refund health centre memberships	47.02
EF063671	08/11/21	Bohana Pty Ltd	Refund bond	1,500.00
EF063672	08/11/21	Brooke E Thomson	Refund rates overpayment	1,269.05
EF063673	08/11/21	Byte Construct Pty Ltd	Construction and civil works payments	758,775.68
EF063674	08/11/21	Cat Haven	Animal supplies & services	371.25
EF063675	08/11/21	CEPU Engineering & Electrical WA	Refund bond	12,430.00
EF063676	08/11/21	Edge S M	Refund bond	80.00
EF063677	08/11/21	Elli Petersen-Pik	Refund bond	80.00
EF063678	08/11/21	Embleton Primary School	Grants & funding	2,000.00
EF063679	08/11/21	Fabiana Micozzi	Refund bond	550.00
EF063680	08/11/21	Filomena Piffaretti	Refund bond	80.00
EF063681	08/11/21	Giorgia Johnson	Refund bond	80.00
EF063682	08/11/21	Graham and Mahady	Awards and scholarships	50.00
EF063683	08/11/21	Helen Smith	Refund animal sterilisation	75.00
EF063684	08/11/21	James Hayes	Awards and scholarships	50.00
EF063685	08/11/21	JC Corby	Refund rates overpayment	404.40
EF063686	08/11/21	JL Chambers	Refund residential verge deposit	1,400.00
EF063687	08/11/21	John Forrest Secondary College	Refund bond	550.00
EF063688	08/11/21	Layla Drabarek	Awards and scholarships	50.00
EF063689	08/11/21	LGISWA	Insurance premium	2,197.02
EF063690	08/11/21	Local Government Professionals Aust WA	Refund bond	945.00
EF063691	08/11/21	Lorna J Clarke	Refund bond	80.00
EF063692	08/11/21	Lu Cong	Awards and scholarships	50.00
EF063693	08/11/21	Megan Rigby	Staff allowances and reimbursements	182.00
EF063694	08/11/21	Monet T Manuel	Awards and scholarships	50.00
EF063695	08/11/21	Mursal Rajabi	Refund bond	842.00
EF063696	08/11/21	Nazarena Trinidad	Awards and scholarships	50.00
EF063697	08/11/21	Planet Footprint	Memberships and subscriptions	17,600.00
EF063698	08/11/21	Rebecca M Kais	Refund rates overpayment	352.95
EF063699	08/11/21	Ricky Italiano	Refund residential verge deposit	1,400.00
EF063700	08/11/21	RM & LK D'Vaz	Refund residential verge deposit	173.49
EF063701	08/11/21	Simon Duffell	Awards and scholarships	50.00
EF063702	08/11/21	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	656.75
EF063703	08/11/21	Synergy	Electricity charges - Street lighting	3,434.28
EF063704	08/11/21	Telstra	Office telephone and communication expenses	22,586.95
EF063705	08/11/21	Triumph Homes	Refund residential verge deposit	1,400.00
EF063706	08/11/21	Vanessa Adams	Refund animal sterilisation	30.00
EF063707	08/11/21	Veronica Frances Lunn	Refund rates overpayment	1,058.85
EF063708	08/11/21	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	13,123.69
EF063709	08/11/21	Western Power	Electrical Installation & Repair	1,320.00
EF063710	08/11/21	AAAC Towing Pty Ltd	Vehicle towing	264.00
EF063711	08/11/21	ADT Security	Building maintenance and services	3,104.21
EF063712	08/11/21	Advance Press	Printing and graphic design expenses	154.00
EF063713	08/11/21	ALS Library Services Pty Ltd	Book purchases	247.89
EF063714	08/11/21	Alyka	Staff training, development and support	3,289.00
EF063715	08/11/21	Amgrow Australia Pty Ltd	Parks & gardens materials	427.90
EF063716	08/11/21	Andrew Jesse Teo	Youth and seniors community activities	240.00
EF063717	08/11/21	Aquamoni Pty Ltd	Parks & gardens contract payments	851.40

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF063718	08/11/21	Astro Synthetic Surfaces Pty Ltd	Parks & gardens contract payments	9,075.00
EF063719	08/11/21	Ausnet Industries	Parks & gardens contract payments	868.23
EF063720	08/11/21	Australia Post / Commission	Fees and charges	2,965.55
EF063721	08/11/21	Australian Golf Course Superintendents Association Ltd	Advertising recruitment	250.00
EF063722	08/11/21	Australian Services Union	Payroll payment	308.80
EF063723	08/11/21	Australian Taxation Office	Payroll payment	252,452.00
EF063724	08/11/21	Balustrading WA Pty Ltd	Construction and civil works payments	5,537.12
EF063725	08/11/21	Battery King Australia Pty Ltd	Plant and vehicle parts and materials	31.90
EF063726	08/11/21	Belinda Evonne Cox	Youth and seniors community activities	1,000.00
EF063727	08/11/21	Bepassey Nominees Pty Ltd T/A Beacon Equipment	Plant and vehicle parts and materials	74.20
EF063728	08/11/21	Boyan Electrical Services	Electrical Installation & Repair	23,924.46
EF063729	08/11/21	Brady Australia Pty Ltd t/a Seton Australia	Building supplies and hardware	165.82
EF063730	08/11/21	Bridgestone Aust Ltd	Plant and vehicle repairs	995.94
EF063731	08/11/21	Brownes Foods Operations Pty Ltd	Staff Amenities	161.70
EF063732	08/11/21	Bunnings Group Ltd	Equipment Maintenance	1,094.21
EF063733	08/11/21	Carlton Surveys	Professional consultancy services	2,073.50
EF063734	08/11/21	Chamber of Commerce and Industry WA	Staff training, development and support	654.50
EF063735	08/11/21	Charter Plumbing and Gas	Parks & gardens contract payments	4,088.71
EF063736	08/11/21	Chemistry Centre (WA)	Environmental testing and sampling	4,882.56
EF063737	08/11/21	Child Support Agency	Payroll payment	821.65
EF063738	08/11/21	Cleanaway Pty Ltd	Waste collection and hygiene services	203.28
EF063739	08/11/21	Clubs WA Incorporated	Staff training, development and support	5,610.00
EF063740	08/11/21	CNW Pty Ltd	Building supplies and hardware	1,988.09
EF063741	08/11/21	COB - Sundowner Club	Payroll payment	80.00
EF063742	08/11/21	Contra-flow Pty Ltd	Traffic management	31,996.31
EF063743	08/11/21	Cornerstone Legal	Legal expenses and court costs	3,436.40
EF063744	08/11/21	Direct Communications	Minor Equipment Purchase	2,662.00
EF063745	08/11/21	E Fire & Safety	Fire suppression and alarm monitoring	6,240.85
EF063746	08/11/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	171,214.59
EF063747	08/11/21	Ellenby Tree Farm	Parks & gardens plants and trees	6,770.50
EF063748	08/11/21	Exetel	IT network maintenance	775.00
EF063749	08/11/21	Expo Signage and Digital Pty Ltd T/A Bokay Signage	Plant and vehicle repairs	913.00
EF063750	08/11/21	Flexi Staff	Labour hire and temporary replacement	1,537.31
EF063751	08/11/21	Fujifilm Data Management Solutions Australia Pty Ltd	Printing and graphic design expenses	1,337.59
EF063752	08/11/21	GA Holdings Australia Pty Ltd	Plant and vehicle parts and materials	221.95
EF063753	08/11/21	GFG Consulting	Construction and civil works payments	10,440.93
EF063754	08/11/21	GFG Temporary Assist	Construction and civil works payments	7,250.00
EF063755	08/11/21	Grasstrees Australia	Parks & gardens materials	7,140.00
EF063756	08/11/21	Green's Hiab Service Pty Ltd	Transport and storage charges	396.00
EF063757	08/11/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	34,429.53
EF063758	08/11/21	Health Insurance Fund of WA	Payroll payment	356.85
EF063759	08/11/21	Hospital Benefit Fund of WA	Payroll payment	1,174.81
EF063760	08/11/21	Hydroquip Pumps	Plant and vehicle parts and materials	26,555.54
EF063761	08/11/21	ibookingsystems	Memberships and subscriptions	99.00
EF063762	08/11/21	IPEC Pty Ltd	Postage and courier charges	264.61
EF063763	08/11/21	IRP Pty Ltd	Labour hire and temporary replacement	2,264.46
EF063764	08/11/21	Isentia Pty Limited	Memberships and subscriptions	13,068.00
EF063765	08/11/21	ISG Fresh Pty Ltd	Functions and events catering expenses	116.24
EF063766	08/11/21	Josh Byrne and Associates	Professional consultancy services	6,534.00
EF063767	08/11/21	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens materials	114.71
EF063768	08/11/21	Just Careers Training Pty Ltd T/A Licences 4 Work	Staff training, development and support	199.00
EF063769	08/11/21	Kids Nature Club	Youth and seniors community activities	380.00
EF063770	08/11/21	Landgate	Gross rental valuation charges	980.80
EF063771	08/11/21	Lawn Doctor	Parks & gardens materials	2,257.10
EF063772	08/11/21	LD Total	Parks & gardens contract payments	4,900.25
EF063773	08/11/21	LGConnect Pty Ltd	Professional consultancy services	4,455.00
EF063774	08/11/21	Life Active Podiatry	Podiatry services and materials	1,065.00
EF063775	08/11/21	Lightbase Pty Ltd	Parks & gardens contract payments	5,797.00
EF063776	08/11/21	Liquor Stax At Charlies	Functions and events catering expenses	397.66
EF063777	08/11/21	Livepro Australia Pty Ltd	IT network maintenance	6,468.00
EF063778	08/11/21	Macri Partners	Audit services	660.00
EF063779	08/11/21	Maia Financial Pty Ltd	Equipment hire	4,004.24
EF063780	08/11/21	Max J & Michelle J Laurent	Photography / Video Production	390.00
EF063781	08/11/21	McInerney Ford	Plant and vehicle parts and materials	101.57
EF063782	08/11/21	Message Media	Memberships and subscriptions	33.00
EF063783	08/11/21	Meta Maya Group Pty Ltd	Environmental testing and sampling	77.00
EF063784	08/11/21	Millreef Holdings Pty Ltd T/A Classic Hire	Equipment hire	605.74
EF063785	08/11/21	Morley Primary School	Awards and scholarships	200.00
EF063786	08/11/21	Natural Area Holdings Pty Ltd	Parks & gardens materials	7,876.00
EF063787	08/11/21	Paragon Constructions Solutions Pty Ltd	Equipment repairs	12,808.13

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF063788	08/11/21	PAV Sales & Installation	Equipment Maintenance	2,838.00
EF063789	08/11/21	Peninsula Golf Club Inc.	Donation	200.00
EF063790	08/11/21	Perdaman Advanced Energy Pty Ltd	Solar Installation	18,696.70
EF063791	08/11/21	Perth Recruitment Services	Labour hire and temporary replacement	3,621.62
EF063792	08/11/21	Pool & Pump Service & Repairs Pty Ltd	Minor Equipment Purchase	10,464.30
EF063793	08/11/21	Pump Control Systems	Parks & gardens contract payments	40,434.90
EF063794	08/11/21	R.K. Roach	Environmental services & supplies	1,683.00
EF063795	08/11/21	Redfish Technologies Pty Ltd	IT software/hardware upgrades & replacement	2,376.55
EF063796	08/11/21	Repeco	Plant and vehicle parts and materials	1,320.21
EF063797	08/11/21	Royal Life Saving Society	Staff training, development and support	109.00
EF063798	08/11/21	Ruth Kilpatrick	Youth and seniors community activities	627.00
EF063799	08/11/21	Shred-X Pty Ltd	Waste collection and hygiene services	20.24
EF063800	08/11/21	Sonic Health Plus Pty Ltd	Medical services and materials	1,471.80
EF063801	08/11/21	Sportsworld of WA	Kiosk stock	924.00
EF063802	08/11/21	Stratco (WA) Pty Ltd	Building supplies and hardware	90.73
EF063803	08/11/21	The Fruit Box Group Pty Ltd	Library book stock and materials	52.08
EF063804	08/11/21	The Nannup Family Trust T/A Indigenous Tours WA	Professional consultancy services	550.00
EF063805	08/11/21	The O'Grady Family Trust T/A Efficient Site Services	Tipping Fee	5,083.10
EF063806	08/11/21	The Trustee for the Dzodzoz Family Trust	Parks & gardens contract payments	22,965.25
EF063807	08/11/21	TPG Telecom	IT network maintenance	8,627.30
EF063808	08/11/21	T-Quip	Plant and vehicle parts and materials	163.40
EF063809	08/11/21	Urbaqua Ltd	Construction and civil works payments	4,996.20
EF063810	08/11/21	Veav Group Pty Ltd	Professional consultancy services	3,368.75
EF063811	08/11/21	WA Hino Sales and Service	Plant and vehicle parts and materials	247.50
EF063812	08/11/21	WA Ranger Association Inc.	Staff uniforms and protective equipment	154.00
EF063813	08/11/21	LGRCEU	Payroll payment	881.50
EF063814	08/11/21	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	490.25
EF063815	08/11/21	WC Convenience Management Pty Ltd T/A WC Innovations	Building supplies and hardware	2,849.72
EF063816	08/11/21	West Coast Turf	Parks & gardens contract payments	3,795.00
EF063817	08/11/21	Western Australia Treasury Corporation	Loan repayments	1,349.90
EF063818	08/11/21	Winc Australia Pty Ltd	Office stationery and consumables	17.18
EF063819	08/11/21	Woolworths Ltd (WA)	Staff Amenities	184.40
EF063820	08/11/21	Zenien	Minor Equipment Purchase	33,803.39
EF063821	15/11/21	Adam Penney	Refund crossover	1,433.60
EF063822	15/11/21	Alinta Gas	Gas usage charges	4,208.60
EF063823	15/11/21	Anand Prakash Parikh	Refund rates overpayment	451.85
EF063824	15/11/21	Anand Prakash Parikh	Refund rates overpayment	401.08
EF063825	15/11/21	Anglicare WA	Refund bond	368.00
EF063826	15/11/21	Ann Whiteman Foundation Pty Ltd	Refund bond	350.00
EF063827	15/11/21	Artery Media Solutions	Awards and scholarships	750.00
EF063828	15/11/21	Australia Post	Postage and courier charges	5,052.82
EF063829	15/11/21	Broadway Homes Pty Ltd	Refund residential verge deposit	1,400.00
EF063830	15/11/21	Building Development Group Constructions	Refund residential verge deposit	1,400.00
EF063831	15/11/21	Byte Construct Pty Ltd	Construction and civil works payments	9,645.67
EF063832	15/11/21	Camboon Primary School P&C Association	Donation	873.40
EF063833	15/11/21	Clinton Price	Awards and scholarships	500.00
EF063834	15/11/21	Collen Ann Hayden	Refund bond	80.00
EF063835	15/11/21	Craig & Hayley Priestley	Refund entry fee	27.50
EF063836	15/11/21	DA & SA Nelson	Refund residential verge deposit	780.00
EF063837	15/11/21	Deborah Glendenning & Stephen Brown	Refund residential verge deposit	1,400.00
EF063838	15/11/21	Dorothy Shah	Refund rates overpayment	715.60
EF063839	15/11/21	Eamon Investments Pty Ltd	Refund rates overpayment	5,882.39
EF063840	15/11/21	Fazmin Ali	Refund bond	550.00
EF063841	15/11/21	Fiorda Kule	Refund bond	80.00
EF063842	15/11/21	GM and JE Ambrosi	Refund rates overpayment	1,010.20
EF063843	15/11/21	Ideal Homes Pty Ltd	Refund residential verge deposit	1,400.00
EF063844	15/11/21	Isabella Martin	Awards and scholarships	200.00
EF063845	15/11/21	JB & D Trevor	Refund rates overpayment	738.30
EF063846	15/11/21	JCFilmBox	Photography / Video Production	1,375.00
EF063847	15/11/21	K & S Thomas	Refund bond	500.00
EF063848	15/11/21	Karriglen Holdings Pty Ltd	Refund rates overpayment	7,270.68
EF063849	15/11/21	Katarzyna Michalska	Awards and scholarships	750.00
EF063850	15/11/21	LGISWA	Staff training, development and support	230.00
EF063851	15/11/21	Louise Clark	Awards and scholarships	5,000.00
EF063852	15/11/21	Madjtil Moorna Inc	Youth and seniors community activities	880.00
EF063853	15/11/21	Marawar Pty Ltd	Construction and civil works payments	630.61
EF063854	15/11/21	Max H Saric	Awards and scholarships	50.00
EF063855	15/11/21	Menchetti Consolidated Pty Ltd	Construction and civil works payments	307,260.71
EF063856	15/11/21	Milos and Dragica Matic	Refund crossover	1,316.80
EF063857	15/11/21	Ni Nyoman Yenie Natalia Putra	Refund infringement	80.00

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<i>Payments</i>				<i>\$</i>
EF063858	15/11/21	Phillip J Sunderland	Awards and scholarships	50.00
EF063859	15/11/21	Phillip G Blake	Refund rates overpayment	88.06
EF063860	15/11/21	Plan Navigators	Refund health centre memberships	496.49
EF063861	15/11/21	Roco D'Orazio	Refund bond	56,785.62
EF063862	15/11/21	Rosaria Maisano	Refund health centre memberships	49.09
EF063863	15/11/21	Sandra Perry	Awards and scholarships	500.00
EF063864	15/11/21	Shane Newton	Awards and scholarships	750.00
EF063865	15/11/21	Sharron Locke	Refund application fee	409.00
EF063866	15/11/21	Starboard Side Construction	Refund residential verge deposit	1,400.00
EF063867	15/11/21	Stephanie Gray	Refund bond	80.00
EF063868	15/11/21	Strategic Property Conveyancing Trust Ac	Refund rates overpayment	388.92
EF063869	15/11/21	Synergy	Electricity charges - Street lighting	113,194.00
EF063870	15/11/21	Telstra	Office telephone and communication expenses	448.87
EF063871	15/11/21	Teresa & Jaroslaw Sciborowski	Refund crossover	2,014.00
EF063872	15/11/21	The Eilbeck Unit Trust T/A Eilbeck Cranes	Plant and vehicle parts and materials	10,331.20
EF063873	15/11/21	Thomas Hunt	Refund crossover	624.65
EF063874	15/11/21	Tydan Constructions Pty Ltd	Refund residential verge deposit	1,400.00
EF063875	15/11/21	Wesfarmers Kleenheat Gas Pty Ltd	Electricity charges (other than street lighting)	1,022.56
EF063876	15/11/21	Western Power	Electrical Installation & Repair	5,143.00
EF063877	15/11/21	Zurich Australian Insurance Ltd	Insurance excess	1,000.00
EF063878	15/11/21	AAAC Towing Pty Ltd	Vehicle towing	132.00
EF063879	15/11/21	Aarco Environmental Solutions Pty Ltd	Building maintenance and services	792.00
EF063880	15/11/21	Acclaimed Catering Pty Ltd	Functions and events catering expenses	7,403.30
EF063881	15/11/21	Acurix Networks Pty Ltd	IT network maintenance	1,788.75
EF063882	15/11/21	Adapt-A-Lift Group Pty Ltd	Minor Equipment Purchase	799.01
EF063883	15/11/21	ALS Library Services Pty Ltd	Book purchases	518.73
EF063884	15/11/21	Ausnet Industries	Parks & gardens materials	237.60
EF063885	15/11/21	Axiis Contracting Pty Ltd	Construction and civil works payments	5,143.21
EF063886	15/11/21	B1 Homes	Refund residential verge deposit	1,400.00
EF063887	15/11/21	Bayswater Tennis Club	Parks & gardens contract payments	5,215.65
EF063888	15/11/21	Blackwoods Atkins	Aquatic chemicals and consumables	149.67
EF063889	15/11/21	BOC Ltd	Plant and vehicle parts and materials	316.22
EF063890	15/11/21	Boyan Electrical Services	Electrical Installation & Repair	8,741.70
EF063891	15/11/21	Brady Australia Pty Ltd t/a Seton Australia	Building supplies and hardware	157.11
EF063892	15/11/21	Bridgestone Aust Ltd	Plant and vehicle repairs	1,467.18
EF063893	15/11/21	Brook & Marsh Pty Ltd	Professional consultancy services	990.00
EF063894	15/11/21	Brownes Foods Operations Pty Ltd	Staff Amenities	161.70
EF063895	15/11/21	Bunnings Group Ltd	Rise Materials & Consumables	5,739.05
EF063896	15/11/21	Chadson Engineering Pty Ltd	Aquatic maintenance and services	319.00
EF063897	15/11/21	CNW Pty Ltd	Building supplies and hardware	734.45
EF063898	15/11/21	Cohesis Pty Ltd	IT network maintenance	8,140.00
EF063899	15/11/21	Combat Clothing Australia Pty Ltd	Staff uniforms and protective equipment	700.15
EF063900	15/11/21	Contra-flow Pty Ltd	Traffic management	15,697.76
EF063901	15/11/21	Cornerstone Legal	Legal expenses and court costs	5,461.80
EF063902	15/11/21	Danish Patisserie	Functions and events catering expenses	210.10
EF063903	15/11/21	Data#3 Ltd	IT network maintenance	158,515.50
EF063904	15/11/21	Datafuel Financial Systems Pty Ltd	Minor Equipment Purchase	335.50
EF063905	15/11/21	Department of Transport - Vehicle Search	Vehicle searches	168.80
EF063906	15/11/21	Detail West	Plant and vehicle parts and materials	95.00
EF063907	15/11/21	Diana Kudsee	Youth and seniors community activities	200.00
EF063908	15/11/21	Direct Communications	Minor Equipment Purchase	5,220.49
EF063909	15/11/21	Douglas Partners	Construction and civil works payments	5,247.00
EF063910	15/11/21	E Fire & Safety	Equipment Maintenance	4,008.40
EF063911	15/11/21	Maylands Park Lottery Centre & Newsagency	Memberships and subscriptions	277.92
EF063912	15/11/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	59,547.03
EF063913	15/11/21	Espresso Crema Mobile Cafe	Functions and events catering expenses	220.00
EF063914	15/11/21	Exteria	Equipment purchases	10,407.10
EF063915	15/11/21	Farm Information Services Pty Ltd	Staff training, development and support	3,825.00
EF063916	15/11/21	Fasta Courier Unit Trust	Postage and courier charges	232.01
EF063917	15/11/21	Fire Rescue Safety Australia	Aquatic chemicals and consumables	164.45
EF063918	15/11/21	Fuel Distributors of WA Pty Ltd	Fuel and oil	17,380.64
EF063919	15/11/21	GFG Temporary Assist	Aquatic maintenance and services	2,375.00
EF063920	15/11/21	Hair Supplies Pty Ltd	Building supplies and hardware	854.00
EF063921	15/11/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	5,055.26
EF063922	15/11/21	IPEC Pty Ltd	Postage and courier charges	264.61
EF063923	15/11/21	IRP Pty Ltd	Labour hire and temporary replacement	2,047.65
EF063924	15/11/21	ISG Fresh Pty Ltd	Functions and events catering expenses	1,405.65
EF063925	15/11/21	Jayden Matthew Boundry	Marketing and promotional material	1,000.00
EF063926	15/11/21	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens reticulation repairs & upgrades	4,090.16
EF063927	15/11/21	Just Careers Training Pty Ltd T/A Licences 4 Work	Staff training, development and support	907.80

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF063928	15/11/21	Kee Surfacing Pty Ltd	Construction and civil works payments	73,050.64
EF063929	15/11/21	Lawn Doctor	Parks & gardens materials	2,518.45
EF063930	15/11/21	LD Total	Parks & gardens contract payments	4,207.50
EF063931	15/11/21	Les Mills Australia	Memberships and subscriptions	727.00
EF063932	15/11/21	Life Active Podiatry	Podiatry services and materials	615.00
EF063933	15/11/21	M & B Sales Pty Ltd	Building supplies and hardware	1,663.22
EF063934	15/11/21	M P Rogers & Associates Pty Ltd	Professional consultancy services	1,114.63
EF063935	15/11/21	Maia Financial Pty Ltd	Lease and rental payments	8,221.97
EF063936	15/11/21	Major Motors Pty Ltd	Plant and vehicle parts and materials	165.64
EF063937	15/11/21	Manheim Pty Ltd	Transport and storage charges	220.00
EF063938	15/11/21	Manuao Makeup	Professional consultancy services	1,500.00
EF063939	15/11/21	McDowall Affleck Pty Ltd	Construction and civil works payments	1,320.00
EF063940	15/11/21	McInerney Ford	Plant and vehicle parts and materials	1,045.88
EF063941	15/11/21	McLeods	Legal expenses and court costs	6,635.16
EF063942	15/11/21	Metro Motors	Plant and vehicle parts and materials	160.47
EF063943	15/11/21	Millreef Holdings Pty Ltd T/A Classic Hire	Equipment hire	278.30
EF063944	15/11/21	Miracle Recreation Equipment Pty Ltd	Construction and civil works payments	1,083.50
EF063945	15/11/21	Natural Area Holdings Pty Ltd	Parks & gardens materials	6,635.97
EF063946	15/11/21	New South Wales Public Libraries Association Inc	Conference expenses	275.00
EF063947	15/11/21	North of Perth Music Festival	Equipment hire	427.16
EF063948	15/11/21	Office Line	Minor Equipment Purchase	434.50
EF063949	15/11/21	Paragon Constructions Solutions Pty Ltd	Construction and civil works payments	621,993.78
EF063950	15/11/21	PAV Sales & Installation	Construction and civil works payments	3,177.57
EF063951	15/11/21	Perth Expo Hire	Equipment hire	7,962.35
EF063952	15/11/21	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	17,802.56
EF063953	15/11/21	Poolshop Online Pty Ltd	Aquatic chemicals and consumables	2,399.87
EF063954	15/11/21	Prestige Elevators Pty Ltd	Building maintenance and services	8,052.00
EF063955	15/11/21	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	3,501.04
EF063956	15/11/21	Quality Press	Minor Equipment Purchase	195.80
EF063957	15/11/21	Redfish Technologies Pty Ltd	IT network maintenance	50,319.48
EF063958	15/11/21	Refresh Waters Pty Ltd	Kiosk stock	80.00
EF063959	15/11/21	Repco	Plant and vehicle parts and materials	2,100.08
EF063960	15/11/21	Roy Gripske & Sons Pty Ltd	Equipment purchases	2,072.28
EF063961	15/11/21	Royal Life Saving Society	Staff training, development and support	1,421.00
EF063962	15/11/21	Serenity Risk Solutions Pty Ltd	Buildings and events security expenses	484.00
EF063963	15/11/21	Sharon Tassicker	Professional consultancy services	406.00
EF063964	15/11/21	Signbiz WA	Building maintenance and services	1,595.00
EF063965	15/11/21	SJF Work Advice Pty Ltd	Legal expenses and court costs	1,155.00
EF063966	15/11/21	Sonic Health Plus Pty Ltd	Medical services and materials	1,389.30
EF063967	15/11/21	Southern Cross Protection Pty Ltd	Fees and charges	1,718.00
EF063968	15/11/21	Sports Turf Technology Pty Ltd	Parks & gardens contract payments	2,640.00
EF063969	15/11/21	Sportsworld of WA	Kiosk stock	198.00
EF063970	15/11/21	Sprayline Spraying Equipment	Plant and vehicle parts and materials	56.81
EF063971	15/11/21	Stratco (WA) Pty Ltd	Building supplies and hardware	485.05
EF063972	15/11/21	Technology One Limited	IT network maintenance	4,445.24
EF063973	15/11/21	Tex@site Pty Ltd	Plant and vehicle repairs	517.67
EF063974	15/11/21	The Young Men's Christian Association of WA Inc	Venue hire	683.10
EF063975	15/11/21	Threat Protect Group Pty Ltd	Minor Equipment Purchase	880.00
EF063976	15/11/21	Thrifty Car Rentals	Insurance excess	4,000.00
EF063977	15/11/21	T-Quip	Plant and vehicle parts and materials	1,079.30
EF063978	15/11/21	Truck Centre (WA) Pty Ltd	Plant and vehicle parts and materials	223.24
EF063979	15/11/21	Unisure Assets Pty Ltd T/A Grano Direct	Construction and civil works tools and materials	254.41
EF063980	15/11/21	Veridian Trust T/A Magoo IT	Youth and seniors community activities	900.00
EF063981	15/11/21	Viviana Soto	Youth and seniors community activities	400.00
EF063982	15/11/21	Vorgee Pty Ltd	Kiosk stock	612.90
EF063983	15/11/21	WA Local Government Association	Memberships and subscriptions	1,859.00
EF063984	15/11/21	WATM Crane Sales and Services WA	Plant and vehicle repairs	616.00
EF063985	15/11/21	WC Convenience Management Pty Ltd T/A WC Innovations	Building maintenance and services	1,212.62
EF063986	15/11/21	Weskerb Pty Ltd	Construction and civil works payments	13,190.65
EF063987	15/11/21	West Coast Turf	Parks & gardens contract payments	15,930.20
EF063988	15/11/21	Western Australia Police	Memberships and subscriptions	16.70
EF063989	15/11/21	Work Clobber	Staff uniforms and protective equipment	132.00
EF063990	15/11/21	Zenien	IT software/hardware upgrades & replacement	13,754.40
EF063992	22/11/21	Alinta Gas	Gas usage charges	1,701.35
EF063993	22/11/21	Amra Boric	Refund residential verge deposit	1,400.00
EF063994	22/11/21	Apostolis Koutsouvelis	Refund swimming lessons	224.75
EF063995	22/11/21	Brajovich Demolition	Refund residential verge deposit	1,400.00
EF063996	22/11/21	Chloe Mellitchey	Refund residential verge deposit	1,400.00
EF063997	22/11/21	Diversified Services	Refund bond	1,000.00
EF063998	22/11/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	62,521.96

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<i>Payments</i>				<i>\$</i>
EF063999	22/11/21	Embark Building Pty Ltd	Refund residential verge deposit	1,400.00
EF064000	22/11/21	Emma Kirk	Awards and scholarships	500.00
EF064001	22/11/21	Eric Hong	Refund residential verge deposit	1,400.00
EF064002	22/11/21	Ferguson and Kealy	Professional consultancy services	750.00
EF064003	22/11/21	Jag Demolition	Refund residential verge deposit	1,400.00
EF064004	22/11/21	JR & RJ Ketteridge	Refund residential verge deposit	1,400.00
EF064005	22/11/21	Katie M Bajema	Refund residential verge deposit	1,400.00
EF064006	22/11/21	Kiara College	Refund bond	500.00
EF064007	22/11/21	Martin Lazarus	Refund bond	500.00
EF064008	22/11/21	Mohamed Shifa Ali Ibrahim	Refund bond	500.00
EF064009	22/11/21	Move & Nourish with Kasse	Youth and seniors community activities	260.00
EF064010	22/11/21	Nanako McIntosh	Refund health centre memberships	64.88
EF064011	22/11/21	NR & AM Richardson	Refund residential verge deposit	1,400.00
EF064012	22/11/21	Perth Bayswater Rugby Union Club	Electricity charges (other than street lighting)	5,580.75
EF064013	22/11/21	Pier De Rosa	Refund residential verge deposit	1,400.00
EF064014	22/11/21	Poolshop Online Pty Ltd	Aquatic chemicals and consumables	150.70
EF064015	22/11/21	Rachael Giblett	Refund swimming lessons	86.00
EF064016	22/11/21	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	428.80
EF064017	22/11/21	SureTrak Plant Services	Refund residential verge deposit	1,400.00
EF064018	22/11/21	Synergy	Solar Installation	21,661.45
EF064019	22/11/21	Telstra	Office telephone and communication expenses	30,535.24
EF064020	22/11/21	Trauma Clean WA	Parks & gardens contract payments	280.50
EF064021	22/11/21	Ujjwal Kumar Sharma	Awards and scholarships	50.00
EF064022	22/11/21	A1 Locksmiths	Key / Lock Services	670.50
EF064023	22/11/21	AAAC Towing Pty Ltd	Vehicle towing	264.00
EF064024	22/11/21	Abco Products	Depot stores and consumables	3,392.84
EF064025	22/11/21	Acclaimed Catering Pty Ltd	Functions and events catering expenses	1,874.40
EF064026	22/11/21	Action Glass & Aluminium	Building maintenance and services	550.00
EF064027	22/11/21	Advance Press	Printing and graphic design expenses	2,618.00
EF064028	22/11/21	Air Liquide Australia Ltd	Equipment hire	102.80
EF064029	22/11/21	ALS Library Services Pty Ltd	Book purchases	427.12
EF064030	22/11/21	Alyka	Printing and graphic design expenses	7,669.75
EF064031	22/11/21	AMS Technology Group Pty Ltd	Construction and civil works payments	9,904.95
EF064032	22/11/21	Anton & Jo Pty Ltd T/A Bayswater News & Lotteries	Memberships and subscriptions	564.73
EF064033	22/11/21	Aquamonix Pty Ltd	Parks & gardens contract payments	165.00
EF064034	22/11/21	Asphaltech Pty Ltd	Construction and civil works tools and materials	7,602.90
EF064035	22/11/21	Ausnet Industries	Parks & gardens contract payments	4,134.90
EF064036	22/11/21	Australian Consumers Association	Memberships and subscriptions	392.00
EF064037	22/11/21	Australian Services Union	Payroll payment	290.67
EF064038	22/11/21	Australian Taxation Office	Payroll payment	262,983.00
EF064039	22/11/21	Award Contracting	Parks & gardens contract payments	836.00
EF064040	22/11/21	B1 Homes	Refund residential verge deposit	1,400.00
EF064041	22/11/21	Battery King Australia Pty Ltd	Plant and vehicle parts and materials	148.50
EF064042	22/11/21	Bavrix Pty Ltd T/A Custom Cars	Plant and vehicle parts and materials	605.00
EF064043	22/11/21	Bayswater Childcare Association (Inc)	Water usage charges	1,663.38
EF064044	22/11/21	Bedford/Morley Cricket Club Inc	Parks & gardens contract payments	2,326.50
EF064045	22/11/21	Benara Nurseries	Parks & gardens plants and trees	1,132.89
EF064046	22/11/21	Bepassey Nominees Pty Ltd T/A Beacon Equipment	Plant and vehicle parts and materials	239.00
EF064047	22/11/21	BOC Ltd	Plant and vehicle parts and materials	89.38
EF064048	22/11/21	Boyan Electrical Services	Electrical Installation & Repair	15,849.90
EF064049	22/11/21	BP Australia Pty Ltd	Fuel and oil	357.27
EF064050	22/11/21	Bridgestone Aust Ltd	Plant and vehicle parts and materials	579.48
EF064051	22/11/21	Brownes Foods Operations Pty Ltd	Staff Amenities	161.70
EF064052	22/11/21	Bruce L Russell	Youth and seniors community activities	200.00
EF064053	22/11/21	Bucher Municipal Pty Ltd	Plant and vehicle parts and materials	1,052.60
EF064054	22/11/21	Bunnings Group Ltd	Minor Equipment Purchase	728.01
EF064055	22/11/21	Cai Fences	Fencing	3,173.50
EF064056	22/11/21	Carramar Resource Industries	Parks & gardens materials	1,760.00
EF064057	22/11/21	Cat Haven	Animal supplies & services	1,045.00
EF064058	22/11/21	Charter Plumbing and Gas	Building maintenance and services	978.76
EF064059	22/11/21	Child Support Agency	Payroll payment	821.65
EF064060	22/11/21	City Dry Cleaners	Cleaning services	634.00
EF064061	22/11/21	Cleanaway Pty Ltd	Waste collection and hygiene services	430,387.94
EF064062	22/11/21	Cleverpatch Pty Ltd	Youth and seniors community activities	538.89
EF064063	22/11/21	CNW Pty Ltd	Building supplies and hardware	282.65
EF064064	22/11/21	COB - Sundowner Club	Payroll payment	80.00
EF064065	22/11/21	Commercial Air Solutions	Parks & gardens contract payments	2,125.97
EF064066	22/11/21	Contra-flow Pty Ltd	Traffic management	9,337.23
EF064067	22/11/21	Corsign WA Pty Ltd	Signage and banners	5,003.79
EF064068	22/11/21	Crossland & Hardy Pty Ltd	Parks & gardens contract payments	1,078.00

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EF064069	22/11/21	Database Consultants Australia	Licence and permit renewal	5,548.40
EF064070	22/11/21	Decipha Pty Ltd	Postage and courier charges	1,227.91
EF064071	22/11/21	Detail West	Plant and vehicle parts and materials	95.00
EF064072	22/11/21	Direct Communications	Plant and vehicle parts and materials	358.60
EF064073	22/11/21	Doctor Heather Coventry	Medical services and materials	3,520.00
EF064074	22/11/21	DS Workwear & Safety	Staff uniforms and protective equipment	182.90
EF064075	22/11/21	E Fire & Safety	Fire suppression and alarm monitoring	10,033.38
EF064076	22/11/21	Element Advisory Pty Ltd	Professional consultancy services	976.25
EF064077	22/11/21	Environmental Industries Pty Ltd	Parks & gardens contract payments	5,175.66
EF064078	22/11/21	Evenflow Irrigation	Equipment hire	1,320.00
EF064079	22/11/21	Evolve Events	Staff training, development and support	2,250.00
EF064080	22/11/21	Exetel	IT network maintenance	775.00
EF064081	22/11/21	Finespun Pty Ltd	Sitting Fee	550.00
EF064082	22/11/21	Fleetspec Hire	Equipment hire	6,854.65
EF064083	22/11/21	FUJIFILM Business Innovation Australia Pty Ltd	Printing and graphic design expenses	161.79
EF064084	22/11/21	Galleria Toyota	Plant and vehicle repairs	211.73
EF064085	22/11/21	Galvins Plumbing Supplies	Minor Equipment Purchase	4,665.67
EF064086	22/11/21	Gateway Printing	Printing and graphic design expenses	534.38
EF064087	22/11/21	GFG Temporary Assist	Labour hire and temporary replacement	6,781.25
EF064088	22/11/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	10,978.56
EF064089	22/11/21	Health Insurance Fund of WA	Payroll payment	356.85
EF064090	22/11/21	High Sobriety Pty Ltd T/A Commune Wine Store	Functions and events catering expenses	3,042.00
EF064091	22/11/21	Hodge Collard Preston Architects	Professional consultancy services	2,953.50
EF064092	22/11/21	Hosking, Leanne Susan	Medical services and materials	3,520.00
EF064093	22/11/21	Hospital Benefit Fund of WA	Payroll payment	1,174.81
EF064094	22/11/21	Illion Tenderlink	Memberships and subscriptions	5,601.20
EF064095	22/11/21	Intelife Group Limited	Parks & gardens contract payments	5,150.62
EF064096	22/11/21	IPEC Pty Ltd	Postage and courier charges	264.61
EF064097	22/11/21	IPWEA-WA Division	Staff training, development and support	680.00
EF064098	22/11/21	IRP Pty Ltd	Labour hire and temporary replacement	1,638.12
EF064099	22/11/21	IRS Pty Ltd	Plant and vehicle parts and materials	165.35
EF064100	22/11/21	ISG Fresh Pty Ltd	Functions and events catering expenses	124.21
EF064101	22/11/21	IWM (PBH) Pty Ltd T/A Perth Bin Hire	Waste collection and hygiene services	1,683.61
EF064102	22/11/21	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens reticulation repairs & upgrades	49.84
EF064103	22/11/21	Kit Stasia Prendergast	Parks & gardens contract payments	1,500.00
EF064104	22/11/21	KLMedia Pty Ltd T/A All Access Australasia	Library book stock and materials	395.77
EF064105	22/11/21	Landgate	Gross rental valuation charges	1,087.83
EF064106	22/11/21	Lawn Doctor	Parks & gardens materials	2,518.45
EF064107	22/11/21	Life Active Podiatry	Podiatry services and materials	975.00
EF064108	22/11/21	Linemarking WA Pty Ltd	Construction and civil works payments	825.00
EF064109	22/11/21	Livepro Australia Pty Ltd	Licence and permit renewal	2,587.20
EF064110	22/11/21	Maia Financial Pty Ltd	Equipment hire	779.48
EF064111	22/11/21	Major Motors Pty Ltd	Plant and vehicle parts and materials	538.44
EF064112	22/11/21	Marketforce Pty Ltd	Printing and graphic design expenses	13,637.25
EF064113	22/11/21	McLeods	Legal expenses and court costs	17,612.77
EF064114	22/11/21	McMullen Nolan Group Pty Ltd	Construction and civil works payments	7,392.00
EF064115	22/11/21	Medshop Australia	Medical services and materials	110.82
EF064116	22/11/21	Meta Maya Group Pty Ltd	Environmental testing and sampling	38.50
EF064117	22/11/21	Michele Fletcher	Staff allowances and reimbursements	191.73
EF064118	22/11/21	Millreef Holdings Pty Ltd T/A Classic Hire	Equipment hire	408.10
EF064119	22/11/21	Morley Bowling Club	Parks & gardens contract payments	10,340.00
EF064120	22/11/21	Natural Area Holdings Pty Ltd	Parks & gardens contract payments	5,045.93
EF064121	22/11/21	Nestle Australia Ltd	Staff Amenities	1,966.60
EF064122	22/11/21	Night Focus Pty Ltd T/A BJ Systems	Youth and seniors community activities	2,684.00
EF064123	22/11/21	Nina Zupins-Hodgson	Staff training, development and support	1,500.00
EF064124	22/11/21	Nyoongar Outreach Services Inc.	Community engagement framework	9,166.30
EF064125	22/11/21	Parker Black & Forrest Pty Ltd	Building supplies and hardware	330.28
EF064126	22/11/21	Perth Recruitment Services	Labour hire and temporary replacement	3,219.22
EF064127	22/11/21	Pirtek Malaga	Plant and vehicle parts and materials	101.75
EF064128	22/11/21	Precision Carpets Pty Ltd	Building supplies and hardware	11,282.70
EF064129	22/11/21	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	10,199.20
EF064130	22/11/21	Product Recovery Industries Pty Ltd	Tipping Fee	3,592.60
EF064131	22/11/21	Quality Press	Signage and banners	3,292.30
EF064132	22/11/21	Rentokil Initial Pty Ltd	Building maintenance and services	1,613.26
EF064133	22/11/21	Repeco	Plant and vehicle repairs	755.01
EF064134	22/11/21	Rosmech Sales & Service Pty Ltd	Plant and vehicle parts and materials	4,798.93
EF064135	22/11/21	Royal Life Saving Society	Staff training, development and support	159.00
EF064136	22/11/21	Rubek Automatic Doors	Building supplies and hardware	253.00
EF064137	22/11/21	Savills Project Management Pty Ltd	Professional consultancy services	4,910.40
EF064138	22/11/21	Services Australia	Fees and charges	74.25

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EF064139	22/11/21	Sewerquip Group Pty Ltd T/A Enviroline Group	Parks & gardens materials	2,571.89
EF064140	22/11/21	Sheila McHale Consulting	Professional consultancy services	407.00
EF064141	22/11/21	Sigma Chemicals	Construction and civil works payments	13,587.59
EF064142	22/11/21	Sonic Health Plus Pty Ltd	Medical services and materials	578.60
EF064143	22/11/21	Speedo Australia Pty Ltd	Kiosk stock	580.80
EF064144	22/11/21	St John Ambulance Western Australia Ltd	Minor Equipment Purchase	640.32
EF064145	22/11/21	Statewide Bearings Group	Plant and vehicle parts and materials	294.80
EF064146	22/11/21	Statewide Cleaning Supplies Pty Ltd	Building supplies and hardware	56.40
EF064147	22/11/21	Steve's Sand Sifting for Playground Services	Parks & gardens contract payments	6,484.00
EF064148	22/11/21	Stratagreen	Parks & gardens materials	2,967.07
EF064149	22/11/21	Sunny Industrial Brushware Pty Ltd	Plant and vehicle parts and materials	1,395.02
EF064150	22/11/21	Sussex Industries Pty Ltd	Depot stores and consumables	511.50
EF064151	22/11/21	Swan Towing Services	Plant and vehicle parts and materials	561.00
EF064152	22/11/21	T J Depiazzi & Sons	Parks & gardens materials	6,064.80
EF064153	22/11/21	The O'Grady Family Trust T/A Efficient Site Services	Parks & gardens contract payments	4,959.35
EF064154	22/11/21	The Seasonal Brewing Co	Functions and events catering expenses	713.99
EF064155	22/11/21	The Trustee for Aquatics Unit Trust	Equipment Maintenance	374.13
EF064156	22/11/21	The Young Men's Christian Association of WA Inc	Venue hire	21,483.26
EF064157	22/11/21	Thrifty Car Rentals	Insurance excess	1,379.50
EF064158	22/11/21	Total Tools Malaga	Equipment purchases	1,203.00
EF064159	22/11/21	Total Turf	Parks & gardens materials	821.70
EF064160	22/11/21	T-Quip	Plant and vehicle parts and materials	316.40
EF064161	22/11/21	Turf Care WA Pty Ltd	Parks & gardens contract payments	902.00
EF064162	22/11/21	Tyre and Tube Specialists	Plant and vehicle parts and materials	847.00
EF064163	22/11/21	Urban Resources Pty Ltd	Parks & gardens materials	1,817.82
EF064164	22/11/21	Urbaqua Ltd	Professional consultancy services	5,830.00
EF064165	22/11/21	Viking Rentals	Parks & gardens contract payments	647.90
EF064166	22/11/21	Viviana Soto	Youth and seniors community activities	240.00
EF064167	22/11/21	WA Premix	Parks & gardens materials	5,042.40
EF064168	22/11/21	LGRCEU	Payroll payment	881.50
EF064169	22/11/21	WA Youth Jazz Orchestra Association	Functions and events entertainment expenses	924.00
EF064170	22/11/21	WATM Crane Sales and Services WA	Plant and vehicle parts and materials	494.14
EF064171	22/11/21	Welding Solutions	Plant and vehicle parts and materials	1,518.00
EF064172	22/11/21	Western Resource Recovery	Waste collection and hygiene services	1,471.14
EF064173	22/11/21	Winc Australia Pty Ltd	Office stationery and consumables	5,690.96
EF064174	22/11/21	Work Clobber	Staff uniforms and protective equipment	219.21
EF064175	22/11/21	Workpower Inc	Parks & gardens contract payments	10,700.25
EF064176	29/11/21	A1 Pools	Refund residential verge deposit	1,400.00
EF064177	29/11/21	Aaron Truong	Refund residential verge deposit	1,400.00
EF064178	29/11/21	Alinta Gas	Gas usage charges	35.90
EF064179	29/11/21	All Site Services WA Pty Ltd	Refund residential verge deposit	750.00
EF064180	29/11/21	Amanda Di Leo	Awards and scholarships	50.00
EF064181	29/11/21	Andrew Farmer	Commission	2,550.00
EF064182	29/11/21	Anthony Wahlert	Refund residential verge deposit	1,400.00
EF064183	29/11/21	Brola Pty Ltd	Refund residential verge deposit	1,400.00
EF064184	29/11/21	Build (WA) Pty Ltd (In Liquidation)	Refund residential verge deposit	1,200.00
EF064185	29/11/21	Burgess Laser Aligning Pty Ltd	Refund rates overpayment	4,066.53
EF064186	29/11/21	C L Hutton and J J Amphlett	Commission	170.00
EF064187	29/11/21	Catherine Smith	Commission	50.00
EF064188	29/11/21	Chia Ooi	Commission	255.00
EF064189	29/11/21	Chris Keane	Refund health centre memberships	442.50
EF064190	29/11/21	Clair Shenton	Commission	297.50
EF064191	29/11/21	Claire Thomas	Commission	340.00
EF064192	29/11/21	Colin Deans	Commission	318.75
EF064193	29/11/21	Converge Design & Construct	Refund residential verge deposit	1,400.00
EF064194	29/11/21	Dale Alcock Homes Pty Ltd	Refund residential verge deposit	1,400.00
EF064195	29/11/21	David Williams	Commission	403.75
EF064196	29/11/21	DH and RI Hyde	Commission	85.00
EF064197	29/11/21	Diana Kudsee	Youth and seniors community activities	190.00
EF064198	29/11/21	Dynamic Gift International Pty Ltd	Marketing and promotional material	665.50
EF064199	29/11/21	Edward Beer	Commission	297.50
EF064200	29/11/21	Elyse Pridding	Refund rates overpayment	1,033.73
EF064201	29/11/21	Emma Pearce	Awards and scholarships	150.00
EF064202	29/11/21	Emma Thorp	Commission	140.25
EF064203	29/11/21	Essential First Choice Homes Pty Ltd	Refund residential verge deposit	1,400.00
EF064204	29/11/21	Eve Wolfe	Commission	340.00
EF064205	29/11/21	G & K Bentley	Refund residential verge deposit	1,400.00
EF064206	29/11/21	Greengates Gardening Services	Professional consultancy services	1,750.00
EF064207	29/11/21	Hampton Square Pty Ltd atft Hampton Trus	Refund residential verge deposit	1,400.00
EF064208	29/11/21	Joanne Sparkes	Commission	446.25

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EF064209	29/11/21	Julie Silvester	Commission	2,120.75
EF064210	29/11/21	Kevin Mayze	Refund residential verge deposit	1,400.00
EF064211	29/11/21	Leanne Lucille Terry	Commission	212.50
EF064212	29/11/21	Madeleine Birrell	Commission	467.50
EF064213	29/11/21	Marcelo Alberto	Commission	361.25
EF064214	29/11/21	Mark Radziejewski	Refund health centre memberships	71.50
EF064215	29/11/21	Matthew Smith	Commission	255.00
EF064216	29/11/21	Maxim Homes Pty Ltd	Refund residential verge deposit	1,400.00
EF064217	29/11/21	Maylands Peninsula Primary School	Awards and scholarships	55.00
EF064218	29/11/21	Michael Carroll	Refund residential verge deposit	1,400.00
EF064219	29/11/21	Michelle Robson	Commission	170.00
EF064220	29/11/21	N & S Ashcroft	Refund rates overpayment	869.89
EF064221	29/11/21	Orlando Scolese	Awards and scholarships	500.00
EF064222	29/11/21	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	6,575.18
EF064223	29/11/21	Rebecca M Kais	Refund rates overpayment	242.10
EF064224	29/11/21	Robyn L Abbott	Commission	807.50
EF064225	29/11/21	Shirley Hendroff	Refund rates overpayment	1,384.93
EF064226	29/11/21	Signbiz WA	Parks & gardens contract payments	506.00
EF064227	29/11/21	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	2,205.65
EF064228	29/11/21	Svetlana Bredice	Commission	221.00
EF064229	29/11/21	Synergy	Electricity charges (other than street lighting)	26,872.83
EF064230	29/11/21	Telstra	Office telephone and communication expenses	7,830.84
EF064231	29/11/21	The Trustee for Boost Promo Products	Marketing and promotional material	438.90
EF064232	29/11/21	Van Thay Truong	Crossover subsidy	710.30
EF064233	29/11/21	Vanessa Cullen	Commission	297.50
EF064234	29/11/21	Ventura Home Group Pty Ltd	Refund residential verge deposit	594.26
EF064235	29/11/21	Ventura Home Group Pty Ltd	Refund residential verge deposit	1,400.00
EF064236	29/11/21	West OZ Wildlife	Youth and seniors community activities	379.50
EF064237	29/11/21	Westralia Pools	Refund residential verge deposit	1,400.00
EF064238	29/11/21	Zacchary Ashby	Commission	127.50
EF064239	29/11/21	Zen Building Company	Refund residential verge deposit	1,400.00
EF064240	29/11/21	Adelphi Tailoring Co	Staff uniforms and protective equipment	366.80
EF064241	29/11/21	ADT Security	Building maintenance and services	139.48
EF064242	29/11/21	Ahern Australia Pty Ltd	Plant and vehicle repairs	357.50
EF064243	29/11/21	Allpipe Technologies	Equipment hire	14,008.94
EF064244	29/11/21	ALS Library Services Pty Ltd	Book purchases	185.60
EF064245	29/11/21	Alyka	Printing and graphic design expenses	6,754.00
EF064246	29/11/21	Amgrow Australia Pty Ltd	Parks & gardens materials	2,054.36
EF064247	29/11/21	Asphaltech Pty Ltd	Construction and civil works tools and materials	77,073.42
EF064248	29/11/21	Axiis Contracting Pty Ltd	Parks & gardens contract payments	71,569.05
EF064249	29/11/21	Benara Nurseries	Parks & gardens plants and trees	13,154.34
EF064250	29/11/21	Boyan Electrical Services	Parks & gardens contract payments	3,496.90
EF064251	29/11/21	Brownes Foods Operations Pty Ltd	Staff Amenities	161.70
EF064252	29/11/21	Bunnings Group Ltd	Minor Equipment Purchase	2,666.73
EF064253	29/11/21	Capital Recycling	Refund cost of road construction	20,562.44
EF064254	29/11/21	Carpet Repairs Perth	Equipment Maintenance	250.00
EF064255	29/11/21	Charter Plumbing and Gas	Building maintenance and services	1,009.52
EF064256	29/11/21	Chemistry Centre (WA)	Environmental testing and sampling	2,587.75
EF064257	29/11/21	Christie Parksafes	Construction and civil works payments	23,701.06
EF064258	29/11/21	Classic Window Finishings	Construction and civil works payments	1,389.00
EF064259	29/11/21	Cleanaway Pty Ltd	Waste collection and hygiene services	465,209.19
EF064260	29/11/21	CNW Pty Ltd	Building supplies and hardware	466.78
EF064261	29/11/21	Commercial Air Solutions	Building maintenance and services	40,018.00
EF064262	29/11/21	Contra-flow Pty Ltd	Traffic management	18,380.66
EF064263	29/11/21	Detail West	Plant and vehicle repairs	240.00
EF064264	29/11/21	Direct Communications	Minor Equipment Purchase	1,381.60
EF064265	29/11/21	E Fire & Safety	Fire suppression and alarm monitoring	377.30
EF064266	29/11/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	200,783.26
EF064267	29/11/21	Fleet Fitness	Building maintenance and services	446.60
EF064268	29/11/21	Flexi Staff	Labour hire and temporary replacement	2,934.87
EF064269	29/11/21	Galleria Toyota	Plant and vehicle parts and materials	134.79
EF064270	29/11/21	GFG Consulting	Professional consultancy services	55,992.59
EF064271	29/11/21	Grasstrees Australia	Parks & gardens contract payments	4,460.00
EF064272	29/11/21	Hare & Forbes Pty Ltd	Minor Equipment Purchase	223.00
EF064273	29/11/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	15,950.01
EF064274	29/11/21	Highlux Pty Ltd	Parks & gardens contract payments	11,022.65
EF064275	29/11/21	Hip Pocket Workwear	Staff uniforms and protective equipment	331.32
EF064276	29/11/21	Hydroquip Pumps	Parks & gardens contract payments	24,152.04
EF064277	29/11/21	IPEC Pty Ltd	Postage and courier charges	264.61
EF064278	29/11/21	ISG Fresh Pty Ltd	Functions and events catering expenses	177.78

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
EF064279	29/11/21	JB Hi-Fi Group Pty Ltd	Minor Equipment Purchase	35,326.95
EF064280	29/11/21	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens reticulation repairs & upgrades	22,730.54
EF064281	29/11/21	KGO Investments Pty Ltd T/A Perth Bouncy Castle Hire	Equipment hire	550.00
EF064282	29/11/21	Kit Stasia Prendergast	Parks & gardens contract payments	1,000.00
EF064283	29/11/21	KLMedia Pty Ltd T/A All Access Australasia	Library book stock and materials	275.36
EF064284	29/11/21	KS Black Pty Ltd	Parks & gardens contract payments	21,235.50
EF064285	29/11/21	Lawn Doctor	Parks & gardens contract payments	2,518.45
EF064286	29/11/21	Les Mills Australia	Memberships and subscriptions	941.16
EF064287	29/11/21	Living Turf	Parks & gardens materials	12,041.15
EF064288	29/11/21	Main Roads Western Australia	Construction and civil works payments	10,265.29
EF064289	29/11/21	Major Motors Pty Ltd	Plant and vehicle parts and materials	306.30
EF064290	29/11/21	Marawar Pty Ltd	Construction and civil works payments	21,605.33
EF064291	29/11/21	Marketforce Pty Ltd	Marketing and promotional material	1,560.24
EF064292	29/11/21	Marquee Magic	Parks & gardens contract payments	818.00
EF064293	29/11/21	McInerney Ford	Plant and vehicle purchasing	65,809.82
EF064294	29/11/21	McLeods	Legal expenses and court costs	36,384.20
EF064295	29/11/21	Meta Maya Group Pty Ltd	Environmental services & supplies	192.50
EF064296	29/11/21	Move & Nourish with Kasse	Youth and seniors community activities	260.00
EF064297	29/11/21	MPK Tree Management Pty Ltd T/A MPK Tree Services	Parks & gardens tree pruning & assoc. services	30,669.10
EF064298	29/11/21	Myzone Pty Ltd	Kiosk stock	2,118.16
EF064299	29/11/21	Natural Area Holdings Pty Ltd	Parks & gardens contract payments	4,499.52
EF064300	29/11/21	Perth Bayswater Rugby Union Club	Electricity charges (other than street lighting)	1,705.04
EF064301	29/11/21	Perth Recruitment Services	Labour hire and temporary replacement	2,012.01
EF064302	29/11/21	Pirtek Malaga	Plant and vehicle repairs	1,160.92
EF064303	29/11/21	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	669.24
EF064304	29/11/21	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	38,527.51
EF064305	29/11/21	Pro-Lamps Pty Ltd	Building maintenance and services	330.00
EF064306	29/11/21	Quality Press	Signage and banners	13,028.40
EF064307	29/11/21	Repeco	Minor Equipment Purchase	965.01
EF064308	29/11/21	Ricoh Australia Pty Ltd	Photocopying contract charges	6,342.70
EF064309	29/11/21	Roof Safety Solutions Pty Ltd	Building maintenance and services	22,819.17
EF064310	29/11/21	Sigma Chemicals	Aquatic chemicals and consumables	514.80
EF064311	29/11/21	Sonic Health Plus Pty Ltd	Medical services and materials	71.50
EF064312	29/11/21	St John Ambulance Western Australia Ltd	Staff training, development and support	37.00
EF064313	29/11/21	State Wide Turf Services	Parks & gardens contract payments	21,402.44
EF064314	29/11/21	Stephen Cohen-Radosevich	Staff allowances and reimbursements	153.76
EF064315	29/11/21	Sunny Industrial Brushware Pty Ltd	Plant and vehicle parts and materials	246.84
EF064316	29/11/21	The Goods Australia	Aquatic chemicals and consumables	1,495.92
EF064317	29/11/21	The O'Grady Family Trust T/A Efficient Site Services	Parks & gardens contract payments	31,315.90
EF064318	29/11/21	The Poster Girls	Marketing and promotional material	82.50
EF064319	29/11/21	The Trustee for the Dzodzoz Family Trust	Parks & gardens contract payments	22,965.25
EF064320	29/11/21	The Young Men's Christian Association of WA Inc	Management fee	19,983.26
EF064321	29/11/21	Thomson Reuters (Professional)	Staff training, development and support	495.00
EF064322	29/11/21	Threat Protect Group Pty Ltd	Minor Equipment Purchase	1,848.00
EF064323	29/11/21	Thrifty Car Rentals	Equipment hire	1,407.12
EF064324	29/11/21	Tiger Containers Unit tTrust	Equipment hire	7,304.00
EF064325	29/11/21	Tintworks Morley	Signage and banners	165.00
EF064326	29/11/21	Toby Z. Magic	Functions and events entertainment expenses	100.00
EF064327	29/11/21	Total Packaging (WA) Pty Ltd	Animal supplies & services	16,107.52
EF064328	29/11/21	T-Quip	Plant and vehicle parts and materials	2,927.85
EF064329	29/11/21	Trophy Warehouse	Gifts and presentations	76.00
EF064330	29/11/21	Unisure Assets Pty Ltd T/A Grano Direct	Parks & gardens materials	348.65
EF064331	29/11/21	Vinsan Contracting Pty Ltd	Refund residential verge deposit	1,400.00
EF064332	29/11/21	Wade William Sidebottom	Plant and vehicle parts and materials	3,300.00
EF064333	29/11/21	WATM Crane Sales and Services WA	Plant and vehicle repairs	3,631.66
EF064334	29/11/21	Wattleup Tractors	Plant and vehicle parts and materials	238.70
EF064335	29/11/21	Westbooks	Book purchases	759.18
EF064336	29/11/21	Westbuild Products Pty Ltd	Construction and civil works tools and materials	962.28
EF064337	29/11/21	Westcare Industries	Marketing and promotional material	90.20
EF064338	29/11/21	Western Australia Police	Memberships and subscriptions	33.40
EF064339	29/11/21	Winc Australia Pty Ltd	Office stationery and consumables	806.62
EF064340	29/11/21	Wind Stable Umbrellas Pty Ltd	Construction and civil works payments	240.00
EF064341	29/11/21	Work Clobber	Staff uniforms and protective equipment	565.20
EF064342	29/11/21	Workpower Inc	Parks & gardens contract payments	8,895.35
EF064343	29/11/21	Zettanet Pty Ltd	IT network maintenance	506.00
EF064344	29/11/21	Zircodata Pty Ltd	Document management and archiving	314.73
				<hr/>
				7,687,005.34

Cancelled Payments

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<i>Payments</i>				\$
				0.00
				<hr/>
				0.00

City of Bayswater**List of Payment - Trust****for the period 1 November 2021 to 30 November 2021**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<i>Payments</i>				\$
EF063991	16/11/21	Mitchell Brook	Refund application fee	61.65
				<hr/> 61.65
<i>Cancelled Payments</i>				0.00
				<hr/> 0.00

City of Bayswater

List of Payment - Aged

for the period 1 November 2021 to 30 November 2021

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
EF063521	01/11/21	LGISWA	Insurance premium	27,997.93
EF063665	08/11/21	Macri Partners	Audit services	1,870.00
				<hr/>
				29,867.93
 Cancelled Payments				
				0.00
				<hr/>
				0.00

City of Bayswater

Corporate Credit Card Transactions

For the period: 29-Oct-2021 to 29-Nov-2021

Date	Supplier	Description	Amount
Chief Executive Officer			
10/29/2021	iStock.com	Memberships and subscriptions	207.90
11/1/2021	Booking.com	Conference expenses	268.00
11/1/2021	Institute of Public Administration Australia	Memberships and subscriptions	150.00
11/2/2021	City of Perth parking	Parking	8.08
11/3/2021	Createsend.com	Memberships and subscriptions	163.90
11/5/2021	Facebook	Marketing and promotional material	1,250.00
11/8/2021	Trello.com	Memberships and subscriptions	120.11
11/8/2021	Wondershare	Memberships and subscriptions	14.31
11/15/2021	Facebook	Marketing and promotional material	360.46
11/15/2021	CPP Convention Centre	Parking	18.17
11/15/2021	Audible Australia	Memberships and subscriptions	16.45
11/15/2021	ASM Global (Perth Arena)	Parking	16.00
11/17/2021	Apple.com.au	Minor equipment purchase	188.90
11/17/2021	Creative market	Memberships and subscriptions	19.68
11/18/2021	Institute of Public Administration Australia	Memberships and subscriptions	195.00
11/24/2021	Domestika Inc	Staff training, development and support	14.08
11/25/2021	Canva Pty Ltd	Memberships and subscriptions	164.99
11/26/2021	City of Perth parking	Parking	15.14
11/29/2021	Luckyorange.com	Memberships and subscriptions	207.90
11/29/2021	iStock.com	Memberships and subscriptions	28.41
Card total			3,427.48
Director Community and Development			
10/29/2021	Australian Financial Securities Authority	Vehicle Searches	2.00
10/29/2021	Australian Financial Securities Authority	Vehicle Searches	2.00
10/29/2021	Australian Financial Securities Authority	Vehicle Searches	2.00
10/29/2021	Australian Financial Securities Authority	Vehicle Searches	2.00
10/29/2021	Australian Financial Securities Authority	Vehicle Searches	2.00
10/29/2021	Australian Financial Securities Authority	Vehicle Searches	2.00
10/29/2021	Australian Financial Securities Authority	Vehicle Searches	2.00
10/29/2021	Australian Financial Securities Authority	Vehicle Searches	2.00
10/29/2021	Australian Financial Securities Authority	Vehicle Searches	2.00
10/29/2021	Australian Financial Securities Authority	Vehicle Searches	2.00
11/1/2021	Charge.prezi.com	Memberships and subscriptions	337.83
11/3/2021	Amazon	Memberships and subscriptions	148.47
11/4/2021	Sendgrid	Memberships and subscriptions	122.58
11/5/2021	Planning Institute of Australia	Staff training, development and support	315.00
11/10/2021	Department of Water & Environmental Regulation	Memberships and subscriptions	272.00
11/15/2021	Wilson - Parking	Parking	27.34
11/16/2021	New Scientist Weekly	Memberships and subscriptions	320.00
11/17/2021	White Ribbon Shop	Marketing and promotional material	259.97
11/17/2021	CostumeBox	Volunteer expenses	69.94
Card total			1,891.13
Director Corporate and Strategy			
11/4/2021	Amazon	Memberships and subscriptions	155.09
11/5/2021	Zoom	Memberships and subscriptions	624.65
11/8/2021	Dropbox	Memberships and subscriptions	544.50
11/16/2021	Clasesoft Pty Ltd	IT systems licensing fees and support	1,850.88
11/23/2021	FS Signmyemails.com	Memberships and subscriptions	221.60
Card total			3,396.72
Director Works and Infrastructure			
11/10/2021	Bollard Shop	Building maintenance materials expense	374.76
11/19/2021	City of Bayswater	Fees and charges	676.70
Card total			1,051.46
Grand Total			9,766.79

**City of Bayswater
Electronic Fund Transfers
for the period 1 November to 30 November 2021**

Date	Description	Amount
		\$
Municipal Account		
02/11/21	New Investment	1,545,437.79
03/11/21	NAB Transact Fee	2.60
03/11/21	NAB Transact Fee	10.10
03/11/21	NAB Transact Fee	70.70
03/11/21	NAB Transact Fee	363.00
03/11/21	Wages	843,146.31
05/11/21	Wages	13,129.14
09/11/21	New investment	850,000.00
10/11/21	NAB Bpay Batch Fee	4.62
17/11/21	NAB Bpay Batch Fee	1.05
19/11/21	NAB Account Fees	56.49
23/11/21	NAB Wages	396.33
		<u>3,252,618.13</u>
Aged Persons Homes Account		
02/11/21	New Investment	1,530,044.56
11/11/21	Aged care subsidies to Juniper	635,487.67
05/11/21	Aged care subsidies to Juniper	704,625.26
19/11/21	NAB account fees	0.35
		<u>704,625.61</u>
Total		<u><u>3,957,243.74</u></u>

10.2.3 Investment Report for the Period Ended 30 November 2021

Responsible Branch:	Financial Services
Responsible Directorate:	Corporate and Strategy
Authority/Discretion:	Legislative
Voting Requirement:	Simple Majority Required
Attachments:	1. Investment Register [10.2.3.1 - 1 page] 2. Investment Summary [10.2.3.2 - 1 page] 3. Investment Portfolio [10.2.3.3 - 1 page]

SUMMARY

This report presents the City's Investment Portfolio for the period ended 30 November 2021.

OFFICER'S RECOMMENDATION

That Council receives the Investment Portfolio Report for the period ended 30 November 2021 with investments totalling \$107,935,643.09.

BACKGROUND

The purpose of this report is for Council to note the Investment Portfolio detailed in **Attachment 1**.

In accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, a monthly report on the City's Investment Portfolio is to be presented to Council.

The City's Investment Policy 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).

The City'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	80%

This report is intended to not only meet the City's regulatory and policy obligations, but also to summarise how the City's funds have been invested and with which financial institution.

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

Total investments for the period ended 30 November 2021 were \$107,935,643.09.

Of the total investment portfolio, \$48,342,924.11 is internally restricted and \$5,310,336.67 externally restricted, 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 2021/22 operating and capital expenditure requirements.

LEGISLATIVE COMPLIANCE

Investment Policy applies. It is noted that the City currently has 44% in fossil fuel free investments.

RISK ASSESSMENT

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

Option 1	That Council receives the Investment Portfolio Report for the period ended 30 November 2021 with investments totalling \$107,935,643.09.	
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	Funds have been invested in accordance with the City's Investment Policy.	

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

CONCLUSION

That Council receives the Investment Portfolio Report for the period ended 30 November 2021 with investments totalling \$107,935,643.09.

**City of Bayswater
Investment Register
Balance as at 30-Nov-2021**

Investment Number	Bank	Lodgement Date	Maturity Date	Rate %	Principal \$	Accrued Interest \$	Maturity Interest \$	Maturity Amount \$
200601	Suncorp Bank	10/08/21	07/12/21	0.27	2,211,623.54	1,832.31	1,946.83	2,213,570.37
200576	Bendigo Bank	16/06/21	14/12/21	0.25	1,506,918.38	1,723.67	1,868.17	1,508,786.55
200577	Bendigo Bank	16/06/21	14/12/21	0.25	805,846.24	921.76	999.03	806,845.27
200578	Bendigo Bank	16/06/21	14/12/21	0.25	500,000.00	571.92	619.86	500,619.86
200605	Bank of Queensland	10/08/21	21/12/21	0.35	2,000,000.00	2,147.95	2,550.68	2,002,550.68
200619	National Australia Bank	24/08/21	21/12/21	0.27	3,500,000.00	2,537.26	3,080.96	3,503,080.96
200620	Bank of Queensland	24/08/21	04/01/22	0.30	3,000,000.00	2,416.44	3,279.45	3,003,279.45
200582	National Australia Bank	29/06/21	11/01/22	0.28	1,264,636.62	1,494.00	1,901.46	1,266,538.08
200583	Bendigo Bank	29/06/21	11/01/22	0.30	2,409,094.87	3,049.32	3,880.95	2,412,975.82
200580	Suncorp Bank	23/06/21	18/01/22	0.32	1,509,552.75	2,117.51	2,766.00	1,512,318.75
200595	Bank of Queensland	27/07/21	25/01/22	0.43	2,769,300.00	4,110.70	5,937.68	2,775,237.68
200625	Westpac Bank	31/08/21	01/02/22	0.27	1,500,000.00	1,009.73	1,708.77	1,501,708.77
200587	Commonwealth Bank	30/06/21	08/02/22	0.37	2,199,196.13	3,410.86	4,971.39	2,204,167.52
200588	Commonwealth Bank	30/06/21	08/02/22	0.37	1,700,000.00	2,636.63	3,842.93	1,703,842.93
200636	National Australia Bank	05/10/21	15/02/22	0.28	1,500,201.37	644.47	1,530.62	1,501,731.99
200594	National Australia Bank	27/07/21	22/02/22	0.30	2,298,531.24	2,380.40	3,967.33	2,302,498.57
200622	Bendigo Bank	24/08/21	01/03/22	0.25	2,500,000.00	1,678.08	3,236.30	2,503,236.30
200624	Suncorp Bank	31/08/21	01/03/22	0.30	1,510,796.81	1,129.99	2,259.99	1,513,056.80
200626	Bank of Queensland	31/08/21	08/03/22	0.38	1,500,000.00	1,421.10	2,951.51	1,502,951.51
200623	ING Bank	24/08/21	15/03/22	0.24	3,500,000.00	2,255.34	4,671.78	3,504,671.78
200631	National Australia Bank	21/09/21	22/03/22	0.30	1,000,000.00	575.34	1,495.89	1,001,495.89
200646	Suncorp Bank	26/10/21	22/03/22	0.32	1,500,287.67	460.36	1,933.52	1,502,221.19
200632	Bank of Queensland	28/09/21	29/03/22	0.38	500,268.49	328.12	947.91	501,216.40
200637	National Australia Bank	05/10/21	29/03/22	0.28	600,069.04	257.78	805.57	600,874.61
200638	Bank of Queensland	05/10/21	05/04/22	0.38	2,500,000.00	1,457.53	4,736.99	2,504,736.99
200650	Bank of Queensland	02/11/21	12/04/22	0.42	1,545,437.79	497.93	2,863.08	1,548,300.87
200648	Suncorp Bank	26/10/21	19/04/22	0.35	1,600,000.00	536.99	2,684.93	1,602,684.93
200642	Suncorp Bank	20/10/21	26/04/22	0.32	2,000,383.56	719.04	3,297.07	2,003,680.63
200657	National Australia Bank	16/11/21	03/05/22	0.38	1,100,000.00	160.33	1,923.95	1,101,923.95
200653	Bendigo Bank	09/11/21	10/05/22	0.40	850,000.00	195.62	1,695.34	851,695.34
200647	Suncorp Bank	26/10/21	31/05/22	0.38	1,400,237.81	510.22	3,163.39	1,403,401.20
Muni General Funds Total					54,282,382.31	45,188.70	83,519.32	54,365,901.63
200556	Bendigo Bank	07/04/21	04/01/22	0.35	5,130,993.04	11,660.71	13,382.75	5,144,375.79
200614	Bank of Queensland	17/08/21	15/02/22	0.43	1,014,079.93	1,254.40	2,174.30	1,016,254.23
200627	Bank of Queensland	07/09/21	08/03/22	0.38	2,530,116.66	2,212.64	4,794.05	2,534,910.71
200633	Bank of Queensland	28/09/21	29/03/22	0.38	1,852,573.91	1,215.09	3,510.25	1,856,084.16
200613	National Australia Bank	17/08/21	19/04/22	0.32	5,350,907.12	4,925.77	11,493.46	5,362,400.58
200629	Suncorp Bank	14/09/21	19/04/22	0.32	639,896.67	431.97	1,217.38	641,114.05
200641	National Australia Bank	05/10/21	07/06/22	0.33	476,045.84	241.02	1,054.47	477,100.31
200649	Suncorp Bank	26/10/21	14/06/22	0.38	1,001,841.10	365.05	2,409.36	1,004,250.46
200658	Bendigo Bank	23/11/21	26/07/22	0.47	1,611,303.10	145.24	5,083.33	1,616,386.43
Muni Reserve Total					19,607,757.37	22,451.89	45,119.35	19,652,876.72
200579	Bendigo Bank	16/06/21	14/12/21	0.25	600,000.00	686.30	743.84	600,743.84
200593	Bendigo Bank	20/07/21	18/01/22	0.30	588,266.34	643.06	879.98	589,146.32
200602	Bank of Queensland	10/08/21	08/02/22	0.43	502,920.67	663.58	1,078.32	503,998.99
200628	Bank of Queensland	07/09/21	08/03/22	0.38	856,886.71	749.37	1,623.62	858,510.33
200654	Bendigo Bank	09/11/21	10/05/22	0.40	1,019,881.28	234.71	2,034.17	1,021,915.45
200640	National Australia Bank	05/10/21	07/06/22	0.33	491,828.28	249.01	1,089.43	492,917.71
200643	National Australia Bank	19/10/21	21/06/22	0.32	810,886.41	298.58	1,741.74	812,628.15
200644	National Australia Bank	19/10/21	21/06/22	0.32	439,666.98	161.89	944.38	440,611.36
Trust Specific Total					5,310,336.67	3,686.51	10,135.49	5,320,472.16
200589	Bendigo Bank	07/07/21	11/01/22	0.30	866,236.26	1,039.48	1,338.51	867,574.77
200603	Suncorp Bank	10/08/21	08/03/22	0.32	1,428,709.56	1,402.88	2,630.39	1,431,339.95
200630	Bank of Queensland	20/09/21	22/03/22	0.38	1,277,031.23	943.95	2,433.01	1,279,464.24
200598	National Australia Bank	03/08/21	05/04/22	0.31	630,486.06	637.22	1,311.93	631,797.99
200635	Suncorp Bank	28/09/21	03/05/22	0.32	2,247,168.39	1,241.18	4,275.16	2,251,443.55
200655	Bank of Queensland	09/11/21	07/06/22	0.45	811,601.30	210.13	2,101.27	813,702.57
200645	Suncorp Bank	19/10/21	21/06/22	0.34	624,047.84	244.15	1,424.20	625,472.04
200651	Bank of Queensland	02/11/21	21/06/22	0.45	603,854.74	208.45	1,719.75	605,574.49
200652	Westpac Bank	02/11/21	05/07/22	0.44	1,530,044.56	516.44	4,518.87	1,534,563.43
Aged General Funds Total					10,019,179.94	6,443.88	21,753.08	10,040,933.02
200581	National Australia Bank	22/06/21	18/01/22	0.30	43,607.12	57.70	75.27	43,682.39
Aged Mertome Gardens Total					43,607.12	57.70	75.27	43,682.39
200604	Suncorp Bank	10/08/21	07/12/21	0.27	1,239,778.62	1,027.15	1,091.34	1,240,869.96
200616	Bank of Queensland	24/08/21	22/02/22	0.40	1,069,556.64	1,148.67	2,133.25	1,071,689.89
Aged Prudential Requirements Reserve Total					2,309,335.26	2,175.82	3,224.60	2,312,559.86
200567	Suncorp Bank	30/04/21	07/12/21	0.32	1,088,864.01	2,042.89	2,109.71	1,090,973.72
200596	Suncorp Bank	27/07/21	25/01/22	0.30	950,221.38	984.06	1,421.43	951,642.81
200600	National Australia Bank	03/08/21	05/04/22	0.31	3,863,757.57	3,905.04	8,039.79	3,871,797.36
200634	Suncorp Bank	28/09/21	03/05/22	0.32	4,000,000.00	2,209.32	7,609.86	4,007,609.86
200639	National Australia Bank	05/10/21	07/06/22	0.33	2,045,419.42	1,035.60	4,530.74	2,049,950.16
200656	Bank of Queensland	09/11/21	21/06/22	0.45	4,414,782.04	1,143.01	12,192.06	4,426,974.10
Aged General Reserve Total					16,363,044.42	11,319.91	35,903.59	16,398,948.01
Total					107,935,643.09	91,324.43	199,730.70	108,135,373.79

**City of Bayswater
Investment Summary
Balance as at 30-Nov-2021**

Investments By Maturity Date

Maturity Dates	Principal	Portfolio %	Number of Investments
Less than 30 days	\$13,453,030.79	12%	9
Between 30 days and 60 days	\$18,531,908.38	17%	10
Between 61 days and 90 days	\$11,784,485.98	11%	8
Between 91 days and 180 days	\$47,904,658.52	44%	26
Between 181 days and 1 year	\$16,261,559.42	15%	13
Total	\$107,935,643.09	100%	66

Allocation of Investments

S&P Rating (Short-term)	Bank	Amount Invested	Amount Invested %	Threshold %
A-1+	National Australia Bank	\$25,416,043.07	24%	45%
A-1+	Westpac	\$3,030,044.56	3%	45%
A-1+	Commonwealth Bank	\$3,899,196.13	4%	45%
A-1	Suncorp	\$24,953,409.71	23%	35%
A-2	Bank of Queensland **	\$28,748,410.11	27%	30%
A-2	Bendigo Bank **	\$18,388,539.51	17%	30%
A-2	ING	\$3,500,000.00	3%	30%
Total		\$107,935,643.09	100%	

** Fossil fuel free investment

**City of Bayswater
Investment Portfolio
Balance as at 31 November 2021**

Source	Description	Total \$	Internally restricted \$	Externally restricted \$
Municipal	Investment - CoB General Funds	54,282,382.31	-	-
	Investment - CoB Reserve	19,607,757.37	19,607,757.37	-
	Investment - Trust	5,310,336.67	-	5,310,336.67
Sub Total		79,200,476.35	19,607,757.37	5,310,336.67
Aged	Investment - Aged General Funds	10,062,787.06	10,062,787.06	-
	Investment - Prudential Requirements Reserve	2,309,335.26	2,309,335.26	-
	Investment - Aged General Reserve	16,363,044.42	16,363,044.42	-
Sub Total		28,735,166.74	28,735,166.74	-
Grand Total		107,935,643.09	48,342,924.11	5,310,336.67

10.2.4 Financial Report for the Period Ended 31 December 2021

Responsible Branch:	Financial Services
Responsible Directorate:	Corporate and Strategy
Authority/Discretion:	Legislative
Voting Requirement:	Simple Majority Required ABSOLUTE MAJORITY REQUIRED for limbs 2 to 5
Attachments:	<ol style="list-style-type: none"> 1. Monthly Financial Statement Snapshot [10.2.4.1 - 1 page] 2. Financial Activity Statement [10.2.4.2 - 2 pages] 3. Statement of Comprehensive Income by Nature or Type [10.2.4.3 - 1 page] 4. Net Current Assets [10.2.4.4 - 1 page] 5. Cash Backed Reserve [10.2.4.5 - 1 page] 6. Capital Acquisitions Non Operating Grants Report [10.2.4.6 - 16 pages]

SUMMARY

This report details the financial reports for the period ended 31 December 2021 including, Monthly Financial Statements with supporting information (**Attachments 1 to 5**), Cash Backed Reserve Report (**Attachment 6**), and Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**).

OFFICER'S RECOMMENDATION

That Council:

1. Receives the financial reports for the period ended 31 December 2021, comprising:
 - (a) Monthly Financial Statements with supporting information (**Attachments 1 to 5**).
 - (b) Cash Backed Reserve Report Reserve Fund (**Attachment 6**).
 - (c) Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**).
2. Approves a budget adjustment (Table 1) of \$30,000 to the Noranda Family Centre – play space.
3. Approves a budget adjustment (Table 2) of \$20,000 for the Cloth Nappy Initiative.
4. Approve a budget adjustment (Table 3) for the reallocation of \$25,000 from Hillcrest Pre-primary to Carramar Community Centre facility upgrade and the Dog Pound - fence replacement.
5. Approve a budget adjustment (Table 4) of \$27,518 for the Bayswater SES Shed

BACKGROUND

The *Local Government Act 1995* in conjunction with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Financial Activity Statement 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 30 June 2021, Council adopted the Annual Budget for the 2021/22 financial year. The figures in this report are compared to the adopted budget and subsequent amendments as approved by Council throughout the financial year.

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 2021/22 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:

- Monthly Financial Statements with supporting information (**Attachments 1 to 5**);
- Cash Backed Reserve Report (**Attachment 6**); and
- Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**).

The Monthly Financial Statement Snapshot (**Attachment 1**) summarises total capital and operating expenditure. Details of the material variances are outlined in the Executive Summary and Financial Activity Statement Significant Variances Report (**Attachment 2**).

The Financial Activity Statement (**Attachment 3**) 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 Statement of Comprehensive Income by Nature or Type Classifications (**Attachment 4**) discloses operating revenue and expenses by nature or type.

The City's net current assets are outlined in **Attachment 5** with details of any adjustments.

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 (**Attachment 6**).

The projects summarised in the Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**) detail the capital (actual and committed) expenditure for the period ended 31 December 2021.

Table 1: Budget Adjustment – Noranda Family Centre – play space.

Account	Type	Description	Current Budget \$	Amended Budget \$
4200-80962-4802	Increase Income	Noranda Family Centre – play equipment – Government Grant	0	(30,000)
4200-80962-6381	Increase Expenditure	Noranda Family Centre – play equipment – capital purchase	0	30,000
		Total:	0	0

The City has received a grant from the State Government of behalf of the lease of the Noranda Family Centre. The grant funds the replacement of the aging play equipment and softfall. The new softfall and play equipment is better suited to younger children who frequent the centre and in addition will reduce the maintenance costs. A budget adjustment will recognise the government grant and capital purchase.

Table 2: Budget Adjustment – Cloth Nappy Rebate

Account	Type	Description	Current Budget \$	Amended Budget \$
2600-11229-4123	Increase Income	Cloth Nappy Initiative – Government Grant	0	(10,000)
2600-11226-6382	Increase Expenditure	Cloth Nappy Initiative - Carry Forward Expense	193,017	(10,000)
2600-11229-6125	Increase Expenditure	Cloth Nappy Initiative Materials/Consumables	0	10,000
2600-11229-6382	Increase Expenditure	Cloth Nappy Initiative – carry forward expenditure	0	10,000
		Total:	0	0

The adjustment is to reflect grant funding of \$10,000 received from the Department of Water and Environmental Regulation Waste Sorted Grant Program and the contribution of \$10,000 from the City to the Cloth Nappy initiative.

This project involves a 50% rebate of up to \$100 for the purchase of modern cloth nappies for a maximum of 150 households. It is complemented by a series of workshops to assist residents in learning about the different types of cloth nappies which are a sustainable alternative to disposable nappies. This will enable families with young children to reduce their general waste volumes sent to landfill.

Table 3 – Reallocate funds from Hillcrest Pre-school to Carramar Community Centre and the Dog Pound

Account	Type	Description	Current Budget \$	Amended Budget \$
1801-30091-6125	Decrease Expenditure	Hillcrest Pre-School - Materials	31,500	6,500
NEW	Increase Expenditure	Carramar Community Centre – capital purchase	0	12,000
NEW	Increase Expenditure	Pound – Wright Street – fence replacement – capital purchase	0	13,000
		Total:	31,500	31,500

The adjustment is to reallocated (\$25,000) from Hillcrest Pre-school maintenance budget to the below. The level of maintenance required has been lower than anticipated.

- Carramar Community Centre (\$12,000) to prepare the facility to lease. It will assist in management the lease, if the facility is of an acceptable condition before a new lease is entered into; and
- the dog pound fence replacement project (\$13,000). There is a risk animals can escape from the pound facility and potentially cause an OSH issue if the fence is not replaced.

Table 4: Budget adjustment – Bayswater SES Shed

Account	Type	Description	Current Budget \$	Revised Budget \$
1805-80959-4126	Increase Income	Bayswater SES Shed – Government Grants	0	(15,272)
1805-80959-4126	Increase Income	Bayswater SES Shed – Contribution	0	(12,246)
1805-80959-6381	Increase Expense	Bayswater SES Shed	0	27,518
		Total:	0	0

The City has received fundings from Department of Fire and Emergency Services and the Bayswater SES for the construction of a new shed at the Clavering Road facility. The shed will be used by the Bayswater SES to store their equipment. The budget adjustment will recognise the contribution for the Bayswater SES unit, the grant from the Department of Fire and Emergency Services and the total construction cost of \$27,518.

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.

RISK ASSESSMENT

In accordance with the City's Risk Management Framework, the officer's recommendation has 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"> Receives the financial reports for the period ended 31 December 2021, comprising: <ol style="list-style-type: none"> Monthly Financial Statements with supporting information (Attachments 1 to 5). Cash Backed Reserve Report Reserve Fund (Attachment 6). Capital Acquisitions & Non-Operating Grants Report (Attachment 7). Approves a budget adjustment (Table 1) of \$30,000 to the Noranda Family Centre – play space. Approve a budget adjustment (Table 2) of \$20,000 for the Cloth Nappy Initiative. Approve a budget adjustment (Table 3) of \$25,000 for the reallocation of funds from Hillcrest Pre-School maintenance budget to the Carramar Community Centre facility upgrade and the Dog Pound fence replacement projects.
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5. Approve a budget adjustment (Table 4) of \$27,518 for the Bayswater SES Shed.		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	<p>The financial reports have been compiled in accordance with the relevant provisions of the <i>Local Government Act 1995</i> and Local Government (Financial Management) Regulations 1996.</p> <p>Budget adjustment for table 1 and 4 are fully funded from external sources. Both leases have sought funding to enhance the facility they currently lease.</p>	

Option 2	<p>That Council:</p> <ol style="list-style-type: none"> 1. Receives the financial reports for the period ended 31 December 2021, comprising: <ol style="list-style-type: none"> (a) Monthly Financial Statements with supporting information (Attachments 1 to 5). (b) Cash Backed Reserve Report Reserve Fund (Attachment 6). (c) Capital Acquisitions & Non-Operating Grants Report (Attachment 7). 2. Does not approve a budget adjustment (Table 1) of \$30,000 to the Noranda Family Centre – play space. 3. Does not approve a budget adjustment (Table 2) of \$20,000 for the Cloth Nappy Initiative. 4. Does not approve a budget adjustment (Table 3) of \$25,000 for the reallocation of funds from Hillcrest Pre-School maintenance budget to the Carramar Community Centre facility upgrade and the Dog Pound fence replacement projects. 	
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	Moderate
Environmental Responsibility	Low	Moderate
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Moderate
Conclusion	<p>The financial reports have been compiled in accordance with the relevant provisions of the <i>Local Government Act 1995</i> and Local Government (Financial Management) Regulations 1996.</p> <p>Budget adjustment for table 1 and 4 are fully funded from external sources. If the budget adjustment is not approved, the funding will be returned and the lease This potentially cause a reputational risk with the funding bodies and the lease. The Baywater SES may not be able to securely store all their equipment, therefore potentially impacting on service delivery, financial management and governance risk.</p> <p>The playspace at the Noranda Family Centre is at the end of it's useful life. The maintenance cost may continue to increase or the equipment may deteriorate so far, the lease may not be able to use, therefore potentially creating a financial management and service delivery risk.</p>	

	<p>Budget adjustment (table 2) is 50% funded from the State Government. If the adjustment is not approved, the funding will be returned to the government agency. Declining the funds may result a reputation risk in addition to the community not having access to this initiative. The initiative is aimed at reducing the number of nappies going into landfill, therefore increasing a householder environmental responsibility.</p> <p>Not approving the budget adjustment (Table 4) fund to the Carramar Community Centre facility upgrade the City's ability to effectively manage the lease. The funds are required to assist in provide a realistic service to a potential lease.</p> <p>Not approving the budget adjustment (table 4) to replace the fence at the dog pound, may result in animals from escaping from the pound. A failing fence may result in an organisation health and safety issue and therefore impact the City's reputation.</p>
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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 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

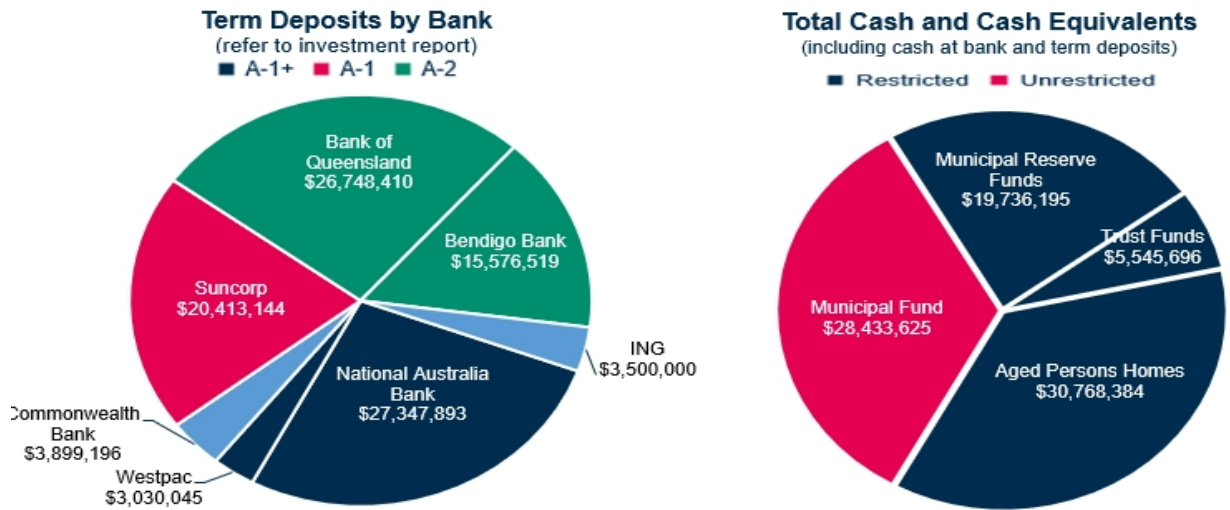
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

CONCLUSION

In light of the above, it is recommended that Council receives the financial reports for the period ended 31 December 2021 and approves the budget adjustments outlined in the report.

