

# TOWN OF BASSENDEAN

## MINUTES

### ORDINARY COUNCIL MEETING

**HELD ON TUESDAY 26 MAY 2020 AT 5.30PM**

In accordance with regulation 12(2) and 14D of the Local Government (Administration) Regulation 1996, due to the public health emergency arising from the COVID-19 pandemic, the Mayor has considered it appropriate for this meeting to be held by electronic means.

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#### **1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Member declared the meeting open, welcomed all those in attendance and acknowledged the past and present traditional owners and custodians of the land on which the meeting was held.

The Presiding Member acknowledged National Sorry Day held on 26 May each year.

#### **1.1 Suspension of Clauses - Meeting Procedures Local Law 2020**

Council was requested to move a motion to suspend the operation of clauses 6.8, 6.9, 6.12, and 6.17 of the Town of Bassendean Meeting Procedures Local Law 2020 for the duration of this electronic meeting and that these matters be determined at the discretion of the Presiding Member.

#### **COUNCIL RESOLUTION – ITEM 1.1**

**OCM – 1/05/20**

MOVED Cr McLennan, Seconded Cr MacWilliam, that Council suspend the operation of clauses 6.8, 6.9, 6.12 and 6.17 of the Town of Bassendean Meeting Procedures Local Law 2020 for the duration of this electronic meeting and that these matters be determined at the discretion of the Presiding Member. Clauses that are modified that deal with public participation at a meeting – 6.1 Meetings open to the public (the meeting is a public meeting and is open, but not in-person); 6.6 Public Question Time; 6.7 Other procedures about public question time; 6.10 Deputations; and 6.11 Petitions.

**CARRIED UNANIMOUSLY 7/0**

## **2.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Letter from the Federal government announcing that the Town will shortly receive a prepayment of \$294,114 on next year's Financial Assistant Grant allocation. This Commonwealth support is untied, to be spent on locally determined priorities and projects.

The Town will also receive \$175,777 from the new Local Road and Community Infrastructure Programme.

Restrictions still in place for limiting the spread of Coronavirus. Some facilities have begun to reopen such as the Town's Administration Centre and Library. Stage 3 will see the remaining facilities such as playgrounds and skateparks reopen.

Item 12.3 - Designation of Dog Exercise Areas, has been withdrawn from the agenda.

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

### **Present**

#### **Councillors**

Cr Renee McLennan, Mayor  
Cr Kathryn Hamilton, Deputy Mayor  
Cr Chris Barty  
Cr John Gangell  
Cr Hilary MacWilliam  
Cr Sarah Quinton  
Cr Jai Wilson

#### **Officers**

Ms Peta Mabbs, Chief Executive Officer  
Mr Luke Gibson, Director Community Planning  
Mr Phil Adams, Executive Manager Infrastructure  
Ms Elizabeth Kania, Manager Governance & Finance  
Ms Donna Shaw, Manager Development and Place  
Mr Jeremy Maher, Manager Sustainability and Environment  
Ms Deanie Carbon, Corporate Communications Coordinator  
Mrs Amy Holmes, Minute Secretary

Public

Nil

Press

Nil

**Apologies**

Mr Paul White, Director Corporate Services

**4.0 DECLARATIONS OF INTEREST**

Nil

**5.0 PRESENTATIONS OR DEPUTATIONS**

Nil

**6.0 STATEMENTS BY MEMBERS OF THE PUBLIC ON AGENDA ITEMS**

*It should be noted that public statements are not recorded in the minutes.*

**7.0 QUESTIONS FROM MEMBERS OF THE PUBLIC**

7.1 Genevieve Errey

*Local Planning Policy No. 13 – Tree Retention and Provision*

Q *I can see that there has been some movement, following the consultation and reviewing all tree policies is to be commended. Nevertheless, could Council make some further amendments:*

1. *Separate out the Trees of Historical and Cultural Significance as their own section.*

A The headings for Tree Preservation Orders are consistent with Clause 4.7.7.2(i) of Local Planning Scheme No. 10 (LPS 10). The Town is in the process of reviewing its local planning framework, including LPS 10 and the clauses contained within. The Town will review the Tree Preservation Order provisions of the Scheme in light of this comment, and should this be amended in the Scheme, will update the Policy accordingly.

2. *Recognise Trees of Maturity and Value as the section in the Subdivision and Development Section.*

- A Trees of maturity and value are recognised in this section by virtue of being a large tree, which is defined earlier in the Policy to mean *a species of tree that has the potential to have a canopy diameter of greater than 9m.*

3. *Consolidate all the policy on Development into the one section for ease of implementation.*

- A Proposed Clause 6.2 deals with subdivision and development controls.

