

# TOWN OF BASSENDEAN

## NOTICE OF ORDINARY COUNCIL MEETING

An Ordinary Meeting of the Council of the Town of Bassendean will be held on Tuesday, 28 August 2018 in the Council Chamber, 48 Old Perth Road, Bassendean, commencing at 7.00pm.

BOB JARVIS  
CHIEF EXECUTIVE OFFICER

24 August 2018

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## A G E N D A

### 1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

#### Acknowledgement of Traditional Owners

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

#### Sports Achievement Award

The Mayor will present Scott Crawford with a Sports Achievement Award.

#### Live Streaming – Audio and Video

*The Town is committed to engaging with its community and recognises that providing opportunities for the community to attend Council meetings will result in more informed and engaged residents.*

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

*Meetings closed for consideration of matters under Section 5.23 of the Local Government Act or by resolution of Council will not be streamed.*

**Members of the public are requested to sign the attendance sheet located on the table at the rear of the Council Chamber.**

## **2.0 PUBLIC QUESTION TIME & ADDRESS BY MEMBERS OF THE PUBLIC**

*It should be noted that public questions and comments are recorded and live streamed via YouTube, and that there is no protection from legal action being taken against you, should it arise from your comments delivered at the meeting.*

### **2.1 Public Question Time**

*Members of the public who wish to do so may ask questions at this point in the agenda.*

### **2.2 Address by Members of the Public**

*Members of the public have the opportunity to address Council during meetings. Public Statements are not recorded in the minutes. Statements raised by members of the public must be regarding items on the agenda.*

## **3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

## **4.0 DEPUTATIONS**

## **5.0 CONFIRMATION OF MINUTES**

### **5.1 Ordinary Council Meeting held on 24 July 2018 (Attachment No. 1)**

#### **OFFICER RECOMMENDATION – ITEM 5.1(a)**

That the minutes of the Ordinary Council meeting held on 24 July 2018, be received.

#### **OFFICER RECOMMENDATION – ITEM 5.1(b)**

That the minutes of the Ordinary Council meeting held on 24 July 2018, be confirmed as a true record.

**6.0 ANNOUNCEMENT BY THE PRESIDING PERSON WITHOUT DISCUSSION**

**7.0 PETITIONS**

**8.0 DECLARATIONS OF INTEREST**

**9.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

**10.0 REPORTS**

**10.1 Adoption of Recommendations En Bloc**

The following information is provided to Councillors for guidance on the use of en bloc voting as is permissible under the Town's Standing Orders Local Law 2011.

Standing Orders Local Law 2011, Clause 5.4 states:

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

Councillors should be aware that should they wish to declare an interest in any of the items listed in the en bloc voting table, and have not done so under Item 8.0, Declarations of Interest, they should do so at this point of the agenda.

OFFICER RECOMMENDATION – ITEM 10.1

That Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Agenda of 28 August 2018:

Item	Report
10.3	Anzac Terrace Cul-De-Sac Parking
10.4	Vandalism of Street Verge Tree – Adjacent to 146 West Road, Bassendean
10.5	Modernising Western Australia’s Planning System
10.8	Bassendean Men’s Shed
10.10	Festive Season Office (Administration) Closure - 24 December 2018
10.11	Town Assets Committee Meeting held on 7 August 2018
10.12	River Parks Committee Meeting held on 7 August 2018
10.15	Bassendean Youth Advisory Council Meetings held on 25 May, 29 June and 27 July 2018
10.16	Design Bassendean Advisory Group Meeting held on 8 August 2018
10.17	Determinations Made by the Principal Building Surveyor
10.18	Determinations Made by Development Services
10.19	Accounts for Payment – July 2018
10.20	Financial Statements – (Unaudited) June 2018
10.21	Use of the Common Seal
10.22	Calendar for September 2018
10.23	Implementation of Council Resolutions

Council is now requested to consider the balance of the Officer recommendations independently.

Item	Report
10.2	Red Post Box Group, inclusive of VR 1876 Post Box, Bassendean located at the corner of Surrey Street and North Road, be listed on the State Register of Heritage Places, Correspondent: Heritage Council of Western Australia
10.6	Waiver of Fees – Bassendean for Free Christmas Swap Meet Event
10.7	Sandy Beach Reserve Nature Based Regional Playground
10.9	Local Studies Collection Working Group Draft Term of Reference
10.13	Audit & Governance Committee Meeting held on 8 August 2018
10.14	People Services Committee Meeting held on 14 August 2018
11.1	Notice of Motion - Cr Quinton: Road Network Priorities: Walter Road East & Lord Street
11.2	Notice of Motion - Cr Mykytiuk: Weed Management
13.1	Confidential Report - Joint Metropolitan Central Development Assessment Panel Application – Form 2 – Application for Amendment or Cancellation of a Development Assessment Panel Determination for Mixed Development Comprising Additions and Alterations to Nursing Home, Shops and 18 Multiple Dwellings – Lot 54 (Nos. 25-27) Hamilton Street; Lot 84 (No. 68) Old Perth Road and Lot 85 (No. 70) Old Perth Road, Bassendean

**10.2 Red Post Box Group, inclusive of VR 1876 Post Box, Bassendean located at the corner of Surrey Street and North Road, be listed on the State Register of Heritage Places, Correspondent: Heritage Council of Western Australia (Ref: LUAP/REGSTN/1 Timothy Roberts, Planning Officer)**

**APPLICATION**

The purpose of this report is to consider whether Council wishes to support the permanent entry of the Red Post Boxes Group, inclusive of VR 1876, located at the corner of Surrey Street and North Road, on the Register of Heritage Places. Council is also invited to nominate a person to attend the meeting at which the proposed registration of a place will be considered.

**ATTACHMENTS**

**Attachment No. 2:** Assessment documentation

**BACKGROUND**

The Heritage Council's Register Committee resolved that the Red Post Boxes Group inclusive of VR 1876 Post Box, Bassendean is of cultural heritage significance in terms of the Heritage of Western Australia Act 1990, and on the 20 July 2018 was entered into the Register of Heritage Places on an interim basis. A copy of the assessment documentation has been included as attached to this report.

The Heritage of Western Australia Act requires that a local government be invited to nominate a person to attend the meeting at which permanent entry in the Register will be considered. If Council chooses to send a representative, they become a voting member for discussion and decision making purposes. Any recommendations of the meeting are confidential until such time as a decision has been made public on the matters discussed and Council officially notified.

**COMMUNICATION & ENGAGEMENT**

The proposed permanent entry of the place in the Register has been advertised pursuant to section 49(1) of the Heritage Places of Western Australia Act with the Heritage Council inviting written submissions by no later than 31 August 2018.

**STRATEGIC IMPLICATIONS**

Strategic Priority 1: Social

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
1.1 Build a sense of place and belonging	1.1.1 Facilitate engagement and empowerment of local communities	Community / Stakeholder Satisfaction Survey (Engagement and Participation)
	1.1.2 Activate neighbourhood spaces to facilitate community gathering	
	1.1.3 Ensure our unique culture and history are shared and celebrated	
	1.1.4 Continue to support and facilitate participation in the arts, community festivals and events	
3.3 Enhance the Town's appearance	3.3.1 Improve amenity and the public realm	Community / Stakeholder Satisfaction Survey (heritage, amenity and appearance)
	3.3.2 Strengthen and promote Bassendean's unique character and heritage	
	3.3.3 Implement design policies and provisions of buildings and places	

### COMMENT

The Town Pillar Box (VR 1876) is included within the adopted Town of Bassendean Municipal Heritage Inventory. The Town Pillar Box (VR 1876) was assigned a management category one meaning that it is considered to hold exceptional significance to the Bassendean community. The Town Pillar Box (VR 1876) is essential to the heritage of Bassendean and is a rare and outstanding example of its type. All category one-listed places within the Municipal Heritage Inventory are either included within or have previously been nominated for inclusion within the Register of Heritage Places.

Whilst documentary evidence is hard to come across from that period, it is considered that VR 1876 Post Box, Bassendean, is the oldest cast iron post box in Western Australia and is one of four still operational. These four red post boxes collectively form the proposed listing within the Register of Heritage Places. The majority of post boxes of this age and type are no longer used by postal services and are generally located within heritage precincts, museums or personal collections.

It is therefore necessary that Council form a decision on the proposed permanent entry of the Red Post Boxes Group within the Register of Heritage Places in conjunction with nominating a representative to attend the Heritage Council meeting. Council can either choose to support the proposed registration, have no comment to make on the proposal or not support the proposed registration.

Considering, its rarity and the high level of cultural significance to the Town of Bassendean and Western Australia in general, it is the officer's recommendation that the Red Post Boxes Group be afforded the highest statutory protection available and that permanent entry within the Register of heritage Places be supported.

### **Issue raised at Briefing Session**

At the Briefings Session, Councillor Hamilton asked whether Council could nominate a community member to attend the meeting at which the registration of the place is considered. The following response has been received from the State Heritage Office.

*"My Director and I have had a look at our Act and it appears you are welcome to nominate anyone.*

*However, please keep in mind that the nominated person becomes a representative of the local government and also a voting member on the issue being discussed. For these reasons, this is why it is usually an Officer or Councillor who attend.*

*Should you wish to nominate someone other than an officer or councillor, we would appreciate a written statement from the local government to nominate said person."*

The last point can be addressed through point 3 of the Officer recommendation. The Manager Development Services has not contacted any community member to see if they would be interested in becoming a representative of the Town.

### **STATUTORY REQUIREMENTS**

The Heritage of Western Australia Act 1990 requires that the relevant local government be invited to nominate a person to attend the meeting at which the proposed permanent registration of a place will be considered. It is entirely at Council's discretion whether someone is nominated to attend.

### **FINANCIAL CONSIDERATIONS**

Nil.

OFFICER RECOMMENDATION — ITEM 10.2

That Council:

1. Supports the permanent entry of the Red Post Boxes Group inclusive of VR 1876 Post Box located at the corner of Surrey Street and North Road, Bassendean within the Register of Heritage Places;
2. Does wish to attend the Heritage Council meeting during which the registration of the above place will be considered; and
3. Appoints Councillor \_\_\_\_\_ as Council's representative to attend the Heritage Council meeting during which the registration of the above place will be considered.

**Voting requirements: Simple Majority**



**10.3 Anzac Terrace Cul-De-Sac Parking (Ref: LAWE/REPRNG/3 – Sharna Merritt, Senior Ranger)**

APPLICATION

The purpose of this report is to request Council approve the installation of signage for the existing parking restrictions in the cul-de-sac located at the eastern end of Anzac Terrace, Bassendean.

ATTACHMENTS

**Attachment No. 3**

Line marking drawing for the Anzac Terrace cul-de-sac.

BACKGROUND

Rangers have received complaints in relation to vehicles parking in the hammerhead cul-de-sac at the eastern end of Anzac Terrace, Bassendean. The complaints relate to the inability to use the cul-de-sac to turn around when vehicles are parked within the cul-de-sac area.

The *Parking and Parking Facilities Local Law 2010* provides that it is an offence to park in the head of a cul-de-sac.

Officer investigation and the issuing of infringements does not eliminate the problem, as it is often different cars which may be parked there all day.

As this end of Anzac Terrace is narrow, the waste contractor trucks servicing the street are finding it difficult to navigate without access to the cul-de-sac to turn around.

COMMUNICATION & ENGAGEMENT

As the restrictions are already in place under the parking local law and there are no houses using the cul-de-sac for access or egress, there should be little to no impact on the nearby residents by this installation of signage.

Should Council approve the installation of signs, neighbouring residents will be sent a notification letter for the installation of signage.

STRATEGIC IMPLICATIONS

As this is not installing new restrictions, only signs for existing restrictions, there are no strategic implications.

### COMMENT

This section of Anzac Terrace and the hammerhead cul-de-sac are narrow enough that some vehicles are forced to reverse up the street to leave the area, which creates potential conflict and safety hazards with other road users.

Whilst it is not a standard practice to install signage for cul-de-sac parking restrictions, this location has been raised as a regular issue for users of the street.

Installation of signage in this area will provide a visual deterrent to people parking in this location. It will also assist with enforcement, as with clear signage advising the restrictions there can be no confusion relating to the offence.

Rangers attend to and action complaints received about vehicles parking in the cul-de-sac, but this also does not seem to be alleviating the issue.

Installation of 'No Parking in the cul-de-sac' signage, as per the attached line marking drawing, will help to reduce the number of incidents and also assist with enforcement of the Local Law restrictions.

### STATUTORY REQUIREMENTS

Parking and Parking Facilities Local Law 2010.

### FINANCIAL CONSIDERATIONS

The installation of signage in this location can be covered within the current Operational Budget.

### OFFICER RECOMMENDATIONS – ITEM 10.3

That Council approves the installation of 'No Parking in the cul-de-sac' signage at the cul-de-sac located at the eastern end of Anzac Terrace, Bassendean.

**Voting Requirements: - Simple majority**

**10.4 Vandalism of Street Verge Tree – Adjacent to 146 West Road, Bassendean (Ref: COUP/MAINT/1 – Ken Cardy, Manager Asset Services)**

APPLICATION

The purpose of this report is to advise Council that a street verge tree adjacent to 146 West Road Bassendean, has been interfered with, possibly through poisoning, which has caused the tree to suddenly decline in health.

ATTACHMENT

**Attachment No. 4:**

- Arboricultural Assessment Report
- Tree Investigation Report

BACKGROUND

In February 2018 Ranger Services commenced an investigation process into a street tree, mature flooded gum tree (*Eucalyptus rudis*), that was declining in condition adjacent to 146 West Road, Bassendean. Ranger Services did note that no-one was living in the house at the time of the investigation.

Prior to the recent declining of this street tree, Ranger Services had received a number of calls regarding a possible line of sight issue with the tree. Asset Services completed an investigation into the line of site matter, and found there was no line of sight issue.

The Parks Supervisor found that the tree was structurally sound but drill holes were identified at the bottom of the tree, and the tree had possibly been poisoned, causing areas of the tree to decline in health.

As a result of the alleged poisoning, a formal investigation was undertaken and a consulting Arborist report on the street tree was received.

Since receiving the Arborist report, Asset Services staff have continued to monitor the street tree and can confirm that there is some evidence of new vegetative growth and that the tree is structurally sound and the health of the tree is improving.

In order to protect and manage street trees, Council has in place the following policies:

- 1.5 Crossover Policy;
- 1.8 Significant Tree Policy;
- 1.10 Street Tree Protection Policy;

- 1.11 Street tree Pruning, Removal and Replacement Policy; and
- 1.12 Amenity Tree Evaluation Policy

Should someone illegally remove, damage, prune or poison a street tree, the Town has in place a Tree Investigation form which requires Rangers to speak to all adjacent neighbours and Asset Services to assess the amenity value and tree health.

Since 2015, officers have presented to Council the following five reports regarding vandalised street trees. At the completion of each resolution a brief update has been provided:

- April 2015, Council (OCM – 15/04/15) Council approved the usage of a vandalism awareness sign, for 20 Wicks Street, Bassendean (*Tree Condition as July 2018-Tree has returned to a healthy condition and sign has been removed*);
- October 2015, Council (OCM – 5/10/15) endorsed the Officer Recommendation relating to seven street trees that had been pruned or removed without permission (*Recommendations are being followed as per resolution*);
- March 2017, Council (OCM – 8/03/17) approved installation of a vandalism awareness sign on the First Avenue verge, adjacent to the vandalised street tree located adjacent to 89 Anzac Terrace (*Tree Condition as July 2018-Tree has died and pruned to a safe condition, new tree planted is sound in condition. Vandalism sign is still on location*);
- July 2017 Council (OCM – 26/07/17) approved the installation of a vandalism awareness sign adjacent to No. 1 Garnsworthy Place, Bassendean Terrace (*Tree Condition as July 2018-Tree has died and pruned to a safe condition, two new trees planted are sound in condition. Vandalism sign is still on location*);
- June 2018 Council (OCM – 6/06/18) authorises removal of the damaged street tree, adjacent to 4 Clarke Way, Bassendean and replace with a tree approved by Council after construction has been completed (*Tree Condition as July 2018-Tree has new foliage at the top of the 1.5m trunk, construction work is continuing*).