Monthly Financial Statement Snapshot

December 2021



	Debtor				Trade Creditors
	Sundry	Infringement	Recreation	Total	
Total Outstanding	\$390,097	\$439,286	\$349,754	\$1,179,137	\$1,531,556
Not yet due	0%	0%	81%	23%	0%
Current	85%	7%	9%	33%	85%
Over 30 days	1%	6%	5%	4%	15%
Over 60 days	14%	87%	5%	40%	0%

Rates & Charges	
Collected	81.05%
Total Outstanding	\$13,253,503
Deferred Rates	\$713,376

Payment Options	YTD 2021/22	2020/21
Payment in Full	18,992	19,692 by 30/06/21
Instalment	9,217	9,145
Rates Smoothing	2,004	1,691
Arrangement	730	625
None Selected	1,957	1,639

Capital

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$33,785,887	\$21,432,768	\$11,874,637	55%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue	\$9,268,848	\$4,736,227	\$57,984	1%

Operating

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$86,835,805	\$43,996,084	\$38,828,603	88%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue *excludes rates	\$26,041,190	\$19,438,560	\$19,340,099	99%

City of Bayswater
Financial Activity Statement
for the period 1 July 2021 to 31 December 2021

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
Net current assets at start of year - surplus/(deficit)	8,382,712	8,382,712	8,382,712	18,277,392	9,894,680	118%
Operating activities						
Revenue from operating activities (excludes rates)						
General purpose funding	3,171,677	3,171,677	1,817,928	1,241,164	(576,764)	(32%)
Governance	139,950	139,950	69,551	119,341	49,789	72%
Law, order, public safety	392,540	392,540	227,131	289,584	62,453	27%
Health	254,484	254,484	179,745	186,469	6,725	4%
Education and welfare	228,495	228,495	118,283	115,572	(2,712)	(2%)
Community amenities	13,393,509	13,393,509	12,969,827	12,632,064	(337,763)	(3%)
Recreation and culture	6,777,377	6,777,377	3,097,416	3,863,690	766,274	25%
Transport	853,150	853,150	460,342	461,776	1,434	0%
Economic services	662,082	662,082	421,082	289,315	(131,768)	(31%)
Other property and services	167,926	167,926	77,254	141,125	63,871	83%
	26,041,190	26,041,190	19,438,560	19,340,099	(98,461)	(1%)
Expenditure from operating activities						
General purpose funding	(858,654)	(858,654)	(439,422)	(393,451)	45,970	(10%)
Governance	(5,311,070)	(5,311,070)	(2,521,056)	(2,511,779)	9,278	(0%)
Law, order, public safety	(3,908,932)	(3,946,838)	(1,991,712)	(1,884,790)	106,922	(5%)
Health	(2,263,833)	(2,225,927)	(1,097,448)	(1,051,116)	46,331	(4%)
Education and welfare	(2,086,578)	(2,086,578)	(1,072,587)	(913,806)	158,781	(15%)
Housing	(111,741)	(111,741)	(62,520)	(59,111)	3,409	(5%)
Community amenities	(19,744,518)	(19,744,518)	(9,079,166)	(8,235,135)	844,031	(9%)
Recreation and culture	(32,555,627)	(32,477,521)	(16,413,796)	(14,729,197)	1,684,599	(10%)
Transport	(17,499,002)	(17,499,002)	(9,147,487)	(7,993,467)	1,154,019	(13%)
Economic services	(1,968,433)	(1,968,433)	(1,167,761)	(731,673)	436,088	(37%)
Other property and services	(527,418)	(605,523)	(1,003,130)	(318,246)	684,884	(68%)

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
	(86,835,805)	(86,835,805)	(43,996,084)	(38,821,772)	5,174,311	(12%)
Discontinued operations	952,160	952,160	(305,821)	(863,544)	(557,723)	182%
Operating activities excluded from budget	12,533,025	12,533,025	6,381,229	7,037,291	656,062	10%
Amount attributable to operating activities	(38,926,718)	(38,926,718)	(10,099,404)	4,969,465	15,068,869	(149%)
Investing activities						
Non-operating grants, subsidies and contributions	9,268,848	9,268,848	4,736,227	57,984	(4,678,243)	(99%)
Purchase of property, plant and equipment	(13,394,630)	(13,394,630)	(10,527,315)	(7,485,483)	3,041,832	(29%)
Purchase and construction of infrastructure	(18,458,990)	(18,458,990)	(10,355,776)	(4,219,764)	6,136,013	(59%)
Purchase of intangible assets	(932,266)	(932,266)	(399,677)	(111,302)	288,375	(72%)
Purchase of assets held for sale	(1,000,000)	(1,000,000)	(150,000)	(58,088)	91,912	(61%)
Proceeds from disposal of assets	1,331,639	1,331,639	931,639	338,206	(593,433)	(64%)
Proceeds from financial assets at amortised cost - self-supporting loans	5,106	5,106	2,511	2,532	21	1%
Amount attributable to investing activities	(23,180,294)	(23,180,294)	(15,762,391)	(11,475,915)	4,286,476	(27%)
Financing activities						
Repayment of borrowings	(232,351)	(232,351)	(58,856)	(2,532)	56,324	(96%)
Proceeds from loans	3,971,802	3,971,802	3,971,802	0	(3,971,802)	(100%)
Payment for principal portion of lease liability	(149,408)	(149,408)	0	(51,642)	(51,642)	No Budget
Transfer to reserves	(2,628,477)	(2,628,477)	(1,272,372)	(76,170)	1,196,203	(94%)
Transfer from reserves	8,696,202	8,696,202	6,485,132	0	(6,485,132)	(100%)
Amount attributable to financing activities	9,657,768	9,657,768	9,125,706	(130,344)	(9,256,050)	(101%)
Budget deficiency before general rates	(52,449,244)	(52,449,244)	(16,736,089)	(6,636,793)	10,099,296	(60%)
Estimated amount to be raised from general rates	51,567,976	51,567,976	51,270,304	51,252,220	(18,084)	(0%)
Adjusted net current assets at the end of the year - surplus/(deficit)	(881,268)	(881,268)	34,534,216	44,615,427	10,081,211	29%

City of Bayswater
Statement of Comprehensive Income
by Nature or Type
for the period 1 July 2021 to 31 December 2021

	Budget	Amended Budget	YTD Budget	YTD Actual
	\$	\$	\$	\$
Revenue				
Rates	51,567,976	51,567,976	51,270,304	51,252,220
Operating grants, subsidies and contributions	3,382,996	3,382,996	1,898,284	813,694
Fees and charges	21,542,335	21,542,335	16,804,900	17,609,633
Interest earnings	629,914	629,914	466,881	445,238
Other revenue	457,164	457,164	249,715	471,534
	<u>77,580,385</u>	<u>77,580,385</u>	<u>70,690,084</u>	<u>70,592,319</u>
Expenses				
Employee costs	(36,946,630)	(36,946,630)	(18,521,870)	(17,208,104)
Materials and contracts	(32,945,384)	(32,945,384)	(16,159,508)	(13,252,228)
Utility charges	(3,371,124)	(3,371,124)	(1,680,920)	(1,503,509)
Depreciation and amortisation	(11,986,593)	(11,986,593)	(6,117,363)	(5,993,964)
Insurance expenses	(967,635)	(967,635)	(952,635)	(946,975)
Other expenditure	(970,287)	(970,287)	(181,561)	(288,541)
Interest expenses	(7,417)	(7,417)	(132)	(2,091)
Overhead costing	978,243	978,243	(52,567)	373,639
	<u>(86,216,827)</u>	<u>(86,216,827)</u>	<u>(43,666,557)</u>	<u>(38,821,772)</u>
	<u>(8,636,442)</u>	<u>(8,636,442)</u>	<u>27,023,527</u>	<u>31,770,546</u>
	952,160	952,160	(305,821)	(863,544)
Non-operating grants, subsidies and contributions	9,268,848	9,268,848	4,736,227	57,984
Profit on asset disposals	28,781	28,781	18,781	0
(Loss) on asset disposals	(618,978)	(618,978)	(329,527)	0
Fair value adjustments to financial assets at fair value through profit or loss	0	0	0	0
	<u>9,630,811</u>	<u>9,630,811</u>	<u>4,119,660</u>	<u>(805,560)</u>
Net result	<u>994,369</u>	<u>994,369</u>	<u>31,143,187</u>	<u>30,964,987</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>994,369</u>	<u>994,369</u>	<u>31,143,187</u>	<u>30,964,987</u>

**City of Bayswater
Net Current Assets
as at 31 December 2021**

Municipal and Aged Persons Homes	Opening Balance	Closing Balance
	\$	\$
Current assets		
Cash and cash equivalents	83,888,039	98,514,876
Trade and other receivables	7,745,987	17,682,386
Inventories	149,661	154,685
Prepayments	89,458	55,765
Total	91,873,145	116,407,711
Current liabilities		
Trade and other payables	(33,027,202)	(31,125,062)
Other financial liabilities at amortised costs	(5,106)	(2,574)
Lease liabilities	(68,006)	(51,471)
Provisions	(6,998,095)	(7,034,155)
Grant Liabilities	(3,804,330)	(4,898,181)
Contract Liabilities	(70,508)	(70,508)
Clearing accounts	(7,642)	174,629
Total	(43,980,889)	(43,007,321)
Net current assets	47,892,256	73,400,390
Restricted - Reserves	(38,985,201)	(39,061,371)
Cash backed employee provisions	1,572,346	1,575,040
Restricted - Aged Persons Homes	7,762,954	8,682,867
Current Portion of Lease Liabilities	35,037	18,502
	18,277,392	44,615,427

**City of Bayswater
Cash Backed Reserves
for the period 1 July 2021 to 31 December 2021**

	Budget Amended			Actual				
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Aged Persons Homes - General Reserve	17,030,614	1,219,865	(1,267,705)	16,982,774	16,379,693	35,057	0	16,414,750
Aged Persons Homes - Prudential Requirements Reserve	2,885,179	0	0	2,885,179	2,904,645	5,781	0	2,910,426
Bayswater Bowling Club Capital Improvements Reserve	10,348	41	0	10,389	10,315	18	0	10,332
Bayswater Tennis Club Reserve	138,461	547	0	139,008	138,249	241	0	138,490
Bayswater Waves Aquatic Centre Reserve	411,625	1,627	(306,390)	106,862	428,233	788	0	429,021
Bore and Reticulation Reserve	9,638	38	0	9,676	9,917	17	0	9,934
Building Furniture and Equipment Reserve	142,217	562	0	142,779	144,457	247	0	144,704
City Buildings and Amenities Reserve	612,823	2,422	(82,200)	533,045	838,046	1,485	0	839,531
Civic Centre Reserve	44,611	176	0	44,787	63,440	109	0	63,549
Economic Stimulus Reserve	4,412,450	17,440	(2,608,624)	1,821,266	4,770,646	8,434	0	4,779,080
Eric Singleton Bird Sanctuary Reserve	1,226,163	4,846	0	1,231,009	1,222,256	2,094	0	1,224,350
FOGO Reserve	656,073	2,620	(656,073)	2,620	0	0	0	0
Footpath and Cycleway Reserve	85,580	338	(85,000)	918	85,307	146	0	85,453
General Waste Management Reserve	528,460	2,109	(451,156)	79,413	28,370	49	0	28,419
Golf Courses Reserve	1,462,328	5,780	(52,110)	1,415,998	1,502,090	2,598	0	1,504,688
Information Technology Reserve	315,174	1,046	(310,000)	6,220	275,294	520	0	275,814
Landfill Restoration Reserve	384,905	1,521	(150,000)	236,426	384,008	658	0	384,665
Les Hansman Community Centre Development Reserve	4,630,885	15,508	(2,250,000)	2,396,393	4,328,791	8,182	0	4,336,973
Long Service Leave and Entitlements Reserve	1,577,372	6,235	0	1,583,607	1,572,346	2,694	0	1,575,040
Major Capital Works Reserve	702,204	518,455	(12,000)	1,208,659	641,938	1,209	0	643,147
Maylands Lakes Reserve	4,731	19	0	4,750	4,716	8	0	4,724
Maylands Waterland Reserve	429,886	1,699	0	431,585	428,516	734	0	429,250
Morley City Centre Reserve	542,361	2,144	0	544,505	541,107	927	0	542,034
Morley Sport and Recreation Centre Reserve	496,556	1,963	0	498,519	501,709	860	0	502,569
Noranda Netball Courts Reserve	65,795	260	0	66,055	69,309	119	0	69,428
Plant and Works Equipment Reserve	2,522	10	0	2,532	2,745	5	0	2,750
Playground and Parks Reserve	60,477	239	(27,705)	33,011	61,990	165	0	62,156
River Restoration Reserve	20,450	81	(10,643)	9,888	130,469	215	0	130,684
Roads and Drainage Reserve	12,046	48	0	12,094	12,856	141	0	12,996
Senior Citizens Building Reserve	6,040	24	0	6,064	25,503	44	0	25,547
Strategic Land Acquisition Reserve	11,968	815,047	0	827,015	11,929	20	0	11,950
Streetscapes Reserve	410,206	1,621	(185,000)	226,827	388,989	709	0	389,698
Sustainable Environment Reserve	168,406	666	(140,436)	28,636	77,300	184	0	77,483
The RISE Reserve	252,816	999	(101,160)	152,655	374,206	642	0	374,848
Workers' Compensation Reserve	627,814	2,481	0	630,295	625,816	1,072	0	626,888
Total	40,379,185	2,628,477	(8,696,202)	34,311,460	38,985,201	76,170	0	39,061,371

City of Bayswater
Capital Acquisitions & Non-Operating Grants
for the period 1 July 2021 to 31 December 2021

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Non-operating grants, subsidies and contributions - summary						
1622 Buildings	(407,832)	(407,832)	(329,169)	(35,364)	0	(372,468)
1632 Furniture and equipment	(11,400)	(11,400)	(11,400)	0	0	(11,400)
1702 Roads	(1,818,999)	(1,818,999)	(959,735)	0	0	(1,818,999)
1712 Footpath	(766,960)	(766,960)	(50,000)	(10,000)	0	(756,960)
1732 Park development	(5,840,575)	(5,840,575)	(2,992,841)	(3,651)	0	(5,836,924)
1742 Other infrastructure	(423,082)	(423,082)	(393,082)	(8,969)	0	(414,113)
	<u>(9,268,848)</u>	<u>(9,268,848)</u>	<u>(4,736,227)</u>	<u>(57,984)</u>	<u>0</u>	<u>(9,210,864)</u>
Capital acquisitions - summary						
Purchase of asset held for sale						
1912 Assets Held for Sale	1,000,000	1,000,000	150,000	58,088	0	941,912
	<u>1,000,000</u>	<u>1,000,000</u>	<u>150,000</u>	<u>58,088</u>	<u>0</u>	<u>941,912</u>
Purchase of property, plant and equipment						
1622 Buildings	9,552,125	9,552,125	8,044,122	5,937,668	2,022,811	1,591,646
1632 Furniture and equipment	1,102,121	1,102,121	813,787	534,726	143,033	424,362
1652 Plant and equipment	2,740,385	2,740,385	1,669,406	1,013,089	452,316	1,274,979
	<u>13,394,630</u>	<u>13,394,630</u>	<u>10,527,315</u>	<u>7,485,483</u>	<u>2,618,160</u>	<u>3,290,987</u>
Purchase and construction of infrastructure assets						
1702 Roads	4,193,553	4,193,553	2,633,776	1,273,290	461,095	2,459,168
1712 Footpath	1,189,681	1,189,681	225,762	149,809	60,569	979,303
1722 Drainage	560,870	560,870	306,563	58,867	124,475	377,528
1732 Park development	11,132,046	11,132,046	6,623,081	2,323,636	6,044,023	2,764,388
1742 Other infrastructure	1,382,840	1,382,840	566,594	414,162	242,942	725,736
	<u>18,458,990</u>	<u>18,458,990</u>	<u>10,355,776</u>	<u>4,219,764</u>	<u>6,933,104</u>	<u>7,306,123</u>
Purchase of intangible assets						
1852 Intangible assets	932,266	932,266	399,677	111,302	10,088	810,875
	<u>932,266</u>	<u>932,266</u>	<u>399,677</u>	<u>111,302</u>	<u>10,088</u>	<u>810,875</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
	33,785,887	33,785,887	21,432,768	11,874,637	9,561,352	12,349,898

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Buildings						
Building major capital works						
80596 Depot Offices Renovation	49,254	49,254	49,254	2,438	45,780	1,036
80800 Riverside Gardens Toilet Upgrade	254,269	254,269	254,269	8,585	163,871	81,813
80809 Depot Electrical Door Upgrade	14,015	14,015	14,015	12,445	0	1,571
80810 Depot Store Room Upgrades	30,187	30,187	30,187	3,048	0	27,140
80823 Bayswater Bowling Club - toilet upgrade	94,091	94,091	0	0	1,250	92,841
80824 Bayswater Waves - refurbishment	1,311,537	1,311,537	1,284,715	339,801	176,407	795,329
80825 Bedford Bowling Club - kitchen upgrade	35,284	35,284	35,284	38,916	0	(3,632)
80826 Civic Centre - building management system upgrade	176,420	176,420	176,420	108,360	60,760	7,300
80827 Ellis House - new studio design	58,807	58,807	58,807	9,261	0	49,546
80828 Hampton Park Scout Hall - asbestos removal and upgrade	41,165	41,165	0	16,038	0	25,126
80829 Maylands Peninsula Hotel - roof restoration	176,420	176,420	0	0	6,569	169,851
80830 Maylands Yacht Club - flooring upgrade	41,165	41,165	0	28,191	0	12,974
80831 Moojebing Reserve - Club Rooms - internal upgrade	11,761	11,761	0	10,960	26	776
80832 Morley Community Centre - toilet upgrade	70,568	70,568	70,568	0	51,211	19,357
80833 Morley Noranda Recreation Club - air-conditioner replacement	64,152	64,152	64,152	0	80,850	(16,698)
80834 Morley Sport & Recreation Centre - air-conditioner upgrade	117,613	117,613	0	0	88,572	29,041
80836 Morley Sport & Recreation Centre - roof renewal	47,045	47,045	0	0	36,364	10,682
80837 Paddy Walker Depot - improvements	109,968	109,968	66,843	22,964	45,303	41,700
80838 Roxy Theatre - switchboard upgrade	23,523	23,523	23,523	0	20,343	3,180
80839 The RISE - airconditioner replacement	235,226	235,226	235,226	126,000	99,382	9,844
80840 Upper Hillcrest Reserve - transportable changeroom	200,000	200,000	(150,000)	0	0	200,000
80841 Waste Disposal Facility - weighbridge	80,000	80,000	0	0	0	80,000
	3,242,468	3,242,468	2,213,262	727,006	876,688	1,638,774
Building minor capital works						
80482 Wotton Reserve - sewer connection	162,851	162,851	147,016	0	162	162,689
80843 Bayswater Bowling Club - shade shelter	10,591	10,591	10,591	0	0	10,591
80844 Bayswater Community Centre - paving	5,000	5,000	0	0	0	5,000
80845 Bayswater Family Centre - floor renewal	9,409	9,409	9,409	0	0	9,409
80846 Carramar Community Centre - entrance/exit upgrades	5,881	5,881	5,881	0	1,829	4,052
80847 East Maylands Pre-Primary - door upgrade	17,642	17,642	0	0	0	17,642
80848 Elstead Reserve Hall - internal & external upgrades	9,409	9,409	9,409	0	0	9,409
80849 Environment House - storage and path	4,721	4,721	4,721	3,239	4,110	(2,628)
80850 Hampton Infant Health - flooring upgrade	29,403	29,403	29,403	10,139	8,565	10,700
80851 Maylands Yacht Club - flooring renewal	8,019	8,019	0	0	0	8,019

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
80852	Maylands Yacht Club - roof renewal	5,881	5,881	5,881	3,414	281	2,186
80853	Moojebing Reserve Club Room - kitchen renewal	23,951	23,951	23,951	34,332	0	(10,381)
80854	Morley Community Centre - bathroom upgrade	10,000	10,000	0	0	0	10,000
80855	Morley Community Centre - security system	11,761	11,761	0	0	0	11,761
80856	Morley Sport & Recreation Ctre - toilet exhaust fan renewal	11,761	11,761	11,761	0	9,931	1,830
80857	Orana House - install security system	8,716	8,716	0	0	10,312	(1,596)
80858	Robert Thompson Reserve - Club Rooms - external doors	6,683	6,683	6,683	6,441	87	155
80859	Roxy Theatre - removal of asbestos	17,642	17,642	17,642	234	9,377	8,031
80953	Bayswater Morley Cricket Club - gazebo	15,000	15,000	15,000	0	0	15,000
80955	AP Hinds Reserve - electrical upgrade	82,329	82,329	82,329	0	62,900	19,429
80958	Gibney Reserve Club Rooms - air-conditioner replacement	0	0	0	5,171	0	(5,171)
		456,650	456,650	379,677	62,970	107,554	286,126
Aquatic facilities							
80365	Bayswater Waves - refurbishment tender design	128,427	128,427	128,427	235,287	2,900	(109,760)
		128,427	128,427	128,427	235,287	2,900	(109,760)
Community capital requests							
80637	Bayswater Elderly Community Help Org - new accessible toilet	36,364	36,364	0	0	0	36,364
80638	Bayswater ECHO - internal walls/floor renewal	0	0	0	0	2,327	(2,327)
		36,364	36,364	0	0	2,327	34,037
Building renewal							
80798	Maylands Sport & Rec - Maylands Bowling - toilet renewal	0	0	0	0	3,480	(3,480)
80822	Bayswater Waves - lighting replacements	127,127	127,127	95,345	2,560	96,069	28,499
		127,127	127,127	95,345	2,560	99,549	25,019
Building upgrade							
80860	The RISE - non-slip floor on balcony	10,000	10,000	0	0	0	10,000
		10,000	10,000	0	0	0	10,000
Building new							
80821	Waste Disposal Facility - hazardous household waste shed	10,000	10,000	10,000	113	26,951	(17,063)
		10,000	10,000	10,000	113	26,951	(17,063)
Sustainable environment							
80936	Solar PV installation program	150,000	150,000	100,000	17,020	73,790	59,190

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
	150,000	150,000	100,000	17,020	73,790	59,190
Golf course development						
80644 Embleton GC Club Hse- Upg & reno toilets	0	0	0	0	135	(135)
	0	0	0	0	135	(135)
COVID-19 \$5m Stimulus Package Projects						
80613 Morley Sport & Recreation Ctre - basketball court extension	3,216,180	3,216,180	3,200,000	3,258,316	196,623	(238,759)
80614 Bayswater Waves - Refurbish 25m pool, pool hall, plant room	1,500,500	1,500,500	1,500,500	1,585,779	534,350	(619,628)
80619 Energy Efficiency Projects	105,000	105,000	65,625	16,567	63,433	25,000
	4,821,680	4,821,680	4,766,125	4,860,661	794,406	(833,387)
Administration Buildings						
80666 Rangers and Security - security system	11,761	11,761	11,761	9,620	1,299	842
	11,761	11,761	11,761	9,620	1,299	842
Childcare & Education Buildings						
80962 Noranda Family Centre - play equipment	0	0	0	0	32,457	(32,457)
	0	0	0	0	32,457	(32,457)
Halls & Community Centres						
80678 Bayswater Community Centre - Int upg	0	0	0	0	4	(4)
80819 Morley Library Lighting Upgrade	35,284	35,284	0	0	0	35,284
	35,284	35,284	0	0	4	35,279
Water Facilities						
80781 Bayswater Waves - Changeroom refurbishment	213,377	213,377	213,377	0	0	213,377
80787 Bayswater Waves - Unplanned capital expenditure	51,044	51,044	25,000	4,903	0	46,141
	264,421	264,421	238,377	4,903	0	259,518
Sport & Recreation Facilities						
80645 Frank Drago Hall - Replace flooring	0	0	0	0	22	(22)
80646 Grand Prom Self Cleaning Toilet - Upgrade external façade	72,975	72,975	17,642	0	1,250	71,725
80672 Wotton Reserve - External upgrades	24,699	24,699	24,699	981	2,940	20,778
80690 The RISE - Disability access ramp construction	118,977	118,977	58,807	5,208	0	113,770
80764 Lightning Park Recreation Centre - Spectator shelter	30,000	30,000	0	0	0	30,000
80788 The RISE- Upg security and monitoring	0	0	0	0	538	(538)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
	246,652	246,652	101,147	6,189	4,751	235,712
Libraries						
80684 Bayswater Library - External renewal	11,291	11,291	0	11,340	0	(49)
	11,291	11,291	0	11,340	0	(49)
Total Buildings	9,552,125	9,552,125	8,044,122	5,937,668	2,022,811	1,591,646
Furniture and equipment						
Furniture and equipment						
80385 The RISE - strength equipment replacement	12,871	12,871	12,871	0	0	12,871
80861 Bayswater Waves - equipment renewal	212,942	212,942	104,294	17,029	31,850	164,063
80862 Bayswater Waves - pool safety buoys and ropes replacement	5,615	5,615	5,500	0	6,790	(1,175)
80863 Bayswater Waves - replace dumbbells, rack	18,376	18,376	18,000	0	16,767	1,609
80864 Bayswater Waves - replace pool inflatable	10,209	10,209	10,000	0	9,088	1,121
80865 Bayswater Waves - replace pool platform	122,505	122,505	120,000	0	0	122,505
80866 Embleton Golf Club - furniture	11,400	11,400	11,400	10,376	0	1,024
80868 The RISE - equipment renewal	41,416	41,416	3,500	0	0	41,416
80869 The RISE - function room equipment	20,383	20,383	20,383	0	20,065	318
	455,717	455,717	305,947	27,406	84,560	343,751
IT capital						
80089 Network infrastructure	100,000	100,000	100,000	106,912	0	(6,912)
80091 Workstation replacement program	280,600	280,600	210,000	231,118	39,021	10,461
80792 Network security infrastructure updates	0	0	0	5,140	58	(5,198)
	380,600	380,600	310,000	343,169	39,078	(1,648)
IT renewal						
80387 General IT Equipment Replacement Program	57,000	57,000	49,000	85,039	180	(28,219)
80871 GIS Lab & Communication Hut - UPS & switch renewal	5,000	5,000	5,000	0	0	5,000
80872 Spatial Virtual Machine hosts	75,000	75,000	75,000	0	0	75,000
	137,000	137,000	129,000	85,039	180	51,781
CCTV Renewal						
80274 CCTV Infrastructure replacement program	109,964	109,964	50,000	70,731	19,214	20,019
	109,964	109,964	50,000	70,731	19,214	20,019

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Plant and equipment						
80874 City-wide - traffic counter program	10,000	10,000	10,000	8,380	0	1,620
	10,000	10,000	10,000	8,380	0	1,620
Water Facilities						
80786 Bayswater Waves - replace pneumatic system	8,840	8,840	8,840	0	0	8,840
	8,840	8,840	8,840	0	0	8,840
Total Furniture and equipment	1,102,121	1,102,121	813,787	534,726	143,033	424,362
Plant and equipment						
Building major capital works						
80808 Depot Chemical Mixing Facility Upgrade	53,906	53,906	53,906	37,820	115	15,970
	53,906	53,906	53,906	37,820	115	15,970
Plant and equipment						
80257 Plant and Fleet Replacement Program	2,286,979	2,286,979	1,560,500	975,270	415,903	895,807
80759 Library Services - commercial delivery vehicle procurement	44,500	44,500	0	0	0	44,500
80956 New FTE Plant and Equipment	355,000	355,000	55,000	0	36,298	318,702
	2,686,479	2,686,479	1,615,500	975,270	452,201	1,259,009
Total Plant and equipment	2,740,385	2,740,385	1,669,406	1,013,089	452,316	1,274,979
Roads						
Road construction						
80198 Resurface Right of Ways	107,580	107,580	57,580	3,235	3,758	100,587
80245 Traffic management - general	50,000	50,000	10,000	59,009	33,384	(42,393)
80426 Design of slip lane at 60 Russell Street corner Walter Road	59,168	59,168	0	90,241	66,713	(97,786)
80803 Morley Town Site - Street Lighting Upgrade	120,000	120,000	120,000	0	0	120,000
80804 Noranda Connecting - footpath construction	21,516	21,516	21,516	0	13,478	8,038
80818 Living Laneways - upgrade lighting	17,213	17,213	17,213	0	14,409	2,804
80875 Driscoll Way - re-kerbing	38,729	38,729	38,729	64,036	8,760	(34,067)
	414,206	414,206	265,038	216,521	140,502	57,183
Road renewal						
80516 Resurface - McGilvray/Benara	0	0	0	0	7,324	(7,324)
	0	0	0	0	7,324	(7,324)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Roads to recovery						
80739 Telstar Dr- Beechboro Rd N/Bottlebrush D	0	0	0	14,417	0	(14,417)
80876 Banksia Rd - Beechboro Road North to Bluegum Rd - resurface	73,154	73,154	73,154	411	8,101	64,643
80877 Bluegum Road - Mahogany Road to Blackboy Way - resurface	214,084	214,084	214,084	0	7,953	206,131
80878 Marriot Way - Cranleigh Street to Driscoll Way - resurface	65,020	65,020	65,020	54,118	0	10,902
80879 Napier Road - Annison Place to Wonga Road - resurface	98,974	98,974	98,974	120,723	0	(21,750)
80880 Westlake Road - Napier Road to Crimea Road - resurface	90,367	90,367	90,367	0	0	90,367
	541,600	541,600	541,600	189,669	16,054	335,877
Black spot state						
80748 Benara Road / Camboon Road	31,000	31,000	0	35,999	17,356	(22,355)
80749 Coode Street / Catherine Street	22,000	22,000	22,000	83,397	2,895	(64,292)
80750 Coode Street / Sixth Avenue	50,375	50,375	50,375	0	0	50,375
80881 Camboon Road & Wolseley Rd - install island/street lighting	120,000	120,000	0	1,590	7,836	110,574
80882 Walter Road West and Coode St - install right turn signal	129,700	129,700	35,000	0	0	129,700
	353,075	353,075	107,375	120,985	28,087	204,002
Black spot federal						
80526 Eighth Ave and East St - Roundabout	0	0	0	46,040	0	(46,040)
80751 King Street / Raymond Avenue	209,500	209,500	50,000	0	4,500	205,000
80883 Crimea St and Westlake Rd - splitter islands/street lighting	55,000	55,000	0	5,143	0	49,857
	264,500	264,500	50,000	51,183	4,500	208,817
Base road grant						
80317 Drainage kerb renewal	96,822	96,822	53,790	68,348	41,572	(13,098)
80719 Argosy Place - Aerial Place to Culdesac	0	0	0	687	0	(687)
80735 Carparks - Clarkson Jetty	75,306	75,306	0	5,536	0	69,770
80736 Drainage & Kerbing - Various	0	0	0	850	0	(850)
80884 Acacia Court - Bluegum Road to Cul-de-sac - resurface	17,213	17,213	17,213	0	3,342	13,871
80885 Addington Street - Puttenham St to Marriot Way - resurface	22,592	22,592	22,592	21,515	0	1,077
80886 Annison Place - Napier Road to Cul-de-sac - resurface	30,122	30,122	30,122	32,253	0	(2,131)
80887 Bagshot Place - Morley Drive to Annison Place - resurface	11,834	11,834	11,834	15,650	0	(3,816)
80888 Blackboy Way - Bluegum Road to Banksia Road - resurface	69,927	69,927	69,927	0	6,980	62,947
80889 Boyle Place - Westlake Place to Cul-de-sac - resurface	16,137	16,137	16,137	0	0	16,137
80890 Capel Place - Wonga Road to Ramsden Way - resurface	13,985	13,985	13,985	0	0	13,985
80891 Cranleigh Street - Annison Place to Marriot Way - resurface	45,184	45,184	45,184	36,466	0	8,718

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80892 Driscoll Way - Puttenham Street to Crimea Street - resurface	49,487	49,487	49,487	57,973	0	(8,486)
80893 Frimley Place - Morley Drive to Annison Place - resurface	11,834	11,834	11,834	14,451	0	(2,618)
80894 Frimley Way - Sunningdale Street to Crimea St - resurface	54,866	54,866	54,866	66,872	0	(12,006)
80895 Hakea Court - Mahogany Road to Cul-de-sac - resurface	13,985	13,985	13,985	0	3,534	10,451
80896 Hamersley Place - Alfreda Avenue to Culdesac - resurface	54,866	54,866	54,866	0	0	54,866
80897 Mahogany Road - Benara Road to Banksia Road - resurface	37,653	37,653	37,653	0	5,280	32,373
80898 McArthur Street - Frimley Way to Driscoll Way - resurface	36,577	36,577	36,577	0	5,007	31,570
80899 Munyard Way - Rhodes Street to Westlake Road - resurface	32,274	32,274	32,274	0	0	32,274
80900 Paperbark Way - Banksia Road to Paperbark Way - resurface	60,245	60,245	60,245	0	5,834	54,411
80901 Puttenham Street - Cranleigh St to McArthur St - resurface	37,653	37,653	37,653	40,871	0	(3,218)
80902 Ramsden Way - Simmonds Street to Westlake Road - resurface	76,382	76,382	76,382	0	0	76,382
80903 Rhodes Street - Westlake Road to Ramsden Way - resurface	25,819	25,819	25,819	0	0	25,819
80904 Simmonds Street - Wonga Road to Westlake Street - resurface	35,501	35,501	35,501	0	0	35,501
80905 Stone Street - McGann Street to Cul-de-sac - resurface	23,668	23,668	0	27,559	4,715	(8,606)
80906 Sunningdale Street - Cranleigh St to Frimley Way - resurface	29,047	29,047	29,047	25,825	14,744	(11,522)
80907 Wonga Road - Crimea Street to Napier Road - resurface	69,927	69,927	69,927	0	0	69,927
80908 Zinnia Place - Hakea Court to Cul-de-sac - resurface	11,834	11,834	11,834	0	2,905	8,928
	1,060,739	1,060,739	918,733	414,857	93,914	551,968
Traffic management						
80291 City-wide traffic implementation	120,000	120,000	50,000	42,132	46,086	31,782
80297 Traffic Management - Disability Access Committee	25,000	25,000	20,000	10,230	0	14,770
	145,000	145,000	70,000	52,362	46,086	46,551
Other road construction						
80745 Clarkson to Tranby - Resurface Cycleway	91,443	91,443	0	38,521	6,890	46,032
80746 The Strand, Arundel St, Essex St, May St - Reconstruct ROW	29,853	29,853	29,853	18,846	0	11,008
80747 Towns Development Program - Various	37,653	37,653	16,137	39,457	0	(1,804)
80909 Baigup to Riverside Gardens - resurface cycleway	86,064	86,064	0	0	0	86,064
80912 Vernon Street, Noranda - Right of Way reconstruction	34,426	34,426	0	0	0	34,426
	279,439	279,439	45,990	96,824	6,890	175,726
Arterial road construction						
80913 Beaufort Str/Grand Promenade - 4-way intersection resurface	109,732	109,732	0	2,780	0	106,952
80914 Crimea Street - North-bound Hoby Rd to Benara Rd - resurface	97,898	97,898	0	0	0	97,898
	207,629	207,629	0	2,780	0	204,849

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Other infrastructure construction						
80918 Hamilton Street Carpark - construction	231,615	231,615	231,615	125,508	117,738	(11,631)
80920 Noranda Carpark - resurfacing	53,790	53,790	0	0	0	53,790
80922 Verge Paving - paving of small areas under traffic	26,895	26,895	26,895	0	0	26,895
	312,300	312,300	258,510	125,508	117,738	69,054
Metropolitan Regional Road Group Projects						
80737 Whatley Crescent - Charles Street to Caledonian Avenue	120,490	120,490	0	0	0	120,490
80923 Widgee Road, Noranda - resurface	464,453	464,453	376,530	0	0	464,453
	584,943	584,943	376,530	0	0	584,943
Footpath renewal						
80561 Resurface - Cycleway - Swan Bank/Clarkson Road	30,122	30,122	0	2,600	0	27,522
	30,122	30,122	0	2,600	0	27,522
Total Roads	4,193,553	4,193,553	2,633,776	1,273,290	461,095	2,459,168
Footpath						
Building minor capital works						
80842 Bayswater Bowling Club - landscaping	18,182	18,182	18,182	1,217	28,592	(11,627)
	18,182	18,182	18,182	1,217	28,592	(11,627)
Other road construction						
80910 Drake Street - Bay View Street - train station - new pathway	172,128	172,128	0	0	0	172,128
80911 Drake Street - Broun Avenue/Rothbury Road - new pathway	37,363	37,363	0	0	0	37,363
	209,491	209,491	0	0	0	209,491
Footpath construction						
80063 New footpath construction and Local Bike Plan	193,644	193,644	0	18,911	0	174,733
80702 Footpath Repair Program	113,669	113,669	0	2,004	8,971	102,694
80703 Arterial Road New Dual-Use Path Program	215,160	215,160	107,580	70,886	18,182	126,092
80761 Emberson Reserve - ACROD bay and access path	30,000	30,000	30,000	876	0	29,124
80924 Crimea Street - Morley Drive to Fedders St - pathway	183,596	183,596	0	0	0	183,596
80926 Robann Way - Lincoln Road to Jennifer Road - pathway	63,257	63,257	0	0	0	63,257
80927 Timms Place - Halvorson Road to Morley Drive - pathway	48,572	48,572	0	0	0	48,572
	847,898	847,898	137,580	92,678	27,153	728,068

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Park development construction						
80765 Maylands Tennis Club - ACROD pathway	30,000	30,000	30,000	27,339	0	2,661
80776 New Pathways within Reserves	84,110	84,110	40,000	28,575	4,824	50,710
	114,110	114,110	70,000	55,914	4,824	53,372
Total Footpath	1,189,681	1,189,681	225,762	149,809	60,569	979,303
Drainage						
Drainage construction						
80047 Russell Street Park - grant funds	23,379	23,379	23,379	386	0	22,993
80248 Urban water sensitive design	284,153	284,153	120,000	9,586	82,025	192,542
80697 Nora Hughes Park - living stream	55,000	55,000	30,000	3,945	24,483	26,572
80928 City-wide - optimise drainage amenity	80,000	80,000	36,362	0	0	80,000
	442,532	442,532	209,741	13,917	106,508	322,107
Drainage renewal						
80705 Low Point Dual Gully Program	53,790	53,790	32,274	32,885	10,835	10,070
80929 City-wide - drainage grates renewal	64,548	64,548	64,548	12,065	7,132	45,351
	118,338	118,338	96,822	44,950	17,967	55,422
Total Drainage	560,870	560,870	306,563	58,867	124,475	377,528
Park development						
Furniture and equipment						
80867 Robert Thompson - exercise equipment	30,000	30,000	30,000	0	28,865	1,135
	30,000	30,000	30,000	0	28,865	1,135
Entry statement						
80534 Bayswater Library/Bert Wright Sculpture	30,000	30,000	20,000	0	0	30,000
	30,000	30,000	20,000	0	0	30,000
Other infrastructure construction						
80916 Bardon Park - Malgamongup - signage	11,800	11,800	11,800	0	5,390	6,410
80919 Maylands Brickworks - signage	10,000	10,000	5,000	0	0	10,000
80921 Noranda Town Centre - outdoor chess tables	10,000	10,000	4,000	0	0	10,000
	31,800	31,800	20,800	0	5,390	26,410

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
Park development construction						
80067 Enhanced tree management	0	0	0	0	5,952	(5,952)
80071 Maylands Lakes Stage 1	0	0	0	90	0	(90)
80242 Riverbank restoration	70,000	70,000	23,334	9,445	19,010	41,545
80259 Maylands Waterland redevelopment	50,000	50,000	0	0	0	50,000
80695 Bayswater Industrial Estate Imp Program	0	0	0	17,598	0	(17,598)
80757 Golf Course Development Program	56,181	56,181	0	67,256	970	(12,046)
80760 Bayswater Cricket Club - cricket nets	39,760	39,760	39,760	1,499	0	38,261
80767 Noranda SC- Little Athletic timers stand	0	0	0	0	5,400	(5,400)
80775 Dog Exercise Area - construction	79,578	79,578	79,578	30,865	57,799	(9,085)
80777 Gus Weimer- Play Space Redevelopment Prg	0	0	0	1,316	0	(1,316)
80806 Mahogany Reserve Redevelopment	301,872	301,872	301,872	328,815	76,527	(103,470)
80807 Wattle Park Redevelopment	539,057	539,057	539,057	399,415	135,666	3,976
80811 Stanbury Reserve Redevelopment	0	0	0	0	2,500	(2,500)
80812 Gus Weimar Park Redevelopment	0	0	0	207	0	(207)
80813 Nederpelt Reserve - Replace Court Surface	20,000	20,000	20,000	1,320	0	18,680
80930 Arbor Park - park redevelopment (Our Park - Our Place)	120,000	120,000	0	0	0	120,000
80931 Bert Wright Park - implement concept plan	159,561	159,561	0	13,222	8,722	137,617
80933 Gibbney Reserve East - park redevelopment	388,121	388,121	0	1,309	0	386,812
80943 Claughton Reserve - excersie equipment	25,000	25,000	12,500	0	0	25,000
	1,849,130	1,849,130	1,016,101	872,356	312,545	664,228
Sustainable environment						
80269 Baigup Wetland Stage 1 - activity centre and interpretation	190,436	190,436	126,960	2,616	139,028	48,792
80270 Bayswater Brook - living stream	35,000	35,000	28,000	0	0	35,000
80272 Lightning Swamp Interpretation Plan Works	0	0	0	475	515	(990)
80273 Maylands Lakes restoration Stage 2	600,000	600,000	375,000	217,605	195,709	186,686
80622 Russell St Living Stream Link Agreement	10,000	10,000	10,000	0	0	10,000
80696 Arbor Park upgrade - Greening Australia project	90,000	90,000	90,000	31,779	1,424	56,797
	925,436	925,436	629,960	252,475	336,676	336,285
Tree management						
80276 Streetscape upgrades	0	0	0	(136)	0	136
	0	0	0	(136)	0	136
Drink fountains						
80380 Drinks Fountains Replacement Program	0	0	0	2,240	1,522	(3,762)

Ordinary Council Meeting Agenda

25 January 2022 Attachment 10.2.4.6

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
80774	Noranda Nook - Water drinking fountain	0	0	0	508	0	(508)
		0	0	0	2,747	1,522	(4,270)
Playground							
80938	Grand Promenade Reserve - shade sails	25,000	25,000	25,000	740	23,260	1,000
80951	Synthetic cricket wicket - sport reserve	32,000	32,000	32,000	20,168	0	11,832
		57,000	57,000	57,000	20,908	23,260	12,832
Floodlights							
80442	Wotton Reserve - renew sports floodlight	9,110	9,110	0	9,110	0	0
		9,110	9,110	0	9,110	0	0
Other infrastructure construction							
80595	Hinds Reserve - construction of a multi-user access ramp	21,076	21,076	21,076	0	0	21,076
80817	Bayswater Waves - access and inclusion improvement	500,000	500,000	250,000	0	0	500,000
80940	Bayswater Morley Cricket Club - shade shelter	9,091	9,091	9,091	0	0	9,091
80941	Bedford Bowling Club - synthetic surface	232,373	232,373	0	0	0	232,373
80942	Lightning Swamp Bushland - limestone wall	80,000	80,000	34,287	0	0	80,000
80944	Morley Bowling Club - synthetic surface	272,727	272,727	0	0	0	272,727
80945	Natural Environment Improvement Program	200,000	200,000	88,888	0	0	200,000
80946	Wotton Skate Park and surrounding facilities	2,500,000	2,500,000	800,000	98,302	2,284,760	116,937
		3,815,267	3,815,267	1,203,342	98,302	2,284,760	1,432,204
Other infrastructure renewal							
80753	Bore and Pump Maintenance Program	301,872	301,872	210,232	219,275	53,685	28,912
80755	Critical Asset Renewal Program	461,115	461,115	385,646	45,622	219,906	195,587
80947	Farnham Reserve - basketball court renewal	20,000	20,000	20,000	13,552	0	6,449
80948	Grand Prom Reserve - basketball court renewal	20,000	20,000	10,000	0	0	20,000
80949	Houghton Park Reserve - tennis court renewal	50,000	50,000	20,000	0	0	50,000
		852,987	852,987	645,878	278,449	273,591	300,947
COVID-19 \$5m Stimulus Package Projects							
80364	Maylands Waterland redevelopment	3,531,317	3,531,317	3,000,000	787,813	2,776,645	(33,140)
80370	Noranda Netball Court resurface	0	0	0	0	769	(769)
		3,531,317	3,531,317	3,000,000	787,813	2,777,414	(33,909)

Not Applicable

Ordinary Council Meeting Agenda

25 January 2022 Attachment 10.2.4.6

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80814 Wotton Park Skate Park Construction	0	0	0	1,612	0	(1,612)
	0	0	0	1,612	0	(1,612)
Total Park development	11,132,046	11,132,046	6,623,081	2,323,636	6,044,023	2,764,388
Other infrastructure						
Community capital requests						
80635 Wotton Reserve - soccer goals - pitch C	0	0	0	9,970	0	(9,970)
	0	0	0	9,970	0	(9,970)
Street lights						
80250 Street light upgrade	19,364	19,364	19,364	19,212	9,615	(9,463)
80805 Street Lighting Upgrades	457,215	457,215	64,548	59,921	18,059	379,235
	476,579	476,579	83,912	79,133	27,675	369,772
Other infrastructure construction						
80251 PAW gates and reserve lighting	12,910	12,910	12,910	0	6,067	6,843
80801 Noranda Netball Court Carpark	90,000	90,000	60,000	0	0	90,000
80917 Doyle Street and Linton Place - public access	20,000	20,000	0	0	0	20,000
	122,910	122,910	72,910	0	6,067	116,843
Footpath construction						
80431 Footpath - Bookham Street and Boag Place	73,154	73,154	73,154	34,167	0	38,987
	73,154	73,154	73,154	34,167	0	38,987
Park development construction						
80768 Park signage renewals	0	0	0	0	1,680	(1,680)
	0	0	0	0	1,680	(1,680)
Sustainable environment						
80935 Emission reduction and rewable energy implementation	100,000	100,000	33,333	0	0	100,000
	100,000	100,000	33,333	0	0	100,000
Playground						
80937 Crimea Park - level ground around all mounds	11,018	11,018	11,018	14,500	0	(3,482)
	11,018	11,018	11,018	14,500	0	(3,482)

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
Floodlights							
80939	RA Cook Reserve - floodlight renewal	50,000	50,000	0	0	0	50,000
		50,000	50,000	0	0	0	50,000
Sports Goals							
80952	Morley Geals Gaelic Football Club goals	12,713	12,713	12,713	194	16,245	(3,726)
		12,713	12,713	12,713	194	16,245	(3,726)
Other infrastructure construction							
80252	Bus shelters	43,032	43,032	21,516	16,680	0	26,352
80391	Noranda Town Centre - City-led infrastructure activation	76,322	76,322	60,322	46,805	0	29,517
80392	Maylands Town Centre - City-led infrastructure activation	22,000	22,000	8,000	25,871	0	(3,871)
80393	Bayswater Town Centre City-led Infrastructure Activation	10,000	10,000	4,000	218	0	9,782
80394	Morley Town Centre City-led Infrastructure Activation	30,000	30,000	19,000	675	0	29,325
80693	Bedford Shopping Precincts Regeneration Project	61,000	61,000	5,000	0	0	61,000
80954	Cloughton Reserve - passive lighting	47,045	47,045	0	232	0	46,813
80957	Morley Activity Centre - streetscape improvement (RAC Grant)	0	0	0	42,031	36,799	(78,830)
		289,399	289,399	117,838	132,512	36,799	120,088
Other infrastructure renewal							
80704	Drainage Sump Fencing Program	43,032	43,032	43,032	19,686	27,888	(4,542)
80706	Depot Upgrade/Lighting	34,426	34,426	34,426	2,275	28,000	4,151
		77,458	77,458	77,458	21,960	55,888	(391)
COVID-19 \$5m Stimulus Package Projects							
80617	Passive Light Replacement Program	79,609	79,609	10,758	0	80,065	(455)
80618	Town Centre Streetscape Works	90,000	90,000	73,500	121,726	18,523	(50,250)
		169,609	169,609	84,258	121,726	98,588	(50,705)
Total Other infrastructure		1,382,840	1,382,840	566,594	414,162	242,942	725,736
Intangible assets							
IT capital							
80870	ERP implementation	564,590	564,590	225,837	57,259	0	507,330
		564,590	564,590	225,837	57,259	0	507,330
IT renewal							

Ordinary Council Meeting Agenda

25 January 2022 Attachment 10.2.4.6

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80873 Spatial Virtual Machine storage	20,000	20,000	20,000	0	0	20,000
	20,000	20,000	20,000	0	0	20,000
Software						
80398 Software	50,000	50,000	30,000	4,650	10,088	35,262
80789 Corporate Performance System	247,676	247,676	123,840	49,393	0	198,283
80950 Website development for online bookings	50,000	50,000	0	0	0	50,000
	347,676	347,676	153,840	54,043	10,088	283,545
Total Intangible assets	932,266	932,266	399,677	111,302	10,088	810,875
Assets Held for Sale						
Aged care facilities						
80404 Aged Care - Homeswest ILUs	0	0	0	58,088	0	(58,088)
	0	0	0	58,088	0	(58,088)
Aged Persons Homes						
80794 Aged Persons Homes - Capital works	1,000,000	1,000,000	150,000	0	0	1,000,000
	1,000,000	1,000,000	150,000	0	0	1,000,000
Total Assets Held for Sale	1,000,000	1,000,000	150,000	58,088	0	941,912
Total capital projects	33,785,887	33,785,887	21,432,768	11,874,637	9,561,352	12,349,898

10.2.5 List of Payments for the Month of December 2021

Responsible Branch:	Financial Services
Responsible Directorate:	Corporate and Strategy
Authority/Discretion:	Legislative
Voting Requirement:	Simple Majority Required
Attachments:	<ol style="list-style-type: none"> 1. Schedule of Accounts Municipal Fund [10.2.5.1 - 11 pages] 2. Schedule of Accounts Trust Fund December [10.2.5.2 - 1 page] 3. Schedule of Accounts Aged Persons Homes Account [10.2.5.3 - 1 page] 4. Summary of Corporate Credit Card Expenses [10.2.5.4 - 1 page] 5. Electronic Fund Transfers [10.2.5.5 - 1 page]

SUMMARY

This report presents the list of payments, comprising **Attachments 1, 2, 3 4 and 5** made under delegated authority for the month of December 2021 in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

OFFICER'S RECOMMENDATION

That Council receives the list of payments for the month of December 2021 made under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* comprising:

1. Schedule of Accounts – Municipal Fund (**Attachment 1**);
2. Schedule of Accounts – Trust Fund (**Attachment 2**);
3. Schedule of Accounts – Aged Persons Homes Account (**Attachment 3**);
4. Summary of Corporate Credit Card Expenses (**Attachment 4**); and
5. Electronic Fund Transfers (**Attachment 5**).

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 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 noting in accordance with the *Local Government (Financial Management) Regulations 1996*.

Payments drawn from the Municipal Account for the month of December 2021 are included in **Attachment 1**.

Payments drawn for the Trust Account for the month of December 2021 are included in **Attachment 2**.

Payments drawn from the Aged Persons Homes Account for the month of December 2021 are included in **Attachment 3**.

Payments made via credit cards are included in **Attachment 4**.

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

All payments are summarised in **Table 1**.

Table 1

<i>Payment Type</i>	<i>Reference</i>	<i>Amount \$</i>
<i>Municipal Account</i> BPay Direct Credits Electronic Fund Transfers (EFTs)	BP000130-33, DC000229-230,232-233 EF064345, EF064347-064546 EF064548-064718 EF064720-65051	\$8,872,716.47
<i>Trust Account</i> Electronic Fund Transfers (EFTs)	EF064547	\$61.65
<i>Aged Persons Homes</i> Electronic Fund Transfers (EFTs)	DC000231, EF064346 EF064719	\$5,248.48
	Total	\$8,878,026.60

The following payments from previous months were cancelled in December.

- Municipal Account:
 - EF063529 - \$66.00
 - EF063836 - \$780.00
 - EF064691 - \$722.50

LEGISLATIVE COMPLIANCE

Council Policy – Procurement.

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.

RISK ASSESSMENT

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

Officer's Recommendation	<p>That Council receives the list of payments for the month of December 2021 made under delegated authority in accordance with Regulation 13(1) of the <i>Local Government (Financial Management) Regulations 1996</i> comprising:</p> <ol style="list-style-type: none"> 1. Schedule of Accounts – Municipal Fund (Attachment 1); 2. Schedule of Accounts – Trust Fund (Attachment 2); 3. Schedule of Accounts – Aged Persons Homes Account (Attachment 3); 4. Summary of Corporate Credit Card Expenses (Attachment 4); and 5. Electronic Fund Transfers (Attachment 5). 	
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	The schedule of accounts outlines all the payment made by the City in accordance with legislation.	

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 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

CONCLUSION

That Council notes the List of Payments for the month of December 2021 comprising **Attachments 1, 2, 3, 4 and 5.**

**List of Payment - Municipal
for the period 1 December 2021 to 31 December 2021**

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
BP000130	06/12/21	Water Corporation	Water usage charges	15,775.07
BP000131	14/12/21	West Australian Newspapers Ltd	Memberships and subscriptions	144.00
BP000132	22/12/21	RAC Businesswise	Plant and vehicle repairs	522.00
BP000133	22/12/21	Water Corporation	Water usage charges	2,959.29
DC000229	01/12/21	Easisalary Pty Ltd	Payroll Payment	10,343.27
DC000230	02/12/21	Superchoice	Payroll Payment	177,242.40
DC000232	15/12/21	Easisalary Pty Ltd	Payroll Payment	10,343.27
DC000233	23/12/21	Superchoice	Payroll Payment	178,422.56
EF064345	02/12/21	Savo Topalovic	Refund bond	5,000.00
EF064347	06/12/21	A & N Pulich	Refund rates overpayment	89.30
EF064348	06/12/21	A E Campbell-Henderson	Refund entry fee	27.50
EF064349	06/12/21	Alexandra Cobel	Commission	306.00
EF064350	06/12/21	Andrey Usikov	Refund bond	500.00
EF064351	06/12/21	Annette Hoefler	Staff allowances and reimbursements	118.94
EF064352	06/12/21	Antonia Zaffino-Little	Commission	65.00
EF064353	06/12/21	Ashlee O'Grady	Commission	102.00
EF064354	06/12/21	Ashleigh Whyte and William Ferrier	Commission	340.00
EF064355	06/12/21	Baysie Rollers	Grants & funding	300.00
EF064356	06/12/21	Bayswater Primary School	Awards and scholarships	55.00
EF064357	06/12/21	Bethany Jackson	Refund rates overpayment	778.24
EF064358	06/12/21	Bevan Malcolm Uren & Elizabeth Williams	Commission	50.00
EF064359	06/12/21	Brajovich Demolition	Refund residential verge deposit	1,400.00
EF064360	06/12/21	CA and G Harvey	Commission	722.50
EF064361	06/12/21	Camboon Primary School	Awards and scholarships	55.00
EF064362	06/12/21	Cameron Moir	Awards and scholarships	300.00
EF064363	06/12/21	Complete Access	Refund bond	350.00
EF064364	06/12/21	Conor McClosky	Awards and scholarships	100.00
EF064365	06/12/21	D & P Kazmierczak	Commission	340.00
EF064366	06/12/21	David Segui	Refund health centre memberships	720.00
EF064367	06/12/21	Doula Training Academy	Refund bond	550.00
EF064368	06/12/21	Durham Road School	Awards and scholarships	55.00
EF064369	06/12/21	Embleton Primary School	Awards and scholarships	55.00
EF064370	06/12/21	Emma Fonseca	Commission	30.00
EF064371	06/12/21	Emma Kirk	Commission	170.00
EF064372	06/12/21	Gilles Gaudet	Awards and scholarships	100.00
EF064373	06/12/21	GR & LR Plunkett	Commission	148.75
EF064374	06/12/21	Hampton Park Primary School	Awards and scholarships	55.00
EF064375	06/12/21	Hampton Senior High School	Awards and scholarships	110.00
EF064376	06/12/21	Hillcrest Primary School	Awards and scholarships	55.00
EF064377	06/12/21	J C Meleisea	Commission	165.75
EF064378	06/12/21	JA Wege	Awards and scholarships	300.00
EF064379	06/12/21	John Forrest Secondary College	Awards and scholarships	110.00
EF064380	06/12/21	Julie Colson	Commission	212.50
EF064381	06/12/21	Karen Frankel	Commission	382.50
EF064382	06/12/21	Katarzyna Michalska	Commission	637.50
EF064383	06/12/21	Lady Language Consultancy Services	Youth and seniors community activities	495.00
EF064384	06/12/21	Logorhythm	Commission	297.50
EF064385	06/12/21	Lois Moir	Commission	323.00
EF064386	06/12/21	Lowther Rod & Lowther Noni	Commission	1,530.00
EF064387	06/12/21	Mand A Gratzner	Commission	50.00
EF064388	06/12/21	Margaret Anne Mundy	Commission	233.75
EF064389	06/12/21	Margaret Crocker	Awards and scholarships	300.00
EF064390	06/12/21	Marie J Walker	Staff allowances and reimbursements	1,069.40
EF064391	06/12/21	Maylands Peninsula Primary School	Awards and scholarships	55.00
EF064392	06/12/21	Mekedesh Gobena	Refund bond	350.00
EF064393	06/12/21	Michael Atkinson	Refund bond	350.00
EF064394	06/12/21	Miles Burke	Commission	119.00
EF064395	06/12/21	Moi Ying Fung	Refund rates overpayment	598.72
EF064396	06/12/21	Morley Primary School	Awards and scholarships	55.00
EF064397	06/12/21	Morley Senior High School	Awards and scholarships	110.00
EF064398	06/12/21	Nattakit Prajirn	Refund rates overpayment	244.48
EF064399	06/12/21	Noor Ahmadi	Refund bond	1,000.00
EF064400	06/12/21	Noranda Primary School	Awards and scholarships	55.00
EF064401	06/12/21	Olive Monte	Commission	1,530.00
EF064402	06/12/21	Panomporn Rakkusol	Commission	127.50
EF064403	06/12/21	Pauline Locker	Refund bond	5,000.00

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
EF064404	06/12/21	Perth Pinoy-Aus Sportsclub Incorporated	Refund bond	1,000.00
EF064405	06/12/21	Renee Melia	Commission	212.50
EF064406	06/12/21	Rokiru Kenjie Dizon	Commission	100.00
EF064407	06/12/21	Samantha Quick	Commission	212.50
EF064408	06/12/21	Sarah Boag	Commission	425.00
EF064409	06/12/21	Shane Newton	Commission	425.00
EF064410	06/12/21	Sharon Morskate	Commission	212.50
EF064411	06/12/21	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	413.30
EF064412	06/12/21	St Columba's School	Awards and scholarships	55.00
EF064413	06/12/21	Strategic Property Conveyancing Trust Ac	Refund rates overpayment	85.32
EF064414	06/12/21	Sussan Y Munt	Commission	276.25
EF064415	06/12/21	Synergy	Electricity charges - Street lighting	6,587.27
EF064416	06/12/21	Telstra	Office telephone and communication expenses	3,265.33
EF064417	06/12/21	Tina Kendall	Commission	42.50
EF064418	06/12/21	TJ & A Halls	Awards and scholarships	400.00
EF064419	06/12/21	Weld Square Primary School	Awards and scholarships	55.00
EF064420	06/12/21	Wendy K Froude	Commission	148.75
EF064421	06/12/21	Westwide Building Co Pty Ltd	Refund residential verge deposit	1,400.00
EF064422	06/12/21	Xiayin Tan	Commission	20.00
EF064423	06/12/21	AAAC Towing Pty Ltd	Vehicle towing	396.00
EF064424	06/12/21	Acclaimed Catering Pty Ltd	Functions and events catering expenses	4,342.58
EF064425	06/12/21	Advance Press	Marketing and promotional material	1,001.00
EF064426	06/12/21	ALS Library Services Pty Ltd	Book purchases	158.50
EF064427	06/12/21	AMS Technology Group Pty Ltd	Building maintenance and services	88.70
EF064428	06/12/21	Andrew Jesse Teo	Youth and seniors community activities	240.00
EF064429	06/12/21	Apace Aid Incorporated	Parks & gardens contract payments	1,089.00
EF064430	06/12/21	Asphaltch Pty Ltd	Construction and civil works payments	239,221.15
EF064431	06/12/21	Australia Day Council of WA Inc	Professional consultancy services	1,287.00
EF064432	06/12/21	Australian Services Union	Payroll Payment	282.90
EF064433	06/12/21	Australian Taxation Office	Payroll Payment	259,565.00
EF064434	06/12/21	Battery King Australia Pty Ltd	Plant and vehicle parts and materials	189.20
EF064435	06/12/21	Belinda Evonne Cox	Marketing and promotional material	2,000.00
EF064436	06/12/21	Blackwoods Atkins	Staff uniforms and protective equipment	751.96
EF064437	06/12/21	Boyan Electrical Services	Minor Equipment Purchase	6,618.70
EF064438	06/12/21	Bridgestone Aust Ltd	Plant and vehicle repairs	597.30
EF064439	06/12/21	Brownes Foods Operations Pty Ltd	Staff Amenities	161.70
EF064440	06/12/21	Bunnings Group Ltd	Minor Equipment Purchase	3,618.26
EF064441	06/12/21	Carol Foley	Youth and seniors community activities	150.00
EF064442	06/12/21	Ceiling Manufacturers of Australia	Building supplies and hardware	308.88
EF064443	06/12/21	Charter Plumbing and Gas	Construction and civil works tools and materials	1,915.22
EF064444	06/12/21	Child Support Agency	Payroll Payment	597.65
EF064445	06/12/21	Cleanaway Equipment Services Pty Ltd	Waste collection and hygiene services	166.10
EF064446	06/12/21	Cleanaway Pty Ltd	Waste collection and hygiene services	56,734.70
EF064447	06/12/21	CNW Pty Ltd	Building supplies and hardware	393.38
EF064448	06/12/21	COB - Sundowner Club	Payroll Payment	80.00
EF064449	06/12/21	Commercial Air Solutions	Building maintenance and services	2,356.97
EF064450	06/12/21	Contra-flow Pty Ltd	Traffic management	22,474.67
EF064451	06/12/21	Cornerstone Legal	Legal expenses and court costs	2,900.40
EF064452	06/12/21	Cougar Morrison	Minor Equipment Purchase	740.00
EF064453	06/12/21	Data#3 Ltd	IT network maintenance	60,076.18
EF064454	06/12/21	Department of Biodiversity,Conservation and Attractions	Grants & funding	2,200.00
EF064455	06/12/21	Direct Communications	Plant and vehicle parts and materials	221.10
EF064456	06/12/21	Doctor Heather Coventry	Medical services and materials	2,640.00
EF064457	06/12/21	E Fire & Safety	Fire suppression and alarm monitoring	2,162.60
EF064458	06/12/21	Maylands Park Lottery Centre & Newsagency	Memberships and subscriptions	369.08
EF064459	06/12/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	183,633.34
EF064460	06/12/21	Ellenby Tree Farm	Parks & gardens plants and trees	522.50
EF064461	06/12/21	Evenflow Irrigation	Construction and civil works payments	1,496.00
EF064462	06/12/21	Evolve Events	Staff training, development and support	750.00
EF064463	06/12/21	Forpark Australia	Construction and civil works payments	792.00
EF064464	06/12/21	Freestyle Now	Civil works design and technical support	385.00
EF064465	06/12/21	Fuel Distributors of WA Pty Ltd	Fuel and oil	25,853.27
EF064466	06/12/21	Fujifilm Data Management Solutions Australia Pty Ltd	Postage and courier charges	5,052.25
EF064467	06/12/21	Fulton Hogan	Construction and civil works tools and materials	1,795.20
EF064468	06/12/21	GFG Temporary Assist	Labour hire and temporary replacement	6,750.00
EF064469	06/12/21	Green's Hiab Service Pty Ltd	Minor Equipment Purchase	222.75
EF064470	06/12/21	H R Publications Pty Ltd	Memberships and subscriptions	1,089.00
EF064471	06/12/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	19,606.20
EF064472	06/12/21	Health Insurance Fund of WA	Payroll Payment	356.85
EF064473	06/12/21	Hickey Constructions Pty Ltd	Construction and civil works payments	37,883.45

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF064474	06/12/21	Hoist Sales and Hydraulic Repairs Pty Ltd	Plant and vehicle parts and materials	1,216.60
EF064475	06/12/21	Hospital Benefit Fund of WA	Payroll Payment	1,174.81
EF064476	06/12/21	Hydroquip Pumps	Parks & gardens contract payments	13,384.80
EF064477	06/12/21	ibookingsystems	Memberships and subscriptions	99.00
EF064478	06/12/21	IDOM Morley Pty Ltd T/A Morley Nissan/Kia/Hyundai	Plant and vehicle parts and materials	35.82
EF064479	06/12/21	IPEC Pty Ltd	Postage and courier charges	264.61
EF064480	06/12/21	IRS Pty Ltd	Plant and vehicle parts and materials	101.80
EF064481	06/12/21	ISG Fresh Pty Ltd	Functions and events catering expenses	334.27
EF064482	06/12/21	John Harman	Staff training, development and support	2,090.00
EF064483	06/12/21	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens reticulation repairs & upgrades	86,174.00
EF064484	06/12/21	Landfill Gas and Power Pty Ltd	Gas usage charges	76,527.78
EF064485	06/12/21	Lawn Doctor	Parks & gardens materials	2,518.45
EF064486	06/12/21	Leighton O'Brien Field Services Pty Ltd	Professional consultancy services	181.50
EF064487	06/12/21	Life Active Podiatry	Podiatry services and materials	900.00
EF064488	06/12/21	Local Government Professionals Aust WA	Conference expenses	260.00
EF064489	06/12/21	Luke Riley Creative	Photography / Video Production	340.00
EF064490	06/12/21	M & B Sales Pty Ltd	Building supplies and hardware	215.39
EF064491	06/12/21	M P Rogers & Associates Pty Ltd	Professional consultancy services	2,229.25
EF064492	06/12/21	Marcello Giuppa	Minor Equipment Purchase	350.00
EF064493	06/12/21	Masonry Management Services Pty Ltd	Environmental services & supplies	2,013.00
EF064494	06/12/21	MDM Entertainment Pty Ltd	Library book stock and materials	407.91
EF064495	06/12/21	Message Media	Memberships and subscriptions	33.00
EF064496	06/12/21	Millreef Holdings Pty Ltd T/A Classic Hire	Construction and civil works payments	262.90
EF064497	06/12/21	MPK Tree Management Pty Ltd T/A MPK Tree Services	Parks & gardens contract payments	858.00
EF064498	06/12/21	Natural Area Holdings Pty Ltd	Parks & gardens contract payments	1,195.63
EF064499	06/12/21	Nature Play Solutions	Construction and civil works payments	935.00
EF064500	06/12/21	Officeworks	Functions and events supplies	39.80
EF064501	06/12/21	Oz Displays Pty Ltd	Minor Equipment Purchase	511.50
EF064502	06/12/21	PAV Sales & Installation	Equipment Maintenance	1,918.84
EF064503	06/12/21	Perth Material Blowing Pty Ltd	Parks & gardens contract payments	6,575.80
EF064504	06/12/21	Pet City Morley	Animal supplies & services	322.90
EF064505	06/12/21	Play Check	Audit services	17,325.00
EF064506	06/12/21	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	8,258.80
EF064507	06/12/21	Poolshop Online Pty Ltd	Aquatic chemicals and consumables	837.76
EF064508	06/12/21	Prestige Property Maintenance Pty Ltd	Parks & gardens materials	19,655.64
EF064509	06/12/21	Protective Cases	Environmental services & supplies	247.50
EF064510	06/12/21	Public Libraries WA Inc.	Memberships and subscriptions	385.00
EF064511	06/12/21	Pump Control Systems	Parks & gardens contract payments	26,600.21
EF064512	06/12/21	Quality Press	Minor Equipment Purchase	1,335.40
EF064513	06/12/21	Redman Solutions Pty Ltd	IT network maintenance	13,475.00
EF064514	06/12/21	Repco	Plant and vehicle parts and materials	413.42
EF064515	06/12/21	Royal Life Saving Society	Marketing and promotional material	250.00
EF064516	06/12/21	Ruth Kilpatrick	Youth and seniors community activities	657.00
EF064517	06/12/21	Schindler Lifts Australia Pty Ltd	Building maintenance and services	5,797.76
EF064518	06/12/21	Security Management Australasia Pty Ltd	Construction and civil works payments	27,907.00
EF064519	06/12/21	Signbiz WA	Parks & gardens contract payments	2,439.80
EF064520	06/12/21	Sonic Health Plus Pty Ltd	Medical services and materials	731.50
EF064521	06/12/21	Sprayline Spraying Equipment	Plant and vehicle parts and materials	34.14
EF064522	06/12/21	Stratco (WA) Pty Ltd	Building supplies and hardware	64.19
EF064523	06/12/21	Studio 281	Awards and scholarships	5,566.00
EF064524	06/12/21	Syme Marmion & Co	Professional consultancy services	7,758.30
EF064525	06/12/21	Technologically Speaking	Youth and seniors community activities	300.00
EF064526	06/12/21	The Forever Project	Construction and civil works payments	44,000.00
EF064527	06/12/21	The Fruit Box Group Pty Ltd	Functions and events catering expenses	55.80
EF064528	06/12/21	The Lifting Company Pty Ltd	Equipment Maintenance	462.00
EF064529	06/12/21	The O'Grady Family Trust T/A Efficient Site Services	Parks & gardens contract payments	4,446.75
EF064530	06/12/21	The Young Men's Christian Association of WA Inc	Venue hire	1,260.00
EF064531	06/12/21	Thrifty Car Rentals	Insurance excess	1,089.94
EF064532	06/12/21	Total Turf	Parks & gardens materials	6,109.40
EF064533	06/12/21	TPG Telecom	IT network maintenance	8,627.30
EF064534	06/12/21	TPR Systems Pty Ltd	Minor Equipment Purchase	12,034.00
EF064535	06/12/21	T-Quip	Plant and vehicle parts and materials	437.60
EF064536	06/12/21	Viviana Soto	Youth and seniors community activities	160.00
EF064537	06/12/21	Volunteer Centre of Western Australia (Inc.)	Community upskillers	220.00
EF064538	06/12/21	VTP Engineering	Construction and civil works payments	3,080.00
EF064539	06/12/21	LGRCEU	Payroll Payment	881.50
EF064540	06/12/21	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	6,812.85
EF064541	06/12/21	WC Convenience Management Pty Ltd T/A WC Innovations	Building maintenance and services	4,062.34
EF064542	06/12/21	Weskerb Pty Ltd	Parks & gardens contract payments	7,463.50
EF064543	06/12/21	Western Power	Electrical Installation & Repair	15,171.00

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
EF064544	06/12/21	Woolworths Ltd (WA)	Kiosk stock	193.00
EF064545	06/12/21	Work Clobber	Staff uniforms and protective equipment	300.00
EF064546	06/12/21	Zenien	Equipment Maintenance	10,810.68
EF064548	13/12/21	A D'Onofrio	Citizenship expenses	200.00
EF064549	13/12/21	AAAC Towing Pty Ltd	Vehicle towing	264.00
EF064550	13/12/21	Acclaimed Catering Pty Ltd	Functions and events catering expenses	1,663.20
EF064551	13/12/21	Active Discovery	Parks & gardens contract payments	4,917.00
EF064552	13/12/21	Acurix Networks Pty Ltd	IT network maintenance	1,788.75
EF064553	13/12/21	Advance Press	Printing and graphic design expenses	121.00
EF064554	13/12/21	Advance Vacuumed Gutters	Building maintenance and services	204.80
EF064555	13/12/21	Allpipe Technologies	Equipment purchases	2,189.00
EF064556	13/12/21	ALS Library Services Pty Ltd	Book purchases	452.78
EF064557	13/12/21	AMS Technology Group Pty Ltd	Building maintenance and services	242.00
EF064558	13/12/21	Anthony Mckenna T/A Tonys Auto Electrics	Plant and vehicle repairs	1,074.92
EF064559	13/12/21	Australia Post / Commission	Fees and charges	503.91
EF064560	13/12/21	Auswest Displays	Equipment hire	52,604.99
EF064561	13/12/21	Avantgarde Technologies Pty Ltd	Professional consultancy services	42,053.44
EF064562	13/12/21	Axiis Contracting Pty Ltd	Parks & gardens contract payments	330.00
EF064563	13/12/21	AZURE PAINTING	Parks & gardens contract payments	1,925.00
EF064564	13/12/21	Be Media Group Pty Ltd	Marketing and promotional material	2,640.00
EF064565	13/12/21	Belinda Evonne Cox	Functions and events marketing expenses	1,900.00
EF064566	13/12/21	BOC Ltd	Medical services and materials	228.60
EF064567	13/12/21	Boya Equipment Pty Ltd	Plant and vehicle parts and materials	513.82
EF064568	13/12/21	Boyan Electrical Services	Electrical Installation & Repair	2,816.00
EF064569	13/12/21	Bridgestone Aust Ltd	Plant and vehicle parts and materials	2,238.81
EF064570	13/12/21	Brownes Foods Operations Pty Ltd	Staff Amenities	122.10
EF064571	13/12/21	Bruce L Russell	Youth and seniors community activities	200.00
EF064572	13/12/21	Bunnings Group Ltd	Environmental services & supplies	1,392.08
EF064573	13/12/21	Cat Haven	Animal supplies & services	820.75
EF064574	13/12/21	North Metropolitan Tafe WA	Staff training, development and support	1,640.00
EF064575	13/12/21	Citec Confirm	Vehicle searches	19.00
EF064576	13/12/21	CNW Pty Ltd	Building supplies and hardware	2,829.58
EF064577	13/12/21	Commercial Air Solutions	Minor Equipment Purchase	16,470.30
EF064578	13/12/21	Cornerstone Legal	Legal expenses and court costs	1,727.20
EF064579	13/12/21	CVC Linemarking	Construction and civil works payments	3,025.00
EF064580	13/12/21	Data#3 Ltd	IT network maintenance	15,963.86
EF064581	13/12/21	Database Consultants Australia	Equipment purchases	166.10
EF064582	13/12/21	Deryn Thorpe	Professional consultancy services	275.00
EF064583	13/12/21	E Fire & Safety	Fire suppression and alarm monitoring	1,256.20
EF064584	13/12/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	46,210.31
EF064585	13/12/21	Ergolink	Furniture purchases	1,458.01
EF064586	13/12/21	Evenflow Irrigation	Equipment hire	935.00
EF064587	13/12/21	Fuel Distributors of WA Pty Ltd	Fuel and oil	2,632.12
EF064588	13/12/21	Galleria Toyota	Plant and vehicle parts and materials	45.93
EF064589	13/12/21	Galvins Plumbing Supplies	Building supplies and hardware	43.01
EF064590	13/12/21	GFG Temporary Assist	Professional consultancy services	2,500.00
EF064591	13/12/21	GHD Pty Ltd	Construction and civil works payments	10,630.62
EF064592	13/12/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	8,205.23
EF064593	13/12/21	Hodge Collard Preston Architects	Professional consultancy services	31,240.00
EF064594	13/12/21	Hydroquip Pumps	Aquatic maintenance and services	7,018.44
EF064595	13/12/21	Instant Toilet & Showers Pty Ltd T/A Instant Products Hire	Construction and civil works payments	220.00
EF064596	13/12/21	IPEC Pty Ltd	Postage and courier charges	264.61
EF064597	13/12/21	IPWEA-WA Division	Staff training, development and support	2,150.00
EF064598	13/12/21	IRS Pty Ltd	Plant and vehicle parts and materials	87.10
EF064599	13/12/21	Ixom Operations Pty Ltd	Aquatic chemicals and consumables	118.04
EF064600	13/12/21	JB Hi-Fi Group Pty Ltd	Information technology minor purchases	75.00
EF064601	13/12/21	JL & AA Pty Ltd T/A Powerbrite	Construction and civil works payments	14,392.47
EF064602	13/12/21	Josh Byrne and Associates	Professional consultancy services	6,534.00
EF064603	13/12/21	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens materials	2,303.30
EF064604	13/12/21	Kee Surfacing Pty Ltd	Construction and civil works payments	2,741.75
EF064605	13/12/21	Kit Stasia Prendergast	Staff training, development and support	2,000.00
EF064606	13/12/21	Landgate	Gross rental valuation charges	391.68
EF064607	13/12/21	Lawn Doctor	Parks & gardens materials	2,518.45
EF064608	13/12/21	Lets All Party	Functions and events entertainment expenses	3,740.00
EF064609	13/12/21	LG Solutions Pty Ltd	Memberships and subscriptions	7,931.00
EF064610	13/12/21	LGConnect Pty Ltd	Professional consultancy services	7,425.00
EF064611	13/12/21	Lightbase Pty Ltd	Parks & gardens contract payments	5,478.00
EF064612	13/12/21	Linemarking WA Pty Ltd	Construction and civil works payments	330.00
EF064613	13/12/21	Liquor Stax At Charlies	Functions and events catering expenses	905.64
EF064614	13/12/21	M & B Sales Pty Ltd	Construction and civil works payments	2,946.12

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF064615	13/12/21	M A Lalli and Assoc Consulting Chartered Engineers	Building maintenance and services	3,575.00
EF064616	13/12/21	Maia Financial Pty Ltd	Lease and rental payments	23,058.10
EF064617	13/12/21	Major Motors Pty Ltd	Plant and vehicle purchasing	156,167.77
EF064618	13/12/21	Mark Johnson	Staff leave and entitlement	332.80
EF064619	13/12/21	McIntosh Holdings Pty Ltd	Plant and vehicle parts and materials	1,900.80
EF064620	13/12/21	Meta Maya Group Pty Ltd	Environmental testing and sampling	38.50
EF064621	13/12/21	Millreef Holdings Pty Ltd T/A Classic Hire	Environmental services & supplies	3,255.63
EF064622	13/12/21	Morley Mower Centre	Plant and vehicle parts and materials	12.85
EF064623	13/12/21	Move & Nourish with Kasse	Youth and seniors community activities	325.00
EF064624	13/12/21	Nature Play Solutions	Parks & gardens contract payments	94,159.89
EF064625	13/12/21	Office Line	Minor Equipment Purchase	1,303.50
EF064626	13/12/21	Officeworks	Office stationery and consumables	26.51
EF064627	13/12/21	Onsolution Pty Ltd	Medical services and materials	740.50
EF064628	13/12/21	Orbit Health & Fitness Solutions	Recreation and gymnasium equipment	2,568.50
EF064629	13/12/21	Paragon Constructions Solutions Pty Ltd	Construction and civil works payments	481,443.20
EF064630	13/12/21	PAV Sales & Installation	Equipment Maintenance	539.99
EF064631	13/12/21	Perth Material Blowing Pty Ltd	Construction and civil works payments	24,951.39
EF064632	13/12/21	Perth Recruitment Services	Labour hire and temporary replacement	1,609.61
EF064633	13/12/21	Pool & Pump Service & Repairs Pty Ltd	Equipment Maintenance	995.50
EF064634	13/12/21	Powervac Pty Ltd	Equipment Maintenance	1,017.94
EF064635	13/12/21	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	23,326.60
EF064636	13/12/21	Pump Control Systems	Parks & gardens contract payments	687.50
EF064637	13/12/21	Quality Press	Printing and graphic design expenses	13,108.70
EF064638	13/12/21	Redfish Technologies Pty Ltd	Minor Equipment Purchase	3,756.25
EF064639	13/12/21	Reece's Events Hire	Functions and events supplies	512.43
EF064640	13/12/21	Repco	Plant and vehicle parts and materials	518.89
EF064641	13/12/21	Royal Life Saving Society	Staff training, development and support	109.00
EF064642	13/12/21	Rubek Automatic Doors	Building supplies and hardware	11,418.00
EF064643	13/12/21	Seek Limited	Labour hire and temporary replacement	16,500.00
EF064644	13/12/21	Solar Analytics Pty Ltd	IT software/hardware upgrades & replacement	66.70
EF064645	13/12/21	Sonic Health Plus Pty Ltd	Medical services and materials	1,162.70
EF064646	13/12/21	Sportsworld of WA	Kiosk stock	3,135.00
EF064647	13/12/21	St John Ambulance Western Australia Ltd	Staff training, development and support	37.00
EF064648	13/12/21	Statewide Cleaning Supplies Pty Ltd	Building supplies and hardware	484.82
EF064649	13/12/21	Stratco (WA) Pty Ltd	Building supplies and hardware	39.15
EF064650	13/12/21	Technology One Limited	IT network maintenance	4,462.19
EF064651	13/12/21	The Goods Australia	Aquatic chemicals and consumables	330.18
EF064652	13/12/21	The Leisure Institute of WA (Aquatics) Inc.	Memberships and subscriptions	396.00
EF064653	13/12/21	The O'Grady Family Trust T/A Efficient Site Services	Parks & gardens contract payments	3,022.25
EF064654	13/12/21	The Trustee for the Dzodzoz Family Trust	Parks & gardens contract payments	20,702.00
EF064655	13/12/21	Toby Z. Magic	Functions and events entertainment expenses	285.00
EF064656	13/12/21	T-Quip	Plant and vehicle parts and materials	263.55
EF064657	13/12/21	Training Services Australia	Staff training, development and support	950.00
EF064658	13/12/21	Travis Hayto Photography	Photography / Video Production	627.00
EF064659	13/12/21	Trophy Warehouse	Volunteer reimbursements and expenses	200.00
EF064660	13/12/21	Trustee of Olleshan No 2 T/A Harvey Norman Malaga	Building supplies and hardware	1,258.00
EF064661	13/12/21	Turf Care WA Pty Ltd	Parks & gardens contract payments	2,640.00
EF064662	13/12/21	Ultipos Australia	Office stationery and consumables	242.00
EF064663	13/12/21	Urban Resources Pty Ltd	Parks & gardens materials	5,812.97
EF064664	13/12/21	Veridian Trust T/A Magoo IT	Youth and seniors community activities	300.00
EF064665	13/12/21	Vorgee Pty Ltd	Kiosk stock	2,486.58
EF064666	13/12/21	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	2,211.25
EF064667	13/12/21	Wattleup Tractors	Plant and vehicle parts and materials	318.73
EF064668	13/12/21	Weskerb Pty Ltd	Construction and civil works payments	2,494.80
EF064669	13/12/21	Western Power	Electrical Installation & Repair	15,901.00
EF064670	13/12/21	Woolworths Ltd (WA)	Functions and events catering expenses	387.50
EF064671	13/12/21	Work Clobber	Staff uniforms and protective equipment	345.40
EF064672	13/12/21	Workpower Inc	Parks & gardens contract payments	3,356.54
EF064673	14/12/21	Amanda White	Commission	807.50
EF064674	14/12/21	Anne Everdsden	Refund residential verge deposit	1,400.00
EF064675	14/12/21	Annette Hoefler	Staff allowances and reimbursements	112.42
EF064676	14/12/21	Australia Post	Postage and courier charges	7,317.89
EF064677	14/12/21	Carbon Developments	Refund residential verge deposit	1,200.00
EF064678	14/12/21	Craig Reid	Refund rates overpayment	612.00
EF064679	14/12/21	DA & SA Nelson	Refund residential verge deposit	780.00
EF064680	14/12/21	Danmar Developments Pty Ltd	Refund residential verge deposit	1,400.00
EF064681	14/12/21	Darrell Crouch and Associates REBA Trust	Refund rates overpayment	1,780.33
EF064682	14/12/21	Diana Kudsee	Youth and seniors community activities	300.00
EF064683	14/12/21	Eric Graham	Staff allowances and reimbursements	51.26
EF064684	14/12/21	Es2 Pty Ltd	IT network maintenance	8,690.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF064685	14/12/21	Evangelist Gulfa	Refund crossover	3,033.05
EF064686	14/12/21	Flawless Solutions	Refund rates overpayment	736.60
EF064687	14/12/21	Giuseppe Giacoppo	Staff leave and entitlement	322.40
EF064688	14/12/21	GM Buildings & Renovations	Refund residential verge deposit	1,400.00
EF064689	14/12/21	Graham Sigglekow	Staff leave and entitlement	332.80
EF064690	14/12/21	Housing Authority	Refund rates overpayment	1,565.73
EF064691	14/12/21	Janette Smith	Refund rates overpayment	722.50
EF064692	14/12/21	John Brini	Staff leave and entitlement	332.80
EF064693	14/12/21	Lorene Mamangun	Commission	200.00
EF064694	14/12/21	Mary Ann Smilovitis	Refund residential verge deposit	341.20
EF064695	14/12/21	Mohammad nadeem	Refund development application fee	960.00
EF064696	14/12/21	Nick Piscicelli	Staff leave and entitlement	520.00
EF064697	14/12/21	Noranda Junior Football Club	Donation	2,000.00
EF064698	14/12/21	Noranda Sporting Association	Gas usage charges	590.85
EF064699	14/12/21	Perth Frontrunners	Donation	200.00
EF064700	14/12/21	Peter John Cook	Staff leave and entitlement	352.04
EF064701	14/12/21	PK & RJ Donaghey	Refund swimming lessons	64.36
EF064702	14/12/21	Rambabu Yenugula	Refund development application fee	396.80
EF064703	14/12/21	Redink Homes	Refund residential verge deposit	1,400.00
EF064704	14/12/21	Rotary Club of West Perth (Inc)	Donation	300.00
EF064705	14/12/21	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	409.55
EF064706	14/12/21	Steven Mutsaers & Cecilia Prele	Refund residential verge deposit	1,400.00
EF064707	14/12/21	Synergy Settlements	Refund rates overpayment	586.63
EF064708	14/12/21	Timothy and Michelle Leach	Refund residential verge deposit	1,400.00
EF064709	14/12/21	Trio Homes Builders WA Pty Ltd	Refund residential verge deposit	1,400.00
EF064710	14/12/21	Ventura Home Group Pty Ltd	Refund residential verge deposit	1,400.00
EF064711	14/12/21	Victor Hong	Refund residential verge deposit	1,400.00
EF064712	14/12/21	Victor Hong	Crossover subsidy	624.65
EF064713	14/12/21	Victoria Edwards	Commission	340.00
EF064714	14/12/21	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	12,067.04
EF064715	14/12/21	Wesley Firth	Refund health centre memberships	467.67
EF064716	14/12/21	Westpine Holdings Pty Ltd	Refund residential verge deposit	1,400.00
EF064717	14/12/21	WJ & M Naturalny	Refund crossover	1,400.00
EF064718	20/12/21	Department of Fire and Emergency Services	Emergency Services Levy	3,022,283.01
EF064720	20/12/21	3 Monkeys Audiovisual	Minor Equipment Purchase	1,739.98
EF064721	20/12/21	A D'Onofrio	Citizenship expenses	200.00
EF064722	20/12/21	A1 Locksmiths	Key / Lock Services	1,491.00
EF064723	20/12/21	AAAC Towing Pty Ltd	Vehicle towing	396.00
EF064724	20/12/21	Aarco Environmental Solutions Pty Ltd	Environmental services & supplies	1,210.00
EF064725	20/12/21	Abco Products	Depot stores and consumables	2,726.90
EF064726	20/12/21	Access Icon Pty Ltd T/A Cascada Group	Parks & gardens materials	6,044.50
EF064727	20/12/21	Acclaimed Catering Pty Ltd	Functions and events catering expenses	7,801.20
EF064728	20/12/21	Action Glass & Aluminium	Building supplies and hardware	467.50
EF064729	20/12/21	Active Discovery	Construction and civil works payments	53,914.30
EF064730	20/12/21	Adams Coachlines	Functions and events entertainment expenses	842.00
EF064731	20/12/21	Adapt-A-Lift Group Pty Ltd	Plant and vehicle parts and materials	569.57
EF064732	20/12/21	Adept Photo Booths	Functions and events entertainment expenses	799.00
EF064733	20/12/21	ADT Security	Buildings and events security expenses	32.08
EF064734	20/12/21	Advance Press	Printing and graphic design expenses	627.00
EF064735	20/12/21	Adventure Kids Entertainment	Marketing and promotional material	5,737.50
EF064736	20/12/21	Air Liquide Australia Ltd	Parks & gardens materials	102.80
EF064737	20/12/21	Allpipe Technologies	Construction and civil works payments	2,838.00
EF064738	20/12/21	ALS Library Services Pty Ltd	Book purchases	530.59
EF064739	20/12/21	Amgrow Australia Pty Ltd	Parks & gardens materials	6,032.40
EF064740	20/12/21	AMS Technology Group Pty Ltd	Parks & gardens contract payments	11,795.80
EF064741	20/12/21	Andrew Jesse Teo	Youth and seniors community activities	240.00
EF064742	20/12/21	Anton & Jo Pty Ltd T/A Bayswater News & Lotteries	Crossover subsidy	633.45
EF064743	20/12/21	Aquamonix Pty Ltd	Parks & gardens contract payments	7,649.95
EF064744	20/12/21	Arcus Refrigeration Service Pty Ltd	Environmental services & supplies	519.78
EF064745	20/12/21	Arteil WA Pty Ltd	Building supplies and hardware	382.80
EF064746	20/12/21	Asphaltech Pty Ltd	Parks & gardens materials	12,562.18
EF064747	20/12/21	Ausnet Industries	Parks & gardens contract payments	3,624.50
EF064748	20/12/21	Australian Services Union	Payroll Payment	282.90
EF064749	20/12/21	Australian Taxation Office	Payroll Payment	269,490.00
EF064750	20/12/21	Avantgarde Technologies Pty Ltd	IT network maintenance	20,900.00
EF064751	20/12/21	Axiis Contracting Pty Ltd	Construction and civil works payments	1,077.45
EF064752	20/12/21	Axon Public Safety Australia Pty Ltd	Minor Equipment Purchase	1,036.03
EF064753	20/12/21	Backpackers FC Pty Ltd	Parks & gardens contract payments	385.00
EF064754	20/12/21	Baileys Fertilisers	Parks & gardens materials	3,322.28
EF064755	20/12/21	Battery King Australia Pty Ltd	Plant and vehicle parts and materials	1,344.97

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF064756	20/12/21	Bedford Bowling Club Inc	Parks & gardens contract payments	8,530.50
EF064757	20/12/21	Benara Nurseries	Parks & gardens materials	8,391.31
EF064758	20/12/21	Birds Eye Media	Marketing and promotional material	4,411.00
EF064759	20/12/21	Blackwoods Atkins	Depot stores and consumables	650.65
EF064760	20/12/21	Boya Equipment Pty Ltd	Plant and vehicle parts and materials	1,565.42
EF064761	20/12/21	Boyan Electrical Services	Electrical Installation & Repair	19,405.10
EF064762	20/12/21	BP Australia Pty Ltd	Fuel and oil	1,223.91
EF064763	20/12/21	Bridgestone Aust Ltd	Plant and vehicle repairs	1,419.95
EF064764	20/12/21	Brownes Foods Operations Pty Ltd	Staff Amenities	405.90
EF064765	20/12/21	Bunnings Group Ltd	Minor Equipment Purchase	9,416.82
EF064766	20/12/21	Byte Construct Pty Ltd	Construction and civil works payments	387,260.25
EF064767	20/12/21	Capital Recycling	Tipping Fee	9,320.08
EF064768	20/12/21	Carl Gopalkrishnan	Youth and seniors community activities	200.00
EF064769	20/12/21	Carol Foley	Youth and seniors community activities	150.00
EF064770	20/12/21	Carramar Resource Industries	Construction and civil works payments	4,059.00
EF064771	20/12/21	Ceiling Manufacturers of Australia	Building supplies and hardware	213.97
EF064772	20/12/21	Chared Holding Pty Ltd T/A Battery World Morley	Building supplies and hardware	255.00
EF064773	20/12/21	Charter Plumbing and Gas	Building maintenance and services	1,102.55
EF064774	20/12/21	Chemwest	Parks & gardens materials	7,246.80
EF064775	20/12/21	Child Support Agency	Payroll Payment	597.65
EF064776	20/12/21	Chris Benfield	Staff allowances and reimbursements	311.70
EF064777	20/12/21	Cleanaway Equipment Services Pty Ltd	Waste collection and hygiene services	166.10
EF064778	20/12/21	Cleanaway Pty Ltd	Waste collection and hygiene services	65,401.02
EF064779	20/12/21	Cleverpatch Pty Ltd	Youth and seniors community activities	288.88
EF064780	20/12/21	CNW Pty Ltd	Building supplies and hardware	2,295.77
EF064781	20/12/21	Cohesis Pty Ltd	Professional consultancy services	35,777.50
EF064782	20/12/21	Combat Clothing Australia Pty Ltd	Staff uniforms and protective equipment	449.35
EF064783	20/12/21	Commercial Air Solutions	Building maintenance and services	2,851.97
EF064784	20/12/21	Contra-flow Pty Ltd	Traffic management	55,858.03
EF064785	20/12/21	Cornerstone Legal	Legal expenses and court costs	1,729.20
EF064786	20/12/21	Corsign WA Pty Ltd	Signage and banners	5,696.46
EF064787	20/12/21	Couplers	Plant and vehicle parts and materials	49.54
EF064788	20/12/21	CSP Group Pty Ltd T/A Stihl Shop Osborne Park	Parks & gardens materials	459.00
EF064789	20/12/21	CVC Linemarking	Construction and civil works payments	385.00
EF064790	20/12/21	Daimler Trucks Perth	Plant and vehicle repairs	551.65
EF064791	20/12/21	Daine Spowart	Functions and events entertainment expenses	300.00
EF064792	20/12/21	Data#3 Ltd	Equipment purchases	57,006.41
EF064793	20/12/21	Department of Biodiversity Conservation and Attractions	Marketing and promotional material	591.44
EF064794	20/12/21	Department of the Premier and Cabinet	Publications	187.20
EF064795	20/12/21	Department of Transport - Vehicle Search	Vehicle searches	1,535.80
EF064796	20/12/21	Detail West	Plant and vehicle repairs	135.00
EF064797	20/12/21	Direct Communications	Plant and vehicle parts and materials	728.20
EF064798	20/12/21	Discus Print and Signage	Printing and graphic design expenses	4,200.13
EF064799	20/12/21	Donato's Catering	Functions and events catering expenses	9,394.00
EF064800	20/12/21	Downer Edi Engineering Power Pty Ltd	Aquatic maintenance and services	198.00
EF064801	20/12/21	Dowsing Group Pty Ltd	Parks & gardens materials	55,514.58
EF064802	20/12/21	DS Workwear & Safety	Minor Equipment Purchase	2,843.91
EF064803	20/12/21	E Fire & Safety	Fire suppression and alarm monitoring	2,123.00
EF064804	20/12/21	Eastern Metropolitan Regional Council	Waste collection and hygiene services	100,596.05
EF064805	20/12/21	Eco Fairies	Minor Equipment Purchase	360.00
EF064806	20/12/21	Element Advisory Pty Ltd	Professional consultancy services	2,475.00
EF064807	20/12/21	Emery Ray Wishart	Minor Equipment Purchase	300.00
EF064808	20/12/21	Environmental Industries Pty Ltd	Parks & gardens contract payments	5,175.66
EF064809	20/12/21	Espresso Crema Mobile Cafe	Functions and events catering expenses	528.00
EF064810	20/12/21	Farm Information Services Pty Ltd	Staff training, development and support	7,650.00
EF064811	20/12/21	Finespun Pty Ltd	Sitting Fee	467.50
EF064812	20/12/21	Fleet Fitness	Equipment Maintenance	150.15
EF064813	20/12/21	Forpark Australia	Parks & gardens contract payments	81,174.50
EF064814	20/12/21	Fuel Distributors of WA Pty Ltd	Fuel and oil	21,451.96
EF064815	20/12/21	FUJIFILM Business Innovation Australia Pty Ltd	Printing and graphic design expenses	161.79
EF064816	20/12/21	Fujifilm Data Management Solutions Australia Pty Ltd	Printing and graphic design expenses	3,156.32
EF064817	20/12/21	Galvins Plumbing Supplies	Building supplies and hardware	2,277.12
EF064818	20/12/21	GFG Consulting	Construction and civil works payments	2,057.00
EF064819	20/12/21	GFG Temporary Assist	Aquatic maintenance and services	19,198.75
EF064820	20/12/21	GHD Pty Ltd	Construction and civil works payments	15,387.90
EF064821	20/12/21	Grandstand Agency	Community engagement framework	440.00
EF064822	20/12/21	Grasstrees Australia	Parks & gardens materials	6,632.50
EF064823	20/12/21	Growise Pty Ltd	Parks & gardens materials	3,184.50
EF064824	20/12/21	HA Hire Pty Ltd T/A Hospitality Accessories	Equipment hire	60.02
EF064825	20/12/21	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	16,679.57

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF064826	20/12/21	Health Insurance Fund of WA	Payroll Payment	356.85
EF064827	20/12/21	Hire King	Equipment hire	367.50
EF064828	20/12/21	Hospital Benefit Fund of WA	Payroll Payment	1,174.81
EF064829	20/12/21	Hughans Saw Service	Minor Equipment Purchase	157.30
EF064830	20/12/21	Hydro Flow Pty Ltd	Building maintenance and services	365.07
EF064831	20/12/21	Hydroquip Pumps	Plant and vehicle parts and materials	21,156.25
EF064832	20/12/21	Instant Toilet & Showers Pty Ltd T/A Instant Products Hire	Construction and civil works payments	330.00
EF064833	20/12/21	Intelife Group Limited	Parks & gardens contract payments	26,165.24
EF064834	20/12/21	IPEC Pty Ltd	Postage and courier charges	264.61
EF064835	20/12/21	IPWEA-WA Division	Staff training, development and support	400.00
EF064836	20/12/21	IRS Pty Ltd	Plant and vehicle parts and materials	25.30
EF064837	20/12/21	Jackson McDonald	Legal expenses and court costs	10,748.96
EF064838	20/12/21	Janelle Easthope	Staff allowances and reimbursements	250.00
EF064839	20/12/21	Japanese Truck & Bus Spares Pty Ltd	Plant and vehicle parts and materials	1,441.85
EF064840	20/12/21	JB Hi-Fi Group Pty Ltd	Minor Equipment Purchase	95,945.90
EF064841	20/12/21	Jessica Scoble T/A Sand Cards	Community engagement framework	800.00
EF064842	20/12/21	Julie Wiscombe	Youth and seniors community activities	200.00
EF064843	20/12/21	Kennards Hire - Malaga	Building supplies and hardware	1,058.40
EF064844	20/12/21	Keziah Ortiz	Youth and seniors community activities	200.00
EF064845	20/12/21	Kit Stasia Prendergast	Parks & gardens contract payments	1,500.00
EF064846	20/12/21	KLMedia Pty Ltd T/A All Access Australasia	Library book stock and materials	1,446.23
EF064847	20/12/21	KS Black Pty Ltd	Parks & gardens contract payments	3,300.00
EF064848	20/12/21	Landgate	Market Valuation	760.54
EF064849	20/12/21	Lawn Doctor	Parks & gardens materials	5,036.90
EF064850	20/12/21	Leighton O'Brien Field Services Pty Ltd	Building maintenance and services	302.50
EF064851	20/12/21	Les Mills Australia	Memberships and subscriptions	1,691.69
EF064852	20/12/21	Lets All Party	Functions and events entertainment expenses	3,740.00
EF064853	20/12/21	LGConnect Pty Ltd	Professional consultancy services	2,970.00
EF064854	20/12/21	Lightbase Pty Ltd	Construction and civil works payments	6,050.00
EF064855	20/12/21	Line-X Perth	Fencing	742.50
EF064856	20/12/21	Liquor Stax At Charlies	Functions and events catering expenses	379.99
EF064857	20/12/21	Living Turf	Parks & gardens materials	14,898.40
EF064858	20/12/21	Lobel Group Pty Ltd	Equipment hire	3,326.40
EF064859	20/12/21	Lorraine Driscoll	Reimbursement of civic allowance expense	630.40
EF064860	20/12/21	Luke Riley Creative	Photography / Video Production	255.00
EF064861	20/12/21	M & B Sales Pty Ltd	Construction and civil works payments	2,516.80
EF064862	20/12/21	Marawar Pty Ltd	Building maintenance and services	11,479.59
EF064863	20/12/21	Marketforce Pty Ltd	Marketing and promotional material	3,255.05
EF064864	20/12/21	Martins Trailer Parts	Plant and vehicle parts and materials	86.81
EF064865	20/12/21	Masonry Management Services Pty Ltd	Environmental services & supplies	2,013.00
EF064866	20/12/21	Max J & Michelle J Laurent	Photocopying contract charges	2,470.00
EF064867	20/12/21	McLeods	Legal expenses and court costs	16,669.02
EF064868	20/12/21	Medic Aid WA	Medical services and materials	467.50
EF064869	20/12/21	Meta Maya Group Pty Ltd	Environmental testing and sampling	77.00
EF064870	20/12/21	Millreef Holdings Pty Ltd T/A Classic Hire	Environmental services & supplies	1,912.17
EF064871	20/12/21	Mollydag Faces	Functions and events entertainment expenses	1,485.00
EF064872	20/12/21	Morley Mower Centre	Plant and vehicle parts and materials	1,374.67
EF064873	20/12/21	Morley Noranda Recreation Club Inc	Venue hire	1,055.00
EF064874	20/12/21	Morus Pty Ltd T/A Greendrop Solutions	Parks & gardens contract payments	22,774.95
EF064875	20/12/21	MPK Tree Management Pty Ltd T/A MPK Tree Services	Parks & gardens tree pruning & assoc. services	30,635.00
EF064876	20/12/21	Multispares Ltd	Plant and vehicle parts and materials	245.56
EF064877	20/12/21	Natural Area Holdings Pty Ltd	Parks & gardens materials	9,776.82
EF064878	20/12/21	Nature Play WA Incorporated	Memberships and subscriptions	275.00
EF064879	20/12/21	NEC Australia Pty Ltd	Professional consultancy services	6,270.00
EF064880	20/12/21	Nestle Australia Ltd	Staff Amenities	126.50
EF064881	20/12/21	Nextmedia Pty Ltd	Memberships and subscriptions	55.00
EF064882	20/12/21	NextTech Learning Pty Ltd	Staff training, development and support	16,720.00
EF064883	20/12/21	Nudge Foundation Ltd	Staff training, development and support	550.00
EF064884	20/12/21	Office Line	Building supplies and hardware	726.00
EF064885	20/12/21	Officeworks	Office stationery and consumables	537.69
EF064886	20/12/21	Parker Black & Forrest Pty Ltd	Building supplies and hardware	175.12
EF064887	20/12/21	Perth Material Blowing Pty Ltd	Parks & gardens materials	22,872.74
EF064888	20/12/21	Pirtek Malaga	Plant and vehicle parts and materials	481.78
EF064889	20/12/21	Plantrite	Parks & gardens plants and trees	16,264.41
EF064890	20/12/21	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	669.24
EF064891	20/12/21	Poolshop Online Pty Ltd	Aquatic chemicals and consumables	2,419.78
EF064892	20/12/21	Pratish Pty Ltd T/A E2 Young Engineers GM Perth	Youth and seniors community activities	550.00
EF064893	20/12/21	Premier Tarps	Plant and vehicle parts and materials	1,969.00
EF064894	20/12/21	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	35,840.14
EF064895	20/12/21	Pro-Am Australia	Aquatic chemicals and consumables	579.58

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
EF064896	20/12/21	Product Recovery Industries Pty Ltd	Tipping Fee	5,077.60
EF064897	20/12/21	Promolab	Marketing and promotional material	385.00
EF064898	20/12/21	Pulse Locating	Parks & gardens contract payments	429.00
EF064899	20/12/21	Quality Nominees Pty Ltd T/A Taman Diamond Tool Solutions	Parks & gardens contract payments	2,717.00
EF064900	20/12/21	Quality Press	Signage and banners	3,832.40
EF064901	20/12/21	Reece Plumbing	Building supplies and hardware	1,360.41
EF064902	20/12/21	Refresh Waters Pty Ltd	Functions and events catering expenses	80.00
EF064903	20/12/21	Rentokil Initial Pty Ltd	Building maintenance and services	1,834.58
EF064904	20/12/21	Repco	Minor Equipment Purchase	4,235.69
EF064905	20/12/21	Richmond Wheel and Castor Co	Plant and vehicle parts and materials	62.11
EF064906	20/12/21	RSEA Pty Ltd	Tools and minor plant	4,135.40
EF064907	20/12/21	Rubber Ramps WA	Parks & gardens contract payments	404.80
EF064908	20/12/21	Ruth Kilpatrick	Youth and seniors community activities	222.00
EF064909	20/12/21	Same Day Mowing	Fire suppression and alarm monitoring	9,988.00
EF064910	20/12/21	Sarah Avalia	Community engagement framework	350.00
EF064911	20/12/21	Schindler Lifts Australia Pty Ltd	Building maintenance and services	268.54
EF064912	20/12/21	ServiceFM Pty Ltd	Building maintenance and services	385.00
EF064913	20/12/21	Shelly Rangimarie Witoko	Functions and events entertainment expenses	300.00
EF064914	20/12/21	Shred-X Pty Ltd	Transport and storage charges	60.72
EF064915	20/12/21	Sigma Chemicals	Aquatic chemicals and consumables	673.20
EF064916	20/12/21	Sitecraft Materials Handling Equipment	Minor Equipment Purchase	852.50
EF064917	20/12/21	Soils Aint Soils Pty Ltd	Parks & gardens materials	175.00
EF064918	20/12/21	Sonic Health Plus Pty Ltd	Medical services and materials	357.50
EF064919	20/12/21	Southern Cross Protection Pty Ltd	Fees and charges	1,517.37
EF064920	20/12/21	Southern Wire Industrial Pty Ltd	Parks & gardens materials	32,065.00
EF064921	20/12/21	Speedo Australia Pty Ltd	Staff uniforms and protective equipment	811.25
EF064922	20/12/21	Sprayline Spraying Equipment	Plant and vehicle parts and materials	461.04
EF064923	20/12/21	St John Ambulance Western Australia Ltd	Staff training, development and support	1,035.90
EF064924	20/12/21	Staros Ntoumenopoulos PTNR Snokleen Dry Cleaners	Building maintenance and services	350.00
EF064925	20/12/21	State Wide Turf Services	Parks & gardens contract payments	27,282.20
EF064926	20/12/21	Statewide Cleaning Supplies Pty Ltd	Depot stores and consumables	951.89
EF064927	20/12/21	Steve's Sand Sifting for Playground Services	Parks & gardens contract payments	7,028.10
EF064928	20/12/21	Stiles Electrical & Communication Services Pty Ltd	Construction and civil works payments	3,745.50
EF064929	20/12/21	Stratagreen	Minor Equipment Purchase	7,942.12
EF064930	20/12/21	Stratco (WA) Pty Ltd	Parks & gardens materials	482.89
EF064931	20/12/21	Syrinx Environmental Pty Ltd	Parks & gardens contract payments	1,980.00
EF064932	20/12/21	T J Depiazzi & Sons	Parks & gardens materials	11,141.79
EF064933	20/12/21	Talis Consultants	Professional consultancy services	4,449.50
EF064934	20/12/21	Tanks For Hire	Equipment hire	630.30
EF064935	20/12/21	Technologically Speaking	Youth and seniors community activities	600.00
EF064936	20/12/21	Technology One Limited	IT network maintenance	4,462.19
EF064937	20/12/21	The Goods Australia	Minor Equipment Purchase	3,656.50
EF064938	20/12/21	The Mighty Booths	Equipment hire	380.00
EF064939	20/12/21	The O'Grady Family Trust T/A Efficient Site Services	Parks & gardens contract payments	1,402.50
EF064940	20/12/21	The Poster Girls	Publications	184.80
EF064941	20/12/21	The Trustee for the Dzozos Family Trust	Parks & gardens contract payments	22,965.25
EF064942	20/12/21	The Young Men's Christian Association of WA Inc	Management fee	19,983.26
EF064943	20/12/21	Thrifty Car Rentals	Insurance excess	2,125.71
EF064944	20/12/21	Tomato & Basil Pizzeria	Functions and events entertainment expenses	89.00
EF064945	20/12/21	Total Packaging (WA) Pty Ltd	Animal supplies & services	16,107.52
EF064946	20/12/21	Total Turf	Parks & gardens materials	2,200.00
EF064947	20/12/21	Town of Victoria Park	Staff leave and entitlement	16,048.98
EF064948	20/12/21	T-Quip	Plant and vehicle purchasing	32,854.85
EF064949	20/12/21	Training Services Australia	Staff training, development and support	330.00
EF064950	20/12/21	TransFolk of WA Incorporated	Youth and seniors community activities	750.00
EF064951	20/12/21	Truck Centre (WA) Pty Ltd	Plant and vehicle repairs	220.37
EF064952	20/12/21	Unisure Assets Pty Ltd T/A Grano Direct	Construction and civil works tools and materials	1,237.72
EF064953	20/12/21	Urban Resources Pty Ltd	Parks & gardens materials	3,494.94
EF064954	20/12/21	Urbaqua Ltd	Professional consultancy services	6,160.00
EF064955	20/12/21	Vaughn J McGuire	Functions and events entertainment expenses	1,100.00
EF064956	20/12/21	Veridian Trust T/A Magoo IT	Youth and seniors community activities	300.00
EF064957	20/12/21	Viking Rentals	Cleaning services	627.00
EF064958	20/12/21	Vorgee Pty Ltd	Kiosk stock	307.23
EF064959	20/12/21	WA Premix	Parks & gardens contract payments	2,872.10
EF064960	20/12/21	LGRCEU	Payroll Payment	881.50
EF064961	20/12/21	Walcott Industries Pty Ltd	Construction and civil works payments	29,628.50
EF064962	20/12/21	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	1,364.15
EF064963	20/12/21	Way Funky Company Pty Ltd	Kiosk stock	5,020.84
EF064964	20/12/21	Wayman Advisory	Professional consultancy services	880.00
EF064965	20/12/21	Weskerb Pty Ltd	Construction and civil works tools and materials	14,950.60

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<i>Payments</i>				<i>\$</i>
EF064966	20/12/21	West Australian Newspapers Ltd	Advertising public notices	152.30
EF064967	20/12/21	Westbooks	Book purchases	86.02
EF064968	20/12/21	Westbuild Products Pty Ltd	Parks & gardens materials	2,128.90
EF064969	20/12/21	Western Resource Recovery	Building maintenance and services	440.00
EF064970	20/12/21	Winc Australia Pty Ltd	Office stationery and consumables	7,708.56
EF064971	20/12/21	Woolworths Ltd (WA)	Refund Catering	287.10
EF064972	20/12/21	Work Clobber	Staff uniforms and protective equipment	1,410.40
EF064973	20/12/21	Workpower Inc	Parks & gardens contract payments	18,511.35
EF064974	20/12/21	Yellow Citrine Pty Ltd	Minor Equipment Purchase	230.00
EF064975	20/12/21	Zettanet Pty Ltd	IT network maintenance	539.00
EF064976	20/12/21	Zircodata Pty Ltd	Document management and archiving	413.47
EF064977	21/12/21	A & J Smith	Commission	722.50
EF064978	21/12/21	Alinta Gas	Gas usage charges	570.20
EF064979	21/12/21	Award Contracting	Parks & gardens contract payments	825.00
EF064980	21/12/21	Ballajura Primary School	Refund bond	1,000.00
EF064981	21/12/21	Bayswater Bowling & Rec Club	Building maintenance and services	148.50
EF064982	21/12/21	Bayswater Lacrosse Club Inc.	Electricity charges (other than street lighting)	624.13
EF064983	21/12/21	Bayswater State Emergency Services	Refund bond	350.00
EF064984	21/12/21	Bayswater/Morley Districts Cricket Club	Parks & gardens contract payments	25,999.46
EF064985	21/12/21	Boral Shared Business Services Pty Ltd	Refund rates overpayment	6,898.02
EF064986	21/12/21	Burswood Property Trust	Refund bond	350.00
EF064987	21/12/21	C U Building Group Pty Ltd	Refund application fee	500.00
EF064988	21/12/21	Cahli M Bowman	Refund Plan Search Fees	77.00
EF064989	21/12/21	Chuong Nguyen	Refund Plan Search Fees	77.00
EF064990	21/12/21	COB - Sundowner Club	Staff superannuation & other deductions	164.00
EF064991	21/12/21	Co-Connect Incorporated	Grants & funding	2,300.00
EF064992	21/12/21	Cosmic Credit Co P/L T/A High Voltage Performers Boutique	Functions and events entertainment expenses	6,820.00
EF064993	21/12/21	Cottage and Engineering Surveys	Professional consultancy services	3,500.00
EF064994	21/12/21	Crystal Gale	Refund swimming lessons	66.00
EF064995	21/12/21	CSW Business Acc	Refund bond	1,386.00
EF064996	21/12/21	Daniel Barber	Staff allowances and reimbursements	421.66
EF064997	21/12/21	Dantagood Inc	Refund bond	1,000.00
EF064998	21/12/21	David Symons	Refund Plan Search Fees	77.00
EF064999	21/12/21	Diabetis WA	Refund bond	998.00
EF065000	21/12/21	Easisalary Pty Ltd	Staff superannuation & other deductions	2,387.76
EF065001	21/12/21	Four D Homes Pty Ltd	Refund residential verge deposit	1,400.00
EF065002	21/12/21	Future Bayswater	Refund bond	500.00
EF065003	21/12/21	Gardoak Pty Ltd T/A 24 Seven Door Services	Parks & gardens contract payments	1,967.90
EF065004	21/12/21	Haleiwa Holdings Pty Ltd	Refund bond	16,150.00
EF065005	21/12/21	Hannah E McClure	Refund Plan Search Fees	77.00
EF065006	21/12/21	Image Extra	Construction and civil works payments	1,441.00
EF065007	21/12/21	International Solutions Group (ISG) Pty Ltd	Functions and events catering expenses	2,189.18
EF065008	21/12/21	Ist Choice Auto Solution Pty Ltd	Refund development application fee	73.50
EF065009	21/12/21	Kirkham Hall Community House	Refund bond	500.00
EF065010	21/12/21	Kris Campbell	Refund bond	350.00
EF065011	21/12/21	Leon R. Allen	Refund entry fee	27.50
EF065012	21/12/21	Leslie Saliou & Bradley John Poynton	Refund residential verge deposit	1,400.00
EF065013	21/12/21	Liam McFadyen	Refund Plan Search Fees	38.50
EF065014	21/12/21	Linda barry	Refund rates overpayment	2,278.44
EF065015	21/12/21	Linda T Nguyen	Refund residential verge deposit	1,400.00
EF065016	21/12/21	Lucy Griffiths	Staff allowances and reimbursements	750.00
EF065017	21/12/21	Lynne Perry	Refund rates overpayment	350.00
EF065018	21/12/21	M & I Romeo	Refund residential verge deposit	1,400.00
EF065019	21/12/21	May McGuire (Whadjuk Aboriginal Elder)	Youth and seniors community activities	1,300.00
EF065020	21/12/21	Menora Playgroup	Refund bond	350.00
EF065021	21/12/21	Michael Day	Commission	1,700.00
EF065022	21/12/21	Nathan Linthorne	Staff allowances and reimbursements	248.75
EF065023	21/12/21	National Trust of Australia (WA)	Refund bond	550.00
EF065024	21/12/21	Old Lira	Staff Amenities	300.00
EF065025	21/12/21	Philip Gresley	Sitting Fee	700.00
EF065026	21/12/21	Pollard Consulting Trust	Refund bond	350.00
EF065027	21/12/21	Public Outdoor Pty Ltd	Construction and civil works payments	9,729.50
EF065028	21/12/21	Raymond Norman & Margherita Leach	Refund residential verge deposit	1,400.00
EF065029	21/12/21	Raymond Norman & Margherita Leach	Refund crossover	1,310.30
EF065030	21/12/21	Recfishwest	Refund bond	350.00
EF065031	21/12/21	RUOK Limited	Donation	208.20
EF065032	21/12/21	Ryan Smith	Refund rates overpayment	517.25
EF065033	21/12/21	Samuel Byun	Refund bond	784.00
EF065034	21/12/21	Sharon Peterkin	Commission	1,355.75
EF065035	21/12/21	Siok H Quek	Refund rates overpayment	625.48

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
EF065036	21/12/21	SM Cheer & Dance	Refund bond	1,000.00
EF065037	21/12/21	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	1,958.75
EF065038	21/12/21	St Columba's School	Refund bond	200.00
EF065039	21/12/21	St John of God Healthcare Mount Lawley	Donation	500.00
EF065040	21/12/21	St Peter's Primary School	Refund bond	350.00
EF065041	21/12/21	Synergy	Electricity charges - Street lighting	161,235.75
EF065042	21/12/21	Telstra	Office telephone and communication expenses	21,765.39
EF065043	21/12/21	Tiffany Ha	Refund bond	250.00
EF065044	21/12/21	Tonkin Industrial Equity Pty Ltd	Refund bond	18,000.00
EF065045	21/12/21	Vicki Tolcon	Refund Plan Search Fees	77.00
EF065046	21/12/21	WA Fibreglass Pools	Refund residential verge deposit	1,400.00
EF065047	21/12/21	Walkers Pest Management Lawn & Garden Services	Pest control	385.00
EF065048	21/12/21	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	1,882.43
EF065049	21/12/21	Wespray on Paving Pty Ltd	Parks & gardens contract payments	13,877.05
EF065050	21/12/21	William Buck Consulting (WA) Pty Ltd	Audit services	13,200.00
EF065051	21/12/21	Wilma Motteram	Commission	323.00
				<hr/>
				8,872,716.47
Cancelled Payments				
EF063529	21/12/21	Payment - EF063529		-66.00
EF063836	13/12/21	Payment - EF063836		-780.00
EF064691	21/12/21	Payment - EF064691		-722.50
				<hr/>
				-1,568.50

City of Bayswater**List of Payment - Trust****for the period 1 December 2021 to 31 December 2021**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
EF064547	06/12/21	D&A Hobson	Refund building application fee	61.65
				<hr/>
				61.65
Cancelled Payments				
				0.00
				<hr/>
				0.00

City of Bayswater

List of Payment - Aged

for the period 1 December 2021 to 31 December 2021

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
Payments				\$
DC000231	09/12/21	Water Corporation	Water usage charges	1,197.26
EF064346	06/12/21	Synergy	Electricity charges (other than street lighting)	273.82
EF064719	22/12/21	Jackson McDonald	Professional consultancy services	3,777.40
				<hr/>
				5,248.48
Cancelled Payments				
				0.00
				<hr/>
				0.00

City of Bayswater

Corporate Credit Card Transactions

For the period: 30-Nov-2021 to 30-Dec-2021

Date	Supplier	Description	Amount
Chief Executive Officer			
12/1/2021	City of Perth parking	Parking	11.11
12/2/2021	Motion Array	Memberships and subscriptions	355.97
12/3/2021	Createsend.com	Memberships and subscriptions	163.90
12/7/2021	Trello.com	Memberships and subscriptions	126.37
12/8/2021	Wondershare	Memberships and subscriptions	14.31
12/13/2021	Facebook	Marketing and promotional material	1,089.02
12/15/2021	Audible Australia	Memberships and subscriptions	16.45
12/17/2021	Bluefit Pty Ltd	Marketing and promotional material	13.00
12/20/2021	CPP State Library	Parking	12.12
12/21/2021	BP Highgate	Fuel	124.21
12/21/2021	The West Australian	Memberships and subscriptions	84.00
12/21/2021	CPP Terrace Road	Parking	12.12
12/22/2021	Company Director	Memberships and subscriptions	605.00
12/22/2021	Long Chim Perth	Conference expenses	184.00
12/23/2021	City of Perth parking	Parking	15.14
12/29/2021	iStock.com	Memberships and subscriptions	207.90
12/29/2021	Luckyorange.com	Memberships and subscriptions	28.04
Card total			3,062.66
Director Community and Development			
12/3/2021	Coates Hire Operations Pty Ltd	Equipment hire	440.57
12/7/2021	Sendgrid	Memberships and subscriptions	129.92
12/14/2021	Qantas	Bayswater Community Concert – Artist fee	4,858.68
12/14/2021	Qantas	Bayswater Community Concert – Artist fee	571.76
12/14/2021	Qantas	Bayswater Community Concert – Artist fee	482.88
12/14/2021	Qantas	Bayswater Community Concert – Artist fee	482.88
12/14/2021	Qantas	Bayswater Community Concert – Artist fee	482.88
12/14/2021	Qantas	Bayswater Community Concert – Artist fee	482.88
12/14/2021	Qantas	Bayswater Community Concert – Artist fee	150.00
12/14/2021	Qantas	Bayswater Community Concert – Artist fee	150.00
12/14/2021	Qantas	Bayswater Community Concert – Artist fee	50.00
12/14/2021	Qantas	Bayswater Community Concert – Artist fee	50.00
12/14/2021	Qantas	Bayswater Community Concert – Artist fee	50.00
12/14/2021	Qantas	Bayswater Community Concert – Artist fee	50.00
12/15/2021	Airport apartments	Bayswater Community Concert – Artist fee	185.84
Card total			8,618.29
Director Major Projects			
12/7/2021	Steam Haus	Catering	72.00
12/17/2021	City of Perth Parking	Parking	5.25
Card total			77.25
Director Corporate and Strategy			
12/3/2021	Amazon	Memberships and subscriptions	161.55
12/6/2021	Zoom	Memberships and subscriptions	23.83
12/7/2021	Dropbox	Memberships and subscriptions	544.50
12/9/2021	Coles Express	Awards	505.50
12/15/2021	Mind jet	Memberships and subscriptions	262.90
Card total			1,498.28
Director Works and Infrastructure			
12/7/2021	WA Spit Roast	Catering	1,367.80
12/13/2021	Rawlinsons Publishing	Staff training, development and support	795.00
12/20/2021	Morley Noranda Recreation Club Inc	Catering	4,980.20
12/24/2021	Officeworks	Furniture purchases	392.00
Card total			7,535.00
Grand Total			20,791.48

**City of Bayswater
Electronic Fund Transfers
for the period 1 December to 31 December 2021**

Date	Description	Amount
		\$
Municipal Account		
01/12/21	NAB Bpay Batch Fee	2.94
01/12/21	Wages	864,768.70
03/12/21	NAB Transact Fee	3.90
03/12/21	NAB Transact Fee	8.90
03/12/21	NAB Transact Fee	64.90
03/12/21	NAB Transact Fee	66.00
04/12/21	Wages	4,326.04
08/12/21	NAB Connect Fee	517.88
09/12/21	NAB Bpay Batch Fee	8.40
13/12/21	New investment	1,100,000.00
14/12/21	NAB Bpay Batch Fee	0.21
14/12/21	Wages	880,095.58
21/12/21	New investment	1,000,000.00
21/12/21	New investment	1,000,000.00
22/12/21	NAB Account Fees	44.21
24/12/21	NAB Bpay Batch Fee	2.31
29/12/21	Wages	866,667.96
31/12/21	NAB Bpay Batch Fee	1,991.55
31/12/21	NAB Merchant Fee	114.17
31/12/21	NAB Merchant Fee	130.15
31/12/21	NAB Merchant Fee	856.88
31/12/21	NAB Merchant Fee	1,389.82
31/12/21	NAB Merchant Fee	1,613.27
		<u>5,722,673.77</u>
Aged Persons Homes Account		
10/12/21	New Investment	1,090,976.71
10/12/21	New Investment	1,240,873.36
13/12/21	Aged care subsidies to Juniper	689,414.91
22/12/21	NAB account fees	0.20
		<u>689,415.11</u>
Total		<u><u>6,412,088.88</u></u>

10.2.6 Investment Report for the Period Ended 31 December 2021

Responsible Branch:	Financial Services
Responsible Directorate:	Corporate and Strategy
Authority/Discretion:	Legislative
Voting Requirement:	Simple Majority Required
Attachments:	1. Investment Register [10.2.6.1 - 1 page] 2. Investment Summary [10.2.6.2 - 1 page] 3. Investment Portfolio [10.2.6.3 - 1 page]

SUMMARY

This report presents the City's Investment Portfolio for the period ended 31 December 2021.