*And... in relation to preserving and retaining trees on private property, could Council articulate its approach as an additional motion as part of this agenda item?*

- A As outlined in the agenda item, the intended approach is to ask the community whether they support more local government control and regulation in terms of the retention of trees on private property. This is addressed by recommendation 2 in the officer's report.

7.2 Ms Jane Bremmer - 47 Seventh Avenue, Bassendean

- Q. *Are mature trees available for Success Hill Reserve as part of the verge tree planting program or any other program within the Town? If yes, please provide details. If no, why not?*

- A. The 2020 Tree Planting Program commenced on 12 May 2020 and will incorporate 1,000 trees. Although the focus is on the Town's verges, trees will also be planted in the Town's reserves. Success Hill Reserve will be considered as part of the Town's ongoing Tree Planting Program, however the specific details for this location are still to be developed.

- Q. *When will Council re-establish a formal representative engagement process to replace the river parks committee? Please provide details. If no, why not?*

- A. Over the past 12 months there have been significant changes to the way in which Council engages with the community. This commenced with the most comprehensive community engagement process ever undertaken in "BassenDream Our Future" to find out from our community their thoughts, aspirations and ideas for the future of the district.

The Town also undertook a community survey to assess satisfaction with current services delivered by the Town. It was really pleasing to see that community engagement was one of the areas that the community scored highly.

Both these engagement projects are being used to shape future thinking, planning and decision-making, primarily through a new Strategic Community Plan, to be released shortly for community feedback.

Late last year, Council commenced hosting its Briefing Sessions in the community as a way of engaging a broader representation from the community, unfortunately this ceased a couple of months ago due to the pandemic and social distancing restrictions.

Based upon the purpose, the most appropriate community engagement process to achieve the desired outcomes is considered.

Complemented by a new bi-monthly 'Thrive' newsletter to all households and businesses and more frequent engagement opportunities for the community on different projects, we continue to seek new opportunities to engage with a broader cross-section of the community to ensure we consider all the voices in our community.

Q. *When will trees be replaced in the parkland side of SHR and a plaque to honour Albert Corunna? If no, why not?*

A A replacement tree is planned to be planted this winter to replace the one that died near the central path and further plans are being developed to plant in the SHR parkland in future years.

The Town is considering the opportunity to replace interpretive signage at SHR noting the cultural significance of the site. This project has not yet been scoped.

Q. *With reference to OCM agenda item 7.8 RFT 02/2020 Concrete Footpaths, Crossovers, Kerbing and Pram Ramps I ask given that footpaths and road verges are routinely sprayed for weed control, historically with pesticides and more recently within the Town, with steam and for many adjoining main roads they continue to be sprayed with a range of scheduled poisons, will the Council direct any new contractor to provide these services, repairs and all works to be undertaken using concrete without joinery? Paving joints have been the source of weed growth and once they are eliminated so too is the need to control weeds. If there are no cracks... there are no weeds.*

*This would save the council a lot of money and support the health of our community and the protection of groundwater and aquatic environments by eliminating chemical spray drift and runoff.*

- A. The “joinery” within the concrete footpaths are concrete expansion joints which are used to separate slabs which allow independent movement minimising cracking. Joints in concrete are required to control and force cracks to form in a predicted location. Without the use of joints, concrete paths will crack at an uncontrolled location and manner. This will create more cracks in the concrete which will then allow weeds to propagate from the uncontrolled cracks and increase trip hazards on the path network.

Not providing joints in concrete paths will lead to more weed growth and additional maintenance cost of the path network.

Mr Bruce Keay, 11 Earlsferry Court, Bassendean

- Q. *In relation to Item 12.2, before this is adopted, can the policy be updated to match the current Australian Rainfall and Runoff which was adopted in 2016. In this standard for stormwater design the term ARI is no longer used, it has been replaced by the term AEP (Annual Exceedance Probability). This is an easier term for people to understand risk and recurrence probabilities. Thus at 1% risk equates closely to the insurers acceptance of storm risk.*
- A. Mr Luke Gibson, Director Community Planning responded - the National Construction Code (NCC) still refers to ARI for the removal of surface water, so given this is a planning policy relating to design of future buildings to which the NCC will apply, the terminology should be consistent.
- Q. *Tree protection orders can be made on Freehold Land, which also entails an area of land, without any compensation to owners. This is not a democratic way. The policy suggests they can also be made by a Council employee without oversight by Council itself. If preservation of trees is in the public interest then the public purse should compensate the owner. This would be exactly the same as a portion of land being resumed for a road where processes exist to compensate the owner for the loss of the land. Picking on a landowner to donate land to the public interest is not an acceptable method to achieve the retention of trees. Can this policy component be reconsidered.*

