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# Community Leasing Framework



## Town of Bassendean Community Leasing Framework

### Introduction

After a review of the management of Town properties, a Property Management Policy (**Policy**) and supporting Community Leasing Framework (**Framework**) has been developed to ensure the Town is meeting the demands and needs of the community. The Policy sets the overarching principles guiding management of these properties by the Town. The Framework will guide the Town's management of these properties for the benefit of the community, in compliance with statutory obligations and will provide an equitable methodology for calculating annual lease and license fees.

The Town's ten-year Strategic Community Plan, adopted in 2020, has 'Strengthening and Connecting our Community' as a key priority. This Framework supports the Strategic Community Plan and reflects the Town's desire to promote the wellbeing of all people in the community through collaborating with recreational and community groups, building community capacity and supporting health lifestyles throughout our Town.

This Framework applies to lease and license agreements with sporting clubs and community organisations that meet the eligibility criteria set out in Appendix 2.

Lease or license agreements with government bodies, commercial entities, or state and national clubs, associations and community organisations are not within the scope of this Framework. Such agreements will be negotiated on a case-by-case basis with consideration given to all relevant factors, as outlined in the Policy.

Facility hire (regular or occasional use of a property to deliver community-based programs, events or activities on an hourly or daily rate) is not covered within this Framework. Facility hire is provided through a Casual or Regular Booking Application, based on the Town's Schedule of Fees and Charges.

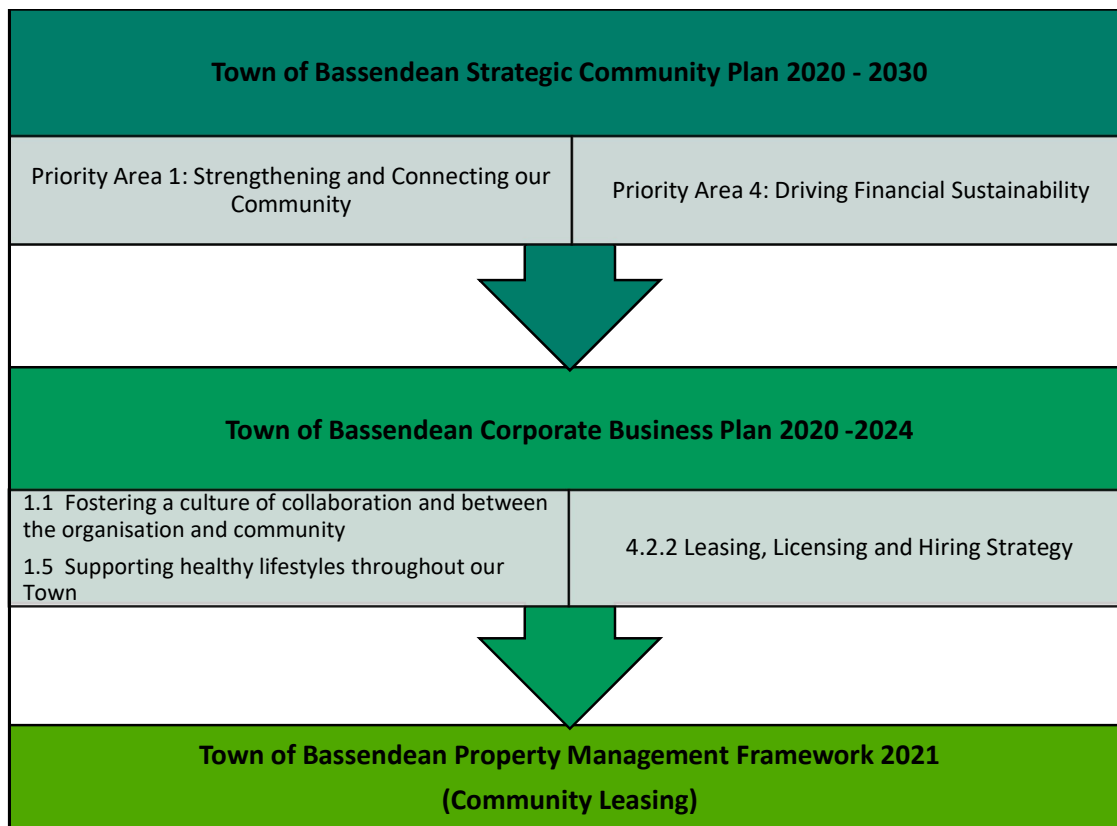


### Objectives

The Objective of this Framework is to provide an open, transparent and equitable process for granting new leases or licenses for use of Town owned and managed properties for community leasing, by:

- a. Providing an equitable methodology for calculating annual lease and licence fees; and
- b. Establishing general terms and conditions (Appendix 2) that the Town will use as the basis for negotiating all leases and licenses, with a detailed Schedule of Maintenance Obligations (Appendix 3).

## Strategic Context



## Types of Occupancy Agreements

### Lease

A lease is a right granted by the owner of land for an occupant to have the exclusive use of that land for a specified period of time in exchange for an agreed rental payment. If a tenant has exclusive occupancy over the land or facility, it follows that the maintenance and management expectations placed on the tenant will usually be greater than they are under license or hire agreements that are not exclusive.

### Licenses

Under the terms and conditions of a license contract, the tenant is granted permission to access property for a specified purpose(s), such as conduct of a sporting activity at specified times and under specified conditions.

A license agreement does not provide for exclusive use of a facility beyond the specified times of access. It is reasonable to expect the rights and obligations of the lessee in respect to maintenance and management of the facility would be less stringent under a license agreement than a lease agreement.

## Period of Tenure

### Leases

A Lease may be granted for a period of up to five (5) years with one or more extension options for a maximum additional period of up to five (5) years.

### Licenses

A License may be granted for a period of up to three (3) years, without an extension option.

Eligibility criteria and essential terms for a lease or license are set out in Appendix 2.

## Annual Tenancy Fee Methodology

The annual tenancy fee methodology is based on the Gross Rental Value (GRV) of the property.

The Town is committed to providing access to property for the benefit of the Town of Bassendean community and does not seek to derive profit from community leases.

## Governance

In accordance with the *Local Government Act 1995*, lease/license agreements will be advertised by a local Public Notice unless the organisation is a not-for-profit charitable, benevolent, religious, cultural, educational, recreational or sporting organisation.

In accordance with the *Land Administration Act 1997*, prior approval will be obtained from State Land Services with respect to leases/licenses over Crown property managed by the Town under a Management Order.

Tenure arrangements will be reviewed at the end of the lease or license period. The review will commence at least six months prior to the expiration date to enable the Town and lessee/licensee appropriate time to prepare for the new lease or license, or prepare to vacate the property.

Tenants may be required to provide the following documents annually to the Town:

- Association's registration number (IARN);
- AGM Minutes;
- Certificates of currency (as applicable);
- Financial statements;
- Liquor license (if applicable); and
- Any other document required by the Town.

## Town of Bassendean Community Leasing Framework

### Related Town Policies and Plans

- Asset Management Policy
- Use of Community Facilities Policy
- Town of Bassendean Local Government Property Local Law
- Town of Bassendean Access and Inclusion Plan.

### Review

This Framework will be reviewed every four years in alignment with the Town's Property Management Policy and Corporate Business Plan.

### Appendix

1. List of Properties For Community Leasing
2. Eligibility Criteria & Essential Terms – Community Leasing
3. Schedule of Maintenance Obligations – Community Leasing



**Town of Bassendean Property Management Framework**

**Appendix 1: List of Properties for Community Leasing**

<b>Property Address</b>	<b>Property Type</b>
Ashfield Reserve	Sports Club
10 Whitfield Street, Bassendean	Sports Club
BIC Reserve	Sports Club
Jubilee Reserve	Sports Club
1A May Holman Drive, Bassendean	Community Organisation
1 May Holman Drive, Bassendean	Community Association



## Town of Bassendean Property Management Framework

### Appendix 2: Eligibility Criteria & Essential Terms

<b>Eligibility Criteria</b>	
Community Benefit	The service is unique, specific and meets a high level of need, or the service meets identified social/community needs.
Shared Use	Dependent on the size of the facility and level of use by the tenant, hiring to the community outside the tenant's usage times on a fee for service basis (based on the Town's Schedule of Fees and Charges for similar properties) may be a requirement.
Revenue	The tenant has the capacity to generate revenue from its use of the property (i.e. membership, bar or kitchen facilities) or activities consistent with the organisational purpose of the tenant.
Membership and Governance	Demonstrates an affordable membership regime and good governance and facilitates programs and activities that add value to the social and community fabric of the Town.
Operational	Not-for-profit organisation, community group or club run by volunteers or paid workers.
Organisational Structure	The organisation services the local community and may be locally-based or may be part of a larger not-for-profit organisation. Must be incorporated under <i>Associations Incorporation Act 1987</i> .
Example	Sporting clubs and community groups, e.g. bowling club, men's shed etc.

<b>Agreement Type</b>	<b>Outgoings</b>	<b>Statutory Compliance</b>	<b>Pest Inspection</b>	<b>Rubbish &amp; Recycle Bins</b>	<b>ESL</b>	<b>Building Insurance</b>	<b>Public Liability Insurance</b>	<b>Minor Maintenance &amp; Repairs</b>	<b>Capital Upgrades</b>	<b>Building Insurance Excess</b>	<b>Tenancy Fee</b>
License	✓	✓	✓	✓	✓	X	✓	✓	X	✓	10% GRV
Lease	✓	✓	✓	✓	✓	✓	✓	✓	X	✓	10% GRV

**Town of Bassendean Property Management Framework**

**Appendix 2: Eligibility Criteria & Essential Terms**

<b>Essential Terms</b>	
<b>Term of lease or license</b>	<p>Lease:</p> <ul style="list-style-type: none"> <li>• Initial Term: For a period of up to five (5) years</li> <li>• Further Term: One or more extension options for a maximum additional period of up to five (5) years</li> </ul> <p>License: Maximum 3 years, with no extension option</p>
<b>Tenancy fee</b>	10% of GRV
<b>Responsibilities of Tenant</b>	<p><b>Payments</b></p> <ul style="list-style-type: none"> <li>• All outgoings, rates and taxes</li> <li>• Cost of maintaining statutory compliance including RCD, smoke alarm, emergency exit and fire hydrant testing</li> <li>• Pest Inspections (including termite inspections) and treatment</li> <li>• Waste services and Emergency Services Levy (ESL)</li> <li>• Building insurance premium and excess on building insurance claims</li> <li>• Rent or licence fee</li> </ul> <p><b>Repair/Maintenance</b></p> <ul style="list-style-type: none"> <li>• Comply with the Schedule of Maintenance Obligations (Appendix 3)</li> <li>• Maintain the property in good repair, as detailed in the property condition report</li> <li>• General minor maintenance of premises, including replacement of fittings and fixtures</li> <li>• Cleaning (internal and external including annual carpet cleaning)</li> <li>• No property modifications or installations without Town approval</li> </ul> <p><b>Insurance</b></p> <ul style="list-style-type: none"> <li>• \$20M Public Liability Insurance</li> </ul>
<b>Responsibilities of the Town</b>	<p><b>Repair/Maintenance</b></p> <ul style="list-style-type: none"> <li>• Re-painting of internal and external premises</li> <li>• Maintenance of roofing, mechanical services and the main structure (unless damage caused by tenant)</li> <li>• Renewal of existing assets within the leased or licensed area (at the Town’s discretion)</li> </ul> <p><b>Capital Upgrades</b></p> <ul style="list-style-type: none"> <li>• Capital upgrade and expansion of all assets within the leased or licensed area (at the Town’s discretion)</li> </ul> <p><b>Inspections</b></p> <ul style="list-style-type: none"> <li>• The Town will inspect the premises annually (or as required) and will give the tenant appropriate notice in accordance with the lease or license terms</li> </ul>

**Town of Bassendean Property Management Framework**

**Appendix 3: Schedule of Maintenance Obligations**

Maintenance Item	Lessor Obligations <sup>1</sup>	Tenant Obligations
<b>Statutory/Minimum Level of Service Obligations</b>		
Emergency exit lighting systems and emergency doors	Annual inspection of the premises to ensure maintenance and compliance with requirements of the Building Code of Australia and Australian Standards.	Promptly report any faults or operational issues with the emergency/exit lighting systems in the premises to the lessor. Reimburse the lessor for the cost of annual compliance inspections.
Fire protection equipment (e.g. fire extinguishers, hoses, smoke alarms)	Annual inspection of the premises to ensure compliance with FESA and DFES requirements.	Promptly report any use or operational issues with the fire protection equipment in the premises to the lessor. Reimburse the lessor for the cost of annual compliance inspections.
RCD protections, tagging electrical equipment	Ensure that all RCDs are repaired and maintained in accordance with the relevant legislation.	Ensure that all portable plug-in electrical equipment and RCDs are regularly inspected in accordance with relevant legislation. Reimburse the lessor for the cost of annual compliance inspections.
Pest control, vermin control and termites	Annual pest inspections and extermination treatment.	Endeavour to keep the premises free and clear of all rodents, rats, vermin, insects, birds, animals and other pests and report to the lessor any pest activity or required treatment. Reimburse the lessor for the cost of annual pest inspection and treatments.
<b>Premises and Security</b>		
Cleaning and cobweb removal	None.	Ensure premises is kept tidy and free of litter, dirt, rubbish, cobwebs and broken glass at all times.
Malicious damage and break ins	At request of tenant, submit building insurance claim on behalf of tenant.	Responsible for repairing and replacing any stolen goods or broken fixtures and fittings, minor repairs and cleaning of broken glass, windows and doors after an act/incident of malicious damage. Report any incidents of malicious damage or break-ins to the owner.

<sup>1</sup> References to Lessor include Licensor, as the case may be.

**Town of Bassendean Property Management Framework**

**Appendix 3: Schedule of Maintenance Obligations**

<b>Maintenance Item</b>	<b>Lessor Obligations<sup>1</sup></b>	<b>Tenant Obligations</b>
Vandalism & graffiti	At request of tenant, submit building insurance claim on behalf of tenant.	Remove internal and external vandalism & graffiti and repair any damage caused.
Security monitoring, equipment and security lights.	If the lessor provides a security system to the premises, the lessor will maintain the security system in good condition but is not required to replace the security system if it comes to the end of its economic life.	The tenant must ensure the premises is maintained in a secure condition at all times. If the tenant installs a security system in the premises, the tenant must keep the security system in good condition, pay all monitoring and service costs associated with the security system and promptly attend any call outs to the premises. If the lessor is called upon to attend the premises or the lessor incurs expense for a call out on a lessor installed security system, the tenant may be required to pay all costs incurred by the lessor due to that call out.
Ceiling	Repair any structural damage to ceiling. If damage is caused or contributed to by the tenant or tenant's employees and visitors, the lessor may require the tenant to reimburse it for part or all of the cost of repairing the damage.	Clean ceilings, as required, and report any structural damage to the lessor.
Walls	Repair structural damage to load bearing walls. If damage is caused or contributed to by the tenant or tenant's employees and visitors, the lessor may require the tenant to reimburse it for part or all of the cost of repairing the damage.	Keep clean at all times, dust any cobwebs and report any structural repairs or faults to lessor.

**Town of Bassendean Property Management Framework**

**Appendix 3: Schedule of Maintenance Obligations**

<b>Maintenance Item</b>	<b>Lessor Obligations<sup>1</sup></b>	<b>Tenant Obligations</b>
Window, glass panes, flyscreens, security screens, doors, door handles.	Replace any irreparable items.	Keep items clean, operable, lockable, and firmly fixed. Repair, replace and lubricate hinges of items if damage caused by misuse/internal vandalism.
Skylights, lighting, globes	Replace any skylights or lighting fixtures (excluding globes) requiring replacement due to old age/end of economic life.	Keep clean at all times and repair or replace as required
Painting	Repaint premises (interior and exterior) to ensure it remains in good repair, as and when determined by the lessor.	Minor remedial painting and touch ups to repair general wear and tear.
Cupboards, blinds, curtains, mirrors	Replace as and when determined by the lessor.	Keep clean at all times. Maintain and repair items as required.
Carpet	Replace as and when determined by the lessor.	Keep clean at all times. Professionally clean at least once annually.
Vinyl floors	Replace as and when determined by the lessor.	Keep clean at all times.
Wooden floors	Replace as and when determined by the lessor.	Keep clean at all times.
Tiled floors	Replace as and when determined by the lessor.	Keep clean at all times.

**Town of Bassendean Property Management Framework**

**Appendix 3: Schedule of Maintenance Obligations**

<b>Maintenance Item</b>	<b>Lessor Obligations<sup>1</sup></b>	<b>Tenant Obligations</b>
Bathrooms and change rooms (including: drains, hot water systems, sewerage, showers, sinks, taps, toilets etc.)	Replace irreparable items. Undertake capital renewal as and when determined by the lessor. Where the lessor undertakes works or repairs to clear blockages which have occurred as a result of the neglect, misuse or default of the tenant, the tenant may be required to pay part or all of the lessor's costs of undertaking those works.	Must keep clean at all times. Ensure all are operable and free from any blockages. Tenant shall not permit foreign objects or matter to be placed into drains, toilets or grease traps. Tenant will advise the Town before making repairs or installing electrical appliances with the use of a qualified electrician.
<b>Fixtures, Fittings, Appliances and Electrical</b>		
Air-conditioning	Repair and undertake annual servicing of air-conditioning units/systems. Replace air-conditioning units/systems that are irreparable or at the end of their economic life.	Notify lessor if air conditioner unit requires servicing or repair. Responsible for replacing if damage is due to internal vandalism.
Oven vents	If at the end of its life, the lessor may, at its discretion, replace.	Keep clean at all times and repair when necessary
Exhaust fans	If at the end of its life, the lessor may, at its discretion, replace.	Keep clean at all times and repair when necessary
Electrical fittings (i.e. plugs, switches, sockets, leads, lights, power points)	Replace any irreparable items. If replacement is caused by misuse/negligence of tenant, lessor may require the tenant to reimburse it for the part or all of the cost of replacement.	Maintain and repair as required. The tenant must ensure that electrical fittings are not overloaded when in use.

**Town of Bassendean Property Management Framework**

**Appendix 3: Schedule of Maintenance Obligations**

<b>Maintenance Item</b>	<b>Lessor Obligations<sup>1</sup></b>	<b>Tenant Obligations</b>
Wiring	Replace any irreparable items.	Advise the lessor prior to any wiring or electrical work taking place
Appliances (i.e. fridges, toasters, freezer, stove, microwaves, washing machine)	Replace irreparable items at the discretion of the lessor.	Keep clean at all times. Keep items operable, regularly maintain and repair as required.
<b>Premises Exterior and Surrounds</b>		
Roof (including leaks, broken tiles etc.)	Repair any structural damage to roof and clean as required. If damage is caused or contributed to by the tenant or tenant's employees and visitors, the lessor may require the tenant to reimburse it for part or all of the cost of repairing the damage.	Report any structural damage to the lessor. Repair any damage to the roof (structural or otherwise) caused by the tenant or its failure to maintain the eaves, gutters and downpipes in a clean and clear condition.
Eaves, gutters & downpipes	Repair any damage to eaves, gutters and downpipes. If damage is caused by tenant failing to maintain the eaves, gutters or downpipes in a clean and clear condition, the lessor may require the tenant to reimburse the lessor for the part or all of the cost of undertaking the repairs.	Maintain eaves, gutters and downpipes in a clean and clear condition and report any damage to same to the lessor. Repair any damage to the eaves, gutters or downpipes where caused or contributed to by the tenant or its failure to maintain the eaves, gutters and downpipes in a clean and clear condition.
Garden and surrounds (including fencing and gates)	Responsible for any major tree pruning and tree removal. Replace fences and/or gates as required and determined by the lessor.	Maintain the surroundings, fertilising, minor pruning and conduct regular mowing of the lawn at its own cost. Responsible for ensuring all fences and gates are cleaned, repaired, re-enforced and maintained. Not to remove any trees or hedges without first obtaining approval from the lessor, except for urgent safety reasons.

**Town of Bassendean Property Management Framework**

**Appendix 3: Schedule of Maintenance Obligations**

<b>Maintenance Item</b>	<b>Lessor Obligations<sup>1</sup></b>	<b>Tenant Obligations</b>
Turf	Responsible for turf maintenance (if the reserve/space is freely accessible by public and the Lessor controls/manages the use/access of the reserve/space)	Responsible for turf maintenance (if the reserve/space is not freely accessible by public and the tenant controls/manages the use/access of the reserve/space)
Walkways, footpaths, access, steps, ramps	Responsible for Town verge footpaths.	Keep clean and clear at all times.
Carpark	Responsible for bitumen repairs, pot-hole maintenance and line marking.	Responsible for ensuring the car park is clean and clear of rubbish, trip hazards or obstructions.
Shed, roller doors and garage (if applicable)	Replace as and when determined by the lessor.	Responsible for cleaning, repairs and maintenance of such structures.
Abandoned rubbish	Arrange for removal of abandoned furniture, car parts and larger rubbish that has been dumped on the verge, carpark or grassed area.	Arrange for removal of smaller abandoned items that have been dumped on the property which will fit in the bins provided.
Pollution	None.	Do all things necessary to prevent pollution or contamination of the land by garbage, refuse, waste matter, oil or other pollutants. Report any pollution, contamination or suspected pollution/contamination to the land to the lessor promptly.
Maintain, Service and Repair Bore and Pump	Responsible for annual inspection, and determining the schedule for maintenance and repair. Service, repair and maintenance costs are to be allocated between the lessor and tenant in the property lease	As defined in the property lease



Nonie Jekabsons & Moss Johnson  
6 Barton Pde Bassendean WA 6054  
0422 87 44 66  
[naia@iinet.net.au](mailto:naia@iinet.net.au)

Proposed tree works TPO 001 Eucalyptus camaldulensis located at 6 Barton Pde Bassendean.  
Affected adjacent property 103 West Rd Bassendean.

The applicant Nikki Rodgers of 103 West Rd Bassendean wishes to proceed with minor pruning works to the above tree in order to prevent branches rubbing on the roof of their back yard shed and railway carriage. Works proposed have been discussed by all affected parties and we agree for them to proceed, providing works undertaken comply with AS (Australian Standard) - 4373 - 2007 - 2020 Pruning of Amenity Trees and the contractor is suitably qualified and insured. Please find attached photos showing location of 2 branches to be removed and a copy of the quotation provided by contractor.

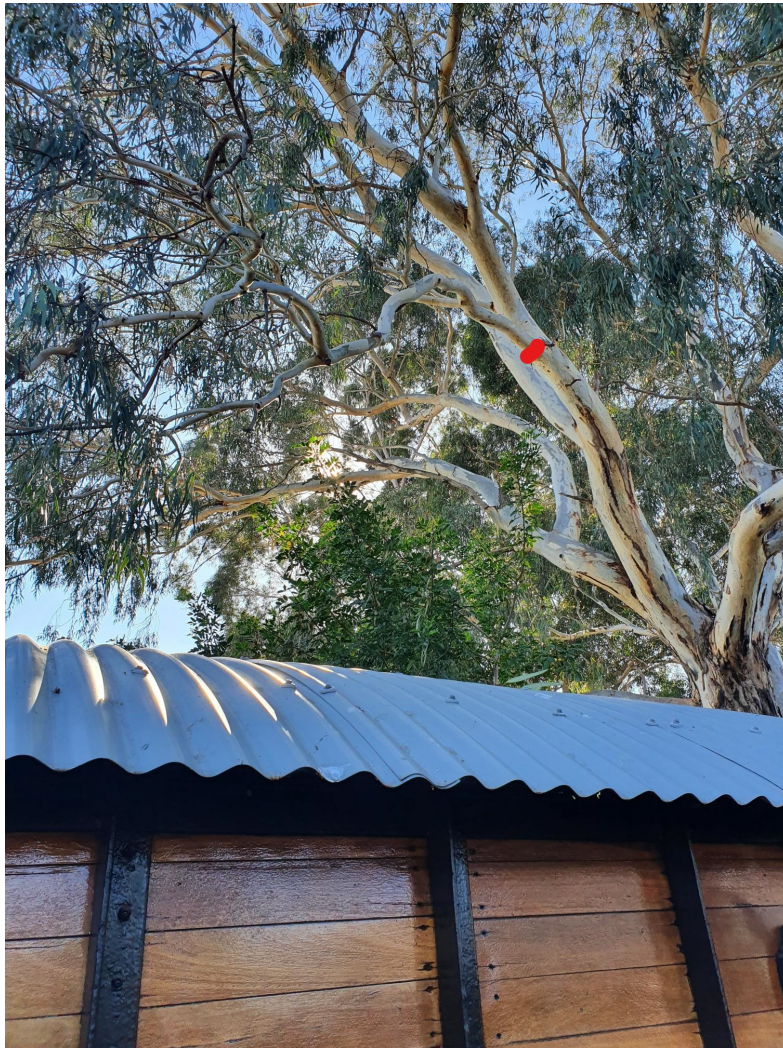
Thank you for your consideration.

Signed: \_\_\_\_\_

108 west Rd Bassendean 6054

Signed: \_\_\_\_\_

6 Barton Parade Bassendean 6054



Original

# QUOTATION

5


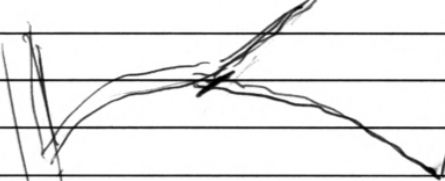
DATE 9/5/22

FROM JOHN FRANKLIN / ABUNDANT SAATH / TREE CARE  
110 BIBBA DAN BIBBA LAKE 6163 PH. 0438110498

TO NICKY 103 WEST RD BASSENDEAN  
PH. 0412 236 840

WE HAVE PLEASURE IN SUBMITTING THE FOLLOWING QUOTATION FOR YOUR CONSIDERATION:

*PRUN + CANT*

	TREE WORKS		
	NEIGHBOR. LISA LYNN		
	CAMELLEWIS.		
	① REMOV SINKING BRANCH and CALLAGS BACK TO SOURCE.		
		\$320	\$10
	② LARGE LATERAL and small SHAD REDUCES TO UPRIGHT 12 FT from MAIN <del>TRUNK</del> FOLI.		
		\$320	\$20
	ALL CUT TO CORRECT BRANCH UNIONS. - So TO SEAL CUTS	\$640	
	ADD 10% GST		64
	PAYMENT ON THE DAY WORK COMPLETED		
	FULLY INSURED WITH CENTRAL INSURANCE BROKERS		

THIS QUOTATION IS VALID UNTIL:

90 DAYS

 1714

SIGNATURE





12 April 2022

Our Ref: C2492-01

Chief Executive Officer  
Town of Bassendean  
PO Box 87  
Bassendean WA 6934

**Attention: Planning Department**

Dear Sir/Madam

**PROPOSED CHANGE OF USE (UNLISTED USE – VETERINARY CENTRE)  
UNIT 19 (#184) RAILWAY PARADE, BASSENDEAN**

Peter Webb & Associates (**PWA**) has been engaged by Animal Dermatology Clinic to prepare an Application for Planning Approval for a proposed Change of Use for Unit 19 (#184) Railway Parade, Bassendean (**subject land**) to accommodate a “Veterinary Centre” use.

Please find **attached** signed application forms authorised by the owner of the land – Tora Capital Pty Ltd.

**1.0 THE SITE:**

The subject land for this application is Unit 19, Lot 4 (#184) Railway Parade, Bassendean (refer **Figure 1 – Aerial Photograph**).



**Figure 1: Aerial Photograph**

A Certificate of Title for the subject land is included at **Annexure 1**.

The subject land has been approved for a Warehouse development and it is currently under construction. Planning Approval was issued for the development in 2021. A 3D Perspective of the development is shown below in **Figure 2**.

Unit 19 is the one of the front tenancies addressing Railway Parade, and therefore, the proposed Veterinary Centre use will have exposure to Railway Parade.



**Figure 2: 3D Perspective of Development**

Our client is under contract to acquire Unit 19 of the complex, however there is a need to change the approved use of Unit 19 in order for the client to operate its intended Animal Dermatology Clinic business when the development has been completed.

## 2.0 THE PROPOSAL:

The proposed use being sought is a “Veterinary Centre” for the purpose of an Animal Dermatology Clinic.

The type of business is an Animal Dermatology Clinic treating pets with skin conditions on site. The business will operate as a consultancy and day treatment only. Animals will not stay overnight on the premises.

No toxic chemicals will be kept on site, and there is not a need for animal waste disposal.

The proposed hours of operation are business hours between 8:00am - 5:30pm, Monday to Friday. The business is not intended to be open on weekends.

There will be approximately 3 staff members on site, made up of one (1) veterinary practitioner and two (2) support staff, with likely customer numbers being no more than three (3) at any one time.

The business will operate by appointment-only.

Unit 19 is an existing Warehouse with an area of 278m<sup>2</sup>, plus a ground floor office of 68m<sup>2</sup>, and an upper floor office of 68m<sup>2</sup> (total floorspace 414m<sup>2</sup>).

The approved office functions on the ground and upper level will be retained, and the main floor of the approved Warehouse will be used for the proposed Veterinary Centre use.

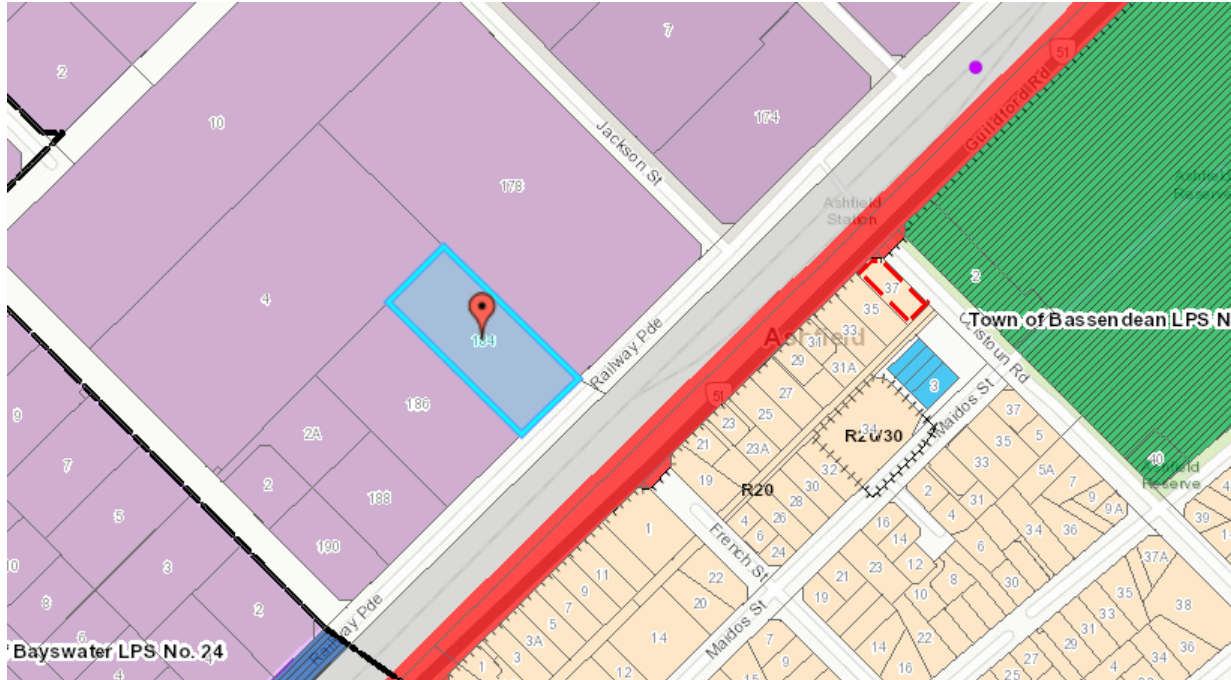
The premises will be allocated 9 car parking bays based on the approved use, and it is considered that the nine (9) car parking bays are adequate for the proposed use based on the single practitioner (plus two (2) support staff) operation, and anticipated customer numbers.

Refer attached Plans at **Annexure 2** outlining the area of the proposed Veterinary Centre use.

**3.0 TOWN PLANNING ASSESSMENT:**

**3.1 Zoning & Land Use:**

The subject land is zoned “General Industry” in the Town of Bassendean Local Planning Scheme No. 10 (LPS10) – refer **Figure 3**.



**Figure 3: Zoning Map Extract**

The proposed “Veterinary Centre” use is defined in LPS10 (and is therefore a specific land use), however is not listed in Table 1 - Zoning Table of LPS10. Accordingly, the “Veterinary Centre” use is to be assessed as an Unlisted Use.

The “Veterinary Centre” use is defined in Schedule 1 of LPS10 as: **“veterinary centre”** means premises used to diagnose animal diseases or disorders, to surgically or medically treat animals, or for the prevention of animal diseases or disorders.

Clause 3.4.2 of LPS10 states that, “If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category, the local government may:

- (a) Determine that the use is consistent with the objectives of the particular zone and is therefore permitted;
- (b) Determine that the use may be consistent with the objectives of the particular zone and thereafter following the advertising procedures of clause 67 of the deemed provisions in considering an application for development approval; or
- (c) Determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.”

The objectives of the “General Industry” zone are set out in clause 3.2.4 of LPS10 as follows:

The objectives of the General Industry zone are:

- a) to provide for a broad range of industrial uses, excluding noxious or hazardous activities;
- b) to accommodate industry that would not otherwise comply with the performance standards of light industry;
- c) to accommodate a range of manufacturing and associated service activities which will not, by the nature of their operations, detrimentally affect the amenity of the adjoining or nearby land;

- d) to achieve safety and efficiency in traffic circulation, and also recognise the function of Collier Road as a regional road;
- e) to provide car parking and landscaping appropriate to the scale of development;
- f) to preclude the storage of unsightly goods from public view; and
- g) to ensure that development conforms with the Local Planning Strategy and the principles of any Local Planning Policy adopted by the Council.

In our view, the proposed “Veterinary Centre” use may be consistent with these objectives, and therefore, is capable of approval following advertising of the application.

### 3.2 Car Parking:

Table 2 of LPS10 provides minimum car parking spaces for a range of land uses, however the Veterinary Centre land use is not listed in Table 2.

Clause 4.7.2.1 of LPS10 advises that, “where an application is made for development approval and the purpose for which the land or building is to be used is not specified in Table 2, the local government shall determine the number of car parking spaces to be provided on the land having regard to the nature of the proposed development, the number of employees likely to be on the site, the prevention of the obstruction of roads and streets, and the orderly and proper development of the locality and the preservation of its amenities.”

The Unit 19 premises will be afforded nine (9) car parking bays located directly adjacent to the premises and there will also be additional visitor parking provided. It is considered, having regard to the single practitioner operation (plus two (2) support staff) and the anticipated visitors at any one time (3), that there is more than enough car parking provided to support the proposed Veterinary Centre use. Accordingly, there is unlikely to be any obstruction of roads or streets by customer parking, thereby preserving the amenity of the locality and complying with the principles of orderly and proper planning.

However, we are also aware that the Town’s Local Planning Policy No. 8 - Car Parking & End of Trip Facilities (**Policy**) also has a car parking table with a list of uses and their individual requirements. Table 1 of the policy states that a Veterinary Centre use requires 4 bays per veterinary practitioner.

As there will be one (1) practitioner operating from the premises, the proposed use requires four (4) car parking bays, and therefore complies. In fact, the number of car parking bays (9) afforded to Unit 19 allows for growth in the business, as it would be possible for another practitioner to also operate from the premises (and that would require eight (8) bays under the Policy requirements).

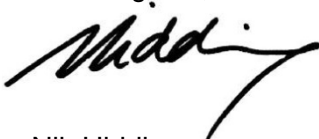
### 4.0 CONCLUSION

The proposed “Veterinary Centre” use is considered to be complimentary to the existing approved Warehouse development.

The proposed use can be considered as an Unlisted Use; is generally consistent with the Planning Framework and warrants approval.

If you have any queries with respect to this application, please do not hesitate to contact Nik Hidding on 0424 651 513.

Kind Regards,



Nik Hidding  
Director

**PETER WEBB & ASSOCIATES**



ANNEXURE 1 - CERTIFICATE OF TITLE

WESTERN



AUSTRALIA

REGISTER NUMBER <b>4/DP417950</b>	
DUPLICATE EDITION <b>N/A</b>	DATE DUPLICATE ISSUED <b>N/A</b>

**RECORD OF CERTIFICATE OF TITLE**  
 UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **2976** FOLIO **784**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

*BGRoberts*  
 REGISTRAR OF TITLES



**LAND DESCRIPTION:**

LOT 4 ON DEPOSITED PLAN 417950

**REGISTERED PROPRIETOR:**  
 (FIRST SCHEDULE)

TORA CAPITAL PTY LTD OF UNIT A2 118 RAILWAY STREET WEST PERTH WA 6005  
 (T O778183 ) REGISTERED 23/6/2021

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:**  
 (SECOND SCHEDULE)

1. \*T12665/1947 CERTAIN RIGHTS OF RESUMPTION ACQUISITION AND CERTAIN OTHER RESERVATIONS WITH CONDITIONS PERTAINING THERETO ALL AS SET OUT IN THE SAID TRANSFER ARE RESERVED TO THE COMMONWEALTH OF AUSTRALIA. REGISTERED 3/9/1947.
2. \*T7504/1948 EASEMENT BENEFIT SEE SKETCH ON VOL 2156 FOL 393. REGISTERED 16/6/1948.
3. \*T7508/1948 EASEMENT BENEFIT SEE SKETCH ON VOL 2156 FOL 393. REGISTERED 16/6/1948.
4. \*T7510/1948 EASEMENT BENEFIT SEE SKETCH ON VOL 2156 FOL 393. REGISTERED 16/6/1948.
5. \*L296427 MEMORIAL. CONTAMINATED SITES ACT 2003 REGISTERED 23/4/2010.
6. \*EASEMENT BURDEN CREATED UNDER SECTION 167 P. & D. ACT FOR DRAINAGE PURPOSES TO TOWN OF BASSENDEAN - SEE DEPOSITED PLAN 417950
7. \*P018843 MORTGAGE TO PLATFORM LOGISTICS PTY LTD OF UNIT A2 118 RAILWAY STREET WEST PERTH WA 6005 REGISTERED 21/1/2022.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.  
 \* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.  
 Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

**STATEMENTS:**

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP417950  
 PREVIOUS TITLE: 2960-650  
 PROPERTY STREET ADDRESS: 184 RAILWAY PDE, BASSENDEAN.  
 LOCAL GOVERNMENT AUTHORITY: TOWN OF BASSENDEAN

END OF PAGE 1 - CONTINUED OVER

RECORD OF CERTIFICATE OF TITLE

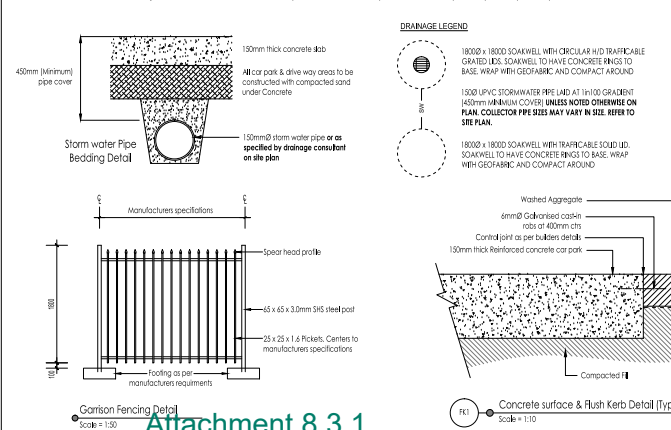
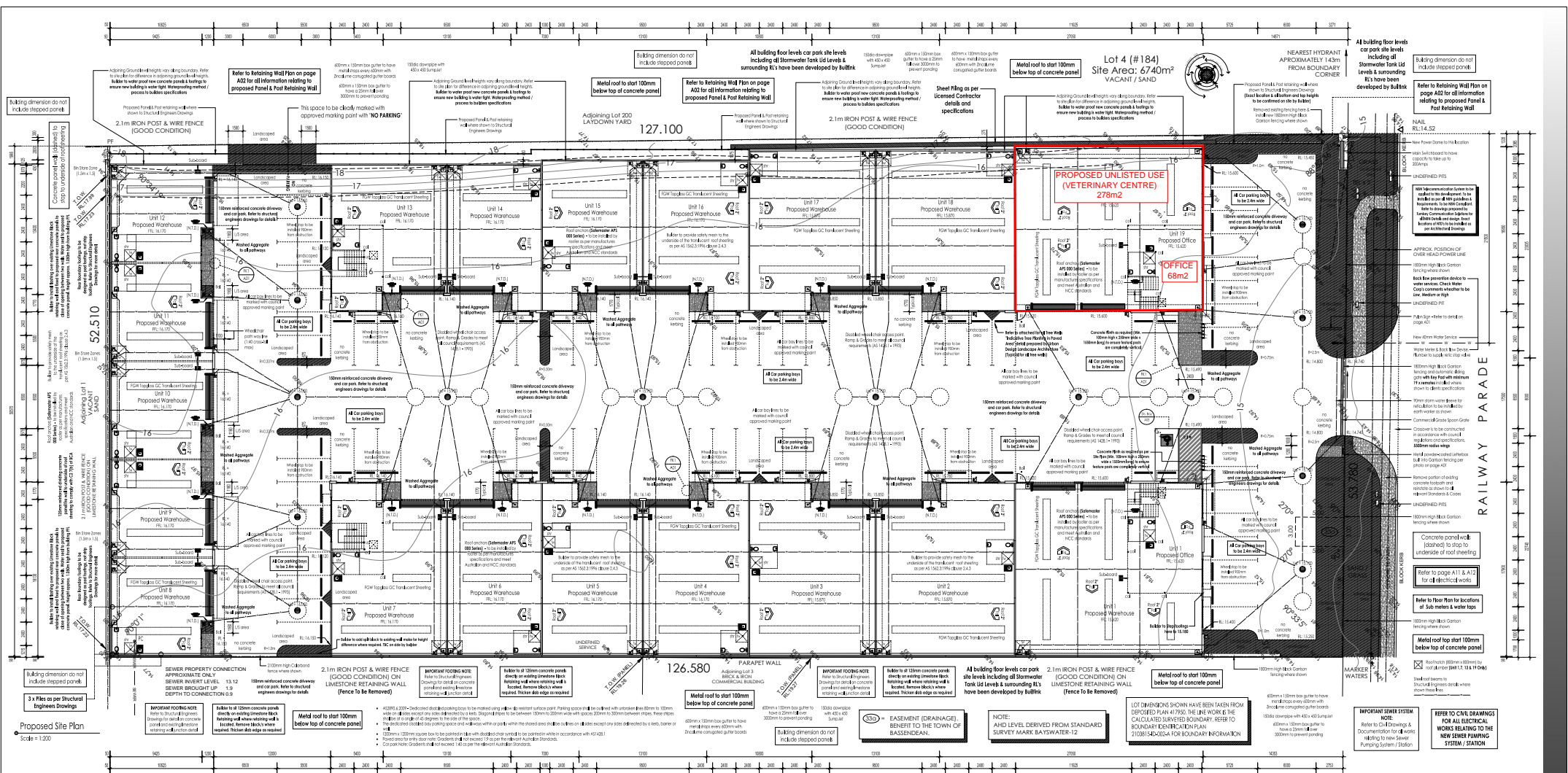
REGISTER NUMBER: 4/DP417950

VOLUME/FOLIO: 2976-784

PAGE 2

NOTE 1:                   DUPLICATE CERTIFICATE OF TITLE NOT ISSUED AS REQUESTED BY DEALING  
                                  N926707

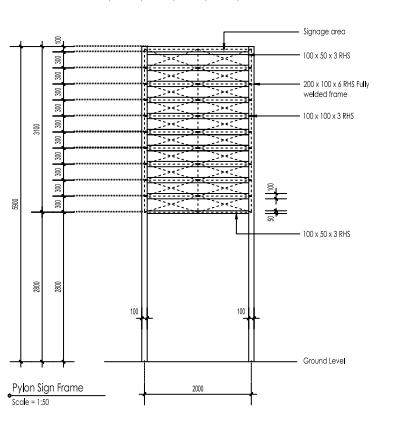
ANNEXURE 2 - PLANS



**Stormwater Calculations:**  
 Roof & hardstand area = 6,402m<sup>2</sup>  
 Runoff = 90%  
 Equivalent impervious area = 5,761.8m<sup>2</sup>  
 Storage Required (1in20year ARI) = 121.68m<sup>3</sup> see attached spreadsheet  
 Spillway Capacity (1in20year ARI) = 4.58m<sup>3</sup>  
 Number of spillways = 28  
 Total soakwell storage = 28 x 4.58 = 128.25m<sup>3</sup>  
 Above ground storage = not considered  
 Total on-site storage = 128.25m<sup>3</sup>

**Storo Rogers** Assoc. Dip. Eng. AME/Inst  
 Civil Consulting Pty Ltd  
 30 North Road  
 BASSENDEAN WA 6054  
 Email: [storo@storo.com.au](mailto:storo@storo.com.au)  
 Ph: (08) 9279 9481 or 0447 112 481

**All building floor levels car park site levels including all Stormwater Tank lid levels & surrounding RT's have been developed by Bullitt**



**IMPORTANT SEWER SYSTEM NOTE**  
 Refer to CDC Drawings & Documentation for Sewer Meters to new Sewer Pumping System / Station

**REFER TO CIVIL DRAWINGS FOR ALL ELECTRICAL WORK RELATING TO THE NEW SEWER SYSTEM / STATION**

**Lot 4 (#184) Railway Parade Bassendean**

Issued for CDC, Tender & Building Permit

Client: **Toro Capital Pty Ltd**  
 Drawing No: **D21176**  
 Date: **18th August 2021**  
 As Shown

Address: 463 Greenough Road, WARRAMONGEE, Western Australia 6002  
 Phone: 08 9292 2099  
 Email: [info@mpo.org.au](mailto:info@mpo.org.au)  
 A/CN: 142 421 891  
 A/CN: 142 421 891

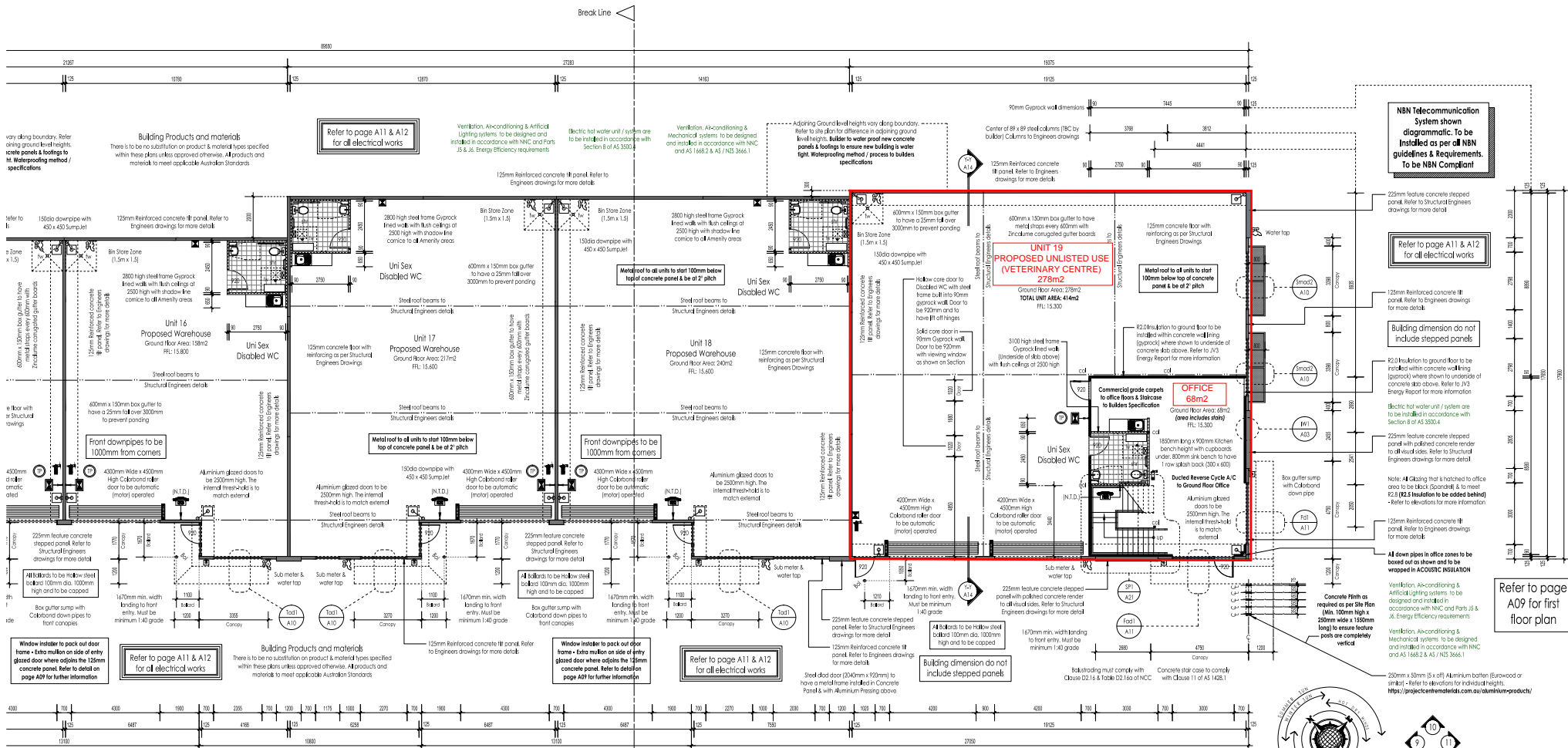
**mpo.org.au**  
 Building & Surveying Professionals

**JOSEPH SCURTI**

**Attachment 8.3.1**

**SITE PLAN & DETAILS**

**A01**



**Proposed Ground Floor Plan**  
Scale = 1:100

**Building Ventilation Sheet**

Description	Area
Unit 13 Warehouse (170m2 x 3% = 8.60m2 Req.)	21.65m2
Unit 14 Warehouse (136m2 x 3% = 14.04m2 Req.)	21.65m2
Unit 15 Warehouse (150m2 x 3% = 7.50m2 Req.)	21.65m2
Unit 16 Warehouse (158m2 x 3% = 7.01m2 Req.)	21.65m2
Unit 17 Warehouse (217m2 x 3% = 10.85m2 Req.)	21.65m2
Unit 18 Warehouse (240m2 x 3% = 12.00m2 Req.)	21.65m2
Unit 19 Warehouse (278m2 x 3% = 13.90m2 Req.)	39.27m2

**Volume Data Sheet**

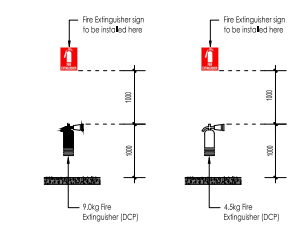
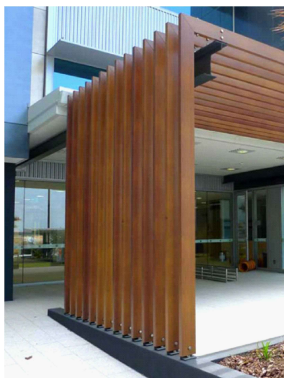
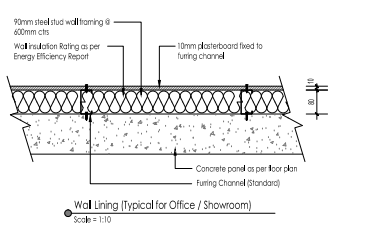
Description	Value
Warehouse (Unit 13 Volume)	1,134.00m3
Warehouse (Unit 14 Volume)	898.43m3
Warehouse (Unit 15 Volume)	963.58m3
Warehouse (Unit 16 Volume)	1,041.69m3
Warehouse (Unit 17 Volume)	1,432.08m3
Warehouse (Unit 18 Volume)	1,570.75m3
Warehouse (Unit 19 Volume)	2,340.93m3
Convulsion	Type C

**Glazing Notes**  
**All glazing to be Slender Glass- Max total U-Value of 4.7 & a max total SHGC Value of 0.36 as per ABCB NCC J3.5 Analysis Report**

**IMPORTANT NOTE:**  
 All glazing specs above are the minimum requirements for glazing compliance to section 7.4.5 of floor level. Should glazing/curtain wall glazing to be some throughout for aesthetic purposes glazing specifications must be selected that meet the highest energy rating as specified above.

If unsure please contact the assessor with specifications of glazing to ensure compliance is achieved.

**Glazing Note**  
 Glazing U-Value & SHGC must be confirmed with supplier to be whole window compliance. Value are selected for compliance for design, however final glazing window selections may require re-assessment to ensure compliance.



Lot 4 (#184) Railway Parade Bossendale

Issued for Consultant works

Date: 18th August 2021

Scale: AS SHOWN

Drawn by: Tora Capital Pty Ltd

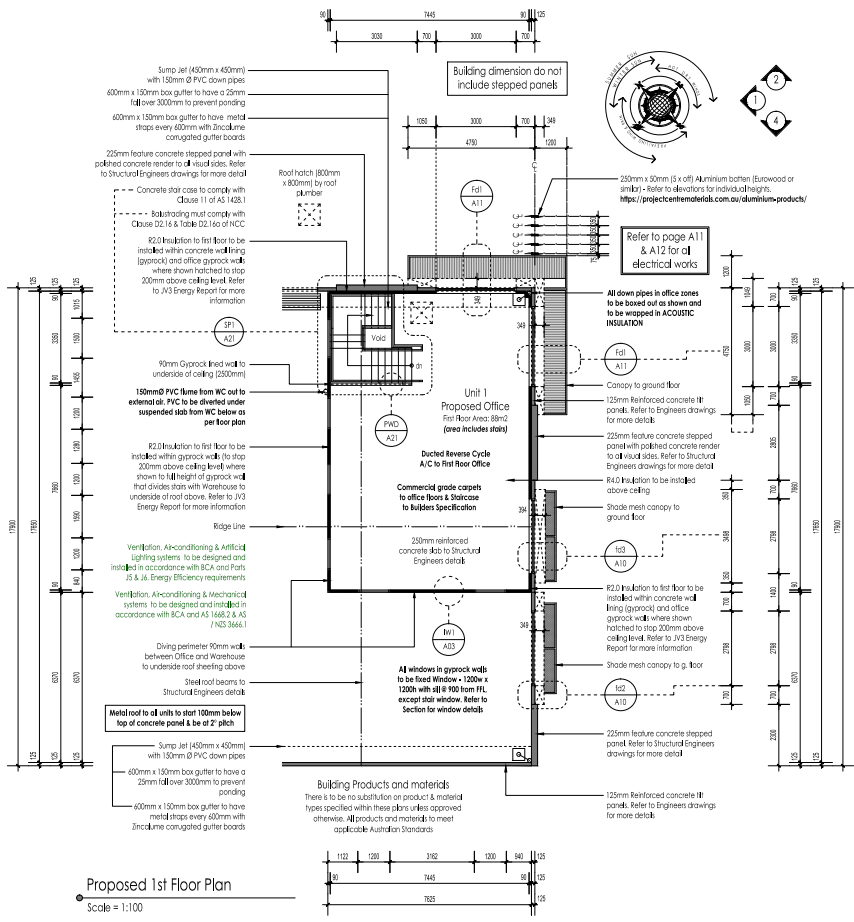
Checked by: D21176

Project: AS SHOWN

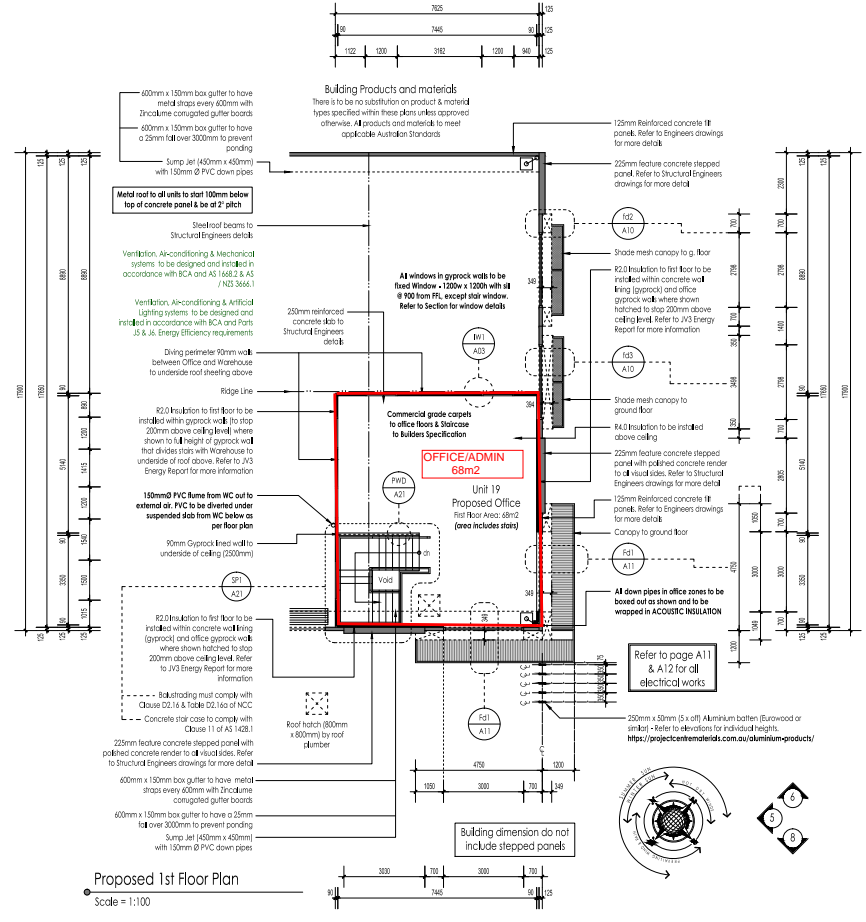
Date: 18th August 2021

JOSEPH SCUTTI

Engineering & Building Services



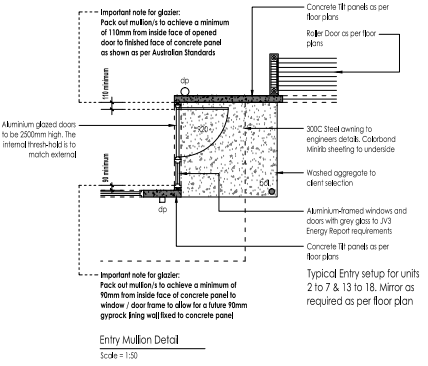
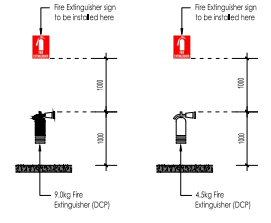
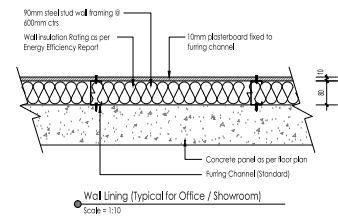
Proposed 1st Floor Plan  
Scale = 1:100



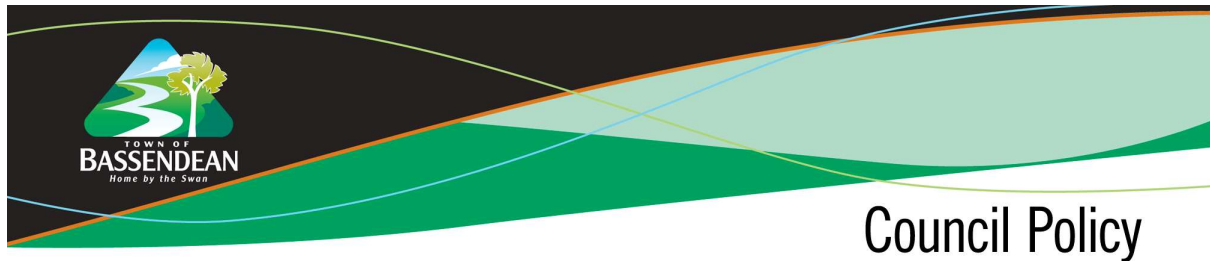
Proposed 1st Floor Plan  
Scale = 1:100

**Glazing Notes**  
All glazing to be Sungray Glass - Max total U-Value of 4.7 & a max total SHGC Value of 0.34 as per ABCB NCC J13 Analysis Report  
IMPORTANT NOTE:  
All glazing specs above are the minimum requirements for glazing compliance to each 'Roofed' & 'Non-Roofed'. Should higher/lower 'want' glazing to be same throughout for aesthetic purposes glazing specifications must be selected that meet the highest energy rating as specified above.  
If unsure please contact the assessor with specifications of glazing to ensure compliance is achieved.

**Glazing Note**  
Glazing U-Value & SHGC must be confirmed with supplier to be whole window compliance for design, however final glazing/window selections may require re-assessment to ensure compliance.



Project Name	Lot 4 (#184) Railway Parade Bossenden
Issued for	Consultant works
Client	Toro Capital Pty Ltd
Arch	D21176
Drawn	As Shown
Date	18th August 2021
Scale	JOSEPH SCUTTI



## 1.8 Street Trees

### 1. Policy Statement

The Town recognises the significant contribution made by street trees to both the aesthetic and environment aspects of existing streetscapes within the Town. Whilst the Town seeks to retain street trees, it also recognises that in some cases, tree retention may not be feasible due to the condition, and possible location or species of the tree.

### 2. Application of Policy

This Policy applies to trees within the public realm. Matters pertaining to trees on private property are addressed in Local Planning Policy 13 – Tree Retention and Provision.

### 3. Objectives

- (a) To retain existing trees to maintain a local sense of place.
- (b) To retain and promote canopy coverage and shade to provide amenity, environmental and health benefits.
- (c) To provide a framework for requests for the provision of new street trees, street tree pruning or removal.
- (d) To ensure that development activity on the verge area is minimised in order that the street tree(s) root zone area and canopy mass are protected.
- (e) To provide a method for the repair, replacement and amenity valuation of trees.
- (f) To prepare for the effects of climate change and to increase canopy coverage for carbon sequestration and to reduce the urban heat island effect.

### 4. Policy

#### 4.1 Requests for Street Trees

- (a) The Town will consider all requests for street trees in relation to the Street Tree Planting Program. Requests for street trees will be prioritised based on the following:
  - (i) The amount of existing trees in the streetscape;
  - (ii) If the location of the tree is on a major arterial road or has public facilities on the same street; and
  - (iii) Where existing trees have been removed to facilitate underground power, infrastructure or road widening.
- (b) Street trees planted without the prior approval of the Town by a landowner/occupant may be retained at the discretion of the Town.





## Council Policy

### 4.2 Street Tree Maintenance

- (a) The pruning or maintenance of a street tree is not permitted without the prior approval of the Town being first obtained.
- (b) Maintenance of street trees is only permitted to be undertaken by the Town or by a suitably qualified arborist approved by the Town.
- (c) Requests for street tree maintenance will only be considered favourably in the following circumstances:
  - (i) To provide safe clearance to overhead power lines;
  - (ii) To ensure appropriate vehicle and pedestrian sight lines at crossovers and intersections;
  - (iii) To correct structurally unsound growth;
  - (iv) To provide appropriate clearance to footpaths; and
  - (v) To reduce undue safety impacts to adjacent properties or the public realm.
- (d) The Town will not support a request to prune or remove a street tree for the following reasons:
  - (i) The tree obscures or has the potential to obscure access to light;
  - (ii) The tree obscures or has the potential to obscure access to views;
  - (iii) The tree causes allergies or health issues; and
  - (iv) The tree causes nuisance by way of leaf, fruit, and/or bark shedding.

