

# TOWN OF BASSENDEAN

## AGENDA

### BRIEFING SESSION

#### 21 APRIL 2020

#### TABLE OF CONTENTS

		Page No.
1.0	Declaration of Opening/Announcement of Visitors	1
2.0	Attendances and Apologies	3
3.0	Deputations	3
4.0	Announcements	3
5.0	Public Question Time	3
6.0	Deputations	3
7.0	Reports	3
7.1	Proposed Front Fence - 1/23 (Strata Lot 1) Purser Loop, Bassendean – Owner/Applicant – M Griffiths Nom. Pty Ltd	4
7.2	Proposed Front Fence – 2/23 (Strata Lot 2) Purser Loop, Bassendean – Owner/Applicant – Quan Chen Family Trust	7
7.3	Draft Amended Local Planning Policy No. 11 – Anzac Terrace Design Guidelines	10
7.4	Tree Preservation Orders – 248 (Lot 4) Morley Drive East, Eden Hill	13
7.5	Proposal Local Planning Policy – Design Review Panel	16
7.6	Review of Local Planning Framework	20
7.7	Determinations Made by the Principal Building Surveyor	27
7.8	Determinations Made by Development Services	29
7.9	Accounts Paid – March 2020	31
7.10	Monthly Financial Report – March 2020	33
7.11	Bassendean Local Emergency Management Committee Meeting held on 1 April 2020	37
8.0	Motions of Which Previous Notice has Been Given	39
9.0	Confidential Business	39
10.0	Closure	39

# TOWN OF BASSENDEAN

## NOTICE OF BRIEFING SESSION

A Briefing Session of the Council of the Town of Bassendean will be held on Tuesday, 21 April 2020, commencing at 7.00pm.

In accordance with regulation 12(2) and 14D of the *Local Government (Administration) Regulations 1996*, public notice is hereby given that due to the public health emergency arising from the COVID-19 Pandemic, the Mayor has considered it appropriate for the Briefing Session to be held by electronic means.

Members of the public may still participate in public question time by providing their written questions to the Town by 12noon on the day of the meeting for inclusion at the meeting. Questions may be sent to the Town at:

<https://www.yoursay.bassendean.wa.gov.au/>

The Mayor will preside at the Briefing Session. In the absence of the Mayor, the session will be presided over by the Deputy Mayor. The Briefing Session is designed as a Question and Answer session only. No decisions by Council are made at this forum.

Tune in live from the comfort of your own home by going to:

<https://www.youtube.com/channel/UC46mMs3D7vmHuO0ePibihhg/live...>

or if you miss it live, go to:

<https://www.youtube.com/channel/UC46mMs3D7vmHuO0ePibihhg>

---

## A G E N D A

### 1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

#### *Acknowledgement of Traditional Owners*

The Town of Bassendean acknowledges the past and present traditional owners of the land on which we gather to conduct this meeting, and pays its respects to their Elders, both past and present.

#### *Audio Recording*

*The audio recording will commence at the times that the meetings are due to commence and finish when the Presiding Member closes or adjourns the meeting for any reason.*



**Mayor**  
**Cr Renee McLennan**  
[crmclennan@bassendean.wa.gov.au](mailto:crmclennan@bassendean.wa.gov.au)



**Cr Kathryn Hamilton, Deputy Mayor**  
[crhamilton@bassendean.wa.gov.au](mailto:crhamilton@bassendean.wa.gov.au)



**Cr John Gangell**  
[crgangell@bassendean.wa.gov.au](mailto:crgangell@bassendean.wa.gov.au)



**Cr Jai Wilson**  
[crwilson@bassendean.wa.gov.au](mailto:crwilson@bassendean.wa.gov.au)



**Cr Sarah Quinton**  
[crquinton@bassendean.wa.gov.au](mailto:crquinton@bassendean.wa.gov.au)



**Cr Hilary MacWilliam**  
[crmacwilliam@bassendean.wa.gov.au](mailto:crmacwilliam@bassendean.wa.gov.au)



**Cr Chris Barty**  
[crbarty@bassendean.wa.gov.au](mailto:crbarty@bassendean.wa.gov.au)

## **2.0 ATTENDANCES AND APOLOGIES**

Leave of Absence

Cr John Gangell

## **3.0 DECLARATIONS**

## **4.0 ANNOUNCEMENTS**

## **5.0 PUBLIC QUESTION TIME**

Members of the public may still participate in public question time by providing their written questions to the Town by 12 noon on the day of the meeting for inclusion at the meeting. Questions may be sent to the Town at:

<https://www.yoursay.bassendean.wa.gov.au/>

## **6.0 DEPUTATIONS**

## **7.0 REPORTS**

Under each report, Officers will provide a brief outline of the report. Councillors will be given the opportunity to ask any questions that they may have.



**7.1 Proposed Front Fence - 1/23 (Strata Lot 1) Purser Loop, Bassendean – Owner/Applicant – M Griffiths Nom. Pty Ltd- (Ref: DABC/BDVAPPS/2019- 056 - Alex Snadden, Planning Officer)**

APPLICATION

The purpose of this report is for Council to consider an application for development approval for a front fence at 1/23 (Strata Lot 1) Purser Loop, Bassendean, as it involves a variation to Local Planning Policy No. 6 – Industrial Zones Development Design Guidelines.

ATTACHMENTS

Attachment No. 1:

Development application plans

BACKGROUND

On 28 July 2015, Council considered compliance matters pertaining to various properties within the Tonkin Park Industrial Estate (TPIE), predominantly relating to non-compliance with the fencing provisions of LPP 6. The policy requires fencing to be open style and setback a minimum of 2.0m from the front lot boundary. Council resolved that formal enforcement action be held in abeyance pending the results of further investigations into fencing within the TPIE.

A fencing audit was subsequently undertaken, which was considered by Council at its meeting on 23 April 2019, where it resolved to request officers undertake an entire review of LPP 6 to:

- ensure built form and design provides a high standard of amenity and sustainability;
- achieve coordinated, quality development outcomes into the future that maximise streetscape amenity and tree canopy; and
- establish a cohesive framework for the assessment of future applications for development within this zone.

In accordance with Council's resolution, LPP 6 is currently being reviewed and will be presented to Council this financial year. In the meantime, however, Council is required to make a decision on the current application.