Under Council's Street Tree Protection Policy, in the event that a person has illegally removed, damaged, pruned or poisoned a street tree, Council may prosecute the offender under the Local Government Act 1995 Schedule 9.1 - clause 2: Disturbing local government land or anything on it, and the Uniform Local Provisions Regulation 1996, Regulation 5 Clause 1 interfering with, or taking from, local government land or other relevant provisions under the Act.

## STRATEGIC IMPLICATIONS

### Strategic Priority 2. Natural Environment

<b>Strategies</b> <i>How we're going to do it</i>	<b>Identified Project / Program</b>	<b>Strategic Measures of Success</b>
2.2.1 Protect and restore our biodiversity and ecosystems 2.2.2 Sustainably manage significant natural areas	Review strategy and plan for the protection and rehabilitation of natural areas  Increase purchase, planting & maintenance of street trees: <ul style="list-style-type: none"> <li>• 412 to 600 trees –Eden Hill area and Ashfield (Underground Power area)</li> <li>• Street Tree Master Plan</li> </ul>	Community Stakeholder Satisfaction Survey (Rivers, Bushland and Reserves)

## COMMENT

The valuation of the tree, using the Town's Policy "Burnley Method of Tree Valuation", is as follows:

*The tree is 10.8 metres in height, diameter at breast height (DBH) 81cm with a crown spread of 10 metres, the structure is rated as fair and tree is of average health. Estimated value of \$14,000.*

Should the street tree decline in health and need to be removed in the future (currently not the case), the estimated cost to remove this tree, including stump grinding, is \$1,250.

An arboricultural assessment of the tree was undertaken and below is the summary of the Arborist's findings:

*"Assessment has revealed necrosis for a significant proportion of the tree crown however the tree health condition was not assessed as moribund, and an improvement in tree health condition is possible. The rapid decline in health condition for mature healthy trees is generally attributable to two main causal agents – aggressive soil borne fungal pathogens such as the Australian honey fungus or the application of herbicide 1.5. With no fungal mycelium or sporophores observed at the trunk basal area, and several drill holes into the trunk basal area identified, the intentional application of herbicide to give rise to tree decline/ mortality is deduced as the causal agent for the necrosis of the crown. With live foliage revealed within the crown however, consideration could be given to monitoring of the tree over the next three months to observe any improvements in the tree health and the subsequent growth of new foliage.*

*The Arborists recommendation - Monitor tree health condition over the next three months for signs of new foliage growth indicative of tree recovery. The pruning of live branches should be postponed for the short term as the removal of large (live) branches and the subsequent creation of pruning wounds has the potential to deplete stored carbohydrates and set back tree recovery.*

It therefore appears that someone has deliberately drilled holes into the base of the tree, and gauging from the type and condition of the drill holes and the depth, there appears to have been some sort of substance injected into the drilled holes. The substance seems to have caused some areas of the tree to rapidly decline in health.

In accordance with the consulting Arborist's assessment, it was recommended to retain the tree for the three month monitoring period and no remedial arboricultural work is to be undertaken. Recently the tree has produced new foliage and is returning to its previous condition prior to being poisoned.

Considering that the person who vandalised this street tree cannot truly be identified, the house was vacant at the time of the investigation and new tenants have occupied the house, and in line with Council's previous resolutions, it is recommended that a vandalism awareness sign be installed, for a three year period, adjacent to the tree on the verge at 146 West Road, Bassendean. This is to further educate residents, that street trees are an asset, they are valued by the entire community, have environmental benefits and, that vandalising or damaging street trees will not be tolerated. Installing a vandalism awareness sign may assist in stopping others in the future from performing a similar act.

### **Issue raised at Briefing Session**

At the Briefings Session, it was asked whether any development applications had been received for the property. The Manager Development Services has advised that no applications have been received.

### **STATUTORY REQUIREMENTS**

In the event of a person illegally removing, damaging, pruning or poisoning a street tree, Council may prosecute the offender under the following:

- Local Government Act 1995 - Schedule 9.1, clause 2. Disturbing local government land or anything on it; and

- Local Government Act 1995 - Uniform Local Provisions Regulations 1996, Regulation 5 Clause 1 - Interfering with, or taking from, local government land or other relevant provisions under the Act. In addition to the value of the tree, a penalty of \$5,000 may be imposed.

### COMMUNICATION & ENGAGEMENT

In the past Elected Members have inspected street trees that have been reported vandalised prior to a report being presented to Council, but as this is similar to a very recent street tree vandalism issue it may not be necessary for Elected Members to view the vandalised street tree before resolving this matter.

After receiving the consulting Arborist's report, which identified the street tree had been vandalised, the Town's Ranger Services conducted investigations in an effort to identify if someone had observed any unusual behaviour or potentially identify a perpetrator.

The outcome of the investigation was that there is no legal proof of any person vandalising the street tree and the tree is now returning to a healthy condition.

### FINANCIAL CONSIDERATIONS

If Council approves the erection of the vandalism awareness sign, the estimated cost is \$1,200 for the manufacture of the sign. Installation of the sign can be achieved from the Street Tree Operating Budget. The cost to remove the tree is \$1,250. If Council resolves to remove the tree, this can be achieved by using funds from the Street Tree Operating Budget.

### OFFICER RECOMMENDATION – ITEM 10.4

That Council:

1. Continues to implement the recommendation of the consulting Arborist Assessment Report and request officers to continue to monitor the tree adjacent to 146 West Road, Bassendean, and to observe any improvements in the health and condition of the tree and growth of new foliage;
2. Approves the installation of a vandalism awareness sign on the verge adjacent to 146 West Road Bassendean and the vandalised street tree, until an arborist report confirms the tree has fully recovered or until newly planted street trees are sufficiently established in approximately 3 year; and

3. Notes that should the vandalised tree not recover, then some tree branch reduction will be undertaken to reduce any public risk issues and to allow sufficient space for new street trees to be planted.

**Voting requirement: Simple majority**



**10.5 Modernising Western Australia’s Planning System (Green Paper Concepts for a Strategically-led System) (Ref: GOVR/STLIAS/3 – by Anthony Dowling, Director Strategic Planning)**

**APPLICATION**

Council is requested to endorse the draft submission provided to this report in response to the State Government’s invitation to comment and provide feedback on its ‘Green Paper’ entitled *Modernising Western Australia’s Planning System* (May 2018).

**ATTACHMENTS**

**Attachment No. 5**

- Draft Town of Bassendean submission
- ‘Green Paper’ Summary
- Draft WALGA Response Template

A copy of the complete ‘Green Paper is for public viewing and downloading by clicking on the following link:

[www.planning.wa.gov.au/dop\\_pub\\_pdf/Green\\_Paper\\_May2018.pdf](http://www.planning.wa.gov.au/dop_pub_pdf/Green_Paper_May2018.pdf)

**BACKGROUND**

In late 2017, the Minister for Transport; Planning; Lands commissioned an independent review of Western Australia’s existing land use planning system to identify ways to make the system more efficient as well as making it more open and accountable to everyone.

As a consequence of that review, a ‘Green Paper’ was produced setting out four reform principles and five key reform proposals to make the system “... *fairer, more open and understandable, less complicated, and able to reach effective decisions quicker.*”

The four reform principles are:

<b>Fairness</b> The views and interests of all stakeholders are considered and balanced	<b>Transparency</b> Users are able to understand the planning system
<b>Integrity</b> The community is meaningfully involved in strategic planning	<b>Efficiency</b> The planning system is well organised to deliver timely outcomes

The five key reform proposals are summarised as follows:



These proposals are further outlined in the attachment to this report with more details available in the complete 'Green Paper', a copy of which is still available on the website of the Department of Planning, Lands and Heritage (see the link under Attachments of this report to access).

Further, under each key reform proposal a number of specific proposals pertaining to the key reform area are listed and described. These are also listed in a schedule provided in Part 5 of the full 'Green Paper'.

The 'Green Paper' was released for public comment in May 2018 with feedback requested by 20 July 2018.

In view of the short timeframe allowed for feedback, and having regard to the Town's reporting processes where Council approval/endorsement of any formal submission is required prior to it being issued, the Director Strategic Planning sought from and was granted by the Planning Reform team an extension of time up to 27 July 2018 to provide feedback.

Upon becoming aware that other local governments had also sought and been granted longer extension times up to the end of August 2018, the Director Strategic Planning sought and was granted a further extension to 30 August 2018.

However, the Planning Reform team has advised that it cannot guarantee that any submission received after 27 July 2018 will be taken into account if it is required to report on its findings between the period 28 July – August 30 2018.

But, if it is required to report during the aforementioned period, the Town would be contacted to provide an informal response in the interim. To date, the Reform Team has not notified the Town that it is required to report on its findings prior to 30 August 2018.

It should be noted that the ‘Green Paper’ reform proposals do not reflect current State Government policy. However, it is understood that upon completion of the review of all submissions received to the ‘Green Paper’, a ‘White Paper’ will be subsequently drafted. It is anticipated that this ‘White Paper’ will reflect and publically canvas proposed changes to existing planning policies and statutory planning instruments. This has yet to be confirmed.

To assist local governments in considering and preparing responses to the reform proposals, the Western Australian Local Government Association (WALGA) prepared a draft response template (see attached). The template provides responses to each proposal listed in the schedule of proposals in Part 5 of the full ‘Green Paper’.

### COMMUNICATION AND ENGAGEMENT

Councillors and Senior staff were informed about the release of the ‘Green Paper’ on 1 June 2018 through the *Councillors Information Bulletin* and were invited to provide comment and feedback on it. To date, no comments or feedback on the ‘Green Paper’ have been received.

### STRATEGIC IMPLICATIONS

The ‘Green Paper’ reform proposals have the potential to assist or lead the Town in achieving the following specific *Community Strategic Plan 2017-2027* objectives and strategies:

#### Strategic Priority 1: Social

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we’re going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
1.1 Build a sense of place and belonging	1.1.1 Facilitate engagement and empowerment of local communities	Community / Stakeholder Satisfaction Survey (Engagement and Participation)

### Strategic Priority 5: Good Governance

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people	Community / Stakeholder Satisfaction Survey (Governance)
	5.1.4 Improve efficiency and effectiveness of planning and services	
5.2 Proactively partner with the community and our stakeholders	5.2.1 Improve customer interfaces and service	Community / Stakeholder Satisfaction Survey (Community engagement and participation)
	5.2.2 Engage and communicate with the community	
	5.2.3 Advocate and develop strong partnerships to benefit community	

#### COMMENT

The major thrust of the 'Green Paper' is about improving and enhancing WA's planning system with a major aim of making it more accessible and easy to understand (see Key Reform Proposal 2). At present, unless one is familiar with how the system works and is a 'player' within it, it is a difficult and complex system to navigate and understand.

It is part of to date what has been a long process of planning reform that began back in 2009.

Any review that seeks to improve and enhance the State's system of land use planning and development ought to be welcomed and supported.

Given its thrust within the context of its key reform principles and its five key reform proposals, this review ought to be supported.

In particular, the proposal for a community engagement charter (Key Reform Area 3) ought to be especially welcomed and supported by Council given its current thrust and focus for greater and improved community engagement and consultation.

Key reform area 5 (Delivering Smart Growth) should also be of particular interest to Council given that it is presently addressing approaches to urban infill within the Town.

However, and except for the listing of the 'Smart Growth' principles in Part 5 of the 'Green Paper' (reproduced in the box below), more detail or explanatory material about the notion of 'Smart Growth' would have been helpful, especially if this reform proposal advocates its application to Western Australia. It is a concept that is still in its infancy in Western Australia and probably not well understood as yet.

### List of Smart Growth Principles

(Reproduced from the 'Green Paper' *Modernising Western Australia's Planning System*, May 2018)

**Case study 3: Smart growth principles**

1. Mix land uses.
2. Take advantage of **compact design**.
3. Create a range of housing opportunities and choices.
4. Create **walkable neighbourhoods**.
5. Foster distinctive, attractive communities with a **strong sense of place**.
6. Preserve open space, farmland, natural beauty, and **critical environmental areas**.
7. Direct development towards **existing communities**.
8. Provide a **variety of transportation choices**.
9. Make **development decisions predictable**, fair, and cost effective.
10. Encourage **community and stakeholder collaboration** in development decisions.

<https://smartgrowthamerica.org/>

It should be noted that the Smart Growth Principles are predicated on the application of 'form-based coding'.

This system of coding facilitates the design, form and shaping of urban environments through building typologies and streetscapes as opposed to the allocation and distribution of land use.

It is anticipated that this current reform process is likely to lead to greater application and utilisation of form-based coding and smart-growth principles, possibly in lieu of applying the *Residential Design Codes of WA* (which in themselves contain elements of form-based coding). This has already occurred in respect to the development of the coastal locality of Jindee in the City of Wanneroo (in 2013).

The City's current District Planning Scheme was amended to set aside the application of the R codes to the planning and design of this locality, and to apply form-based coding predicated on smart-growth principles.

Council's Design Bassendean Advisory Group has already expressed a desire to learn more about form-based coding. This will be the subject of a separate meeting of the Advisory Group in the near future.

Under each key reform proposal there is a list of individual proposals specific to the key reform area. As previously mentioned, these are listed in Schedule 5 to the 'Green Paper'.

Generally, these individual proposals ought to be supported although, as indicated by WALGA in its Draft Response Template, most of these have not been clearly or fully explained, with their implications and responsibility for their implementation largely unknown.

To this end, it is recommended that in responding to the reform proposals, Council advocate that for any of the proposals to advance, further detail of the proposals be provided, including any likely implications and responsibility for implementation.

Additionally, the nature, level and extent of any capacity-building required by local governments to assist in implementing the planning reforms (and as part of its planning role and function) ought to be clearly identified and articulated as this will assist in local government's corporate and long term financial planning.

Notwithstanding that the reform proposals seek to introduce efficiencies to the planning system, there are invariably costs incurred in implementing reforms.

From a local government perspective, some of these costs may be incurred where there is a need to procure additional resources to satisfactorily implement actions that will be a local government responsibility.

For example, further investment in planning staff training might be required where new planning tools or practices are to be introduced and applied.

Further investment in the wider utilization of community engagement and consultation tools and practices may also be required, which in turn, might lead to the need to employ or contract experts and practitioners in this field.

It is anticipated that any likely costs will become more evident once the proposed follow-up 'White Paper' is published.

One particular proposal that will be of interest to Council (and which pertains to capacity-building) is the proposal for local government accreditation (Proposal 4.1.2).

This proposal will require a local government to be suitably accredited if it was to undertake additional WAPC delegations for local planning matters. Conditions of accreditation are likely to require up-to-date local planning strategies and schemes, and have appropriately qualified planning officers and appropriate delegations to those officers.

Some of the additional delegations proposed from the WAPC are the determination of small infill subdivision applications within the Perth metropolitan area and regional centres, and subdivision applications in accordance with an approved local structure plan.

Consideration is also being given to removing the 'Optional Development Assessment Panel (DAP) Applications' category specified within the DAP Regulations for accredited local governments, handing back determination of these applications to the local government.