### 4.3 Street Tree Removal

- (a) The removal of a street tree is not permitted without the prior approval of the Town being first obtained.
- (b) Requests to remove street trees will only be considered favourably where a report by a suitably qualified arborist is provided to the satisfaction of the Town, demonstrating that the tree is:
  - (i) Dead, having less than 10% photosynthetic material or live tissue present in the canopy mass;
  - (ii) Diseased and unlikely to respond to treatment;
  - (iii) Structurally unsound to the extent it presents a danger to the community;



## Council Policy

- (iv) A species declared as a noxious weed by the Department of Primary Industries and Regional Development; or
- (v) The Town determines the tree is of no ecological or amenity value.
- (c) The Town will not support a request to prune or remove a street tree for the following reasons:
  - (i) The species of tree is not preferred;
  - (ii) The tree obscures or has the potential to obscure access to light;
  - (iii) The tree obscures or has the potential to obscure access to views;
  - (iv) The tree causes allergies or health issues;
  - (v) The tree restricts access for a non-essential or secondary crossover; and
  - (vi) The tree causes nuisance by way of leaf, fruit, and/or bark shedding.
- (d) Where removal of a street tree is approved by the Town, the landowner/applicant is responsible for the full cost of removing and replacing any street tree in accordance with Clause 4.6.

#### **4.4 Street Tree Repair and Replacement**

- (a) The Town will only approve the replacement of a damaged or removed tree in lieu of payment of the amenity value of the tree where the Town is satisfied that it can be replaced with a tree that is of similar size, species and condition.
- (b) Where the Town approves the repair or replacement of a tree, the landowner/applicant shall be responsible for all associated costs, including:
  - (i) Inspections, consultations and reports carried out by a suitably qualified arborist approved by the Town;
  - (ii) Any repair work carried out on the tree by a suitably qualified arborist approved by the Town, including future repairs for a period of up to 5 years;
  - (iii) Clean up and removal of tree debris and pruning as a result of the replacement work carried out by a suitably qualified arborist approved by the Town;
  - (iv) Site works associated with new planting, including stump grinding and root removal;
  - (v) The supply, transportation and planting of the replacement tree;
  - (vi) The cost of maintaining any new tree for a period of a maximum of 10 years; and

- (vii) The loss of amenity, to be calculated based on the cost and installation of a similar tree in the same location.

#### **4.5 Protection of Street Trees as part of Subdivision/Development Processes**

- (a) Street trees will not be permitted to be removed to accommodate proposed crossovers and driveways unless otherwise approved by the Town in accordance with clause 4.3.
- (b) The applicant/landowner shall undertake and ensure the following to protect street trees for the duration of the works:
  - (i) Where requested by the Town, provide a report from a suitably qualified arborist approved by the Town to guide the management practices during the development;
  - (ii) Provide free standing open mesh fencing to form the tree protection zone. The support shoes must not present a trip hazard to pedestrians and must be rotated parallel with the fence or be positioned behind the fence or be fully contained within the tree protection zone. The structure must be appropriately braced and regularly checked to ensure it has not moved out of the correct alignment;
  - (iii) No street trees are to be pruned, or damaged, and vehicles must not park within the dripline of any trees;
  - (iv) The establishment of a Tree Protection Zone in accordance with AS 4970-2009 *Protection of Trees on Development Sites* around all street trees within or adjacent to the worksite. The Tree Protection Zone should not be less than 2m from the base of the street tree;
  - (v) No excavation work is to be undertaken within the drip line of the street tree canopy unless approved by the Town;
  - (vi) Building materials or debris shall not to be placed or stored under the street tree canopy;
  - (vii) The use of appropriate sized machinery is to occur so that contact with the upper canopy of a street tree does not occur at any time; and
  - (viii) In the event that existing irrigation on the verge is to be removed or stopped, a supplementary watering program may need to be implemented pending advice from a suitably qualified arborist approved by the Town.

#### **4.6 Amenity Evaluation**

- (a) Where the Town does not support the replacement of a damaged or removed tree, or where required by a condition of subdivision or development approval, the landowner/applicant will be required to pay to the Town the amenity value of the tree.
- (b) The Town will use the Burnley Method (Moore, 1991) as the basis for determining the monetary value of trees as follows:



## Council Policy

Appraisal value = tree volume x base value x life expectancy x form and vigour x location, where:

- (i) Tree size is measured as volume of the tree approximated by an inverted cone;
- (ii) Tree volume is multiplied by the cost per cubic metre or retail nursery stock or the same or similar species; and
- (iii) The maximum value is then reduced by factors for life expectancy (0.5 to 1.0), form and vigour (0.0 to 1.0) and location (0.4 to 1.0).

### 4.7 Unauthorised works

The Town will pursue legal action against any person who wilfully interferes with, removes, prunes or damages a street tree, without the prior approval of the Town.

The Town may at its absolute discretion offer a reward for provision of information leading to the conviction of any person who interferes with, removes, prune or damages a tree on public land.

#### Document Control

<b>Directorate</b>	Infrastructure Services
<b>Business Unit</b>	Parks and Gardens
<b>Inception Date</b>	28 July 2020 (OCM-9/7/20)
<b>Version</b>	1
<b>Next Review Date</b>	2022

## Street and Reserve Trees

### Policy Objective

This policy aims to provide consistent and effective management in relation to the promotion and protection of trees located on land vested with or managed by the Town.

To increase the overall canopy coverage within the Town, all tree planting opportunities will be identified and planted where practicable. The overarching aim is to achieve a continuous tree canopy throughout the Town with the planting of biodiversity corridors comprising different tree species, tree sizes, food sources for wildlife and the promotion of biodiverse vegetation (as addressed in the Town's *Verge Treatment Policy*).

### Policy Scope

This Policy applies to trees located on land vested with or managed by the Town. Matters pertaining to trees on private property are addressed in *Local Planning Policy 13 – Tree Retention and Provision*.

### Policy Statement

The Town recognises the significant contribution made by trees to both the aesthetic, social and environmental aspects of existing streetscapes and reserves within the Town. While the Town seeks to retain trees, it also recognises that in some cases, tree retention may not be feasible due to the condition or species of tree. Where tree location may be an issue retention should be prioritised with solutions explored, and removal a last resort.

### Definitions

Reserve Tree: *means any tree located within Public Open Space and/or land reserved for Parks & Recreation.*

Street Tree: *means any tree located on a verge.*

Tree: *means a woody plant inclusive of its roots, canopy, stems and trunk(s) that is capable of growing taller than 3m in height at maturity.*

Verge:	<i>means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare, but does not include any footpath.</i>
Canopy Area Potential	<i>means the average canopy area that a tree of that species will attain after twenty years of moderate growth.</i>
Aggregate Tree Canopy Area	<i>means the sum of the Tree Canopy Area Potentials for every tree on a particular nature strip/verge</i>

### **Street Tree Planting**

1. To achieve the objectives of this Policy the Town shall fill all street tree planting opportunities so as to have as near a continuous street tree canopy as is practicable in all areas of the Town.
2. Species selection will be in accordance with the Town's *Street and Reserve Tree Planting List* informed by criteria within this Policy.
3. Tree planting programs will be carried out to improve canopy cover and the environmental values and visual amenity of streetscapes, reserves and parks.
4. Tree planting to achieve a continuous tree canopy will take priority over a residents' objection to accommodate street trees.
5. The Town will, in consultation with the property owner, give consideration to verge and home orientation and existing renewable energy devices installed. This will guide the selection of the species of tree to be used and its location, to maximise solar access for passive winter heating, summer cooling and renewable energy production.
6. Trees planted by a landowner or resident without the prior approval of the Town may be retained or removed at the discretion of the Town.
7. In the situation where a resident may object to a tree/s on an adjacent verge, the Town through the Executive Manager Infrastructure will only consider such objections on compassionate grounds with supporting medical evidence.
8. The Town considers uniform avenues of street trees as desirable in certain situations and may designate locations to introduce this. Though desirable, the Town considers the concept of uniform avenues less important than the direct objective of increasing canopy cover and species diversity.

### **Street and Reserve Tree Criteria**

The Street and Reserve Tree Planting List will be largely guided by:

- Specific location;
- Climate and soil type;
- Water table depth;
- Susceptibility to plant pest and diseases;
- Available soil volume/ verge width;
- Canopy area potential;

- Solar access and building orientation;
- The provision of underground or overhead power lines
- The creation of biodiversity corridors; and
- Streetscape amenity.

### **Requests for Street Trees**

1. The Town will consider all requests for street trees in relation to the Street Tree Planting Program. Requests for street trees will be prioritised based on the following:
  - a. A low number of existing trees in the surrounding streetscape;
  - b. Locations on higher traffic volume roads, public transport routes and verges adjacent to bus stops;
  - c. Key pedestrian, cycle and school routes; and
  - d. Where underground power, infrastructure or road projects have recently been completed.
2. A property owner may request the planting of additional trees if sufficient space allows:
3. Street tree requests will be assessed in accordance with the Town's *Street and Reserve Tree Planting List*.

### **Tree Maintenance**

1. The pruning or maintenance of a verge tree is not permitted without the prior approval of the Town being first obtained.
2. Pruning or maintenance of trees is only permitted to be undertaken by the Town or by a suitably qualified arborist approved by the Town.
3. Requests for tree maintenance will only be considered favourably in the following circumstances:
  - a. To provide safe clearance to overhead power lines;
  - b. To ensure appropriate vehicle and pedestrian sight lines at crossovers and intersections;
  - c. To correct structurally unsound growth;
  - d. To provide appropriate clearance to footpaths; and
  - e. To mitigate unacceptable risk of harm or damage to infrastructure or reduce safety issues for adjacent properties or the public realm;
4. The Town will not support a request to prune or maintain or remove a tree for the following reasons:
  - a. The tree obscures or has the potential to obscure access to light;
  - b. The tree obscures or has the potential to obscure access to views;

- c. The tree causes allergies or health issues, unless appropriate evidence from a medical practitioner is provided of ongoing detrimental health issues attributed solely to that particular tree without any alternatives for management;
- d. The tree causes nuisance by way of leaf, fruit, nut or bark shedding; and
- e. The species of tree is not preferred.

### **Tree Removal**

1. Street trees will not be permitted to be removed to accommodate proposed crossovers or development unless otherwise approved by the Town in accordance with Clause 4;
2. The removal of a tree is not permitted without the prior approval of the Town;
3. Tree removal shall only be carried out by the Town, or a suitably qualified arborist approved by the Town.
4. Requests to remove trees will only be considered favourably where a report by a suitably qualified arborist is provided to the satisfaction of the Town, demonstrating that the tree is:
  - a. Dead, having less than 10% photosynthetic material or live tissue present in the canopy mass with no potential to recover;
  - b. Diseased and unlikely to respond to treatment;
  - c. A public liability risk determined by a recognised Tree Risk Assessment;
  - d. A species declared as a noxious weed by the Department of Primary Industries and Regional Development;
  - e. The Town determines the tree is of no ecological, amenity or community value; or
  - f. Causing damage to property and infrastructure where all alternatives to removal have been explored and cannot be implemented.
5. The Town will not support a request to remove a tree for the following reasons:
  - a. The species of tree is not preferred;
  - b. The tree obscures or has the potential to obscure access to light;
  - c. The tree obscures or has the potential to obscure access to views;
  - d. The tree causes allergies or health issues. (Tree removal will only be considered where appropriate evidence from a medical practitioner is provided of ongoing detrimental health issues attributed solely to that particular tree without any alternatives for management); and
  - e. The tree causes nuisance by way of leaf, fruit, nut or bark shedding.



## Protection of Trees

1. Any person who carries out works on the verge or likely to impact the verge shall ensure the following is carried out to protect any affected trees for the duration of the works:
  - a. Where requested by the Town, provide a report from a suitably qualified arborist approved by the Town to guide the management practices during the development;
  - b. No street trees are to be pruned, or damaged, and vehicles must not park within the dripline of any trees;
  - c. Provide free standing open mesh fencing to form the tree protection zone which is a minimum of 2m from the base of the tree. The support shoes must not present a trip hazard to pedestrians and must be rotated parallel with the fence or be positioned behind the fence or be fully contained within the tree protection zone. The structure must be appropriately braced and regularly checked to ensure it has not moved out of the correct alignment;
  - d. The establishment of a Tree Protection Zone in accordance with *AS 4970-2009 Protection of Trees on Development Sites* around all street trees within or adjacent to the worksite. The Tree Protection Zone should not be less than 2m or greater than 15m from the base of the tree;
  - e. No excavation work is to be undertaken within the drip line of the tree canopy unless approved by the Town;
  - f. Building materials or debris shall not to be placed or stored under the tree canopy;
  - g. The use of appropriate sized machinery is to occur so that contact with the upper canopy of a tree does not occur at any time; and
  - h. In the event that existing irrigation on the verge is to be removed or stopped, a supplementary watering program may need to be implemented pending advice from a suitably qualified arborist approved by the Town and reticulation reinstated at completion.

## Unauthorised works

1. The Town will investigate the actions taken by any person who interferes with, removes, prunes, or damages a tree, in accordance with the Town's *Tree Vandalism Policy*.
2. The Town will pursue appropriate legal or civil action, depending on the outcome of the tree vandalism investigation, against any person who interferes with, removes, prunes or damages a street tree.

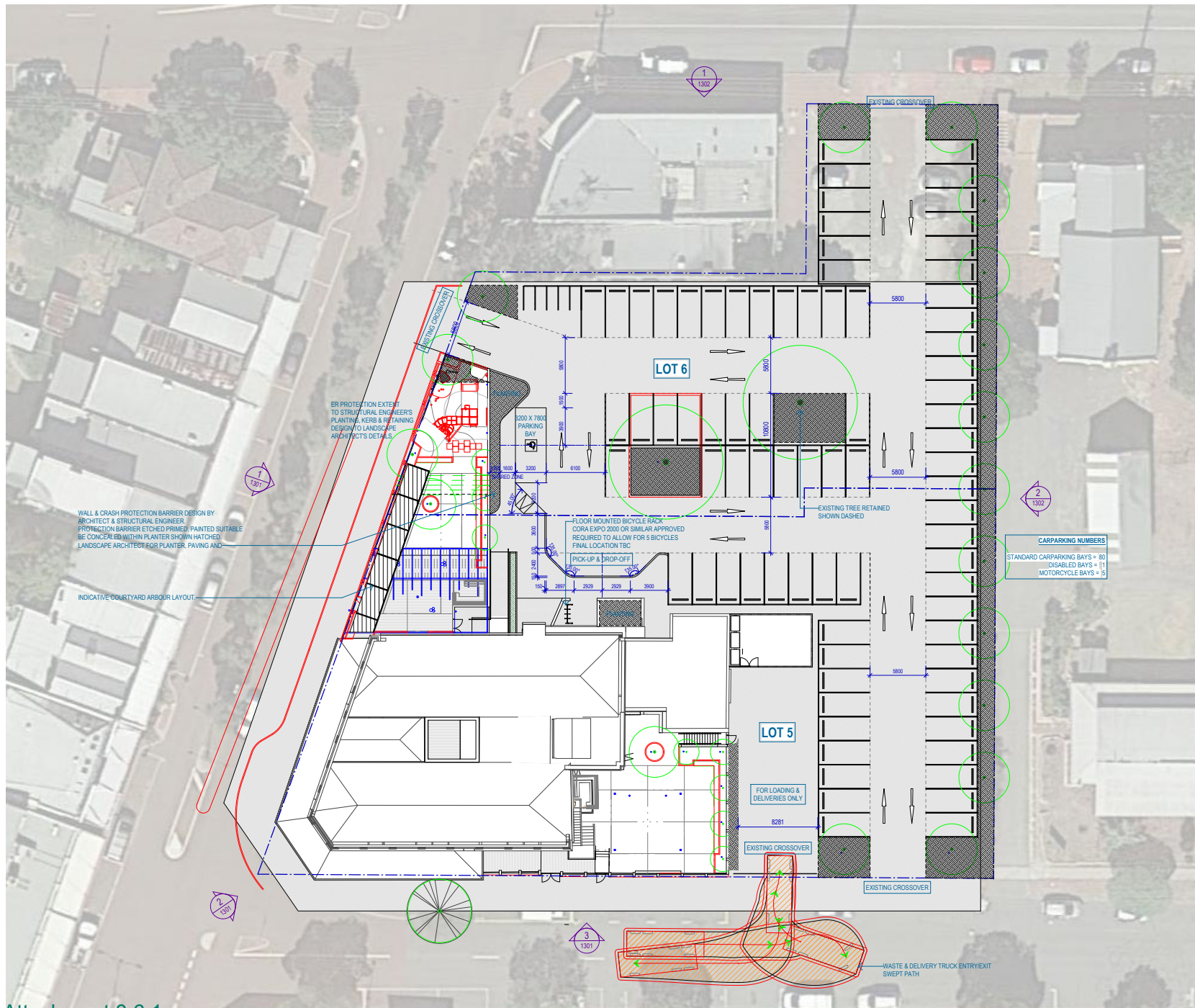
Responsibility for the implementation of this policy rests with the Chief Executive Officer.

<b>Document Control box</b>			
<b>Document Responsibilities:</b>			
<b>Owner:</b>	Chief Executive Officer	<b>Owner Business Unit:</b>	Executive Manager Infrastructure
<b>Inception Date:</b>	OCM- / /2022	<b>Decision Maker:</b>	Council
<b>Review Date:</b>	May 2023	<b>Repeal and Replace:</b>	N/A
<b>Compliance Requirements:</b>			
<b>Legislation:</b>	<i>Local Government Act 1995</i>		

Draft

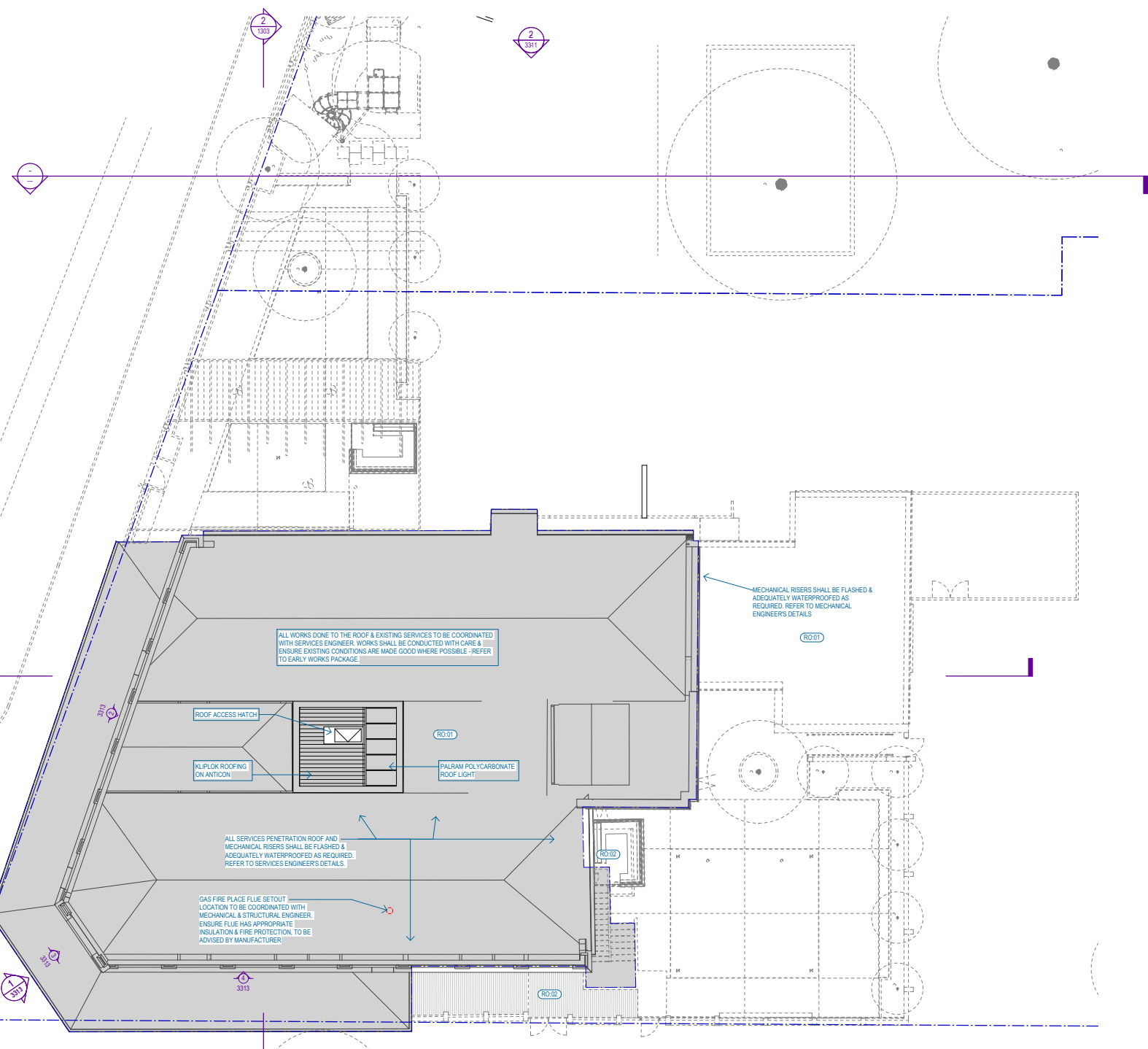
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A	BP	ISSUED FOR BUILDING PERMIT	19/02/21
B	BP	ISSUED FOR BUILDING PERMIT	20/03/21
C	BP	ISSUED FOR BUILDING PERMIT	21/04/21
D	DA-BP	ISSUED FOR DEVELOPMENT PERMIT APPLICATION / BUILDING PERMIT	16/05/22
E	DA-BP	ISSUED FOR DEVELOPMENT PERMIT APPLICATION / BUILDING PERMIT	19/05/22

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**CARPARKING NUMBERS**  
 STANDARD CARPARKING BAYS = 80  
 DISABLED BAYS = 11  
 MOTORCYCLE BAYS = 5

Project <b>BASSENIDEAN HOTEL</b>	
Client <b>ARK GROUP</b>	
Issuer <b>WOODS BAGOT</b>	
Project number <b>160734</b>	Size check 25mm
Checked <b>JL</b>	Approved <b>ES</b>
Sheet size <b>A1</b>	Scale 1:200
Sheet title <b>OVERALL ARRANGEMENT SITE PLAN</b>	
Sheet number <b>201</b>	Revision <b>E</b>
Status <b>BP</b>	



Recent revision history

#	Status	Description	Date
A	BP	ISSUED FOR BUILDING PERMIT	19/02/21
B	BP	ISSUED FOR BUILDING PERMIT	29/03/21
C	BP	ISSUED FOR BUILDING PERMIT	21/04/21
D	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	16/05/22
E	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	19/05/22

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**LEGEND**

- LOT BOUNDARY LINE
- REFLECTED WALL SYMBOL REFER TO OTHERS FOR DRAWINGS & DETAILS
- EXISTING WALL

---

Project  
**BASSEDEAN HOTEL**

Client  
**ARK GROUP**

Issuer  
**WOODS BAGOT**

Project number  
**160734**

Size check  
 25mm

Checked  
 JL ES

Approved  
 A1

Sheet size  
 A1

Scale  
 1:100

Sheet title  
**GENERAL ARRANGEMENT  
 ROOF PLAN**

---

Sheet number  
**2203**

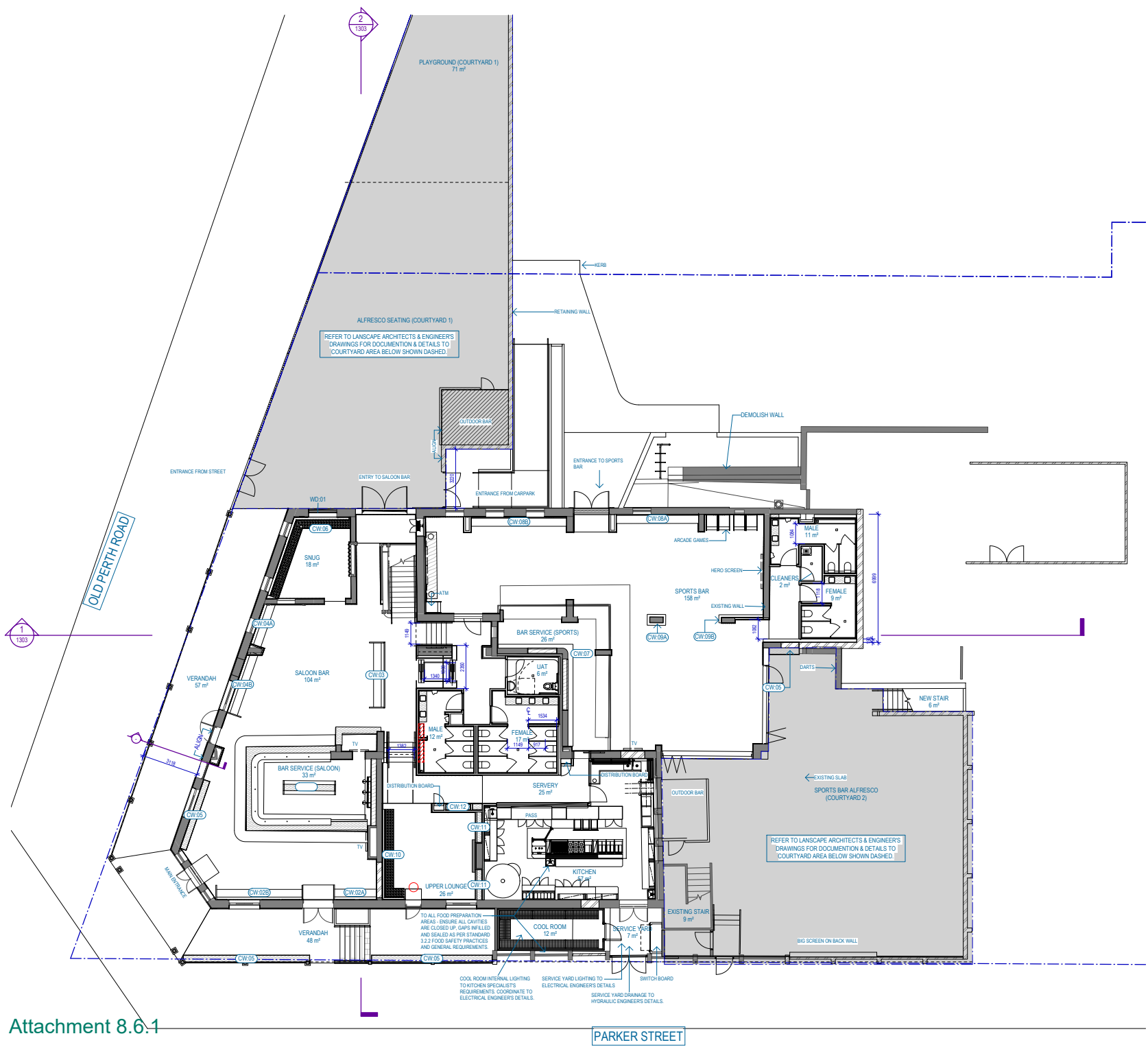
Status  
**BP**

Revision  
**E**

Recent revision history	#	Status	Description	Date
A	BP	ISSUED FOR BUILDING PERMIT	29/03/21	
B	BP	ISSUED FOR BUILDING PERMIT	29/03/21	
C	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	19/05/22	
D	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	19/05/22	

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- LEGEND**
- LOT BOUNDARY LINE
  - REFERS TO OTHERS FOR DRAWINGS & DETAILS
  - EXISTING WALL



Project  
**BASSENIDEAN HOTEL**

Client  
**ARK GROUP**

Issuer  
**WOODS BAGOT**

Project number  
**160734**

Checked  
 JL ES

Approved  
 ES

Size check  
 25mm

Sheet size  
 A1

Scale  
 1:100

Sheet title  
**GENERAL ARRANGEMENT PLAN - GROUND FLOOR**

Sheet number  
**201**

Status  
 BP

Revision  
 D

#	Status	Description	Date
A	BP	ISSUED FOR BUILDING PERMIT	28/03/21
B	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	16/05/22
C	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	19/05/22

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**DEMOLITION NOTE**

- TO BE READ IN CONJUNCTION WITH DEMOLITION PLANS, NEW PROPOSED ARCHITECTURAL PLANS, ARCHITECTURAL SPECIFICATION AND SERVICES CONSULTANT'S DOCUMENTATION
- CONFIRM POTENTIAL SALVAGE OF ALL ITEMS ANNOTATED FOR REMOVAL / DEMOLITION WITH WOODS BAGOT PRIOR TO COMMENCING DEMOLITION WORKS
- REFER TO SERVICES CONSULTANTS DOCUMENTS FOR DETAILS OF SERVICES DEMOLITION
- MAKE GOOD ALL ADJACENT SURFACES AND FINISHES TO DEMOLISHED AREAS TO MATCH EXISTING ADJACENT
- ALL UNMARKED WALLS IN SOLID BLACK HATCH TO BE RETAINED AND MAKE GOOD ANY DAMAGES, INCLUDING REPLACING ALL SKIRTING WHERE REQUIRED
- COORDINATE WITH PROPOSED GENERAL ARRANGEMENT PLAN FOR EXTENT OF NEW WORKS
- WHERE EXISTING SERVICES ARE DEMOLISHED OR AFFECTED BY DEMOLITION WORKS, CAP OFF OR TERMINATE AS DIRECTED BY SERVICES ENGINEER AND MAKE SAFE.
- DRAWINGS TO BE PRINTED IN COLOUR
- HOARDING, SCAFFOLDING AND OTHER PROTECTIVE SERVICES SHALL BE PROVIDED BY CONTRACTOR IN PREPARATION AND THROUGHOUT THE FULL DURATION OF CONSTRUCTION.
- ALL DEMOLITION WORK SHALL BE COORDINATED AND ADVISED BY WITH STRUCTURAL AND SERVICES ENGINEER TO ENSURE STRUCTURAL INTEGRITY OF THE EXISTING BUILDING IS MAINTAINED
- AVOID CREATING DEAD LEGS WHEN REMOVING HYDRAULIC PIPEWORK

**LEGEND**

- LOT BOUNDARY LINE
- NOT IN SCOPE
- EXISTING WALLS REMAIN
- EXISTING TO BE DEMOLISHED
- EXISTING FLOOR FINISH TO BE REMOVED

Project  
**BASSEDEAN HOTEL**

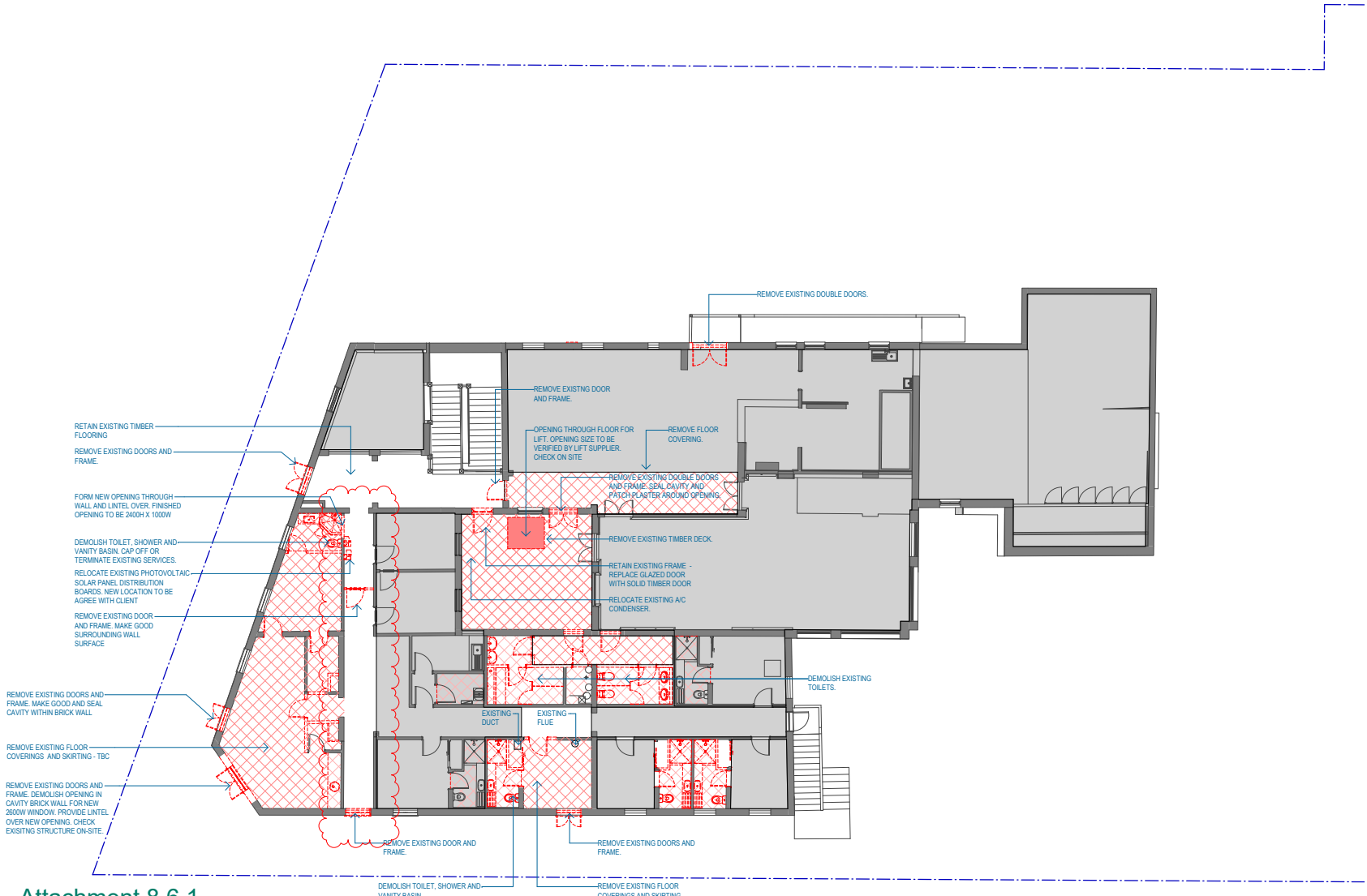
Client  
**ARK GROUP**

Issuer  
**WOODS BAGOT**

Project number 160734	Size check 25mm	
Checked JL	Approved ES	
Scale 1:100		

Sheet title  
**LEVEL 1 & MEZZANINE  
 DEMOLITION PLAN**

Sheet number 2803	Revision C
Status	



Attachment 8.6.1

#	Status	Description	Date
A	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	16/05/22
B	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	19/05/22

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**DOORS NOTE**

- CONTRACTOR TO CAREFULLY REMOVE WITHOUT DAMAGING EXISTING DOORS, DOOR FRAMES, HARDWARE AND THE LIKES. TO BE STORED ONSITE AND PROTECTED FROM DAMAGE BY THE CONTRACTOR FOR RE-USE AND REINSTALLATION. ENSURE WHERE NECESSARY, WALLS ARE SEALED AND MADE GOOD. PATCH AND PAINT WHERE REQUIRED.
- NEW DOOR OPENING TO SUIT RE-INSTATED DOOR.
- DOORS SHALL BE INSTALLED IN COMPLIANCE WITH AS 1928 WHERE REQUIRED. THIS INCLUDES, BUT NOT LIMITED TO:
  - NOMINATED DDA COMPLIANT DOORS
  - ENTRY THRESHOLDS
  - DDA TOILETS
  - FIRE EGRESS DOORS

**LIGHTING NOTE**

- DOWNLIGHTS TO LOBBY, UAT, WC, BACK BAR AND ALL PUBLIC CIRCULATION AREAS TO LIGHTING CONSULTANT SPECIFICATIONS
- FUNCTIONAL LIGHTING TO VERANDAH TO LIGHTING CONSULTANT SPECIFICATIONS

**LEGEND**

- LOT BOUNDARY LINE
- NOT IN SCOPE
- EXISTING WALL
- NEW WALL

Project  
**BASSEDEAN HOTEL**

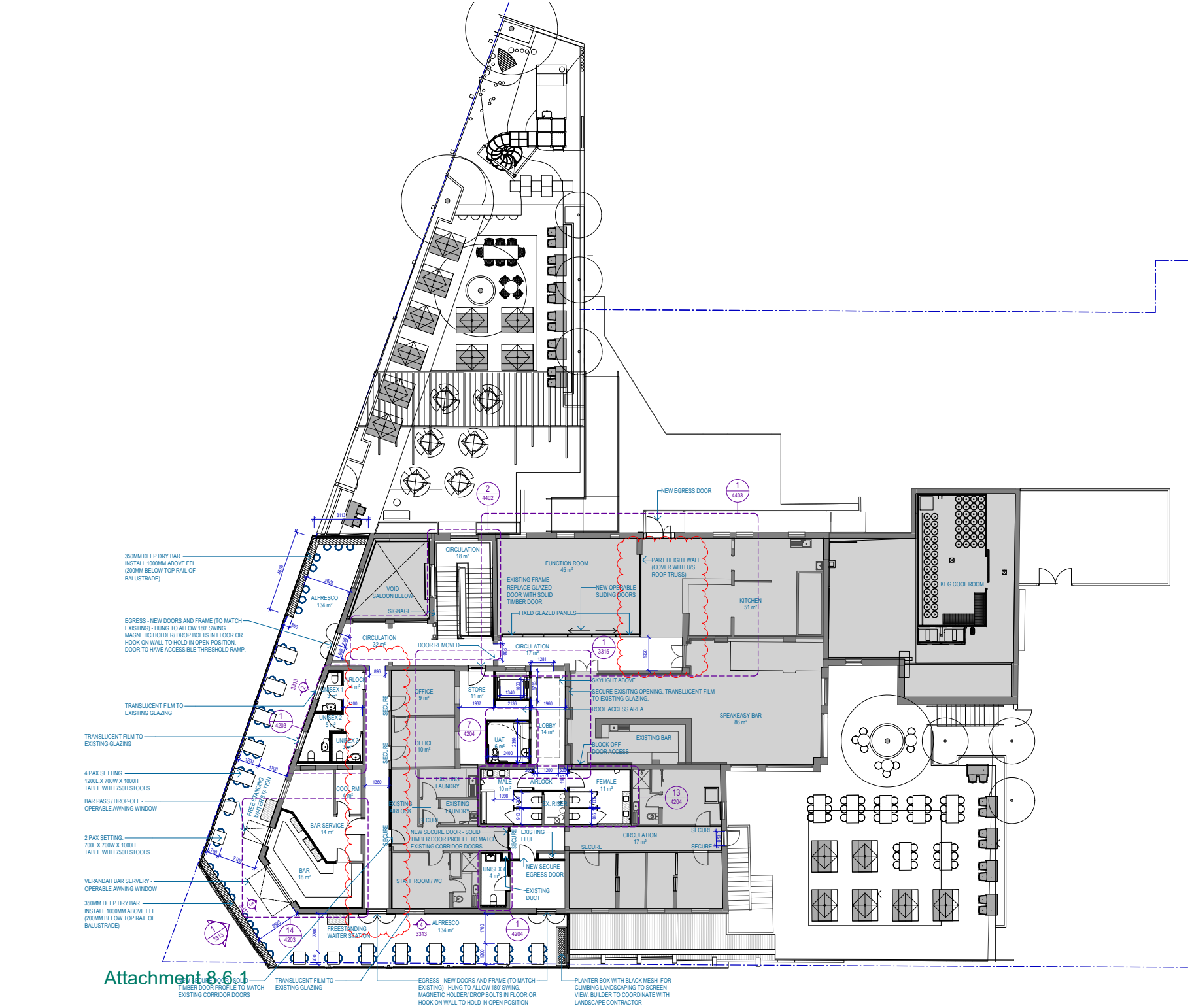
Client  
**ARK GROUP**

Issuer  
**WOODS BAGOT**

Project number 160734	Size check 25mm
Checked JL	Approved ES
Sheet size A1	Scale 1:100

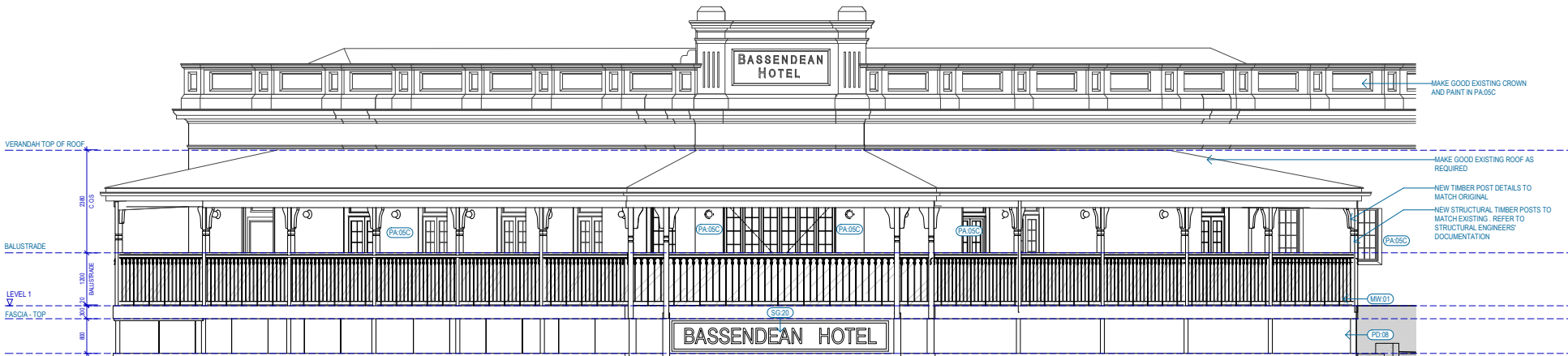
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Sheet number 2105	Revision B
Status	

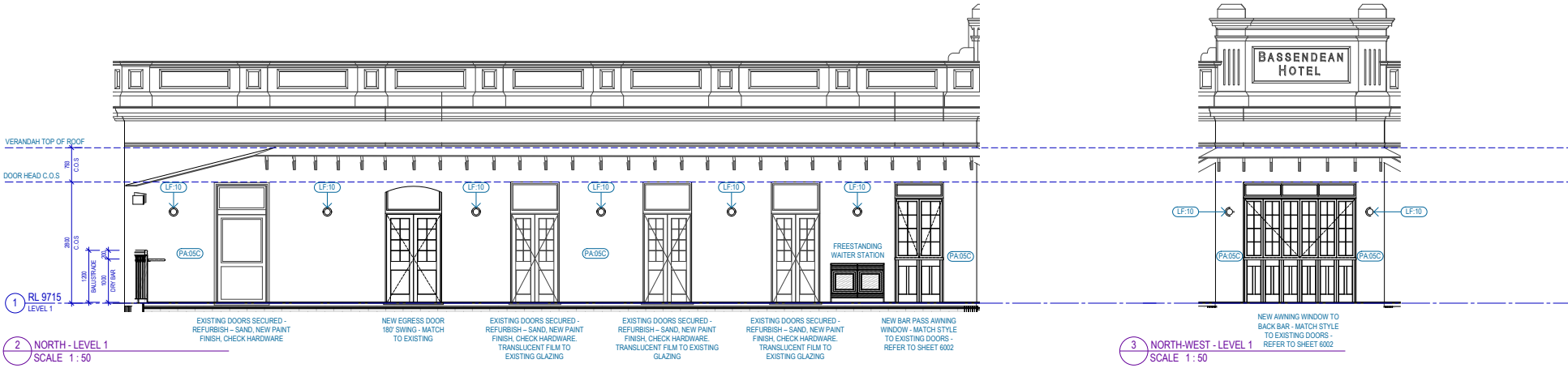


Attachment 8-61

47 of 267

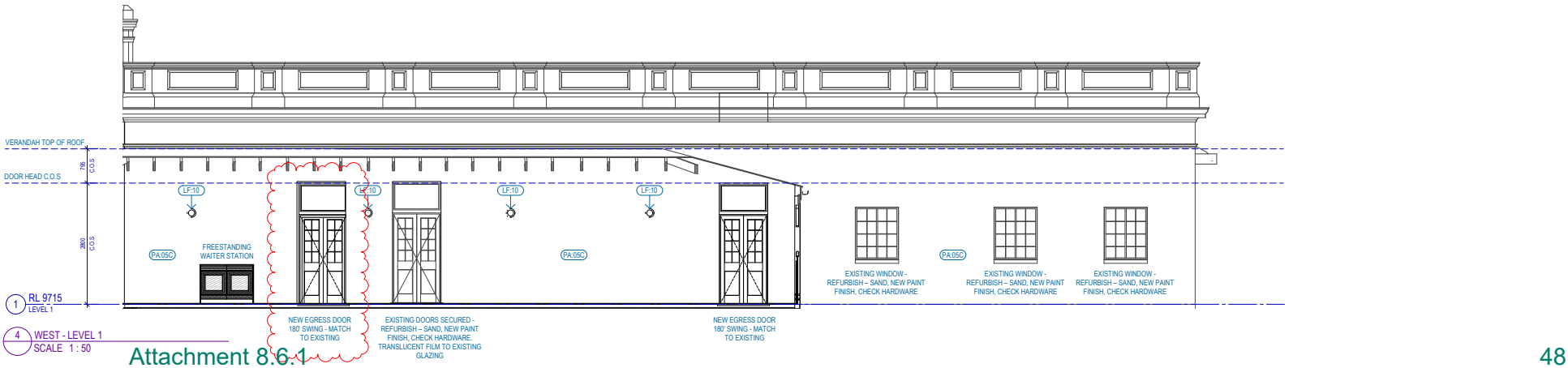


1 EXTERNAL ELEVATION - NORTH-WEST - LEVEL 1  
SCALE 1 : 50



2 NORTH - LEVEL 1  
SCALE 1 : 50

3 NORTH-WEST - LEVEL 1  
SCALE 1 : 50



4 WEST - LEVEL 1  
SCALE 1 : 50

Recent revision history		
#	Status	Description
A	BP	ISSUED FOR BUILDING PERMIT
B	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT
C	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT

Date: 28/03/21  
16/05/22  
19/05/22

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Project  
**BASSENDEAN HOTEL**

Client  
**ARK GROUP**

Issuer  
**WOODS BAGOT**

Project number  
**160734**

Size check  
25mm

Checked  
JL

Approved  
ES

Sheet size  
A1

Scale  
1 : 50

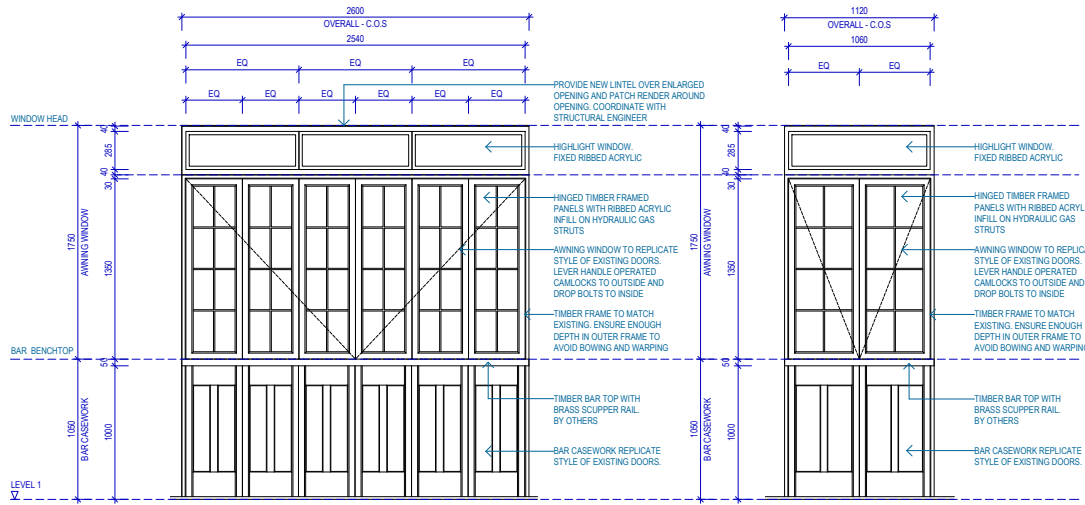
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Sheet number  
**313**

Revision  
**C**

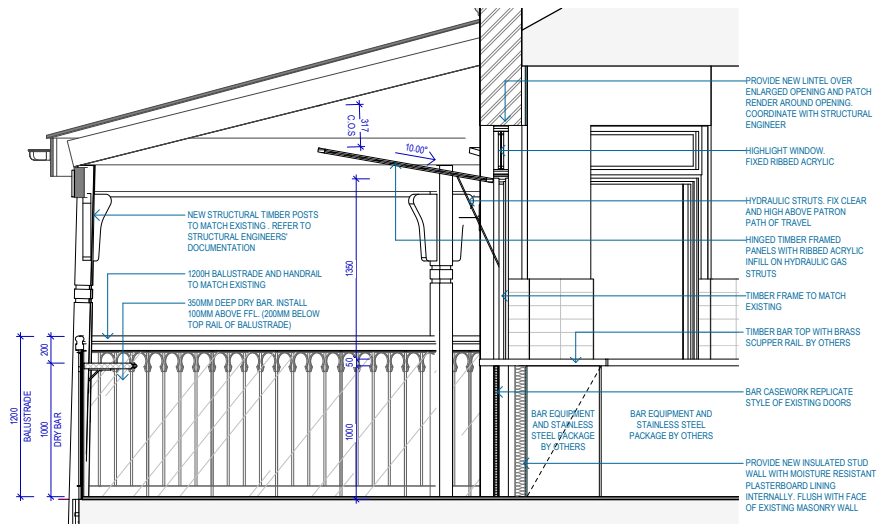
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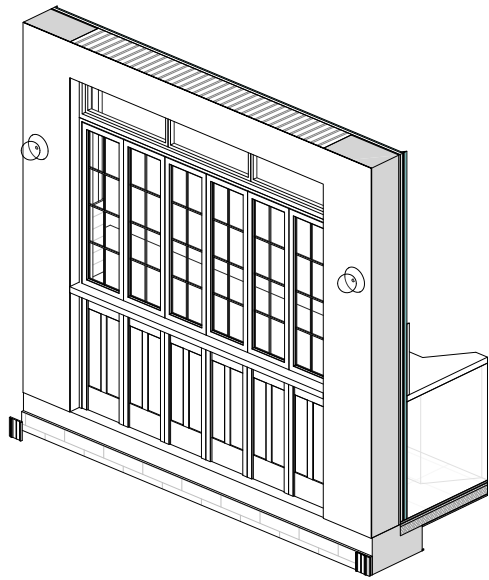


1 VERANDAH BAR AWNING - CLOSED  
SCALE 1:20

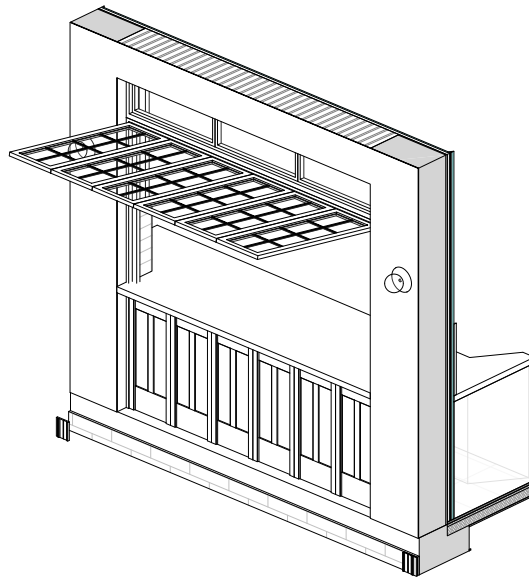
2 BAR PASS AWNING - CLOSED  
SCALE 1:20



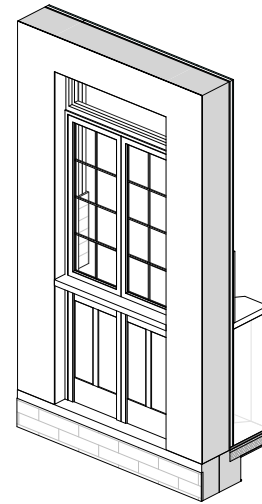
3 VERANDAH BAR AWNING - SECTION



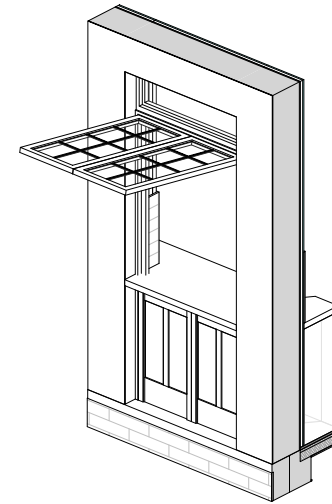
4 VERANDAH BAR AWNING CLOSED - ISOMETRIC VIEW



5 VERANDAH BAR AWNING OPENED - ISOMETRIC VIEW



6 BAR PASS AWNING CLOSED - ISOMETRIC VIEW



7 BAR PASS AWNING OPENED - ISOMETRIC VIEW

Recent revision history			
#	Status	Description	Date
A	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	16/09/22
B	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	19/05/22

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**GENERAL NOTE**  
• CONTRACTOR TO CHECK ALL DIMENSIONS ON SITE PRIOR TO INSTALLATION AND CONFIRM WITH CLIENT AND ARCHITECT

**GLAZING NOTE**  
• OPAL RIBBED ACRYLIC SHEET TO BE USED AS INFILL FOR AWNING WINDOW PANELS IN PLACE OF GLAZING

Project  
**BASSENDAN HOTEL**

Client  
**ARK GROUP**

Issuer  
**WOODS BAGOT**

Project number  
**160734**

Checked: JL ES  
Approved: ES A1

Size check  
25mm

Sheet size  
A1

Scale  
As indicated

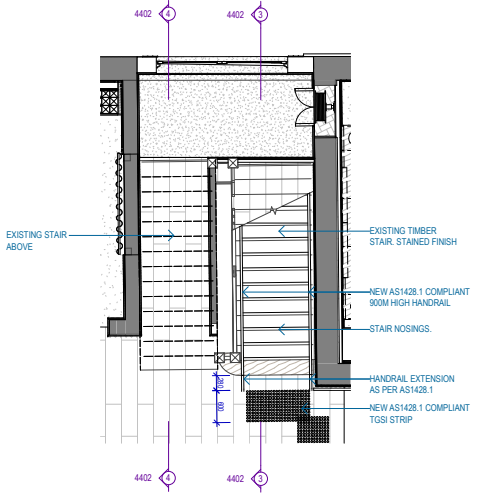
Sheet title  
**AWNING WINDOWS - VERANDAH BAR CASEWORK**

Sheet number  
**5002**

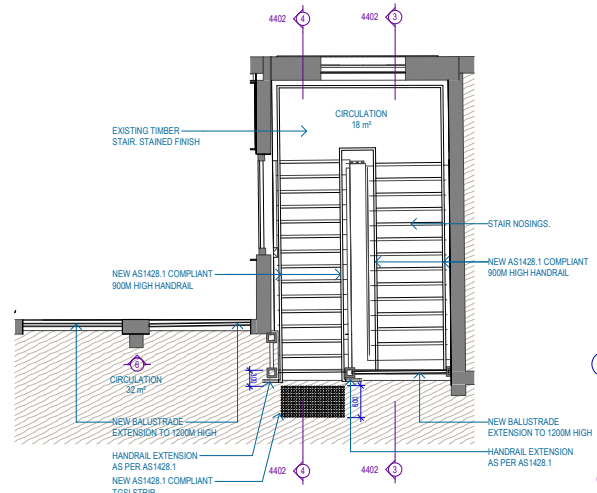
Revision  
**B**

Recent revision history			
#	Status	Description	Date
A	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	16/05/22
B	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	19/05/22

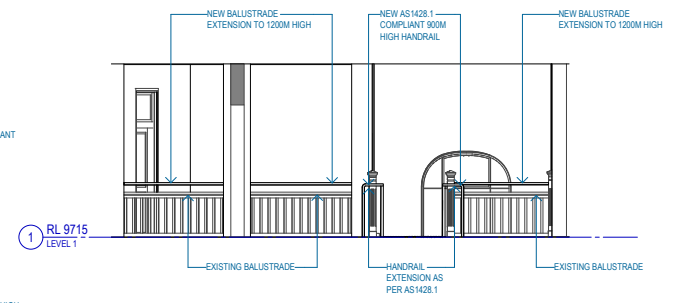
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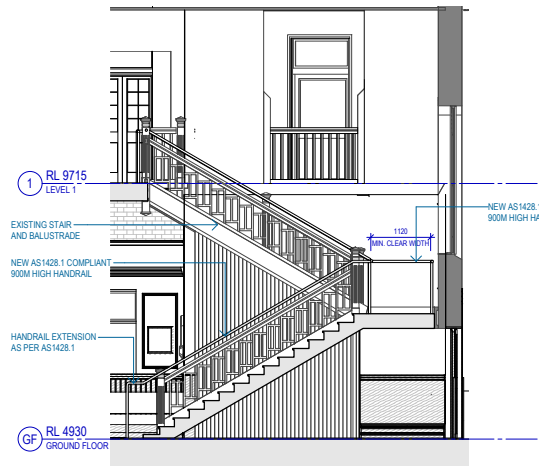
1 DETAIL PLAN - EXISTING STAIR GROUND FLOOR  
 SCALE 1 : 50



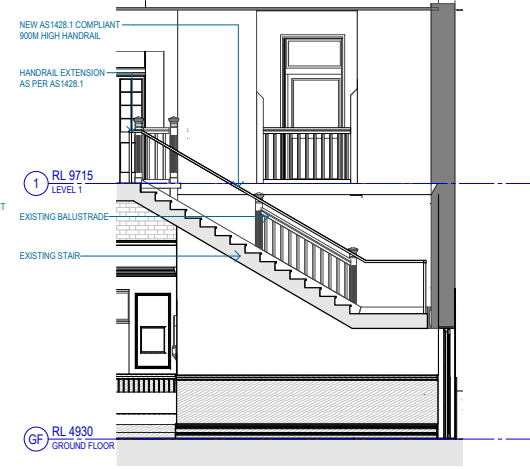
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 SCALE 1 : 50



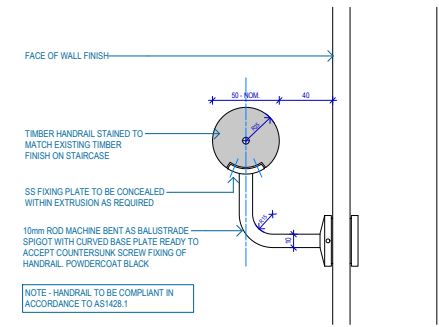
6 INTERNAL ELEVATION - LEVEL 1 CORRIDOR  
 SCALE 1 : 50



3 DETAILED SECTION - EXISTING STAIR A-A



4 DETAILED SECTION - EXISTING STAIR B-B



5 TYP. HANDRAIL DETAIL LEVEL 1  
 SCALE 1 : 2

Project  
**BASSENDAN HOTEL**

Client  
**ARK GROUP**

Issuer  
**WOODS BAGOT**

Project number  
**160734**

Checked  
**JL**

Approved  
**ES**

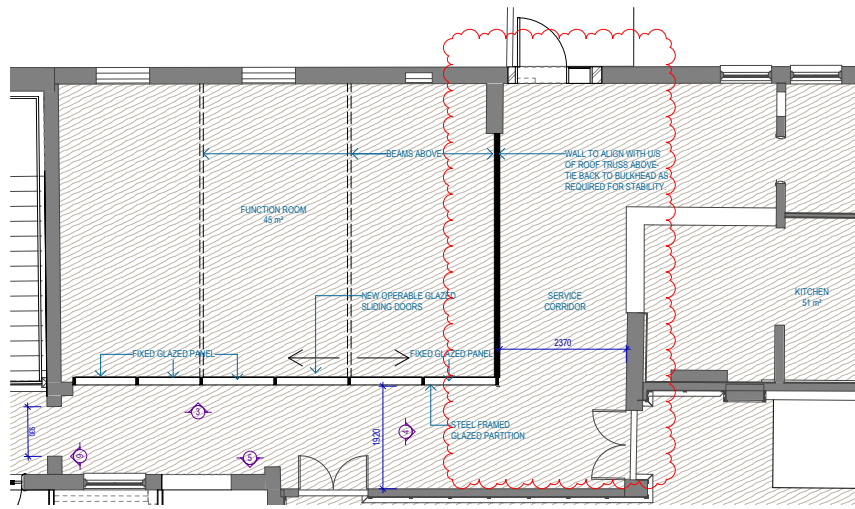
Scale  
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Scale  
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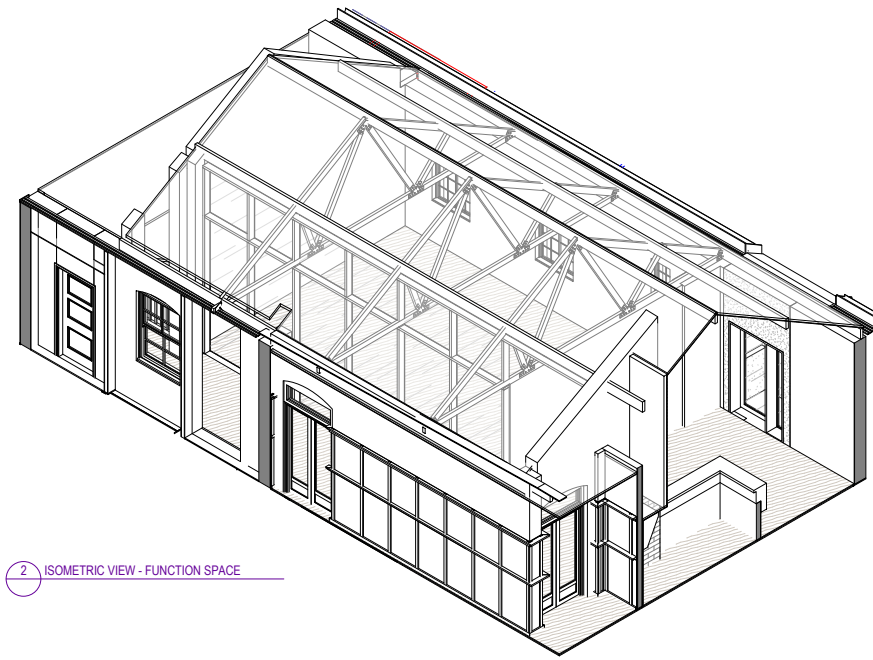
Sheet title  
**EXISTING STAIR**