**PROPOSAL**

The application involves the erection of a 1.8m high garrison fence, gate and limestone entry statement on the front property boundary. The proposed fence will tie into the construction of a similar fence proposed for the abutting 2/23 Purser Loop, a report on which is contained in this agenda.

**COMMUNICATION & ENGAGEMENT**

Consultation was not required.

**STRATEGIC IMPLICATIONS**

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
3.3 Enhance the Town's Appearance	3.3.1 Improve amenity and public realm	Community/stakeholder satisfaction survey
	3.3.3 Implement design policies and provisions of buildings and places	

**COMMENT**

**Local Planning Policy No. 6 – Industrial Zones Development Design Guidelines**

LPP 6 requires security fencing in the street setback area to be of an open style (either mesh fencing or palisade style fencing) and be setback 2.0 metres from the front lot boundary. The proposed fence is predominantly open (being a garrison fence), however it does involve two solid limestone entry statement and is to be located on the front lot boundary. In considering these variations the following is relevant:

- The garrison fence is open style and therefore does not obstruct vehicle sight lines, nor visibility of the existing landscaped areas;
- The limestone walls are solid and therefore do obstruct vehicle sight lines as well as visibility of the existing landscaped areas;
- The proposed fence will tie in with a similar fence proposed for the abutting 2/23 Purser Loop;
- Council previously approved a fence on the front lot boundary of the abutting 27 Purser Loop, located to the west of the subject site; and

- Based on the Town's audit of the TPIE, approximately a third of the sites in the area have fencing located on the front lot boundary.

Based on the above, it is not considered that the nil front setback will detract from the amenity of the development, or the immediate locality and will in fact, contribute to a consistent and cohesive streetscape.

It is therefore recommended that the application be approved, subject to a conditions removing the solid limestone entry statement element. It is open to Council, however, to refuse the application.

### STATUTORY REQUIREMENTS

Local Planning Scheme No. 10  
Local Planning Policy No.6 – Industrial Zones Development Design Guidelines

### FINANCIAL CONSIDERATIONS

Nil.

### OFFICER RECOMMENDATION — ITEM 7.1

That Council approves the application for development approval for the proposed front fence at 1/23 (Strata Lot 1) Purser Loop, Bassendean, lodged on 19 April 2019, subject to the following conditions:

1. The proposal is to be modified to replace the limestone walls with garrison fencing, prior to the lodgement of a Building Permit application;
2. All works to be carried out under this development approval, including footings are required to be contained within the boundaries of the subject lot; and
3. The proposed gate shall open wholly within the subject lot.

**Voting requirements: Simple Majority**

**7.2 Proposed Front Fence – 2/23 (Strata Lot 2) Purser Loop, Bassendean – Owner/Applicant – Quan Chen Family Trust (Ref: DABC/BDVAPPS/2019- 009) Alex Snadden, Planning Officer**

APPLICATION

The purpose of this report is for Council to consider an application for development approval for a front fence at 2/23 (Strata Lot 2) Purser Loop, Bassendean, as it involves a variation to Local Planning Policy No. 6 – Industrial Zones Development Design Guidelines.

ATTACHMENTS

Attachment No. 2:

- Development application plans

BACKGROUND

On 28 July 2015, Council considered compliance matters pertaining to various properties within the Tonkin Park Industrial Estate (TPIE), predominantly relating to non-compliance with the fencing provisions of LPP 6. The policy requires fencing to be open style and setback a minimum of 2.0m from the front lot boundary. Council resolved that formal enforcement action be held in abeyance pending the results of further investigations into fencing within the TPIE.

A fencing audit was subsequently undertaken, which was considered by Council at its meeting on 23 April 2019, where it resolved to request officers undertake an entire review of LPP 6 to:

- ensure built form and design provides a high standard of amenity and sustainability;
- achieve coordinated, quality development outcomes into the future that maximise streetscape amenity and tree canopy; and
- establish a cohesive framework for the assessment of future applications for development within this zone.

In accordance with Council's resolution, LPP 6 is currently being reviewed and will be presented to Council this financial year. In the meantime, however, Council is required to make a decision on the current application.



PROPOSAL

The application involves the erection of a 2.1m high garrison fence on the front property boundary. The proposed fence will tie into the construction of a similar fence proposed for the abutting 1/23 Purser Loop, a report on which is contained in this agenda.

COMMUNICATION & ENGAGEMENT

Consultation was not required.

STRATEGIC IMPLICATIONS

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
3.3 Enhance the Town's Appearance	3.3.1 Improve amenity and public realm	Community/stakeholder satisfaction survey
	3.3.3 Implement design policies and provisions of buildings and places	

COMMENT

**Local Planning Policy No. 6 – Industrial Zones Development Design Guidelines**

LPP 6 requires security fencing in the street setback area to be of an open style (either mesh fencing or palisade style fencing) and be setback 2.0 metres from the front lot boundary. The proposed fence is open (being a garrison fence), however it is to be located on the front lot boundary. In considering these variations the following is relevant:

- The garrison fence is open style and therefore does not obstruct vehicle sight lines, nor visibility of the existing landscaped areas;
- The proposed fence will tie in with the similar fence proposed for the abutting 1/23 Purser Loop;
- Council previously approved a fence on the front lot boundary of the abutting 27 Purser Loop, located to the west of the subject site; and
- Based on the Town's audit of the TPIE, approximately a third of the sites in the area have fencing located on the front lot boundary.

Based on the above, it is not considered that the nil front setback will detract from the amenity of the development, or the immediate locality and will in fact, contribute to a consistent and cohesive streetscape.

It will therefore be recommended that the application be approved.

#### STATUTORY REQUIREMENTS

Local Planning Scheme No. 10  
Local Planning Policy No.6 – Industrial Zones Development Design Guidelines

#### FINANCIAL CONSIDERATIONS

Nil.

#### OFFICER RECOMMENDATION — ITEM 7.2

That Council approves the application for development approval for the proposed front fence at 2/23 (Strata Lot 2) Purser Loop, Bassendean, lodged on 4 February 2019, subject to the following conditions:

1. All works to be carried out under this development approval, including footings are required to be contained within the boundaries of the subject lot; and
2. The proposed gate shall open wholly within the subject lot.

**Voting requirements: Simple Majority**

**7.3 Draft Amended Local Planning Policy No. 11 – Anzac Terrace Design Guidelines (Ref: LUAP POLCY/16 – Cameron Hartley, Planning Officer)**

APPLICATION

The purpose of this report is for Council to consider amending existing Local Planning Policy No. 11 – Anzac Terrace Design Guidelines.