As the Town is likely to have the capability for accreditation this proposal ought to be supported.

In light of the aforementioned comments, a draft response (attached) to the Green Paper has been prepared for Council's consideration and endorsement. If, however, there are any proposals identified by Council about which it has significant reservations or concerns about, these should be identified, listed and reasoned in the draft response.

#### STATUTORY REQUIREMENTS

The proposed reforms may result in modification and changes to the following statutory instruments:

*Planning and Development Act 2005*  
*Planning and Development Regulations 2009*  
*Planning and Development (Local Planning Scheme) Regulations 2015*

#### FINANCIAL CONSIDERATIONS

Nil

OFFICER RECOMMENDATION — ITEM 10.5

That Council:

1. Thanks the Minister for Planning's Planning Reform Team for granting extensions of time to lodge a submission on its 'Green Paper' entitled *Modernising Western Australia's Planning System*; and
2. Endorses the draft submission provided as an attachment to this report and submits it to the Minister for Planning's Planning Reform Team.

**Voting requirements: Simple Majority**



**10.6 Waiver of Fees – Bassendean for Free Christmas Swap Meet Event (Ref: COUP/USAGE/6 – Salvatore Siciliano, Manager Recreation and Culture)**

**APPLICATION**

For Council to consider a request from the Bassendean for Free community group (the Group) to waiver hire fees for utilising the Bassendean Seniors Citizen's Community Hall on Sunday 18 November 2018 to stage the Christmas Swap Meet Event.

**ATTACHMENT**

**Attachment No. 6:**

Letter of request from the Bassendean for Free Group.

**BACKGROUND**

Council previously resolved (OCM – 8/06/18) to donate an amount of \$97.50 to the group for the staging of its inaugural swap meet event held on Sunday 10 June 2018 at the Bassendean Seniors Citizens Community Hall.

Due to the success of the first event held on 10 June 2018, members of the group have requested for additional similar events to be held.

The group has once again lodged a request for Council to consider waiving the hire fee for the staging of the Christmas Swap Meet Event to be held on Sunday 18 November 2018, 10am to 5pm.

The group is a non-incorporated community group established in April 2018 through Facebook (closed group) and currently has 700 members. The purpose of the group is to facilitate the exchange of unwanted items at no cost to the community, as well as providing a vehicle to develop community connectedness and to reduce isolation amongst community members.

**COMMUNICATION & ENGAGEMENT**

Town Staff have been in regular communication with the group regarding the tentative booking of the Bassendean Senior Citizen's Community Hall and the request to Council to waive the hire fees for the Christmas Swap Meet Event to be held on Sunday 18 November 2018.

### COMMENT

The inaugural “swap meet” event held on Sunday 10 June 2018 proved to be a success with over 100 people participating.

The current request would normally incur a hire fee of \$113.40 which includes a 10% discount, given that the group is community based. Additional bonds of \$300 and a key bond of \$50 would also apply.

The Manager Recreation and Culture recommends that the hire fee of \$113.50 be waived by Council with no bond to be charged other than the key bond of \$50. The group would also be advised in writing that they would be liable for any costs incurred as a result of any damage to the facility or if any additional cleaning is required.

If Council does resolve to waive the hire fee, the Manager Recreation and Culture would like to recommend that requests for donations in the future be considered as part of a community support package that is available to community groups in the similar manner that eligible organisations are able to apply to the Community Events Sponsorship Program.

Council also have the option not to approve a donation to the group and mandate that the applicable hire fee of \$113.50 together with bonds of \$350 be paid.

### STATUTORY REQUIREMENTS

Local Government Act 1995

### STRATEGIC IMPLICATIONS

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
1.1 Build a sense of place and belonging	1.1.1 Facilitate engagement and empowerment of local communities	Community / Stakeholder Satisfaction Survey (Engagement and Participation)
	1.1.2 Activate neighbourhood spaces to facilitate community gathering	
	1.1.4 Continue to support and facilitate participation in the arts, community festivals and events	
1.2 Ensure all community members have the opportunity to be active, socialise and be connected	1.2.1 Provide accessible facilities that support leisure, learning and recreation for people of all ages.	Community / Stakeholder Satisfaction Survey (Activity and connectivity)
	1.2.2 Provide life-long learning opportunities	

FINANCIAL CONSIDERATIONS

Nil.

OFFICER RECOMMENDATION – ITEM 10.6

That:

1. Council waives an amount \$113.50 for the Bassendean for Free group for the staging of its Christmas Swap Meet Event to be held on Sunday 18 November 2018, but that the prescribed key bond of \$50 be charged; and
2. A community support package be developed for Council's consideration along similar lines to the Town's Community Events Sponsorship Program to support future requests for donations by community groups.

**Voting requirements: Absolute Majority**

**10.7 Sandy Beach Reserve Nature Based Regional Playground  
(Ref: PARE/DESCONT/10 – Graeme Haggart, Director  
Community Development)**

**APPLICATION**

The purpose of this report is for Council to receive advice on the facility and to determine how to proceed with the project.

**ATTACHMENTS**

**Attachment No. 7:**

- Meeting Notes with Department of Biodiversity, Conservation and Attractions.
- Email exchange with Department of Lands.
- Contract of Sale for Chapman and Lord Street properties.

**BACKGROUND**

The project was last considered at the Ordinary Council meeting held in May 2018 at which time the Officers sought approval to progress planning to detailed design.

Council resolved (OCM – 21/05/18) that:

- “1. *Council delays proceeding to the detailed design phase of the Sandy Beach regional playground project until funding sources have been confirmed including:*
  - a) *The sale price of Lot 7557 Lord Street and 48 Chapman Street;*
  - b) *An updated indicative grant allocation expected for the project from Lotterywest;*
  - c) *The project budget has been agreed to by Council; and*
  - d) *An outline of the proposal inclusive of the latest plans is forwarded to the Department of Biodiversity, Conservation and Attractions for comment.*
  
2. *In the event that a reduced project budget is supported by Council, Council requests Nature Play Solutions prepare a proportionally scaled down, Version 2 Concept Design retaining the core elements endorsed by the community through the consultation process and incorporating the following direction from Council:*

- a) *Emphasis on nature play with minimisation of plastic and concrete with central pathways retaining their 2.0m width but more peripheral routes narrowed and consideration given to alternative materials to provide a sensory experience;*
  - b) *Retention of the separation of dogs and children through design;*
  - c) *Incorporation of opportunities for local and aboriginal art into the design; and*
  - d) *Deletion of the go-kart track and additional car parking.*
3. *In the event that Council supports a Version 2 Concept Design, Council will request staff prepare a business case incorporating the whole of life costs for the proposed playground to be presented in conjunction with the Version 2 Concept Plan.”*

### Funding

#### *Proceeds from the sale of land*

An Officer report was presented to the Ordinary Council meeting held in June 2018 on the outcome of the tender process for the sale of 93 Lord Street, Bassendean, and 48 Chapman Street, Bassendean.

The two properties were purchased by the Town from the Department for Lands at 5% their notional value to sell them at market value for the expressed intentions that the proceeds will be used to construct a Nature-based Regional Playground at Sandy Beach Reserve.

The Town engaged Carter Giorgi Realty to manage the tender process that was conducted through state-wide advertising. No tender responses were received and it was resolved (OCM – 5/06/18), that Council sells the land located at 93 Lord Street, Bassendean and 48 Chapman Street, Bassendean, by private treaty, in accordance with the Local Government Act 1995.

The last valuations for the two properties were obtained in March 2018 and valued the properties at a combined \$850,000. The overall Perth property market has retracted further since that time. It is noted that in the June Officers Report that Mr Bruno Giorgi had advised he believes the valuation for Lord Street was overly optimistic and should be revalued.

Mr Giorgi has offered that given the current market conditions, Council should consider listing the two properties for a combined \$805,000 and realistically should consider any near offers for sale by private treaty.

*Cash in lieu*

Approval has been granted by the Minister to access \$238,700 from Cash in Lieu Reserves for design and construction of the Sandy Beach Reserve Playground.

*Lotterywest*

Lotterywest has confirmed it would welcome an application for funding from the Town for “add value” components of the playground, but is not in a position to be more definitive about the quantum or likelihood of success.

When pressed for a definition of “add value”, Lotterywest advised: *“As a guide, you can think of the very basics that are needed for a park or playground (maybe the earth works and basic infrastructure). Anything beyond that will be add value to make the park better (more comfortable, educational, innovative) than you would have otherwise. I would be happy to go through plans with you to help identify these bits when you are ready.”*

The responsible Officer is currently on leave. Assessing the endorsed concept plan against this criteria will occur on her return.

As we are aware, Lotterywest funding capacity has declined in recent years and while officer recommendations are generally supported by the Board, there is no guarantee an application for funding will be successful. Application submission to determination is generally a four-month process.

*Department of Biodiversity, Conservation and Attractions (DBCA)*

The Town approached DBCA in March 2017 providing a copy of the concept plan and a location plan and sought advice on the process for approval. A response was received in May 2017 stating:

*“... it seems like a fantastic project and something we would be keen to support. It seems consistent with what we’ve found through the precinct planning process to date in terms of the activation and use of the key recreational nodes along your stretch of river.”*

The correspondence noted that a Part 5 application is required where the project exceeds \$500,000. An example of a recent approved Part 5 playground application was attached. Also articulated were matters of interest to the Department that should be addressed in the Part 5. The concept plan presented is the same as that discussed at the meeting arranged with DBCA on 17 July 2018.

This meeting was initiated following the resolution of Council and was conducted with a different officer to that providing the advice in 2017. The Department of Water and Environmental Regulations (DWER) was also consulted in March 2017 as to any approval process they require. Consequently, the Flood Impact Assessment report was prepared.

The notes from the meeting conducted on 17 July 2018 (prepared by the DBCA) are included as an attachment. Concern that fill in the floodway may be problematic was first raised by DBCA with the Town in relation to that meeting.

The Part 5 approval process includes consultation by DBCA with other agencies, including DWER. The Playground designer, Nature Play Solutions, is confident, that with his experience, the Flood Impact Assessment report and with minor design amendments to the concept plan that the DBCA concerns relating to fill in the floodway can be effectively mitigated.

The Part 5 approval process can take in the order of 6 months.

Other matters of interest to the DBCA include that plantings are endemic species; the extent of retaining walls and rock revetments; universal access arrangements; and management of stormwater.

Nature Play Solutions is confident all matters of interest raised by the DBCA with the existing concept plan can be readily addressed and to support this outcome, Officers from the DBCA have indicated preparedness to contribute during any redesign process.

#### COMMUNICATION & ENGAGEMENT

Subsequent to the Ordinary Council meeting in May, officers have had meetings with a number of State Government agencies and organisations in the preparation of this report.

## COMMENT

Included as an attachment is the Contract of Sale document for Chapman and Lord Street properties. Explicitly stated in the Contract of Sale is that proceeds from the sale of Reserve 26529 & Reserve 31420 will be used to develop a Regional Playground at Sandy Beach Reserve.

The Department of Lands was consulted in relation to expending the funds from the sale of the properties to construct the playground elsewhere in the Town.

The advice of the Department of Planning Lands and Heritage (see attached) is that the Town can seek approval to vary the contractual obligations, and if supported by Officers, will be presented for Ministerial consent. Currently the playground is required to be built at Sandy Beach Reserve and that a least 75% of the proceeds from the sale is to go to the playground: with no more than 25% for ancillary facilities that support the playground.

The options available to Council are to proceed with the playground at the existing site or to revoke the decision to locate the playground within Lot 646 Kitchener Road and determine an alternate site within Sandy Beach Reserve.

Should Council determine to relocate the playground to the alternate site considered by the Regional Playground Working Party, being on the western aspect of Sandy Beach Reserve, it will result in the playground requiring redesigning. It is noted that in the resolution in May, that Council is considering a redesign to reduce the scale of the facility.

Nature Play Solutions has advised the Town that redesigning the playground, if relocated onto the existing Sandy Beach Reserve, will cost in the order of \$18,000.

Council allocated \$25,000 for design works for the Sandy Beach Reserve playground in the 2018/19 Budget. A feature survey and arborists report, along with the design costs will exhaust the allocation.

While still in the 1%AEP floodway, this area is further removed from the Rivers edge, is located on more elevated ground and is better protected by trees. At this location the playground is therefore likely to be less susceptible to being damaged by moving flood water.



Further arguments for relocating the playground include that the area provides greater separation from any off leash dog exercise area. The River Parks Committee are currently investigating Lot 646 Kitchener Road as an off leash dog exercise area.

The scale of the facility if relocated could be smaller to take account of area being heavily wooded with mature trees and in being sympathetic to nearby residences.

A smaller scale facility will have correspondingly less ongoing maintenance costs. (It is worth noting that nearly half (41%) the previously quoted operating cost for the facility is asset depreciation and not actual expenditure.)

Relocating the playground onto Sandy Beach Reserve will resolve expressed concerns of some residents related to the project.

In doing so Council will require to revoke part 1 of OCM-12/12/16 that reads:

*“That Council:*

- 1. Agrees to the nature-based regional playground being located on part lot 646 Kitchener Road;”*

Determination as to part 2 of the resolution that reads:

- “2. Accepts the responsibility for the ongoing maintenance (i.e., management order) for that part of lot 646 Kitchener Road that is required for the facility”,*

need not be revoked at this time.

A redesign at a new location will require a further period of community consultation.

Alternately, Council may determine to retain the facility in the agreed location and proceed with planning processes at that site.

The matter was briefly discussed at the People Services Committee meeting held on 14 August and while the majority of members expressed limited understanding of the factors influencing the decision, most expressed support for proceeding at the current site.

Council may consider reviewing the location altogether. A limited number of residents in their response to the community consultation on the concept plan expressed a desire for the playground to be built on the BIC Reserve or north of the railway line. Should this be the outcome, it will result in a process seeking approval of the Minister for DPLH to vary the conditions of sale for 93 Lord Street and 48 Chapman Rd to allow the funds to be used other than at Sandy Beach Reserve.

### STATUTORY REQUIREMENTS

Local Government Act 1995

### STRATEGIC IMPLICATIONS

#### **Strategic Community Plan**

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
1.1 Build a sense of place and belonging	1.1.2 Activate neighbourhood spaces to facilitate community gathering	Community / Stakeholder Satisfaction Survey (Engagement and Participation)
1.2 Ensure all community members have the opportunity to be active, socialise and be connected	1.2.1 Provide accessible facilities that support leisure, learning and recreation for people of all ages.	Community / Stakeholder Satisfaction Survey (Activity and connectivity)
2.3 Ensure the Town's open space is attractive and inviting.	2.3.1 Enhance and develop open spaces and natural areas to facilitate community use and connection.	Community / Stakeholder Satisfaction Survey (Open Space and use of Open Space)
3.3 Enhance the Town's appearance	3.3.1 Improve amenity and the public realm	Community / Stakeholder Satisfaction Survey (heritage, amenity and appearance)

### FINANCIAL CONSIDERATIONS

The project is principally funded from external sources. Over time the value of the land holdings and quantum of potential grant funding from Lotterywest have diminished. Unless Council amends its position on making a contribution to the project, the project funding requires re-evaluating and the scope of the project reduced.

Funding to construct the playground is proposed to be considered in the 2019/20 Budget.

Funds exist in the current budget for redesign works, and should Council resolve to relocate the playground onto Sandy Beach Reserve, for survey and arborist reports.