Sheet number  
**2402**

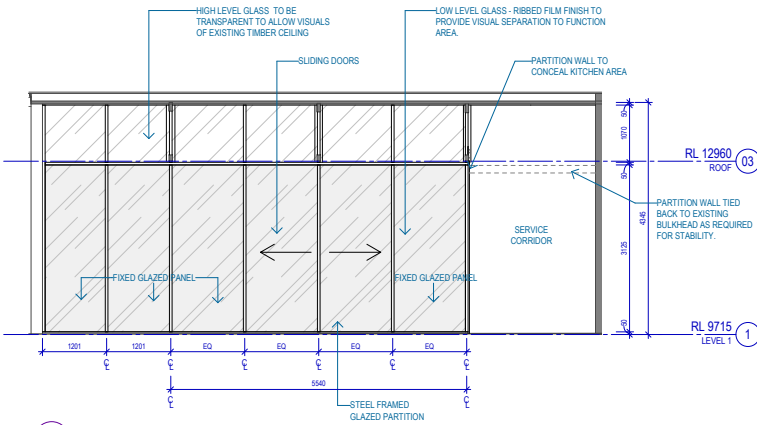
Revision  
**B**



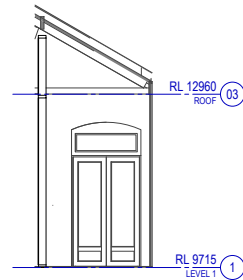
1 LEVEL 1 - FUNCTION SPACE ENTRY  
SCALE 1 : 50



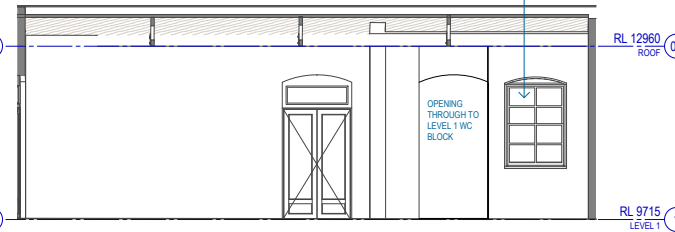
2 ISOMETRIC VIEW - FUNCTION SPACE



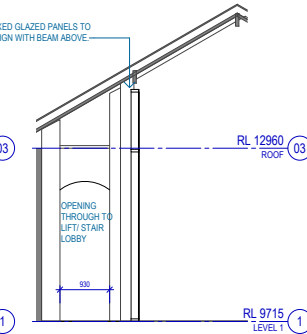
3 FUNCTION ENTRY - ELEVATION 01  
SCALE 1 : 50



4 FUNCTION ENTRY - ELEVATION 02  
SCALE 1 : 50



5 FUNCTION ENTRY - ELEVATION 03  
SCALE 1 : 50



6 FUNCTION ENTRY - ELEVATION 04  
SCALE 1 : 50

#	Status	Description	Date
A	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	16/05/22
B	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	19/05/22

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Project  
BASSENDEAN HOTEL

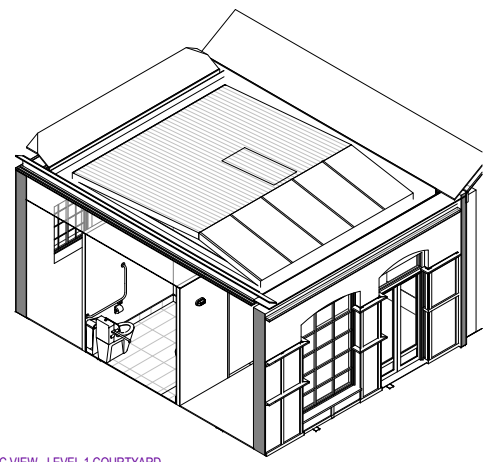
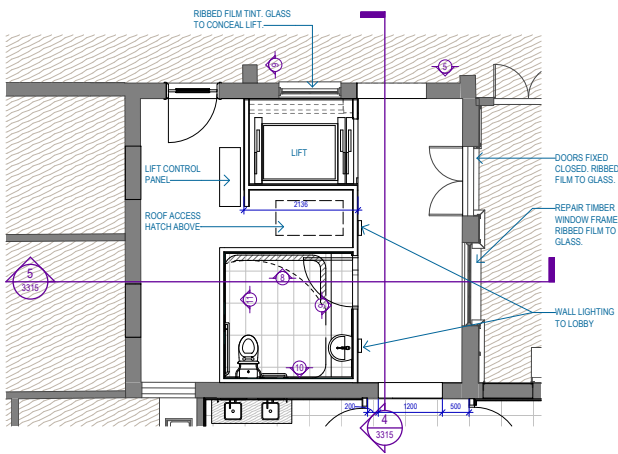
Client  
ARK GROUP

Issuer  
**WOODS BAGOT**

Project number 160734	Size check 25mm	<input type="radio"/>
Checked JL	Approved ES	
		Scale 1 : 50

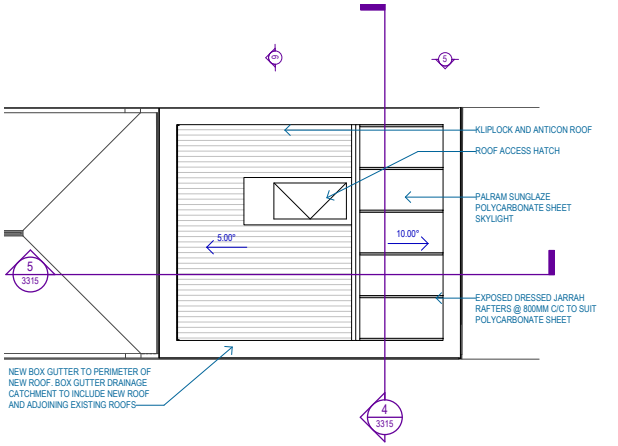
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Sheet number 2403	Revision B
Status	

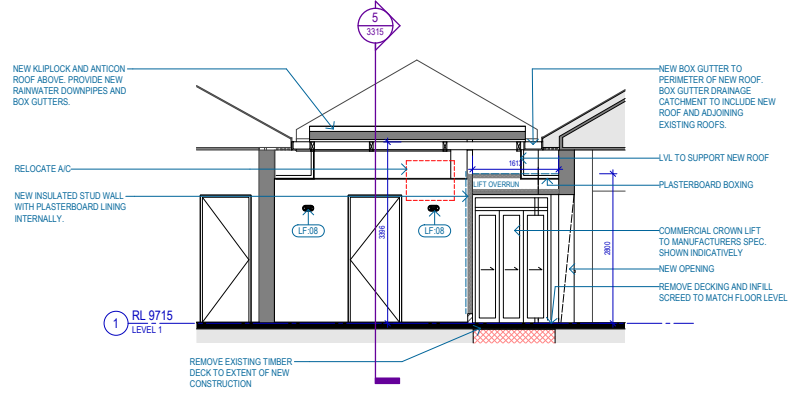


1 DETAIL PLAN - LEVEL 1 LIFT LOBBY COURTYARD  
SCALE 1:50

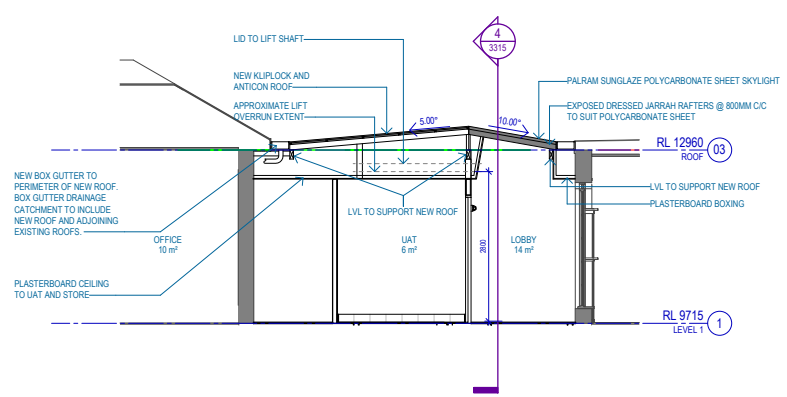
3 ISOMETRIC VIEW - LEVEL 1 COURTYARD



2 ROOF PLAN - LEVEL 1 LIFT LOBBY COURTYARD  
SCALE 1:50



4 SECTION THRU LIFT LOBBY EXTENSION  
SCALE 1:50



5 LEVEL 1 LIFT LOBBY COURTYARD  
SCALE 1:50

Recent revision history			
#	Status	Description	Date
A	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	16/05/22
B	DA-BP	ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	19/05/22

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Project  
BASSENDEAN HOTEL

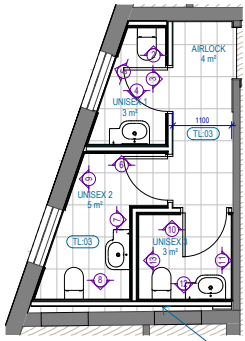
Client  
ARK GROUP

Issuer  
**WOODS BAGOT**

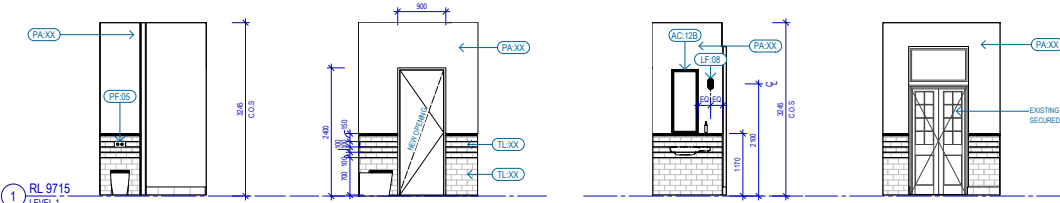
Project number 160734	Size check 25mm
Checked JL	Approved ES
Sheet size A1	Scale 1:50

Sheet title  
LEVEL 1 COURTYARD

Sheet number 3315	Revision B
Status	



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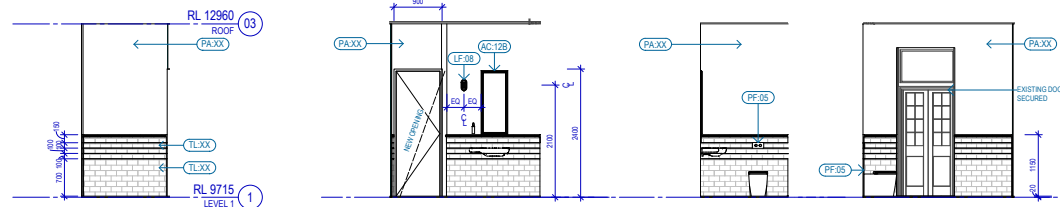


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3 UNISEX WC 1 - INTERNAL ELEVATION 02  
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4 UNISEX WC 1 - INTERNAL ELEVATION 03  
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5 UNISEX WC 1 - INTERNAL ELEVATION 04  
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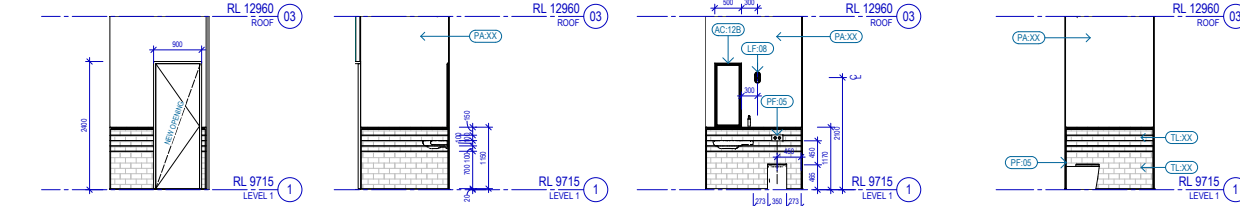


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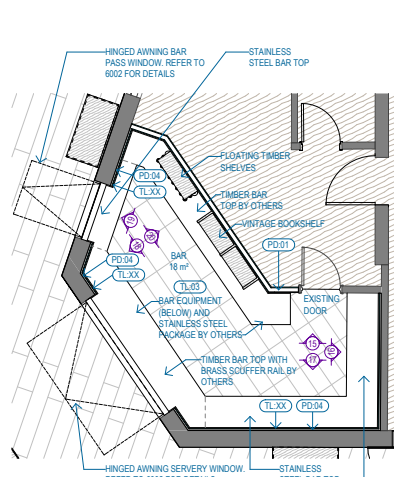


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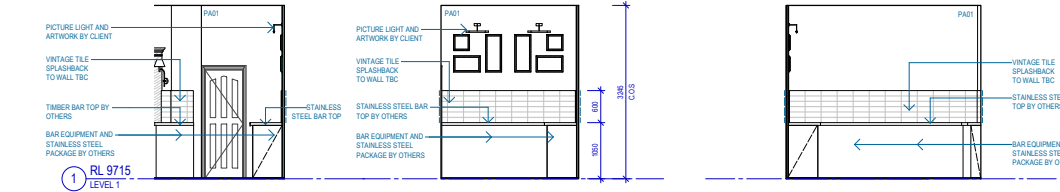
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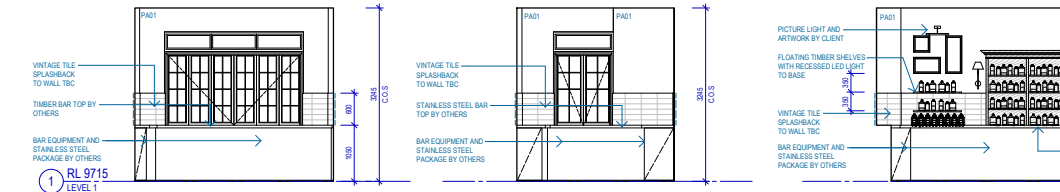
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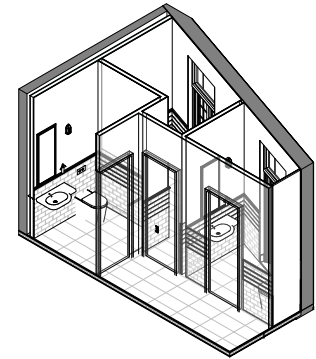
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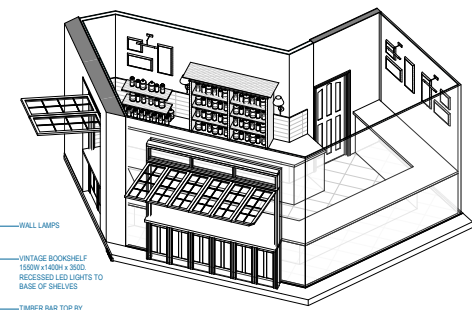
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19 VERANDAH BAR - INTERNAL ELEVATION 05  
SCALE 1:50

20 VERANDAH BAR - INTERNAL ELEVATION 06  
SCALE 1:50



21 ISOMETRIC VIEW - UNISEX WCS



22 ISOMETRIC VIEW - VERANDAH BAR

Recent revision history	Description	Date
#	Issue	
A	DA-BP ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	16/09/22
B	DA-BP ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	19/05/22

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- WET AREAS NOTE**
- FIXTURES, FITTINGS, IRONMONGERY TO UAT TO BE AS428 COMPLIANT
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----- WATERPROOFING TO EXTENT OF TILING

Project  
**BASSENEAN HOTEL**

Client  
**ARK GROUP**

Issuer  
**WOODS BAGOT**

Project number  
**160734**

Size check  
25mm

Checked  
JL ES

Approved  
ES A1

Sheet size  
A1

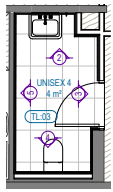
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Sheet title  
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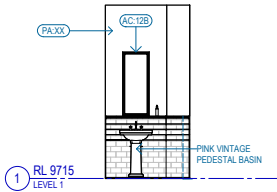
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**2/03**

Revision  
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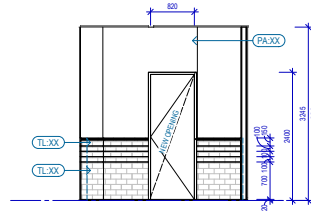
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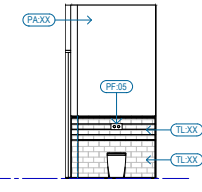
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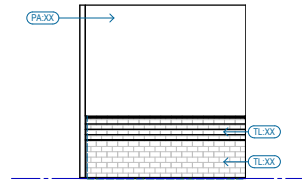
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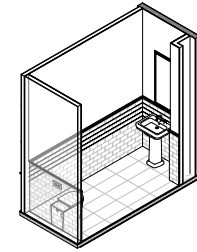
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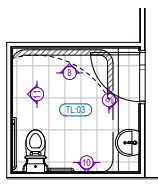
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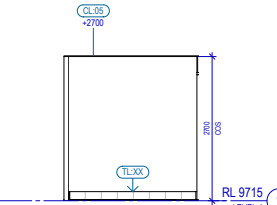
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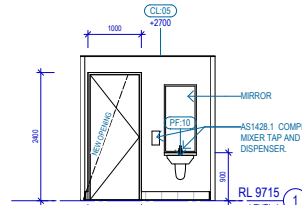
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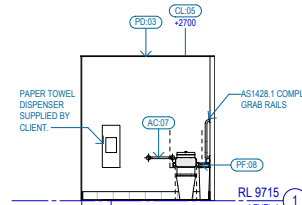
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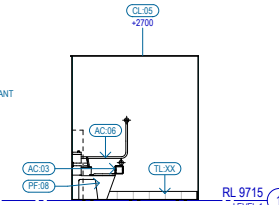
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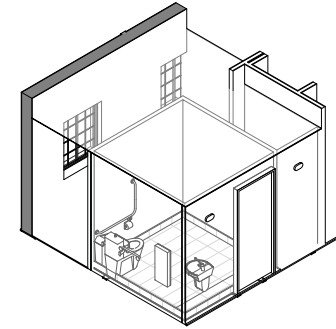
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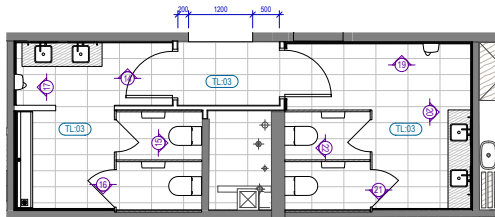
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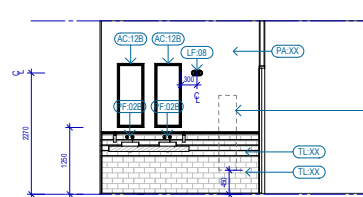
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12 ISOMETRIC VIEW - UAT



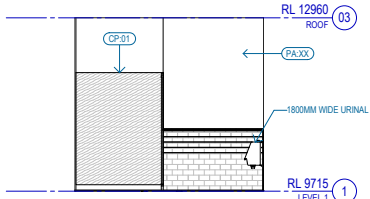
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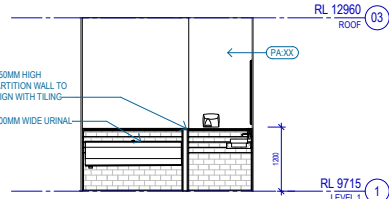
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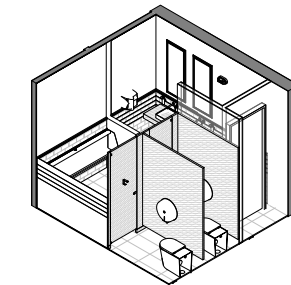
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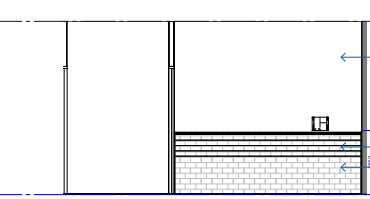
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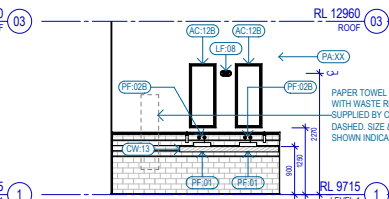
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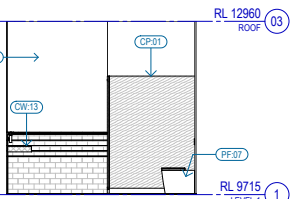
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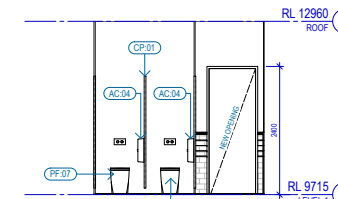
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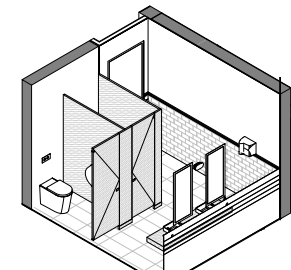
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21 FEMALE WC - ELEVATION 03  
SCALE 1:50



22 FEMALE WC - ELEVATION 04  
SCALE 1:50



54 ISOMETRIC VIEW - FEMALE WC

Recent revision history	Description	Date
#	Issue	
A	DA-BP ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	16/05/22
B	DA-BP ISSUED FOR DEVELOPMENT APPLICATION / BUILDING PERMIT	19/05/22

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**WET AREAS NOTE**

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Project  
**BASSENDAN HOTEL**

Client  
**ARK GROUP**

Issuer  
**WOODS BAGOT**

Project number  
**160734**

Size check  
25mm

Checked  
JL

Approved  
ES

Sheet size  
A1

Scale  
As indicated

Sheet title  
**WET AREAS**

Sheet number  
**204**

Revision  
B

Status

To: Adam Kapinkoff From: Benjamin Martis  
Project/File: Bassendean Hotel Refurbishment Date: 27 May 2022

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Reference: 301270003

## 1 Introduction & Scope

Stantec were commissioned by Queenrise Corporation Pty Ltd to undertake an acoustic assessment for the proposed refurbishment of the Bassendean Hotel, located on Old Perth Road in Bassendean WA.

The Development Application proposes the refurbishment of the interior of the existing building and the introduction of new outdoor bars and alfresco areas. The venue will trade day and night 7 days a week.

In support of the Development Application, noise impacts from the proposed introduction of outdoor areas were assessed to criteria in accordance with the “WA *Environmental Protection (Noise) Regulations 1997*” (EPNR) and considered to be able to comply. This technical memorandum is to be read in conjunction with those findings, detailed in Stantec Report *AC-RE-301270003\_002 dated 3<sup>rd</sup> Dec 2020* (Acoustic Report).

The scope of additional acoustic services is to:

- Assess noise emissions from the use of the proposed balcony areas of the Bassendean Hotel;
- Update the noise model to include additional noise emissions from the balcony areas; and
- Detail the assessment and recommendations where compliance is not being achieved.

The advice contained herein is specifically related to acoustical issues. Stantec recommends additional advice be sought regarding structural design, thermal design, wind loading, constructability, fire rating, fitness of purpose and other non-acoustical issues associated with this project.

## 2 Acoustic Criteria

Environmental noise impacts resulting from the noise emissions from the project are addressed through the Environmental Protection Act 1986, with the regulatory requirements detailed in the *Environmental Protection (Noise) Regulations 1997* (EPNR).

The EPNR establishes the maximum permissible noise emission levels (assigned levels) to be received at all adjacent noise-sensitive premises during specific periods of the day as a result of the cumulative noise emissions from all sources proposed for the project site. Compliance to relevant noise limits outlined in the EPNR is compulsory.

Reference: 301270003

Determination of the project acoustic criteria is described in the *Acoustic Report*, Section 2.

The assigned levels at each of the nearest representative receivers are restated in Table 1 for reference. The Influencing Factor (IF) for each residential premises is detailed below:

- 12 Kenny Street, Bassendean – 7 dB;
- 15 Kenny St, 13 & 16 Parker St, 3 & 4 Wilson Street, Bassendean – 4 dB.

**Table 1: Assigned levels**

Type of premises receiving noise	Time of day	Assigned Level (dB)		
		L <sub>A10</sub>	L <sub>A1</sub>	L <sub>Amax</sub>
Noise sensitive premises: Highly sensitive area	0700 to 1900 hours Monday to Saturday	45 + IF	55 + IF	65 + IF
	0900 to 1900 hours Sunday & public holidays	40 + IF	50 + IF	65 + IF
	1900 to 2200 hours all days	40 + IF	50 + IF	55 + IF
	2200 hours on any day to 0700 hours Monday to Saturday, and 0900 hours Sunday & public holidays	35 + IF	45 + IF	55 + IF
Noise sensitive premises: any area other than highly sensitive areas	All Hours	60	75	80
Commercial premises	All Hours	60	75	80
Industrial and utility premises	All Hours	65	80	90

## 3 Predictive Noise Assessment

### 3.1 Noise Modelling

The architectural drawing set referenced for the Level 1 balcony area layout is the Woods Bagot 220516\_Bassendean Level 1 DA Binder set.

Noise modelling was used to assess patron noise emissions from the alfresco areas (being the dominant source of noise outside the building) and recommendations have been made based on predicted results. The 3D noise model developed using the software package SoundPLAN 8.2 was updated to predict the noise impact of patron activity (including balconies) on the nearest sensitive receivers located on Old Perth Rd, Kenny St, Parker St and Wilson St.

The noise modelling scenarios and noise model inputs (including patron noise calculation formula) are as stated in the *Acoustic Report*, Section 3. This includes 185 patrons in Courtyard 1 and 209 Patrons in Courtyard 2.

Based on the indicative seating layout and the calculation method described in the *Acoustic Report* Section 3.2, the predicted Sound Power Level of patrons in the balcony areas is summarised in Table 2.



**Table 2: Patron Noise Levels used in Predictive Assessment – Balconies**

Noise Source	Sound Power Level, L <sub>10</sub> dBA	1/1 Octave Band Sound Power Level (dB)					
		250 Hz	500 Hz	1 kHz	2 kHz	4 kHz	8 kHz
Level 1 Balcony	92	77	79	82	85	86	86

## 3.2 Results

The noise emissions from patrons have been modelled to predict the impact on the nearest sensitive receivers. As a worst-case, the maximum allowable patronage in Courtyards 1, 2 and balcony areas has been assessed against the night-time criteria of the EPNR.

The predicted noise levels are summarised in Table 3, with noise contours provided in Appendix A. The addition of the Level 1 Balcony area is predicted to comply with the EPNR at the nearest residences.

**Table 3: Predicted alfresco area patron noise levels**

Nearest Sensitive Receiver	Zoning	Predicted Noise Level dB(A)	EPNR Night-time Criteria L <sub>10</sub> dB(A)	EPNR L <sub>10</sub> Comparison
12 Kenny St	Residential	36	42	<b>Complies</b>
15 Kenny St	Residential	36	39	<b>Complies</b>
13 Parker St	Residential	36	39	<b>Complies</b>
16 Parker St	Residential	36	39	<b>Complies</b>
3 Wilson St	Residential	37	39	<b>Complies</b>
4 Wilson St	Residential	39	39	<b>Complies</b>
32 – 34 Old Perth Rd	Town Centre	61	60	+1dB, Marginal Exceedance
26 – 32 Old Perth Rd	Town Centre	60	60	<b>Complies</b>
St Mark's Church	Town Centre	54	60	<b>Complies</b>
Bassendean Memorial Library	Town Centre	52	60	<b>Complies</b>

*NOTE: +1 dB exceedance at the nearest commercial receiver at maximum patron capacity is not considered significant. The increase of 1 dB is typically below the tolerance of human perception and it is noted that no outdoor seating areas are provided to the nearest shopfronts, significantly reducing the likelihood of any complaints.*

As the maximum number of patrons in the alfresco areas are predicted to comply with the EPNR in a night-time scenario at all nearest residences, compliance is also expected in the less stringent day and evening times.

### 3.3 Noise Management

The following noise management measures relate to the Level 1 Balcony area:

- The addition of the Level 1 Balcony area is predicted to comply with the EPNR at the nearest residences. Given the movement of patrons between indoor and outdoor areas, noise emissions from the venue should be managed, ensuring that they do not become a dominant source of noise at the site boundaries at any time;
- Any outdoor music must be at a 'conversational' level only and not be audible at nearby receivers (as per the *Acoustic Report*).

All other noise management measures stated in the *Acoustic Report*, Section 4, remain applicable.

I trust the above meets your requirements. If you have any queries, please contact the undersigned.

Best regards,

**Stantec Australia Pty Ltd**



**Benjamin Martis**

Acoustics Engineer

Phone: +61 8 6315 4708

benjamin.martis@stantec.com

27 May 2022

Page 5 of 5

Reference: 301270003

## APPENDIX A – NOISE CONTOURS

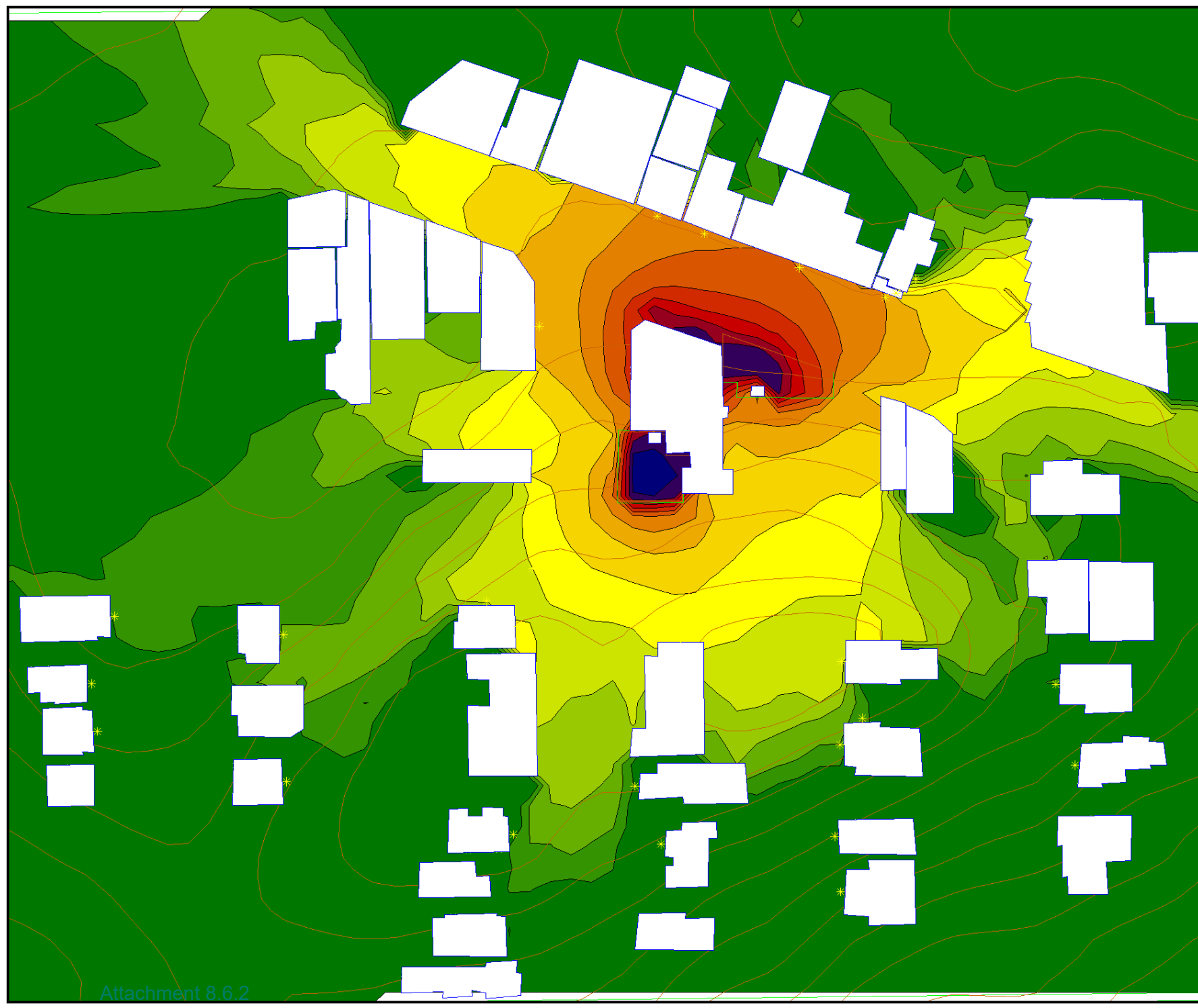
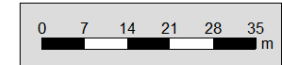
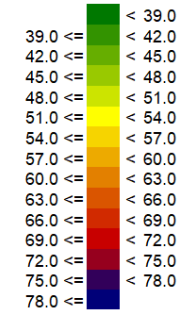
# Bassendean Hotel Refurbishment

301248343  
26/05/22  
BEM

COURTYARD 1 & 2, BALCONY  
MAXIMUM PATRONAGE

NOISE CONTOUR AT  
1.5m RECIEVER HEIGHT

Noise level  
in dB(A)



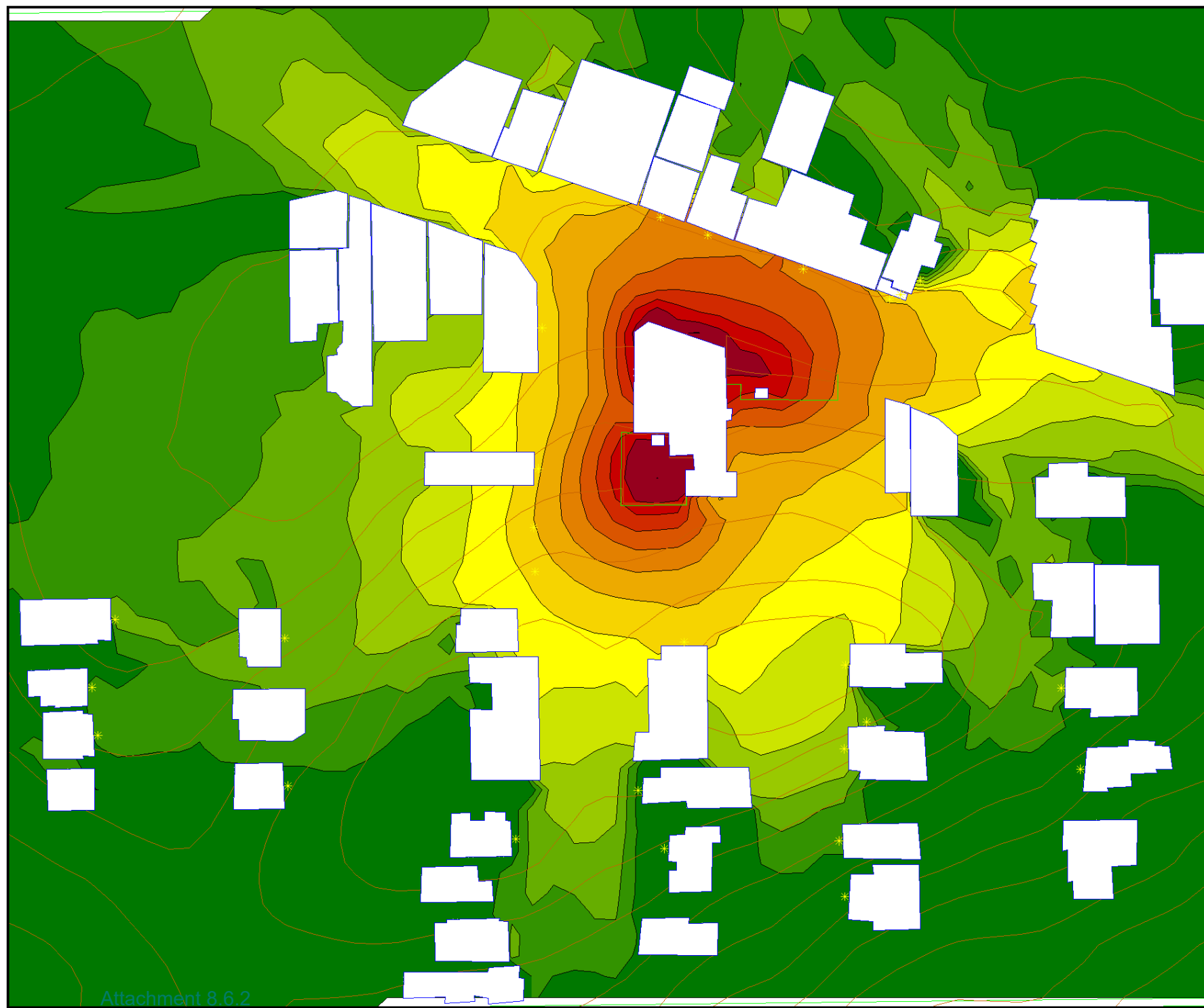
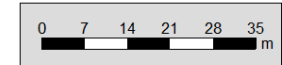
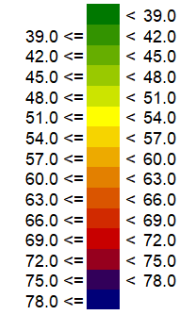
# Bassendean Hotel Refurbishment

301248343  
26/05/22  
BEM

COURTYARD 1 & 2, BALCONY  
MAXIMUM PATRONAGE

NOISE CONTOUR AT  
LEVEL 1 RECIEVER HEIGHT

Noise level  
in dB(A)



# *Waste Management Plan*

## *The Bassendean Hotel*

*17 Old Perth Road, Bassendean, WA 6054*



Prepared by:



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[www.hospitalitytotalservices.com.au](http://www.hospitalitytotalservices.com.au)

## 1. Introduction

The purpose of this Waste Management Plan is to provide a compliant waste management system and recycling process that demonstrates industry best practice and produces environmentally sustainable solutions. The plan is designed to be responsive to business demand, resulting in improved solutions, while providing better resource utilization and eliminating potential OH&S issues. The implementation of a sustainable supply chain also has tangible benefits such as better employee morale, community goodwill, cost benefits and customer loyalty. This Waste Management Plan forms the cornerstone of waste management and helps to future proof the waste management of the Bassendean Hotel.

Food and beverages at the hotel will be procured, prepared and dispensed off in accordance with the following legislation:

- Food Act 2008
- Food Regulations 2009
- Food Safety Standards (Chapter 3)

Australian Standard (AS4674 – 2004) has been followed in the design of the food premises.

## 2. Objective

The objective of this plan is to ensure that Waste Management is undertaken effectively, efficiently, safely and sustainably.

## 3. Location of Bins.

The bins will be placed at the rear of the premises in a screened and secure service yard and are accessible via Parker Street.



#### 4. **Bin Storage**

The bin store area has been designed to host two (2) 660L General Waste Bins and one (1) 1100L Co-Mingled Recycle Bin, including the minimum required clearances of 50mm on each side of each bin.

The storage area is 48m<sup>2</sup>. The Waste Management Plan has outlined how the Operator will manage the waste from the premises however, the large space allows the flexibility to increase bin numbers and increase capacity if required. The focus of the operation will be to minimise food waste.

#### **Bin Quantity and Type of Waste**

	<b>660L</b>	<b>1100L</b>
Height:	1200mm	1330mm
Depth:	770mm	1070mm
Width:	1360mm	1240mm

#### 5. **Waste Generation**

The Operator is an experienced operator who has been operating licensed premises in WA for over 40 years including licensed premises of a similar size and manner of trade to that proposed at the Bassendean Hotel. The waste calculations for this site are based on the Operator's experience at The Duke Bar and Bistro in Carramar with a similar capacity, front of house footprint, forecasted revenue and projected food and beverage split.

The Bassendean Hotel will generate a range of waste products to be disposed off. These will generally fall into one (1) of two (2) categories. Please find the categories listed below:

<b>TYPE OF WASTE</b>	<b>METHOD OF DISPOSAL</b>	<b>FREQUENCY OF COLLECTION</b>
General Waste	Red lid bins by private contractor	Twice weekly – more in peak periods.
Recycling	Yellow lid bins by private contractor.	Twice weekly - more in peak periods.

The volume of waste to be disposed off has also considered the "WALGA Commercial and Industrial Waste Management Plan Guidelines" for a Hotel – Bar and Dining area.

The table in the WALGA publication states that for a Bar and Dining area at a hotel premises, the general waste generated would be 50L per 100m<sup>2</sup> of floor area.

The Bassendean Hotel contains approx. 650m<sup>2</sup> of bar and dining area on the ground floor, and accordingly it can be estimated that the premises will generate approx. 325L of general waste per day.

Along with the ground floor areas to be open at all times, the first floor of the premises will also be used as an overflow area during peak periods, and for private functions and events from time to time, predominantly over weekends.



The majority of the first floor area is the balcony, with an Alfresco Area of 134sqm and two small private function rooms of 45sqm and 74sqm respectively. The Alfresco Area use will be weather dependent (to a degree) and will be primarily used in peak periods and the warmer months. Functions generate limited waste, as there are set menus in place and food is pre-ordered.

With the proposed Waste Management practices listed below, the waste generated from the first floor will have minimal (if any) impact on the number bins already proposed. Subject to operational requirements, the bin collection frequency may be increased during busy periods based on the private waste removal contractor's ability to collect waste operator as and when required.

The Waste Management requirements for the Bassendean Hotel also takes into consideration the following industry practises to minimise waste:

- Most base-produce purchased in valued added (e.g. vegetables peeled and pre-cut),
- Most menu items purchased portion controlled: (e.g. steaks, diced meat etc),
- Just in time ordering,
- Standardised recipes,
- Strict portion control with the use of 'gold standards',
- All waste monitored, and
- Potential use of a 'food digester' on site in the future.

Given the above calculation, the premises will ensure that adequate general waste receptacles are provided to cater to the requirements of the premises.

**Waste Compactor:**

A Miltek waste compactor will be used to reduce the co-mingled waste volume.

**Baler:**

A baler will be used to reduce the volume of packaging material/ cardboard

**By Private Waste Removal Contractor**

- 2 x 660L General Waste Bin (by private waste removal contractor)
- 1 x 1100L Co-mingled Recycling Bin (by private waste removal contractor)

The bins will be emptied twice weekly, and more regularly during peak periods.

General Waste bins have red lids, and Co-Mingled Recycling bins have yellow lids:



The recyclable materials will be separated and compacted to reduce any impact on the environment.

#### **6. Waste Bin Enclosure**

The bin storage area will be designed with a size suitable to service the development and screened from view of the street to the satisfaction of the Town of Bassendean. The bin storage area will be:

- (i) surrounded by a 1.8-metre-high minimum wall with a self-closing gate;
- (ii) provided with 75mm minimum thickness concrete floors grading to a 100mm industrial floor waste, with a hose cock to enable both bins and bin storage area to be washed out; and
- (iii) provided with internal walls that are cement rendered (solid and impervious) to enable easy cleaning.

The bin storage area will be constructed prior to the occupation of the development and will be retained and maintained in good condition for the duration of the development.

#### **7. Management of the Bins.**

- The bins will be kept in an enclosure and only taken outside of said enclosure to be collected.
- The bins will be well maintained at all times.
- A tap with running water, hose attachment and drain are available for cleaning of the bins.
- The bins will be hosed down periodically to ensure cleanliness at all times.
- The premises will have a regular Pest Control preventative maintenance program.

**8. Waste Collection Procedure**

Waste bin area will be the dedicated enclosed bin area at the rear of the tenancy.

- The clearly marked Bins will be stored in the designated bin area.
- The bin area is fully enclosed.
- The bins are clearly identifiable by coloured lids.
- The bin area has natural air flow to permit ventilation.
- Bins emptied twice weekly.
- Waste collection drivers will leave vehicles and collect waste in a manner that is safe.

**9. Managing Waste Spill**

According to a waste management plan prepared by the preferred waste contractor, incidents of waste spill are to be managed as follows:

**Water Spill within Building Perimeter:**

- A. Prevent the spill from escaping into immediate environment
- B. Prevent the spill from escaping into immediate environment – bund spills to prevent flowing into storm water drains or onto land. Enclose or cover litter to prevent wind blowing litter into the environment.
- C. Take action to stop further spilling / leakage if safe to do so. Use appropriate PPE if required to handle waste or waste equipment.
- D. Notify reporting manager within the waste company and building facilities manager immediately.
- E. Secure area to prevent access by public.
- F. Await further direction from reporting manager and / or building facilities manager.

**Waste spill after waste leaves site:**

- A. Contractor to follow their spills procedure to limit environmental impacts.
- B. Contractor to comply with any corporate reporting / response procedures.
- C. Contractor to comply with any regulatory reporting procedures.
- D. Contractor to notify building facilities manager by email with 24 hours of the spill occurring.

Staff and contractors need to strictly follow this Waste Management Plan.

Thank you for your attention and adherence to the plan.

**The Management  
Bassendean Hotel**

**Policy Number: Local Planning Policy No xx**  
**Policy Title: Rights of Ways**

**1. Citation**

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This Policy may be cited as Local Planning Policy No. xx - Rights of Ways.

**2. Policy Statement**

Rights of Ways (ROWs) were created as part of the original subdivision of the surrounding properties, and are generally in private ownership. They are private rather than public streets, and generally may only be legitimately used by the landowners of adjoining properties. In addition to providing convenience access and containing public infrastructure, they can allow carports and garages to be provided at the rear of the properties that can lead to improved streetscapes.

**3. Policy Objectives**

- (a) Prescribe the design standards for development and subdivision that abuts a ROW;
- (b) Facilitate sufficient access from ROWs, including the use of building setbacks for swept paths for vehicles, or ceding of land;
- (c) Support a greater diversity of dwelling typology in the Town through alternative pedestrian and vehicle access arrangements;
- (d) Promote high quality urban design by diverting vehicles off street frontages via rear access arrangements;
- (e) Utilise the ROW assets in the Town to create a unique sense of place; and
- (f) Form the statutory basis for imposing conditions requiring financial contributions to the cost of upgrading the ROW to a suitable standard (i.e., trafficable surface, drainage, lighting etc.).

**4. Application**

This policy applies to all applications for subdivision and development abutting ROWs that have been identified for retention in the Council-adopted ROW Strategy (adopted 22 March 2022).

## **5. Policy Requirements**

### **5.1 All Development**

- (a) All development on lots located on the intersection of the ROW and another street are to be designed to provide for a 1m x 1m corner truncation.
- (b) Any fencing along the common boundaries between private property and the ROW is to be:
  - (i) of uniform construction with either masonry, timber or metal panels;
  - (ii) have a maximum panel height of 1.8m; and
  - (iii) be protected by anti-graffiti coating.
- (c) In approving any application for the development of land abutting the ROW, a condition will be imposed requiring a financial contribution to be made to the upgrading of the full width of the ROW for the full length of the lot and to an urban standard.
- (d) In approving any application for the development of land abutting the ROW, a condition will be imposed requiring satisfactory arrangements to be made to advise prospective purchasers that the standard of presentation of the ROW may be low until such time as the ultimate upgrade takes place.
- (e) In approving any application for the development of land abutting the ROW, a condition will be imposed requiring the submission of a Waste Management Plan, to the satisfaction of the Town, which stipulates the manner by which all waste (regular waste, recycling, FOGO and bulk collections) are to be collected from the site.
- (f) All development will provide a common letterbox facility at the Primary Street, with the street numbering to be based on that Primary Street.
- (g) All rear dwelling(s) are to be provided with a minimum 1.5 metre wide pedestrian access leg to the Primary Street for postal services, visitor access, rubbish collection and utilities. The pedestrian access leg may be reduced to 1 metre wide where an existing dwelling on the front lot is to be retained. Where the pedestrian access leg is gated, visually permeable gates must be used.

### **5.2 Grouped Dwellings**

- (a) The car parking for the rear grouped dwelling(s) or sites on the corner of the ROW and the primary street are to be accessed solely from the ROW. In this regard, all garages and carports are to be setback to ensure a minimum of 6.0 metres from the edge of the garage or outside edge of the carport to the rear of the ROW is achieved to enable sufficient reversing distances.
- (b) The rear grouped dwelling(s) are to have direct pedestrian access to both the ROW and the primary street. The pedestrian access to the ROW must not be in the form of a garage door.
- (c) The rear grouped dwelling(s) (excluding the associated garage or carport) are to be setback a minimum of 2.5m from the ROW.

- (d) The rear grouped dwelling are to provide for at least one major opening being orientated towards the ROW so as to provide passive surveillance.

**5.3 Multiple Dwellings and Mixed-Use Development**

- (a) All car parking for the residential component of multiple dwellings and mixed-use development is to be accessed solely from the laneway.
- (b) All multiple dwellings and mixed-use developments are to provide at least two major openings which provide passive surveillance of the ROW / car parking area.

**5.4 Subdivision**

- (a) The Town will not support any subdivision on land abutting the ROW unless it is in accordance with a valid development approval, determined following assessing against the requirements of this Policy.
- (b) Where an application for subdivision approval proposes the creation of vacant lots, the Town will recommend any approval is subject to a condition requiring satisfactory arrangements to be made to inform prospective purchasers of the development requirements prescribed by this Policy.

**Document Control**

<b>Directorate</b>	Community Planning
<b>Business Unit</b>	Development and Place
<b>Inception Date</b>	[Insert OCM RESOLUTION NO & DATE]
<b>Version</b>	
<b>Next Review Date</b>	[Insert date – maximum 2 years generally is considered good practice]



## **Draft Local Planning Strategy**

**November 2020**

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## 1.0 Mayor's Foreward

## 2.0 Executive Summary

### 3.0 Introduction

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 since that time, 11 amendments have been initiated. Of the 11, nine have been gazetted, one was refused and one was discontinued. Currently, there are no live amendments to LPS 10.

The Local Planning Strategy (Strategy) sets out the long-term planning directions for the local government, applies relevant state or regional planning policy and provides a rationale for the zoning or classification of land under the scheme. It also provides for the preparation of Local Planning Policies and sets out a program for future strategic planning projects.

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 Commission in December 2014 and being finalised (following the completion of the required modifications) in March 2015.

### 3.1 Vision

The Town of Bassendean (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 identified the value attached to the Swan River and natural, green open spaces, the benefits of the existing public transport facilities and village feel of the area. In addition, and relevant to this document, the Engagement Report 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.

In broad terms, these 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; and

- The need for new development to have a design and sustainability focus.

The outcomes from *Bassendream Our Future* were used to inform Council’s (July 2020) Strategic Community Plan (SCP), which defines the Town’s vision, aspirations and priorities for the next 10 years and is the key guiding document that informs all other plans, strategies, policies and decisions. The SCP sets out that, over the next 10 years, the Town and community will be (among other things) “*an accessible place with a rich natural environment, thriving town centre and precincts and connection to history.*”

To facilitate that outcome, the SCP incorporates the following key priority areas:

-  1. Strengthening and connecting our community
-  2. Leading environmental sustainability
-  3. Creating a vibrant town and precincts
-  4. Driving financial sustainability
-  5. Facilitating people-centred services
-  6. Providing visionary leadership and making great decisions
-  7. Building community identity by celebrating culture and heritage

Whilst the SCP is an intentionally high-level, strategic document, it does clearly demonstrate the Town’s desire for a thriving town centre, increased residential population close to centres and the railway stations, increased diversity of housing types, improved business opportunities and local employment, protection of existing trees and provision of additional trees, and the recognition of heritage locations and buildings of historical value within the Town are recognised, cared for and utilised by the community. Ultimately, the Town is required to accommodate at least 4,150 additional homes by 2050, with the community clearly having a preference for these new homes to be located around the town centre and transport hubs to ensure good accessibility and preserve the valued green spaces.

This Local Planning Strategy provides the basis for the land use planning settings and controls to guide and shape future development in the Town. Importantly, it leverages from both *Bassendream Our Future* and the SCP and is a genuine and authentic reflection of the community’s expectations and aspirations for the future growth of the district.

*Strategic Community Plan:*

<https://www.bassendean.wa.gov.au/documents/731/strategic-community-plan>

*Bassendream Our Future Engagement Report:*

[https://www.bassendean.wa.gov.au/Profiles/bassendean/Assets/ClientData/Document-Centre/Strategic\\_Planning/BassenDream\\_Engagement\\_Report\\_FINAL.pdf](https://www.bassendean.wa.gov.au/Profiles/bassendean/Assets/ClientData/Document-Centre/Strategic_Planning/BassenDream_Engagement_Report_FINAL.pdf)

*Town of Bassendean:*

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

## **3.2 Objectives**

The objectives of the Strategy, with regard to the 10 urban consolidation principles of the State Government's *Perth and Peel @3.5 million* framework, are as follows:

### **3.2.1 Housing**

To facilitate the delivery of housing density in appropriate locations to maintain the established suburban areas, meet the needs of changing communities, support the growth of the Town Centre and provide housing choice and a quality lifestyle for all residents of the Town of Bassendean. Such housing is to have a focus on design quality and to grow the Town's tree canopy cover.

### **3.2.2 Character and Heritage**

To promote and support natural and built heritage protection, whilst providing opportunities for well-considered approaches to development within established heritage areas and sites.

### **3.2.3 Activity Centres**

To facilitate the provision and continued evolution of viable and conveniently accessible activity centres in a sustainable and appropriate way. Encourage a high standard of urban design in activity centres, including appropriate medium to high density residential opportunities to support retail and commercial uses.

### **3.2.4 Urban Corridors**

To investigate future opportunities for appropriate higher density development around transit corridors.

### **3.2.5 Station Precincts**

To optimise, promote and facilitate appropriate development around the Town's three railway stations and promote these precincts as thriving transport hubs that are attractive places to live and work.

### **3.2.6 Industrial Centres**

To recognise the importance of industrial areas as key employment nodes and prevent incompatible residential encroachment on these areas, while promoting modern and sustainable development in those areas.

### **3.2.7 Public Transport**

To ensure sustainability of existing public transport linkages within the Town's three suburbs by promoting appropriate development in areas supported by public transport. Facilitate and promote higher density, mixed used development within the Town Centre to leverage from existing public transport infrastructure.

### **3.2.8 Infrastructure**

To provide the context for a consolidated and coordinated planning and programming of physical and social infrastructure at the local level.

### **3.2.9 Green Network**

To preserve and enhance the existing 'green fabric' of the Town, protect the Town's existing green assets to allow the enjoyment of public and private land for all residents and to recognise the importance of the Town's interface with the Swan River.

### **3.2.10 Protection**

To protect people and property as they may be affected by matters such as flooding and bushfire risk, and to ensure any approaches are consistent with expertise provided at the state level.

## **3.3 State and Regional Context**

The Town of Bassendean covers an area of approximately 11km<sup>2</sup> and is located approximately 10km north-east of the Perth Central Business District. It comprises three suburbs; Ashfield, Bassendean and Eden Hill.

In addition to being strategically located in proximity to major district and regional employment centres, education facilities, institutions and recreational areas, the Town boasts numerous local, commercial and public facilities. Whilst primarily a residential area, The Town also accommodates a significant amount of industrial land servicing

local, district and regional demands. Other regionally significant features within the Town include the eastern metropolitan railway link and the Swan River.

### 3.3.1 Population

The most recent 2016 Australian Bureau of Statistics (ABS) census data indicates a residential population for the municipality of 15,089. This has steadily increased from 13,305 in 2001.

Western Australia Tomorrow - Population Report No. 11, 2016 to 2031 uses a series of simulations to estimate population growth over the period. The lowest growth indicates a population of 12,600 in 2031, the highest growth indicates a population of 15,800 at 2031, whilst the median growth is estimated at 14,170.

The age structure of the Town of Bassendean population in 2016 (refer to table 1 on following page) indicates an ageing population that is in keeping with national and regional trends. Similar to the results in the 2001 ABS Census, again in 2016 the 30-39 age group comprised the highest percentage of all the age groups in the Municipality.

Table 1: Age Categories - Town of Bassendean (2016 ABS)

<b>Age Groups</b>	<b>Total</b>	<b>Percentage</b>
0-4 years	997	6.6
5-9 years	934	6.2
10-14 years	770	5.1
15-19 years	822	5.4
20-24 years	812	5.4
25-29 years	1031	6.8
30-34 years	1226	8.1
35-39 years	1126	7.5
40-44 years	1118	7.4
45-49 years	1084	7.2
50-54 years	1001	6.6
55-59 years	939	6.2
60-64 years	851	5.6
65-69 years	752	5.0
70-74 years	527	3.5
75-79 years	431	2.9
80-84 years	334	2.2
85 years and over	334	2.2
<b>Total</b>	<b>15089</b>	<b>100</b>



### **3.3.2 Environment**

Bassendean is located some 20 kilometres from the coast with its eastern boundary and portions of its southern boundary adjoining the Swan River. Several significant areas of land adjacent to the Swan River represent good agricultural soils that are low lying and hence subject to inundation. In other parts, the margin of river front land is well elevated and hence suitable for development. Further back from the river, the more elevated land is characterised by poorer quality soils and dunes with interdune swales that can become waterlogged and swampy in areas.

Past industrial activity has resulted in contamination and leaching issues within parts of the industrial area.

Whilst not as prominent within the Town, there are some areas designated as bushfire prone and therefore subject to the requirements of State Planning Policy 3.7 - Planning in Bushfire Areas. These areas are restricted to areas to the east of Lord Street, the Bindaring natural wetland (located approximately 400m to the southeast of the Bassendean Town Centre Precinct) as well surrounding the Ashfield Flats.

The objectives of this State Planning Policy are:

- Avoid any increase in the threat of bushfire to people, property and infrastructure. The preservation of life and the management of bushfire impact are paramount;
- Reduce vulnerability to bushfire through the identification and consideration of bushfire risks in decision-making at all stages of the planning and development process;
- Ensure that higher order strategic planning documents, strategic planning proposals, subdivision and development applications take into account bushfire protection requirements and include specified bushfire protection measures; and
- Achieve an appropriate balance between bushfire risk management measures and, biodiversity conservation values, environmental protection and biodiversity management and landscape amenity, with consideration of the potential impacts of climate change.

The Policy applies to land which has been designated as bushfire prone by the Fire and Emergency Services Commissioner as highlighted on the Map of Bushfire Prone Areas or land otherwise identified in the guidelines that accompany the policy. The Map of Bushfire Prone Areas is given statutory effect through an amendment to the *Fire and Emergency Services Act 1998* and is as an additional overlaid control, meaning local governments are not required to adopt the map or provisions into their local planning scheme.

In addition to the above, a portion of the Town (predominately south of Guildford Road) is affected by flood risk. Subdivision and development of lots within flood

affected areas is limited. Further investigation and collaboration with relevant State Government agencies is required to support any future subdivision or development in these areas.

### **3.3.3 Existing Infrastructure**

Reticulated water, power, gas, drainage and telecommunications infrastructure is available to all areas within the municipality. Much of the municipality is also serviced with reticulated sewerage, although a large part of the industrial area and several localised residential street blocks remain unsewered. The absence of sewer in some areas places localised constraints on development.

The Town is dissected by a 132kV power line, which runs from Morley Drive East, Eden Hill, down Iolanthe Street and then runs parallel to the Perth to Midland Train Line between the Collier Road and Railway Parade junction. Smaller intermediate power infrastructure is present throughout the Town, some of which originate at the Town's only electrical substation located on land abutting the level crossing on Collier Road.

Gas is available throughout the Town, via a high pressure subterranean gas pipeline which straddles the Perth to Midland rail line, terminating at the Bassendean Train Station.

The Fremantle to Midland Railway passes through the Town of Bassendean, providing commuter links to Perth and Midland, whilst also servicing the Bassendean industrial area with small spur lines. The Town maintains access to one large (Bassendean) and two supplementary (Ashfield and Success Hill) railway stations, a primary regional road (Guildford Road) and several smaller other regional roads (Walter Road East, Morley Drive East, Lord Street and Collier Road). Guildford Road runs parallel to the railway line, and represents the major traffic thoroughfare. Tonkin Highway is aligned marginally west of the municipal boundary, providing strong linkages into the area. The existing road hierarchy is defined, with the majority of the local road network being a grid pattern.

The Local Integrated Transport Plan (adopted by Council on 26 November 2019) identifies a number of strengths and weaknesses which are present in the Town for future increases and redistribution in density. Predominately, these strengths revolve around an enviable level of access to public transport. Weaknesses include the location of Guildford Road in proximity to the railway line, resulting in multiple at-grade level crossings within the Town as well as other access issues that will need to be resolved to facilitate appropriate development outcomes.

[https://www.bassendean.wa.gov.au/Profiles/bassendean/Assets/ClientData/Document-Centre/Strategic\\_Planning/191122\\_Bassendean-Transport-Study\\_Phase-2-LITP\\_Final\\_issue\\_Rev3.pdf](https://www.bassendean.wa.gov.au/Profiles/bassendean/Assets/ClientData/Document-Centre/Strategic_Planning/191122_Bassendean-Transport-Study_Phase-2-LITP_Final_issue_Rev3.pdf)

### **3.3.4 Planning Framework**

The following provides for a background into the State planning framework in which this strategy exists.

#### **3.3.4.1 State Planning Strategy**

The State Planning Strategy 2050 (June 2014) was prepared by the Department of Planning, Lands and Heritage (DPLH) on behalf of the Western Australian Planning Commission (WAPC) to provide the strategic context for planning and development decisions within Western Australia.

The Strategy proposes that diversity, liveability, connectedness and collaboration must be central to the vision of sustained growth and prosperity for Western Australia. The State Planning Strategy Identifies six interrelated and interdependent principles which underpin and inform the strategy; Environment, Community, Economy, Infrastructure, Regional Development and Governance.

The State Planning Strategy 2050 also seeks to facilitate sustained growth; sustainable communities; promote global competitiveness, strong and resilient regions, high capacity and adaptive infrastructure; and the conservation and management of natural assets within sustainable communities.

#### **3.3.4.2 State Planning Policies (SPP)**

##### ***Residential Design Codes (SPP 7.3)***

The Residential Design Codes of Western Australia (R-Codes) are a WAPC policy which controls residential development across the State. The R-Codes provide guidance on matters such as density, setbacks, privacy, streetscapes, open space, parking, fill and height. The development requirements vary according to the 'R-Code' which is designated to an area.

As of May 2019, the Department of Planning, Lands and Heritage has released the first phase of review of SPP7.3, known as DesignWA. Beginning with new on the development of multiple dwellings, it is understood the process will also consider reviews of medium density development as Planning Precincts.

##### ***Activity Centres for Perth and Peel (SPP 4.2)***

State Planning Policy 4.2 (Activity Centres for Perth and Peel) was gazetted in 2010 and guides the planning and development of new and existing activity centres within the metropolitan area. The Policy is primarily concerned with the distribution, function, broad land uses and urban design of activity centres and ensuring that centre development is coordinated with broader infrastructure planning.

### ***Planning in Bushfire Prone Areas (SPP 3.7)***

State Planning Policy Planning 3.7 (Planning in Bushfire Prone Areas) was gazetted in December 2015, and directs how land use should address bushfire risk management in Western Australia. The policy applies to all land which has been designated as bushfire prone by the Department of Fire and Emergency Services (DFES) and highlighted on the Map of Bush Fire Prone Areas.

The policy seeks to guide the implementation of effective risk-based land use planning to reduce the impact of bushfire on property and infrastructure. It applies to all higher order strategic planning documents, strategic planning proposals, subdivision and development applications located in designated bushfire prone areas (unless exemptions apply).

This policy also applies where an area is not yet designated as bushfire prone but the proposed development is planned in a way that introduces a bushfire hazard (e.g. revegetation). The accompanying Guidelines for Planning in Bushfire Prone Areas provide supporting information to assist in the interpretation of the objectives and policy measures.

### ***Bushland Policy for Perth Metropolitan Region (SPP 2.8)***

The Bushland Policy for the Perth Metropolitan Region (2010) deals with Bush Forever areas and local bushland. The policy aims to provide a framework that will ensure bushland protection and management issues in the Perth Metropolitan Region are addressed and integrated with broader land use planning and decision-making.

The policy seeks to secure long-term protection of biodiversity and associated environmental values. In general terms, the policy does not prevent development where it is consistent with the policy measures and satisfies other planning and environmental considerations.