ATTACHMENTS

**Attachment No. 3:**

- Aerial map of area
- Existing Local Planning Policy No. 11 - LPP11 – Lot 2, 1 Anzac Terrace Design Guidelines
- Draft amended Local Planning Policy No. 11 - LPP11 – Anzac Terrace Design Guidelines

BACKGROUND

Local Planning Policy No. 11 – Lot 2, 1 Anzac Terrace Design Guidelines (LPP 11) was initially adopted in the mid-2000s and applies to all applications for residential and ancillary development on the lots that were created by the subdivision of former 1 (Lot 2) Anzac Terrace (refer attached map). The subject land comprises 13 individual residential lots (three of which remain undeveloped) as well as common property driveway for vehicle access to each of the lots. A copy of the existing policy is the second attachment to this report.

The policy was created due to the landmark nature of properties abutting the Swan River and the desire to control the built form outcomes in that location. It expands on the requirements of State Planning Policy 7.3 – Residential Design Codes (R-Codes), by virtue of stipulating materials and finishes, setting acceptable standards for lot boundary walls and the provision of a minimum number of car parking bays greater than what is required by the R-Codes.

PROPOSAL

It is proposed to amend the policy by providing additional provisions relating to bin storage, storerooms, clothes drying areas and landscaping are proposed to extend on the requirements of the R-Codes and clarify these requirements as follows:

- Provision is to be made for the storage of three bins, to align with the upcoming introduction of the FOGO waste system;

- Clarification on the size requirements for storerooms where located internal or external to a garage;
- Specifying that clothes drying areas are to be screened from the street and the riverfront; and
- Clarification on landscaping requirements (i.e. artificial turf and paved areas are not permitted).

The majority of existing policy provisions have been retained to ensure consistent development of the remaining three sites, with the exception of general grammatical issues and formatting of policy.

A copy of the draft amended policy is the third attachment to this report.

### COMMUNICATION & ENGAGEMENT

Should Council proceed with the draft amended policy, the *Planning and Development (Local Planning Schemes) Regulations 2015* require a notice advising of the proposed policy to be prepared by the local government and published in a newspaper circulating the Scheme area.

### STRATEGIC IMPLICATIONS

#### Strategic Priority 2: Built Environment

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
3.1 Plan for an increased population and changing demographics	3.1.1 Facilitate diverse housing and facility choices	The number of new dwelling approvals granted by the Town against the <i>Perth Peel @ 3.5 Million</i> planning framework target for Bassendean (4,200 new dwellings by 2050)  The level of community engagement and participation into Local Area Planning (Input into plans and policy development.)
	3.1.2 Implement sustainable design and development principles	
	3.1.3 Plan for local neighbourhoods and their centres	
	3.1.4 Ensure infrastructure is appropriate for service delivery	
3.3 Enhance the Town's appearance	3.3.1 Improve amenity and the public realm	Community / Stakeholder Satisfaction Survey (heritage, amenity and appearance)
	3.3.2 Strengthen and promote Bassendean's unique character and heritage	
	3.3.3 Implement design policies and provisions of buildings and places	



## COMMENT

It is considered appropriate to amend the policy to ensure that it to ensure an appropriate form of development within the subject area.

## STATUTORY REQUIREMENTS

If the local government resolves to amend a local planning policy the local government must, unless the Western Australian Planning Commission otherwise agrees, advertise the proposed policy as follows:

- “(a) publish a notice of the proposed policy in a newspaper circulating in the Scheme area, giving details of –*
- (i) the subject and nature of the proposed policy; and*
  - (ii) the objectives of the proposed policy; and*
  - (iii) where the proposed policy may be inspected; and*
  - (iv) to whom, in what form and during what period submissions in relation to the proposed policy may be made;*
- (b) if, in the opinion of the local government, the policy is inconsistent with any State planning policy, give notice of the proposed policy to the Commission;*
- (c) give notice of the proposed policy in any other way and carry out any other consultation the local government considers appropriate.”*

## FINANCIAL CONSIDERATIONS

The cost of publishing a notice in a newspaper circulating in the district can be met through Council's approved operational budget.

## OFFICER RECOMMENDATION — ITEM 7.3

That Council, pursuant to Clause 5(1) of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, advertises for public comment, the draft amended Local Planning Policy No. 11 – Anzac Terrace Design Guidelines, as contained as the third attachment to this report.

**Voting requirements: Simple Majority**

**7.4 Tree Preservation Orders – 248 (Lot 4) Morley Drive East, Eden Hill (Ref: DABC/BDVAPPS/A3714 – Cameron Hartley, Planning Officer)**

APPLICATION

The purpose of this report is for Council to consider making tree preservation orders (TPOs) for three trees located at 248 (Lot 4) Morley Drive East, Eden Hill.

ATTACHMENTS

**Attachment No. 4:**

- Copy of previous Council resolution
- Letter from landowner's legal representatives
- Arboricultural report

BACKGROUND

At its 24 April 2018 meeting, Council resolved to commence the process of making tree preservation orders over two mature trees located on the north western boundary of the subject site, in accordance with the provisions of Clause 4.7.7.2 of Local Planning Scheme No 10 (LPS 10).

In accordance with Council's resolution, the Town engaged a suitably qualified independent arboricultural consultant to assess the two trees. During a review of the site, it was determined that a third tree, located approximately 50m south of these trees, was also suitable for preservation and was therefore included in the assessment. The Town also requested the consultant review a flooded gum tree located in the centre of the site.

A copy of the arboricultural report is attached.

COMMUNICATION & ENGAGEMENT

In accordance with Clause 4.7.7.3 of LPS 10, the Town gave written notice to the landowner of the proposed TPOs, including providing the landowner a copy of the arboricultural report. In response, the landowner's legal representatives requested an extension of time to consider the proposed TPOs (attached). This is further discussed in the report.

**STRATEGIC IMPLICATIONS**

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
2.1 To display leadership in environmental sustainability	2.1.1 Strengthen environmental sustainability practices and climate change mitigation	Waste reduction ratio to population  Carbon emissions ("Planet Footprint")
2.2 Protect our river, Bushland Reserves, and Biodiversity	2.2.1 Protect and restore our biodiversity and ecosystems	Community / Stakeholder satisfaction Survey (River, Bushland and Reserves)  Biodiversity and Bush Condition ("Keighery" Scale of bush condition) measurement
3.3 Enhance the Town's appearance	3.3.1 Improve amenity and the public realm	Community / Stakeholder Satisfaction Survey (heritage, amenity and appearance)

**COMMENT**

*Assessment*

Where a local government makes an order for the preservation and maintenance of a tree, LPS 10 requires the local government to have regard to:

- aesthetic quality;
- historical association;
- rarity; or
- any other characteristics which in the opinion of the local government, make the tree worthy of preservation.

