

TOWN OF BASSENDEAN

MINUTES

ORDINARY COUNCIL MEETING

HELD ON TUESDAY 23 JUNE 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

1.0 DECLARATION OF OPENING; ACKNOWLEDGEMENT OF COUNTRY; ACKNOWLEDGEMENT OF VISITORS; DISCLAIMER

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

1.1 Suspension of Clauses – Meeting Procedures Local Law 2020

Council Resolution – Item 1.1 OCM – 1/06/20

MOVED Cr McLennan, Seconded Cr Quinton, 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.

CARRIED UNANIMOUSLY 7/0

2.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

The Western Australian Planning Commission has considered and accepted the Town's Report of Review of the Local Planning Strategy and the creation of a new Scheme. The approach put forward by the Town's planning team has been accepted and is a testament to their good work and ongoing engagement with the Department of Planning, Lands and Heritage.

The report contains information on population change and development activity across the district and a recommended course of action going forward, building on the work of BassenDream Our Future.

Item 12.12 – Old Perth Road Markets, has been withdrawn to allow Councillors more time to consider.

Happy Birthday to Cr Quinton.

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 Paul White, Director Corporate Services
Mr Luke Gibson, Director Community Planning
Mr Phil Adams, Executive Manager Infrastructure
Mr Jeremy Maher, Executive Manager Sustainability and Environment
Ms Elizabeth Kania, Manager Governance & Strategy
Ms Deanie Carbon, Corporate Communications Coordinator
Mrs Amy Holmes, Minute Secretary

Public

Nil

Press

Nil

3.1 Leave of Absence

Council Resolution – Item 3.1 **OCM – 2/06/20**

MOVED Cr McLennan, Seconded Cr Barty, that Council grant a Leave of Absence to Cr MacWilliam for mid July to mid August (to be confirmed), and Cr McLennan for 4-19 July.

CARRIED UNANIMOUSLY 7/0

4.0 DECLARATIONS OF INTEREST

Nil

5.0 PRESENTATIONS OR DEPUTATIONS

Mr Don Yates submitted a deputation on Item 12.11 - Town Centre Revitalisation.

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

Mr Coby Francis

- Q. *Why are there only six streets in Eden Hill that don't qualify for the underground power. By excluding these streets, it's not making those residents feel a part of the suburb or that the shire has our interests at heart. We also have concerns that by all other streets having underground power which is said to boost property prices, it will be detrimental to our property value. The shire should be pushing for all streets to be included, or not consider it at all.*
- A. The Town has advocated to Western Power to include additional areas and expand on the current project area. The project area was determined by Western Power's network renewal requirements which leads to some areas being excluded. Western Power, in consultation with the State Government and the Town of Bassendean, will continue to work together to identify future potential projects.

8.0 PETITIONS

Nil

9.0 CONFIRMATION OF MINUTES

9.1 Ordinary Council Meeting held on 26 May 2020

Council Resolution/Officer Recommendation – Item 9.1(a) **OCM – 3/06/20**

MOVED Cr McLennan, Seconded Cr Barty, that the minutes of the Ordinary Council Meeting held on 26 May 2020, be received.

CARRIED UNANIMOUSLY 7/0

Council Resolution/Officer Recommendation – Item 9.1(b) **OCM – 4/06/20**

MOVED Cr McLennan, Seconded Cr MacWilliam, that the minutes of the Ordinary Council Meeting held on 26 May 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 and Organisation Minutes
Property Address (if applicable)	Not applicable
Landowner/Applicant (if applicable)	Not applicable
Ref	INFM/INTPROP/1 - Elizabeth Nicholls, Executive and Research Officer to CEO
Directorate	Chief Executive
Decision Type	Executive
Attachment No. 2	WALGA Special State Council Meeting Minutes – 25 May 2020

Purpose

The purpose of this report was for Council to consider minutes from external Committees and organisations.