### ***Road and Rail Noise (SPP 5.4)***

The policy aims to minimise the effect of traffic noise on residential development and other noise-sensitive land uses and ensure efficient operation of transport corridors are not adversely affected by incompatible noise-sensitive development.

#### ***3.3.4.3 Directions 2031 and Beyond***

Directions 2031 and Beyond is a high level plan to accommodate future metropolitan growth from a population of 1.65 million (as of 2010) to an expected population of 2.2 million or more by 2031. It has been estimated that to accommodate this level of population growth, an additional 328,000 houses and 353,000 jobs will be required. The preferred growth scenario to accommodate this future population is for 47% of the predicted growth (154,000 dwellings) to be met through infill development across the Perth metropolitan area. Of these 154,000 dwellings, 121,000 are to be

accommodated within the Central Sub-region, which includes the Town of Bassendean.

#### **3.3.4.4 Central Sub-Regional Planning Framework**

Four sub-regional planning frameworks for the Central, North-West, North-East and South Metropolitan Peel sub-regions accompany Perth and Peel @3.5 million.

The Town is located within the Central Sub-Region Framework. The Central Metropolitan Perth Sub-region Framework, released in March 2018, provides a broad strategy for delivering the objectives of Perth & Peel @ 3.5 million and identifies a strategic plan of action, agency responsibilities and delivery time frames.

#### **3.3.4.5 Perth and Peel @ 3.5 Million**

In 2018 the WAPC released an updated strategy - Perth and Peel @ 3.5 million - with an accompanying series of sub-regional planning frameworks to provide a long-term growth strategy for land use and infrastructure for the Perth and Peel regions.

The Strategy identifies that Greater Perth currently has a population of more than two million people and forecasts that by 2050, it will have a population of 3.5 million. The Central Sub-regional Planning Framework and housing targets have been updated, with the Town of Bassendean to provide for an infill target of 4,150 additional dwellings by 2050.

Acknowledged under Perth and Peel @ 3.5 Million, the Central Sub-regional Planning Framework identifies the area immediately abutting the Ashfield train station as an Activity Centre. However, the historic 'Ashfield Precinct Plan' (approved by the Department of Planning, Lands and Heritage in 2010 and which relied on several significant infrastructure changes to accommodate increased redevelopment as well as significant zoning changes for the Town's existing industrial area) is now defunct. As previously identified, the *BassenDream Our Future* feedback received by the Town supports drawing the majority of growth and redevelopment within the Bassendean 'Town Centre' (i.e. Old Perth Road). In an effort to ensure the development viability of that primary town centre and reduce any undesirable competition between centres, this strategy does not seek to support a significant a shift in residential and commercial activity in the area. In noting the above, the Town has seen fit to recommend some potential minor increases to density immediately abutting existing Local Shopping zone and rationalization of the commercial space to ensure any future natural expansion of the centre can be accommodated.

In the longer term however, (that is, beyond the term of this strategy), it is expected that the Ashfield area would be suitable to accommodate greater residential intensification, capitalising on the access to a key public transport node.

### **3.3.4.6 Other**

In addition to the above State Government guiding documents, the established a framework of statutory controls and strategies that will future planning of the Town, including:

- Local Planning Scheme No.10 (along with a draft Local Planning Scheme currently in development in association with this strategy review);
- Adopted Local Planning Policies; and
- Strategic Community Plan (2020-2030).

### **3.3.5 Other Considerations**

Whilst in proximity to Perth Airport, Bassendean is not affected by aircraft noise that would constrain or prohibit development.

There are a number of sites within the study area that are recorded as having Aboriginal and cultural heritage significance.

The Department of Education (DoE) is responsible for providing additional capacity within relevant educational institutions. Whilst previous advice from the DoE indicated capacity to accommodate additional high school students generated by additional dwellings planned for the area, primary schools within the area have very limited capacity to accommodate more students. This matter requires further consideration by the DoE.

## 4.0 Housing

### 4.1 Current House Stock

The current housing stock within the Town is a critical element of the local area and one which is highly valued by the local community and in many ways, defines the context of the district.

To inform the review of the Local Planning Strategy, the Town commissioned the Built Form and Character Study (2018) to identify and understand the various Character Areas that exist within the Town of Bassendean. The study identified 26 notional character areas, as identified below.



Built Form and Character Study:

[https://www.bassendean.wa.gov.au/Profiles/bassendean/Assets/ClientData/Document-Centre/Strategic Planning/Bassendean Built Form Character FINAL DRAFT 090320.pdf](https://www.bassendean.wa.gov.au/Profiles/bassendean/Assets/ClientData/Document-Centre/Strategic%20Planning/Bassendean%20Built%20Form%20Character%20FINAL%20DRAFT%20090320.pdf)

Each of the 26 character areas broadly fall within one of four main groups, as follows.

#### **4.1.2 Small lot post 2000s**

This group of housing typologies generally includes contemporary dwelling designs with materials consisting of face brick and render with corrugated steel roof finishes. Concrete roof tiles are also a common feature. The predominant size of these dwellings are three or four bedrooms with two bathrooms and an enclosed garage. This character is primarily evident within the larger contemporary sites of the 'Austral Subdivision', which straddles the Bassendean Train Station to the immediate North and West as well as the 'Lot 3 Morley Drive East, Eden Hill' subdivision.

The primary issues that this character area has, includes enclosed primary streetscapes, visually dominant garages as well as reduced or non-existent areas for tree canopy retention or areas for soft landscaping. This area is also significantly encumbered by a lack of clear building design elements, which link to the Town's core characteristics.

#### **4.1.3 Riverfront**

This group of housing typologies varies significantly in scale and form. The lot sizes for these dwellings are comparatively large and vary in topography due to the natural slope to the riverside. Whilst the built form on the northern section, closest to the neighbouring suburb of Guildford, contains some older, significant, turn of the century dwellings, there is no distinct or consistent built form along the entire riverfront. Materials and finishes range from face brick, timber and stone in the more traditional style through to contemporary designs of rendered brick and corrugated steel roofing. The common theme is the large lot sizes, which enjoy close proximity to district and regional levels of open space.

The primary issues or threats to this grouped character area includes the lack of sympathetic development (where development has heritage value, closer to Guildford) and the reduction in areas of soft landscaping and/or loss of vegetation. The loss of the open streetscape is also cited as an issue within some parts of this character area grouping due to the increasing number of dwellings with front boundary fencing.

#### **4.1.4 Village**

The 'Village' is one of most significant character areas within the Town often referred to by respondents of the Town's *BassenDream Our* visioning project. The Village is



consistent in its dwelling typology, particularly south of Guildford Road, as it contains smaller lots with heritage and older dwelling features such as face brick, weatherboard and timber features, many with original roofing of corrugated steel or terracotta tiles. Most of the Town's recognised heritage dwellings and streetscapes are within this area. This area also contains the Town's 'high street' of Old Perth Road, which acts as the main commercial strip of the Town. Further north, the lot sizes increase with a greater tendency for more post war development occurring and design features to match. With the exception of limited newer development, this area comprises modest three bedroom dwellings and some post 2000s apartment living.

#### **4.1.5 Post 1970s**

The area comprising post 1970s development is predominantly located to the north west of the Town, with some limited extent of development to the south of the Bassendean Town Centre towards Ashfield. Double brown brick and concrete or terracotta roof tiles on low-pitched hip and gabled roofs are the typical built form of the era. The majority of dwellings enjoy larger lot sizes than the that of the typical 'Village' character area. The key themes of this area, with some limited exception, is large and open street setback areas with parkland dispersed throughout the area.

The primary issues evident within this character area is the loss/removal of trees as well as period replication of character dwellings. Additionally, the loss of an open streetscape with the introduction of inconsistent fencing, lack of soft landscaping, buildings on the boundary and dominant vehicle parking structures also present as threats to this character area.

Of the four groups, the riverfront and village character areas are distinct and central to Bassendean's identity. Fundamental to these areas are consistent materials, connection and proximity to the Swan River, a low dominance of car parking structures on the streetscape, mature trees, retention of significant building fabric and modest workers cottages.

Subsequent character areas retain other characteristics worthy of retention; however, it is the core grouping of riverfront and village, which form the basis of 'Bassendean living'. It is worth noting the village character area largely stems from old, heritage listed or recognised dwellings.

#### **4.2 Housing Location**

Varying densities are currently spread across the Town, resulting in infill development occurring in all suburbs. A key theme identified in *BassenDream Our Future* was the consolidation of density around railway stations and activity centres, and the retention of character in the suburbs.

In addition to the feedback from *BassenDream Our Future*, the Town contains over 20 individual Rights-of-Way (ROW). Recognised under state legislation for benefits

associated with access into road networks, the Town identifies this as an opportunity to provide different dwelling typologies throughout the Town.

In order to meet the key themes of *BassenDream Our Future*, as well as to consolidate the increased densities within the Town, suitable locations for increased density leverage on the existing public transport network within the established urban corridor of Old Perth Road and the Town Centre Precinct. Increasing the density, within or on the high street of Old Perth Road, will suitably meet an additional theme from the community of revitalisation of the Old Perth Road Precinct. The Town also acknowledges that increasing density around the station precinct provides for differing dwelling typologies such as multiple dwellings, to address housing choice and affordability. A limited extent of medium density will be retained within close proximity to the Bassendean Train Station.

<b>Objective:</b>	To facilitate growth of residential density within areas of strong connectivity to local services and facilities.
<b>Strategy:</b>	To ensure redevelopment is within close proximity to the Town Centre Precinct and public transport linkages.
<b>Actions:</b>	Review and amend residential density to ensure they align with the outcomes of <i>BassenDream Our Future</i> and the State Planning Framework, involving the provision of higher residential densities in close proximity to the three railway stations and the Town Centre. It will also involve limiting the development potential outside of those areas, to ensure that large portions of the district can remain more suburban, with greater opportunities for tree preservation.
	Undertake a review of Rights of Way to determine opportunities for redevelopment and better connectivity.
	Investigate the future potential for increased density around some local parks.

### 4.3 Housing Variety

When considering the variety of dwelling types within the Town, it is important to ensure a range of dwelling types can be accommodated in locations which can meet the forecasted changes to demographics. As noted by the Draft Position Statement - Residential Aged Care (Department of Planning Lands and Heritage), there is a forecasted doubling of the number of older Australians within the next 40 years. At a State level, WA Tomorrow forecasts an 86 per cent increase in people aged over 85 by 2031. Accordingly, the variety of dwellings within close proximity to infrastructure and services is a key consideration of this strategy for the Town moving forward. By providing increased dwelling variety, supported by planning instruments such as DesignWA, the Town can simultaneously provide for a greater diversity in housing to cater for the ageing population and different housing types. This will also include a dwelling mix of multiple dwellings concentrated within the Town Centre.

Additionally, it is also acknowledged that the Town is unique insofar that it maintains large riverside precincts, with housing variety generally including large residential dwellings on large residential land, a point of difference between the Town's built form to other local government areas, which is integral to the character of the Town and is therefore important in maintaining.

<b>Objective:</b>	To increase housing diversity across the Town to cater for a wider number of families and ageing in place.
<b>Strategy:</b>	To support a wide demographic of residents living and/or working within the Town.
<b>Actions:</b>	Apply the provisions of relevant state planning policy to ensure an adequate dwelling variety meets the needs of community into the future.
	Investigate the opportunities for the local planning framework to facilitate the provision of alternative housing typologies within the Town.

#### **4.4 Housing Design and Streetscape**

Streetscape character reflects the dynamic relationship between built form and its setting. It includes key elements in both the public and private land, and it is a combination of these elements that makes an area unique. Built form elements and control makes up only part of the character of a streetscape, with verge treatments, roads and street trees making up a key component of the Town's existing enviable 'village' character.

Additional elements such as public art from larger development sites, pedestrian access ways, bulk, scale, materials and setbacks also make up the tapestry of the streetscape.

Acknowledging the current measures in place under State Planning Policy 7.3 (Design WA - Apartments) and foreshadowed future controls surrounding medium density development, there is a clear desire from *BassenDream Our Future* respondents to allow for moderate density increases. Increased density needs to be balanced against the desire for adequate and suitable open space and tree preservation.

The Town's Built Form and Character Study (2018) further notes that there are several threats to the Town's existing built fabric, therefore it is important that the core village character is retained as much as possible.

<b>Objective:</b>	To ensure new built form responds to changing needs of the community and existing and proposed character within the surrounding area.
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<b>Strategy:</b>	To ensure that core character areas, such as areas identified as the village and riverfront precinct are maintained with appropriate infill development.
<b>Actions:</b>	Establish local planning policies that incorporate design guidelines. Facilitate access to a Design Review Panel.

#### 4.5 Heritage and Character Areas

The Town of Bassendean contains a number of developments with identified heritage value, some of which have been recognised by the Town's Municipal Heritage Inventory. In addition to individual dwelling heritage, the Town recognises the value in heritage areas and streetscapes, which are often made up of large, relatively intact heritage buildings.

Through *BassenDream Our Future*, respondents expressed a desire to protect Aboriginal and European heritage within the Town, particularly heritage protection in the face of increased density and infill development. Acknowledging this rich history within areas within close proximity to the Town Centre and the potential for redevelopment of these areas, a key outcome of this provision within the strategy is the listing of three precincts within the Town, these being the Kenny Street, Devon Road and Old Perth Road West precincts (refer to the below).



<b>Objective:</b>	To ensure that the cultural heritage values of Bassendean's housing areas are recorded, promoted, maintained and protected.
<b>Strategy:</b>	To ensure that redevelopment is not within established heritage areas or places of cultural significance and that development is sympathetic to existing and desired character.
<b>Actions:</b>	Consider special control areas for heritage protection.
	Provide specific guidelines for character areas, with clear guidelines for developers and landowners alike.
	Continue to work with landowners for the retention of heritage areas.
	Apply the <i>Aboriginal Heritage Act 1972</i> as required.
	Undertake a review of the Town of Bassendean's Municipal Heritage Inventory.

#### **4.6 Sustainable Development**

The Town recognises that a key theme of respondents from *BassenDream Our Future* is the importance of sustainability. Both within and outside the local planning framework, the Town seeks to protect environmental assets and manage environmental impacts by initiating and driving innovative waste management and renewable energy practices and implementing waterwise and urban forest projects.

This Strategy aims at improving the Town's sustainability through the planning process by creating a more compact urban environment that reduces sprawl, makes better use of existing services, facilities and infrastructure and reduced travel distances to access work, shopping and recreational opportunities. It is important that this does not come at the cost of reducing the urban tree canopy cover and existing green spaces. It is intended that new development will need to contribute to the urban forest to minimise the heat island effect caused by intense urban development and the loss of private green space.

By encouraging development within concentrated areas within the Town, this will ensure the balance of private green space and canopy cover will remain untouched by infill redevelopment. Additionally, expanding the existing sustainable development framework within the current Local Planning Scheme will assist the Town in achieving its objectives.

<b>Objective:</b>	To protect and preserve our natural environment through sustainable development.
<b>Strategy:</b>	To ensure that our built form does not adversely impact on the natural environment in both the public and private realm.
<b>Actions:</b>	Implement scheme provisions and education for the protection on trees on development sites, where suitable.

	Encourage the retention of trees through better education.
	Encourage sustainable building practices that preserve trees and vegetation and reduce carbon emissions.

## 5.0 Industry

The Bassendean industrial area occupies approximately 135 hectares of land positioned generally between Collier Road and the railway line, extending westward up to Tonkin Highway, and hence is extremely accessible both to the local community and to the broader region.

The area provides a diverse mix of lot sizes that has enabled a range of businesses to agglomerate and function together as a diverse industrial precinct of regional significance. This characteristic highlights the fact that with industrial land, it is not necessarily subdivision potential that drives change and redevelopment. Industrial change and strategic location are the prime causes for redevelopment of industrial areas such as Bassendean. The industrial area is one of the major employment centres within the Town and contributes towards the local economy.

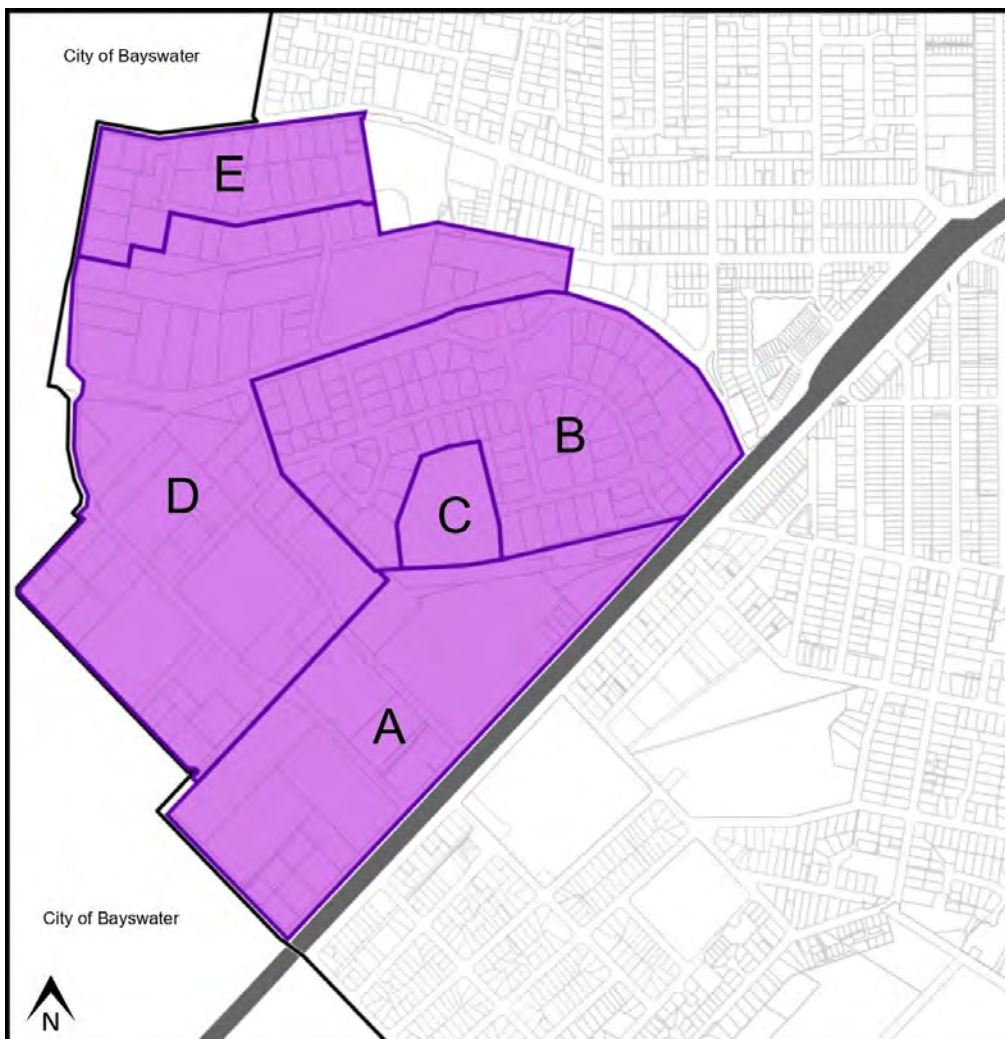
Broadly, the Bassendean industrial area comprises some five (5) precincts, each characterised by industry scale, industry type, age and quality of development. These precincts are summarised as follows:

- A group of large older industries fronting the railway line on large land holdings comprising distribution centres, mining, Detroit Diesel, older warehousing etc.;
- The new Tonkin Park Industrial area which commences at the junction of Collier Road and Railway Parade and comprises new and predominantly light and service industrial developments on smaller land holdings;
- Lot 857 Yelland Way, Bassendean is a vacant industrial lot adjoining the new Tonkin Business Park, which, due to past landfill activities has been subject of remediation works to satisfy the contaminated sites criteria in accordance with guidelines established by the Environmental Protection Authority;
- The general industrial area flanking either side of Collier Road western side of the overall industrial area, comprising a mix of manufacturing industries, service industries, transport industries, offices and warehousing located on small to medium size lots and including both older and new redeveloped sites. There are a minimal number of vacant landholdings within this precinct and some opportunities for redevelopment of older sites;
- The light industrial area to the north interfacing with the residential areas on the opposite side of Grey Street and Broadway. This area comprises predominantly light industries, smaller factories, office and warehousing on relatively small lots.

Lot 857 Yelland Way, Bassendean is currently used as a Containment Cell for soil contaminated with pyritic cinders and other waste associated with historical fertiliser manufacturing. The cell accommodates approximately 250,000m<sup>3</sup> of contaminated pyritic cinders and demolition waste and is lined and capped with clay and set at 2m above seasonal high groundwater levels. The containment of waste within the cell was completed in April 2005, with land use at the site restricted to that of an engineered containment cell, with ongoing leachate and groundwater monitoring and

management. It is expected that the Containment Cell will remain in situ until the fill is removed, after which, the site will require remediation to allow it to be used for normal industrial purposes.

Due to the historic development which has occurred throughout the Town's Industrial Area, the vast majority of the precinct area is built out. However, it is acknowledged that when land becomes available within area C, this will present an opportunity for new and environmentally sustainable design to occur. Additionally, technological changes and changes in trends to industrial activities presents as a driver in change of the use of the industrial precinct.



<b>Objective:</b>	To retain the Bassendean industrial area as a true industrial area incorporating a mix of industrial land uses, whilst ensuring appropriate interfaces between light industrial and residential land uses.
<b>Strategy:</b>	To ensure that inappropriate use classes are not provided within the established industrial area.
<b>Actions:</b>	Protect the industrial area from encroachment of commercial and incompatible land uses.



	Implement local planning policy provisions to ensure a high standard of industrial design and built form is achieved.
	Monitor the existing containment cell and supervise remedial work in due course. Encourage environmentally sustainable built form outcomes for industrial development.

## 6.0 Commercial

### 6.1 The Town Centre

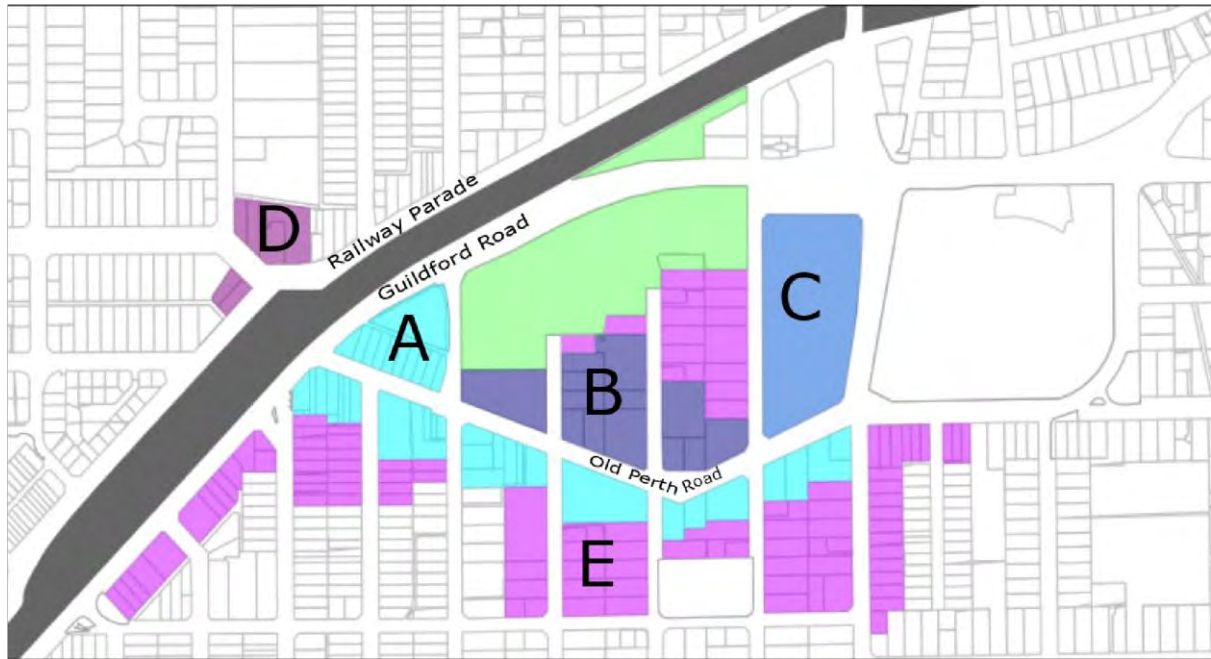
The Bassendean Town Centre represents the major retail and commercial hub of the municipality.

Strategically, its position adjacent to the Bassendean railway station and Guildford Road enables the Town Centre to interface with both urban areas on the north and south side of the railway line, and have access to excellent district and regional transport links.

Despite this, the Town Centre precinct does have some identified limitations, including the pedestrian linkages between the north and south of the railway line, the perceived lack of vibrancy due to vacant tenancies and a lack of diversity of land uses. Relevantly, these issues were raised as part of *BassenDream Our Future* consultation. The Bassendean Town Centre is characterised by retail, commercial and civic uses extending along some 800 metres of Old Perth Road in quite distinct precincts (refer to Figure below), namely:

- A. The 'Main Street' precinct which includes the pedestrian based commercial/retail at the interface of Old Perth Road with Guildford Road and the Bassendean railway station;
- B. The 'Civic' precinct, including various owned/managed Local Government buildings;
- C. The 'Commercial' precinct which includes retail in the Bassendean Village Shopping Centre at the corner of Old Perth Road and West Road; and
- D. The 'Bassendean North' precinct, which includes an area of limited commercial activity.

*Note: the area marked as "E" identifies some of the opportunities for increased residential density within and around the town centre, but such increased density will not be limited to those lots.*



In the hierarchy of commercial centres, Bassendean Town Centre functions as a district centre, with regional shopping centres at nearby Morley and Midland. Noting the existing land uses which have organically occurred within the 'Bassendean North' precinct, there presents some limited opportunity to rationalise this area and provide for some limited mixed use development in this space.

The Town recognises an underutilisation of the Wilson Street Carpark site, on the corner of Guildford Road and Wilson Street Bassendean. With access to public transport and to support the economic growth of the Town Centre, the redevelopment of this site is seen to be a catalyst for additional foot traffic and vibrancy to the Town Centre.

In July 2020, Council commenced a Town Centre Masterplan project which is a strategic planning exercise to attract investment and demonstrate the great outcomes that are possible in the Town Centre. Specific objectives are to:

- Progress the next phase of the “BassenDream” project – with a specific focus on the future planning of the Town Centre to create a vibrant, connected and thriving place;
- Provide a long-term vision and Masterplan that, in conjunction with appropriate statutory planning frameworks, will guide Town Centre revitalisation and development for the next few decades;
- Create a plan that will foster a thriving and liveable town centre with the shops, services, amenity and residential options to allow our community members to spend their whole life in Bassendean, from childhood to adulthood plus the opportunity to age in place;
- Engage the community, landowners, businesses and other key stakeholders to generate a collaborative approach to Town Centre revitalisation;

- Create the conditions needed to attract investment, economic and community development, and Town Centre activation;
- Generate excitement about what is possible in Bassendean, now and into the future;
- Ensure a cohesive approach to planning for the revitalisation of the Town Centre that prevents isolated “spot” redevelopment that happens on an ad-hoc basis Support our response to COVID-19 by facilitating employment opportunities and improving the sustainability of our town centre; and
- Identify what places and uses are working well in the Town Centre; which others have the opportunity for improvement; and if there are any key needs that are not being fulfilled.

The Masterplan project will not be a statutory tool used to facilitate and regulate development outcomes, but rather, an example of what is desirable and possible. The exercise will be used to inform future planning frameworks, which could include a Local Planning Policy or Activity Centre Structure Plan, depending on the specific needs to be addressed.

Further, in order to facilitate greater vibrancy within the Town Centre, this strategy recommends the increasing of residential densities surrounding the core commercial corridor of Old Perth Road (referred to E in the figure above). This is reflective of the main objective of this part of the strategy.

<b>Objective:</b>	Promote the development of the Bassendean Town Centre as a District Centre that is desirable to live and work.
<b>Strategy:</b>	To ensure that increased commercial activity can be supported by an increase in population.
<b>Actions:</b>	Provide targeted increases in densities to support the Town Centre zone, with appropriate scheme provisions to guide the built form of these areas. Provide mixed use land, in a targeted and limited capacity to support the existing limited commercial activity.
	Rationalise commercially zoned land along Old Perth Road.
	Replace existing <i>Local Planning Policy No. 1 – Bassendean Town Centre Strategy and Guidelines</i> with appropriate planning framework(s) to facilitate appropriate development outcomes within the Bassendean Town Centre, in accordance with any recommendations of the Town Centre Masterplan project, which is expected to be finalised in early 2021.

## 6.2 Other Centres

Beyond the Town Centre zone of Old Perth Road and the de-facto Town Centre of the 'Bassendean North' Precinct, the Town includes three other local shopping zones. These include:

- Eden Hill Shopping centre along Morley Drive (currently not operating);
- Ida Street/Walter Road East local shopping precinct; and
- Ashfield local shopping precinct.

Based on feedback provided by the community through the *BassenDream Our Future* project, there is support for a diversity of land uses in those three areas.

### 6.2.3 Eden Hill Shopping Centre

The Eden Hill Shopping Centre site, located on the corners of Morley Drive East and Ivanhoe Street, represents the largest shopping centre site located outside of the Town Centre zone. Whilst an existing, vacant structure currently exists on the site, the lot represents a potentially significant mixed use lot to the North of the Town. As of writing the strategy, the landowner is understood to be moving towards the submission of a proposal to redevelop the site. Further work is required in terms of the approval of a Local Development Plan to guide the redevelopment of this site



### 6.2.4 Ida Street/Walter Road East Shopping Precinct

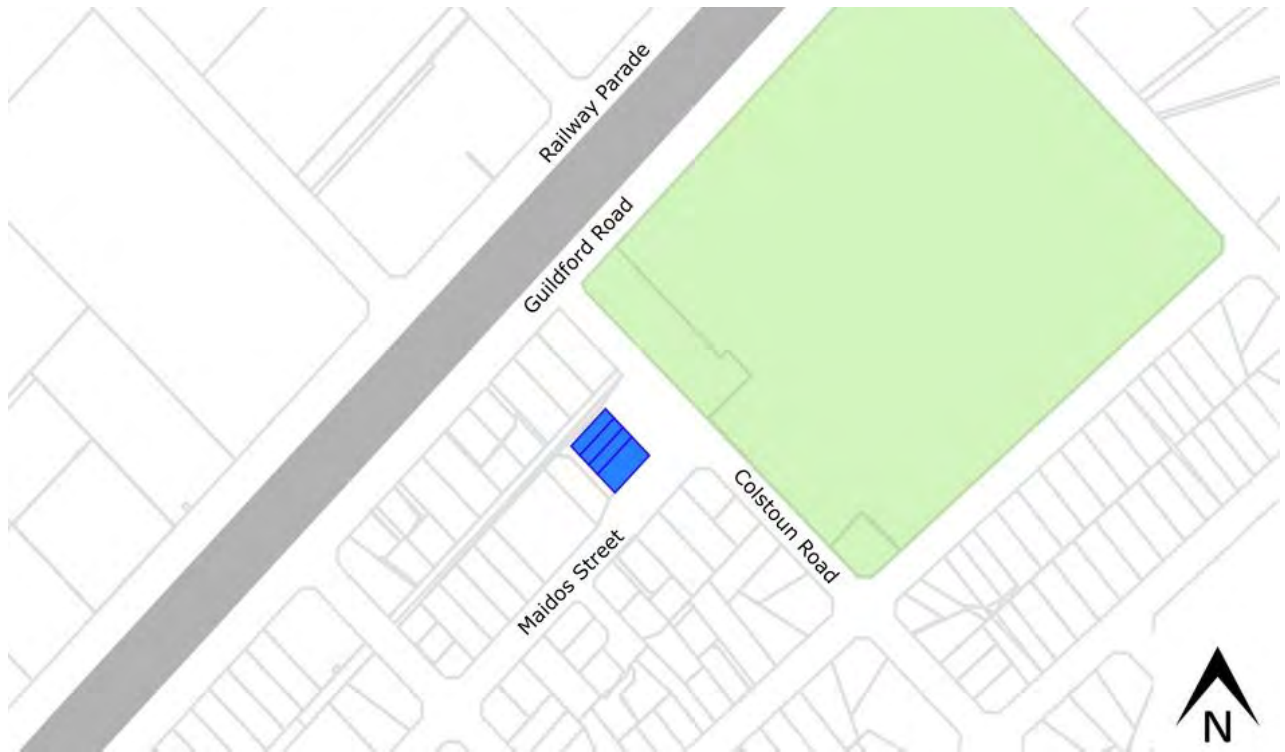
The Ida Street/Walter Road East local shopping precinct is located on the boundary between Bassendean and Eden Hill, with two lots north of Walter Road East within the suburb of Eden Hill and the other lots that make up the precinct within the suburb of Bassendean. The precinct represents a comparatively medium sized local shopping area. As the precinct is split in two by Walter Road East, and is somewhat disjointed as a consequence of this, the majority of economic activity occurs on the lots south of

Walter Road East. Redevelopment on the two lots within Eden Hill is somewhat hindered by the size of the land parcels and access requirements to Walter Road East, being an other regional road (blue road). Additionally, it is important to note that the two lots within Eden Hill abut the existing primary school to the immediate north of the sites. Due to the dispersion of lots, and past incompatible land uses occurring within close proximity to the primary school, a rationalisation of the local shopping precinct, including potentially rezoning the two lots to the North of Walter Road East to low density residential, is recommended for this precinct.



### **6.2.5 Ashfield Local Shopping Precinct**

The Ashfield Local Shopping Precinct, includes four commercial tenancies with some multiple dwellings located above the largest commercial tenant Located close to the Ashfield Train Station and Ashfield reserve, with a medium sized public carpark servicing the commercial activities of the precinct, the precinct presents as largely underused with enviable public transport and public open space access. The land immediately abutting the precinct is predominately zoned Residential, however some commercial activity is seen towards Guildford Road. Consideration of increasing the boundaries of the Local shopping zone and implementing guidelines to increase the ability for mixed use housing, is recommended.



<b>Objective:</b>	Promote the improvement of amenity and services of local shopping precincts at an appropriate scale and facilitate integration with medium density housing development where suitable.
<b>Strategy:</b>	Ensure that limited increased densities can be accommodated within local shopping precincts to retain land available for commercial uses.
<b>Actions:</b>	<p>Facilitate the provision of a Local Development Plan for the Eden Hill Shopping Centre site</p> <p>Formulate appropriate planning frameworks over the Town's Local Shopping Zones, to provide development controls and facilitate appropriate housing typologies.</p> <p>Rationalise the Local Shopping Zone of the Ida Street/Walter Road East Local Shopping Precinct.</p> <p>Increase the size of the Ashfield Local Shopping Precinct to include surrounding commercial activity and limited residential density increases.</p>

## **7.0 Infrastructure and Servicing**

As the Town grows, so does its need for infrastructure. For the purposes of this local planning strategy, this includes stormwater disposal as well as transport infrastructure. Undertaken as part of the review associated with the Town's *Local Integrated Transport Plan (LITP)*, there are several areas with varying degrees of recommended actions. These revolve around parking, public transport, active transport, road network, land development and government procurement.

The following outlines matters pertaining to infrastructure capacity and possible upgrades to cater for future development demands:

### **7.1 Transport Infrastructure**

The railway stations within the Town will be required to be upgraded to accommodate additional carriages. The Public Transport Authority will adjust its operations in line with increases in demand for public transport services, subject to funding.

In line with the principles of urban consolidation within Perth and Peel @ 3.5 million, station precincts such as Success Hill play an important role for infill redevelopment. However, due to site constraints providing a single point of access and egress to the southern portion of the precinct, traffic issues onto Guildford Road must be resolved before redevelopment can occur. The Town also acknowledges the lack of pedestrian access that the Success Hill Precinct has to the Town Centre, due to Guildford Road. The *LITP* suggests the piloting of electric vehicle charging stations in a location along Old Perth Road and near the Bassendean Train Station. As of December 2018, an EV charging station has been constructed North off Old Perth Road, on James Street.

Additionally, the *LITP* advocates for the improvements to road design, pedestrian access, public transport and bicycle advocacy throughout the Town. These that have been adopted and supported by Council are to be integrated into the actions required under this strategy.

### **7.2 Sewerage**

Whilst the majority of the Town enjoys connection to deep sewer, a number of properties within close proximity to the Swan River do not, such as lots along North Road and Bassendean Parade. As per the established Government Sewerage policy framework, which seeks to ensure that all properties are provided with access reticulated deep sewer, for a number of these sites the cost for connection is not feasible. As a result this presents an access issue and limitation on further subdivision and development.

The sewerage system operated by the Water Corporation may require some upgrading for the Bassendean Sewer District in the long term if dwelling growth exceeds approximately 6,500 dwellings in the suburb of Bassendean (i.e. about 2,500 more dwellings than existing).



### **7.3 Water**

Due to the Town's location within the Perth Metropolitan Region, the vast majority of lots enjoy access to reticulated water sources (scheme water). It is not considered a hindrance to future development and subdivision on this basis. The Water Corporation will monitor the existing water supply system and make adjustments as necessary to accommodate growing demand.

### **7.4 Drainage**

Under natural conditions, stormwater disposal and runoff within the Town is relatively straightforward, with the majority of stormwater able to directly infiltrate into the soil. In the southern and eastern portions of the Town, however, the proximity to the Swan River and the high clay content of the soil makes onsite infiltration more difficult. As a result, new development is often required to be supported by a connection to the Town's existing stormwater and drainage system.

Further investigation into the capacity of the Town's stormwater infrastructure is required, to ensure the system has adequate capacity to cater for the development as well as meet the objectives of the State's Better Urban Water Management framework and the Town's relevant Local Planning Policy. Due to the lower natural ground levels towards the Swan River, which skirts the south and eastern portions of the Town, there is generally higher clay content soils. This has implications on stormwater disposal, which generally requires connection into the Town's existing infrastructure.

### **7.5 Power**

Whilst the majority of the residential areas throughout the Town are provided with overhead power, the Town is currently exploring options for the undergrounding of power within the suburb of Eden Hill. Understanding the potential benefits to the streetscape and power security that underground power brings, the Town has signalled its desire for this to occur in other areas across the Town. However this has obvious implications and subsequent limitations on household cost of undergrounding existing infrastructure.

In terms of electricity distribution, Western Power has acquired a site in the northwest quadrant of the intersection of Guildford Road and Tonkin Highway (Bayswater) to secure a zone substation. At this time, Western Power does not have specific plans to establish a zone substation on the site (or on another site in the general vicinity). Western Power will continue to monitor and forecast load requirements for the area, and will take actions as appropriate to ensure sufficient supply capacity.

#### ***Telecommunications***

The Town has a number of telecommunications infrastructure throughout the Town, however in recognising the amenity loss associated with 'high impact'

telecommunications infrastructure, future telecommunications infrastructure should be located within established industrial areas.

## 7.6 Gas

The gas distribution network operated by WA Natural Gas may need strengthening with the new installation of two Pressure Regulating Stations (PRS) subject to suitable sites being identified and available. In addition, the pressure of gas supply in some portions of the study area may need to be increased.

<b>Objective:</b>	Facilitate the delivery and advancement of essential service infrastructure.
<b>Strategy:</b>	To ensure that increased density is supported by adequate infrastructure.
<b>Actions:</b>	Review the Town's existing stormwater assets to accommodate increased density.
	Restrict development in Success Hill South until resolution of access and egress issues to the Success Hill Station prior to redevelopment occurring.
	Facilitate the provision of underground power throughout the Town.
	Progress transport initiatives as adopted by council from the <i>Local Integrated Transport Plan (2018)</i> .
	Finalise the review the Town's Local Planning No 4 (Floodplain Management and Development) on the advice from the relevant State Government agencies.

## 8.0 Public Open Space

The provision of recreation opportunities and open space is a key requirement of urban planning. In providing and managing these areas, local governments assist in increasing physical activity, promoting social inclusion and providing an important landscape in built up areas. The Town's existing parks and reserves are at the core of the Town's community, providing an attractive area for people to connect, recreate and enjoy.

Classified under the Department of Planning, Lands and Heritage *Liveable Neighbourhoods (2009)* residents of the Town's three suburbs, collectively enjoy access to 42 pieces of open space, not including areas of regional level open space.

The areas of regional level open space include:

- Ashfield Flats/Ashfield Parade Reserve;
- Pickering Park;
- Point Reserve;
- Success Hill Reserve;
- Bassendean Oval; and
- Sandy Beach Reserve.

The areas of district level open space (between 2.5ha and 7ha in size) include:

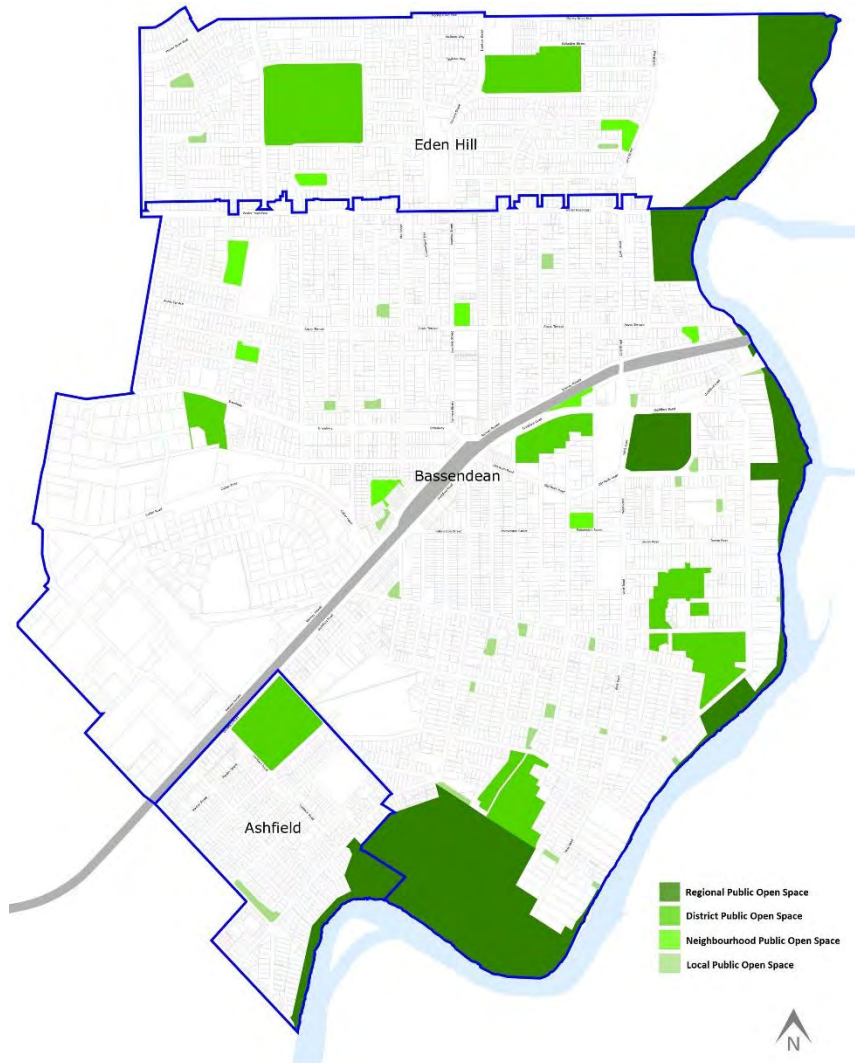
- Jubilee Reserve;
- Mary Crescent Reserve;
- Broadway Aboretum;
- BIC Reserve;
- Bindaring Park/Carnegie Road POS/Harcourt POS/Lovelock Place POS; and
- Hamilton Street Reserve/Whitfield Street POS A/Iveson Place Reserve.

The areas of neighbourhood level open space (between 3,000m<sup>2</sup> to 5,000m<sup>2</sup>) include:

- Padbury Way Reserve;
- Lord/Schofield Reserve;
- Culworth/Mickleton Reserve;
- Troy Street Reserve;
- Park Estate Reserve;
- Anzac Terrace Reserve;
- Kelly Park;
- North Guildford Road, South Trainline POS;
- Palmerston Square Reserve; and
- Ashfield Reserve.

The areas of local level open space (up to 3000m<sup>2</sup>) include:

- Freeland Square;
- Colin Smith Reserve;
- Bradshaw Reserve;
- Parmelia Way Reserve;
- May Holman Reserve;
- Carman Way Reserve;
- Link Park;
- Third Avenue Reserve POS;
- Lamb Street POS;
- Surrey Street POS;
- Christie Park;
- South Guildford Road POS;
- Calnon Street POS;
- Anstey Road Foreshore;
- Parnell Parade POS;
- Deakin Street Foreshore Reserve;
- Deakin Street/West Road POS;
- Clarke Way Reserve;
- 100 Hamilton Street POS;
- Pinzone Park;
- Chapman Street POS;
- Freiberg Reserve;
- Whitfield Street POS B;
- Villiers Street POS;
- North Ashfield Flats segment; and
- Gary Blanch Reserve



The *BassenDream Our Future* project projected strongly the importance of the preservation and enhancement of open space. Further supported by the Town’s ‘Village’ feel, providing a green and natural backdrop through the lens of Public Open Space is an important component of this strategy.

However, the September 2019 Community Facilities and Needs Plan (produced by AECOM) identified that several Town owned facilities were identified to be severely under resourced for their age and as such, the Town acknowledges that a comprehensive review and upgrade of this social infrastructure is required if the Town is to accommodate a greater population.

<b>Objective:</b>	Provide Public Open Space that adequately caters for the recreational needs of the community and protects areas of high natural value.
<b>Strategy:</b>	Retain the existing areas of Public Open Space and where required, improve the useability of those spaces to manage the areas of Public Open Space effectively and to ensure maximum usage and benefit.

<b>Actions:</b>	Develop a Public Open Space (POS) Strategy to guide and coordinate decisions relating to the provision and standard of POS within the Town.
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## 9.0 Implementation

<b>Action Time Frames</b>		
Short	Years 1, 2 and 3 following adoption of strategy	
Medium	Years 4 and beyond following adoption of strategy	
Element	Action	Timeframe
Housing	<b>4.2.1</b> Review and amend residential density to ensure they align with the outcomes of BassenDream Our Future and the State Planning Framework, involving the provision of higher residential densities in close proximity to the three railway stations and the Town Centre. It will also involve limiting the development potential outside of those areas, to ensure that large portions of the district can remain more suburban, with greater opportunities for tree preservation.	Immediate
	<b>4.2.2</b> Undertake a review of Rights of Way to determine opportunities for redevelopment and better connectivity.	Medium
	<b>4.2.3</b> Investigate the future potential for increased density around some local parks.	Medium
	<b>4.3.1</b> Apply the provisions of relevant state planning policy to ensure an adequate dwelling variety meets the needs of community into the future.	Ongoing
	<b>4.3.2</b> Investigate the opportunities for the local planning framework to facilitate the provision of alternative housing typologies within the Town.	Short
	<b>4.4.1</b> Establish Design Guidelines and Precinct Planning Policies.	Short
	<b>4.4.2</b> Facilitate access to a Design Review Panel	Ongoing
	<b>4.5.1</b> Consider special control areas for heritage protection.	Immediate
	<b>4.5.2</b> Provide specific guidelines for character areas, with clear guidelines For developers and landowners alike.	Immediate
	<b>4.5.2</b> Continue to work with landowners for the retention of heritage areas.	Ongoing
	<b>4.5.3</b> Apply the Aboriginal Heritage Act 1972 as required.	Ongoing
	<b>4.5.4</b> Undertake a review the Town of Bassendean's Municipal Heritage Inventory.	Short (2021)

	<b>4.6.1</b> Implement scheme provisions and education for the protection of trees on development sites, where suitable.	Immediate
	<b>4.6.2</b> Encourage the retention of trees through better education.	Ongoing
	<b>4.6.3</b> Encourage sustainable building practices that preserve trees and vegetation and reduce carbon emissions.	Ongoing
Industry	<b>5.0.1</b> Protect the industrial area from encroachment of commercial and incompatible land uses.	Ongoing
	<b>5.0.2</b> Implement local planning policy provisions to ensure a high standard of industrial design and built form is achieved.	Ongoing
	<b>5.0.3</b> Monitor the existing containment cell and supervise remedial work in due course.	As required
	<b>5.0.4</b> Encourage environmentally sustainable built form outcomes for industrial development.	Ongoing
Commercial – Town Centre	<b>6.1.1</b> Provide targeted increases in densities to support the Town Centre zone, with appropriate scheme provisions to guide the built form of these areas.	Immediate
	<b>6.1.2</b> Provide mixed use land, in a targeted and limited capacity to support the existing limited commercial activity.	Immediate
	<b>6.1.3</b> Rationalise commercially zoned land along Old Perth Road.	Immediate
	<b>6.1.4</b> Replace existing <i>Local Planning Policy No. 1 – Bassendean Town Centre Strategy and Guidelines</i> with appropriate planning framework(s) to facilitate appropriate development outcomes within the Bassendean Town Centre, in accordance with any recommendations of the Town Centre Masterplan project, which is expected to be finalised in early 2021.	Immediate
	<b>6.2.1</b> Facilitate the provision of a Local Development Plan for the Eden Hill Shopping Centre Site.	As Required
Commercial – Other Centres	<b>6.2.2</b> Formulate appropriate planning frameworks over the Town's Local Shopping Zones, to provide development controls and facilitate appropriate housing typologies.	Immediate
	<b>6.2.3</b> Rationalise the Local Shopping Zone of the Ida Street/Walter Road East Local Shopping Precinct.	Immediate
	<b>6.2.4</b> Increase the size of the Ashfield Local Shopping Precinct to include surrounding commercial activity.	Immediate



Infrastructure and Servicing	<b>7.0.1</b> Review the Town's existing stormwater assets to accommodate increase density.	Short
	<b>7.0.2</b> Restrict development in Success Hill South until resolution of access and egress issues to the Success Hill Station prior to redevelopment occurring.	Short
	<b>7.0.3</b> Facilitate the provision of underground power throughout the Town	Ongoing
	<b>7.0.4</b> Progress transport initiatives as adopted by Council from the Local Integrated Transport Plan (2018).	Ongoing
	<b>7.0.5</b> Finalise the review of Local Planning No 4 (Floodplain Management and Development) on the advice from the relevant State Government agencies.	Immediate
Public Open Space	<b>8.0.1</b> Develop a Public Open Space (POS) Strategy to guide and coordinate decisions relating to the provision and standard of POS within the Town, including facilitating the collection of cash-in-lieu contributions	Short

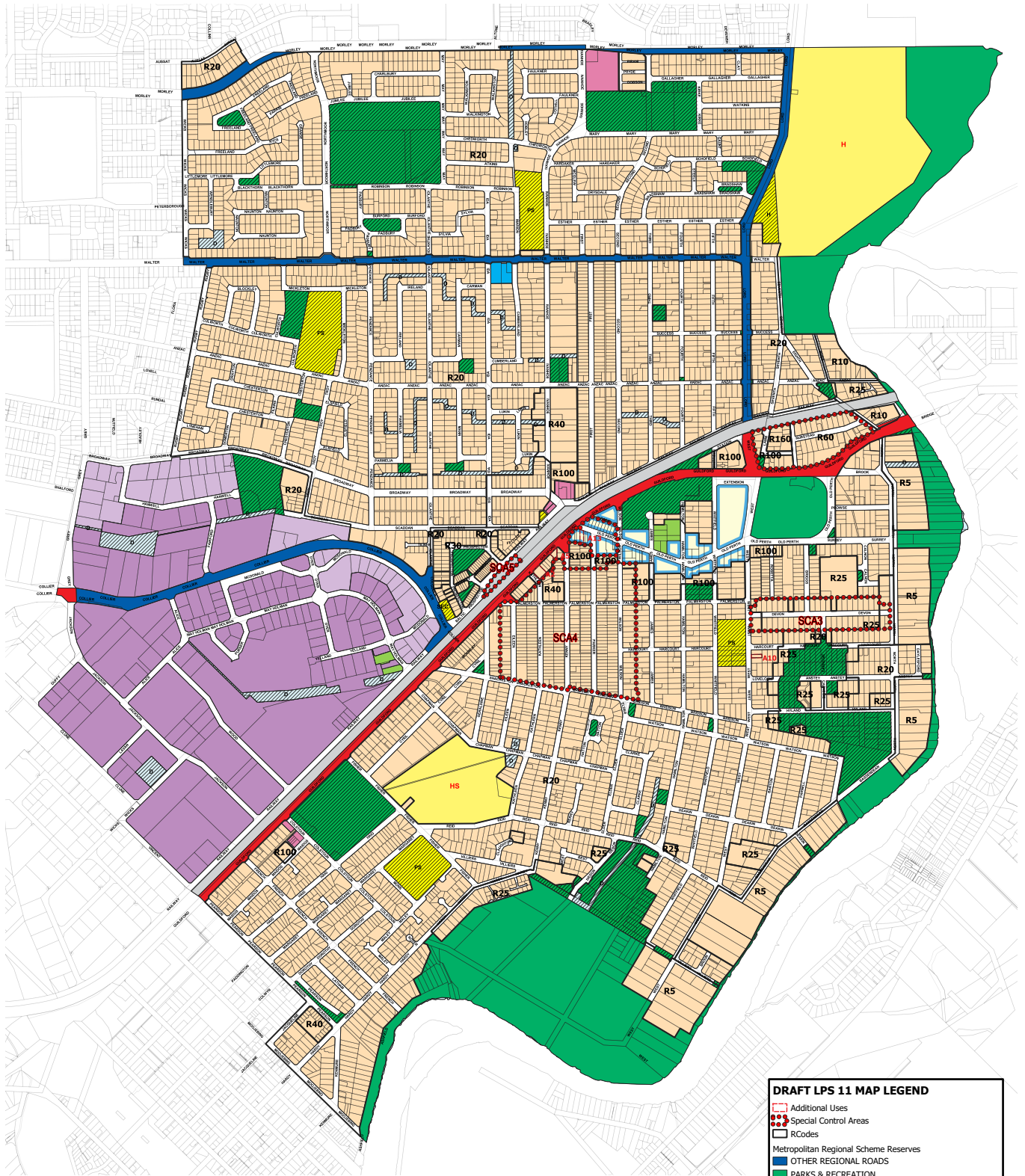
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## 10.0 Monitoring and Review

In order to respond to changing social, economic, environment and governance factors influencing land use and development within the Town, in addition to changing state planning policies and frameworks, the Local Planning Strategy must undergo occasional, as well as periodic, reviews.

In accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*, a comprehensive review of the Local Planning Strategy should be undertaken in the fifth year after the Scheme is published, with any amendments being subject to advertisement, assessment and approval by the Minister for Planning.

# DRAFT LOCAL PLANNING SCHEME 11



DRAFT LPS 11 MAP LEGEND	
	Additional Uses
	Special Control Areas
	RCodes
	Metropolitan Regional Scheme Reserves
	OTHER REGIONAL ROADS
	PARKS & RECREATION
	PP - HIGH SCHOOL
	PP - HOSPITAL
	PRIMARY REGIONAL ROADS
	RAILWAYS
	WATERWAYS
Local Planning Scheme Zoning	
	GENERAL INDUSTRY
	LIGHT INDUSTRY
	LOCAL SHOPPING
	MIXED USE
	PARKS AND RECREATION
	PRIVATE CLUBS, INSTITUTIONS & PLACE OF WORSHIP
	PUBLIC PURPOSES
	RESIDENTIAL
	TOWN CENTRE



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**TOWN OF BASSENDEAN**

**TOWN OF BASSENDEAN  
LOCAL PLANNING STRATEGY  
PART 1 – STRATEGY**

**JUNE 2022**

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## 1 Introduction

The Town of Bassendean (Town) local planning strategy comprises:

- Part 1 – Strategy; and
- Part 2 – Background information and analysis

The local planning strategy applies to the area shown in Figure 1 – local planning strategy map (Page 22).

This local planning strategy comes into operation on the day on which it is endorsed by the Western Australian Planning Commission and revokes the Town's preceding local planning strategy, endorsed by the Western Australian Planning Commission on 9 December 2014.

As required by Regulation 11 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), the purpose of the local planning strategy is to:

- (a) Set out the long-term planning directions for the local government;
- (b) Apply any state or regional planning policy that is relevant to the local planning strategy; and
- (c) Provide the rationale for any zoning or classification of land under the local planning scheme.

The local planning strategy forms the strategic basis for the preparation, implementation and review of the Town's Local Planning Scheme No.11 (LPS 11). The following technical appendices have been prepared in support of the local planning strategy:

<b>Document Name</b>	<b>Date Approved by Council</b>
Bassendream Our Future	October 2019
Local Integrated Transport Plan	November 2019
Built Form and Character Study	May 2018
Bassendean Local Economic Overview	March 2018

These technical do not form part of the local planning strategy and have not been endorsed by the Western Australian Planning Commission. Where relevant, recommendations and findings of the technical appendices are referenced in Part 2 of the local planning strategy with a view to informing planning directions and actions as outlined in Part 1.

## 2 Vision

The vision of the local planning strategy is consistent with and represents the land use planning and development response to the Town's Strategic Community Plan. The Strategic Community Plan ([can be viewed here](#)) outlines the community's long-term vision, values, aspirations and priorities for the Town and has the following land use implications for the local planning strategy:

- Ensure planning and development strategies and policies align with the desire to focus future development around centres and train stations; and preserve the suburban character of the broader area;
- Advocate for economic growth of the Bassendean Town Centre;
- Prioritise local employment;
- Ensure heritage locations and buildings of historical value within the Town are recognised, cared for and utilised by the community;
- Ensure access and inclusion to spaces and places through our Town for all, including community members with disabilities, youths, seniors, Indigenous people, and culturally and linguistically diverse people;
- Create an urban forest throughout reserves, gardens and streets;
- Protect existing trees and green spaces;
- Conserve, enhance and repair natural and urban areas;
- Create public spaces and transport routes that encourage people to linger, interact and enjoy; and
- Improve walkability and cycle-ability, including through infrastructure improvements.

The vision of the local planning strategy:

*“That the Town of Bassendean is home to vibrant and active mixed-use centres based around existing transport nodes and surrounded by suburban streets that reflect the history and heritage of the district and a network of open spaces and safe, tree-lined routes for pedestrians and cyclists. New development in the Town is designed to be environmentally sustainable and maximise the area's association with the natural landscape and the Swan River and its unique 'country-town' identity”*

The primary purpose of the local planning strategy is to manage land use change and development of the Town. In this regard, key recommendations of the local planning strategy include:

- six planning areas appropriate for land use intensification consistent with principles of urban consolidation;
- three planning areas to review existing coding arrangements;
- the establishment of three heritage areas;
- the continuation of the Ashfield Industrial Area as a regionally significant industrial centre and employment node;
- the preparation of two precinct structure plans to guide the land use, development and subdivision of the Bassendean and Ashfield District Centres;
- local centres being the focus for predominately commercial needs; and
- the investigation of two special control areas for the purposes of managing flood risk and noise attenuation for sensitive land uses subject of road and rail noise.



### **3 Planning Issues/Opportunities**

#### **3.1 Overview**

Consistent with the State Planning Framework, planning issues of relevance to the Town are presented under the following themes:

- Community, urban growth and settlement;
- Economy and employment;
- Environment; and
- Infrastructure

For each planning issue identified, planning directions and actions have been outlined.

Planning directions are short statements that specify what is to be achieved or desired for the issue/opportunity. Each planning direction is supported by an action(s), that clearly and concisely outlines what is proposed and how it is to be undertaken, rationale, timeframe and responsible party.

#### **3.2 Community, urban growth and settlement**

##### **3.2.1 Planning Issue/Opportunity No.1 – Housing**

With the exception of the R5 coded area abutting the Swan River foreshore, and some mixed-use developments within the Town Centre, the majority of existing residential development within the Town is currently built out to the R17.5 and R20 density code. This has accommodated the Town's population to date, however, the local planning strategy recognises additional housing opportunities to accommodate a range of demographics and increased population. In this regard, the Central Sub-regional Planning Framework estimates that by 2050, the Town's population will accommodate 24,300 people.

Some of the key issues for housing within the Town include affordable housing and increased demand for an additional bedroom for home office use. Further, ageing and lone person households are emerging as key demographic groups that present different housing needs and typically, a demand for a smaller housing product. In response, future housing stock can be diversified through a broader range of density codes and dwelling typologies. To achieve this, and the 10,420-dwelling target set by the Central Sub-regional Planning Framework, the local planning strategy proposes six planning areas that focus on increasing residential density around activity centres, urban corridors and train stations, consistent with the principles of urban consolidation. A range of density codes are proposed based on locational attributes and this will contribute to housing diversity and affordability.

Three additional planning areas are proposed for the purposes of reviewing existing residential base and split coding arrangements, however, the development potential within these three areas, is largely proposed to remain. It is also recognised that the split coding arrangements within Planning Areas D, E and F are expected to remain until such time that the investigations for each planning area have been undertaken with the resultant density arrangements incorporated into the local planning scheme.

The proposed planning areas are discussed further in Section 4 of Part 1 and Section 5 of Part 2.

In addition to the planning areas, the local planning strategy outlines actions that will result in changes to the local planning scheme. This includes incorporating:

- land use terms for residential accommodation for ageing persons to facilitate additional housing options;
- land use terms/dwelling typologies consistent with the Residential Design Codes;
- a provision to support non-conforming density arrangements where land has previously been developed to a higher density code than the scheme map designates; and
- a provision in support of facilitating corner lot subdivision and development outcomes, consistent with the Development Control Policy 2.2 – Residential Subdivision.

### **3.2.2 Planning Issue/Opportunity No.2 – Built form and character**

Since European settlement, the Town has evolved from largely agricultural based land uses to an established urban area. The Town currently comprises a mix of housing styles (typically low density in character), open space and recreational areas, as well as light industrial and commercial areas.

The residential areas of the Town can be largely grouped into four-character area groups: Post 2000 Housing Developments, Riverfront Character Areas, Village Character Areas and Post 1970's Housing Areas. Each character group is recognised through its unique qualities, including locational attributes, lot sizes, architectural styles, use of natural and traditional building materials as well as streetscape. Street trees and mature tree plantings are also recognised as dominant features and significantly contribute to the Town's streetscape and character.

With the aim of retaining character values as well as minimising impacts on the established urban fabric, the local planning strategy advocates for land use intensification within the six proposed planning areas. While character values are also recognised within the six planning areas, these will be considered further through the detailed planning stages with any resultant development expected to be responsive to the Design WA suite of documents.

To maintain and improve the character values of the Town, the local planning strategy proposes local planning scheme provisions to encourage retention of trees and the establishment of a Design Review Panel. These are to be supplemented by the Town's existing Local Planning Policy No.9 – Design Review Panel and Local Planning Policy No.13 – Tree Retention and Provision framework. A new local planning policy is also proposed to be prepared outlining specific design elements related to character conservation and front boundary fencing.

### **3.2.3 Planning Issue/Opportunity No.3 – Cultural heritage**

The Town has a rich cultural heritage profile and an established framework in which heritage is recognised. In this regard, the Town has:

- 288 places on its Municipal Heritage Inventory (Local Heritage Survey);
- 13 places recognised on the State Register of Heritage Places;
- Eight registered Aboriginal Heritage Places and 19 'other heritage places'; and
- Three Heritage Precincts being the Devon Road, the Old Perth Road and the Kenny Street Precincts.