- A. Mr Luke Gibson, Director Community Planning responded - in terms of compensation, it is only available under the Planning and Development Act 2005 for injurious affection as a result of the making or amendment of a planning scheme, typically associated with reserving land for a public purpose. In this case, the proposed policy is simply seeking to provide additional decision making guidance on a provision that already exists in the scheme. Ultimately, the proposal does not involve any amendment to the scheme and therefore, the issue of compensation is not applicable.

## **8.0 PETITIONS**

### **8.1 Petition – Northmoor Road, Eden Hill**

A petition, containing 10 signatories, has been received on 16 April 2020. The petition requests that the Town does not plant the proposed trees in Northmoor Road as there is already an adequate number of trees on the verge at Jubilee Reserve. The petitioners also have concerns about the negative impacts of further planting of trees in the area.

#### **COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 8.1**

- OCM – 2/05/20** MOVED Cr Wilson, Seconded Cr McLennan, that the petition be received and that an Officer report be provided to Council.  
**CARRIED UNANIMOUSLY 7/0**

## **9.0 CONFIRMATION OF MINUTES**

### **9.1 Ordinary Council Meeting held on 28 April 2020**

#### **COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 9.1(a)**

- OCM – 3/05/20** MOVED Cr McLennan, Seconded Cr Barty, that the minutes of the Ordinary Council Meeting held on 28 April 2020, be received.  
**CARRIED UNANIMOUSLY 7/0**

#### **COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 9.1(b)**

- OCM – 4/05/20** MOVED Cr McLennan, Seconded Cr Barty, that the minutes of the Ordinary Council Meeting held on 28 April 2020, be confirmed as a true record.  
**CARRIED UNANIMOUSLY 7/0**

## **10.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

Nil

## **11.0 EXTERNAL COMMITTEE REPORTS/UPDATES**

### **11.1 Receipt of External Committee Minutes (Ref: INFM/INTPROP/1 – Elizabeth Nicholls, Executive and Research Officer to CEO)**

#### **COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 11.1**

**OCM – 5/05/20** MOVED Cr Quinton, Seconded Cr McLennan, that Council notes the attached minutes from the external Committee meetings held within the reporting period.

**CARRIED UNANIMOUSLY 7/0**

## **12.0 REPORTS**

### **12.1 Adoption of Recommendations En Bloc**

It was agreed that item 12.3 be removed from the en-bloc table and considered separately.

#### **COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 12.1**

**OCM – 6/05/20** MOVED Cr McLennan, Seconded Cr Wilson, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Meeting Agenda of 26 May 2020:

Item	Report
12.2	Draft amended Local Planning Policy No.14 – Onsite Stormwater Retention
12.9	National Redress Scheme (Participation Of WA Local Governments)
12.10	Town of Bassendean Strategic Community Plan 2020 – 2030
12.12	Accounts Paid – April 2020
12.14	Use of the Common Seal

**CARRIED UNANIMOUSLY 7/0**

Council was then requested to consider the balance of the Officer recommendations independently.

Item	Report
12.3	Designation of Reserves – Dog Exercise Areas
12.4	Revocation of Local Planning Policy No. 9 – Incorporation of Existing Dwellings into Grouped Housing Developments



12.5	Proposed Council Policy – Street Trees and Revocation of Various Council Policies Relating to Street Trees
12.6	Draft Local Planning Policy No. 13 – Tree Retention and Provision – Final Adoption
12.7	Point Reserve Jetties Update
12.8	RFT 02/2020 Concrete Footpaths, Crossovers, Kerbing and Pram Ramps
12.11	Council Policies – Debt Recovery, Financial Hardship and Rates Exemption
12.13	Monthly Financial Report – April 2020
12.15	Calendar for June 2020
13.1	Notice of Motion: Cr Wilson – Report as part of Budget Process

**12.2 Draft amended Local Planning Policy No. 14 – Onsite Stormwater Retention (Ref: LUAP/POLCY/18 – Cameron Hartley, Planning Officer)**

APPLICATION

The purpose of this report was for Council to consider amending Local Planning Policy No. 14 – Onsite Stormwater Retention (LPP 14).