Council Resolution/Officer Recommendation – Item 11.1

OCM – 5/06/20

MOVED Cr McLennan, Seconded Cr Barty, that Council notes the minutes from 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 items 12.2, 12.3, 12.10, 12.11, 12.17 be removed from the en-bloc table and considered separately.

Council Resolution/Officer Recommendation – Item 12.1

OCM – 6/06/20

MOVED Cr Wilson, Seconded Cr Hamilton, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Meeting Agenda of 23 June 2020:

Item	Report
12.6	Northmoor Road Petition
12.12	Old Perth Road Markets
12.13	Audit and Governance Committee Meeting held on 3 June 2020
12.14	Monthly Financial Report – May 2020
12.15	Accounts Paid – May 2020
12.16	Use of Common Seal

CARRIED UNANIMOUSLY 7/0

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

Item	Report
12.2	Department of Transport Long Term Cycle Network
12.3	Proposed Eden Hill Network Renewal Underground Program Pilot (NRUPP)
12.4	Draft Local Planning Policy – Design Review Panel – Final Adoption
12.5	Revocation of Council Policy 1.17 – Development Bonds Policy – Compliance With Conditions of Planning Consent
12.7	Review of the Instrument of Appointment and Delegation for the Bassendean Local Emergency Management Committee (BLEMC)

12.8	Draft Local Planning Policy No. 13 – Tree Retention and Provision (Final Adoption)
12.9	Rodent Control
12.10	Draft Land Asset Strategy
12.11	Town Centre Revitalisation
12.17	Calendar for July 2020

12.2	Department of Transport Long Term Cycle Network
Ref	TRAF/PLANNG/3ROAD/DESCONT/5 - David Dwyer, Engineering Technical Coordinator
Directorate	Infrastructure
Decision Type	Executive
Attachment No. 3	<ul style="list-style-type: none">• Department of Transport - LTCN Endorsement Memo to Town of Bassendean• Department of Transport Presentation

Purpose

The purpose of this report was for Council to consider and endorse the draft aspirational Long Term Cycle Network (LTCN).

Officer Recommendation – Item 12.2

That Council endorses the Town of Bassendean aspirational Long Term Cycle Network as attached to the Ordinary Council Agenda of 23 June 2020, subject to Lord Street, between Walter Road East and Guildford Road, to be included as a Secondary Route and reassigning Seventh Avenue as a Local Route.

Cr Hamilton moved the officer recommendation with the addition of a point 2 as shown in bold.

Council Resolution – Item 12.2

OCM – 7/06/20

MOVED Cr Hamilton, Seconded Cr Wilson, that:

1. Council endorses the Town of Bassendean aspirational Long Term Cycle Network as attached to the Ordinary Council Agenda of 23 June 2020, subject to Lord Street, between Walter Road East and Guildford Road, to be included as a Secondary Route and reassigning Seventh Avenue as a Local Route; and
2. **The Town of Bassendean can modify, remove or add to endorsed LTCN routes as part of future bike plan reviews.**

CARRIED 6/1

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

12.3	Proposed Eden Hill Network Renewal Underground Program Pilot (NRUPP)
Ref	ESAT/CONCTN/1 - Phillip Adams, Executive Manager Infrastructure
Directorate	Infrastructure
Decision Type	Executive
Attachment No. 4	<ul style="list-style-type: none"> • Network Renewal Underground Program Pilot (NRUPP) Co-Funding Agreement • Underground Power Zones Map and Funding Model

Purpose

The purpose of this report was for Council to consider the Network Renewal Underground Program Pilot (NRUPP) proposed by Western Power. The proposal provides an opportunity for the Town to achieve underground power within the Eden Hill area as defined by the Underground Power Zones Map. This underground power proposal provides value to the Town at a reduced cost compared to other programs due to Western Power's requirement to undertake asset renewal.