Many of the Town's heritage-protected places are located south of Guildford Road, in the south-east portion of the Town where the predominant land use is residential. Smaller pockets of heritage-protected places are scattered within the residential areas of Ashfield and on Ivanhoe Street to the north of the Town.

By virtue of the extent of the proposed planning areas, the majority of the Town's heritage-protected places are not envisaged to change under the local planning strategy. However, for those heritage-protected places located within a proposed planning area, consideration will need to be given around the integration of heritage with any new land use and development arrangements. Where possible, development should be sympathetic and responsive to context. This will be further considered through detailed planning area investigations with a local planning policy proposed to be prepared to address this matter and guide decision making in future stages of planning.

The Town is currently undertaking a review of its existing Municipal Heritage Inventory (Local Heritage Survey) and following this, the Town proposes to update its Local Heritage List. The local planning strategy also proposes the Town investigate the potential for the Devon Road, Old Perth Road and Kenny Street Heritage Precincts to be designated as heritage areas to recognise and conserve their cultural heritage significance. A supplemental local planning policy is also proposed to be prepared in support of this approach.

#### **3.2.4 Planning Issue/Opportunity No.4 – Activity centres**

The Town comprises of four activity centres being the Eden Hill and Ida Street Local Centres and the Ashfield and Bassendean District Centres. Currently, the local planning scheme makes provision for a variety of dwellings within these centres.

As local centres typically provide for the day to day needs of local communities, and that sufficient land has been identified elsewhere for anticipated dwelling uptake, residential outcomes on local centre sites are not considered necessary over the life of the local planning strategy. Intensification of residential outcomes may otherwise be appropriate within the centre frame and consideration of these density arrangements will be undertaken through the investigations of Planning Areas D and E. With regard to the Bassendean District Centre, residential outcomes are considered appropriate within the centre core and frame. Residential outcomes, including appropriate density ranges, dwelling composition and specific yield will be considered further at the precinct structure plan stage and through investigations of Planning Area A.

Currently, the Ashfield District Centre is shown on the local planning strategy map as Planning Area B. The ultimate land use arrangements for this area will require further consideration, specifically, land use mix and the extent of the precinct boundary. The preparation of a precinct structure plan is recommended in this regard.

The local shopping zone that applies to the Eden Hill and Ida Street local centres is proposed to be rationalised to a local centre zone under the local planning scheme while the Town Centre zone that applies to the Bassendean District Centre is proposed to be rationalised to the District Centre zone. This will necessitate the consideration of existing land use permissibility arrangements in accordance with the zone objectives.

The local planning strategy also envisages the introduction of the mixed-use zone into the local planning scheme in support of integrated development. Mixed use outcomes are considered most appropriate as a transitional arrangement from local and district centres, along urban corridors and closer to the railway line in support of transit oriented development. This will be investigated further through relevant planning areas.

### **3.2.5 Planning Issue/Opportunity No.5 – Public open and space and community facilities**

There are over 40 areas of open space with the Town; comprised of a mix of regional open space (reserved as Parks and Recreation under the Metropolitan Region Scheme) and small, local, neighbourhood and district spaces, as classified under the Department of Local Government, Sport and Cultural Industries' *Classification Framework for Public Open Space*.

Preliminary investigations undertaken by the Town indicate that the Eden Hill and Ashfield localities have sufficient public open space while the Bassendean locality is deficient. Further studies are needed, however, that consider the current standard and distribution of public open space within the Town, any deficiencies, and if necessary, mechanisms in which to address these matters. In the interim, the local planning strategy indicates the need for cash-in-lieu contributions and the acquisition of land to address deficiencies, however, the suitability of these approaches will require substantiation through a public open space needs assessment.

The local planning strategy also recognises opportunities to rationalise areas of public open space to road reserves to reflect the existing built form arrangements and to reclassify drainage sites to public open space where the drainage function is no longer required or where it can serve both a recreational and service function. These changes can be reflected in the local planning scheme through a reclassification of reserves.

With regard to community facilities and notwithstanding the anticipated population increase, the local planning strategy does not envisage a need for additional facilities to be provided over the life of the local planning strategy. Therefore, no actions are recommended in this regard. The local planning strategy does, however, recognise the opportunity to introduce the private clubs, institutions and places of worship zone into the local planning scheme. This is expected to result in some changes to existing land use classification arrangements to reflect built out and on the ground arrangements.

### **3.2.6 Planning Issue/Opportunity No.6 – Hazards**

The Town contains flood prone areas and declared bushfire prone areas. Areas susceptible to flooding are located within and around the Ashfield Flats, the Swan River Foreshore and Bindaring Natural Wetland. Areas declared bushfire prone are located:

- east of Lord Street along the Swan River and Bennet Brook foreshore;
- within and around Bindaring Natural Wetland located 400 metres southeast of Bassendean Town Centre;
- within and around the Ashfield Flats; and
- west of the Eden Hill Local Centre.

To mitigate the impacts of bushfire and flooding on the community, the local planning strategy seeks to avoid land use intensification within declared bushfire prone areas and areas susceptible to flooding. Planning Areas F and H contain land declared bushfire prone while Planning Area H is identified as flood prone.

As part of any investigations for these planning areas, the Town will consider bushfire risk, and flood risk, where applicable, to avoid any increase in bushfire risk and/or flood risk to people, property and infrastructure.

**Table 1 - Community, urban growth and settlement – planning directions and actions**

Issue/Opportunity	Planning Direction	Action	Rationale	Timeframe		
<b>Housing</b>	1	Providing a variety of the housing options to support the needs of an ageing population.	1.1	Support the inclusion of <i>aged or dependent persons dwelling, residential aged care facility and independent living complex</i> land uses into the local planning scheme and associated land use permissibility.	Section 4.2.1 of Part 2	Immediate (less than 1 year)
	2	Supporting the continuation of existing density arrangements in recognition of existing built form outcomes.	2.1	Support the inclusion of a local planning scheme provision to recognise the development potential of zoned land where residential development has occurred at a higher density than what is shown on the scheme map.	Section 4.2.1 of Part 2	Immediate (less than 1 year)

Issue/Opportunity	Planning Direction	Action	Rationale	Timeframe		
	3	Maximising infill opportunities and optimising street frontage of corner lots.	3.1	Support the inclusion of a local planning scheme provision to support corner lot subdivision and development where the land is coded between R10 and R35, consistent with Development Control Policy 2.2 – Residential Subdivision.	Section 4.2.1 of Part 2	Immediate (less than 1 year)
<b>Built form and character</b>	4	Conserving and enhancing the Town's urban tree canopy.	4.1	Support the inclusion of local planning scheme provisions to facilitate the protection and retention of trees.	Section 4.2.2 of Part 2	Short term (1-5 years)
	5	Facilitating high quality and positive built form outcomes that contribute to the Town's character.	5.1	Support the inclusion of a local planning scheme provisions relating to the establishment and operation of a Design Review Panel.	Section 4.2.2 of Part 2	Short term (1-5 years)
<b>Cultural heritage</b>	6	Identify places with cultural significance in accordance with the <i>Heritage Act 2018</i> .	6.1	Following adoption of a Local Heritage Survey, prepare a revised Local Heritage List for adoption in the local planning framework.	Section 4.2.3 of Part 2	Short term (1-5 years)
<b>Activity Centres</b>	7	Provide for the coordinated land use, development and subdivision of district level	7.1	Prepare precinct structure plans for the Bassendean and Ashfield District Centres.	Section 4.2.4 of Part 2	Short to medium term (1-10 years)

Issue/Opportunity	Planning Direction	Action	Rationale	Timeframe
	activity centres.			
	8 Ensuring consistency with the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and providing for integrated development options.	8.1	Introduce the mixed-use zone, zone objectives and associated land use permissibility into the local planning scheme.	Section 4.2.4 of Part 2 Short term (1-5 years)
	9 Provide a hierarchy and network of activity centres that meets community need and provides social, economic and environmental benefits.	9.1	Introduce the local centre and district centre zone and zone objectives into the local planning scheme	Section 4.2.4 of Part 2 Short term (1-5 years)
	10 Streamline the local planning framework by integrating relevant local planning policies into a Precinct Structure Plan.	10.1	Revoke LPP 1 – Bassendean Town Centre Strategy and Guidelines and LPP 10 Window Security for Non-Residential Property Façades.	Section 4.2.4 of Part 2 Short term (1-5 years)
<b>Public Open Space and Community Facilities</b>	11 Provide the strategic rationale for the Town to pursue the requirement for a cash-in-lieu public open space contribution at the subdivision application stage to ensure a minimum standard and amount of public open	11.1	Undertake a public open needs assessment to determine the standard, the distribution, and any deficiencies of, the Town's public open space	Section 4.2.5 of Part 2 Medium term (5-10 years)

Issue/Opportunity	Planning Direction	Action	Rationale	Timeframe	
	space is provided within the Town.				
	12 Ensure residential development within the suburb of Bassendean is complemented by adequate, well-located areas of public open space that will enhance the amenity of the development and provide for the recreational needs of local residents.	12.1	Reserving 27 Hyland Street as Public Open Space	Section 4.2.5 of Part 2	Medium term (5-10 years)
		12.2	Reviewing the open space reservation that applies to 17 Harcourt Street and 18 Anstey Road.		
		12.3	Investigate reserving select land parcels which are owned by the Town in fee simple, as public open space under the local planning scheme.	Section 4.2.5 of Part 2	Medium term (5-10 years)
		12.4	Investigate the potential of the Town purchasing of residential lots for reclassification to public open space under the local planning scheme.	Section 4.2.5 of Part 2	Medium term (5-10 years)
	13 Reduce the impact of flooding on people, property and infrastructure.	13.1	Investigate the inclusion of a Special Control Area and associated provisions within the local planning scheme for development on land within flood prone areas.	Section 4.2.6 of Part 2	Short term (1-5 years)



### **3.3 Economy and employment**

#### **3.3.1 Planning Issue/Opportunity No.7 – Activity Centres**

The Eden Hill, Ida Street Local Centres and the Ashfield and Bassendean District Centres provide an employment basis via its retail and commercial functions.

The Ida Street Local Centre contains a number of tenancies, including shops, fast food outlets and a liquor store. This centre is expected to largely continue operating as is and no material changes are proposed. The Eden Hill Local Centre site, however, is recognised as having significant redevelopment potential given the existing building on the site is unoccupied and delapidated. This is anticipated to have implications for the Town's employment and economic profile.

The Town will need to undertake a retail needs assessment to understand the Town's current and future commercial needs and what the implications are for the local planning scheme. This is expected to occur through the investigations for Planning Areas D and E. In the interim, the existing footprint of the local centres is expected to remain.

The Bassendean District Centre is strategically located in proximity to two railway stations and provides for a mix of shop, restaurant, recreational and civic uses. To accommodate future growth, the Town has identified a need to increase residential development opportunities in the centre. To ensure the mix of land uses permissible in the centre are provided in an integrated manner and are sympathetic to the existing character and surrounding residential area, the Town plans to prepare a precinct structure plan for the area designated as Planning Area A on the Strategy map. To ensure adequate retail floor space is provided in the centre to support the future residential population, the Town will prepare a retail needs assessment to inform the precinct structure plan.

The Ashfield District Centre is currently confined to a small number of shops commensurate to a local centre. Investigations for the area shown as Planning Area B on the Strategy Map will contemplate expansion of the centre and land use mix, to accord with its district centre classification, in the longer term.

#### **3.3.2 Planning Issue/Opportunity No.8 – Industry**

The Ashfield Industrial Centre is the only industrial area within the Town and it occupies an area of approximately 135 hectares. The local planning strategy recognises the area as comprising of five precincts, each characterised by industry scale, industry type, age and quality of development. It contains a range of light and general industrial land uses including distribution centres, warehouses, manufacturing, service industry and offices. Given its size, function and proximity to the Perth CBD, is recognised by the Frameworks as a regionally significant industrial area serving as a major employment area and contributing to both the local and broader economy.

Given its strategic importance, the local planning strategy does not contemplate any expansion of, or significant changes to, the Ashfield Industrial Area.

The local planning strategy is also focused on continuing the protection of the area from incompatible land uses by way of appropriate development and zoning controls under the local planning scheme. Land use transition through zoning arrangements and designating appropriate land use permissibility under the local planning scheme is the recommended approach. In addition, the Town's existing Local Planning Policy No.6 – Industrial Development is also intended to continue operating and inform decision making for industrial proposals within the Ashfield Industrial Centre.

### 3.3.3 Planning Issue/Opportunity No.9 –Tourism

The Town does not have any designated tourist sites; however, the Railway Museum and Bassendean Markets are recognised as providing local and regional tourism value. The Railway Museum is located within the Ashfield Industrial Area, recognised under the Local Heritage List and is not proposed to change under the local planning strategy. The Bassendean Markets operate year-round from Old Perth Road and within the Bassendean District Centre. There are no direct implications for the Railway Museum and Bassendean Market sites under the local planning scheme.

Inclusion of new short-term accommodation land uses within the local planning scheme will provide additional opportunities for tourism accommodation within the Town and within proximity to the Perth CBD.

**Table 2 - Economy and employment – planning directions and actions**

Issue/Opportunity	Planning Direction	Action	Rationale	Timeframe		
<b>Activity Centres</b>	14	Ensure there is sufficient supply and distribution of retail and commercial floorspace to meet the needs of the Town's current and future population.	14.1	Undertake a retail needs assessment to determine the retail needs for the Town's current and future population, and ensure a sufficient supply of land zoned for commercial purposes is provided under the local planning scheme.	Section 4.3.1 of Part 2	Short term (1-5 years)
			14.2	Zone the Eden Hill and Ida Street centres Local Centre under the local planning scheme to facilitate land uses which provide for the day-to-day retail needs of the local community.	Section 4.3.1 of Part 2	Immediate (less than 1 year)
<b>Tourism</b>	15	Utilise the Town's proximity to the Perth CBD and	15.1	Consider increasing tourist accommodation within the Town by incorporating new	Section 4.3.3 of Part 2	Immediate (less than 1 year)

		access to public transport to maximise its tourism opportunities.		short-term accommodation land uses into the local planning scheme.		
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### 3.4 Environment

#### 3.4.1 Planning Issue/Opportunity No.10 – Natural areas

The Town is highly urbanised with the few remaining natural areas within the Town considered to be of high biodiversity value. The natural areas of environmental significance within the Town include the Swan River, the Ashfield Flats, Bindaring Park/Pickering Park and Bennet Brook. These areas provide essential habitat to flora and fauna within the urban environment. Activities which occur in proximity to them can impact upon the health and function of their ecological communities. Therefore, managing the environmental impact of land uses within the Town is essential to conserving and protecting the Town’s water resources.

The threats to natural areas within urban areas include erosion, disease, clearing for development, bushfire, high nutrients, pollution and weed invasion. To conserve its natural areas, the Town has a number of environmental policies, plans and procedures in place, including weed management, revegetation programs, water monitoring and a water sensitive urban design local planning policy.

A key objective of the Town’s Strategic Community Plan is to conserve, enhance and repair natural areas. Accordingly, the Town will continue to protect and conserve wetland areas such as Bindaring Park via reservation and acquisition of land within the Town Planning Scheme 4A Area. The Town is also enhancing existing drainage lines by converting open drains into living streams to provide habitat, recreation, cooling benefits and water quality improvements. To recognise the recreational function provided by the conversion of drainage reserves, the Town will consider reclassifying them from Public Purpose to Public Open Space under the local planning scheme.

#### 3.4.2 Planning Issue/Opportunity No.11 – Climate change

The Town seeks to protect environmental assets and manage environmental impacts by initiating and driving innovative waste management and renewable energy practices and implementing water wise and urban forest projects. The local planning strategy proposes to achieve these aims through changes to the local planning policy framework including the preparation of two local planning policies that focus on sustainable design and building practices.

**Table 3 - Environment - planning directions and actions**

Issue/Opportunity	Planning Direction	Action	Rationale	Timeframe		
Natural Environment	16	Protect environmental values within the Town and improve the amenity of natural areas	16.1	Reclassify drainage reserves upgraded to 'living streams' from Public Purpose to Public Open Space to increase public open space amenity.	Section 4.4.1 of Part 2	Short term (1-5 years)

		for the community.				
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**3.5 Infrastructure**

**3.5.1 Planning Issue/Opportunity No.12 – Transport network**

The Town contains three train stations being Ashfield Station, Bassendean Station and Success Hill Station, and various high frequency transit corridors. To optimise access to public transport and promote public transport use, the areas around the train stations and high frequency transport corridors are identified for future residential intensification. In respect of the transport network, intensification within these areas will need to address and manage noise, traffic, access, and parking impacts.

Development in proximity to the railway and regional roads will need to address transport noise impacts to ensure acceptable levels of acoustic amenity can be achieved through reasonable design measures. Transport noise impacts are therefore identified as a key consideration for planning areas in proximity to transport infrastructure, to ensure that any significant constraints are considered at the earliest stages of the planning process.

To avoid any adverse impacts upon the operational efficiency of the regional transport network, the local planning strategy recognises that future investigations, undertaken for the planning areas, will need to ensure traffic generated by future development can be appropriately managed. Thus, a traffic impact assessment will need to be completed to support structure plans or changes to the local planning scheme being implemented.

To manage traffic impacts associated with new development, precinct planning will seek to reduce access points onto regional roads by minimising the creation of new crossovers and providing for existing access arrangements to be rationalised, where possible. In this respect, the Town contains several rights-of-ways which present opportunities to provide alternative access to properties fronting regional roads such as Guildford Road or high frequency transit corridor such as Ivanhoe street. Accordingly, an action of the local planning strategy is to prepare a local planning policy to provide design guidance for upgrades to existing rights-of-ways within the town.

To manage the supply of parking across the Town, particularly within the town centre and surrounds, the Bassendean Transport Study identifies the need to prepare a town-wide parking strategy to replace it's 2011 plan. It is intended that the revised plan will incorporate parking caps in recognition of transport orientated design principles and to manage the impact of future traffic associated with anticipated growth.

**3.5.2 Planning Issue/Opportunity No.13 – Telecommunications**

A number of existing telecommunication infrastructure facilities exist within the Town, however, noting the potential amenity impacts associated with 'high impact' telecommunications infrastructure, it is the Town's preference that future telecommunications infrastructure be located within established industrial areas.

The local planning strategy proposes that provision for a telecommunications infrastructure land use be made in all zones within a local planning scheme, consistent with state planning

policy. Therefore, land use permissibility will be carefully considered further through the preparation of new local planning scheme.

### 3.5.3 Planning Issue/Opportunity No.14 – Servicing

Reticulated water, power, gas, drainage and telecommunications infrastructure is available to all areas within the municipality. Much of the municipality is also serviced with reticulated sewerage, although a large part of the industrial area and several localised residential street blocks remain unsewered. The absence of sewer in some areas places localised constraints on development, and in response, residential areas are recommended to remain coded R5.

In response to anticipated dwelling growth, servicing upgrades may be required to the sewer and scheme water system and the gas distribution network. This will need to be considered in consultation with relevant service providers. Through future stages of planning, the Town will also investigate capacity of its stormwater infrastructure to ensure the system can suitably accommodate growth. The Town is also currently exploring options for the undergrounding of power within the suburb of Eden Hill for the purposes of improving streetscape and public safety. Actions with the local planning strategy are recommended accordingly.

**Table 4 - Infrastructure - planning directions and actions**

Issue/Opportunity	Planning Direction	Action	Rationale	Timeframe		
Transport Network	17	Mitigate traffic impacts on the local road network by utilising existing rights-of-way within the Town to provide alternative access for infill development.	17.1	Undertake a needs assessment to determine the extent of upgrades, if any, to existing rights-of-way to provide vehicular access to infill development.	Section 4.5.1 Part 2.	Short term (1-5 years)
	18	Ensure transport noise impacts are appropriately addressed to ensure acceptable levels of acoustic amenity can be achieved through reasonable design measures.	18.1	Consider establishing a Special Control Area for noise attenuation for land affected by transport noise.	Section 4.5.1 Part 2.	Immediate (less than 1 year)
Telecommunications	19	Ensure provision of telecommunications infrastructure to meet the needs of the community.	19.1	Recommend support for the zoning table within the new Local Planning Scheme to make provision for telecommunications	Section 4.5.2 of Part 2	Immediate (less than 1 year)

				infrastructure in all zones		
<b>Servicing</b>	20	Ensure provision of essential services to meet the needs of the community.	20.1	Liaise with servicing agencies to determine service infrastructure capacity within the Town and confirm that areas identified for intensification can be appropriately serviced as and when required.	Section 4.5.3 of Part 2	Ongoing
	21	Improve the amenity of the Town's streetscapes.	21.1	Explore options for the undergrounding of power infrastructure within the suburb of Eden Hill.	Section 4.5.3 of Part 2	Short term (1-5 years)

## 4 Planning Areas

### 4.1 Overview

Consistent with the principles of urban consolidation, the local planning strategy identifies six planning areas for land use intensification. Three additional residential planning areas are proposed for the purposes of reviewing existing base and split coding arrangements. The rationale, context, along with the proposed land use and density arrangements for each planning area is summarised in Table 6 – Investigation Planning Areas – Planning Directions and Actions and discussed further in Section 5 of Part 2.

To provide for a coordinated approach to infill, various land use planning considerations are outlined for each planning area and these will require investigation to inform future stages of planning. Generally, ad hoc planning proposals within any planning area will not be supported until such time that the relevant planning investigations have been undertaken and where relevant, incorporated into the local planning scheme. It is also acknowledged that planning areas may be the subject of further minor refinements through these detailed planning stages.

The planning areas are expected to accommodate the dwelling yields as outlined in Table 5 – Dwelling Yields in Planning Areas. As this is anticipated to occur over a 15-year timeframe, it is acknowledged this demonstrates a staged approach towards achieving the Perth and Peel to 2050 dwelling targets.

**Table 5 - Estimated dwelling yields by planning area**

Estimated dwelling growth scenario			
Planning Area	Low-growth	Mid-growth	High-growth

A	Bassendean District Activity Centre	1209	1692	2175
B	Ashfield District Activity Centre	299	418	537
C	Guildford Road Urban Corridor	86	120	155
D	Ivanhoe Street Urban Corridor - North	407	569	732
E	Ivanhoe Street Urban Corridor - South	84	118	151
F	Lord Street Urban Corridor	239	334	429
G	Bassendean – Eden Hill Coding Review	104	145	186
H	Bassendean – Ashfield Coding Review	422	591	760
I	Eden Hill Coding Review	40	56	72
	<b>TOTAL</b>	<b>2,888</b>	<b>4,043</b>	<b>5,198</b>

**Table 6 - Investigation planning areas – planning directions and actions**

Planning Area	Planning Direction		Action		Rationale	Matters to be considered	Timeframe
<b>Planning Area A – Bassendean District Activity Centre</b>	22	Support urban and economic development of the activity centre by optimising employment opportunities, facilitating land use diversification and accommodating residential intensification.	22.1	Prepare a Precinct Structure Plan;	Section 5.1 of Part 2	<ul style="list-style-type: none"> <li>• Density ranges</li> <li>• Heritage</li> <li>• Land use mix</li> <li>• Noise mitigation</li> <li>• Residential interface</li> <li>• Retail needs assessment</li> <li>• Servicing infrastructure capacity</li> <li>• Traffic impacts</li> </ul>	Immediate (less than 1 year)
			22.2	Applying a District Centre zone under the local planning scheme.			
<b>Planning Area B – Ashfield District Activity Centre</b>	23	Support urban and economic development of the activity centre by optimising employment opportunities, facilitating land use diversification and accommodating residential intensification.	23.1	Prepare a Precinct Structure Plan	Section 5.2 of Part 2	<ul style="list-style-type: none"> <li>• Density ranges</li> <li>• Extent of precinct boundary</li> <li>• Industrial Interface</li> <li>• Land use mix</li> <li>• Local government interface</li> <li>• Residential interface</li> <li>• Retail needs assessment</li> <li>• Servicing infrastructure capacity</li> <li>• Traffic impacts</li> </ul>	Medium Term (5 – 10 years)



Planning Area	Planning Direction	Action	Rationale	Matters to be considered	Timeframe
<b>Planning Area C – Guildford Road Urban Corridor</b>	24 To provide for land use intensification, land use mix and housing diversity within proximity to high frequency public transport amenities.	24.1 Undertake studies to inform zoning, coding and land use permissibility arrangements under the local planning scheme.	Section 5.3 of Part 2	<ul style="list-style-type: none"> <li>• Density ranges</li> <li>• Heritage</li> <li>• Noise mitigation</li> <li>• Traffic impacts</li> <li>• Transitional density arrangements</li> <li>• Servicing infrastructure capacity</li> <li>• Staging and sequencing</li> </ul>	Medium Term (5 – 10 years)
<b>Planning Area D – Ivanhoe Street Urban Corridor - South</b>	25 To provide for land use intensification, land use mix and housing diversity within proximity to activity centres and high frequency public transport amenities.	25.1 Undertake studies to inform zoning, coding and land use permissibility arrangements under the local planning scheme.	Section 5.4 of Part 2	<ul style="list-style-type: none"> <li>• Density ranges</li> <li>• Existing split coding arrangements</li> <li>• Industrial interface</li> <li>• Noise mitigation</li> <li>• Traffic impacts</li> <li>• Servicing infrastructure capacity</li> <li>• Staging and sequencing</li> </ul>	Medium Term (5 – 10 years)
<b>Planning Area E - Ivanhoe Street Urban Corridor - North</b>	26 To provide for land use intensification, land use mix and housing diversity within proximity to local centres and high frequency public transport amenities.	26.1 Undertake studies to inform zoning, coding and land use permissibility arrangements under the local planning scheme.	Section 5.5 of Part 2	<ul style="list-style-type: none"> <li>• Density ranges</li> <li>• Existing split coding arrangements</li> <li>• Land use mix</li> <li>• Local government interface</li> </ul>	Medium Term (5 – 10 years)

Planning Area	Planning Direction		Action		Rationale	Matters to be considered	Timeframe
						<ul style="list-style-type: none"> <li>Noise mitigation</li> <li>Servicing infrastructure capacity</li> <li>Staging and sequencing</li> <li>Traffic impacts</li> <li>Transition of density arrangements</li> </ul>	
<b>Planning Area F – Lord Street Urban Corridor</b>	27	To provide for land use intensification, land use mix and housing diversity within proximity to public transport amenities.	27.1	Undertake studies to inform zoning, coding and land use permissibility arrangements under the local planning scheme.	Section 5.6 of Part 2	<ul style="list-style-type: none"> <li>Bush fire</li> <li>Density ranges</li> <li>Existing split coding arrangements</li> <li>Land use mix</li> <li>Local government interface</li> <li>Noise mitigation</li> <li>Traffic impacts</li> <li>Transition of density arrangements</li> <li>Servicing infrastructure capacity</li> <li>Staging and sequencing</li> </ul>	Medium Term (5 – 10 years)
<b>Planning Area G – Bassendean – Eden Hill Coding Review</b>	28	Retain low density suburban character to contribute to a range of housing typologies within the Town.	28.1	Rationalise existing density arrangements within the existing urban footprint areas by removing dual codes and applying an R20 density code.	Section 5.7 of Part 2	<ul style="list-style-type: none"> <li>Non-conforming density arrangements</li> </ul>	Immediate (less than 1 year)

Planning Area	Planning Direction		Action		Rationale	Matters to be considered	Timeframe
<b>Planning Area H Bassendean – Ashfield Coding Review</b>	29	To provide for transparency and legibility for subdivision and development requirements under the local planning scheme	29.1	Normalise density arrangements within the existing urban footprint areas by applying a singular density code to sites subject of split coding where build out has occurred.	Section 5.8 of Part 2	<ul style="list-style-type: none"> <li>Existing built form</li> <li>Heritage</li> </ul>	Immediate (less than 1 year)
<b>Planning Area I – Eden Hill Coding Review</b>	30	To reflect the prevailing lot sizes within the local government area and the Perth metropolitan region.	30.1	Normalise density arrangements within the existing urban footprint areas by applying a singular density code to sites subject of split coding where build out has occurred.	Section 5.9 of Part 2	<ul style="list-style-type: none"> <li>Bush fire</li> <li>Existing built form</li> </ul>	Immediate (less than 1 year)
			30.2	Increasing the base density code from R17.5 to R20			

## **5 Strategy map**

**Figure 1 – local planning strategy map**

## 6 Implementation and review

Following the publication of its local planning strategy, the Town will undertake regular monitoring and review to ensure its effective implementation and compliance with the Regulations. Implementation of the local planning strategy will occur through implementation and review of the actions proposed in Sections 3 and 4 and through local planning scheme preparation, review and administration. In broad terms, this will involve:

- Implementation of the recommended actions within the specified timeframes;
- The short term preparation of a new Local Planning Scheme No. 11 to replace the existing Local Planning Scheme No. 10;
- Aligning the local planning scheme consistent with the model provisions of the Regulations;
- Every five years, undertaking a comprehensive review of the local planning scheme and local planning strategy in the form of a report for review. The report of review will include a basic assessment of the status of all of the actions from the local planning strategy to confirm whether actions are either completed, in progress, not commenced or no longer relevant.

In addition to the report of review and any outcomes of this process, it is also recognised that an amendment to the local planning strategy may be necessary from time to time. Such circumstances may include, but are not limited to:

- Updating the local planning strategy consistent with manner and form approved by the Commission;
- To apply any new or amended state or regional planning policy;
- To incorporate the recommendations of any study, needs assessment, plan, sub-strategy where they relate to land use planning; and
- To reflect any changes as a result of the review, or creation of a new Strategic Community Plan.



**TOWN OF BASSENDEAN  
LOCAL PLANNING STRATEGY  
PART 2 – BACKGROUND INFORMATION  
AND ANALYSIS**

**JUNE 2022**

## 1 Introduction

The purpose of Part 2 is to provide the rationale and evidence base for Part 1. It provides the relevant background information and analysis which supports the planning directions and actions outlined within Part 1 of the local planning strategy. This part provides a summary of the relevant State, regional and local planning contexts and their implications for the local planning strategy. A local government profile is also included that provides a presentation and analysis of information relating to the demographic profile of the Town and the key planning issues and opportunities influencing future development and land use within the Town.

## 2 State and Regional Planning Context

### 2.1 State Planning Strategy 2050

The State Planning Strategy provides the strategic context and basis for the coordination and integration of land use planning and development across Western Australia, regional and local levels. It contemplates a future in which high standards of living, improved public health and an excellent quality of life are enjoyed by present and future generations of Western Australians.

The State Planning Strategy proposes that diversity, liveability, connectedness and collaboration must be central to achieving the vision of sustained growth and prosperity for Western Australia, and establishes principles, strategic goals and directions to ensure the development of the State progresses towards this vision.

### 2.2 State Planning Policies

State Planning Policies (SPP's) are prepared under Part 3 of the *Planning and Development Act 2005* and provide the highest level of planning policy control and guidance in Western Australia. SPPs considered to be specifically relevant to the Town are outlined and described in Table 6.

Table 6: State Planning Policy Overview and local planning strategy implications and responses

<b>State Planning Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
<b>SPP 1 – State Planning Framework</b>	<p>SPP 1.0 restates and expands on the key principles of the State Planning Strategy in planning for sustainable lands use and development. It brings together existing State and regional policies, strategies and guidelines within a central State Planning Framework, which provides a context for decision making on land use and development in Western Australia.</p> <p>The Framework informs the Western Australian Planning Commission (WAPC), local government and others involved in the planning</p>	<p>This Strategy has been prepared having regard to the requirements of the State Planning Framework of Western Australia, including relevant State Planning Policies applicable to the Town.</p>



<b>State Planning Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
	<p>process on State level planning policy which is to be taken into consideration, and given effect to, in order to ensure integrated decision-making across all spheres of planning.</p> <p>The Framework identifies relevant policies and strategies used by the WAPC in making decisions and may be amended from time to time. The Framework is the overarching SPP. Additional SPPs set out the WAPC's policy position in relation to aspects of the State Planning Strategy principles.</p>	
<b>SPP 2.0 – Environment and Natural Resources Policy</b>	<p>SPP 2.0 is a broad sector policy and provides guidance for the protection, management, conservation and enhancement of the natural environment. The policy promotes responsible planning by integrating environment and natural resource management with broader land use planning and decision-making.</p> <p>SPP 2.0 outlines general measures for matters such as water, air quality, soil and land quality, biodiversity, agricultural land and rangelands, basic raw materials, marine resources, landscapes and energy efficiency. These general measures should be considered in conjunction with environmentally-based, issue-specific state planning policies which supplement SPP 2.0.</p>	<p>The key environmental and natural resources within Town have been considered in the development of the Strategy.</p> <p>The Strategy provides mechanisms for the protection and retention of trees and to encourage sustainable building practices via the use of a local planning policy and/or Scheme provisions.</p>
<b>SPP 2.8 – Bushland Policy for the Perth Metropolitan Region</b>	SPP 2.8 seeks to provide a policy and implementation framework that will ensure bushland protection and management issues in the Perth Metropolitan Region are	A portion of Bush Forever site 214 covers land owned by the Town on Villiers Street, and encompasses the Ashfield Flats Regional Reserve under the Metropolitan Region Scheme. In

<b>State Planning Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
	<p>appropriately addressed and integrated with broader land use planning and decision-making. The primary purpose of the policy is to secure the long-term protection of biodiversity and associated environmental value sites, being Bush Forever areas.</p> <p>The policy recognises the protection and management of significant bushland areas as a fundamental consideration in the planning process, while also seeking to integrate and balance wider environmental, social and economic considerations.</p> <p>The policy supports the preparation of local bushland protection strategies to enable the identification of locally significant bushland sites for protection and management outside Bush Forever areas.</p>	<p>partnership with the Department of Planning, Lands and Heritage, the Town will continue to seek protection and manage significant bushland within Bush Forever site 214 and surrounding areas of environmental significance.</p>

<b>State Planning Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
<b>Draft SPP 2.9 – Planning for Water</b>	<p>The objectives of draft SPP 2.9 include:</p> <ul style="list-style-type: none"> <li>• Protect and improve the environmental, social, cultural and economic values of the State’s water resources.</li> <li>• Ensure the secure and sustainable supply, use and re-use of water resources.</li> <li>• Ensure future development is resilient to the water-related impacts of climate change.</li> <li>• Minimise future costs and protect public health by ensuring that appropriate wastewater infrastructure is provided.</li> </ul> <p>Of significant importance to the Town, given its riverside location, the draft Policy seeks to manage the risk of riverine flooding to people, property and infrastructure. The draft policy has a presumption against rezoning, subdividing or proposing additional development that intensifies land use within a defined floodway.</p>	<p>Protect and conserve wetland areas such as Bindaring Park via reservation and acquisition of land within the Town Planning Scheme 4A area.</p> <p>Planning settings are to be applied to limit land use intensification for properties affected by riverine flooding.</p>
<b>SPP 3.0 – Urban Growth and Settlement</b>	<p>SPP 3.0 is a broad sector policy that sets out the principles and considerations which apply to planning for urban growth and settlement in Western Australia. The purpose of the policy is to facilitate sustainable patterns of urban growth and settlement by setting out the requirements of sustainable settlements and communities and the broad policy for accommodating growth and change.</p> <p>SPP 3.0 outlines general measures to create sustainable communities, plan</p>	<p>Urban growth shall predominantly be facilitated in the Town's existing centres such including Ashfield and Bassendean District Centres to make optimal use of existing infrastructure and services. In addition, this Strategy will provide for targeted increases in density in appropriate locations to provide for additional infill development within the Town.</p>

<b>State Planning Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
	<p>liveable neighbourhoods, coordinate services and infrastructure, manage rural-residential growth and plan for aboriginal communities. These general measures should be considered in conjunction with issue-specific urban growth and settlement state planning policies which supplement SPP 3.0.</p>	
<p><b>SPP 3.5 – Historic Heritage Conservation</b></p>	<p>SPP 3.5 sets out the principles of sound and responsible planning for the conservation and protection of Western Australia’s historic heritage. The policy seeks to conserve places and areas of historic heritage significance and to ensure development does not adversely affect the significance of heritage places and areas.</p> <p>SPP 3.5 primarily relates to historic cultural heritage noting that aboriginal heritage and natural heritage are protected by other legislative instruments. Historic cultural heritage includes heritage areas, buildings and structures, historic cemeteries and gardens, man-made landscapes and historic or archaeological sites with or without built features.</p> <p>The policy contains development control principles and considerations for decision-makers for where development is proposed within a heritage place and heritage area. The policy also states that care should be taken by decision-makers to minimise the extent to which land use zoning and other planning controls conflict with, or undermine, heritage conservation objectives.</p>	<p>The Strategy recommends the investigation and establishment of Heritage Areas (and an associated local planning policy), under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>. The development assessment and control of properties, buildings and areas with significant heritage values within the Town is to be guided by this policy, as is the preparation of a future local planning policy addressing built form outcomes for character and heritage areas.</p>

<b>State Planning Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
<p><b>SPP 3.6 - Infrastructure Contributions</b></p>	<p>SPP 3.6 sets out the principles and requirements that apply to both development and community infrastructure in new and established areas. Its primary purpose is to promote the efficient and effective provision of public infrastructure to meet the demands arising from population growth and development. The policy is intended to apply across all development settings, including urban, industrial and greenfield growth areas and regional towns.</p> <p>Implementation of this policy is primarily through local planning schemes, improvement schemes or structure plans as well as subdivision and development proposals. In determining the suitability for infrastructure contributions, decision-makers are required to consider six underlying principles, including need and nexus, transparency, equity, certainty, consistency and accountability.</p> <p>SPP 3.6 is supplemented by the Infrastructure Contribution Implementation Guidelines (the Guidelines) that provide additional information regarding the preparation and operation of development contribution plans (DCPs) in areas where coordinated development of infrastructure and cost-sharing is required.</p> <p>The Guidelines recognise that the DCP must have a strategic basis and be linked to the local planning strategy and strategic infrastructure plan and program which identify the infrastructure and facilities</p>	<p>Future development and redevelopment will require the provision of new and/or upgraded infrastructure, which can be funded in a number of ways. Any Precinct Structure Plans for the Bassendean and Ashfield areas will consider the future infrastructure needs and the merits of establishing a formalised cost sharing arrangement or via the form of delivering contributions as outlined in State Planning Policy 3.6 - Infrastructure Contributions.</p>

<b>State Planning Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
	required over the life of the DCP (generally up to 10 years for new greenfield development, or longer for the delivery of citywide Community Infrastructure), and the cost and revenue sources for the provision of the infrastructure.	
<b>SPP 3.7 – Planning in Bushfire Prone Areas</b>	<p>SPP 3.7 provides a framework in which to implement effective, risk-based land use planning and development outcomes to preserve life and reduce the impact of bushfire on property and infrastructure. The policy emphasises the need to identify and consider bushfire risks in decision-making at all stages of the planning and development process whilst achieving an appropriate balance between bushfire risk management measures, biodiversity conservation and environmental protection.</p> <p>The policy applies to all land which has been designated as bushfire prone by the Fire and Emergency Services Commissioner as well as areas that may have not yet been designated as bushfire prone but is proposed to be developed in a way that introduces a bushfire hazard.</p> <p>SPP 3.7 should be read in conjunction with the deemed provisions, Guidelines for Planning in Bushfire in Prone Areas and Australian Standard 3959: Construction of buildings in Bushfire Prone Areas.</p>	The policy will impact upon land use and development within identified bushfire prone areas, including the surrounds of the Ashfield Flats, Bindaring Park and Success Hill Reserve. Changes in land use or development intensity within these areas will require justification against SPP 3.7. Further residential intensification will be located such that it avoids areas designated as bushfire prone. Land subject to planning areas will be considered following further investigation.
<b>State Planning Policy 4.1 – Industrial Interface</b>	SPP 4.1 guides planning decisions with the aim of protecting the long-term future operation of industry and infrastructure facilities, by	The Strategy recognises the Ashfield Industrial Centre as the only industrial area within the Town and focuses on the protection of this area from

<b>State Planning Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
	<p>avoiding encroachment from sensitive land uses and potential land use conflicts.</p> <p>The policy notes that local planning strategies should:</p> <ol style="list-style-type: none"> <li>a. Identify areas for strategic, general and light industry;</li> <li>b. Identify all existing Prescribed Premises and land uses with off-site risks regulated under the relevant regulatory framework and ensure proposals are referred to the regulating agency for technical advice;</li> <li>c. Identify designated statutory buffers and the compatible land uses appropriate in the buffer; and,</li> <li>d. Provide a framework for managing potential transitions from industrial zoning to a sensitive zone to avoid conflict between existing industry and new sensitive uses.</li> </ol>	<p>incompatible land use. In accordance with the provisions of SPP 4.1, the continued protection of the area and management of transitional interfaces through land use permissibility is identified as a priority.</p>
<b>SPP 4.2 – Activity Centres</b>	<p>SPP 4.2 and its Guidelines applies to the preparation and assessment of the relevant components of planning instruments that relate to activity centres within the Metropolitan (Perth), Peel and Greater Bunbury Region Scheme areas. SPP 4.2 seeks to provide a consistent approach for the planning and development of a hierarchy and network of activity centres that meets community needs, and provides economic and environmental benefits, enables the distribution of a broad range of goods and services, and facilitates retail,</p>	<p>Ashfield and Bassendean Town Centre are identified as District Centres under the SPP 4.2 Framework, reflected in this Strategy. The Strategy designates Eden Hill and Ida Street as Local Centres. Precinct Structure Plans are to be prepared in accordance with the LPS Regulations over the Town’s District Centres in accordance with the provisions of this policy and SPP 7.2 Precinct Design, as identified on the strategy map.</p> <p>Further, the Strategy includes a range of actions to ensure proposed activity centres develop in accordance with the functions,</p>

<b>State Planning Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
	<p>commercial and mixed used developments.</p> <p>SPP 4.2 encourages the preparation of precinct structure plans for strategic, secondary, district and specialised activity centres. Neighbourhood and local activity centres may require either a precinct structure plan or local development plan, at the discretion of the decision-maker.</p>	<p>characteristics and performance targets outlined under SPP 4.2.</p>
<b>SPP 5.2 – Telecommunications infrastructure</b>	<p>SPP 5.2 recognises telecommunications infrastructure as an essential service and aims to balance the need for this infrastructure and the community interest in protecting the visual character of local areas. The policy aims to provide clear guidance pertaining to the siting, location and design of telecommunications infrastructure and sets out specific exemptions for where the policy requirements do not apply.</p> <p>Decision-makers should ensure that telecommunications infrastructure services are located where it will facilitate continuous network coverage and/or improved telecommunications services to the community whilst not comprising environmental, cultural heritage, social and visual landscape values.</p>	<p>The Strategy should ensure the zoning table within the new Local Planning Scheme provides for telecommunications infrastructure in all zones, in accordance with the requirements of SPP 5.2</p>
<b>SPP 5.4 – Road and Rail Noise</b>	<p>SPP 5.4 provides guidance for the performance-based approach for managing and mitigating transport noise associated with road and rail operations.</p> <p>This policy applies where noise sensitive land uses are</p>	<p>SPP 5.4 will inform the preparation of the Precinct Structure Plans for the Bassendean and Ashfield District Centres. It will also inform the various investigations provided by the Strategy, particularly in relation to urban corridors.</p>



<b>State Planning Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
	<p>located within a specified distance of a transport corridor, new or major road or rail upgrades are proposed or where works propose an increase in rail capacity resulting in increased noise. The policy also sets out specific exemptions for where the policy requirements do not apply.</p> <p>SPP 5.4 supports noise impacts being addressed as early as possible in the planning process for the purpose of avoiding land use conflict and achieving better land use planning outcomes. Considerations for decision-makers include ensuring that the community is protected from unreasonable levels of transport noise, whilst also ensuring the future operations of transport corridors.</p> <p>SPP 5.2 is supplemented by the Road and Rail Noise Guidelines.</p>	
<p><b>SPP 7.0 – Design of the Built Environment</b></p>	<p>SPP 7.0 is a broad sector policy relevant to all local governments. The policy sets out the objectives, measures, principles and processes which apply to the design and assessment of built environment proposals through the planning system. It is intended to apply to activity precinct plans, structure plans, local development plans, subdivision, development and public works.</p> <p>The policy contains ten design principles which set out specific considerations for decision-makers when considering the above proposals. These include, context and character, landscape quality, built form</p>	<p>The Strategy recommends LPS 11 include provisions relating to the establishment and operation of a Design Review Panel. Any Design Review Panel is to give due regard to the 10 Design Principles outlined under SPP 7.0 in the assessment of relevant planning frameworks such as Precinct Structure Plans, Local Development Plans and in the assessment of development applications.</p>

<b>State Planning Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
	<p>and scale, functionality and build quality, sustainability; amenity, legibility, safety, community and aesthetics. The policy also encourages early and on-going discussion of design quality matters and the use of design review.</p> <p>These principles should be considered in conjunction with the range of supporting State Planning Policies that provide design quality guidance for specific types of planning and development proposals.</p>	
<b>SPP 7.2 – Precinct Design</b>	<p>SPP 7.2 provides guidance for precinct planning with the intent of achieving good planning and design outcomes for precincts within Western Australia. The policy recognises that there is a need to plan for a broader range of precinct-based contexts and conditions to achieve a balance between greenfield and infill development. Objectives of the policy include ensuring that precinct planning and design processes deliver good-quality built environment outcomes that provide social, economic and environmental benefit to those who use them.</p> <p>Precinct types include activity centres, station precincts, urban corridors, residential infill and heritage precincts. These areas are recognised as requiring a high-level of planning and design focus in accordance with a series of precinct outcome considerations as outlined in the policy. The policy also encourages the use of design review.</p>	<p>The Strategy identifies two areas, the Ashfield and Bassendean Town Centre District Centres, which require further detailed planning, potentially through the preparation of a precinct structure plan.</p>
<b>State Planning Policy 7.3 –</b>	<b>SPP 7.3 – Residential Design Codes Volume 1 and 2</b>	The Strategy provides for the Town to investigate changes to

<b>State Planning Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
<b>Residential Design Codes Volumes 1 and 2 (SPP 7.3)</b>	<p>provides the basis for the control of residential development throughout Western Australia for single houses, grouped dwellings and multiple dwellings. The purpose of the policy is to address emerging design trends, promote sustainability, improve clarity and highlight assessment pathways to facilitate better outcomes for residents. They are also used for the assessment of residential subdivision proposals.</p> <p>The policy outlines various objectives for residential development, planning governance and development process and sets out information and consultation requirements for development proposals. The policy also makes provision for aspects of specified design elements to be varied through the local planning framework.</p> <p>SPP 7.3 - Residential Design Codes Volume 1 and 2 should be read in conjunction with the supporting Guidelines.</p>	<p>residential densities in designated planning areas. These investigations shall include a review of the prevailing neighbourhood character and context, as guided by Appendix A2 – Streetscape Character Types of SPP 7.3 (Volume 2), with a view to ensuring that any transition continues to preserve local amenity. Importantly, some specific matters to be considered include density transitions for urban corridors as well as split coding and other non-conforming density arrangements.</p> <p>The Strategy recognises the role of Volumes 1 and 2 of SPP 7.3 in informing such investigations, the preparation of new local planning policies and the preparation of LPS 11. Local planning policies for specific design elements may include those related to character conservation and front boundary fencing.</p>

### 2.3 Regional Planning Context

The WAPC prepares various regional planning instruments to guide land use and development at the regional and sub-regional level, including Regional and Sub-Regional planning strategies and structure plans as well as Regional Planning Schemes.

Regional planning instruments considered to be specifically relevant to the Town are outlined and described in Table 7.

Table 7: Regional planning instrument overview and local planning strategy implications and responses

<b>Regional Planning Instrument</b>	<b>Regional Planning Instrument Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
<b>Metropolitan Region Scheme</b>	The Metropolitan Region Scheme (MRS) outlines objectives for regional	Ensure the zones provided within the new Local Planning Scheme are

<b>Regional Planning Instrument</b>	<b>Regional Planning Instrument Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
	<p>development and provides a statutory mechanism to assist strategic planning, by setting out broad land-use zones, setting aside areas for regional open space, protection of environmental values and other regional infrastructure purposes, and assisting in coordinating the provision of major infrastructure. Local government planning (including local planning schemes) is required to be consistent with the broad land uses under the MRS.</p>	<p>consistent with the zones within the MRS.</p>
<p><b>Perth and Peel @ 3.5 million – Central sub-regional planning framework</b></p>	<p>The Central Sub-regional Planning Framework (Framework) provides high level guidance for the growth of the Central sub-region of the Perth Metropolitan Area, and forms part of the Perth and Peel @ 3.5 Million suite of strategic land use and infrastructure plans.</p> <p>The Central Framework provides high-level guidance regarding where new homes and jobs will be located, how to make best use of existing and proposed infrastructure and how best to protect the natural environment to allow sustainable growth within the Central sub-region</p>	<p>The Framework establishes the district’s dwelling yield target, which is for an additional 4,150 dwellings by 2050. Given that approximately 864 dwellings have already been created during the applicable period, since 2011, a further 3,286 dwellings would need to be provided to ensure that the Town contributes its requisite quota to the housing capacity of the Perth and Peel regions. It is proposed to achieve this required growth within the new Scheme by effectively increasing residential densities in the areas broadly identified on the Strategy Map. Any increases in density will be consistent with the 10 urban consolidation principles.</p>

## 2.4 Operational Policies

Operational policies guide decision making in relation to subdivision and development applications. Those operational policies considered relevant to the local planning strategy are listed and described in Table 8.

Table 8 – Operational policies

<b>Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
<b>Development Control Policy 1.3 Strata Titles</b>	This policy deals with those classes of strata title proposals which require the approval of the WAPC and sets out the criteria to be used in the determination of applications for that approval.	The impacts of these policies may be considered through the preparation of relevant local planning policies and be given due regard during the assessment structure plans, local development plans, subdivisions and development applications, where applicable.
<b>Development Control Policy 1.5 Bicycle Planning</b>	This policy describes the planning considerations which should be taken into account in order to improve the safety and convenience of cycling.	
<b>Development Control Policy 1.6 Planning to Support Transit Use and Development</b>	This policy seeks to maximise the benefits to the community of an effective and well used public transit system by promoting planning and development outcomes that will support and sustain public transport use.	
<b>Development Control Policy 1.11 Community Schemes</b>	Community schemes is an opt-in form of subdivision that can apply throughout the State. This policy sets out the general principles and basic requirements that will be used by the WAPC to clarify the procedure for assessing and determining a statement of grounds and community development statement; and, Establish criteria for the consideration of a community development statement and the subsequent subdivision and development proposals.	
<b>Development Control Policy 2.2 Residential Subdivision</b>	DC 2.2 sets out the standards for the subdivision of residential land and relates to the site area requirements outlined under SPP 7.3. Historical lot size differences and the application of contemporary R-Codings results in some lots not aligning	

<b>Policy</b>	<b>Policy Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
	with allocated minimum and average lot sizes. The variations to lot sizes enabled by this policy are intended to facilitate flexibility to complete subdivision of these lots as intended under the local planning framework.	opportunity for the Town to facilitate improved density outcomes in appropriate locations.
<b>Development Control Policy 2.3 – Public Open Space in Residential Areas</b>	The basic component of this policy is the requirement that 10 per cent of the gross subdivisible area of a conditional subdivision shall be given up free of cost by the subdivider for public open space. This has been the basis of public open space policy in the state for many years, and emanates from the recommendations of the Plan for the Metropolitan Region Perth and Fremantle.	This Strategy is recommending the preparation of a local planning policy that provides guidance on the circumstances where the Town will pursue a requirement for a cash-in-lieu POS contribution to be made in accordance with the valuation provisions outlined in the <i>Planning and Development Act 2005</i> .

## 2.5 Position Statement and Guidelines

Position statements are prepared by the WAPC to set out the policy position or advice of the WAPC with respect to a particular planning practice or matter. Guidelines are prepared by the WAPC to provide detailed guidance on the application of WAPC policies.

Those position statements or guidelines of the WAPC that are considered relevant are included in Table 9.

Table 9 – Position statement and guidelines

<b>Position statement/guidelines</b>	<b>Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
<b>Residential Accommodation for Ageing Persons</b>	This document outlines the Western Australian Planning Commission's requirements to support the provision of residential aged care within the local government planning framework in Western Australia.	Provide for a range of residential densities to provide a variety of housing typologies.  Investigate alternative housing models and the ability to provide for additional aged accommodation, such as independent living complexes.
<b>Fibre Ready Telecommunications Infrastructure</b>	This position statement aims to ensure appropriate internet access in future land development within Western Australia.	Apply the requirements of the Fibre Ready Telecommunications Infrastructure Position Statement in the assessment of subdivision and development applications to ensure NBN infrastructure is provided.

<b>Position statement/guidelines</b>	<b>Overview</b>	<b>Local Planning Strategy Implications and Responses</b>
<b>Expenditure of cash-in-lieu of public open space</b>	This position statement provides guidance on the expenditure of cash-in-lieu of open space in accordance with the <i>Planning and Development Act 2005</i> .	This Strategy is recommending the preparation of a local planning policy that provides guidance on the circumstances where the Town will pursue a requirement for a cash-in-lieu POS contribution to be made in accordance with the valuation provisions outlined in the <i>Planning and Development Act 2005</i> .

### 3 Local Planning Context

#### 3.1 Strategic Community Plan

The Town's Strategic Community Plan was adopted on 3 August 2020. Key themes and outcomes which are relevant to land use planning are outlined in Table 10.

Table 10 – Strategic Community Plan Summary

<b>Themes</b>	<b>Outcomes</b>	<b>Local Planning Strategy Implications and Responses</b>
Strengthening and connecting our community	Ensure access and inclusion to spaces and places throughout our Town for all, including community members with disabilities, youth, seniors, Indigenous people, and culturally and linguistically diverse people.	Review and amend residential density to balance the outcomes of the <i>BassenDream Our Future</i> Engagement exercise and the State Planning Framework, involving the provision of higher residential densities in close proximity to the district's three railway stations and urban corridors and limiting the development potential outside of those areas, to ensure that large portions of the district can remain more suburban, with greater opportunities for tree preservation.
Leading environmental sustainability	Initiate and drive innovative renewable energy practices.	Encourage sustainable building practices that reduce carbon emissions via development standards in a local planning policy.
	Protect existing trees and green spaces and conserve,	Provide for the protection and retention of trees via

	<p>enhance and repair natural and urban areas.</p> <p>Create an urban forest throughout reserves, gardens and street.</p>	<p>appropriate Scheme provisions.</p>
Creating a vibrant town and precincts	<p>Advocate for economic growth of our Bassendean town centre and engage potential government and private sector development partners to realise opportunities within the Town of Bassendean.</p>	<p>Promote the Bassendean Town Centre as a place for future investment via the Bassendean Town Centre Masterplan project.</p>
	<p>Ensure planning and development strategies and policies align with the desire to focus future development around centres and train stations.</p>	<p>Provide for the preparation of Precinct Structure Plans over the Town's District level Precincts, as identified on the Strategy Map.</p>
Driving financial sustainability	<p>Prioritise infrastructure projects that generate local employment and support a circular economy.</p>	<p>Provide mixed use land, in a targeted and limited capacity to support the existing limited commercial activity.</p> <p>Protect the industrial area from encroachment of commercial and incompatible land uses via development controls and zoning.</p>
Facilitating people-centred services	<p>Ensure transparent and open discussions with community members.</p>	<p>Ensure the Local Planning Strategy and Scheme are subject to community consultation in accordance with the requirements of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p>
Providing visionary leadership and making great decisions	<p>Ensure community engagement processes are implemented in major strategic projects.</p>	<p>Ensure the Local Planning Strategy and Scheme are subject to community consultation in accordance with the requirements of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p>



Building community identity by celebrating culture and heritage	Maintain and share the historical stories of the Town of Bassendean.	Undertake a review the Town's Municipal Heritage Inventory
	Ensure heritage locations and buildings of historical value within the Town are recognised, cared for and utilised by the community.	Following adoption of a Local Heritage Survey, review and potentially amend the local Heritage List.

### 3.2 Previous local planning strategy(s)

Prior to the WAPC's endorsement of this document, the local planning strategy for the Town was the 2015 Local Planning Strategy (WAPC Ref: DP/12/00093). This was revoked on <<INSERT DATE>>. Key changes from the former Strategy include:

Former Strategy	Current Strategy
The Strategy provided for densities of R25 and greater in the more suburban areas of the district.	Provides for consolidation of intensification around the three railway stations, rather than throughout the more suburban areas of the district.
The Strategy provided for split residential density codes	The Strategy does not provide for split residential density codes
The Town Centre precinct was generally limited to Old Perth Road.	The Town Centre precinct has been expanded in accordance with the Town Centre Masterplan.

### 3.3 Local Planning Scheme

Local Planning Scheme No.10 was adopted on 24 June 2008 and is the primary document for controlling land use and development within the Town. A new Local Planning Scheme is being prepared to align with the Local Planning Strategy.

### 3.4 Other planning schemes

Town Planning Scheme No. 4A was gazetted on 20 January 1981 and is a Guided Development Scheme relating to Ashfield Flats, Bindaring/Pickering Park and a number of smaller areas in the district. It runs in parallel to Local Planning Scheme No. 10 and seeks to guide and facilitate the subdivision of vacant land parcels for residential development and to fund the acquisition of private land that is flood prone, for the purposes of local open space.

There is scope, under a new Local Planning Scheme, to rationalise the proposed local open space reservations, so as to reduce the quantity of land to be acquired by the Town and in turn, the financial burden on the community. Any rationalisation could be offset against the reservation of currently-zoned land that is owned by the Town, and located such that it is of greater environmental value than the parcels that could potentially be rationalised. An action of this Strategy is to investigate such matters and to formalise any desired changes within a new Scheme.

### 3.5 Local Planning Policies

Local planning policies can be prepared by Town in accordance with Division 2 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* in respect of a particular class or classes of matters specified in the policy; and may apply to the whole Scheme area or part of the Scheme area. An overview of the Town's local planning policies and implications for the Local Planning Strategy are provided in Table 11.

Table 11: Local planning policies

<b>Name of Local Planning Policy</b>	<b>Date of Adoption/Last Amendment</b>	<b>Purpose of Local Planning Policy</b>	<b>Local Planning Strategy Implications and Responses</b>
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<i>LPP 1 – Bassendean Town Centre Strategy and Guidelines</i>	<i>26 October 2016</i>	<i>To provide a framework for the assessment of applications within the Bassendean Town Centre.</i>	<i>This policy will be revoked and replaced by a Precinct Structure Plan for the Bassendean Town Centre.</i>
<i>LPP 2 – Energy Efficient Design</i>	<i>19 September 2019</i>	<i>To promote energy efficient design and provide design standards relating to energy efficiency when considering higher densities on land zoned with split density code under its Town Planning Scheme.</i>	<i>A recommended action of this Strategy is this this policy is revoked and replaced with a single “Sustainable Development” Policy</i>
<i>LPP 3 - Water Sensitive Design Policy</i>	<i>26 October 2016</i>	<i>To ensure water sensitive design best management practices are implemented for all new development proposals so as to minimise nutrient and other pollutants exported to the Swan-Canning rivers</i>	<i>A recommended action of this Strategy is this this policy is revoked and replaced with a single “Sustainable Development” Policy.</i>
<i>LPP 5 – Earlsferry House Design Guidelines</i>	<i>26 October 2016</i>	<i>To ensure development on the land adjacent to Earlsferry House is developed in such a manner as to maintain the historic character of the house.</i>	<i>This policy provides important development controls which remain necessary to ensure the protection of the Earlsferry House Heritage Place. The Strategy does not provide for any further intensification of development nearby.</i>
<i>LPP 6 - Industrial Development</i>	<i>27 October 2020</i>	<i>To provide a framework for the assessment of applications for industrial development and encouraging environmentally sustainable built form outcomes.</i>	<i>The Strategy provides for the continued use of zoned industrial land, noting its critical importance to business and the local economy. Accordingly, it is necessary that this policy continue to operate to guide development outcomes.</i>

<i>LPP 7 – Commercial and Mixed Use Development</i>	<i>24 November 2020</i>	<i>To provide a framework for the assessment of applications for commercial and mixed use development.</i>	<i>The Strategy contemplates the retention of land to be zoned for commercial purposes.</i>
<i>LPP 8 – Car Parking and End of Trip Facilities</i>	<i>25 May 2021</i>	<i>To provide the framework in which car parking ratios are to be applied, incentives to reduce car parking (where appropriate) and the provision of end of trip facilities. It is used to guide decision making on applications which involve variations to the car parking standards under LPS 10.</i>	<i>Continued operation of the policy under the LPS 11 framework is envisaged.</i>
<i>LPP 9 – Design Review Panel Policy</i>	<i>23 June 2020</i>	<i>To improve the design quality and functionality of new development within the Town through independent expert advice.</i>	<i>Continued operation of the policy under the LPS 11 framework is envisaged and in accordance with guidance provided by State Planning Policy.</i>
<i>LPP 10 – Window Security for Non-Residential Property Facades</i>	<i>26 October 2016</i>	<i>To ensure the character and visual amenity of non-residential buildings is maintained and at the same time providing a level of security.</i>	<i>This policy will be revoked and replaced by a Precinct Structure Plan for the Bassendean Town Centre.</i>
<i>LPP 11 – Anzac Terrace Design Guidelines</i>	<i>28 July 2020</i>	<i>To guide built form development within the subdivision located at Anzac Terrace, Bassendean.</i>	<i>This policy provides development controls which remain necessary to ensure the protection of the streetscape and heritage features present in the Anzac Terrace locality. To preserve streetscape character the Strategy does not provide for any further intensification of development nearby.</i>

LPP 12 – Residential Development and Fencing	2 November 2021 (Council) 7 December 2021 (WAPC)	To provide criteria for fences and development within the street setback area so as to ensure development preserves the character of the existing streetscape and is complementary and/or compatible with existing development.	The Strategy does not propose any change to the form or application of this local planning policy.
LPP 13 – Tree Retention and Provision	23 June 2020	To retain existing trees, increase canopy coverage and provide a framework for the retention and provision of trees on privately owned land.	The Strategy contemplates the provision of mechanisms for greater protection and retention of trees via appropriate Scheme provisions.
LPP 14 – Stormwater	27 May 2020	To outline information, construction and maintenance requirements for stormwater systems.	Continued operation of the policy under the LPS 11 framework is envisaged.
LPP 15 – Public Art	22 February 2022	To provide the criteria for the provision or contribution for public art.	Continued operation of the policy under the LPS 11 framework is envisaged.
LPP 16 – Advertising and Signage	22 June 2021	To provide the criteria for the erection, placement or display of advertisements.	Continued operation of the policy under the LPS 11 framework is envisaged.
LPP 17 – Home Based Businesses	27 October 2020	To provide guidance for the assessment of applications for home based businesses.	Continued operation of the policy under the LPS 11 framework is envisaged.
LPP 19 – Parking of Commercial Vehicles	23 February 2021	To provide guidance for the assessment and determination of applications for commercial vehicle parking.	Continued operation of the policy under the LPS 11 framework is envisaged.

### 3.6 Structure Plans

Structure plans (including standard structure plans and precinct structure plans) can be prepared in accordance with Division 2 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for land within the Scheme area to provide the basis for zoning and subdivision of land. Precinct Structure Plans can also be used to inform built form outcomes and the design of public open spaces. An overview of the structure plan within the Town, and implications for the Local Planning Strategy are provided in Table 12.