COUNCIL RESOLUTION/OFFICER RECOMMENDATION — ITEM 12.2

**OCM – 7/05/20** MOVED Cr McLennan, Seconded Cr Wilson, that Council, pursuant to Clause 4(3) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, adopts Local Planning Policy 14 – Stormwater, as contained in Attachment 2 of this report.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-6/05/20 7/0

**12.3 Designation of Reserves – Dog Exercise Areas (Ref: PARE/MAINT/80 - Donna Shaw, Manager Development & Place)**

*This item was withdrawn.*

**12.4 Revocation of Local Planning Policy No. 9 – Incorporation of Existing Dwellings into Grouped Housing Developments (Ref LUAP/POLCY/14 - Donna Shaw, Manager Development and Place)**

APPLICATION

The purpose of this report was for Council to consider revoking Local Planning Policy No. 9 – Incorporation of Existing Dwellings into Grouped Housing Developments.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION — ITEM 12.4

**OCM – 8/05/20** MOVED Cr McLennan, Seconded Cr MacWilliam, that Council, pursuant to Clause 6 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, revokes Local Planning Policy No. 9 – Incorporation of Existing Dwellings into Grouped Housing Developments and notes that a notice of revocation will be published accordingly.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**12.5 Proposed Council Policy – Street Trees and Revocation of Various Council Policies Relating to Street Trees (Ref: COUP/POLCY/1 – Donna Shaw, Manager Development and Place)**

APPLICATION

The purpose of this report was for Council to consider adopting a draft Council Policy - Street Trees and revoking the following Council policies:

- Council Policy 1.8 - Significant Tree Policy;
- Council Policy 1.10 - Street Tree Protection;
- Council Policy 1.11 - Street Tree Pruning, Removal and Replacement Policy;
- Council Policy 1.12 - Amenity Tree Evaluation; and
- Council Policy 1.14 - Dangerous Trees on Private Property.

OFFICER RECOMMENDATION — ITEM 12.5

That Council:

1. Adopts the draft Council Policy – Street Trees as attached to this report; and
2. Revokes the following Council policies:
  - a) Policy 1.8 - Significant Tree Policy;

- b) Policy 1.10 - Street Tree Protection;
- c) Policy 1.11 - Street Tree Pruning, Removal and Replacement Policy;
- d) Policy 1.12 - Amenity Tree Evaluation; and
- e) Policy 1.14 - Dangerous Trees on Private Property.

*Cr Hamilton moved an alternative motion.*

#### COUNCIL RESOLUTION – ITEM 12.5

**OCM – 9/05/20** MOVED Cr Hamilton, Seconded Cr McLennan, that Council:

1. Endorses the following changes to the draft Council Policy – Street Trees:
  - Add additional point to Section 3 Objectives, to read “*To prepare for the effects of climate change and to increase canopy coverage for carbon sequestration and to reduce the urban heat island effect.*”
  - Add to point 3(b) the words, “*and promote*” after “To retain”.
  - Add to Section 4.7 “*The Town may at its absolute discretion offer a reward for provision of information leading to the conviction of any person who interferes with, removes, prunes or damages a tree on public land*”; and
2. Requests staff conduct community consultation to gather feedback on the amended draft policy, after which a report will be provided to Council.

CARRIED UNANIMOUSLY 7/0

#### **12.6 Draft Local Planning Policy No. 13 – Tree Retention and Provision – Final Adoption (Ref: LUAP/POLCY/5 - Donna Shaw – Manager Development and Place)**

##### APPLICATION

The purpose of this report was for Council to consider adopting draft Local Planning Policy No. 13 – Tree Retention and Provision.

### OFFICER RECOMMENDATION — ITEM 12.6

That Council:

1. Pursuant to Clause 4(3) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, adopts Local Planning Policy No. 13 – Tree Retention and Provision as contained as an attachment to this report; and
2. Supports a broader community consultation process to determine whether or not there is broad support for greater regulatory controls relating to the removal of trees on private property.

*Cr Hamilton moved an alternative motion.*

### COUNCIL RESOLUTION – ITEM 12.6

**OCM – 10/05/20** MOVED Cr Hamilton, Seconded Cr Quinton, that Council:

1. Acknowledges the recent community feedback and defers this item to allow examination of additional measures that may provide greater controls relating to the removal of trees on private property; and
2. Requests the administration to thereafter list this matter for discussion at a Concept Workshop prior to bringing it back to Council.