OFFICER'S RECOMMENDATION

That Council receives the Investment Portfolio Report for the period ended 31 December 2021 with investments totalling \$100,515,206.21.

BACKGROUND

The purpose of this report is for Council to note the Investment Portfolio detailed in **Attachment 1**.

In accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, a monthly report on the City's Investment Portfolio is to be presented to Council.

The City's Investment Policy 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).

The City'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	80%

This report is intended to not only meet the City's regulatory and policy obligations, but also to summarise how the City's funds have been invested and with which financial institution.

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

Total investments for the period ended 31 December 2021 were \$100,515,206.21.

Of the total investment portfolio, \$48,346,131.55 is internally restricted and \$5,311,080.51 externally restricted, 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 2021/22 operating and capital expenditure requirements.

LEGISLATIVE COMPLIANCE

Investment Policy applies. It is noted that the City currently has 42% in fossil fuel free investments.

RISK ASSESSMENT

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

Option 1	That Council receives the Investment Portfolio Report for the period ended 31 December 2021 with investments totalling \$100,515,206.21.	
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	Funds have been invested in accordance with the City's Investment Policy.	

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

- Theme: Leadership and Governance
- Goal L4: Communicate in a clear and transparent way.
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

CONCLUSION

That Council receives the Investment Portfolio Report for the period ended 31 December 2021 with investments totalling \$100,515,206.21.

**City of Bayswater
Investment Register
Balance as at 31-Dec-2021**

Investment Number	Bank	Lodgement Date	Maturity Date	Rate %	Principal \$	Accrued Interest \$	Maturity Interest \$	Maturity Amount \$
200620	Bank of Queensland	24/08/21	04/01/22	0.30	3,000,000.00	3,180.82	3,279.45	3,003,279.45
200582	National Australia Bank	29/06/21	11/01/22	0.28	1,264,636.62	1,794.74	1,901.46	1,266,538.08
200583	Bendigo Bank	29/06/21	11/01/22	0.30	2,409,094.87	3,663.14	3,880.95	2,412,975.82
200580	Suncorp Bank	23/06/21	18/01/22	0.32	1,509,552.75	2,527.78	2,766.00	1,512,318.75
200595	Bank of Queensland	27/07/21	25/01/22	0.43	2,769,300.00	5,122.07	5,937.68	2,775,237.68
200625	Westpac Bank	31/08/21	01/02/22	0.27	1,500,000.00	1,353.70	1,708.77	1,501,708.77
200587	Commonwealth Bank	30/06/21	08/02/22	0.37	2,199,196.13	4,101.95	4,971.39	2,204,167.52
200588	Commonwealth Bank	30/06/21	08/02/22	0.37	1,700,000.00	3,170.85	3,842.93	1,703,842.93
200636	National Australia Bank	05/10/21	15/02/22	0.28	1,500,201.37	1,001.23	1,530.62	1,501,731.99
200594	National Australia Bank	27/07/21	22/02/22	0.30	2,298,531.24	2,966.05	3,967.33	2,302,498.57
200622	Bendigo Bank	24/08/21	01/03/22	0.25	2,500,000.00	2,208.90	3,236.30	2,503,236.30
200624	Suncorp Bank	31/08/21	01/03/22	0.30	1,510,796.81	1,514.94	2,259.99	1,513,056.80
200626	Bank of Queensland	31/08/21	08/03/22	0.38	1,500,000.00	1,905.21	2,951.51	1,502,951.51
200623	ING Bank	24/08/21	15/03/22	0.24	3,500,000.00	2,968.77	4,671.78	3,504,671.78
200631	National Australia Bank	21/09/21	22/03/22	0.30	1,000,000.00	830.14	1,495.89	1,001,495.89
200646	Suncorp Bank	26/10/21	22/03/22	0.32	1,500,287.67	868.11	1,933.52	1,502,221.19
200632	Bank of Queensland	28/09/21	29/03/22	0.38	500,268.49	489.58	947.91	501,216.40
200637	National Australia Bank	05/10/21	29/03/22	0.28	600,069.04	400.48	805.57	600,874.61
200638	Bank of Queensland	05/10/21	05/04/22	0.38	2,500,000.00	2,264.38	4,736.99	2,504,736.99
200650	Bank of Queensland	02/11/21	12/04/22	0.42	1,545,437.79	1,049.20	2,863.08	1,548,300.87
200648	Suncorp Bank	26/10/21	19/04/22	0.35	1,600,000.00	1,012.60	2,684.93	1,602,684.93
200642	Suncorp Bank	20/10/21	26/04/22	0.32	2,000,383.56	1,262.71	3,297.07	2,003,680.63
200657	National Australia Bank	16/11/21	03/05/22	0.38	1,100,000.00	515.34	1,923.95	1,101,923.95
200653	Bendigo Bank	09/11/21	10/05/22	0.40	850,000.00	484.38	1,695.34	851,695.34
200659	National Australia Bank	09/12/21	17/05/22	0.48	1,100,000.00	318.25	2,300.05	1,102,300.05
200663	National Australia Bank	21/12/21	24/05/22	0.49	1,000,000.00	134.25	2,067.40	1,002,067.40
200647	Suncorp Bank	26/10/21	31/05/22	0.38	1,400,237.81	962.14	3,163.39	1,403,401.20
200664	National Australia Bank	21/12/21	07/06/22	0.50	1,000,000.00	136.99	2,301.37	1,002,301.37
Muni General Funds Total					46,857,994.15	48,208.70	79,122.61	46,937,116.76
200556	Bendigo Bank	07/04/21	04/01/22	0.35	5,130,993.04	13,185.95	13,382.75	5,144,375.79
200614	Bank of Queensland	17/08/21	15/02/22	0.43	1,014,079.93	1,624.75	2,174.30	1,016,254.23
200627	Bank of Queensland	07/09/21	08/03/22	0.38	2,530,116.66	3,029.21	4,794.05	2,534,910.71
200633	Bank of Queensland	28/09/21	29/03/22	0.38	1,852,573.91	1,812.98	3,510.25	1,856,084.16
200613	National Australia Bank	17/08/21	19/04/22	0.32	5,350,907.12	6,380.04	11,493.46	5,362,400.58
200629	Suncorp Bank	14/09/21	19/04/22	0.32	639,896.67	605.89	1,217.38	641,114.05
200641	National Australia Bank	05/10/21	07/06/22	0.33	476,045.84	374.45	1,054.47	477,100.31
200649	Suncorp Bank	26/10/21	14/06/22	0.38	1,001,841.10	688.39	2,409.36	1,004,250.46
200658	Bendigo Bank	23/11/21	26/07/22	0.47	1,611,303.10	788.43	5,083.33	1,616,386.43
Muni Reserve Total					19,607,757.37	28,490.09	45,119.35	19,652,876.72
200593	Bendigo Bank	20/07/21	18/01/22	0.30	588,266.34	792.95	879.98	589,146.32
200602	Bank of Queensland	10/08/21	08/02/22	0.43	502,920.67	847.25	1,078.32	503,998.99
200628	Bank of Queensland	07/09/21	08/03/22	0.38	856,886.71	1,025.92	1,623.62	858,510.33
200654	Bendigo Bank	09/11/21	10/05/22	0.40	1,019,881.28	581.19	2,034.17	1,021,915.45
200640	National Australia Bank	05/10/21	07/06/22	0.33	491,828.28	386.86	1,089.43	492,917.71
200643	National Australia Bank	19/10/21	21/06/22	0.32	810,886.41	518.97	1,741.74	812,628.15
200644	National Australia Bank	19/10/21	21/06/22	0.32	439,666.98	281.39	944.38	440,611.36
200662	Bendigo Bank	14/12/21	16/08/22	0.48	600,743.84	134.30	1,935.55	602,679.39
Trust Specific Total					5,311,080.51	4,568.83	11,327.20	5,322,407.71
200589	Bendigo Bank	07/07/21	11/01/22	0.30	866,236.26	1,260.20	1,338.51	867,574.77
200603	Suncorp Bank	10/08/21	08/03/22	0.32	1,428,709.56	1,791.17	2,630.39	1,431,339.95
200630	Bank of Queensland	20/09/21	22/03/22	0.38	1,277,031.23	1,356.10	2,433.01	1,279,464.24
200598	National Australia Bank	03/08/21	05/04/22	0.31	630,486.06	803.22	1,311.93	631,797.99
200635	Suncorp Bank	28/09/21	03/05/22	0.32	2,247,168.39	1,851.91	4,275.16	2,251,443.55
200655	Bank of Queensland	09/11/21	07/06/22	0.45	811,601.30	520.31	2,101.27	813,702.57
200645	Suncorp Bank	19/10/21	21/06/22	0.34	624,047.84	424.35	1,424.20	625,472.04
200651	Bank of Queensland	02/11/21	21/06/22	0.45	603,854.74	439.24	1,719.75	605,574.49
200652	Westpac Bank	02/11/21	05/07/22	0.44	1,530,044.56	1,088.22	4,518.87	1,534,563.43
Aged General Funds Total					10,019,179.94	9,534.73	21,753.08	10,040,933.02
200581	National Australia Bank	22/06/21	18/01/22	0.30	43,607.12	68.82	75.27	43,682.39
Aged Mertome Gardens Total					43,607.12	68.82	75.27	43,682.39
200616	Bank of Queensland	24/08/21	22/02/22	0.40	1,069,556.64	1,512.03	2,133.25	1,071,689.89
200660	National Australia Bank	09/12/21	21/06/22	0.51	1,240,873.36	381.44	3,363.62	1,244,236.98
Aged Prudential Requirements Reserve Total					2,310,430.00	1,893.47	5,496.87	2,315,926.87
200596	Suncorp Bank	27/07/21	25/01/22	0.30	950,221.38	1,226.18	1,421.43	951,642.81
200600	National Australia Bank	03/08/21	05/04/22	0.31	3,863,757.57	4,922.32	8,039.79	3,871,797.36
200634	Suncorp Bank	28/09/21	03/05/22	0.32	4,000,000.00	3,296.44	7,609.86	4,007,609.86
200639	National Australia Bank	05/10/21	07/06/22	0.33	2,045,419.42	1,608.88	4,530.74	2,049,950.16
200656	Bank of Queensland	09/11/21	21/06/22	0.45	4,414,782.04	2,830.30	12,192.06	4,426,974.10
200661	National Australia Bank	09/12/21	09/08/22	0.56	1,090,976.71	368.24	4,067.40	1,095,044.11
Aged General Reserve Total					16,365,157.12	14,252.35	37,861.28	16,403,018.40
Total					100,515,206.21	107,016.98	200,755.66	100,715,961.87

**City of Bayswater
Investment Summary
Balance as at 31-Dec-2021**

Investments By Maturity Date

Maturity Dates	Principal	Portfolio %	Number of Investments
Less than 30 days	\$18,531,908.38	18%	10
Between 30 days and 60 days	\$15,795,282.79	16%	10
Between 61 days and 90 days	\$16,545,943.27	16%	11
Between 91 days and 180 days	\$44,809,003.56	45%	28
Between 181 days and 1 year	\$4,833,068.21	5%	4
Total	\$100,515,206.21	100%	63

Allocation of Investments

S&P Rating (Short-term)	Bank	Amount Invested	Amount Invested %	Threshold %
A-1+	National Australia Bank	\$27,347,893.14	27%	45%
A-1+	Westpac	\$3,030,044.56	3%	45%
A-1+	Commonwealth Bank	\$3,899,196.13	4%	45%
A-1	Suncorp	\$20,413,143.54	20%	35%
A-2	Bank of Queensland **	\$26,748,410.11	27%	30%
A-2	Bendigo Bank **	\$15,576,518.73	15%	30%
A-2	ING	\$3,500,000.00	3%	30%
Total		\$100,515,206.21	100%	

** Fossil fuel free investment

**City of Bayswater
Investment Portfolio
Balance as at 31 December 2021**

Source	Description	Total \$	Internally restricted \$	Externally restricted \$
Municipal	Investment - CoB General Funds	46,857,994.15	-	-
	Investment - CoB Reserve	19,607,757.37	19,607,757.37	-
	Investment - Trust	5,311,080.51	-	5,311,080.51
Sub Total		71,776,832.03	19,607,757.37	5,311,080.51
Aged	Investment - Aged General Funds	10,062,787.06	10,062,787.06	-
	Investment - Prudential Requirements Reserve	2,310,430.00	2,310,430.00	-
	Investment - Aged General Reserve	16,365,157.12	16,365,157.12	-
Sub Total		28,738,374.18	28,738,374.18	-
Grand Total		100,515,206.21	48,346,131.55	5,311,080.51

10.2.7 Donations Granted Under Delegated Authority for the Months of November and December 2021

Responsible Branch:	Financial Services
Responsible Directorate:	Corporate and Strategy
Authority/Discretion:	Information Purposes
Voting Requirement:	Simple Majority Required
Attachments:	1. Donation Requests for November and December 2021 [10.2.7.1 - 1 page]

This report presents the list of donations made under delegated authority for the months of November and December 2021.

OFFICER'S RECOMMENDATION

That Council receives this status report on the donations granted under delegated authority for the months of November and December 2021 as contained in Attachment 1.

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

A list of donations granted under delegated authority for the months of November and December 2021 is attached for Councillors' information (Attachment 1).

LEGISLATIVE COMPLIANCE

Community Grants Policy applies.

RISK ASSESSMENT

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

Officer's Recommendation	That Council receives this status report on the donations granted under delegated authority for the months of November and December 2021 as contained in <u>Attachment 1</u>.	
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	The risks for receiving the report on donations in accordance with Council's Community Grants Policy are considered to be low.	

FINANCIAL IMPLICATIONS

The Donations allocation in the 2020/21 Budget is \$30,000.00. To date, \$10,699.65 has been expended during the 2020/21 financial year.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L1: Engage the community in a meaningful way. Provide opportunities for the community to have their say and consider their views when making decisions.

Goal L2: Plan and deliver projects and services in a sustainable way. Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

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 November and December 2021, as contained in **Attachment 1**.

REQUESTS FOR DONATIONS GRANTED UNDER DELEGATED AUTHORITY

ORGANISATIONS

Name	Purpose of Organisation	Reason for Request	Previous donations granted (date and amount)	Amount of Donation
Camboon Primary School	School	50-Year Celebrations	Nil.	\$873.40
Noranda Junior Football Club	Sporting Club	Year 11/12 Girls Preseason Football Development Camp	Nil.	\$2000.00
St John of God Hospital	Hospital	Fundraising event with all proceeds going to 55 Central	Nil.	\$500.00
Rotary Club of West Perth	Club	Tickets provided to underprivileged children living in the City of Bayswater to attend the World Festival of Magic Event	October 2020 - \$300.00 December 2017 - \$300.00 2016 - \$300.00 2015 - \$300.00 2009-2014 - \$250.00 2006 - 2008 - \$150.00 1997 - 2005 - \$250.00	\$300.00
				\$3,673.40

Total for November/December 2021 \$3,673.40

10.2.8 Annual Review of Delegations Register

Responsible Branch:	Governance and Strategy
Responsible Directorate:	Corporate and Strategy
Authority/Discretion:	Legislative
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>
Attachments:	<ol style="list-style-type: none"> Attachment 1 - Annual Review Delegated Authority Register [10.2.8.1 - 80 pages] Attachment 2 City of Bayswater Delegated Authority Register sho [X2C5] [10.2.8.2 - 80 pages]
Refer:	Item 10.2.6: OCM 24.11.2020

SUMMARY

For Council to undertake the annual review of delegations to the Chief Executive Officer.

OFFICER'S RECOMMENDATION**That Council:**

- In accordance with section 5.46 of the *Local Government Act 1995* (WA), adopts the amendments to the annual review of the Delegated Authority Register as outlined in Attachment 1 to this report, including the introduction of a new sub-delegation for writing off minor debts, and a new delegation for declaring a vehicle to be an abandoned wreck;
- Notes the administrative amendments undertaken in 2021 under the authority granted by Council at its Ordinary Meeting of 24 November 2020 and;
- Authorises the Chief Executive Officer (CEO) to continue to make administrative amendments to the sub-delegations, which do not alter the powers delegated to the CEO as set out in the Delegated Authority Register.

BACKGROUND

Section 5.42 of the *Local Government Act 1995* (the Act) permits local governments to delegate certain functions to the Chief Executive Officer (CEO). There are several related Acts which authorise the CEO and designated officers to perform specific enforcement functions.

Section 5.46 of the Act also requires that at least once every financial year, delegations are to be reviewed by the delegator (Council), and the review also provides an opportunity to undertake a review of the delegations made to the Chief Executive Officer under other legislation.

The last such review was endorsed by Council on 24 November 2020, where the following was resolved:

“That Council:

- Adopts the amendments to the Delegated Authority Register as outlined in the Instrument of Delegation contained in Attachment 1 to this report.*
- Authorises the Chief Executive Officer to make administrative amendments which do not alter the powers delegated in the Delegated Authority Register.”*

EXTERNAL CONSULTATION

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

OFFICER'S COMMENTS

Review of Existing Delegations

All existing delegations are still valid and therefore no deletions are proposed.

Proposed New Sub Delegation

Section 6.12 of the *Local Government Act 1995* gives local governments the power to defer, grant discounts, waive or write off debts:

"6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —*
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
 - (b) waive or grant concessions in relation to any amount of money; or*
 - (c) write off any amount of money, which is owed to the local government.*

** Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power."*

Delegation FM-D05 currently allows the CEO to grant a waiver or concession up to \$500 and to write off debts up to \$1,000. There is currently a sub-delegation to the Director of Corporate and Strategy to grant a waiver or concession up to \$500 and to write off debts up to \$1,000. The conditions on the write off of debts for both positions currently excludes 'rates or other charges' and in the interests of clarity it is proposed that this is amended to exclude 'rates, swimming pool or waste related charges' which cannot be written off under legislation.

In the interests of administrative efficiency, an additional sub-delegation is proposed to allow the Manager Financial Services to write off sums of less than \$5. No sub-delegation for granting of a waiver or concession is sought or required for this position. All minor write-offs by the Manager Financial Services will be reported through the Audit and Risk Management Committee in the same manner as currently.

Proposed New Delegation

Declaring an abandoned vehicle wreck

Currently, there is no delegation in place to declare a vehicle to be an abandoned vehicle wreck. The introduction of such a delegation is considered supportable for administrative efficiency as Council approval for disposal of such a vehicle would be required if such a situation was to eventuate.

A comparison of the *sampled* local governments (LGs) that have or do not have this delegation is shown below:

LGs that have delegation to declare a vehicle an abandoned car wreck	Armadale, Canning, Kwinana, Vincent and Wanneroo
LGs that do not have delegation to declare a vehicle an abandoned car wreck	Belmont, Joondalup, Kalamunda, Perth, Stirling and Swan

Section 3.40A (4) of the *Local Government Act 1995* authorises local governments to declare an abandoned vehicle wreck, subject to the notice periods as below:

“3.40A Abandoned vehicle wreck may be taken

- (4) If —*
 - (a) after 7 days from the removal of a vehicle under subsection (1), the owner of the vehicle has not been identified; or*
 - (b) after 7 days from being given notice under subsection (2), the owner of the vehicle has not collected the vehicle, the local government may declare that the vehicle is an abandoned vehicle wreck.”*

Regulation 29A of the *Local Government (Functions and General) Regulations 1996* defines an abandoned vehicle wreck as having a prescribed value of less than \$500.

It is proposed that a new delegation “COP-D04 – Declaring a Vehicle to be an Abandoned Vehicle Wreck” is introduced and sub-delegated to the:

- Director Community and Development
- Manager Rangers and Security

This proposed new delegation “COP-DO4 – Declaring a Vehicle to be an Abandoned Vehicle Wreck” along with the proposed new sub delegation to “FM-D05 – Granting Concessions and Write Offs” is shown with marked up changes in **Attachment 2**.

Recent Administrative Amendments

When minor or administrative amendments are made to the register, they are captured in the amendments table at the end of the document. A complete list of all the amendments undertaken in 2021 is included in **Attachment 1**.

Council may wish to note that a number of those amendments in 2021 were influenced by:

- The ongoing work of the State Government through METRONET and the Tonkin Gap Projects;
- Key issues identified through internal and external audits/reviews;
- Outcomes from internal service reviews;
- Realignment of the organisation to deliver against Council and community objectives in relation to environmental sustainability, waste management and emission reductions;
- Refocussing of some operational areas for greater alignment with the Strategic Community Plan; and
- Improved planning and reporting.

As a result, a number of position titles that carry financial delegation have been amended.

These positions include:

- Director Major Projects and Commercial Activities;
- Principal Advisor Business Strategy;
- Principal Asset and Mapping Services;
- Principal Community Engagement;
- Principal Communications and Marketing;

- Principal Design and Traffic Engineer;
- Principal Engineer Major Projects;
- Principal Library and Customer Services;
- Principal Strategic Planning and Place;
- Executive Assistant to the CEO;
- Manager Development and Place;
- Manager Environmental Health and Statutory Building;
- Manager Engineering and Spatial Services;
- Manager Governance and Strategy;
- Manager Sustainability, Environment and Waste; and
- Manager Recreation and Commercial Activities.

The updating of these position titles in the Delegation Register is considered to be of a minor or administrative nature, as they are sub-delegations from the CEO for operational purposes and do not alter the existing limits of the authority granted by Council. These types of amendments can be made throughout the year in accordance with the following resolution (in part) from the Ordinary Council Meeting of 24 November 2020:

“2. Authorises the Chief Executive Officer to make administrative amendments, which do not alter the powers delegated in the Delegated Authority Register.”

Amendments were also made to provide delegated authority to a small number of positions due to corporate realignment and internal changes in branch structure.

An internal process was undertaken to review current delegations and their appropriateness in allowing the organisation to be responsive, timely and efficient, and allowing Council to focus on strategic matters, and feedback from that process have been included in the latest review, as per **Attachment 1**.

Council may wish to note that delegations to committees are the subject of a separate report which was provided to the 7 December 2021 Ordinary Council Meeting.

LEGISLATIVE COMPLIANCE

The following legislation relates to the functions, which can be delegated to the CEO by Council, and the requirement to maintain records of those delegated functions:

- *Sections 5.18, 3.40 (A), 5.46 and 6.12 of the Local Government Act 1995*
- *Regulation 29A of the Local Government (Functions and General) Regulations 1996*

The authority granted to the CEO and other positions for carrying out specific enforcement functions is covered under the following legislation:

- *Building Act 2011;*
- *Bush Fires Act 1954;*
- *Cat Act 2011;*
- *Control of Vehicles (Off-Road Areas) Act 1978;*
- *Dog Act 1976;*
- *Food Act 2008;*

- *Health (Miscellaneous Provisions) Act 1911*; and
- *Local Government (Miscellaneous Provisions Act 1960)*.

RISK ASSESSMENT

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

Officer's Recommendation	That Council: <ol style="list-style-type: none"> 1. In accordance with section 5.46 of the <i>Local Government Act 1995</i> (WA), adopts the amendments to the annual review of the Delegated Authority Register as outlined in <u>Attachment 1</u> to this report, including the introduction of a new sub-delegation for writing off minor debts, and a new delegation for declaring a vehicle to be an abandoned wreck; 2. Notes the administrative amendments undertaken in 2021 under the authority granted by Council at its ordinary meeting of 24 November 2020 and; 3. Authorises the Chief Executive Officer to continue to make administrative amendments to the sub-delegations, which do not alter the powers delegated to the CEO as set out in the Delegated Authority Register. 	
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 meets the legislative requirements for the annual review of the Authority Register, introduces a new sub-delegation and a new delegation, and provides continued authority for the CEO to make minor administrative changes to delegations as required.	

Option 2	That Council: <ol style="list-style-type: none"> 1. In accordance with section 5.46 of the <i>Local Government Act 1995</i> (WA), adopts the amendments to the annual review of the Delegated Authority Register as outlined in <u>Attachment 1</u> to this report, including the introduction of a new sub-delegation for writing off minor debts, and a new delegation for declaring a vehicle to be an abandoned wreck, with further modifications as determined by Council; 2. Notes the administrative amendments undertaken in 2021 under the authority granted by Council at its ordinary meeting of 24 November 2020; and 3. Authorises the Chief Executive Officer to continue to make administrative amendments to the sub-delegations, which do not alter the powers delegated to the CEO as set out in the Delegated Authority Register. 	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependant on the modifications as determined by Council.
Reputation	Low	
Governance	Low	
Community and Stakeholder	Moderate	

Financial Management	Low
Environmental Responsibility	Low
Service Delivery	Low
Organisational Health and Safety	Low
Conclusion	This option meets the legislative requirements for the annual review of the Authority Register, introduces a new sub-delegation and new delegation for administrative efficiency and provides continued authority for the CEO to make minor administrative changes to delegations as required, as well as providing for Council to make any additional amendments. The risks will depend on what amendments are made.

Option 3	That Council does not adopt the amendments to the Delegated Authority Register as outlined in the Instrument of Delegation contained in Attachment 1 to this report.	
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	The City is required to review its Delegated Authority Register annually. Not accepting any of the proposed changes may moderately increase the governance risk as the recommendations are based on operational requirements.	

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way. Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

CONCLUSION

The annual review of delegations is a legislative requirement to assist in maintaining good corporate governance and compliance through effective decision making.

It is recommended that Council notes the administrative changes made during 2021 and provides continued authority for the CEO to make such administrative changes, approves the proposed new sub-delegation for the Manager Financial Services to write off non-recoverable debts up to \$5, and also approves the new delegation for the Director Community and Development and Manager Rangers and Security to declare a vehicle to be an abandoned wreck.



City of Bayswater Delegated Authority Register - December 2021

REVIEW

Reviewed by	Date approved	References
Council	11 Dec 2018	Adopted by Council at the OCM on 11 December 2018. item 10.3.1
Council	3 Dec 2019	Adopted by Council at the OCM on 3 December 2019. Item 10.2.2
Council	24 Nov 2020	Adopted by Council at the OCM on 24 November 2020. Item 10.2.6

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DRAFT

INTRODUCTION

Introduction

Register of Delegation of Authority

Section 5.42 of the Local Government Act 1995 (the Act) allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act (other than those under s5.43). The local government may also delegate the exercise of any of its powers to Committees pursuant to section 5.16, other than those under Section 5.17(1).

All delegations made by the Council must be by absolute majority decision.

The Act allows for the Chief Executive Officer to delegate any of their powers to another employee, this must be done in writing. The Act allows for the Chief Executive Officer to place conditions on any delegations if required.

A register of delegations, being this manual, relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

If a person is exercising a power or duty that they have been delegated, the Act requires them to keep necessary records to the exercise of the power or discharge of the duty. The written record is to contain:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

In addition to delegations made in accordance with the Local Government Act 1995, a number of delegations are also made to the Chief Executive Officer, or directly to other officers in some instances, in accordance with the provisions of other legislation.

The aim of the delegated authority register is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the City's commitment to a strong customer service focus.

Each instrument of delegation describes the function being delegated and the relevant statutory reference which is the source of power for the exercise of the function. Also included is a reference to related documents such as policies of the Council which may provide guidance in the exercise of the delegation.

This delegated authority register will be reviewed in accordance with the Act on an annual basis.

Standard Conditions of all delegations

All delegations contained in this instrument are subject to the following standard conditions:

- All delegated authority shall be exercised -
 - In line with all laws and regulations in force in Western Australia.
 - In accordance with any budget authority where applicable.
 - In accordance with the City of Bayswater's relevant policies and local laws.
- Delegated authority cannot be exercised where a financial interest or interest affecting impartiality is evident.

Background

This document is the new instrument of delegation, for the statutory powers and duties of Council formally delegated to the CEO and replaces the instrument endorsed by Council on 24 November 2020. It is noted that delegation of authority under the Planning and Development Act 2005, the Planning and Development (Local Planning Schemes) Regulations 2015 and the City of Bayswater's Town Planning Schemes are not contained in this document and are approved separately.

DRAFT

DELEGATIONS

Delegation	BA-D01 Building Act 2011 Authorised Persons
Category	Building
Delegator	Council
Express power or duty delegated	Authority, under section 96(3) of the <i>Building Act 2011</i> , to designate a person employed by the local government as an authorised person for the purposes of the Building Act 2011 in relation to buildings and incidental structures located, or proposed to be located, in the district of the City of Bayswater.
Delegates	CEO
Conditions	Only a person employed by the local government under the <i>Local Government Act 1995</i> section 5.36 can be designated an authorised person for the <i>Building Act 2011</i> . The designation of an authorised person must be in writing
Statutory framework	<i>Building Act 2011</i> s.96(3) Authorised persons s.127 Delegation: special permit authorities and local governments <i>Local Government Act 1995</i> s.5.36
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 OCM 11 December 2018 Review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6
Last reviewed	24 November 2020

Delegation	BA-D02 Building Act 2011 Applications for building or demolition permits and Applications for occupancy permits and other certificates
Category	Building
Delegator	Council
Express power or duty delegated	<p>Authority to approve or refuse to grant or modify building and demolition permit applications under Part 2- Division 2 of the Building Act 2011.</p> <p>Authority to approve or refuse to grant or modify occupancy permits, building approval certificates, certificates of building compliance, certificates of construction compliance and certificates of design compliance under Part 4 of the Building Act 2011.</p>
Delegates	CEO
Conditions	Nil
Subdelegates	<p>Coordinator Statutory Building</p> <p>Director Community and Development</p> <p>Manager Building Works</p> <p>Manager Environmental Health and Statutory Building</p>
Statutory framework	<p><i>Building Act 2011</i></p> <p>Part 2- Division 2 — Applications for building or demolition permits</p> <p>Part 4- Occupancy permits and building approval certificates</p> <p>Section 127 -Delegation special permit authorities and local governments</p>
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>Amended OCM 14 Nov 2018</p> <p>ECM Reference 3053376</p> <p>OCM 03 December 2019 Agenda Item 10.2.2.</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
14 Oct 2021	Amended delegation	Added delegation BA-D02 Building Act 2011 Applications for Building or Demolition Permits and applications for Occupancy Permits and other certificates to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

DRAFT

Delegation	BA-D03 Building Act 2011 Making, Revoking and Enforcing Building Orders
Category	Building
Delegator	Council
Express power or duty delegated	Authority, under Part 8 Division 5 of the <i>Building Act 2011</i> , to make or revoke a building order and to give effect to a building order if non compliance occurs.
Delegates	CEO
Conditions	Nil
Subdelegates	Director Community and Development
Statutory framework	<i>Building Act 2011</i> Part 8- Division 5- Enforcement — Building orders Section 127 Delegation: special permit authorities and local governments
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 Amended OCM 14 Nov 2017 ECM Reference 3053376 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	BA-D04 Building Act 2011 Commence a prosecution
Category	Building
Delegator	Council
Express power or duty delegated	Authority, under Part 12, Division 1, of the <i>Building Act 2011</i> , to commence a prosecution for an offence against this Act
Delegates	CEO
Conditions	Nil
Subdelegates	Coordinator Statutory Building Director Community and Development Manager Building Works Manager Environmental Health and Statutory Building
Statutory framework	<i>Building Act 2011</i> Part 12 - , Division 1- General provisions about legal proceedings Section 127 Delegation- special permit authorities and local governments
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 Amended OCM 14 Nov 2017 ECM Reference 3053376 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
14 Oct 2021	Amended delegation	Added delegation BA-D04 Building Act 2011 Commerce a prosecution to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

Delegation	BA-D05 Building Act 2011 -Extension of time for permit
Category	Building
Delegator	Council
Express power or duty delegated	Authority, under regulation 24 of the <i>Building Regulations 2012</i> to extend the time during which a building permit or a demolition permit has effect. Authority, if an extension of time is granted, to impose any condition on the building permit or a demolition permit that could have been imposed under section 27 of the Act.
Delegates	CEO
Conditions	Nil
Subdelegates	Coordinator Statutory Building Director Community and Development Manager Building Works Manager Environmental Health and Statutory Building
Statutory framework	<i>Building Act 2011</i> s32(3) Duration of building or demolition permit s.27 Conditions imposed by permit authority s.127 Delegation: special permit authorities and local governments <i>Building Regulations 2012</i> Regulation 24 - Extension of time during which permit has effect (s. 32(3))
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 Amended OCM 14 Nov 2017 ECM Reference 3053376 OCM 11 December 2018 OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
14 Oct 2021	Amended delegation	Added delegation BA-D05 Building Act 2011 Extension of time for permit to amended position of Manager Environmental Health and Statutory Services.	Administrative Change

Delegation	BFA-D01 Bush Fires Act 1954 General Powers and Duties
Category	Miscellaneous
Delegator	Council
Express power or duty delegated	Authority to perform the functions of the local government under the <i>Bush Fires Act 1954</i> . These powers include, but are not necessarily limited to the prosecution of offences and the appointment of bush fire control officers.
Delegates	CEO
Conditions	There is no power under this Act for the CEO to further sub-delegate their powers.
Statutory framework	<i>Bush Fires Act 1954</i> Section 48(1) Delegation by Local Government
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	CA-D01 Cat Act 2011 General Powers and Duties
Category	Cats
Delegator	Council
Express power or duty delegated	The CEO is delegated authority to exercise the powers or discharge the duties of the local government under the <i>Cat Act 2011</i> , including the power to delegate to any employee the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under another provision of this Act
Delegates	CEO
Conditions	<p>The powers sub-delegated to the Director Community and Development and Manager Rangers and Security are limited to</p> <ul style="list-style-type: none"> • Power to give a cat control notice to a person who is the owner of a cat. • Power to cancel the registration of a cat . • Power to refuse an application for the grant or renewal of an approval to breed cats. • Power to cancel an approval to breed cats. • Power to issue a new certificate to an approved cat breeder if satisfied that a certificate has been stolen, lost, damaged or destroyed. • Power to withdraw an infringement notice. • Power to grant extension of time of infringement notice. • Power to cause a cat to be destroyed.
Subdelegates	Director Community and Development Manager Rangers and Security
Statutory framework	Cat Act 2011 section 44, Section 45, section 64
Policy	Disposal of Unclaimed Animals Policy
Date adopted	12 September 2017
Adoption references	<p>OCM 12 September agenda item 11.3 ECM Ref: 3034906 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	COP-D01 Withdraw an infringement notice
Category	Local Government Act 1995 -CEO Original Powers
Delegator	CEO
Express power or duty delegated	Within one year after the notice was given the CEO of the local government may, whether or not the modified penalty has been paid, withdraw an infringement notice by sending to the alleged offender a notice in the prescribed form stating that the infringement notice has been withdrawn.
Delegates	Director Community and Development Manager Rangers and Security
Conditions	Nil
Statutory framework	<i>Local Government Act 1995</i> section 9.20 section 5.44
Policy	Nil
Date adopted	6 November 2017
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	COP-D02 Power to certify that a document is a true copy
Category	Local Government Act 1995 -CEO Original Powers
Delegator	CEO
Express power or duty delegated	Authority to certify a copy of a local law of any other document of or adopted by the local government is a true copy, for the purposes of Part 9 -Division 2-Subdivision 4 (Evidence in legal proceedings) of the <i>Local Government Act 1995</i> .
Delegates	Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure
Conditions	Authorised employee, in the context of certifying a copy of a local law of a local government; or any other document of or adopted by it, to be a true copy, means an employee of the local government who is authorised to so certify either by the CEO, or a person acting with CEO's authority; certified copy means a copy that is certified by an authorised employee to be a true copy.
Statutory framework	<i>Local Government Act 1995</i> Section 9.31 Section 5.44
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Delegates list. Removed position of Director Major Projects from Delegates list.	Administrative Change

Delegation	COP-D03 Proving ownership, occupancy, and other things by certificate
Category	Local Government Act 1995 -CEO Original Powers
Delegator	CEO
Express power or duty delegated	Evidence as to whether anything — (a) is within a local government's district; or (b) belongs to a local government; or (c) is vested in, or is under the care, control, or management of, a local government, may be given by tendering a certificate signed by the CEO of the local government, or an employee of the local government who purports to be authorised by the CEO to so sign, and containing a statement as to the matter about which evidence is sought to be given.
Delegates	Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure
Conditions	Nil
Statutory framework	<i>Local Government Act 1995</i> Section 9.41 Section 5.44
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Delegates list. Removed position of Director Major Projects from Delegates list.	Administrative Change

Delegation	COP-D04 Declaring a vehicle to be an abandoned vehicle wreck (DRAFT)
Category	Local Government Act 1995 -CEO Original Powers
Delegator	Chief Executive Officer
Express power or duty delegated	Authority to declare a vehicle to be an abandoned vehicle wreck
Delegates	CEO
Subdelegates	Director Community and Development Manager Rangers and Security
Subdelegate conditions	If after seven days from the removal of a vehicle deemed to be an abandoned wreck the owner of the vehicle has not been identified or collected the vehicle the local government may declare that the vehicle is an abandoned vehicle wreck.
Statutory framework	Local Government Act 1995 Section 3.40A(4) Abandoned vehicle wreck may be taken
Policy	Nil

DRAFT

Delegation	COVA-D01 Control of Vehicles (Off-road Areas) Act 1978 General powers and duties
Category	Miscellaneous
Delegator	Council
Express power or duty delegated	The CEO is authorised, as a fit and proper person, to exercise the powers or discharge the duties of the local government under the <i>Control of Vehicles (Off- Road Areas) Act 1978</i> .
Delegates	CEO
Conditions	There is no capacity to sub-delegate under this Act.
Statutory framework	<i>Control of Vehicles (Off-road Areas) Act 1978</i> Section 5 - Local government's functions
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 OCM 11 December 2018 OCM 03 December 2019 Agenda Item 03 December 2019 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	CPCGA-D01 Caravan Parks and Camping Grounds Act 1995 Temporary Accommodation
Category	Miscellaneous
Delegator	Council
Express power or duty delegated	Authority, under regulation 11, to grant approval to a person to camp on land other than at a caravan park or camping ground.
Delegates	CEO
Conditions	There is no capacity to sub delegate under the <i>Caravan Parks and Camping Grounds Act 1995</i> . Approval to be for a maximum of 3 months in total.
Statutory framework	<i>Caravan Parks and Camping Grounds Act 1995</i> s.28 <i>Caravan Parks and Camping Grounds Regulations 1997</i> Regulation 6 and Regulation 11
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 OCM 11 December 2018 OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	DA-D01 Dog Act 1976 General Powers and Duties
Category	Dogs
Delegator	Council
Express power or duty delegated	The CEO is delegated authority to exercise all powers and discharge all duties of the local government under the <i>Dog Act 1976</i> including the appointment of authorised persons. The CEO is authorised to further delegate these powers and duties in line with the Act.
Delegates	CEO
Conditions	<p>The powers sub-delegated to the Director Community and Development and Manager Rangers and Security are limited to the following -</p> <ul style="list-style-type: none"> • The power to grant an exemption to the local law limit on the number of dogs per premise. • Power under regulations 35(5) to withdraw an infringement notice • Power to direct the registration officer to refuse or cancel a registration if certain conditions listed in the act apply. • Power to give written notice to the owner that the dog cannot be registered, if no application for a registration is made, and if certain conditions listed in the act apply, • Power to cause a dog to be destroyed at the request of the owner of that dog, whether or not the dog has been seized or detained. • Power to grant a licence for an approved kennel establishment • Power to declare an individual dog to be a dangerous dog • Power to revoke a declaration that a dog is a dangerous dog
Subdelegates	Director Community and Development Manager Rangers and Security
Statutory framework	Dog Act 1976 Section 10AA- Delegation of local government powers and duties Section 29-Power to seize dogs
Policy	Disposal of Unclaimed Animals Policy
Date adopted	12 September 2017
Adoption references	OCM 12 Sept 2017 Agenda Item 11.3 ECM Ref: 3034906 OCM 11 December 2018 OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	EF-D01 Authorised People- Local Government Act 1995
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	<p>Authority, under section 9.10, to appoint persons or classes of persons as authorised persons for the purpose of exercising the powers and duties of an authorised person as set out in the Local Government Act 1995. The powers of an authorised person include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> • Entering property, as per section 3.31; • Removing, impounding and disposing of goods as per sections 3.39 to 3.48; • Requiring the name, address and date of birth of a person breaching the Act as per section 9.11; and • Issuing infringement notices as per section 9.16. <p>Authority, under section 3.24, to expressly authorise a person to exercise the powers of local government for certain provisions about land. The powers of a person so authorised include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> • Entering land to perform any function of the local government under the Act as per section 3.28; • Giving notice of entry as per section 3.32; • Seeking and executing an entry under warrant as per section 3.33; • Executing entry in an emergency as per section 3.34; • Giving notice and effecting entry by opening a fence as per section 3.36.
Delegates	CEO
Conditions	In line with the requirements of the Act, a certificate of authorisation is to be issued to each authorised person stating the authority that has been granted.
Statutory framework	<p>Local Government Act 1995</p> <p>s3.24 Authorising persons Part 3, Division 3, Subdivision 2 - (certain provisions about land)</p> <p>s9.10 Appointment of authorised officers</p> <p>s.5.42. Delegation of some powers and duties to CEO</p>
Policy	TBA
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	EF-D02 Execution of Documents
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	<p>Authority, under section 9.49A(2), to authorised the affixing of the common seal to any document.</p> <p>Authority, under section 9.49A(4) for the chief executive officer, to sign any documents, on behalf of the local government, that are necessary or appropriate to be signed in carrying out the Chief Executive Officer's functions under the Local Government Act 1995.</p>
Delegates	CEO
Conditions	<p>The common seal of the local government must be affixed to a document in the presence of —</p> <ul style="list-style-type: none"> • the Mayor; and • the Chief Executive Officer or a senior employee authorised by the Chief Executive Officer. <p>The Mayor and Chief Executive Officer are authorised to affix and sign all documents to be executed under the common seal; however, in the absence of the Mayor and Chief Executive Officer, as the case may be the Deputy Mayor and a Director as authorised in accordance with the provisions of the Local Government Act 1995 (WA).</p> <p>A document signed by the Chief Executive Officer, under section 9.49A(4) is not to be regarded as a deed.</p> <p>It is noted that a local government cannot delegate to a Chief Executive Officer the power, under section 9.49A(4), to authorise a person to sign documents. This instrument of authorisation only provides the CEO with authority to sign documents on behalf of the local government.</p> <p>As per the Execution of Documents and Application of Common Seal Policy the following conditions apply:</p> <ol style="list-style-type: none"> 1. Chief Executive Officer <ol style="list-style-type: none"> a) Unlimited \$value; and/or b) Commitment period is specifically resolved by Council or in any other case, no greater than a 5 year period; and/or c) Moderate or lesser financial risk, legal complexity or political sensitivity, unless specifically resolved by Council. 2. Director <ol style="list-style-type: none"> a) less than \$250,000p/a; and/or b) Commitment is no greater than 3 year period; and/or c) Moderate or lesser level of financial risk, legal complexity or political sensitivity. 3. Manager <ol style="list-style-type: none"> a) less than \$100,000p/a; and/or b) Commitment is no greater than a 3 year period; and/or c) Minor or lesser level of financial risk, legal complexity or political sensitivity.

Subdelegates	<p>Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure Manager Building Works Manager Community Development Manager Development and Place Manager Engineering and Spatial Services Manager Environmental Health and Statutory Building Manager Financial Services Manager Governance and Strategy Manager Information Services Manager Parks and Gardens Manager People, Culture and Safety Manager Project Services Manager Rangers and Security Manager Recreation and Commercial Activities Manager Sustainability, Environment and Waste</p>
Statutory framework	<p>Local Government Act 1995</p> <p>s.9.49A Execution of Documents.</p> <p>s.5.42. Delegation of some powers and duties to CEO</p>
Policy	Execution of Documents and Application of Common Seal Policy
Date adopted	26 October 2020
Adoption references	<p>ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added Manager Recreation and Commercial Activities (60959) and Principal, Engineer Major Projects (60954) to the subdelegates list. Removed Manager Asset and Mapping Services, Manager Recreation, Coordinator Depot Services and Manager Communications and Marketing, Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), Principal, Asset and Mapping Services (60961), from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

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Delegation	EF-D03 Powers of Entry
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	<p>Authority, in line with section 3.28, to perform any function of local government under the <i>Local Government Act 1995</i> if entry on to land is required for the performance of the functions of local government or in any other case in which entry is authorised by the Act.</p> <p>This authority includes, but is not limited to, authority to seek and execute a warrant of entry, to enter land in an emergency and to give notice and effect of entry by opening a fence.</p>
Delegates	CEO
Conditions	<p>In accordance with the conditions set out in the <i>Local Government Act 1995</i>:</p> <ul style="list-style-type: none"> • s3.31(1)(a) Consent obtained from the owner or occupier; • s3.31(1)(b) Notice has been given under 3.32 • s3.34(2) Entry in emergency • s3.36 Opening fences
Subdelegates	<p>Coordinator Tree Services Director Community and Development Manager Building Works Manager Environmental Health and Statutory Building Manager Parks and Gardens Manager Rangers and Security</p>
Statutory framework	<p><i>Local Government Act 1995</i></p> <p>Part 3, Division 3, Subdivision 3 - Powers of Entry</p> <p>s.5.42. Delegation of some powers and duties to CEO.</p>
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3 ECM Ref 3040404 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

Delegation	EF-D04 Notices requiring certain things to be done
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	<p>Authority to inspect private land and issue notices to owners of land.</p> <p>Authority to do anything to achieve the purpose for which a notice has been given.</p> <p>Authority to recover costs associated with achieving the purpose for which a notice has been given.</p>
Delegates	CEO
Conditions	These powers must be exercised in accordance with <i>Local Government Act 1995</i> Schedule 3.1- powers under notices to owners or occupiers of land
Subdelegates	<p>Coordinator Tree Services</p> <p>Director Major Projects and Commercial Activities</p> <p>Director Works and Infrastructure</p> <p>Manager Environmental Health and Statutory Building</p> <p>Manager Parks and Gardens</p>
Statutory framework	<p><i>Local Government Act 1995</i></p> <p>s3.25 Notice requiring certain things to be done by owner or occupier of land</p> <p>s3.26 Additional powers when notices given.</p> <p>s.5.42. Delegation of some powers and duties to CEO.</p>
Policy	Nil
Date adopted	26 October 2020
Adoption references	<p>ECM Document Set ID 3042153</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

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Delegation	EF-D05 Disposing of Property
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	<p>Authority, under section 3.47 of the Act, to sell or otherwise dispose of any goods that have been confiscated under the Act.</p> <p>Authority, under section 3.58, to dispose of property by public auction, public tender or in accordance with other methods deemed acceptable under the Local Government Act 1995.</p> <p>Authority to dispose of property for which an exemption applies under section 3.58(5) of the Local Government Act 1995, subject to regulation 30 of the Local Government (Functions and General) Regulations 1996.</p>
Delegates	CEO
Conditions	<p>The disposal must be in accordance with:</p> <ul style="list-style-type: none"> --the City's Annual Budget or by Council resolution; -s3.58 of the <i>Local Government Act 1995</i>; and -regulation 30 of the <i>Local Government (Functions and General) Regulations 1996</i>. <p>In the case of land, the intended sale price must be greater than or equal to the valuation.</p> <p>The CEO may authorise the disposal of plant and equipment that has not been identified in the annual budget, provided it has a written down value of less than \$10,000 and is no longer used or serves no purpose.</p>
Subdelegates	<p>Director Community and Development</p> <p>Director Major Projects and Commercial Activities</p> <p>Director Works and Infrastructure</p> <p>Manager Engineering and Spatial Services</p> <p>Manager Governance and Strategy</p> <p>Manager Rangers and Security</p>
Statutory framework	<p><i>Local Government Act 1995</i></p> <ul style="list-style-type: none"> -s3.47 Disposing of confiscated or uncollected goods -s3.58 Disposing of Property -s.5.42. Delegation of some powers and duties to CEO. <p><i>Local Government (Functions and General) Regulations 1996</i></p> <ul style="list-style-type: none"> -Regulation 30(3) Disposing of property to which section 3.58 does not apply
Policy	Nil
Date adopted	26 October 2020
Adoption references	OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

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Delegation	EF-D06 Recovery of Impounding Expenses
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	Authority, under section 3.48, to recover impounding, expenses, by action in a court of competent jurisdiction.
Delegates	CEO
Conditions	<p>In accordance with section 3.48 the goods must be impounded under section 3.39 of the Act and the offender must be convicted.</p> <p>If the impounded goods are not sold the amount recovered can only be for expenses incurred by the local government in removing and impounding the goods and in disposing of them.</p> <p>If the impounded goods are sold the amount recovered can only be the amount, if any, by which the money received from the sale, is insufficient to meet costs and expenses.</p>
Subdelegates	Director Community and Development Manager Rangers and Security
Statutory framework	<p><i>Local Government Act 1995</i></p> <p>s3.48 Recovery of Impounding Expenses</p>
Policy	Sundry Debt Collection And Recovery Policy
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sept 2017</p> <p>ECM Ref Number: 3040404</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	EF-D07 Disposal of Sick or Injured Animals
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	Authority to humanely destroy and dispose of an impounded animal that is determined to be too sick or injured to treat.
Delegates	CEO
Conditions	<p>The animal must be destroyed in a humane manner.</p> <p>A local government must not destroy an animal under this subsection unless —</p> <ul style="list-style-type: none"> o because of the state of the animal, destroying it is urgent; or o the local government has — <ul style="list-style-type: none"> □ taken reasonable steps to notify the owner; and □ allowed the owner a reasonable opportunity to collect the animal
Subdelegates	Director Community and Development Manager Rangers and Security
Statutory framework	<i>Local Government Act 1995</i> s3.47A(1) Disposing of sick or injured animals
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>ECM Ref 3040404</p> <p>OCM 11 December 2018</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	EF-D08 Reserves under the Control of Local Government
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	Authority, under section 3.54 of the <i>Local Government Act 1995</i> , to do anything for the purposes of controlling the management of land that is vested in or under the management of the City.
Delegates	CEO
Conditions	Subject to any express provision to the contrary made by an order under the Land Administration Act 1997 in respect of the land.
Subdelegates	Director Major Projects and Commercial Activities Director Works and Infrastructure Manager Parks and Gardens
Statutory framework	<i>Local Government Act 1995</i> -s3.54 Reserves under the control of a local government
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	EF-D09 Temporary and Partial Closure of Roads
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	Authority to undertake a temporary closure of roads and to do anything for the purposes of administering Part 3, Division 3 Subdivision 5 of the Act, which relates to certain provisions about thoroughfares.
Delegates	CEO
Conditions	Must be carried out in accordance with Part 3, Division 3, Subdivision 5 of the <i>Local Government Act 1995</i> .
Subdelegates	Director Major Projects and Commercial Activities Director Works and Infrastructure Engineer Manager Engineering and Spatial Services Manager Parks and Gardens Principal, Engineer Major Projects
Statutory framework	<i>Local Government Act 1995</i> -s3.50 Closing certain thoroughfares to vehicles -s3.50A Partial closure of thoroughfares for repairs or maintenance -s3.51 Affected owners to be notified of certain proposals
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added Principal, Engineer Major Projects to subdelegates list. Removed Manager Engineering Services from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
29 Nov 2021	Amended delegation	Added position of Engineer (60841) to subdelegates list.	Administrative Change

Delegation	EF-D10 Activities Private Land
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	Authority to do any of the things prescribed in Schedule 3.2 of the Local Government Act 1995; even though the land on which it is done is not local government property and the local government does not have the consent to do it.
Delegates	CEO
Conditions	Limited to those activities as listed in Schedule 3.2 of the Local Government Act 1995.
Subdelegates	Director Major Projects and Commercial Activities Director Works and Infrastructure
Statutory framework	<i>Local Government Act 1995</i> -s3.27(1) Particular things local governments can do on land that is not local government property -Schedule 3.2
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	EF-D11 Leasing Agreements
Category	Local Government Act 1995 -CEO Original Powers
Delegator	Council
Express power or duty delegated	<p>Authority to the CEO to enter into leasing renewals in certain circumstances that does not exceed the amount of \$25,000</p> <p>(a) The delegation to enter into a new lease/licence/user agreement applies only to the continuation of the existing lessee/occupant of the premises. Where an expression of interest or new lessee/occupant is recommended, these matters must be determined by Council;</p> <p>(b) Compliance with the Community Facility Lease and Licence/User Agreement Policy;</p> <p>(c) The total rental income to be received during the lease/licence/user agreement term (including all options) does not exceed \$25,000; and</p> <p>(d) Minor negotiation of standard template terms by the Chief Executive Officer is acceptable to the extent not inconsistent with the Community Facility Lease and Licence/User Agreement Policy.</p>
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil
Statutory framework	Local Government Act 1995
Policy	Community Facility Lease and Licence User Agreement Policy
Date adopted	3 December 2019
Adoption references	OCM 03 December 2019OCM OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
3 Dec 2019	New delegation	03 December 2019	OCM 03 2019

Delegation	EO-D15 Public Health Act 2016 Authorised Officers
Category	Health
Delegator	Council
Express power or duty delegated	Authority to appoint persons or classes of persons as authorised officers for the purpose of fulfilling prescribed functions within the relevant legislation.
Delegates	CEO
Conditions	Must appoint authorised officers in writing and issue certificates of authorisation in accordance with the <i>Public Health Act 2016</i> and require appointed officers to produce such certificate on being asked to do so by a person in respect of whom they exercise, have exercised, or are about to exercise any such power
Statutory framework	<i>Public Health Act 2016</i> s21. Enforcement agency may delegate
Policy	Nil
Date adopted	13 September 2016
Adoption references	OCM 13 Sept 2016 Agenda Item 12.4 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	FA-D01 Food Act 2008 Appointment of Authorised Officers and Appointment of Designated Officers
Category	Health
Delegator	Council
Express power or duty delegated	<p>Authority to appoint a person to be an authorised officer for the purposes of the <i>Food Act 2008</i>.</p> <p>Authority to appoint officers to be Designated Officers for the purposes of the <i>Food Act 2008</i> for either issuing infringements or extending, withdrawing or accepting payment for infringements.</p>
Delegates	CEO
Conditions	<p>Appointment of Authorised Officers: A certificate of authority must be issued in accordance with section 123 of the <i>Food Act 2008</i>.</p> <p>Appointment of Designated Officers: -Infringement Notices must be issued in accordance with section 126 of the <i>Food Act 2008</i>.</p> <p>Each enforcement agency must prepare and maintain a list of authorised officers appointed by the agency in accordance with section 122 of the <i>Food Act 2008</i>.</p> <p>Note: this delegation cannot be sub delegated</p>
Statutory framework	<p><i>Food Act 2008</i> s122(1)(a)&(b) Appointment of Authorised Officers S126(13) Infringements - Appointment of Designated Officers</p>
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sept 2017 Agenda Item 11.3 OCM 11 December 2018 OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	FA-D02 Food Act 2008 General Administration
Category	Health
Delegator	Council
Express power or duty delegated	Authority to exercise the powers or discharge the duties of the local government, as an enforcement agency, under the Food Act 2008.
Delegates	CEO
Conditions	Note this delegation cannot be sub delegated
Statutory framework	<i>Food Act 2008</i> Section 118(2)(b)
Policy	Food Samples - Offences Policy
Date adopted	12 September 2017
Adoption references	OCM 12 Sept 2017 Agenda Item 11.3 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

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Delegation	FM-D01 Power to Invest
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	Authority to invest money held in the municipal or trust fund that is not, for the time being, required for any other purpose.
Delegates	CEO
Conditions	<p>Must establish, document and adhere to internal control procedures and relevant Council policies to ensure control of investments.</p> <p>Authority must be exercised in accordance with Regulation 19 of the <i>Local Government (Financial Management) Regulations 1996</i>.</p> <p>Authority must be exercised in accordance with Part III of the Trustees Act 1962.</p>
Subdelegates	<p>Director Corporate and Strategy</p> <p>Manager Financial Services</p>
Statutory framework	<p><i>Local Government Act 1995</i></p> <p>-s6.14(1) Power to invest</p>
Policy	<p>Authorised Signatories for Bank Accounts</p> <p>Investment Policy</p>
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>ECM Ref 3023120</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p>

Delegation	FM-D02 Acceptance of Tenders
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	Authority to accept tenders and approve payment claims in line with section 3.57 of the Act
Delegates	CEO
Conditions	<p>Delegated authority is subject to a provision in the Annual Budget and limited to:</p> <ul style="list-style-type: none"> -Annual tenders (operation and supplies) - \$250,000 -All other tenders and contracts resulting from tenders - \$250,000 -Payment claims for contracts within the limits approved by Council (including variations and extensions) - Contracts awarded by a prescribed organisation under the Local Government (Functions and General) Regulations 1996. <p>It is a condition of this delegation that the City maintains a Tender Register and records in it the details of any decisions under this delegation.</p>
Statutory framework	<p><i>Local Government Act 1995</i> s3.57 Tenders for providing goods and services</p> <p><i>Local Government (Functions and General) Regulations 1996</i> Part 4 Regulations 11 to 24</p>
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	FM-D03 Calling of Tenders
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	Authority to publicly invite tenders for purchase of goods and services or seek expressions of interest over \$250,000
Delegates	CEO
Conditions	A note of the details of the decision must be included in the Tender Register, in the same way that Council decisions in relation to Tenders are captured.
Subdelegates	Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure
Statutory framework	<i>Local Government Act 1995</i> -s3.57 Tenders for providing goods and services <i>Local Government (Functions and General) Regulations 1996</i> -regulation 11 to regulation 24
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	FM-D04 Payments from the Municipal and Trust Funds
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	Authority to make payment from the Municipal Fund and from the Trust Fund, in line with section 6.7 and section 6.9 of the <i>Local Government Act 1995</i> .
Delegates	CEO
Conditions	<p>This delegation is subject to the requirements of regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i>.</p> <p>In line with regulation 11 of the <i>Local Government (Financial Management) Regulations 1996</i> Council has authorised (SCM 28 June 2017 Item 7.1) as signatories for payments and transfers from:</p> <ol style="list-style-type: none"> 1. Municipal Fund Account: Any two of the Chief Executive Officer, the Director Corporate and Strategy, the Director Works and Infrastructure, the Director Community and Development, and the Manager Financial Services; and the Manager Governance and Strategy. 2. Trust Fund Account: Any two of the Chief Executive Officer, the Director Corporate and Strategy, the Director Works and Infrastructure, the Director Community and Development and the Manager Financial Services; and the Manager Governance and Strategy. <p>It is also a requirement that the City:</p> <ul style="list-style-type: none"> - Retain Cheque Vouchers, including electronic transfer records as evidence of decisions to make payments. - Retain computer encryption devices and other controls for effective scrutiny of account payments.
Subdelegates	Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure Manager Financial Services Manager Governance and Organisational Strategy Principal Advisor, Business Strategy
Statutory framework	<p><i>Local Government Act 1995:-</i> s6.7 Municipal Fund s6.9 Trust Fund</p> <p><i>Local Government (Financial Management) Regulations 1996:-</i> Regulation 11 -Payments, procedures for making etc. Regulation 12 - Payments from municipal fund or trust fund, restrictions on making Regulation 13- Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.</p>
Policy	Nil
Date adopted	26 October 2020

Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6
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Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

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Delegation	FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	Authority to incur expenses and apply money from the Municipal Fund Account
Delegates	CEO
Conditions	<p>Such expenditure can only be incurred where an expenditure estimate is included in the City of Bayswater's' annual budget. It is noted that this delegation only relates to the power to incur expenses and apply money. This power is limited by Resolution 7.3 at OCM 28 June 2017 under which only certain approved senior executive officers may be signatories for payments and transfers from the Municipal Fund Account.</p> <p>Sub-delegated authority is limited to the maximum individual amounts as set out in the following categories.</p> <p>Category A \$250,000 Chief Executive Officer (6001)</p> <p>Category B \$150,000 Director Community and Development (60864) Director Corporate and Strategy (60866) Director Major Projects and Commercial Activities (60915) Director Works and Infrastructure (60868)</p> <p>Category C \$50,000 Manager Building Works (60870) Manager Community Development (60874) Manager Development and Place (60953) Manager Engineering and Spatial Services (60958) Manager Environmental Health and Statutory Building (60873) Manager Financial Services (60478) Manager Governance and Strategy (60950) Manager Information Services (60464) Manager Parks and Gardens (60564) Manager People, Culture and Safety (60009) Manager Project Services (60871) Manager Rangers and Security (60436) Manager Recreation and Commercial Activities (60959) Manager Sustainability, Environment and Waste (60951) Principal Advisor, Business Strategy (60955) Principal, Asset and Mapping Services (60961) Principal, Community Engagement (60968) Principal, Communications and Marketing (60956) Principal, Design and Traffic Engineer (60957) Principal, Engineer Major Projects (60954) Principal, Library and Customer Services (60872) Principal, Strategic Planning and Place (60952)</p> <p>Category D \$25,000 Coordinator Depot Services (60911) Coordinator Parks Services (60594)</p>

Coordinator Tree Services (60805)
Coordinator Turf Services (60608)
Landscape Architect (60969)

Category E \$20,000

Coordinator Active Ageing and Volunteers (60857)
Coordinator Building Projects Maintenance (60509)
Coordinator Business Services (60800)
Coordinator Business Systems (60975)
Coordinator Community Development (60044)
Coordinator Customer Services (60486)
Coordinator Engineering Works (60568)
Coordinator Environmental Health (60548)
Coordinator Events (60035)
Coordinator Fleet Services (60587)
Coordinator Human Resources (60010)
Coordinator Information Management (60133)
Coordinator Information Technology (60858)
Coordinator Natural Area Management (60904)
Coordinator Organisational Development (60846)
Coordinator Project Services (60032)
Coordinator Rating Services (60473)
Coordinator Security and Crime Prevention (60446)
Coordinator Statutory Building (60514)
Design and Traffic Engineer (60568)
FOGO Project Coordinator (60917)
Project Management Coordinator (60497)
Senior Project Officer (Building) (60498)

Category F \$10,000

Assistant Manager (60766)
Technical Officer - Tree Services (60863)

Category G \$5000

Catchment Management Officer (60673)
Environmental Officer (60794)
Executive Assistant to the CEO (60847)
Parks Supervisor (60910)
Senior Accountant (60480)
Senior Officer Depot Services (60565)
Supervisor Infrastructure Services (60595)
Supervisor Irrigation Services (60640)
Supervisor Parks Services (60650)
Supervisor Streetscape Services (60666)
Supervisor Tree Services (60598)
Sustainable Environment Policy Officer (60880)
Turf Services Supervisor (60609)
Works Supervisor (60578)
Workshop Supervisor (60588)

Category H \$2000

Branch Librarian (60111)
Engineering Technical Officer (60592)
Senior Engineering Technical Officer (60981)

Category I \$1,500

Children and Youth Services Librarian (60096)

	<p>Category J \$1000</p> <p>Administrative Assistant Building Works (60499) Civic Support Officer (60039) Community Lease Officer (60031) Personal Assistant (60463) Project Support Officer (60500)</p> <p>Category K \$500</p> <p>Administrative Officer Depot Services (60567)</p>
Subdelegates	<p>Administrative Assistant Building Works Administrative Officer Depot Services Assistant Manager Branch Librarian Catchment Management Officer Children and Youth Services Librarian Civic Support Officer Community Lease Officer Coordinator Active Ageing and Volunteers Coordinator Building Projects Maintenance Coordinator Business Services Coordinator Business Systems Coordinator Community Development Coordinator Customer Services Coordinator Depot Services Coordinator Engineering Works Coordinator Environmental Health Coordinator Events Coordinator Fleet Services Coordinator Human Resources Coordinator Information Management Coordinator Information Technology Coordinator Natural Area Management Coordinator Organisational Development Coordinator Parks Services Coordinator Project Services Coordinator Rating Services Coordinator Security and Crime Prevention Coordinator Statutory Building Coordinator Statutory Planning Coordinator Tree Services Coordinator Turf Services Design and Traffic Engineer Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure Engineer Engineering Technical Officer Environmental Officer Executive Assistant to the CEO FOGO Project Coordinator Landscape Architect Manager Building Works Manager Community Development Manager Development and Place Manager Engineering and Spatial Services Manager Environmental Health and Statutory Building Manager Financial Services</p>

	<p>Manager Governance and Strategy Manager Information Services Manager Parks and Gardens Manager People, Culture and Safety Manager Project Services Manager Rangers and Security Manager Recreation and Commercial Activities Manager Sustainability, Environment and Waste Parks Supervisor Personal Assistant Principal Advisor, Business Strategy Principal, Asset and Mapping Services Principal, Communications and Marketing Principal, Community Engagement Principal, Design and Traffic Engineer Principal, Engineer Major Projects Principal, Library and Customer Services Principal, Strategic Planning and Place Project Management Coordinator Project Support Officer Senior Accountant Senior Engineering Technical Officer Senior Officer Depot Services Senior Project Officer (Building) Supervisor Infrastructure Services Supervisor Irrigation Services Supervisor Parks Services Supervisor Streetscape Services Supervisor Tree Services Sustainable Environment Policy Officer Technical Officer Tree Services Turf Services Supervisor Works Supervisor Workshop Supervisor</p>
Statutory framework	<p><i>Local Government Act 1995:-</i> s6.7 Municipal Fund s6.8 Expenditure from municipal fund not included in annual budget</p> <p><i>Local Government (Financial Management) Regulations 1996:-</i> Regulation 12 - Payments from municipal fund or trust fund, restrictions on making</p>
Policy	<p>Decision undertaken using this delegated authority must comply with the City's Procurement Policy.</p>
Date adopted	<p>7 May 2021</p>
Adoption references	<p>Change to delegation limit for Senior Projects Officer</p>

Amendments			
Approved	Type	Amendment	References
20 Jul 2021	Amended delegation	Added and amended position description for Environment Officer to Environmental Officer to Category G and Subdelegates Lists.	Administrative Change
26 Jul 2021	Amended delegation	Added position of Supervisor Turf Services to the Subdelegates list.	Administrative Change
30 Jul 2021	Amended delegation	Added position of Civic Support Officer to Category J and Subdelegates list.	Administrative Change
6 Aug 2021	Amended delegation	Added position of Lease Officer to Category J and Subdelegates List.	Administrative Change
9 Aug 2021	Amended delegation	Added position Manager Development and Place to Category B and Subdelegates List.	Administrative Change
16 Aug 2021	Amended delegation	Amended title of Supervisor Street Trees to Supervisor Tree Services	Administrative Change
27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
6 Sep 2021	Amended delegation	Added the positions of Principal Advisor, Assets & GIS, Principal Advisor, Business Strategy, Principal, Design and Traffic Engineer, Principal Marketing and Communications and Principal, Strategic Planning and Place to Subdelegates List and Category B.	Administrative Change
6 Oct 2021	Amended delegation	Change of position title - from Executive Support/Research Officer to Executive Assistant to CEO	Administrative Change
11 Oct 2021	Amended delegation	Removed Senior Accountant from FM-D04A and subdelegates list.	Administrative Change
28 Oct 2021	Amended delegation	Added new position title of Landscape Architect, Amended Depot Administration Officer title to Administrative Officer Depot Services and added Depot Services Officer and changed position title of Supervisor Parks and Gardens to Supervisor Parks Services.	Administrative Change

29 Oct 2021	Amended delegation	Added position Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), Senior Accountant (60480), Manager Environmental Health and Statutory Building (60873), Manager of Recreation and Commercial Activities (60959) and Principal Engineer Major Projects (60954) to subdelegates list. Removed Manager Communications and Marketing, Community Engagement Advisor, Manager Environmental Health and Manger Recreation from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Category A and Landscape Architect (60969 to) Category C. Added position of Director of Major Projects and Commercial Activities, Senior Accountant and Landscape Architect (60969) to subdelegates list. Removed position of Director Major Projects from Category A and subdelegates list.	Administrative Change
12 Nov 2021	Amended delegation	Amended position title from Sustainable Environment Strategy Officer to Sustainable Environment Officer (60880).	Administrative Change
24 Nov 2021	Amended delegation	Added position of Coordinator Engineering Works (60568) to Category E list. Added position of Chief Executive Officer (60001) to Category A list. Amended Category A-K list titles.	Administrative Change
29 Nov 2021	Amended delegation	Removed position Engineering Technical Officer (60592) from sub-delegates and delegates list.	Administrative Change
15 Dec 2021	Amended delegation	Added the position of Senior Engineering Technical Officer and Engineering Technical Officer to the delegates and sub delegates list.	Administrative Change

Delegation	FM-D05 Granting Concessions and Write-Offs (DRAFT)
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	<p>Authority, in line with section 6.12(b), to waive or grant concessions in relation to any amount of money which is owed to the local government.</p> <p>Authority, in line with section 6.12(c), to write off of any debts (not including rates or other charges) considered irrecoverable.</p>
Delegates	CEO
Conditions	<p>The CEO may:</p> <ul style="list-style-type: none"> - Authorise a waiver or grant a concession to a maximum value of \$500. - Authorise a write off of any debts (not including rates, swimming pool or waste related charges) considered irrecoverable to a maximum value of \$1,000. <p>The Director Corporate and Strategy may:</p> <ul style="list-style-type: none"> - Authorise a waiver or grant a concession to a maximum value of \$500 - Authorise a write off of any debts (not including rates, swimming pool or waste related charges) considered irrecoverable to a maximum value of \$500. <p>The Manager Financial Services may:</p> <ul style="list-style-type: none"> - Authorise a write off of any debts (not including rates, swimming pool or waste related charges) considered irrecoverable to a maximum value of \$5. <p>The Manager Community Development, Manager Library and Customer Services, Manager Recreation and the Manager Project Services are only authorised to waive a fee or grant a concession to a maximum value of \$500, in line with section 6.12(1)(b) of the Local Government Act 1995.</p> <p>All write offs, concessions or waivers are to be recorded appropriately and a report is to be presented to elected members regularly for noting.</p>
Subdelegates	<p>Director Corporate and Strategy</p> <p>Manager Community Development</p> <p>Manager Financial Services</p> <p>Manager Project Services</p> <p>Manager Recreation and Commercial Activities</p> <p>Principal, Library and Customer Services</p>
Statutory framework	<p>Local Government Act 1995:</p> <p>s6.12(1)(b) -Waive a fee or grant a concession in relation to any amount of money owed to the local government</p> <p>s6.12(1)(c) -Write off a debt which is owed to the local government</p> <p>s6.12(3) -The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government</p>

Policy	Sundry Debt Collection and Recovery Policy
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Amendments			
Approved	Type	Amendment	References
27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Recreation and Commercial Activities to subdelegates list. Removed position of Manager Recreation from subdelegates list.	Administrative Change

DRAFT

Delegation	FM-D06 Recovery of Unpaid Rates or Service Charge
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	<p>Authority to determine that notice be given to the lessee requiring payment of the rates or service charges.</p> <p>Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid.</p> <p>Authority to recover rates or service charges, as well as the costs of proceedings, in a court of competent jurisdiction.</p> <p>Authority to enter into negotiations and reach agreement to accept payment of outstanding rates or service charge and stay prosecution.</p> <p>Authority to apply in the form and manner prescribed, to the Minister to have vacant land re-vested in the Crown.</p>
Delegates	CEO
Conditions	<p>Authority must be exercised in accordance with:</p> <ul style="list-style-type: none"> -Schedule 6.2(1)[1] Provisions relating to lease of land where rates or service charges unpaid [Section 6.65] -Schedule 6.3(1)[4] and (4)[1] Provisions relating to sale or transfer of land where rates or service charges unpaid [Section 6.68(3)]
Subdelegates	Director Corporate and Strategy
Statutory framework	<p><i>Local Government Act 1995:-</i></p> <ul style="list-style-type: none"> -s6.56 Rates or service charges recoverable in court -s6.60(2)(3)(4) Local government may require lessee to pay rent -s6.69(2)(3) Right to pay rates, service charges and costs, and stay proceedings -s6.74(1) Power to have vacant land re-vested in the Crown if rates in arrears 3 years
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	FM-D07 Community Funding Grants
Category	Local Government Act 1995 -CEO Original Powers
Delegator	Council
Express power or duty delegated	Authority to directors and Managers to Make Community Funding Contribution Decisions
Delegates	CEO
Conditions	Nil
Subdelegates	Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure Manager Building Works Manager Community Development Manager Development and Place Manager Engineering and Spatial Services Manager Environmental Health and Statutory Building Manager Governance and Strategy Manager Information Services Manager Parks and Gardens Manager People, Culture and Safety Manager Project Services Manager Rangers and Security Manager Recreation and Commercial Activities Manager Sustainability, Environment and Waste Principal, Library and Customer Services
Statutory framework	Local Government Act 1995
Policy	Community Grants Policy
Date adopted	3 December 2019
Adoption references	OCM 03 December 2019 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
3 Dec 2019	New delegation	03 December 2019	OCM 03 December 2019
27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building (60873) to subdelegates list. Removed Manager Communications and Marketing, Community Engagement Advisor, Manager Asset and Mapping Services and Manager Environmental Health, Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), and Principal Asset and Mapping Services (60961) from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Recreation and Commercial Activities to subdelegates list. Removed position of Manager Recreation from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Removed Coordinator Depot Services from subdelegates list.	Administrative Change
10 Nov 2021	Amended delegation	Added position of Principal, Library and Customer Services to subdelegates list.	Administrative Change

Delegation	FM-D08 Acceptance of Contract Extensions and Variations
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	<p>During COVID -19 emergency period as declared by the State Government – Interim authority to award contract extensions to a limit of 12 months during the declared COVID-19 emergency period, where the original contract was approved by Council or by the CEO under the delegation for accepting tenders FM-D02, and the contract expires within three (3) months (up to June 30 2020).</p> <p>During normal business – On-going authority to approve all other contract extensions and variations where the original contract enables this and has been approved by Council or by the CEO under the delegation for accepting tenders FM-D02.</p> <p>Authority to approve payments - The CEO is authorised to approve contract payment claims under either of the above circumstances.</p>
Delegates	CEO
Subdelegates	<p>Director Community and Development</p> <p>Director Corporate and Strategy</p> <p>Director Major Projects and Commercial Activities</p> <p>Director Works and Infrastructure</p>
Statutory framework	<p>Local Government Act 1995</p> <p>s3.57 Tenders for providing goods and services</p> <p>Local Government (Functions and General) Regulations 1996</p> <p>Part 4 Regulations 11 to 24 and Local Government (Functions and General) Amendment Regulations 2020</p> <p>Part 4 Regulations 11 to 24</p>
Policy	Procurement Policy and Contract Management Policy
Date adopted	26 October 2020
Adoption references	<p>ECM Document Set ID 3042153</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>SCM 05 May 2020 Agenda Item 8.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
5 May 2020	New delegation	05 May 2020	SCM 05 May 2020
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

DRAFT

Delegation	FS-D13 Rateable Land
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	Authority to approve rate exemptions.
Delegates	CEO
Conditions	Any applications requesting exemption under s6.26(2)(g) are still to be referred to Council for consideration.
Statutory framework	s6.26 Rateable Land
Policy	Rates Exemptions Policy
Date adopted	28 February 2017
Adoption references	OCM 28 Feb 2017 Agenda Item 13.4 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

DRAFT

Delegation	HA-D01 Health (Miscellaneous Provisions) Act 1911 Powers and Duties of Deputy
Category	Health
Delegator	Council
Express power or duty delegated	Appointment as the local government's deputy. In this capacity the CEO is authorised to exercise all powers exercisable by the local government under the <i>Health (Miscellaneous Provisions) Act 1911</i> and Regulations made there under.
Delegates	CEO
Conditions	This power cannot be sub-delegated.
Statutory framework	Health (Miscellaneous Provisions) Act 1911 Section 26
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sept 2017 Agenda Item 11.3 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

DRAFT

Delegation	LGMPA-D01 Local Government (Miscellaneous Provisions) Act 1960 - Appointment of Pound Keepers and Rangers
Category	Miscellaneous
Delegator	Councillor
Express power or duty delegated	Authority to establish pounds and appoint fit and proper persons to be pound keepers and Rangers of the City of Bayswater.
Delegates	CEO
Conditions	Local Public Notice of the appointment or removal of pound keepers and rangers and the establishment of pounds is required by the <i>Local Government (Miscellaneous Provisions) Act 1960</i> .
Statutory framework	<p><i>Local Government (Miscellaneous Provisions) Act 1960</i></p> <p>Section 449- Local government may establish pounds, appoint pound keepers and rangers.</p> <p>Section 2 -Act to be read as part of Local Government Act 1995</p> <p><i>Local Government Act 1995</i></p> <p>Section 5.42. Delegation of some powers and duties to CEO.</p>
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>OCM 11 December 2018</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	LGR-D01 Local Government Act 1995 Obstruction of public thoroughfare
Category	Local Government Act 1995 Regulations
Delegator	Council
Express power or duty delegated	Authority, under Regulation 6 of the <i>Local Government (Uniform Local Provisions) Regulations</i> , to grant permission to place on a specified part of public thoroughfare one or more specified things that may obstruct the public thoroughfare.
Delegates	CEO
Conditions	Permission granted under this regulation — must be in writing; and must specify the period for which it is granted; and must specify any condition imposed
Subdelegates	Coordinator Statutory Building Director Community and Development Manager Building Works Manager Development and Place Manager Environmental Health and Statutory Building
Statutory framework	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> Regulation 6 <i>Local Government Act 1995</i> s.5.42. Delegation of some powers and duties to CEO s9.59.General regulations
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
14 Oct 2021	Amended delegation	Added delegation of LGR-D01 Local Government Act Obstruction of Public Thoroughfare to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building (60873) to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
5 Nov 2021	Amended delegation	Removed Manager Strategic Planning and Place, and Planning Manager Major Projects from the subdelegates list.	Administrative Change

DRAFT

Delegation	LL-D01 Local Laws -General Administration
Category	Local Laws
Delegator	Councillor
Express power or duty delegated	Authority to administer the City's local laws and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the City under the City's local laws.
Delegates	CEO

DRAFT

<p>Conditions</p>	<p>Controversial applications made under any local law are to be referred to Council for consideration.</p> <p>The sub delegated power to the position of Manager Rangers and Security is to do all things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the City's local laws made under the Local Government Act 1995, the Cat Act 2011 and the Dog Act 1976. Note this sub-delegation does not cover the Health Local Law 2001.</p> <p>The sub delegated powers to the Director Works and Infrastructure and Director Major Projects are limited to:</p> <ul style="list-style-type: none"> -authority to approve the keeping of bees under the Health Local Law 2001 -authority under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008 to approve Infrastructure Deposits <p>The sub delegated powers to the Manager Environmental Health and Statutory Planning are limited to:</p> <ul style="list-style-type: none"> -authority to approve the keeping of bees under the Health Local Law 2001 <p>The sub delegated powers to the Director of Community and Development are limited to:</p> <ul style="list-style-type: none"> -authority under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008 to approve Infrastructure Deposits -authority under the Thoroughfares and Trading in Thoroughfares and Public Places Local Law to approve a stallholder permit and a trader permit. -the power under the Keeping and Control of Cats Local Law to grant a permit to keep a maximum of 6 cats at a premises and to impose conditions on that permit. -authority under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008 to approve a stallholder permit and a traders permit. -authority to approve residential private parking agreements under the Parking and Parking Facilities Local Law 2015 -authority under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008 to approve the display of temporary advertising signs <p>The sub delegated powers to the Manager Building Works are limited to:</p> <ul style="list-style-type: none"> -authority under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008 to approve Infrastructure Deposits <p>The sub delegated powers to the Manager Engineering and Spatial Services are limited to:</p> <ul style="list-style-type: none"> -authority under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008 to approve Infrastructure Deposits <p>The sub delegated powers to the Manager Strategic Planning and Place are limited to:</p> <ul style="list-style-type: none"> -authority under the Thoroughfares and Trading in Thoroughfares and Public Places Local Law to approve a stallholder permit and a trader permit. <p>The sub delegated powers to the Manager Development and Place are limited to:</p> <ul style="list-style-type: none"> -authority under the Thoroughfares and Trading in Thoroughfares and Public Places Local Law to approve a stallholder permit and a trader permit.
<p>Subdelegates</p>	<p>Director Community and Development Director Major Projects and Commercial Activities Director Works and Infrastructure Manager Building Works Manager Development and Place Manager Engineering and Spatial Services Manager Environmental Health and Statutory Building Manager Rangers and Security</p>

Statutory framework	<p>Health Local Law</p> <p>Fencing and Floodlighting Local Law</p> <p>Local Government Property Local Law</p> <p>Parking and Parking Facilities Local Law</p> <p>Keeping and Control of Cats Local Law</p> <p>Dogs Local Law</p> <p>Standing Orders Local Law</p> <p>Activities On Thoroughfares And Trading In Thoroughfares And Public Places Local Law</p>
Policy	<p>Mobile Food Vehicles Policy</p> <p>Street Verges Policy</p>
Date adopted	26 October 2020
Adoption references	<p>ECM Document Set ID 3042153</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	LL-D02 Local Laws Appointment of an Authorised Person
Category	Local Laws
Delegator	Council
Express power or duty delegated	<p>Authority to appoint authorised persons for the following local laws -</p> <p>Local Government Property Local Law</p> <p>Parking and Parking Facilities Local Law</p> <p>Keeping and Control of Cats Local Law</p> <p>Activities On Thoroughfares And Trading In Thoroughfares and Public Places Local Law</p> <p>-for the purposes of 9.10 of the Local Government Act 1995.</p>
Delegates	CEO
Conditions	Officers must be appointed as authorised persons for the purposes of the local laws and certified as per the requirements of the Local Government Act 1995.
Statutory framework	<p>Sections 9.10 of the Local Government Act 1995.</p> <p>Section 5.42. delegation of some powers and duties to CEO</p>
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>OCM 11 December 2018</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
9 Dec 2021	Amended delegation	Delegation LL-D02 Local Law Appointment of Authorised Officer amended to reflect legislative change to "Authorised Persons".	Section 9.10 Local Government Act 1995

Delegation	LL-D03 Local Laws Appointment of an Authorised Person Dog Act
Category	Local Laws
Delegator	Council
Express power or duty delegated	Authority to appoint authorised persons, for the Dogs Local Law, for the purposes of section 29 of the <i>Dog Act 1976</i> .
Delegates	CEO
Conditions	Nil
Statutory framework	Section 29 of Dog Act 1976.
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2018 OCM 11 December 2018 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
9 Dec 2021	Amended delegation	Delegation LL-D03 Local Laws Appointment of an Authorised Officer Dog Act wording amended to reflect legislative amendment to reflect "Authorised Persons".	Section 29 Dog Act 1976 and Section 9.10 Local Government Act 1995.