Council Resolution/Officer Recommendation - Item 12.3 **OCM – 8/06/20**

MOVED Cr Wilson, Seconded Cr McLennan, that Council:

1. Approves Western Power's Eden Hill Network Renewal Underground Program Pilot (NRUPP) and the required financial contribution by affected residents;
2. Approves the indicative cash call schedule and the repayment terms for residents required to pay the service charge associated with the provision of underground power to their property;
3. Approves not passing on the Town's internal administrative overhead costs for the project; and
4. Supports the CEO endorsing the Network Renewal Underground Program Pilot (NRUPP) Co-Funding Agreement between the Town of Bassendean and Western Power to support this project.

CARRIED UNANIMOUSLY 7/0

12.4	Draft Local Planning Policy – Design Review Panel – Final Adoption
Property Address	N/A
Landowner/ Applicant	N/A
Ref	LUAP/POLICY/23
Directorate	Community Planning
Decision Type	Legislative
Attachment No. 5	Draft Local Planning Policy – Design Review (including further amendments following consultation) Schedule of Submissions

Purpose

The purpose of this report was for Council to consider adopting a new Local Planning Policy – Design Review Panel.

Council Resolution/Officer Recommendation – Item 12.4 **OCM – 9/06/20**

MOVED Cr MacWilliam, Seconded Cr Hamilton, that Council, pursuant to Clause 4(3) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, adopts *Local Planning Policy – Design Review Panel* as contained as an attachment to the Ordinary Council Agenda of 23 June 2020.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

12.5	Revocation of Council Policy 1.17 – Development Bonds Policy – Compliance With Conditions of Planning Consent
Property Address	N/A
Landowner/Applicant	N/A
Ref	LUAP/POLICY/24
Directorate	Community Planning
Decision Type	Legislative
Attachment No. 6	Council Policy 1.17 – Development Bonds Policy – Compliance With Conditions of Planning Consent

Purpose

The purpose of this report was for Council to consider revoking *Council Policy 1.17 – Development Bonds Policy – Compliance With Conditions of Planning Consent* (CP 1.17).

Council Resolution/Officer Recommendation – Item 12.5
OCM – 10/06/20

MOVED Cr Barty, Seconded Cr McLennan, that Council revokes Council Policy 1.17 – Development Bonds Policy – Compliance with Conditions of Planning Consent.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

12.6	Northmoor Road Petition
Ref	COUP/MAINT/1 - Phillip Adams, Executive Manager Infrastructure
Directorate	Infrastructure
Decision Type	Executive
Attachment No. 7	Petition

Purpose

The purpose of this report was to respond to the petition lodged by a group of residents in Northmoor Road and provide an update on the Town’s urban greening strategy, including planning and delivering our tree planting program and verge enhancement programs.

Council Resolution/Officer Recommendation – Item 12.6
OCM – 11/06/20

MOVED Cr Wilson, Seconded Cr Hamilton, that Council notes the approach to the petition received from residents of Northmoor Road.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-6/06/20 7/0

12.7	Review of the Instrument of Appointment and Delegation for the Bassendean Local Emergency Management Committee (BLEMC)
Property Address (if applicable)	N/A
Landowner / Applicant (if applicable)	N/A
Ref.	GOVN/CCLMEET/12
Directorate	Community Planning
Decision Type	Executive
Attachment No. 8	<ul style="list-style-type: none"> • Existing Instrument of Appointment and Delegation BLEMC • Draft revised Instrument of Appointment and Delegation BLEMC

Purpose

The purpose of this report was for Council to consider amendments to the Instrument of Appointment and Delegation for the Bassendean Local Emergency Management Committee (BLEMC).

Council Resolution/Officer Recommendation – Item 12.7 **OCM – 12/06/20**

MOVED Cr Barty, Seconded Cr MacWilliam, that Council:

1. Rescinds the existing Bassendean Local Emergency Management Committee's Instrument of Appointment and Delegation adopted on by Council in September 2017 (OCM1-12/09/17 refers); and
2. Adopts the draft Instrument of Appointment and Delegation for the Bassendean Local Emergency Management Committee, contained in the attachment to the Ordinary Council Agenda of 23 June 2020.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