Table 12 – Structure plans

<b>Name of Structure Plan</b>	<b>Date of WAPC Approval/Last Amendment</b>	<b>Purpose of Structure Plan</b>	<b>Mapping Reference</b>	<b>Local Planning Strategy Implications and Responses</b>
Ashfield Gardens	20 September 2006	To guide the subdivision and development of the former Ashfield Tavern site.	N/A	Revoke the Structure Plan and normalise this area in the Local Planning Scheme as full build out has occurred.

### 3.7 Local Development Plans

Local development plans can be prepared in accordance with Division 2 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for land within the Scheme area to provide guidance for future development in relation to site and development standards and any exemptions from the requirement to obtain development approval. An overview of the local development plans within the Town, and implications for the Local Planning Strategy are provided in Table 13.

Table 13: Local development plans

<b>Name of Local Development Plan</b>	<b>Date of Approval/Last Amendment</b>	<b>Purpose of Local Development Plan</b>	<b>Mapping Reference</b>	<b>Local Planning Strategy Implications and Responses</b>
The Park Estate	25 May 2007	To provide built form guidance for development within the Park Estate, Bassendean.	N/A	Normalise this area in the new Local Planning Scheme as full build out has occurred.
Lot 3 Morley Drive, Eden Hill	28 November 2013	To provide built form guidance for development within the cell of former Lot 3 Morley Drive East, Eden Hill subdivision.	N/A	Normalise this area in the new Local Planning Scheme as full build out has occurred.

### 3.8 Other Relevant Strategies, plans and Policies

Table 14: Other relevant strategies, plans and policies

<b><i>Name of strategy, plan, policy</i></b>	<b><i>Date approved</i></b>	<b><i>Purpose</i></b>	<b><i>Local Planning Strategy Implications and Responses</i></b>
BassenDream Our Future	October 2019	BassenDream Our Future is the name of the Town's community engagement project, which concluded in September 2019. The implementation of BassenDream Our Future was managed by consultants Creating Communities with support from Collaborative Place Design. It comprised of multiple community engagement initiatives where local residents and stakeholders were able to share their ideas and have input into the development of a new vision for Ashfield, Bassendean and Eden Hill, to inform the new Local Planning Framework. In total, there were more than 3,000 individual interactions with community members and other stakeholders, and 1,281 feedback materials received (including postcards, poll and survey responses and feedback	Review and amend residential density to ensure they align with the outcomes of the State Planning Framework, involving the provision of higher residential densities in close proximity to the Bassendean and Success Hill railway stations and the Town Centre. Importantly, investigation of residential densities outside of those key nodes should be undertaken to support the preservation of local suburban character and provide greater opportunities for tree retention.

		forms). These were gathered through a total of 21 engagement initiatives. The 3,000 individual interactions represents a meaningful proportion of the community that participated in establishing the future vision of the area.	
Local Integrated Transport Plan	November 2019	This document is a holistic, multi-modal and integrated study of the movement network internal to and influencing the district. It supports the preparation of this Local Planning Strategy as well as informing the planning of transit-oriented development around the three railway stations. It is also intended to be used as an important document to advocate for strategic priorities.	As is relevant to this Strategy, the Plan recommends that the Town “ <i>Investigate mixed-use redevelopment of the Bassendean park-and-ride site contingent on agreement with Public Transport Authority regarding possible reduction in park-and-ride demand associated with Morley-Ellenbrook.</i> ”  Based on the above, the subject site has been included as part of the Bassendean Town Centre precinct, and will therefore be subject to a Precinct Structure Plan.
Built Form and Character Study	May 2018	The document provides guidance on shaping Bassendean's future built environment. It catalogues the characteristics of buildings and places that are most valued and should be reflected in future development. It will be used to inform the new Local Planning Strategy, especially	The Strategy recommends the review of the Town's Heritage List; building on the recent review of the Town's Municipal Heritage Inventory (Local Heritage Survey) and the establishment of three Heritage Areas (Kenny Street, Devon Road and Old Perth Road) and an associated local planning policy.



		in respect of better understand the elements that have helped shape the built form and character of Bassendean.	
Local Economic Overview	March 2018	The document provides a profile of key demographic and economic characteristics of the Town to inform future planning and economic initiatives and to inform the Local Planning Strategy.	This Strategy recommends the retention of existing Commercial and Industrial zoned land in the new Local Planning Scheme to provide for local employment opportunities.
Rights of Way (ROW) Strategy	March 2022	The document guides the ongoing use and management of ROWs within the Town based on the size, condition, tenure, access arrangements, usage, service infrastructure and safety. It has been formulated with regard to the Town's vision to create a more sustainable community both in terms of housing diversity and asset management.	The Strategy recommends the development of a local planning policy which will, among other things, form the statutory basis for imposing conditions requiring financial contributions towards ROW upgrades at the subdivision/development stage.
Bassendean Town Centre Masterplan	November 2021	In response to the community's strong desire for a more active and vibrant town centre (as conveyed through the 2019 Bassendream Our Future project as well as a subsequent community survey), in July 2020, the Town commenced the Town Centre	The Masterplan is not a statutory tool used to facilitate and regulate development outcomes, but rather, an example of what the Town and community considers possible and desirable. It will be used to inform a future Precinct Structure Plan, as provided for by the Regulations and SPP 4.2.

		<p>Masterplan project; a community-informed planning exercise to demonstrate how the Town Centre could be transformed into a vibrant, connected and thriving place. It was also intended to generate excitement about what is possible in Bassendean, now and into the future and in turn, attract private sector and government investment. The three-stage engagement process involved the community, landowners, businesses and other key stakeholders in a collaborative approach to Town Centre revitalisation and activation. This engagement culminated in the preparation of a masterplan which was adopted by Council in November 2021. The masterplan is contained in full as Appendix 4.</p>	
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## 4 Local Government Profile

### 4.1 Demographic Profile and Population Forecast

#### 4.1.1 Demographic Profile

As identified in the 2016 Census, the population of the Town of Bassendean was 15,613 people, comprising marginally more females than males (50.8% and 49.2%, respectively). This has steadily increased from 13,305 in 2001 and increased slightly from 15,179 in 2011. The median age was 39. Children aged 0 - 14 years made up 17.9% of the population and people aged 65 years and over made up 15.8% of the population. The following table represents the change in median age within the Town, compared to Western Australia:

Age	2011				2016			
	Bassendean		WA		Bassendean		WA	
	No.	%	No.	%	No.	%	No.	%
0 - 4	986	6.50%	156,415	6.65%	1,076	6.89%	172,998	6.77%
5 - 9	830	5.47%	147,656	6.27%	967	6.19%	170,150	6.66%
10 - 14	817	5.38%	148,990	6.33%	792	5.07%	153,380	6.00%
15 - 19	901	5.94%	154,407	6.56%	852	5.46%	154,833	6.06%
20 - 24	1,086	7.15%	177,338	7.54%	887	5.68%	173,500	6.79%
25 - 29	1,088	7.17%	185,344	7.88%	1,128	7.22%	201,703	7.89%
30 - 34	1,107	7.29%	166,241	7.06%	1,289	8.26%	203,925	7.98%
35 - 39	1,194	7.87%	168,743	7.17%	1,152	7.38%	177,188	6.93%
40 - 44	1,081	7.12%	173,520	7.37%	1,149	7.36%	175,961	6.88%
45 - 49	1,074	7.08%	166,144	7.06%	1,106	7.08%	174,724	6.84%
50 - 54	1,049	6.91%	157,870	6.71%	1,016	6.51%	165,092	6.46%
55 - 59	987	6.50%	140,313	5.96%	964	6.17%	152,657	5.97%
60 - 64	861	5.67%	124,460	5.29%	857	5.49%	133,325	5.22%
65 - 69	576	3.79%	91,260	3.88%	761	4.87%	117,688	4.60%
70 - 74	499	3.29%	69,079	2.94%	531	3.40%	83,569	3.27%
75 - 79	457	3.01%	51,667	2.20%	431	2.76%	61,405	2.40%
80 - 84	308	2.03%	39,324	1.67%	325	2.08%	41,950	1.64%
85 +	278	1.83%	34,638	1.47%	330	2.11%	41,930	1.64%
All ages	15,179	-	2,353,409	-	15,613	-	2,555,978	-
Median age	38	-	36	-	39	-	36	-

Table 1: Age Categories - Town of Bassendean (2016 ABS)

The Town exhibits a population that is ageing faster than that of Western Australia as a whole, as shown above. Demographic changes within the local government area in the preceding 10 years of this Strategy will inform future planning for housing, community infrastructure, open space, service infrastructure, transport and the local economy. Of particular importance is the management of residential growth in such a manner that reflects market and demographic demand for housing within the town, whilst providing capacity for future population growth.

#### 4.1.2 Population Forecast

Year	Band A	Band B	Band C	Band D	Band E
2016	15 555	15 555	15 555	15 555	15 555
2021	13 750	14 640	15 030	15 390	16 330
2026	13 110	14 220	14 660	15 110	16 260
2031	12 600	13 730	14 170	14 630	15 840

Table 2: WA Tomorrow Population Forecast (DPLH 2016)

*Western Australia Tomorrow - Population Report No. 11* (2016 to 2031) contains the latest population forecasts by age and sex, for Western Australia and its regions. They represent the official WA State Government forecasts to 2031. Using a series of simulations to estimate population growth over the period, it forecasts that the population of the Town in 2031 will be between 12,600 and 15,800, with the median growth scenario being a population of 14,170. This contrasts with the WAPC's 2018 *Central Sub-Regional Planning Framework*, which estimates a total population of 24,300 within the Town by 2050. Current population growth within the Town is consistent with Bands D and E of the WA Tomorrow population forecast.

Notwithstanding the above, the rate of population growth between now and 2031 will be dependent on external factors such as, but not limited to:

- The availability of funding from the Town, State Government and private sector to deliver transformational infrastructure to support a growing population;
- Market demand for residential development and the feasibility of development;
- Changes to international and inter-state migration patterns;
- Changes to birth and death rates;
- Employment opportunities and changes within the workforce;
- The development of and competition from other population centres within the Perth Metropolitan Area; and,
- The longer-term impacts of COVID-19.

Regular review and monitoring of strategy actions will ensure the Strategy is able to respond to changing circumstances as they unfold.

#### 4.1.3 Dwelling Yield Analysis

The Central Sub-Regional Planning Framework requires each local government to meet an infill dwelling target of additional dwelling growth to 2050. The Town must accommodate an additional 4,150 new dwellings by 2050, increasing the population by 9,120 people.

The 2016 census concluded that there were 6,831 dwellings within the Town, which, in addition to the 271 dwellings provided from 1 January 2017 to 31 December 2021, has increased housing stock to 7,102 dwellings.

Details of new (additional) housing within the Town since 2011 is as follows:

Year	New (additional) Dwellings	Total (new) Dwellings (post 2016 census)
2011	100	N/A
2012	89	
2013	106	
2014	81	

2015	110	
2016	107	
2017	76	76
2018	29	29
2019	35	35
2020	67	67
2021	64	64
<b>Total</b>	<b>864</b>	<b>271</b>

Based on the above, this Strategy is required to facilitate the provision of at least a further 3,286 dwellings so as to meet the target contained with the WAPC's Central Sub-Regional Planning Framework).

#### 4.1.4 Estimated Dwelling Yields

Table 4 provides a projection of potential dwelling yields to 2050 in low, mid and high-growth scenarios, based on historical dwelling growth within the Town to date.

Estimated dwelling growth scenario				
Planning Area		Low-growth	Mid-growth	High-growth
A	Bassendean District Activity Centre	1209	1692	2175
B	Ashfield District Activity Centre	299	418	537
C	Guildford Road Urban Corridor	86	120	155
D	Ivanhoe Street Urban Corridor - North	407	569	732
E	Ivanhoe Street Urban Corridor - South	84	118	151
F	Lord Street Urban Corridor	239	334	429
G	Bassendean – Eden Hill Coding Review	104	145	186
H	Bassendean – Ashfield Coding Review	422	591	760
I	Eden Hill Coding Review	40	56	72
	<b>TOTAL</b>	<b>2,888</b>	<b>4,043</b>	<b>5,198</b>

Table 4: Estimated Dwelling Yield by Planning Area

#### Assumptions:

- Low-growth = 50%, Mid-growth = 70%, High-growth = 90%
- No development would occur on sites that currently accommodate grouped dwellings
- The above figures do not account for corner lot opportunities.

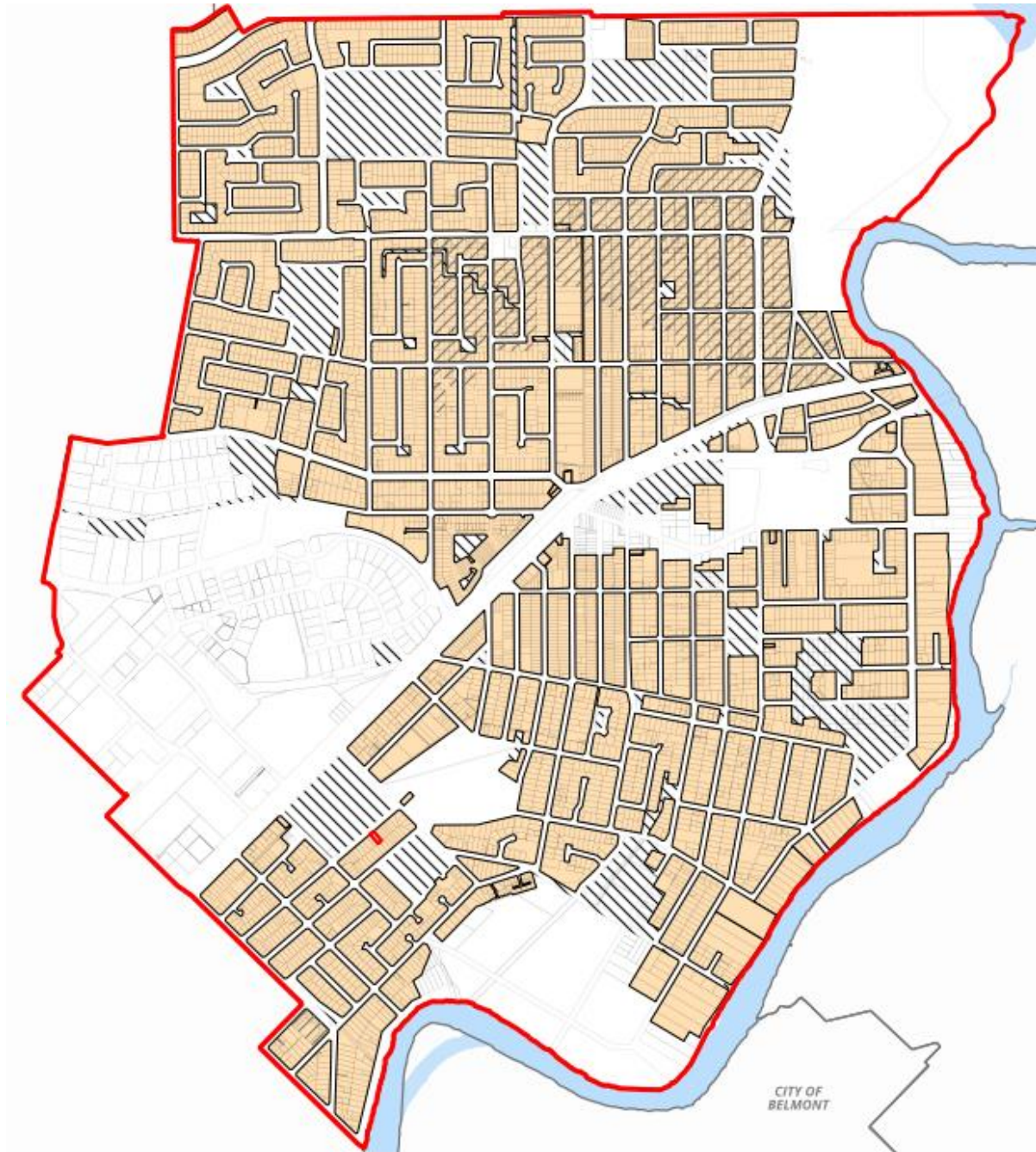
The WAPC's Sub-Regional Framework establishes the district's dwelling yield target, which is for an additional 4,150 dwellings by 2050. Given that approximately 860 dwellings have already been created during the applicable period, a further 3,290 dwellings would need to be provided to ensure that the Town contributes its quota. The targets will be achieved in both the mid and high growth scenarios in alignment with Band D and E of the WA Tomorrow Population forecast.

## 4.2 Community, Urban Growth and Settlement

### 4.2.1 Housing

## Current Housing Stock

With the exception of the consolidated industrial area, and areas reserved for public purpose under the MRS, the vast of the district is residential, as illustrated in the following plan, which identifies the land zoned as such under LPS 10.



The varying densities prescribed by LPS 10 (map contained as Appendix 2) has resulted in infill development occurring in all suburbs.

Dwelling Composition	Bassendean		WA	
	No.	%	No.	%
Separate House	4,649	79.02	685,824	79.12
Semi-detached, Row or Townhouse	979	16.64	122,560	14.13
Flat or Apartment	237	4.02	49,084	5.66
Other Dwelling	3	0.00	6,323	0.72
Total Dwellings	5,883	-	866,777	-

Household Composition	Bassendean		WA	
	No.	%	No.	%
Family Household	3,968	67.45	629,882	72.67
Lone-Person Household	1,687	28.67	204,202	23.56
Group Household	239	4.06	32,694	3.77
Total Households	5,883	-	866,777	-

Table 5: Dwelling and Household Composition (ABS 2016)

The above shows that the dwelling composition of the Town's current housing stock is reflective of typical inner suburban ranges of dwelling types across the Perth Metropolitan Area. This largely reflects trends observed across the State as a whole, where the overwhelming majority of current housing stock consists of single homes. On average, the Town accommodates 2.4 persons per household. The Town has a higher proportion of lone-person and group households than the State as a whole, which may reflect a potential need for targeted infill development to encourage greater housing diversity, proposed to be addressed by the Strategy in accordance with the urban consolidation principles outlined under the frameworks.

The current housing stock largely defines the residential context of the district. The more suburban areas of the Town, north towards Eden Hill and south towards Ashfield, are still largely characterised by large blocks, mature tree canopy cover and a range of character dwellings listed on the Town's Local Heritage Survey. Whilst some infill grouped dwelling development has occurred, these areas are largely still single storey dwellings. Analysis of subdivision activity also identifies that despite having the ability to subdivide/develop in these locations, landowners have retained single dwellings on large blocks. The ongoing retention of these sites will enable the linking of private open spaces with regional and local parks and foreshore areas, which will conserve the biodiversity of these areas, and provide for the health and wellbeing of the community in general. This is broadly consistent with the 'Green Network' urban consolidation principle contained within the Central Sub-Regional Planning Framework. One issue of note with the existing LPS 10 is the proliferation of split residential codings (including R20/30/60, R20/30/40, R20/40, R25/30 and R17.5/30), many of which are tied to the achievement of prescribed development standards, either within the Scheme and/or within associated local planning policies. Split residential density codings are no longer considered necessary and as such, the Strategy outlines actions to normalise split residential density codings.

As such, it is recommended that split residential coding be discontinued and that for all impacted areas, an assessment be undertaken, having regard to the principles of urban consolidation, as to the most appropriate single residential density code. Such an approach will still enable desirable development outcomes (by virtue of State Planning Policy 7.3 – Residential Design Codes) as well as the application of appropriate local planning policies. Based on the above, the relevant cells have been identified as a Planning Investigation Areas on the Strategy Map.

### Housing Location

The State Government's 2018 Central Sub-Regional Planning Framework requires each local government to meet an infill dwelling target of additional dwelling growth to 2050. The Town must accommodate an additional 4,150 dwellings by 2050. It also provides that, where possible, these dwellings should be concentrated within and around activity centres, train stations and urban corridors (high frequency public transit routes) in a 'connected city' growth pattern in accordance with the spatial layout of the WAPC's Central Sub-Regional Planning Framework and the associated 10 principles of urban consolidation.

A key theme identified in BassenDream Our Future was the consolidation of density around railway stations and activity centres, and the retention of character in the suburbs. It is evident that the community has little appetite for any intensification being located more than 400m from the district's three railway stations and/or Bassendean Town Centre. Providing targeted density increases around activity centres will ensure these urban consolidations areas have access to existing high-frequency public transport and will protect green spaces within the suburban areas of the Town. This approach specifically aims to minimise the impact of urban consolidation, in particular, infill development on existing suburbs, and retain the existing, valued, residential character and amenity; allowing the existing urban fabric in these locations to remain largely unchanged.

The Strategy has been developed to deliver a more consolidated urban form and achieve a more cost-effective urban structure that minimises environmental impacts. This is consistent with the 'Protection' urban consolidation principle contained within the WAPC's Central Sub-Regional Planning Framework, which in part seeks to protect and mitigate environmental values and promote development that contributes to maintaining air quality. Consolidation of density will ensure the landscape features such as mature vegetation and expansive vegetated verges in the more suburban areas of the district are protected; retaining the unique 'sense of place' and contributing to the comfort and appeal of accessing places by cycling and walking. This aligns with the 'Green Network' urban consolidation principle, and is further explained in the consolidated urban footprint section within this Strategy.

Suitable locations for increased density leverage on the existing public transport network within the established urban corridor of Old Perth Road and the Bassendean Town Centre Precinct. Increasing the density, within or on the high street of Old Perth Road, will suitably meet an additional theme from the community of revitalisation of the Old Perth Road Precinct. The Town also acknowledges that increasing density around the Station Precinct provides for differing dwelling typologies such as multiple dwellings, to address housing choice and affordability. A limited extent of medium density will be retained within close proximity to the Bassendean Railway Station.

The feedback reviewed via BassenDream, and the connected city growth pattern from the Central Sub-Regional Planning Framework, form the basis of areas identified for future dwelling growth and further planning investigation in the Local Planning Strategy.



## Housing Variety

When considering the variety of dwelling types within the Town, it is important to ensure a range of dwelling types can be accommodated in locations which can meet the forecasted changes to demographics. As noted by the Department's Position Statement – Residential Accommodation for Ageing Persons, there is a forecasted doubling of the number of older (65+) Australians within the next 40 years. At a State level, WA Tomorrow forecasts an 86 per cent increase in people aged over 85 by 2031. At a local level, 15.8% of the population were aged over 65 years in 2016. Accordingly, the variety of dwellings within close proximity to infrastructure and services is a key consideration of this strategy for the Town moving forward. By providing increased dwelling variety, supported by planning instruments such as DesignWA, the Town can provide for a greater diversity in housing to cater for the ageing population as well as different housing types. This will also include a dwelling mix of multiple dwellings concentrated within the Town Centre.

In addition, the Town will investigate alternative housing models and the ability to provide for additional aged accommodation, such as independent living complexes.

The Strategy seeks to create a more consolidated urban form and development within the district by reducing the provision of medium density grouped dwelling style developments within the more suburban areas of the Town, and instead providing high density development around the three railway stations. This will strengthen key employment centres, including activity centres to meet the future needs of commerce and the community.

Whilst it is acknowledged that the draft Medium Density Codes will address a number of concerns with the design of medium density development, there are numerous examples where infill developments have been designed inappropriately and compromised the existing residential character within the Town. High quality built form outcomes that contribute to the existing character of the district is critical in ensuring increased density is supported by the community. Design review has consistently been shown to improve the design quality of built outcomes and reduce project costs via shortened design development stages and expedited development application approvals. As such, the inclusion of new Scheme provisions supporting the establishment and ongoing operation of a local Design Review Panel is recommended, consistent with State Planning Policy 7.0 – Design of the Built Environment.

Additionally, it is also acknowledged that the Town is unique insofar that it maintains large riverside precincts, with housing variety generally including large residential dwellings on large residential land. This is a point of difference between the Town's built form to other local government areas, which is integral to the character of the Town and is therefore important in maintaining.

## Consolidated Urban Footprint

Built form and character streetscape character reflects the dynamic relationship between built form and its setting. It includes key elements in both the public and private land, and it is a combination of these elements that makes an area unique. Built form elements and control makes up only part of the character of a streetscape, with verge treatments, roads and street trees making up a key component of the Town's existing enviable 'village' character.

Maximising opportunities for infill developments are critical in delivering a compact urban form and as such, it is recommended that existing LPS 10 provisions that support the subdivision/development of corner lots at a higher density where the land is coded between R10 and R35, consistent with Development Control Policy 2.2 – Residential Subdivision, be retained. This will facilitate both infill development and improved streetscape outcomes, without compromising the existing character of the local area.

Additional elements such as public art from larger development sites, pedestrian access ways, bulk, scale, materials and setbacks also make up the tapestry of the streetscape. The Town will continue to apply State Planning Policy 7.3 – Residential Design Codes, with respect to addressing issues related to bulk, scale, materiality and setbacks. An action of this Strategy is also to investigate the existing pedestrian accessways throughout the Town, with a view to preparing a local planning policy, which will address matters relating to passive surveillance and materiality for those developments abutting pedestrian access ways.

Acknowledging the current measures in place under State Planning Policy 7.3 (Design WA - Apartments) and foreshadowed future controls surrounding medium density development, there is a clear desire from BassenDream Our Future respondents to allow for moderate density increases. Increased density needs to be balanced against the desire for adequate and suitable open space and tree preservation.

#### 4.2.2 Built Form and Character

The Town of Bassendean contains a number of sites with identified aboriginal and colonial heritage value, some of which have been recognised by the Town's existing Local Heritage Survey. In addition to the individual sites with formal heritage status, the Town recognises the value of its existing neighbourhood character, which is defined by SPP 3.5 as being “*identified by built form and age, topography, open space, streetscape, land use and activity, and all areas exhibit some form of urban character*”. This Strategy seeks to recognise the existing characteristics, heritage and landscape values of the locality along with the drivers for change around built form, housing, and employment opportunities.

To inform the review of the Local Planning Strategy, in 2018, the Town commissioned the Built Form and Character Study to identify and understand the various Character Areas that exist within the Town of Bassendean. The study is contained as Appendix 3 and identified 26 notional character areas; all of which broadly fall within one of four following categories.

##### *Village*

The ‘Village’ is one of most significant character areas within the Town often referred to by respondents of the Town’s BassenDream Our visioning project. The Village is consistent in its dwelling typology, particularly south of Guildford Road, as it contains smaller lots with heritage and older dwelling features such as face brick, weatherboard and timber features, many with original roofing of corrugated steel or terracotta tiles. Most of the Town’s recognised heritage dwellings and streetscapes are within this area. As previously advised, the Town will prepare a local planning policy(s) for specific design elements related to character conservation, which has been included as an action within this Strategy. The Town will also prepare a Precinct Structure Plan for the Bassendean Town Centre, which encompasses portions of ‘the village’. This area also contains the Town’s ‘high street’ of Old Perth Road, which acts as the main commercial strip of the Town. Further north, the lot sizes increase with a greater tendency for more post war development occurring and design features to match. With the exception of limited newer development, this area comprises modest three bedroom dwellings and some post 2000s apartment living.

##### *Riverfront*

This group of housing typologies varies significantly in scale and form. The lot sizes for these dwellings are comparatively large and vary in topography due to the natural slope to the riverside. Whilst the built form on the northern section, closest to the neighbouring suburb of Guildford, contains some older, significant, turn of the century dwellings, there is no distinct or

consistent built form along the entire riverfront. Materials and finishes range from face brick, timber and stone in the more traditional style through to contemporary designs of rendered brick and corrugated steel roofing. The common theme is the large lot sizes, which enjoy close proximity to district and regional levels of open space.

The primary issues or threats to this grouped character area includes the lack of sympathetic development (where development has heritage value, closer to Guildford) and the reduction in areas of soft landscaping and/or loss of vegetation. The loss of the open streetscape is also cited as an issue within some parts of this character area due to the increasing number of dwellings with front boundary fencing. Should these areas be redeveloped in future, the Town will ensure the application of State Planning Policy 7.3 – Residential Design Codes and Local Planning Policy No. 12, to reduce the dominance of garages and ensure the provision of landscaped areas for tree provision. Otherwise, there is no pressing need for a Strategy response.

#### *Post 1970s development*

This area is predominantly located to the north west of the Town, with some limited extent of development to the south of the Bassendean Town Centre towards Ashfield. Double brown brick and concrete or terracotta roof tiles on low-pitched hip and gabled roofs are the typical built form of the era. The majority of dwellings enjoy larger lot sizes than that of the typical 'Village' character area. The key themes of this area, with some limited exception, is large and open street setback areas with parkland dispersed throughout the area.

The primary issues evident within this character area is the loss/removal of trees as well as period replication of character dwellings. Additionally, the loss of an open streetscape with the introduction of inconsistent fencing, lack of soft landscaping, buildings on the boundary and dominant vehicle parking structures also influence the evolving character of this area. Given the geographic location of this area (being outside the core intensification and invitation areas of this strategy), there is unlikely to be a major change to the housing stock beyond isolated replacement of existing single houses. In those instances, the Town will ensure the application of State Planning Policy 7.3 – Residential Design Codes and Local Planning Policy No. 12, to reduce the dominance of garages and ensure the provision of landscaped areas for tree provision.

#### *Small lot post 2000s development*

This style generally includes contemporary dwelling designs with materials consisting of face brick and render with corrugated steel or concrete tile roof finishes. The predominant size of these dwellings are three or four bedrooms with two bathrooms and an enclosed garage. This character is primarily evident within the larger contemporary sites of the 'Austral Subdivision', which straddles the Bassendean Railway Station to the immediate north and west as well as the 'Lot 3 Morley Drive East, Eden Hill' subdivision.

The primary issues impacting this character area include enclosed primary streetscapes, visually dominant garages as well as reduced or non-existent areas for tree canopy retention or areas for soft landscaping. This area is also significantly encumbered by a lack of clear building design elements, which link to the Town's core characteristics.

Of the four groups, the riverfront and village character areas are distinct and central to Bassendean's identity. Fundamental to these areas are consistent materials, connection and proximity to the Swan River, a low dominance of car parking structures on the streetscape, mature trees, retention of significant building fabric and modest workers cottages.

In response, the Strategy recommends that the Town pursue Scheme provisions to facilitate the protection and retention of existing, mature, vegetation. It should be noted that the concepts of heritage and character are intrinsically linked and the stated action is in addition to other actions contained in the following Section 4.2.3 (Cultural Heritage).

#### 4.2.3 Cultural Heritage

Cultural diversity and migration have made a strong and positive contribution to the Perth and Peel regions' continued prosperity. Council has acknowledged the importance of history and heritage in its Strategic Community Plan 2020-2030, which seeks to create a community closely connected to its history and heritage and ensure heritage locations and buildings of historical value within the Town are recognised, cared for and utilised by the community.

The Department of Planning, Lands and Heritage Aboriginal Heritage Inquiry System confirms that there are nine registered Aboriginal sites within the Town, ranging from meeting places to sites of mythological significance. All sites are on existing reserved land and therefore there are no implications for these sites as part of this Strategy.

In respect to built form heritage, the Town has a significant number of historical buildings and landscapes that needs to be preserved for future generations, given they reflect the history and character of the locality. These heritage places provide a tangible link with the past and can give the community a strong sense of place.

Through *BassenDream Our Future*, respondents expressed a desire to protect Aboriginal and European heritage and neighbourhood character within the Town, particularly heritage protection in the face of increased density and infill development. Acknowledging this rich history within areas within close proximity to the Town Centre and the potential for redevelopment of these areas, a key recommendation of the strategy is the review of the Town's Heritage List; building on the recent review of the Town's Municipal Heritage Inventory (Local Heritage Survey) and the establishment of three Heritage Areas (Kenny Street, Devon Road and Old Perth Road) and an associated local planning policy, under the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The Town contains the following Heritage sites:

No.	Site	Description	Significance
2	16 Anstey Road, Bassendean	Holmehouse	Category 1
37	7 Daylesford Road, Bassendean	Daylesford	Category 1
55	1 Earlsferry Court, Bassendean	Earlsferry	Category 1
62	Guildford Road, Bassendean	Guildford Road Bridge	Category 1
161	1 Old Perth Road, Bassendean	Padbury's Buildings	Category 1
172	140 Old Perth Road, Bassendean	Bassendean Oval Entrance Gate	Category 1
173	140 Old Perth Road, Bassendean	Bassendean Oval	Category 1
174	140 Old Perth Road, Bassendean	MacDonald Grandstand	Category 1
175	140 Old Perth Road, Bassendean	Bassendean Oval Grandstand	Category 1
177	10 Parker Street, Bassendean	Bassendean Fire Station	Category 1
204	1 River Street, Bassendean	Success Hill Lodge	Category 1
215	1 Surrey Street, Bassendean	Pensioner Guard Cottage	Category 1
218	Surrey Street and North Road, Bassendean	Town Pillar Box	Category 1
276	25 Wilson Street, Bassendean	Bassendean Masonic Lodge (fmr)	Category 1

5	34 Anzac Terrace, Bassendean	Success Store (fmr)	Category 2
16	2 Barton Parade, Bassendean	House No. 2	Category 2
17	6 Barton Parade, Bassendean	House No. 6	Category 2
21	Bassendean Parade, Bassendean	Pickering Park and Bindaring Park	Category 2
33	9 Brook Street, Bassendean	House No. 9	Category 2
34	8 Carnegie Road, Bassendean	House No. 8	Category 2
38	1-50 Devon Road, Bassendean	Devon Road Precinct	Category 2
59	60 Eileen Street, Bassendean	House No. 60	Category 2
67	173 Guildford Road, Bassendean	House No. 173	Category 2
71	83 Ida Street, Eden Hill	House No. 83	Category 2
72	85 Ida Street, Eden Hill	House No. 85	Category 2
83	83 Ivanhoe Street, Eden Hill	Eden Hill Primary School	Category 2
84	4 James Street, Bassendean	St Michael's School	Category 2
85	13 James Street, Bassendean	House and Shop	Category 2
94	1 Kathleen Street, Bassendean	House No. 1	Category 2
108	20 Kenny Street, Bassendean	House No. 20	Category 2
144	1 North Road, Bassendean	House No. 1	Category 2
149	27 North Road, Bassendean	House No. 27	Category 2
151	32 North Road, Bassendean	House No. 32	Category 2
152	40 North Road, Bassendean	House No. 40	Category 2
153	41 North Road, Bassendean	House No. 41	Category 2
156	93 North Road, Bassendean	House No. 93	Category 2
162	1-42 Old Perth Road, Bassendean	Old Perth Road Commercial Precinct	Category 2
163	25 Old Perth Road, Bassendean	Bassendean Hotel	Category 2
164	31 Old Perth Road, Bassendean	Bassendean Post Office (fmr)	Category 2
165	43 Old Perth Road, Bassendean	Commercial Premises	Category 2
166	45-51 Old Perth Road, Bassendean	Hyde Buildings	Category 2
168	77-83 Old Perth Road, Bassendean	Shops	Category 2
189	1 Parnell Parade, Bassendean	House No. 1	Category 2
191	1 Prowse Street, Bassendean	House No. 1	Category 2
207	21 Rosetta Street, Bassendean	House No. 21	Category 2
212	Seventh Avenue, Bassendean	Success Hill Reserve	Category 2
221	8 Thompson Road, Bassendean	House No. 8 and Moreton Bay Fig Tree	Category 2
243	70 West Road, Bassendean	Bassendean Primary School	Category 2
250	122 West Road, Bassendean	House No. 122 (The Bakehouse)	Category 2
251	147 West Road, Bassendean	Winery (fmr)	Category 2
254	168 West Road, Bassendean	House No. 168 and Gardens	Category 2
256	10 Whitfield Street, Bassendean	Bassendean Croquet Club (fmr)	Category 2
264	62 Whitfield Street, Bassendean	Smallman Furniture Manufacture	Category 2
270	Wilson Street and Guildford Road, Bassendean	Bassendean Improvement Committee Reserve	Category 2
271	Wilson Street and Guildford Road, Bassendean	Bassendean War Memorial	Category 2
272	2 Wilson Street, Bassendean	St Mark the Evangelist Church	Category 2
273	4 Wilson Street, Bassendean	Anglican Rectory (fmr)	Category 2

Category 1 places are considered to have exceptional significance and are essential to the heritage of the locality. These places are a rare or outstanding example of a heritage place and are recommended for inclusion on the State Register of Heritage Places.

Category 2 places are considered very important to the heritage of the locality. They display a high degree of integrity and authenticity, and conservation of the place is highly desirable.

#### 4.2.4 Activity Centres

Activity centres are a key focal point for commercial and social activity and service delivery to residents, as well as a major driver of new jobs located within communities where people live.

The Town accommodates two designated district level centres under the Central Sub-regional framework (Bassendean and Ashfield District Centres) and both of these centres will need to build on existing infrastructure, such as the established road network, community facilities and larger retail offerings to leverage community use and job creation. Both centres play a significant role in employment and entertainment opportunities, however, are currently lacking in respect to alternative and varied forms of housing. This Strategy seeks to build on the existing centres to increase the available housing and future population increases, to not only support the centres but to also deliver connected and sustainability places for future generations. Both centres will require a Precinct Structure Plan in accordance with State Planning Policy 4.2, with such plans to appropriately provide for the orderly and coordinated development (including residential and mixed-use development) and subdivision of and within the cells.

For the Bassendean Town Centre, it is envisaged that the Plan would Align with Planning Area A on the Strategy Map, and address the following:

- Significantly increased residential densities within the three “frame” areas surrounding the core of Old Perth Road. Given the locations relative to existing railway stations and the commercial centre, it is anticipated that residential densities will be increased to between R60 and R160, in accordance with the relevant principles of urban consolidation.
- Investigating potential service issues that could act as a constraint to future development, particularly in relation to on-site drainage and the capacity within the Town’s existing stormwater infrastructure to accommodate off-site connections. Existing drainage systems may be modified to incorporate best practice for water-sensitive design and nutrient management.
- Advocating for intense redevelopment opportunities for a number of Crown land parcels, including the underutilised Wilson Street carpark (Park Lane Reserve) site (on the corner of Guildford Road and Wilson Street). With access to public transport and to support the economic growth of the Town Centre, the redevelopment of these sites is seen to be a catalyst for additional foot traffic and vibrancy to the Town Centre.

For the Ashfield Centre, it is envisaged that the Plan would Align with Planning Area on the Strategy Map, and address the following:

- Significantly increased residential densities within the cell. Given the locations relative to existing railway station and the commercial centre, it is anticipated that residential densities will be increased to between R40 and R100, in accordance with the relevant principles of urban consolidation.

- Development controls, particularly in relation to the built form outcomes around Ashfield Reserve.
- Investigating potential service issues that could act as a constraint to future development, particularly in relation to on-site drainage and the capacity within the Town's existing stormwater infrastructure to accommodate off-site connections. Existing drainage systems may be modified to incorporate best practice for water-sensitive design and nutrient management.

It is noted that the precinct, as designated on the Strategy Map, differs from the Sub-Regional Framework. This is due to the framework being based on the Commission's 2010 'Ashfield Precinct Plan', which was predicated upon several significant infrastructure changes, including the realignment of Guildford Road (generally along Railway Parade), the relocation of Ashfield Railway Station further south-west and the sinking of the railway line. The Department has since advised that that Plan is no longer applicable, and as a result, the requisite Precinct Structure Plan will be focused further north-west, centred around the existing railway station, and will exclude land that is reserved as Industrial under the MRS (north of the railway line) and Ashfield Reserve (south of the line).

More broadly, the Town recognises need to provide a hierarchy and network of activity centres that meets community needs, as well as providing social, economic and environmental benefits. To facilitate the range of land uses typical of high performing activity centres and to provide for integrated development opportunities, it is important to have a range of appropriate mixed-use zones (specifically, mixed-use, local centre and district centre zones), zone objectives and associated land use permissibility within the Scheme. It is therefore recommended that those elements be included in LPS 11.

#### 4.2.5 Public Open Space

The Central Sub-Regional Planning Framework sets out the 'Green Network' urban consolidation principle which aims for the preservation and enhancement of the green network, sport and recreation areas and facilities for active open space to support the health and wellbeing of the community.

The provision of recreation opportunities and open space is a key requirement of urban planning. In providing and managing these areas, local governments assist in increasing physical activity, promoting social inclusion and providing an important landscape in built up areas. The Town's existing parks and reserves are at the core of the Town's community, providing an attractive area for people to connect, recreate and enjoy.

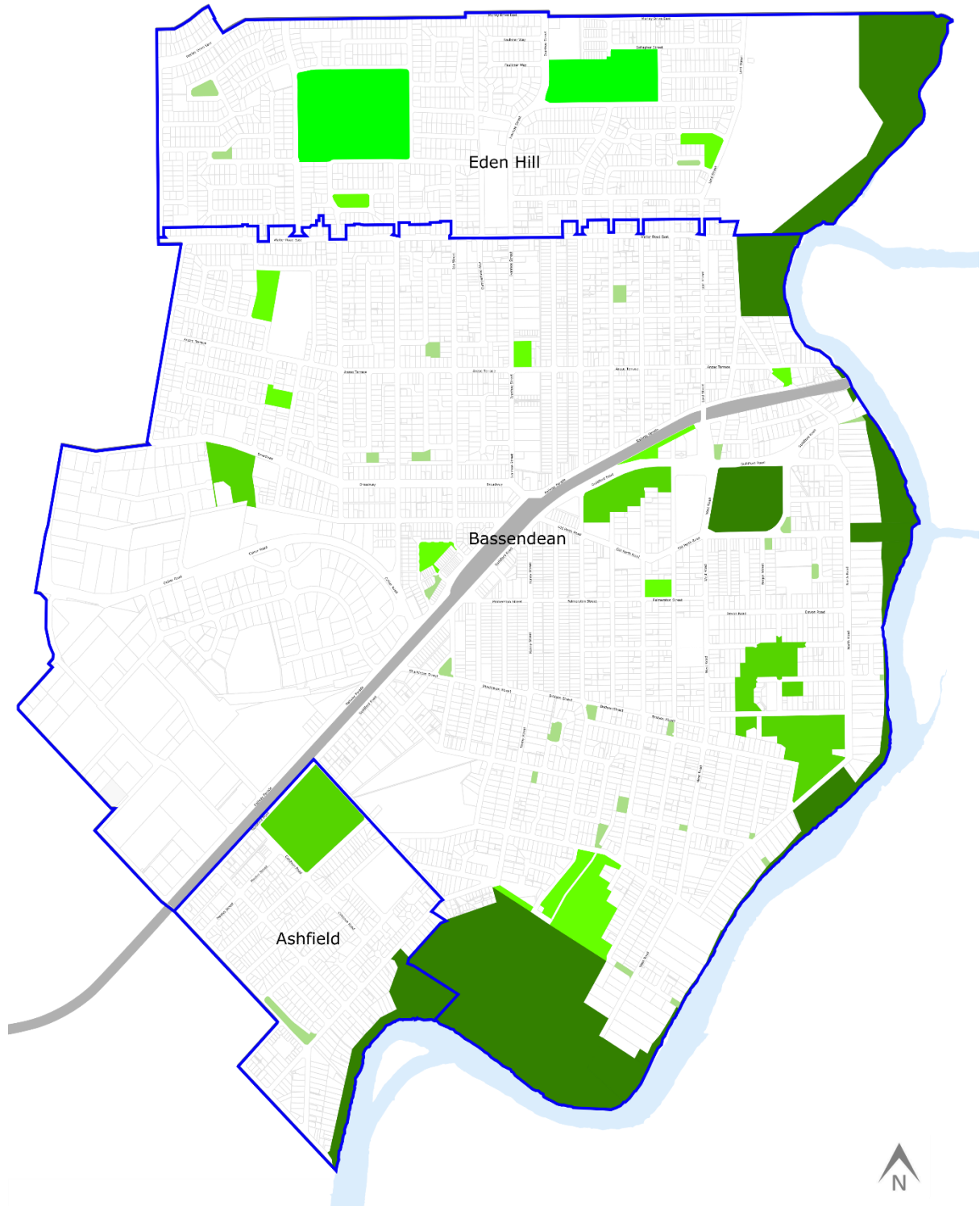
The Town accommodates over 40 areas of open space; comprised of a mix of regional open space (reserved as Parks and Recreation under the Metropolitan Region Scheme) and small, local, neighbourhood and district spaces, as classified under the Department of Local Government, Sport and Cultural Industries' *Classification Framework for Public Open Space*.

A list of the open spaces and an associated location plan follow.

Ref	Reserve Name	Hierarchy Class.	Function
<b>ASHFIELD</b>			
A1	Ashfield Reserve	District	Sport
A2	Gary Blanch Reserve	Small	Recreation
<b>BASSENDAN</b>			
B1	Bindaring Park (and surrounds)	District	Nature

B2	Iverson Place Reserve (and surrounds)	District	Nature
B3	BIC Reserve	District	Recreation
B4	Broadway Arboretum	Neighbourhood	Nature
B5	Culworth/Mickleton Reserve	Neighbourhood	Recreation
B6	Park Estate Reserve (Prospectus Loop POS)	Local	Recreation
B7	Palmerston Square Park	Local	Recreation
B8	Troy Street Reserve	Local	Recreation
B9	Anzac Terrace Reserve	Local	Recreation
B10	BIC Reserve North	Local	Nature
B11	Kelly Park	Small	Recreation
B12	Parmelia Way Reserve	Small	Recreation
B13	Third Avenue Public Open Space	Small	Recreation
B14	Carman Way Reserve	Small	Recreation
B15	Hatton Court Reserve (Pinzone Park)	Small	Recreation
B16	May Holman Reserve	Small	Recreation
B17	Bridson/Elder Reserve	Small	Recreation
B18	Freiberg Reserve	Small	Recreation
B19	Abell Reserve (Clarke Way Reserve)	Small	Recreation
B20	Hamilton Street Reserve North	Small	Recreation
B21	Surrey Street Public Open Space	Small	Recreation
B22	Link Park	Small	Recreation
B23	Christie Park	Small	Recreation
B24	Calnon Street Public Open Space	Small	Recreation
B25	Watson Street Public Open Space	Small	Recreation
<b>EDEN HILL</b>			
E1	Jubilee Reserve	District	Sport
E2	Mary Crescent Reserve	District	Recreation
E3	Lord/ Schofield Reserve	Neighbourhood	Recreation
E4	Padbury Way Reserve	Local	Recreation
E5	Freeland Square	Local	Recreation
E6	Colin Smith Reserve	Small	Recreation
E7	Bradshaw Reserve	Small	Recreation
E8	Padbury Place Public Open Space	Small	Recreation
<b>REGIONAL</b>			
R1	Ashfield Flats	MRS Regional	Nature
R2	Ashfield Parade Reserve	MRS Regional	Nature
R3	Bassendean Oval	MRS Regional	Sport
R4	Pickering Park	MRS Regional	Recreation
R5	Point Reserve	MRS Regional	Recreation
R6	Sandy Beach Reserve	MRS Regional	Recreation
R7	Success Hill Reserve	MRS Regional	Recreation





In 1955, the State government adopted the *Plan for the Metropolitan Region Perth and Fremantle* (Stephenson-Hepburn Plan). This established a number of recommendations for the provision of POS, including that developers set aside 10% of the subdivisional area for public recreation, which would ultimately be managed by the relevant local government. The 10% requirement was eventually formalised via the Western Australian Planning Commission's *Development Control Policy DC 2.3 – Public Open Space in Residential Areas*.

The table below illustrates the current provision of POS (excluding Regional Open Space) within the Town, relative to quantity of residential zoned land in each suburb.

Suburb	Total POS and Regional Open Space (ROS)	Total POS	Gross Subdivisible Area	POS @ 10% GSA	Current percentage of POS
Ashfield	14.22ha	8.07ha	60.04ha	6.0ha	13.44%
Bassendean	94.44ha	32.71ha	406.81ha	40.68ha	8.04%
Eden Hill	37.81ha	22.08ha	154.23ha	15.42ha	14.31%

As demonstrated above, Ashfield and Eden Hill satisfy the requisite 10%, with Bassendean having less than 10% POS. That being the case, this Strategy recommends securing additional areas of open space, to ensure that it achieves the State Government's open space target. Given the infill nature of subdivision activity within the Town (meaning that the Town has little genuine prospect of obtaining additional land for POS via subdivision activity), it is envisaged that this increase will be achieved by:

- acquisition of land within the TPS 4A area that is reserved as open space under the Local Planning Scheme;
- reserving select land parcels (which are owned by the Town in fee simple) as POS under the Local Planning Scheme;
- closing redundant portions of road reserves that can be incorporated into abutting POS;
- the proactive purchase of appropriate residential lots for conversion to POS.
- the identification of Living Streams (a project being pursued in collaboration with the Water Corporation) as POS, both for the purposes of the Scheme map, as well as the assessment of the quantity of POS within the district.

The Town has undertaken a preliminary evaluation of the current POS provision in terms of its quality; measured based upon design, functionality, infrastructure provision, accessibility, surveillance and maintenance standard.

The findings of the assessment revealed an overall underperformance in the quality of POS throughout the Town. The key areas of concern included functionality, with lack of infrastructure constraining sports and recreation usages. Some POS had infrastructure, however displayed signs of ageing and degradation, indicating a maintenance issue. POS with infrastructure also somewhat lacked co-located safety infrastructure including lighting and shading. This issue was exacerbated by a lack of passive surveillance.

This deficiency in quality can be addressed, but requires meaningful financial resources. Therefore, the Strategy recommends the preparation of a public open space needs

assessment to determine the standard, distribution and any deficiencies of the Town's public open space network in accordance with the Department of Local Government, Sport and Cultural Industries *Classification Framework for Public Open Space*. This information will be prepared in support for the requirement of a cash-in-lieu POS contribution to be made in accordance with the valuation provisions outlined in the *Planning and Development Act 2005* and Development Control Policy 2.3 – Public Open Space in Residential Areas.

#### 4.2.6 Hazards

##### Bushfire

Whilst not as prominent within the Town as other districts, there are some areas designated as bushfire prone and therefore subject to the requirements of State Planning Policy 3.7 - Planning in Bushfire Areas. These areas are restricted to areas to the east of Lord Street, the Bindaring natural wetland (located approximately 400m to the southeast of the Bassendean Town Centre Precinct) as well surrounding the Ashfield Flats.

The Policy applies to land which has been designated as bushfire prone by the Fire and Emergency Services Commissioner as highlighted on the Map of Bushfire Prone Areas or land otherwise identified in the guidelines that accompany the policy. The Map of Bushfire Prone Areas is given statutory effect through an amendment to the *Fire and Emergency Services Act 1998* and is as an additional overlaid control, meaning local governments are not required to adopt the map or provisions into their Local Planning Scheme. To align with the 'Protection' urban consolidation principle contained within Central Sub-Regional Planning Framework, the investigations associated with Planning Area F will need to consider bushfire risk and it may be that that cell is not subject to significant increases in density for that reason.

##### Flood

Portions of the Town (predominately south of Guildford Road) are considered to be part of the Swan River floodway and floodplain, as evaluated by the Department of Water and Environmental Regulation. The Department's Floodplain Mapping Tool (which details the areas subject to flooding) is updated from time to time.

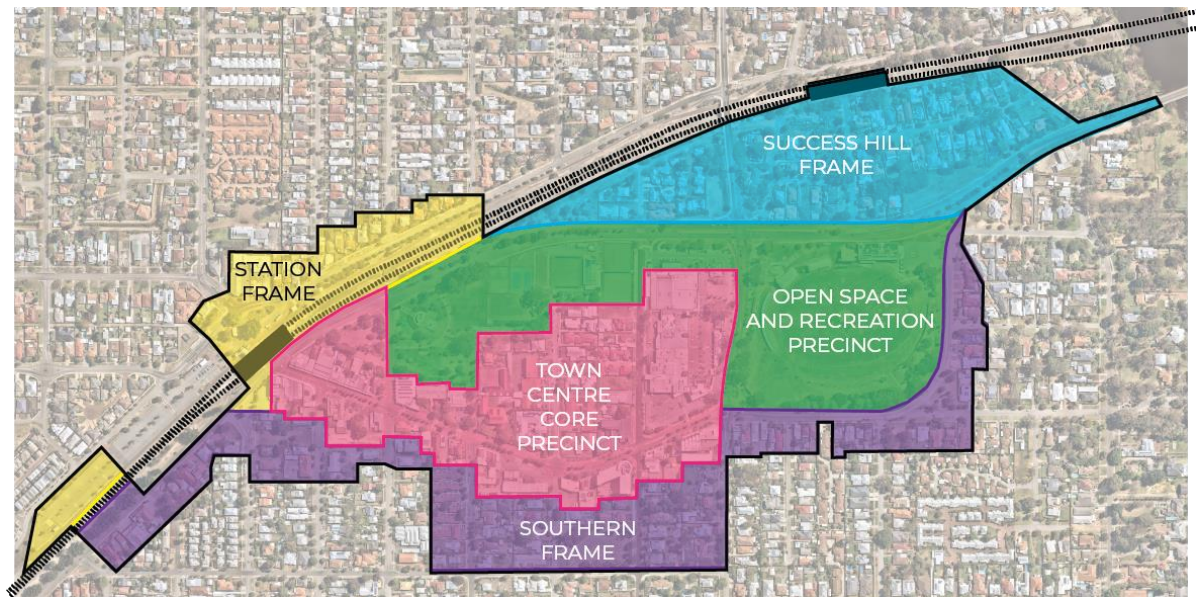
Subdivision and development of lots within flood affected areas is limited and not proposed to change under this Strategy, consistent with the presumption against any further intensification as is broadly provided for by draft State Planning Policy 2.9 – Planning for Water. Notwithstanding, further investigation may be considered for the long-term planning and control of those areas affected by flooding. Investigating the inclusion of Special Control Areas and associated provisions in the Scheme may be one such means of ensuring the ongoing protection of property and infrastructure within flood affected areas. This is represented as an action in Part 1 of the Strategy.

#### 4.3 Economy and Employment

##### 4.3.1 Activity Centres

##### Bassendean District Centre

The Bassendean Town Centre represents the major retail and commercial hub of the municipality. In the hierarchy of commercial centres, Bassendean Town Centre functions as a district centre, with regional shopping centres at nearby Morley and Midland. It is characterised by retail, commercial and civic uses extending along some 800 metres of Old Perth Road, generally confined to the "Town Centre Core Precinct", as identified below.

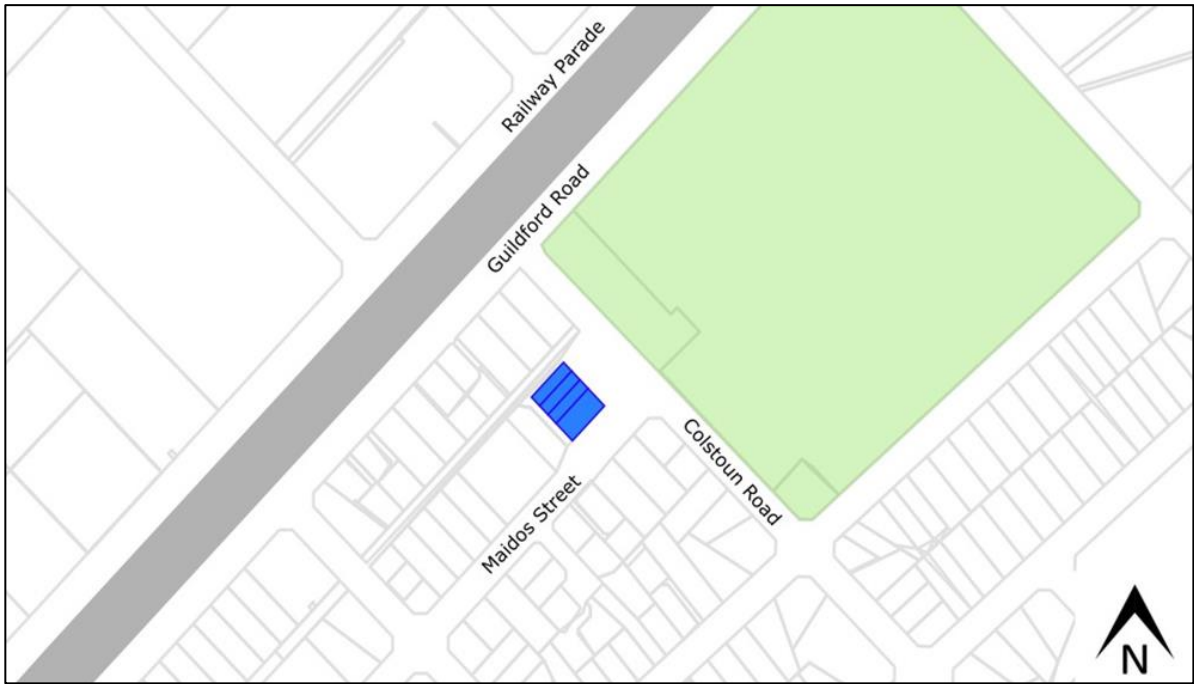


The Sub-Regional framework identifies the centre as being a District centre precinct, which therefore requires the preparation of a Precinct Structure Plan. This Strategy recommends that such a Plan be prepared.

In addition to the matters noted earlier, it is envisaged that the Plan would involve a review of the extent of commercial and mixed use development opportunities within the cell (particularly on the south side of Old Perth Road), with a view to focusing such opportunities to the “Town Centre Core Precinct” and “Station Frame”, rather than spreading into the other peripheral frame areas. This will likely require a retail needs/sustainability assessment to ensure the provision of an appropriate quantity of retail floorspace.

#### Ashfield District Centre

The centre includes four commercial tenancies with some multiple dwellings located above the commercial land uses. Located close to the Ashfield Train Station and Ashfield reserve, with a medium sized public carpark servicing the commercial activities, the centre presents as largely underused with enviable public transport and public open space access. The land immediately abutting the centre is predominately zoned Residential, however some commercial activity is seen towards Guildford Road.



The Sub-Regional framework identifies the centre as being part of a broader District centre precinct, which therefore requires the preparation of a Precinct Structure Plan. This Strategy recommends that such a Plan be prepared.

In addition to the matters noted earlier, it is envisaged that the Plan would involve a review of the extent of commercial and mixed use development opportunities within the cell, with a view to focusing such opportunities to area centres around the intersection of Colstoun Road and Mados Street, rather than spreading into the other peripheral frame areas. This will likely require a retail needs/sustainability assessment to ensure the provision of an appropriate quantity of retail floorspace.

Eden Hill Centre

The Eden Hill centre, located on the corners of Morley Drive East and Ivanhoe Street, is currently zoned Local Shopping under LPS 10 but is currently vacant; having previously accommodated a shopping centre and later, a Place of Worship.



Whilst currently inactive (with the only structure on site being vacant and derelict), the lot represents a potentially significant mixed-use opportunity in the northern part of the district. Whilst the normal development assessment process will ensure the improvement of amenity and services of the precinct and facilitate integration with medium density housing development, this Strategy simply recommends that the sites be rezoned to Local Centre in accordance with the *Planning and Development (Local Planning Schemes) Regulation 2015*.

#### Ida Street/Walter Road East Shopping Precinct

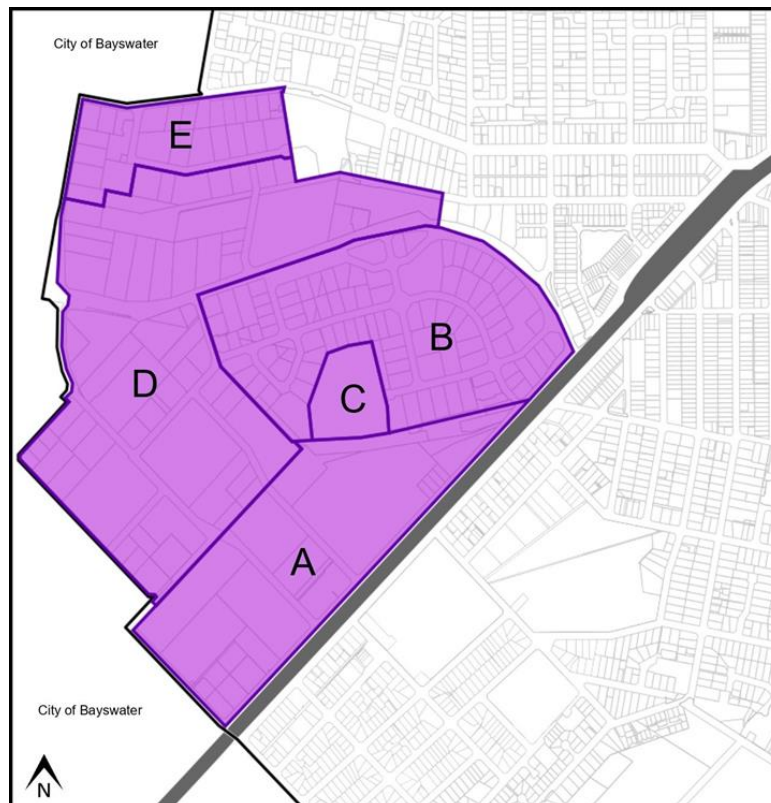


The Ida Street/Walter Road East local shopping precinct represents a comparatively medium sized local shopping area. As the precinct is split in two by Walter Road East, (and is somewhat disjointed as a consequence of this) the majority of economic activity occurs on the lots south of Walter Road East. Redevelopment on the two northern lots is somewhat hindered by (i) the size of the land parcels (ii) access requirements to Walter Road East, being an Other Regional Road under the MRS and (iii) the presence of the existing primary to the immediate north of the sites.

#### 4.3.2 Industry

To ensure alignment with the Central Sub-Regional Planning Framework, this Strategy seeks to strengthen key employment centres, including activity centres and industrial centres to meet the future needs of industry, commerce and the community.

The Bassendean industrial area occupies approximately 135 hectares of land positioned generally between Collier Road and the railway line, extending westward up to Tonkin Highway, and hence is extremely accessible both to the local community and to the broader region. A location plan follows.



The area provides a diverse mix of lot sizes that has enabled a range of businesses to agglomerate and function together as a diverse industrial precinct of regional significance. This characteristic highlights the fact that with industrial land, it is not necessarily subdivision potential that drives change and redevelopment. Industrial change and strategic location are the prime causes for redevelopment of industrial areas such as Bassendean. The industrial area is one of the major employment centres within the Town and contributes towards the local economy.

Broadly, the Bassendean industrial area comprises some five (5) precincts, each characterised by industry scale, industry type, age and quality of development. These precincts are summarised as follows:

- Area A: A group of large older industries fronting the railway line on large land holdings comprising distribution centres, mining, Detroit Diesel, older warehousing etc.;
- Area B: The new Tonkin Park Industrial area which commences at the junction of Collier Road and Railway Parade and comprises new and predominantly light and service industrial developments on smaller land holdings;
- Area C: Lot 857 Yelland Way, Bassendean is a vacant industrial lot adjoining the new Tonkin Business Park, which is currently used as a Containment Cell for soil contaminated with pyritic cinders and other waste associated with historical fertiliser manufacturing. The cell accommodates approximately 250,000m<sup>3</sup> of contaminated pyritic cinders and demolition waste and is lined and capped with clay and set at 2m above seasonal high groundwater levels. The containment of waste within the cell was completed in April 2005, with land use at the site restricted to that of an engineered containment cell, with ongoing leachate and groundwater monitoring and management. It is expected that the Containment Cell will remain in situ until the fill is removed, after which, the site will require remediation to allow it to be used for normal industrial purposes.