CARRIED 4/3

*Crs Hamilton, Quinton, McLennan and MacWilliam voted in favour of the motion. Crs Barty, Gangell and Wilson voted against the motion.*

*Cr Wilson wished to have it recorded that he voted against this motion as it was his intention to support the Officer Recommendation.*

### **12.7 Point Reserve Jetties Update (Ref: PARE/MAINT/52 - Phil Adams, Executive Manager Infrastructure)**

#### APPLICATION

The purpose of this report was to:

- Provide Council with a structural engineering assessment report to highlight the deficiencies in the remaining jetty structures at Point Reserve;

- Recommend to Council the removal of the remaining jetty structures at Point Reserve for community safety reasons, acknowledging the structures are not recommended for repurposing or modification;
- Seek Council's support for a review of the condition of the river foreshore and river assets along the Town of Bassendean portion of the Swan River and develop an integrated framework for its future management and investment, incorporating Point Reserve; and
- Consider revoking, in part, previous Council resolutions OCM-6/2/19 and OCM-9/8/19.

*Cr Hamilton left the meeting at 6.55pm and returned at 6.56pm.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION -  
ITEM 12.7

**OCM – 11/05/20** MOVED Cr MacWilliam, Seconded Cr McLennan, that Council:

1. Revoke, in part, Council resolutions OCM–8/11/19 and OCM -6/12/19, which read:

OCM 8/11/19:

*“MOVED Cr Gangell, Seconded Cr Quinton, that Council:*

3. *Commits to the reinstatement of the south jetty in recognition of the history and uniqueness of the two jetties to the Town of Bassendean.*

OCM-6/12/19:

*“MOVED Cr Hamilton, Seconded Cr Wilson, that Council:*

5. *Requests staff submit applications for grant funding to facilitate the reinstatement of North Jetty as soon as is practicable after upgrade design is finalised; and*
2. Approves the removal of the remaining jetty structures at Point Reserve recognising the jetties are unable to be repurposed or modified;
3. Gives in principal support for the development of a more holistic and integrated plan for the Town of Bassendean section of the river, including Point Reserve, that considers future amenity and health of the river and foreshore; and

4. Requests the CEO to facilitate a scoping paper in order to progress a more holistic and integrated planning approach in consultation with other relevant agencies and presents this to a future Councillor workshop for discussion.

CARRIED BY AN ABSOLUTE MAJORITY 6/1

*Crs MacWilliam, McLennan, Hamilton, Barty, Quinton and Wilson, voted in favour of the motion. Cr Gangell voted against the motion.*

**12.8 RFT 02/2020 Concrete Footpaths, Crossovers, Kerbing and Pram Ramps (ROAD/TENDNG/46 - Paul White, Director Corporate Services)**

APPLICATION

The purpose of this report was to present to Council a summary of tenders received for RFT 02/2020 Concrete Footpaths, Crossovers, Kerbing and Pram Ramps for the Town of Bassendean and recommend appointment of contractor considered to provide the best value for money to the Town.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 12.8

- OCM – 12/05/20** MOVED Cr Quinton, Seconded Cr McLennan, that Council appoints Axiis Contracting Pty Ltd to provide the Concrete Footpaths, Crossovers, Kerbing and Pram Ramps Services for the Town of Bassendean as specified in RFT 02/2020 for a period of three (3) years, to commence upon Council Approval and Contractor Acceptance.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**12.9 National Redress Scheme (Participation Of WA Local Governments) (Ref: COMS/SVPROVN/12 – Peta Mabbs, Chief Executive Officer)**

APPLICATION

This item is for the Town of Bassendean to consider –

- the WA Government's decision in relation to the National Redress Scheme;
- the considerations and administrative arrangements for the Town of Bassendean to participate in the National Redress Scheme;

- endorsement of the Town of Bassendean's participation as part of the WA Government's declaration in the National Redress Scheme; and
- the grant of authority to the CEO to execute a service agreement with the State, if a redress application is received.

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 12.9**

**OCM – 13/05/20** MOVED Cr McLennan, Seconded Cr Wilson, that Council:

1. Endorses the participation of the Town of Bassendean in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration;
2. Grants authority to the CEO to execute a service agreement with the State, if a Redress application is received; and
3. Notes that a confidential report will be provided if a Redress application is received by the Town of Bassendean.