12.8	Draft Local Planning Policy No. 13 – Tree Retention and Provision (Final Adoption)
Property Address	N/A
Landowner/Applicant	N/A
Ref	LUAP/POLCY/5
Directorate	Community Planning
Decision Type	Legislative
Attachment No. 9	<ul style="list-style-type: none"> • Local Planning Policy No. 13 – Trees on Development Sites • Draft Local Planning Policy No. 13 – Tree Retention and Provision • Schedule of Submissions

Purpose

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

Council Resolution/Officer Recommendation – Item 12.8 **OCM – 13/06/20**

MOVED Cr Wilson, Seconded Cr McLennan, 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 attached to the Ordinary Council Agenda of 23 June 2020; and

2. Supports a community consultation process to determine whether or not there is broad support for greater regulatory controls relating to trees.

CARRIED 6/1

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

12.9	Rodent Control
Property Address	N/A
Landowner / Applicant	N/A
Ref	PUBH/PROGM/3
Directorate	Community Planning
Decision Type	Executive and Legislative
Attachment No. 10	Council Policy 5.7 – Rodent Control

Purpose

The purpose of this report was for Council to consider options for rodent control in the Town and the potential revoking of Council Policy 5.7 – Rodent Control (CP 5.7).

Council Resolution/Officer Recommendation – Item 12.9 **OCM – 14/06/20**

MOVED Cr Barty, Seconded Cr Wilson, that Council:

1. Revokes Council Policy 5.7 – Rodent Control; and
2. Notes that the Town’s Rat Eradication Program will involve the use of Racumin baits by the Town only.

CARRIED BY AN ABSOLUTE MAJORITY 4/3

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

12.10	Draft Land Asset Strategy
Property Address	N/A
Landowner/Applicant	N/A
Ref	A46007
Directorate	Community Planning
Decision Type	Executive
Confidential Attachment No. 1	Confidential Draft Land Asset Strategy

Purpose

The purpose of this report was for Council to consider adopting the draft Land Asset Strategy.

Cr Hamilton moved the officer recommendation with an amendment as show in bold.

Council Resolution/Officer Recommendation – Item 12.10 **OCM – 15/06/20**

MOVED Cr Hamilton, Seconded Cr McLennan, that Council:

1. **Receives** the draft Land Asset Strategy, as contained in the Confidential Attachment to the Ordinary Council Agenda of 23 June 2020, and notes that any proposal in respect to Town-owned or controlled property would be considered by Council on a case-by-case basis, having regard to the Strategy, the Strategic Community Plan and the Long Term Financial Plan; and
2. Notes that the Strategy is to remain a confidential document.

CARRIED UNANIMOUSLY 7/0

12.11	Town Centre Revitalisation
Property Address	N/A
Landowner/Applicant	N/A
Ref	ECOD/PLANNING/1
Directorate	CEO / Community Planning
Decision Type	Executive
Attachments	Nil

Purpose

The purpose of this report was for Council to consider actions to stimulate the ongoing planning and redevelopment of the Bassendean Town Centre, as a key strategic response to the COVID-19 pandemic.

Council Resolution – Item 12.11(a) **OCM – 16/06/20**

MOVED Cr Wilson, Seconded Cr McLennan, that the meeting go behind closed doors in accordance with Section 5.23 of the Local Government Act 1995, the time being 7.09pm.

CARRIED UNANIMOUSLY 7/0

Council Resolution – Item 12.11(b)
OCM – 17/06/20

MOVED Cr Quinton, Seconded Cr McLennan, that the meeting come from behind closed doors, the time being 7.23pm.

CARRIED UNANIMOUSLY 7/0

Council Resolution/Officer Recommendation – Item 12.11(c)
OCM – 18/06/20

MOVED Cr Wilson, Seconded Cr Quinton, that Council:

1. Approves the preparation of a concept masterplan for the Bassendean Town Centre; and
2. Considers allocating up to \$100,000 in the 2020/21 Budget for the above.