- Area D: The general industrial area flanking either side of Collier Road western side of the overall industrial area, comprising a mix of manufacturing industries, service industries, transport industries, offices and warehousing located on small to medium size lots and including both older and new redeveloped sites. There are a minimal number of vacant landholdings within this precinct and some opportunities for redevelopment of older sites;
- Area E: The light industrial area to the north interfacing with the residential areas on the opposite side of Grey Street and Broadway. This area comprises predominantly light industries, smaller factories, office and warehousing on relatively small lots.

Due to the historic development which has occurred throughout the Town's Industrial Area, the vast majority of the precinct area, with the exception of Area C, is built out.

This Strategy does not seek to facilitate any material change in this industrial area, but rather, simply seeks to protect the industrial land uses from encroachment of commercial and other incompatible land uses, via development controls and zoning under the local planning scheme.

#### 4.3.3 Tourism

In respect of Tourism, the Swan River, the Bassendean Markets, Railway Museum and the Town's locational attributes are recognised as providing tourism value. To optimise the Town's proximity to both the Perth CBD and the Swan Valley and access to public transport, the Strategy identifies opportunity to consider increasing tourist accommodation within the Town by incorporating new short-term accommodation land uses under the scheme. It is noted that no land use planning changes are proposed that would affect the continued operation of the Railway Museum and Bassendean Markets.

#### 4.4 Environment

Bassendean is located some 20 kilometres from the coast with its eastern boundary and portions of its southern boundary adjoining the Swan River. Several significant areas of land adjacent to the Swan River represent good agricultural soils that are low lying and hence subject to inundation. In other parts, the margin of river front land is well elevated and hence suitable for development. Further back from the river, the more elevated land is characterised by poorer quality soils and dunes with interdune swales that can become waterlogged and swampy in areas.

##### 4.4.1 Natural Areas

The natural areas of environmental significance within the Town include the Swan River Foreshore, Ashfield Flats, Bindaring Park/Pickering Park and Bennet Brook. Given the relatively developed nature of the district, the vast majority of environmentally-important land is in public care and control; reserved as Parks and Recreation under the MRS and LPS 10, and managed by the Town and/or the DPLH.

One issue that requires action from a Natural Areas perspective is the finalisation of Town Planning Scheme No. 4A (TPS 4A) – a guided development scheme that seeks that acquire land in and around Bindaring Park. As part of the review of the Scheme, it was identified that it is appropriate to rationalise the proposed open space within Bindaring Park, specifically:

- reserving the 27 Hyland Street as Local Open Space on the basis that it accommodates remnant vegetation, does not have typical access to the public road network (access is via abutting open space) and has already been acquired by the Town. This will result an additional 1,369m<sup>2</sup> of open space; and



- offsetting the above by removing the open space reservation from 17 Harcourt Street and 18 Anstey Road on the basis that the portions are privately owned and each have frontage to a constructed public road. This will result in a reduction of 1,470m<sup>2</sup> of open space.

The above changes would result in a superior environmental outcome, a net decrease of only 101m<sup>2</sup> of land, and importantly, reduce the impact on a private landowner, relieve the Town of the obligation to acquire the land and allow swift cessation of TPS 4A.

Therefore, actions are recommended in Part 1 to Investigate the rationalisation of the proposed local open space reservations as recognised by TPS 4A under the local planning scheme.

#### 4.4.2 Climate Change

The Town recognises that a key theme of the responses from BassenDream Our Future related to sustainability and addressing the issue of climate change. Both within and outside the local planning framework, the Town seeks to protect environmental assets and manage environmental impacts by initiating and driving renewable energy practices and implementing waterwise and urban forest projects.

This Strategy aims at improving the Town's sustainability through the planning process by creating a more compact urban environment that reduces sprawl, makes better use of existing services, facilities and infrastructure and reduced travel distances to access work, shopping and recreational opportunities. It is important that this does not come at the cost of reducing the urban tree canopy cover and existing green spaces, which are required to be protected in accordance with the 'Green Network' urban consolidation principle of the Central Sub-regional Planning Framework. It is intended that new development will need to, in accordance with Local Planning Policy No. 13, contribute to the urban forest; minimising the heat island effect caused by intense urban development and the loss of private green space. By encouraging development within concentrated areas within the Town, this will ensure the balance of private green space and canopy cover will remain unaffected by infill redevelopment, consistent with the 'Protection' urban consolidation principle of the Central Sub-Regional Planning Framework.

One of the most pressing sustainability issues within the district relates to the loss of trees as a result of development; a concern that has been raised by the community for some time, not only via BassenDream Our Future but as a broader issue that requires attention. As such, this Strategy contemplates the potential for greater regulatory controls to address tree retention. It is intended that these controls be formalised via appropriate scheme provisions within LPS 11.

#### 4.5 Infrastructure

##### 4.5.1 Transport Network

The Fremantle to Midland Railway passes through the Town of Bassendean, providing commuter links to Perth and Midland, whilst also servicing the Bassendean industrial area with small spur lines. The Town maintains access to one large (Bassendean) and two supplementary (Ashfield and Success Hill) railway stations, a primary regional road (Guildford Road) and several smaller other regional roads (Walter Road East, Morley Drive East, Lord Street and Collier Road). Guildford Road runs parallel to the railway line, and represents the

major traffic thoroughfare. Tonkin Highway is aligned marginally west of the municipal boundary, providing strong linkages into the area. The existing road hierarchy is defined, with the majority of the local road network being a grid pattern.

The Local Integrated Transport Plan (LITP) was adopted by Council on 26 November 2019 and is contained as Appendix 5. It identifies a number of strengths and weaknesses which are present in the Town for future increases and redistribution in density. Predominately, these strengths revolve around an enviable level of access to public transport. Weaknesses include the location of Guildford Road in proximity to the railway line, resulting in multiple at-grade level crossings within the Town.

The railway stations within the Town will be required to be upgraded to accommodate additional carriages. The Public Transport Authority will adjust its operations in line with increases in demand for public transport services, subject to funding.

One of the most strategically pressing issues from a road transport infrastructure perspective is the need to resolve the access constraints affecting the Success Hill South cell. In line with the urban consolidation principles within *Perth and Peel @ 3.5 million*, this cell should accommodate intensive infill redevelopment, however, it is only provided a single point of access to Guildford Road, via Thomson Road. Main Road Western Australia has provided preliminary comment in relation to traffic matters; advising that it does not support intensification in that location until such time as it upgrades Guildford Road. In providing that advice, it was not able to confirm when that upgrade would occur and in all likelihood, the upgrade would not occur within the life of this iteration of the strategy. Therefore, to adequately assess the traffic and access impacts of new development at the proposed densities and to respond to the 'Infrastructure' urban consolidation principle, the Town will, at the precinct structure plan and development application stage, assess each proposal in accordance with the WAPC's *Transport Impact Assessment Guidelines and Instrument of Delegation DEL 2017/02*. This is considered a pragmatic approach that appropriately balances the suitability of the precinct for further intensification, with the need to ensure new development does not exceed the capacity of the supporting infrastructure.

More broadly, the road and rail transport network, while vital, can and does have an adverse impact on human health and the amenity of nearby communities, by way of noise and vibration. To ensure a balanced approach is taken in land-use planning and development, this Strategy recommends that consideration be given to establishing a Special Control Area, or some similar statutory control, in relation to noise attenuation for affected properties. This course of action is contemplated in Clause 6.5.2 of State Planning Policy 5.4.

#### 4.5.2 Telecommunications

The Town has a number of telecommunications infrastructure throughout the Town, however in recognising the amenity loss associated with 'high impact' telecommunications infrastructure, future telecommunications infrastructure should be located within established industrial areas. The Town will continue to apply the requirements of State Planning Policy 5.2 – Telecommunications Infrastructure in this respect, which ensures that a telecommunications infrastructure land use is included in the zoning table, in all zones. This Strategy also recommends the application of the requirements of the Fibre Ready Telecommunications Infrastructure Position Statement in the assessment of subdivision and development applications to ensure NBN infrastructure is provided.

### 4.5.3 Servicing

#### Sewerage

Whilst the majority of the Town enjoys connection to deep sewer, a number of properties within close proximity to the Swan River do not, such as lots along North Road and Bassendean Parade. As per the established Government Sewerage policy framework, which seeks to ensure that all properties are provided with access reticulated deep sewer, for a number of these sites the cost for connection is not feasible. As a result, this presents an access issue and limitation on further subdivision and development. In any instance, this Strategy recommends the retention of the R5 coding in these areas, to ensure the lots comply with the State Government Sewerage Policy.

The Water Corporation's sewerage system may require some upgrading for the Bassendean Sewer District in the long term if dwelling growth exceeds approximately 6,500 dwellings in the suburb of Bassendean (i.e. about 2,500 more dwellings than existing). This will be assessed on a case by case basis and as part of a future Precinct Structure Plans.

It is also noted that a large part of the industrial area remains unsewered, however, the industrial area is largely built-out and this is not considered to place any further constraints on development.

#### Water

Due to the Town's location within the Perth Metropolitan Region, the vast majority of lots enjoy access to reticulated water sources (scheme water). It is not considered a hindrance to future development and subdivision on this basis, however, further consultation with the Water Corporation is required at these stages The Water Corporation will monitor the existing water supply system and make adjustments as necessary to accommodate growing demand.

#### Drainage

Under natural conditions, stormwater disposal and runoff within the Town is relatively straightforward, with the majority of stormwater able to directly infiltrate into the soil. In the southern and eastern portions of the Town, however, the proximity to the Swan River and the high clay content of the soil makes onsite infiltration more difficult. As a result, new development is often required to be supported by a connection to the Town's existing stormwater and drainage system.

Further investigation into the capacity of the Town's stormwater infrastructure is required (which can be undertaken for each individual development proposal, but will also be completed as part of future Precinct Structure Plans), to ensure the system has adequate capacity to cater for the development as well as meet the objectives of the State's Better Urban Water Management framework and the Town's relevant local planning policy.

#### Power

The Town is dissected by a 132kV power line, which runs from Morley Drive East, Eden Hill, down Iolanthe Street and then runs parallel to the Perth to Midland Train Line between the Collier Road and Railway Parade junction. Smaller intermediate power infrastructure is present throughout the Town, some of which originate at the Town's only electrical substation located on land abutting the level crossing on Collier Road.

Whilst the majority of the residential areas throughout the Town are provided with overhead power, the Town is currently exploring options for the undergrounding of power within the suburb of Eden Hill. Understanding the potential benefits to the streetscape and power security that underground power brings, the Town has signalled its desire for this to occur in other areas across the Town. However, this has obvious implications and subsequent limitations on household cost of undergrounding existing infrastructure.

In terms of electricity distribution, Western Power has acquired a site in the northwest quadrant of the intersection of Guildford Road and Tonkin Highway (Bayswater) to secure a zone substation. At this time, Western Power does not have specific plans to establish a zone substation on the site (or on another site in the general vicinity). Western Power will continue to monitor and forecast load requirements for the area, and will take actions as appropriate to ensure sufficient supply capacity.

### Gas

Gas is available throughout the Town, via a high-pressure subterranean gas pipeline which straddles the Perth to Midland rail line, terminating at the Bassendean Railway Station.

The gas distribution network operated by WA Natural Gas may need strengthening with the new installation of two Pressure Regulating Stations (PRS) subject to suitable sites being identified and available. In addition, the pressure of gas supply in some portions of the study area may need to be increased.

## 5 Planning Areas

### 5.1 Planning Area A – Bassendean District Activity Centre

The Bassendean District Activity Centre is the key node of commercial activity within the district. Old Perth Road forms a boulevard from the Bassendean Railway Station, with the Federation period shop fronts acting as the entrance to the Town. Buildings to the north of Old Perth Road are single storey facing the street, and the Bassendean Hotel influences a two-storey building scale along the southern side of the streetscape.

The area east of Wilson Street, along Old Perth Road, includes the Town's major civic buildings, schools, aged care facilities, main shopping centres and mixed residential apartment buildings. Acting as a green fringe to the above sections are the Bassendean Oval, Bic Park and other sporting grounds. This fringe edges Guildford Road and forms a secondary, green entrance to the Town Centre.

Planning Area A proposes the redevelopment and land use intensification of the Bassendean District Activity Centre area with a focus on optimising employment opportunities, land use diversity and accommodating residential outcomes. The Strategy recognises that Planning Area A requires a precinct structure plan and that the land is to be zoned and coded accordingly. The Town progressed and Council adopted the Bassendean Town Centre Masterplan which will inform the preparation of a Precinct Structure Plan. The Town proposes to prepare the Precinct Structure Plan and investigate the matters such as density, land use mix, servicing capacity, traffic impacts, interface and retail needs in the immediate term.

### 5.2 Planning Area B – Ashfield District Activity Centre

Portions of Ashfield are identified as a District Centre under the Central Sub-Regional framework, which envisions the area becoming a more significant employment-focused strategic centre. The area designated as District Centre under the Frameworks currently contains an expansive area of district level open space, a local commercial centre with limited commercial opportunities, low density residential (with the exemption of one site owned by the Department of Communities), and industrial development on the northern side of the Perth-Midland Railway Line. Whilst Ashfield Railway Station will require upgrading to meet current accessibility standards, the station provides access to adjacent employment opportunities and provides the opportunity to integrate passenger rail lines with future residential intensification.

Planning Area B proposes land use intensification within the Ashfield District Activity Centre with a focus on optimising employment opportunities, land use diversity and accommodating residential outcomes. The Strategy recognises that Planning Area B requires a Precinct Structure Plan in accordance with SPP 4.2 and that land is to be zoned and coded accordingly. The Town proposes to prepare the precinct structure plan and investigate the matters such as density, land use mix, servicing capacity, traffic impacts, interface and retail needs in the medium term.

### 5.3 Planning Area C – Guildford Road Urban Corridor

Key transport corridors will be required to transition into multi-functional corridors to achieve a more compact and diverse urban form. The southern side of Guildford Road predominantly contains existing single or grouped dwellings, with access either directly to Guildford Road, or via rear laneways and secondary streets where available.

Area C proposes to facilitate land use intensification, land use mix and housing diversity within proximity to centres and/or and high frequency public transport, consistent with the principles of urban consolidation. Matters requiring consideration in these areas vary given locational

characteristics, however, include bushfire, density ranges, land use mix, interface arrangements, traffic and noise impacts. Investigations are proposed in the medium term.

#### 5.4 Planning Area D – Ivanhoe Street Urban Corridor – South

The integration of key centres with high quality public transport networks is a fundamental principle of the frameworks. The character of this Planning Area is an urban corridor under the Central Sub-Regional framework, dominated by existing grouped dwelling developments, including larger multi-unit grouped dwelling strata complexes facilitated by the existing split density R20/40 coding of the land. The cell is within close proximity to the Bassendean Railway Station and therefore access to high quality public transport linkages is readily available.

Planning Area D proposes to facilitate land use intensification, land use mix and housing diversity within proximity to centres and/or and high frequency public transport, consistent with the principles of urban consolidation. Matters requiring consideration in these areas vary given locational characteristics, however, include density ranges, land use mix, interface arrangements, traffic and noise impacts. Investigations are proposed in the medium term.

#### 5.5 Planning Area E – Ivanhoe Street Urban Corridor – North

The northern portion of the Ivanhoe Street Urban Corridor also has access to public transport, similar to the southern portion, however walkability to the Bassendean Railway station is less likely and reliance on bus services is required to ensure the viability of this corridor. Bus services are an important part of a comprehensive and integrated public transport network. Improving connectivity between bus and rail networks will increase accessibility to the Perth CBD and key centres and reduce commuting times.

This cell is characterised by low density residential development, and an underutilised and largely vacant existing local centre in the northern portion of the cell at Eden Hill. Future planning for this local centre, likely in the form of a local development plan, will guide future development and ensure an appropriate interface to the adjacent district level open space at Mary Crescent Reserve.

Future intensification along Morley Drive East, the northern edge of the Planning Area and the boundary to the local government area, will need to consider impacts of transport noise and access, given this is designated as an 'Other Regional Road' under the Metropolitan Region Scheme.

Planning Area E proposes to facilitate land use intensification, land use mix and housing diversity within proximity to centres and/or and high frequency public transport, consistent with the principles of urban consolidation. Matters requiring consideration in these areas vary given locational characteristics, however, include bushfire, density ranges, land use mix, interface arrangements, traffic and noise impacts. Investigations are proposed in the medium term.

#### 5.6 Planning Area F – Lord Street Urban Corridor

Planning Area F is fragmented into two district areas by Lord Street, which is an 'Other Regional Road' under the Metropolitan Region Scheme and will play an important role in the regional road network, connecting future development to the north of the district to the amenities within the Bassendean Town Centre. The western portion provides for low density existing residential development, whilst the eastern portion contains low density residential development and land reserved for Parks and Recreation and Public Purposes. The existence of mature vegetation on the eastern portion of this corridor abutting the Swan River and associated designation as a bushfire prone area will likely limit the future development potential, in addition to access constraints onto Lord Street.

Provision of a network of paths for cyclists and pedestrians offers commuters an alternative to private car trips, as well as providing recreation opportunities and associated health benefits. Future consideration to upgrades to Lord Street for this purpose is envisioned to provide a safer transport route which provides for these alternative modes of transport.

Planning Area F proposes to facilitate land use intensification, land use mix and housing diversity within proximity to centres and/or and high frequency public transport, consistent with the principles of urban consolidation. Matters requiring consideration in these areas vary given locational characteristics, however, include bushfire, density ranges, land use mix, interface arrangements, traffic and noise impacts. Investigations are proposed in the medium term.

#### 5.7 Planning Area G – Eden Hill Coding Review

This area predominantly represents a post c1960s subdivision and is characterised by single storey dwellings of that era. This cell is wedged between the Lord Street and Ivanhoe Street Urban Corridors, although does not have the immediate access to high frequency public transport experienced by the corridors. Land in the southern portion of this cell is impacted by transport noise from the Perth-Midland Railway and Guildford Road.

Planning Area G proposes to investigate recoding sites from R20/30 and R20/40 to R20 within Bassendean and Eden Hill. This will result in the loss of development potential for lots that have not been developed while other lots previously developed at the higher coding will retain their development potential through a proposed clause under the new Local Planning Scheme. The purpose of this approach is to redirect higher density outcomes to activity centre and urban corridor planning areas, consistent with the principles of urban consolidation. Investigations are proposed in the immediate term.

#### 5.8 Planning Area H – Ashfield Coding Review

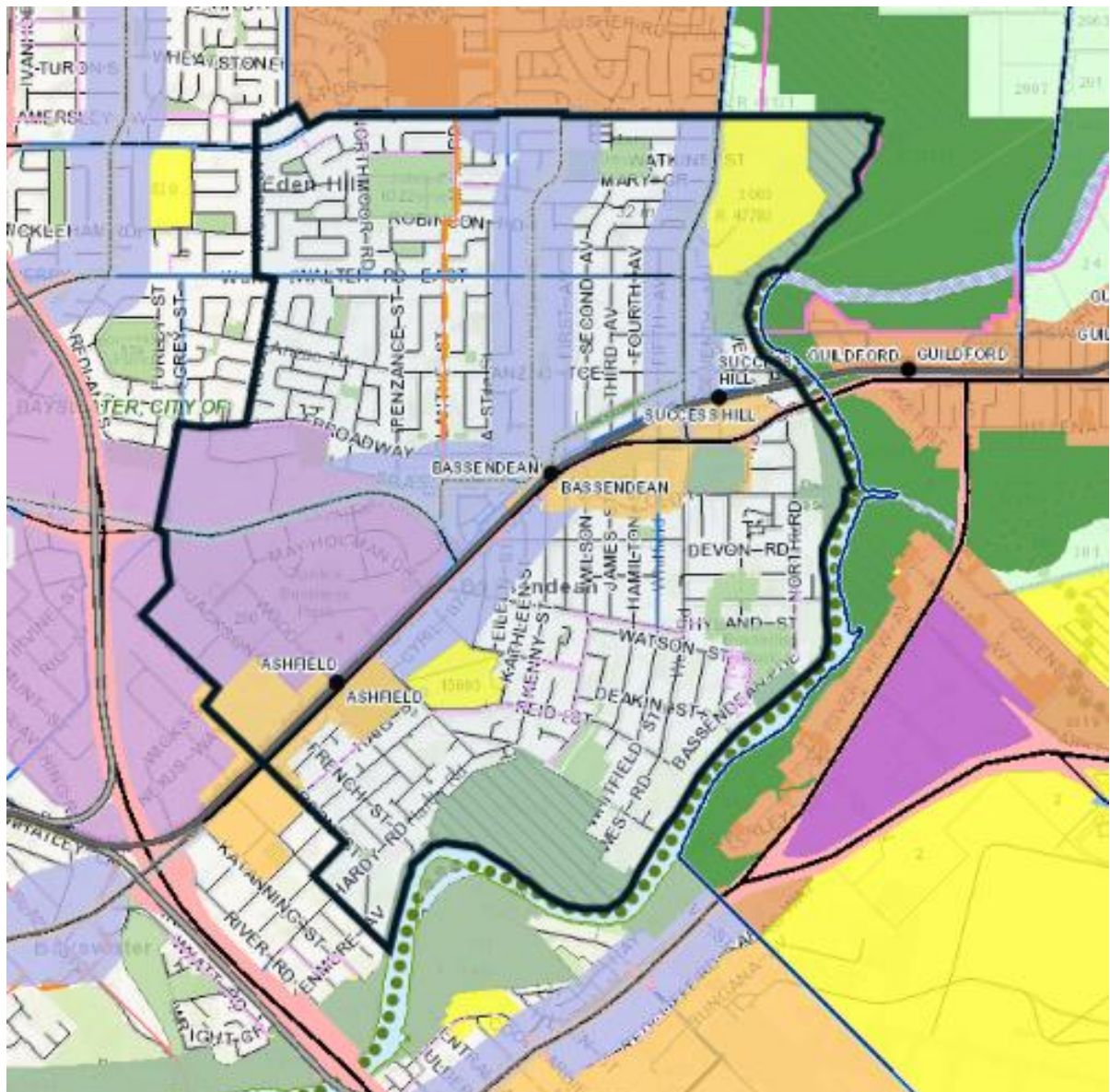
Planning Area H proposes to investigate normalising various split coding arrangements to a single density code where build out has occurred within Bassendean and Ashfield. This is to provide for transparency and legibility under the new Local Planning Scheme. The matters requiring consideration in this area are existing built form outcomes and heritage with investigations proposed in the immediate term.

#### 5.9 Planning Area I – Eden Hill Coding Review

Similar to Planning Area G, this area predominantly represents a post c1960s subdivision and is characterised by single storey dwellings of that era. Maximising areas of soft landscaping, encouraging the retention of large trees and existing parking and ensuring new development references single and two storey building elements is critical in retaining the existing character of the locality.

Planning Area I proposes to investigate normalising various split coding arrangements to a single density code where build out has occurred in Eden Hill. Additionally, the base density code of R17.5 is proposed to be increased to R20 to reflect servicing capacity and the prevailing minimum lot size within the local government area and the Perth metropolitan region. The matters requiring consideration in this area are existing built form outcomes and investigations are proposed in the immediate term.

**Appendix 1 – Central sub-regional planning framework plan as it relates to the Town of Bassendean (DPLH, March 2018)**





## **Appendix 2 – Local Planning Scheme No. 10 Scheme Map**

[https://www.dplh.wa.gov.au/getmedia/700c97be-03eb-475a-a442-2b4232163708/Map-01\\_Bassendean-North](https://www.dplh.wa.gov.au/getmedia/700c97be-03eb-475a-a442-2b4232163708/Map-01_Bassendean-North)

[https://www.dplh.wa.gov.au/getmedia/2a8c64cc-4381-480f-8fc7-866d79291838/Map-02\\_Bassendean-South](https://www.dplh.wa.gov.au/getmedia/2a8c64cc-4381-480f-8fc7-866d79291838/Map-02_Bassendean-South)

## **Appendix 3 – Built Form and Character Study (May 2018)**

[https://www.bassendean.wa.gov.au/Profiles/bassendean/Assets/ClientData/Document-Centre/Strategic\\_Planning/Bassendean\\_Built\\_Form\\_Character\\_FINAL\\_DRAFT\\_090320.pdf](https://www.bassendean.wa.gov.au/Profiles/bassendean/Assets/ClientData/Document-Centre/Strategic_Planning/Bassendean_Built_Form_Character_FINAL_DRAFT_090320.pdf)

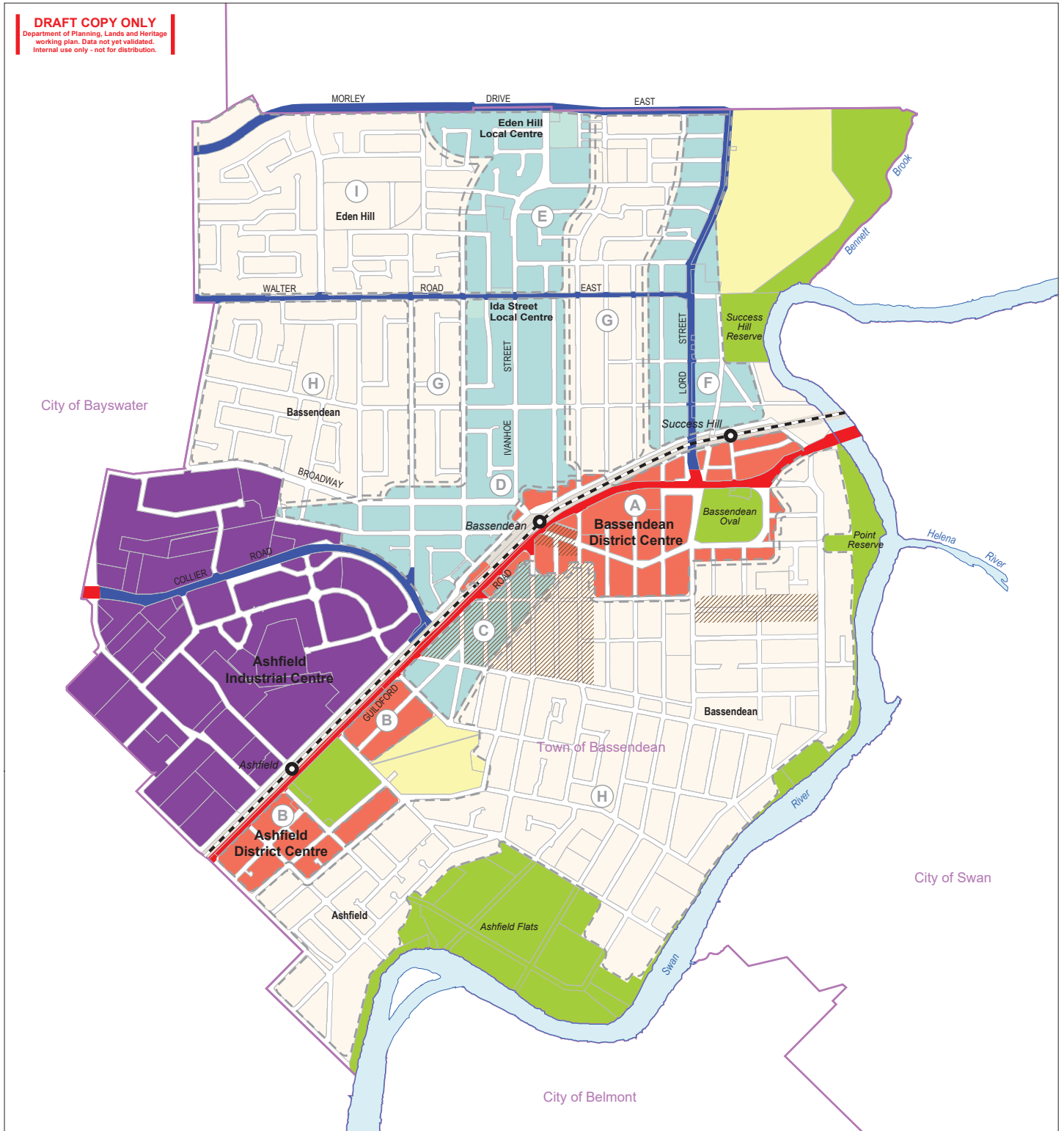
## **Appendix 4 – Bassendean Town Centre Master Plan**

<https://www.bassendean.wa.gov.au/Profiles/bassendean/assets/moduledata/consultations/f985f7b0-842e-4798-b9d5-823e61ceeb5f/4.8/Concept-Plans-Town-Centre-Masterplan.pdf>

## **Appendix 5 – Local Integrated Transport Plan (October 2019)**

[https://www.bassendean.wa.gov.au/Profiles/bassendean/Assets/ClientData/Document-Centre/Strategic\\_Planning/191122\\_Bassendean-Transport-Study\\_Phase-2-LITP\\_Final\\_issue\\_Rev3.pdf](https://www.bassendean.wa.gov.au/Profiles/bassendean/Assets/ClientData/Document-Centre/Strategic_Planning/191122_Bassendean-Transport-Study_Phase-2-LITP_Final_issue_Rev3.pdf)

**DRAFT COPY ONLY**  
 Department of Planning, Lands and Heritage  
 working plan. Data not yet validated.  
 Internal use only - not for distribution.



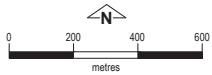
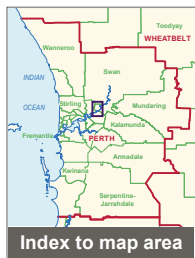
**Planning area index**

- A Bassendean District Activity Centre
- B Ashfield District Activity Centre
- C Guildford Road Urban Corridor
- D Ivanhoe Street Urban Corridor - South
- E Ivanhoe Street Urban Corridor - North
- F Lord Street Urban Corridor
- G Bassendean-Eden Hill Coding Review
- H Bassendean- Ashfield Coding Review
- I Eden Hill Coding Review

**Note:** the extent of proposed planning areas are indicative only and intended as a guide for future planning.

Relevant areas will be subject to additional detailed planning processes - such as precinct planning, structure planning and local development plans - in determining appropriate development controls such as building heights, densities and built form provisions.

<p><b>Legend</b></p> <ul style="list-style-type: none"> <li> Local government boundary</li> <li> Planning area</li> <li> Planning area reference</li> <li> Activity centre - District</li> <li> Activity centre - Local</li> <li> Urban corridor</li> <li> Existing urban footprint</li> <li> Heritage character areas</li> <li> Industrial centre</li> </ul>	<p><b>Environment and recreation</b></p> <ul style="list-style-type: none"> <li> Regional parks and recreation</li> <li> Waterways</li> </ul> <p><b>Infrastructure</b></p> <ul style="list-style-type: none"> <li> Railway line</li> <li> Railway station</li> <li> Primary regional roads</li> <li> Other regional roads</li> <li> Railways</li> <li> Existing regional infrastructure and public purposes</li> </ul>
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# TOWN OF BASSENDEAN

## MINUTES

### AUDIT AND GOVERNANCE COMMITTEE

HELD BY ELECTRONIC MEANS IN ACCORDANCE WITH REGULATION 12(2) AND  
14(D) OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996

ON WEDNESDAY 8 JUNE 2022, AT 5.30PM

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

The Presiding Member declared the meeting open, welcomed all those in attendance and acknowledged the past and present traditional owners and custodians of the land on which the meeting was held.

#### **2 Announcements by the Presiding Member Without Discussion**

Nil

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

##### Members

Cr Hilary MacWilliam, Presiding Member  
Cr Kathryn Hamilton  
Cr Renee McLennan  
Cr Paul Poliwka  
Patrick Eijkenboom  
Kim Stewart

##### Staff/Consultants

Paul White, Director Corporate Services  
Elizabeth Kania, Manager Governance & Strategy  
Raj Malde, Manager Finance  
Ron Back, Advisor to the Committee  
Amit Kabra, RSM (until 6.12pm)  
Krushna Hirani, RSM (until 6.12pm)  
Jay Teichert, Office of the Auditor General (until 6.12pm)  
Duy Vo, William Buck  
Amy Holmes, Minute Secretary

## 4 Declarations of Interest

Nil

## 5 Presentations or Deputations

Nil

## 6 Confirmation of Minutes

### 6.1 Confirmation of Minutes

#### **Committee/Officer Recommendation – Item 6.1(a)**

MOVED Cr MacWilliam, Seconded Cr McLennan, that the minutes of the Audit and Governance Committee meeting held on 9 March 2022, be received.

CARRIED UNANIMOUSLY 6/0

#### **Committee/Officer Recommendation – Item 6.1(b)**

MOVED Kim Stewart, Seconded Cr McLennan, that the minutes of the Audit and Governance Committee meeting held on 9 March 2022, be confirmed as a true record.

CARRIED UNANIMOUSLY 6/0

## 7 Reports

<b>7.1 Annual Audit of the Financial Report for 2021/22 - Audit Planning Memorandum</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	FINM/AUD/7
<b>Author</b>	Paul White
<b>Department</b>	Director Corporate Services
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Information</b> For the Council/Committee to note.
<b>Attachments</b>	1. APM - Town of Bassendean F Y 2022 - Final [7.1.1 - 29 pages]

## Purpose

The purpose of this report is to provide the Committee with the Audit Planning Memorandum (**APM**) for the audit of the Town's Financial Report for 2021/22 (**Attachment 1**).

## Background

The primary purpose of the APM is to brief the Town on the proposed approach by RSM Australia (**RSM**), on behalf of the Office of the Auditor General (**OAG**), to audit the financial report of the Town for the year ending 30 June 2022.

## Proposal

For the Audit and Governance Committee to receive the APM.

## Communication and Engagement

RSM liaised with Town staff in the preparation of the APM, prior to this meeting of the Committee which RSM refers to at the "Entrance meeting", to present and discuss the APM.

## Strategic Implications

Priority Area 6: Providing Visionary Leadership and Making Great Decisions

6.1 Make brave decisions in line with a risk appetite

6.4 Reinforce a culture of collaboration, trust and demarcation between Council, administration and the community

## Comment

Following the audit, a final audit findings meeting will be held with Town management, the OAG and RSM to discuss any significant accounting issues and findings noted during the final audit. If there are significant, unresolved matters, then a meeting will also be held with the Committee and CEO.

The Final Audit Exit Meeting with the Committee is expected to be held on 7 December 2022 and will cover the presentation and discussion of the audit closing report, which will outline any significant audit related matters concerning the financial report, management letters and improvement suggestions for future audits.

## Statutory Requirements

Local Government Act 1995

### 6.4. Financial report

1. A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.
2. The financial report is to —
  - (a) be prepared and presented in the manner and form prescribed; and
  - (b) contain the prescribed information.
3. By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —
  - (a) the accounts of the local government, balanced up to the last day of the preceding financial year; and
  - (b) the annual financial report of the local government for the preceding financial year.

### Local Government (Financial Management) Regulations 1996

The Regulations specify the required content of the annual financial report prepared under section 6.4 of the *Local Government Act 1995*.

### Local Government Act 1995

#### **7.12AB. Conducting a financial audit**

The auditor must audit the accounts and annual financial report of a local government at least once in respect of each financial year.

#### **7.12AD. Reporting on a financial audit**

1. The auditor must prepare and sign a report on a financial audit.
2. The auditor must give the report to —
  - (a) the mayor, president or chairperson of the local government; and
  - (b) the CEO of the local government; and
  - (c) the Minister.

### Local Government (Audit) Regulations 1996

#### **10. Report by auditor**

1. An auditor's report is to be forwarded to the persons specified in section 7.9(1) within 30 days of completing the audit.
2. The report is to give the auditor's opinion on —
  - (a) the financial position of the local government; and
  - (b) the results of the operations of the local government.

3. The report is to include —
  - (a) any material matters that in the opinion of the auditor indicate significant adverse trends in the financial position or the financial management practices of the local government; and
  - (b) any matters indicating non-compliance with Part 6 of the Act, the Local Government (Financial Management) Regulations 1996 or applicable financial controls in any other written law; and
  - (c) details of whether information and explanations were obtained by the auditor; and
  - (d) a report on the conduct of the audit; and
  - (e) the opinion of the auditor as to whether or not the following financial ratios included in the annual financial report are supported by verifiable information and reasonable assumptions —
    - (i) the asset consumption ratio; and
    - (ii) the asset renewal funding ratio.

- (4A) In subregulation (3)(e) —

**asset consumption ratio** has the meaning given in the Local Government (Financial Management) Regulations 1996 regulation 50(2);

**asset renewal funding** ratio has the meaning given in the Local Government (Financial Management) Regulations 1996 regulation 50(2).

4. Where it is considered by the auditor to be appropriate to do so, the auditor is to prepare a management report to accompany the auditor's report and to forward a copy of the management report to the persons specified in section 7.9(1) with the auditor's report.

### Financial Considerations

The budget for the Town's annual Financial Report of \$45,000 is included in the draft annual budget for 2022/23 to be presented to Council.

### Risk Management Implications

Financial Risk  
Medium

The annual audit of the Town's Financial Report is an important part of the Town's approach to identifying, assessing and treating risks. While audits are not an absolute guarantee of the accuracy or reliability of the Town's information and may not identify all matters of significance, the audit is likely to highlight any significant risks and weaknesses in controls for risk mitigation by the Town.

## Declaration of Conflicts of Interest

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

*Amit Kabra of RSM spoke on the Audit Planning Memorandum and advised that next year it will be presented a little earlier, ideally at the March Audit & Governance Committee meeting. It is anticipated, that following completion of the audit process, the 30 June 2022 Financial Report will be presented to Council for adoption at its December Ordinary Council Meeting.*

### Committee/Officer Recommendation – Item 7.1

#### AGC-1/6/22

MOVED Cr McLennan, Seconded Cr Hamilton, that the Audit and Governance Committee receives the RSM Audit Planning Memorandum.

CARRIED UNANIMOUSLY 6/0

*Amit Kabra, Krushna Hirani and Jay Teichert left the meeting at 6.12pm.*

<b>7.2 General Finance Control Review</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	FINM/AUD1
<b>Author</b>	Paul White
<b>Department</b>	Director Corporate Services
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	1. CONFIDENTIAL REDACTED - Final Signed Report - General Finance Control [7.2.1 - 17 pages]

### Purpose

The purpose of this report is for the Audit and Governance Committee to receive the General Finance Control Review Report, prepared by the Town's internal auditors William Buck Consulting (WA) Pty Ltd (**William Buck**), and to consider the recommendations therein and the management action proposed by the Town.



## **Background**

In accordance with the Town's three-year Internal Audit Plan for 2020/21 to 2022/23, adopted by Council in June 2020, William Buck conducted an internal audit on the key financial controls and procedures during the 2021/22 financial year. The internal audit was performed in accordance with the agreed terms and conditions set out in the service contract for Internal Audit services to the Town.

The General Finance Control Review Report outlines the scope of the audit, details key findings and recommendations, and suggests a process improvement opportunity (**Attachment 1**).

## **Proposal**

That the Audit and Governance Committee receives the General Finance Control Review Report and notes the key findings and recommendations, and the management action taken or proposed to be taken to address the identified risks.

## **Communication and Engagement**

Town and William Buck staff engaged in regular communication during the conduct of the audit and in relation to draft findings, recommendations and management comments.

## **Strategic Implications**

Priority Area 5: Facilitating People-Centred Services

5.2 Deliver efficient and well-connected internet and computer technology systems

Priority Area 6: Providing Visionary Leadership and Making Great Decisions

6.1 Make brave decisions in line with a risk appetite

6.4 Reinforce a culture of collaboration, trust and demarcation between Council, administration and the community

## **Comment**

William Buck identified five key findings and made nine recommendations to the Town, and one process improvement opportunity, as shown in the following table:

#	Key Findings	Risk
F1	Periodic review of user access and user privileges	High
F2	Preparation of Bank Reconciliations	High
F3	Procurement and related findings	Medium
F4	Policies and procedure documents needs review and update	Low
F5	Non-Availability of exit checklist form for staff termination	Low
P11	No system based Good Received Note/Service Receive Note	Process Improvement Opportunity

The Town accepts all key findings and recommendations but does not agree that implementing the process improvement opportunity will yield a benefit to the Town. In particular, the Town notes the significance of the two findings rated as “High” and will take action to address these as a priority.

### Statutory Requirements

*Local Government Act 1995.*

Local Government (Financial Management) Regulations 1996.

### Financial Considerations

Implementation of some audit recommendations may require additional funds and will be the subject of separate budget submissions as and when required. The Town’s Purchasing Policy and Procurement Framework will govern any required engagements.

### Risk Management Implications

Financial Risk  
High

The General Finance Control Review Report details the risks associated with each of the findings.

### Declaration of Conflicts of Interest

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

*Duy Vo of William Buck spoke on the General Finance Control Review Report and the key findings and recommendations.*

## **Committee/Officer Recommendation – Item 7.2**

### **AGC-2/6/22**

MOVED Cr McLennan, Seconded Cr Poliwka, that the Audit and Governance Committee recommends that Council receives the General Finance Control Review Report and notes the findings and recommendations, and the management action taken or proposed to be taken to address the identified risks.

**CARRIED UNANIMOUSLY 6/0**

*Item 7.4 was brought forward for consideration before Item 7.3.*

<b>7.4 Internal Audit Report of Regulation 17</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	GOVN/CCLMEET/1
<b>Author</b>	Paul White
<b>Department</b>	Director Corporate Services
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	1. CONFIDENTIAL REDACTED - FINAL Signed Report of Reg-17- Management Comments [7.4.1 - 13 pages]

### **Purpose**

The purpose of this report is for the Audit and Governance Committee to receive the Internal Audit Report of Regulation 17, prepared by the Town's internal auditors William Buck Consulting (WA) Pty Ltd (**William Buck**), and to consider the recommendations therein and the management action proposed by the Town.

### **Background**

In accordance with the Town's three-year Internal Audit Plan for 2020/21 to 2022/23, adopted by Council in June 2020, William Buck conducted an internal audit on the current controls implemented in respect of Regulation 17 of the *Local Government (Audit) Regulations 1996 (Regulation 17)*.

The Internal Audit Report of Regulation 17 outlines the scope of the audit, and details key findings and recommendations (**Attachment 1**).

## Proposal

That the Audit and Governance Committee receives the Internal Audit Report of Regulation 17 and notes the key findings and recommendations, and the management action to be taken to address the identified risks.

## Communication and Engagement

Town and William Buck staff engaged in regular communication during the conduct of the audit and in relation to draft findings, recommendations and management comments.

## Strategic Implications

Priority Area 5: Facilitating People-Centred Services

5.2 Deliver efficient and well-connected internet and computer technology systems

Priority Area 6: Providing Visionary Leadership and Making Great Decisions

6.1 Make brave decisions in line with a risk appetite

6.3 Ensure operational activities reflect the strategic focus of Council

6.4 Reinforce a culture of collaboration, trust and demarcation between Council, administration and the community

6.6 Respond effectively and efficiently to crises

## Comment

William Buck identified three key findings rated as “Medium” and made five recommendations to the Town. The key findings were:

- Lack of integrated legislative compliance framework;
- Absence of individual service units work instructions and procedures manual; and
- Overarching internal control framework – Town's overall Council and governance policy and procedures.

The Town accepts all five recommendations made to address the risks posed by these key findings, as detailed in the report.

The Town appreciates the positive insights highlighted by William Buck and notes significant improvement since the last Internal Audit of Regulation 17 in 2019, when the Town’s auditor at the time made 18 recommendations to management, nine of which were rated as “High” and nine rated as “Medium”.

In addition to developing and implementing a Risk Management Framework, Business Continuity Plan and Fraud and Corruption Control Plan, the Town has:

- Implemented a new Delegations Register;

- Developed and implemented a new Procurement Framework;
- Created an Audit Risk Register for quarterly reporting to the Audit and Governance Committee;
- Enhanced cybersecurity protections and developed/updated a range of ICT policies and procedures; and
- Strengthened finance and payroll user access management and controls.

Nevertheless, the Town recognises that further work is required to improve governance over Council and Corporate policies, operational procedures and work processes to ensure policies are regularly reviewed and updated, risks and controls are appropriately considered, and compliance monitored.

### **Statutory Requirements**

Regulations 17 states that:

- (1) The CEO is to review the appropriateness and effectiveness of a local government's system and procedures in relation to:
  - a) Risk Management;
  - b) Internal controls; and
  - c) Legislative compliance.
- (2) The Review may relate to any or all of the matters referred to in sub regulations (1) (a), (b) and (c) but each of those matters is to be the subject of a review not less than once in every 3 financial years.
- (3) The CEO is to report to the audit committee results of that review.

### **Financial Considerations**

Implementation of some audit recommendations may require additional funds and will be the subject of separate budget submissions as and when required. The Town's Purchasing Policy and Procurement Framework will govern any required engagements.

### **Risk Management Implications**

Medium

The Internal Report of Regulation 17 details the risks associated with each of the findings.

## Declaration of Conflicts of Interest

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

*Duy Vo of William Buck spoke on the Internal Audit Report of Regulation 17, and the key findings and recommendations.*

### **Committee/Officer Recommendation – Item 7.4** **AGC-3/6/22**

MOVED Cr Hamilton, Seconded Cr McLennan, that the Audit and Governance Committee recommends that Council receives the Internal Audit Report of Regulation 17 and notes the findings and recommendations, and the management action to be taken to address the identified risks.

**CARRIED UNANIMOUSLY 6/0**

<b>7.3 Internal Audit Plan 2022/23</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	FINM/AUD1
<b>Author</b>	Paul White
<b>Department</b>	Director Corporate Services
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Revised Audit Schedule 2021-2023 - Nov 21 [7.3.1 - 1 page]</li> <li>2. Internal Audit Schedule 2021-2023 [7.3.2 - 1 page]</li> <li>3. Draft Internal Audit Plan 2022-23 [7.3.3 - 7 pages]</li> </ol>

## Purpose

The purpose of this report is for Council to consider the draft Internal Audit Plan for 2022/23, showing the key areas that will be covered by the Town's internal auditor, William Buck Consulting (WA) Pty Ltd (**William Buck**).

## **Background**

The Town has a requirement for Internal Auditing Services, to ensure compliance with the *Local Government Act 1995* (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended). Council adopted the internal audit schedule for 2020/21 to 2022/23 at its ordinary council meeting on 23 June 2020. (**Attachment 1**).

The Internal Audit Schedule was revised in November 2021 to consolidate the schedule into two years as no internal audit activity was undertaken in 2020/21 due to a delay in appointing the new internal auditor following an RFQ process, and changes to the Town's Manager Finance and other key Finance personnel. The Revised Internal Audit Schedule for 2020/21 to 2022/23 is shown in **Attachment 2**.

The key internal audits for 2021/22, being the Internal Audit of Regulation 17 and the General Financial Controls audit, have been completed by William Buck and the reports form part of the agenda for this meeting of the Audit and Governance Committee.

Following completion of those audits and a revision of priorities, Town staff and William Buck have revised the audit plan and proposed a new draft Internal Audit Plan for 2022/23 (**Attachment 3**).

## **Proposal**

That the Audit and Governance Committee endorses the draft Internal Audit Plan for 2022/23 and recommends to Council that it adopt the plan.

## **Communication and Engagement**

Town and William Buck staff collaborated to develop the draft Internal Audit Plan for 2022/23.

## **Strategic Implications**

Priority Area 5: Facilitating People-Centred Services

5.2 Deliver efficient and well-connected internet and computer technology systems

Priority Area 6: Providing Visionary Leadership and Making Great Decisions

6.1 Make brave decisions in line with a risk appetite

6.4 Reinforce a culture of collaboration, trust and demarcation between Council, administration and the community

## Comment

The audit of Lease agreements has been postponed while the Town implements the new Property Management Policy and Community Leasing Framework, adopted by Council in August 2021. The Fraud Prevention and Detection audit has been postponed while the Town implements the new Fraud and Corruption Policy and supporting Fraud and Corruption Control Plan. Both audits are expected to be conducted in 2023/24. The audit of credit cards has been postponed until 2023/24, pending implementation of an automated purchasing card acquittal and approval system.

The other major change to the plan is the removal of the Information Technology controls from the Internal Audit Plan. The Town's external auditors appointed by the Auditor General, RSM Australia (RSM) first audited the Town in 2020/21 and included Information System Auditor specialist to assess the risk of material misstatement imposed by the Information Technology environment, including:

- Testing general IT controls around system access and testing controls over computer operations within specific applications which are required to be operating correctly to mitigate the risk of misstatement in the financial statements; and
- Reviewing the key controls around change management related to significant IT systems.

While the Town and William Buck will continue to review the requirement for audit of ICT controls, it is not considered necessary at this time due to the comprehensive nature of the annual RSM interim audit.

Finally, in reviewing the Town's current operations, three new audits are proposed for inclusion in the Internal Audit Plan for 2022/23:

- Review of Asset Management Function and data integrity;
- Performance and Effectiveness Review of Library Services; and
- Review of the enforcement function performed across the Town.

The Town's contract with William Buck expires on 30 June 2023. The Town proposes to prepare an RFQ for a further three year contract during 2022/23 and will submit a new Internal Audit Plan for 2023/24 and beyond to the Committee as part of that process.

## Statutory Requirements

*Local Government Act 1995.*

*Local Government (Financial Management) Regulations 1996.*



## Financial Considerations

The expected cost of the Internal Audit Plan for 2022/23 has been included in the Town's draft annual budget. The cost of \$45,000 using the blended rate of \$125 per hour is higher than usual due to the condensed plan.

## Risk Management Implications

Financial Risk  
High

The use of independent internal audit has several important benefits to the Town, including:

- Independent assurance for management and Council that internal controls in place are working effectively
- Provision of advisory information on areas that may need further strengthening
- Independent review of the efficiency and effectiveness of financial and non-financial controls
- Independent review the Town's compliance with legislative requirements.

## Declaration of Conflicts of Interest

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

*The Town's Manager Finance and Director Corporate Services spoke on the draft Internal Audit Plan and outlined the audits which are proposed for inclusion in the Internal Audit Plan for 2022/23.*

## **Committee/Officer Recommendation – Item 7.3**

### **AGC-4/6/22**

MOVED Cr McLennan, Seconded Cr Poliwka, that the Audit and Governance Committee endorses the draft Internal Audit Plan for 2022/23, being Attachment 3 to this report, and recommends to Council that it adopt the plan.

**CARRIED UNANIMOUSLY 6/0**

<b>7.5 Rates - Small Balance Write Off</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	FINM/AUD1
<b>Author</b>	Paul White
<b>Department</b>	Director Corporate Services
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	1. CONFIDENTIAL REDACTED - Rates Small Balance Write off 2021-22 [7.5.1 - 84 pages]

### Purpose

The purpose of this report is to provide the Audit and Governance Committee with details of small rates balances currently recorded as debts owed to the Town and for the Committee to recommend to Council that it write off the debts in accordance with section 6.12(1)(c) of the *Local Government Act 1995*.

### Background

The Town's rates database shows 809 properties with outstanding balances of less than \$10, totaling \$2,039.48, as at 1 June 2022 (**Attachment 1**).

The following factors have resulted in an accumulation of small rate balances over time:

- The Town's rates system continues to calculate daily interest until the payment is applied to the system. Sometimes, there is a delay of up to a few days between receipt of the payment and processing the payment in the system;
- The application of daily interest by the system and timing of property settlements being processed through the system;
- On occasions when properties settle, the amount received differs from the settlement amount;
- Errors made by the payer; and
- The Town had a limit placed on bank transfers of \$10, meaning any amounts below \$10 could not be paid by the ratepayer through the bank. This was a legacy matter which has now been resolved and the limit lowered to \$1.

In all the above cases, one of the following two points applies:

- The outstanding balance is not a debt due and payable to the Town as it arose from the application of interest by the system to the period between receipt and processing of the payment; and
- The outstanding balance is due and payable to the Town, but the cost of collection would exceed the amount outstanding.

## **Proposal**

That the Committee recommends to Council that it write off the outstanding small balances listed in Attachment 1, in accordance with section 6.12(1)(c) of the *Local Government Act 1995*.

That the Committee recommends to Council that it amend the Town's Delegation Register, 'Delegation 1.2.15 Defer payment, Grant discounts, Waive fees or Write-off Debts' to delegate to the CEO the authority to write off small rates balances up to a maximum of \$10 per property per annum. Should that delegation be given to the CEO, the CEO proposes to sub-delegate to the Director Corporate Services and Manager Finance.

The administration proposes to report all instances of exercise of the delegation to Council as part of the quarterly report through the Audit and Governance meetings.

## **Communication and Engagement**

The Town's Manager Governance and Strategy and Rates Officers have been consulted on this matter.

## **Strategic Implications**

Priority Area 4: Driving Financial Suitability

4.1 Ensure there is sufficient, effective and sustainable use of assets

## **Comment**

The provision of the ability to write off small rates balances will allow the efficient collection of rates debts.

The Town's finance system can generate a report at the end of each month and any amounts that are below \$10 will be extracted and reviewed by Town officers and, if deemed appropriate, recommended for write-off. The CEO, Director Corporate Services or Manager Finance will approve any write-off, in accordance with the proposed delegation.

## **Statutory Requirements**

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.

### **Financial Considerations**

The administration anticipates the total small rates balances written off each year to total less than \$1,000 in 2022/23.

The Town has amended the BPay limit for bank transfers to \$1 from May 2022 which will enable ratepayers to make payment of small amounts owing.

### **Risk Management Implications**

Financial Risk - Low

The risk is low and will facilitate the efficient collection of outstanding rates debts.

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

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

### **Committee/Officer Recommendation – Item 7.5**

#### **AGC-5/6/22**

MOVED Cr Hamilton, Seconded Cr Poliwka, that the Audit and Governance Committee recommends that Council:

1. Writes off the outstanding small balances listed in Attachment 1 to this report, in accordance with section 6.12(1)(c) of the *Local Government Act 1995*;
2. Amends the Town's Delegation Register, 'Delegation 1.2.15 Defer payment, Grant discounts, Waive fees or Write-off Debts' to delegate to the CEO the authority to write off small rates balances up to a maximum of \$10 per property per annum;
3. Notes that the CEO intends to sub-delegate that authority to the Director Corporate Services and Manager Finance; and
4. Includes a condition on the delegation that exercise of the delegation be reported to Council.

**CARRIED BY AN ABSOLUTE MAJORITY 6/0**

<b>7.6 Audit Risk Register</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	GOVN/CCLMEET/1
<b>Author</b>	Paul White
<b>Department</b>	Director Corporate Services
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	1. CONFIDENTIAL REDACTED - Audit Risk Register [7.6.1 - 6 pages]

### Purpose

The purpose of this report is to provide the Audit and Governance Committee with the Town's Audit Risk Register, with updated actions since the meeting of the Committee on 9 March 2022.

### Background

Creation of an Audit Risk Register was a recommendation arising from the 2019 review of the appropriateness and effectiveness of the Town's systems and procedures in relation to risk management, internal controls and legislative compliance pursuant to Regulation 17 of the *Local Government (Audit) Regulations 1996*.

### Proposal

For the Audit and Governance Committee to receive the Audit Risk Register and consider the action taken or proposed to address the identified risks.

### Communication and Engagement

Nil.

### Strategic Implications

- Priority Area 6: Providing Visionary Leadership and Making Great Decisions
- 6.1 Make brave decisions in line with a risk appetite
  - 6.3 Ensure operational activities reflect the strategic focus of Council
  - 6.4 Reinforce a culture of collaboration, trust and demarcation between Council, administration and the community
  - 6.6 Respond effectively and efficiently to crises

## Comment

The Audit Risk Register presents a summary of the audit risks and recommendations made in recent internal and external audit reports relating to the Town and provides an update on actions taken or proposed to address the identified risks.

The Town's internal auditor William Buck Consulting (WA) Pty Ltd (William Buck) has completed two important audits since the last meeting of the Committee:

- Internal audit of Regulation 17 of the *Local Government (Audit) Regulations 1996*; and
- General Finance Control Review.

The reports for these two audits are tabled as separate reports for this meeting of the Committee. The recommendations and actions taken or proposed to be taken will be incorporated into the Audit Risk Register for the next meeting of the Committee.

## Statutory Requirements

Local Government (Audit) Regulations 1996, Regulation 16, states:

An audit committee has the following functions —

- (a) to guide and assist the local government in carrying out —
  - (i) its functions under Part 6 of the Act; and
  - (ii) its functions relating to other audits and other matters related to financial management;
- (b) to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;
- (c) to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to —
  - (i) report to the council the results of that review; and
  - (ii) give a copy of the CEO's report to the council;
- (d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under —
  - (i) regulation 17(1); and
  - (ii) the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- (e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
- (f) to oversee the implementation of any action that the local government —
  - (i) is required to take by section 7.12A(3); and
  - (ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and
  - (iii) has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and

- (iv) has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- (g) to perform any other function conferred on the audit committee by these regulations or another written law.

### **Financial Considerations**

Implementation of some audit recommendations may require additional funds and will be the subject of separate budget submissions as and when required. The Town's Purchasing Policy and Procurement Framework will govern any required engagements.

### **Risk Management Implications**

Financial Risk  
Medium

Risk implications are detailed in the Audit Risk Register.

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

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

### **Committee/Officer Recommendation – Item 7.6** **AGC-6/6/22**

MOVED Cr Hamilton, Seconded Patrick Eijkenboom, that the Audit and Governance Committee receives the Audit Risk Register and notes the action taken or proposed to address the identified risks.

CARRIED UNANIMOUSLY 6/0

## **8 Motions of which Previous Notice has been given**

Nil

## **9 Announcements of Notices of Motion for the Next Meeting**

Nil

## **10 Confidential Business**

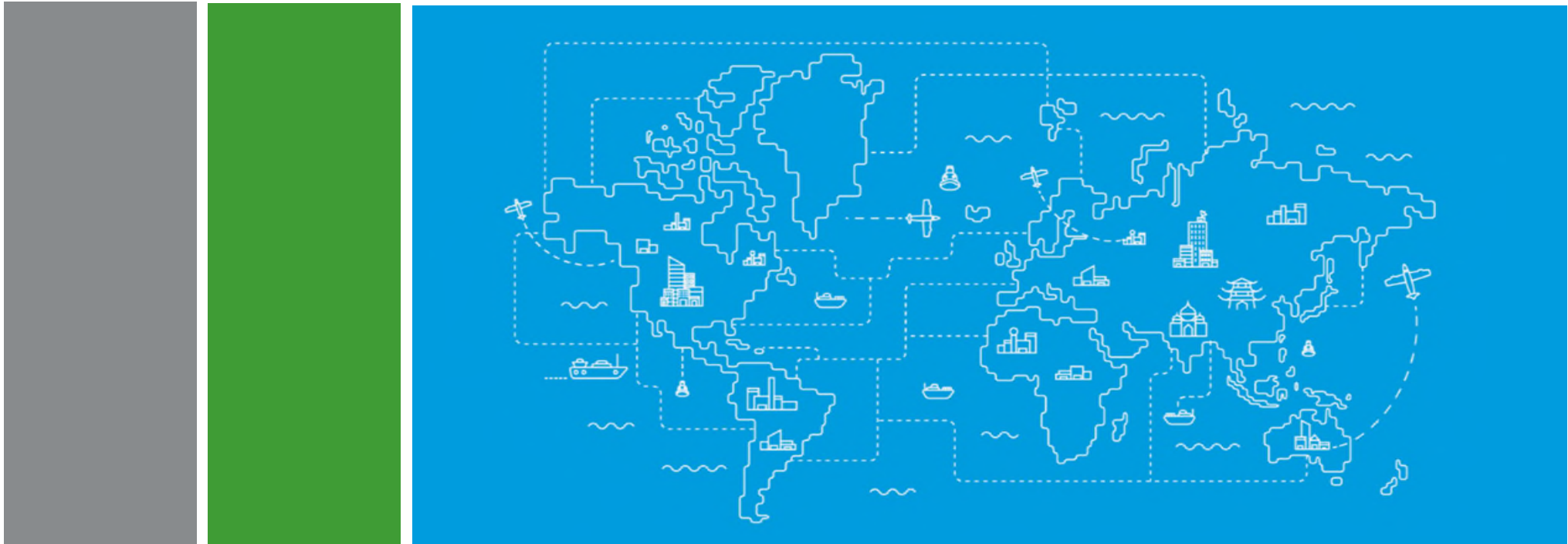
Nil

## 11 Closure

The next Audit and Governance Committee meeting will be held on Wednesday 7 September 2022, commencing at 5.30pm.

There being no further business, the Presiding Member closed the meeting at 7.22pm.





# TOWN OF BASSENDEAN

## AUDIT PLANNING MEMORANDUM

30 June 2022

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# 1. INTRODUCTION

This audit plan outlines the scope of our work and the key considerations in relation to our audit of the Town of Bassendean (“the Town”) for the year ending 30 June 2022.

The purpose of this document is to set out our understanding of the key areas in the audit, when we will conduct the audit and your audit team.

The audit plan is prepared with input from management. The audit plan is tailored for the Town’s environment and revised throughout the year to adjust for business developments, additional relevant matters arising, changes in circumstances, findings from activities performed and feedback we receive from you.

We look forward to working together with you.

Please do not hesitate to contact either Jay, myself or one of the other engagement team members should you wish to discuss any aspect of the engagement.

It is our **strong, collaborative** approach that differentiates us.

We will:

- Be committed to **quality** and **excellence**.
- Provide **tailored insights** to help you make **critical decisions with confidence**.
- **Add value** through ideas and insight.
- Bring you **expert global and local knowledge**.
- Help you **move forward with confidence**.

**Experience the power of being understood.**

## AMIT KABRA

Director – Assurance & Advisory  
RSM Australia Pty Ltd

## JAY TEICHERT

Director – Financial Audit  
WA Office of Auditor General



## 2. AUDIT SUMMARY

### Purpose of the Audit Planning Memorandum

The primary purpose of this Audit Planning Memorandum (APM) is to brief the Town of Bassendean (“the Town”) on the proposed approach by RSM Australia (RSM), on behalf of the Office of the Auditor General (OAG), to audit the financial report and controls and of the Town for the year ending 30 June 2022.

The APM forms the basis for discussion at the audit entrance meeting scheduled for 8 June 2022 and is a key tool for discharging our responsibilities in relation to communicating with those charged with governance.

### Scope of the Engagement

The scope of this engagement involves:

- (a) Expressing an opinion on the audit of the general-purpose financial statements for the financial year ending 30 June 2022, prepared in accordance with the *Local Government Act 1995 (Act)*, the *Local Government (Financial Management) Regulations 1996 (Financial Management Regulations)*<sup>1</sup>, Australian Accounting Standards, to the extent that they are not inconsistent with the LG Act and the Financial Management Regulations. The term ‘Australian Accounting Standards’ refers to Standards and Interpretations issued by the Australian Accounting Standard Board (AASB).
- (b) Report on the Town’s compliance with other legal and regulatory requirements as required by the *Local Government (Audit) Regulations 1996 (Audit Regulations)*<sup>1</sup>.

As required by the *Auditor General Act 2006*, the Auditor General is required to express an opinion on the audit of the financial statements and controls.