Nature Play Solutions advise they are adept at designing playgrounds to a budget. Should Council resolve to reduce the scale of the facility to say being up to \$1m, Officers recommend accessing the approved cash in lieu reserves and an application to Lotterywest for \$200,000 with the remainder from the proceeds from the sale of Chapman and Lord Street properties. The residual of the proceeds from the sale of the two properties being invested in ancillary facilities (for instance lighting, shelters/BBQs or reticulating and improving Lot 646 Kitchener Road or additional toilets).

All of life costs will be proportionally reduced with the scale of the project. This will be further detailed in a business case should a revised concept plan be required.

The sale of the two properties by private treaty will yield offers that exceed the limits of authority for the CEO to accept. Referring offers to a meeting of Council is considered inappropriate given the inherent time delays. Council is requested to approve a one time delegation to the CEO to accept any reasonable offer. Council can set limits on what is considered reasonable.

#### OFFICER RECOMMENDATION — ITEM 10.7

That Council

1. Endorses the relocation of the playground to the western aspect of Sandy Beach Reserve, being the alternate site considered by the Regional Playground Working Party; and in so doing -
  - a) Revokes OCM-12/12/16, Point 1, which reads:  
  
*“That Council agrees to the nature-based regional playground being located on part lot 646 Kitchener Road”;*
2. Sets the project budget for the 2019/20 Budget of up to \$1,000,000 comprised of Cash in Lieu Reserves, proceeds from the sale of 93 Lord Street and 48 Chapman Road and grant funding from Lotterywest;
3. Requests Nature Play Solutions prepare a proportionally scaled down, Version 2 Concept Design retaining the core elements endorsed by the community through the consultation process and incorporating the direction from Council as detailed in OCM – 21/05/18 part 2 a) – d); and

4. Provides a one-time delegation to the CEO to accept any reasonable offer to purchase 93 Lord Street Bassendean and 48 Chapman Street Bassendean.

**Or**

1. Reconfirms its intention to construct the Nature Based Regional Playground at the preferred site within Lot 646 Kitchener Road;
2. Sets the project budget for the 2019/2020 Budget of up to \$1,000,000 comprised of Cash in Lieu Reserves, proceeds from the sale of 93 Lord Street and 48 Chapman Road, Bassendean and grant funding from Lotterywest;
3. Requests Nature Play Solutions prepare a proportionally scaled down, Version 2 Concept Design retaining the core elements endorsed by the community through the consultation process and incorporating the direction from Council as detailed in OCM – 21/05/18 part 2 a) – d); and
4. Provides a one-time delegation to the CEO to accept any reasonable offer to purchase 93 Lord Street Bassendean and 48 Chapman Street Bassendean.

**Voting requirements:**

**Option 1**

**Absolute majority: Points 1 & 4**

**Simple Majority: Points 2 & 3**

**Option 2**

**Absolute majority: Point 4**

**Simple majority: Points 1 to 3**

**10.8 Bassendean Men's Shed (Ref: COMR/LIAS/3 – Greg Neri, Manager Youth Services & Graeme Haggart, Director Community Development)**

PURPOSE

The purpose of this report is for Council to receive information regarding the cost estimates of construction of a Men's Shed at Lot 590 May Holman Drive, and resolve to request a variation in the vesting order from the Department of Planning, Lands and Heritage.

ATTACHMENTS

**Attachment No. 8:**

- Densford Civil quotes Option 1 (dated 16/08/18)
- Densford Civil quotes Options 2 and 3 (dated 13/08/18)
- ComPlumb plumbing quote
- Men's Shed Proposed Design rev1
- Men's Shed Proposed Design rev2
- Bassendean Men's Shed draft Business Plan

BACKGROUND

Officers met with Lotterywest in December 2017 to progress the application lodged in June 2017.

Lotterywest had previously indicated that a grant of \$500,000 was being earmarked for the construction of the Bassendean Men's Shed. Lotterywest indicated to Officers in December 2017 that the current landscape had changed with regards to a diminishing funding pool and a change of direction with a new State Government and executive leadership of Lotterywest.

Lotterywest indicated to Officers that it was less likely that a grant of \$500,000 would be approved for the construction of a shed. Despite this, Officers continued to provide additional information to Lotterywest to give the application every chance of success.

A Councillors' Workshop was conducted on 21 March 2018 to consider how to progress given that Lotterywest had approved a reduced grant of \$200,000. It was agreed to reconsider May Holman Reserve and the Fire Station as alternative sites to the Depot site such that the funds allocated for renovating the Depot could be reallocated as contribution to constructing the Men's Shed. A report on the final preferred site and facility funding model was requested for the May 2018 OCM.

At the May 2018 OCM, Council resolved (in part) to:

- “2. *Selects the May Holman Reserve as the new preferred site for the proposed Bassendean Men’s Shed based on the cost estimates and site analysis provided;*
3. *Requests staff to assist the Bassendean Men’s Shed to develop a “Business Plan” that is to be submitted to Council for review by the June OCM;*
4. *Undertakes a formal Request for Quote process to confirm the findings of officers’ preliminary cost analysis for the May Holman Reserve site, starting with a cost comparison of the proposed retaining wall/fill compared to realignment of the Town of Bassendean stormwater drain that would provide a more effective utilisation of the land parcel;*
5. *Dependent on these aforementioned processes, refers any potential additional funding of the Bassendean Men’s Shed to the draft 2018/19 Budget;*
6. *Requests staff to further liaise with the Department of Planning, Lands and Heritage to advance advice recently received by the Town of Bassendean “That the Department of Planning, Lands and Heritage can facilitate the repurposing of Reserve 45364 from ‘Public Recreation’ to ‘Community Purpose’ with a change to the Management Order to allow sub-leasing to facilitate a Men’s Shed”.*

### STRATEGIC IMPLICATIONS

#### Strategic Community Plan 2017-2027

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we’re going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
1.1 Build a sense of place and belonging	1.1.1 Facilitate engagement and empowerment of local communities	Community / Stakeholder Satisfaction Survey (Engagement and Participation)
	1.1.2 Activate neighbourhood spaces to facilitate community gathering	
1.2 Ensure all community members have the opportunity to be active, socialise and be connected	1.2.1 Provide accessible facilities that support leisure, learning and recreation for people of all ages.	Community / Stakeholder Satisfaction Survey (Activity and connectivity) Volunteer Rate
5.2 Proactively partner with the community and our stakeholders	5.2.3 Advocate and develop strong partnerships to benefit community	Community / Stakeholder Satisfaction Survey (Community engagement and participation)

## COMMENT

### Location of the building envelope on the property

Questions have been raised on whether the 3-metre set back requirement for the building on the southern boundary is flexible given the property abuts a water compensation basin.

The following advice has been provided by the Town's Principle Building Surveyor:

*"Given the classification assigned to the proposed Men's Shed, the National Construction Code prescribes that a Building of that size and use must incorporate fire rated construction if placed within 3m of a fire source feature. A fire source feature is described as a property boundary or another building.*

*The only dispensation offered is where the property boundary abuts a street reserve. The Codes stipulate that where the property boundary abuts a road the measurement is not taken between the proposed building and the immediate boundary, but instead is measured between the proposed building and the boundary on the far side of the road.*

*No dispensation is offered where the boundary abuts any other feature including a public access way, park reserve, or compensating basin as is in this case. It can only be speculated that the reason for this is that a road is unlikely to ever be closed, therefore, the buffer created by it will always exist, affording fire protection. However, in the case of a public access way, park reserve, compensating basin or the like, these features can be easily closed and converted into developable land. If this were to occur the buffer would be extinguished and the building placed at risk. Furthermore, there is no provision within the law to compel the building to be altered to suit this change of circumstance.*

*It should be noted that this is the opinion of the Town's Building Surveyor, and that this opinion may not be shared by the independent Building Surveyor who is ultimately responsible for certifying this project. It should also be noted that the Construction Code is a performance based document and provides scope for variation. Even if the independent Building Surveyor agrees with this view, they may approve a building design without fire separation if they believe it is appropriate to do so on a performance basis."*

### Cost assessment

In response to a resolution of the May 2018 OCM, Officers have undertaken a cost comparison of relocating the stormwater pipe which cuts across the reserve with the option of clearing/retaining/filling the site.

In order to correctly determine the retaining wall underpinning requirements of the land parcel, a site classification certificate was sought, and a 3D feature survey conducted.

A civil engineering company was engaged to provide a quote to relocate of the large stormwater drain. This figure came to \$53,000.

Another company was invited to formally quote; clearing the site, erecting retaining walls, providing compacted clean fill, and design/build the car park to various configurations.

Officers also reengaged electrical and plumbing contractors to provide more definitive quotes.

The building shape (30 x 15m) and position on the block has been premised on the requirement being for a minimum 3-metre set back from any boundary.

Revised quotes received at the time of this report are shown in the tables below:

**Option 1:** Storm Water pipe relocated. Carpark and shed configured as close to the road verge as permissible; retained 6m to the rear of the building.

Element	Quote/Estimate	Notes
Relocation of storm water pipe.	\$53,000	Relocation to verge. Replacement of footpath.
Detailed design, site clearing, retaining walls, clean fill, compaction, carpark and crossover/driveway	\$97,947	Site preparations based on shed built as close to the road verge as permissible.
Fencing	\$24,750	Fencing entire block: 153 linear metres@\$150/mlm 6 metre gate@\$1800
Prefabricated Shed Kit	\$57,200	30m x 15m Including concrete pad and construction by a registered builder.
Concrete pad	\$30,000	Suitable for 'bolt down' style sheds
Shed installation	\$25,000	Utilising a registered builder
Car Park Lighting	\$5,000	



Plumbing/Sewage	\$15,000	Connection to sewage system. Connections to ablutions and kitchen area.
Electrical	\$26,000	3 phase power connection based on spec provided by Men's Shed
Ablutions	\$15,000	1 x Unisex, 1 x Unisex Accessible
Kitchen	\$15,000	
Landscaping and reticulation	\$5,000	78 square metres of landscaping and plantings, with reticulation
Building Permits	\$400	
<b>TOTAL ESTIMATED COSTS</b>	<b>\$369,297</b>	

**Option 2: Building cited 2m clear of the stormwater drain and Retained 6m from rear of shed**

Element	Quote/Estimate	Notes
Detailed design, site clearing, retaining walls, clean fill, compaction, carpark and crossover/driveway	\$108,500	Site preparations based on shed built 2m clear of the stormwater drain and car park to the front.
Fencing	\$27,450	Fencing entire block: 171 linear metres @\$150/mlm 6 metre gate @\$1800
Prefabricated Shed Kit	\$57,200	30m x 15m Including concrete pad and construction by a registered builder.
Concrete pad	\$30,000	Suitable for 'bolt down' style sheds
Shed installation	\$25,000	Utilising a registered builder
Car Park Lighting	\$5,000	
Plumbing/Sewage	\$15,000	Connection to sewage system. Connections to ablutions and kitchen area.
Electrical	\$26,000	3 phase power connection based on spec provided by Men's Shed
Ablutions	\$15,000	1 x Unisex, 1 x Unisex Accessible
Kitchen	\$15,000	
Landscaping and reticulation	\$5,000	78 square metres of landscaping and plantings, with reticulation
Building Permits	\$400	
<b>TOTAL ESTIMATED COSTS</b>	<b>\$329,550</b>	

**Option 3: Building cited 2m clear of the stormwater drain and retained to rear of property**

<b>Element</b>	<b>Quote/Estimate</b>	<b>Notes</b>
Detailed design, site clearing, retaining walls, clean fill, compaction, carpark and crossover/driveway	\$118,100	Site preparations based on shed built 2m clear of the stormwater drain and car park to the front.
Fencing	\$29,500	Fencing entire block: 185 linear metres @\$150/mlm 6 metre gate @\$1800
Prefabricated Shed Kit	\$57,200	30m x 15m Including concrete pad and construction by a registered builder.
Concrete pad	\$30,000	Suitable for 'bolt down' style sheds
Shed installation	\$25,000	Utilising a registered builder
Car Park Lighting	\$5,000	
Plumbing/Sewage	\$15,000	Connection to sewage system. Connections to ablutions and kitchen area.
Electrical	\$26,000	3 phase power connection based on spec provided by Men's Shed
Ablutions	\$15,000	1 x Unisex, 1 x Unisex Accessible
Kitchen	\$15,000	
Landscaping and reticulation	\$5,000	78 square metres of landscaping and plantings, with reticulation
Building Permits	\$400	
<b>TOTAL ESTIMATED COSTS</b>	<b>\$341,200</b>	

Officers were tasked with reviewing the most significant costs associated with constructing a shed at the May Holman Drive site to ensure the project was viable. Major civil works, such as retaining walls, earthmoving and carpark, have progressed from estimates to formal quotes.

It was resolved by Council at the May OCM that an evaluation be undertaken of the costs associated with relocating the culverted stormwater drain running across the site to the verge, allowing for the building to be constructed closer to the front of the block.

The three options provided offer clear advantages and disadvantages. Quotes for the major elements are provided as attachments.

Option 1 involves the relocation of the stormwater drain closer to the road verge rather than bisecting the block. This would allow the car park and Shed to be moved closer to May Holman Drive, therefore reducing the retaining, fill and fencing requirements by around \$10,500 in comparison to Option 2. Six metres of land would be retained at the rear of the block for storage and outdoor activities. The benefit of this configuration is mitigated by the \$53,000 expense involved in the drain's relocation. The remainder of the land parcel would be relatively unusable for the purposes of the Men's Shed

Option 2 moves the shed the required 2 metres to the rear of the stormwater drain, and provides 6 metres of land to the rear of the building for storage and outdoor activities. This option is the least expensive but does render the remainder of the land parcel relatively unusable for the purposes of the Men's Shed.

Option 3 seeks to retain the entire block requiring additional clearing, fill, retaining and fencing. For this comparatively small increase in expenditure, the Men's Shed would benefit from an additional 358sqm of useable land in comparison to Option #1 and 224sqm compared to Option #2. These benefits are offset by the removal of extra existing trees, however these could be replaced on the newly retained block. This is the configuration preferred by representatives of the Bassendean Men's Shed

Discussions undertaken with representatives from the Bassendean Men's Shed point to a preference of Option 3 whereby the entire block is retained. This option is seen as the best value for money as it offers the most utility from the available land parcel.

### Governance

Bassendean Men's Shed have provided Council with a copy of its draft Business Plan on 16 June. Officers have reviewed and revised it for numerical and date accuracy. It is attached for further comment. This document will be informed by a revised Lease Agreement which is proposed will be based on similar arrangements with community groups within the Town. This will ensure equitable terms to those enjoyed by other groups. It is proposed that a draft will be presented to Council at a future meeting and any changes negotiated with the Bassendean Men's Shed.

Officers have undertaken preliminary discussions with the Department of Planning, Lands and Heritage regarding the reclassification of the May Holman Drive reserve to 'Community Use'.

Advice received suggested that:

*“There would not be a need for community consultation. The land is staying in the Crown estate and would still be used for a community purpose and managed by the Town directly.*

*Should the Town agree to move ahead with this proposal we can have the tenure amended quite quickly as it is only a change to the Crown documents and this is undertaken by the Department. I would think we could progress something like this in a couple of weeks.”*

### Options

The options available to Council include:

1. To select its desired site configuration based on the information provided;
2. To accept the iteration of the attached Bassendean Men’s Shed Business Plan, or provide direction for revisions;
3. To instruct officers to commence processes requesting the Department of Planning, Lands and Heritage reclassify Lot 590 May Holman Drive from ‘Public Recreation’ to ‘Community Purpose’; and/or
4. Request Officers undertake further enquiries or examine other options.

### STATUTORY REQUIREMENTS

#### *Local Govt Act 1995*

The Land Administration Act permits the vesting of Crown land for the care and use of organisations where there is a public benefit.