**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-6/05/20 7/0**

**12.10 Town of Bassendean Strategic Community Plan 2020 –  
2030 (Ref: – Peta Mabbs, Chief Executive Officer)**

**APPLICATION**

The purpose of this report was for Council to resolve to advertise the draft Town of Bassendean Strategic Community Plan 2020 – 2030 for public comment prior to adoption by Council.

The Council is required under the *Local Government (Administration) Regulations 1996* (the Regulations) 19C (9) to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan.

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 12.10**

**OCM – 14/05/20** MOVED Cr McLennan, Seconded Cr Wilson, that Council resolves to advertise for public comment the draft Town of Bassendean Strategic Community Plan 2020-2030.

**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-6/05/20 7/0**

**12.11 Council Policies – Debt Recovery, Financial Hardship and Rates Exemption (Ref: RAT&VAL/POLCY/2 and RAT&VAL/POLCY/1)– Paul White, Director Corporate Services**

APPLICATION

The purpose of this report was for Council to consider adopting four new policies, for the recovery of sundry debts, recovery of debts arising from rates and service charges, assisting those experiencing financial hardship and deciding on applications for non-rateable property and applications for a rates concession or waiver.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 12.11

**OCM – 15/05/20** MOVED Cr Wilson, Seconded Cr McLennan, that Council adopts the following Council policies, as attached to this report, to take immediate effect from adoption:

1. Recovery of Sundry Debts Policy;
2. Recovery of Rates and Service Charges Policy;
3. Financial Hardship Policy; and
4. Rates Exemption Policy.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

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

APPLICATION

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 12.12

**OCM – 16/05/20** MOVED Cr McLennan, Seconded Cr Wilson, that Council receive the list of payments for April 2020.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-6/05/20 7/0



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

APPLICATION

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 12.13

**OCM – 17/05/20** MOVED Cr McLennan, Seconded Cr Barty, that Council receives the monthly financial report for April 2020.  
CARRIED UNANIMOUSLY 7/0

**12.14 Use of the Common Seal (Ref: INFM/INTPROP/1 – Elizabeth Nicholls, Executive and Research Officer to CEO)**

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 12.14

**OCM – 18/05/20** MOVED Cr McLennan, Seconded Cr Wilson, that Council notes the affixing of the Common Seal during the reporting period.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-6/05/20 7/0

**12.15 Calendar for June 2020 (Ref: Elizabeth Nicholls, Executive and Research Officer to CEO)**

COUNCIL RESOLUTION/OFFICER RECOMMENDATION - ITEM 12.15

**OCM – 19/05/20** MOVED Cr Wilson, Seconded Cr McLennan, that the Calendar for June 2020 be adopted.  
CARRIED 6/1

*Crs Wilson, McLennan, Hamilton, Barty, MacWilliam and Quinton voted in favour of the motion. Cr Gangell voted against the motion.*

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

**13.1 Notice of Motion: Cr Wilson – Report as part of Budget Process**

That Council requests staff prepare a report for Council as a part of the Budget process detailing:

1. All of the service providers the Town contracts for the provision of maintenance of the roads reserves in the Town including, but not limited to, weeding, street sweeping, tree pruning, tree planting, tree watering, footpath and cross-over installation and maintenance; and related activities;
2. The expiry dates of these contracts and whether the contracts contain options to renew or extend;
3. The annualised cost of each of these contracts across the forward estimates until their expiry;
4. The scope of activity of the services provided in each of these contracts; and
5. Officer advice on any operational obstacles that would arise from bringing the scope of work for each of these contracts in-house following the expiry of the contracts.

*Cr MacWilliam left the meeting at 7.35pm and returned at 7.39pm.*

*Cr Wilson moved an alternative motion.*

**COUNCIL RESOLUTION – ITEM 13.1**

**OCM – 20/05/20** MOVED Cr Wilson, Seconded Cr Hamilton, that Council:

1. Requests a service review be conducted for all currently contracted tree maintenance, chemical free verge weed maintenance, street sweeping and watering activities and that no contracts be entered into until such time as Council has considered the review;
2. Council be provided with a list of major contracts via the CEO Bulletin six months prior to their expiry.

**CARRIED UNANIMOUSLY 7/0**

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

Nil

**15.0**                    **URGENT BUSINESS**

Nil

**16.0**                    **CONFIDENTIAL BUSINESS**

Nil

**17.0**                    **CLOSURE**

The next Briefing Session will be held on Tuesday 16 June 2020. The next Ordinary Council Meeting will be held on Tuesday 23 June 2020.

There being no further business, the Presiding Member declared the meeting closed, the time being 7.50pm.