Delegation	LL-D04 Bee Keeping Health Local Laws 2001
Category	Local Laws
Delegator	Council
Express power or duty delegated	Delegates authority to the Chief Executive Officer to approve the keeping of bees in accordance with Part 6, Division 7 - Bee Keeping, of the City of Bayswater Health Local Laws 2001.
Delegates	CEO
Conditions	Nil.
Statutory framework	City of Bayswater Health Local Laws 2001
Policy	Nil
Date adopted	15 November 2016
Adoption references	OCM 15 Nov 2016 Agenda Item 13.7 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

DRAFT

Delegation	TP-D01 Local Planning Schemes
Category	Planning
Delegator	Council
Express power or duty delegated	<p>Authority to exercise all powers and duties under all Local Planning Schemes in operation within the City of Bayswater with exception of the following:</p> <ul style="list-style-type: none"> • adopt, amend or refuse local planning policies; • enter, modify or remove a place from the heritage list; • adopt, modify or revoke a heritage area; • recommend approval, modification or refusal of a structure plan to the Western Australian Planning Commission; • recommend approval, modification or refusal of an activity centre plan to the Western Australian Planning Commission; • approve, modify or refuse a local development plan; • determine development applications involving the following: <ul style="list-style-type: none"> o An estimated cost of \$2 million or more and is not a Development Assessment Panel application. o This does not apply to a development in the Tonkin Highway Industrial Estate. o Building height variation equal to or greater than 2.0m, or where building height requirements refer only to the number of storeys, one or more additional storeys; o Car bay variation in excess of 10% of the total car bays required; o Development located in a place that is entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990, or is included on a heritage list prepared in accordance with a local planning scheme; or o Receipt of: <ul style="list-style-type: none"> • Three or more planning based written submissions of objection from properties adjoining the development site; or • Five or more planning based written submissions of objection from properties adjacent to the development site. These submissions are any submissions from the adjoining properties, and properties directly diagonally opposite a road or right of way or pedestrian access way; and • enter into an agreement in respect of a matter relating to the scheme with any person having an interest in land affected by the scheme, and deal with or dispose of any land acquired in accordance with Part 11, Division 4 of the Planning and Development Act 2005. <p>This delegation excludes any powers or duties limited under Section 5.43 of the Local Government Act 1995, including a power or duty that requires a decision of an absolute majority or a 75% majority of the local government.</p>
Delegates	CEO
Conditions	Nil
Subdelegates	<p>Coordinator Statutory Building Coordinator Statutory Planning Director Community and Development Manager Development and Place Manager Environmental Health and Statutory Building</p>

Statutory framework	<p>All powers and duties under all Local Planning Schemes in operation within the City of Bayswater, with exception of the following:</p> <ul style="list-style-type: none"> • Schedule 2, Clause 4(3)(b) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Local Planning Policies); • Schedule 2, Clause 8(3)(d) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Heritage Lists); • Schedule 2, Clause 9(6)(b) and Clause 9(8) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Heritage Areas); • Schedule 2, Clause 20(2)(e) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Structure Plans); • Schedule 2, Clause 36(2)(e) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Activity Centre Plans); • Schedule 2, Clause 52(1) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Local Development Plans); • Determination of development applications in accordance with Schedule 2, Clause 68(2) of the Planning and Development (Local Planning Scheme) Regulations 2015 involving the following: <ul style="list-style-type: none"> o An estimated cost of \$2 million or more and is not a Development Assessment Panel application. o This does not apply to a development in the Tonkin Highway Industrial Estate. o Building height variation equal to or greater than 2.0m, or where building height requirements refer only to the number of storeys, one or more additional storeys; o Car bay variation in excess of 10% of the total car bays required; o Development located in a place that is entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990, or is included on a heritage list prepared in accordance with a local planning scheme; or o Receipt of: <ul style="list-style-type: none"> □ Three or more planning based written submissions of objection from properties adjoining the development site; or □ Five or more planning based written submissions of objection from properties adjacent to the development site. These submissions are any submissions from the adjoining properties, and properties directly diagonally opposite a road or right of way or pedestrian access way; and □ Schedule 2, Clause 78 of the Planning and Development (Local Planning Scheme) Regulations 2015 (Enter into Agreements).
Policy	Nil
Date adopted	26 October 2020
Adoption references	<p>ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
2 Aug 2021	Amended delegation	Coordinator Statutory Planning role added to subdelegates list.	Administrative Change
14 Oct 2021	Amended delegation	Added delegation TP-D01 Local Planning Schemes to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

DRAFT

Delegation	TP-D02 Planning and Development Act 2005
Category	Planning
Delegator	Councillor
Express power or duty delegated	<p>Authority to give a written direction:</p> <ul style="list-style-type: none"> • to the owner or any other person undertaking development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements; • to the owner or any other person who undertook the development <ul style="list-style-type: none"> o to remove, pull down, take up, or alter the development; and o to restore the land as nearly as practicable to its condition immediately before the development started; and • if it appears that delay in the execution of any work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order, a written direction may be given to the person whose duty it is to execute the work to execute that work. <p>Authority is given to the Director Community and Development under section 231 and 230:</p> <ul style="list-style-type: none"> - Withdrawal of infringement notice - extending time to pay modified penalty. <p>Authority is given to the Manager Development Approvals under section 228:</p> <ul style="list-style-type: none"> - power for giving of infringement notice.
Delegates	CEO
Conditions	Nil
Subdelegates	Director Community and Development Manager Development and Place
Statutory framework	<p>All powers and duties under Section 214(2), (3) and (5) of the Planning and Development Act 2005.</p> <p>section 230, 231 and 228 of the Planning and Development Act 2005.</p> <p>Existing delegation of section 228, 230 and 231 are not valid, there is no power to delegate these under the Local Government Act 1995.</p>
Policy	Nil
Date adopted	19 September 2017
Adoption references	<p>ECM ref number 3025245</p> <p>See for signed delegation</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

AMENDMENTS

Delegation	Approved or adopted	Type	Amendment	References
BA-D02 Building Act 2011 Applications for building or demolition permits and Applications for occupancy permits and other certificates	14 Oct 2021	Amended delegation	Added delegation BA-D02 Building Act 2011 Applications for Building or Demolition Permits and applications for Occupancy Permits and other certificates to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
BA-D02 Building Act 2011 Applications for building or demolition permits and Applications for occupancy permits and other certificates	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
BA-D04 Building Act 2011 Commence a prosecution	14 Oct 2021	Amended delegation	Added delegation BA-D04 Building Act 2011 Commerce a prosecution to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
BA-D04 Building Act 2011 Commence a prosecution	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
BA-D05 Building Act 2011 -Extension of time for permit	14 Oct 2021	Amended delegation	Added delegation BA-D05 Building Act 2011 Extension of time for permit to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
COP-D02 Power to certify that a document is a true copy	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Delegates list. Removed position of Director Major Projects from Delegates list.	Administrative Change
COP-D03 Proving ownership, occupancy, and other things by certificate	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Delegates list. Removed position of Director Major Projects from Delegates list.	Administrative Change
EF-D02 Execution of Documents	27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change

Delegation	Approved or adopted	Type	Amendment	References
EF-D02 Execution of Documents	29 Oct 2021	Amended delegation	Added Manager Recreation and Commercial Activities (60959) and Principal, Engineer Major Projects (60954) to the subdelegates list. Removed Manager Asset and Mapping Services, Manager Recreation, Coordinator Depot Services and Manager Communications and Marketing, Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), Principal, Asset and Mapping Services (60961), from subdelegates list.	Administrative Change
EF-D02 Execution of Documents	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D03 Powers of Entry	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
EF-D04 Notices requiring certain things to be done	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
EF-D04 Notices requiring certain things to be done	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D05 Disposing of Property	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D08 Reserves under the Control of Local Government	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	Approved or adopted	Type	Amendment	References
EF-D09 Temporary and Partial Closure of Roads	29 Oct 2021	Amended delegation	Added Principal, Engineer Major Projects to subdelegates list. Removed Manager Engineering Services from subdelegates list.	Administrative Change
EF-D09 Temporary and Partial Closure of Roads	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D09 Temporary and Partial Closure of Roads	29 Nov 2021	Amended delegation	Added position of Engineer (60841) to subdelegates list.	Administrative Change
EF-D10 Activities Private Land	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D11 Leasing Agreements	3 Dec 2019	New delegation	03 December 2019	OCM 03 2019
FM-D03 Calling of Tenders	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
FM-D04 Payments from the Municipal and Trust Funds	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	20 Jul 2021	Amended delegation	Added and amended position description for Environment Officer to Environmental Officer to Category G and Subdelegates Lists.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	26 Jul 2021	Amended delegation	Added position of Supervisor Turf Services to the Subdelegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	30 Jul 2021	Amended delegation	Added position of Civic Support Officer to Category J and Subdelegates list.	Administrative Change

Delegation	Approved or adopted	Type	Amendment	References
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	6 Aug 2021	Amended delegation	Added position of Lease Officer to Category J and Subdelegates List.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	9 Aug 2021	Amended delegation	Added position Manager Development and Place to Category B and Subdelegates List.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	16 Aug 2021	Amended delegation	Amended title of Supervisor Street Trees to Supervisor Tree Services	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	6 Sep 2021	Amended delegation	Added the positions of Principal Advisor, Assets & GIS, Principal Advisor, Business Strategy, Principal, Design and Traffic Engineer, Principal Marketing and Communications and Principal, Strategic Planning and Place to Subdelegates List and Category B.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	6 Oct 2021	Amended delegation	Change of position title - from Executive Support/Research Officer to Executive Assistant to CEO	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	11 Oct 2021	Amended delegation	Removed Senior Accountant from FM-D04A and subdelegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	28 Oct 2021	Amended delegation	Added new position title of Landscape Architect, Amended Depot Administration Officer title to Administrative Officer Depot Services and added Depot Services Officer and changed position title of Supervisor Parks and Gardens to Supervisor Parks Services.	Administrative Change

Delegation	Approved or adopted	Type	Amendment	References
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	29 Oct 2021	Amended delegation	Added position Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), Senior Accountant (60480), Manager Environmental Health and Statutory Building (60873), Manager of Recreation and Commercial Activities (60959) and Principal Engineer Major Projects (60954) to subdelegates list. Removed Manager Communications and Marketing, Community Engagement Advisor, Manager Environmental Health and Manger Recreation from subdelegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Category A and Landscape Architect (60969 to) Category C. Added position of Director of Major Projects and Commercial Activities, Senior Accountant and Landscape Architect (60969) to subdelegates list. Removed position of Director Major Projects from Category A and subdelegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	12 Nov 2021	Amended delegation	Amended position title from Sustainable Environment Strategy Officer to Sustainable Environment Officer (60880).	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	24 Nov 2021	Amended delegation	Added position of Coordinator Engineering Works (60568) to Category E list. Added position of Chief Executive Officer (60001) to Category A list. Amended Category A-K list titles.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	29 Nov 2021	Amended delegation	Removed position Engineering Technical Officer (60592) from sub-delegates and delegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	15 Dec 2021	Amended delegation	Added the position of Senior Engineering Technical Officer and Engineering Technical Officer to the delegates and sub delegates list.	Administrative Change
FM-D05 Granting Concessions and Write-Offs	27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change

Delegation	Approved or adopted	Type	Amendment	References
FM-D05 Granting Concessions and Write-Offs	29 Oct 2021	Amended delegation	Added position of Manager Recreation and Commercial Activities to subdelegates list. Removed position of Manager Recreation from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	3 Dec 2019	New delegation	03 December 2019	OCM 03 December 2019
FM-D07 Community Funding Grants	27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building (60873) to subdelegates list. Removed Manager Communications and Marketing, Community Engagement Advisor, Manager Asset and Mapping Services and Manager Environmental Health, Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), and Principal Asset and Mapping Services (60961) from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	29 Oct 2021	Amended delegation	Added position of Manager Recreation and Commercial Activities to subdelegates list. Removed position of Manager Recreation from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	29 Oct 2021	Amended delegation	Removed Coordinator Depot Services from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	10 Nov 2021	Amended delegation	Added position of Principal, Library and Customer Services to subdelegates list.	Administrative Change
FM-D08 Acceptance of Contract Extensions and Variations	5 May 2020	New delegation	05 May 2020	SCM 05 May 2020

Delegation	Approved or adopted	Type	Amendment	References
FM-D08 Acceptance of Contract Extensions and Variations	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
LGR-D01 Local Government Act 1995 Obstruction of public thoroughfare	14 Oct 2021	Amended delegation	Added delegation of LGR-D01 Local Government Act Obstruction of Public Thoroughfare to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
LGR-D01 Local Government Act 1995 Obstruction of public thoroughfare	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building (60873) to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
LGR-D01 Local Government Act 1995 Obstruction of public thoroughfare	5 Nov 2021	Amended delegation	Removed Manager Strategic Planning and Place, and Planning Manager Major Projects from the subdelegates list.	Administrative Change
LL-D01 Local Laws - General Administration	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
LL-D01 Local Laws - General Administration	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
LL-D02 Local Laws Appointment of an Authorised Person	9 Dec 2021	Amended delegation	Delegation LL-D02 Local Law Appointment of Authorised Officer amended to reflect legislative change to "Authorised Persons".	Section 9.10 Local Government Act 1995
LL-D03 Local Laws Appointment of an Authorised Person Dog Act	9 Dec 2021	Amended delegation	Delegation LL-D03 Local Laws Appointment of an Authorised Officer Dog Act wording amended to reflect legislative amendment to reflect "Authorised Persons".	Section 29 Dog Act 1976 and Section 9.10 Local Government Act 1995.
TP-D01 Local Planning Schemes	2 Aug 2021	Amended delegation	Coordinator Statutory Planning role added to subdelegates list.	Administrative Change

Delegation	Approved or adopted	Type	Amendment	References
TP-D01 Local Planning Schemes	14 Oct 2021	Amended delegation	Added delegation TP-D01 Local Planning Schemes to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
TP-D01 Local Planning Schemes	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

DRAFT



City of Bayswater Delegated Authority Register - December 2021

REVIEW

Reviewed by	Date approved	References
Council	11 Dec 2018	Adopted by Council at the OCM on 11 December 2018. item 10.3.1
Council	3 Dec 2019	Adopted by Council at the OCM on 3 December 2019. Item 10.2.2
Council	24 Nov 2020	Adopted by Council at the OCM on 24 November 2020. Item 10.2.6

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INTRODUCTION

Introduction

Register of Delegation of Authority

Section 5.42 of the Local Government Act 1995 (the Act) allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act (other than those under s5.43). The local government may also delegate the exercise of any of its powers to Committees pursuant to section 5.16, other than those under Section 5.17(1).

All delegations made by the Council must be by absolute majority decision.

The Act allows for the Chief Executive Officer to delegate any of their powers to another employee, this must be done in writing. The Act allows for the Chief Executive Officer to place conditions on any delegations if required.

A register of delegations, being this manual, relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

If a person is exercising a power or duty that they have been delegated, the Act requires them to keep necessary records to the exercise of the power or discharge of the duty. The written record is to contain:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

In addition to delegations made in accordance with the Local Government Act 1995, a number of delegations are also made to the Chief Executive Officer, or directly to other officers in some instances, in accordance with the provisions of other legislation.

The aim of the delegated authority register is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the City's commitment to a strong customer service focus.

Each instrument of delegation describes the function being delegated and the relevant statutory reference which is the source of power for the exercise of the function. Also included is a reference to related documents such as policies of the Council which may provide guidance in the exercise of the delegation.

This delegated authority register will be reviewed in accordance with the Act on an annual basis.

Standard Conditions of all delegations

All delegations contained in this instrument are subject to the following standard conditions:

- All delegated authority shall be exercised -
 - In line with all laws and regulations in force in Western Australia.
 - In accordance with any budget authority where applicable.
 - In accordance with the City of Bayswater's relevant policies and local laws.
- Delegated authority cannot be exercised where a financial interest or interest affecting impartiality is evident.

Background

This document is the new instrument of delegation, for the statutory powers and duties of Council formally delegated to the CEO and replaces the instrument endorsed by Council on 24 November 2020. It is noted that delegation of authority under the Planning and Development Act 2005, the Planning and Development (Local Planning Schemes) Regulations 2015 and the City of Bayswater's Town Planning Schemes are not contained in this document and are approved separately.

DELEGATIONS

Delegation	BA-D01 Building Act 2011 Authorised Persons
Category	Building
Delegator	Council
Express power or duty delegated	Authority, under section 96(3) of the <i>Building Act 2011</i> , to designate a person employed by the local government as an authorised person for the purposes of the Building Act 2011 in relation to buildings and incidental structures located, or proposed to be located, in the district of the City of Bayswater.
Delegates	CEO
Conditions	Only a person employed by the local government under the <i>Local Government Act 1995</i> section 5.36 can be designated an authorised person for the <i>Building Act 2011</i> . The designation of an authorised person must be in writing
Statutory framework	<i>Building Act 2011</i> s.96(3) Authorised persons s.127 Delegation: special permit authorities and local governments <i>Local Government Act 1995</i> s.5.36
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 OCM 11 December 2018 Review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6
Last reviewed	24 November 2020

Delegation	BA-D02 Building Act 2011 Applications for building or demolition permits and Applications for occupancy permits and other certificates
Category	Building
Delegator	Council
Express power or duty delegated	<p>Authority to approve or refuse to grant or modify building and demolition permit applications under Part 2- Division 2 of the Building Act 2011.</p> <p>Authority to approve or refuse to grant or modify occupancy permits, building approval certificates, certificates of building compliance, certificates of construction compliance and certificates of design compliance under Part 4 of the Building Act 2011.</p>
Delegates	CEO
Conditions	Nil
Subdelegates	<p>Coordinator Statutory Building</p> <p>Director Community and Development</p> <p>Manager Building Works</p> <p>Manager Environmental Health and Statutory Building</p>
Statutory framework	<p><i>Building Act 2011</i></p> <p>Part 2- Division 2 — Applications for building or demolition permits</p> <p>Part 4- Occupancy permits and building approval certificates</p> <p>Section 127 -Delegation special permit authorities and local governments</p>
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>Amended OCM 14 Nov 2018</p> <p>ECM Reference 3053376</p> <p>OCM 03 December 2019 Agenda Item 10.2.2.</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
14 Oct 2021	Amended delegation	Added delegation BA-D02 Building Act 2011 Applications for Building or Demolition Permits and applications for Occupancy Permits and other certificates to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

Delegation	BA-D03 Building Act 2011 Making, Revoking and Enforcing Building Orders
Category	Building
Delegator	Council
Express power or duty delegated	Authority, under Part 8 Division 5 of the <i>Building Act 2011</i> , to make or revoke a building order and to give effect to a building order if non compliance occurs.
Delegates	CEO
Conditions	Nil
Subdelegates	Director Community and Development
Statutory framework	<i>Building Act 2011</i> Part 8- Division 5- Enforcement — Building orders Section 127 Delegation: special permit authorities and local governments
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 Amended OCM 14 Nov 2017 ECM Reference 3053376 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	BA-D04 Building Act 2011 Commence a prosecution
Category	Building
Delegator	Council
Express power or duty delegated	Authority, under Part 12, Division 1, of the <i>Building Act 2011</i> , to commence a prosecution for an offence against this Act
Delegates	CEO
Conditions	Nil
Subdelegates	Coordinator Statutory Building Director Community and Development Manager Building Works Manager Environmental Health and Statutory Building
Statutory framework	<i>Building Act 2011</i> Part 12 - , Division 1- General provisions about legal proceedings Section 127 Delegation- special permit authorities and local governments
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 Amended OCM 14 Nov 2017 ECM Reference 3053376 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
14 Oct 2021	Amended delegation	Added delegation BA-D04 Building Act 2011 Commerce a prosecution to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

Delegation	BA-D05 Building Act 2011 -Extension of time for permit
Category	Building
Delegator	Council
Express power or duty delegated	Authority, under regulation 24 of the <i>Building Regulations 2012</i> to extend the time during which a building permit or a demolition permit has effect. Authority, if an extension of time is granted, to impose any condition on the building permit or a demolition permit that could have been imposed under section 27 of the Act.
Delegates	CEO
Conditions	Nil
Subdelegates	Coordinator Statutory Building Director Community and Development Manager Building Works Manager Environmental Health and Statutory Building
Statutory framework	<i>Building Act 2011</i> s32(3) Duration of building or demolition permit s.27 Conditions imposed by permit authority s.127 Delegation: special permit authorities and local governments <i>Building Regulations 2012</i> Regulation 24 - Extension of time during which permit has effect (s. 32(3))
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 Amended OCM 14 Nov 2017 ECM Reference 3053376 OCM 11 December 2018 OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
14 Oct 2021	Amended delegation	Added delegation BA-D05 Building Act 2011 Extension of time for permit to amended position of Manager Environmental Health and Statutory Services.	Administrative Change

Delegation	BFA-D01 Bush Fires Act 1954 General Powers and Duties
Category	Miscellaneous
Delegator	Council
Express power or duty delegated	Authority to perform the functions of the local government under the <i>Bush Fires Act 1954</i> . These powers include, but are not necessarily limited to the prosecution of offences and the appointment of bush fire control officers.
Delegates	CEO
Conditions	There is no power under this Act for the CEO to further sub-delegate their powers.
Statutory framework	<i>Bush Fires Act 1954</i> Section 48(1) Delegation by Local Government
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	CA-D01 Cat Act 2011 General Powers and Duties
Category	Cats
Delegator	Council
Express power or duty delegated	The CEO is delegated authority to exercise the powers or discharge the duties of the local government under the <i>Cat Act 2011</i> , including the power to delegate to any employee the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under another provision of this Act
Delegates	CEO
Conditions	<p>The powers sub-delegated to the Director Community and Development and Manager Rangers and Security are limited to</p> <ul style="list-style-type: none"> • Power to give a cat control notice to a person who is the owner of a cat. • Power to cancel the registration of a cat . • Power to refuse an application for the grant or renewal of an approval to breed cats. • Power to cancel an approval to breed cats. • Power to issue a new certificate to an approved cat breeder if satisfied that a certificate has been stolen, lost, damaged or destroyed. • Power to withdraw an infringement notice. • Power to grant extension of time of infringement notice. • Power to cause a cat to be destroyed.
Subdelegates	Director Community and Development Manager Rangers and Security
Statutory framework	Cat Act 2011 section 44, Section 45, section 64
Policy	Disposal of Unclaimed Animals Policy
Date adopted	12 September 2017
Adoption references	<p>OCM 12 September agenda item 11.3 ECM Ref: 3034906 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	COP-D01 Withdraw an infringement notice
Category	Local Government Act 1995 -CEO Original Powers
Delegator	CEO
Express power or duty delegated	Within one year after the notice was given the CEO of the local government may, whether or not the modified penalty has been paid, withdraw an infringement notice by sending to the alleged offender a notice in the prescribed form stating that the infringement notice has been withdrawn.
Delegates	Director Community and Development Manager Rangers and Security
Conditions	Nil
Statutory framework	<i>Local Government Act 1995</i> section 9.20 section 5.44
Policy	Nil
Date adopted	6 November 2017
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	COP-D02 Power to certify that a document is a true copy
Category	Local Government Act 1995 -CEO Original Powers
Delegator	CEO
Express power or duty delegated	Authority to certify a copy of a local law of any other document of or adopted by the local government is a true copy, for the purposes of Part 9 -Division 2-Subdivision 4 (Evidence in legal proceedings) of the <i>Local Government Act 1995</i> .
Delegates	Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure
Conditions	Authorised employee, in the context of certifying a copy of a local law of a local government; or any other document of or adopted by it, to be a true copy, means an employee of the local government who is authorised to so certify either by the CEO, or a person acting with CEO's authority; certified copy means a copy that is certified by an authorised employee to be a true copy.
Statutory framework	<i>Local Government Act 1995</i> Section 9.31 Section 5.44
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Delegates list. Removed position of Director Major Projects from Delegates list.	Administrative Change

Delegation	COP-D03 Proving ownership, occupancy, and other things by certificate
Category	Local Government Act 1995 -CEO Original Powers
Delegator	CEO
Express power or duty delegated	Evidence as to whether anything — (a) is within a local government's district; or (b) belongs to a local government; or (c) is vested in, or is under the care, control, or management of, a local government, may be given by tendering a certificate signed by the CEO of the local government, or an employee of the local government who purports to be authorised by the CEO to so sign, and containing a statement as to the matter about which evidence is sought to be given.
Delegates	Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure
Conditions	Nil
Statutory framework	<i>Local Government Act 1995</i> Section 9.41 Section 5.44
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Delegates list. Removed position of Director Major Projects from Delegates list.	Administrative Change

Delegation	COP-D04 Declaring a vehicle to be an abandoned vehicle wreck (DRAFT)
Category	Local Government Act 1995 -CEO Original Powers
Delegator	Chief Executive Officer
Express power or duty delegated	Authority to declare a vehicle to be an abandoned vehicle wreck
Delegates	CEO
Subdelegates	Director Community and Development Manager Rangers and Security
Subdelegate conditions	If after seven days from the removal of a vehicle deemed to be an abandoned wreck the owner of the vehicle has not been identified or collected the vehicle the local government may declare that the vehicle is an abandoned vehicle wreck.
Statutory framework	Local Government Act 1995 Section 3.40A(4) Abandoned vehicle wreck may be taken
Policy	Nil

Delegation	COVA-D01 Control of Vehicles (Off-road Areas) Act 1978 General powers and duties
Category	Miscellaneous
Delegator	Council
Express power or duty delegated	The CEO is authorised, as a fit and proper person, to exercise the powers or discharge the duties of the local government under the <i>Control of Vehicles (Off- Road Areas) Act 1978</i> .
Delegates	CEO
Conditions	There is no capacity to sub-delegate under this Act.
Statutory framework	<i>Control of Vehicles (Off-road Areas) Act 1978</i> Section 5 - Local government's functions
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 OCM 11 December 2018 OCM 03 December 2019 Agenda Item 03 December 2019 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	CPCGA-D01 Caravan Parks and Camping Grounds Act 1995 Temporary Accommodation
Category	Miscellaneous
Delegator	Council
Express power or duty delegated	Authority, under regulation 11, to grant approval to a person to camp on land other than at a caravan park or camping ground.
Delegates	CEO
Conditions	There is no capacity to sub delegate under the <i>Caravan Parks and Camping Grounds Act 1995</i> . Approval to be for a maximum of 3 months in total.
Statutory framework	<i>Caravan Parks and Camping Grounds Act 1995</i> s.28 <i>Caravan Parks and Camping Grounds Regulations 1997</i> Regulation 6 and Regulation 11
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2017 Agenda Item 11.3 OCM 11 December 2018 OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	DA-D01 Dog Act 1976 General Powers and Duties
Category	Dogs
Delegator	Council
Express power or duty delegated	The CEO is delegated authority to exercise all powers and discharge all duties of the local government under the <i>Dog Act 1976</i> including the appointment of authorised persons. The CEO is authorised to further delegate these powers and duties in line with the Act.
Delegates	CEO
Conditions	<p>The powers sub-delegated to the Director Community and Development and Manager Rangers and Security are limited to the following -</p> <ul style="list-style-type: none"> • The power to grant an exemption to the local law limit on the number of dogs per premise. • Power under regulations 35(5) to withdraw an infringement notice • Power to direct the registration officer to refuse or cancel a registration if certain conditions listed in the act apply. • Power to give written notice to the owner that the dog cannot be registered, if no application for a registration is made, and if certain conditions listed in the act apply, • Power to cause a dog to be destroyed at the request of the owner of that dog, whether or not the dog has been seized or detained. • Power to grant a licence for an approved kennel establishment • Power to declare an individual dog to be a dangerous dog • Power to revoke a declaration that a dog is a dangerous dog
Subdelegates	Director Community and Development Manager Rangers and Security
Statutory framework	Dog Act 1976 Section 10AA- Delegation of local government powers and duties Section 29-Power to seize dogs
Policy	Disposal of Unclaimed Animals Policy
Date adopted	12 September 2017
Adoption references	OCM 12 Sept 2017 Agenda Item 11.3 ECM Ref: 3034906 OCM 11 December 2018 OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	EF-D01 Authorised People- Local Government Act 1995
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	<p>Authority, under section 9.10, to appoint persons or classes of persons as authorised persons for the purpose of exercising the powers and duties of an authorised person as set out in the Local Government Act 1995. The powers of an authorised person include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> • Entering property, as per section 3.31; Removing, impounding and disposing of goods as per sections 3.39 to 3.48; • Requiring the name, address and date of birth of a person breaching the Act as per section 9.11; and • Issuing infringement notices as per section 9.16. <p>Authority, under section 3.24, to expressly authorise a person to exercise the powers of local government for certain provisions about land. The powers of a person so authorised include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> • Entering land to perform any function of the local government under the Act as per section 3.28; • Giving notice of entry as per section 3.32; • Seeking and executing an entry under warrant as per section 3.33; • Executing entry in an emergency as per section 3.34; • Giving notice and effecting entry by opening a fence as per section 3.36.
Delegates	CEO
Conditions	In line with the requirements of the Act, a certificate of authorisation is to be issued to each authorised person stating the authority that has been granted.
Statutory framework	<p>Local Government Act 1995</p> <p>s3.24 Authorising persons Part 3, Division 3, Subdivision 2 - (certain provisions about land)</p> <p>s9.10 Appointment of authorised officers</p> <p>s.5.42. Delegation of some powers and duties to CEO</p>
Policy	TBA
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	EF-D02 Execution of Documents
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	<p>Authority, under section 9.49A(2), to authorised the affixing of the common seal to any document.</p> <p>Authority, under section 9.49A(4) for the chief executive officer, to sign any documents, on behalf of the local government, that are necessary or appropriate to be signed in carrying out the Chief Executive Officer's functions under the Local Government Act 1995.</p>
Delegates	CEO
Conditions	<p>The common seal of the local government must be affixed to a document in the presence of —</p> <ul style="list-style-type: none"> • the Mayor; and • the Chief Executive Officer or a senior employee authorised by the Chief Executive Officer. <p>The Mayor and Chief Executive Officer are authorised to affix and sign all documents to be executed under the common seal; however, in the absence of the Mayor and Chief Executive Officer, as the case may be the Deputy Mayor and a Director as authorised in accordance with the provisions of the Local Government Act 1995 (WA).</p> <p>A document signed by the Chief Executive Officer, under section 9.49A(4) is not to be regarded as a deed.</p> <p>It is noted that a local government cannot delegate to a Chief Executive Officer the power, under section 9.49A(4), to authorise a person to sign documents. This instrument of authorisation only provides the CEO with authority to sign documents on behalf of the local government.</p> <p>As per the Execution of Documents and Application of Common Seal Policy the following conditions apply:</p> <ol style="list-style-type: none"> 1. Chief Executive Officer <ol style="list-style-type: none"> a) Unlimited \$value; and/or b) Commitment period is specifically resolved by Council or in any other case, no greater than a 5 year period; and/or c) Moderate or lesser financial risk, legal complexity or political sensitivity, unless specifically resolved by Council. 2. Director <ol style="list-style-type: none"> a) less than \$250,000p/a; and/or b) Commitment is no greater than 3 year period; and/or c) Moderate or lesser level of financial risk, legal complexity or political sensitivity. 3. Manager <ol style="list-style-type: none"> a) less than \$100,000p/a; and/or b) Commitment is no greater than a 3 year period; and/or c) Minor or lesser level of financial risk, legal complexity or political sensitivity.

Subdelegates	<p>Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure Manager Building Works Manager Community Development Manager Development and Place Manager Engineering and Spatial Services Manager Environmental Health and Statutory Building Manager Financial Services Manager Governance and Strategy Manager Information Services Manager Parks and Gardens Manager People, Culture and Safety Manager Project Services Manager Rangers and Security Manager Recreation and Commercial Activities Manager Sustainability, Environment and Waste</p>
Statutory framework	<p>Local Government Act 1995</p> <p>s.9.49A Execution of Documents.</p> <p>s.5.42. Delegation of some powers and duties to CEO</p>
Policy	Execution of Documents and Application of Common Seal Policy
Date adopted	26 October 2020
Adoption references	<p>ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added Manager Recreation and Commercial Activities (60959) and Principal, Engineer Major Projects (60954) to the subdelegates list. Removed Manager Asset and Mapping Services, Manager Recreation, Coordinator Depot Services and Manager Communications and Marketing, Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), Principal, Asset and Mapping Services (60961), from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	EF-D03 Powers of Entry
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	<p>Authority, in line with section 3.28, to perform any function of local government under the <i>Local Government Act 1995</i> if entry on to land is required for the performance of the functions of local government or in any other case in which entry is authorised by the Act.</p> <p>This authority includes, but is not limited to, authority to seek and execute a warrant of entry, to enter land in an emergency and to give notice and effect of entry by opening a fence.</p>
Delegates	CEO
Conditions	<p>In accordance with the conditions set out in the <i>Local Government Act 1995</i>:</p> <ul style="list-style-type: none"> • s3.31(1)(a) Consent obtained from the owner or occupier; • s3.31(1)(b) Notice has been given under 3.32 • s3.34(2) Entry in emergency • s3.36 Opening fences
Subdelegates	<p>Coordinator Tree Services Director Community and Development Manager Building Works Manager Environmental Health and Statutory Building Manager Parks and Gardens Manager Rangers and Security</p>
Statutory framework	<p><i>Local Government Act 1995</i></p> <p>Part 3, Division 3, Subdivision 3 - Powers of Entry</p> <p>s.5.42. Delegation of some powers and duties to CEO.</p>
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3 ECM Ref 3040404 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

Delegation	EF-D04 Notices requiring certain things to be done
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	<p>Authority to inspect private land and issue notices to owners of land.</p> <p>Authority to do anything to achieve the purpose for which a notice has been given.</p> <p>Authority to recover costs associated with achieving the purpose for which a notice has been given.</p>
Delegates	CEO
Conditions	These powers must be exercised in accordance with <i>Local Government Act 1995</i> Schedule 3.1- powers under notices to owners or occupiers of land
Subdelegates	<p>Coordinator Tree Services</p> <p>Director Major Projects and Commercial Activities</p> <p>Director Works and Infrastructure</p> <p>Manager Environmental Health and Statutory Building</p> <p>Manager Parks and Gardens</p>
Statutory framework	<p><i>Local Government Act 1995</i></p> <p>s3.25 Notice requiring certain things to be done by owner or occupier of land</p> <p>s3.26 Additional powers when notices given.</p> <p>s.5.42. Delegation of some powers and duties to CEO.</p>
Policy	Nil
Date adopted	26 October 2020
Adoption references	<p>ECM Document Set ID 3042153</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	EF-D05 Disposing of Property
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	<p>Authority, under section 3.47 of the Act, to sell or otherwise dispose of any goods that have been confiscated under the Act.</p> <p>Authority, under section 3.58, to dispose of property by public auction, public tender or in accordance with other methods deemed acceptable under the Local Government Act 1995.</p> <p>Authority to dispose of property for which an exemption applies under section 3.58(5) of the Local Government Act 1995, subject to regulation 30 of the Local Government (Functions and General) Regulations 1996.</p>
Delegates	CEO
Conditions	<p>The disposal must be in accordance with:</p> <ul style="list-style-type: none"> -the City's Annual Budget or by Council resolution; -s3.58 of the <i>Local Government Act 1995</i>; and -regulation 30 of the <i>Local Government (Functions and General) Regulations 1996</i>. <p>In the case of land, the intended sale price must be greater than or equal to the valuation.</p> <p>The CEO may authorise the disposal of plant and equipment that has not been identified in the annual budget, provided it has a written down value of less than \$10,000 and is no longer used or serves no purpose.</p>
Subdelegates	<p>Director Community and Development</p> <p>Director Major Projects and Commercial Activities</p> <p>Director Works and Infrastructure</p> <p>Manager Engineering and Spatial Services</p> <p>Manager Governance and Strategy</p> <p>Manager Rangers and Security</p>
Statutory framework	<p><i>Local Government Act 1995</i></p> <ul style="list-style-type: none"> -s3.47 Disposing of confiscated or uncollected goods -s3.58 Disposing of Property -s.5.42. Delegation of some powers and duties to CEO. <p><i>Local Government (Functions and General) Regulations 1996</i></p> <ul style="list-style-type: none"> -Regulation 30(3) Disposing of property to which section 3.58 does not apply
Policy	Nil
Date adopted	26 October 2020
Adoption references	OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	EF-D06 Recovery of Impounding Expenses
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	Authority, under section 3.48, to recover impounding, expenses, by action in a court of competent jurisdiction.
Delegates	CEO
Conditions	<p>In accordance with section 3.48 the goods must be impounded under section 3.39 of the Act and the offender must be convicted.</p> <p>If the impounded goods are not sold the amount recovered can only be for expenses incurred by the local government in removing and impounding the goods and in disposing of them.</p> <p>If the impounded goods are sold the amount recovered can only be the amount, if any, by which the money received from the sale, is insufficient to meet costs and expenses.</p>
Subdelegates	Director Community and Development Manager Rangers and Security
Statutory framework	<p><i>Local Government Act 1995</i></p> <p>s3.48 Recovery of Impounding Expenses</p>
Policy	Sundry Debt Collection And Recovery Policy
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sept 2017</p> <p>ECM Ref Number: 3040404</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	EF-D07 Disposal of Sick or Injured Animals
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	Authority to humanely destroy and dispose of an impounded animal that is determined to be too sick or injured to treat.
Delegates	CEO
Conditions	<p>The animal must be destroyed in a humane manner.</p> <p>A local government must not destroy an animal under this subsection unless —</p> <ul style="list-style-type: none"> o because of the state of the animal, destroying it is urgent; or o the local government has — <ul style="list-style-type: none"> ♣ taken reasonable steps to notify the owner; and ♣ allowed the owner a reasonable opportunity to collect the animal
Subdelegates	Director Community and Development Manager Rangers and Security
Statutory framework	<i>Local Government Act 1995</i> s3.47A(1) Disposing of sick or injured animals
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>ECM Ref 3040404</p> <p>OCM 11 December 2018</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	EF-D08 Reserves under the Control of Local Government
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	Authority, under section 3.54 of the <i>Local Government Act 1995</i> , to do anything for the purposes of controlling the management of land that is vested in or under the management of the City.
Delegates	CEO
Conditions	Subject to any express provision to the contrary made by an order under the Land Administration Act 1997 in respect of the land.
Subdelegates	Director Major Projects and Commercial Activities Director Works and Infrastructure Manager Parks and Gardens
Statutory framework	<i>Local Government Act 1995</i> -s3.54 Reserves under the control of a local government
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	EF-D09 Temporary and Partial Closure of Roads
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	Authority to undertake a temporary closure of roads and to do anything for the purposes of administering Part 3, Division 3 Subdivision 5 of the Act, which relates to certain provisions about thoroughfares.
Delegates	CEO
Conditions	Must be carried out in accordance with Part 3, Division 3, Subdivision 5 of the <i>Local Government Act 1995</i> .
Subdelegates	Director Major Projects and Commercial Activities Director Works and Infrastructure Engineer Manager Engineering and Spatial Services Manager Parks and Gardens Principal, Engineer Major Projects
Statutory framework	<i>Local Government Act 1995</i> -s3.50 Closing certain thoroughfares to vehicles -s3.50A Partial closure of thoroughfares for repairs or maintenance -s3.51 Affected owners to be notified of certain proposals
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added Principal, Engineer Major Projects to subdelegates list. Removed Manager Engineering Services from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
29 Nov 2021	Amended delegation	Added position of Engineer (60841) to subdelegates list.	Administrative Change

Delegation	EF-D10 Activities Private Land
Category	Local Government Act 1995- Executive Functions
Delegator	Council
Express power or duty delegated	Authority to do any of the things prescribed in Schedule 3.2 of the Local Government Act 1995; even though the land on which it is done is not local government property and the local government does not have the consent to do it.
Delegates	CEO
Conditions	Limited to those activities as listed in Schedule 3.2 of the Local Government Act 1995.
Subdelegates	Director Major Projects and Commercial Activities Director Works and Infrastructure
Statutory framework	<i>Local Government Act 1995</i> -s3.27(1) Particular things local governments can do on land that is not local government property -Schedule 3.2
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	EF-D11 Leasing Agreements
Category	Local Government Act 1995 -CEO Original Powers
Delegator	Council
Express power or duty delegated	<p>Authority to the CEO to enter into leasing renewals in certain circumstances that does not exceed the amount of \$25,000</p> <p>(a) The delegation to enter into a new lease/licence/user agreement applies only to the continuation of the existing lessee/occupant of the premises. Where an expression of interest or new lessee/occupant is recommended, these matters must be determined by Council;</p> <p>(b) Compliance with the Community Facility Lease and Licence/User Agreement Policy;</p> <p>(c) The total rental income to be received during the lease/licence/user agreement term (including all options) does not exceed \$25,000; and</p> <p>(d) Minor negotiation of standard template terms by the Chief Executive Officer is acceptable to the extent not inconsistent with the Community Facility Lease and Licence/User Agreement Policy.</p>
Delegates	CEO
Conditions	Nil
Express power to subdelegate	Nil
Statutory framework	Local Government Act 1995
Policy	Community Facility Lease and Licence User Agreement Policy
Date adopted	3 December 2019
Adoption references	OCM 03 December 2019OCM OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
3 Dec 2019	New delegation	03 December 2019	OCM 03 2019

Delegation	EO-D15 Public Health Act 2016 Authorised Officers
Category	Health
Delegator	Council
Express power or duty delegated	Authority to appoint persons or classes of persons as authorised officers for the purpose of fulfilling prescribed functions within the relevant legislation.
Delegates	CEO
Conditions	Must appoint authorised officers in writing and issue certificates of authorisation in accordance with the <i>Public Health Act 2016</i> and require appointed officers to produce such certificate on being asked to do so by a person in respect of whom they exercise, have exercised, or are about to exercise any such power
Statutory framework	<i>Public Health Act 2016</i> s21. Enforcement agency may delegate
Policy	Nil
Date adopted	13 September 2016
Adoption references	OCM 13 Sept 2016 Agenda Item 12.4 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	FA-D01 Food Act 2008 Appointment of Authorised Officers and Appointment of Designated Officers
Category	Health
Delegator	Council
Express power or duty delegated	<p>Authority to appoint a person to be an authorised officer for the purposes of the <i>Food Act 2008</i>.</p> <p>Authority to appoint officers to be Designated Officers for the purposes of the <i>Food Act 2008</i> for either issuing infringements or extending, withdrawing or accepting payment for infringements.</p>
Delegates	CEO
Conditions	<p>Appointment of Authorised Officers: A certificate of authority must be issued in accordance with section 123 of the <i>Food Act 2008</i>.</p> <p>Appointment of Designated Officers: Infringement Notices must be issued in accordance with section 126 of the <i>Food Act 2008</i>.</p> <p>Each enforcement agency must prepare and maintain a list of authorised officers appointed by the agency in accordance with section 122 of the <i>Food Act 2008</i>.</p> <p>Note: this delegation cannot be sub delegated</p>
Statutory framework	<p><i>Food Act 2008</i> s122(1)(a)&(b) Appointment of Authorised Officers S126(13) Infringements - Appointment of Designated Officers</p>
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sept 2017 Agenda Item 11.3 OCM 11 December 2018 OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	FA-D02 Food Act 2008 General Administration
Category	Health
Delegator	Council
Express power or duty delegated	Authority to exercise the powers or discharge the duties of the local government, as an enforcement agency, under the Food Act 2008.
Delegates	CEO
Conditions	Note this delegation cannot be sub delegated
Statutory framework	<i>Food Act 2008</i> Section 118(2)(b)
Policy	Food Samples - Offences Policy
Date adopted	12 September 2017
Adoption references	OCM 12 Sept 2017 Agenda Item 11.3 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	FM-D01 Power to Invest
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	Authority to invest money held in the municipal or trust fund that is not, for the time being, required for any other purpose.
Delegates	CEO
Conditions	<p>Must establish, document and adhere to internal control procedures and relevant Council policies to ensure control of investments.</p> <p>Authority must be exercised in accordance with Regulation 19 of the <i>Local Government (Financial Management) Regulations 1996</i>.</p> <p>Authority must be exercised in accordance with Part III of the Trustees Act 1962.</p>
Subdelegates	Director Corporate and Strategy Manager Financial Services
Statutory framework	<i>Local Government Act 1995</i> -s6.14(1) Power to invest
Policy	Authorised Signatories for Bank Accounts Investment Policy
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>ECM Ref 3023120</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p>

Delegation	FM-D02 Acceptance of Tenders
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	Authority to accept tenders and approve payment claims in line with section 3.57 of the Act
Delegates	CEO
Conditions	<p>Delegated authority is subject to a provision in the Annual Budget and limited to:</p> <ul style="list-style-type: none"> -Annual tenders (operation and supplies) - \$250,000 -All other tenders and contracts resulting from tenders - \$250,000 -Payment claims for contracts within the limits approved by Council (including variations and extensions) Contracts awarded by a prescribed organisation under the Local Government (Functions and General) Regulations 1996. <p>It is a condition of this delegation that the City maintains a Tender Register and records in it the details of any decisions under this delegation.</p>
Statutory framework	<p><i>Local Government Act 1995</i> s3.57 Tenders for providing goods and services</p> <p><i>Local Government (Functions and General) Regulations 1996</i> Part 4 Regulations 11 to 24</p>
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	FM-D03 Calling of Tenders
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	Authority to publicly invite tenders for purchase of goods and services or seek expressions of interest over \$250,000
Delegates	CEO
Conditions	A note of the details of the decision must be included in the Tender Register, in the same way that Council decisions in relation to Tenders are captured.
Subdelegates	Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure
Statutory framework	<i>Local Government Act 1995</i> -s3.57 Tenders for providing goods and services <i>Local Government (Functions and General) Regulations 1996</i> -regulation 11 to regulation 24
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	FM-D04 Payments from the Municipal and Trust Funds
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	Authority to make payment from the Municipal Fund and from the Trust Fund, in line with section 6.7 and section 6.9 of the <i>Local Government Act 1995</i> .
Delegates	CEO
Conditions	<p>This delegation is subject to the requirements of regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i>.</p> <p>In line with regulation 11 of the <i>Local Government (Financial Management) Regulations 1996</i> Council has authorised (SCM 28 June 2017 Item 7.1) as signatories for payments and transfers from:</p> <ol style="list-style-type: none"> Municipal Fund Account: Any two of the Chief Executive Officer, the Director Corporate and Strategy, the Director Works and Infrastructure, the Director Community and Development, and the Manager Financial Services; and the Manager Governance and Strategy. Trust Fund Account: Any two of the Chief Executive Officer, the Director Corporate and Strategy, the Director Works and Infrastructure, the Director Community and Development and the Manager Financial Services; and the Manager Governance and Strategy. <p>It is also a requirement that the City:</p> <ul style="list-style-type: none"> - Retain Cheque Vouchers, including electronic transfer records as evidence of decisions to make payments. - Retain computer encryption devices and other controls for effective scrutiny of account payments.
Subdelegates	<p>Director Community and Development</p> <p>Director Corporate and Strategy</p> <p>Director Major Projects and Commercial Activities</p> <p>Director Works and Infrastructure</p> <p>Manager Financial Services</p> <p>Manager Governance and Organisational Strategy</p> <p>Principal Advisor, Business Strategy</p>
Statutory framework	<p><i>Local Government Act 1995:-</i></p> <p>s6.7 Municipal Fund</p> <p>s6.9 Trust Fund</p> <p><i>Local Government (Financial Management) Regulations 1996:-</i></p> <p>Regulation 11 -Payments, procedures for making etc.</p> <p>Regulation 12 - Payments from municipal fund or trust fund, restrictions on making</p> <p>Regulation 13- Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.</p>
Policy	Nil
Date adopted	26 October 2020

Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6
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Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	Authority to incur expenses and apply money from the Municipal Fund Account
Delegates	CEO
Conditions	<p>Such expenditure can only be incurred where an expenditure estimate is included in the City of Bayswater's annual budget. It is noted that this delegation only relates to the power to incur expenses and apply money. This power is limited by Resolution 7.3 at OCM 28 June 2017 under which only certain approved senior executive officers may be signatories for payments and transfers from the Municipal Fund Account.</p> <p>Sub-delegated authority is limited to the maximum individual amounts as set out in the following categories.</p> <p>Category A \$250,000 Chief Executive Officer (6001)</p> <p>Category B \$150,000 Director Community and Development (60864) Director Corporate and Strategy (60866) Director Major Projects and Commercial Activities (60915) Director Works and Infrastructure (60868)</p> <p>Category C \$50,000 Manager Building Works (60870) Manager Community Development (60874) Manager Development and Place (60953) Manager Engineering and Spatial Services (60958) Manager Environmental Health and Statutory Building (60873) Manager Financial Services (60478) Manager Governance and Strategy (60950) Manager Information Services (60464) Manager Parks and Gardens (60564) Manager People, Culture and Safety (60009) Manager Project Services (60871) Manager Rangers and Security (60436) Manager Recreation and Commercial Activities (60959) Manager Sustainability, Environment and Waste (60951) Principal Advisor, Business Strategy (60955) Principal, Asset and Mapping Services (60961) Principal, Community Engagement (60968) Principal, Communications and Marketing (60956) Principal, Design and Traffic Engineer (60957) Principal, Engineer Major Projects (60954) Principal, Library and Customer Services (60872) Principal, Strategic Planning and Place (60952)</p> <p>Category D \$25,000 Coordinator Depot Services (60911) Coordinator Parks Services (60594)</p>

	<p>Coordinator Tree Services (60805) Coordinator Turf Services (60608) Landscape Architect (60969)</p> <p>Category E \$20,000 Coordinator Active Ageing and Volunteers (60857) Coordinator Building Projects Maintenance (60509) Coordinator Business Services (60800) Coordinator Business Systems (60975) Coordinator Community Development (60044) Coordinator Customer Services (60486) Coordinator Engineering Works (60568) Coordinator Environmental Health (60548) Coordinator Events (60035) Coordinator Fleet Services (60587) Coordinator Human Resources (60010) Coordinator Information Management (60133) Coordinator Information Technology (60858) Coordinator Natural Area Management (60904) Coordinator Organisational Development (60846) Coordinator Project Services (60032) Coordinator Rating Services (60473) Coordinator Security and Crime Prevention (60446) Coordinator Statutory Building (60514) Design and Traffic Engineer (60568) FOGO Project Coordinator (60917) Project Management Coordinator (60497) Senior Project Officer (Building) (60498)</p> <p>Category F \$10,000 Assistant Manager (60766) Technical Officer - Tree Services (60863)</p> <p>Category G \$5000 Catchment Management Officer (60673) Environmental Officer (60794) Executive Assistant to the CEO (60847) Parks Supervisor (60910) Senior Accountant (60480) Senior Officer Depot Services (60565) Supervisor Infrastructure Services (60595) Supervisor Irrigation Services (60640) Supervisor Parks Services (60650) Supervisor Streetscape Services (60666) Supervisor Tree Services (60598) Sustainable Environment Policy Officer (60880) Turf Services Supervisor (60609) Works Supervisor (60578) Workshop Supervisor (60588)</p> <p>Category H \$2000 Branch Librarian (60111) Engineering Technical Officer (60592) Senior Engineering Technical Officer (60981)</p> <p>Category I \$1,500 Children and Youth Services Librarian (60096)</p>
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	<p>Category J \$1000 Administrative Assistant Building Works (60499) Civic Support Officer (60039) Community Lease Officer (60031) Personal Assistant (60463) Project Support Officer (60500)</p> <p>Category K \$500 Administrative Officer Depot Services (60567)</p>
Subdelegates	Administrative Assistant Building Works Administrative Officer Depot Services Assistant Manager Branch Librarian Catchment Management Officer Children and Youth Services Librarian Civic Support Officer Community Lease Officer Coordinator Active Ageing and Volunteers Coordinator Building Projects Maintenance Coordinator Business Services Coordinator Business Systems Coordinator Community Development Coordinator Customer Services Coordinator Depot Services Coordinator Engineering Works Coordinator Environmental Health Coordinator Events Coordinator Fleet Services Coordinator Human Resources Coordinator Information Management Coordinator Information Technology Coordinator Natural Area Management Coordinator Organisational Development Coordinator Parks Services Coordinator Project Services Coordinator Rating Services Coordinator Security and Crime Prevention Coordinator Statutory Building Coordinator Statutory Planning Coordinator Tree Services Coordinator Turf Services Design and Traffic Engineer Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure Engineer Engineering Technical Officer Environmental Officer Executive Assistant to the CEO FOGO Project Coordinator Landscape Architect Manager Building Works Manager Community Development Manager Development and Place Manager Engineering and Spatial Services Manager Environmental Health and Statutory Building Manager Financial Services

	<p>Manager Governance and Strategy Manager Information Services Manager Parks and Gardens Manager People, Culture and Safety Manager Project Services Manager Rangers and Security Manager Recreation and Commercial Activities Manager Sustainability, Environment and Waste Parks Supervisor Personal Assistant Principal Advisor, Business Strategy Principal, Asset and Mapping Services Principal, Communications and Marketing Principal, Community Engagement Principal, Design and Traffic Engineer Principal, Engineer Major Projects Principal, Library and Customer Services Principal, Strategic Planning and Place Project Management Coordinator Project Support Officer Senior Accountant Senior Engineering Technical Officer Senior Officer Depot Services Senior Project Officer (Building) Supervisor Infrastructure Services Supervisor Irrigation Services Supervisor Parks Services Supervisor Streetscape Services Supervisor Tree Services Sustainable Environment Policy Officer Technical Officer Tree Services Turf Services Supervisor Works Supervisor Workshop Supervisor</p>
Statutory framework	<p><i>Local Government Act 1995:-</i> s6.7 Municipal Fund s6.8 Expenditure from municipal fund not included in annual budget</p> <p><i>Local Government (Financial Management) Regulations 1996:-</i> Regulation 12 - Payments from municipal fund or trust fund, restrictions on making</p>
Policy	<p>Decision undertaken using this delegated authority must comply with the City's Procurement Policy.</p>
Date adopted	<p>7 May 2021</p>
Adoption references	<p>Change to delegation limit for Senior Projects Officer</p>

Amendments			
Approved	Type	Amendment	References
20 Jul 2021	Amended delegation	Added and amended position description for Environment Officer to Environmental Officer to Category G and Subdelegates Lists.	Administrative Change
26 Jul 2021	Amended delegation	Added position of Supervisor Turf Services to the Subdelegates list.	Administrative Change
30 Jul 2021	Amended delegation	Added position of Civic Support Officer to Category J and Subdelegates list.	Administrative Change
6 Aug 2021	Amended delegation	Added position of Lease Officer to Category J and Subdelegates List.	Administrative Change
9 Aug 2021	Amended delegation	Added position Manager Development and Place to Category B and Subdelegates List.	Administrative Change
16 Aug 2021	Amended delegation	Amended title of Supervisor Street Trees to Supervisor Tree Services	Administrative Change
27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
6 Sep 2021	Amended delegation	Added the positions of Principal Advisor, Assets & GIS, Principal Advisor, Business Strategy, Principal, Design and Traffic Engineer, Principal Marketing and Communications and Principal, Strategic Planning and Place to Subdelegates List and Category B.	Administrative Change
6 Oct 2021	Amended delegation	Change of position title - from Executive Support/Research Officer to Executive Assistant to CEO	Administrative Change
11 Oct 2021	Amended delegation	Removed Senior Accountant from FM-D04A and subdelegates list.	Administrative Change
28 Oct 2021	Amended delegation	Added new position title of Landscape Architect, Amended Depot Administration Officer title to Administrative Officer Depot Services and added Depot Services Officer and changed position title of Supervisor Parks and Gardens to Supervisor Parks Services.	Administrative Change

29 Oct 2021	Amended delegation	Added position Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), Senior Accountant (60480), Manager Environmental Health and Statutory Building (60873), Manager of Recreation and Commercial Activities (60959) and Principal Engineer Major Projects (60954) to subdelegates list. Removed Manager Communications and Marketing, Community Engagement Advisor, Manager Environmental Health and Manger Recreation from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Category A and Landscape Architect (60969 to) Category C. Added position of Director of Major Projects and Commercial Activities, Senior Accountant and Landscape Architect (60969) to subdelegates list. Removed position of Director Major Projects from Category A and subdelegates list.	Administrative Change
12 Nov 2021	Amended delegation	Amended position title from Sustainable Environment Strategy Officer to Sustainable Environment Officer (60880).	Administrative Change
24 Nov 2021	Amended delegation	Added position of Coordinator Engineering Works (60568) to Category E list. Added position of Chief Executive Officer (60001) to Category A list. Amended Category A-K list titles.	Administrative Change
29 Nov 2021	Amended delegation	Removed position Engineering Technical Officer (60592) from sub-delegates and delegates list.	Administrative Change
15 Dec 2021	Amended delegation	Added the position of Senior Engineering Technical Officer and Engineering Technical Officer to the delegates and sub delegates list.	Administrative Change

Delegation	FM-D05 Granting Concessions and Write-Offs (DRAFT)
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	<p>Authority, in line with section 6.12(b), to waive or grant concessions in relation to any amount of money which is owed to the local government.</p> <p>Authority, in line with section 6.12(c), to write off of any debts (not including rates or other charges) considered irrecoverable.</p>
Delegates	CEO
Conditions	<p>The CEO may:</p> <ul style="list-style-type: none"> • Authorise a waiver or grant a concession to a maximum value of \$500. • Authorise a write off of any debts (not including rates, swimming pool or waste related charges) considered irrecoverable to a maximum value of \$1,000. <p>The Director Corporate and Strategy may:</p> <ul style="list-style-type: none"> • Authorise a waiver or grant a concession to a maximum value of \$500 • Authorise a write off of any debts (not including rates, swimming pool or waste related charges) considered irrecoverable to a maximum value of \$500. <p>The Manager Financial Services may:</p> <ul style="list-style-type: none"> ▪ Authorise a write off of any debts (not including rates, swimming pool or waste related charges) considered irrecoverable to a maximum value of \$5. <p>The Manager Community Development, Manager Financial Services, Manager Library and Customer Services, Manager Recreation and the Manager Project Services are only authorised to waive a fee or grant a concession to a maximum value of \$500, in line with section 6.12(1)(b) of the Local Government Act 1995.</p> <p>All write offs, concessions or waivers are to be recorded appropriately and a report is to be presented to elected members regularly for noting.</p>
Subdelegates	<p>Manager Community Development</p> <p>Manager Financial Services</p> <p>Manager Project Services</p> <p>Manager Recreation and Commercial Activities</p> <p>Principal, Library and Customer Services</p>
Statutory framework	<p>Local Government Act 1995:</p> <p>s6.12(1)(b) -Waive a fee or grant a concession in relation to any amount of money owed to the local government</p> <p>s6.12(1)(c) -Write off a debt which is owed to the local government</p> <p>s6.12(3) -The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government</p>
Policy	Sundry Debt Collection and Recovery Policy

Amendments			
Approved	Type	Amendment	References
27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Recreation and Commercial Activities to subdelegates list. Removed position of Manager Recreation from subdelegates list.	Administrative Change

Delegation	FM-D06 Recovery of Unpaid Rates or Service Charge
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	<p>Authority to determine that notice be given to the lessee requiring payment of the rates or service charges.</p> <p>Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid.</p> <p>Authority to recover rates or service charges, as well as the costs of proceedings, in a court of competent jurisdiction.</p> <p>Authority to enter into negotiations and reach agreement to accept payment of outstanding rates or service charge and stay prosecution.</p> <p>Authority to apply in the form and manner prescribed, to the Minister to have vacant land re-vested in the Crown.</p>
Delegates	CEO
Conditions	<p>Authority must be exercised in accordance with:</p> <ul style="list-style-type: none"> -Schedule 6.2(1)[1] Provisions relating to lease of land where rates or service charges unpaid [Section 6.65] -Schedule 6.3(1)[4] and (4)[1] Provisions relating to sale or transfer of land where rates or service charges unpaid [Section 6.68(3)]
Subdelegates	Director Corporate and Strategy
Statutory framework	<p><i>Local Government Act 1995:-</i></p> <ul style="list-style-type: none"> -s6.56 Rates or service charges recoverable in court -s6.60(2)(3)(4) Local government may require lessee to pay rent -s6.69(2)(3) Right to pay rates, service charges and costs, and stay proceedings -s6.74(1) Power to have vacant land re-vested in the Crown if rates in arrears 3 years
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	FM-D07 Community Funding Grants
Category	Local Government Act 1995 -CEO Original Powers
Delegator	Council
Express power or duty delegated	Authority to directors and Managers to Make Community Funding Contribution Decisions
Delegates	CEO
Conditions	Nil
Subdelegates	Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure Manager Building Works Manager Community Development Manager Development and Place Manager Engineering and Spatial Services Manager Environmental Health and Statutory Building Manager Governance and Strategy Manager Information Services Manager Parks and Gardens Manager People, Culture and Safety Manager Project Services Manager Rangers and Security Manager Recreation and Commercial Activities Manager Sustainability, Environment and Waste Principal, Library and Customer Services
Statutory framework	Local Government Act 1995
Policy	Community Grants Policy
Date adopted	3 December 2019
Adoption references	OCM 03 December 2019 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
3 Dec 2019	New delegation	03 December 2019	OCM 03 December 2019
27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building (60873) to subdelegates list. Removed Manager Communications and Marketing, Community Engagement Advisor, Manager Asset and Mapping Services and Manager Environmental Health, Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), and Principal Asset and Mapping Services (60961) from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Recreation and Commercial Activities to subdelegates list. Removed position of Manager Recreation from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Removed Coordinator Depot Services from subdelegates list.	Administrative Change
10 Nov 2021	Amended delegation	Added position of Principal, Library and Customer Services to subdelegates list.	Administrative Change

Delegation	FM-D08 Acceptance of Contract Extensions and Variations
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	<p>During COVID -19 emergency period as declared by the State Government – Interim authority to award contract extensions to a limit of 12 months during the declared COVID-19 emergency period, where the original contract was approved by Council or by the CEO under the delegation for accepting tenders FM-D02, and the contract expires within three (3) months (up to June 30 2020).</p> <p>During normal business – On-going authority to approve all other contract extensions and variations where the original contract enables this and has been approved by Council or by the CEO under the delegation for accepting tenders FM-D02.</p> <p>Authority to approve payments - The CEO is authorised to approve contract payment claims under either of the above circumstances.</p>
Delegates	CEO
Subdelegates	<p>Director Community and Development</p> <p>Director Corporate and Strategy</p> <p>Director Major Projects and Commercial Activities</p> <p>Director Works and Infrastructure</p>
Statutory framework	<p>Local Government Act 1995</p> <p>s3.57 Tenders for providing goods and services</p> <p>Local Government (Functions and General) Regulations 1996</p> <p>Part 4 Regulations 11 to 24 and Local Government (Functions and General) Amendment Regulations 2020</p> <p>Part 4 Regulations 11 to 24</p>
Policy	Procurement Policy and Contract Management Policy
Date adopted	26 October 2020
Adoption references	<p>ECM Document Set ID 3042153</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>SCM 05 May 2020 Agenda Item 8.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
5 May 2020	New delegation	05 May 2020	SCM 05 May 2020
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	FS-D13 Rateable Land
Category	Local Government Act 1995- Financial Management
Delegator	Council
Express power or duty delegated	Authority to approve rate exemptions.
Delegates	CEO
Conditions	Any applications requesting exemption under s6.26(2)(g) are still to be referred to Council for consideration.
Statutory framework	s6.26 Rateable Land
Policy	Rates Exemptions Policy
Date adopted	28 February 2017
Adoption references	OCM 28 Feb 2017 Agenda Item 13.4 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	HA-D01 Health (Miscellaneous Provisions) Act 1911 Powers and Duties of Deputy
Category	Health
Delegator	Council
Express power or duty delegated	Appointment as the local government's deputy. In this capacity the CEO is authorised to exercise all powers exercisable by the local government under the <i>Health (Miscellaneous Provisions) Act 1911</i> and Regulations made there under.
Delegates	CEO
Conditions	This power cannot be sub-delegated.
Statutory framework	Health (Miscellaneous Provisions) Act 1911 Section 26
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sept 2017 Agenda Item 11.3 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	LGMPA-D01 Local Government (Miscellaneous Provisions) Act 1960 - Appointment of Pound Keepers and Rangers
Category	Miscellaneous
Delegator	Councillor
Express power or duty delegated	Authority to establish pounds and appoint fit and proper persons to be pound keepers and Rangers of the City of Bayswater.
Delegates	CEO
Conditions	Local Public Notice of the appointment or removal of pound keepers and rangers and the establishment of pounds is required by the <i>Local Government (Miscellaneous Provisions) Act 1960</i> .
Statutory framework	<p><i>Local Government (Miscellaneous Provisions) Act 1960</i></p> <p>Section 449- Local government may establish pounds, appoint pound keepers and rangers.</p> <p>Section 2 -Act to be read as part of Local Government Act 1995</p> <p><i>Local Government Act 1995</i></p> <p>Section 5.42. Delegation of some powers and duties to CEO.</p>
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>OCM 11 December 2018</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Delegation	LGR-D01 Local Government Act 1995 Obstruction of public thoroughfare
Category	Local Government Act 1995 Regulations
Delegator	Council
Express power or duty delegated	Authority, under Regulation 6 of the <i>Local Government (Uniform Local Provisions) Regulations</i> , to grant permission to place on a specified part of public thoroughfare one or more specified things that may obstruct the public thoroughfare.
Delegates	CEO
Conditions	Permission granted under this regulation — must be in writing; and must specify the period for which it is granted; and must specify any condition imposed
Subdelegates	Coordinator Statutory Building Director Community and Development Manager Building Works Manager Development and Place Manager Environmental Health and Statutory Building
Statutory framework	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> Regulation 6 <i>Local Government Act 1995</i> s.5.42. Delegation of some powers and duties to CEO s9.59.General regulations
Policy	Nil
Date adopted	26 October 2020
Adoption references	ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
14 Oct 2021	Amended delegation	Added delegation of LGR-D01 Local Government Act Obstruction of Public Thoroughfare to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building (60873) to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
5 Nov 2021	Amended delegation	Removed Manager Strategic Planning and Place, and Planning Manager Major Projects from the subdelegates list.	Administrative Change

Delegation	LL-D01 Local Laws -General Administration
Category	Local Laws
Delegator	Councillor
Express power or duty delegated	Authority to administer the City's local laws and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the City under the City's local laws.
Delegates	CEO

<p>Conditions</p>	<p>Controversial applications made under any local law are to be referred to Council for consideration.</p> <p>The sub delegated power to the position of Manager Rangers and Security is to do all things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the City's local laws made under the Local Government Act 1995, the Cat Act 2011 and the Dog Act 1976. Note this sub-delegation does not cover the Health Local Law 2001.</p> <p>The sub delegated powers to the Director Works and Infrastructure and Director Major Projects are limited to:</p> <ul style="list-style-type: none"> -authority to approve the keeping of bees under the Health Local Law 2001 -authority under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008 to approve Infrastructure Deposits <p>The sub delegated powers to the Manager Environmental Health and Statutory Planning are limited to:</p> <ul style="list-style-type: none"> -authority to approve the keeping of bees under the Health Local Law 2001 <p>The sub delegated powers to the Director of Community and Development are limited to:</p> <ul style="list-style-type: none"> -authority under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008 to approve Infrastructure Deposits -authority under the Thoroughfares and Trading in Thoroughfares and Public Places Local Law to approve a stallholder permit and a trader permit. -the power under the Keeping and Control of Cats Local Law to grant a permit to keep a maximum of 6 cats at a premises and to impose conditions on that permit. -authority under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008 to approve a stallholder permit and a traders permit. -authority to approve residential private parking agreements under the Parking and Parking Facilities Local Law 2015 -authority under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008 to approve the display of temporary advertising signs <p>The sub delegated powers to the Manager Building Works are limited to:</p> <ul style="list-style-type: none"> -authority under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008 to approve Infrastructure Deposits <p>The sub delegated powers to the Manager Engineering and Spatial Services are limited to:</p> <ul style="list-style-type: none"> -authority under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008 to approve Infrastructure Deposits <p>The sub delegated powers to the Manager Strategic Planning and Place are limited to:</p> <ul style="list-style-type: none"> -authority under the Thoroughfares and Trading in Thoroughfares and Public Places Local Law to approve a stallholder permit and a trader permit. <p>The sub delegated powers to the Manager Development and Place are limited to:</p> <ul style="list-style-type: none"> -authority under the Thoroughfares and Trading in Thoroughfares and Public Places Local Law to approve a stallholder permit and a trader permit.
<p>Subdelegates</p>	<p>Director Community and Development Director Major Projects and Commercial Activities Director Works and Infrastructure Manager Building Works Manager Development and Place Manager Engineering and Spatial Services Manager Environmental Health and Statutory Building Manager Rangers and Security</p>

Statutory framework	<p>Health Local Law</p> <p>Fencing and Floodlighting Local Law</p> <p>Local Government Property Local Law</p> <p>Parking and Parking Facilities Local Law</p> <p>Keeping and Control of Cats Local Law</p> <p>Dogs Local Law</p> <p>Standing Orders Local Law</p> <p>Activities On Thoroughfares And Trading In Thoroughfares And Public Places Local Law</p>
Policy	<p>Mobile Food Vehicles Policy</p> <p>Street Verges Policy</p>
Date adopted	26 October 2020
Adoption references	<p>ECM Document Set ID 3042153</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	LL-D02 Local Laws Appointment of an Authorised Person
Category	Local Laws
Delegator	Council
Express power or duty delegated	<p>Authority to appoint authorised persons for the following local laws -</p> <p>Local Government Property Local Law</p> <p>Parking and Parking Facilities Local Law</p> <p>Keeping and Control of Cats Local Law</p> <p>Activities On Thoroughfares And Trading In Thoroughfares and Public Places Local Law</p> <p>-for the purposes of 9.10 of the Local Government Act 1995.</p>
Delegates	CEO
Conditions	Officers must be appointed as authorised persons for the purposes of the local laws and certified as per the requirements of the Local Government Act 1995.
Statutory framework	<p>Sections 9.10 of the Local Government Act 1995.</p> <p>Section 5.42. delegation of some powers and duties to CEO</p>
Policy	Nil
Date adopted	12 September 2017
Adoption references	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>OCM 11 December 2018</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
9 Dec 2021	Amended delegation	Delegation LL-D02 Local Law Appointment of Authorised Officer amended to reflect legislative change to "Authorised Persons".	Section 9.10 Local Government Act 1995

Delegation	LL-D03 Local Laws Appointment of an Authorised Person Dog Act
Category	Local Laws
Delegator	Council
Express power or duty delegated	Authority to appoint authorised persons, for the Dogs Local Law, for the purposes of section 29 of the <i>Dog Act 1976</i> .
Delegates	CEO
Conditions	Nil
Statutory framework	Section 29 of Dog Act 1976.
Policy	Nil
Date adopted	12 September 2017
Adoption references	OCM 12 Sep 2018 OCM 11 December 2018 OCM 24 November 2020 Agenda Item 10.2.6

Amendments			
Approved	Type	Amendment	References
9 Dec 2021	Amended delegation	Delegation LL-D03 Local Laws Appointment of an Authorised Officer Dog Act wording amended to reflect legislative amendment to reflect "Authorised Persons".	Section 29 Dog Act 1976 and Section 9.10 Local Government Act 1995.

Delegation	LL-D04 Bee Keeping Health Local Laws 2001
Category	Local Laws
Delegator	Council
Express power or duty delegated	Delegates authority to the Chief Executive Officer to approve the keeping of bees in accordance with Part 6, Division 7 - Bee Keeping, of the City of Bayswater Health Local Laws 2001.
Delegates	CEO
Conditions	Nil.
Statutory framework	City of Bayswater Health Local Laws 2001
Policy	Nil
Date adopted	15 November 2016
Adoption references	OCM 15 Nov 2016 Agenda Item 13.7 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6

Delegation	TP-D01 Local Planning Schemes
Category	Planning
Delegator	Council
Express power or duty delegated	<p>Authority to exercise all powers and duties under all Local Planning Schemes in operation within the City of Bayswater with exception of the following:</p> <ul style="list-style-type: none"> • adopt, amend or refuse local planning policies; • enter, modify or remove a place from the heritage list; • adopt, modify or revoke a heritage area; • recommend approval, modification or refusal of a structure plan to the Western Australian Planning Commission; • recommend approval, modification or refusal of an activity centre plan to the Western Australian Planning Commission; • approve, modify or refuse a local development plan; • determine development applications involving the following: <ul style="list-style-type: none"> o An estimated cost of \$2 million or more and is not a Development Assessment Panel application. o This does not apply to a development in the Tonkin Highway Industrial Estate. o Building height variation equal to or greater than 2.0m, or where building height requirements refer only to the number of storeys, one or more additional storeys; o Car bay variation in excess of 10% of the total car bays required; o Development located in a place that is entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990, or is included on a heritage list prepared in accordance with a local planning scheme; or o Receipt of: <ul style="list-style-type: none"> • Three or more planning based written submissions of objection from properties adjoining the development site; or • Five or more planning based written submissions of objection from properties adjacent to the development site. These submissions are any submissions from the adjoining properties, and properties directly diagonally opposite a road or right of way or pedestrian access way; and • enter into an agreement in respect of a matter relating to the scheme with any person having an interest in land affected by the scheme, and deal with or dispose of any land acquired in accordance with Part 11, Division 4 of the Planning and Development Act 2005. <p>This delegation excludes any powers or duties limited under Section 5.43 of the Local Government Act 1995, including a power or duty that requires a decision of an absolute majority or a 75% majority of the local government.</p>
Delegates	CEO
Conditions	Nil
Subdelegates	<p>Coordinator Statutory Building Coordinator Statutory Planning Director Community and Development Manager Development and Place Manager Environmental Health and Statutory Building</p>

Statutory framework	<p>All powers and duties under all Local Planning Schemes in operation within the City of Bayswater, with exception of the following:</p> <ul style="list-style-type: none"> • Schedule 2, Clause 4(3)(b) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Local Planning Policies); • Schedule 2, Clause 8(3)(d) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Heritage Lists); • Schedule 2, Clause 9(6)(b) and Clause 9(8) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Heritage Areas); • Schedule 2, Clause 20(2)(e) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Structure Plans); • Schedule 2, Clause 36(2)(e) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Activity Centre Plans); • Schedule 2, Clause 52(1) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Local Development Plans); • Determination of development applications in accordance with Schedule 2, Clause 68(2) of the Planning and Development (Local Planning Scheme) Regulations 2015 involving the following: <ul style="list-style-type: none"> o An estimated cost of \$2 million or more and is not a Development Assessment Panel application. o This does not apply to a development in the Tonkin Highway Industrial Estate. o Building height variation equal to or greater than 2.0m, or where building height requirements refer only to the number of storeys, one or more additional storeys; o Car bay variation in excess of 10% of the total car bays required; o Development located in a place that is entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990, or is included on a heritage list prepared in accordance with a local planning scheme; or o Receipt of: <ul style="list-style-type: none"> ♣ Three or more planning based written submissions of objection from properties adjoining the development site; or ♣ Five or more planning based written submissions of objection from properties adjacent to the development site. These submissions are any submissions from the adjoining properties, and properties directly diagonally opposite a road or right of way or pedestrian access way; and ♣ Schedule 2, Clause 78 of the Planning and Development (Local Planning Scheme) Regulations 2015 (Enter into Agreements).
Policy	Nil
Date adopted	26 October 2020
Adoption references	<p>ECM Document Set ID 3042153 OCM 11 December 2018 review OCM 03 December 2019 Agenda Item 10.2.2 OCM 24 November 2020 Agenda Item 10.2.6</p>

Amendments			
Approved	Type	Amendment	References
2 Aug 2021	Amended delegation	Coordinator Statutory Planning role added to subdelegates list.	Administrative Change
14 Oct 2021	Amended delegation	Added delegation TP-D01 Local Planning Schemes to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

Delegation	TP-D02 Planning and Development Act 2005
Category	Planning
Delegator	Councillor
Express power or duty delegated	<p>Authority to give a written direction:</p> <ul style="list-style-type: none"> • to the owner or any other person undertaking development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements; • to the owner or any other person who undertook the development <ul style="list-style-type: none"> o to remove, pull down, take up, or alter the development; and o to restore the land as nearly as practicable to its condition immediately before the development started; and • if it appears that delay in the execution of any work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order, a written direction may be given to the person whose duty it is to execute the work to execute that work. <p>Authority is given to the Director Community and Development under section 231 and 230:</p> <ul style="list-style-type: none"> - Withdrawal of infringement notice - extending time to pay modified penalty. <p>Authority is given to the Manager Development Approvals under section 228:</p> <ul style="list-style-type: none"> - power for giving of infringement notice.
Delegates	CEO
Conditions	Nil
Subdelegates	Director Community and Development Manager Development and Place
Statutory framework	<p>All powers and duties under Section 214(2), (3) and (5) of the Planning and Development Act 2005.</p> <p>section 230, 231 and 228 of the Planning and Development Act 2005.</p> <p>Existing delegation of section 228, 230 and 231 are not valid, there is no power to delegate these under the Local Government Act 1995.</p>
Policy	Nil
Date adopted	19 September 2017
Adoption references	<p>ECM ref number 3025245</p> <p>See for signed delegation</p> <p>OCM 11 December 2018 review</p> <p>OCM 03 December 2019 Agenda Item 10.2.2</p> <p>OCM 24 November 2020 Agenda Item 10.2.6</p>

AMENDMENTS

Delegation	Approved or adopted	Type	Amendment	References
BA-D02 Building Act 2011 Applications for building or demolition permits and Applications for occupancy permits and other certificates	14 Oct 2021	Amended delegation	Added delegation BA-D02 Building Act 2011 Applications for Building or Demolition Permits and applications for Occupancy Permits and other certificates to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
BA-D02 Building Act 2011 Applications for building or demolition permits and Applications for occupancy permits and other certificates	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
BA-D04 Building Act 2011 Commence a prosecution	14 Oct 2021	Amended delegation	Added delegation BA-D04 Building Act 2011 Commerce a prosecution to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
BA-D04 Building Act 2011 Commence a prosecution	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
BA-D05 Building Act 2011 -Extension of time for permit	14 Oct 2021	Amended delegation	Added delegation BA-D05 Building Act 2011 Extension of time for permit to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
COP-D02 Power to certify that a document is a true copy	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Delegates list. Removed position of Director Major Projects from Delegates list.	Administrative Change
COP-D03 Proving ownership, occupancy, and other things by certificate	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Delegates list. Removed position of Director Major Projects from Delegates list.	Administrative Change
EF-D02 Execution of Documents	27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change

Delegation	Approved or adopted	Type	Amendment	References
EF-D02 Execution of Documents	29 Oct 2021	Amended delegation	Added Manager Recreation and Commercial Activities (60959) and Principal, Engineer Major Projects (60954) to the subdelegates list. Removed Manager Asset and Mapping Services, Manager Recreation, Coordinator Depot Services and Manager Communications and Marketing, Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), Principal, Asset and Mapping Services (60961), from subdelegates list.	Administrative Change
EF-D02 Execution of Documents	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D03 Powers of Entry	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
EF-D04 Notices requiring certain things to be done	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
EF-D04 Notices requiring certain things to be done	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D05 Disposing of Property	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D08 Reserves under the Control of Local Government	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	Approved or adopted	Type	Amendment	References
EF-D09 Temporary and Partial Closure of Roads	29 Oct 2021	Amended delegation	Added Principal, Engineer Major Projects to subdelegates list. Removed Manager Engineering Services from subdelegates list.	Administrative Change
EF-D09 Temporary and Partial Closure of Roads	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D09 Temporary and Partial Closure of Roads	29 Nov 2021	Amended delegation	Added position of Engineer (60841) to subdelegates list.	Administrative Change
EF-D10 Activities Private Land	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D11 Leasing Agreements	3 Dec 2019	New delegation	03 December 2019	OCM 03 2019
FM-D03 Calling of Tenders	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
FM-D04 Payments from the Municipal and Trust Funds	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	20 Jul 2021	Amended delegation	Added and amended position description for Environment Officer to Environmental Officer to Category G and Subdelegates Lists.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	26 Jul 2021	Amended delegation	Added position of Supervisor Turf Services to the Subdelegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	30 Jul 2021	Amended delegation	Added position of Civic Support Officer to Category J and Subdelegates list.	Administrative Change

Delegation	Approved or adopted	Type	Amendment	References
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	6 Aug 2021	Amended delegation	Added position of Lease Officer to Category J and Subdelegates List.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	9 Aug 2021	Amended delegation	Added position Manager Development and Place to Category B and Subdelegates List.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	16 Aug 2021	Amended delegation	Amended title of Supervisor Street Trees to Supervisor Tree Services	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	6 Sep 2021	Amended delegation	Added the positions of Principal Advisor, Assets & GIS, Principal Advisor, Business Strategy, Principal, Design and Traffic Engineer, Principal Marketing and Communications and Principal, Strategic Planning and Place to Subdelegates List and Category B.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	6 Oct 2021	Amended delegation	Change of position title - from Executive Support/Research Officer to Executive Assistant to CEO	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	11 Oct 2021	Amended delegation	Removed Senior Accountant from FM-D04A and subdelegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	28 Oct 2021	Amended delegation	Added new position title of Landscape Architect, Amended Depot Administration Officer title to Administrative Officer Depot Services and added Depot Services Officer and changed position title of Supervisor Parks and Gardens to Supervisor Parks Services.	Administrative Change

Delegation	Approved or adopted	Type	Amendment	References
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	29 Oct 2021	Amended delegation	Added position Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), Senior Accountant (60480), Manager Environmental Health and Statutory Building (60873), Manager of Recreation and Commercial Activities (60959) and Principal Engineer Major Projects (60954) to subdelegates list. Removed Manager Communications and Marketing, Community Engagement Advisor, Manager Environmental Health and Manger Recreation from subdelegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Category A and Landscape Architect (60969 to) Category C. Added position of Director of Major Projects and Commercial Activities, Senior Accountant and Landscape Architect (60969) to subdelegates list. Removed position of Director Major Projects from Category A and subdelegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	12 Nov 2021	Amended delegation	Amended position title from Sustainable Environment Strategy Officer to Sustainable Environment Officer (60880).	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	24 Nov 2021	Amended delegation	Added position of Coordinator Engineering Works (60568) to Category E list. Added position of Chief Executive Officer (60001) to Category A list. Amended Category A-K list titles.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	29 Nov 2021	Amended delegation	Removed position Engineering Technical Officer (60592) from sub-delegates and delegates list.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	15 Dec 2021	Amended delegation	Added the position of Senior Engineering Technical Officer and Engineering Technical Officer to the delegates and sub delegates list.	Administrative Change
FM-D05 Granting Concessions and Write-Offs	27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change

Delegation	Approved or adopted	Type	Amendment	References
FM-D05 Granting Concessions and Write-Offs	29 Oct 2021	Amended delegation	Added position of Manager Recreation and Commercial Activities to subdelegates list. Removed position of Manager Recreation from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	3 Dec 2019	New delegation	03 December 2019	OCM 03 December 2019
FM-D07 Community Funding Grants	27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building (60873) to subdelegates list. Removed Manager Communications and Marketing, Community Engagement Advisor, Manager Asset and Mapping Services and Manager Environmental Health, Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), and Principal Asset and Mapping Services (60961) from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	29 Oct 2021	Amended delegation	Added position of Manager Recreation and Commercial Activities to subdelegates list. Removed position of Manager Recreation from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	29 Oct 2021	Amended delegation	Removed Coordinator Depot Services from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	10 Nov 2021	Amended delegation	Added position of Principal, Library and Customer Services to subdelegates list.	Administrative Change
FM-D08 Acceptance of Contract Extensions and Variations	5 May 2020	New delegation	05 May 2020	SCM 05 May 2020

Delegation	Approved or adopted	Type	Amendment	References
FM-D08 Acceptance of Contract Extensions and Variations	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
LGR-D01 Local Government Act 1995 Obstruction of public thoroughfare	14 Oct 2021	Amended delegation	Added delegation of LGR-D01 Local Government Act Obstruction of Public Thoroughfare to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
LGR-D01 Local Government Act 1995 Obstruction of public thoroughfare	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building (60873) to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
LGR-D01 Local Government Act 1995 Obstruction of public thoroughfare	5 Nov 2021	Amended delegation	Removed Manager Strategic Planning and Place, and Planning Manager Major Projects from the subdelegates list.	Administrative Change
LL-D01 Local Laws - General Administration	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
LL-D01 Local Laws - General Administration	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
LL-D02 Local Laws Appointment of an Authorised Person	9 Dec 2021	Amended delegation	Delegation LL-D02 Local Law Appointment of Authorised Officer amended to reflect legislative change to "Authorised Persons".	Section 9.10 Local Government Act 1995
LL-D03 Local Laws Appointment of an Authorised Person Dog Act	9 Dec 2021	Amended delegation	Delegation LL-D03 Local Laws Appointment of an Authorised Officer Dog Act wording amended to reflect legislative amendment to reflect "Authorised Persons".	Section 29 Dog Act 1976 and Section 9.10 Local Government Act 1995.
TP-D01 Local Planning Schemes	2 Aug 2021	Amended delegation	Coordinator Statutory Planning role added to subdelegates list.	Administrative Change

Delegation	Approved or adopted	Type	Amendment	References
TP-D01 Local Planning Schemes	14 Oct 2021	Amended delegation	Added delegation TP-D01 Local Planning Schemes to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
TP-D01 Local Planning Schemes	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

10.3 Works and Infrastructure Directorate Reports**10.3.1 Tree Vandalism - 1 Sussex Street, Maylands**

Responsible Branch:	Parks and Gardens
Responsible Directorate:	Works and Infrastructure
Authority/Discretion:	Review
Voting Requirement:	Simple Majority Required
Attachments:	<ol style="list-style-type: none"> 1. CONFIDENTIAL REDACTED - Memorandum - 30 September 2021 - Tree Vandalism [10.3.1.1 - 7 pages] 2. CONFIDENTIAL REDACTED - Email correspondence between owner of 1 Sussex Street and the City [10.3.1.2 - 10 pages] 3. CONFIDENTIAL REDACTED - Tree aerial and Streetview images with Customer Request [10.3.1.3 - 2 pages] 4. CONFIDENTIAL REDACTED - Warning Notice - Interfering with a Council Tree [10.3.1.4 - 1 page] 5. CONFIDENTIAL REDACTED - Caller ID Investigation [10.3.1.5 - 6 pages]

Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):

(b) The personal affairs of any person;

SUMMARY

For Council to review intended actions by the City in relation to vandalism of a Melaleuca tree within a road reserve.

Key Issues:

- The City's Parks and Gardens officers identified a Melaleuca tree within the road reserve on Sussex Street, Maylands which appeared to have been vandalised.
- The tree has been completely lopped.
- According to the City's Urban Trees Policy a 3m x 3m sign advertising the vandalism is required to be installed for a period of two years.
- Residents in the local area were formally notified in writing of the vandalism and the City's intent to install the sign.
- The residents of 1 Sussex Street have identified themselves as being responsible for the lopping of the tree, although they are disputing the allegation of vandalism and the City's intended course of action to install the vandalism sign.

The matter is brought to Council for review due to there being conjecture as to the events associated with the alleged vandalism to the tree.

OFFICER'S RECOMMENDATION

That Council:

1. **Acknowledges the advice from the residents of 1 Sussex Street, Maylands that they believe there may have been miscommunication between them and the City in regard to the tree adjacent to their property.**

2. Supports the City's decision on the matter and instructs the Chief Executive Officer to install the 3m x 3m vandalism sign in accordance with the City's Urban Trees Policy.

BACKGROUND

The City's Parks and Gardens officers identified a Melaleuca tree within the road reserve on Sussex Street, Maylands which appeared to have been vandalised, as the tree had been completely lopped. Councillors were informed of this matter through a memorandum distributed on 30 September 2021, detailing two instances of suspected tree vandalism, with before and after photographs of each, a copy of the letter being sent to local residents, and mock-ups of installed tree vandalism signs (**Attachment 1**). Consequently, the City advised residents within the local area of the vandalism and the City's intended actions to install a 3m x 3m tree vandalism sign in accordance with the City's Urban Tree Policy. Upon receiving the letter, the residents of 1 Sussex Street, Maylands contacted the City's Coordinator Tree Services via telephone and email, and also wrote to their local Councillor identifying themselves as being responsible for the lopping of the tree, although they have disputed the allegation of vandalism, as they believe they received verbal approval from a City representative to undertake pruning of the tree (**Confidential Attachment 2**).

EXTERNAL CONSULTATION

Local residents have been notified in writing of the City's intended actions (**Confidential Attachment 1**).

OFFICER'S COMMENTS

The City's officers determined in September 2021 that the tree in question appears to have been deliberately lopped; the top of the tree has been completely removed. This constitutes vandalism, as this action has severely damaged the natural form and function of the tree. See **Confidential Attachment 1** for before and after photos of the subject tree.

As per the requirements of the City's Urban Trees Policy, officers wrote to local residents near the damaged tree and advised them of the suspected vandalism and of the City's intent to install a 3m x 3m vandalism sign for a period of two years. **Confidential Attachment 1** details the letter and mock-ups of how signage would present on the verge in question.

The owners of 1 Sussex Street, Maylands contacted the City verbally and in writing expressing their concerns around the allegation of vandalism and the City's intent to install the sign (**Confidential Attachment 2**).

Upon investigating the concerns and information received from the residents of 1 Sussex Street, Maylands, City officers have determined the following:

- The tree in question was not pruned or trimmed; the top was completely lopped off which constitutes vandalism as it has severely damaged the natural form and function of the tree.
- No staff member at the City has the authority to give approval or advise residents that they can undertake such actions on a healthy tree without first seeking the approval of Council.
- According to the Thoroughfares Local Law 2020 clause 2.2 – “A person shall not, without a permit - (h) fell, damage or kill any tree on a thoroughfare”. Such a permit has not been issued in recent times at the City.
- An aerial photo taken in May 2021 and street view image taken in 2021, shows at least a 2m clearance from the nearest window of the house. This is consistent with a City works request (TSST200-1425) created after receiving a call from the resident in December 2020, where the City responded by uplifting the tree and removing epicormic growth (**Confidential Attachment 3**).

- The notes provided by the City's ranger relay the residents' recollection of events and are not a confirmation that the City has no issue with the lopping; this resulted in the issuing of a warning (**Confidential Attachment 4**).
- The City has records of a phone call being received by the main switchboard from the resident's mobile number on 2 July 2021 with a duration of 1 minute and 25 seconds. The call was picked up on the IVR (auto-attendant); the caller was given a number of options, and option 1 was selected, which takes the caller through to Cleanaway Waste Services (**Confidential Attachment 5**).
- Officers from the Tree Services team do not recall speaking to the resident on this matter.
- The City has not received complaints from the resident regarding damage to their driveway and post box from falling tree debris.
- The letter advising of the sign was received by the resident on 27 October 2021, not the week prior to 11 November 2021.

Accordingly, the pruning of the tree is deemed to have been deliberately undertaken by the owners of 1 Sussex Street, Maylands based on information/authorisation allegedly received from the City, which cannot be corroborated by the City, despite an extensive review into the matter.

It is also unknown at this stage whether the tree will recover, or ever regain the form it had before being lopped.

LEGISLATIVE COMPLIANCE

- Thoroughfares Local Law 2020
- *Urban Trees Policy*

RISK ASSESSMENT

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 - Officer Recommendation	That Council: <ol style="list-style-type: none"> 1. Acknowledges the advice from the residents of 1 Sussex Street, Maylands that they believe there may have been miscommunication between them and the City regarding the tree adjacent to their property. 2. Supports the City's decision on the matter and instructs the Chief Executive Officer to install the 3m x 3m vandalism sign in accordance with the City's Urban Trees Policy. 	
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 the lowest risk given Council will be dealing with this matter impartially in accordance with the adopted Urban Trees Policy.	
Option 2	That Council: <ol style="list-style-type: none"> 1. Acknowledges the advice from the residents of 1 Sussex Street, Maylands that they believe there may have been miscommunication between them and the City regarding the tree adjacent to their property. 	

2. Does not support the City's decision on the matter, and instructs the Chief Executive Officer to not install the 3m x 3m vandalism sign.		
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	Moderate
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	This option allows for consideration of the property owners version of events, even though their resulting actions are not in accordance with City policy or local laws. There are possible risks to this option, as Council could appear too lenient in dealing with this matter, which has resulted in a healthy mature tree being vandalised to a point where it no longer contributes to the City's canopy and may not ever recover.	

Option 3	That Council: <ol style="list-style-type: none"> 1. Acknowledges the advice from the residents of 1 Sussex Street, Maylands that they believe there may have been miscommunication between them and the City regarding the tree adjacent to their property. 2. Does not require the installation of the 3m x 3m vandalism sign, subject to the residents applying to the City to replace the vandalised trees (of a similar size and species as approved by the City) at a 2:1 ratio at their own cost in accordance with the City's Urban Trees Policy, in a location as determined by the City (which may include the verge where the damaged tree remains). 3. Approves the installation of the 3m x 3m vandalism sign in accordance with the City's Urban Trees Policy, should the residents decline to provide replacement trees. 	
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 to Council, given this decision will either result in compensation for the damaged tree or adherence to the City's Urban Trees Policy by the installation of vandalism signage.	

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Environment and Liveability

Goal E2: Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy.

Goal E5: Protect and enhance the City's natural environment and biodiversity, and encourage the community to participate in its protection.

CONCLUSION

The pruning of the tree has been deliberately undertaken by the residents of 1 Sussex Street, Maylands based on information/authorisation allegedly received from the City, which cannot be corroborated by the City, despite an extensive review into the matter.

Accordingly, it is in the City's interests to pursue compensation either from the installation of a sign warning against tree vandalism, or the planting of new trees as defined in the options available for consideration by Council.

10.3.2 Baigup Wetlands Tenure

Responsible Branch:	Sustainability, Environment and Waste
Responsible Directorate:	Works & Infrastructure
Authority/Discretion:	Executive/Strategic
Voting Requirement:	Simple Majority Required
Attachments:	1. Petition - Baigup Wetlands - 24 August 2021 [10.3.2.1 - 3 pages]

SUMMARY

The Baigup Wetlands Interest Group tabled a petition at the Ordinary Council Meeting on 24 August 2021, requesting amongst other actions the transfer of the management order of the eastern land portion of Baigup Wetlands in Bayswater, from the Western Australian Planning Commission (WAPC) to the City of Bayswater. This report is provided for Council to consider the City proceeding with negotiations regarding the transfer of the management order of the land portion.

OFFICER'S RECOMMENDATION

That:

- 1. Council authorises the Chief Executive Officer to commence negotiations with the Western Australian Planning Commission (WAPC) regarding the transfer of the management order of the eastern land portion of Baigup Wetlands, Bayswater.**
- 2. The outcomes of negotiations with the WAPC are presented to Council for consideration.**

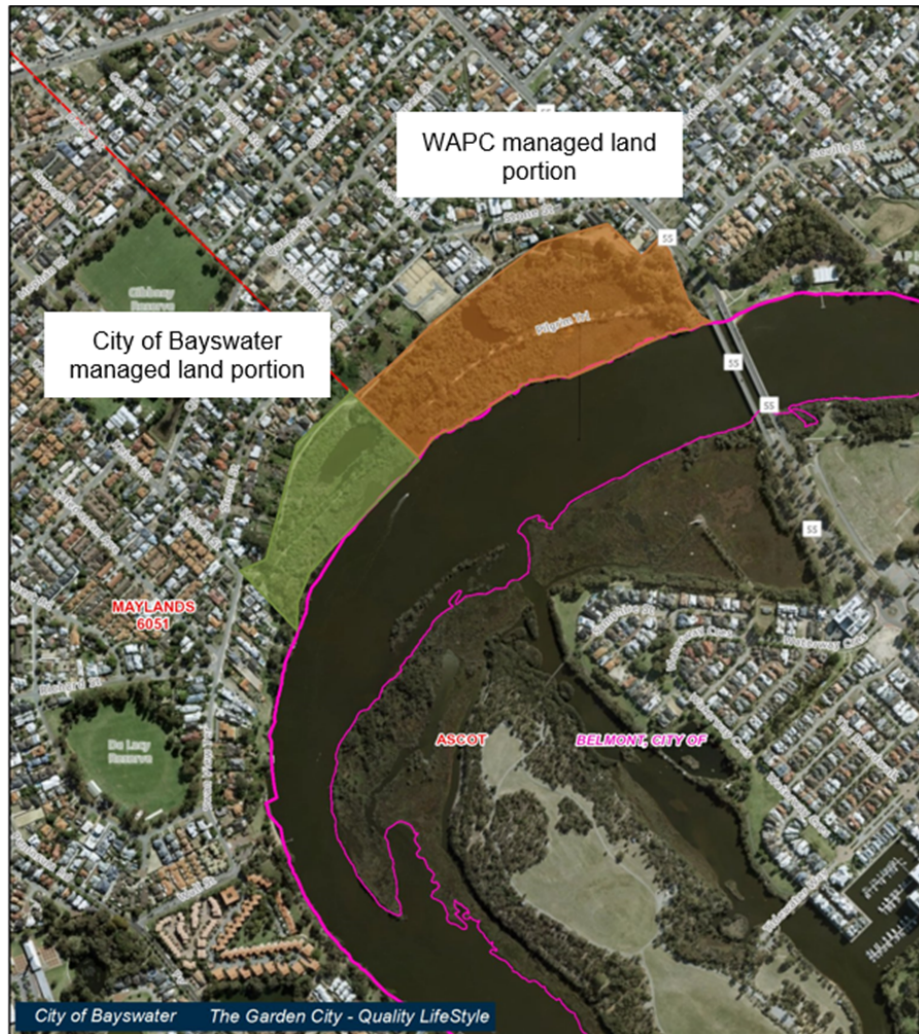
BACKGROUND

There are a number of natural areas within the City of Bayswater with a management order vested with the Department of Planning Lands and Heritage (DPLH) through the Western Australian Planning Commission (WAPC). Sites include:

- Bardon Park;
- Baigup Wetland (eastern portion);
- Wright Street Samphires; and
- Hinds Reserve.

The City of Bayswater manages approximately 4.8ha on the western side of Baigup Reserve. This land portion has an operating budget of \$40,000 per annum. The City has achieved positive revegetation outcomes in this area, working in conjunction with the Baigup Wetlands Interest Group (BWIG).

The BWIG tabled a petition to the City at the Ordinary Council Meeting on 24 August 2021, requesting the transfer of the management order for the eastern land portion from the WAPC to the City of Bayswater (Attachment 1).



At the Community, Technical, Finance and Corporate Services Committee meeting held on the 17 May 2017, Council considered an item relating to the management and vesting of land at Bardon Park and Baigup Wetland Reserve, and resolved as follows:

“That Council advises the Western Australian Planning Commission (WAPC) that whilst there is support for a more cohesive management approach, the Council is not prepared to consider vesting of the subject portions of land at Bardon Park and Baigup Wetland Reserve until the land parcels have been fully restored to satisfactory condition and issues such as acid sulphate soils and salinity have been resolved”

City of Bayswater officers met with representatives from the WAPC and discussed the following considerations associated with the 11ha land portion:

- Hydrology and acid sulphate soils;
- Ongoing maintenance of the boardwalk adjacent to Garratt Road Bridge;
- Revegetation;
- Weed infestation; and
- Small fragments of asbestos-containing material observed onsite.

A boardwalk is located in the WAPC-managed land portion; maintenance of this structure would need to be factored into long-term cost implications. The Timber Structures and Retaining Walls Asset Structural Condition Audit Report (GHD, 2021) identified that the boardwalk requires repairs. The estimated service life since construction is estimated to be less than 11 years with an asset replacement cost of \$99,385 (excluding GST).

The WAPC operates an Area Assistance Grant scheme to assist local authorities in the Perth metropolitan area to develop, manage and accept the vesting of natural areas. Officers are seeking approval to progress Area Assistance Grant negotiations to undertake the following works:

- Three years of revegetation works;
- Recommended repair works to the boardwalk identified by the City of Bayswater - Timber Structures and Retaining Walls Asset Structural Condition Audit Report (GHD, 2021); and
- Contracting a licenced asbestos removal contractor to undertake surface handpicking of any asbestos-containing material.

The agreement would be subject to the provision of a report identifying that no additional works are required to manage acid sulphate soils and hydrology within the land portion currently managed by the WAPC. Excluding the above issues, it is estimated the annual operating costs of the site following revegetation works would be an additional \$40,000.00 per annum.

It is recommended that the City's Sustainability, Environment & Waste division progresses negotiations with the WAPC.

EXTERNAL CONSULTATION

Officers have consulted with the BWIG to understand their preferred outcome on the matter. The community group are strongly in favour of transferring the management order to the City of Bayswater.

OFFICER'S COMMENTS

Officers have been collaborating with BWIG and representatives from WAPC to restore the site. Officers acknowledge the significant investment made by WAPC in the western land portion to:

- Improve site access;
- Remediate contamination;
- Address hydrology challenges; and
- Undertake weed control and revegetation works.

Therefore, the City will be seeking a commitment from WAPC through the Area Assistance Grant to bring the eastern land portion to a satisfactory standard for handover to the City.

Although there is significant amount of work going into preparing the land portion for handover to the City, the Council needs to be aware that once the funded works are completed and the management order is transferred to the City, the City will then be responsible for the ongoing upkeep of the reserve. This will require additional financial and physical resources as the land portion will add to the City's asset portfolio. Officers have estimated that this is in the vicinity of \$40,000 per annum (in today's value).

It could be argued that the transfer of this land is a cost-shifting exercise as the proposal seeks to transfer the management of the land from a State agency to a local government without the corresponding financial support required to maintain the land in perpetuity, thus ultimately creating a cost saving for the State at the expense of the City. A counter argument could theoretically be

developed suggesting that the western portion be handed back to State and both portions remain under the care, control and management of the State.

Having said the above, it is not clear as to how much would be operationally available and spent on the reserve by the State if it remained in their control. Further to this, the core business of the WAPC is perhaps not conducive to the ongoing management of natural areas such as this. Under such circumstances, the reserve would likely be worse off and at risk of further deterioration. This would not be a desirable outcome for the City and its commitment to the environment.

Combining the management of the two reserves has advantages:

- The land areas are connected and can be better maintained as one;
- Better economies of scale can be achieved through a single management approach; and
- There is only one entity responsible for both areas which assists in decision making and ensuring a consistent approach across the entire reserve area.

By accepting the management order for the reserve, the City will assume full control of the activities and management of the reserve. This will provide the City with the opportunity to maintain and improve the reserve as it sees fit, albeit at an additional cost to its annual budget.

LEGISLATIVE COMPLIANCE

The land portion in question is within the development control area under the *Swan and Canning Rivers Management Act 2006*. Any works that occur within this site will be subject to approvals from the Department of Biodiversity, Conservations and Attractions (DBCA).

RISK ASSESSMENT

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: 1. Council authorises the Chief Executive Officer to commence negotiations with the Western Australian Planning Commission (WAPC) regarding the transfer of the management order of the eastern land portion of Baigup Wetlands, Bayswater. 2. The outcomes of negotiations with the WAPC are presented to Council for consideration.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
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 allows the City to take a considered approach to reviewing the land tenure of the eastern land portion of Baigup Wetlands.	

Option 2	That Council does not proceed with negotiations with the Western Australian Planning Commission (WAPC) on the transfer of land tenure of the eastern land portion of Baigup Wetlands to the City of Bayswater	
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	This option removes the responsibility of the City to engage with the WAPC to transfer the land tenure. The land would remain under the management of the State through the WAPC. This option is expected to have a reputational risk and not in line with the City of Bayswater Strategic Community Plan 2021-2031 Goal E5 This option may impact the City's reputation as a proactive and environmentally responsible land manager with community and stakeholders.	

FINANCIAL IMPLICATIONS

The agreement would be subject to the provision of a report identifying that no additional works are required to manage acid sulphate soils and hydrology within the land portion currently managed by the WAPC. Additionally, the agreement is subject to the City receiving an Area Assistance Grant from the WAPC to offset costs associated with:

- Revegetation;
- Boardwalk repairs; and
- Removal of any surface asbestos-containing material.

The Grant is expected to cover the full cost of the works and would therefore have no net cost to Council.

Excluding the above works, it is estimated that the annual operating costs of the site following revegetation works would be \$40,000 per annum. This is an ongoing City cost that will need to be allocated in the annual budget.

The City of Bayswater - Timber Structures and Retaining Walls Asset Structural Condition Audit Report (GHD, 2021) provided an asset replacement cost (Item 2).

Item 1: Western Land Portion

Asset Category: New

Source of Funds: Municipal

LTFP Impacts:

Notes:

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	0.00	10,000	30,000	0.00	NA	NA	40,000

Item 2: Timber Board Walk

Asset Category: New

Source of Funds: Municipal

LTFP Impacts:

Notes:

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	99,385	4,969.25	0.00	0.00	20	99,385	0.00

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Environment and Liveability
 Goal E5: Protect and enhance the City's natural environment and biodiversity, and encourage the community to participate in its protection.

CONCLUSION

The City has achieved considerable success in revegetating the western land portion of Baigup Wetlands. Having a single land manager for the site would provide increased environmental and community outcomes. On this basis, it is recommended that the City explores the opportunity of transferring the land tenure, subject to Council approval.