### FINANCIAL CONSIDERATIONS

Should Council agree to the Town undertaking the project at May Holman Drive, its financial contribution to the project would include:

1. Expending the budgeted \$370,000 (that includes the \$200,000 offered by Lotterywest) allocated for the project; and
2. In-kind project management and supervision opportunity costs.

OFFICER RECOMMENDATION — ITEM 10.8

That Council:

1. Selects the Option 3 site configuration as outlined in this report, based on the information provided and the preferences of the Men's Shed group;
2. Receives the draft iteration of the Bassendean Men's Shed Business Plan provided and attached to the Ordinary Council Agenda of 28 August 2018;
3. Instructs the CEO to commence processes requesting the Department of Planning, Lands and Heritage to reclassify Lot 590 May Holman Drive, Bassendean, from 'Public Recreation' to 'Community Purpose', and that the vesting order be amended;
4. Agrees the project is financially viable at the May Holman Drive, Bassendean, site based on the quotes received, and approves progressing to the next phases of planning, and construction;
5. Conducts a workshop with the Bassendean Men's Shed Association (Inc) to consider the terms of a revised Lease Agreement; and
5. Notifies the Bassendean Men's Shed Association (Inc.) and Lotterywest of any decisions made.

**Voting requirements: Simple Majority**

**10.9 Local Studies Collection Working Group Draft Term of Reference (COMDEV/LPIAC/2 - Renata Pietracatella, Manager Library and Information Services)**

APPLICATION

The purpose of this report is for Council to consider the Draft Term of Reference for Local Studies Collection Working Group.

ATTACHMENTS

**Attachment No. 9**

Draft Term of Reference Local Studies Working Group

BACKGROUND

At the Ordinary Council Meeting held on 24 April 2018, it was resolved (OCM - 37/04/18):

*“That the Town of Bassendean establish a Local Studied Collection Working Group. The working group will:*

- 1. Consult with community and stakeholders to build the local studies collection within the Town of Bassendean Memorial Library and support the librarian in developing the collection*
- 2. Promote that history through projects and events*
- 3. Report those finding to the People Services Committee.”*

COMMUNICATION AND ENGAGEMENT

The Director Community Development was consulted in the preparation of the attached draft Terms of Reference.

The draft Terms of Reference was introduced to the People Services Committee at its meeting on Tuesday 14 August 2018. The draft has been forwarded to members of the Committee for feedback.

COMMENT

The draft Terms of Reference has been constructed from a standard template for Working Group Terms of Reference. It proposes the Working Group be comprised of not more than 8 people appointed by Council and have objectives in line with the adopted resolution of Council.

Advertising for nominations to the Working Group will follow adoption of the Terms of Reference and result in a subsequent report seeking members be appointed.

### STATUTORY REQUIREMENTS

Local Government Act 1995

### STRATEGIC IMPLICATIONS

Strategic Priority 1 : Social

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
1.1 Build a sense of place and belonging	1.1.3 Ensure our unique culture and history are shared and celebrated	Community / Stakeholder Satisfaction Survey (Engagement and Participation)

### FINANCIAL CONSIDERATIONS

Nil.

### OFFICER RECOMMENDATION — ITEM 10.9

That the Council adopts the draft Term of Reference for Local Studies Collection Working Group as attached to the Ordinary Council Meeting Agenda of 28 August 2018.

**Voting requirements: Absolute majority**

**10.10 Festive Season Office (Administration) Closure - 24 December 2018 (Ref: GOVR/LREGLIA/1 – Bob Jarvis, CEO)**

APPLICATION

The purpose of this report is to seek Council's agreement to close the Administration Centre and Library on Monday 24 December 2018 and request Staff to use an annual leave day for the closure.

ATTACHMENTS

**Attachment No. 10:**

Policy 6.12 - Festive Season Office (Administration) Closure

BACKGROUND

Council Policy 6.12 provides that the Administration Office is closed to the public for the Festive Season (Christmas and New Year.) Christmas Eve this year falls on a Monday and generally there is little or no customer interaction. There is always emergency contacts, as well as Ranger Services and a skeleton Staff in some services. This is an opportune time for Staff to take an annual leave day at this time, as it is beneficial for Staff and Council.

COMMUNICATION & ENGAGEMENT

Managers have discussed this with their Staff and they would appreciate Council's consideration for an annual leave day to be taken by staff for the Christmas Eve day on Monday, 24 December 2018.

Councils from the Eastern Metropolitan Region, have advised the following:

- **City of Bayswater** - *not yet decided.*
- **City of Belmont** *Yes, we normally have a Xmas shutdown from the last working day closest to Xmas Day and opening on the next working day after New Year's Day.*
- **Shire of Kalamunda** - *We have our Xmas party on 14 December. We remain open over the Xmas period due to community expectations (public holidays excepted). Most teams run a skeleton crew so that customer enquiries can be responded to. We will close normal time of 24 Dec, but once again, teams just have to someone there for last minute queries.*



- **Shire of Mundaring** - *In the past we have closed down most services between Christmas and New Year and usually advertise details on our website, including emergency contact details. No decision has been made as yet on 24 December.*
- **City of Swan** - *Yes, the Administration Office & Place Offices will be closing. Operations Depot reduce to a skeleton crew; Libraries and Leisure Centres are open as normal. There is no confirmation at this stage whether the Office will be open on Monday 24 December*

## STRATEGIC IMPLICATIONS

### **Objective 5.1 Enhance organisational accountability**

5.1.1 Enhance the capability of our people
5.1.2 Ensure financial sustainability
5.1.3 Strengthen governance, risk management and compliance
5.1.4 Improve efficiency and effectiveness of planning and services

## COMMENT

The Christmas Eve day that falls on a Monday is outside the scope of the Policy and there is an opportunity for Staff to take an Annual Leave day. This also reduces the Leave Liability to the Town, and enables Staff to enjoy a day with their families as part of the festive season.

The following are details of external business units during the festive season:

Youth Services	Last day Fri 21 Dec, reopening Tues 8 Jan.
Wind in the Willows	Last day for children Thu 20 Dec, Fri 21 Dec is clean-up day for staff; re-open Mon 7 Jan 19.
Disability Services	Last day Fri 21 Dec and re-open on 2 Jan 19. Skeleton staff working in the Community and 1 Coordinator on call to cover clients during the closure period.
Library	Last day Fri 21 Dec (closing 4pm) Saturday 22 <sup>nd</sup> December- 9am-1pm Mon 24 Dec - proposed closure in line with Admin Offices. Re-open on 2 Jan 19.

### STATUTORY REQUIREMENTS

Nil.

### FINANCIAL CONSIDERATIONS

This will reduce the Leave Liability for the Town.

### OFFICER RECOMMENDATION — ITEM 10.10

That in addition to Policy 6.12 - Festive Season Office (Administration) Closure, Council:

1. Approves the closing of the Customer Services Centre, Administration Building, Library and Council Depot on Monday 24 December 2018;
2. Requests that the CEO provides emergency contact details to the public for the Festive period in accordance with Policy 6.12; and
3. Requests the CEO to provide a skeleton staff during the Festive Season in accordance with Policy 6.12.

**Voting requirements: Simple Majority**

**10.11 Town Assets Committee Meeting held on 7 August 2018  
(Ref: GOVNCCL/MEET/37 – Simon Stewert-Dawkins,  
Director Operation Services)**

**APPLICATION**

The purpose of this report is for Council to receive the report on a meeting of the Town Assets Committee held on 7 August 2018, and consider the recommendations from the Committee.

TAC – 2/08/18 Verge Treatment Policy and Verge  
Management Policy  
TAC – 3/08/18 Tree Vandalism Policy  
TAC – 4/08/18 Tree Planting Program  
TAC – 5/08/18 Better Bins Program  
TAC – 6/08/18 Underground Power Policy  
TAC – 8/08/18 Padbury Reserve Playground

**ATTACHMENTS**

**Attachment No. 11:**

Minutes of the Town Assets Committee meeting of 7 August 2018

**COMMENT**

The following items were discussed:

- Urban Forest Strategy (update)
- Seeking advice from Arbor Carbon and the Forever Project on formulating a brief for the Town's Urban Forest Strategy;
- Verge Treatment Policy, Verge Management Policy and Activities on Thoroughfares and Trading in Thoroughfares (update)
- Tree Vandalism Policy (update)
- Tree Planting Program 2018/2019 budget (update)
- Better Bins Program (update)
- Underground Power Policy (update)
- Palmerston Square Reserve community consultation plans on capital works and improvement
- Padbury Reserve Playground and potential community consultation on playground equipment

The following items were deferred until the next meeting:

- Tree Planting Program 2018/2019 Budget item;
- Underground Power Policy item has been deferred to the next meeting; and
- Padbury Reserve Playground.

**COMMITTEE RECOMMENDATION – ITEM 10.11**

That Council:

- 1 . Receives the report on a meeting of the Town Assets Committee held on 7 August 2018;
2. Refers the draft Verge Treatment Policy and draft Verge Management Policy to a Councillors' workshop regarding the Town's Urban Forest Strategy;
3. Notes that the Activities on Thoroughfares and Trading in Thoroughfares and Public Local Law 2010 will be subject to changes following the community consultation on the draft Verge Treatment Policy and Verge Management Policy;
4. Endorses the draft Tree Vandalism Policy;
5. Notes the Better Bins program and that the planned activities will be promoted via the Bassendean Briefings and Facebook to assist resident residents to transition to a 3-bin system in order to increase their recycling capacity and waste diversion; and
6. Requests if the Mayor would be prepared to provide a video as part of the Facebook promotions to assist with the following:
  - a) Announcement of the Better Bins Program to the community;
  - b) Launch engagement and awareness campaign;
  - c) Change bin lids to Australian Standards and requirement to follow recycling guidelines.

**Voting requirement: Simple majority**

**10.12 River Parks Committee Meeting held on 7 August 2018 (Ref: GOVNCCL/MEET/33 – Simon Stewert-Dawkins, Director Operation Services)**

APPLICATION

The purpose of this report is for Council to receive the report on a meeting of the River Parks Committee held on 7 August 2018, and consider the recommendations from the Committee.

RPC – 1/08/18	Ashfield Flats Reserve Works Program
RPC – 2/08/18	Ashfield Flats Reserve Fox Activity
RPC – 3/08/18 to	
RPC – 7/8/18	Water Corporate Drainage for Liveability Program Stormwater Drains
RPC - 8/08/18	Amendments to Minutes of 8 May 2018 meeting

ATTACHMENTS

**Attachment No. 12:**

Minutes of the River Parks Committee meeting of 7 August 2018

COMMENT

The following items were discussed:

- Marine Water Policing activities in the upper reaches of the Swan River
- Upcoming Bindaring Wetlands Forum
- Department of Planning, Lands & Heritage draft Ashfield Flats Concept Plan and public consultation (update)
- Ashfield Flats Reserve, Bindaring and Pickering Park Fox Activity Monitoring Reports
- Water Corporation Drainage for Liveability Program Stormwater Drains (update)

COMMITTEE RECOMMENDATION – ITEM 10.12

That Council:

1. Receives the report on a meeting of the River Parks Committee held on 7 August 2018 and the River Parks initiatives updates;
2. Receives the May 2018 Fox Monitoring reports for Ashfield Flats, Bindaring Park & Pickering Park;

3. Notes that Officers do not recommend that soft jaw traps be implemented within Ashfield Flats or Bindaring & Pickering Park due to potential injuring to domestic animals;
4. Recommends the cage-trapping program be implemented, targeting both foxes and feral cats within Bindaring & Pickering Park during the month of October, in accordance with the Natural Area Consulting Management Services (NAM) report recommendation;
5. Recommends cage trapping be implemented targeting foxes within the Ashfield Flats Reserve in the month of October, in accordance with the Natural Area Consulting Management Services (NAM) report recommendation with the cost divided proportional on the basis of the land area being managed by Department of Planning Lands & Heritage and Town of Bassendean;
6. Notes the Water Corporation's intended actions for drainage at sites located at:
  - 9994 (Second Avenue and Third Avenue);
  - 9984 (Third Avenue and Fourth Avenue);
  - Railway Museum - east compensating basin;
7. Notes that the Western Australian Planning Commission has commenced a Hydrological Study of the Ashfield Flats Reserve, including the Chapman Street drain, as outlined in the 7 August 2018 River Parks Committee agenda.
8. Requests the above studies include consideration, where practicable, of increasing the groundwater table to enhance the Town's urban forest;
9. Requests the Ashfield Flats Hydrological Study includes water testing of the compensating basin at the end of West Road (known locally as Lake Bettink) to assess the water quality given that the basin was dug in potentially acid sulphate soil within the last 30 years;
10. Approaches the Water Corporation with a view to working towards a pocket park at the vacant lot at 7 Fourth Avenue in conjunction with the Drainage for Liveability Programme; and
11. Requests the Ashfield Flats Hydrological Study includes water testing for PFAS chemicals and pesticide residues.

**Voting requirement: Simple majority**

**10.13 Audit & Governance Committee Meeting held on 8 August 2018 (Ref: GOVNCCL/MEET/3 – Mike Costarella, Director Corporate Governance)**

**APPLICATION**

The purpose of this report was for Council to receive the report on a meeting of the Audit & Governance Committee held on 8 August 2018, and adopt the following recommendations from the Committee:

AGC-1/08/18 - Purchasing Policy

AGC-2/08/18 - Notice of Motion – Cr Hamilton: Contractors

**ATTACHMENTS**

**Attachment No. 13:**

- Minutes of the Audit & Governance Committee held on 8 August 2018.
- 6.14 - Purchasing Policy.

**COMMUNICATION & ENGAGEMENT**

To ensure openness, accountability and integrity, Council has appointed two community representatives to be members of the Audit & Governance Committee.

**COMMENT**

The following items were discussed:

- Review of Purchasing Policy 6.14
- Notice of Motion – Cr Hamilton: Contractors

**COMMITTEE RECOMMENDATION – ITEM 10.13**

That Council:

1. Adopts Policy 6.14 – Purchasing Policy as attached to the Ordinary Council Agenda of 28 August 2018;
2. Request staff to present the scope of works and deliverables for new projects or consultancies in excess of \$20,000 to the appropriate Committee and/or Council for consideration and approval prior to release to the market; and

3. Receives the report on a meeting of the Audit and Governance Committee of 8 August 2018.

**Voting requirement:**

**Point 1 – Absolute majority**

**Point 2 - Simple majority**



**10.14 People Services Committee Meeting held on 14 August 2018 (Ref: GOVN/CCLMEET/36 – Graeme Haggart, Director Community Development)**

APPLICATION

Council is requested to receive the report on a meeting of the People Services Committee held on Tuesday 14 August 2018, and to adopt the following recommendations from the Committee:

PSC – 2/08/18	Refugee Welcome Zone.
PSC – 4/08/18	Projects for the Term of the Committee
PSC – 5/08/18	Meeting Dates

ATTACHMENTS

**Attachment No. 14:**

People Services Committee Minutes of 14 August 2018.

COMMENT

The following items were considered at the meeting:

Deputation

The Committee received a deputation from Alex Cecchele who was chosen to participate in the 2018 Western Australian YMCA Youth Parliament as the Member for Bassendean. Mt Cecchele presented his Private Members Statement which was about the Stan Moses Pavilion and the issues associated with it.

Announcements by the Presiding Member

The Presiding Member (Cr Sarah Quinton) presented to Committee the draft Terms of Reference for the Local Studies Collection Working Group that, when established, will report to the Committee.