The arboricultural report identifies that the two trees on the north western boundary are significant based on their size, and the third trees meets the criteria of 'other characteristics' as it is a food source and habitat for local fauna. The trees were also considered to be of average to high quality health and structural condition, subject to some remedial pruning measures being undertaken.

In relation to the flooded gum tree located in the centre of the site, this tree was not deemed to be of outstanding size to warrant protection and was therefore not included in the formal assessment.

As previously noted, the landowner's legal representatives requested that consideration of the proposed TPOs be deferred until such time as development approval is granted for the site, so as to enable the implications of the location of the trees on any future development proposal to be considered. In this regard, no application for development approval has been submitted, and irrespective of such an application, the potential future siting of buildings does not fetter Council's ability to make a TPO at this time.

It is recommended that Council makes TPOs over the three trees on the western portion of the site due to their size and significance as well as their value to native fauna.

#### *Future development*

Notwithstanding, should an application be made in future, Clause 4.7.7.5 of LPS 10 provides the Council the ability to grant consent to remove a tree the subject of a TPO. In the interim, it is considered important that the trees are subject to statutory protection, separate to any re-development of the site.

#### STATUTORY REQUIREMENTS

In accordance with clause 4.7.7.6 of LPS 10, the local government is to record, in a Registry of Tree Preservation Orders, a list of the trees subject to orders under this section. A copy of the Registry is to be kept at the office of the local government and made available for public inspection during office hours.

#### FINANCIAL CONSIDERATIONS

Nil.

#### OFFICER RECOMMENDATION — ITEM 7.4

That Council, pursuant to Clause 4.7.7.2 of Local Planning Scheme No. 10:

1. Makes Tree Preservation Orders for the three trees along the western portion of 248 (Lot 4) Morley Drive East, Eden Hill; and
2. Directs the landowner to undertake the maintenance of each tree in accordance with the recommendations of the submitted arboricultural assessment (Bowden Tree Consultancy, 26 February 2020), within 90 days of the date of this resolution.

**Voting requirements: Simple Majority**



**7.5 Proposal Local Planning Policy – Design Review Panel  
(Ref: LUAP/POLICY/23 - Donna Shaw – Manager  
Development and Place)**

PURPOSE

For Council to consider endorsing, for the purpose of advertising, a new Local Planning Policy – Design Review Panel and revoking Council Policy 1.15 – Design Review Policy – Town of Bassendean.

ATTACHMENTS

**Attachment No. 5:**

- Existing Council Policy 1.15 – Design Review Panel
- Draft Local Planning Policy – Design Review Panel
- City of Bayswater Design Review Panel Terms of Reference

BACKGROUND

In May 2019, the Department of Planning, Lands and Heritage released Stage One of Design WA, which included *State Planning Policy 7.0 - Design of the Built Environment* (SPP 7.0), to elevate the importance of design quality across the whole built environment. It establishes principles for good design and the framework for integrating design review as a part of the evaluation process.

The purpose of design review is to independently evaluate the design quality of major development applications. It is carried out by a panel of appropriately-trained, multi-disciplinary built environment professionals, who are experienced in offering objective and constructive design advice.

In response to SPP 7.0, the Town has investigated various options in establishing a Design Review Panel (DRP), with that investigation forming the basis of this report.

COMMUNICATION & ENGAGEMENT

The Town approached the City of Bayswater with respect to the shared use of a DRP, which advised that it was agreeable to such an arrangement.

STRATEGIC IMPLICATIONS

Strategic Priority 2: Built Environment

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
3.3 Enhance the Town's appearance	3.3.1 Improve amenity and the public realm 3.3.2 Strengthen and promote Bassendean's unique character and heritage 3.3.3 Implement design policies and provisions of buildings and places	Community / Stakeholder Satisfaction Survey (heritage, amenity and appearance)

## COMMENT

### *Options for Design Review*

After reviewing DRPs at other local governments, it was estimated that the cost of establishing a Town of Bassendean DRP would be approximately \$40,000. The Town would also be responsible for the ongoing operation and administrative costs associated with the DRP.

In considering the likely lesser costs associated with using an existing external DRP, and the low volume of applications which would meet the threshold to require review by a DRP, the Town approached the City of Bayswater, which has agreed to the shared use of its DRP.

Given the option of a shared arrangement, the establishment of a Town of Bassendean DRP is not considered necessary or appropriate at this time. If the number of applications requiring review significantly increases in future, it would be open to the Town to reconsider this option.

### *Draft Local Planning Policy*

The draft policy has been created to:

- Acknowledge the agreement between the City of Bayswater and the Town relating to the use of the City of Bayswater's DRP to undertake design review of proposals and applications for land within the Town;
- Improve the design quality and functionality of new development within the district through independent expert advice; and
- Outline the matters to be considered by the DRP when providing design advice on Development Applications and other planning proposals.

It ultimately defers to the City of Bayswater's DRP Terms of Reference (attached), with the exception of scale of proposals that would be subject to review, which are proposed to be as follows:

- (a) Residential, Commercial and/or Mixed Use proposals on land zoned Town Centre.
- (b) All developments that are subject to *State Planning Policy No. 7.3 - Residential Design Codes Volume 2 - Apartments*.
- (c) Residential, Commercial and/or Mixed Use proposals that have a height of, or greater than, three storeys or 9.0 metres.
- (d) Residential proposals comprising eight or more grouped dwellings.
- (e) Any other proposal, application, planning matter or project that the Town considers may be of a complex or contentious nature and/or likely to be of significant community interest and/or where it is considered it will benefit from formal design review.

The Town considers the above thresholds are reasonable and provide emphasis on the requirement for a high standard of design, particularly along Old Perth Road.

#### *Council Policy 1.15 Design Review Policy – Town of Bassendean*

On 27 March 2012, Council resolved to adopt *Council Policy 1.15 - Design Review Policy – Town of Bassendean*. That notwithstanding, no panel was ever appointed and as such the Town has never had any independent Design Review process, beyond the normal development assessment process.