PETITION

First page of petition – attach additional pages as required

To the City of Bayswater
PO Box 467
Morley WA 6943

We, the undersigned, being electors of the district, formally petition the City of Bayswater (CoB) to address the following:

1. Transfer ownership during the first half of 2022, of the 11.4ha of Western Australian Planning Commission (WAPC) land at Baigup Wetlands, as per map number P039251, to form part of Crown Reserve 24708.
2. Develop a formal timeline with Department of Planning, Lands, and Heritage (DPLH) to enable this to happen to match a predetermined end date within the first half of 2022.
3. Set up an interim steering committee to ensure timely progress of the transfer within the agreed timeframe. We suggest representation includes representatives of CoB, DPLH, the Council, and the community represented by Baigup Wetland Interest Group (BWIG).
4. Make budgetary provision for management of this land in the 2022-23 CoB budget.

THE SUMMARY OF THE REASONS FOR THE REQUEST IS ON THE NEXT PAGE

As the initiator of this petition, my name is **Penny Lee** and I can be contacted at PO Box 39, Maylands WA 6931 (postal address), or 8/10 Hubert Road, Maylands WA 6051 (residential address) should you require further information in relation to this matter.

(As per the City of Bayswater Standing Orders 2018, each additional page must contain the terms of the petition)

We, the undersigned, being electors of the district, formally petition the City of Bayswater (CoB) to address the following:

1. Transfer ownership during the first half of 2022, of the 11.4ha of Western Australian Planning Commission (WAPC) land at Baigup Wetlands, as per map number P039251, to form part of Crown Reserve 24708.
2. Develop a formal timeline with Department of Planning, Lands, and Heritage (DPLH) to enable this to happen to match a predetermined end date within the first half of 2022.
3. Set up an interim steering committee to ensure timely progress of the transfer within the agreed timeframe. We suggest representation includes representatives of CoB, DPLH, the Council, and the community represented by Baigup Wetland Interest Group (BWIG).
4. Make budgetary provision for management of this land in the 2022-23 CoB budget.

Additional page 1 of petition

SUMMARY OF THE REASONS FOR THE REQUEST

1. Baigup Wetlands is a high-use, unique, beautiful, and biodiverse natural area that requires unified and consistent management. This reserve extends for approximately one kilometre downstream from Garratt Road Bridge along the Swan River. It comprises approx. 11.4 ha of land owned by the WAPC (Bayswater end) and 5.2 ha of Crown Reserve 24708 (Maylands end). The Crown Reserve dates back to City of Stirling days.

Since surveys started in 2012, over 100 bird species have been officially identified visiting or living in Baigup. Other resident fauna include frogs, reptiles, turtles, and Native Water Rat, as well as other native invertebrates and aquatic life. The sedge plains along the river are listed nationally as a valuable and near-pristine section of *Temperate Coastal Saltmarsh Threatened Ecological Community* (TEC). Baigup provides essential habitat linkage in the fragmented wildlife corridor extending from the hills to the ocean. Extensive weed control, rehabilitation and revegetation has been undertaken by CoB and BWIG (through grant funding) since 2013, with DPLH also since the end of 2016. A BWIG grant-funded fauna survey in 2016 provided a baseline for further monitoring of wildlife in future, while a CoB funded Native Bee survey in 2021 confirmed the presence of several species at Baigup.

2. In response to questions asked in 2016 about management of the WAPC land at Baigup by local member, Lisa Baker, for BWIG in the House of Representatives (Questions 6565), DPLH resumed management of the WAPC land after many years of neglect. A substantial emergency access track was constructed, along with fencing along the Garratt Road footpath. Extensive weed control and revegetation has continued now for nearly 5 years.

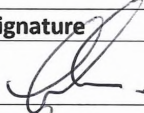
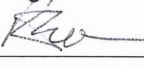
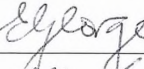
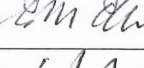


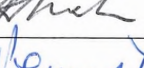

We, the undersigned, being electors of the district, formally petition the City of Bayswater (CoB) to address the following:

1. Transfer ownership during the first half of 2022, of the 11.4ha of Western Australian Planning Commission (WAPC) land at Baigup Wetlands, as per map number P039251, to form part of Crown Reserve 24708.
2. Develop a formal timeline with Department of Planning, Lands, and Heritage (DPLH) to enable this to happen to match a predetermined end date within the first half of 2022.
3. Set up an interim steering committee to ensure timely progress of the transfer within the agreed timeframe. We suggest representation includes representatives of CoB, DPLH, the Council, and the community represented by Baigup Wetland Interest Group (BWIG).
4. Make budgetary provision for management of this land in the 2022-23 CoB budget.

Additional page 3 of petition

Summary of petition continued:

8. As a high-use passive recreation (walking, dog walking, bird watching, photography, nature relaxation) and running and cycle-through venue, Baigup has often been referred to as a 'jewel in the crown of City of Bayswater'. With enhanced 'A' Class Reserve status it will likely attract additional attention and funding in the future. Carefully integrated, planned, and executed management by CoB will be necessary to ensure that its beauty and biodiversity can be maintained under the pressure of further population growth in surrounding suburbs.

Full name	Address	Signature	Date
TIMOTHY GREEN	53 SWAN VIEW RD MAYLANDS, WA		4 AUG 2021
RICHARD WARREN	5/79 STONE ST BAYSWATER		5 AUG '21
ELAINE GEORGE	5/79 STONE ST BAYSWATER		5 AUG 21
JOHN MICHAEL CLARK	92 GARRATT RD BAYSWATER		5 AUG 21
JUDITH STECHER	63 Stone St Bayswater		5/8/21
PAUL ADAIR	124 GARRATT RD BAYSWATER		5 AUG 21
ROSEMARY LYNCH	111 MILNE ST BAYSWATER		6 AUG 21
PENNY LEE	PO BOX 39 MAYLANDS 6051		6/8/21

10.3.3 Noranda Town Centre - Proposed 40km/hr Speed Reduction Zone

Responsible Branch:	Engineering and Spatial Services
Responsible Directorate:	Works and infrastructure
Authority/Discretion:	Information Purposes
Voting Requirement:	Simple Majority Required
Refer:	Item 11.1 OCM 25.05.21
Attachments	1. Benara Rd- Mc Gilvray Ave intersection traffic count 2021 [10.3.3.1 - 1 page]

SUMMARY

To provide Council with an update on a proposal for a speed reduction in the Noranda Town Centre from 60km/hr to 40km/hr.

OFFICER'S RECOMMENDATION

That Council:

1. **Notes the outcomes of traffic counts undertaken on Benara Road and McGilvray Avenue, Noranda.**
2. **Requests the Chief Executive Officer to undertake further traffic counts on Benara Road and McGilvray Avenue, Noranda in September 2022 to determine if there has been any change in traffic flows and speeds following the completion of road works in the area.**
3. **Requests that a further report and recommendations be provided to Council following the completion of further traffic counts.**

BACKGROUND

At the Ordinary Meeting held on 25 May 2021, Council resolved as follows:

“That Council:

1. *Requests the Chief Executive Officer to arrange for traffic counts to be undertaken along Benara Road and McGilvray Avenue post the construction of the Noranda Town Centre Road Upgrade Project.*
2. *Using the outcomes of the traffic count, requests the Chief executive Officer write to Main Roads WA (MRWA) to request the speed limits on Benara Road (between Millerick Way and Garson Court to McGilvray Avenue) and McGilvray Avenue (Benara Road to Wylde Road) to be reduced from 60km/hr to 40km/hr.*
3. *Requests a report to be presented to Council on the outcome by January 2022.”*

EXTERNAL CONSULTATION

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

OFFICER'S COMMENTS

Main Roads WA is the authority responsible for determining and setting of speed zones. This is done in accordance with the ‘Speed Zoning Policy and Application Guidelines’ to ensure a safe and efficient operation of road networks and must be both appropriate for the road environment and aligned with both the perceived and actual risks for individual road users. The key factors considered are Movement and Place, Target Speed, and Individual Road User Risk and Safe Systems.

Movement and Place from the nearby residential areas and Noranda Sporting Complex are well serviced by the wide road reserves of Benara Road and McGilvray Avenue, and while the Robert Thompson Park is to the north it is well serviced by a network of paths and a carpark on the northern extremity; however, the pedestrian movement via the Noranda Shopping Village is much less than that to the Noranda Sporting Complex to the south. The traffic counts (**Attachment 1**) would indicate that speed of traffic is well within the current Target Speed, and the recent road works in providing a wide median island appear to have minimised Road User Risk.

In accordance with Council's resolution, traffic counts were programmed and undertaken along Benara Road and McGilvray Avenue during August and September 2021. The results are summarised below:

Road	Date	85 th %	AWT/VPD	Classification	Speed Limit
Benara - East Bound	Aug 21	59km/hr	4471	DDA	60km/hr
Benara - East Bound	Sept 21	52km/hr	4092	DDA	60km/hr
Benara - West Bound	Aug 21	58km/hr	4243	DDA	60km/hr
Benara - West Bound	Sept 21	56km/hr	4175	DDA	60km/hr
McGilvray - North Bound	Aug 21	60km/hr	4635	DDB	60km/hr
McGilvray - North Bound	Aug 21	58km/hr	4130	DDB	60km/hr
McGilvray - South Bound	Aug 21	60km/hr	4222	DDB	60km/hr
McGilvray - South Bound	Aug 21	60km/hr	4396	DDB	60km/hr
AWT = Average Weekly Traffic; VPD = Vehicle per Day; km/hr = kilometres per hour					

The map in **Attachment 1** shows the specific traffic count locations.

The results indicate that the daily carrying capacity is well below the designated classification of 8,000vpd or more for a District Distributor A (DDA) road, and 6,000 to 8,000vpd for a District Distributor B road. The 85th% speed of vehicles is at or just below the sign posted or designated speed limit, which would indicate that the recent road works is having the desired effect. Traffic counts on Benara Road from earlier years indicate that for the western most location the 85th% speeds have reduced from 65km/hr in 2015 to 61km/hr in 2017 to 56km/hr in 2021. The portion of the two roads specified in the Council resolution were upgraded in the 2020-21 financial year, with a single lane in each direction with a widened planted, paved or line marked median with pedestrian crossing points clearly designated. While it is too early for annual crash statistics to be reported, post-road construction, the City is not aware of any recent crashes at this locality.

The vehicle volume, speed, and crash statistics do not support a need for intervention at this time. In addition, it is likely that Main Roads will request further evidence to support that there is a case for the need for a speed reduction, or further traffic calming measures to compel a reduction in speed from 60 km/hr to 40km/hr in this locality. The City was advised recently that an application for a Black Spot Project to provide deflection islands to the Benara Road and McGilvray Avenue approaches was rejected on a benefit/cost basis and this further supports that intervention is highly unlikely to be supported.

It is recommended that further traffic counts be undertaken in the third quarter of 2022 to continue monitoring the traffic speeds on Benara Road and McGilvray Avenue and to confirm traffic behaviour post road modifications undertaken in 2020-2021.

LEGISLATIVE COMPLIANCE

- *Road Traffic Act and Road Traffic Code 2000*
- Australian Standards AS 1742.4
- Austroads Guides to Traffic Management and Road Safety
- *Main Roads Speed Zoning Policy and Application Guidelines*

RISK ASSESSMENT

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 (Officer's Recommendation)	That Council: <ol style="list-style-type: none"> Notes the outcomes of traffic counts undertaken on Benara Road and McGilvray Avenue, Noranda. Requests the Chief Executive Officer to undertake further traffic counts on Benara Road and McGilvray Avenue, Noranda in September 2022 to determine if there has been any change in traffic flows and speeds following the completion of road works in the area. Requests that a further report and recommendations be provided to Council following the completion of further traffic counts. 	
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	The volume, speed or crash statistics don't support the need for a speed reduction from 60km/hr to 40km/hr at this time.	

Option 2	That Council writes to Main Roads WA in relation to the City's proposal for a speed reduction in the Noranda Town Centre, from 60km/hr to 40km/hr.	
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	Moderate
Environmental Responsibility	Low	Moderate
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	There is a prolonged timeframe associated with this option. It is likely that Main Roads will require additional supporting information and/or a plan of mitigating works to support a speed reduction. Waiting for a response from Main Roads WA will prevent the City from including these works in the draft 2022-23 budget. If the decision by Main Roads WA is received after the adoption of the budget, there will be no funding available for construction and may extend the project timeframe further.	

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FINANCIAL IMPLICATIONS

There are no expected financial implications for Council consideration, however if Council resolves to write to Main Roads requesting a reduction in the designated speed limit then further supporting information is likely to be required, and initial design costs will need to be considered and subsequent construction costs may need to be considered. A preliminary estimated is provided as follows:

Item 1:

Asset Category: New

Source of Funds: Municipal

LTFP Impacts: It is anticipated that an initial design, if required will cost up to \$5,000. This may result in construction works of up to \$100,000, however this will be confirmed following design.

Notes:

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	5,000	Design only	0	0	N/A	N/A	0
2	100,000	LTFP	Unknown	0	25	120,000	0
3							

STRATEGIC IMPLICATIONS

The proposal depending upon the action required may have an impact of the pedestrian, cyclist and motoring environment for local residents and community.

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Environment and Liveability

Goal E3: Improve the City's walking and cycling network and create safer streets.

CONCLUSION

Given that the volume, speed and crash statistics don't support the need for intervention at this time it is recommended that the City continue to monitor the location, and conduct additional counts in September 2022, which will be 12 months since the last traffic counts. If the results then are materially different then the matter be revisited otherwise no further action take place at this time.



BENARA RD / MCGILVRAY AVE INTERSECTION TRAFFIC COUNT 2021



Designed by : Asset & Mapping Services
City of Bayswater
Map extracted from CitySpatial.
Original paper size A4 Portrait
Copyright (c) 2021 City of Bayswater

City of Bayswater - Spatial Layout

Map Created by: Asset & Mapping
Print Date: 05 Jan 2022 10:28:22 AM

0 0.0175 0.035 0.07 0.105 0.14 km



1:2,257

10.3.4 EMRC Council Meeting Minutes - 25 November 2021

Responsible Directorate:	Works & Infrastructure
Authority/Discretion:	Information Purposes
Voting Requirement:	Simple Majority Required
Attachments:	1. EMRC Information Bulletin - Council Meeting 25 November 2021 [10.3.4.1 - 95 pages]

SUMMARY

For Council to receive Meeting Minutes from the Eastern Metropolitan Regional Council (EMRC).

OFFICER'S RECOMMENDATION

That Council receives the Eastern Metropolitan Regional Council's (EMRC's) Unconfirmed Minutes, and the accompanying Information Bulletin of the Council Meeting held on 25 November 2021.

BACKGROUND

The EMRC held a Council Meeting on 25 November 2021, with Cr Steven Ostaszewskyj and Cr Giorgia Johnson (deputising for Cr Michelle Sutherland) in attendance.

EXTERNAL CONSULTATION

Not applicable.

OFFICER'S COMMENTS

The purpose of the report is to provide Council with information detailing the items with implications for the City of Bayswater from the EMRC Council Meeting of 25 November 2021.

A full copy of the unconfirmed EMRC Council Minutes of 25 November 2021, which includes the Cash and Investments Report for September 2021, can be obtained via the following link: [council-minutes-unconfirmed \(emrc.org.au\)](https://www.emrc.org.au/council-minutes-unconfirmed)

Issues considered at the meeting which may impact, or be of interest to, the City of Bayswater are:

- EMRC Cash and Investments Report for September 2021.
- EMRC Standing Orders Local Law 2013 Review.
- Sustainability Team Program for 2022/2023 - covering urban environment, waste education and regional advocacy.
- EMRC Annual Report 2020/2021.
- Request for Tender RFT-2021-008 – Red Hill Waste Management Facility Mechanical Workshop - new workshop to replace current workshop no longer fit for purpose.
- Journey Towards Net Zero – renewable energy and the WALGA Power Purchase Agreement (PPA).
- Review of EMRC'S Reconciliation Action Plan Working Party.
- EMRC Draft Sustainability Strategy 2021/2022 - 2025/2026.

The Information Bulletin can be viewed on the EMRC website: [council-minutes-unconfirmed \(emrc.org.au\)](https://www.emrc.org.au/council-minutes-unconfirmed) and contains the following items:

- Register of Council Resolutions 2021 (D2021/22872)
- CEO Exercise of Delegated Powers and Duties (D2021/22873)
- 2020/2021 Council Tonnage Comparisons as at 31 October 2021 (D2021/22869)

- Corporate Business Plan 2021/2022 – 2025/2026 – First Quarter Reporting from July to September 2021 (D2021/23201)
- Sustainability Team Report Update (D2021/23203)
- Report on the WA 2021 Waste and Recycle Conference (D2021/23204)

LEGISLATIVE COMPLIANCE

Not applicable.

OPTIONS

Not applicable.

FINANCIAL IMPLICATIONS

As detailed in the attached Minutes.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Environment and Liveability

Goal E4: Lessen the City's Impact on the environment through its buildings, infrastructure, services and targets, such as zero emissions by 2040, and empower the community to live sustainably.

Goal E5: Protect and enhance the City's natural environment and biodiversity, and encourage the community to participate in its protection.

CONCLUSION

For Council to receive the Eastern Metropolitan Regional Council's Unconfirmed Minutes and accompanying Information Bulletin of the Council Meeting on 25 November 2021.



INFORMATION BULLETIN

D2021/21130

**Accompanying the
Ordinary Meeting of Council Agenda
25 November 2021**



Information Bulletin 25 November 2021

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1. REGISTER OF COUNCIL RESOLUTIONS 2021

D2021/22872

PURPOSE OF REPORT

The purpose of this report is to present to Council a list of Council resolutions for the calendar year and update Council on their progress.

KEY POINTS AND RECOMMENDATIONS

- Historical review of Council's decisions throughout a calendar year.
- Enable current and new Councillors to review previous decisions made.

SOURCE OF REPORT

Chief Financial Officer

BACKGROUND

- 1 One of the characteristics often associated with transparency in local government is to keep Council and members of the public informed. This can be achieved by providing knowledge regarding Council resolutions in a useful manner and readily accessible manner. As a local government, the EMRC will actively seek methods to do its business in a transparent and accountable manner where everyone can see what is happening.
- 2 With this in mind, the EMRC seeks to build the faith of its stakeholders and build trust with those we serve in the community.

REPORT

- 3 The attachment provides a list of Council resolutions made during the calendar year to improve transparency and accountability. It is intended that the register is reported back to Council at each ordinary meeting of Council going forward.

STRATEGIC/POLICY IMPLICATIONS

- 4 Key Result Area 3 – Good Governance
 - 3.3 To provide responsible and accountable governance and management of the EMRC

FINANCIAL IMPLICATIONS

- 5 As reported.

SUSTAINABILITY IMPLICATIONS

- 6 The implementation of Council's resolutions were exercised in accordance with Council's direction for the benefit and sustainability of the EMRC and Perth's Eastern Region.



Risk – Non Compliance with EMRC's responsibility to maintain responsible and accountable governance and management of the organisation.

Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Update to be provided to Council to comply with a past resolution of Council.		

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	As reflected in the respective reports.
City of Bayswater	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

Register of Council Resolutions 2021 (D2021/22875)



COUNCIL RESOLUTION REGISTER 2021

DATE		RESOLUTION	STATUS
1.	23 SEPTEMBER 2021	9 CONFIRMATION OF MINUTES OF PREVIOUS MINUTES 9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 26 AUGUST 2021 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 26 AUGUST 2021 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
2.	23 SEPTEMBER 2021	14 REPORTS OF EMPLOYEES 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF AUGUST 2021 (D2021/17529) THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR AUGUST 2021 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$14,153,518.25.	COMPLETED
3.	23 SEPTEMBER 2021	14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 AUGUST 2021 (D2021/17531) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 AUGUST 2021.	COMPLETED
4.	23 SEPTEMBER 2021	14.3 REVIEW OF COUNCIL POLICY 3.3 – MANAGEMENT OF INVESTMENTS POLICY (D2021/18149) THAT: 1. REVISED EMRC POLICY 3.3 - MANAGEMENT OF INVESTMENTS POLICY FORMING ATTACHMENT 3 TO THIS REPORT BE ADOPTED BY COUNCIL. 2. EMRC POLICY 3.3 - MANAGEMENT OF INVESTMENTS POLICY BE NEXT REVIEWED IN THE TWELVE MONTHS FOLLOWING THE ORDINARY ELECTION DAY IN 2023.	COMPLETED
5.	23 SEPTEMBER 2021	14.4 REVIEW OF COUNCIL POLICY 1.4 – TRAVELLING COSTS INCURRED BY COUNCIL MEMBERS POLICY (D2021/18155) THAT: 1 REVISED EMRC POLICY 1.4 - TRAVELLING COSTS INCURRED BY COUNCIL MEMBERS POLICY FORMING ATTACHMENT 3 TO THIS REPORT BE ADOPTED BY COUNCIL. 2 EMRC POLICY 1.4 - TRAVELLING COSTS INCURRED BY COUNCIL MEMBERS POLICY BE NEXT REVIEWED IN THE TWELVE MONTHS FOLLOWING THE ORDINARY ELECTION DAY IN 2023.	COMPLETED



	DATE	RESOLUTION	STATUS
6.	23 SEPTEMBER 2021	14.5 REVIEW OF RESERVES (D2021/18162) THAT: 1 COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.6.11(2)(B) OF THE LOCAL GOVERNMENT ACT 1995 AUTHORISES THE TRANSFER OF FUNDS FROM THE RESERVES PROPOSED TO BE CLOSED TO THE EMRC'S MUNICIPAL FUND. 2 COUNCIL AUTHORISES THE FOLLOWING EMRC RESERVES BE CLOSED OFF AFTER THE FUNDS HELD IN THESE RESERVES IS TRANSFERRED TO THE EMRC'S MUNICIPAL FUND: ➤ ENVIRONMENTAL INSURANCE RESERVE; ➤ RISK MANAGEMENT RESERVE; ➤ BUILDING REFURBISHMENT (ASCOT PLACE) RESERVE; ➤ REGIONAL DEVELOPMENT RESERVE; AND ➤ SITE REHABILITATION (ONGOING) RESERVE. 3 LOCAL PUBLIC NOTICE BE GIVEN OF THE TRANSFER TO THE EMRC'S MUNICIPAL FUND OF MONEY IN THE RESERVES PROPOSED TO BE CLOSED.	COMPLETED
7.	23 SEPTEMBER 2021	14.6 DECLASSIFICATION OF COUNCIL CONFIDENTIAL ITEMS (D2021/18163) THAT THE CONFIDENTIAL ITEMS LISTED IN THE SCHEDULE FORMING THE ATTACHMENT TO THIS REPORT BE DECLASSIFIED AND AVAILABLE FOR PUBLIC INSPECTION IN ACCORDANCE WITH SECTION 5.95(7) OF THE LOCAL GOVERNMENT ACT 1995.	COMPLETED
8.	23 SEPTEMBER 2021	14.7 UPDATE ON THE CIRCULAR ECONOMY IN WA (D2021/18166) THAT COUNCIL NOTES THE CIRCULAR ECONOMY REPORT AND THE EMRC'S PRELIMINARY INVOLVEMENT IN THE ESTABLISHMENT OF CIRCULAR ECONOMY WA (CEWA) ENTITY.	COMPLETED
9.	23 SEPTEMBER 2021	14.8 MEETING DATES FOR 2022 (D2021/18167) THAT: 1 COUNCIL ADOPTS THE ORDINARY COUNCIL MEETING AND COMMITTEE MEETING DATES, TIMES AND PLACES FOR 2022 AS OUTLINED IN THE REPORT. 2 NOTICE BE GIVEN IN ACCORDANCE WITH R.12 OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996.	COMPLETED



	DATE	RESOLUTION	STATUS
10.	23 SEPTEMBER 2021	14.9 MATTRESS RECYCLING (D2021/18169) THAT COUNCIL: 1 AFFIRMS THE CEO EXERCISE OF DELEGATED AUTHORITY TO AWARD THE RFQ FOR THE PROVISION OF MATTRESS COLLECTION AND RECYCLING SERVICES TO COMMUNITY RESOURCES LIMITED T/A SOFT LANDING. 2 CONFIRMS THE CONTRACTUAL AGREEMENT WITH COMMUNITY RESOURCES LIMITED T/A SOFT LANDING FOR A PERIOD OF 12 MONTHS COMMENCING 15 FEBRUARY 2021 UNTIL 14 FEBRUARY 2022 AWARDED THROUGH THE WALGA PREFERRED SUPPLIER PROGRAM.	IN PROGRESS
11.	23 SEPTEMBER 2021	14.10 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2021/17183) THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 23 SEPTEMBER 2021 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
12.	23 SEPTEMBER 2021	17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN 17.1 NOTICE OF MOTION RECEIVED FROM CR GIORGIA JOHNSON THAT COUNCIL REQUESTS THE CEO PREPARE A CARETAKER POLICY TOGETHER WITH AN EMPLOYEE REPORT AND RECOMMENDATION FOR COUNCIL'S CONSIDERATION AT A FUTURE ORDINARY MEETING OF COUNCIL.	COMPLETED
13.	23 SEPTEMBER 2021	17.2 NOTICE OF MOTION RECEIVED FROM CR MEL CONGERTON 1. EXTENDS THE TENURE OF THE LEGAL COMMITTEE FOLLOWING THE LOCAL GOVERNMENT ELECTIONS IN OCTOBER 2021 UNTIL SUCH TIME THAT THE CURRENT LEGAL MATTER IS RESOLVED. 2. ADOPT AN AMENDED LEGAL COMMITTEE TERMS OF REFERENCE FORMING ATTACHMENT NO.2 TO THIS NOTICE.	COMPLETED
14.	23 SEPTEMBER 2021	19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC 19.1 HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (D2021/18185) THAT COUNCIL NOTES THE CONTENTS OF THIS PROJECT UPDATE.	COMPLETED
15.	23 SEPTEMBER 2021	19.2 APCr BUSINESS PLAN (D2021/18505) THAT: 1 COUNCIL ENDORSE THE BUSINESS PLAN FORMING THE ATTACHMENT TO THIS REPORT. 2 COUNCIL DELEGATE AUTHORITY TO THE CEO, TO NEGOTIATE AN AGREEMENT AS DETAILED IN THE REPORT. 3 COUNCIL DIRECTS THE CEO TO PREPARE A SEPARATE REPORT TO COUNCIL WITH THE PROPOSED AGREEMENT FOR ITS REVIEW AND ENDORSEMENT. 4 THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	IN PROGRESS



DATE		RESOLUTION	STATUS
16.	23 SEPTEMBER 2021	<p>19.3 PROGRESS REPORT ON THE EMRC REQUEST FOR TENDER 2021-002, PERMANENT FOGO PROCESSING FACILITY AND BUSINESS PLAN FOR THE PURPOSE OF THE MAJOR TRADING UNDERTAKING (D2021/18507)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1 COUNCIL ENDORSES THE DRAFT BUSINESS PLAN FOR A MAJOR TRADING UNDERTAKING FORMING THE ATTACHMENT TO THIS REPORT. 2 IN ACCORDANCE WITH S.3.59(4) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, THAT PUBLIC NOTICE BE GIVEN TO SEEK PUBLIC CONSULTATION OF THE EMRC PROPOSAL TO COMMENCE THE MAJOR TRADING UNDERTAKING. 3 THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO. 	IN PROGRESS



DATE		RESOLUTION	STATUS
17.	26 AUGUST 2021	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING 9.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 24 JUNE 2021 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 24 JUNE 2021 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
18.	26 AUGUST 2021	14 REPORTS OF EMPLOYEES 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF JUNE AND JULY 2021 (D2021/13960) THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR JUNE AND JULY 2021 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$44,262,715.68.	COMPLETED
19.	26 AUGUST 2021	14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 JUNE 2021 (D2021/13945) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 30 JUNE 2021.	COMPLETED
20.	26 AUGUST 2021	14.3 FINANCIAL REPORT FOR PERIOD ENDED 31 JULY 2021 (D2021/14770) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 JULY 2021.	COMPLETED
21.	26 AUGUST 2021	14.4 REQUEST FOR TENDER RFT 2021 – 003 PROVISION OF SECURITY SERVICES TO EMRC SITES (D2021/14743) THAT COUNCIL AWARD TENDER RFT 2021-003 PROVISION OF SECURITY SERVICES TO EMRC SITES TO MA SERVICES GROUP PTY LTD FOR AN ESTIMATED ANNUAL SPEND VALUE OF \$239,440.00 (EX. GST), SUBJECT TO ANNUAL CPI ADJUSTMENTS, FOR A TOTAL PERIOD OF THREE (3) YEARS WITH TWO (2) OPTIONAL ONE (1) YEAR EXTENSIONS AT THE SOLE DISCRETION OF THE EMRC.	COMPLETED



	DATE	RESOLUTION	STATUS
22.	26 AUGUST 2021	<p>14.5 REQUEST FOR TENDER RFT 2021 – 006 CONSTRUCTION OF HAZELMERE RESOURCE RECOVERY PARK WASTE TRANSFER STATION (D2021/14747)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1 COUNCIL AWARD TENDER RFT2021-006 – HAZELMERE RESOURCE RECOVERY PARK – WASTE TRANSFER STATION TO BISTEL CONSTRUCTION PTY LTD FOR A CONTRACT TERM OF TEN (10) MONTHS AT A TOTAL COST OF \$ 6,855,569.19 EXCLUDING GST. 2 THE CEO BE AUTHORISED ON BEHALF OF THE EMRC TO ENTER INTO A CONTRACT WITH BISTEL CONSTRUCTION PTY LTD IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED ON BETWEEN THE CEO AND BISTEL CONSTRUCTION PTY LTD. 3 COUNCIL AUTHORISE A 10% CONTINGENCY BASED ON THE TENDERED PRICE SCHEDULE OF \$685,556.92, FOR ANY CONTRACT VARIATIONS THAT MAY ARISE FOR TENDER RFT2021-006. 4 COUNCIL AUTHORISE \$4,041,126 (INCLUSIVE OF 10% CONTINGENCY) IN ADDITION TO THE \$3,500,000 IN THE 2021/22 ANNUAL BUDGET TO UNDERTAKE THE TENDER RFT2021-006 WITHIN THIS FINANCIAL YEAR. 5 COUNCIL ENDORSE THE BUSINESS CASE FOR THE PROPOSED WASTE TRANSFER STATION AT HAZELMERE RESOURCE RECOVERY PARK WHICH FORMS A CONFIDENTIAL ATTACHMENT TO THIS REPORT. 6 THE ATTACHMENT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND THE CEO. 	IN PROGRESS
23.	26 AUGUST 2021	<p>14.6 WASTE AND RECYCLE CONFERENCE – SEPTEMBER 2021 (D2021/14756)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1 COUNCILLORS AND OFFICERS NOTE THE DATES OF 8, 9 AND 10 SEPTEMBER 2021 FOR THE WA WASTE & RECYCLE 2021 CONFERENCE. 2 DEPUTY COUNCILLOR IAN JOHNSON AND THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO ATTEND THE WA WASTE & RECYCLE 2021 CONFERENCE. 3 TWO (2) PLACES TO THE WA WASTE & RECYCLE 2021 CONFERENCE BE OFFERED TO THE WASTE MANAGEMENT COMMUNITY REFERENCE GROUP (WMCRG) IN THE EVENT THAT SOME MEMBERS MAY WISH TO ATTEND. 	COMPLETED
24.	26 AUGUST 2021	<p>14.7 EMRC COUNCIL MEMBER COMPLAINTS PROCEDURES (D2021/14759)</p> <p>THAT COUNCIL ENDORSE THE EMRC COUNCIL MEMBER COMPLAINTS PROCEDURE FOR DEALING WITH COMPLAINTS ABOUT ALLEGED BREACHES OF THE BEHAVIOUR REQUIREMENTS, FORMING THE ATTACHMENT OF THIS REPORT.</p>	COMPLETED



	DATE	RESOLUTION	STATUS
25.	26 AUGUST 2021	14.8 REQUEST FOR UNBUDGETED EXPENDITURE – RED HILL WASTE MANAGEMENT FACILITY, INTERIM FOGO PAD EXTENSION (D2021/15757) THAT: 1 COUNCIL APPROVE UNBUDGETED EXPENDITURE OF \$108,460, (INCLUSIVE OF 10% CONTINGENCY) EX GST TO EXTEND THE EXISTING INTERIM FOGO PAD BY APPROXIMATELY 13,500M2, FUNDS BEING TRANSFERRED FROM THE SECONDARY WASTE RESERVE. 2 A REPORT IS PREPARED FOR COUNCIL FOLLOWING COMPLETION OF THE WORKS, ALLOWING SUFFICIENT TIME FOR RESIDENTS TO DETECT ANY IMPROVEMENTS TO THE ODOUR ISSUE AND TO IDENTIFY IF ANY FURTHER ACTION IS REQUIRED, OR NOT, AS THE CASE MAY BE.	IN PROGRESS
26.	26 AUGUST 2021	14.9 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2021/14921) THAT THE COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 26 AUGUST 2021 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
27.	26 AUGUST 2021	15 REPORTS OF COMMITTEES 15.1 LEGAL COMMITTEE MEETING HELD 29 JULY 2021 (D2021/13385 [LC] D2021/14461) THAT COUNCIL NOTES THE RECOMMENDATION(S) IN THE LEGAL COMMITTEE REPORT (SECTION 15.1)	COMPLETED
28.	26 AUGUST 2021	19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC THAT WITH THE EXCEPTION OF THE CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, CHIEF PROJECT OFFICER, CHIEF OPERATING OFFICER, CHIEF SUSTAINABILITY OFFICER, MANAGER PROCUREMENT AND GOVERNANCE, MANAGER FINANCIAL SERVICES, CO-ORDINATOR WASTE EDUCATION, INFORMATION SERVICES SUPPORT OFFICER, EXECUTIVE ASSISTANT TO THE CHIEF EXECUTIVE OFFICER AND PERSONAL ASSISTANT TO THE CHIEF FINANCIAL OFFICER THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE LOCAL GOVERNMENT ACT 1995 FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.	COMPLETED
29.	26 AUGUST 2021	19.1 HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (D2021/14771) THAT COUNCIL NOTES THE CONTENTS OF THIS PROJECT UPDATE.	COMPLETED
30.	26 AUGUST 2021	19.2 PROGRESS REPORT ON THE IMPLEMENTATION OF THE EMRC FOGO RECOVERY STRATEGY (D2021/14772) THAT: 1 COUNCIL NOTES THE PROGRESS OF THE REQUEST FOR TENDER FOR A PERMANENT FOGO FACILITY. 2 MEMBER COUNCILS ARE REQUESTED TO ATTEND A COMBINED BRIEFING ON THE REQUEST FOR TENDER FOR A PERMANENT FOGO FACILITY ON 8 DECEMBER 2021. 3 THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	IN PROGRESS



	DATE	RESOLUTION	STATUS
31.	26 AUGUST 2021	19.3 STRATEGIC REVIEW OF THE EMRC (D2021/14773) THAT: 1 COUNCIL ENDORSES THE FINAL GHD STRATEGIC REVIEW OF THE EMRC, FORMING THE CONFIDENTIAL ATTACHMENT TO THIS REPORT. 2 COUNCIL NOTES THAT THE REVIEW OF THE ESTABLISHMENT AGREEMENT REMAINS UNRESOLVED. 3 THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	COMPLETED
32.	26 AUGUST 2021	19.4 ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 29 JULY 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)] (D2021/14458) THAT COUNCIL NOTES THE LEGAL COMMITTEE RESOLUTIONS OF THE ITEM 14.1 OF THE LEGAL COMMITTEE MEETING HELD 29 JULY 2021 - SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 S.5.23(2)(d)]	COMPLETED
33.	26 AUGUST 2021	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.	COMPLETED



	DATE	RESOLUTION	STATUS
34.	24 JUNE 2021	7 APPLICATIONS FOR LEAVE OF ABSENCE 7.1 CR GIORGIA JOHNSON – LEAVE OF ABSENCE THAT COUNCIL APPROVE THE APPLICATION FOR LEAVE OF ABSENCE FOR CR GIORGIA JOHNSON FROM 1 JULY TO 11 JULY 2021 INCLUSIVE.	COMPLETED
35.	24 JUNE 2021	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 27 MAY 2021 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 27 MAY 2021 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
36.	24 JUNE 2021	14.1 REPORTS OF EMPLOYEES 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF MAY 2021 (D2021/09665) THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR MAY 2021 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$10,746,226.65.	COMPLETED
37.	24 JUNE 2021	14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 MAY 2021 (D2021/09668) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 MAY 2021.	COMPLETED
38.	24 JUNE 2021	14.3 REVIEW OF POLICY 5.1 - RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK ENVIRONMENTAL POLICY (D2021/10319) THAT COUNCIL ADOPTS THE REVISED EMRC POLICY 5.1 RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK ENVIRONMENTAL POLICY FORMING ATTACHMENT 2 TO THIS REPORT.	COMPLETED
39.	24 JUNE 2021	14.4 REVIEW OF POLICY 3.1 - ANNUAL FINANCIAL REPORTING POLICY (D2021/10311) THAT THE REVISED EMRC POLICY 3.1 ANNUAL FINANCIAL REPORTING POLICY FORMING ATTACHMENT 2 TO THIS REPORT BE ADOPTED BY COUNCIL.	COMPLETED



	DATE	RESOLUTION	STATUS
40.	24 JUNE 2021	14.5 ESTABLISHMENT AGREEMENT REVIEW UPDATE (D2021/10312) THAT COUNCIL: 1. NOTES THE UPDATE ON THE ESTABLISHMENT AGREEMENT REVIEW. 2. REQUESTS THAT ALL MEMBER COUNCILS AS PARTICIPANTS OF THE EMRC REVIEW THE MOST CURRENT DRAFT OF THE REPLACEMENT ESTABLISHMENT AGREEMENT DOCUMENT WITH A VIEW TO MAKE A FINAL RECOMMENDATION TO THE EMRC ON OR BEFORE THE 20 AUGUST 2021. 3. REQUESTS A BRIEFING SESSION BE HELD IN EARLY SEPTEMBER 2021 TO DISCUSS THE RECOMMENDATIONS RECEIVED FROM MEMBER COUNCILS. 4. REQUESTS THE CEO PREPARE A REPORT FOLLOWING FEEDBACK FROM THE BRIEFING SESSION, FOR ITS CONSIDERATION AT THE 23 SEPTEMBER 2021 ORDINARY MEETING OF COUNCIL.	IN PROGRESS
41.	24 JUNE 2021	14.6 ESTABLISHMENT OF A RESERVE FOR THE EASTLINK RELOCATION (D2021/10315) THAT: 1. COUNCIL IN ACCORDANCE WITH S.6.11 OF THE LOCAL GOVERNMENT ACT 1995 ESTABLISHES AN EASTLINK RELOCATION RESERVE FOR THE PURPOSE OF PROVIDING FUNDS FOR THE RELOCATION COST OF INFRASTRUCTURE AT THE RED HILL WASTE MANAGEMENT FACILITY 2. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.6.11(2)(B) OF THE LOCAL GOVERNMENT ACT 1995 AUTHORISES THE TRANSFER OF FUNDS OF AN INITIAL AMOUNT OF \$5.325M FROM THE FUTURE DEVELOPMENT RESERVE INTO THE EASTLINK RELOCATION RESERVE. 3. LOCAL PUBLIC NOTICE OF THE PROPOSED CHANGE AND USE OF MONEY IN THE FUTURE DEVELOPMENT RESERVE.	COMPLETED
42.	24 JUNE 2021	14.7 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2021/10297) THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 24 JUNE 2021 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
43.	24 JUNE 2021	15 REPORTS OF COMMITTEES 15.1 AUDIT COMMITTEE MEETING HELD 3 JUNE 2021 (REFER TO MINUTES OF COMMITTEE) (D2021/08492 [AC] D2021/10626) THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE AUDIT COMMITTEE REPORT (SECTION 15.1).	COMPLETED
44.	24 JUNE 2021	15.2 LEGAL COMMITTEE MEETING HELD 3 JUNE 2021 (REFER TO MINUTES OF COMMITTEE) (D2021/09457 [LC] D2021/10368) THAT COUNCIL NOTES THE UNCONFIRMED MINUTES OF THE LEGAL COMMITTEE HELD 3 JUNE 2021 (SECTION 15.2).	COMPLETED



	DATE	RESOLUTION	STATUS
45.	24 JUNE 2021	19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC THAT WITH THE EXCEPTION OF THE CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, CHIEF PROJECT OFFICER, CHIEF OPERATING OFFICER, CHIEF SUSTAINABILITY OFFICER, MANAGER PROCUREMENT AND GOVERNANCE, MANAGER FINANCIAL SERVICES, WASTE AND RESOURCE RECOVERY SPECIALIST, INFORMATION SERVICES SUPPORT OFFICER, CHIEF EXECUTIVE OFFICER (CITY OF BELMONT), DIRECTOR INFRASTRUCTURE SERVICES (CITY OF BELMONT), DIRECTOR ASSET SERVICES (CITY OF KALAMUNDA), MR GREG MOHEN, EXECUTIVE ASSISTANT TO THE CHIEF EXECUTIVE OFFICER AND PERSONAL ASSISTANT TO THE CHIEF FINANCIAL OFFICER THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE LOCAL GOVERNMENT ACT 1995 FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.	COMPLETED
46.	24 JUNE 2021	19.1 HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (D2021/09661) THAT: 1. COUNCIL NOMINATES OPTION NO. 1 AS ITS APPROACH AND INSTRUCTS THE CHIEF EXECUTIVE OFFICER TO GIVE EFFECT TO AND TO IMPLEMENT THE OPTION AS OUTLINED WITHIN THE CONFIDENTIAL REPORT. 2. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.6.8 OF THE LOCAL GOVERNMENT ACT 1995 APPROVES UNBUDGETED EXPENDITURE UP TO THE VALUE AS OUTLINED WITHIN THE CONFIDENTIAL REPORT. 3. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND THE CEO.	IN PROGRESS
47.	24 JUNE 2021	19.2 ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 3 JUNE 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)] (D2021/10370) THAT COUNCIL NOTES THE LEGAL COMMITTEE RESOLUTIONS OF THE ITEM 14.1 OF THE LEGAL COMMITTEE MEETING HELD 3 JUNE 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)].	COMPLETED
48.	24 JUNE 2021	19.3 CHIEF EXECUTIVE OFFICER PERFORMANCE AND SALARY REVIEW FOR 2020/2021 AND OBJECTIVE SETTING FOR 2021/2022 (D2021/06386) THAT 1. COUNCIL ASSESSES THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE FOR THE PERIOD 2020/2021. 2. COUNCIL ADOPTS THE PERFORMANCE CRITERIA OUTLINED WITHIN THE REPORT FOR 2021/2022. 3. COUNCIL ENDORSES THE REQUESTS MADE BY THE CHIEF EXECUTIVE OFFICER AND AUTHORISES A VARIATION OF CONTRACT IN RELATION TO INCREASING THE TOTAL REMUNERATION VALUE TO THE MAXIMUM OF THE SALARIES AND ALLOWANCES TRIBUNAL BAND 2 CLASSIFICATION LEVEL. 4. EXISTING FLEXIBLE WORKING ARRANGEMENT TO REMAIN UNCHANGED. 5. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	COMPLETED



DATE		RESOLUTION	STATUS
49.	27 MAY 2021	7 APPLICATIONS FOR LEAVE OF ABSENCE 7.1 CR LORNA CLARKE AND CR GIORGIA JOHNSON - LEAVE OF ABSENCE THAT COUNCIL APPROVE THE APPLICATION FOR LEAVE OF ABSENCE FOR CR LORNA CLARKE FROM 12 JUNE TO 20 JUNE 2021 AND CR GIORGIA JOHNSON FROM 28 JUNE TO 12 JULY 2021 INCLUSIVE.	COMPLETED
50.	27 MAY 2021	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 25 MARCH 2021 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 25 MARCH 2021 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
51.	27 MAY 2021	14 REPORTS OF EMPLOYEES 14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF MARCH AND APRIL 2021 (D2021/07455) THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR MARCH AND APRIL 2021 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING THE ATTACHMENT TO THIS REPORT TALLING \$18,173,883.65.	COMPLETED
52.	27 MAY 2021	14.2 FINANCIAL REPORT FOR PERIOD ENDED MARCH 2021 (D2021/07459) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 MARCH 2021.	COMPLETED
53.	27 MAY 2021	14.3 FINANCIAL REPORT FOR PERIOD ENDED APRIL 2021 (D2021/07473) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 30 APRIL 2021.	COMPLETED



	DATE	RESOLUTION	STATUS
54.	27 MAY 2021	<p>14.4 REQUEST FOR TENDER RFT 2021 – 001 CLEANING SERVICES TO EMRC SITES (D2021/08054)</p> <p>THAT:</p> <ol style="list-style-type: none"> 1. COUNCIL AWARD TENDER RFT 2021-001 CLEANING SERVICES TO EMRC SITES BASED ON SEPARATE FIXED PRICE SCHEDULES (SUBJECT TO ANNUAL CPI ADJUSTMENTS) FOR 3 YEARS WITH TWO (2) OPTIONAL ONE (1) YEAR EXTENSIONS AT THE SOLE DISCRETION OF THE EMRC TO: <ol style="list-style-type: none"> iii) QUAD SERVICES PTY LTD FOR \$54,508.42 (PER ANNUM) (EX GST) FOR THE PROVISION OF CLEANING SERVICES TO THE ASCOT PLACE ADMINISTRATION BUILDING AND HAZELMERE RESOURCE RECOVERY PARK; AND iv) CSCH PTY LTD T/AS CHARLES SERVICE COMPANY FOR \$28,670.00 (EX GST) FOR THE PROVISION OF CLEANING SERVICES TO THE RED HILL WASTE MANAGEMENT FACILITY. 2. THE CEO BE AUTHORISED ON BEHALF OF THE EMRC TO ENTER INTO A CONTRACT SEPARATELY WITH: <ol style="list-style-type: none"> ii) QUAD SERVICES PTY LTD IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED BETWEEN THE EMRC AND QUAD SERVICES PTY LTD. II) CSCH PTY LTD T/AS CHARLES SERVICE COMPANY IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED BETWEEN THE EMRC AND CSCH PTY LTD T/AS CHARLES SERVICE COMPANY. 3. COUNCIL AUTHORISE A 10% CONTINGENCY BASED ON THE TENDERED PRICE SCHEDULE FOR ANY CONTRACT VARIATIONS THAT MAY ARISE IN RELATION TO TENDER RFT 2021 001 CLEANING SERVICES TO EMRC SITES. 	COMPLETED
55.	27 MAY 2021	<p>14.5 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2021/07465)</p> <p>THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 27 MAY 2021 ORDINARY MEETING OF COUNCIL AGENDA.</p>	COMPLETED
56.	27 MAY 2021	<p>15 REPORTS OF COMMITTEES</p> <p>15.1 MINUTES OF LEGAL COMMITTEE HELD ON 15 APRIL 2021 (D2021/05522)</p> <p>THAT COUNCIL NOTES THE UNCONFIRMED MINUTES OF THE LEGAL COMMITTEE HELD 15 APRIL 2021 (SECTION 15.1).</p>	COMPLETED
57.	27 MAY 2021	<p>15.2 MINUTES OF LEGAL COMMITTEE HELD ON 6 MAY 2021 (D2021/07207)</p> <p>THAT COUNCIL NOTES THE UNCONFIRMED MINUTES OF THE LEGAL COMMITTEE HELD 6 MAY 2021 (SECTION 15.1).</p>	COMPLETED



	DATE	RESOLUTION	STATUS
58.	27 MAY 2021	19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC 19.1 DEED OF AMENDMENT, ENERGY DEVELOPMENTS PTY LTD 2021 (D2021/08046) THAT: 1. COUNCIL, BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.42 OF THE LOCAL GOVERNMENT ACT 1995 AUTHORISE THE CEO TO FINALISE AND SIGN THE DEED OF AMENDMENT BETWEEN LANDFILL GAS AND POWER PTY LTD AND THE EMRC TO GIVE LANDFILL GAS AND POWER PTY LTD THE LEGAL RIGHT TO THE AUSTRALIAN CARBON CREDIT UNITS GENERATED BY THE PROPOSED OFFSETS PROJECT. 2. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	IN PROGRESS
59.	27 MAY 2021	19.2 STRATEGIC REVIEW OF EMRC 2021 (D2021/08048) THAT: 1. COUNCIL NOTES THE FINAL GHD STRATEGIC REVIEW OF THE EMRC, FORMING THE CONFIDENTIAL ATTACHMENT TO THIS REPORT, WHICH WILL PROVIDE THE BASIS OF DISCUSSION WITH MEMBER COUNCIL COUNCILLORS AND CEOS. 2. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	COMPLETED
60.	27 MAY 2021	19.3 ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 15 APRIL 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)] (D2021/08709) THAT COUNCIL NOTES THE LEGAL COMMITTEE RESOLUTIONS OF ITEM 14.1 OF THE LEGAL COMMITTEE MEETING HELD 15 APRIL 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 S.523(2)(D)].	COMPLETED
61.	27 MAY 2021	19.4 ITEM 14.1 OF THE LEGAL COMMITTEE MINUTES – 6 MAY 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)] (D2021/08701) THAT COUNCIL NOTES THE LEGAL COMMITTEE RESOLUTIONS OF ITEM 14.1 OF THE LEGAL COMMITTEE MEETING HELD 6 MAY 2021 – SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 S.523(2)(D)].	COMPLETED



	DATE	RESOLUTION	STATUS
62.	25 MARCH 2021	8 PETITIONS, DEPUTATIONS AND PRESENTATION 8.1 EMRC STRATEGIC REVIEW UPDATE THAT WITH THE EXCEPTION OF THE CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, CHIEF PROJECT OFFICER, CHIEF SUSTAINABILITY OFFICER, CHIEF OPERATING OFFICER, MANAGER PROCUREMENT AND GOVERNANCE, MANAGER FINANCIAL SERVICES, MANAGER HUMAN RESOURCES, MANAGER INFORMATION SERVICES, CHIEF EXECUTIVE OFFICER (CITY OF BELMONT), DIRECTOR INFRASTRUCTURE SERVICES (CITY OF BELMONT), CHIEF EXECUTIVE OFFICER (CITY OF KALAMUNDA), DIRECTOR WORKS AND INFRASTRUCTURE (CITY OF BAYSWATER), RECYCLING AND WASTE COORDINATOR (TOWN OF BASSENDEAN), EXECUTIVE ASSISTANT TO THE CHIEF EXECUTIVE OFFICER AND PERSONAL ASSISTANT TO THE CHIEF FINANCIAL OFFICER THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.	COMPLETED
63.	25 MARCH 2021	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 3 DECEMBER 2020 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 3 DECEMBER 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
64.	25 MARCH 2021	9.2 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 25 FEBRUARY 2021 THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 25 FEBRUARY 2021 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
65.	25 MARCH 2021	14 REPORTS OF EMPLOYEES 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF FEBRUARY 2021 (D2021/03608) THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FEBRUARY 2021 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$5,153,014.52.	COMPLETED
66.	25 MARCH 2021	14.2 FINANCIAL REPORT FOR PERIOD ENDED 28 FEBRUARY 2021 (D2021/03728) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 28 FEBRUARY 2021.	COMPLETED
67.	25 MARCH 2021	14.3 APPOINTMENT OF MEMBERS TO THE AUDIT COMMITTEE (AC) (D2021/02913) THAT COUNCIL BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 5.10 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> THE FOLLOWING COUNCILLOR BE FORMALLY APPOINTED AS DEPUTY MEMBER TO THE AUDIT COMMITTEE: Participant Local Government Deputy Council Member City of Belmont Cr Phil Marks	COMPLETED



	DATE	RESOLUTION	STATUS
68.	25 MARCH 2021	14.4 ATTENDANCE AT EVENTS POLICY (D2021/03899) THAT COUNCIL: 1. BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.90A OF THE <i>LOCAL GOVERNMENT ACT 1995</i> CANCELS COUNCIL POLICY 6.1 - MEMBER CONFERENCE, SEMINAR AND STUDY TOUR ATTENDANCE POLICY, FORMING ATTACHMENT 1 OF THIS REPORT. 2. BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.90A OF THE <i>LOCAL GOVERNMENT ACT 1995</i> ADOPTS A NEW COUNCIL POLICY 6.3 - ATTENDANCE AT EVENTS POLICY, FORMING ATTACHMENT 2 OF THIS REPORT.	COMPLETED
69.	25 MARCH 2021	14.5 LEGAL COMMITTEE TERMS OF REFERENCE (D2021/03902) THAT COUNCIL ADOPTS THE LEGAL COMMITTEE PROPOSED TERMS OF REFERENCE, FORMING ATTACHMENT 1 TO THIS REPORT, WITH IMMEDIATE EFFECT.	COMPLETED
70.	25 MARCH 2021	14.6 REVIEW OF COUNCIL POLICY 2.1 – COMMITTEES OF COUNCIL (D2021/03904) THAT COUNCIL ADOPTS THE REVISED EMRC POLICY 2.1 – COMMITTEES OF COUNCIL FORMING ATTACHMENT 2 OF THIS REPORT.	COMPLETED
71.	25 MARCH 2021	14.7 CHIEF EXECUTIVE OFFICER ATTENDANCE AT WASTE 2021 CONFERENCE (D2021/03947) THAT COUNCIL APPROVES THE CHIEF EXECUTIVE OFFICER TO ATTEND THE WASTE 2021 CONFERENCE BEING HELD IN COFFS HARBOUR FROM 4 TO 6 MAY 2021.	COMPLETED
72.	25 MARCH 2021	14.8 CHIEF EXECUTIVE OFFICER ATTENDANCE AT KEEP AUSTRALIA BEAUTIFUL ANNUAL GENERAL MEETING (D2021/04320) THAT COUNCIL: 1. APPROVES THE CHIEF EXECUTIVE OFFICER TO ATTEND THE KEEP AUSTRALIA BEAUTIFUL (KAB) ANNUAL GENERAL MEETING (AGM) AND SUSTAINABLE CITIES - TIDY TOWNS AWARDS 2021, SCHEDULED TO BE HELD IN BEECHWORTH, VICTORIA ON FRIDAY 4 JUNE 2021. 2. ACKNOWLEDGES THAT THE PAYMENT FOR THE TRAVEL, ACCOMMODATION AND ATTENDANCE AT THE KAB AGM WILL BE SOLELY BORNE BY KAB.	COMPLETED
73.	25 MARCH 2021	14.9 ADOPTION OF NEW CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES (D2021/04190) THAT COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 5.103 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> , ADOPTS A NEW CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES, FORMING THE ATTACHMENT OF THIS REPORT.	COMPLETED



	DATE	RESOLUTION	STATUS
74.	25 MARCH 2021	14.10 AMENDMENT OF LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 2021 – CHIEF EXECUTIVE MODEL (D2021/04339) THAT COUNCIL: 1. BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S5.39B OF THE <i>LOCAL GOVERNMENT ACT 1995</i> RESCINDS COUNCIL POLICY 4.1 – CEO RECRUITMENT AND PERFORMANCE REVIEW POLICY, FORMING ATTACHMENT 1 OF THIS REPORT. 2. BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S5.39B OF THE <i>LOCAL GOVERNMENT ACT 1995</i> ADOPTS A NEW COUNCIL POLICY 4.1 - CEO RECRUITMENT, PERFORMANCE REVIEW AND TERMINATION POLICY, FORMING ATTACHMENT 2 OF THIS REPORT. 3. BY ABSOLUTE MAJORITY IN ACCORDANCE WITH 5.39C OF THE <i>LOCAL GOVERNMENT ACT 1995</i> ADOPTS A POLICY FOR THE APPOINTMENT OF APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER, FORMING ATTACHMENT 3 OF THIS REPORT. 4. BY ABSOLUTE MAJORITY WITHDRAWS DELEGATION C2/2006.	COMPLETED
75.	25 MARCH 2021	14.11 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2021/03526) THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 25 MARCH 2021 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
76.	25 MARCH 2021	15 REPORTS OF COMMITTEES 15.1 AUDIT COMMITTEE MEETING HELD 4 MARCH 2021 (D2021/02329 (AC) D2021/03891) THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE AUDIT COMMITTEE REPORT (SECTION 15.1).	COMPLETED
77.	25 MARCH 2021	17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN 17.1 NOTICE OF MOTION RECEIVED FROM CR MEL CONGERTON THAT COUNCIL DEFER CONSIDERATION OF MOTION NO. 1, 2 AND 3 UNTIL THE NEXT ORDINARY MEETING OF COUNCIL.	COMPLETED



DATE		RESOLUTION	STATUS
78.	25 MARCH 2021	<p>MOTION NO. 1</p> <p>THAT COUNCIL RESOLVE TO:</p> <ol style="list-style-type: none"> 1. CEO TO FACILITATE A REVIEW OF THE ESTABLISHMENT AGREEMENT WITH THE FINAL REPORT TO BE PRESENTED AT THE ORDINARY COUNCIL MEETING OF JUNE 2021 FOR COUNCIL'S CONSIDERATION. 2. REQUEST THE CEO TO INCLUDE AT LEAST ONE WORKSHOP WITH THE EMRC COUNCILLORS AND MEMBER COUNCIL CEOS TO DETERMINE THE CHANGES AND INCLUSIONS THAT SHOULD FORM THE DRAFT ESTABLISHMENT AGREEMENT FOR CONSIDERATION AND DISCUSSION. 3. REQUEST THAT THE REVIEW MAY INCLUDE BUT NOT BE LIMITED TO: <ol style="list-style-type: none"> a. REVIEW AND AMEND ALL OF THE DATES TO REFLECT THE CURRENT LOCAL GOVERNMENT ELECTION CYCLES. b. REVIEW AND AMEND THE CURRENT COUNCIL STRUCTURE TO A PROPORTIONATE REPRESENTATION MODEL BASED ON EACH MEMBER COUNCIL'S SHARE OF EQUITY AS A PERCENTAGE OF THE EMRC. c. PROVIDE A MECHANISM (IF REQUIRED) TO DIFFERENTIATE A MEMBER COUNCIL'S EQUITY BASED UPON AN ORIGINAL MEMBER COUNCIL TO AN ADDITIONAL MEMBER COUNCIL. d. REVIEW AND AMEND THE PROVISIONS WITHIN THE AGREEMENT FOR ONE OR MORE MEMBER COUNCILS THAT CHOOSE TO EXIT THE EMRC. e. INCLUDE A PROVISION FOR DIVIDENDS TO BE PAID TO MEMBER COUNCILS FROM THE WASTE RESERVE ANNUALLY BASED ON EQUITY AND/OR WASTE CHARGE LEVIES PAID. f. REVIEW AND AMEND OR REPLACE THE DEFINITIONS USED TO DETERMINE PROJECTS AND SERVICES THAT ARE CONSIDERED NEW AND THOSE CONSIDERED CONTINUING. g. THE REVIEW IS INFORMED AND GUIDED BY THE COLLECTIVE VIEWS OF THE EMRC COUNCILLORS AND MEMBER COUNCIL MAYORS/PRESIDENTS AND CEOS. 	COMPLETED
		<p>MOTION NO. 2</p> <p>THAT COUNCIL RESOLVE TO:</p> <ol style="list-style-type: none"> 1. RETURN TO MEMBER COUNCILS AS A DIVIDEND THE AMOUNT PAID BY EACH MEMBER COUNCILS INTO THE SECONDARY WASTE RESERVE FOR THE FINANCIAL YEAR JULY – JUNE 2021. 2. DISTRIBUTE THE FUNDS IN JULY 2021. 	COMPLETED



	DATE	RESOLUTION	STATUS
79.	25 MARCH 2021	18 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PRESIDING MEMBER OR BY DECISION OF MEETING THAT WITH THE EXCEPTION OF THE CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, CHIEF PROJECT OFFICER, CHIEF SUSTAINABILITY OFFICER, CHIEF OPERATING OFFICER, MANAGER PROCUREMENT AND GOVERNANCE, MANAGER FINANCIAL SERVICES, MANAGER HUMAN RESOURCES, MANAGER INFORMATION SERVICES, DIRECTOR WORKS AND INFRASTRUCTURE (CITY OF BAYSWATER), EXECUTIVE ASSISTANT TO THE CHIEF EXECUTIVE OFFICER AND PERSONAL ASSISTANT TO THE CHIEF FINANCIAL OFFICER THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.	COMPLETED
80.	25 MARCH 2021	18.1 SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)] THAT 1. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.16 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> DELEGATES TO THE LEGAL COMMITTEE THE POWER TO UNDERTAKE ALL NECESSARY ACTIONS IN RESPONSE TO THE LEGAL MATTER PREVIOUSLY REPORTED AND ANY RELATED MATTERS WITH REGARDS TO THE ESTABLISHMENT AGREEMENT. 2. NOTES THE RATIONALE FOR THE MOTION IS TO ENABLE THE EMRC COUNCIL TO UNDERTAKE ACTIONS IN RESPONSE TO THE LEGAL MATTER AS OUTLINED WITHIN THE CONFIDENTIAL REPORT THROUGH THE ESTABLISHED LEGAL COMMITTEE.	COMPLETED
81.	25 MARCH 2021	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.	COMPLETED



	DATE	RESOLUTION	STATUS
82.	25 FEBRUARY 2021	9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 3 DECEMBER 2020 (D2020/25340) PROCEDURE MOTION THAT COUNCIL DEFER CONSIDERATION OF ITEM 9.1 - DRAFT MEMORANDUM OF UNDERSTANDING - RENEWABLE ENERGY POWER PURCHASE AGREEMENT OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 3 DECEMBER 2020, UNTIL THE NEXT ORDINARY MEETING OF COUNCIL.	COMPLETED
83.	25 FEBRUARY 2021	9.2 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 21 JANUARY 2021 (D2021/01326) THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 21 JANUARY 2021 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
84.	25 FEBRUARY 2021	9.3 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 8 FEBRUARY 2021 (D2021/01965) THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 8 FEBRUARY 2021 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.	COMPLETED
85.	25 FEBRUARY 2021	14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF NOVEMBER AND DECEMBER 2020 AND JANUARY 2021 (D2020/27446) THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS NOVEMBER 2020, DECEMBER 2020 AND JANUARY 2021 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i> , FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$21,678,436.65.	COMPLETED
86.	25 FEBRUARY 2021	14.2 FINANCIAL REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2020 (D2021/00965) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2020.	COMPLETED
87.	25 FEBRUARY 2021	14.3 FINANCIAL REPORT FOR THE PERIOD ENDED 31 DECEMBER 2020 (D2021/02118) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 DECEMBER 2020.	COMPLETED
88.	25 FEBRUARY 2021	14.4 FINANCIAL REPORT FOR THE PERIOD ENDED 31 JANUARY 2021 (D2021/02199) THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 JANUARY 2021.	COMPLETED
89.	25 FEBRUARY 2021	14.5 FOGO TRIAL AT RED HILL – INTERIM FACILITY UPDATE (MASS BALANCE) (D2021/02032) THAT THE REPORT BE NOTED.	COMPLETED



	DATE	RESOLUTION	STATUS
90.	25 FEBRUARY 2021	14.6 APPOINTMENT OF AUTHORISED COMPLAINTS OFFICERS (D2021/02217) THAT COUNCIL: 1. AUTHORISES THE CHIEF EXECUTIVE OFFICER TO BE THE COMPLAINTS OFFICER. 2. BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.42 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> , DELEGATES POWER TO THE CHIEF EXECUTIVE OFFICER TO APPOINT AUTHORISED COMPLAINTS OFFICERS. 3. ENDORSE THE COMPLAINT ABOUT ALLEGED BREACH FORM, FORMING ATTACHMENT 1 TO THIS REPORT.	COMPLETED
91.	25 FEBRUARY 2021	14.7 REVIEW OF DELEGATED POWERS AND DUTIES (D2021/02041) THAT COUNCIL RE-AFFIRMS THE DELEGATED POWERS AND DUTIES AS LISTED IN THE REPORT WITH THE EXCEPTION OF DELEGATION NUMBER C15/2018.	COMPLETED
92.	25 FEBRUARY 2021	14.8 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2020/27450) THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 25 FEBRUARY 2021 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
93.	25 FEBRUARY 2021	15 REPORTS OF COMMITTEES 15.1 LEGAL COMMITTEE MEETING HELD 10 FEBRUARY 2021 (D2021/01849 (LC) - D2021/01849) THAT COUNCIL NOTES THE UNCONFIRMED MINUTES OF THE LEGAL COMMITTEE HELD 10 FEBRUARY 2021 (SECTION 15.1).	COMPLETED
94.	25 FEBRUARY 2021	19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC THAT WITH THE EXCEPTION OF THE CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, CHIEF PROJECT OFFICER, CHIEF SUSTAINABILITY OFFICER, CHIEF OPERATING OFFICER, MANAGER PROCUREMENT AND GOVERNANCE, MANAGER FINANCIAL SERVICES, MANAGER HUMAN RESOURCES, WASTE AND RESOURCE RECOVERY SPECIALIST, INFORMATION SERVICES OFFICER, CHIEF EXECUTIVE OFFICER (CITY OF BELMONT), DIRECTOR INFRASTRUCTURE SERVICES (CITY OF BELMONT), EXECUTIVE ASSISTANT TO THE CHIEF EXECUTIVE OFFICER AND PERSONAL ASSISTANT TO THE CHIEF FINANCIAL OFFICER THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.	COMPLETED
95.	25 FEBRUARY 2021	19.1 HAZELMERE WOOD WASTE TO ENERGY (WWE) UPDATE (D2021/02027) THAT: 1. COUNCIL NOTES THE REPORT. 2. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.	COMPLETED



	DATE	RESOLUTION	STATUS
96.	25 FEBRUARY 2021	19.2 PROVISION OF SERVICES TO A LOCAL GOVERNMENT (D2021/02043) THAT: 1. COUNCIL AUTHORISE THE CEO TO SIGN THE MEMORANDUM OF UNDERSTANDING, FORMING THE ATTACHMENT TO THIS REPORT WITH THE LOCAL GOVERNMENT IDENTIFIED IN THE REPORT TO PROVIDE WASTE MANAGEMENT CONSULTANCY SERVICES. 2. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.	COMPLETED
97.	25 FEBRUARY 2021	19.3 DRAFT HAZELMERE RESOURCE RECOVERY PARK DEVELOPMENT PLAN 2021 (D2021/02046) THAT: 1. COUNCIL ENDORSES THE DRAFT HAZELMERE RESOURCE RECOVERY PARK DEVELOPMENT PLAN 2021, FORMING THE ATTACHMENT TO THIS REPORT. 2. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.	COMPLETED
98.	25 FEBRUARY 2021	19.4 ITEM 13.1 OF THE LEGAL COMMITTEE MINUTES - SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)] (D2021/02126) THAT: 1. THE LEGAL COMMITTEE RESOLVES TO AUTHORISE THE CEO TO ISSUE THE LETTER, AS AMENDED IN RESPONSE TO THE LEGAL MATTER AS OUTLINED WITHIN THE CONFIDENTIAL REPORT. 2. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND THE CHIEF EXECUTIVE OFFICER.	COMPLETED
99.	25 FEBRUARY 2021	19.5 SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS (D2021/00938) THAT: 1. COUNCIL AWARD THE CONSULTANCY FOR FACILITATING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW TO DR JUDE BALM OF INFINITY TRAINING AUSTRALIA. 2. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.	COMPLETED
100.	25 FEBRUARY 2021	19.6 CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS FOR 2020/2021 (D2021/00939) THAT: 1. COUNCIL ENDORSES THE TIMETABLE FOR UNDERTAKING THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS FOR 2021 AS OUTLINED WITHIN THIS REPORT. 2. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	COMPLETED



	DATE	RESOLUTION	STATUS																								
101.	8 FEBRUARY 2021	<p>16.1 SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)] (D2021/01716)</p> <p>THAT</p> <ol style="list-style-type: none"> 1. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S5.8 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> ESTABLISHES A LEGAL COMMITTEE TO UNDERTAKE ACTIONS TO ADDRESS ANY SUCH LEGAL MATTERS ARISING OUT OF THE ESTABLISHMENT AGREEMENT AND BE DISBANDED AT THE NEXT LOCAL GOVERNMENT ELECTIONS IN OCTOBER 2021. 2. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S5.10 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> APPOINTS THE FOLLOWING COUNCILLORS TO THE LEGAL COMMITTEE: <table> <tr> <td>PARTICIPANT LOCAL GOVERNMENT</td><td>COUNCILLOR MEMBER</td><td>DEPUTY MEMBER</td><td>SECOND DEPUTY MEMBER</td></tr> <tr> <td>TOWN OF BASSENDEAN</td><td>CR WILSON</td><td>CR HAMILTON</td><td>CR MACWILLIAM</td></tr> <tr> <td>CITY OF BAYSWATER</td><td>CR CLARK</td><td>CR JOHNSON</td><td>CR PIFFARETTI</td></tr> <tr> <td>CITY OF KALAMUNDA</td><td>CR O'CONNOR</td><td>CR BOYD</td><td>CR BLAIR</td></tr> <tr> <td>SHIRE OF MUNDARING</td><td>CR JEANS</td><td>CR DAW</td><td>CR COLLINS</td></tr> <tr> <td>CITY OF SWAN</td><td>CR CONGERTON</td><td>CR ZANNINO</td><td>CR I JOHNSON</td></tr> </table> <ol style="list-style-type: none"> 3. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S5.16 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> DELEGATES TO THE LEGAL COMMITTEE THE POWER TO UNDERTAKE ACTIONS IN RESPONSE TO THE LEGAL MATTER AS OUTLINED WITHIN THE CONFIDENTIAL REPORT. 4. NOTES THE RATIONALE FOR THE MOTION IS TO ENABLE THE EMRC COUNCIL TO UNDERTAKE ACTIONS IN RESPONSE TO THE LEGAL MATTER AS OUTLINED WITHIN THE CONFIDENTIAL REPORT THROUGH THE NEWLY ESTABLISHED LEGAL COMMITTEE. 5. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND THE CEO. 	PARTICIPANT LOCAL GOVERNMENT	COUNCILLOR MEMBER	DEPUTY MEMBER	SECOND DEPUTY MEMBER	TOWN OF BASSENDEAN	CR WILSON	CR HAMILTON	CR MACWILLIAM	CITY OF BAYSWATER	CR CLARK	CR JOHNSON	CR PIFFARETTI	CITY OF KALAMUNDA	CR O'CONNOR	CR BOYD	CR BLAIR	SHIRE OF MUNDARING	CR JEANS	CR DAW	CR COLLINS	CITY OF SWAN	CR CONGERTON	CR ZANNINO	CR I JOHNSON	COMPLETED
PARTICIPANT LOCAL GOVERNMENT	COUNCILLOR MEMBER	DEPUTY MEMBER	SECOND DEPUTY MEMBER																								
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SHIRE OF MUNDARING	CR JEANS	CR DAW	CR COLLINS																								
CITY OF SWAN	CR CONGERTON	CR ZANNINO	CR I JOHNSON																								
102.	21 JANUARY 2021	<p>16.1 SEEKING INSTRUCTIONS REGARDING LEGAL MATTER [CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 s.5.23(2)(d)] (D2021/00774)</p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. IN ACCORDANCE WITH CLAUSE 10.6 OF THE EMRC STANDING ORDERS LOCAL LAW 2013 THE ITEM 16.1 OF THE AGENDA BE ADJOURNED TO THE NEXT ORDINARY MEETING OF COUNCIL TO BE HELD AT 6PM ON THURSDAY 25 FEBRUARY 2021. 2. COUNCIL NOTES THE REASON FOR THE ADJOURNMENT IS TO ADDRESS THE ISSUE OF LEGAL PROFESSIONAL PRIVILEGE AND TO ADDRESS THE POTENTIAL BREACH OF S.5.65 OF THE <i>LOCAL GOVERNMENT ACT 1995</i>. 	COMPLETED																								



2. CEO EXERCISE OF DELEGATED POWERS AND DUTIES

D2021/22873

PURPOSE OF REPORT

The purpose of this report is to present to Council a list of delegations exercised by the Chief Executive Officer (CEO) in accordance with Council's resolution of 24 March 2016.

KEY POINTS AND RECOMMENDATIONS

- Council reaffirmed delegations to the CEO and Committees at its meeting of 24 March 2016 and requested a periodic report listing the items approved since the last Ordinary Council meeting.
- The delegations exercised since last reported to Council are detailed within this report.

SOURCE OF REPORT

Chief Executive Officer

BACKGROUND

- 1 At the Council meeting held on 24 March 2016 Council conducted its annual review of powers and/or discharge of its duties as delegated to the CEO and Committees, in accordance within s.5.46 of the *Local Government Act 1995*. (Ref: D2016/03708).
- 2 As part of that review Council resolved inter alia:
"THAT COUNCIL RECEIVES A REPORT DETAILING THE LIST OF ITEMS APPROVED UNDER DELEGATED AUTHORITY AS THEY ARISE AT THE NEXT ORDINARY MEETING OF COUNCIL."

REPORT

- 3 The following delegated powers or discharge of duties were exercised by the CEO.

Delegation Number	Date of Original Delegation	Description of Delegation	Details of Delegated Powers and Discharge of Duties
C5/2016	24/03/2016	By absolute majority in accordance with section 5.42 of the <i>Local Government Act 1995</i> , delegates authority to the Chief Executive Officer to exercise the option to extend any contract awarded under a tender with further extension periods following the initial contract period, subject to satisfactory performance.	The contract for the provision of equipment rental to the EMRC was extended by 12 months from 24 November 2021 to 23 November 2022. (Reference: Contract No. RFT 2018-001).
C6/2016	23/06/2016	That Council by absolute majority in accordance with section 5.42 of the <i>Local Government Act 1995</i> delegate authority to the Chief Executive Officer to negotiate and enter into contracts for waste disposal related to operations at the Red Hill Waste Management Facility and Hazelmere Resource Recovery Park.	A three (3) month trial agreement was entered into with Cleanaway for general waste disposal at Baywaste and transfer to the Red Hill Waste Management Facility. (Reference: D2021/16961).



C3/2017	18/05/2017	Grant the CEO delegated authority to accept quotations from HAAS or its authorised suppliers for the supply of spare parts and periodic equipment repairs of the HAAS timber grinder.	Purchase of spare parts for the HAAS Grinder for the month of September/October 2021. (Purchase Order No 55577)
C9/2021	27/05/2021	That the CEO be authorised on behalf of the EMRC to enter into a contract separately with: ii) Quad Services Pty Ltd in accordance with their submitted tender, subject to any minor variations that may be agreed between the EMRC and Quad Services Pty Ltd. ii) CSC Pty Ltd t/as Charles Service Company in accordance with their submitted tender, subject to any minor variations that may be agreed between the EMRC and CSC Pty Ltd t/as Charles Service Company.	EMRC cleaning contract No. RFT 2020-001 was varied on 22 September 2021 to include cleaning of new premises located at the Hazelmere Resource Recovery Park.

STRATEGIC/POLICY IMPLICATIONS

- 4 Key Result Area 3 – Good Governance
3.3 To provide responsible and accountable governance and management of the EMRC.

FINANCIAL IMPLICATIONS

- 5 As reflected in monthly financial reports.

SUSTAINABILITY IMPLICATIONS

- 6 The delegations exercised were in accordance with Council's resolution for the benefit and sustainability of the EMRC and Perth's Eastern Region.

RISK MANAGEMENT

Risk – Non Compliance with EMRC's responsibility to maintain responsible and accountable governance and management of the organisation.

Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
➤ Update to be provided to Council to comply with a past resolution of Council.		



MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Nil



3. 2021/2022 COUNCIL TONNAGE COMPARISONS AS AT 31 OCTOBER 2021

D2021/22869

PURPOSE OF REPORT

The purpose of this report is to provide Council with tonnages and quantities at the Red Hill Waste Management Facility (Red Hill) and the Hazelmere Resource Recovery Park (Hazelmere) for the reporting period to 31 October 2021.

SOURCE OF REPORT

Chief Financial Officer

REPORT

- 1 A total of 45,446 tonnes were received from Member Council at the Red Hill Waste Disposal Site (Red Hill) during the reporting period, compared to 49,891 tonnes received during the same period in 2020/2021.
- 2 "Other" waste tonnages totalling 27,645 were received at Red Hill during the reporting period compared to 23,213 tonnes received during the same period in 2020/2021.
- 3 During the reporting period a combined total of 73,090 tonnes compared to 73,104 tonnes during the same period in 2020/2021 were received at Red Hill.
- 4 Tonnages and quantities of waste timber, C&I material and mattresses, plus sales of woodchip/fines at Hazelmere for the above reporting period were as follows:
 - Incoming Waste Timber totalled 4,347 tonnes compared to 4,990 tonnes for the same period in 2020/2021.
 - The sale of fines and woodchip totalled 4,552 tonnes, compared to 4,596 tonnes for the same period in 2020/2021.
 - Incoming Commercial and Industrial (C&I) Waste totalled 102.09 tonnes, compared to 66.40 tonnes for the same period in 2020/2021.
 - Mattresses incoming totalled 5,341 compared to 5,885 for the same period in 2020/2021.
- 5 The attachment to this report provides the various tonnages information in a graphical format and highlights the movements and trends for the financial year.

STRATEGIC/POLICY IMPLICATIONS

- 6 Key Result Area – Good Governance
 - 3.3 To provide responsible and accountable governance and management of the EMRC

FINANCIAL IMPLICATIONS

- 7 As reflected in monthly financial reports.

SUSTAINABILITY IMPLICATIONS

- 8 Nil



Risk – Lower than budgeted tonnages received including product sales.		
Consequence	Likelihood	Rating
Possible	Moderate	Moderate
Action/Strategy		
➤ Monthly tonnage reports are reviewed by Council and Management Team.		

ATTACHMENT(S)

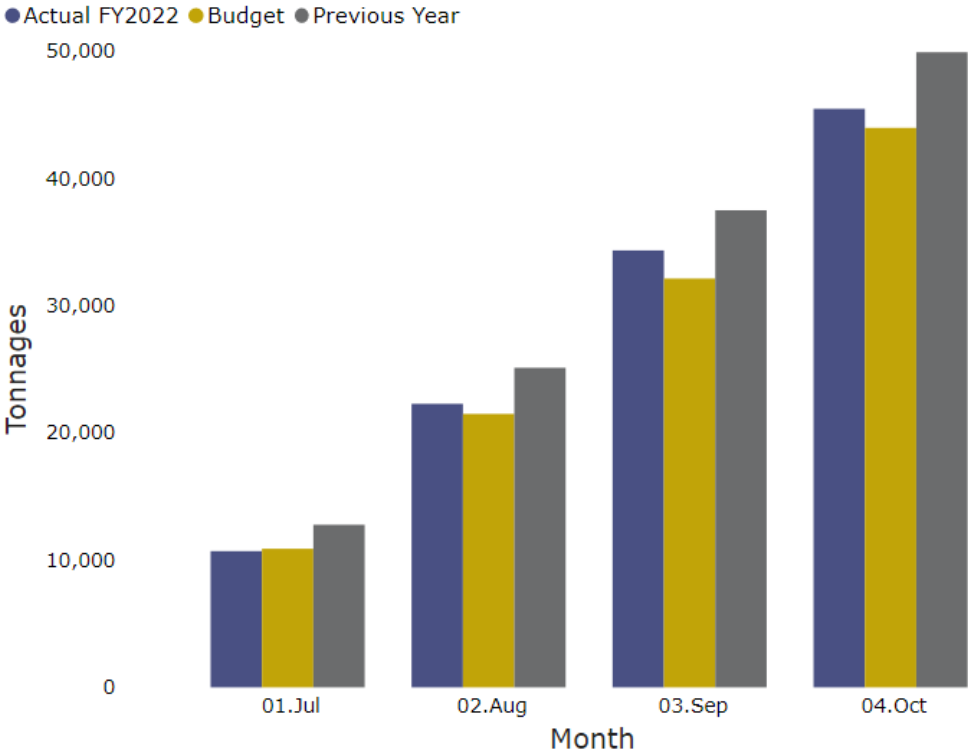
Council Tonnages Report (D2021/23218)

EMRC Tonnage Analysis

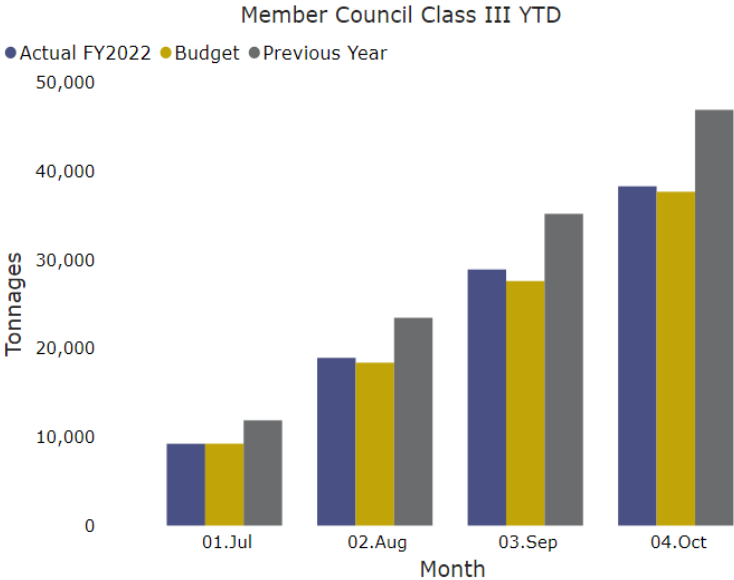
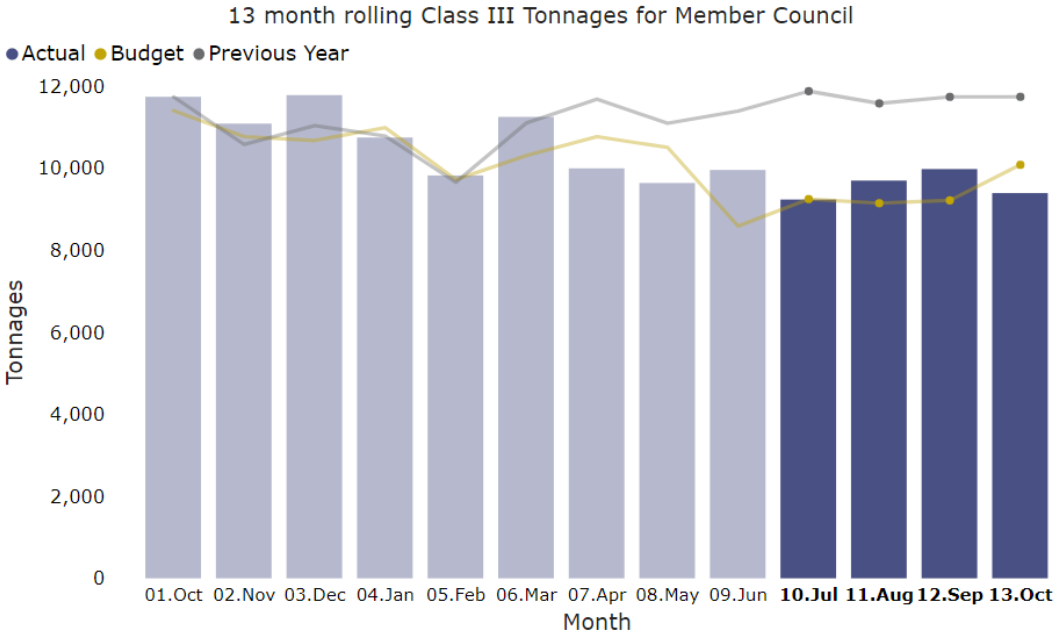
as at 31 October 2021



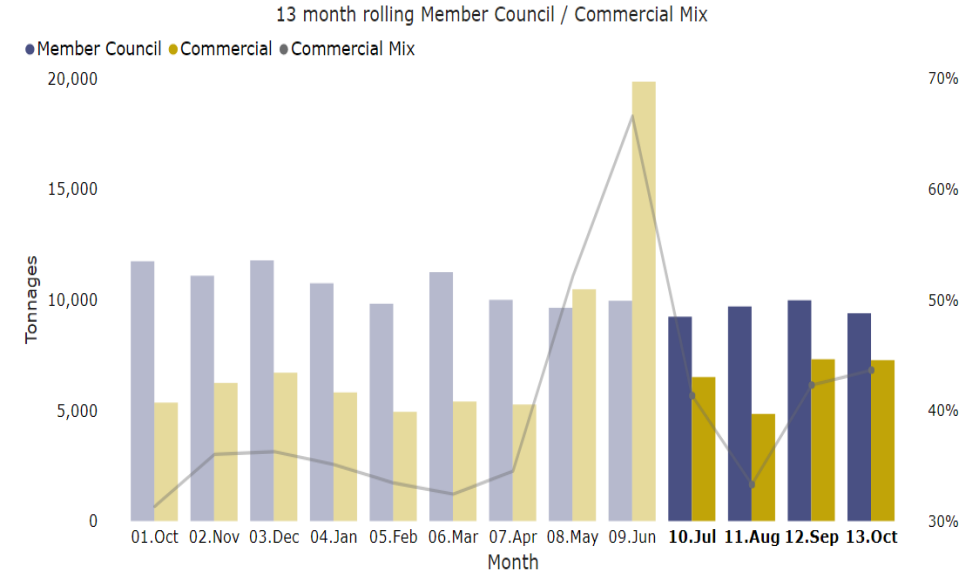
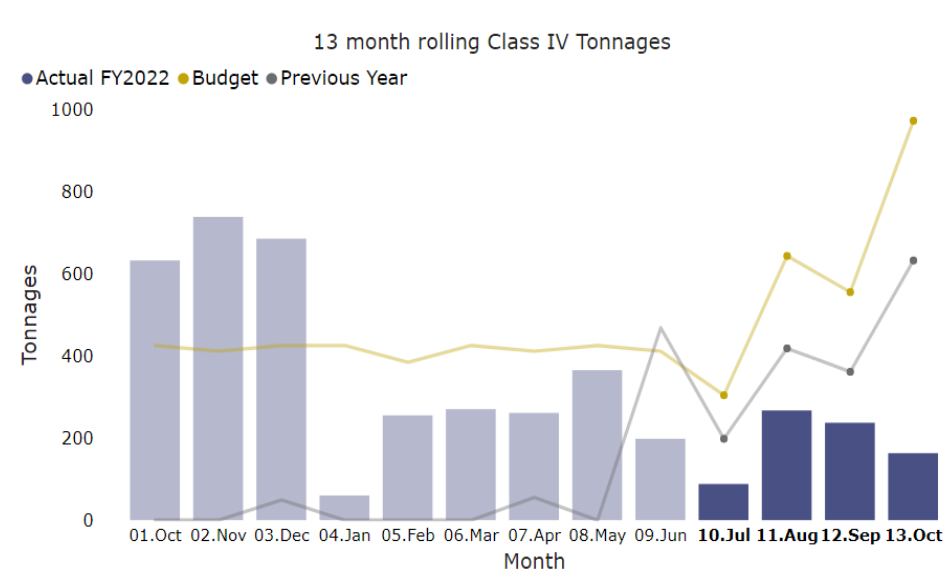
2021/2022 Member Council YTD Overall Tonnages



2021/2022 Tonnages

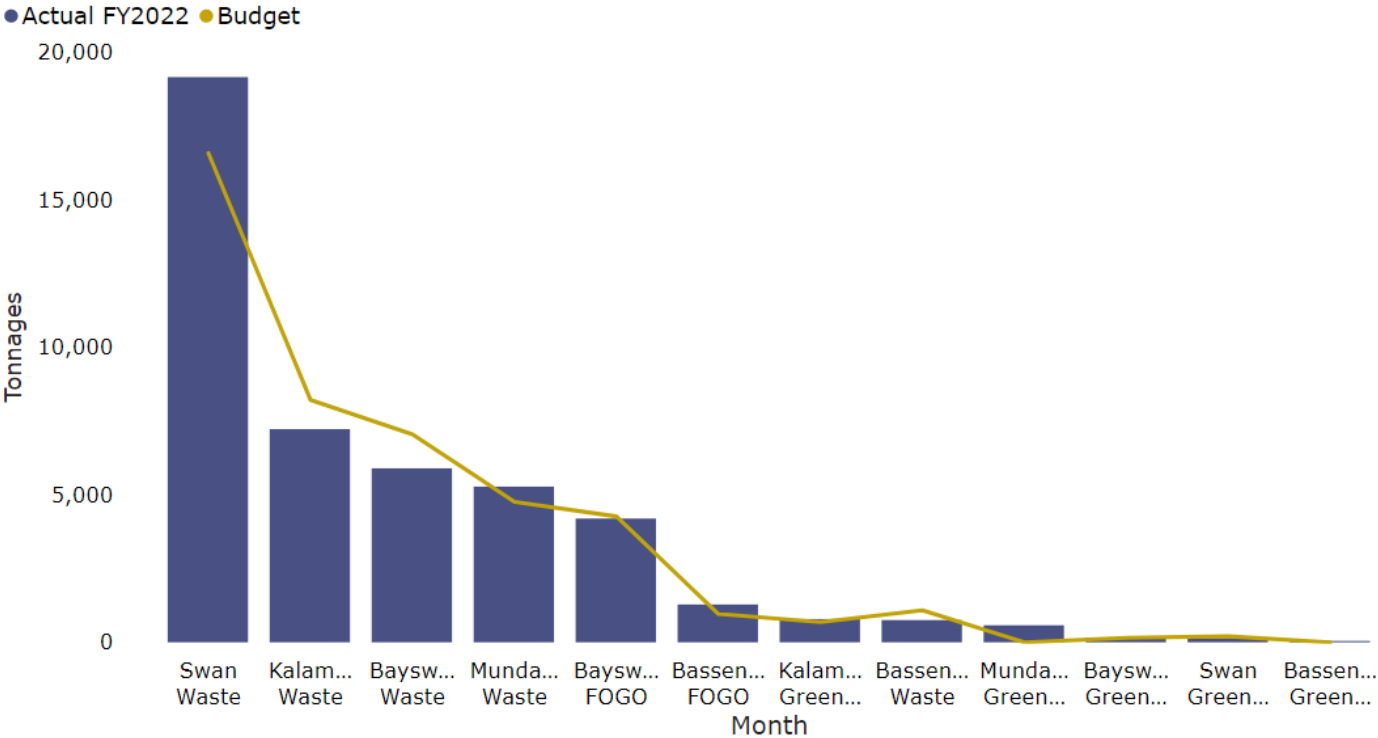


2021/2022 Tonnages

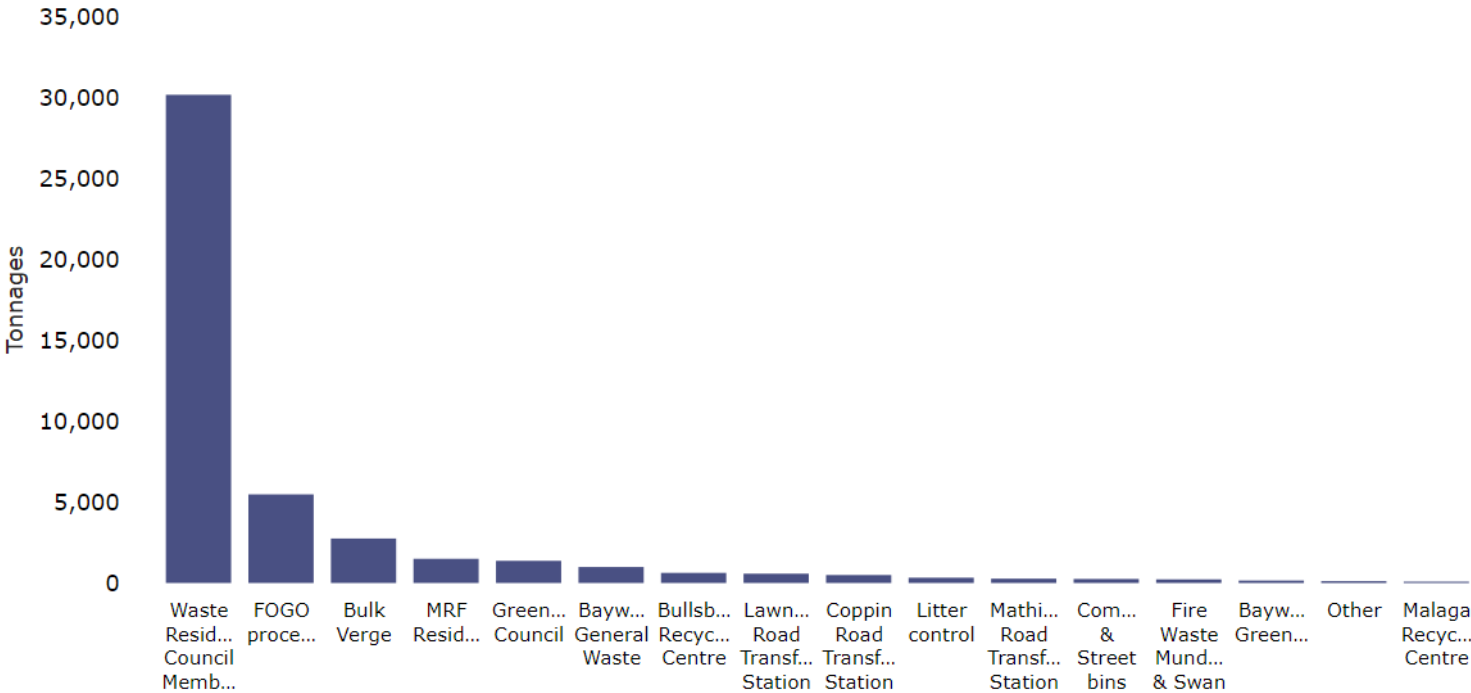


2021/2022 EMRC Combined Waste Report

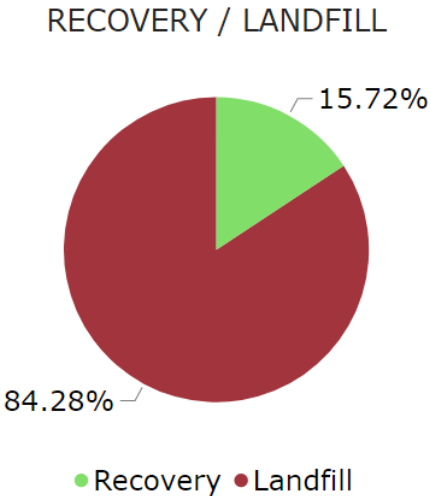
YTD October 2021



2021/2022 EMRC Waste Receipt Report YTD October 2021



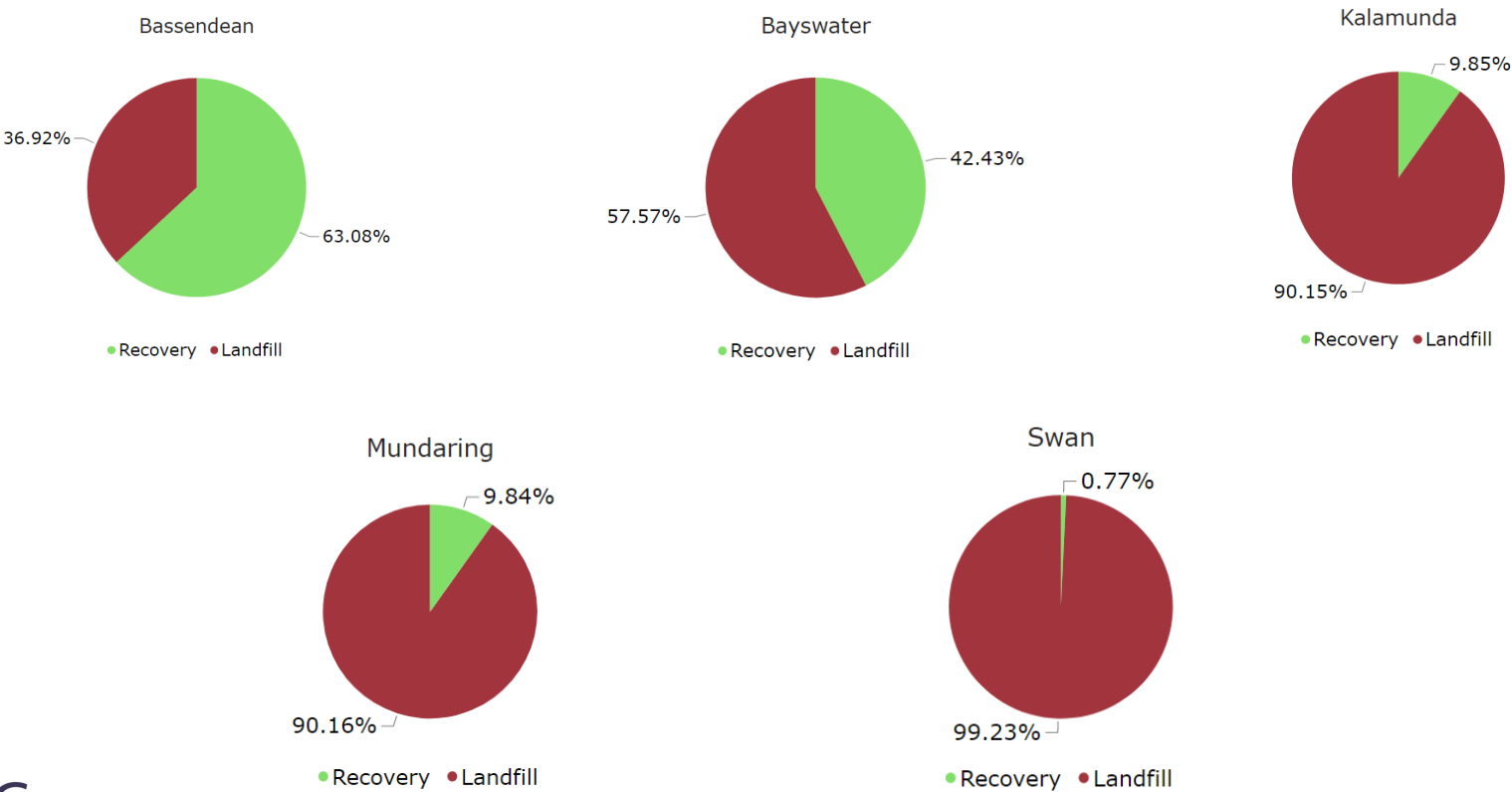
2021/2022 Total Member Council % Recovery @ EMRC



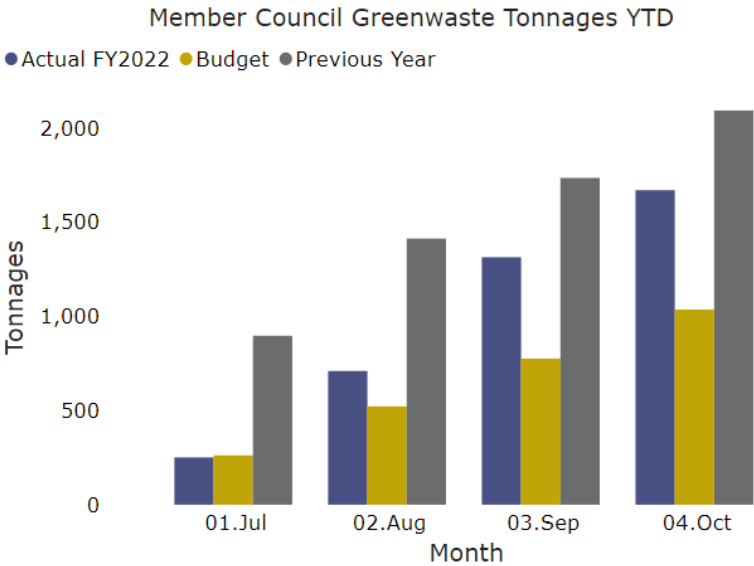
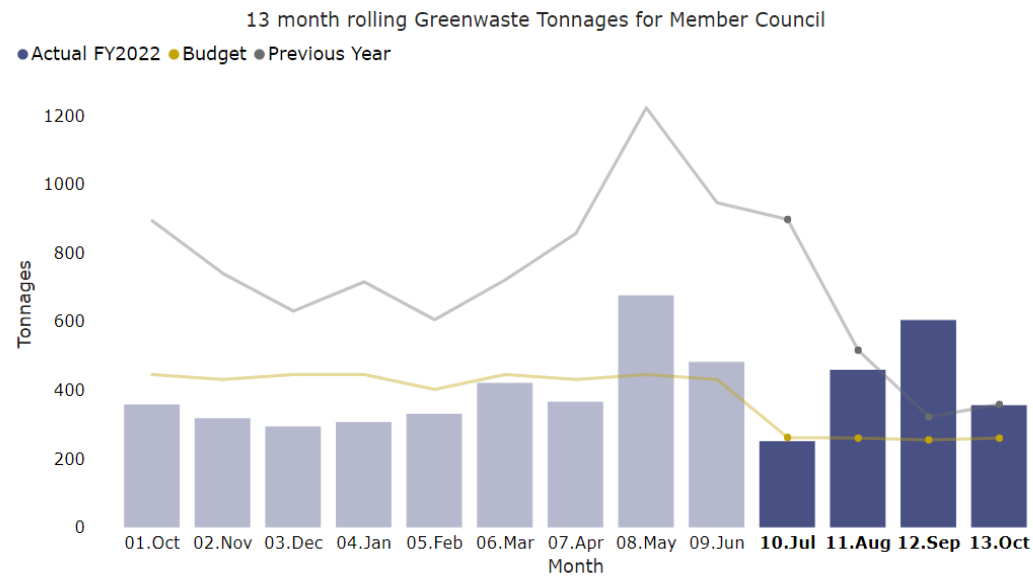
Council	Landfill Recovery	
Bassendean	36.92%	63.08%
Bayswater	57.57%	42.43%
Kalamunda	90.15%	9.85%
Mundaring	90.16%	9.84%
Swan	99.23%	0.77%
Total	84.28%	15.72%