Interim Report on the Development of the Town of Bassendean's Arts and Cultural Plan 2018-2022

The Committee received an interim report on the community consultation outcomes on the development of the Town's Arts and Cultural Plan.

### Refugee Welcome Zone

Refugee Welcome Zone is an initiative of the Refugee Council of Australia (RCOA). Refugee Welcome Zone is “a Local Government Area which has made a commitment to welcoming refugees into the community, upholding their human rights, demonstrating compassion and enhancing cultural and religious diversity in the community.”

The Town’s membership has lapsed. The Committee recommend to Council that it:

1. Reconfirms its commitment as a Refugee Welcome Zone and authorises the Town to sign the Refugee Welcome Zone Declaration; and
2. Considers what actions the Town can take in support of the declaration principles, including:
  - Conducting cultural events;
  - Promoting the employment of refugees to businesses in the Town;
  - Contacting refugee advocacy groups for advice on how to welcome refugees coming into Bassendean; and
  - Exploring opportunities to make contact with refugees coming into Bassendean.

### The Staging Post

The Staging Post is a film that follows the lives of two Afghani refugees who are stuck in Indonesia after Australia “stopped the boats”. Several Local Governments in Australia have screened the film. The Committee recommended that the Town negotiates the screening of “The Staging Post” within the 2018/19 Community Cinemas season.

### Projects for the Term of the Committee

An update report was circulated with the Committee agenda on the list of projects in the Corporate Business Plan 2018 – 2022 in the Social Strategic Priority Area that are relevant to the Committee.

The Committee recommended that Council amends the Committee’s Instrument of Appointment and Delegation to reflect the projects adopted by Council on adopting the revised Corporate Business Plan 2018/2022.

### Additional Meeting of Committee

This was the last meeting scheduled for the Committee this calendar year. The Committee recommended that Council approves an additional People Services Committee be held on Tuesday 9 October 2018.

### Ongoing Activity Progress Reports

Officers reported on activities relevant to Committee under their Business Units:

- Recreation and Culture
- Youth Services
- Volunteer Centre
- Library and Information Services (including a report on Local Studies Collection)
- Seniors and Disability Services
- Children's Services

### COMMITTEE/OFFICER RECOMMENDATION – ITEM 10.14

That Council:

1. Reconfirms its commitment as a Refugee Welcome Zone and authorises the Town to sign the Refugee Welcome Zone Declaration;
2. Considers what actions the Town can take in support of the declaration principles, including:
  - a) Conducting cultural events;
  - b) Promoting the employment of refugees to businesses in the Town;
  - c) Contacting refugee advocacy groups for advice on how to welcome refugees coming into Bassendean;
  - d) Exploring opportunities to make contact with refugees coming into Bassendean;
3. Amends the Committee's Instrument of Appointment and Delegation to include projects listed in the 2018-2022 Corporate Plan as being those relevant to the Committee;
4. Approves an additional People Services Committee be held on Tuesday 9 October;

5. Receives the report of the meeting of the People Services Committee held on Tuesday 14 August 2018.

**Voting requirement:**

**Simple Majority: Points 1, 2, 4 and 5**

**Absolute Majority: Point 3**

**10.15 Bassendean Youth Advisory Council Meetings held on 25 May, 29 June and 27 July 2018 (Ref: GOVN/MEETCCL/20 – Ayden Mackenzie – Youth Development Officer)**

**APPLICATION**

The purpose of the report is for Council to receive the minutes of the Youth Advisory Council (YAC) meetings held in 25 May, 29 June and 27 July 2018.

**ATTACHMENTS**

**Attachment No. 15:**

Minutes of the Bassendean Youth Advisory Council Meetings held on 25 May, 29 June and 27 July 2018.

**BACKGROUND**

The Bassendean Youth Advisory Council meets monthly to consider issues of relevance to young people of the Town.

The Bassendean Youth Advisory Council (BYAC) is comprised of up to 6 young people who live, work or recreate in the Town. The BYAC meets monthly at Bassendean Youth Services.

**STRATEGIC IMPLICATIONS**

Issues discussed at the YAC are in line with the Bassendean 2023 Strategic Community Plan 2013-2023 and the key actions are of inclusiveness, lifelong learning, health and social wellbeing, and the following:

Objective: Build a sense of belonging and connectivity in community.

Strategies: Encourage people of all ages, abilities and backgrounds to actively participate in community life and democratic processes, and support community members to actively volunteer and make a positive contribution to the overall health and well-being of the community.

**COMMENT**

The past three meetings of the Bassendean Youth Advisory Council focused on reviewing the Town of Bassendean Youth Statement, single use plastics at youth events, and American politics.

STATUTORY REQUIREMENTS

Nil

FINANCIAL CONSIDERATIONS

Nil

OFFICER RECOMMENDATION — ITEM 10.15

That Council receives the report on the meetings of the Youth Advisory Council meeting held on 25 May, 29 June and 27 July 2018.

**Voting requirements: Simple Majority**

**10.16 Design Bassendean Advisory Group Meeting held on 8 August 2018 (Ref: GOVN/CCL/MEET/36 – Anthony Dowling, Director Strategic Planning)**

**APPLICATION**

Council is requested to receive this report on the second meeting of the Design Bassendean Advisory Group held on 8 August 2018.

**ATTACHMENTS**

**Attachment No. 16:**

Design Bassendean Advisory Group Draft (unconfirmed) Meeting notes.

**BACKGROUND**

The Design Bassendean Advisory Group met for the second time on Wednesday evening, 8 August 2018.

Council is to note that the advisory group do not make decisions but can reach consensus or agreement on actions or matters raised at the meeting, which can then be reported to Council, hence this report.

**STRATEGIC IMPLICATIONS**

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
5.2 Proactively partner with the community and our stakeholders	5.2.1 Improve customer interfaces and service	Community / Stakeholder Satisfaction Survey (Community engagement and participation)
	5.2.2 Engage and communicate with the community	
	5.2.3 Advocate and develop strong partnerships to benefit community	

**COMMENT**

Key outcomes from the meeting, together with specific comments on these, are summarised as follows:

**PERTH AND PEEL @3.5 MILLION**

1. Clarification be sought from the Minister for Planning as to the appropriate land use designation in the *Perth Peel @ 3.5 Million planning framework* where land within the Town has been included in two or more of the land use designations under this framework.

(NB: This is a follow on from part of the existing industrial estate immediately north of the Ashfield train station being included in both the Activity Centre designation and the Industrial Centre designation).

*Comment*

Identification of conflicting land use designations is in progress but to date, no other conflicting designations have been discovered.

**RESIDENTIAL DENSITY SCENARIOS**

2. That a further preliminary density scenario map denoting a scenario of increased residential density around the perimeter of the Town's major parks and reserves be developed and circulated to members for review and comment.

*Comment*

This work has been completed, and has been reviewed by Design Bassendean Advisory Group members. It is anticipated that a further meeting of the Design Bassendean Advisory Group will be held in early or mid September 2018 to further review this scenario together with refinements to the scenarios presented at the 8 August 2018 meeting.

**FORM-BASED CODING**

3. An outline of form-based coding be presented at a future meeting of the advisory group.

*Comment*

The Director Strategic Planning has subsequently arranged to meet with the City of Wanneroo's Director, Planning and Sustainability to discuss how form-based codes have been incorporated into that City's District Planning Scheme (which is older than the Town's Local Planning Scheme 10) and what the effects have been to date in applying the codes.

Following the meeting, the Director Strategic Planning will commence arrangements to prepare a presentation on the form-based codes to the advisory group.



### **TREE RETENTION AND PROTECTION**

4. Incentives for tree retention and protection on private property be identified and explored;
5. Consideration be given to limiting crossovers to no more than 30% of a lot's street frontage;
6. Requiring a proportion of each lot to have a permeable surface;
7. Design requirements for tree planting;
8. Including additional provisions in the local planning scheme (ie. other than tree preservation orders) for tree protection and retention on development sites; and
9. An article be included in a future edition of *Bassendean Briefings* informing the Bassendean community of *Local Planning Policy 13—Trees on Development Sites*.

#### Comment

Consideration of actions 4 – 8 will be addressed through the current review of the 2015 *Local Planning Strategy*, but more particularly, through the review of *Local Planning Scheme 10*. Matters 5, 6 and 7 will also be specifically considered in the development of design guidelines.

In respect to action 8, draft *State Planning Policy (SPP) 7.3 Apartment Design* (yet to be adopted by the WAPC) proposes policy provisions pertaining to the retention of existing trees (provision 3.3) and provision of deep soil areas (provision 3.4). It appears that these provisions could be suitably incorporated into LPS 10 by amendment. This will be further explored and Council advised in due course.

Action 9 will be attended to by the Manager Development Services.

### **WAPC SITE PREPARATION REQUIREMENTS**

10. The Town consider the possibility of advocating for changes to reduce the prevalence of benching of lots and to encourage the development of a variety of other building forms.

### Comment

Action in respect to the Town advocating for changes to the prevalence of benching of lots will be attended to by the Manager Development Services.

Encouraging the development of a variety of building forms within the Town has merit as this will assist in providing housing choice and diversity as espoused through the WAPC's Community Principle of '*...enabling diverse, affordable, accessible and safe communities*' (see *State Planning Policy 1—State Planning Framework*).

The approach to promoting and achieving housing choice and diversity can be carried out in a number of ways, such as through the development of design guidelines, a local planning policy, or a local housing strategy.

The development of a housing strategy is preferable on the basis that it offers a co-ordinated, systematic, and holistic approach to the promotion and encouragement of varied housing types and forms. Design guidelines and local planning policies provide some of the mechanisms by which varied housing types and forms can be facilitated.

However, the development of the strategy will require commissioning of specialist assistance and expertise such as architects/building designers, and housing developers, as it appears that the Town does not presently possess this expertise in a professional capacity.

Additionally, a campaign to promote, encourage and facilitate development of various housing typologies and forms, including materials, will also need to be developed and rolled out as part of a housing strategy.

As a first step, Council might like to consider commissioning a scoping report that identifies the preferred approach to developing the strategy, the scope of work, skills and expertise likely to be required, key stakeholders to be consulted, and the estimated cost and timeframe required to produce the strategy.

Presently, there is no provision in the adopted Corporate Business Plan nor in the current Town Budget to commission the suggested scoping report or the suggested housing strategy.

Thus, Council's direction and guidance is requested should it desire to proceed with this particular action.

STATUTORY REQUIREMENTS

*Local Government Act 1995*

FINANCIAL CONSIDERATIONS

Nil

OFFICER RECOMMENDATION – ITEM 10.16

That Council receives the report on the meeting of the Design Bassendean Advisory Group held on 8 August 2018.

**Voting requirement: Simple Majority**

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

<b>Building Applications Determined in the Month of July 2018</b>		
<b>Application No</b>	<b>Property Address</b>	<b>Description</b>
201800019	59 MICKLETON TERRACE, BASSENDEAN	PATIO AND CARPORT
201800073	13 HAMILTON STREET, BASSENDEAN	PATIO
201800140	88 WHITFIELD STREET, BASSENDEAN	PATIO
201800144	3 MONS STREET, ASHFIELD	SINGLE DWELLING
201800142	10 JACKSON STREET, BASSENDEAN	PARTIAL DEMOLITION
201800145	21 DEVON ROAD, BASSENDEAN	INTERNAL ALTERATIONS TO DWELLING
201800149	33 EILEEN STREET, BASSENDEAN	DEMOLISHING EXISTING HOUSE
201800141	3 MONS STREET, ASHFIELD	FULL DEMOLITION
201800147	64 IOLANTHE STREET, BASSENDEAN	REMOVAL OF INTERNAL WALL
201800136	30 BRIDSON STREET, BASSENDEAN	GARAGE
201800134	107 OLD PERTH ROAD, BASSENDEAN	SECOND STOREY ADDITIONS TO DWELLING
201800130	67 HARDY ROAD, ASHFIELD	SINGLE DWELLING
201800138	1 ASHFIELD PARADE, ASHFIELD	DWELLING
201800137	27 ROSETTA STREET, BASSENDEAN	CARPORT
201800133	54 HARDY ROAD, ASHFIELD	FENCE APPROVAL
201800131	67 WILSON STREET, BASSENDEAN	DEMOLITION SINGLE DWELLING
201800139	19A JAMES STREET, BASSENDEAN	DOUBLE STOREY DWELLING
201800135	53 HAMILTON STREET, BASSENDEAN	DWELLING
201800118	7 FIFTH AVENUE, BASSENDEAN	CARPORT / SHED

**OFFICER RECOMMENDATION – ITEM 10.17**

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

**Voting requirement: Simple majority**

**10.18 Determinations Made by Development Services (Ref: LUAP/PROCED/1 – Christian Buttle, Development Services)**

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

<b>Planning and Subdivision Applications Determined to 10 August 2018</b>			
<b>Applic No.</b>	<b>Property Address</b>	<b>Description</b>	<b>Determination</b>
2015-031	17 MCDONALD CRESCENT BASSENDEAN 6054	CHANGE OF USE TO LIGHT INDUSTRY	DELEGATE APPROVED
2018-022	59 SCADDAN STREET BASSENDEAN 6054	ADDITIONS AND ALTERATIONS TO COMMUNAL AMENITY BUILDING	DELEGATE APPROVED
2018-023	64 BROADWAY BASSENDEAN 6054	RETROSPECTIVE APPLICATION FOR ADDITIONS AND ALTERATIONS TO OUTBUILDING AND PATIO	DELEGATE APPROVED
2018-045	100 HAMILTON STREET BASSENDEAN 6054	RETAINING WALL	DELEGATE APPROVED
2018-047	UNIT B 133 WALTER ROAD EAST BASSENDEAN 6054	CARPORT AND PATIO	DELEGATE APPROVED
2018-051	26 CHEDWORTH WAY EDEN HILL 6054	OUTBUILDING	DELEGATE APPROVED
2018-052	59 MICKLETON TERRACE BASSENDEAN 6054	PATIO	DELEGATE APPROVED
2018-056	20 KENMURE AVENUE ASHFIELD 6054	AMENDMENT TO DEVELOPMENT APPROVAL FOR SINGLE HOUSE (MINOR DESIGN MODIFICATIONS AND EXTEND PERIOD OF VALIDITY OF APPROVAL)	DELEGATE APPROVED
2018-057	11 HARDAKER STREET EDEN HILL 6054	HOME OCCUPATION (MAKE UP / PHOTOGRAPHY STUDIO)	DELEGATE APPROVED
2018-059	6 PURSER LOOP BASSENDEAN 6054	AMENDED APPLICATION FOR WAREHOUSES X 4 (CAR PARKING CONFIGURATION AND ACCESS ARRANGEMENTS)	DELEGATE APPROVED
2018-061	UNIT A 24 DEVON ROAD BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2018-066	UNIT B 7 FIFTH AVENUE BASSENDEAN 6054	GARAGE & STORE	DELEGATE APPROVED
2018-067	87 HAMILTON STREET BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2018-072	33 HARDY ROAD ASHFIELD 6054	CARPORT	DELEGATE APPROVED

2018-076	13 CLARKE WAY BASSENDEAN 6054	ADDITIONS AND ALTERATIONS TO GROUPED DWELLING	DELEGATE APPROVED
2018-081	UNIT 2 22 WHITFIELD STREET BASSENDEAN 6054	PATIO	DELEGATE APPROVED
2018-084	33 MARGARET STREET ASHFIELD 6054	ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
2018-087	17 BROADWAY BASSENDEAN 6054	OUTBUILDING	DELEGATE APPROVED
2018-099	UNIT 13 106 BROADWAY BASSENDEAN 6054	PATIO	DELEGATE APPROVED
	<b>Subdivision Applications</b>		
500-18	15 IDA STREET BASSENDEAN 6054	THREE LOT PLUS COMMON PROPERTY SURVEY STRATA	STATUTORY ADVICE
695-18	55 FIFTH AVENUE BASSENDEAN 6054	THREE LOT PLUS COMMON PROPERTY SURVEY STRATA	STATUTORY ADVICE
697-18	108 ANZAC TERRACE BASSENDEAN 6054	THREE LOT SURVEY STRATA	STATUTORY ADVICE
701-18	56 CYRIL STREET BASSENDEAN 6054	THREE LOT PLUS COMMON PROPERTY SURVEY STRATA	STATUTORY ADVICE
712-18	30 HAMILTON STREET BASSENDEAN 6054	TWO LOT PLUS COMMON PROPERTY SURVEY STRATA	STATUTORY ADVICE
724-18	58 CYRIL STREET BASSENDEAN 6054	THREE LOT PLUS COMMON PROPERTY SURVEY STRATA	STATUTORY ADVICE
742-18	11 BARTON PARADE BASSENDEAN 6054	TWO LOT SURVEY STRATA	STATUTORY ADVICE
790-18	64 IOLANTHE STREET BASSENDEAN 6054	TWO LOT SURVEY STRATA	STATUTORY ADVICE
156816	22 FIFTH AVENUE BASSENDEAN 6054	TWO LOT SUBDIVISION	STATUTORY ADVICE
156855	33 EILEEN STREET BASSENDEAN 6054	AMALGAMATION	STATUTORY ADVICE
156882	184 RAILWAY PARADE BASSENDEAN 6054	THREE LOT SUBDIVISION	STATUTORY ADVICE
156930	77 KATHLEEN STREET BASSENDEAN 6054	TWO LOT SUBDIVISION	STATUTORY ADVICE

**OFFICER RECOMMENDATION – ITEM 10.18**

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

**Voting requirement: Simple majority**

**10.19 Accounts for Payment – July 2018 (Ref: FINM/CREDTS/4 – Ken Lapham, Manager Corporate Services)**

APPLICATION

The purpose of this report is for Council to receive the Accounts for Payment in accordance with Regulation 13 (3) of the Local Government (Financial Management) Regulations 1996.