In any event, given design review relates directly to planning matters, it is considered that a planning policy (rather than a Council Policy) is the appropriate statutory mechanism to outline the relevant requirements.

It will therefore be recommended that *Council Policy 1.15 – Design Review Policy – Town of Bassendean* be revoked.

#### STATUTORY REQUIREMENTS

If the local government resolves to prepare a local planning policy the local government must, unless the Western Australian Planning Commission otherwise agrees, advertise the proposed policy as follows:

- “(a) publish a notice of the proposed policy in a newspaper circulating in the Scheme area, giving details of –*
- (i) the subject and nature of the proposed policy; and*
  - (ii) the objectives of the proposed policy; and*
  - (iii) where the proposed policy may be inspected; and*
  - (iv) to whom, in what form and during what period submissions in relation to the proposed policy may be made;*
- (b) if, in the opinion of the local government, the policy is inconsistent with any State planning policy, give notice of the proposed policy to the Commission; and*
- (c) give notice of the proposed policy in any other way and carry out any other consultation the local government considers appropriate.”*

After the conclusion of the advertising period, Council will be required to review the new policy in light of any submissions received and may either adopt the policy with or without modifications or not proceed with the policy.

#### FINANCIAL CONSIDERATIONS

The cost of publishing a notice in a newspaper circulating in the district can be met through Council's approved operational budget.

#### OFFICER RECOMMENDATION — ITEM 7.5

That Council:

1. Pursuant to Clause 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, advertises the draft Local Planning Policy – Design Review Panel; and
2. Revoke Council Policy 1.15 – Design Review Policy – Town of Bassendean.

#### **Voting requirements:**

**Point 1 - Simple Majority**

**Point 2 – Absolute majority**



## 7.6 Review of Local Planning Framework – Luke Gibson, Director Community Planning

### APPLICATION

The purpose of this report is for Council to consider adopting a Report of Review that details its preferred approach to undertaking a review of the local planning framework.

### ATTACHMENTS

#### Attachment No. 6:

- Report of Review on Local Planning Scheme No. 10

### BACKGROUND

#### Local Planning Strategy

The purpose of the Strategy is to set out the long-term planning directions for the local government, apply relevant state or regional planning policy and provide a rationale for the zoning or classification of land under the Scheme. It is typically divided into two parts, as follows:

- Part 1 outlines the local government's intentions relating to planning matters, incorporating the objectives, strategies and actions, including those which have informed the preparation of the local planning scheme.
- Part 2 comprises the supporting background information, including a review of State strategic and statutory planning frameworks, an analysis of the local government's planning strategies, planning intentions and various strategic initiatives. It also examines the opportunities for, and constraints upon, development in the district, which provides the basis for many of the strategies and actions identified in Part 1.

#### Local Planning Scheme

A Local Planning Scheme is the principal statutory planning tool for controlling land use and development within a district. The Scheme is to be prepared in accordance with the Planning and Development (Local Planning Scheme) Regulations 2015 and incorporate relevant measures and actions proposed in the Local Planning Strategy.

### Current Town of Bassendean Local Planning Framework

The current Local Planning Scheme No. 10 (LPS 10) was originally approved by the Minister for Planning and was subsequently gazetted on 24 June 2008. That gazettal also had the effect of revoking (former) Local Planning Scheme No. 3, which had existed since 1983. The (then) new LPS 10 was supported by an associated Local Planning Strategy, which was endorsed by the Western Australian Planning Commission (WAPC) in May 2008.

The current Scheme has not been subject to a comprehensive review since its gazettal in 2008, although that time, 11 amendments have been initiated. Of that 11, nine have been gazetted, one was refused and one was discontinued. Currently, there are no live amendments to LPS 10.

Since the 2008 endorsement of the Local Planning Strategy, it has been reviewed once, with that review commencing in May 2011, achieving endorsement of the WAPC in December 2014 and being finalised (following the completion of the required modifications) in March 2015.

### Requirement to Review

Part 6 of the *Planning and Development (Local Planning Schemes) Regulations 2015* require all schemes to be reviewed every five years, and in the case of Schemes that came into effect prior to August 2015, by August 2017. Given that the Town's LPS 10 was gazetted in 2008, the August 2017 requirement is applicable and therefore the review is now overdue.

To initiate this process, Regulation 66 requires a local government to prepare, approve and provide to the Commission, a Report of Review which assesses the performance of the Scheme, including details of its gazettal, a summary of the amendments made to the scheme, population change and development activity across the district over the life of the scheme. It must also include observations and comments about the functionality of both the Scheme and the Local Planning Strategy and contain recommendations as to the manner in which each should be reviewed and updated. The options in that regard are broadly as follows:

- Take no action on the basis that the Strategy and/or Scheme is satisfactory in its current form
- Review/amend the current Strategy and/or Scheme

- Replace the current Strategy and/or Scheme with a new Strategy and/or Scheme

That summary report is to be adopted by Council and forwarded to the WAPC to enable it to either agree with the recommendations of the report or require further consideration. It should be noted that despite the requirement existing within the Regulations since 2015, Council has not previously been provided the opportunity to consider a Report of Review until now. As such, adoption of the Report of Review will constitute the commencement of the formal review process.

### COMMUNICATION & ENGAGEMENT

Town staff have liaised with Department of Planning, Lands and Heritage staff regarding the need to review of the existing planning framework and prepare a new or amended Local Planning Scheme. It is expected that liaison will continue for the life of the project.

The Town recently completed *BassenDream Our Future*; an extremely comprehensive community engagement project to develop an aspirational vision for the future of the district. At its Ordinary Council Meeting of 26 November 2019, Council resolved to adopt the associated Engagement Report which (among other things) made a series of recommendations in relation to a future review of the existing strategic planning framework and preparation of a new or amended Local Planning Scheme. These will be an essential input into that process and, in broad terms, relate to:

- Retention of public open spaces
- Retention of trees on private land
- Limiting higher density development to within 400m of the three railway stations and around the Bassendean town centre and providing low/lower density outside those areas
- The need to enhance and activate the Bassendean town centre (Old Perth Road)
- The need to balance new development with existing heritage
- The need for new development to have a design and sustainability focus

In addition to the above, broad community consultation will occur as part of the review process, as required by the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**STRATEGIC IMPLICATIONS**

**STRATEGIC PRIORITY 3: Built Environment**

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
3.1 Plan for an increased population and changing demographics	3.1.1 Facilitate diverse housing and facility choices  3.1.2 Implement sustainable design and development principles  3.1.3 Plan for local neighbourhoods and their centres	The number of new dwelling approvals granted by the Town against the Perth and Peel @3.5 million planning framework target for Bassendean (4,200 new dwellings by 2050)  The level of community engagement and participation into Local Area Planning (input into plans and policy development)

**COMMENT**

**Report of Review**

A draft Report of Review has been prepared and is contained as an attachment. It provides information including the gazettal date of LPS 10, a summary of the amendments made to the scheme, information on population change and development activity across the district and a recommended course of action going forward.