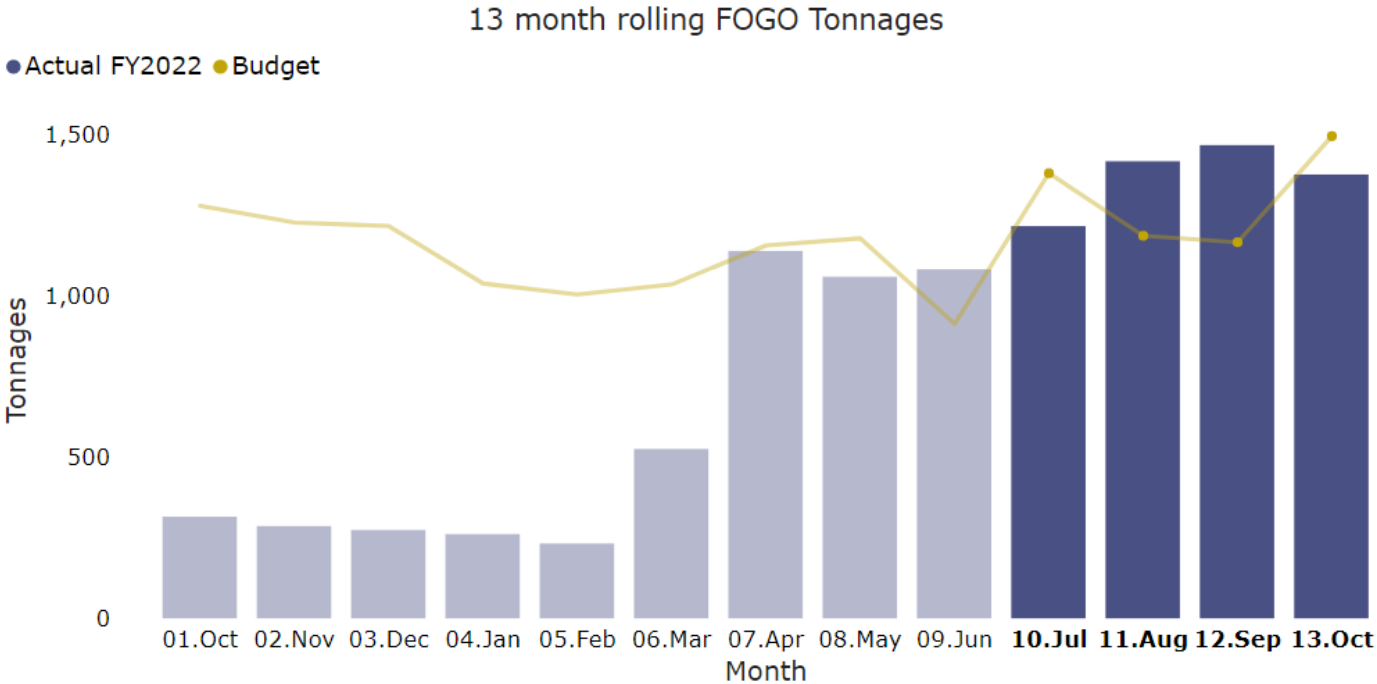
2021/2022 Member Council Recovery @ EMRC



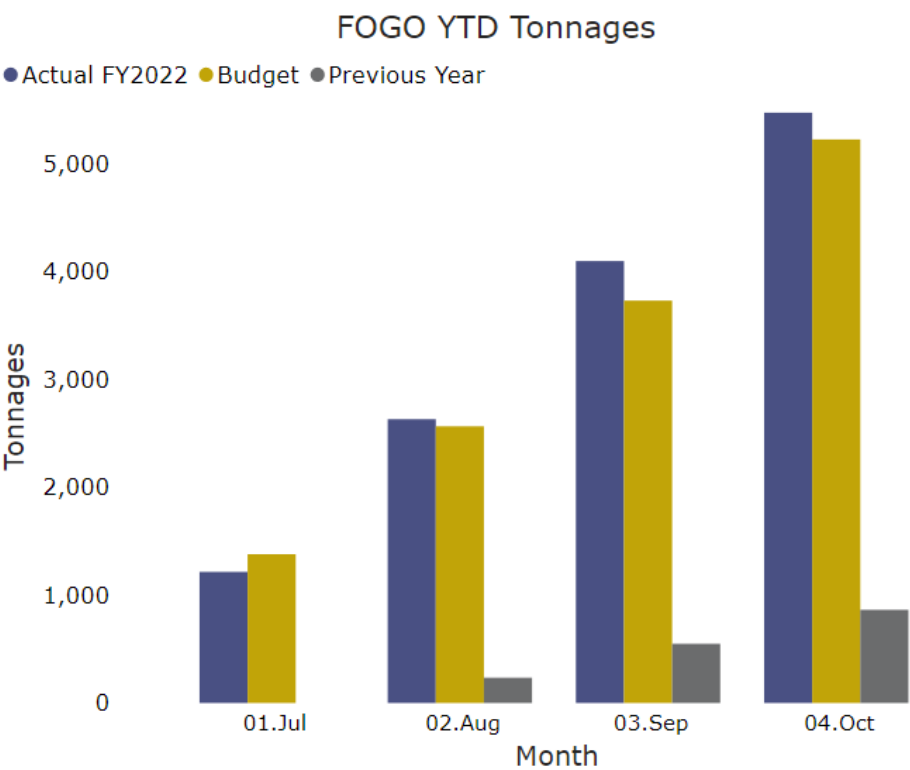
2021/2022 Greenwaste Tonnages



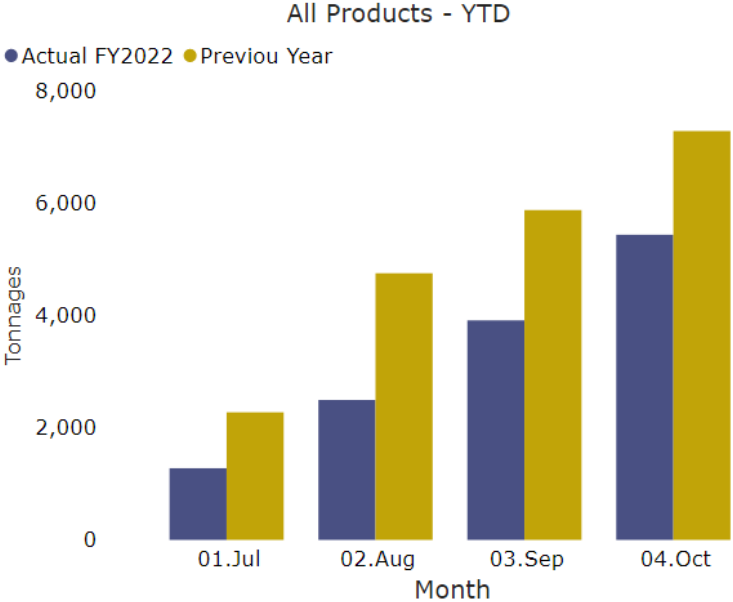
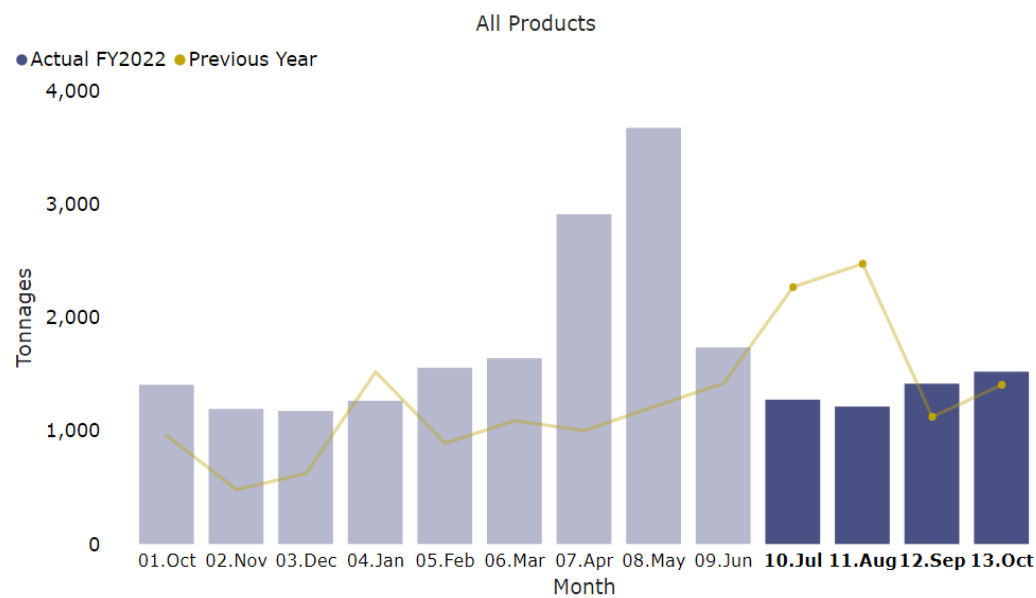
2021/2022 FOGO Tonnages



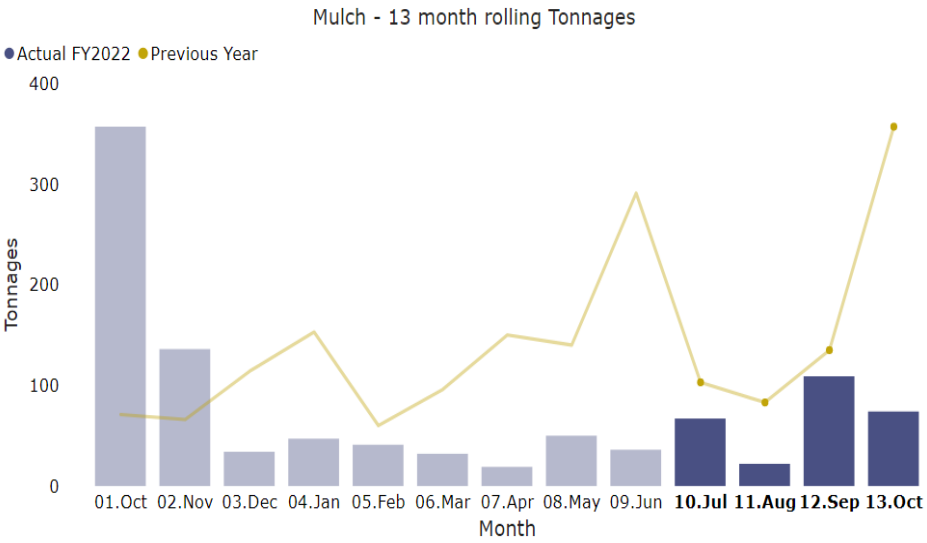
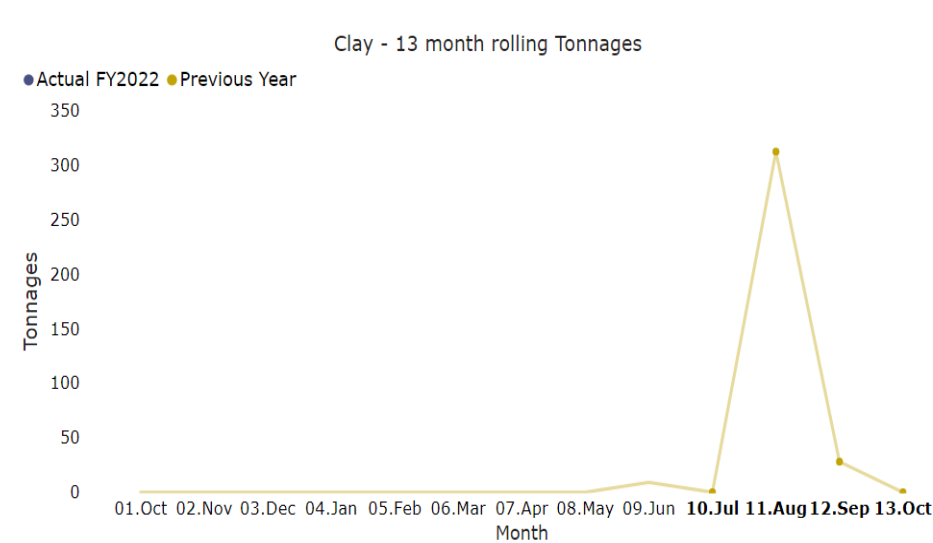
2021/2022 FOGO Tonnages



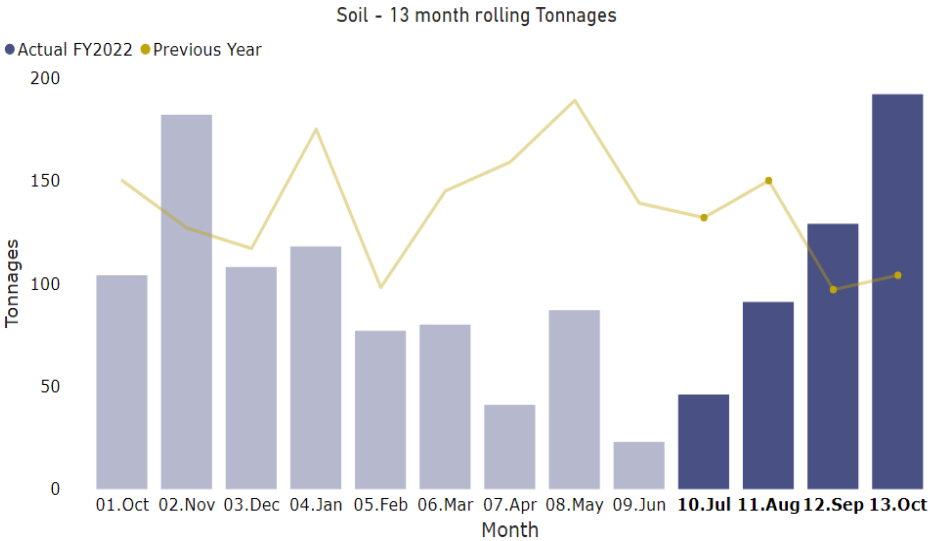
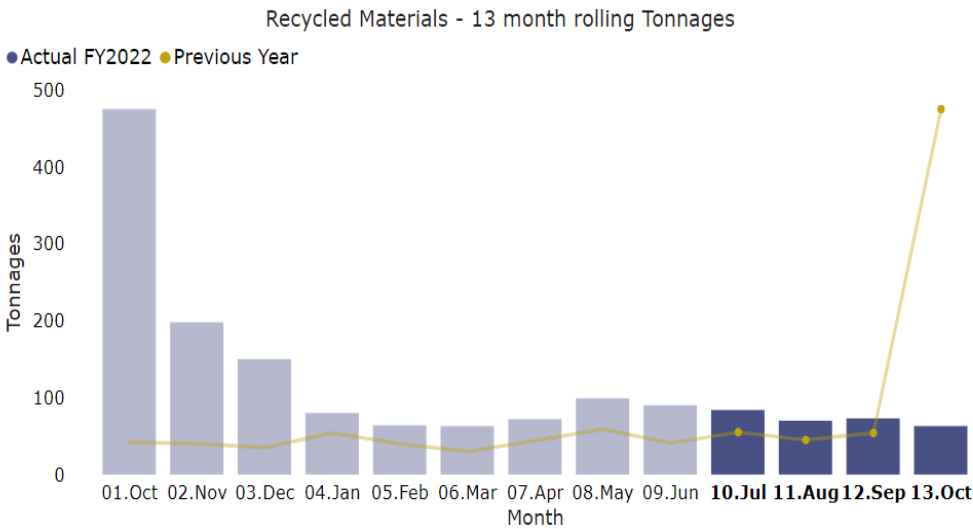
2021/2022 Product Sales



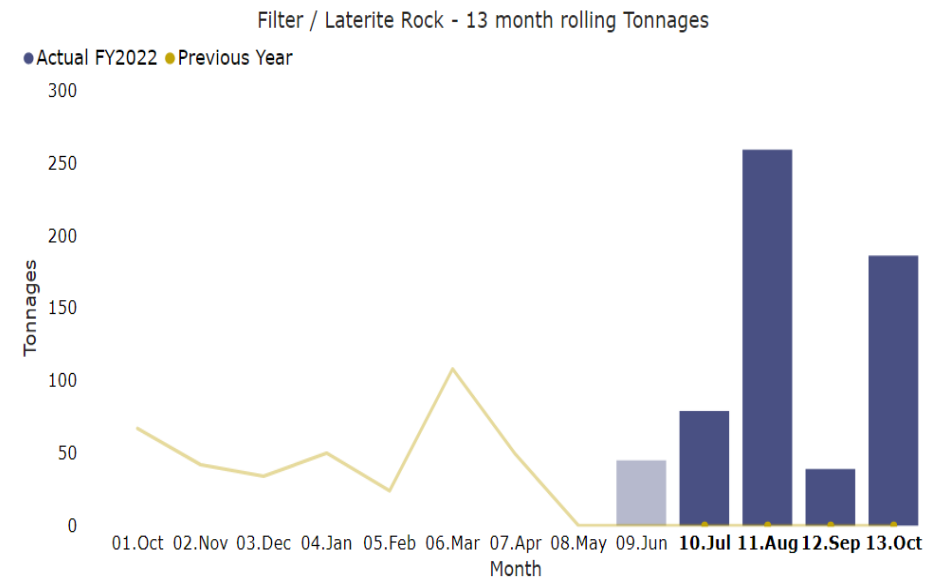
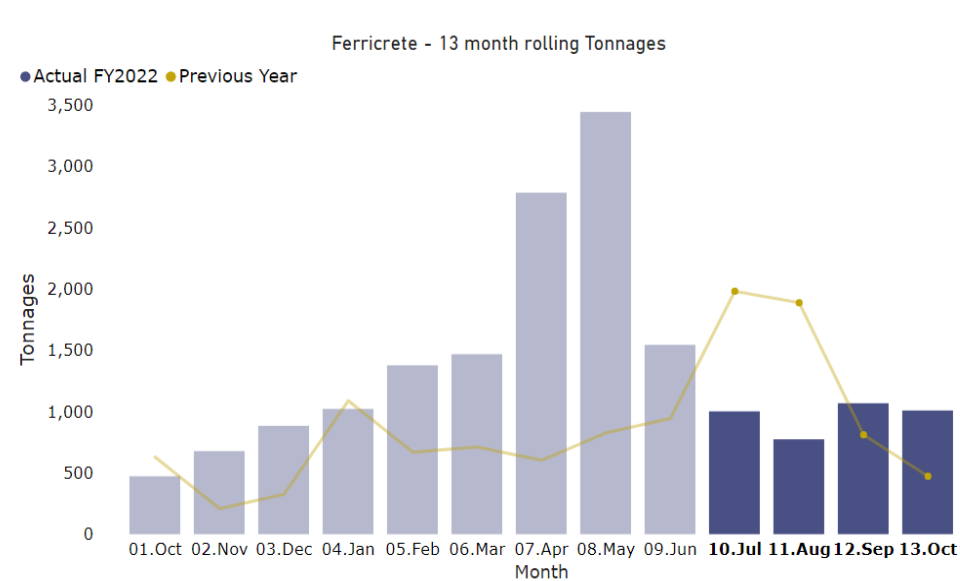
2021/2022 Product Sales



2021/2022 Product Sales



2021/2022 Product Sales





4. CORPORATE BUSINESS PLAN 2021/2022 – 2025/2026 - FIRST QUARTER REPORTING FROM JULY TO SEPTEMBER 2021

D2021/23201

PURPOSE OF REPORT

The purpose of this report is to provide Council with a progress update against key actions identified within EMRC's Corporate Business Plan 2021/2022 – 2025/2026 for the reporting period July to September 2021.

KEY POINT(S)

- Section 5.56(1) and (2) of the *Local Government Act 1995* requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations.
- The *Local Government (Administration) Regulations 1996* specify that a 'plan for the future' comprises of the following:
 - ⇒ A Strategic Community Plan – a minimum 10 year timeframe; and
 - ⇒ A Corporate Business Plan – a four to five year plan, which translates the 10 year strategic plan into actions.
- Council adopted the EMRC's Strategic Community Plan titled 10 Year Strategic Plan 2017 – 2027 on 18 August 2016 for implementation from 1 July 2017 onwards (D2016/10763).
- Council adopted the revised EMRC's Corporate Business Plan 2021/2022 – 2025/2026 on 26 August 2021 (D2021/14764).
- The attachment to this report provides the first quarter reporting against the key actions identified within the Corporate Business Plan 2021/2022 – 2025/2026 for the period July to September 2021.

SOURCE OF REPORT

Chief Sustainability Officer

BACKGROUND

- 1 Section 5.56(1) and (2) of the *Local Government Act 1995* require that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations. The *Local Government (Administration) Regulations 1996* specify that a 'plan for the future' comprises of the following:
 - A Strategic Community Plan – a minimum 10 year timeframe; and
 - A Corporate Business Plan – a four to five year plan, which translates the 10 year strategic plan into actions.
- 2 Council adopted the EMRC's Strategic Community Plan titled 10 Year Strategic Plan 2017 – 2027 on 18 August 2016 for implementation from 1 July 2017 onwards (D2016/10193).
- 3 Council adopted the EMRC's new Corporate Business Plan 2021/2022 – 2025/2026 on 26 August 2021 (D2020/14764) for activities progressed from 1 July 2021 onwards.

REPORT

- 4 The 10 Year Strategic Plan 2017 – 2027 guides, at a strategic level, the direction that the EMRC will take over the next ten years towards achieving its vision: "To be a responsive and innovative leader in assisting Perth's Eastern Region to be a great place to live, work, play and do business."



- 5 The Corporate Business Plan 2021/2022 – 2025/2026 has been developed to articulate the strategic direction into operational activities. It is designed to ensure that the organisation as a whole is able to deliver on Council's high level priorities, and summarises the services, operations and projects EMRC will deliver over the next five years, commencing as of 1 July 2021.
- 6 The attachment to this report relates to the Corporate Business Plan actions for the first quarter reporting period of July to September 2021.

STRATEGIC/POLICY IMPLICATIONS

- 7 Key Result Area 3 – Good Governance
 - 3.3 To provide responsible and accountable governance and management of the EMRC
 - 3.4 To continue to improve financial and asset management practices Financial Implications

FINANCIAL IMPLICATIONS

- 8 The financial implications are reflected in the annual operating budget and the long-term financial plans.

SUSTAINABILITY IMPLICATIONS

- 9 The Corporate Business Plan 2021/2022 – 2025/2026 identified projects, programs and services for the benefit and sustainability of Perth's Eastern Region.

RISK MANAGEMENT

Risk The Council agreed Key Actions are not delivered in accordance with the Corporate Business Plan		
Consequence	Likelihood	Rating
Moderate	Unlikely	Moderate
Action/Strategy		
Regular and ongoing reviews and quarterly updates ensure staff continue to be apprised of the deliverables and agreed timeframes.		

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Corporate Business Plan 2021/2022 – 2025/2026 First Quarter Progress Report for the period, July to September 2021 (D2021/23201)



Corporate Business Plan 2021/2022 – 2025/2026

Progress Report – First Quarter 2021/2022

D2021/20081



Introduction

The Eastern Metropolitan Regional Council's (EMRC) Integrated Planning Framework has been developed to ensure that programs and services are being delivered in alignment with the strategic priorities of EMRC's key stakeholders.

The 10 Year Strategic Plan 2017 to 2027 identifies the overarching outcomes that the EMRC Council aspires to achieve.

The newly adopted Corporate Business Plan 2021/2022 – 2025/2026 (Corporate Business Plan) is used to drive operational activities and is aligned to the priorities identified in the 10 Year Strategic Plan. These two comprise the EMRC's Plan for the Future. Strategic high-level plans guide development of actions which are prioritised during annual business planning workshops, and resourced through the annual budget.

Council adopted the latest EMRC's Corporate Business Plan in June 2021. The Corporate Business Plan is built on the foundation of three strategic Key Result Areas (KRA) identified within the 10 Year Strategic Plan 2017 to 2027. The Corporate Business Plan sets out the actions that staff will undertake to deliver on Council's strategic priorities.

Reports against the Corporate Business Plan provide Council with information on progress in relation to the achievement of projects and programs developed to achieve Council's vision "To be a responsive and innovative leader in assisting Perth's Eastern Region to be a great place to live, work, play and do business".

Updates against the Corporate Business Plan for the period July 2021 to June 2022 are provided quarterly within this document and are against the current adopted Plan.

Marcus Geisler
Chief Executive Officer



- Behind Schedule; Over Budget; Significant impacts experienced; Project stalled; High likelihood of risk
- Minor impediments regarding Budgets/Schedules; Medium likelihood of risk; Project deferred/postponed
- Ahead or on schedule; Under/On Budget; Risks dealt with or low likelihood

Key Result Area 1 Environmental Sustainability

Objective

1.1 To Provide Sustainable Waste Disposal Operations

1.1.1 Minimise the Environment Impact of Waste Management Operations

	Key Actions	Status	Quarter	Comments
1.1.1.1	Prepare and submit annual Monitoring and Compliance Reports: ➤ Hazelmere ➤ Offset Compliance ➤ Red Hill	●	July - September 2021	Reporting is on-going and on programme.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.1.1.2	Develop and implement programs to ensure compliance with environmental legislative requirements: ➤ Water monitoring ➤ Revegetation ➤ Native Fauna ➤ Feral Animal Control	●	July - September 2021	On-going programme of monitoring is taking place as set out in various detailed processes set out as part of ISO14011 accreditation.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.1.1.3	Rehabilitate former landfill cells	●	July - September 2021	Work commenced on planning for tree planting in May 2022.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.1.1.4	Prepare National Greenhouse and Energy (NGERS) Report	●	July - September 2021	Collation of information has commenced, submission is due by end of October.
			October - December 2021	
			January - March 2022	
			April - June 2022	



Key Actions		Status	Quarter	Comments
1.1.1.5	Prepare National Pollutants Inventory (NPI) Report		July - September 2021	Submission was made on 30 th September
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.1.1.6	Implement Offset Program (Lots 501 and 82)		July - September 2021	On-going programme of monitoring is in place.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.1.1.7	Audit Environmental Management System ISO14001:2015 and implement improvements (where required)		July - September 2021	On-going programme of monitoring is in place.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Projects Officer			



1.1.2 Provide a Waste Disposal Service at Red Hill Waste Management Facility

Key Actions	Status	Quarter	Comments
1.1.2.1 Construct infrastructure, as required (roads and car parks)	●	July - September 2021	No work has taken place due to weather however surfacing works are planning for the next quarter.
		October - December 2021	
		January - March 2022	
		April - June 2022	
1.1.2.2 Construct Waste Management Facility Buildings	●	July - September 2021	Tender documentation for Workshop#3 has been prepared and tender issued. Tenders will be returned in mid-October.
		October - December 2021	
		January - March 2022	
		April - June 2022	
1.1.2.3 Construct stormwater and siltation ponds, as required	●	July - September 2021	No works have taken place, however due to the wet winter it is anticipated that some remediation works will be required.
		October - December 2021	
		January - March 2022	
		April - June 2022	
1.1.2.4 Review costs related to post closure management of the Red Hill Waste Management Facility	●	July - September 2021	Projects Team has reviewed post closure costs with Finance Team.
		October - December 2021	
		January - March 2022	
		April - June 2022	
1.1.2.5 Construct access roads and install power supply to Lots 8,9 and10	●	July - September 2021	Planning is taking place on access road to Resource Recovery Pad, associated with the installation of the proposed APCr Processing Plant. Power supply requirements cannot be completed until a preferred permanent FOGO Plant is identified.
		October - December 2021	
		January - March 2022	
		April - June 2022	
1.1.2.6 Construct drainage diversion and earthworks infrastructure as required	●	July - September 2021	No works have taken place, however due to the wet winter it is anticipated that some remediation works will be required.
		October - December 2021	
		January - March 2022	



Key Actions	Status	Quarter	Comments
		April - June 2022	
Responsible	Chief Projects Officer		

1.1.3 Review and Implement the Red Hill Development Plan

Key Actions	Status	Quarter	Comments
1.1.3.1 Implement the Red Hill Development Plan	●	July - September 2021	Construction of Workshop #3 is planned; Section 38 submission planned for treatment of APCr; access road works planned; permanent FOGO plant tender assessment on-going
		October - December 2021	
		January - March 2022	
		April - June 2022	
1.1.3.2 Design and Construct Class IV Cell Stage 3	●	July - September 2021	Section 38 ministerial submission to be made in early October for APCr treatment, which will make use of existing Class IV Cell; another Section 38 submission to be made to cover the whole Red Hill site – this needs to be complete prior to construction of a new Class IV cell.
		October - December 2021	
		January - March 2022	
		April - June 2022	
1.1.3.3 Construct Class III Cell Stage 16	●	July - September 2021	Continued wet weather has prevented contractor returning to site to complete Stage 16 works. The contractor is keen to recommence and will start as soon as weather permits.
		October - December 2021	
		January - March 2022	
		April - June 2022	
1.1.3.4 Design and Construct Class III Cell Stage 17	●	July - September 2021	A Section 38 submission to be made to cover the whole Red Hill site – this needs to be complete prior to construction of a new Class III cell.
		October - December 2021	
		January - March 2022	
		April - June 2022	
1.1.3.5 Amend licence requirements based on operational changes	●	July - September 2021	Section 38 ministerial submission to be made in early October for APCr treatment, which will make use of existing Class IV Cell; another Section 38 submission to be made to cover the whole Red Hill site – this needs to be complete prior to construction of a new Class IV cell






Key Actions		Status	Quarter	Comments
1.1.3.6	Construct FOGO processing area and purchase Plant	●	October - December 2021	
			January - March 2022	
			April - June 2022	
			July - September 2021	The interim FOGO processing area is planned to be extended; a works approval to do this has been submitted.
			October - December 2021	
			January - March 2022	
			April - June 2022	
			July - September 2021	

Key Actions		Status	Quarter	Comments
1.1.3.7	Develop and construct Liquid Waste Processing area and purchase Plant	●	July - September 2021	No works have been carried out on this element during this quarter.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.1.3.8	Develop Lots 8, 9 & 10 for future waste activities	●	July - September 2021	Assessment of permanent FOGO process plant tender is on-going; APCr submission to allow for processing plant to be made by mid-October.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.1.3.9	Develop PFAS processing and repository options	●	July - September 2021	No works have been carried out on this element during this quarter.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.1.3.10	Upgrade power supply to Workshop (No.2)	●	July - September 2021	Power supply upgrade to Workshop#2 has been included as part of tender for construction of Workshop#3.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.1.3.11	Construct workshop (No.3)		July - September 2021	Tender for construction for Workshop#3 has been issued, tenders will be returned in mid-October.





Key Actions		Status	Quarter	Comments
		<div></div>	October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Projects Officer			

1.1.4 Red Hill Waste Management Facility Operations

Key Actions		Status	Quarter	Comments
1.1.4.1	Oversee and guide operations of all developed projects at the RHWMF in accordance with the Red Hill Development Plan		July - September 2021	All operating as per Red Hill Development Plan.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.1.4.2	Purchase replacement plant as per asset management plan		July - September 2021	Progressing as per the Red Hill Waste Management Facility 2021/2022 Plant Replacement Program.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.1.4.3	Purchase/Replace vehicles Red Hill		July - September 2021	Vehicles currently being replaced in accordance with Fleet Policy.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Operating Officer			




1.1.5 Operate Member Council's Transfer Stations where applicable

Key Actions		Status	Quarter	Comments
1.1.5.1	Operate Shire of Mundaring Transfer Stations		July - September 2021	The EMRC continues to operating the Shire of Mundaring Community Recycling Centre ensuring an effective service for the Shire of Mundaring community. This includes the beverage container refund point at the Coppin Road facility, which concluded its first year of operation on 30 September.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.1.5.2	Operate City of Bayswater Transfer Station		July - September 2021	Maintenance of the site weighbridge is scheduled for October 2021 which will extend the life of the weighbridge deck by an estimated 2-3 years. Site running as per agreement. Construction for the new HHW facility is scheduled to commence in December 2021.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Operating Officer			

1.2 To Improve Regional Waste Management

1.2.1 Collect, Manage and Dispose of Problematic Waste in the Region in a Sustainable Manner

Key Actions		Status	Quarter	Comments
1.2.1.1	Continue to deliver the Household Hazardous Waste Program		July - September 2021	Building approvals have been obtained for the construction of the HHW Shed at the Baywaste Transfer Station. Construction is to commence in November 2021. The Household Hazardous Waste Collection Program continued at the Red Hill Waste Management Facility with our collection by the WALGA Contractor completed with a total of 7.75 tonnes of HHW collected and 16.80 tonnes of Paint collected under the Federal Paintback Program for this period.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Operating Officer			







1.2.2 Continue the Waste Education Program and align this to new Operations and Resource Recovery

Key Actions		Status	Quarter	Comments
1.2.2.1	Develop and distribute the Annual Waste and Recycling Guide to member Councils	●	July - September 2021	All member councils guides successfully distributed. A number of guides have been used as examples by DWER at the Waste and Recycling conference.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.2.2.2	Review and implement the Waste Education Strategy	●	July - September 2021	Work has commenced on the new draft EMRC Waste Education Strategy
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.2.2.3	Develop and deliver waste education resources and tools to support behaviour change	●	July - September 2021	In progress is six additional CALD FOGO flyers, flyer developed to education on vermin and the FOGO bin.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.2.2.4	Facilitate Earth Carer's training courses	●	July - September 2021	The Earth Carers' program content and structure was reviewed; the logo was updated and the new format will be delivered in October. The course will take place at Red Hill and Beechboro Active and there is a charge for 'out of region' participants of \$100.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.2.2.5	Support and participate in the development and implementation of WA Waste initiatives	●	July - September 2021	Researching textile waste and ideas for a reduction program, FOGO in Schools
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.2.2.6	Promote and co-ordinate Waste Education Tours, including FOGO	●	July - September 2021	5 school tours (171 attendees), 5 community groups (118 attendees)
			October - December 2021	
			January - March 2022	



Key Actions		Status	Quarter	Comments
			April - June 2022	

Key Actions		Status	Quarter	Comments
1.2.2.7	Continue to deliver the Battery Collection Program		July - September 2021	A total of 1,364.6 kilos of batteries were collected from schools and public places.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.2.2.8	Review and Report on Waste Plans for the EMRC and member Councils as requested		July - September 2021	All member Council and EMRC waste plans have been endorsed by DWER. The first annual report, which details the progress of actions outlined in the Part 2 Implementation plans, are due to be submitted to DWER by the end of October, 2022. In preparation for the report the EMRC has developed an Implementation plan tracker to ensure actions are completed in conjunction with their stated milestones
			October - December 2021	
			January - March 2022	
			April - June 2022	

Responsible	Chief Sustainability Officer
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1.2.3 Provide a Waste Management Advisory Service



Key Actions		Status	Quarter	Comments
1.2.3.1	Undertake contaminated sites investigations (where required)	●	July - September 2021	No work has taken place on this action.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.2.3.2	Provide environmental consultancy service to member Councils and other clients (where required)	●	July - September 2021	EMRC Waste Plans Officer continues to provide a consultancy service to the Shire of Coolgardie to assist them develop and produce a waste plan.
			October - December 2021	
			January - March 2022	



Key Actions		Status	Quarter	Comments
			April - June 2022	
Responsible	Chief Projects Officer			

1.3 Resource Recovery and Recycling

1.3.1 To Provide Resource Recovery and Recycling Solutions in Partnership with Member Councils







Key Actions		Status	Quarter	Comments
1.3.1.1	Design and construct transfer station		July - September 2021	Tender for the construction of Waste Transfer Station was awarded at August Council meeting. The contractor has been busy with value engineering the design, working with the EMRCs design consultant to optimise the design and ordering of materials. Site works planned to commence in October.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.1.2	Prepare annual compliance report on Ministerial Conditions for the RRF		July - September 2021	This work is on-going.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Projects Officer			



1.3.2 Develop the Hazelmere Resource Recovery Park

Key Actions		Status	Quarter	Comments
1.3.2.1	Review and update Hazelmere Development Plan	●	July - September 2021	Work on the Wood Waste to Energy Plant commenced again in August, with a practical completion date of 31 st December, commissioning complete by 31 st March 2022; work on Waste Transfer Station is progressing well.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.2.2	Construct and commission Community Reuse and Recycling Station and Plant and Equipment	●	July - September 2021	Detailed design is due to commence later in the financial year, with a consultant to be appointed.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.2.3	Construct and commission Site/Administration Office	●	July - September 2021	This project is complete, Operations Team has moved into the building.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.2.4	Construct and commission site infrastructure	●	July - September 2021	There have been several small concreting projects undertaken in the quarter to improve access and lay down areas. The main difficulty has been in finding a contractor to do the work (16 contractors were contacted for one element, before we appointed one).
			October - December 2021	
			January - March 2022	
			April - June 2022	



Key Actions		Status	Quarter	Comments
1.3.2.5	Wood Waste to Energy (WWTE) and Plant, Equipment and Buildings		July - September 2021	Work recommenced in late August; mechanical practical completion is due by 31 st December with commissioning complete by 31 st March 2022. A new electrical contractor has been appointed (Avora), they are completing works satisfactorily.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.2.6	WWTE Utilities and Infrastructure		July - September 2021	Contact has been re-established with Perth Airport; approvals with Western Power are being checked as some may have lapsed;
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.2.7	Construct Noise Control Fencing		July - September 2021	Quotes have been sought and work awarded however will not commence on site until January 2022.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.2.8	Prepare and submit WWTE Facility commissioning compliance Report to DWER		July - September 2021	Commissioning is planned to be complete by 31 st March 2022.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.2.9	Prepare and submit Ministerial Assessment (Annual) Report to the EPA		July - September 2021	Compliance assessment report was submitted against MS1028 (WWTE) in July 2021.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.2.10	Monitor groundwater at the Hazelmere Resource Recovery Park (annual – Winter)		July - September 2021	Ground watering has been completed and report submitted.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Projects Officer			



1.3.3 Hazelmere Resource Recovery Park (HRRP) Operations

Key Actions		Status	Quarter	Comments
1.3.3.1	Oversee and guide operations of all developed projects at the HRRP in accordance with the HRRP Development Plan		July - September 2021	Investigating the suitability of the C&I sorting line to process bulk verge collection for Member Councils.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.3.2	Purchase replacement plant as per asset management plan		July - September 2021	Request for Quote issued, submissions are being evaluated with an order to be awarded late October
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Operating Officer			

1.3.4 Identify Markets and Develop Resource Recovery Products in order to reduce waste going to Landfill

Key Actions		Status	Quarter	Comments
1.3.4.1	Increase volume into EMRC resource recovery infrastructure	●	July - September 2021	Renew contracts with existing clients for woodwaste supply.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.4.2	Implement the marketing strategy for Biochar (WWTE)	●	July - September 2021	Expression of Interest issued for offtake of EMRC Biochar Product
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.4.3	Investigate and develop markets for composted FOGO material	●	July - September 2021	Marketing trial with Composters currently in progress.
			October - December 2021	
			January - March 2022	
			April - June 2022	






Key Actions		Status	Quarter	Comments
1.3.4.4	Investigate and develop markets for Ferricrete and PFAS		July - September 2021	Working with DFES on cost estimation for disposal of PFAS from various sites in WA
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.4.5	Develop and implement programs to increase sales of Red Hill by-products		July - September 2021	Multiple proposal submissions for the supply of quarry materials as well as waste disposal packages
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.3.4.6	Develop and implement programs to increase sales of Hazelmere by-products		July - September 2021	Cold calling. New client acquisition: Fairglen Farms
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Operating Officer			



1.4 To Investigate Leading Edge Waste Management Practices

1.4.1 Undertake Research into Integrated Waste Management

Key Actions		Status	Quarter	Comments
1.4.1.1	Support opportunities for the implementation of the CDS (Container Deposit Scheme) in the region		July - September 2021	Continuing to operate the Mundaring CDS.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.4.1.2	Evaluate the opportunity for a Plastics Processing Facility and the feasibility of plastics recycling		July - September 2021	Plastics sorting and recycling trial at Baywaste has been delayed due to COVID; the contractor is working on getting approvals for their technicians to enter WA to assemble the plant and equipment which is already at the Baywaste Facility.
			October - December 2021	
			January - March 2022	
			April - June 2022	
1.4.1.3	Expand CRC network based on Mundaring model		July - September 2021	Work will commence on the design of a community recycling Centre at Hazelmere in Q4 of the financial year.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Projects Officer			




1.4.2 Provide Leadership in the development of Waste Policy and Practices

	Key Actions	Status	Quarter	Comments
1.4.2.1	Provide input to new DWER policies and regulations affecting waste disposal, composting etc. (where required)	●	July - September 2021	<ol style="list-style-type: none"> 1. Involvement in the CDS refund improvement program with WARRRL focussed on LGAs and community. Launched September 2021 2. Feedback on DWER compost guidelines consultation paper 3. Ongoing participation on the DWER FOGO reference group. <ol style="list-style-type: none"> a. Step by step guide for FOGO implementation b. FOGO market development study c. Impacts and benefits of kerbside systems



Key Actions		Status	Quarter	Comments
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Executive Officer			

1.4.3 Identify, Investigate and Develop New Waste Management Practices and Services

Key Actions		Status	Quarter		Comments
1.4.3.1	Develop a monitoring regime for the Wood Waste to Energy Facility to meet regulatory requirements (Annual Reporting): ➤ Woodwaste feedstock monitoring ➤ Stack emissions monitoring ➤ Ambient monitoring		July - September 2021	This will be addressed as part of the commissioning works due in the third quarter of the financial year.	
			October - December 2021		
			January - March 2022		
			April - June 2022		
1.4.3.2	Investigate an EMRC regional waste collection service		July - September 2021	A submission will be made to the ACCC when signatures have been received from relevant member Councils. The submission process has taken longer than anticipated.	
			October - December 2021		
			January - March 2022		
			April - June 2022		
1.4.3.3	Seek approval for FOGO and Liquid Waste Processing Plant (Red Hill)		July - September 2021	This is being addressed in the preparation and submission of a new Section 38 to EPA / DWER which will address these issues. A consultant has been appointed to undertake this task. Work will begin on this in the second quarter.	
			October - December 2021		
			January - March 2022		
			April - June 2022		
Responsible	Chief Projects Officer				



1.5 To Contribute towards Improved Amenity, Conservation and Support of the Natural Environment to Address Climate Change

1.5.1 Merge Environmental Strategy High Level Actions into the new Sustainability Strategy

	Key Actions	Status	Quarter	Comments
1.5.1.1	Review Environmental Strategy and develop a new Sustainability Strategy	●	July - September 2021	➤ Any relevant/current actions from the current Regional Environmental Strategy will be incorporated into the new EMRC Sustainability Strategy Action Plan once developed
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Sustainability Officer			

1.5.2 Implement the Water Quality and Conservation Program

	Key Actions	Status	Quarter	Comments
1.5.2.1	Support regional implementation of water efficiency and water quality management	●	July - September 2021	➤ Finalising new 5-year Waterwise Council Action Plans for the Town of Bassendean, City of Swan, Shire of Mundaring and Town of Victoria Park. ➤ Facilitated water team meetings for Town of Bassendean, City of Swan, Shire of Mundaring and Town of Victoria Park. ➤ Completed 2019-2020 annual water analysis report and snapshot for Town of Bassendean, City of Swan, Shire of Mundaring. ➤ Attended WA Water Industry Breakfast webinar 'Water's Role in WA's Energy transition to Net Carbon Zero'.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Sustainability Officer			

1.5.3 Review and Implement the Swan and Helena Rivers Management Framework

	Key Actions	Status	Quarter	Comments
1.5.3.1	Deliver actions and initiatives from the Swan and Helena Rivers Management Framework	●	July - September 2021	➤ 'Flood Aware Be Prepared' campaign launched in all six participating council areas (City of Swan, City of Bayswater, Town of Bassendean, City of Belmont, Town of Victoria Park and City of South Perth). Promotions included bus shelter advertising, brochure delivery to high risk areas, and a regional video promoted on social media and stakeholder websites.



Key Actions	Status	Quarter	Comments
			<ul style="list-style-type: none"> ➤ The Swan and Helena River Study – Informing Flood Resilience was presented at the 2021 Floodplain Management Australian National Conference by consultants BMT. ➤ The City of Rockingham and the City of Perth requested access to the Swan and Helena River Flood study information, as well as a subdivision consultant and infrastructure consultant.
		October - December 2021	
		January - March 2022	
		April - June 2022	
Responsible Chief Sustainability Officer			

1.5.4 Identify and Implement Net Zero, Circular Economy and Environmental Sustainability Initiatives

Key Actions	Status	Quarter	Comments
1.5.4.1 Identify, develop and implement new regional environmental and sustainability opportunities	●	July - September 2021	<ul style="list-style-type: none"> ➤ Investigating opportunities for regional mapping projects such as bushfire load mapping and other environmental factors impacted by climate change.
		October - December 2021	
		January - March 2022	
		April - June 2022	
1.5.4.2 Implement regional energy efficiency, emissions reduction and climate change initiatives (including ACER)	●	July - September 2021	<ul style="list-style-type: none"> ➤ ACER - Analyse data and prepare Annual reports for Shire of Mundaring and Town of Bassendean. ➤ Liaise with data management service Azility to rectify data discrepancies. ➤ Completed training for Azility platform. ➤ Commenced review of Home Energy Audit Tool (HEAT) Kits. ➤ Attended Home Energy Efficiency workshop. ➤ Finalising the Benchmarking Building Efficiency (BBE) project regional report. ➤ Clean Energy Future Fund (CEFF) – application submitted in April 2021, awaiting outcome. ➤ Regional energy efficiency projects for Shire of Mundaring, City of Bayswater and Town of Bassendean. ➤ Actively participating in WALGA's Climate Change Collaborative and the Carbon Accounting Committee. ➤ Attending Energy Policy WA webinars (e.g. Energy Transformation Strategy, Whole of System Plan data dashboard, Electric Vehicle Action Plan). ➤ Attended DWER Climate Science Initiative webinar. ➤ Attended WALGA Climate Change Risk Assessment Training. ➤ Attending Energy Efficiency Council webinars.



Key Actions		Status	Quarter		Comments
1.5.4.3	Develop and host Circular Economy forums, and information sessions	●	October - December 2021		
			January - March 2022		
			April - June 2022		
			July - September 2021	<ul style="list-style-type: none"> ➤ Information sessions on the Circular Economy have been held with students from Curtin University; members of the National Environment Legal Association and Austrade ➤ Research and planning a series of Circular Economy webinars for local industry, business and government. E.g. Thinking Circular for Business, Circularity in procurement and waste. 	
Responsible	Chief Sustainability Officer		October - December 2021		
			January - March 2022		
			April - June 2022		






Key Result Area 2 Economic Development

Objective

2.1 To Facilitate and Advocate for Increased Investment in Regional Infrastructure





2.1.1 Review and Implement the Regional Integrated Transport Initiatives

	Key Actions	Status	Quarter	Comments
2.1.1.1	Review the RITS and develop a new Sustainability Strategy		July - September 2021	➤ Any outstanding/relevant actions in the RITS will be incorporated into the new Sustainability Strategy Actions
			October - December 2021	
			January - March 2022	
			April - June 2022	
2.1.1.2	Implement actions and initiatives to meet regional integrated transport priorities		July - September 2021	➤ Planning and development of activities for Bike Month 2021 program ➤ Formation of the Regional Light Rail group in collaboration with City of Bayswater ➤ Progressing RFQs for detailed design and installation of EV charging station at Ascot Place ➤ Held combined Regional Integrated Transport and Economic Development meeting including presentations; WA Infrastructure Strategy (Nicole Lockwood, Infrastructure WA), and new WA Transport Modelling (Main Roads, and SMEC consulting).
			October - December 2021	
			January - March 2022	
			April - June 2022	
2.1.1.3	Deliver actions and initiatives from the Regional Congestion Management Action Plan		July - September 2021	➤ Collaboration with the City of Canning for the Unified Digital Commercial Movements Platform for reducing congestion from freight movement on our roads. ➤ Travel behavior change initiatives for mode shift to public transport and cycling by advocacy.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Sustainability Officer			



2.2 To Facilitate and Advocate for Regional Economic Development Activities

2.2.1 Review and Implement the Regional Economic Development Initiatives

	Key Actions	Status	Quarter	Comments
2.2.1.1	Review the Economic Development Strategy and develop a new Sustainability Strategy		July - September 2021	➤ Work has commenced on the new draft EMRC Sustainability Strategy which will include actions associated with Economic Development
			October - December 2021	
			January - March 2022	
			April - June 2022	
2.2.1.2	Identify, research and promote new economic development, Net Zero and Circular Economy initiatives		July - September 2021	➤ Two local business and industry webinars have been planned for October and November 2021 ➤ Research into a series of nine webinars/forums has commenced.
			October - December 2021	
			January - March 2022	
			April - June 2022	
2.2.1.3	Develop annual economic development action plans linked to the Sustainability Strategy		July - September 2021	➤ Planning future economic development actions to be embedded into a Sustainability Strategy Action Plan has commenced
			October - December 2021	
			January - March 2022	
			April - June 2022	
2.2.1.4	Identify and support opportunities to enhance business and investment initiatives		July - September 2021	➤ Produced 2021 economic report cards for our economic development members and for the EMRC Region. ➤ Planning for future 2022 webinars and forums for local business and industry groups.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Sustainability Officer			



2.3 To Facilitate Regional Cultural and Recreational Activities

2.3.1 Continue the Coordination, Marketing and Promotion of Regional Events

Key Actions		Status	Quarter	Comments
2.3.1.1	Coordinate, market and promote regional events		July - September 2021	<ul style="list-style-type: none">➤ Marketed a 10-week campaign for the 2021 Avon Descent Family Fun Day events.➤ Hosted a debrief meeting for the 2021 Avon Descent Family Fun Day events with actions for the acquittal process and new grant application for 2022.➤ Development of a regional youth networking opportunity.➤ Researching the opportunity to collaborate with member Councils for a 2022 Regional Tree Festival
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Sustainability Officer			

Key Result Area 3 Good Governance

Objective

3.1 To Provide Advice and Advocacy on Issues Affecting Perth's Eastern Region

3.1.1 Review and implement Regional Advocacy Initiatives

	Key Actions	Status	Quarter	Comments
3.1.1.1	Review Regional Advocacy Strategy and develop new Sustainability Strategy	●	July - September 2021	<ul style="list-style-type: none"> ➤ Work has commenced on the new draft EMRC Sustainability Strategy which will include actions associated with Regional Advocacy
			October - December 2021	
			January - March 2022	
			April - June 2022	
3.1.1.2	Identify and promote regional advocacy priorities	●	July - September 2021	<ul style="list-style-type: none"> ➤ Two identified regional priorities include FOGO contamination and the Your Move program for the Airport Line
			October - December 2021	
			January - March 2022	
			April - June 2022	






Key Actions	Status	Quarter	Comments
Responsible	Chief Sustainability Officer		

3.2 To Manage Partnerships and Relationships with Stakeholders

3.2.1 Continue to Foster and Enhance Relationships with member Councils and All Key Stakeholders

Key Actions	Status	Quarter	Comments
3.2.1.1 Implement the deliverables in the EMRC Reconciliation Action Plan (RAP)	●	July - September 2021	<ul style="list-style-type: none"> ➤ Finalised the EMRC Respect RAP ➤ Reviewed the initial design for the Innovate RAP ➤ Attended WALGA's Aboriginal Forum – Doyntj Doyntj Come Together – Reconciliation action planning.
		October - December 2021	
		January - March 2022	
		April - June 2022	
3.2.1.2 Develop Innovate RAP	●	July - September 2021	<ul style="list-style-type: none"> ➤ Submitted first draft of the Innovate RAP ➤ Received first round of feedback from RA ➤ Submitted second draft of the Innovate RAP
		October - December 2021	
		January - March 2022	
		April - June 2022	
3.2.1.3 Develop Stretch RAP	●	July - September 2021	➤ Stretch RAP will not commence until Innovate RAP is complete in 2023.
		October - December 2021	
		January - March 2022	
		April - June 2022	
Responsible	Chief Sustainability Officer		



Key Actions		Status	Quarter	Comments
3.2.1.4	Implement biennial Stakeholder Perception Survey		July - September 2021	Survey conducted 10-25 August with a 41% return rate; results presented to ELT on 22 August and to Council on 23 September. A copy of the survey was made available online.
			October - December 2021	
			January - March 2022	
			April - June 2022	
3.2.1.5	Co-ordinate EMRC's Community Grants Program		July - September 2021	Eight applications were received for grants from the \$15,000 2020/2022 program vs six in 2020/2021. Applications are currently being assessed for eligibility under the Program's requirements.
			October - December 2021	
			January - March 2022	
			April - June 2022	
3.2.1.6	Produce EMRC's Annual Report		July - September 2021	Concept design selected by CEO, text and photography being assembled. On schedule for adoption at Council meeting 25 November 2021.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Executive Officer			

3.2.2 Review and implement the Marketing and Communications Plan

Key Actions	Status	Quarter	Comments
3.2.2.1 Implement priority initiatives (refer Marketing and Communications Plan)	●	July - September 2021	<ul style="list-style-type: none"> ➤ Six media releases issued including support for Avon Descent Family Fun Days and Flood Aware Be Prepared community awareness campaign ➤ 88 Facebook posts and 18 LinkedIn updates were posted (Q1 2020: 51, 12) in support of EMRC activities and EMRC-supported stakeholder initiatives ➤ The four EMRC external websites and the Council Portal were updated to reflect the changed member Council profile from 1 July 2021 ➤ Four corporate banners bearing the EMRC's new corporate design were delivered ➤ The July/August 2021 E-Newsletter was compiled and distributed via pdf and e-book link on 26 July 2021.
		October - December 2021	
		January - March 2022	
		April - June 2022	



Key Actions	Status	Quarter	Comments
Responsible Chief Financial Officer			

3.3 To Provide Responsible and Accountable Governance and Management of the EMRC

3.3.1 Continue to Improve Organisational Governance

Key Actions	Status	Quarter	Comments
3.3.1.1 Implement the Recordkeeping Plan	●	July - September 2021	<ul style="list-style-type: none"> Forty bound Volumes of Council Minutes Books that existed only as paper records were sent to Compu-Stor for scanning to OCR (Optical Character Recognition) format. The scanned books have been returned and the electronic files are progressively being checked and registered in the Records system. Commenced disposal of COVID Registers as per the new Protection of Information (Entry Registration Information Relating to COVID-19 and Other Infectious Diseases) Act 2021 and added the procedure to the Records Manual. The EMRC Information Statement was updated and posted on the EMRC website.
		October - December 2021	
		January - March 2022	
		April - June 2022	
3.3.1.2 Review and update Council Policies	●	July - September 2021	EMRC Council Member Complaints Procedures adopted by Council on 26/08/2021 Review of Council Policy 3.3 – Management of Investments Policy adopted by Council on 23/09/2021 Review of Council Policy 1.4 – Travelling Costs Incurred by Council Members Policy adopted by Council on 23/09/2021
		October - December 2021	
		January - March 2022	
		April - June 2022	
3.3.1.3 Co-ordinate Council and Committee Elections	●	July - September 2021	No Council or Committee elections during this quarter. Local Government elections in October 2021 will result in activity at the upcoming 4 November 2021 Special Meeting of Council.
		October - December 2021	
		January - March 2022	
		April - June 2022	



	Key Actions	Status	Quarter	Comments
3.3.1.4	Review and update Management Guidelines as required	●	July - September 2021	Ongoing. Various operational management guidelines were reviewed and adopted including: Smoking in the Workplace, Purchasing - OHS Considerations and Confidential Mail.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Financial Officer			

3.3.2 Review and Implement EMRC's Integrated Planning Framework

	Key Actions	Status	Quarter	Comments
3.3.2.1	Undertake a major review of the 10 Year Strategic Plan	●	July - September 2021	This is being planned for the first half of 2021/2022 once the EMRC Sustainability Strategy has been prepared and presented to Council
			October - December 2021	
			January - March 2022	
			April - June 2022	
3.3.2.2	Review the Corporate Business Plan	●	July - September 2021	The Corporate Business Plan for 2021/2022 was endorsed by Council in June 2021 and will form the basis for reporting against action throughout the year
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Executive Officer			

3.3.3 Review and Implement a Risk Management Plan

	Key Actions	Status	Quarter	Comments
3.3.3.1	Review, update and implement the Risk Management Plan	●	July - September 2021	Following the adoption of the Council Policy and framework, a new Risk Management Software was installed and utilised. Review and managing of the risk treatments are progressing with an update provided to the Audit Committee at its October 2021 meeting.
			October - December 2021	



	Key Actions	Status	Quarter	Comments
			January - March 2022	
			April - June 2022	
Responsible	Chief Financial Officer			

3.3.4 Review and implement the Disability Access and Inclusion Plan (DAIP)

	Key Actions	Status	Quarter	Comments
3.3.4.1	Review and implement the DAIP	●	July - September 2021	Progress against the DAIP has been reported to the Department of Communities.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Executive Officer			

3.4 To Continue to Improve Financial and Asset Management Practices

3.4.1 Review and Implement Long Term Financial Plans

	Key Actions	Status	Quarter	Comments
3.4.1.1	Review the Five and Ten Year Financial Plans	●	July - September 2021	The final GHD Strategic Review of the EMRC was adopted by Council at its 26 August 2021 meeting. A review of the 10 year Strategic Plan will be undertaken following the local government elections. The resultant EMRC Ten Year Financial Plan is due to be undertaken during Feb-May 2022 as part of the 2022/2023 Budget deliberation process.
			October - December 2021	
			January - March 2022	
			April - June 2022	
3.4.1.2	Monitor and review the Financial Investment Portfolio	●	July - September 2021	The Investment portfolio is continually monitored in order to ensure that cash flow requirements are met and that returns are maximised on investments within the parameters of the Investment Policy (which was recently reviewed and adopted by Council at its meeting held on 23 September 2021) and the regulations. The average interest rate earned for 2021/22 up to 30 September 2021 is 0.409% compared to the budgeted rate for 2021/2022 of 0.375%.
			October - December 2021	
			January - March 2022	



Key Actions	Status	Quarter	Comments
		April - June 2022	
Responsible Chief Financial Officer			

3.4.2 Review and Implement the Asset Management Plan (AMP)

Key Actions	Status	Quarter	Comments
3.4.2.1	Review and implement the AMP	<div>●</div> <div>July - September 2021</div> <div>October - December 2021</div> <div>January - March 2022</div> <div>April - June 2022</div>	<div>Talis Consultants completed the drafting of 3 x operational asset management plans for each of the EMRC's sites.</div> <div></div> <div></div> <div></div>
Responsible Chief Financial Officer			
3.4.2.2	Purchase and replace major plant (Red Hill) as required	<div>●</div> <div>July - September 2021</div> <div>October - December 2021</div> <div>January - March 2022</div> <div>April - June 2022</div>	<div>Progressing as per the Red Hill Waste Management Facility 2021/2022 Plant Replacement Program.</div> <div></div> <div></div> <div></div>
3.4.2.3	Purchase and replace minor plant and equipment (Red Hill) as required	<div>●</div> <div>July - September 2021</div> <div>October - December 2021</div> <div>January - March 2022</div> <div>April - June 2022</div>	<div>Progressing as per the Red Hill Waste Management Facility 2021/2022 Minor Plant Replacement Program.</div> <div></div> <div></div> <div></div>
3.4.2.4	Purchase and replace major plant (Hazelmore) as required	<div>●</div> <div>July - September 2021</div> <div>October - December 2021</div> <div>January - March 2022</div> <div>April - June 2022</div>	<div>Progressing as per the EMRC procurement policy</div> <div></div> <div></div> <div></div>
Responsible Chief Operating Officer			
3.4.2.5	Capital Improvements to Ascot Place Building	<div>●</div> <div>July - September 2021</div> <div>October - December 2021</div> <div>January - March 2022</div> <div>April - June 2022</div>	<div>Ongoing and in accordance with the adopted annual budget</div> <div></div> <div></div> <div></div>



Key Actions	Status	Quarter	Comments
Responsible	Chief Financial Officer		

3.4.3 Review and Implement the Strategic IT Plan

Key Actions	Status	Quarter	Comments
3.4.3.1	●	July - September 2021	<ul style="list-style-type: none"> Data was migrated to the new Ascot network storage device (SAN) New virtual server backup system was deployed VEEAM Backup and Replication A new Terminal Server was added to the Terminal Server farm to improve remote working IT Infrastructure was organised for the new Hazelmere workshop/admin building
		October - December 2021	
		January - March 2022	
		April - June 2022	
3.4.3.2	●	July - September 2021	<ul style="list-style-type: none"> The Ascot WiFi system was upgraded WiFi was deployed at the weighbridge and the new Administration building at Hazelmere A number of workstations were replaced with laptops/Surface Pros to increase the flexibility and mobility of the EMRC workforce and respond to the COVID pandemic
		October - December 2021	
		January - March 2022	
		April - June 2022	
Responsible	Chief Financial Officer		

3.5 To Improve Organisational Culture, Health, Welfare and Safety

3.5.1 Review and Implement the Workforce Plan

Key Actions	Status	Quarter	Comments
3.5.1.1	●	July - September 2021	The EMRC continues to implement initiatives from the Workforce Plan. Several management guidelines have been reviewed and stage 1 of the Succession Planning exercise has been undertaken.
		October - December 2021	
		January - March 2022	
		April - June 2022	
Responsible	Chief Executive Officer		



3.5.2 Review and Implement the Occupational Safety and Health Plan (OS&H)

Key Actions		Status	Quarter	Comments
3.5.2.1	Co-ordinate the OS&H Program		July - September 2021	The EMRC continues to manage its OSH requirements and is now over 750 days with a LTI.
			October - December 2021	
			January - March 2022	
			April - June 2022	
Responsible	Chief Executive Officer			



5. SUSTAINABILITY TEAM UPDATE – JULY TO SEPTEMBER 2021

D2021/23203

PURPOSE OF REPORT

The purpose of this combined report is to provide a progress update on the activities undertaken by the Sustainability Team for the period July to September 2021.

KEY POINT(S)

Achievements of the Sustainability Team are highlighted in the report for the period July to September 2021 and include:

- All activities undertaken by the Urban Environment Team for the ensuing period; and
- All activities undertaken by the Waste Education Team for the ensuing period.

SOURCE OF REPORT

Chief Sustainability Officer

BACKGROUND

- 1 The Urban Environment Team partners with member Councils and other local governments and key stakeholders to facilitate projects and activities and provide services (where appropriate) for the benefit and sustainability of Perth's Eastern Region.
- 2 The Waste Education Team partners with member Councils and other local governments and key stakeholders to deliver waste education and other waste services for the benefit and sustainability of Perth's Eastern Region.
- 3 Advocacy also occurs at a regional, state and federal level to ensure key agencies are fully apprised of matters of significance to the Region.

REPORT

- 4 The progress report comprises of two parts; Urban Environment and Waste Education. The 2021/2022 focus of the Sustainability Team is to drive all projects, activities and services in accordance with the United Nations Sustainable Development Goals, Circular Economy and transitioning towards Net Zero by 2040.
- 5 **Urban Environment - Key Regional Actions (Relevant to all Councils)**
 - Work has commenced on the new draft EMRC Sustainability Strategy which will encompass projects and programs managed by the Sustainability Team, as well as the organisations operational sustainability.
 - 'Flood Aware Be Prepared' campaign launched in all six participating council areas (City of Swan, City of Bayswater, Town of Bassendean, City of Belmont, Town of Victoria Park and City of South Perth). Promotions included bus shelter advertising, brochure delivery to high risk areas, and a regional video promoted on social media and stakeholder websites.
 - The Swan and Helena River Study – Informing Flood Resilience was presented at the 2021 Floodplain Management Australian National Conference by consultants BMT.
 - The City of Rockingham and the City of Perth requested access to the Swan and Helena River Flood study information, as well as a subdivision consultant and infrastructure consultant.
 - Investigating opportunities for regional mapping projects such as bushfire load mapping and other environmental factors impacted by climate change.



- Commenced review of Home Energy Audit Tool (HEAT) Kits.
- Finalising the Benchmarking Building Efficiency (BBE) project regional report.
- Attended WA Water Industry Breakfast webinar 'Water's Role in WA's Energy transition to Net Carbon Zero'.
- Actively participating in WALGA's Climate Change Collaborative and the Carbon Accounting Committee.
- Attending Energy Policy WA webinars (e.g. Energy Transformation Strategy, Whole of System Plan data dashboard, Electric Vehicle Action Plan).
- Attended DWER Climate Science Initiative webinar, WALGA Climate Change Risk Assessment Training, Energy Efficiency Council webinars, and Home Energy Efficiency workshop.
- Researching and planning a series of Circular Economy webinars for local industry, business and government. E.g. Thinking Circular for Business, two been planned for October and November 2021
- Research into a series of circular economy webinars for 2022
- Attended WALGA Aboriginal Engagement and Reconciliation Forum
- Finalised the EMRC Respect Reconciliation Action Plan (RAP)
- Reviewed the initial design for the Innovate RAP
- Developed draft Innovate RAP actions for revision by RAPWP and Reconciliation Australia
- Development and planning for a regional youth networking opportunity.
- Hosted the RITS IAG and EDOG meeting on 29 September 2021 with presentations from Infrastructure WA, SMEC and Main Roads.
- Finalising the RFQ for an electric vehicle charging station at EMRC.
- Working with WALGA on Safety Rating toolkit and Local Government Road Research program
- Advocacy for Your Move program for the new Airport Line.
- Researching the opportunity to collaborate with member Councils for the 2022 WA Tree Festival

6 Urban Environment - Town of Bassendean

- Finalising new 5-year Waterwise Council Action Plan.
- Completed 2019-2020 annual water analysis report and snapshot.
- ACER - Analyse data and prepare Annual report, and liaise with data management service Azility to rectify data discrepancies.
- Clean Energy Future Fund (CEFF) – application submitted in April 2021, awaiting outcome. Regional energy efficiency projects for Shire of Mundaring, City of Bayswater and Town of Bassendean.
- Produced 2021 economic report cards for our economic development members and for the EMRC Region.
- Research into solutions and advocacy for level crossing on the heritage Midland Line.

7 Urban Environment - City of Bayswater

- Clean Energy Future Fund (CEFF) – application submitted in April 2021, awaiting outcome. Regional energy efficiency projects for Shire of Mundaring, City of Bayswater and Town of Bassendean.
- Produced 2021 economic report cards for our economic development members and for the EMRC Region.
- Marketed a 10-week campaign for the 2021 Avon Descent Family Fun Day events.
- Hosted a debrief meeting for the 2021 Avon Descent Family Fun Day events with actions for the acquittal process and new grant application for 2022.



- Working in collaboration with the Light Rail Consortium initiated by Curtin University.
- 8 **Urban Environment - Shire of Mundaring**
 - Finalising new 5-year Waterwise Council Action Plan.
 - Completed 2019-2020 annual water analysis report and snapshot.
 - ACER - Analyse data and prepare Annual report, and liaise with data management service Azility to rectify data discrepancies.
 - Clean Energy Future Fund (CEFF) – application submitted in April 2021, awaiting outcome. Regional energy efficiency projects for Shire of Mundaring, City of Bayswater and Town of Bassendean.
 - Produced 2021 economic report cards for our economic development members and for the EMRC Region.
- 9 **Urban Environment - City of Swan**
 - Finalising new 5-year Waterwise Council Action Plan.
 - Completed 2019-2020 annual water analysis report and snapshot.
 - Marketed a 10-week campaign for the 2021 Avon Descent Family Fun Day events.
 - Hosted a debrief meeting for the 2021 Avon Descent Family Fun Day events with actions for the acquittal process and new grant application for 2022.
- 10 **FOGO Update**

FOGO in Schools

 - Currently investigating a trial of FOGO in a small number of schools within Bassendean and Bayswater, will provide information on the best direction to allow schools to have a waste avoidance approach that incorporates a FOGO service.
- 11 **Aerosol/Polystyrene Recycling**
 - Empty aerosol bin surrounds now at Coppin Road, Mathison Road and Baywaste
 - Looking to deploy an aerosol bin at Ascot Place, Bassendean library and Environment House in Bayswater.
 - The waste empty aerosols and polystyrene "Tackling the Troublesome Two" Waste Sorted grant funding projects end date is the 30th of September. The final milestone report is to be submitted to DDWER by the 15th of October.
- 12 **Bin Tagging**
 - Bin Tagging in both councils (The Town of Bassendean and the City of Bayswater) has finished
 - A report with Bayswater's findings was submitted to WALGA
- 13 **Earth Carers**
 - A new logo has been finalised
 - The course structure has changed this year and will take place at Red Hill and Beechboro Active;
 - For the first time there is a charge for out of region participants of \$100 each.
- 14 **Recycle Right Membership**
 - The EMRC renewed the membership for another twelve months on behalf of the Member Councils



- As part of the membership with Recycle Right; Waste Education is currently updating drop off locations within the region on the Recycle Right website
- Recycle Right are developing costings for their school education materials, once released this information will be shared with Member Councils.

15 **Waste Plans**

- Coolgardie Waste Plan – ongoing collaboration

16 **Public Recycling Updates (Public place collection data for the period July to September 2021)**

a. **Public Place Battery Collection Program**

Battery Recycling - Public Places	Sept 2021	Sept 2020	Year to Date Total 2021/2022	Year to Date Total 2020/2021
Bassendean	100.00	66.8	265.4	226.6
Bayswater	288.2	189.8	917.3	711.8
Kalamunda	407	278.6	1054.5	698.4
Mundaring	142.3	146.2	454.4	395.6
Swan	239.4	196.8	792.4	669.2
TOTAL (kg)	1176.9	878.2	3484.0	2701.6

b. **Schools Battery Collection Program**

Battery Recycling - Schools	July-Sept 2021/2022	July-Sept 2020/2021	Year to Date Total 2021/2022	Year to Date Total 2020/2021
Bassendean	0	0	90.9	87.6
Bayswater	156.5	0	291.5	205.4
Kalamunda	0	154.8	216.2	417.2
Mundaring	162.2	116.6	435.2	360.0
Swan	82.9	286.7	372.1	530.3
TOTAL (kg)	401.6	558.1	1405.9	1600.5



c. CFL Collection and Recycling Program

CFL Recycling - Public Places	July-Sept 2021/2022	July-Sept 2020/2021	Year to Date Total 2021/2022	Total 2020/2021
Bassendean	0	13.2	19.7	454.2
Bayswater	65.6	40.2	177.1	1453.8
Kalamunda	13.4	31.4	81.5	1259.8
Mundaring	87.3	16.8	176.5	838.4
Swan	122.8	5.6	156.4	1307.0
TOTAL (kg)	289.1	107.2	611.2	5313.2

17 Tours of Red Hill Waste Management Facility and Education Centre

Name of Group	Council Region	Number of Participants	Program
July 2021			
Darling Range Senior Hub	Kalamunda	16	Site visit and Education Centre
August 2021			
North Metropolitan TAFE	Other	15	Site visit and Education Centre
Country Women's Association	Kalamunda	15	Site visit and Education Centre
Darling Scarp Gardeners Club	Kalamunda	10	Site visit and Education Centre
North Metro TAFE - Midland	Swan	24	Site visit and Education Centre
September 2021			
North Metro TAFE - Midland	Swan	16	Site visit and Education Centre
Shire of Mundaring Community Tour	Mundaring	24	Site visit and Education Centre
City of Bayswater Community Tour	Bayswater	26	Site visit and Education Centre
Aveley Primary School	Swan	50	Site visit and Education Centre
Aveley Primary School	Swan	50	Site visit and Education Centre
	Total	246	

18 School and Community Engagement/Events

School Events

- Waste Audit Incursion- Greenmount Primary School, Shire of Mundaring – 27 July 2021
- Battery Presentation- Caversham Primary School-City of Swan, 2 August 2021



Community Events

- Workplace Sustainability – Strategies for Improvements at Work 12 July
- Avon Decent Event – City of Bayswater- 15 August- Attended; and
- Avon Decent Event – City of Swan- 15 August- Attended.
- Little Green Steps Workshop, Town of Bassendean- 18 August.
- RRRC Tour- 26 August.
- Recycling Q & A – Darling Range Seniors Hub- City of Kalamunda- 15 September

19 Waste Education Networking/Promotion/Collaboration Activities

- Waste Educators Networking Group - 1 July 2021
- Chargestar electric charging station presentation- 9 July 2021
- FOGO information session, City of Swan - 23 July;
- Meeting with the Town of Victoria Park regarding FOGO- 26 July
- Tour of CLAW - 29 July 2021
- Meeting regarding FOGO and Green waste initiatives with Livingstone Council QLD- 30 July
- Energy Week WA Launch and Learn - 30 July
- Social Housing and FOGO in Bassendean- 3 and 17 August
- Waste Sorted Grant Workshop WALGA- 3 August
- Recycle Right Meeting 4 August
- FOGO Step by Step Guide - 5 August
- Waste Sorted Grants Information Webinar- 13 August
- Meeting Regarding HHW at Baywaste-13 August
- Tour of Second Bite- 18 August
- Polystyrene processing at Kalamunda meeting - 18 August
- Netzero Webinar- 19 August
- Consistent Communications Collective 25 August
- City Power Partnership webinar- 25 August
- Western Australia's Plan for Plastics information and feedback session- 26 August
- Waste Educators Networking Group - 2 September 2021
- Maximising carbon abatement through FOGO Webinar - 7 September 2021
- Social Housing and FOGO in Bassendean- 7 September
- Waste and Recycling Conference – 8,9 September
- Repair and reuse through social enterprises Webinar – 14 September
- Cities Power Partnership Introductory Webinar-15 September
- Meeting with Waste Wise Schools- 20 September
- WA Local Government Convention and Trade Exhibition -20, 21 September
- Circular Councils part one: Hunter Joint Organisation 24 September



20 **Waste Education Loan Resources Utilisation**

- Book Box, Early Years Resource Box, Mini Bin Waste Sort, Natures Recyclers and Paper Making Kit– Gooseberry Hills Primary School (Kalamunda) – 23 June – 2 July 2021
- Paper Making Kit– Ellenbrook Community Library (Swan) – 20 September – 11 October 2021

FINANCIAL IMPLICATIONS

- 21 The activities undertaken within the Sustainability Team are funded as part of the 2021/2022 approved operating budget.

STRATEGIC POLICY IMPLICATIONS

22 Key Result Area 1 – Environmental Sustainability

- 1.3 To provide resource recovery and recycling solutions in partnership with member Councils
- 1.5 To contribute towards improved regional air, water and land quality and regional biodiversity conservation and address climate change

Key Result Area 2 – Economic Development

- 2.1 To facilitate and advocate for increased investment in regional infrastructure
- 2.2 To facilitate and advocate for regional economic development activities
- 2.3 To facilitate regional cultural and recreational activities

Key Result Area 3 – Good Governance

- 3.1 To provide advice and advocacy on issues affecting Perth's Eastern Region
- 3.2 To manage partnerships and relationships with stakeholders

FINANCIAL IMPLICATIONS

- 23 The funding to facilitate projects is developed and agreed with member Councils as part of the annual budget process.

SUSTAINABILITY IMPLICATIONS

- 24 The Sustainability Team operates to pursue environmental, economic and social growth outcomes for Perth's Eastern Region.

RISK MANAGEMENT

Risk – The Sustainability Team deliver on agreed projects so there is minimal risk		
Consequence	Likelihood	Rating
Possible	Insignificant	Low
Action/Strategy		
➤ The Sustainability Team considers risk pertaining to all projects or programs and continues to deliver on agreed actions		



MEMBER COUNCIL IMPLICATIONS

Member Council

Town of Bassendean
City of Bayswater
City of Kalamunda
Shire of Mundaring
City of Swan

Implication Details

Participating member Council officer time on advisory groups

ATTACHMENT(S)

Nil



6. REPORT ON THE WA 2021 WASTE AND RECYCLE CONFERENCE

D2021/23204

PURPOSE OF REPORT

To provide a report to Council on the recent WA 2021 Waste and Recycle Conference, held 9, 10 and 11 September 2021.

KEY POINT(S)

- A report was presented to Council at its August 2021 meeting regarding Councillor nominations for the WA 2021 Waste and Recycle Conference;
- Deputy Councillor, Ian Johnson from the City of Swan was endorsed as Council's only Councillor attendee;
- In addition to this Council endorsed up to two community members of the Waste Management Community Reference Group (WMCRG) to also attend the conference;
- Council endorsed the EMRC CEO, Marcus Geisler to attend the conference and Marcus was also a guest presenter;
- The EMRC organised a trade display at the conference which was manned by EMRC staff for the duration of the conference;
- Three WMCRG members expressed an interest in attending and two places were registered;
- The Conference was held on 9, 10 and 11 September

RECOMMENDATION(S)

That Council notes the report on the 2021 WA Waste and Recycle Conference.

SOURCE OF REPORT

Chief Sustainability Officer

BACKGROUND

- 1 The WA Waste & Recycle 2021 Conference was held on 8 and 9 September 2021 at Crown Towers Perth, followed by two (2) concurrent full day tours on Friday 10 September 2021. The Waste & Recycle Conference is an event which caters to those involved in the waste management, resource recovery and recycling sectors.
- 2 Council, at its 26 August 2021 meeting, resolved as follows:
THAT:
 1. *COUNCILLORS AND OFFICERS NOTE THE DATES OF 8, 9 AND 10 SEPTEMBER 2021 FOR THE WA WASTE & RECYCLE 2021 CONFERENCE.*
 2. *COUNCILLOR IAN JOHNSON AND THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO ATTEND THE WA WASTE & RECYCLE 2021 CONFERENCE.*
 3. *TWO (2) PLACES TO THE WA WASTE & RECYCLE 2021 CONFERENCE BE OFFERED TO THE WASTE MANAGEMENT COMMUNITY*

CARRIED UNANIMOUSLY
- 3 Two community members of the Waste Management Community Reference Group (WMCRG) attended the conference as did the EMRC CEO, Marcus Geisler who was a guest presenter at the conference.



- 4 EMRC staff organised and manned an EMRC stand as part of the trade display at the conference and attended a number of the key presentations throughout conference.

REPORT

- 5 The Minister for Environment, Hon. Amber-Jade, Sanderson, BA MLA opened the conference and she was followed by a Keynote Addresses from Michelle Andrews, Director General, Department of Water Environment and Environmental Regulation, and Mr Reg Howard-Smith, Waste Authority Chairman.
- 6 The EMRC CEO Marcus Geisler presented on the topic of Waste Avoidance and the Circular Economy on the first day of the Conference.
- 7 The conference, hosted by the Waste Management Association of Australia (WMAA), Department of Water and Environmental Regulation (DWER) and Western Australian Local Government Association (WALGA), is recognised as one of the largest gatherings of thought leaders, educators and industry professionals in the waste and resource recovery sector.
- 8 There were networking opportunities throughout the conference, particularly during the morning tea, afternoon tea and lunch breaks, which allowed attendees to share experiences and knowledge with peers and interact with others in the waste and recycling industry on previous achievements and successes and future opportunities and challenges.

Day 1 (8 September) comprised of the following sessions:

- 9 How do we Destroy the Zombie Myth that all Recycling goes into Landfill?
Guest Speakers included: Dr Lucas Carmody, PwC – Circular Economy; John Gertsakis, Product Stewardship Centre of Excellence – Product Stewardship; Vaughan Levitzke PSM, Consultant – Role of Government / Legislative support; Justin Pereira, Remondis – Infrastructure; Libby Eustance, Western Metropolitan Regional Council - Behaviour Change.
- 10 Waste Avoidance and Circular Economy
Guest Speakers included: Dr Lucas Carmody, PwC; Claire Kneller, WRAP Asia Pacific– Global Textiles; Marcus Geisler, Eastern Metropolitan Regional Council - Report back on Circular Economy Master class outcomes / actions; Kate Ringvall – Case Study: IKEA; Rebecca Prince-Ruiz, Plastic Free July Foundation - What's essential to achieve a world without plastic waste?
- 11 Infrastructure and Market Development
Guest Speakers included: Ruben Geisler, Chairay Plastics; Daniel Taylor, D&M Waste; Ashley Battilana, Tyrecycle; Rebecca Properzi, Department of Water and Environment Regulation; Ross Cullen, Talis Consultants – State Waste Infrastructure needs Analysis; Jason Pugh, East Rockingham Waste to Energy; Ian Lynass, Blue Phoenix; Jill Lethlean, Consilium Waste Consulting - Fire Safety in Waste Depots and Recycling Facilities.



- 12 Product Stewardship
Guest speakers included: Richard Kirkman, Veolia - Can we solve the packaging crisis by simply 'Paying As You Buy'?; Sophie Degagny, Eunomia - EPR Principles and Good Practices: Examples from Europe; Shannon Mead, No More Butts - Igniting a new scheme: tackling cigarette butt waste.
- 13 (Concurrently) Remote Possibilities: Realistic Rural Better Practice
Guest Speakers included: Chris Kelly, Shire of West Arnhem - Northern Territory & WA regional approaches; Bob Gordon, Goterra - Decentralised, modular organic waste infrastructure that enables Australia to meet its recovery targets by converting food waste to insect protein and fertiliser; Steve Wachter, City of Karratha
Day Two (9 September) comprised of the following sessions:
- 14 Debate: All in the One Bin? OR A Bin for Every Day of the Week?
Two Debaters/Speakers included: Tim Youé, Southern Metropolitan Regional Council & Libby Eustance, Western Metropolitan Regional Council with Facilitator: James Lush, Lush – The Content Agency. This was a great debate with Libby announced as the overall winner.
- 15 Education and Behaviour Change
Guest Speakers included: Mark Boulet, Monash University (Online presentation); Emma Syme, City of Wanneroo – Waste Education for Culturally and Linguistically Diverse; Cara Williams, Department of Water and Environmental Regulation – Waste Sorted Behaviour Change; Teresa Belcher, Southern Metropolitan Regional Council; Nabilla Antipas, Western Metropolitan Regional Council – GREAT Sorts High Energy Games; Brice Campbell, Town of Bassendean – Organic Behaviour Change; Carmel Luck, City of Bayswater Resident - Influencing Waste Management Behaviour Change. A dedicated information and engagement campaign for multi-user dwellings; Christine Parfitt, University of Western Australia - Reducing consumption of single use plastics by cafe owners and customers.
- 16 Deposit your Ideas -How do we get to 85% Recovery through the Container Deposit Scheme in Two Years?
Guest speakers included: Western Australia Return Recycle Renew – Current approaches; Melanie Kiely, Good Sammy Enterprises; John Gertsakis, Product Stewardship Centre of Excellence - What else can we do with the CDS? Link to other product stewardship schemes; Chris Gusenzow, Remondis - strengths of the current system and reflections on what could be improved; Adam Johnson, Re.Group - The WA CDS. Operational learnings of a Major Operator in WA's newest and largest product stewardship / extended producer responsibility scheme.
- 17 How is the WARR? Local, State and National Strategy Progress
Guest Speakers included: Scott McKenzie, Department of Water and Regulation; Les Marchant, Main Roads WA - Roads to Reuse; Libby Eustance, Western Metropolitan Regional Council – Verge Valet; Joanne O'Connor, Department of Water and Environmental Regulation- Single Use Plastics; Josh Byrne, Development WA.
- 18 Climate Action and Waste
Guest speakers included: Claire Kneller, WRAP Asia Pacific – Food waste; GO Organics in partnership with Murdoch University – Building high performance soils and carbon sequestration; Nick Houldsworth, GHD and Holly Knight, GHD- Circular economy in action: London 2012 Olympic Park case study; Chris Doolan, Proskill – Reducing Workwear Waste by 2 to 3 times and more.



Day Three (10 September) comprised of two concurrent full day tours:

- 19 1. Waste to Energy & C&D Facility Tour (Limited to 30 participants) This tour included a visit to the Waste to Energy (WtE) facilities at Kwinana and East Rockingham, followed by a visit to Waste Stream C&D Recycler.
- 20 2. FOGO Tour (Limited to 30 participants) This tour included a visit to the SMRC's Regional Resource Recovery Centre (RRRC) – FOGO Processing, a visit to Pure Earth, and in the afternoon a visit to the EMRC's Red Hill Waste Management Facility.
- 21 The broad range of conference topics and speakers augured well for the success of the conference and the learnings taken from attending are being acted upon.
- 22 The Red Hill Waste Management Facility tour was well attended and very informative and successful. It was a great opportunity to showcase The EMRC's world class facility to industry leaders and peers.
- 23 Staff manning the EMRC's stand at the trade display were kept very busy interacting with interested agencies on the range of waste management and resource recovery initiatives. Attendees were particularly drawn to the Virtual Tour of the Red Hill Waste Management Facility and the samples of the processed FOGO material.

STRATEGIC/POLICY IMPLICATIONS

- 24 Key Result Area 1 – Environmental Sustainability
 - 1.5 To contribute towards improved regional air, water & land quality, regional biodiversity conservation and address climate change

FINANCIAL IMPLICATIONS

- 25 Conference registrations costs were included in the EMRCs annual operating budget.

SUSTAINABILITY IMPLICATIONS

- 26 The EMRC operates in pursuit of sustainability objectives which are integrated wherever possible in all activities undertaken by the organisation.

RISK MANAGEMENT

Risk – The Sustainability Team attend relevant Forums		
Consequence	Likelihood	Rating
Possible	Unlikely	Low
Action/Strategy		
➤ Attendance at key forums ensures staff continue to be apprised of industry related updates and to build their networks.		



MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Nil

10.4 Community and Development Directorate Reports**10.4.1 Proposed Amendment No. 95 to Town Planning Scheme No. 24 - Lot 4, 504-508 Guildford Road, Bayswater**

Applicant/Proponent:	Dynamic Planning and Developments Pty Ltd (Director: Neil Teo)
Owner:	AGEM Leasing Pty Ltd (Managing Director: Adrian Fiore)
Responsible Branch:	Development and Place
Responsible Directorate:	Community and Development
Authority/Discretion:	Legislative
Voting Requirement:	Simple Majority Required
Attachments:	1. Summary of Submissions for council [A2SC] [10.4.1.1 - 15 pages]
Refer:	Item 10.4.1: OCM 25.05.2021

SUMMARY

Council at its Ordinary Meeting held 25 May 2021 considered Amendment No. 95 to Town Planning Scheme No. 24 (TPS24) to include an additional use for 'Shop' to the existing 'General Industry' zoning, for Lot 4, 504-508 Guildford Road, Bayswater. Council resolved to initiate the amendment, and to forward the amendment to the Department of Water and Environmental Regulation (DWER) for assessment, and the Department of Planning, Lands and Heritage - Heritage Directorate for comment.

Upon the Notice of Assessment from the DWER being received, the proposed scheme amendment was advertised for public comment from 18 October 2021 to 29 November 2021, comprising a total of 43 days, during which time 10 submissions were received. Having regard to the submissions received, it is recommended that the amendment is not supported.

OFFICER'S RECOMMENDATION

That Council recommends that the Western Australian Planning Commission and Minister for Planning not approve Amendment No. 95 to the City of Bayswater Town Planning Scheme No. 24.

BACKGROUND

The subject site is located at Lot 4, 504-508 Guildford Road, Bayswater and has a site area of 5,481m². The site currently contains a single storey commercial/warehouse building, various outbuildings and shed structures as well as associated on-site parking bays.



The site has street frontage to Guildford Road and access to Katanning Street via Lot 30, 504A Guildford Road, Bayswater. The site is bound to the south and east by multiple neighbouring industrial and commercial buildings and businesses, including but not limited to manufacturing, warehouses, mechanic, showrooms, service station and factory units. The surrounding building fabric is relatively large warehouse format and associated parking areas.

Council at its Ordinary Meeting held 25 May 2021 considered Amendment No. 95 to TPS24 to include an additional use for 'Shop' to the existing 'General Industry' zoning, for Lot 4, 504-508 Guildford Road, Bayswater. Council resolved as follows:

"That:

1. *Council initiates Amendment to the City of Bayswater Town Planning Scheme No. 24 to Amend Appendix 2 - Schedule of Additional Uses to include reference to Lot 4, 504-508 Guildford Road, Bayswater with an additional discretionary – 'D' use of 'Shop';*
2. *The applicant prepares the scheme amendment documentation to the satisfaction of the City of Bayswater.*
3. *Council considers the Amendment to be 'standard' under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:*
 - (a) *The amendment will have minimal impact on land in the scheme area that is not the subject of the amendment; and*
 - (b) *The amendment is not a complex or basic amendment.*
4. *The scheme amendment documentation is forwarded to the Department of Water and Environmental Regulation for assessment and the Department of Planning, Lands and Heritage - Heritage Directorate for comment.*
5. *Upon Notice of Assessment from the Department of Water and Environmental Regulation being received (and issues raised being complied with), causes the proposed scheme amendment documentation to be advertised for public comment.*
6. *The proposed amendment is referred to Council for further consideration following public advertising."*

EXTERNAL CONSULTATIONEnvironmental Assessment and Heritage Referral

The scheme amendment documentation was referred to the Department of Water and Environmental Regulation (DWER) and Heritage Directorate of the Department of Planning, Lands and Heritage (DPLH) for assessment.

In correspondence dated 1 September 2021 the DWER advised the City that the proposed scheme amendment would not require an environmental assessment.

In correspondence dated 1 September 2021 the Heritage Services of the DPLH advised the City that it had no objection to the proposed amendment.

Public Advertising

Following notification from the DWER the City advertised the proposed amendment in accordance with Council's resolution for a period of 43 days from 18 October 2021 to 29 November 2021, by way of:

- Notification in the Perth Now newspaper on 21 October 2021;
- Letters sent to impacted land owners;
- Information being placed on the City's engagement website, Engage Bayswater; and
- Hard copies of the amendment documentation made available for inspection at the City's Civic Centre and libraries.

10 detailed submissions were received during the consultation period, one supported the proposed amendment, four did not support or object as they provided general comments and five objected to the proposal. Refer to **Attachment 1** for the summary of submissions.

OFFICER'S COMMENTS

The key comments from the submission which supported the proposed amendment considered that it would be beneficial to have a shop - *Aldi* within the area and recommended that a cycle path is constructed which connects the development with the existing cycle path under Tonkin Highway.

Issues Previously Raised

With respect to the objections and general comments received during the consultation process, some of the key comments reflected the City's initial considerations relating to the intrusion of commercial development, the required separation distances between industrial and commercial land uses and the potential traffic impacts. These issues are addressed below.

Intrusion of Commercial Development

Four submissions raised concerns about the proposal representing the intrusion of commercial land uses into the industrial area.

State Planning Policy 4.2 - Activity Centres for Perth and Peel (SPP4.2) outlines that a shop should only be located within the industrial area where it is providing a local convenience service for people employed in the area. The amendment indicates that a much larger catchment is intended for the purpose of the proposed shop, which would result in an out of centre development.

Traffic Concerns

Four of the submissions raised concerns in relation to the potential traffic which would be generated by a shop land use and associated safety concerns that this may cause to the already busy area.

SPP4.2 outlines that a shop land use is a high traffic generator. The extent of the increase in traffic can only be determined once a proposal is established. It is noted that there is no supporting transport assessment to confirm the applicant's assumption that the proposal will not have any undue impact on the existing road network.

Additional Concerns

With respect to the objections and general comments received during the consultation process, some of the key comments raised additional concerns in addition to those previously considered by the City. The additional concerns related to the location of a sensitive land use within the industrial area and how the location of the development would undermine the Town of Bassendean draft Local Planning Scheme No. 11. These issues are addressed in more detail below.

Sensitive Land Uses

Four submissions raised concerns about the impact that the amendment would have on the existing and future surrounding industrial businesses. The application has not assessed the impact that the proposal will have on the existing industrial businesses with respect to the required separation distances.

The amendment relates to a shop which is considered a sensitive land use under the provisions of the Environmental Protection Authority's (EPA's) 'Guidance for the Assessment of Environmental Factors: Separation Distances between Industrial and Sensitive Land Uses'. The additional use of a shop on the subject site would allow for development to occur which falls within the definition of a shop under TPS24, which includes hairdressing or beauty therapy services.

In accordance with State Planning Policy 4.1 – Industrial Interface, industrial land uses are required to be located a set buffer distance away from a sensitive land use. The appropriate buffers are outlined under the EPA's 'Guidance for the Assessment of Environmental Factors: Separation Distances between Industrial and Sensitive Land Uses'. The approved industrial businesses which surround the subject site have a range of different land uses, whereby they are to be provided with a 300m to 1,000m buffer away from a sensitive land use. If a shop land use is developed on the subject site it would result in these existing industrial businesses being located within 100m of the sensitive land use.

It is acknowledged that the buffers can be varied on a case by case basis, however upon a detailed review of the area there are a range of uses which may be impacted by the sensitive land use. Within the street block, the immediately surrounding businesses comprises vehicle wrecking, laser cutting, aquabiotic and construction chemical manufacturing businesses. These businesses have varying buffers, however the chemical manufacturing business could be significantly impacted by the development of a sensitive land use.

The buffers have been established to prevent conflict between incompatible land uses and are based off a health risk assessment from predicted emissions under normal operations. The management of industrial emissions is to mitigate impact from land uses; minimise the creation and discharge of waste by implementing best practice processes and to ensure environmental impacts from industrial emissions are acceptable and meet the relevant regulations and health criteria beyond the boundary of the site and/or buffer area.

City officers have reviewed SPP4.1, draft SPP4.1 and EPA's Guidance documents and the sensitive land use of shop cannot design out any of the concerns raised by the industrial land uses. The way to mitigate the impact of the sensitive land use on the industrial area is to limit what can occur at each of the industrial businesses. The limitations which would need to be placed on the industrial properties to accommodate the sensitive land use of shop include, but are not limited to, reducing the hours of operation, limiting the amount of products which can be produced and possibly prohibit chemical manufacturing.

Town of Bassendean draft Local Planning Scheme No. 11

Three submissions raised concerns about the impact that the amendment would have on the Town of Bassendean draft Local Planning Scheme No. 11. The amendment will have an undue impact on the future growth and consolidation of the designated Ashfield and Bassendean District Activity Centres within the Town of Bassendean.

Draft Local Planning Scheme No. 11 proposes to amend the zoning and increase the commercial floor space in this locality. There are concerns that supporting the amendment may compromise the ability of the Town of Bassendean to ensure the Ashfield Precinct Structure plan is viable and can be implemented.

The proposed development may result in a direct conflict to the allocation of commercial space to, and future viability of, the Town of Bassendean's District Centres, in particular the Ashfield District Centre.

Officer Conclusion

Having regard to previous considerations and the submissions received during the community consultation process, it is considered that the proposed additional use for a shop at the subject site does not align with the existing planning framework. This is due to it resulting in the intrusion of commercial land uses within the general industrial area, as a shop is currently a not permitted ('X') use within a general industry zone. Additionally, SPP4.2 outlines that an 'out of centre development' should be located within, or adjacent to, an activity centre. Where this is not able to occur, the development should be restricted to being located within an established Mixed Business or equivalent zones with good access to public transport, rather than being dispersed. In light of this it is considered that the proposal does not satisfy the requirements for an out of centre development.

The additional use of a shop will have land use implications, primarily in relation to a sensitive land use being proposed within the established industrial area. It is considered that the development of a shop will have an undue impact on the operations of the existing and possibly new businesses. It is considered that any concerns raised in relation to the existing industrial businesses can only be resolved through limiting these businesses. With respect to any proposed industrial development limitations would be required to be placed on these businesses which go above and beyond what is typically applicable to allow for them to operate within a close proximity to the sensitive land use. The limitations which would need to be placed on the industrial properties include, but are not limited to, reducing the hours of operation, limiting the amount of products which can be produced and possibly prohibiting particular types of industrial development (e.g. chemical manufacturing).

With respect to the Retail Sustainability Assessment, the trade area appears to incorporate areas which are already well serviced by alternative supermarket locations. These alternative locations are within the surrounding activity centres that comprise larger shops and are accessible. It is considered that the proximity to the alternative locations reduces the need for the proposed shop land use within this area. Additionally, the proposal undermines the Town of Bassendean draft Local Planning Scheme No. 11, as it does not support the future growth and consolidation of the Ashfield and Bassendean District Activity Centres. The draft Scheme intends to increase the commercial floor space of these areas, which are considered to be more appropriate locations for a shop.

It considered that not supporting the proposed additional use to the subject land would provide the opportunity for other suitable businesses to locate within the industrial area.

LEGISLATIVE COMPLIANCE

Section 75 of the *Planning and Development Act 2005* permits a local government to amend its local planning scheme. Part 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015* prescribes the process for the preparation of scheme amendments.

Once the scheme amendment is initiated, the Minister for Planning is the final decision maker on all scheme amendments. The City can provide a recommendation to the Minister to:

- support the amendment without modification;
- support the amendment with proposed modifications to address issues raised in the submissions; or
- not support the amendment.

RISK ASSESSMENT

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

Officer's Recommendation	That Council recommends that the Western Australian Planning Commission and Minister for Planning not approve Amendment No. 95 to the City of Bayswater Town Planning Scheme No. 24.	
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 has a low risk to the City as there was limited support received for the proposal during the community consultation process. Having regard to the submissions received, the amendment has some risk around it as it results in the commercialisation of industrial zoned land which conflicts with and undermines TPS24, and may undermine the Town of Bassendean draft Local Planning Scheme No. 11. It is considered that this option aligns with the applicable State Planning Policies and the Central Sub-Regional Planning Framework.	
Option 2	That Council recommends that the Western Australian Planning Commission and Minister for Planning approve Amendment No. 95 to the City of Bayswater Town Planning Scheme No. 24, without modification.	
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	Having regard to the submissions received during the community consultation process, it is considered that this option has a moderate risk to the City's strategic direction as the amendment is not considered consistent with TPS 24, the relevant State Planning Policies and the Central Sub-Regional Planning Framework. There is also a moderate risk to the City's reputation and community and stakeholders, in relation to the City not following its strategic plan, the Central Sub-Regional Planning Framework or outcomes of the consultation process.	

Option 3	That Council recommends that the Western Australian Planning Commission and Minister for Planning approves Amendment No. 95 to the City of Bayswater Town Planning Scheme No. 24, with modification(s).		
Risk Category		Adopted Risk Appetite	Risk Assessment Outcome Dependant on the modification(s) proposed by Council.
Strategic Direction		Moderate	
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) proposed by Council.		

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Scheme Amendment Gazettal and Public Notice

Asset Category: N/A

Source of Funds: Municipal

LTFP Impacts: Not itemised in the LTFP

Notes: Nil

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$800	-	-	-	-	-	\$11,000

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Vibrancy

Goal V4: Support businesses across the City to grow and thrive.

It considered that not supporting the proposal on the subject land would provide the opportunity for other suitable businesses to locate within the industrial area.

CONCLUSION

In light of the above, it is recommended that Council does not support Amendment No. 95 to the City of Bayswater TPS 24, and that the amendment documentation is to be forwarded to the Western Australian Planning Commission and Minister for Planning for determination.