ATTACHMENTS

**Attachment No. 17**

List of Payments - July 2018

BACKGROUND

The monthly payments made for the period July 2018 are presented to Council, with details of payments made by the Town in relation to goods & services received.

Council, at its June 2018 meeting, considered Audit recommendations against making the list of accounts publicly available, however in the interests of public accountability, decided to continue to make the full list of accounts paid made available for public scrutiny.

STRATEGIC IMPLICATIONS

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

STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996

### FINANCIAL CONSIDERATIONS

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

### OFFICER RECOMMENDATION - ITEM 10.19

That in accordance with Regulation 13(3) Local Government (Financial Management Regulations 1996) the List of Accounts paid for July 2018 be received and recorded in the minutes of the Council

**Voting Requirements: Simple majority**



**10.20 Financial Statements – (Unaudited) June 2018 (Ref: FINM/AUD/1 – Ken Lapham, Manager Corporate Services)**

**APPLICATION**

The Local Government Financial Management Regulations, Clause 34(1) requires that a monthly financial report be presented to Council. A Local Government is to prepare each month a statement of financial activity that clearly shows a comparison of the budget estimates with the actual revenue and expenditure figures for the year to date.

**ATTACHMENTS:**

**Attachment No. 18:**

Financial Reports for June 2018

**BACKGROUND**

Regulations require a local government to prepare a monthly statement of financial activity, reporting on the revenue and expenditure as set out in the Annual Budget. Reporting is undertaken by nature & type and statutory program.

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

In addition to this and in accordance with Regulation 34 (5) of the Local Government (Financial Management) Regulations 1996 each year Council is required to adopt a percentage or value to be used in the reporting of material variances. For the 2017/18 financial year the amount is \$5,000 or 10% whichever is the greater.

## STRATEGIC IMPLICATIONS

### **Good Governance**

#### Strategic Priority 5: Good Governance

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

### COMMENT

The attached statements as presented represent the adopted & revised 2017/18 Budget estimates & actual income and expenditure amounts for the period ending 30 June 2018.

The Summary of Financial Activity (Income by Nature & type) is indicating that income for the Year to date is 5.8% higher than budget estimates. Fees & charges are on target, Operating Grants, Interest Earnings were both well ahead of estimates. The significant variance in other revenue is the increase in the Towns share of EMRC equity for the period ended 30 June 2018.

Total expenditure by nature & type for the period ending June 2018 is 2.6% lower than budget forecasts. Materials & contracts is well under budget estimates, with Employee Costs is marginally over budget with utilities, Interest expenses under budget expectations in the current reporting period.

Expenditure on Infrastructure Capital projects was well under budgets. Further explanation is provided by examining the main category's of infrastructure expenditure:

*Land & Buildings* - The majority of listed capital works were completed. The Men's Shed project was not commenced.

*Infrastructure-Roads* – The majority of works were completed by 30 June.

*Infrastructure Footpaths* – The majority of footpath works have been completed, only Hatton Court-Bridson Way was not completed.

*Infrastructure-Drainage*- Drainage works were completed by 30 June.

*Park Plant & Equipment*- Sandy Beach & Mary Crescent Playgrounds have been deferred; however, the majority of other listed projects were completed.

The Statements provide a comparison between actual and budget income and expenditure on year to date basis. The Notes accompanying the statements provide a detailed breakdown of the amounts.

### **Budget Amendments**

There are no Budget amendments identified for June 2018.

### **STATUTORY REQUIREMENTS**

Local Government (Financial Management) Regulations 1996.

### **FINANCIAL CONSIDERATIONS**

The Financial Statements provide an overview of the income and expenditure for the appropriate period periods.

There are no direct financial implications arising from this report.

### **OFFICER RECOMMENDATION – ITEM 10.20**

That the Financial Reports for the period ending 30 June 2018 be received.

**Voting Requirements: Simple majority**

**10.21 Use of the Common Seal (Ref: INFM/INTPROP/1 – Yvonne Zaffino, Council Support Officer)**

The Chief Executive Officer and the Mayor have been delegated the responsibility for affixing the Common Seal to documents requiring signing and sealing, and for reporting the exercise of that delegation to the next available Ordinary Meeting of the Council.

The Common Seal was attached to the following document during the reporting period:

10/08/18           Licence of Bassendean Oval, Reserve 52332,  
                          between the Town of Bassendean and the Swan  
                          Districts Football Club Incorporated.

**OFFICER RECOMMENDATION – ITEM 10.21**

That Council notes the affixing of the Common Seal to the document listed in the Ordinary Council Meeting Agenda of 28 August 2018.

**Voting Requirements: Simple majority**

**10.22 Calendar for September 2018 (Ref: Yvonne Zaffino, Council Support Officer)**

Tue	4 Sep	7.00pm	Economic Development Committee Meeting – Council Chamber (Crs Brown & Gangell)
Wed	5 Sep	3.30pm	Bassendean Local Emergency Management Committee Meeting – Council Chamber (Crs Brown & Mykytiuk)
Thu	6 Sep	5.00pm	Perth Airports Municipalities Group Meeting – Shire of Mundaring (Cr Wilson)
Tue	18 Sep	7.00pm	Briefings Session – Council Chamber
Thu	20 Sep	6.00pm	EMRC Council Meeting – EMRC (Crs Mykytiuk & Wilson)
Tue	25 Sep	7.00pm	Ordinary Council Meeting – Council Chamber

**OFFICER RECOMMENDATION - ITEM 10.22**

That the Calendar for September 2018 be adopted.

**Voting Requirements: Simple majority**

**10.23 Implementation of Council Resolutions (Ref: GOVN/CCLMEET/1 – Yvonne Zaffino, Council Support Officer)**

At the Ordinary Council meeting held on 14 December 2010, it was resolved that only those items that are to be deleted from the implementation of Council resolutions be referred to Council, and all other items in progress be included in the Councillors' Bulletin on the last Friday of the month.

**STRATEGIC IMPLICATIONS**

Strengthen Council governance and compliance.

**COMMENT**

The following table details those resolutions of the Council that are recommended for deletion:

<b>REC NO.</b>	<b>OFFICER</b>	<b>BRIEF DESCRIPTION</b>	<b>ACTION TAKEN</b>
ROC18/62200	BOB JARVIS	OCM-28/06/18 - REVIEW OF WORKFORCE PLAN AND CORPORATE STRUCTURE	COUNCIL ADOPTED THE WORKFORCE PLAN AT ITS JULY MEETING. <b>RECOMMEND DELETION</b>
ROC18/62727	MIKE COSTARELLA	OCM-16/07/18 - ADOPTION OF THE 2018/19 DRAFT BUDGET	ALL MATTERS RELATING TO THE BUDGET ADOPTION HAVE BEEN ACTIONED- <b>RECOMMENDED DELETION</b>
ROC17/57461	MIKE COSTARELLA	OCM-32/11/17 - NOTICE OF MOTION - CR BROWN: INCENTIVE FOR LOCAL BUSINESS	THE INFORMATION FROM THE CITY OF CANNING IS INCLUDED IN THE TOWN'S PURCHASING POLICY TO BE ADOPTED BY COUNCIL IN AUGUST 2018.- <b>RECOMMENDED DELETION</b>
ROC17/54543	KEN CARDY	OCM-32/06/17 - NOTICE OF MOTION – CR BROWN: INTERSECTION ROUNDABOUTS AND EFFECTIVE CHICANES INTO WHICH SUITABLE LARGE TREES CAN BE PLANTED	AUDIT COMPLETED AND PARKS SUPERVISORS ARRANGING TREES TO GO IN TWO ROUNDABOUTS AND WHEN NEW ROUNDABOUTS AND MEDIUM STRIPS DESIGNED LARGER TREES WILL BE PLANTED. <b>RECOMMEND DELETION</b>

ROC17/57467	KEN CARDY	OCM-38/11/17 - NOTICE OF MOTION - CR MYKYTIUK: WASTE AVOIDANCE AND RESOURCE RECOVERY	REPORT PRESENTED TO COUNCIL IN MAY - WORKSHOP UNDERTAKEN IN JULY BUDGET APPROVED FOR IMPLEMENTATION OF BETTER BIN 3 BIN. <b>RECOMMEND DELETION.</b>
ROC18/62191	SALVATORE SICILIANO	OCM-8/6/18 - WAIVER OF FEES/DONATION – BASSENDEAN FOR FREE INAUGURAL SWAP MEET EVENT	OFFICERS ARRANGED REFUND. <b>RECOMMEND DELETION.</b>
ROC18/62728	SHARNA MERRITT	OCM-17/07/18 - WALGA REQUESTED SUBMISSION REGARDING STOP PUPPY FARMING CONSULTATION	SUBMISSION PROVIDED TO WALGA 03/08/18 - OEM-7673818 <b>RECOMMEND DELETION</b>
ROC18/61598	SHARNA MERRITT	OCM-18/05/18 - PETITION – INSTALLATION OF DOG BAG DISPENSER STAND AND BINS ON CHAPMAN STREET BASSENDEAN	LETTER SENT TO PETITIONER OF THE RESULT OF THE COUNCIL DECISION. <b>RECOMMEND DELETION</b>
ROC18/61615	SIMON STEWERT-DAWKINS	OCM-41/05/18 - NOTICE OF MOTION – CR BROWN: USE OF VESSELS ON SWAN RIVER	THE DEPARTMENT OF TRANSPORT PROVIDED A LETTER OF RESPONSE TO COUNCIL RESOLUTION. COUNCILLOR BULLETIN 3.08.2018 PROVIDED A LETTER OF RESPONSE FROM THE OFFICE OF THE HON RITA SAFFIOTI MLA IN RESPONSE TO THE TOWN'S CORRESPONDENCE REGARDING BOATS ON THE SWAN RIVER. <b>RECOMMEND DELETION</b>

ROC18/61611	SIMON STEWERT-DAWKINS	OCM-29/05/18 - RIVER PARKS COMMITTEE MEETING HELD ON 8 MAY 2018	THE 7 AUGUST 2018 RIVER PARKS COMMITTEE RECEIVED A REPORT ON THE DEPARTMENT OF PLANNING LANDS & HERITAGE DRAFT ASHFIELD FLATS RESERVE CONCEPT PLAN AND WORKS PROGRAM. PROMOTION VIA THE BASSENDEAN BRIEFINGS AND FACEBOOK POSTS AND MADE AVAILABLE FOR PUBLIC COMMENT FROM 11 JUNE 2018 UNTIL THE 13 AUGUST 2018 USING THE YOUR SAY BASSENDEAN" WEBSITE. FEEDBACK RECEIVED WILL BE REFERRED TO 6 NOVEMBER 2018 RIVER PARKS COMMITTEE. <b>RECOMMEND DELETION</b>
ROC18/62737	TIM DAYMAN	OCM33/07/18 - SPORTS ACHIEVEMENT AWARD	WILL BE PRESENTED AT THE AUGUST OCM. <b>RECOMMEND DELETION</b>
86770	OCM-14/3/16, OCM-11/11/15 - LEASE AGREEMENT - BASSENDEAN MEN'S SHED ASSOCIATION	GRAEME HAGGART	THIS RESOLUTION HAS BEEN SUPERSEDED BY ROC18/60606. <b>RECOMMEND DELETION.</b>
91087	OCM-20/4/16 - LIVEABLE TOWN ADVISORY COMMITTEE (LTAC) MEETING HELD ON 12 APRIL 2016	GRAEME HAGGART	THE LIVEABLE TOWN ADVISORY COMMITTEE HAS BEEN DISBANDED. WHEN CONVENED, THE REGIONAL PLAYGROUND WORKING GROUP WILL REPORT TO THE PEOPLE SERVICES COMMITTEE. <b>RECOMMEND DELETION</b>

OFFICER RECOMMENDATION – ITEM 10.23

That the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 28 August 2018 be deleted from the Implementation of Council Resolutions list.

**Voting Requirements: Simple majority**



## **11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

### **11.1 Notice of Motion - Cr Quinton: Road Network Priorities: Walter Road East & Lord Street**

Cr Quinton has advised that she wishes to move the following Notice of Motion at this meeting:

That Council:

1. Endorses, as its official position, its intentions to:
  - a) Convert Walter Road East from the existing four travel lanes down to two with tree lined boulevard style median division & bike lanes; and
  - b) Convert Lord Street south of Morley Drive to a boulevard with tree lined median division, remaining single carriage with turning lanes where identified necessary; and
2. Considers an allocation of funds in the 2019/20 Budget for the development of plans to deliver these road network priority outcomes on both Walter Road East & Lord Street.

#### **OFFICER COMMENT**

In March 2018, the Town commissioned ARUP (a leading international transport consultancy) to undertake a transport study of the Town.

The purpose of this study is threefold:

- (i) To inform a review of the Town of Bassendean's current *2015 Local Planning Strategy (2015 LPS)*, particularly in respect to State directions to provide increased residential density development within identified core activity centres and along major transit corridors;
- (ii) To inform the planning of transit-oriented development around the Ashfield, Bassendean and Success Hill train stations; and
- (iii) To inform and provide a platform for the development of subsequent and future transport strategies, policies and plans for the Bassendean Local Government Area (LGA).

The desired prime outcome of the study is the development of a Local Integrated Transport Plan (LITP) applying to the whole of the Bassendean local government area (LGA), setting out principles, objectives, strategies, and actions etc in respect to developing the Town’s movement network over the next 10-15 years.