It will be recommended that Council adopt the summary report for forwarding to the WAPC for its consideration and determination.

**Process**

Once the WAPC ultimately agrees with the recommendations within the summary report (either as initially presented by Council or as modified following reconsideration at the direction of the WAPC), the Town will progress with the agreed actions, as guided by Part 3 (Local planning strategies) and Part 4 (Preparation or adoption of local planning scheme) of the Planning and Development (Local Planning Scheme) Regulations 2015.

It should be noted that any review, amendment or replacement of the Strategy and/or Scheme will require formal Council consideration and community consultation, prior to formal finalisation.



It is acknowledged that both Council and the community are particularly interested in the potential timeframes of the review of the local planning framework. It is difficult to accurately estimate the likely timeframes associated with this project, however, the statutory timeframes include:

- WAPC determination of report of review – maximum 90 days
- Public consultation of a new or amended strategy – minimum 21 days
- WAPC determination of a new or amended strategy – maximum 60 days
- WAPC examination of scheme documents (concurrent with consideration by Environmental Protection Authority, Heritage Council, abutting local governments and public authorities) – maximum 90 days
- Public consultation of a new or amended scheme – minimum 90 days
- Council consideration of submissions – maximum 120 days
- Provision of Council report to the WAPC – maximum 21 days
- WAPC determination of a new or amended scheme – maximum 120 days

In addition, the timeframes of the project will be influenced by the following:

- Availability of staff given the current COVID-19 situation.
- Other competing projects that require staff attention.
- Processing times by the WAPC, Minister for Planning and the EPA, which are not otherwise statutorily prescribed.
- Results on community consultation; specifically the number and complexity of submissions received.
- Whether Council and/or the WAPC require any amendments or modification to any aspect of the proposal.
- Whether Council and/or the WAPC require re-advertising of any aspect of the proposal.

In addition, it is relevant to note the timeframes that have applied at other local governments in recent times:

- City of Nedlands Local Planning Strategy – approximately two years from initial Council consideration to WAPC endorsement.
- Town of Cambridge Local Planning Strategy - approximately one year since initial Council consideration and the Strategy has not yet been formally advertised.
- City of Vincent Local Planning Scheme – approximately three and a half years between Council initiation and gazettal.

In any event, the first task is for Council to consider the report of review and to determine its preferred approach to reviewing the local planning framework. The decisions made by Council on this report, and the decisions subsequently made by the WAPC, will dictate the process (and therefore, in part, the timeframes) going forward.

#### STATUTORY REQUIREMENTS

Planning and Development Act 2005  
Planning and Development (Local Planning Scheme)  
Regulations 2015  
Local Planning Scheme No. 10

#### FINANCIAL CONSIDERATIONS

Nil associated with this report, however, costs will be incurred at subsequent stages of the project.

#### OFFICER RECOMMENDATION — ITEM 7.6

That Council:

1. Pursuant to Regulation 66(1)(b) of the Planning and Development (Local Planning Schemes) Regulations 2015, approves the Report on the Review of the Town of Bassendean Local Planning Scheme No. 10, as attached to this report;
2. Pursuant to Regulation 66(3)(a)(iii) of the Planning and Development (Local Planning Schemes) Regulations 2015, recommends to the Western Australian Planning Commission that Local Planning Scheme No. 10 should be repealed and a new scheme prepared in its place;

3. Pursuant to Regulation 66(3)(b)(ii) of the Planning and Development (Local Planning Schemes) Regulations 2015, recommends to the Western Australian Planning Commission that the Local Planning Strategy for the Scheme should be reviewed; and
4. Notes that staff will forward the Report of Review to the Western Australian Planning Commission for consideration.

**Voting requirements: Simple Majority**

**7.7 Determinations Made by the Principal Building Surveyor**  
**Ref: LUAP/PROCED/1 – Kallan Short, Principal Building**  
**Surveyor)**

The Principal Building Surveyor made the following building decisions under Delegated Authority since those reported to the last Council meeting:

<b>Building Applications Determined in the Month of March 2020</b>			
<b>Applicati on No</b>	<b>Property Address</b>	<b>Description</b>	<b>Determination</b>
201900260	27 BASSENDEAN PARADE, BASSENDEAN	FULL RESIDENTIAL DEMOLITION	DELEGATE APPROVED
201700282	26 CHEDWORTH WAY, EDEN HILL	SHED	DELEGATE APPROVED
201900001	35 LORD STREET, BASSENDEAN	SINGLE STOREY DWELLING	DELEGATE APPROVED
202000072	15 NORTH ROAD, BASSENDEAN	FULL RESIDENTIAL DEMOLITION	DELEGATE APPROVED
202000070	14 FREELAND WAY, EDEN HILL	PATIO	DELEGATE APPROVED
202000074	54 FREELAND SQUARE, EDEN HILL	REMOVAL OF INTERNAL WALLS	DELEGATE APPROVED
202000056	19 PARMELIA WAY, BASSENDEAN	SHADE SAIL	DELEGATE APPROVED
202000058	53 MARY CRESCENT, EDEN HILL	REPLACEMENT OF SHED	DELEGATE APPROVED
202000053	5 BARTON PARADE, BASSENDEAN	NEW SHED AND DWELLING ADDITIONS	DELEGATE APPROVED
202000059	17 ASHFIELD PARADE, ASHFIELD	PORTABLE JACUZZI	DELEGATE APPROVED
202000014	16 PRYDE WAY, EDEN HILL	DWELLING	DELEGATE APPROVED
202000048	42 PROSPECTOR LOOP, BASSENDEAN	PATIO ADDITION	DELEGATE APPROVED
202000021	38 SCADDAN STREET, BASSENDEAN	8 X MULTIPLE DWELLINGS	DELEGATE APPROVED
202000068	78 HAMILTON STREET, BASSENDEAN	REMOVE INTERNAL WALLS IN KITCHEN	DELEGATE APPROVED
202000062	60 WILSON STREET, BASSENDEAN	POOL SAFETY FENCE	DELEGATE APPROVED
202000065	35 BROADWAY, BASSENDEAN	FORWARD WORKS - GROUND FLOOR SLAB DOWN ONLY	DELEGATE APPROVED
202000061	19B JAMES STREET, BASSENDEAN	LIMESTONE RETAINING WALL	DELEGATE APPROVED
202000069	28 SCADDAN STREET, BASSENDEAN	FULL RESIDENTIAL DEMOLITION	DELEGATE APPROVED
202000067	103 WEST ROAD, BASSENDEAN	BELOW GROUND FIBREGLASS SWIMMING POOL SAFETY FENCING	DELEGATE APPROVED
202000063	60 WILSON STREET, BASSENDEAN	FIBREGLASS POOL	DELEGATE APPROVED