Summary of Submissions

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
1.	Object	I am acting on behalf of a company or organisation, which has an interest in the area	<p><u>Zoning</u></p> <ul style="list-style-type: none"> The amendment promotes an additional land use which conflicts with the General Industry zone. It is evident that a shop land use to facilitate a supermarket is not compliant nor appropriate with respect to the intent and purpose of the General Industry zone. <p><u>Intrusion of Commercial Development</u></p> <ul style="list-style-type: none"> It is considered that the development represents intrusion of commercial land uses into the industrial area, which goes against the established planning principals and is not aligned with SPP4.2. <p><u>Separation Distances</u></p> <ul style="list-style-type: none"> The Environmental Protection Authority's 'Guidance for the Assessment of Environmental Factors: Separation Distances Between Industrial and Sensitive Land Uses' identifies shops as a sensitive land use due to its susceptibility to emissions, industry and infrastructure. The requirements for sensitive land uses within industrial zones prejudice the surrounding businesses. It may result in the need to then further monitor and limit the operations of existing businesses to prevent any perceived impact to the neighbouring sensitive land use. It is considered that the proposal will compromise the existing operations and wider intent of the area. 	<ul style="list-style-type: none"> The amendment proposes that a shop land use is able to be considered as a discretionary land use on the subject site. The City's Town Planning Scheme No.24 (TPS24) does not have any specific objectives or intent and purpose outlined for the General Industry zone. SPP4.2 outlines that a shop should only be located within the industrial area where it is providing a local convenience service for people employed in the area. Industrial land uses are required to be located a set buffer distance away from a sensitive land use. If a shop were to be developed on the subject site it would result in surrounding approved industrial businesses which are required to have a 300m to 1,000m buffer to be located within 100m of the sensitive land use. The development of a shop may have an undue impact on the nature of the general industrial area and the operation of the existing businesses.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<ul style="list-style-type: none"> It is considered that the proposal is inconsistent and largely incompatible with the character of the area, and may contribute to heightened land use conflicts 	
			<p><u>Traffic Generation and Safety</u></p> <ul style="list-style-type: none"> The amendment does not appropriately consider the sites compatibility with the surrounding road network. Concerns are raised in relation to a shop being a high traffic generator. Further detailed assessment is required to determine the actual impact, as the shop land use does not currently exist in the locality. It is recommended that a transport assessment is provided to determine the site's ability to support a shop land use, and to address any access considerations to the already congested Guildford Road. The statement in the proposal that the development will occur <i>in a relatively compliant fashion whilst also integrating seamlessly with the surrounding development and road network</i>, is an incomplete assumption with little to no backing without any form of a transport assessment. 	<ul style="list-style-type: none"> SPP4.2 outlines that a shop land use is a high traffic generator. The extent of the increase in traffic which would be generate by a shop can only be determined once a detailed proposal is established. It is acknowledged that there is no supporting transport assessment to confirm the assumptions of the proposed scheme amendment. However, as above this can only be determined once a detailed proposal is established Detailed assessment of the traffic generated by a development would be assessed as part of any future development application and would require comments from Main Roads.
			<p><u>Concept Plan Design</u></p> <ul style="list-style-type: none"> The concept plan highlights a number of issues, which are: <ul style="list-style-type: none"> The proposed vehicle access is within 6m of the tangent point of the Railway Parade and Guildford Road signalised intersection. This is contrary to Figure 2.2 of the Main Roads Driveway Policy which identifies prohibited locations for access driveways. The demonstrated swept paths on the concept plan are not lane correct when the semi-trailer is entering the site. As demonstrated, a truck will need to crossover into the right lane on Guildford Road in order to make its left-turn entry movement into the site. This poses significant traffic safety and network flow issues where a 	<ul style="list-style-type: none"> The design proposed on the concept plan is an indicative of the intended proposal. In the instance the amendment approved, a development application would be required to be submitted for the City's assessment prior to any development occurring in the site. At the development application stage, the detailed design of the proposal would be assessed against the relevant planning framework. As Guildford Road is a Primary Regional Road under the Metropolitan Region Scheme, a development application for a shop would require referral to Main Roads for comment.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<p>vehicle of this size requires the use of two lanes during a turning movement. The vehicle is further not lane correct within the area of the signalised intersection, adding to driver confusion and a reduction in safety.</p> <ul style="list-style-type: none"> o The same movement results in the turning vehicle utilising the whole crossover upon entry. The entry is earmarked as being utilised for both left-in left-out movements, in which the semi-trailer utilising the whole crossover poses adverse safety risks for the exiting vehicles. This can lead to ongoing vehicle banking issues along Guildford Road exacerbating congestion. 	
			<p><u>Proper and Orderly Planning</u></p> <ul style="list-style-type: none"> • The amendment does not support the draft strategic transition in a well-considered manner as it is pre-emptive in its assumption that the subject site will be the best location for a supermarket. • It is considered that in order to address the intrinsic values of orderly and proper planning, a 'spot' rezoning should not be supported in a transitioning environment. Instead, it should only occur once the Local Planning Strategy and Structure Plan or Activity Centre Plan has been finalised. 	<ul style="list-style-type: none"> • The City's draft Local Planning Strategy has been taken into consideration as part of the assessment.
2.	Object	I am acting on behalf of a company or organisation, which has an interest in the area	<p><u>Planning Framework</u></p> <ul style="list-style-type: none"> • The amendment is inconsistent with the Local and State Government planning frameworks, particularly considering the objectives of the General Industry zone, State Planning Policy 4.2 – Activity Centres for Perth and Peel, and draft State Planning Policy 4.2 – Activity Centres. <p><u>Zoning</u></p> <ul style="list-style-type: none"> • The purpose of the industrial zone is to limit the encroachment of stand-alone retail uses into the zone. This is to ensure that industrial land is predominately used for industrial purposes. The amendment is contrary to this given it intends to facilitate the development of a supermarket. 	<ul style="list-style-type: none"> • The amendment has been assessed against the Local and State Government planning framework. • The City's TPS24 does not have any objectives or intent and purpose outlined for the General Industry zone.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<p><u>Industrial Buffers</u></p> <ul style="list-style-type: none"> The amendment will allow for other shop type land uses, facilitating the encroachment of incompatible land uses into the General Industry zone, which is inconsistent with State Planning Policy 4.1 – State Industrial Buffer. A supermarket is considered to be a sensitive use under SPP4.1. It has the potential to impact on the current and future use of the surrounding industrial land which is contrary to orderly and proper planning. <p><u>Amendment Type</u></p> <ul style="list-style-type: none"> The amendment will impact surrounding land zoned General Industry, which is not covered by the amendment. As such, contrary to item 3 of Council's resolution, the proposal is not considered to be a 'standard amendment' in accordance with the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>. The amendment is considered to be a complex amendment in accordance with the Regulations as: <ul style="list-style-type: none"> a. The amendment is not addressed by any local planning strategy. 	<ul style="list-style-type: none"> The additional use of a shop would allow for any proposal which falls within the definition of a shop to be developed on the site, including hairdressing or beauty therapy services. Industrial land uses are required to be located a set buffer distance away from a sensitive land use, as outlined in SPP4.1 and the Environmental Protection Authority's 'Guidance for the Assessment of Environmental Factors: Separation Distances Between Industrial and Sensitive Land Uses'. If a shop were to be developed on the subject site it would result in surrounding approved industrial businesses which are required to have a 300m to 1,000m buffer to be located within 100m of the sensitive land use. The development of a shop may have an adverse impact on the nature of the industrial area and the operation of the existing businesses. <ul style="list-style-type: none"> The City has reviewed the proposed amendment and it is considered to be a standard amendment under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<p><u>Intrusion of Commercial Development</u></p> <ul style="list-style-type: none"> • The amendment does not align with the Central Sub-Regional Planning Framework, SPP4.1 and the City's draft Local Planning Strategy, which provide guidance to protect industry from the encroachment of incompatible land uses and recognise the interests, needs and economic benefits of existing industry and infrastructure which may be affected by encroaching incompatible land uses, such as a shop. • The intent of industrial zoning is to ensure industrial businesses can operate effectively. The proposal will diminish the effectiveness of industrial business by: <ul style="list-style-type: none"> ◦ Placing pressure on existing and future industrial businesses to mitigate and manage the impacts of dust, odour and/or noise beyond accepted industry standards. ◦ Reducing the amount of industrial land as industrial businesses seek to avoid being located in proximity to the proposal so that they may continue to operate effectively. ◦ Taking up industrial zoned land for retail purposes that should otherwise be used for industrial purposes. 	<ul style="list-style-type: none"> • SPP4.2 outlines that a shop should only be located within the industrial area where it is providing a local convenience service for people employed in the area.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<p><u>Out of Centre Development</u></p> <ul style="list-style-type: none"> • The amendment supports out of centre development which is in conflict with the key policy outcomes of draft State Planning Policy 4.2. • The Ashfield District Centre is located approximately 800m to the north of the subject site. Any future retail development, should build upon and consolidate with this established District Centre rather than fragmenting activity. • The absence of an existing Precinct Structure Plan does not satisfy the objectives of the draft SPP4.2, but rather indicates that structure planning or a more comprehensive rezoning of the subject site and broader local area should be undertaken, particularly considering the current zoning of the land is General Industry. • The amendment is contrary to the principles of orderly and proper planning. 	<ul style="list-style-type: none"> • SPP4.2 outlines that development of this nature which cannot be accommodated within, or adjacent to, activity centres should be restricted to being located within an established Mixed Business or equivalent zones with good access to public transport, rather than being dispersed.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<p><u>Retail Sustainability Assessment</u></p> <ul style="list-style-type: none"> The conclusions of the Retail Sustainability Assessment raise several points of contention; being the calculation of trade area, estimated annual turnover, impact and net community benefit. It is considered that the expanse of the proposed trade area for the proposed development is likely overstated thereby possibly resulting in an overestimation of the trade area population and subsequently the available retail spend, which, in turn, is used to compute the relative 'need' for additional supermarket floorspace in this area. The on-going benefits presented by an industrial use, significantly outweigh the benefits generated by the proposed shop land use in terms of both total employment and wider local economic benefits. The Retail Sustainability Assessment uses a 'rule of thumb' approach to estimate the potential market share captured by the proposed development. There is a concern that the productivity estimate has been overestimated. It is recommended that the assumptions are revised and gravity modelling is undertaken. <p><u>Economic Impact Assessment</u></p> <ul style="list-style-type: none"> An economic impact assessment has been undertaken and it has concluded that the proposed amendment to allow a shop land use on the subject site will not result in a 'net community benefit'. In fact, it would represent a loss of benefits when compared to the potential represented by an industrial land use. It is considered that the ongoing benefits presented by an industrial land use significantly outweigh the benefits generated by the proposed retail land use, both in terms of employment and wider economic benefits, as represented by wages, salaries and value added. 	<ul style="list-style-type: none"> The trade area appears to incorporate areas which are already well serviced by alternative supermarket locations. The alternative locations within the surrounding area form part of designated activity centres that comprise larger shops and are accessible. It is considered that the proximity to the alternative locations may reduce the need for the proposed shop land use within this area. <ul style="list-style-type: none"> Noted.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
3.	Support	I am a private citizen who has an interest in the area	<p><u>Land Use</u></p> <ul style="list-style-type: none"> Support the proposal to have an Aldi supermarket on Guildford Road. There are no Aldi supermarkets within the vicinity, with the closest being at Belmont Forum or in Inglewood. <p><u>Upgrade Works</u></p> <ul style="list-style-type: none"> It is recommended that Aldi construct a cycle path which connects the development with the existing cycle path under Tonkin Highway. 	<ul style="list-style-type: none"> The additional use of a shop would allow for any proposal which falls within the definition of a shop to be developed on the site, including a competitor to Aldi or hairdressing and beauty therapy services. The detailed design and negotiations of the scope of works would occur as part of the development application process.
4.	Comment	I am acting on behalf of a company or organisation, which has an interest in the area	<ul style="list-style-type: none"> DevelopmentWA does not have planning authority for the subject site and accordingly has no comment to make on the proposed scheme amendment. 	<ul style="list-style-type: none"> Noted.
5.	Comment	I am acting on behalf of a company or organisation, which has an interest in the area	<ul style="list-style-type: none"> Water Corporation has no objection to the proposed Amendment No. 95 to Town Planning Scheme No. 24. 	<ul style="list-style-type: none"> Noted.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
6.	Object	I am acting on behalf of a company or organisation, which has an interest in the area	<p><u>Separation Distances</u></p> <ul style="list-style-type: none"> Concerns raised in relation to having shop as a discretionary land use, as it would provide for a range of land uses that meet the shop definition, such as hairdressers, beauty salons and retailers. These sensitive land uses are incompatible with the surrounding existing industrial development and are more suitably located in established activity centres. Concerns that the amendment seeks to introduce a commercial land use into an existing industrial zoned area. The objectives of SPP4.1 are to protect existing industry from encroachment by incompatible land uses, avoid land use conflict, and promote compatible land uses in areas impacted by existing industrial activities. The inclusion of a commercial activity within the General Industry zone has the potential to compromise the functionality of existing nearby industrial activities, as well as resulting in adverse amenity impacts on the encroaching incompatible commercial land uses (and its visiting patrons) by way of air quality, noise, odour and other emissions. <p><u>Intrusion of Commercial Development</u></p> <ul style="list-style-type: none"> The amendment is considered to undermine both the Local and State Government strategic planning frameworks as it is not supported by the activity centres framework identified in State Planning Policy 4.2 – Activity Centres for Perth and Peel, and draft State Planning Policy 4.2 – Activity Centres with regard to out of centre development and supermarkets. The amendment will not support the future growth and consolidation of the designated Ashfield and Bassendean District Activity Centres, as identified within the Town of Bassendean draft Local Planning Scheme No. 11. The draft Scheme intends to increase the commercial floor space of these areas. 	<ul style="list-style-type: none"> The additional use of a shop would allow for any proposal which falls within the definition of a shop to be developed on the site, including hairdressing or beauty therapy services. Industrial land uses are required to be located a set buffer distance away from a sensitive land use. If a shop were to be developed on the subject site it may result in surrounding approved industrial businesses which are required to have a 300m to 1,000m buffer to be located within 100m of the sensitive land use. The development of a shop will have an adverse impact on the nature of the industrial area and the operation of the existing businesses. <ul style="list-style-type: none"> SPP4.2 outlines that a shop should only be located within the industrial area where it is providing a local convenience service for people employed in the area.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<p><u>Traffic Generation and Safety</u></p> <ul style="list-style-type: none"> Concerns raised in relation to the traffic generated by the amendment, as the Western Australian Planning Commission's Transport Impact Guidelines state that a shopping centre land use is considered to have ten times the impact than that of an industrial land use. It is considered that the proposal will result in a significant increase in the number of individual private vehicle trips to and from the site that is not supported by a transport impact assessment, travel plan or parking management plan, which does not comply with SPP4.2. Concerns have been raised regarding safety as a result of the increase in traffic and the potential for the development to have a significant detrimental impacts on the surrounding road network, which contradicts the principles of orderly and proper planning. 	<ul style="list-style-type: none"> SPP4.2 outlines that a shop land use is a high traffic generator. The extent of the increase in traffic which would be generated by a shop can only be determined once a proposal is established. It is noted that there is no supporting transport assessment to confirm the assumptions of the proposed scheme amendment. Detailed assessment of the traffic generated by a development would be assessed as part of any future development application and would require comments from Main Roads.
7.	Comment	I am acting on behalf of a company or organisation, which has an interest in the area	<ul style="list-style-type: none"> The PTA has no objections to the rezoning of this lot for an Aldi store. Route 55 operates on Katanning St from stops 15588 and 15589 which could provide staff and shoppers with a public transport option. Please note, there should be no expectation that service improvements to Route 55 will take place as a result of this development. If stops 15588 and 15589 are impacted, please contact the PTA. 	<ul style="list-style-type: none"> The detailed design and negotiations regarding works affecting any TPA infrastructure would occur as part of the development application process.
8.	Object	I am acting on behalf of a company or organisation, which has an interest in the area	<p><u>Intrusion of Commercial Development</u></p> <ul style="list-style-type: none"> The amendment represents a speculative haphazard proposal that seeks to capriciously diverge from well-established and accepted strategic planning principles. These principles seek to focus retail development within established activity centres where they offer the greatest community benefit whilst protecting scarce and 	<ul style="list-style-type: none"> SPP4.2 makes limited reference to industrial zones and only recommends the form of retail and commercial development within industrial zones. However, it is outlined that shop should only be located within the industrial area where it is providing a local convenience service for people employed in the area. The amendment

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<p>important industrial land from ad hoc encroachment by incompatible uses.</p> <ul style="list-style-type: none"> • Supermarkets typically serve the daily and/or weekly needs of the local community and its residents. It is considered more appropriate for such land uses to be located within close proximity to the residential catchments they seek to serve as opposed to being isolated from the majority of their customers in the General Industry zone. It is noted the majority of the land to the north of the subject site is appropriately set aside for industrial use. • It is clear that the location of the proposed retail development (Aldi Supermarket) is ad hoc and may set an undesirable precedent for the encroachment of other shop/retail type proposals within the municipality in to inappropriate locations, specifically the General Industry zone. 	<p>indicates that a much larger catchment is intended for the purpose of the proposed shop.</p>
			<p><u>Planning Framework</u></p> <ul style="list-style-type: none"> • The amendment in its present form has the potential to distort the local property market and undermine the efficacy of the City's Local Planning Framework in a disturbing and irreversible manner. 	<ul style="list-style-type: none"> • The amendment has been assessed against the Local and State Government planning framework.
			<p><u>Out of Centre Development</u></p> <ul style="list-style-type: none"> • The site is isolated from existing defined centres under the City's Local Planning Framework and is surrounded by other industrial and commercial buildings and businesses. These include but are not limited to manufacturing, warehouses, mechanics, showrooms, service stations and factory units. It would be fundamentally out of context for a shop to be developed on the subject site. The amendment should not be supported as it would contravene the principles of orderly and proper planning, given that it would be ad hoc in nature. • The amendment will facilitate the encroachment of retail uses within the industrial precinct, which directly contravenes the strategic planning intent of 	<ul style="list-style-type: none"> • SPP4.2 outlines that development of this nature which cannot be accommodated within, or adjacent to, activity centres should be restricted to being located within an established Mixed Business or equivalent zones with good access to public transport, rather than being dispersed.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<p>the WAPC's Economic and Employment Lands Strategy by reducing already scarce land that is available for industrial use within the Central Sub-Region.</p> <ul style="list-style-type: none"> Significant concerns raised due to the close proximity and overlapping catchment of the activity centres already identified within the strategic and statutory planning framework. The amendment will undermine the existing activity centres hierarchy and encourage ad hoc retail development outside an established activity centre, which is not in accordance with the policy objectives of both SPP4.2 and draft SPP4.2. The amendment should not be supported as it proposes out-of-centre development in a location that does not support the future growth of the surrounding activity centres of Bayswater, Bassendean and Ashfield, which will undermine the existing hierarchy of activity centres. <p><u>Separation Distances</u></p> <ul style="list-style-type: none"> A supermarket is considered to be a sensitive use under SPP4.1. It has the potential to impact on the current and future use of the surrounding industrial land which is contrary to orderly and proper planning. The amendment is inconsistent with the objectives of draft SPP4.1, EELS and the City's draft LPS, which are to - <i>protect industrial land from sensitive land uses</i> and to <i>retain existing industrial areas as a primary employment node</i>. This view is further reinforced by the future reductions of industrial zoned land that will occur as a result of the implementation of the Morley Station Concept Master Plan and draft SPP4.1. 	<ul style="list-style-type: none"> The additional use of a shop would allow for any proposal which falls within the definition of a shop to be developed on the site, including hairdressing or beauty therapy services. Industrial land uses are required to be located a set buffer distance away from a sensitive land use. If a shop were to be developed on the subject site it may result in surrounding approved industrial businesses which are required to have a 300m to 1,000m buffer to be located within 100m of the sensitive land use. The development of a shop will have an adverse impact on the nature of the industrial area and the operation of the existing businesses.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<p><u>Traffic Generation and Safety</u></p> <ul style="list-style-type: none"> There are concerns that the amendment will result in a significant increase in number of individual private vehicle trips to and from the site. It is considered that access to the site is unlikely to be by public transport as patrons would be likely to require multiple public transport trips to access the site. The proposal is also not supported by a travel plan and/or parking management plan, which is required for supermarkets under draft SPP4.2. <p><u>Retail Sustainability Assessment</u></p> <ul style="list-style-type: none"> The conclusions of the Retail Sustainability Assessment raise several points of contention; being the calculation of trade area, estimated annual turnover, impact and net community benefit. It is considered that the expanse of the proposed trade area for the proposed development is likely overstated thereby possibly resulting in an overestimation of the trade area population and subsequently the available retail spend, which, in turn, is used to compute the relative 'need' for additional supermarket floorspace in this area. The on-going benefits presented by an industrial use, significantly outweigh the benefits generated by the proposed shop land use in terms of both total employment and wider local economic benefits. The Retail Sustainability Assessment uses a 'rule of thumb' approach to estimate the potential market share captured by the proposed development. 	<ul style="list-style-type: none"> SPP4.2 outlines that a shop land use is a high traffic generator. The extent of the increase in traffic which would be generated by a shop can only be determined once a proposal is established. It is noted that there is no supporting transport assessment to confirm the assumptions of the proposed scheme amendment. Detailed assessment of the traffic generated by a development would be assessed as part of any future development application and would require comments from Main Roads. <ul style="list-style-type: none"> The trade area appears to incorporate areas which are already well serviced by alternative supermarket locations. The alternative locations within the surrounding area form part of designated activity centres that comprise larger shops and are accessible. It is considered that the proximity to the alternate locations reduces the need for the proposed shop land use within this area.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<p>There is a concern that the productivity estimate has been overestimated. It is recommended that the assumptions are revised and gravity modelling is undertaken.</p>	
			<p><u>Economic Impact Assessment</u></p> <ul style="list-style-type: none"> An economic impact assessment has been undertaken and it has concluded that the proposed amendment to allow a shop land use on the subject site will not result in a 'net community benefit'. In fact, it would represent a loss of benefits when compared to the potential represented by an industrial land use. It is considered that the ongoing benefits presented by an industrial land use significantly outweigh the benefits generated by the proposed retail land use, both in terms of employment and wider economic benefits, as represented by wages, salaries and value added. 	<ul style="list-style-type: none"> Noted.
9.	Comment	I am acting on behalf of a company or organisation, which has an interest in the area	<ul style="list-style-type: none"> Main roads has no comments on the proposed amendment. Main roads requests a copy of the City's final determination on this proposal. 	<ul style="list-style-type: none"> Noted.

No.	Support / Object / Comment	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
10.	Object	I am a private citizen who has an interest in the area	<p><u>Traffic Generation and Safety</u></p> <ul style="list-style-type: none"> Concerns raised regarding safety due to the location of the development along Guildford Road, and its proximity to three sets of traffic lights. Concerns raised that the amendment and subsequent development will result traffic jams and bottlenecks from the increased traffic it will generate. Further consideration should be given to the impact the development will have on: <ul style="list-style-type: none"> The Cresco's railway crossing; The traffic entering onto Guildford Road, East and West; Guildford Road traffic going into Perth City (heading west); Traffic heading east wishing to turn right into Aldi; The impact that the development will have on the already a large volume of vehicles in the morning and afternoon peak periods; and The impact the development will have on accessing the Tonkin Highway Northbound on-ramp via Guildford Road. The impact that the amendment and subsequent development will have on the road network needs more serious research to be undertaken, to ensure that any development is done properly. It is recommended that the development be located on an alternate site which does not result in putting additional traffic pressure on the Guildford Road interchanges. 	<ul style="list-style-type: none"> SPP4.2 outlines that a shop land use is a high traffic generator. The extent of the increase in traffic which would be generate by a shop can only be determined once a proposal is established. It is noted that there is no supporting transport assessment to confirm the assumptions of the proposed scheme amendment. Detailed assessment of the traffic generated by a development would be assessed as part of any future development application. As Guildford Road is a Primary Regional Road under the Metropolitan Region Scheme, a development application for a shop would require referral to Main Roads for comment.

10.4.2 Proposed Single Storey Single House, including Street Tree Removal - Lot 44, 34A Arundel Street, Bayswater

Applicant/Proponent:	Aveling Homes
Owner:	Glen Garner and Sally Garner
Responsible Branch:	Development Approvals Development and Place
Responsible Directorate:	Community and Development Community and Development
Authority/Discretion:	Quasi-Judicial
Voting Requirement:	Simple Majority Required
Attachments:	1. Development Plans [10.4.2.1 - 3 pages] 2. CONFIDENTIAL REDACTED - Confidential 34a Arundel [10.4.2.2 - 1 page]
Refer:	N/A

Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA): Personal affairs of any person

SUMMARY

A planning application has been received for a proposed single-storey single house at Lot 44, 34A Arundel Street, Bayswater. Given the proposed development includes the removal of the adjacent southernmost street verge tree and in view of Council's interest regarding street tree removal, the application is referred to Council for determination. The proposal is supported by officers subject to conditions since vehicular access cannot be provided to the proposed single house without the removal of the southernmost street verge tree.

OFFICER'S RECOMMENDATION

That Council grants planning approval for the proposed single storey single house at Lot 44, 34A Arundel Street, Bayswater in accordance with the planning application and plans dated 8 November 2021, 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. The street verge tree situated on the southern-most side of the verge, adjoining the subject property may be removed to provide vehicular access to the proposed dwelling, and the street verge tree removal is to be to the satisfaction of the City of Bayswater. The owner/applicant is responsible for engaging a qualified contractor, the cost of removing the tree and any claims that may arise from the removal of the tree.
3. Prior to the removal of the street verge tree situated on the southern-most side of the verge adjoining the subject property, the owner/applicant is to pay the City of Bayswater the amount of \$1,512 as determined by the Helliwell Assessment undertaken by the City to compensate for the loss of amenity value provided by the tree.
4. All other street tree(s) within the verge adjacent to the subject property are to be retained and shall have measures consistent with AS4970-2009 undertaken to ensure its 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).
5. In the event the northern-most street verge tree required to be retained adjacent to the subject site is damaged, removed or suffers irreversible effects to its health during development and within the first two years after completion of development, the landowner will be liable to pay for the amenity (Helliwell) valuation, plus the cost of removing the existing tree if required, the cost of a City provided replacement tree(s) of a species to the satisfaction of the City of Bayswater and three years maintenance.
 6. Retaining walls on lot boundaries exceeding 500mm in height (above natural ground level) are to be designed by a suitably qualified practising engineer, to the satisfaction of the City of Bayswater.
 7. A 1.8m high screen/dividing fence shall be erected above any retaining walls 0.5m or higher above the natural ground level, behind the primary street setback and adjacent to a lot boundary.
 8. The approved boundary wall and footings abutting the southern boundary must be constructed wholly within the subject allotment. The external surface of the parapet/boundary wall shall be finished to a professional standard, to the satisfaction of the City of Bayswater.
 9. The proposed driveway being constructed with brick paving or concrete and drainage/soak wells to be provided to the satisfaction of the City of Bayswater.
 10. All vehicle crossings being upgraded and constructed to the satisfaction of the City of Bayswater.
 11. All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater.
 12. 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.

Advice Notes:

1. Vehicle crossover shall be designed and constructed in accordance with the City's specifications for crossovers. Applicants/owners are advised to contact the City's Engineering Services in regard to the crossover requirements, crossover application process and eligibility for the City's crossover subsidy.
2. To activate the planning approval, the development subject of this approval must be substantially commenced within a period of four years of the date of this approval

notice. If the development is not substantially commenced within four 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 shall be carried out without the further approval of the City having first been sought and obtained.

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. The approval does not authorise any interference with dividing fences, nor entry onto neighbouring land. Accordingly, should the applicant/owner wish to remove or replace any portion of a dividing fence, or enter onto neighbouring land, the applicant/landowner must first come to a satisfactory arrangement with the adjoining property owner. Please refer to the *Dividing Fences Act 1961*.
5. 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.

BACKGROUND

Application Number:	DA21-0634
Address:	34A Arundel Street, Bayswater
Town Planning Scheme Zoning:	Residential R25
Use Class:	Single House
Lot Area:	375m ²
Existing Land Use:	Vacant
Surrounding Land Use:	Single Houses and Grouped Dwellings
Proposed Development:	Single Storey Single House

A planning application dated 21 October 2021 and received on 8 November 2021 has been received for a proposed single storey single house at Lot 44, 34A Arundel Street, Bayswater (refer to **Attachment 1**). The proposal includes the proposed removal of the adjacent southernmost street verge tree in order to provide vehicle access to the proposed single house because no other viable option exists to provide vehicular access to the dwelling given there are three verge trees adjacent to the subject lot. The proposal also includes variations to the Residential Design Codes (R-Codes) as outlined below, however the primary issue is the proposed street verge tree removal.



EXTERNAL CONSULTATION

The City undertook public consultation of the proposed street verge tree removal and variations to the R-Codes to landowners and occupiers located within a 50m radius of the subject site for a period of 14 days. One comment of objection was received from an adjoining owner.

Issue	Nature of Concern	Applicant Response	Officer Comment
Privacy	<p><i>"It is noted that 3 of the windows are facing North East not North; the rear kitchen window, (that is facing North West). These are full size window and the block has been elevated (R-Codes Vol. 1 5.3.7 Site Works: Site works – 0.9m- 1.4m fill within street setback in lieu of 0.5m), as such I feel all of these variations will be impending directly on privacy.</i></p> <p><i>Request amendments to the following windows to maintain privacy.</i></p> <ol style="list-style-type: none"> <i>1. Changing the North West facing kitchen window to a Clerestory window</i> <i>2. Changing the North East Living Room and Kitchen Windows to Clerestory windows."</i> 	<p><i>"The NE Kitchen window has been nominated with obscure glazing which provides adequate visual privacy protection to neighbouring properties. The NW kitchen window is a mid-light window with a window head height of 1.6m from our proposed GL. The neighbouring property NGL is approx. 1m higher which would place the kitchen mid-light window head height 700mm above the neighbouring NGL. The placement of this window in relation to the neighbouring NGL would not assist in any overlooking and the added requirements for a 1.8m high solid fence would clearly promote privacy between adjoining neighbours.</i></p> <p><i>The NE Living room window has adequate visual privacy through solid 1.8m high fencing. The placement of the openings provides substantial gain to the dwellings solar access and necessitates in good visual surveillance over</i></p>	<p>The proposed privacy variations are supportable given the subject windows overlook the driveway and front setback area of the adjoining property which are already viewable from the street.</p>

		<p><i>the courtyard and the public domain.</i></p> <p><i>The NE living window largely overlooks an existing driveway or public roadway which are areas of little detriment to the neighbouring day to day private activities.</i></p> <p><i>The neighbours concern of ‘when they ultimately build a new dwelling [could] impact their alfresco’ should be analysed on the merit that any living/ outdoor area in this location, on the neighbouring property, would have a southern aspect and as such seems counter intuitive when providing good solar passive principals.”</i></p>	
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OFFICER'S COMMENTS

Key Scheme Provisions	Required	Provided	Assessment
Minimum Setbacks:			
Front	2.5m	3.141m- 4.5m	Compliant
Side [South]	Nil	Nil	Compliant
[South]	1.5m	2.3m	Compliant
Side [North]	1m	1.1m	Compliant
[North]	2.4m	1.5m	Variation
Rear	1m	1.1m	Compliant
	1.5m	1.7m	Compliant
Boundary Wall:			
Maximum Wall Height - Side [Southern]	3.5m	3.2m	Compliant
Maximum Wall Length -	9m or 1/3	6.99m	Compliant

Side [Southern]			
Maximum Building Height:			
Wall Height	7.0m	2.6m	Compliant
Roof Pitch Height	10m	5.6m	Compliant
Minimum Open Space	50% 187.5m ²	or 47.15% 176.9m ²	or Variation
Minimum Parking	2 car bays	2 car bays	Compliant
Minimum Visual Privacy Setback	7.5m	1.748m (Alfresco – north)	Variation
Minimum Trees	1 standard tree with tree growth zone radius of 2m	1 standard tree with a radius of 2m in the street setback	Compliant
Maximum Site Works	0.5m (max. site works - fill)	1.4m (max. site works - fill)	Variation

Street Verge Tree Removal

There are three street trees within the verge adjoining the subject property. The southern-most (left-hand side) verge tree (*Jacaranda* species – *Jacaranda Mimosifolia*) is impacted by the proposed vehicle access to the proposed development, and is proposed to be removed accordingly. The tree has been assessed by the City's Arborist as being approximately less than 40 years old, standing at a height of 7m with a canopy cover of about 30m². The recommendation is that ideally the tree would be managed to maximise useful lifespan.

The existing middle tree along the verge is proposed to remain as part of the proposal, however its species a "*Pepper tree*" is considered to be an "*undesirable tree species*" and can be removed under broader tree management principles which include those trees which are considered dead, diseased, dying, noxious/weeds or other hazardous.

The northern-most street (right-hand side) verge tree (*Eucalyptus Caesia*) at a height of 5.2m, canopy spread of 6.92m and of a mature age, was assessed as not meeting the requirements to be removed as per the City's *Trees on Private Land and Street Verges Policy* and the *Urban Trees Policy*. Therefore it would be required to be retained. On this basis the location of the northern-most street verge tree would not enable the design to be flipped.

The City's *Trees on Private Land and Street Verges Policy* and the *Urban Trees Policy* specify that street verge trees are to be retained, unless in the opinion of the City of Bayswater the development meets the following criteria:

- (a) *The tree is dead;*
- (b) *Where an unacceptable level of risk exists within the tree's structure and remedial techniques cannot rectify;*
- (c) *The tree is suffering from a disease where remedial techniques will not prevent further spread of the disease, and the removal will be of benefit to other trees around it;*
- (d) *The tree is causing significant damage to infrastructure and suitable documented evidence is provided by a suitably qualified practising arborist, at the expense of the applicant; and/or*
- (e) *To facilitate the placement of a permanent vehicle access crossing as a last resort, where there is no other viable option.*

It is considered that whilst there may be the opportunity to remove the middle “Pepper Tree”, this would only facilitate vehicle access and a garage to be placed in the middle of the lot which the applicant has advised would compromise the layout and appearance of the dwelling with a garage and hardstand dominating the frontage. The placement of a crossover adjacent to the southern boundary and in the location of the southernmost street verge tree is considered the only viable option to provide access to the proposed grouped dwelling and accordingly it is considered the proposed street verge tree removal would meet criterion (e) above.

A Helliwell Assessment has been carried out in accordance with the requirements of the *Trees on Private Land and Street Verges Policy* which amounts to \$1,512 for the amenity value of the street verge tree.

Lot Boundary Setbacks

The proposed total length of wall (alfresco – kitchen) has a lot boundary setback of 1.5m in lieu of 2.4m. The proposed section of wall will abut the driveway of the adjoining northern property and will not unduly impact the provision of sunlight, ventilation or overshadowing, and is supported accordingly.

Open Space

The proposed single house has a variation of 10.6m² or 2.85% to the permitted 50% or 187.5m² open space required as per the R-Codes. Despite the variation, the plans demonstrate a functional area of outdoor living area with a covered alfresco area adjoining which is situated to provide access to northern light. This area also provides the opportunity for the required tree on the property. The subject property is located within 300m of Toowong Reserve which provides passive and active recreational opportunities. In light of the above, this variation is supported.

Visual Privacy

The proposed alfresco area located at the north-eastern end of the front of the property is raised greater than 0.5m above natural ground level and has a cone of vision privacy setback of 1.7m in lieu of 7.5m to the adjoining northern property. The proposed alfresco area abuts an existing driveway and open street setback area of the adjoining property to the north. Given the area of the adjoining property is open to the street there are considered to be no undue privacy impacts. Notwithstanding, boundary fencing will also increase the separation between the properties.

Site Works

The proposal includes between 0.9m and 1.4m high retaining and site works within the street setback area. The site rises from the front to the rear by 1.47m and as such the location of the dwelling has incorporated both cut to the rear and fill to the front to facilitate a mainly level dwelling. The maximum height of fill and retaining provided within the street setback area is to the north-east corner of the site within the alfresco area. The remaining street setback area steps down to a maximum fill of 0.4m to limit the impact on the existing streetscape. The existing streetscape consists of a lack of clear established streetscape with a number of street facades consisting of retaining and secondary street fencing given the presence of two corner sites.

In light of the above, this variation is supported.

LEGISLATIVE COMPLIANCE

- City of Bayswater Town Planning Scheme No. 24;
- City of Bayswater Trees on Private Land and Street Verges Policy; and
- State Planning Policy 7.3 Residential Design Codes.

OPTIONS

The following options are available to Council:

1. Council approves the development application in accordance with the Officer's Recommendation. The risks associated with this option is considered to be reduced due to the reasons given for the Officer's Recommendation.
2. Council approves the development application subject to deleted or alternate condition(s). The risks associated with this option is considered dependent on the reasons given for the deleted/alternate condition(s) and the nature of the deleted/alternate condition(s).
3. Council refuses the development application. The risks associated with this option is considered dependent on the reasons given for the application to be refused.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Environment and Liveability

Goal E2: Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy.

The development is of a contemporary design that will make a positive contribution to the streetscape.

CONCLUSION

In light of the above assessment of the proposal, the application is recommended for approval subject to the proposed conditions.

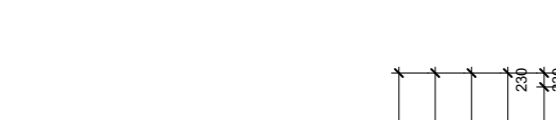


CONTRACT PLANS

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NOTE:
NO NOISE ATTENUATION REQUIREMENTS REQUIRED AS PER ACOUSTIC REPORT DATED 27/08/21 BY LLOYD GEORGE ACOUSTICS CONSULTANTS

DIRECTION OF NOISE CORRIDOR (MIDLAND RAILWAYLINE, WHATLEY CRES)



(U.N.O.) UNLESS NOTED OTHERWISE ON PLAN THE FOLLOWING SHALL APPLY:

BRICKLAYER NOTE

6mm RODS & 3" OF LONGREACH BRICK TO TOP OF INTERNAL WALLS BETWEEN Z-Z.

EXTENT OF RENDER BETWEEN R-R.

REFER TO CONSTRUCTION DETAIL SHEET & ENGINEER CERTIFIED DETAILS

REFER TO ENGINEERS TIE DOWN DETAILS

ROOF CARPENTER NOTE

REFER TO ENGINEERS TIE DOWN DETAILS

REFER TO BUILDERS ROOF CARPENTER SPECIFICATION.

FIXING CARPENTER NOTE

PROVIDE GALLONS BRACKET SUPPORT TO SHELVES OVER 1800mm LONG (MAX. 1800mm)

ALL SHELVES 450 DEEP (U.N.O.)

HANG RAIL CENTRE TO BE 250mm OFF WALL/ BACK OF SHELF.

WIR/ROBE: SHELF & RAIL AT 1800mm A.F.L.

PANTRY: 4 SHELVES TOP SHELF AT 1800mm A.F.L. BOTTOM SHELF AT 600mm A.F.L. EQ. SPACE SHELVES BETWEEN

LINEN: 4 SHELVES TOP SHELF AT 1800mm A.F.L. EQ. SPACE ALL SHELVES TO F.F.L.

BROOM: 1x SHELF AT 1800mm A.F.L.

PROVIDE DRAFTPROOF SEAL TO ENTRY, GARAGE/ENTRY & LAUNDRY EXTERNAL DOORS WHERE APPLICABLE

TOWEL RAILS FIXED AT 1100mm A.F.L.

CLIENT NOTE

NOTED DIMENSIONS WILL TAKE PREFERENCE TO SCALE.

DIMENSIONS SHOWN ON PLANS ARE TO BRICKWORK. INTERNAL SPACES WILL ALTER IN SIZE TO ACCOMMODATE WALL FINISHES

HIFLEX TO ALL EXTERNAL CEILINGS & EAVE LININGS U.N.O.

NUMBER AND SPACING OF RAIN WATER PIPES IS APPROXIMATE & GOVERNED BY ROOF STRUCTURE & AT THE PLUMBERS DISCRETION.

ALL STRUCTURAL BEAMS IN ACCORDANCE WITH THE ENGINEERS SIGNED DETAILS AND SPECIFICATIONS

LEGEND:

RL	REDUCED LEVEL
FFL	FINISHED FLOOR LEVEL
AF	ABOVE FLOOR LEVEL
NGL	NATURAL GROUND LEVEL
GF	GROUND FLOOR
FF	FIRST FLOOR
FL	SECOND FLOOR
CL	CEILING LEVEL
PD	PLUMBING DUCT
WP	WALL PLATE
AF	ALUMINIUM FRAME
MF	METAL FRAME
TF	TIMBER FRAME
CSD	CAVITY SLIDING DOOR
PL	PRIVACY LOCK
OBS	OBSCURE GLASS
DS	DOUBLE GLAZING
DR	DOUBLE REBATE
GB	GLAZING BARS
PB	PLASTERBOARD
FC	FIBRE CEMENT
SC	SKIM COAT (PLASTER)
PF	PAINT FINISH
PPR	PAINT FINISH RENDER
AT	ACRYLIC TEXTURE
EPS	EXPANDED POLYSTYRENE
DP	DOWNPIPE
SPRDR	SPREADER
RWH	RAIN WATER HEAD
NTB	NOT TO BOND
FW	FLOOR WASTE

ID	FLOOR PLAN	M²	PERIM.
01	PROPOSED RESIDENCE	159.75	60.56
02	GARAGE	38.54	25.96
03	ALFRESCO	18.75	19.28
		217.04 m²	105.80 m
ID	ROOF	M²	PERIM.
GF	ROOF AREA GF	240.48	71.12

ENERGY EFFICIENCY 6 STAR REQUIREMENTS

CAVITY WALL INSULATION: **YES**

(Extent between markers X-X)

LIVING CEILING INSULATION: **R4.1**

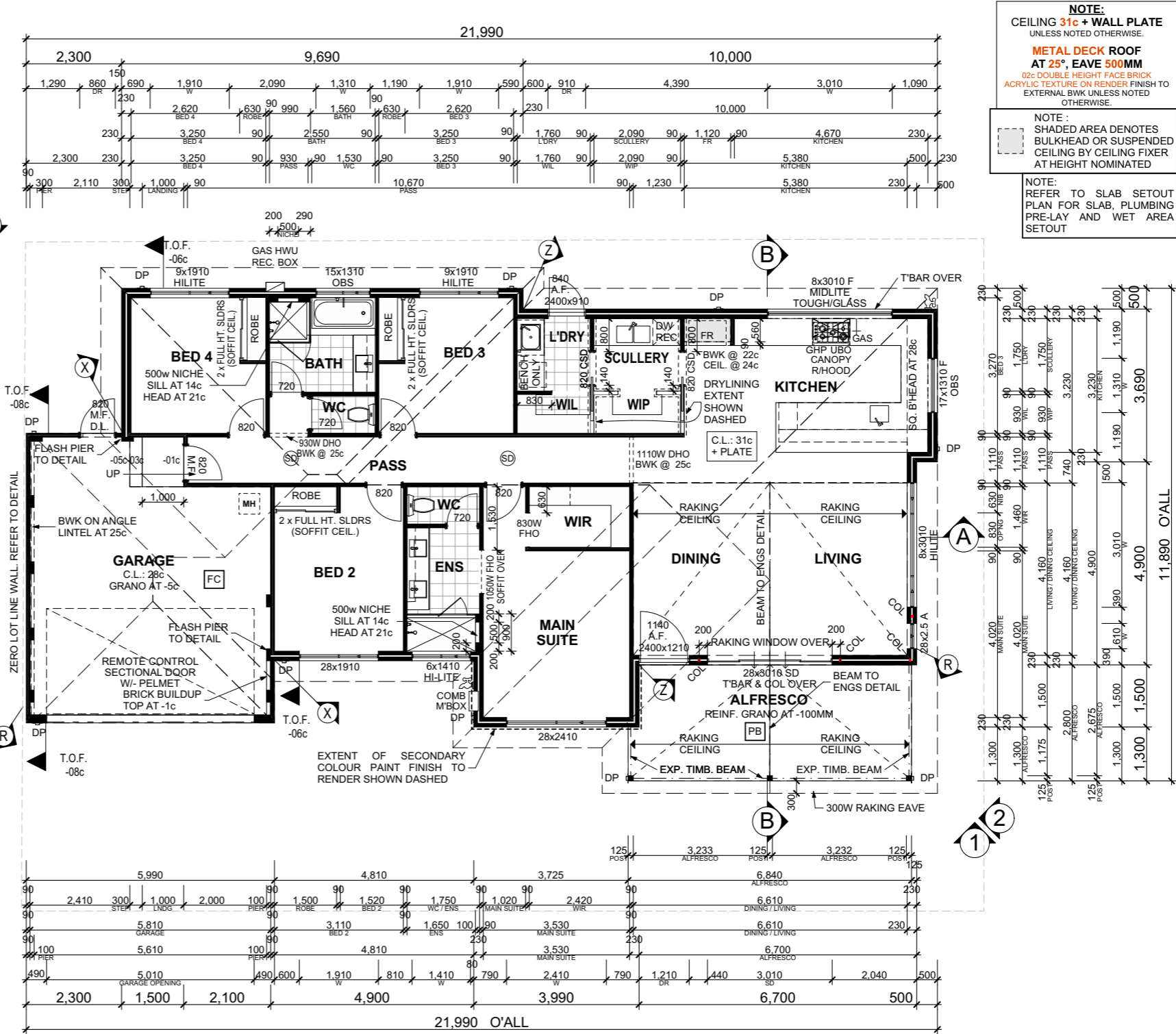
GARAGE CEILING INSULATION: **R4.1**

ROOF INSULATION: **Anticon to raking section only**

DESIGN CHANGES: **NIL**

WINDOW GLAZING: **SINGLE CLEAR**

ENERGY RATING COMPLETE: YES



NOTE:
CEILING **31c** + WALL PLATE UNLESS NOTED OTHERWISE.

METAL DECK ROOF AT 25°, EAVE 500MM

02c DOUBLE HEIGHT FACE BRICK ACRYLIC TEXTURE ON RENDER FINISH TO EXTERNAL BWK UNLESS NOTED OTHERWISE.

NOTE:
SHADED AREA DENOTES BULKHEAD OR SUSPENDED CEILING BY CEILING FIXER AT HEIGHT NOMINATED

NOTE:
REFER TO SLAB SETOUT PLAN FOR SLAB, PLUMBING PRE-LAY AND WET AREA SETOUT

AVELING HOMES™

BUILDING CONTRACTOR N° 12788
Level 1, 42 Cedric Street, Stirling WA 6021
Phone (08) 6144 1000 Fax (08) 6144 1004
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Drwg: **FLOOR PLAN**

Client: **GARNER**

Site: **LOT 44 (#34A) ARUNDEL STREET, BAYSWATER**

Map Ref: StreetSmart® - 344 A5

CONTRACTS	CUSTOM
OWNER..... DATE.....	Rev: 01 07/09/21
OWNER..... DATE.....	Amendment: PRECON VO DATED 01/09/2021 - 2c External BWK
BUILDER..... DATE.....	02 03 04 05 06 07

Local Authority: **BAYSWATER**

Job No: **13 217**

Date Dm: **05/08/21**

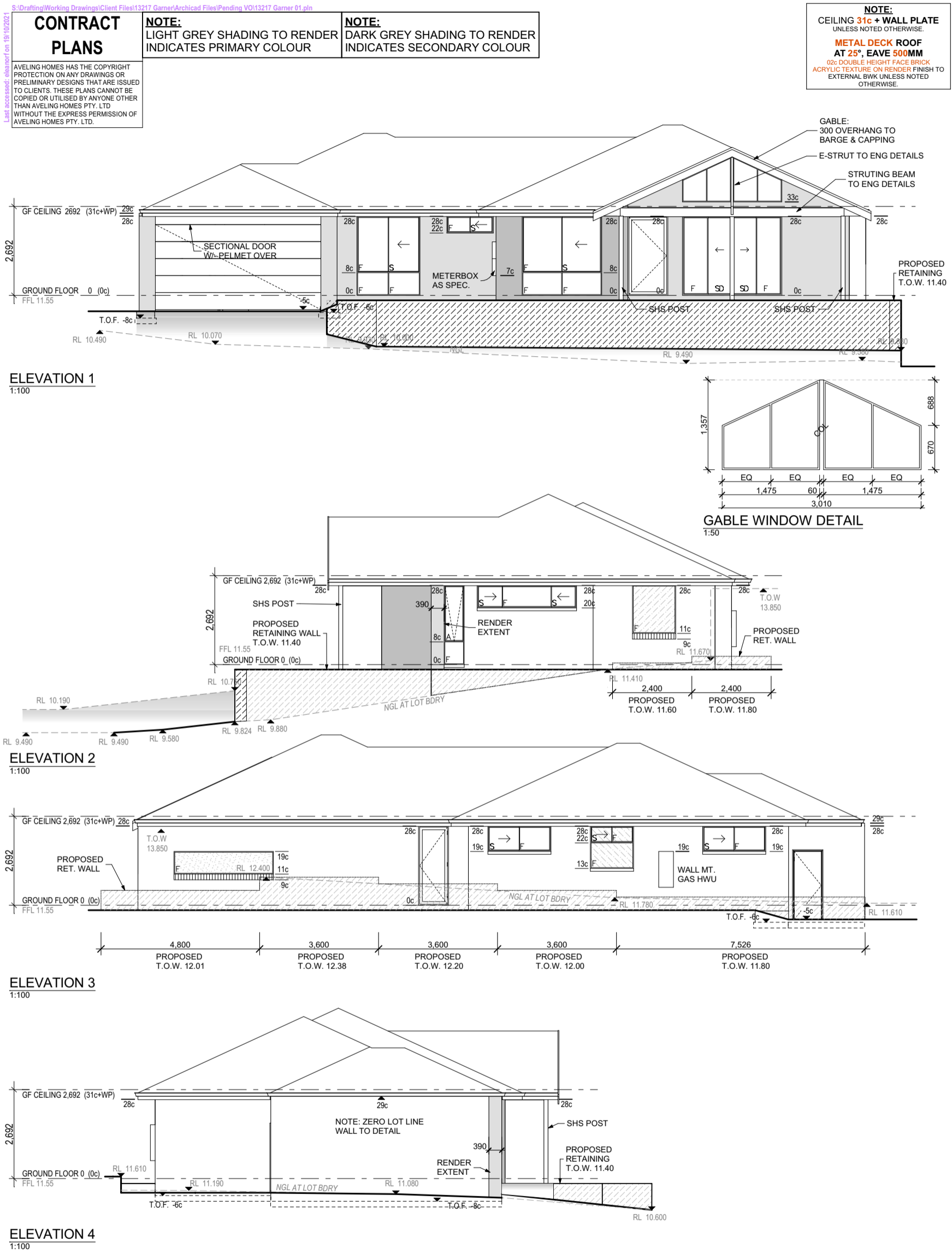
Dm By: **IC**


Check: **SIM**

Sales: **DG**

Scale: **1:100**

Sheet #02 Rev: **01**



 <p>AVELING HOMES™ BUILDING CONTRACTOR N° 12788 Level 1, 42 Cedric Street, Stirling WA 6021 Phone (08) 6144 1000 Fax (08) 6144 1004 © Copyright 2021 AVELING HOMES</p>	Drwg: ELEVATIONS	CONTRACTS		CUSTOM		Local Authority: BAYSWATER	Job No: 13 217
	Client: GARNER	OWNER..... DATE.....		Rev: 01	Date: 07/09/21	Amendment:	Date Dm: 05/08/21
	Site: LOT 44 (#34A) ARUNDEL STREET, BAYSWATER	OWNER..... DATE.....		02		PRECON VO DATED 01/09/2021 - 2c External BWK	Dm By: IC
	Map Ref: StreetSmart® - 344 A5	BUILDER..... DATE.....		03			Check: SIM
				04			Sales: DG
				05			Scale: 1:100, 1:50
				06			Sheet # 03 Rev: 01
				07			

10.4.3 Proposed Event Permit for Peninsula Farm - Reserve 35112, 2C Johnson Road, Maylands

Applicant/Proponent:	National Trust of Australia WA
Owner:	State of WA (Vested with the National Trust of Australia WA)
Responsible Branch:	Development and Place
Responsible Directorate:	Community and Development
Authority/Discretion:	Review
Voting Requirement:	Simple Majority Required
Attachments:	<ol style="list-style-type: none"> 1. Attachment 1 - Original Site Plan [10.4.3.1 - 2 pages] 2. Attachment 2 - Updated Site Plan [10.4.3.2 - 1 page] 3. Attachment 3 - Overflow Parking Area Diagram [10.4.3.3 - 1 page] 4. Attachment 4 - Updated Application Background Document [10.4.3.4 - 3 pages] 5. Attachment 5 - National Trust Venue Hire Terms and Conditions [10.4.3.5 - 5 pages] 6. CONFIDENTIAL REDACTED - Attachment 6 - Submission Location Map (Confidential) [10.4.3.6 - 1 page]
Refer:	N/A

Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA) – personal affairs of any person

SUMMARY

The City has received a referral from the Department of Biodiversity, Conservation and Attractions (DBCA) for a proposed two-year event permit at Peninsula Farm located at 2C Johnson Road, Maylands. The event application submitted by the National Trust proposes that the Peninsula Farm site continue to be used for annual community events such as the ANZAC Day sunset service, Christmas Carols and Easter Family Day along with community-based education and public programs. The application also proposes that Peninsula Farm be used as a venue for corporate/private functions such as weddings and birthday parties. The DBCA is the final decision maker with respect to this application as the subject site is located within the Swan-Canning River Development Control Area.

The application is being referred to Council as 22 submissions were received in objection to the proposal during the public consultation period.

OFFICER'S RECOMMENDATION

That Council advises the Department of Biodiversity, Conservation and Attractions that the City of Bayswater supports the proposed two-year event permit at Peninsula Farm located at Reserve 35112, 2C Johnson Road, Maylands in accordance with the referral dated 23 September 2021, subject to the following conditions:

1. The two-year event permit be restricted to a maximum of four community events per calendar year being the Easter Family Day, ANZAC Day sunset service, Humanities and Social Sciences week and Christmas Carols. A maximum of 350 people are permitted to attend each of these four events at any one time.
2. The Peninsula Farm is not used for commercial events such as weddings and birthday parties.
3. Any temporary structures including any temporary toilets are to be wholly contained within the lot boundaries of the Peninsula Farm site, and are to be located a suitable

distance from residential dwellings in a location where they will not obstruct view corridors between nearby dwellings and the Swan River. Temporary structures are not permitted to be erected earlier than 48 hours prior to an event and are to be removed within 24 hours after an event concludes.

4. Events, including event preparation/packing up are to operate in accordance with the *Environmental Protection (Noise) Regulations 1997* at all times.
5. Overflow vehicle parking for events is not permitted to occur within the Peninsula Farm site boundaries.
6. Any lighting used for events is to be baffled and directed away from residential dwellings to the satisfaction of the City of Bayswater.

Advice Notes:

1. In relation to Condition 5, the applicant is required to submit to, and to the satisfaction of the City of Bayswater an application for an appropriate City of Bayswater Permit and traffic management plan to use Tranby Reserve for overflow parking associated with approved events.
2. It is recommended that the applicant prioritise their plans to install future additional toilet facilities within the site prior to any additional events being considered at the site.
3. Should any additional event approvals be sought from the Department of Biodiversity, Conservation and Attractions (DBCA), the applicant is advised that their application is to address potential environmental and amenity impacts including but not limited to noise, odour, lighting, erosion, parking, traffic and waste management.
4. In relation to Condition 6, the DBCA is requested to assess any proposed impacts from lighting on flora and fauna.

BACKGROUND

Application Number:	DBCA Permit 2021/2377
Address:	Reserve 35112, 2C Johnson Road, Maylands
Town Planning Scheme Zoning:	Parks and Recreation under the Metropolitan Region Scheme
Use Class:	N/A
Lot Area:	5,719m ²
Existing Land Use:	Museum, Restaurant and Parks and Recreation
Surrounding Land Use:	Parks and Recreation and Residential Dwellings
Proposal:	Two-Year Event Permit

The National Trust is seeking a permit approval from the Department of Biodiversity, Conservation and Attractions (DBCA) to continue undertaking events at Peninsula Farm located at 2C Johnson Road, Maylands which is a heritage place listed on both the State Heritage Register and the City's Heritage List (Category 1). The proposed events include the following:

- Annual public events such as ANZAC Day sunset service, Christmas Carols and Easter Family Day;
- Community-based education and public programs; and
- Venue hire for corporate/private functions such as weddings and birthday parties.

As the Peninsula Farm site is located within the Swan-Canning River Development Control Area, the City's Town Planning Scheme 24 does not apply to the site. Instead applicants must seek approval from the DBCA under the *Swan and Canning Rivers Management Regulations 2007* for any events or development proposals which involves referral to the City for comment. Should the

DBCA approve an event, the applicant may also be required to seek an events approval from the City depending on the size of the event. The City's events permit process assesses matters such as parking, traffic management, noise and food licences.

The approval process for an event in the Swan-Canning River Development Control Area may require two separate permits, one from DBCA and one from the City. The circumstances in which an event permit is required to be sought from DBCA under the *Swan and Canning Rivers Management Regulations 2007* is summarised as follows:

- All commercial events require approval from DBCA; and
- Any events that propose temporary structures such as portable toilets requires approval from DBCA.

The circumstances in which an event permit is required to be sought from the City under the *Health Act 1911* is summarised as follows:

- Moderate to high-risk events require approval from the City (includes events with 100 people or more and also includes events that require additional toilets).

Therefore there may be events (such as weddings with less than 100 people) which require a permit from DBCA but do not require a permit from the City.

The City received a referral request from the DBCA for the application on 23 September 2021 and has granted the City an extension of time until 27 January 2022 to provide a response. The extension was granted to allow time for the City to undertake community consultation and to refer the application to Council for consideration.

In 2009, the DBCA granted a 10-year event permit to the National Trust to host community events including the ANZAC Day and Carols by Candlelight events. However, this permit was restricted to community events only and did not include commercial events. This permit expired in 2019 and the National Trust has been applying for individual event permits through the DBCA since then. In order to streamline the approval process for events, the National Trust is now seeking a two-year event permit that includes both community and commercial events.

The planning approval granted by DBCA in 2009 does not permit the existing tea rooms to be used as a function venue, therefore all events are proposed to be outdoors on the lawn areas and temporary structures such as a stage, marquees and temporary toilets will be brought to the site if required for the event. There is no parking on site and the proposal states that they intend to utilise nearby public car parking facilities at Tranby Reserve which is under the management of the City.

The application is being referred to Council as 22 submissions were received during the public consultation period objecting to the proposal.



EXTERNAL CONSULTATION

The City sought comment for the proposal from the owners and occupiers of nearby affected properties for a period of 14 days. At the completion of the advertising period, 22 objections were received. A summary of the submissions received is provided in the table below.

ISSUE	NATURE OF CONCERN	APPLICANT RESPONSE	OFFICER COMMENT
Location of toilets and other temporary structures	<p>Many submissions raised concerns that the temporary toilets are located in close proximity to residential dwellings and block views to the river and that an alternative location should be found.</p> <p>Concerns were raised about the duration of time that temporary toilets are onsite will increase if there are more events.</p> <p>Submitters suggested that the current application should not proceed unless permanent toilets are built. In the meantime events should be restricted to small scale events only which do not require temporary toilets.</p> <p>Submitters suggested that the stage and marquees should be located away from public footpaths.</p>	<p><i>"It may be possible to relocate the toilets. A space on City land might be the most appropriate". And high quality hire companies used. It is the responsibility of the hire company if there is an issue."</i></p> <p><i>"There was a long period of time for the theatre production but for our low-key one-off events the toilets generally only stay overnight".</i></p> <p><i>"This is not the sort of events that are part of the current request."</i></p> <p>No response provided.</p>	Refer to 'Officer's Comments' below.
Noise	<p>Noise was identified a significant concern in the submissions received, including:</p> <ul style="list-style-type: none"> • Music; • amplified speakers; • generators; 	<p><i>"We have had amplified music for our Christmas carols for many years and there has never been a complaint. We advise any commercial hirers that the maximum</i></p>	Refer to 'Officer's Comments' below.

	<ul style="list-style-type: none"> cars arriving/ departing; car doors slamming; Rowdy behaviour; People talking; Delivery vehicle noise; Noise associated with cleaning/packing up (glass bottles in bins, stacking chairs etc). <p>Submitters requested that noise levels at nearby residences be prescribed and monitoring should be a condition of approval.</p>	<p><i>noise allowed by the Council is 90 decibels but it has always been lower than this.</i></p> <p><i>Events are completed by dark (8pm at the latest)</i></p> <p><i>These are family friendly events. We have never had any issues relating to poor behaviour.</i></p> <p><i>Commercial events that have large crowd are subject to a separate approvals process with DBCA/City”.</i></p>	
Community Events	Many of the submissions indicated that the community events held each year for Christmas Carols, Anzac Day and Easter are supported by many in the local community because these events are quiet, infrequent, do not involve alcohol and end early in the evening with minimal impact to residents.	No comment provided.	Refer to ‘Officer’s Comments’ below.
Commercial Events	Objections were received in relation to the venue being used for commercial events such as weddings, birthday parties and other commercial events. The reasons for the objection relate to amenity and environmental health impacts (anti-social behaviour, noise,	No comment provided.	The proposed commercial events are not supported as detailed in the ‘Officer’s Comments’ below.

	<p>lighting and traffic) upon nearby dwellings.</p> <p>Some submitters supported small wedding ceremonies and photography with no reception held on site.</p> <p>Some submitters indicated that they would prefer that DBCA continues to assess each proposed commercial event upon its merits.</p>		
Environmental Impacts	<p>Concerns were raised in relation to the impact noise and lighting could have on the local flora and fauna.</p> <p>Concerns were also raised that an increase in events could cause further river bank erosion.</p> <p>The potential for increased littering was also raised as a concern.</p>	<p><i>"Simple lighting is used."</i></p> <p>No comment provided.</p> <p><i>"Waste management is not applicable for the kind of events we are requesting. An event that needs this would be subject to a separate approvals process with DBCA/City".</i></p>	<p>The applicant has provided insufficient detail about proposed event lighting. DBCA is requested to review lighting impacts upon flora and fauna.</p> <p>The applicant has not addressed erosion impacts in their application. This aspect will be assessed by DBCA.</p> <p>Any event, regardless of whether or not it is a commercial or community event will generate waste. Smaller events such as weddings with less than 100 people do not require approval from the City. Relying on the City's events permit to control waste</p>

			management is not appropriate.
Hours of Operation	Concerns were raised about the amenity impacts associated with the proposed hours of operation for events to run until 10pm at night (noise, lighting, anti-social behaviour). Some submitters indicated that events should finish by 6pm.	<i>"Events are completed by dark (8pm at the latest)"</i>	The original application submitted proposed that events operate until 10pm. 8pm is considered to be a more appropriate time for events to conclude given the proximity to residential dwellings.
Liquor	Concerns that liquor is proposed to be served at events will result in additional noise and anti-social behaviour.	<i>"Any alcohol consumption on site would only be within government guidelines (Department of Racing, Gaming and Liquor)".</i>	Liquor licences for events are under the jurisdiction of the Department of Racing, Gaming and Liquor.
Traffic and Car Parking	<p>Concerns that there is no on-site parking for Peninsula Farm and that people attending events will park in the City of Bayswater managed public car park and will block other users from parking there to use the public open space. Concerns were also raised that event patrons will park on Johnson Road and increase traffic congestion.</p> <p>The proposed overflow parking within the Peninsula Farm site lawn areas was not supported as Peninsula Farm is a heritage place and concerns were raised about safety of pedestrians and cyclists in addition to damage to the lawn and detrimental amenity impact from</p>	<p><i>"Tranby Reserve used in the past for overflow parking, with permission sought from the City when it is required. Commercial events that anticipate a large crowd are subject to a separate approvals process with DBCA/City."</i></p> <p><i>"There has never been a complaint about the condition of the reserve after any events."</i></p>	Refer to 'Officer's Comments' below.

	vehicle driving on the gravel track near residences.		
Purpose of the Reserve	<p>Submitters indicated that they only supported activities in keeping with the spirit of the reserve which is for the enjoyment of the community. Commercialisation of the reserve was not supported and submitters noted it was important that public open space is safeguarded for community benefit as recreation space and that commercialisation would restrict public access.</p>	<p><i>"We are not seeking permission to turn Peninsula Farm into an event venue or increase the scale or number of events currently run".</i></p> <p><i>"Most commercial hires are for intimate wedding ceremonies. Any requests for larger scale events will be subject to a separate approvals process with DBCA/City."</i></p>	<p>The application is seeking an unknown number of additional commercial events. Therefore an increase in the scale and number of events is proposed.</p> <p>Events such as weddings do not require an event permit from the City if there is less than 100 people.</p> <p>The proposed commercial events are not considered to offer a community benefit and may preclude public access to the reserve during private events.</p>
Event Operational Matters	<p>Submitters indicated that they wished to know about how events will be managed and operated should an approval be granted.</p>	<p><i>"If permission was given by the relevant authorities for such programs, the National Trust would also impose a range of requirements on the hirer in relation to the conservation of the buildings, the care of the collection and the protection of heritage values".</i></p>	<p>The applicant has indicated that they would impose terms and conditions upon commercial events, however it is understood that no representative from the National Trust would be on site during to manage an event and the intention is that the National Trust hires the venue out to third parties to manager their own events.</p>
Heritage	<p>A concern was raised about the proposed use</p>	<p><i>"The event permit is consistent with</i></p>	<p>The proposed community events</p>

	not being in keeping with the heritage values of the site and that events should be respectful and acknowledge the Noongar people, the traditional owners of the land.	<p><i>the running of a heritage site”.</i></p> <p><i>“The National Trust consults with relevant Traditional Custodians in relation to program and activities that impact the Aboriginal values of their place. The type of program proposed here are not within that scope”.</i></p> <p><i>“Larger community events, such as carols and ANZAC, include a Welcome to Country by a Whadjuk Noongar custodian”.</i></p>	<p>are outdoors and do not impact upon the heritage values of the site given the infrequency of event and temporary nature of the structures.</p> <p>Placement of marquees and the like for longer periods is not supported given the obstruction of views to the heritage building.</p>
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OFFICER'S COMMENTS

As the City's Town Planning Scheme 24 does not apply to the proposed event permit application, the application is required to be assessed against State Planning Policy 2.10 Swan-Canning river system and the *Swan and Canning Rivers Management Regulations 2007*.

State Planning Policy 2.10 Swan-Canning River System

One of the objectives of State Planning Policy 2.10 is to ensure that activities, land use and development maintain and enhance the health, amenity and landscape values of the river, including its recreational and scenic values. The policy contains a number of guiding principles which are relevant to the submissions received are discussed below.

Guiding Principles	Officer Comment
Development proposals and plans should recognise that the river is a public resource that should be available to the community in perpetuity. Any proposal for a use or development within the public realm that may affect the river and its settings should demonstrate a benefit to the community that offsets any detrimental impacts on the environment.	<p>The proposed community events are in accordance with this principle as they provide a benefit to the community. However, there is no identified benefit to the community resulting from the proposed commercial events such as weddings and birthday parties.</p> <p>Furthermore, the proposed commercial events are likely to result in undue impact on the environment due to amenity impacts such as noise and lighting.</p>

Public access to the river and its foreshores should be maintained and enhanced while protecting the river.	Proposed private commercial events could result in portions of the site being unavailable for public use while the event takes place.
Development proposals should avoid restricting or negatively impacting on public views to or from the river, particularly from vantage points	The proposed temporary toilet location and structures such as marquees would impact upon views to the river from nearby residences.
The protection and re-establishment of fringing riparian vegetation should be promoted as a means of stabilising river banks, providing wildlife habitat, intercepting nutrients, providing shade and improving river water quality.	It is unclear if the proposed events could have an undue impact upon the stabilisation of the river bank. This matter will be assessed by DBCA.
Consideration of Aboriginal and European based cultural and natural heritage values should be taken into account when planning and determining proposals within the river area.	The community events do not appear to impact upon any Aboriginal or European heritage values of the Peninsula Farm site as all proposed structures are temporary and the events will take place outside of the buildings.
Development should maintain and enhance the quality and setting of the river	The proposed commercial events and associated temporary structures would result in undue amenity impacts on the Peninsula Farm site and surrounding area.

Location of Toilets and other Temporary Structures

Concerns were received in the submissions in relation to the location of temporary toilets. The application indicates that temporary toilets are proposed to be located approximately 15m from nearby residential dwellings. It is unclear how many days per year the temporary toilets would be on site as the applicant cannot indicate how many commercial events they are proposing on site. Given the noise and odour impacts associated with the toilets, it is considered that the proposed ongoing use of temporary toilets and the toilet location would result in an undue amenity impact to nearby residences. The toilets are also shown to be aligned parallel to the dwelling alignments which results in an obstruction of view paths between the dwellings and the river. Therefore it is recommended that the temporary toilets required for the four community events be relocated elsewhere within the Peninsula Farm site where they can achieve suitable setbacks from dwellings and be aligned so as to not impact views. It is recommended that the applicant prioritise their plans to install future additional toilet facilities within the site prior to any additional events being considered at the site.

Other proposed temporary structures such as marquees and the stage are supported on the basis that only four community events per year are permitted. The ongoing use of these structures for additional events is not supported as these structures are associated with undue noise impacts including amplification from the stage and people congregating within marquees.

Noise

The submissions received raised a number of concerns about potential noise impacts. The Peninsula Farm site directly abuts a large number of residential dwellings located in close proximity to the site. Noise impacts from events can include music, amplified speakers, generator, cars arriving/departing, car doors slamming, rowdy behaviour, people talking, delivery vehicle noise and noise associated with cleaning/packing up (glass bottles in bins, stacking chairs etc). The applicant

has not provided an acoustic assessment or noise/operational management plan that indicates how event noise will be managed on site.

The applicant originally indicated that the events would occur until 10pm, however they have since revised their proposed event conclusion time until 8pm. 8pm is considered to be a more appropriate time for events to conclude given the proximity to residential dwellings. However, it is unclear if staff will be on site packing up late into the night which was also of concern in the submissions received.

Other concerns related to the frequency of commercial events which would result in an overall increase in noise compared to what is currently experienced on the site. Many of the submissions received indicated support for the four existing community events only and submitters stated that they tolerate the noise impact from the four community events as they are held infrequently and conclude early in the evening. It is considered that an increase in the frequency of events and introduction of commercial events will result in an ongoing increased noise impact on adjoining residents. It is recommended that the event permit be limited to the four community events only, all of which conclude in the early evening.

Car Parking and Traffic

There is no onsite car parking provided on the Peninsula Farm site and given the site is heritage listed, the construction of onsite car parking is not considered to be appropriate as it would detract from the heritage value of the place. The closest available car parking facilities is the Tranby car park which contains approximately 22 car parking bays and on street parking along Johnson Road.

The applicant has advised that their proposed commercial events will have up to 60 people in attendance and whilst some event attendees may arrive together in one vehicle, it is considered that the Tranby car park does not have the capacity to accommodate both Peninsula Farm event attendees and the general public accessing the public open space. In addition, the land in which the car park sits upon is zoned Parks and Recreation reserve and the intended use of the car park which is managed and maintained by the City is to enable access to the reserve for the general public. It is considered that the use of the car park for community events can be supported as community events are infrequent and for a community benefit. The use of the car park to facilitate commercial events is not supported as commercial event attendees will likely require the use of all parking bays and preclude general public access which is not consistent with the intent of the reserve.

Number and Capacity of Events

The original application submitted indicated that a maximum of four community events and that around 10 commercial events would be held per year with a maximum of 350 people at any one time. However, when requested to provide further information, the applicant has since advised that they cannot indicate exactly how many commercial or community events they are proposing to hold per year however they are likely to have up to 60 people attending each commercial event. In addition, the plans submitted indicate three separate event spaces which means that three separate events could be held simultaneously at the site.

It is not considered appropriate that an unknown number of events be permitted to occur at the Peninsula Farm site and therefore it is recommended that a maximum of four community events be permitted annually with a maximum of 350 people at any one time. Any other proposed community or commercial events should be subject to an individual permit application and considered upon their merits by the DBCA to ensure that the frequency and scale of the event is managed appropriately.

It is also noted that it appears that the intention is for the applicant to hire out the site as an events venue but the applicant will not be on site to manage events. Therefore, every commercial event could be run by a different operator. Any inconsistency in event management could also result in

undue amenity impacts upon the surrounding areas as each event could be run differently and one-off event operators may have less of an interest in mitigating amenity impacts.

By limiting the event permit to the four specific community events per year, the City will be able to impose additional requirements via the City's event application process as these four events are all large enough to require an event approval from the City. The City's event permit process considers amenity impacts including car parking, noise, hours of operation, car parking, traffic management and requirements for toilets.

Purpose of the Reserve

Peninsula Farm is reserved for the purpose of Parks and Recreation. The proposed infrequent community events are considered to be in keeping with the intent of the reserve. However, proposed commercial events are not considered to offer a community benefit and may preclude public access to the reserve during private events. Therefore, it is considered that the proposed commercial events are not consistent with the purpose of the reserve and are not supported.

LEGISLATIVE COMPLIANCE

- *Swan and Canning Rivers Management Act 2006;*
- *Swan and Canning Rivers Management Regulations 2007;*
- State Planning Policy 2.10 Swan-Canning river system; and
- *Environmental Protection (Noise) Regulations 1997.*

OPTIONS

The following options are available to Council:

1. Council advises the DBCA the application is supported in part, in accordance with the Officer's Recommendation. The risks associated with this option is considered to be reduced due to the reasons given for the Officer's Recommendation.
2. Council advises the DBCA the application is supported in part, subject to deleted or alternative condition(s). The risks associated with this option is considered dependent on the reasons given for the deleted/alternate condition(s) and the nature of the deleted/alternate condition(s).
3. Council advises the DBCA that it does not support the application. The risks associated with this option is considered dependent on the reasons given for the application to be refused.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme:	Community
Goal C1:	Create safe and inviting places for people to come together.
Goal C2:	Celebrate multiculturalism, arts and culture by supporting local events and initiatives.

The proposed community events at Peninsula Farm contribute to a sense of community and celebration of the heritage significance of the site and local area. However, the proposed commercial events is considered to offer limited community benefit and will potentially result in an undue impact upon the amenity of the area.

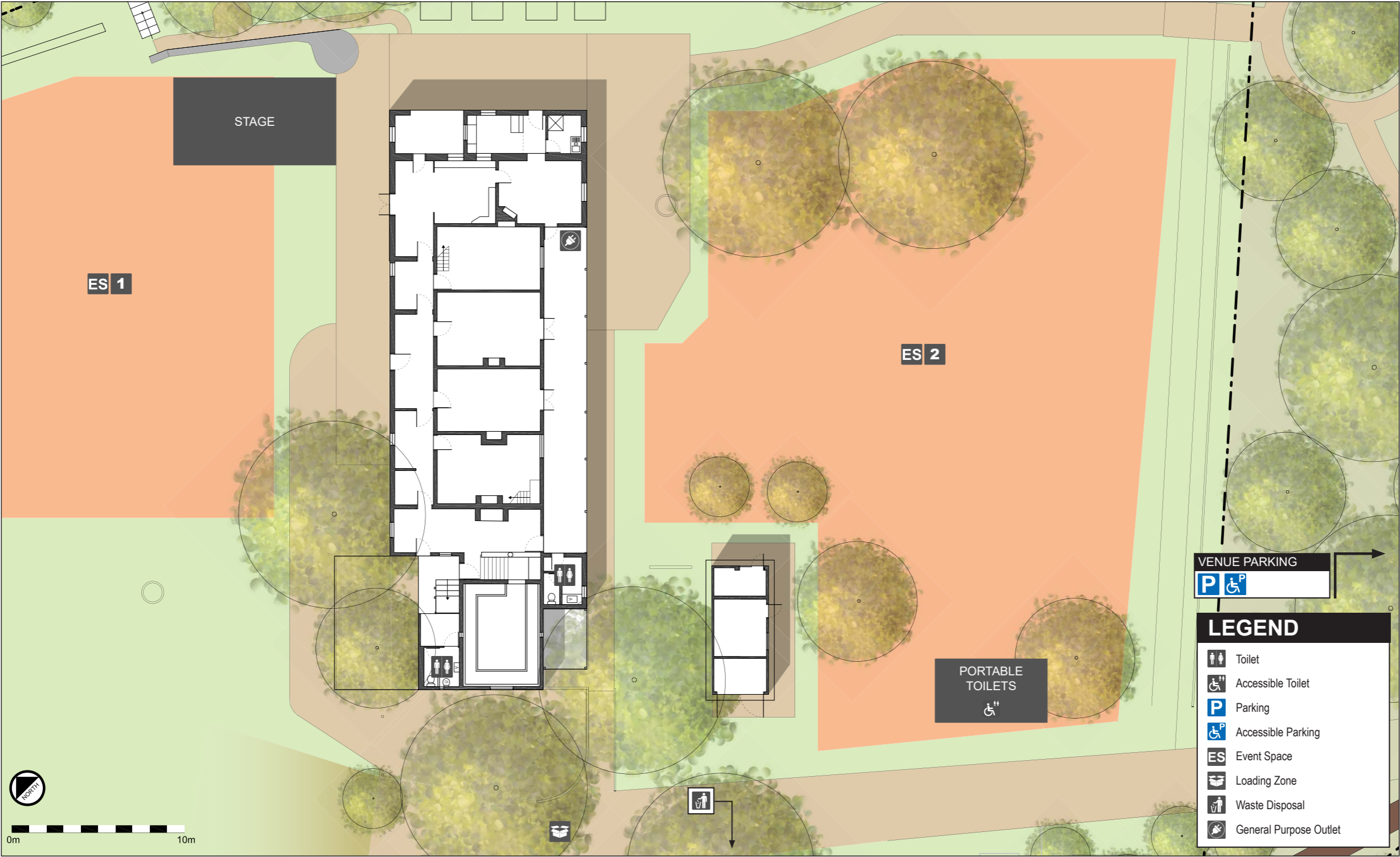
CONCLUSION

Based on the above assessment, it is considered that there is limited community benefit resulting from the proposed commercial events which are not in keeping with the intent of the parks and recreation reserve zoning of the Peninsula Farm site. In addition, proposed commercial events will rely upon parking infrastructure maintained by the City of Bayswater and may preclude general public access to the Peninsula Farm site while the events are being held, in addition to having an undue impact upon nearby residential dwellings. The proposed four community events per calendar year are supported as these four events are held infrequently and are not considered to unduly impact nearby dwellings.



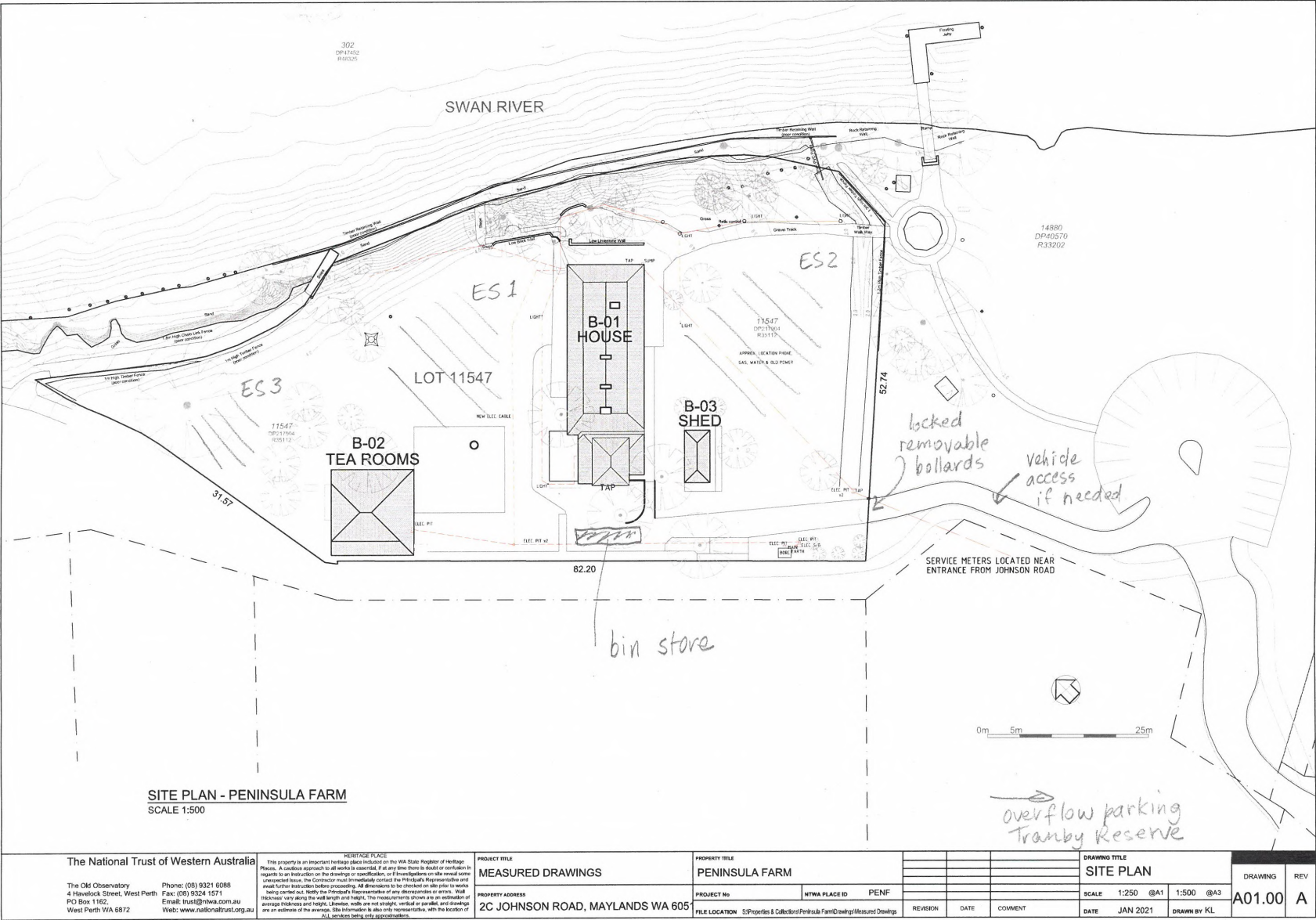
Peninsula Farm
2C JOHNSON RD, MAYLANDS WA 6051





Peninsula Farm
2C JOHNSON RD, MAYLANDS WA 6051









Background information for Peninsula Farm event permit application

The National Trust is applying for a two-year permit with the Department of Biodiversity, Conservation and Attractions (DBCA) for events at Peninsula Farm. Please note, the National Trust is not seeking to intensify or increase the number of events on site, merely to simplify the requirements for obtaining permission. Any event requests that fall outside the scope of this application will require a separate permit to DBCA and the City of Bayswater.

Event types

General spectator events

General spectator events involve gatherings organised by the National Trust and may include ticketed public events, free community events and ticketed private events for partners. Many attendees are from the local neighbourhood and travel by foot. There are typically 3–4 such events a year and examples include:

- Annual Easter Family Day, with the community invited to take part in an Easter egg hunt. Typically attended by up to 150 people throughout the day.
- Annual ANZAC Day sunset service, typically attended by 150–180 people. The event involves an ANZAC service for invited guests and the local community, followed by tea, coffee and ANZAC biscuits. Attendees sit on chairs provided (hired for the event) or on picnic blankets.
- Annual Christmas Carols evening event, typically attended by 280–350 people. The event is open to the public and includes carols, a nativity scene and a choir performance on a low stage. Spectators sit on picnic blankets.
- An event as part of HASS week for humanities and social sciences teachers featuring an address, light refreshments and networking, attended by up to 150 people.

Occasional events

Occasional events involve gatherings that use the site after paying a venue hire fee. These are not directly related to the heritage significance of the place but neither do they compromise the heritage values. They may include private functions, ceremonies or small corporate functions. There are typically up to 10 events a year with up to 60 guests. Most events have fewer guests. Examples include:

- Wedding ceremonies
- Low-key cocktail receptions
- Birthday parties
- Yoga retreat

Site restrictions

Public or private events on the grounds of Peninsula Farm may be usually held on the property grounds at three potential event spaces, indicated on the attached site map and scaled plan.

Event space 1 (ES1 on map), to the north of the house and directly in front of the café is approximately 450 sqm and overlooks the Swan River.

Event space 2 (ES2 on map), on the south side of the house and adjacent to the public car park is approximately 1000 sqm with vast tree lines leading to the Swan River.

Event space 3 (ES3 on map), a shaded, grassed area to the north of the café. Suitable for small gatherings only.

The maximum capacity of the combined event spaces is 350 people at any given time. However, it is not expected that maximum capacity will be reached very often. Currently it is only the annual Christmas Carols event that sees crowds approximating this limit.

Set up for events cannot take place before 8.00 am, or pack down later than early evening, as there are no external lights on site. Limited lighting may be considered for suitable events.

Alcohol consumption

The National Trust directs all occasional venue hirers to the [Exemptions to the Liquor Control Act 1988 policy](#) for details of whether a liquor licence is necessary. Should a licence be required the hirer must make an application.

Emergency management and First Aid

The National Trust stipulates that every event must have an emergency evacuation plan (see example plan attached).

The National Trust hires a First Aid Officer and Medical Post for our two largest events, the ANZAC Sunset Service and the annual Christmas carols at Peninsula farm. These services are normally provided by St John of God Health Care or Medic Aid WA.

Food

The onsite cafe is the preferred catering supplier for Peninsula Farm. If occasional venue hirers wish to bring in other catering the National Trust stipulates that there is to be no cooking on site. Any other kind of catering (e.g. food vans) is outside the scope of this application and would require the hirer to seek approval from DBCA.

Music

The National Trust follows City of Bayswater guidance that noise amplification must not exceed 90 dB (max). This information is passed on to any site hirers, and we advise that any speakers are placed to face away from the residential area toward the river.

Parking

Public parking is available at Peninsula Farm off Johnson Road in Maylands.

Should additional parking be required, a suitable overflow parking area will need to be nominated and included in a traffic management plan. Tranby Reserve is available for hire from the City of Bayswater as an overflow parking area if required and (refundable) fees will apply. Approval must be sought from the land owners of the nominated overflow parking area prior to submission of the traffic management plan.

Parking will not be permitted on any grassed areas on site for patrons, staff or delivery vehicles.

Temporary structures

Toilets

The National Trust plans to convert an existing shed on the site to Universal Access toilets (male and female) within the next twelve months.

Until this work is done, temporary toilets may be required for larger community events due to a lack of UA facilities on site. Permission must be sought from DBCA for temporary toilets. Ideally toilets will be brought on site the day of the event and removed the day after.

Marquees or other structures

In general, most occasional venue hirers ask only to set up tables, chairs and an arbour or similar for a simple ceremony. Any temporary structures beyond this require permission from DBCA.

In the first instance, the National Trust advises any hirers that only structures that are weighted down will be permitted on the site. To protect the grounds and infrastructure, no equipment can be staked into the ground, nailed, hung or attached to any structure or tree. Any equipment must have prior written approval from the National Trust, be freestanding and placed within the specified event space without causing damage to vegetation or turf.

Stage

Temporary staging may be erected for performances providing it does not need to be staked into the ground. Any equipment must have prior written approval from the National Trust, be freestanding and placed within the specified event space without causing damage to vegetation or turf.

Please see the attached site plan indicating the location of the low stage used for the National Trust's annual Christmas Carols event.

Waste management

There is an existing bin store on site, located to the south-west of the house and shown on the scaled site plan.

The National Trust specifies to any occasional venue hire clients that arrangements must be made for the collection and removal of all litter. If waste is left onsite or the grounds of Peninsula Farm are left damaged after an occasional event, the hirer may be charged a cleaning or maintenance fee, as determined by the National Trust.

Please contact trust@ntwa.com.au if you would like more information.



Venue hire Terms and Conditions

Please note, the terms and conditions below are general and relate to numerous properties. There may be specific limitations or conditions relevant to particular sites. Any relevant information will be made available before confirming your booking. If you have any queries please contact us on trust@ntwa.com.au or (08) 9321 6088

TERMS OF HIRE

When accepting bookings for National Trust properties, the National Trust reserves the right to assess the suitability of the proposed function to the building, heritage values and grounds. The National Trust cares for and manages these properties on behalf of the community of Western Australia.

The National Trust reserves the right to change, cancel or reschedule its venue hire, operations or programs at any time without notice.

The National Trust reserves the right to impose further special conditions to the granting of the Venue Hire Agreement.

A site meeting may be necessary for large functions, professionally catered functions, or for functions requiring additional infrastructure. The Bookings Officer will advise if a site meeting is required and a fee may be charged.

Depending on the size or nature of your proposed event, the contracting of a suitably qualified and experienced site manager, agreed to by the National Trust, may be required to ensure the heritage values of the site are protected. In some cases, proposed events may require additional permission from the local council or relevant government authority.

Bookings are taken for venue hire only. Chairs, tables or other items are not provided but may be available for hire from the café on site where there is one.

ALCOHOL

Alcohol may be consumed in some circumstances. Hirers should refer to the [Exemptions to the Liquor Control Act 1988 policy](#) for details of whether a liquor licence is necessary.

In some circumstances, a liquor licence is not required and alcohol may be consumed provided:

- the total number of attendees over the entire course of the function does not exceed 100 and the service of liquor lasts a maximum of 2 hours (continuous), commencing no earlier than 6 am and finishing no later than 10 pm on the same day; or
- the total number of attendees over the entire course of the function does not exceed 75 and the service of liquor lasts a maximum of 4 hours (continuous), commencing no earlier than 6 am and finishing no later than 10 pm on the same day.

NB: Additionally, a drunk person is not allowed to consume liquor at the function, nor is liquor to be supplied to a drunk person.

In other circumstances, such as gatherings of more than 100 people or where alcohol is to be sold, the event organiser must obtain an [occasional liquor licence](#) from the Department of Racing, Gaming and Liquor and provide confirmation to the National Trust.



All service and supply of alcohol must comply with Western Australian laws, including the Liquor Licensing Act 1988, the Health Act 1911, the Botanic Gardens and Park Authority Act 1988 and BGPA regulations.

Alcohol service and consumption must not negatively impact upon other users of the venue or neighbouring residents.

BOOKINGS THAT RUN OVER TIME

If the function concludes after the time agreed upon confirmation of booking then a surcharge may be applied (equating to one session = 4 hours).

CANCELLATION

100 per cent refund on cancellations up until 14 days before your booking.

No refunds on events cancelled less than 14 days before the scheduled venue hire.

CATERING

We encourage you to seek a quote from our onsite café (where there is one).

We allow clients to self-cater for their event on condition that no cooking is allowed on site (all food preparation has to be off site).

No food trucks are allowed on site without prior permission. Permits will be required from local government or the Department of Biodiversity, Conservation and Attractions.

Please provide details of your proposed caterer. The caterer is responsible for all catering staff and their understanding of the National Trust's Terms and Conditions.

Caterers must stay within the approved function area. The function area is to be kept clean, tidy and safe at all times.

A copy of the caterer's current public liability insurance is to be submitted with the booking application form.

Caterers are required to adhere to Occupational Health and Safety legislation as outlined under WA's [Occupational Safety and Health Act 1984](#).

The cost of damage to trees, garden beds, turf, infrastructure or services caused by catering staff and vehicles will be charged to the event organiser. It is the event organiser's responsibility to inform all hired services of the Terms and Conditions.

INSURANCE

All functions held at National Trust properties are covered by the Public Liability Insurance covering legal liability for negligent acts or omissions caused or contributed to by the National Trust.

However the National Trust, its staff and volunteers are not liable for:

- the responsible service of alcohol to guests.
- any anti-social behaviour of guests including those who may be intoxicated or under the influence of drugs.



- faults or accidents that result from the provision, placement or operation of equipment supplied by the Hirer or directions given by the Hirer.

A copy of the event organiser's Public Liability insurance cover is required for caterers and corporate functions only.

DECORATIONS

Wedding bouquets and freestanding flower arrangements are permitted, as are natural petals in outdoor spaces. We do not allow:

- candles, lanterns or other open flames
- releasing of helium balloons, butterflies or doves
- throwing of confetti, silly string, synthetic petals and rice.

FILMING AND PHOTOGRAPHY

As part of their booking, Hirers may film and take photographs on site. Please ensure any filming or photography is of guests involved with your event only, and not of other people visiting the National Trust property.

The 'hobby' use of drones or UAV (Unmanned Aerial Vehicles) can be a nuisance and a safety risk to other visitors. As a result, recreational drone use is not permitted except for certified commercial operators. Formal permission from the National Trust is required through the booking form for professional drone enterprises.

FURNITURE AND INFRASTRUCTURE

Marquees or other structures are permitted in designated areas only, and only with approval from the National Trust.

Only marquees that are weighted down are permitted. To protect the grounds and infrastructure, nothing can be staked into the ground, nailed, hung or attached to any structure or tree. Any such furniture or infrastructure must have prior written approval from National Trust, be freestanding and placed in your booked area only without causing damage to vegetation or turf.

Tables and chairs are permitted, however, they must be delivered to the specific location of the event by hand or by small hand trolley. Cars or delivery vehicles are not permitted to drive onto grassed areas.

Structures should be erected for as short a period as possible, to avoid blocking rain and sunshine to grassed areas.

Special arrangements will need to be made if the reticulation needs to be delayed/rescheduled, and there may be an additional fee.

NOISE AND MUSIC

The use of music is subject to specific conditions as to permissible noise levels and hours of operation and at all times shall comply with any local government or statutory requirements (generally 90db maximum). During a function, noise levels may be reassessed at the discretion of the National Trust or its representative on site.

Loud noise including whistles, shouting or amplified music is strictly prohibited.



Non-powered musical instruments, battery powered amplifiers and digital music players may be operated quietly with prior written approval from the National Trust.

PARKING

Some sites have limited parking and hirers may need to seek additional approvals from the local council if additional parking is required. The National Trust will advise if this is necessary for your booking.

POWER

A 15 amp power outlet or 3phase is available at some sites; please check availability; please check the output of your electrical equipment beforehand.

All electrical equipment must be in good working order, tagged and comply with relevant Australian Standards.

Generators are not permitted without written permission.

RISK MANAGEMENT

Some sites will require you to submit a risk management plan for your planned activity. The National Trust will advise if this is necessary for your booking.

RUBBISH, ICE AND HOT WATER DISPOSAL

The Hirer shall leave all areas which are used for the function in a clean, safe and proper condition.

Please leave the National Trust property the way you found it. All rubbish from your event must be removed or placed inside the appropriate rubbish bins. If the bins are full, please take your rubbish with you.

Ice from eskies must be emptied onto mulched areas. Ice is not to be emptied onto the lawn as it causes damage to the grass. The same conditions apply to hot water disposal.

SMOKING

Absolutely no smoking is permitted anywhere on National Trust properties.

SUPERVISION

Event organisers are required to ensure that attendees and contractors abide by these Terms and Conditions and any other signage or direction of the National Trust.

Children must be appropriately supervised at all times.

Security guards, first aid, and additional toilet and rubbish facilities may be required for some large events. The National Trust will advise if this is necessary.

In some circumstances it might be necessary for National Trust staff, volunteers or agreed contractor be present at functions. The Hirer must comply with National Trust staff, volunteers or contractor's directions. Any costs for staff or contractor are to be met by the Hirer.

Should the National Trust's security company be required to attend the property in connection with the function, the Hirer will be liable for the call-out fee.



TOILETS

Please be aware that some sites do not have public toilets and most do not have universal access (UA) toilets.

If having catering for a small event through an onsite café you may be able to arrange to use the café toilets.

Otherwise, you will either need to arrange for temporary toilets on site or pay an additional fee for a National Trust representative to open and close the property where it is feasible to do so.

Should UA toilets be required, the event organiser is responsible for seeking council approvals and arranging the hire of temporary facilities. Refer to [Guidelines for concerts, events and organised gatherings \(health.wa.gov.au\)](https://www.health.wa.gov.au).

AGREEMENT

I agree to the above terms and conditions.

Signed: _____

Print name: _____

Date: _____

National Trust place: _____

Document last updated 2 December 2021

10.4.4 Proposed Land Dealings - Lot 2123 Norco Way, Bayswater

Owner:	Samuel Moore (deceased estate)
Responsible Branch:	Development and Place
Responsible Directorate:	Community and Development
Authority/Discretion:	Executive/Strategic Legislative
Voting Requirement:	Simple Majority Required
Attachments:	Nil
Refer:	Item 10.4.4: OCM 27.07.2021 Item 13.17: OCM 28.04.2009 Item 12.4.5: OCM 24.08.2004

SUMMARY

Council at its Ordinary Meeting held 27 July 2021 considered a number of land matters in relation to Lot 2123 Norco Way, Bayswater. Council resolved to seek an in-principle agreement from the owners of 64 and 68 Stone Street, Bayswater, to purchase the relevant portions of the subject land which were subject to their respective building encroachments.

The areas to be purchased were advertised for public comment from 21 October 2021 to 26 November 2021, during which time one submission was received. Having regard to the submission received, it is recommended that the City requests the Minister for Lands to acquire Lot 2123 and dedicate the balance of the subject land which is not purchased by the owners of 64 and 68 Stone Street as road reserve.

OFFICER'S RECOMMENDATION

That Council requests the Minister for Lands, pursuant to Sections 52 and 56 of the *Land Administration Act 1997*, to:

- 1. Acquire Lot 2123 Norco Way, Bayswater; and**
- 2. Dedicate the balance of the subject land, which is not being purchased by the owners of 64 and 68 Stone Street, Bayswater, as road reserve.**

BACKGROUND

The subject land, Lot 2123 Norco Way, Bayswater is 130m² in area (approximately 30m long and 4.3m wide) and is located predominantly between the Norco Way road reserve and the rear boundary of 68 Stone Street, Bayswater, as shown below. Small sections of the subject land also abut other neighbouring properties as follows:

- 70 Stone Street – approximately 4.3m in length;
- 64 Stone Street – approximately 5.2m in length; and
- 16 Norco Way – approximately 2.1m in length.



The land is currently zoned 'Residential R25' under the City's Town Planning Scheme No. 24 (TPS 24) and is currently used for residential purposes associated with the adjoining residential properties.

In 2014 the City engaged Complex Land Solutions to undertake a probate search in relation to the owner of the subject land. The search confirmed the subject land is currently privately owned in freehold by Samuel Moore - a deceased estate with no beneficiaries. The Department of Planning, Lands and Heritage (DPLH) has confirmed that this information is sufficient to transfer the land to Crown ownership.

Council at its Ordinary Meeting held 27 July 2021 considered the proposed land dealings for Lot 2123 Norco Way, Bayswater. Council resolved as follows:

"That Council:

1. *Authorises the City to seek an in-principle agreement from the owners of 64 and 68 Stone Street, Bayswater to purchase relevant portions of Lot 2123 Norco Way, Bayswater that are subject to their building encroachments.*
2. *Authorises, for the purposes of public advertising, a request being made to the Minister for Lands, pursuant to Sections 52 and 56 of the Land Administration Act 1997 to:*
 - (a) *Acquire Lot 2123 Norco Way, Bayswater; and*
 - (b) *Dedicate the balance of the subject land, which is not being purchased by the owners of 64 and 68 Stone Street, Bayswater, as road reserve.*
3. *Notes that the owners of 64 and 68 Stone Street, Bayswater are still required to apply for the relevant retrospective planning approval and/or building approval for the building*

encroachments, once the subject land holdings are within their ownership and have been amalgamated into their land.”

EXTERNAL CONSULTATION

The City advertised a proposed in-principle purchase agreement to the two affected properties for a period of 23 days from 7 September 2021 to 30 September 2021. The land owners of each property returned a signed in-principle purchase agreement. It is noted that agreeing in-principle to purchase a portion of land does not bind the land owner to purchase the land, it only demonstrates their interest to purchase it.

Subsequently, the City advertised the proposed land dealing in accordance with Council's resolution for a period of 37 days from 21 October 2021 to 26 November 2021, by way of letters being sent to the impacted land owners.

One submission was received during the consultation period, which objected to the proposal. The submission is addressed in the Officer's Comments section below.

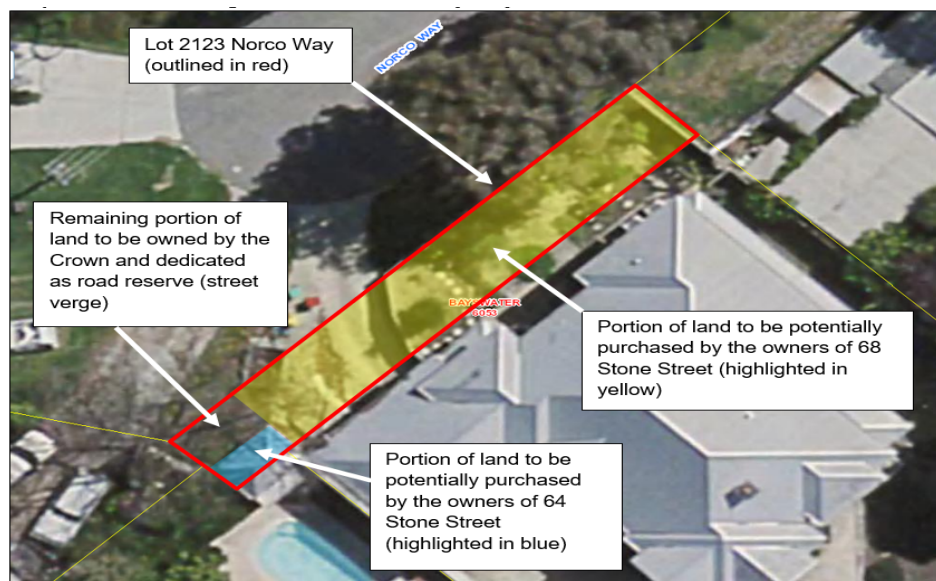
OFFICER'S COMMENTS

In-Principle Purchase Agreement

Council at its Ordinary Meeting held 27 July 2021 resolved to authorise the City to seek an in-principle agreement from the owners of 64 and 68 Stone Street, Bayswater to purchase relevant portions of Lot 2123 Norco Way, Bayswater, that are subject to their building encroachments.