The LITP is to particularly comprise:

- A future street hierarchy  
Strategic connections to the regional movement network
- A freight traffic network
- A cycling network
- A public transport network
- A pedestrian network
- A private vehicle network
- Parking provisions for on-street and off-street parking

The study is being conducted in 2 phases.

Phase 1 is complete and comprises an assessment and overview of the current state of the Town’s movement network. An overview of the current state of the network and future transport and mobility challenges was provided to Councillors by the Study consultant at a Councillors’ Information Forum held on 19 April 2018.

Following that, assessment of the Town’s current movement network comprising a SWOT analysis (Strengths, Weaknesses, Opportunities, and Threats) was undertaken. A copy of the assessment report prepared by ARUP was forwarded to Councillors and the community members of the Design Bassendean Advisory Group in June 2018 for review and feedback.

In respect to the streets the subject of this notice of motion, the SWOT analysis remarked as follows:

SWOT ELEMENTS	WALTER ROAD EAST	LORD STREET
<b>Strengths</b>	<ul style="list-style-type: none"> <li>• Relatively little peak-hour congestion (across the street network)</li> <li>• Limited through-traffic because of natural connectivity breaks caused by the Swan River</li> </ul>	<ul style="list-style-type: none"> <li>• Relatively little peak-hour congestion (across the street network)</li> <li>• Limited through-traffic because of natural connectivity breaks caused by the Swan River</li> </ul>
<b>Weaknesses</b>	<ul style="list-style-type: none"> <li>• Sub-optimal cross-sections, eg. lack of medians</li> <li>• Historic uncertainty regarding its desired function (potential transit corridor)</li> </ul>	<ul style="list-style-type: none"> <li>• Limited access to Success Hill ‘north precinct’</li> </ul>

<b>Opportunities</b>	<ul style="list-style-type: none"> <li>• New design featuring reduced traffic lanes and improved walking and cycling infrastructure, befitting transit-oriented development (TOD)</li> </ul>	<ul style="list-style-type: none"> <li>• None stated</li> </ul>
<b>Threats</b>	<ul style="list-style-type: none"> <li>• Major road projects elsewhere within the sub-region that induce traffic through Bassendean</li> </ul>	<ul style="list-style-type: none"> <li>• Major road projects elsewhere within the sub-region that induce traffic through Bassendean (Lord Street deviation north of Morley Drive in the City of Swan)</li> <li>• Impact on Aboriginal heritage site adjacent to the Swan River if Lord Street widening (south of Morley Drive to Railway Parade) is pursued</li> </ul>

Following completion of the current network assessment and key stakeholder consultation (eg. Main Roads, PTA, City of Swan, Dept of Transport), key preliminary strategies ('Big Moves') were prepared by ARUP and recently presented to Councillors for review and feedback (including at a Councillors Information Forum held on 9 August 2018).

These key preliminary strategies are presently being revised and finalised for further consideration and endorsement by Councillors. It is intended for these preliminary strategies to inform the development of the draft LITP (Phase 2 of the transport study), with the aim to present the draft LITP at the Ordinary Meeting of Council in October 2018 for its endorsement for public advertising and feedback (during November 2018).

One of the preliminary strategies recommended by ARUP—in the interest of improving traffic conditions (e.g. introducing channelization and median storage) and creating a safer, more efficient active transport linkage—is for the existing four travel lanes along Walter Road East to be reduced to two travel lanes with a median division (with provision for turning lanes at strategic locations).

In considering this recommended strategy, capacity along Walter Road East is already constrained by the existing single-lane roundabout at Iolanthe Street. Furthermore, Main Roads WA modelling to 2031 does not indicate any need to accommodate substantially more traffic along this street.

Reducing the number of travel lanes will also deter potential additional regional through-traffic from using Walter Road East.

As stated in the SWOT analysis, reduction in travel lanes will also provide the opportunity for improved pedestrian and cycling infrastructure along this street.

Having regard to *State Planning Policy 4.2—Activity Centres for Perth and Peel*, and as part of the current review of the Town's 2015 *Local Planning Strategy*, consideration is presently being given to designating Walter Road East (within the Bassendean LGA) as an additional transit corridor flanked by medium-density housing, and the Walter Road East/Ida Street shopping centre and immediate surrounds as a neighbourhood centre comprising small-scale mixed use.

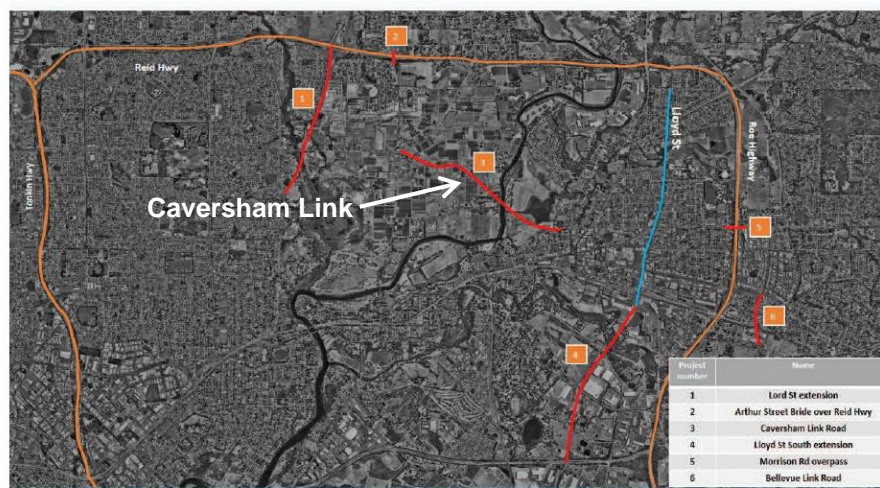
These considerations accord with the Western Australian Planning Commission's (WAPC) key principle of integrating land use and transport planning and promoting patterns of land use which reduce the need for transport, promote the use of public transport and reduce the dependence on private cars (Community Principle iii in part 5, *State Planning Policy 1—State Planning Framework*)

Similar treatment for Lord Street between Morley Drive East and West Road has also been recommended by ARUP, not only because it too has been identified as a transit corridor (see *Perth and Peel @ 3.5 Million* planning framework) and that its redesign will accord with the aforementioned WAPC Community Principle, but also for the safety and amenity of local commuters and residents, especially within the adjacent 'Success Hill precinct'.

The necessity to widen this part of Lord Street to four travel lanes (with a median)—as envisaged by the City of Swan and Main Roads WA—is questionable. Arguably, once the Morley-Ellenbrook railway is operable there is likely to be a substantial reduction in regional traffic using this street.

Anecdotal evidence, and analysis by the Perth Transit Authority (PTA) of patronage demand on the Perth – Midland railway (Heritage Line), indicates that substantial traffic using this road originates from Ellenbrook and surrounding areas and parks at the Bassendean train station car park to travel via rail to Perth.

Further regional traffic reduction may also result if the proposed Caversham Link Road as shown in the Midland Traffic Study (2015) is implemented (see alignment 3 in the map extract below).



This link road has the potential to direct through-traffic away from using Lord Street south of Morley Drive and Guildford Road in order to reach Midland and areas beyond or the Perth Airport 'precinct'.

Should Council resolve to adopt this notice of motion, the draft LITP will need to reflect Council's intent accordingly.

The Acting Director, Operational Services has also requested that Council note that the development of plans for both proposals will involve extensive surveys of the existing road reserves to identify above and in-ground infrastructure that requires to be removed, relocated or realigned; identification and establishment with the WAPC of applicable street design parameters according to its *Liveable Neighbourhoods* (2009) policy; extensive design work; and extensive consultation with affected landowners, key stakeholders, and the community generally.

It is likely that the development of the plans and obtaining necessary approvals etc could take up to 12 months to complete. Given the likely magnitude of works, their likely high capital cost, and likely timeframes for reconstructing these streets, reconstruction may need to be staged over a number of consecutive years.

## **11.2 Notice of Motion - Cr Mykytiuk: Weed Management**

Cr Mykytiuk has advised that she wishes to move the following Notice of Motion at this meeting:

That Council:

1. Requests officers to provide Council with a report on best practice non chemical weed management within close proximity to waterways, wetlands, rivers and streams;
2. Requests officers to work with the EMRC to develop and facilitate best practice non chemical weed management in close proximity to waterways, wetlands, rivers and streams;
3. Requests staff and contractors from all companies and departments applying chemical weed control within the Town of Bassendean notify administration;
4. Requests staff and contractors applying chemical weed control within the Town of Bassendean to continue to comply with legislative and regulatory requirements in relation to the application of herbicides and pesticides including public notification, Personal Protective Equipment (PPE) and safety guidelines.
5. Requests staff undertake non chemical weed control within the garden beds on Old Perth Road.

### **Background – Cr Mykytiuk**

There has been ongoing significant community concern regarding the use of herbicides and pesticides in our community particularly near waterways. These concerns centre around the health of aquatic, terrestrial fauna and flora as well as potential impacts on human health. This motion seeks to progress community values in reducing chemical control and exploring alternative best practice models which are effective in controlling weeds.

### **OFFICER COMMENT**

*Requests officers to provide Council with a report on best practice non chemical weed management within close proximity to waterways, wetlands, rivers and streams.*

For all ecological restoration of remnant vegetation, it is essential to minimise the exotic weeds and attempt to recreate natural conditions. Bush regeneration attempts to protect and enhance the floral biodiversity in an area. For natural areas the Town refers to the Council endorsed Bushland Weed Management Plan to ensure that bush reserves are maintained and restored appropriately. The Town also refers to a manual titled "Bushland Weeds – A practical guide to the management with case studies from the Swan Coastal Plain and beyond". This manual is the culmination of a five-year project that had been supported by the Environmental Weed Action Network with input from the Department of Conservation and Land Management and numerous bush land weed and bush care specialists. All weed management documents are provided to the Town's Weed Contractor as part of their contract induction process and are referred to on a regular basis.

Both the Bushland Weed Management Plan and the "Bushland Weeds – A practical Guide" manual identify weeds that can be removed using non-chemical methods, however the majority of weeds that have been mapped in our bush area do require herbicide treatment to ensure their removal.

In accordance to the above, where the weed treatment has been identified, the general approach for bush area weed management is as follows:

Development of base line weed maps that will indicate the target weed species and allow for strategic planning of control and follow up work. Isolated woody weeds/climbers and small weeds infestations are removed, preferably before the year's seed crop has ripened.

Large infestations where the endemic (native) over story has been gradually replaced are to be progressively treated over several years. It is essential to have consistent follow up treatments to provide the greatest chance of eradicating the weed. The few survivors or missed plants will quickly re-establish the infestation if left.

It should be noted that the Bushland Weed Management Plan has provided the Town, the base line weed maps and the weed management strategies that the Town is currently implementing.

Should a weed be identified to be physical controlled – without herbicides, the Town currently ensures that there is minimal to no soil disturbance and vegetation trampling does not occur.

The reason is that damage of this nature creates openings for further weed infestations. From a bush management perspective, it is essential that the Town continues using the *best weed management practices*.

*Requests officers to work with the EMRC to develop and facilitate best practice non chemical weed management in close proximity to waterways, wetlands, rivers and streams.*

EMRC recently undertook an alternative weed management trial and produced a report that has been provided to Council "Steaming to Success". The objectives of this trial were; to assess the effectiveness of alternative (non-traditional) weed management controls/treatments over time; to defined presentation standards; raise awareness of alternative weed management techniques; and investigate the potential of integrating these methods into mainstream weed management plans and regimes.

The Town has trialled organic products, hand weeding and steam treatment for natural areas with little to no success, and uses best management practices in accordance with the Town pesticide treatment policy to manage weeds within bushland areas.

In addition, the EMRC on behalf of member Councils conducted a 12-month trail on alternative treatments. The EMRC Steam Weeding Report advised that super-saturated steam is effective at managing most weeds with the exception of mature weeds or weeds with large underground energy storage systems, however there the steaming will likely damage the endemic seed bank in the soil and as a result natural regeneration of endemic plants will be hindered.

*Requests staff and contractors from all companies and departments applying chemical weed control within the Town of Bassendean notify administration.*

In September 2016 Council (OCM-37/09/16) moved Cr McLennan seconded Cr Bridges, that the relevant Town of Bassendean Officers:

1. *Prepare for Council, a comprehensive report identifying locations where glyphosate continues to be used within the Town of Bassendean including use by external agencies;*
2. *Provide details of potential chemical free weed management alternatives to glyphosate in each of the identified locations as well as the cost & any other implications of each for Council's consideration prior to the mid-year budget review; and*



3. *Write to all external agencies (e.g. PTA) known to be using glyphosate within the Town of Bassendean and communicate Council's previous resolution (OCM 12/04/16) to take a precautionary approach to glyphosate and the suspension of its use on hard surfaces and requesting that this policy be adhered to within its locality*

Officers wrote to State Government agencies in July 2017 advising them of Council's resolution to "ban" the use of Glyphosate on hard surfaces and requested that they consider Council's decision and support the ban (OLET-6811017). On 23 August 2018, the Town received a response from the Minister of Transport (INLET -12562617) stating that they will continue to use Glyphosate.

Currently, the State Government does not notify the Town when herbicide and pesticides spraying is to occur by its contractors.

4. *Requests staff and contractors applying chemical weed control within the Town of Bassendean to continue to comply with legislative and regulatory requirements in relation to the application of herbicides and pesticides including public notification, Personal Protective Equipment (PPE) and safety guidelines.*

With regards to pesticides usage, the Town of Bassendean complies with legislative and regulatory requirements through the following: In accordance with herbicide and pesticides manufacturer's guidelines, Safety Data Sheets, and the Town's Pesticide Operational Policy and Guidelines. All staff are provided with training and Personal Protective Equipment for herbicide and pesticide weed spraying. Contractors are, prior to herbicide and pesticide weed spraying, reminded of the Towns Operation Policy & Guidelines and the use of PPE's when undertaking herbicide and pesticides spraying within the Town.

As per the Town's Pesticide Policy, on an annual basis, a notice of chemicals used within the Town is advertised in the Eastern Reporter and all residents listed on the chemical spray register are given notice, 7 days prior to spraying within close proximity to their property.

5. *Requests staff undertake non-chemical weed control within the garden beds on Old Perth Road.*

The Town has trialled organic products, hand weeding and steam treatment for natural areas (Success Hill & Broadway Reserve) with very little success.

The Town is using best management practices in accordance with the Town Pesticide Treatment Policy to manage weeds within the Town, If Council chooses to ban the use of chemicals to treat weeds within the garden beds on Old Perth Road, the aesthetics of the gardens beds will decline. It should be noted that the Town does not own a steam weeding machine to use as an alternative treatment method.

**12.0** **ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING**

**13.0** **CONFIDENTIAL BUSINESS**

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

- 13.1 **Confidential Report - Joint Metropolitan Central Development Assessment Panel Application – Form 2 – Application for Amendment or Cancellation of a Development Assessment Panel Determination for Mixed Development Comprising Additions and Alterations to Nursing Home, Shops and 18 Multiple Dwellings – Lot 54 (Nos. 25-27) Hamilton Street; Lot 84 (No. 68) Old Perth Road and Lot 85 (No. 70) Old Perth Road, Bassendean, Owner: T & T Management Services Pty Ltd, Applicant: Peter Webb & Associates (Ref: DABC/BDVAPPS/2018 – 090 : Christian Buttle, Senior Planning Officer)**

**14.0** **CLOSURE**

The next Briefing Session will be held on Tuesday 18 September 2018 commencing at 7.00pm.

The next Ordinary Council meeting will be held on Tuesday 25 September 2018 commencing at 7.00pm.