OFFICER RECOMMENDATION – ITEM 7.7

That Council notes the decisions made under delegated authority by the Principal Building Surveyor.

**Voting requirement: Simple majority**

**7.8 Determinations Made by Development Services (Ref: LUAP/PROCED/1 – Christian Buttle, Senior Planning Officer)**

The Manager Development and Place made the following planning decisions under Delegated Authority since those reported to the last Council meeting:

PLANNING AND SUBDIVISION APPLICATIONS DETERMINED TO 3 APRIL 2020			
APPLICATION NUMBER	PROPERTY ADDRESS	DESCRIPTION	DETERMINATION
2019-153	42 BRIDSON STREET BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2020-006	1 DAYLESFORD ROAD BASSENDEAN 6054	ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
2019-010	63 MOOJEBING STREET ASHFIELD 6054	SINGLE HOUSE	DELEGATE APPROVED
2019-012	101 NORTH ROAD BASSENDEAN 6054	GARAGE ADDITION TO SINGLE HOUSE	DELEGATE APPROVED
2019-014	58A SCADDAN STREET BASSENDEAN 6054	SINGLE HOUSE AND ANCILLARY DWELLING	DELEGATE APPROVED
2020-016	19B SCHOFIELD STREET EDEN HILL 6054	SINGLE HOUSE	DELEGATE APPROVED
2020-017	21 ASHFIELD PARADE ASHFIELD	AMENDED APPLICATION FOR SINGLE HOUSE	DELEGATE APPROVED
2020-020	62 RAILWAY PARADE BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2020-022	21 BRADSHAW STREET EDEN HILL 6054	CARPORT	DELEGATE APPROVED
2020-025	33 CHEDWORTH WAY EDEN HILL 6054	GARAGE AND PATIOS X 2	DELEGATE APPROVED
2020-028	24 BRADSHAW STREET EDEN HILL 6054	OUTBUILDING	DELEGATE APPROVED
2020-029	23 CHAPMAN STREET BASSENDEAN 6054	DEMOLITION (DEPARTMENT OF HOUSING)	STATUTORY ADVICE – RECOMMEND APPROVAL
2020-030	1 CARMAN WAY BASSENDEAN 6054	THREE GROUPED DWELLINGS (DEPARTMENT OF HOUSING)	STATUTORY ADVICE – RECOMMEND REFUSAL
2020-032	17 ASHFIELD PARADE ASHFIELD 6054	SPA	DELEGATE APPROVED



2020-033	53 MARY CRESCENT EDEN HILL 6054	OUTBUILDING	DELEGATE APPROVED
2020-034	223 ANZAC TERRACE BASSENDEAN 6054	CARPORT	DELEGATE APPROVED
2020-037	51 IVANHOE STREET BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2020-038	84 HAMILTON STREET BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
<b>SUBDIVISION APPLICATIONS</b>			
WAPC 155-20	37 HAIG STREET ASHFIELD 6054	TWO LOT SURVEY STRATA SUBDIVISION	STATUTORY ADVICE – RECOMMEND APPROVAL

OFFICER RECOMMENDATION – ITEM 7.8

That Council notes the decisions made under delegated authority by the Manager Development and Place.

**Voting requirement: Simple majority**

**7.9 Accounts Paid – March 2020 (Ref: FINM/CREDTS/4) – Paul White, Director Corporate Services**

APPLICATION

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

ATTACHMENTS

**Attachment No.7:**

List of payments for March 2020.

BACKGROUND

The monthly payments made for March 2020 are presented to Council, with details of payments made by the Town in relation to goods and services received.

STRATEGIC IMPLICATIONS

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people	Community / Stakeholder Satisfaction Survey (Governance)
	5.1.2 Ensure financial sustainability	
	5.1.3 Strengthen governance, risk management and compliance	Compliance Audit
	5.1.4 Improve efficiency and effectiveness of planning and services	Risk Management Profile
	5.1.5 Ensure optimal management of assets	Financial Ratio Benchmarked.  Asset Ratio Benchmarked

STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996

FINANCIAL CONSIDERATIONS

All payments are authorised prior to disbursement in accordance with the allocated budget.

OFFICER RECOMMENDATION – ITEM 7.9

That Council receives the list of payments for March 2020.

**Voting Requirements: Simple majority**

**7.10 Monthly Financial Report – March 2020 (Ref: FINM/AUD/1)  
– Paul White, Director Corporate Services**

APPLICATION

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

ATTACHMENTS:

**Attachment No. 8:**

Monthly Financial Report, containing the Statement of Financial Activity, for March 2020.

BACKGROUND

The statement of financial activity is to show a comparison of the budget estimates with the actual revenue and expenditure figures for the year to date and can be presented by nature and type classification, program or Business Unit. The statement of financial activity hereby presented to Council is by nature and type classification and by program.

A statement of financial activity and accompanying documents must be presented to Council within two months after the end of the month to which the statement relates.

Each year Council is required to adopt a percentage or value to be used in statements of financial activity for reporting material variances. Council adopted 10% or \$5,000, whichever is greater, as part of its 2019-20 Annual Budget.

STRATEGIC IMPLICATIONS

Strategic Priority 5: Good Governance

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people 5.1.2 Ensure financial sustainability 5.1.3 Strengthen governance, risk management and compliance	Community / Stakeholder Satisfaction Survey (Governance)  Compliance Audit  Risk Management Profile  Financial Ratio Benchmarked.  Asset Ratio Benchmarked

**COMMENT**

The Statement of Financial Activity attached represents the adopted 2019/20 Annual Budget estimates and actual income and expenditure amounts for the month ending 31 March 2020.