Prior to sending any correspondence out, the City reviewed the structures which had been developed over the subject land. As part of this review the City liaised with DPLH to determine what would constitute a structure. The driveway and crossover were considered to be structures in accordance with the planning framework, with the discussion being predominantly in relation to whether the retaining walls would be considered a structure for the purpose of the land dealings. It was considered that if the retaining walls were not included in the land dealings and formed part of the road reserve, there would be a risk and maintenance impact on the City with respect to its upkeep. The City and DPLH were of the opinion that the retaining walls were deemed to be a structure, and this was considered when reviewing the split of the subject land.

The in-principle purchase agreement form that detailed the relevant portion of Lot 2123 Norco Way, Bayswater that applied to each property and their respective building encroachments is provided below.



Each landowner was advised of the indicative land which would be offered to them as part of the sale, with the detail of what was offered to the adjoining property being kept confidential. At this time, the landowners were advised that in the instance they do not purchase the subject portion of land, the land will likely become road reserve under the ownership of the Crown. This would result in them being required to remove any encroachments and return the land to a pre-development state, to the satisfaction of the City.

The in-principle agreement contained an image which depicts the indicative area being offered to the land owner. Details of the areas relating to the dimensions of the land and the value will be determined by the State Government as part of the next steps of the process.

Both landowners returned a signed in-principle purchase agreement in relation to the portion of land that they were being offered to consider. Subsequently when the proposal was advertised one of the two landowners objected to the in-principle agreement upon seeing the land offer which was provided to the adjoining property.

Submission Comments

The key comments from the submission which objected to the proposed land dealing related to the current use of the land and loss of access, subdivision potential, impact on the streetscape, history of the land and impact on the land value. These issues are addressed in detail below.

Current Use and Loss of Access

Concerns were raised in relation to the current use of the subject land as it provides access to 64 Stone Street. It is considered that the proposed land dealing would unjustifiably and adversely impact the rights of 64 Stone Street and transfer those benefits to the neighbouring property at 68 Stone Street.

Figures 1 and 2 below show the access routes taken to access the rear of 64 Stone Street and Figure 3 shows access between 64 Stone Street and the subject land. It is noted that the pool store associated with 64 Stone Street encroaches upon the subject land.



Figure 1: View from Norco Way indicating access along the subject land

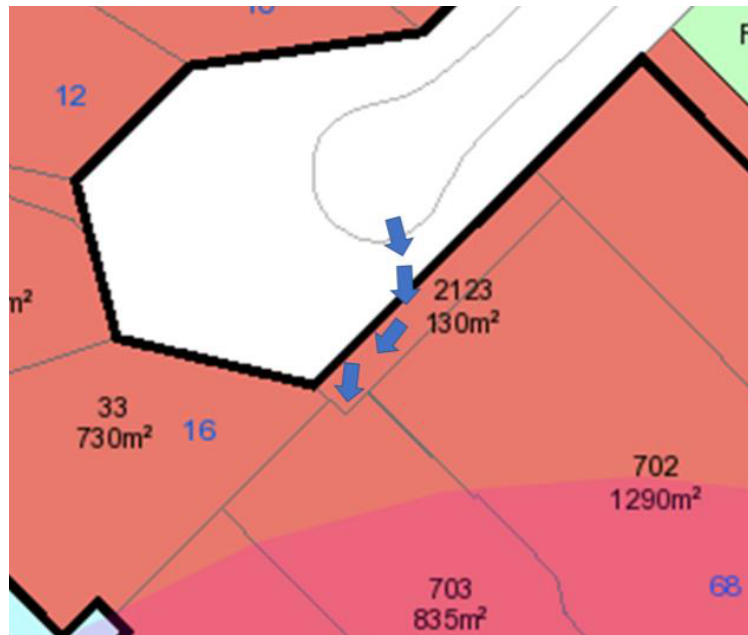


Figure 2: Map view indicating access along the subject land



Figure 3: Current access from 64 Stone Street to Norco Way

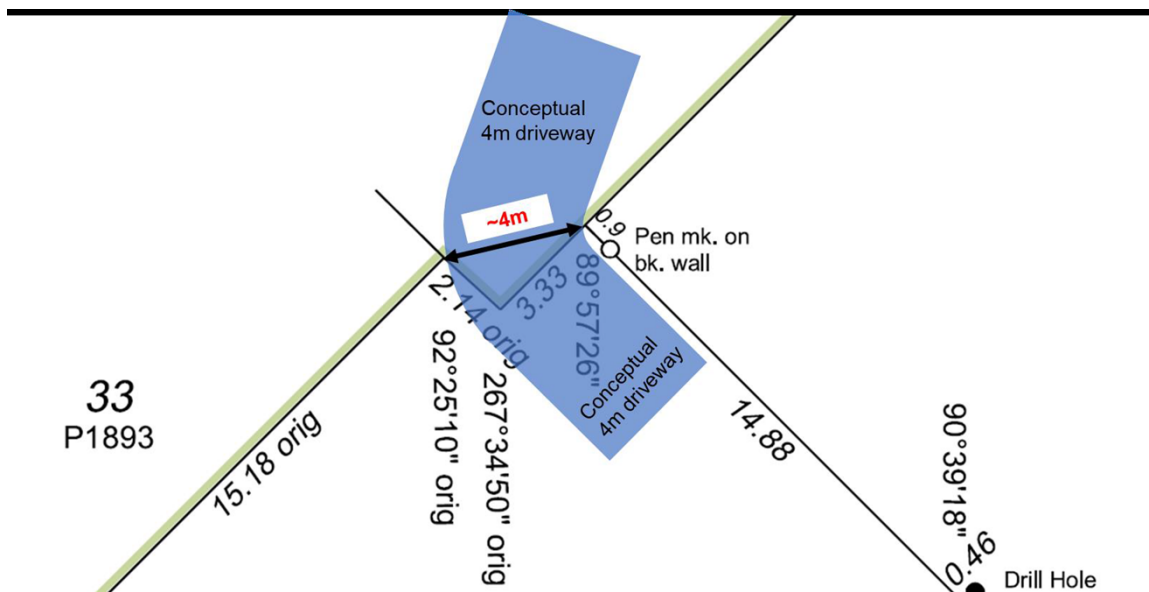
Concerns were raised in relation to the loss of access as it provides access to tradesmen as there are works which will be commencing, including the demolition of the pool store on 64 Stone Street. This access also provides the ability to walk to the Norco Way Reserve along a quiet road rather than having children walk a significantly longer route along a busier road.

It is noted that there is a development approval issued by the City for an access gate to the rear of 64 Stone Street. The access gate is to be constructed in the same alignment as the existing pool store. Access to the rear of 64 Stone Street is currently provided by relying on the vehicle access to 68 Stone Street. Access to the gate will be maintained via the road reserve.

Subdivision Potential

Concerns were raised in relation to the removal of the subdivision potential by removing a 4m wide opening to the subject land and Norco Way. It is considered by the owners that the frontage would satisfy the provision of the Western Australian Planning Commission Development Control Policy 2.2 (DC 2.2), which requires that a *battle-axe leg* should be a minimum of 4 metres in width to allow

for a constructed driveway and the necessary public utility services. The land owner has provided a concept of how vehicle access would be achieved below.



The property at 64 Stone Street is zoned Residential, with an applicable density code of R25 under the Residential Design Codes (R-Codes). Table 1 of the R-Codes provides for lots with a density code of R25 to have a minimum lot frontage of 8m to a street. The 4m wide access is only in relation to the width of the battle-axe access leg, whereby the lot is required to meet all of the lot configuration provisions of the R-Codes, including the minimum 8m wide lot frontage requirement.

The proposed land dealings are not considered to prevent 64 Stone Street from being able to be subdivided into two lots. It is noted that the access to Norco Way is considered to be insufficient to accommodate vehicle access for a subdivision. Any subdivision would be able to retain pedestrian access onto Norco Way however it is likely that vehicle access would be required to be provided via Stone Street. This is mainly due to the extent of works which may be required to the existing dwelling and its associated structures, to accommodate a future subdivision.

Streetscape Implications

Concerns were raised in relation to the loss of the open space associated with the subject land which is believed to be detrimental to the streetscape of Norco Way. The concerns predominately relates to the ability to construct a fence along the land which is purchased by the respective land owners, which is considered to degrade the Norco Way streetscape.

The sale of the subject land and amalgamation into the respective properties is unlikely to have any undue impact on the existing streetscape.

History of the Land

Concerns were raised in relation to the history of the encroachments into the right-of-way. It is alleged that the unapproved works and construction are contrary to plans, that there have been various noise complaints, that poultry is being kept at the property and that antisocial behaviour will occur on the land associated with the subject land.

The City's officers have reviewed the encroachments and it is noted that there are various improvements associated with 68 Stone Street which encroach within the subject land, including fencing, landscaping and a shed. A driveway providing vehicle access from Norco Way is also provided to 68 Stone Street which contains a retaining wall to two separate areas over the sloping ground level. The driveway to 68 Stone Street is separated from the adjoining land by a rock wall

retaining wall within the subject land. Additionally it is noted that a portion of the pool house associated with 64 Stone Street encroaches within the subject land.

Investigations undertaken by the City identified two alternative ways to resolve the matter. The first option considered was to require the removal of the structures from the subject land. The second option is for the subject land to be acquired and amalgamated into the relevant adjoining properties, with the remainder being road reserve, as proposed.

Should part or all of the subject land be acquired by the adjoining landowners, then the relevant structures could remain in place, subject to any required retrospective approvals being sought from and obtained from the City.

Matters concerning noise complaints are not governed under the legislation related to the purchase of the right-of-way and are not considered to be valid in this instance.

Land Value

Concerns were raised that the value of the land will be reduced as there is a loss in access and subdivision potential, which has been advised to the land owner by a licensed valuer.

This concern is noted, however fluctuation of land value, whether positive or negative, are not considered to be valid planning considerations.

Officer Conclusion

It is considered that the City's proposed land dealings, as shown below, are the appropriate way forward to ensure a fair and equitable process which aligned with orderly and proper planning.

It considered that requesting the Minister for Lands to acquire Lot 2123 Norco Way, Bayswater; decide the allocation of land consistent to the respective properties as indicated above and dedicate the balance of the subject land, which is not being purchased by the owners of 64 and 68 Stone Street, Bayswater, as road reserve.

LEGISLATIVE COMPLIANCE

Requesting the Minister for Lands to acquire land as Crown land is subject to Section 52 of the *Land Administration Act 1997* and Regulation 6 of the *Land Administration Regulations 1998*.

Dedication of land as road is subject to Section 56 of the *Land Administration Act 1997* and Regulation 8 of the *Land Administration Regulations 1998*.

RISK ASSESSMENT

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

Officer's Recommendation	That Council requests the Minister for Lands, pursuant to Sections 52 and 56 of the <i>Land Administration Act 1997</i>, to: <ol style="list-style-type: none"> Acquire Lot 2123 Norco Way, Bayswater; and Dedicate the balance of the subject land, which is not being purchased by the owners of 64 and 68 Stone Street, Bayswater, as road reserve. 	
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 there is low risk to the City if Council decides to proceed with this option, as the City will be attempting to resolve a number of land matters relating to the subject land fairly and to the benefit of the adjoining landowners without impacting other landowners in the vicinity or the community in general. There is considered to be moderate risk to the City's community and stakeholders, as landowners may not be satisfied with the City recommendation.	

Option 2	That Council requests the Minister for Lands, pursuant to Sections 52 and 56 of the <i>Land Administration Act 1997</i> , to: 1. Acquire Lot 2123 Norco Way, Bayswater; and 2. Dedicate the balance of the subject land, which is not being purchased by the owners of 64 and 68 Stone Street, Bayswater, as road reserve, with modification(s).	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Dependent on the modification(s) determined by Council.
Reputation	Low	
Governance	Low	
Community and Stakeholder	Moderate	
Financial Management	Low	
Environmental Responsibility	Low	
Service Delivery	Low	
Organisational Health and Safety	Low	
Conclusion	It is considered that the risks associated with this option are dependent on the modification(s) determined by Council.	

Option 3	That Council does not proceed with the land matters as detailed in the report in relation to Lot 2123 Norco Way, Bayswater.	
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	Low
Service Delivery	Low	Moderate
Organisational Health and Safety	Low	Low
Conclusion	There is considered to be moderate risk to the City's reputation and community and stakeholders if Council proceeds with this option as the City will be required to recommence compliance action against the adjoining landowners to remove their encroachments from the subject land. There is also a moderate risk to the City's service delivery as the process would take a significant amount of officer time to resolve.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Ongoing maintenance of the balance portion of land to become road reserve.

Asset Category: Other

Source of Funds: Municipal

LTFP Impacts: Not listed in the LTFP

Notes: * Annual ongoing costs are expected to be negligible as the balance portion of land to become road reserve will be within the verge area, which is primarily maintained by the relevant adjoining landowner.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	-	*	*	-	-	-	\$80,180

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

It is considered that the proposal will resolve a number of land matters associated with the subject land in a fair and reasonable way for the adjoining landowners, the community in general and the City.

CONCLUSION

In light of the above, it is recommended that Council requests the Minister for Lands to acquire the land as Crown land, and dedicate the balance of the land which is not being purchased by the owners of 64 and 68 Stone Street, as road reserve.

10.4.5 Baysie Rollers Movie Nights - Request for Waiver of Fees

Responsible Branch:	Development and Place
Responsible Directorate:	Community and Development
Authority/Discretion:	Legislative
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>
Attachments:	Nil
Refer:	Nil.

SUMMARY

The Baysie Rollers, the Town Team community group for Bayswater Town Centre, has requested a waiver of all fees and charges imposed by the City for three community movie nights on 29 January, 26 February and 12 March 2022.

OFFICER'S RECOMMENDATION

That Council approves a waiver of the City of Bayswater fees and charges associated with the organisation of the Baysie Rollers' movie nights at Bert Wright Park, Bayswater on 29 January, 26 February and 12 March 2022, subject to Baysie Rollers acknowledging the City's contribution on all associated promotional material.

BACKGROUND

Town Team Baysie Rollers has received sponsorship funding from Bendigo Bank for three community movie nights in Bayswater town centre during the summer. The Baysie Rollers have submitted an event application for three family movie nights to occur in early 2022. In addition to the support provided by Bendigo Bank, the group is seeking additional support from the City through a waiver of all City fees associated with the event.

Such a waiver has been granted for previous movie nights held by the group in February 2017, as well as for other community group events throughout the City (e.g. for events funded through 'Major Town Centre Event' grant funding, and a weekly waiver of ground hire fees for the Bayswater Growers' Market).

In accordance with the adopted Fees and Charges for 2021/22, the full day casual hire of a reserve within the City costs \$250.

As the Fees and Charges are adopted as part of the City's budget, a Council resolution is required to enable waiving of these.

EXTERNAL CONSULTATION

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

OFFICER'S COMMENTS

The Baysie Rollers have booked Bert Wright Park for three family movie nights on 29 January, 26 February and 12 March, with the events opening at 5.30pm and the movie commencing at 7.30pm.

The event will be free for all community members, appropriate for all ages, and will feature a local band and food trucks. The Baysie Rollers describe the purpose of the events as follows:

"The whole idea is around getting the family together and enjoying a picnic and movie in the park."

Activation and regular use of Bert Wright Park as the central public space in the town centre is considered a priority for the City and the community. This is reflected in the joint investment in the space through the Bert Wright Park Concept Plan and its implementation.

The City has collaborated with and supported Baysie Rollers for over five years, with key projects including the Bert Wright Park Concept Plan which incorporates Baysie Rollers' Garden, the Baysie Arts and Street Fest, annual art auctions, and an upcoming public space activation on King William Street. The Baysie Rollers contributes a significant number of volunteer hours to activating the Bayswater town centre annually.

The proposal to support the movie nights through a fee waiver is considered to align with the City's Place Activation Plan for the town centre, which includes the following community priorities:

- Family friendly events.
- More people in the town centre.
- Night time activity.

City Fees

In accordance with the City's Fees and Charges schedule, Baysie Rollers would be required to pay for the hire of Bert Wright Park from early afternoon to night time. Given the proposed length of time they would be subject to a full day hire fee of \$250. For three movie nights, this is a total fee of \$750.

The loss of fees to the City is considered to be minor, particularly given the community benefit of the free community event have significantly more value.

LEGISLATIVE COMPLIANCE

Not Applicable.

RISK ASSESSMENT

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

Officer's Recommendation	That Council approves a waiver of the City of Bayswater fees and charges associated with the organisation of the Baysie Rollers' movie nights at Bert Wright Park, Bayswater on 29 January, 26 February and 12 March 2022, subject to Baysie Rollers acknowledging the City's contribution on all associated promotional material.	
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 there are low risks associated with this option, as it will help to provide a family focused community event within the town centre.	

Option 2	That Council approves a reduction by _____% of the City of Bayswater fees and charges associated with the organisation of the Baysie Rollers' movie nights at Bert Wright Park, Bayswater on 29 January, 26 February and 12 March 2022, subject to Baysie Rollers acknowledging the City's contribution on all associated promotional material.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	
Reputation	Low	

Governance	Low	Dependent on the extent of the reduced fees and charges.
Community and Stakeholder	Moderate	
Financial Management	Low	
Environmental Responsibility	Low	
Service Delivery	Low	
Organisational Health and Safety	Low	
Conclusion	Any risks associated with this option is dependent on the extent of the reduced fees and charges.	

Option 3	That Council declines to waiver the City of Bayswater fees and charges associated with the organisation of the Baysie Rollers' movie nights at Bert Wright Park, Bayswater on 29 January, 26 February and 12 March 2022.	
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	A moderate risk in terms of strategic direction is identified given the Strategic Community Plan goal of E2.2. 'Partner with and support communities to enhance their town/city centres'. This option is also considered to carry a moderate risk in terms of the City's reputation, as there may be a perception of the City withdrawing support for community initiatives. A moderate risk is also identified in terms of the community and stakeholder category as this option may be perceived as uncooperative in an otherwise cooperative relationship.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Waiver of Reserve Hire Fees and Charges

Asset Category: N/A **Source of Funds:** Municipal

LTFP: Nil.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$0	-	-	-\$750	-	-	\$750*

* \$750 in anticipated income to the City for three full day hires of the reserve at \$250 per day.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Vibrancy

Goal V3: Activate the City's town and neighbourhood centres

It is considered appropriate to support Baysie Rollers through a waiving of fees associated with their upcoming movie nights given it will enhance the town centre and to further activate the area for wider community benefit.

CONCLUSION

To support Baysie Rollers to organise and host three community movie nights in the Bayswater town centre in early 2022, it is recommended that all fees and charges related to the hire of the park be waived.

10.5 Major Projects Directorate Reports**10.5.1 Appointment of Community Representatives Skate and Bike Development Advisory Committee**

Responsible Branch:	Project Services
Responsible Directorate:	Major Projects and Commercial Activities
Authority/Discretion:	Executive/Strategic
Voting Requirement:	Simple Majority Required
Attachments:	1. SABDAC Terms of Reference [10.5.1.1 - 1 page] 2. CONFIDENTIAL REDACTED - Applicant Submissions [10.5.1.2 - 5 pages] 3. CONFIDENTIAL REDACTED - Assessment Matrix [10.5.1.3 - 1 page]
Refer:	Item 10.1.1 OCM 21.07.20 Item 10.2.10 OCM 26.10.21

Confidential Attachments in accordance with Section 5.23(2) of the Local Government Act 1995 (WA) – personal affairs of any person.

SUMMARY

For Council to consider the appointment of community representatives to the Skate and Bike Development Advisory Committee (SABDAC) as detailed in the Terms of Reference.

OFFICER'S RECOMMENDATION

That Council appoints the following community representatives to the Skate and Bike Development Advisory Committee (SABDAC) for the period up to October 2023:

- i. **Applicant 1;**
- ii. **Applicant 2; and**
- iii. **Applicant 5.**

BACKGROUND

At the Ordinary Council Meeting of 21 July 2020, Council resolved to reinstate the SABDAC for the period ending October 2021 with the following representatives approved:

Elected Members:

- i. Cr Barry McKenna;
- ii. Cr Steven Ostaszewskyj;
- iii. Cr Sally Palmer;
- iv. Cr Michelle Sutherland; and
- v. Cr Catherine Ehrhardt.

Community Members:

- i. Justin Edwards;
- ii. George Linke;
- iii. Joshua Eveson;
- iv. Andrew Furness;

- v. George Krasnoff;
- vi. Laura Drysdale;
- vii. Connor Kiss;
- viii. Daniel Smith;
- ix. Patrick Miller; and
- x. Todd Meyn (ex officio).

Following the October 2021 local government elections, Council considered appointments to discretionary committees and at the Ordinary Council Meeting of 26 October 2021 resolved as follows:

"That Council

- (a) *Adopts the Terms of Reference for the Skate and Bike Development Advisory Committee for the term 26 October 2021 to 20 October 2023.*
- (b) *Appoints the following Councillors as Members:*
 - i. *Cr Sutherland;*
 - ii. *Cr Ehrhardt;*
 - iii. *Cr Eveson; and*
 - iv. *Cr Ostaszewskyj.*
- (c) *Requests that the Chief Executive Officer call for expressions of interest for up to three industry/community representatives for Council's consideration."*

EXTERNAL CONSULTATION

An advertisement calling for nominations for community representatives on the SABDAC was placed in "Perth Now" newspaper on Thursday, 18 November 2021. Nominations were also promoted via the City's website, Bayswater Brief e-newsletter, LinkedIn and an email advising of the call for nominations was sent to previous SABDAC members. Nominations closed on Friday, 17 December 2021.

OFFICER'S COMMENTS

Purpose

The purpose of the SABDAC is to make recommendations to Council on establishing, designing and upgrading existing and future skate / BMX / Scooter parks within the City.

Terms of Reference

The Terms of Reference for the SABDAC have been updated to ensure consistent formatting and content for all minor committees. The Terms of Reference was approved by Council at its Ordinary Meeting of 26 October 2021 (**Attachment 1**).

Membership

The committee membership has been updated to reflect a variety of industry experts in this field, with three community/industry representatives (whether from user groups, clubs, professional associations etc.) approved instead of the previous 10 community members.

Five applicants expressed an interest in being considered for the vacant community representative positions on the City's SABDAC. All applicants are City residents and submitted their application prior to the advertised closing date (**Confidential Attachment 2**).

A selection matrix used to assess applicants against the relevant selection criteria is included as **Confidential Attachment 3**. The selection matrix and application documents provide a framework to assist with the selection of preferred applicants.

In assessing the applications against the matrix criteria, applicants 1, 2 and 5 scored highest to provide a strong level of participant, youth and industry experience.

Summary of Recommended Nominees

APPLICANT NO.	REASON FOR RECOMMENDING APPLICANT
Applicant 1	Regular and competitive cyclist with relevant industry experience working with inner city cycling infrastructure.
Applicant 2	Past participant and parent of a competitive skate, scooter and BMX rider regularly frequenting competitions and venues across WA. Additional school committee experience.
Applicant 5	Previous regular skater at Bayswater now with children who skate. Additional industry youth chaplain experience.

LEGISLATIVE COMPLIANCE

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 Local Government 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.

Advisory Committees are formal groups appointed by Council for set terms. An Advisory Committee has no delegated authority and the Terms of Reference can be amended by the committee at any time, subject to Council approval.

The City of Bayswater's Code of Conduct 2021 for Council and Committee Members will be applicable to all members on this committee.

RISK ASSESSMENT

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.

Officer's Recommendation	That Council appoints the following community representatives to the Skate and Bike Development Advisory Committee (SABDAC) for the period up to October 2023:	
	i. Applicant 1; ii. Applicant 2; and iii. Applicant 5.	
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	The three recommended applicants scored highest in the selection matrix and provide a strong level of participant, youth and industry experience.	

Option 2	<p>That Council appoints the following community representatives to the Skate and Bike Development Advisory Committee (SABDAC) for the period up to October 2023:</p> <p>i. _____;</p> <p>ii. _____; and</p> <p>iii. _____.</p>
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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	This option provides Council the ability to appoint community representation as determined by Council on the SABDAC.	

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 the following applies:

Theme: Community

Goal C1: Create Safe and Inviting Places For People to Come Together.

CONCLUSION

Option 1 is recommended following an application and matrix assessment process.

TERMS OF REFERENCE Skate and Bike Development Advisory Committee	
Purpose	The purpose of the Committee is to make recommendations to Council on establishing, designing and upgrading existing and future skate park/BMX/Scooter parks within the City.
Elected membership:	Five Elected Members*. <i>*minimum three required under legislation</i>
External membership:	3 Industry/Community Representatives
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.
Non-Voting Members:	Manager Project Services
Delegated Authority:	Nil.
Meetings:	Committee meetings are to be in accordance with the <i>City of Bayswater Standing Orders Local Law 2021</i> .
Meeting occurrence:	Quarterly or 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 Major Projects and Commercial Activities or nominated officer.

10.6 Sub Committee Reports**10.6.1 Audit and Risk Management Committee - 14 December 2021****10.6.1.1 Corporate Business Plan 2019-23 Progress Report - 1 July to 30 September 2021**

Responsible Branch:	Governance and Strategy
Responsible Directorate:	Corporate and Strategy
Authority/Discretion:	Information Purposes
Voting Requirement:	Simple Majority
Attachments:	1. Corporate Business Plan 2019-23 Progress Report - 1 July to 30 September 2021 [10.6.1.1.1 - 9 pages]
Refer:	Item 10.2.5: OCM 25.05.2021 Item 10.4.5: OCM 11.06.2019

SUMMARY

This report presents a progress update for action items contained within the City's Corporate Business Plan 2019-23. This is the first quarterly report for the financial year 2021/22, covering activities between 1 July and 30 September 2021.

COMMITTEE RECOMMENDATION TO COUNCIL
(OFFICER'S RECOMMENDATION)

That Council notes the Corporate Business Plan 2019-23 Progress Report for the quarter 1 July to 30 September 2021, as outlined in Attachment 1.

BACKGROUND

Section 5.56 of the *Local Government Act 1995* (WA) requires all local governments to effectively plan for the future. The components of this plan are contained in the Integrated Planning and Reporting Framework (IPRF) and include the Strategic Community Plan, the Corporate Business Plan and the Long-Term Financial Plan. The intent of the framework is to ensure the priorities and services provided by the City are aligned with community vision, needs and aspirations.

A minor review of Strategic Community Plan and Corporate Business Plan was completed in 2019 and Council adopted the Corporate Business Plan 2019-2023 at the OCM 11 June 2019. The updated plan sets out 34 actions aligned with the Strategic Community Plan 2017-2027. This report presents the first progress report for the financial year 2021/22.

A major review of the Strategic Community Plan was undertaken during 2020 and 2021. Council adopted the new Strategic Community Plan 2021-2031 at the OCM 25 May 2021. It is expected that the new Corporate Business Plan will be presented to Council in late 2021 or early 2022.

EXTERNAL CONSULTATION

No external consultation was undertaken to prepare this report. The community engagement was undertaken to develop the Corporate Business Plan 2019-2023 and to inform of the major review.

OFFICER'S COMMENTS

Twelve actions have been completed to date. A further 14 are on track for targeted completion, and three are considered to be off track. One action has not yet commenced and four are on hold due to lack of funding or external consultation.

The following information is current as at 30 September 2021.

Complete

The following four actions were completed this quarter.

Action	Target	Comments
C1.1.2 Implement a library services strategy.	30 June 2023	A report on recommendations from the Library Services Strategy, and the actions completed, underway and planned was presented to the Executive Leadership Team in December 2020. Supported actions will be implemented as part of ongoing operations.
E1.1.1 Create precinct marketing plans that itemise the qualities of the town centres and transmits them to the public.	30 June 2021	The Destination Marketing Strategy was adopted by Council at the OCM 27 April 2021. Implementation has commenced, with banner design and costings. Considerations to continue implementation were included in the 2021/22 budget. Implementation and outcomes will be reported annually as prescribed by action L3.1.3.
L2.1.2 Undertake a community perception survey every two years.	30 June 2021	The final Community Perception Survey report was received from the consultant in September 2021, with a presentation on the methodology and high-level results provided to the Operational Leadership Team.
L3.1.3 Provide an annual report on the implementation of approved strategies.	30 June 2023	Annual progress reports are presented to the Audit and Risk Management Committee. Different strategies are reported each quarter, to spread the workload for Council and the City. The reports have been well received by the Committee. The reports keep Council informed of how the City is progressing against adopted strategies. As this process is now established, this action is considered complete.

On track

Of the 14 actions that are on track this quarter, the following are considered of note.

Action	Target	Comments
B2.1.1 Partner with the Department of Transport to deliver strategic bicycle routes.	30 June 2023	The City has agreed in principle to an agreement with the Department of Transport to commence a review of the Bike Plan. The City is currently awaiting the formal funding agreement from the Department. Funding to match the Department's contribution was included in the 2021/22 budget.
B3.2.1 Facilitate the development of shopping precincts.	30 June 2023	The City is developing Implementation Plans for the Grand Promenade and Walter Road West shopping precincts. Community consultation to develop the plans is set to commence in November 2021.
L1.1.1 Investigate opportunities to simplify processes and reduce red tape in all areas of the City's business.	30 June 2023	Last quarter the City launched a new minutes and agenda software, delivering a number of efficiencies for managing Council and committee meetings. To complement this, live streaming Council meetings commenced in October 2021.
L3.1.3 Provide an annual report on the implementation of approved strategies.	30 June 2023	The City has engaged a consultant to undertake the 2021/22 staff survey. Preliminary discussions have been completed, with a view to undertake the survey in late 2021 or early 2022.

Off track

The following three actions are considered off track this quarter.

Action	Target	Comments
C1.2.1 Develop and implement a Community Recreation Plan.	30 June 2021	A desktop review and preliminary engagement have been completed and draft action plans are under review. The delivery was delayed six months due to the impact of the COVID-19 pandemic during 2020.
C2.1.1 Review of Aged Care assets.	30 June 2021	A report has been prepared for the November 2021 Aged Care Asset Divestment Committee on options for progressing the divestment.
E2.1.3 Develop and implement a Public Art Strategic Plan.	30 June 2021	No funding has been allocated to this project. A project plan has been prepared to develop the strategy in-house. A budget request will be considered at mid-year review to engage specialists for peer review to ensure the strategy will deliver valuable outcomes for the Community.

Not started or on hold

The following action is yet to commence.

Action	Target	Comments
B1.1.2 Develop and implement a streetscape upgrade plan for Noranda.	30 June 2022	No funding has been allocated to this projected. Therefore it is not scheduled to commence in FY2021/2022. The project will be reconsidered as part of the FY2022/23 budget process.

The following actions are currently on hold. Three actions are on hold as they have not been funded and one is on hold awaiting comments from an external agency.

Action	Target	Comments
B1.1.1 Develop and implement a streetscape upgrade plan for Morley and Bayswater.	30 June 2022	Council adopted the Morley Activity Centre Streetscape Plan and Implementation Plan in March 2020. The City is currently seeking qualified consultants to developed detailed (construction ready) designs and costings for the upgrades of the streets identified in the Streetscape plan. The Bayswater Streetscape Plan will not be prepared by the City now that DevelopmentWA are involved in the Bayswater Town Centre. The City will work with DevelopmentWA and the Public Transport Authority.
B2.1.3 Develop remaining Parking Management Strategies for Town Centres.	30 June 2023	Noranda is the only town centre without an endorsed Parking Management Plan. The City intended to develop the plan as a part of the Noranda District Centre Precinct Plan, which was not funded in the 2021/22 budget. Therefore, this project is not progressing at this time.
B3.1.1 Prepare a Structure Plan and built form policies for each town centre - Maylands, Morley, Noranda and Bayswater.	30 June 2023	Noranda is the only town centre without an endorsed Precinct Structure Plan. The project was not funded in the FY2021/2022 budget and is not progressing at present. The project will be reviewed as part of the FY2022/23 budget process.
B3.1.2 Develop and implement a Local Planning	30 June 2023	The City has been awaiting comments from the Department of Planning, Lands and Heritage regarding the updated Local Planning Scheme. During the last quarter the City was advised the WA

Strategy and develop a new town planning scheme.		Planning Commission's Statutory Planning Committee would consider the draft Scheme in late October for approval to advertise.
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Impact of the COVID-19 pandemic

The COVID-19 pandemic has had varying impact on the City's services and projects. While most services and projects have continued unhindered (except in lockdown), in cases where there has been an impact, progress has been delayed or postponed due to business continuity needs, service disruption and/or recovery efforts. The City continues to work to mitigate these effects and the operational and community impacts of the pandemic.

LEGISLATIVE COMPLIANCE

The *Local Government Act 1995* (WA) requires that a local government creates a plan for the future of the district and that the local government reports on progress towards achieving this plan.

RISK ASSESSMENT

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

Officer's Recommendation	That Council note the Corporate Business Plan 2019-23 Progress Report for the quarter 1 July to 30 September 2021, as outlined in Attachment 1.	
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	Accepting this progress report presents low risk and reduces risk long-term by keeping Council informed of progress against the Corporate Business Plan 2019-23.	

FINANCIAL IMPLICATIONS

Financial implications for individual actions are detailed in their respective budgets and the annual budget for the respective financial year or years.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

- Theme: Leadership and Governance
- Goal L2: Plan and deliver projects and services in a sustainable way.
Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

CONCLUSION

This report provides Council with a progress report on actions identified in the Corporate Business Plan 2019-23 for the quarter 1 July to 30 September 2021. This is the first report for the 2021/22 financial year. Generally, progress against the plan is on track, with full disclosure made of any

exceptions. The COVID-19 pandemic has affected the progress of several actions, and is expected to a continuing effect on this financial year and beyond.

Following the major review of the Strategic Community Plan, the Corporate Business Plan is currently under review. This review is being undertaken in line with the review of the Long-Term Financial Plan, as it is critical that these plans are integrated.

Corporate Business Plan 2019-2023

Progress Report - 1 July 2021 to 30 September 2021



Following is an update for the actions set out in the City of Bayswater Corporate Business Plan 2019-2023 for the period of 1 July 2021 to 30 September 2021

NOTE: The Corporate Business Plan 2019-2023 aligns with the aspirations, outcomes and strategies of the superseded Strategic Community Plan 2017-2027. For consistency and clarity, the alignment has been retained for this report. The new Corporate Business Plan will align with the Strategic Community Plan 2021-2031, and reports updated accordingly.

At a glance...



OUR COMMUNITY

Aspiration: An active and engaged community.

Strategies: C1 A strong sense of community through the provision of quality services and facilities.
C2 Accessible services that recognise diversity.



On track (2)
Off track (2)
Not started (0)
Complete (0)



OUR NATURAL ENVIRONMENT

Aspiration: A quality and connected built environment.

Strategies: N1 Natural environment and biodiversity that are conserved and protected.
N2 A resilient community that responds to sustainability challenges.



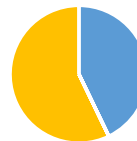
On track (3)
Off track (0)
Not started (0)
Complete (0)



OUR BUILT ENVIRONMENT

Aspiration: An active and engaged community.

Strategies: B1 Appealing streetscapes.
B2 A connected community with sustainable and well maintained transport.
B3 Quality built environment.



On track (3)
Off track (0)
Not started (0)
Complete (4)



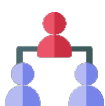
OUR LOCAL ECONOMY

Aspiration: An active and engaged community.

Strategies: E1 Support initiatives for local business.
E2 Active and engaging town and city



On track (2)
Off track (1)
Not started (0)
Complete (0)



LEADERSHIP & GOVERNANCE

Aspiration: An active and engaged community.

Strategies: L1 Accountable and good governance.
L2 Proactively communicates and consults.
L3 Strong stewardship and leadership.



On track (4)
Off track (0)
Not started (0)
Complete (0)



OUR COMMUNITY

Aspiration: An active and engaged community.*

1 July 2021 to 30 September 2021

Outcomes*	Strategies*	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
C1 A strong sense of community through the provision of quality services and facilities.	C1.1 Plan and provide a range of community facilities and services to meet current and future needs.	C1.1.1 Implement the approved future option for the Maylands Waterland site.	●	●	●	●	On track	MG Group has been appointed as the main construction and landscape contractor. Construction work commenced June 2021 following a cultural smoking ceremony to bless the land and work to be completed. Sewer, drainage and soakwells have been installed. Aquatic plant room and underground tanks are under construction, with buildings, pathways, play equipment, BBQ's etc. to follow. At the time of writing this report, work on pathways, ramps and stairs, and some landscaping commenced in early October.
		C1.1.2 Implement a library services strategy.	●	●	●	●	Complete	A report on recommendations from the Library Services Strategy, and the actions completed, underway and planned was presented to the Executive Leadership Team in December 2020. Supported actions will be implemented as part of ongoing operations.
		C1.1.3 Investigate possible locations for permanent event stage structures within the City's Regional reserves.	●	●			Complete	Options were identified and presented to Council. In August 2020, Council resolved not to progress a community event stage.
	C1.2 Deliver community programs that encourage community interaction and participation.	C1.2.1 Develop and implement a Community Recreation Plan.	●	●			Off track	A desktop review and preliminary engagement have been completed and draft action plans are under review. The delivery was delayed six months due to the impact of the COVID-19 pandemic during 2020.
		C1.2.2 Deliver and implement a youth plan.	●	●	●	●	Complete	The City's Youth Action Plan, The Platform, was adopted by Council at the OCM 3 September 2019. The Plan is now available on the City's website and was launched to key external stakeholders at The RISE on 4 December 2019. Actions will be implemented as part of ongoing business as usual operations. Outcomes will be reported annually as prescribed by action L3.1.3.
		C1.2.3 Develop and implement a Public Health Plan.	●	●	●	●	Complete	The Public Health and Wellbeing Plan was completed and endorsed by Council in June 2019. It was reviewed in July 2020 and a progress report was provided to the Audit and Risk Committee in August 2020. Actions will be implemented as part of ongoing business as usual operations. Outcomes will be reported annually as prescribed by action L3.1.3.



OUR COMMUNITY

Aspiration: An active and engaged community.*

1 July 2021 to 30 September 2021

Outcomes*	Strategies*	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
		C1.2.4 Develop and implement a Culture Plan.	●	●	●	●	Complete	The City's inaugural Cultural Plan 2019-2024 was adopted by Council at the OCM of 23 July 2019. The Plan was launched to the wider workforce and community in September 2019. Actions will be implemented as part of ongoing business as usual operations. Outcomes will be reported annually as prescribed by action L3.1.3.
	C1.3 Deliver a safety service which builds a strong sense of community safety.	C1.3.1 Apply Crime Prevention Through Environmental Design principles in Town Centre developments.	●	●	●	●	On track	CPTED principles are applied through projects as they arise.
C2 Accessible services that recognise diversity.	C2.1 Ensure the City's services and facilities are accessible and inclusive.	C2.1.1 Review of Aged Care assets.	●	●			Off track	A report has been prepared for the November 2021 Aged Care Asset Divestment Committee on options for progressing the divestment.

* The Corporate Business Plan 2019-2023 aligns with the aspirations, outcomes and strategies of the superseded Strategic Community Plan 2017-2027. For consistency and clarity, the alignment has been retained for this report. The new Corporate Business Plan will align with the Strategic Community Plan 2021-2031, and reports updated accordingly.



OUR NATURAL ENVIRONMENT

Aspiration: A green and sustainable environment.*

1 July 2021 to 30 September 2021

Outcomes*	Strategies*	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
N1 Natural environment and biodiversity that are conserved and protected.	N1.1 Develop and implement management strategies to strengthen the resilience of the environment.	N1.1.1 Develop and implement a City of Bayswater Environmental liveability framework including biodiversity, climate change, and urban forest.	●	●	●	●	On track	The draft Environment and Liveability Framework document was presented to the Executive Leadership Team during the quarter. The document has been updated per feedback and is expected to be presented to Councillors during the first half of 2022.
		N2.1.1 Review waste collection practices, investigate and implement alternative waste treatment technologies, including Food Organics and Garden Organics (FOGO).	●	●	●	●	On track	The City and the EMRC are currently arranging for a Household Hazardous Waste drop-off point at the City's Transfer Station. Investigations are underway into future waste recovery opportunities for the old material recovery facility shed at the City's Transfer Station. City officers have also started rolling out FOGO to some multi-unit developments based on readiness and infrastructure
		N2.1.2 Deliver waste education to the community in partnership with other stakeholders.	●	●	●	●	On track	The City is continuing to provide waste education through local schools in conjunction with Cleanaway. The City is working with the EMRC in relation to: 1. Implementing additional waste initiatives at the Bayswater Transfer Station 2. Delivering waste education to the community as a part of the FOGO rollout, which commenced in March 2021.

* The Corporate Business Plan 2019-2023 aligns with the aspirations, outcomes and strategies of the superseded Strategic Community Plan 2017-2027. For consistency and clarity, the alignment has been retained for this report. The new Corporate Business Plan will align with the Strategic Community Plan 2021-2031, and reports updated accordingly.



OUR BUILT ENVIRONMENT

Aspiration: A quality and connected built environment.*

1 July 2021 to 30 September 2021

Outcomes*	Strategies*	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
B1 Appealing streetscapes.	B1.1 Develop and maintain streetscapes.	B1.1.1 Develop and implement a streetscape upgrade plan for Morley and Bayswater.	●	●			On hold	Council adopted the Morley Activity Centre Streetscape Plan and Implementation Plan in March 2020. The City is currently seeking qualified consultants to develop detailed (construction ready) designs and costings for the upgrades of the streets identified in the Streetscape Plan. The Bayswater Streetscape Plan will not be prepared by the City now that DevelopmentWA are involved in the Bayswater town centre. The City will work with DevelopmentWA and the Public Transport Authority.
		B1.1.2 Develop and implement a streetscape upgrade plan for Noranda.			●		Not started	No funding has been allocated to this project. Therefore it is not scheduled to commence in FY2021/22. The project will be reconsidered as part of the FY2022/23 budget process.
B2 A connected community with sustainable and well maintained transport.	B2.1 Advocate for safe and accessible public transport.	B2.1.1 Partner with the Department of Transport to deliver strategic bicycle routes.	●	●	●	●	On track	The City has agreed in principle to an agreement with the Department of Transport to commence a review of the Bike Plan. The City is currently awaiting the formal funding agreement from the Department. Funding to match the Department's contribution was included in the FY2021/2022 budget.
		B2.1.2 Complete and implement a City wide Local Area Traffic Management Study.	●	●	●	●	Complete	The study was complete and endorsed by Council in 2018. The Citywide Traffic Management Implementation Plan was adopted by Council in March 2019. Actions will be implemented as part of ongoing business as usual operations. Outcomes will be reported annually as prescribed by action L3.1.3.
		B2.1.3 Develop remaining Parking Management Strategies for Town Centres.	●	●	●	●	On hold	Noranda is the only town centre without an endorsed Parking Management Plan. The City intended to develop the plan as a part of the Noranda District Centre Precinct Plan, which was not funded in the FY2021/2022 budget. Therefore this project is not progressing at this time.
		B2.1.4 Investigate a pedestrian friendly shared place in the Bayswater Town Centre.	●	●	●	●	On track	This will be implemented with DevelopmentWA and PTA as part of the redevelopment of the Bayswater Station and the surrounding precinct. The City will seek to influence the detailed road and public realm design by these two agencies.



OUR BUILT ENVIRONMENT

Aspiration: A quality and connected built environment.*

1 July 2021 to 30 September 2021

Outcomes*	Strategies*	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
B3 Quality built environment.	B3.1 Develop plans, policies and guidelines for quality built form.	B3.1.1 Prepare a Structure Plan and built form policies for each town centre - Maylands, Morley, Noranda and Bayswater.	●	●	●	●	On hold	Noranda is the only town centre without an endorsed Precinct Structure Plan. The project was not funded in the 2021/22 budget and is not progressing at present. The project will be considered as part of the 2022/23 budget process.
		B3.1.2 Develop and implement a Local Planning Strategy and develop a new town planning scheme.	●	●	●	●	On hold	The City has been awaiting comments from the Department of Planning, Lands and Heritage regarding the updated Local Planning Strategy. During the last quarter the City was advised that the WA Planning Commission's Statutory Planning Committee would consider the draft Strategy in late October for approval to
		B3.1.3 Review and implement the Municipal Heritage Inventory and associated processes.	●	●	●	●	Complete	The Local Heritage Survey was adopted at the OCM 12 February 2020. The document has been finalised and is available on the City's website. It is anticipated that a minor review will be undertaken in FY2024/25, and a major review as needed or up to five years following.
	B3.2 Facilitate the development of activity nodes.	B3.2.1 Facilitate the development of shopping precincts.	●	●	●	●	On track	The City is currently developing Implementation Plans for the Grand Promenade and Walter Road West precincts. Community consultation to develop the plans is set to commence in November 2021.

* The Corporate Business Plan 2019-2023 aligns with the aspirations, outcomes and strategies of the superseded Strategic Community Plan 2017-2027. For consistency and clarity, the alignment has been retained for this report. The new Corporate Business Plan will align with the Strategic Community Plan 2021-2031, and reports updated accordingly.



OUR LOCAL ECONOMY

Aspiration: A business and employment destination.*

1 July 2021 to 30 September 2021

Outcomes*	Strategies*	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
E1 Support initiatives for local business.	E1.1 Implement initiatives that support business growth.	E1.1.1 Create precinct marketing plans that itemise the qualities of the town centres and transmits them to the public.	●	●			Complete	The Destination Marketing Strategy was adopted by Council at the OCM 27 April 2021. Implementation has commenced, with banner design and costings. Considerations to continue implementation were included in the 2021/22 budget. Implementation and outcomes will be reported annually as prescribed by action L3.1.3.
E2 Active and engaging town and city centres.	E2.1 Increase public amenity in town and city centres to enhance community interaction and public safety.	E2.1.1 Strengthen the Morley City Centre as a pedestrian friendly environment to meet the requirements of a Strategic Metropolitan Centre.	●	●	●	●	On track	As part of the recent grant funding from RAC, the City is investigating wayfinding signage for pedestrians to provide greater access across the town centre.
		E2.1.2 Implement Town Centre Activation Plans.		●	●	●	On track	The City is implementing a number of projects within the town centres, including the recently completed public space at The RISE and the place space at the Noranda Nook, expected to be completed at the end of November. Preliminary works have commenced for upgrades at Bert Wright Park, which will be staged to limit impact on the park users. Final concept plans for the activation of the front of Morley Library, enabled by the RAC grand funding, are expected to be released for community consultation in November.
		E2.1.3 Develop and implement a Public Art Strategic Plan.	●	●			Off track	No funding has been allocated to this project. A project plan has been prepared to develop the strategy in-house. A budget request will be considered at mid-year review to engage specialists for peer review to ensure the strategy will deliver valuable outcomes for the

* The Corporate Business Plan 2019-2023 aligns with the aspirations, outcomes and strategies of the superseded Strategic Community Plan 2017-2027. For consistency and clarity, the alignment has been retained for this report. The new Corporate Business Plan will align with the Strategic Community Plan 2021-2031, and reports updated accordingly.



1 July 2021 to 30 September 2021

Outcomes*	Strategies*	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
L1 Accountable and good governance.	L1.1 Ensure policies, procedures and practices are effective.	L1.1.1 Investigate opportunities to simplify processes and reduce red tape in all areas of the City's business.	●	●	●	●	On track	Last quarter the City had launched a new minutes and agenda software, delivering a number of efficiencies for managing Council and committee meetings. To compliment this, work is now underway to begin live streaming Council meetings. This is expected to launch later in 2021. At the time of writing this report, live streaming of Council meetings successfully commenced following the October 2021 election.
	L1.2 Deliver long term financial planning.	L1.2.1 Develop a land asset disposal and acquisition strategy and program, including review of use.	●	●			Complete	Council adopted the Land Acquisition and Disposal Strategy and associated Policy at the OCM 23 June 2020.
L2 Proactively communicates and consults.	L2.1 Communicate and engage with the community.	L2.1.1 Develop a public relations and marketing strategy, including online and social media.	●	●			Complete	The development of a Public Relations and Marketing Strategy was a historic action in the CBP. In consultation with the CEO, the decision was made to instead develop a Strategic Communications Plan and Social Media Strategy. Both documents have now been completed and are currently being implemented. The Social Media Strategy includes the Baysie is My Home video campaign.
		L2.1.2 Undertake a community perception survey every two years.		●		●	Complete	The final Community Perception Survey report was received from the consultant in September 2021, with a presentation on the methodology and high level results provided to the Operational Leadership Team.
	L2.2 Provide quality customer services to the community.	L2.2.1 Develop, review and implement processes and corporate systems to be more responsive to community needs and contemporary customer interaction.	●	●	●	●	On track	The City continues to update IT infrastructure to improve facilities and service delivery. The new corporate digital strategy is also nearing completion. The strategy will provide strategic direction for upgrading key corporate system. In addition to internal business needs, the strategy also considers how the City could respond to changing customer needs.
L3 Strong stewardship and leadership	L3.1 Provide Council with information and support to enable informed decision making.	L3.1.1 Co-ordinate ongoing training programs for elected members.	●	●	●	●	On track	Training for elected members is provided as required and updated upon request. No training was undertaken during the quarter 1 July to 30 September due to the October 2021 election.
		L3.1.2 Undertake annual staff satisfaction surveys.	●	●	●	●	On track	The City has engaged a consultant to undertake the 2021/22 staff survey. Preliminary discussions have been completed, with a view to undertake the survey in late 2021 or early 2022.



1 July 2021 to 30 September 2021

Outcomes*	Strategies*	Actions	Timeframes				Status	Comments
			19/20	20/21	21/22	22/23		
		L3.1.3 Provide an annual report on the implementation of approved strategies.					Complete	Annual progress reports are presented to the Audit and Risk Management Committee. Different strategies are reported each quarter, to spread the workload for Council and the City. The reports have been well received by the Committee. The reports keep Council informed of how the City is progressing against adopted strategies. As this process is now established, this action is considered complete.

* The Corporate Business Plan 2019-2023 aligns with the aspirations, outcomes and strategies of the superseded Strategic Community Plan 2017-2027. For consistency and clarity, the alignment has been retained for this report. The new Corporate Business Plan will align with the Strategic Community Plan 2021-2031, and reports updated accordingly.

10.6.2 CEO Recruitment Committee - 21 December 2021**10.6.2.1 Terms of Reference - CEO Recruitment Committee**

Responsible Directorate:	Office of the Chief Executive Officer
Authority/Discretion:	Executive/Strategic
Voting Requirement:	Simple Majority
Attachments:	<ol style="list-style-type: none"> 1. Terms of Reference - Chief Executive Officer Recruitment Committee [10.6.2.1.1 - 1 page] 2. Terms of Reference CEO Recruitment Committee As Amended at CEO Recruitment Committee 21/12/2021 [10.6.2.1.2 - 1 page]

SUMMARY

For Council to consider the terms of reference for the CEO Recruitment Committee, which has been established to lead Council in recruiting a new CEO following the resignation of the CEO.

OFFICER'S RECOMMENDATION

That Council adopts the terms of reference for the CEO Recruitment Committee as outlined in Attachment 1.

COMMITTEE RECOMMENDATION TO COUNCIL

That Council adopts the terms of reference for the CEO Recruitment Committee as outlined in Attachment 1, with the following amendments as outlined in Attachment 2:

1. In the Role of Representatives section, the words "Spokesperson for the City of Bayswater" be removed.
2. In the Elected Member membership section, all other remaining Councillors are deputies.

BACKGROUND

At the Ordinary Council Meeting on 7 December 2021, Council considered a number of items of urgent business in relation to the resignation of the City's CEO, Mr Andrew Brien.

To begin the recruitment process, Council resolved the following:

"That Council:***1. Establishes the CEO Recruitment Committee, comprising the following members:***

- (a) The Mayor;*
- (b) The Deputy Mayor;*
- (c) One Elected Member from each Ward, being:*
 - i. Cr Steven Ostaszewskyj from Central Ward;*
 - ii. Cr Josh Eveson from North Ward;*
 - iii. Cr Elli Petersen-Pik from South Ward;*
 - iv. Nil from West Ward; and*

(d) One independent member, to be selected by the CEO Recruitment Committee.

2. Endorses the position description of the Chief Executive Officer as outlined in Attachment 3, noting it has been updated to reflect the current organisation structure.***3. Delegates authority to the CEO Recruitment Committee all powers necessary to enable the Committee to undertake all the administrative aspects of the recruitment process including:***

- a) The recruitment of an independent member to the Committee; and*
- b) Appointment of a professional recruitment consultant."*

EXTERNAL CONSULTATION

Nil.

OFFICER'S COMMENTS

The terms of reference of the CEO Recruitment Committee have been drafted in line with the above Council resolution to enable the Committee to begin the recruitment process for a new CEO.

Purpose

The purpose of the CEO Recruitment Committee has been drafted based on the guidelines distributed by the Department of Local Government, Sport and Cultural Industries in relation to CEO Recruitment. The purpose also makes reference to the Model Standards for CEO Recruitment, Performance and Termination adopted by Council at the Ordinary Council Meeting on 23 March 2021.

Meeting details

Meeting Frequency: As required

Day of Meeting: When suitable

Time of Meeting: When suitable

Location of Meeting: City of Bayswater Civic Centre

Given the purpose of the Committee and acknowledging that there may be instances where the Committee is required to meet at short notice, the meeting details have been drafted broadly to allow the Committee to meet as and when required.

Sitting fees

Included as part of the annual sitting fees paid to Councillors.

Liaison Officer

It is recommended that the liaison officer be both the current CEO and the Manager People, Culture and Safety. This will allow for continuity in the process once the CEO departs the organisation.

Membership:

In accordance with the Council resolution of 7 December 2021, the Elected Member membership is:

- Cr Filomena Piffaretti, Mayor
- Cr Catherine Ehrhardt, Deputy Mayor
- Cr Steven Ostaszewskyj
- Cr Josh Eveson
- Cr Elli Petersen-Pik

In addition and in accordance with the legislative requirements, the Committee is required to have one independent member. The Committee has been granted delegated authority to appoint the independent member, with options for an independent member the subject of a separate report.

LEGISLATIVE COMPLIANCE

Council established the CEO Recruitment Committee at the Ordinary Council Meeting on 7 December 2021 in accordance with section 5.8 of the *Local Government Act 1995* (WA).

RISK ASSESSMENT

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.

Officer's Recommendation	That Council adopts the terms of reference for the CEO Recruitment Committee as outlined in Attachment 1.	
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	The terms of reference have been developed in accordance with Council's resolution to establish the CEO Recruitment Committee on 7 December 2021 and reflecting the Department's guidelines on CEO recruitment. It is therefore considered a low risk to adopt the terms of reference as presented.	

Option 2	That Council adopts the terms of reference for the CEO Recruitment Committee as outlined in <u>Attachment 1</u> and as further amended by Council.		
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome	
Strategic Direction	Moderate	Risks will be dependent on amendments made to the terms of reference.	
Reputation	Low		
Governance	Low		
Community and Stakeholder	Moderate		
Financial Management	Low		
Environmental Responsibility	Low		
Service Delivery	Low		
Organisational Health and Safety	Low		
Conclusion	Council may wish to further amend the terms of reference for the CEO Recruitment Committee, noting that there are legislative requirements that must be satisfied.		

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

CONCLUSION

Council has established the CEO Recruitment Committee to lead the process of recruiting a new CEO. Terms of reference have been drafted in line with the Council resolution of 7 December 2021 to establish the Committee, and these are presented to Council for their consideration.

TERMS OF REFERENCE Chief Executive Officer Recruitment Committee	
Purpose:	The purpose of the Chief Executive Officer Recruitment Committee is to conduct the recruitment and selection process for a new Chief Executive Officer in accordance with the principles of merit, equity and transparency and consistent with Council's adopted <i>Model Standards for CEO Recruitment, Performance and Termination</i> .
Elected membership:	Member Cr Filomena Piffaretti, Mayor Cr Catherine Ehrhardt, Deputy Mayor Cr Steven Ostaszweskyj Cr Josh Eveson Cr Elli Petersen-Pik
External membership:	Member One independent member
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.
Delegated Authority:	The CEO Recruitment Committee has been delegated all powers necessary to enable the Committee to undertake all the administrative aspects of the recruitment process including: <ul style="list-style-type: none"> a) The recruitment of an independent member to the Committee; and b) Appointment of a professional recruitment consultant.
Meetings:	Committee meetings are to be in accordance with the <i>City of Bayswater Standing Orders Local Law 2021</i> .
Meeting Frequency:	As required.
Meeting Date and Time:	When suitable.
Location:	City of Bayswater Civic Centre
Liaison Officer:	Chief Executive Officer Manager People, Culture and Safety

TERMS OF REFERENCE Chief Executive Officer Recruitment Committee	
Purpose:	The purpose of the Chief Executive Officer Recruitment Committee is to conduct the recruitment and selection process for a new Chief Executive Officer in accordance with the principles of merit, equity and transparency and consistent with Council's adopted <i>Model Standards for CEO Recruitment, Performance and Termination</i> .
Elected membership:	<p>Member</p> <p>Cr Filomena Piffaretti, Mayor</p> <p>Cr Catherine Ehrhardt, Deputy Mayor</p> <p>Cr Steven Ostaszweskyj</p> <p>Cr Josh Eveson</p> <p>Cr Elli Petersen-Pik</p> <p>All remaining Councillors are deputies.</p>
External membership:	<p>Member</p> <p>One independent member</p>
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.
Delegated Authority:	<p>The CEO Recruitment Committee has been delegated all powers necessary to enable the Committee to undertake all the administrative aspects of the recruitment process including:</p> <p>a) The recruitment of an independent member to the Committee; and</p> <p>b) Appointment of a professional recruitment consultant.</p>
Meetings:	Committee meetings are to be in accordance with the <i>City of Bayswater Standing Orders Local Law 2021</i> .
Meeting Frequency:	As required.
Meeting Date and Time:	When suitable.
Location:	City of Bayswater Civic Centre
Liaison Officer:	<p>Chief Executive Officer</p> <p>Manager People, Culture and Safety</p>

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**11.1 Cr Catherine Ehrhardt, Deputy Mayor - Underground Power**

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2021*, CR CATHERINE EHRHARDT, DEPUTY MAYOR raised the following motion:

That Council requests the Chief Executive Officer to:

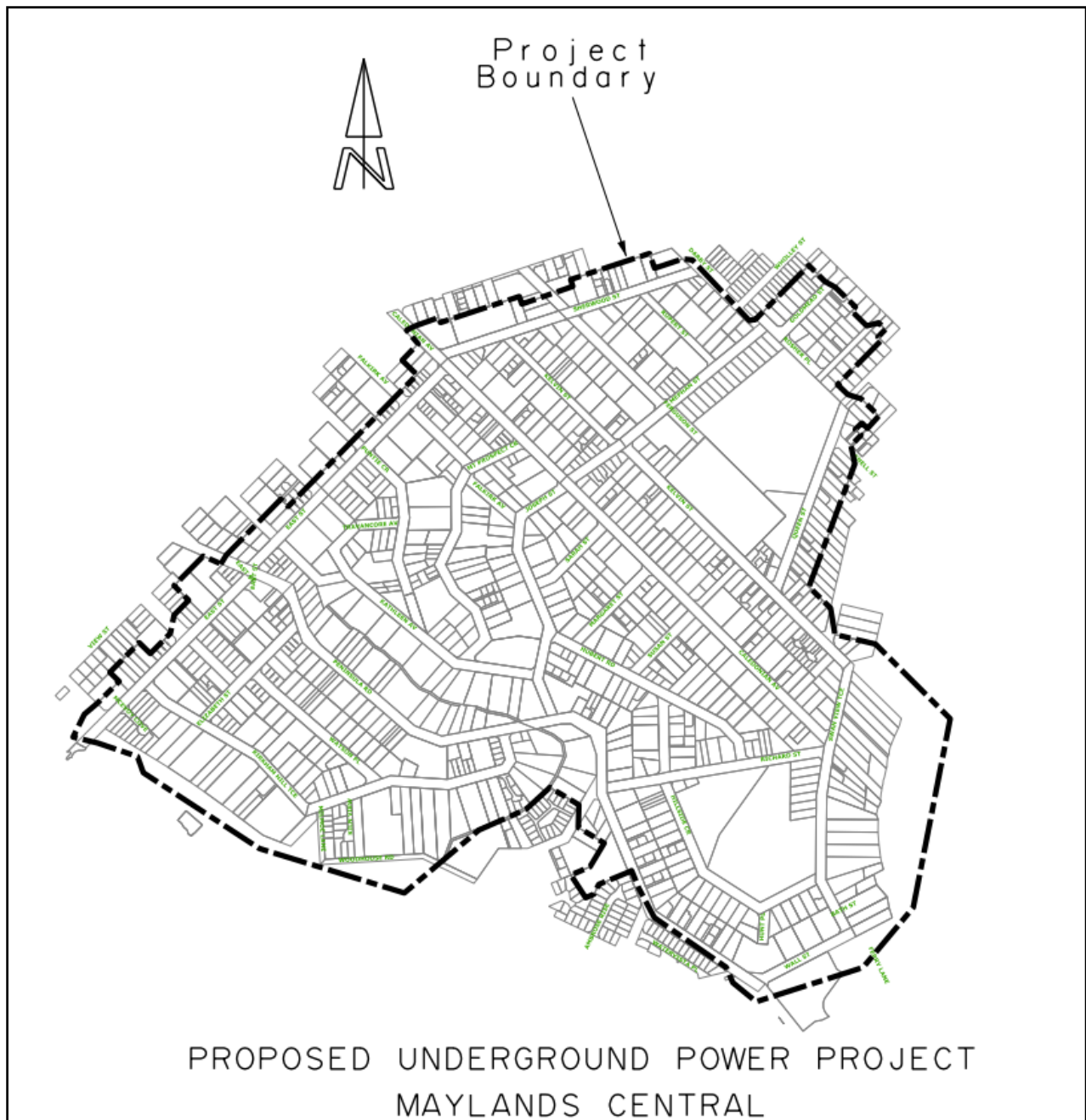
1. Engage with Western Power on the possibility of undergrounding overhead powerlines along the City's main arterial routes.
2. Prepare a feasibility report on the possible options including project extent and staging, funding mechanisms and models, benefit cost analysis, timing and risks.
3. List a provisional amount of up to \$30,000 for consideration in the draft 2022-2023 Budget to outsource the investigation, liaison and preparation of the report.
4. Present the report to Council by December 2022 for further consideration.

MATERIAL FACTS

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2021*, the Chief Executive Officer may provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.

OFFICER'S COMMENT

The undergrounding of the State's power network has been occurring for three decades now, commencing in 1991 when the State Government made changes that required all new urban subdivisions to include underground power networks. The State further established the State Underground Power Program (SUPP) following major storms and outages in 1996. The SUPP enabled existing above ground networks to be replaced by underground networks through a joint funding arrangement between the State and local government. There have been several rounds delivered under the program, with the City being successful in securing funding under the most recent round for the Maylands central area. This project is in its final stages of preparation.



Source: Western Power

The undergrounding of power has the following benefits:

- Improved public safety – street lighting can be improved as light locations are based on correct spacing, and positioning of street trees rather than distribution pole locations. Improved lighting will make safer neighbourhoods.
- Improved road safety – removing distribution poles will reduce non-frangible hazards in the road environment, reducing the risk and severity of collisions. It should be noted that standalone light poles are designed to be collapsible in a collision.
- Improved reliability and security – underground power is significantly less susceptible to damage and disruptions in major storm events, thus resulting in fewer power outages.
- Improved street appearance – the removal of overhead power lines creates a more aesthetically pleasing neighbourhood.

- Increased property value – the absence of poles and overhead power lines and the inclusion of new street lighting has a positive impact on property values.
- Reduction in street tree pruning – trees can grow unimpeded by overhead powerlines and has the benefit of realising the full growth and appearance potential of trees, while reducing the resources and costs traditionally required for pruning to maintain powerline clearances.
- Lower life-cycle costs – underground power has minimal maintenance and operating costs.
- Improved opportunity for emerging technologies – helps pave the way for innovation through smart technologies. As a minimum, the new street lighting will utilise LED technology.

This Notice of Motion is recommending that the City explores the underground power options for the City's main arterial roads, such as Morley Drive, Beechboro Road North, Beechboro Road South, Wellington Road, Crimea Street, Collier Road, Embleton Avenue, Guildford Road, Grand Promenade, Beaufort Street, Broun Avenue and Walter Road. It is suggested that the undergrounding of power along these routes could benefit the associated shopping precincts, provide cost reductions in pruning under power lines and associated road management costs, will increase the tree canopy, increase walkability along these routes and their town precincts, and generally improve the streetscape.

In order for Council to consider the possible options for the undergrounding of power along the City's main arterial routes, it is recommended that Western Power be engaged as the asset owners and major stakeholder, and that a report be prepared for further consideration of Council that addresses, as a minimum, the following matters:

- The options available and the extent of each.
- Possible staging and timing.
- Western Power's recommendations, priorities and level of support in regards to the options identified.
- The high-level costs of the options and a benefit cost analysis of each, including all direct and indirect life-cycle costs (capital and operational). Direct costs are associated with the power infrastructure and indirect relates to Council operational activities such as tree pruning etc.
- Integration with other projects and developments, for example future road modifications, commercial developments, streetscaping etc. This may influence staging and scope of the undergrounding to ensure effective coordination between current, planned and anticipated projects (i.e. prevent the need for modification again in future).
- Funding models and mechanisms available for funding the project. Western Power indicate that there are three programs available:
 - Network Renewal Undergrounding Program Pilot (NRUPP) – these are driven by Western Power and target areas with a high density of aging overhead assets.
 - State Underground Power Program (SUPP) – the cost of undergrounding is shared between the State Government, Western Power, Local Government Authorities (LGAs) and property owners.
 - Retrospective Undergrounding Power Projects (RUPP) – these are generally funded directly by LGAs or land developers.

However, there may be opportunity to fund the project through a separate arrangement to these programs. The City is aware that Western Power is now contributing to some projects based on a quantifiable net benefit of the project to Western Power rather than through the funding programs.

The report to be presented to Council would effectively be a feasibility report that will enable the Council to determine whether to pursue the project. If the Council decides to pursue the project further, it will need to determine how to fund the project through its long-term financial plan and the community engagement required to ascertain the support or otherwise for the proposal. It is expected that the report will provide a range of options and high-level figures for Council consideration. Council can determine which roads are to be included and a priority listing of roads from which a staging plan could be developed.

Due to the amount of work involved and the specific industry knowledge and experience required in preparing such a report, it is recommended that a suitable timeframe be provided that will enable possible outsourcing of the preparation of the report. This could be either through Western Power, a suitably qualified and experienced consultant or a combination of both. A budget allocation will also be necessary for this work. It is difficult to ascertain the cost of preparing the report due to there being limited information available for comparison. The recommendation suggests a provisional amount of \$30,000 for the preparation of the report. There is risk that this amount may be exceeded when quotations are sought and a further report to Council may be necessary to allocate further funds. Allowing an increased provisional amount of up to \$60,000 may address this risk.

LEGISLATIVE COMPLIANCE

Western Power are the asset owners and operators of the power network. It is therefore necessary for them to be involved in all aspects of the project and necessary to obtain their approval for any proposals associated with or impacting on the network.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Asset Category:	Other	Source of Funds:	Municipal
LTFP Impacts:	It is recommended that a feasibility report be prepared only at this stage. This report will provide high level costs for any options identified to allow the Council to decide whether to proceed further with the proposal.		
Notes:	A provisional amount of \$30,000 has been included in the motion for the preparation of the report.		

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$30,000			\$0			\$0
2							
3							

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme:	Community
Goal C1:	Create safe and inviting places for people to come together.
Goal C3:	Maximise the use of the City's facilities and parks by all sections of the community.

Theme:	Environment and Liveability
Goal E2:	Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy.

Goal E3: Improve the City's walking and cycling network and create safer streets.

Theme: Vibrancy

Goal V2: Encourage economic development across the City, and provide increased opportunities for people to live and work locally by facilitating new investment in the City.

CONCLUSION

The undergrounding of power can provide a range of benefits for the community as well as the City and the network owner Western Power. There is a substantial cost associated with the implementation of such proposals, therefore, it is recommended that a feasibility report be prepared to explore the proposal of undergrounding power along the City's main arterial roads.

VOTING REQUIREMENT

Simple Majority

ATTACHMENTS

Nil

11.2 Cr Josh Eveson - Regional Mobile Food Vehicle Registration And Permit Simplification

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2021*, CR JOSH EVESON raised the following motion:

That Council requests the Chief Executive Officer to investigate the simplification of the process, including permits and registrations, relating to mobile food vehicles within the City, and present a report on the outcomes of this investigation to the Ordinary Council Meeting to be held on 22 March 2022.

MATERIAL FACTS

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2021*, the Chief Executive Officer may provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.

The City currently has a Mobile Food Vehicles Policy which outlines:

- The required permits needed to operate within the City, being a Mobile Food Vehicle Permit and a Food Act 2008 Certificate of Registration;
- 13 approved locations where mobile food vehicles can operate;
- Location requirements if an applicant would like to operate from an alternative location to the list of approved locations;
- Details on how waste, advertising signs, temporary fixtures and noise generated from the vehicle are to be managed;
- The need for public and product liability insurance for at least \$10 million; and
- The application process, including the payment of fees.

Applications for a mobile food vehicle permit can be submitted year round. The following information is required to obtain a permit:

- A completed City of Bayswater mobile food vehicle permit application form;
- A site plan detailing the proposed location(s) and the internal layout of the mobile food vehicle;
- A list of nominated locations to operate from;
- A current Certificate of Currency (Public Liability Insurance) for a minimum of \$10 million;
- A copy of the manufacturer's specifications for any generators to be used; and
- A copy of a current Food Act 2008 Certificate of Registration issued by the local government where the mobile food vehicle is housed and/or where the majority of the food preparation activities are occurring.

The Activities in Thoroughfares and Public Places and Trading Local Law 2020 provides the City with the ability to issue stallholder permits and trader permits, which includes a mobile food stall.

The City's records indicate that there are currently only two valid mobile food vehicle permits. It is noted that the number of mobile food vehicle operators increased significantly during the six-month period in 2020 when Council waived the permit fees as part of the City's COVID-19 pandemic response, with 28 permits issued during that period.

OFFICER'S COMMENT

The Mobile Food Vehicles Policy was last reviewed and endorsed by Council at its Ordinary Meeting held on 12 April 2018. The existing Policy is due to be reviewed to ensure it aligns with the Activities in Thoroughfares and Public Places and Trading Local Law 2020.

To operate a mobile food vehicle the operator is currently required to obtain a Mobile Food Vehicle Permit and a *Food Act 2008* Certificate of Registration. The *Food Act 2008* Certificate of Registration is usually issued by the local government where the mobile food vehicle is housed and/or where the majority of the food preparation activities are occurring. An operator who has obtained the Certificate of Registration from any local government in WA can use this to apply for the Mobile Food Vehicle Permit within the City or any other local government which they wish to operate within, as long as they operate in accordance with the Certificate of Registration. This is considered similar to the Simplified Trading Partnership permit which provides for mobile food vehicles to trade at approved events, upon invitation of the event organiser, which occurs within the City of Gosnells, City of Canning and Town of Victoria Park.

The need to provide guidance on mobile food vehicles within the City remains current however, investigations can be undertaken to determine whether the process can be streamlined and simplified. The investigations will include ascertaining whether:

- the policy requires a review;
- guidelines or another form of guidance or self-regulation is more appropriate than a policy;
- approval(s), if still required can be in the form of a single permit/approval only;
- the fees for a permit are appropriate; and
- the process can be automated.

To determine the above aspect, investigations will be undertaken in relation to:

- additional locations to be included in the approved locations where mobile food vehicles can operate, and reviewing the limit on the number of operators at Crimea Park;
- the potential to have a single point of approval for the Food Act 2008 Certificate of Registration and Mobile Food Vehicle Permit;
- what other local governments are doing;
- the impact of a policy versus guidelines versus self-regulation;
- the applicable environment health provisions, including the preparation of food, noise, waste, etc;
- information system abilities to provide an automated process;
- promotion/encouragement of mobile food vehicles operating in the locality; and
- City events which have mobile food vehicles operating.

It is considered there is merit in investigating the simplification of the permit process to ensure that any future restrictions which occur as a result of COVID-19 continue to enable and promote/encourage food businesses to operate in line with the applicable state government mandates.

Should the motion be adopted, a report which presents the outcomes of the investigation will be provided to the Ordinary Council Meeting to be held on 22 March 2022.

LEGISLATIVE COMPLIANCE

As part of the investigation, the City will consider whether there is any legislation that will impact on the enforceability of the proposed changes.

FINANCIAL IMPLICATIONS

At this stage, only officer time will be required in relation to the investigation on how to simplify the process and policy associated with mobile food vehicle.

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme:	Community
Goal C2:	Celebrate multiculturalism, arts and culture by supporting local events and initiatives.
Theme:	Vibrancy
Goal V4:	Support businesses across the City to grow and thrive.

It is considered that a review of the process and policy relating to mobile food vehicles Policy will assist in supporting small business operating within the City through simplifying the process for mobile food vehicles to trade (at approved events).

CONCLUSION

In the event the motion is successful, the City officers will need to investigate whether there is scope for the process and policy to be reviewed in a manner which simplifies permits and registrations for mobile food vehicles. Subsequently, a report on the outcomes of this investigation will be presented to the Ordinary Council Meeting to be held on 22 March 2022.

VOTING REQUIREMENT

Simple Majority required.

Nil

11.3 Cr Josh Eveson - Delivery Of A New Community Safety And Crime Prevention Plan

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2021*, CR JOSH EVESON raised the following motion:

"That Council considers an allocation of \$30,000 for the delivery of a new Community Safety and Crime Prevention Plan as part of the draft 2022/23 budget."

MATERIAL FACTS

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2021*, the Chief Executive Officer may provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.

The City of Bayswater Community Safety and Crime Prevention Plan 2017-2021 (CSCPP) was completed in September 2021 and the final progress update was included in the Corporate Strategy Annual Progress Report presented to the Audit and Risk Management Committee meeting on 16 November 2021 and Ordinary Council Meeting on 7 December 2021. Council at this meeting resolved as follows:

"That Council:

1. *Notes the annual progress reports for the following strategies:*
 - (a) *Age Friendly Strategy 2017-2021*
 - (b) *Community Safety and Crime Prevention Plan 2017-2021*
 - (c) *Cultural Plan 2019-2024*
 - (d) *Land Acquisition and Disposal Strategy*
 - (e) *The Platform Youth Action Plan 2019-2023.*
2. *Requests that City officers undertake a further review of the CCTV Strategy 2018-2028 to ensure that new and emerging technologies such as artificial intelligence are incorporated into the strategy and report back to the ARMC to ensure consideration for inclusion as part of the 2022/23 budget."*

OFFICER'S COMMENT

The CSCPP 2017-2021 plan focused on implementing community safety and crime prevention initiatives to improve safety, service delivery and to reduce crime within the community in order to create a safe community for its residents and visitors.

21 actions were identified in the plan of which 13 were completed and eight were incorporated into ongoing business or projects. The plan incorporated the establishment of comprehensive closed circuit television (CCTV) networks at the Noranda Sporting Complex, Riverside Gardens and the AP Hinds Reserve. Anecdotal information received from Western Australia Police Force (WA Police), suggest the implementation has contributed to a reduction in criminal activity at those locations. The introduction of 'licence plate recognition cameras' at key locations has provided police with admissible evidence relating to a number of crimes, including a commercial burglary series, stealing with violence and a recent murder.

Several key relationships were established during the course of this plan, including collaborating with Nyoongar Outreach Service and 55 Central to support vulnerable community members and with WA Police and working in partnership with WA Police to reduce offending and improve the community perception of safety and security.

The development and implementation of a new CSCPP will enable the City to focus on new and emerging crime types, contemporary crime prevention strategies and new technologies to support

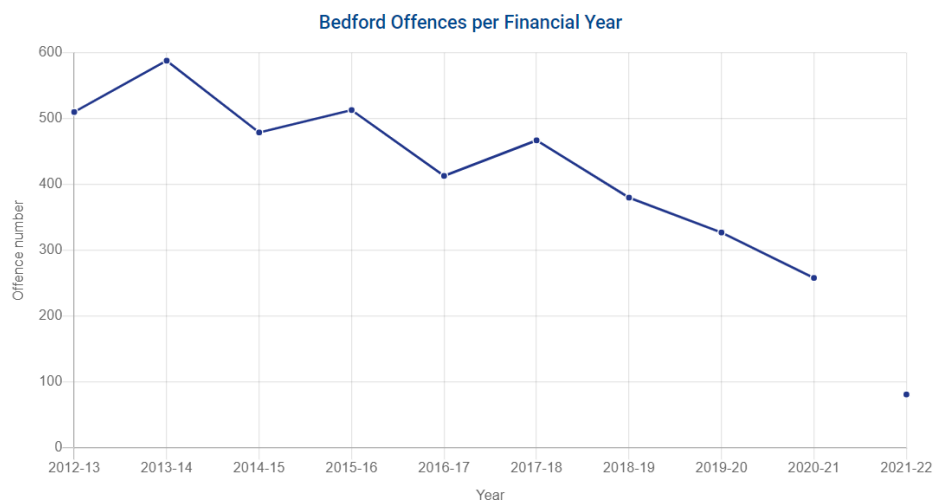
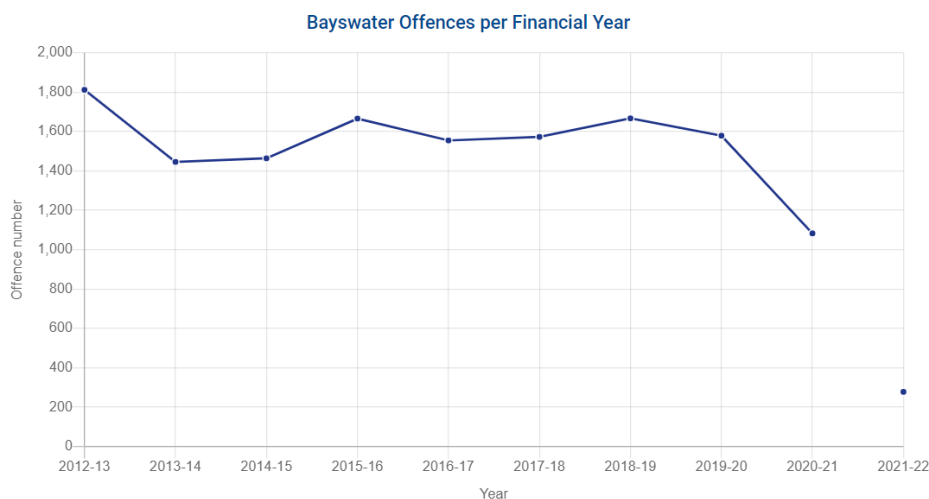
stakeholders in continuing to make the City a safe and welcoming place for all people. It is anticipated the plan will also incorporate actions focused on security and safety in the vicinity of public transport hubs and routes, in particular the new Morley and Noranda train stations and the upgraded Bayswater train station.

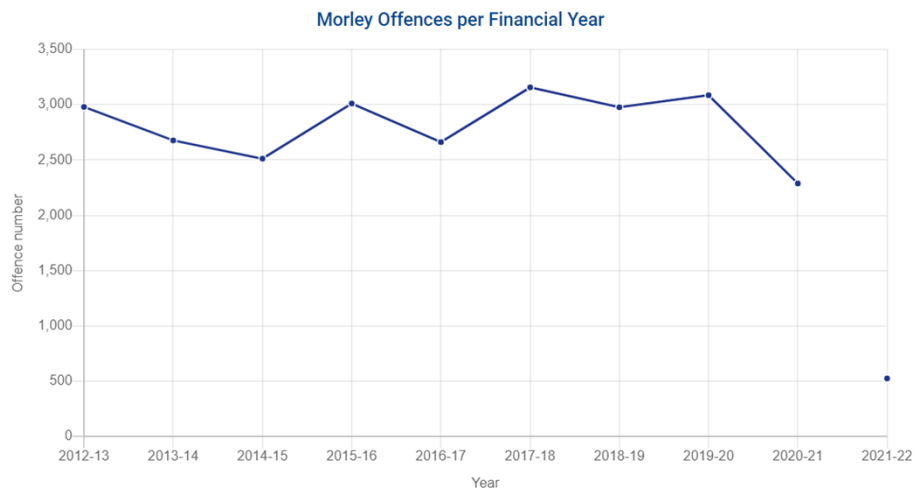
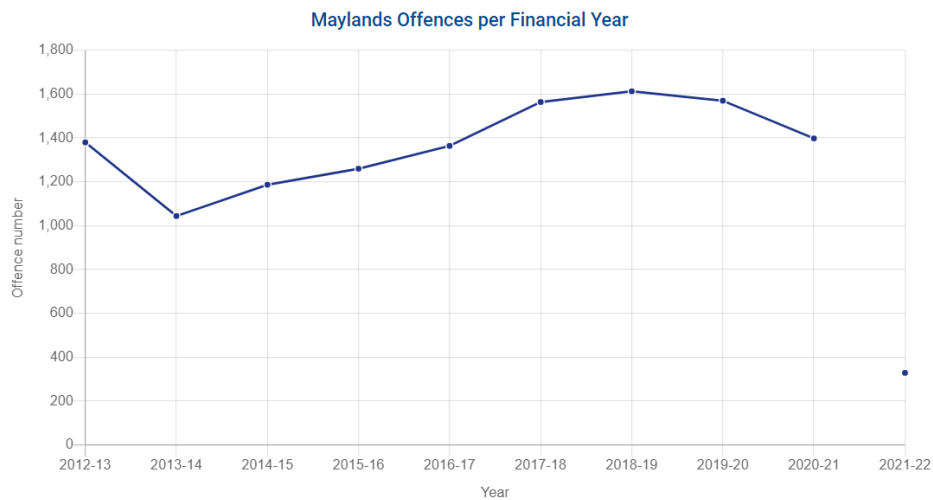
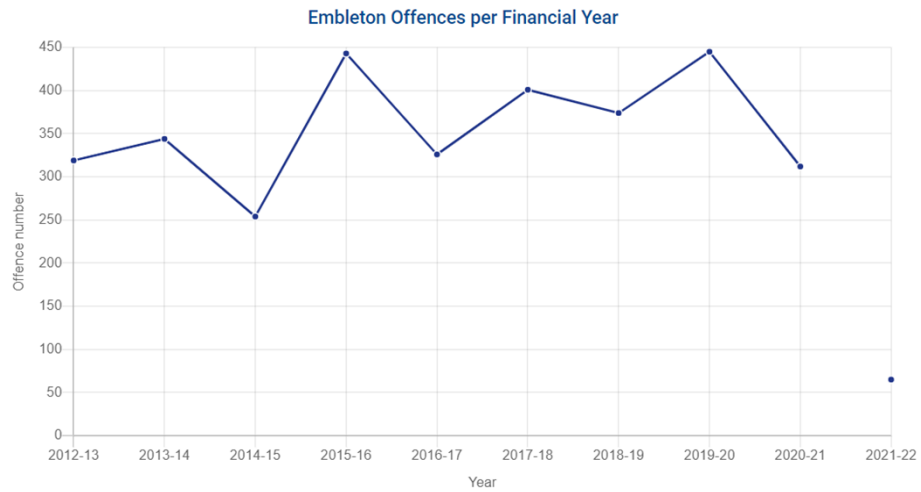
Due to synergies that exist between the CSCPP and the CCTV strategy the City can explore emerging technologies within the bounds of the CSCPP with regard to technological and artificial intelligence capabilities within the security and safety sector, that transcends CCTV systems alone and can form part of integrated systems.

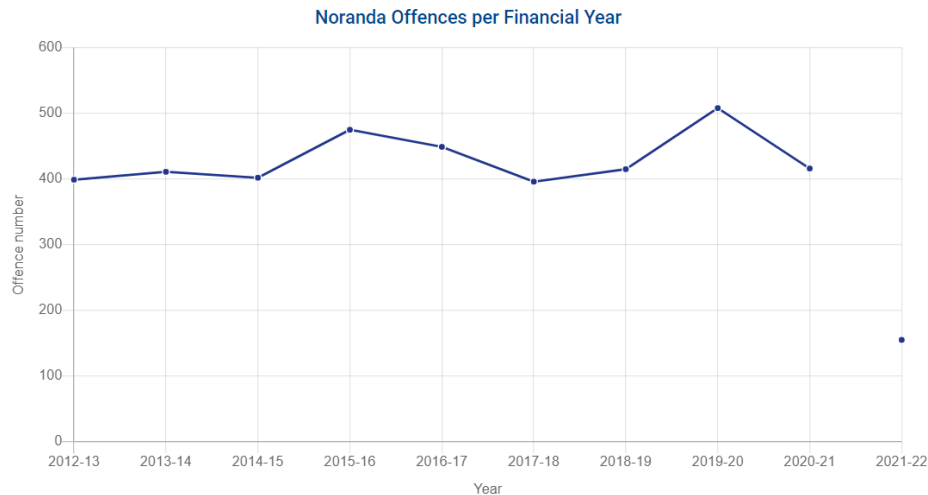
Recent community surveys demonstrate a community perception of rising crime and fear for safety, however statistical evidence shows that crime within the City has been decreasing steadily over a number of years as demonstrated in the below diagrams, which are publicly available on the WA Police Website.

During the life of the CSCPP the total number of offences within the District decreased by 27%, from 4,515 in 2017/18, and property crime which was a City and WA Police priority decreased by 33%, from 4,515 offences in 2017/18 to 3,009 offences in 2020/21.

The statistics below provide an overview of total offences within each suburb of the District for the period from 2012/13 until 2020/21. A small portion of Mt. Lawley sits within the City boundaries but has not been included due to reporting being relevant to whole suburbs.







The City does not have capacity to develop a plan utilising internal resources and will require development by external resources at a notional cost of \$30,000. Additional costs will be incurred over the life of the plan to implement actions and achieve successful outcomes.

Several local governments who previously produced crime prevention and community safety plans no longer do so. Anecdotal information suggests this may be due to the plans previously being required to secure WA Police grant funding, which is no longer available.

Historically the principal source of community safety and crime prevention funding has been via the Australian Government Safer Communities fund, however inquiries have revealed it is not known if a further round will be held this year or any focus. Other funding sources including WA Government and Lotterywest have been canvassed without success.

LEGISLATIVE COMPLIANCE

- Graffiti Vandalism Policy.
- CCTV Management Policy.

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Development of a New Community Safety and Crime Prevention Plan

Asset Category: N/A **Source of Funds:** Municipal

LTFP Impacts: This initiative is not incorporated in the long-term financial plan.

Notes:

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$30,000	-	-	-	4	\$30,000	Nil

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Community

Goal C1: Create safe and inviting places for people to come together.

The CSCPP outlines the City's vision and commitment to safety and crime prevention while outlining the roles and responsibilities of all partners involved. The objective is to create a safe community where people are able to pursue, and obtain the fullest life possible without fear or hindrance from crime and disorder.

CONCLUSION

The principle of a CSCPP supports the transition of organisational strategic intent into operational outcomes, it holds the organisation accountable and it provides the community with confidence that security and safety is taken seriously and addressed in an appropriate way.

Development of a plan will incur an indicative expense of approximately \$30,000 and aspirational actions will require additional funding exceeding the life of the plan. Some functional actions can be incorporated into business as usual activities without the need for a plan and can be monitored and reported upon, utilising existing systems.

VOTING REQUIREMENT

Simple Majority required.

ATTACHMENTS

Nil

12 QUESTIONS FROM MEMBERS WITHOUT NOTICE

12.1 Responses To Questions From Members Without Notice

Questions	Response/Action
Cr Giorgia Johnson	Mr Des Abel, Director Community and Development
1. About a year ago a little over we discussed a café proposal at riverside gardens and that was meant to be explored further and just wondering if we could have an update on the progress of that please.	This matter has been followed up. When the Café at Riverside Gardens was previously presented to Council at the Ordinary Council Meeting held 27 October 2020, Council requested as part of its resolution that the proposed location be reconsidered. In light of a number of other projects which are occurring in the Riverside Gardens area a precinct plan is being developed to consider the area holistically. The café location is being considered as a part of this process.
2. We're building an enclosed dog exercise area at Riverside Gardens may I have an update on the progress of that please.	<p>Mr Doug Pearson, Director Major Projects and Commercial Activities</p> <p>The City had to engage Talis consultants to prepare a construction environmental management plan given the known risk of methane and contamination within the general site area. This delayed installation for a couple of months.</p> <p>All fencing, gates and concrete entrance ways should be installed by the end of next week with shelters and drinks fountains ordered and pending delivery anticipated in the new year. Additional agility features will then be considered pending the project budget.</p> <p>The facility is anticipated to be fully operational by the end of February 2022.</p>
Cr Catherine Ehrhardt, Deputy Mayor	Mr Luke Botica, Director Works and Infrastructure
<p>3. Has there been an audit conduct on all the unutilised ablutions facilities that have attached kiosks or unutilised or unleased City sporting facilities on reserves, etc. Of those one that have the ability of potential development or leasing out.</p> <p>If I may just to give an example like the Bath street ablutions facility there on top of the hill overlooking the river- there is a kiosk there and a large change room area but it has been empty since the early 80s I think- so that kind of thing.</p>	<p>No audit has been conducted on unutilised ablutions facilities that have attached kiosks or unutilised or unleased City sporting facilities on reserves.</p> <p>If the City were to undertake an audit or similar on all buildings, it will need to investigate how the facilities are currently utilised, the type of agreement currently in place with clubs/community groups and further investigation into what the potential use could be.</p> <p>The audit will need to consider the expenditure requirements for works identified as being necessary to bring the unutilised buildings up to an acceptable standard and make it compliant for</p>

	<p>lease or license. The audit may also identify building assets that may be considered for rationalisation and/or disposal to reduce liability and ongoing expenses.</p> <p>This audit could be considered as a project that would align with the Draft Community Recreation Plan or be a collaborative project across Leasing, Building Works and Project Services.</p>
Cr Josh Eveson	Mr Des Abel, Director Community and Development
<p>4. I've got a few and happy to take them on notice.</p> <p>The first one is regarding some economic development- we spoke about it a bit tonight</p> <p>I refer to some questions and a motion from the AGM of electors held on the 10th of December 2019.</p> <p>Around an appointment economic development officer, the motion was passed 38-14, does the City have any info regarding the local economy, job creation, growth, and views on stimulating investment in our district.</p>	<p>This matter has been followed up. In response to Motion 11 at the 2019 AGM of Electors Council at the Ordinary Council Meeting held 28 January 2020 resolved as follows:</p> <p><i>"In accordance with section 5.33 of the Local Government Act 1995, having considered the motions of the Annual General Meeting of Electors held on Tuesday, 10 December 2019, resolves the following motion:</i></p> <p><i>Motion 11</i></p> <p><i>That Council considers as part of the 2020/21 Budget process the appointment of a Strategic Land and Business Advisor position at a cost of up to \$110,000 for the first year and up to \$135,000 per annum thereafter."</i></p> <p>During the budget considerations no funding was allocated for the position.</p> <p>However, as of the COVID-19 Economic Recovery program the City engaged an Economic Recovery Officer to implement the actions identified in the COVID-19 Economic Recovery Plan. The City has developed a 2021 Business Audit which provides a snapshot of businesses within the City, the key industries, and locations. The City is currently developing a Business Investment program to build off this information and to stimulate investment in the City.</p> <p>In addition to the actions identified in the Economic Recovery Plan, the City has been working on the following:</p> <p>Promoting the City's willingness to explore new investment and development options with key stakeholders across industry and Government;</p> <p>Liaising / networking with business associations located within the City and individual businesses;</p>

	<p>Monitoring of business indicators, data and indicators, to evaluate recovery from the impact of the COVID-19 pandemic;</p> <p>Working with innovation clusters emerging within the City and facilitating links to support networks, and government assistance options.</p> <p>Identifying underutilised land use issues across the Bayswater Industrial Area;</p> <p>Lobbying the WA Government Agencies to support investment and growth across the City, including collaboration with DevelopmentWA, to unlock further potential for development of the Bayswater Industrial Area, leading to increased development and local employment options;</p> <p>Coordination of the City's obligations under the SBDC Small Business Friendly Local Government Charter and a focus on identifying options to improve services delivery for business and commercial customers; and</p> <p>Exploring options to encourage local business to take on additional trainees and apprentices from the City's student population.</p>
<p>5. We've been talking about industrial areas and it came up in the agenda and it's spruiked some interest.</p> <p>I also wanted to follow up on the 2019 electors' motion for the Bayswater industrial area for the compliance officer. So, this was a motion to assist in tidying up the area which was a wide a wide range of non-compliances to local by-laws, the focused activity would help raise revenue to cover staffing cost and drive a better compliance regime which would improve visual amenity and longer-term commercial interest in the precinct.</p> <p>Has there been any movement on this motion by resources appointment or focus by existing city staff.</p>	<p>This matter has been followed up.</p> <p>In response to Motion 12 at the 2019 AGM of Electors, Council at the Ordinary Council Meeting held 28 January 2020 resolved as follows:</p> <p><i>"In accordance with section 5.33 of the Local Government Act 1995, having considered the motions of the Annual General Meeting of Electors held on Tuesday, 10 December 2019, resolves the following motion:</i></p> <p><i>Motion 12</i></p> <p><i>That Council considers as part of the 2020/21 Budget process the appointment of an Industrial Area Compliance Officer at a cost of \$110,000."</i></p> <p>During the budget considerations no funding was allocated for the above position.</p> <p>Notwithstanding, a structured staged approach to improve compliance within the Bayswater Industrial Estate has been recently initiated by Rangers and Security. Initially, Rangers and Security communicated at lengths in person with business owners and occupiers in the area providing clear direction as to issues that needed to be rectified specifically relating to vehicles and verge areas. Since late</p>

	<p>November, this was escalated to warnings and subsequently infringements, with 33 vehicles being identified as possibly abandoned and the impounding of three vehicles. The results are considered evident within the area with greater compliance being achieved and maintained.</p>
<p>6. Just following on with the BIA All about industrial tonight. Availability of.... Further related to the BIA- availability of strategically located industrial land is an ongoing challenge in WA. The reason we have an industrial land steering committee I've been thinking about how the city can provide incentives to unlock development options and increase economic activity and boost local employment options in our inner-city industrial area with hundreds of millions of potential activity by resolving the quite well-known sewerage constraint. Has the city considered assessing the difficulties around the septic infill restraint with an economic lens to help spark local job growth.</p>	<p>This matter has been followed up. The City has met with Water Corporation to discuss the specifics to deploy distributed sewerage infrastructure across the Bayswater Industrial area (BIA), including indicative cost, complexity, timeframe and phased implementation. Using this information, the City is now lobbying, including letters to the Chairperson and members of the State Government's Industrial Land Steering Committee (ILSC), to collaborate with the City in line with recommendations of the 10-year Industrial Land Strategy, to develop a business case setting out funding options and sources, to upgrade the sewer infrastructure. With the Steering committees support the City intends to work with Development WA to build a business case for infrastructure funding and WA Government support, to unlock the development and employment potential of the BIA. DevelopmentWA has advised that they will be responding on behalf of the ILSC, to the City's letters, in early 2022.</p>
<p>7. I've got one about innovation. I've been doing a lot of reading and I've seen some things done around Perth in regards to innovation precincts or clusters as they're known. with funding already delivered for Henderson, Fiona Stanley, Wanneroo and such places. My question is as a district We have a lot of very talented innovative residents and students. Is the City looking at options to collaborate with local business and other key stakeholders to secure a share of around a hundred million in state and federal government funding to develop our innovation precinct that would support local job growth, investment and join the innovation march that is happening across the state.</p>	<p>This matter has been followed up. The City is currently liaising with two emerging local innovation clusters, focused on the use of technology to transform construction practices and sustainable building design and form. These include innovative devices involved in heating and cooling needs in buildings, development of sustainable building products and the use of robotics to replace humans in intrinsically safe demolition and construction practices. The City is facilitating links between these innovation clusters and key academic and government stakeholders, seeking to support innovation in WA, including the Department of Jobs, Tourism, Science and Innovation, StartUp WA, Innovation Central Perth (Curtin University) and the wider WA innovation ecosystem.</p> <p>Additionally, the City is currently in negotiations with the DevelopmentWA Innovation team on options to access WA Government funding, to create key industry innovation precincts across WA – focus on Construction and Built</p>

	Form Innovation Precinct at the Bayswater Industrial Area.
Cr Michelle Sutherland	Mr Doug Pearson, Director Major Projects and Commercial Activities
<p>8. I would just like to ask one about the Noranda Netball Courts. I don't know which Officer is in charge of that, I don't know if you know there was a bit of fence taken out of that, someone decided to play around with that.</p> <p>Subsequently I heard that someone spilt some chemicals on a little bit of the playing surface and it's caused a bit of angst to the netball people community, because as we know it costs a lot of money to get them there and I just wanted to know if there's is a timeframe to getting it fixed and that sort of thing.</p> <p>You can let me know later, but just to let the netball people know.</p>	<p>Original court damage (end October) was caused by sugar lollies (gummie bears) thrown over the fence onto the acrylic surface causing the surface to blister. This damage was repaired a couple of weeks ago under the contractor warranty. Apparently, the lolly phenomena is a known chemical reaction within the sports surfacing industry.</p>

12.2 Question From Members Without Notice

13 NEW BUSINESS OF AN URGENT NATURE**14 MEETING CLOSED TO THE PUBLIC****14.1 Matters for Which the Meeting May be Closed****14.1.1 Audit and Risk Management Committee - 14 December 2021****14.1.1.1 Audit Log**

Responsible Branch:	Governance and Strategy
Responsible Directorate:	Corporate and Strategy
Authority/Discretion:	Executive/Strategic
Voting Requirement:	Simple Majority

REASON FOR CONFIDENTIALITY

*Item 14.1.1.1 Audit Log is a **CONFIDENTIAL REPORT** in accordance with section 5.23(2) of the Local Government Act 1995 (WA), which permits the meeting to be closed to the public for the business relating to:*

- (f) a matter that if disclosed, could be reasonably expected to —*
 - (ii) endanger the security of the local government's property;*

OFFICER'S RECOMMENDATION

That the recommendation as contained in the “Confidential Report” be adopted.

14.1.1.2 Response to Expressions of Interest for External Members of Audit and Risk Management Committee

Responsible Branch:	Governance and Strategy
Responsible Directorate:	Corporate and Strategy
Authority/Discretion:	Legislative
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>

REASON FOR CONFIDENTIALITY

Item 14.1.1.2 Response to Expressions of Interest for External Member/s of Audit and Risk Management Committee is a CONFIDENTIAL REPORT in accordance with section 5.23(2) of the Local Government Act 1995 (WA), which permits the meeting to be closed to the public for the business relating to:

- (e) a matter that if disclosed, would reveal —
 - (iii) information about the business, professional, commercial or financial affairs of a person,

OFFICER'S RECOMMENDATION

That the recommendation as contained in the “Confidential Report” be adopted.

14.1.2 CEO Recruitment Committee - 21 December 2021**14.1.2.1 Appointment of Acting CEO**

Responsible Directorate:	Office of the Chief Executive Officer
Authority/Discretion:	Executive/Strategic Legislative
Voting Requirement:	Simple Majority Required

REASON FOR CONFIDENTIALITY

Item 14.1.2.1 Appointment of Acting CEO is a CONFIDENTIAL REPORT in accordance with section 5.23(2) of the Local Government Act 1995 (WA), which permits the meeting to be closed to the public for the business relating to:

- (a) A matter affecting an employee or employees*

OFFICER'S RECOMMENDATION

That the recommendation as contained in the "Confidential Report" be adopted.

14.1.3 Community and Development**14.1.3.1 Construction of Slip Lane - Lot 1146, 60 Russell Street, Cnr Walter Road West**

Responsible Branch:	Development and Place
Responsible Directorate:	Community and Development
Authority/Discretion:	Executive/Strategic
Voting Requirement:	<i>ABSOLUTE MAJORITY REQUIRED</i>
Attachments:	Nil
Refer:	Item 14.1.1: OCM 25.08.2020 Item 19.1.1: OCM 24.07.2018 Item 19.1.1: OCM 26.06.2018

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;*
- (d) legal advice obtained, or which may be obtained by the local government and which relates to a matter to be discussed at the meeting;*
- (f) a matter if disclosed, could be reasonably expected to –
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law.**

That the recommendation as contained in the attached “Confidential Report” be adopted.

14.2 Public Reading of Resolutions that May be Made Public

15 CLOSURE