### Matters of significance

In accordance with section 24(1) of the *Auditor General Act 2006*, the Auditor General is required to report on matters arising out of the performance of the Auditor General’s functions that are, in the opinion of the Auditor General, of such significance as to require reporting

### Arrangements

Audits are not an absolute guarantee of the accuracy or reliability of Town’s information and may not have identified all matters of significance. This is because the work undertaken to form an opinion is permeated by judgement and most audit evidence is persuasive rather than conclusive. In addition, there are inherent limitations in any audit, including the use of testing, the effectiveness of internal control structures and the possibility of collusion.

Primary responsibility for the detection, investigation and prevention of irregularities rests with the Town. Consequently, the Town remains responsible for keeping proper accounts and maintaining adequate systems of internal control, preparing and presenting the financial statements, complying with the *Financial Management Act 2006* and other relevant laws.

Under the *Auditor General Act 2006*, audit staff have unrestricted access to information held by the Town, irrespective of any restrictions on disclosure imposed, such as secrecy provisions.

Confidentiality of audit files and working papers is required under the *Auditor General Act 2006*. The Office of the Auditor General is an ‘exempt agency’ under the *Freedom of Information Act 1992*. The signed contract between the Auditor General and RSM contains strict confidentiality clauses

### RSM relationship with the OAG and the Town

RSM has been contracted by the OAG to execute the scope and report to the OAG

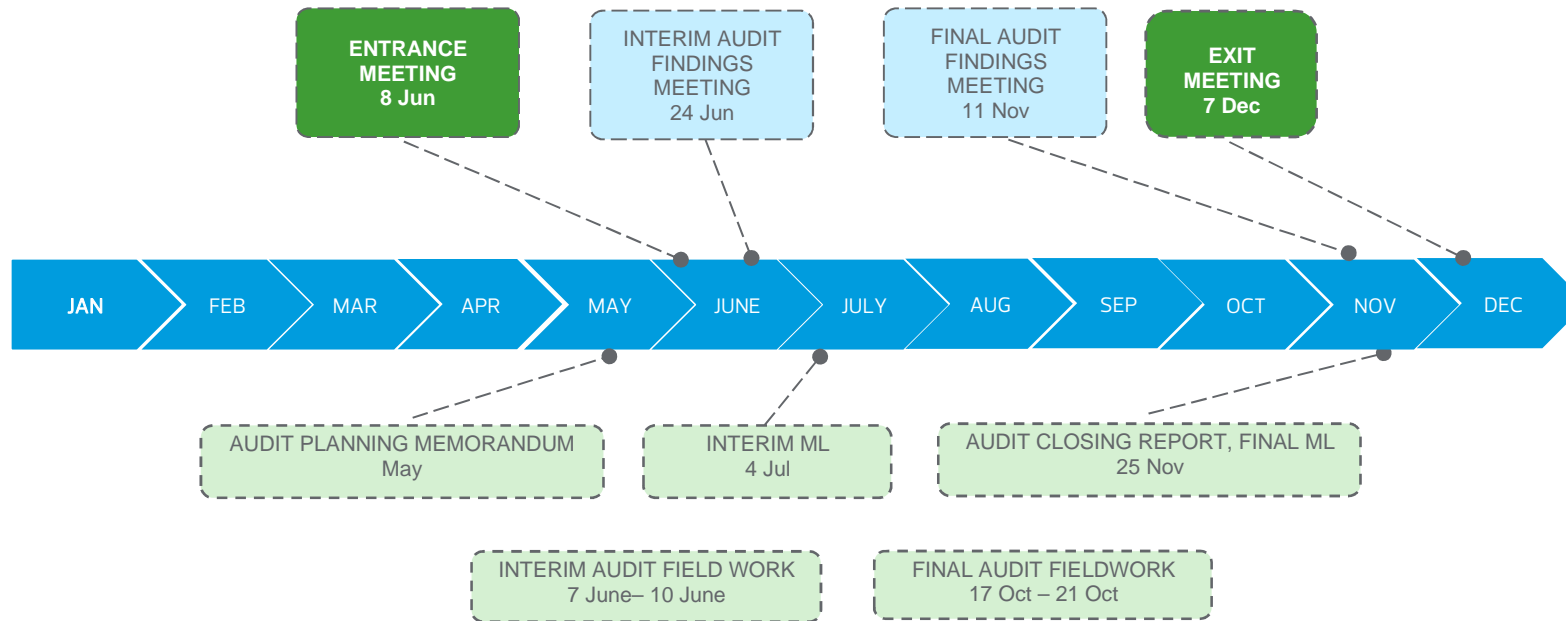
RSM is required to report to the OAG any matter which may affect the Auditor General’s responsibilities under sections 15 and 24 of the *Auditor General Act 2006*.

RSM’s services will be conducted under the overall direction of the Auditor General, who will retain responsibility for forming the audit opinion and issuing the audit report to the Town. The contract requires RSM to use its audit approach and methodology.









<sup>1</sup> As at the date of this APM these regulations are currently undergoing review by the Minister. Refer to Section 4 – *Current Year Developments* of this APM for further discussions.

## Timing

Based on discussion with management, we have agreed on the below milestones. A detailed timetable can be found at *Appendix 1*.



### 3. AUDIT APPROACH

<p><b>Internal control environment</b></p> 	<p>In accordance with Australian Auditing Standards, we will perform a review of the design and operating effectiveness of the entity's significant financial recording and reporting processes.</p> <p>We will ensure that any significant deficiencies that come to our attention during our audit are communicated to the councillors and management in a timely manner.</p> <p><i>Refer to <b>Appendix 3 Key Controls</b> for more details.</i></p>	<p><b>Materiality</b></p> 	<p>The planning materiality level will be calculated and determined using the RSM international audit methodology. The amount may be adjusted during the audit, depending on the results of our audit procedures.</p> <p>Based on our professional judgment, we determined certain quantitative thresholds for materiality, including the overall materiality for the financial statements. These, together with qualitative considerations, helped us to determine the nature, timing and extent of our audit procedures on the individual financial statement line items and disclosures and to evaluate the effect of identified misstatements, both individually and in aggregate, on the financial statements and on our opinion.</p>
<p><b>Fraud Considerations</b></p> 	<p>Under Auditing Standard ASA 240 <i>The Auditor's Responsibilities Relating to Fraud in an Audit of a Financial Report</i>, when planning and performing audit procedures and evaluating the results, the auditor must consider the risk of material misstatement in the financial statements because of fraud and error.</p> <p>Although ASA 240 sets out the principles and procedures we must follow, the primary responsibility for the prevention and detection of fraud and error rests with the management of the Town. The Town is responsible for maintaining accounting records and controls designed to prevent and detect fraud and error, and for the accounting policies and estimates inherent in the financial statements. <i>Refer to <b>Appendix 4 Fraud Risk</b> for more details.</i></p>	<p><b>Key Areas of Audit Focus</b></p> 	<p>For all significant risk material account balances, the engagement team will specify which audit assertions pose significant audit risk and test this balance to ensure it is not materially misstated.</p> <p>Where we have determined that an assessed risk of material misstatement at the assertion level is a significant risk, we will perform substantive procedures that are specifically responsive to that risk.</p> <p>Non-significant risk material balances will be audited by substantive analytical procedures and tests of details, as necessary.</p> <p><i>Refer <b>Section 5 Key Areas of Audit Focus</b> for more details.</i></p>
<p><b>Information Systems</b></p> 	<p>In accordance with Australian Auditing Standards, we will obtain an understanding of the information system, including the related business processes, relevant to financial reporting, including (amongst others) how the information system captures events and conditions, other than transactions, that are significant to the financial statements.</p> <p><i>Refer to <b>Section 7 Information Systems Audit Approach</b> for more details.</i></p>	<p><b>Other Critical areas</b></p> 	<p>We will audit the critical disclosures in the financial statements by verifying the underlying calculations and auditing the evidence to support the amounts disclosed.</p> <p><i>Refer to <b>Section 6 Other Critical Areas in the Financial Statements</b> for more details.</i></p>
<p><b>Going Concern</b></p> 	<p>In accordance with Australian Accounting Standards, management is required to make an assessment of the entity's ability to continue as a going concern when preparing the financial report.</p> <p>We will review management's assessment and, along with our audit evidence, form an opinion on the entity's ability to continue as a going concern.</p>	<p><b>Compliance</b></p> 	<p>We will enquire and consider the impact on the financial report any non-compliance with laws and regulations during our audit. Any identified instances of non-compliance will be reported to the councillors and management in a timely manner.</p>

## 4. CURRENT YEAR DEVELOPMENTS

As at the date of this audit plan, the Town has advised the following major developments have, or will, occur during the current financial year, which may significantly affect our audit approach and procedures. We will obtain an update on any further major developments during our interim and final audit procedures

### Divestment from the Commonwealth Home Support Program (CHSP) and Home Care Packages (HCP) programmes

#### RSM Audit response

By a confidential Council Resolution in November 2020, the Council decided to divest from the Commonwealth Home Support Program (CHSP) and Home Care Packages (HCP) programmes effective 1 July 2022. Council endorsed those plans on the 28 September 2021.

As at 30 June 2021, all the non-current assets related to this programmes were continued to be used by the Town. These assets are not specifically identified for sale or lease as at that date. The Town formally notified the Department of Health of the Town's decision to divest, on 31 August 2021. Amana Living have been appointed to take over the program. The decision on the disposal or lease of non-current assets that have been used to run these programs are still in negotiation.

- We will consider the impact of the discontinued operations to ensure that the financial statements comply with the requirements of AASB 5 *Non-current Assets Held for Sale and Discontinued Operations*.

### Revaluation of Land & Buildings

#### RSM Audit response

The Town will undertake revaluation of Land & Buildings as at 30 June 2022.  
We have been advised that the revaluations are expected to be completed by August 2022.

- We will consider the impact of the revaluations to ensure fair value measurement of Infrastructure and Land & Buildings as at 30 June 2022 is in accordance with the requirements of AASB 13 *Fair Value Measurement*. Detailed procedures on testing of PPE/Infrastructure assets is discussed in Section 5.

### Audit Regulation 17 and Financial Management Regulation

#### RSM Audit response

The Town's Audit Regulation 17 and Financial Management Regulations 5(2)(c) reviews are due to be completed in 2022.

We have been advised that the reviews are expected to be completed before the end of the financial year.

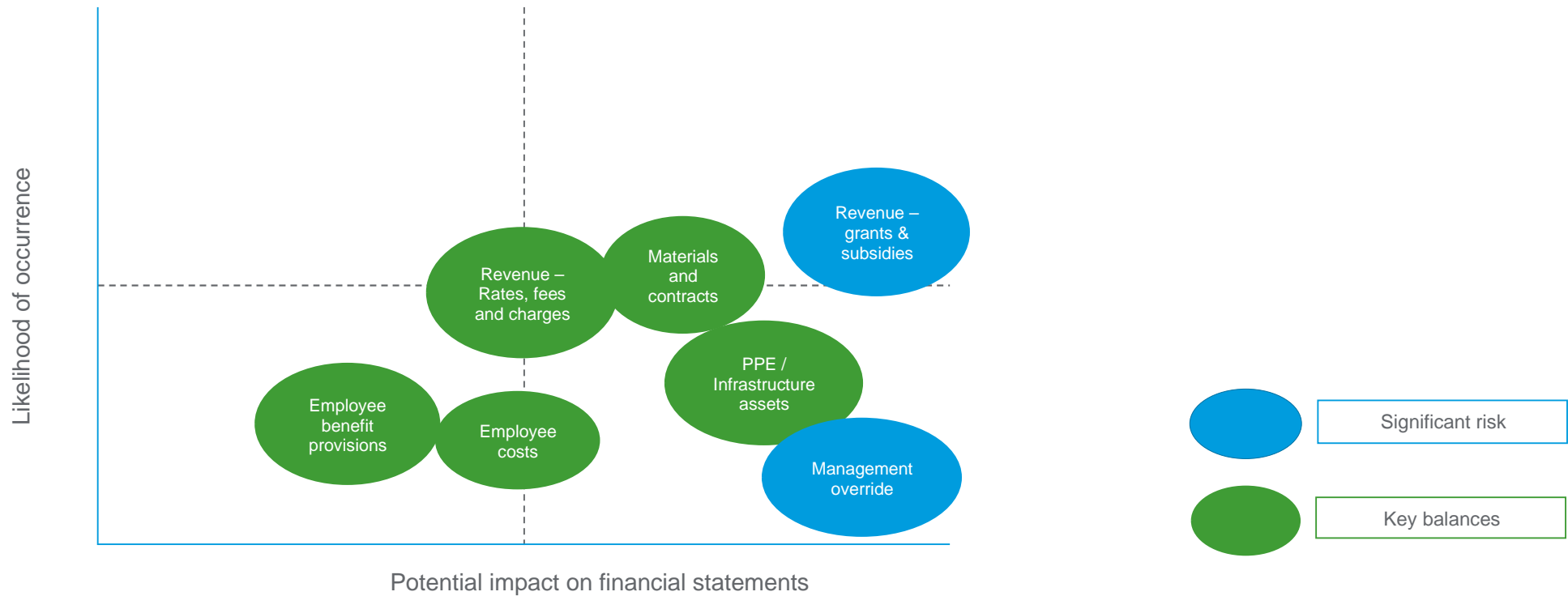
- We will consider the impact of any findings from the review, on the audit.

## 5. KEY AREAS OF AUDIT FOCUS

As part of the risk assessment, we have determined whether any of the risks identified are, in our judgment, a significant risk. A significant risk is an identified and assessed risk of material misstatement that, in our judgment, requires special audit consideration. The assessment is based upon:

- Enquiries of management
- The complexity of transactions within each area,
- The extent of specialist skill or knowledge needed to perform the planned audit requirement.
- The degree of subjectivity in the measurement of financial information related to the risk, especially those measurements involving a wide range of uncertainty.
- Whether the area is exposed to fraud risk.

Using the FY22 results to date and FY21 financial statements as a guide and referring to the RSM calculated materiality amount and risk assessment, RSM has identified the following potential significant balances for the current financial year.





## Key Areas of Audit Focus (Continued)

Using the 30 June 2022 budget and 30 June 2021 financial report as a guide and referring to the RSM calculated materiality amount and risk assessment, RSM has identified the following potential significant risk areas for the current financial year:

Significant risk area and significant estimates	30 June 2022 \$'000 Budget	30 June 2021 \$'000 Actual	30 June 2020 \$'000 Actual
<b>Revenue and receivables cycle</b>			
Rates	13,831	13,487	13,376
Fees and charges	6,837	6,453	5,970
Operating grants, subsidies and contributions	2,621	2,909	3,249
Non-operating grants, subsidies and contributions	1,408	1,936	1,350
Trade receivables (current and non-current)	*	1,658	2,031
<b>Purchases and payment cycle</b>			
Material and contracts	8,231	7,201	5,168
Property, Plant and Equipment (additions)	3,098	1,370	1,190
Infrastructure (additions)	1,224	2,129	816
<b>Fixed assets cycle</b>			
Property, Plant and Equipment	*	55,008	56,339
Infrastructure	*	104,025	105,287
<b>Significant Estimates</b>			
Employee benefit provisions (current and non-current)	*	2,691	2,474
Depreciation on non-current assets	3,891	3,762	3,732

\*\* Balances expected to be consistent with previous year.

## Key Areas of Audit Focus (Continued)

### SIGNIFICANT RISK

#### 1. Management override of controls

Reasons why RSM considers this area as significant risk	RSM Audit response
<p>Management is in a unique position to permeate fraud because of management's ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Management override can occur in areas such as journal entries, accounting estimates and judgements.</p>	<ul style="list-style-type: none"> <li>▪ Testing journal entries recorded in the general ledger and adjustments on a sample basis to identify journal entries that exhibit characteristics of audit interest.</li> <li>▪ Assessing accounting estimates for evidence of biases</li> <li>▪ Review unusual, significant transactions and related party transactions.</li> <li>▪ Conduct unpredictability test</li> </ul>

#### 2. Revenue recognition – Grant and Subsidies

Reasons why RSM considers this area as significant risk	RSM Audit response
<p>The Town recognises revenue from multiple revenue streams outside of its income from rates, such as operating grants, subsidies and contributions, fees and charges and non-operating grants, subsidies and contributions.</p> <p>There is a risk that the recognition of revenue may not be compliant with the requirements of AASB 15 <i>Revenue from Contracts with Customers</i> and AASB 1058 <i>Income for Not-for-Profits</i>.</p> <p>Furthermore, there is a presumed fraud risk within revenue recognition under the Australian Auditing Standards.</p>	<p><i>Test of controls including:</i></p> <ul style="list-style-type: none"> <li>▪ Assess the design, implementation and operating effectiveness of key internal controls operating within the revenue cycle, including application controls.</li> <li>▪ Reviewing the IT general controls related to core financial accounting system.</li> </ul> <p><i>Substantive testing including:</i></p> <ul style="list-style-type: none"> <li>▪ Perform analytical procedures on fees and charges (such as those related to waste management).</li> <li>▪ Performing test of details, on a sample basis, over fees and charges and grants, subsidies and contributions throughout the year and include transactions near year end to ensure they are correctly and completely accounted for in line with the Local Government's revenue recognition policy.</li> <li>▪ Perform calculation checks for contract liabilities related to grants, subsidies and contributions and vouch to agreements.</li> <li>▪ Review receivables balances on a sample basis and perform subsequent receipt testing.</li> <li>▪ Perform testing on journal entries for any management override of internal controls related to revenue recognition.</li> </ul>

## Key Areas of Audit Focus (Continued)

### KEY BALANCES

Account and characteristics	RSM Audit response
<p><i>Revenue – Rates, fees and charges</i></p> <p>Revenue is measured by considering multiple elements, for example rates transactions are calculated by the application of a rate in the dollar to the Gross Rental Value (GRV) or Unimproved Value (UV), which is in turn determined by dividing the required rate collection amount by the total valuations on the roll.</p> <p>GRV's and UV's vary between the various property types, such as residential and commercial. The GRV / UV is supplied by Landgate.</p> <p>Lastly, rates revenue represents a significant portion of the Local Government's annual operating income and is an important revenue stream in terms of the Local Government's cash flows.</p> <p>Fees and charges is a material amount and is measured by the application of an annual charge to rateable land supplied with specified services and other services provided by the Local Government. For example, classic domestic bin services and swimming pool inspection fees. There are also further complexities with the application of the eligible pensioners rebate scheme. In addition, further complexity and risk is associated with the requirement for the Local Government to comply with Part 6, Division 6 'Rates and service charges' of the <i>Local Government Act 1995</i>.</p>	<p><i>Test of controls including:</i></p> <ul style="list-style-type: none"><li>an assessment of the Town's effectiveness of key internal controls operating within the revenue cycle, including application controls</li><li>perform a walkthrough of the key management controls over the revenue cycle and test key management controls</li></ul> <p><i>Substantive testing including:</i></p> <ul style="list-style-type: none"><li>review, on a sample basis, the reconciliations and calculation of rates and compare these against historical results.</li><li>perform revenue cut-off testing and review credit notes.</li><li>ensure material revenue streams have been properly brought to account in accordance with <i>AASB 15 Revenue from Contracts with Customers</i> and <i>AASB 1058 Income of Not-for-Profit Entities</i></li><li>review receivables balances on a sample basis and perform subsequent receipt testing</li><li>perform analytical procedures on rates through detailed comparison with prior year balances and budget forecasts</li><li>determine if the disclosures in the notes to the financial report related to the Town's revenue recognition policy are appropriate</li></ul>
<p><i>Materials and contracts expense</i></p> <p>The Local Government's expenditure is comprised of several material components, including employee costs, materials and contracts, depreciation and other expenditure.</p> <p>Materials and contracts, comprises a significant portion of the total expenses (excluding employee benefits expense). Combined with the risk of management override, the different cost allocation methods, the strict and complex requirements of the Local Government functions and general regulations, materials and contracts expense is a key balance that has a risk of being materially misstated.</p>	<p><i>Test of controls including:</i></p> <ul style="list-style-type: none"><li>Assess the design, implementation and operating effectiveness of key internal controls operating within the purchasing and procurement cycle, including application controls.</li><li>Reviewing the IT general controls related to core financial accounting system.</li><li>An evaluation of whether the Town's purchasing activities have complied with the Act and the Functions and General Regulations.</li></ul> <p><i>Substantive testing including:</i></p> <ul style="list-style-type: none"><li>Performing test of details, on a sample basis, over materials and contracts expense. The samples will be selected from transactions occurring throughout the year and include transactions near year end to ensure they are correctly and completely accounted for in the correct period.</li><li>Perform a search for unrecorded liabilities.</li></ul>

## Account and characteristics

## RSM Audit response

### *PPE/ Infrastructure assets*

Infrastructure, Property, Plant and Equipment constitutes the majority of the Town's total assets.

Due to the below points including the reliance on valuations for the correct determination and application of significant assumptions regarding the assets' service potential, useful life, asset condition and residual value, potential for management bias when assessing impairment indicators Infrastructure, Property, Plant and Equipment is a key balance that has the risk of being materially misstated.

- Under the Financial Management Regulations, the Local Government's infrastructure land, buildings and investment properties is to be carried at fair value as defined in AASB 13 Fair Value Measurement less accumulated depreciation and accumulated impairment losses. Under regulation 17(4) of the Financial Management Regulations, the Local Government is required to revalue an asset:
  - Whenever the Local Government believes the fair value of the asset is likely to be materially different from the carrying amount; and
  - In any event, within a period of at least 3 years but not more than 5 years after the day on which the asset was last valued or revalued.
- In accordance with paragraph 9 of AASB 136 Impairment of Assets, the Local Government is required to assess at reporting date whether there is any indication that items of Infrastructure, Property, Plant and Equipment may be impaired.

### *Employee benefit expense and related provisions*

The Local Government's expenditure is comprised of several material components, including employee costs, materials and contracts, depreciation and other expenditure.

Employee costs, comprises a significant portion of the total expenses.

- Perform analytical procedures on procurement through detailed comparison with prior year balances and budget forecasts.

### *Test of controls including:*

- Assessing the design and implementation and where appropriate, testing the effectiveness of key controls operating within the infrastructure, property, plant, and equipment cycle.

### *Substantive testing including:*

- Management review of fair value estimates (obtained from independent expert's valuation report) and reconciliations to general ledger, and consider the scope, competency, and methodology of independent expert's valuation to determine fair values, including consideration of significant assumptions, methods and data utilised. This is applicable in the financial years where a class of asset requires revaluation.
- Checking the accounting treatment and entries for revaluation adjustments.
- Performing test of details, on a sample basis, material additions to Infrastructure, Property, Plant and Equipment (which includes works in progress) to ensure they qualify for capitalisation under AASB 116 *Property, plant and equipment*
- Test accuracy and completeness of data sets including review useful lives, condition assessments and depreciation rates.
- Performing analytical procedures over the annual depreciation charge.
- Review management impairment assessment for any indication of management bias.
- Reviewing the disclosures in the notes to the financial statements are appropriate.

### *Test of controls including:*

- Review and authorisation of new employees and changes in employee details, including terminations.
- Review and approval of payroll reports, including exception reports.
- Segregation of duties between upload and authorisation of pay run.

### *Substantive testing including:*

- Analytical procedures over employee benefit expenses and amounts allocated from employee benefits to capital projects.
- Analytical procedures over annual leave and long service leave provisions.
- Check the mathematical accuracy of the long service leave computation, including consideration of significant assumptions, methods and data utilised.
- Review of Key Management Personnel ('KMP') disclosures in the financial report.
- Review of the work performed by management's external expert in relation to actuarial valuation of the defined benefit superannuation liability.

## OTHER MATERIAL BALANCES

Account balance	RSM Audit response
Cash and cash equivalents	<ul style="list-style-type: none"><li>Review bank reconciliation for all material bank accounts.</li><li>Confirm bank balances with relevant financial institutions.</li></ul>
Trade and other receivables	<ul style="list-style-type: none"><li>On a sample basis, test rate and sundry trade receivables to supporting documentation and subsequent receipts (where possible).</li><li>Review management's assessment of reasonableness of provision for expected credit losses.</li></ul>
Trade and other payables	<ul style="list-style-type: none"><li>On a sample basis, test trade payables and accruals to supporting documentation and subsequent payment (where possible).</li><li>Perform a search for unrecorded liabilities.</li></ul>

## 5. OTHER CRITICAL AREAS IN THE FINANCIAL STATEMENTS

RSM will also audit the following critical disclosures in the financial statements by verifying the underlying calculations and auditing the evidence to support the amounts disclosed

### Related party disclosures

The Town is subject to the requirements of AASB 124 Related Party Disclosures. The Standard requires disclosures for senior officers' compensation and certain transactions with related parties. A review will be conducted to ensure proper accounting and disclosure of related party transactions and executive remuneration.

Further, section 7.12AL of the Act applies section 17 of the Auditor General Act 2006 to a local government, which requires the Town to advise the Auditor General in writing of details of all related entities that are in existence.

#### RSM Audit response:

We will review the disclosures and supporting material to ensure compliance with AASB 124. We will also assess the Town's internal controls around the identification and proper disclosure of related party transactions and executive remuneration.

### Financial ratios

Under regulation 50 of the Financial Management Regulations, the annual report is to include financial ratios. Financial ratios are designed to enable users of annual financial reports to interpret more clearly the Town's performance and financial results, as well as provide a comparison of trends over several years.

These indicators provide a measure of the financial sustainability of local governments and complement the national criteria endorsed by the Local Government and Planning Ministers. They provide for a comprehensive tool for monitoring the financial sustainability of local governments.

#### RSM Audit response:

We will obtain and audit the ratios to assess compliance with regulation 50 of the Financial Management Regulations.

### Capital and other commitments for expenditure

The Town must disclose in the financial statements its capital and other commitments relating to future asset construction and replacements.

#### RSM Audit response:

We will check the underlying calculations and review the evidence to support the amounts disclosed.

### Reserve accounts

The Town has established several reserve accounts under section 6.11 of the Act for the purpose of setting aside money for a specific purpose to be used in a future period. Cash reserves are required to be held in separate bank accounts. Although reserve accounts are aggregated with municipal funds in the financial statements, they are segregated in the notes to the financial statements as restricted funds.

#### RSM Audit response:

RSM will review the reserve account reconciliations and test that the transfers to and from these accounts are approved by Council and are in accordance with the specific purpose of the reserve.

### Major land transactions

Regulation 46 of the Financial Management Regulations prescribes the disclosure requirement for major land transactions. The information to be disclosed by the Town is set out in regulation 47 and includes:

- Details of the total income and expenditure for the transaction; and
- Details of the amount or value of any surplus of money or assets.

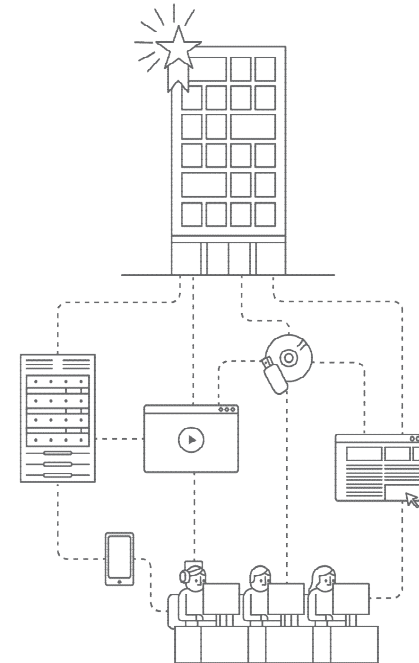
#### RSM Audit response:

RSM will review the financial records of the Town to assess whether major land transactions, if any, have been identified and disclosed in accordance with regulation 47.

## 6. INFORMATION SYSTEMS AUDIT APPROACH

The Town's financial information system is not complex and there is no requirement for RSM to engage an Information System Audit specialist. The financial audit team will conduct a high-level review of IT General Controls.

RSM complies with Auditing Standard ASA 315 Identifying and Assessing the Risks of Material Misstatement through Understanding the Entity and Its Environment. Our approach to information systems audit is to obtain an understanding of the information system, including the related business processes, relevant to financial reporting, including (amongst others) how the information system captures events and conditions, other than transactions, that are significant to the financial statements.



## 7. YOUR ENGAGEMENT TEAM

Your engagement team has been carefully selected to provide you with an efficient and effective audit through their relevant experience. The audit team consists of the following members:

### RSM Core Engagement Team



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Engagement Director

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## 8. HAVE YOU CONSIDERED?

Some recent publications from the WA Office of the Auditor General and RSM may be relevant to the Town has been included here for reference.

	<p><b>Western Australian Public Sector Financial Statements – Better Practice Guide</b></p> <p>This guide has been developed to promote better practice principles for financial statement preparation for the WA public sector.</p> <p><a href="#">Western Australian Public Sector Financial Statements – Better Practice Guide - Office of the Auditor General</a></p>		<p><b>Audit Results Report – Annual 2019-20 Financial Audits of Local Government Entities</b></p> <p>This report summarises the third year of our 4-year transition into local government financial auditing. It includes the results of 117 local government entities.</p> <p><a href="#">Audit Results Report – Annual 2019-20 Financial Audits of Local Government Entities - Office of the Auditor General</a></p>
	<p><b>Cyber Security in Local Government</b></p> <p>This audit assessed if a sample of 15 local government entities manage cyber security risks and respond to cyber threats effectively.</p> <p><a href="#">Cyber Security in Local Government - Office of the Auditor General</a></p>		<p><b>Cyber Security in Local Government</b></p> <p>The report summarises the results of our 2020 annual cycle of information systems audits across a selection of 50 local government entities.</p> <p><a href="#">Local Government General Computer Controls - Office of the Auditor General</a></p>
	<p><b>Perspectives on the economic opportunities for the South-West of Western Australia</b></p> <p>The South West of Western Australia is possibly the most attractive area to invest in throughout all of Australia. Rich in an array of natural resources, agriculture, viticulture and improved access to the city of Perth and beyond, the sun is shining in the South West.</p>		<p><b>CATCH 22 - Digital transformation and its impact on cybersecurity</b></p> <p>Regardless of their digital footprint, any business with a reliance on technology is at risk of cybercrime.</p> <p>An in-depth survey of successful companies across Europe has been undertaken for RSM International by the European Business Awards, in order to understand levels of industry awareness of these cyber risks, the actions being taken to combat them, as well as the reaction to breaches taking place.</p> <p><a href="#">Digital transformation and its impact on cybersecurity (rsm.global)</a></p>



## 9. APPENDICES

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## APPENDIX 1 – TIMETABLE

Phase	Task	Indicative timeframe*	Action
Planning	Issue draft APM to the Town and OAG for commentary	30 May 2022	RSM
	Entrance meeting with the Audit (Finance and Risk) Committee, the Town's Administration, OAG and RSM for the presentation and discussion of final APM	8 June 2022	RSM OAG Town
Interim audit fieldwork	Issuing of Interim Audit Preparation Checklist to the Town	4 May 2022	RSM
	Based on risk assessment, performance of cyclical controls testing, walkthrough of major business cycles and review of key reconciliation procedures	7 - 10 June 2022	RSM
	Assessment of status of Management Letter points raised for the prior year		
	Review of audit file by the OAG	week of 27 June 2022	OAG
Interim audit reporting	<b>Interim audit findings meeting</b> with the Town's Administration and RSM to discuss any significant control matters surrounding the major transaction cycles and content of the management letter, if any	24 June 2022	RSM Town
	Issue the draft Interim Audit Management Letter (if any) for the year ending 30 June 2022 to the OAG for consideration and comment	28 June 2022	RSM OAG
	Issue of the <b>draft Interim Audit Management Letter</b> (if any) to the Town for consideration and comment.	4 July 2022	RSM Town
	Return of draft Interim Audit Management Letter (if any) to RSM with commentary	11 July 2022	Town
	Issue the Interim Audit Management Letter (if any)	14 July 2022	OAG
Draft financial report	The Town submits proforma financial report to RSM for review and comment. This will be in the form of the statutory model with the previous year's actuals displayed.	31 August 2022	Town
Final audit fieldwork	Issuing of Final Audit Preparation Checklist	1 September 2022	RSM
	Provision of trial balance as at 30 June 2022 to RSM	No later than 30 September 2022	Town
	Town to submit draft financial report as per the Act deadline.	No later than 30 September 2022	Town
	Performance of substantive tests for revenue and expenditure cycles for the 2 months ending 30 June 2022	17 – 21 October 2022	RSM
	Performance of substantive tests for balance sheet accounts as at year end and review of financial statement disclosure		
	Review of audit file by the OAG	Mid November 2022	OAG
Final audit reporting	<b>Final audit findings meeting</b> with the Town's Administration, and RSM to discuss any significant control matters surrounding the major transaction cycles and content of the management letter, if any.	7 November 2022	RSM Town

Phase	Task	Indicative timeframe*	Action
	Issue the draft Final Audit Management Letter (if any) for the year ending 30 June 2022 to the OAG for consideration and comment	7 November 2022	RSM OAG
	Issue the draft Final Audit Management Letter (if any) for the year ending 30 June 2022 to the Town for consideration and comment	10 November 2022	RSM Town
	Return draft Final Audit Management Letter (if any) for the year ending 30 June 2022 to RSM with commentary	16 November 2022	Town
	Issue the Final Audit Management Letter (if any) to the OAG	18 November 2022	RSM
	Issue draft Management Representation Letter and draft Financial Report to the Town for consideration and comment	22 November 2022	RSM
	<b>Issue, Financial Report and Audit Closing Report</b> at least 1 week before exit meeting.	24 November 2022	RSM
	<b>Final audit exit meeting</b> with the Audit (Finance and Risk) Committee, the Town's Administration, OAG and RSM.	1 December 2022	RSM OAG Town
	Independent Contract Auditor's Report issued	15 December 2022	RSM
	OAG to sign and issue the Audit Report	Within 5 working days of receiving the signed financial statements and reporting from RSM.	OAG
	Town's Ordinary Council Meeting for the adoption of the 30 June 2022 Financial Report	20 December 2022	Town

\*Based on timely receipt of audit information and reporting documentation and completion of all required audit procedures

### Audit preparation checklist.

To assist Town to gather and collate the necessary audit information and documentation, we will issue in advance of each audit visit an Interim Audit Preparation Checklist and a Final Audit Preparation Checklist. As the requested information will be an important part of our audit working papers, the information required must be made available to RSM on or before the audit fieldwork dates specified above. This will facilitate the delivery of an efficient audit and help to minimise interruptions to Town's staff. RSM will endeavour to make the checklists as detailed as possible in order to allow for changing working conditions in place due to applicable guidance at the time with respect to COVID 19.

We will issue in advance of each audit visit an electronic Interim Audit Preparation Checklist and a Final Audit Preparation Checklist utilising iManage. iManage will facilitate the delivery of an efficient audit and help to minimise interruptions to the Town's staff. We have found this facility to be very useful and clients have appreciated the savings in time and reduced disturbance by auditors during the audit fieldwork. The benefits of iManage include:

- Securely request, file and store sensitive data within the audit engagement.
- Collaborate in real time, allowing for a more adaptable workflow.
- Manage requests in one centralised location that is readily accessible.



## APPENDIX 2 – RSM ORB



### An RSM Audit puts quality at its heart to deliver.

We recognise that the delivery of a quality audit service is critical to achieving client satisfaction and our audit objectives.

In undertaking the audit on the financial report, we have utilised our technology platform and proprietary methodology, RSM Orb.

RSM Orb is our optimal risk-based audit methodology, deployed across more than 100 countries worldwide. Our technology platform and proprietary methodology enables our auditors to focus on your risks and design procedures tailored to your unique circumstances and environment. RSM Orb enables us to develop a deeper understanding of your business, providing you with critical insights now and for the future.

### An RSM Orb audit delivers:

#### Consistency

- A consistent approach across any number of operations and jurisdictions, tailored to your unique risks and circumstances.

#### Innovation

- Optimising our use of technology in how we plan and conduct our work to enhance your audit experience.

#### Critical insights

- Pinpointing those areas that require closer scrutiny and enhanced judgement, enabling us to be more effective in addressing risk areas and adding intellectual value and critical insights.

#### Confidence

- Delivered through robust and considered planning, an efficient technology platform and a highly qualified, experienced team.



## APPENDIX 3 – KEY CONTROL

### 3.1 Internal controls

Internal controls are systems, policies and procedures that help an entity reliably and cost effectively meet its objectives. Sound internal controls enable the delivery of reliable, accurate and timely external and internal reporting. The Town is responsible for developing and maintaining its internal control framework to enable:

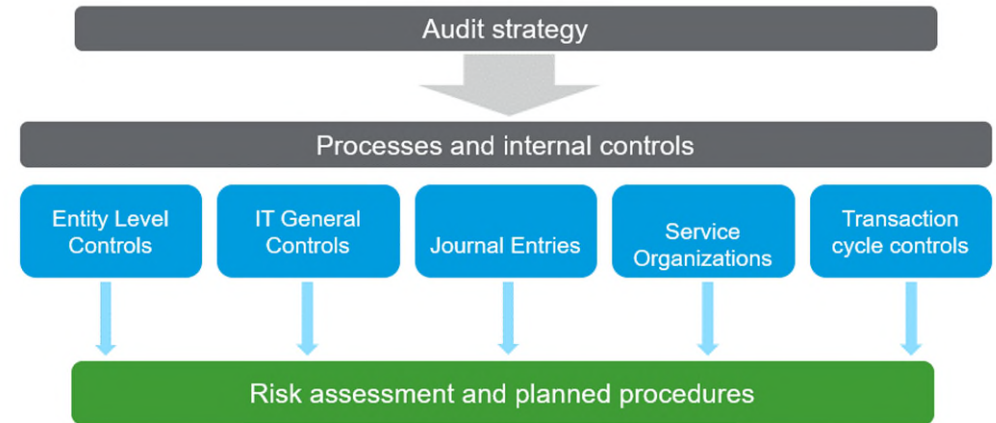
- Preparation of accurate financial records and other information;
- Timely and reliable external and internal reporting;
- Appropriate safeguarding of assets; and
- Prevention or detection and correction of errors and other irregularities.

The annual financial audit enables the Auditor General to form an opinion on the Town's controls. An integral part of this, and a requirement of Australian Auditing Standard ASA 315 *Identifying and Assessing the Risks of Material Misstatement through Understanding the Entity and its Environment*, is to assess the adequacy of an organisation's internal control framework and governance processes related to its financial reporting.

We focus on the internal controls relating to financial reporting and assess whether the Town has managed the risk that the financial statements will not be complete and accurate. Poor controls diminish management's ability to achieve the Town's objectives and comply with relevant legislation. They also increase the risk of fraud.

During our planning procedures reviewed our understanding of the following components of internal control:

- Control environment
- Risk assessment procedures
- Information systems
- Control activities
- Monitoring procedures



Our preliminary assessment of the internal control framework determined that internal controls are likely to be effective in preventing or detecting and correcting material misstatements in the financial report. As such, we plan to place reliance on the key internal controls relating to the material components in the financial statements to support the audit opinion

### 3.2 Significant changes to internal controls

The Town advised that there are no major changes to its management and internal control environments and are not aware of any major changes that may significantly impact the FY22 financial statements.

### 3.3 Effectiveness of internal controls

The Town's management team has a substantial focus on ensuring that controls in place are robust and that financial reporting is accurate. The financial controls, processes and procedures across the Town are at a mature stage with proper documentation and ownership within the various business units.

The status of the matters raised during the previous audit is as follows:

Matter	Rating	Due Date
AASB 15 and AASB 1058 revenue recognition	Moderate	30 June 2022
Impairment assessment of fixed assets	Moderate	30 June 2022
Business continuity	Moderate	30 June 2022
Vulnerability management	Moderate	30 June 2022
Change management	Moderate	30 December 2022
Physical and environmental security	Moderate	30 June 2023
IT governance – policies and procedures	Minor	Ongoing
Risk management	Minor	30 June 2022
Synergy finance application – user access management	Minor	30 June 2022
Remote – user access management	Minor	30 June 2022
Procurement controls	Minor	Completed

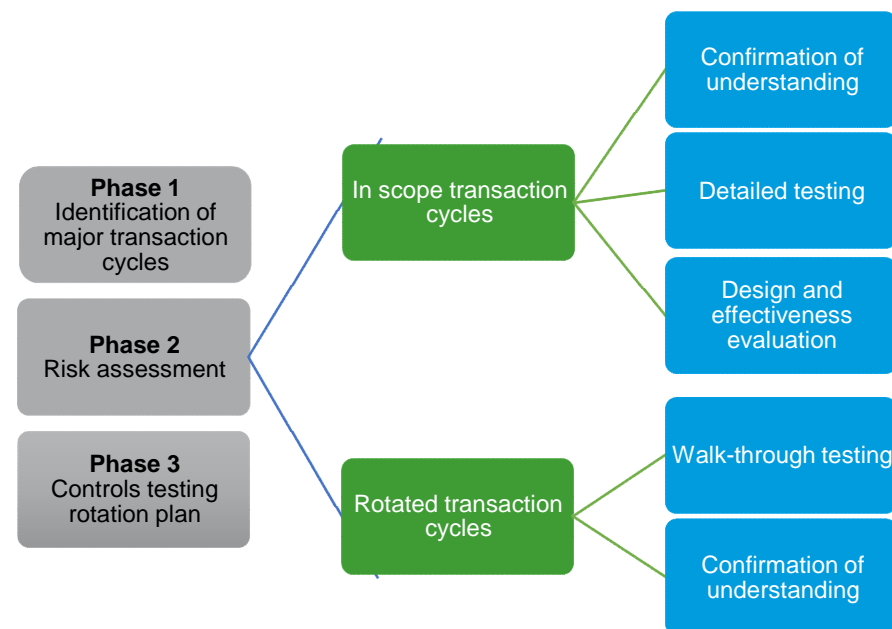
We will review the above matters to ensure the matters have been rectified accordingly.

We will assess the Town's overall control environment, including meeting with senior management and the Town's compliance and internal audit functions. This will include consideration of senior management's approach, the quality of internal audit and risk management processes and procedures.

### 3.4 Internal audit

Subject to the requirements of Auditing Standard ASA 610 Using the Work of Internal Auditors, if we have satisfied ourselves regarding the competence and objectivity of internal audit, we plan to rely on their work. The use of the Town's internal audit function may be used in the following ways:

- To obtain information that is relevant to RSM's assessments of the risks of material misstatement due to error or fraud; and
- As partial substitution for audit evidence to be obtained directly by RSM.



The responsibility for internal audit rests with the Town. The Town internal audit functions are a mix of internal and outsourced to third parties. We have discussed with Town Manager Finance, the current year internal audit work program and plan to rely on their work where relevant and appropriate.

### 3.5 Rotation approach

In accordance with our rotational controls testing approach, we will conduct a risk assessment for each major transaction cycle. The risk assessment is benchmarked against our knowledge of each transaction cycle which enables us to design a control testing rotation plan that will bring certain transaction cycles into audit scope each year. Those cycles not in scope will be subject to our normal walk-through procedures and confirmation of our understanding of the key controls. Those transactions cycles in scope will be subject to detailed controls testing, including testing of the design and effectiveness of those controls.

In FY22, we will be testing key management and operating controls over the purchases cycle including fixed asset cycle and rotating out the control testing over the payroll cycle & rates revenue which will update our understanding of the controls and confirm our understanding using walk-through procedures.

## APPENDIX 4 - FRAUD RISK CONSIDERATIONS

Under Auditing Standard ASA 240 *The Auditor's Responsibilities Relating to Fraud in an Audit of a Financial Report*, when planning and performing audit procedures and evaluating the results, the auditor must consider the risk of material misstatement in the financial statements because of fraud and error.

Although ASA 240 sets out the principles and procedures we must follow, the primary responsibility for the prevention and detection of fraud and error rests with the management of the Town. The Town is responsible for maintaining accounting records and controls designed to prevent and detect fraud and error, and for the accounting policies and estimates inherent in the financial statements.

### 4.1 Audit approach

Our audit procedures on fraud risk include the following:

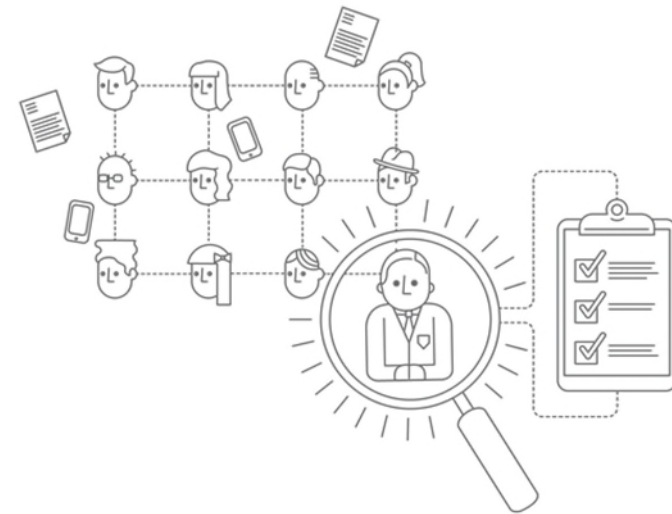
- Forward a copy of the fraud control checklist for self-assessment to the Town management, prior to our interim audit visit. The checklist allows us to make inquiries of management, to obtain its understanding of the risk of fraud within the Town and to determine whether management have any knowledge of fraud that has been perpetrated on or within the entity. We will review the fraud control self-assessment by the Town's management and the Audit Committee.
- Review the Town's fraud control procedures in place to reduce the risk of fraud occurring within the entity, including the Town's code of conduct and fraud risk profile.
- Understand the Town's manual general journal entries process as part of our fraud testing using CaseWare IDEA software.
- Analyse the financial year end balances in comparison with prior period balances to confirm the movements of the balance are in line with our expectations.
- Understand the business rationale for significant or unusual transactions.

### 4.2 Unpredictability test

We will incorporate an element of unpredictability in the selection of the nature, timing and extent of audit procedures to be performed as individuals within the entity who are familiar with the audit procedures normally performed on engagements may be more able to conceal fraudulent financial reporting.

### 4.3 Fraud incidences during the year

Town management has represented that no matters have been reported to the Crime and Corruption Commission or the Public Sector Commission. Town management have confirmed that there were no fraud incidences during the current financial year to the date of this APM.





## APPENDIX 5 - AUDIT APPROACH TO THE KEY AUDIT AREAS

### 5.1 Risk assessment

Key audit areas are those areas that, in RSM's professional judgment, will be of most significance in our audit of the financial statements. As part of our audit approach, we have conducted an initial financial statement risk assessment to determine whether any of the risks identified are, in our judgment, significant or high. A significant or high risk is an identified and assessed risk of material misstatement in the financial statements that, in our judgment is a key audit area and requires special audit consideration. Our assessment of key audit areas is based upon:

- Enquiries of management and directors.
- The complexity of transactions within each area,
- The extent of specialist skill or knowledge needed to perform the planned audit requirement.
- The degree of subjectivity in the measurement of financial information related to the risk, especially those measurements involving a wide range of uncertainty.
- Understanding and reviewing prior year's audited financial statements and audit files
- Whether the area is exposed to fraud risk.

### 5.2 Professional scepticism

We approach all our audits with a degree of professional scepticism as required by Australian Auditing Standards and the *Auditor General Act 2006*. In addition, professional scepticism is a key component of delivering an effective public sector audit. *ASA 200 Overall Objectives of the Independent Auditor and the Conduct of an Audit in Accordance with Australian Auditing Standards* defines professional scepticism as 'an attitude that includes a questioning mind, being alert to conditions which may indicate possible misstatement due to error or fraud, and a critical assessment of audit evidence'.

Professional scepticism is particularly relevant in areas that involve management assumptions and/or estimates. It is also critical when evaluating audit evidence to reduce the risk of the auditor:

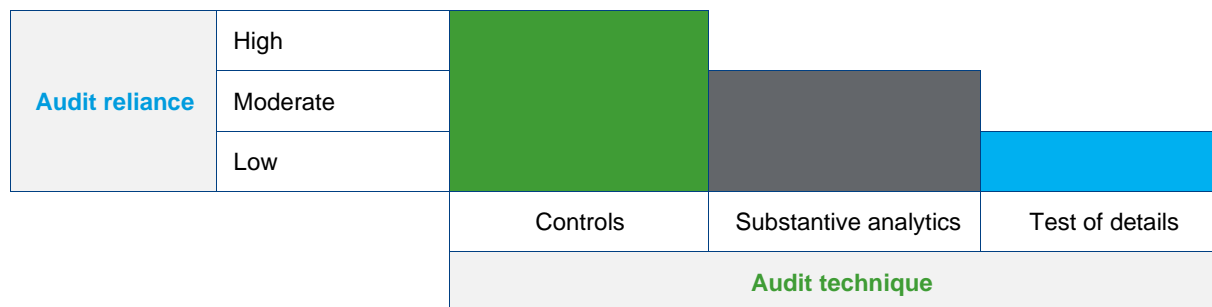
- Overlooking unusual circumstances; and
- Over generalizing when drawing conclusions from observations using inappropriate assumptions in determining the nature, timing and extent of evidence gathering procedures and evaluating the results thereof.



### 5.3 RSM approach to auditing significant risks

RSM's approach to auditing a class of transactions, account balance or disclosure is to initially assess whether there is a reasonable possibility that it could contain a material misstatement. Our risk assessment is based on both quantitative and qualitative criteria to determine whether they are significant.

Our audit strategy follows a hierarchy, which starts with testing of controls, then moves to substantive analytical review procedures and then finally testing of details. The following diagram shows an example where a high level of reliance on controls, along with a moderate level of reliance on substantive analytics is likely to result in testing of details that can safely rely on smaller sample sizes.



Based on previous audit experience at the Town and review of the Town's financial information, we have assessed that we can rely on internal controls, which effectively means we can apply a moderate level of substantive analytics and limited testing of details. This controls based approach is both efficient and effective.



## APPENDIX 7 - CHANGES IN ACCOUNTING STANDARDS

Standard or pronouncements	Description	Who does it affect	Effective Date
AASB 2020-1 Amendments to Australian Accounting Standards – Classifications of Liabilities as Current or Non-Current.	<p>This narrow-scope amendment to AASB 101 Presentation of Financial Statements clarifies that liabilities are classified as either current or non-current depending on the rights that exist at the end of the reporting period; and also clarifies the definition of settlement of a liability.</p> <p>For example, a liability must be classified as non-current if an entity has the right at the end of the reporting period to defer settlement of the liability for at least 12 months after the reporting period.</p>	All entities	Annual reporting periods beginning on or after 1 January 2023.
AASB 2020-3 Amendments to Australian Accounting Standards – Annual Improvements 2018-2020 and Other Amendments.	<p>This amending standard makes narrow scope amendments to a number of standards:</p> <ul style="list-style-type: none"> <li>▪ AASB 1: to simplify its application by a subsidiary that becomes a first-time adopter after its parent in relation to the measurement of cumulative translation differences;</li> <li>▪ AASB 3: updating the reference to the Conceptual Framework for Financial Reporting without changing the accounting requirements for business combinations;</li> <li>▪ AASB 9: clarifying which fees an entity includes when assessing whether the terms of a new or modified financial liability are substantially different from the terms of the original financial liability;</li> <li>▪ AASB 116: requiring an entity to recognise the sales proceeds from selling items produced while preparing property, plant and equipment for its intended use, and the related cost, in profit or loss, instead of deducting the amounts received from the cost of the asset;</li> <li>▪ AASB 137: specifying the costs that an entity includes when assessing whether a contract will be loss-making; and</li> <li>▪ AASB 141: removing the requirement to exclude cash flows from taxation when measuring fair value, thereby aligning the fair value measurement requirements in AASB 141 with those in other Australian Accounting Standards.</li> </ul>	All entities	Annual reporting periods beginning on or after 1 January 2022.

For more information, visit: [www.rsm.global/australia/service/audit-and-assurance-services](http://www.rsm.global/australia/service/audit-and-assurance-services)

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1  
NAME

1  
NETWORK

120  
COUNTRIES

800  
OFFICES

41,400  
PEOPLE

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Attachment 8.11.2



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**INTERNAL AUDIT SCHEDULE  
2020-2021 TO 2022-2023**

Internal Audit Modules	2020-2021	2021-2022	2022-2023
<b>Regulation 17 – Local Government (Audit) Regulations 1996:</b>			
Corporate Governance			
Risk Management			
Legislative Compliance			
<b>General Finance Controls:</b>			
Payroll and Employee Leave (after upgrade)			
Purchasing and Creditors (after upgrade)			
Credit Cards and card management system (after upgrade)			
Tenders and Contract Management including Extensions and Variations			
Receipting and Management of Monies held for specific purposes			
Bank Reconciliations			
General and Rate Debtors			
Investments and Cash Flow Management			
Budgeting and cost controls			
Assets			
Information Management and Reporting			
Taxation – GST, FBT			
<b>Information Technology:</b>			
Application and access controls			
IT Governance			
Disaster Recovery & Backup			
Information Security			
Management of IT Risks			
Change Management & Change Controls			
Remote Access/Security considerations for working from home arrangements			
<b>Lease Agreements</b>			
<b>Records Management</b>			
<b>Fraud Prevention and Detection</b>			
<b>On line services – Dog and Cat Renewals, Debtors and Infringements (after implementation of the modules)</b>			
<b>Grant acquittals</b>	As required	As required	As required

**INTERNAL AUDIT SCHEDULE  
2020-2021 TO 2022-2023**

Internal Audit Modules	2020-2021	2021-2022	2022-2023
<b>Regulation 17 – Local Government (Audit) Regulations 1996:</b>			
Corporate Governance			
Risk Management			
Legislative Compliance			
<b>General Finance Controls:</b>			
Payroll and Employee Leave			
Purchasing and Creditors			
Credit Cards and card management system			
Tenders and Contract Management including Extensions and Variations			
Receipting and Management of Monies held for specific purposes			
Bank Reconciliations			
General and Rate Debtors			
Investments and Cash Flow Management			
Budgeting and cost controls			
Assets			
Information Management and Reporting			
Taxation – GST, FBT			
<b>Information Technology:</b>			
Application and access controls			
IT Governance			
Disaster Recovery & Backup			
Information Security			
Management of IT Risks			
Change Management & Change Controls			
Remote Access/Security considerations for working from home arrangements			
<b>Lease Agreements</b>			
<b>Records Management</b>			
<b>Fraud Prevention and Detection</b>			
<b>On line services – Dog and Cat Renewals, Debtors and Infringements (after implementation of the modules)</b>			
<b>Grant acquittals</b>	As required	As required	As required

**Town of Bassendean**  
**Annual Internal Audit Plan 2022-**  
**2023**

May 2022



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# Preparation of the Internal Audit Plan

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## Introduction

The Institute of Internal Auditors' International Professional Practices Framework requires Internal Audit to produce a risk-based plan, which considers the Town of Bassendean's risk management framework, knowledge of operations and internal controls derived from previous audits, its strategic objectives and priorities and the views of Senior Managers at the Town of Bassendean's Audit and Governance (AG) Committee ("AG").

The objective of audit planning is to direct audit resources in an efficient manner to provide sufficient assurance that key risks are being managed effectively and value for money is being achieved.

This document sets out a detailed Annual Internal Audit Plan for 2022/23.

## Audit and Governance Committee ("AG") Action

The AG is asked to review and approve the Internal Audit Plan for 2022/23.

## Role of Internal Audit Services

The aim of the Town of Bassendean's Internal Audit Service ("Internal Audit") is to assist the AG and the Town of Bassendean's Management to manage risk by providing an innovative, responsive, proactive, and effective value-added Internal Audit function. The objectives of Internal Audit are to:

- Provide independent consideration of risks, controls and processes across the Town of Bassendean;
- Promote mechanisms that encourage a culture that is conscious of risk, control and processes; and
- Assist and support the Town of Bassendean in its drive for process improvement.

These objectives are achieved by:

- Assisting the Management in evaluating their processes for identifying, assessing and managing the key operational, financial and compliance risks of the Town of Bassendean;
- Assisting the Management in evaluating the effectiveness of internal control systems, including compliance with internal policies and their alignment with legislation and regulations;
- Recommending improvements in efficiency and effectiveness to the internal control systems established by Management;
- Keeping abreast of new developments affecting the Town of Bassendean's activities and in matters affecting Internal Audit; and
- Being responsive to the Town of Bassendean's changing needs and striving for continuous improvement.

Our internal audit activities typically include, but are not limited to, the following:

- the review of the internal control structure, monitoring the operations of the information system and internal controls and providing recommendations for improvements;
- a risk assessment with the intention of minimising exposure to all forms of risk on the Town of Bassendean;
- examination of financial and operating information that includes detailed testing of transactions, balances and procedures;
- a review of the efficiency and effectiveness of operations and services including non-financial controls of the Town of Bassendean;

# Preparation of the Internal Audit Plan

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- a review of compliance with management policies and directives and any other internal requirements; and
- other specific tasks requested by management and the AG.

## Internal Audit Planning Approach

The internal audit plan aims to contribute to the overall improvement of governance, risk management, and internal control processes using a systematic and disciplined evaluation approach.

The Town of Bassendean's internal audit methodology links internal audit activity to the organisation's risk management framework. The main benefit to the Town of Bassendean is a strategic, targeted internal audit function that focuses on the key risk areas and provides maximum value for money.

By focussing on the key risk areas, the internal audit should be able to conclude that:

- The Management has identified, assessed and responded to the Town of Bassendean's key risks;
- The responses to risks are effective but not excessive;
- Where residual risk is unacceptably high, further action is being taken;
- Risk management processes, including the effectiveness of responses, are being monitored by management to ensure they continue to operate effectively; and
- Risks, responses, and actions are being properly classified and reported.

## Development of the Annual Internal Audit Plan for 2022/23

The areas included in this Plan were nominated and agreed upon by the Corporate Executive for presentation to the AG for consideration.

The Plan was developed through consideration of:

- The Town of Bassendean's strategic objectives and business risks;
- The Town of Bassendean's business processes that are key to mitigating risks;
- Emerging business and environmental issues for the Town of Bassendean; and
- Changes in the Town of Bassendean's operating environment and state of control.

The plan was then reviewed by Internal Audit with regards to the historic frequency of the performance of the reviews and the risk register, but no changes were proposed to the plan approved by Corporate Executive.

Internal Audit aims to be responsive to the Town of Bassendean's needs, given the environment of change that exists both within and external to the Town of Bassendean. Consequently, the Plan may be amended during the year. Any such changes will be authorised by the AG.

## Additional Internal Audit Activities

Internal Audit's role extends to assisting the Management with additional audits that sit outside the Annual Internal Audit Plan. These include reviews of new initiatives, projects, or processes that have not yet been identified or planned at the time of preparing this document.

Requests for Internal Audit to undertake any internal audits of this nature or provide other related services will be agreed upon with the relevant Corporate Executive members.

# Internal Audit Plan

Set out within the table below is the 2022/23 Annual Audit Plan with indicative scopes and hours. The previous auditable areas are outlined in green and the revised auditable areas are in grey for comparison purposes. The scopes will be further refined through discussion with Management during the planning process.

Internal Audit Modules	Original 2022-2023	Revised 2022-2023	Revised 2023-2024
Credit Cards and card management system			40
Tenders and Contract Management including Extensions and Variations			25
General and Rate Debtors		20	
Investments and Cash Flow Management			
Budgeting and cost controls		40	
Information Management and Reporting		40	
<b>Information Technology:</b>			
Application and access controls			
IT Governance			
Disaster Recovery & Backup			
Information Security			
Management of IT Risks			
Change Management & Change Controls			
Review of Asset Management Function and data integrity		80	
Performance and Effectiveness Review Library Services		80	
Records Management		40	
Fraud Prevention and Detection			60
Review the enforcement function performed across the Town		60	
Grant acquittals	As required	As required	
<b>Total Hours</b>		<b>360</b>	<b>125</b>

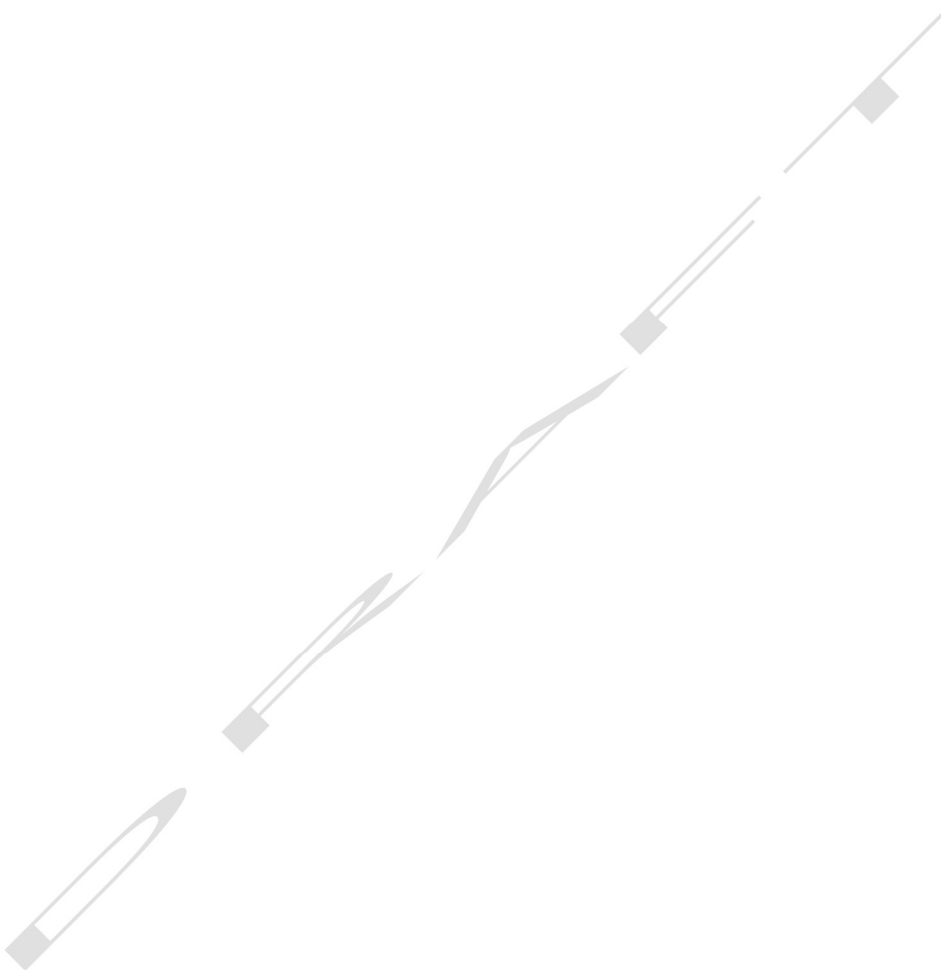
# Internal Audit Plan

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Ad-hoc internal audits can also be performed by either the Internal Audit Function on requests from the Town of Bassendean, Management or the Audit and Governance (AG) Committee. These reviews were not considered within the plan. Any ad-hoc reviews identified by Management and the Audit and Governance (AG) Committee will be separately budgeted. Funds for these reviews will either be funded through reprioritising current reviews or through additional fund requests which will be negotiated and approved by the Audit and Governance (AG) Committee and the Town of Bassendean before the commencement of the reviews.

Internal Audit aims to be responsive to the Town of Bassendean's needs, given the environment of change that exists both within and external to the Town of Bassendean.

The impact of any newly identified risks will be considered throughout the financial year and the annual internal audit plan will be amended if required.





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Lives.*

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CHARTERED ACCOUNTANTS & ADVISORS  
Attachment 8.11.7

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