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

The Statement of Financial Activity provides a comparison between actual and budget income and expenditure on year to date basis. The notes accompanying the statements provide a detailed breakdown of the amounts.

Item	Amended Annual Budget	YTD Budget	YTD Actual	Variance to YTD Budget
	\$m	\$m	\$m	%
Revenue	22.9	21.1	21.1	0.12%
Expenditure	26.5	19.9	19.0	4.56%
Capital Works	5.8	1.1	0.6	47.35%
Non-Operating Grants, Subsidies and Contributions	1.8	0.4	0.3	22.91%

**Operating Revenue**

Revenue year to date is 0.12% above budget. This is due to timing of operating grant payment and seniors grant funding tracking above the YTD budget offset by investment interest that is tracking under budget.

**Operating Expenditure**

Expenditure year to date is 4.56% under budget. This is due to timing of materials and contracts (street tree planting program, other projects, and bulk rubbish collection). Utility charges are also under budget due to timing (street lighting) offset by Other Expenditure over budget due to timing.

**Capital Works**

Expenditure on capital projects is under the year to date budget due to timing.

**Cash backed reserves**

The closing balance of the cash backed reserves at 31 March 2020 is \$7.0 million. The reserve summary shows all movements to and from reserve deriving the expected closing balance. The report provides information on Town of Bassendean's ability to allocate funds for future projects by providing a closing balance comparison to budget. Transfers from reserve to fund capital projects are still to occur.

### **Statement of Financial Position**

Town of Bassendean has current assets of \$17.3 million. The major components of which are cash and cash equivalents of \$14.5 million and trade and other receivables of \$2.8 million. There are current liabilities of \$5.2 million. The major components are trade and other payables (includes bonds and deposits) of \$2.8 million and employee provisions of \$2.4 million.

### **Statement of Cash Flows**

Net cash provided by operating activities is \$2.4 million for the year to date and net cash used in investing activities is \$0.3 million.

### **Monthly Investment Report**

The overall balance of Town of Bassendean's investments is \$13.6 million. This is comprised of municipal investments of \$5.9 million (including restricted bonds and deposits), reserve investments of \$7.0 million and trust investments of \$0.7 million.

The administration uses *Marketforces.org.au* to assist in assessing whether a bank promotes non-investments in fossil fuel related entities. The Town currently has 63% of its funds invested non-fossil fuel ADIs.

### Budget Amendments

The Town has been successful in securing two grants to fund the fit-out of the Men's Shed:

- Gaming and Community Trust, \$135,900; and
- Stronger Communities Grant Program, \$20,000.

The Gaming Community Trust was established in 2002 to provide advice and make recommendations to the Minister for Racing and Gaming on the distribution of funds and grants for the general benefit of the community.

The Gaming Community Trust is administered by Department of Local Government, Sport and Cultural Industries and the funds are derived from unclaimed winnings that are payable from:

- The conduct of gaming or betting that is authorised by the Gaming and Wagering Commission Act 1987; or
- The conduct of gaming operations at Crown Casino.



The Stronger Communities Program is a Federal Government program to provide grants of between \$2,500 and \$20,000 to community organisations and local governments for small capital projects that deliver social benefits for local communities:

#### STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996.

#### FINANCIAL CONSIDERATIONS

The monthly financial report provides an overview of income and expenditure for the appropriate period. There are no direct financial implications arising from this report.

#### OFFICER RECOMMENDATION – ITEM 7.10

That Council:

1. Receive the monthly financial report for March 2020; and
2. Adopt the amendments to the 2019-2020 Annual Budget for the two grants to fund the fit-out of the Men's Shed.

#### **Voting requirements:**

**Point 1 - Simple majority**

**Point 2 - Absolute majority**

**7.11 Bassendean Local Emergency Management Committee Meeting held on 1 April 2020 (Ref: GOVN/CCLMEET/12 – Luke Gibson, Director Community Planning)**

APPLICATION

The purpose of the report is for Council to receive the report on a meeting of the Bassendean Local Emergency Management Committee held on 1 April 2020.

ATTACHMENTS

**Attachment No. 9:**

Minutes of the Bassendean Local Emergency Management Committee meeting held 1 April 2020.

COMMENT

*Committee Meeting*

The meeting took place on 1 April 2020 and the Committee discussed the following items:

1. The Town's response to the COVID-19 pandemic.
2. An Action Report prepared by the Department of Water and Environmental Regulation (Pollution Response Unit) on the 25 November 2019 fire at the Cleanaway Materials Recovery Facility in South Guildford. The report indicated that the fire had little impact on land within the Town of Bassendean.
3. A written complaint from a Town of Bassendean resident regarding health and safety impacts of the 25 November 2019 fire at the Cleanaway Materials Recovery Facility in South Guildford, which requested action from the Town as listed therein. The Committee recommends that Council advise the Department of Water and Environmental Regulation of the concerns, and requests a response on the issue.
4. Updates to the LEMA and Recovery Plan, endorsed by the BLEMC and hereby presented to Council for consideration.
5. Reports from the Emergency Management Agencies SEMC, DEMC, WALGA EMAG and the Local Welfare Committee.

6. The Post Exercise report on the Success Hill Bushfire desktop exercise.
7. Updated Committee contact and key holder details.
8. The (then) upcoming Operational Area Support Group (OASG) meeting, scheduled for Friday 3 April 2020, to discuss the COVID-19 pandemic.
9. The reviewed and amended Instrument of Delegation for the BLEMC, which is a separate item in the April OCM agenda.

*Supplementary Information*

Following the Committee meeting, the SES advised that the Bassendean unit is assisting WAPOL with road blocks (Regional support) on Brand Highway. A team of 12 members are rostered on in shifts for at least until 8 April. Priority will, however, be given to the local community in the event of a separate emergency within the Bassendean district.

OFFICER RECOMMENDATION – ITEM 7.11

That Council receives the report on a meeting of the Bassendean Local Emergency Management Committee held on 1 April 2020.

**Voting requirements: Simple majority.**

**8.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**9.0 CONFIDENTIAL BUSINESS**

*It should be noted that that the audio will be turned off whilst confidential items are being discussed.*

**10.0 CLOSURE**

The next Briefings Session will be held on Tuesday 19 May 2020, commencing at 7:00pm.