CARRIED 5/2

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

Cr Hamilton requested her reasons for voting against the motion be recorded as follows: A project of consultancy should be fully scoped by Council prior to allocation of funding. This vital step often ensures that there are no additional variable costs brought forward after a budget allocation has been made. I am voting against this proposal because no detailed scoping has been provided to this Council to adequately assess the merits of the proposed budget allocation.

12.12	Old Perth Road Markets
Property Address	N/A
Landowner/Applicant	N/A
Ref	ECOD/EVMNGT/2
Directorate	Community Planning
Decision Type	Executive
Attachments	Nil

This Item was withdrawn.

12.13	Audit and Governance Committee Meeting held on 3 June 2020
Property Address (if applicable)	NA
Landowner/Applicant (if applicable)	NA
Ref	GOVN/CCLMEET/18
Directorate	Corporate Services
Decision Type	Executive
Attachment No. 11	<ul style="list-style-type: none"> Minutes of the Audit and Governance Committee meeting held on 3 June 2020
Confidential Att No. 2	<ul style="list-style-type: none"> Confidential - Audit Risk Register – High Level Report

Purpose

The purpose of this report was for Council to receive the report on the meeting of the Audit and Governance Committee held on 3 June 2020.

Council Resolution/Officer Recommendation – Item 12.13 **OCM – 19/06/20**

MOVED Cr Wilson, Seconded Cr Hamilton, that Council:

1. Receives the report on the Audit and Governance Committee meeting held on 3 June 2020; and
 2. Adopts the Internal Audit Schedule for 2021-23, as attached to this report.
- CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-6/06/20 7/0**

12.14	Monthly Financial Report – May 2020
Ref	FINM/AUD/1
Directorate	Corporate Services
Decision Type	Legislative
Attachment No. 12	Monthly Financial Report, containing the Statement of Financial Activity for May 2020.

Purpose

The purpose of this report was for Council to consider the monthly financial report for May 2020.

Council Resolution/Officer Recommendation – Item 12.14 **OCM – 20/06/20**

MOVED Cr Wilson, Seconded Cr Hamilton, that Council receives the monthly financial report for May 2020.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-6/06/20 7/0

12.15	Accounts Paid – May 2020
Ref	FINM/CREDTS/4
Directorate	Corporate Services
Decision Type	Legislative
Attachment No. 13	List of Payments - May 2020

Purpose

The purpose of this report was for Council to receive the list of payments for May 2020.

Council Resolution/Officer Recommendation – Item 12.15 **OCM – 21/06/20**

MOVED Cr Wilson, Seconded Cr Hamilton, that Council receives the list of payments for May 2020.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-6/06/20 7/0

12.16	Use of Common Seal
Property Address (if applicable)	Not applicable
Landowner/Applicant (if applicable)	Not applicable
Ref	INFM/INTPROP/1 - Elizabeth Nicholls, Executive and Research Officer to CEO
Directorate	Chief Executive
Decision Type	Executive
Attachments	Nil

Purpose

The purpose of this report was for Council to note the documents affixed with the Common Seal during the reporting period.

Council Resolution/Officer Recommendation – Item 12.16 **OCM – 22/06/20**

MOVED Cr Wilson, Seconded Cr Hamilton, that Council notes the affixing of the Common Seal during the reporting period.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-6/06/20 7/0

12.17	Calendar for July 2020
Property Address (if applicable)	Not applicable
Landowner/Applicant (if applicable)	Not applicable
Ref	INFM/INTPROP/1 - Elizabeth Nicholls, Executive and Research Officer to CEO
Directorate	Chief Executive
Decision Type	Executive
Attachments	Nil

Purpose

The purpose of this report was for Council to consider the calendar for July 2020.

Council Resolution/Officer Recommendation – Item 12.17 **OCM – 23/06/20**

MOVED Cr McLennan, Seconded Cr MacWilliam, that Council adopt the calendar for July 2020.

CARRIED 6/1

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

13.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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 21 July 2020.
The next Ordinary Council meeting will be held on Tuesday 28 July 2020.

There being no further business, the Presiding Member declared the meeting closed, the time being 7.54pm.