



TOWN OF  
**Bassendean**

## **MINUTES**

### **Ordinary Meeting of Council**

**Tuesday 28 March 2023, 6:05 pm**

in the Council Chamber,

Administration Building

48 Old Perth Road, Bassendean WA 6054

# Table of Contents

## **1 Declaration of Opening; Acknowledgment of Country; Acknowledgment of Visitors; Disclaimer**

### **Acknowledgement of Traditional Owners**

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

## **2 Announcements by the Presiding Person Without Discussion**

The Presiding Member made the following announcements:

- The new CEO, Mr Cameron Woods, will commence on 3 April 2023. Mr Luke Gibson was thanked for performing in the role as Interim CEO over the past six months.
- A reminder that the General Meeting of Electors will be held tomorrow night and all people are welcome to attend the meeting and raise any matters they may have.

## **3 Attendances, Apologies and Applications for Leave of Absence**

### Councillors

Cr Kathryn Hamilton, Mayor  
Cr Renee McLennan, Deputy Mayor  
Cr Hilary MacWilliam  
Cr Emily Wilding  
Cr Paul Poliwka  
Cr Tallan Ames

### Apology

Cr Carter – Leave of Absence

### Officers

Mr Luke Gibson, Interim Chief Executive Officer  
Mr Paul White, Director Corporate Services  
Mr Phil Adams, Executive Manager Infrastructure  
Ms Nicole Davey, Executive Manager Sustainability & Environment  
Mr Brice Campbell, Manager Recycling & Waste (until 7.00pm)  
Ms Donna Shaw, Acting Director Community Planning  
Mr Matthew Monkhouse, Manager Governance & Strategy

## Public

Approximately eight members of the public were in attendance.

### **4 Declarations of Interest**

Cr McLennan declared an Impartiality Interest in Item 12.9 - Fuel Efficiency Standards Joint Advocacy Statement as she has signed the declaration, and 12.11 – Community Awards as she has connections with a number of nominees and nominators.

Cr Hamilton declared an Impartiality Interest in Item 12.9 – Fuel Efficiency Standards Joint Advocacy Statement as she as she has signed the declaration.

### **5 Presentations or Deputation**

Nil.

### **6 Statements by Members of the Public**

#### Carol Seidel - 55 Broadway, Bassendean

Mrs Seidel referred to Item 12.6 – BIC Reserve Masterplan. Concrete paths increases temperature and that the Gum Trees recommended for removal were only planted a few years ago and should stay. BIC is an important open space and should remain public open green space for community activities.

In reference to Item 12.7 - Draft Public Health Plan Public Health Plan, Mrs Seidel stated that the Town needs to provide for elderly community members and engage with them for activities in the Town. The Plan needs to provide for the ageing population in the Town and the Volunteer Transport Services needs to be funded in the future under this proposed plan.

#### Alan Copleston - 81 Parker Street, Bassendean

Mr Copleston referred to the Public Health Plan and an interview held recently with the ABC and Mayor with regard to the implications of the new Health and Safety Act and the compliance of the Volunteer Transport Service, as asked why has a change to the Act made it intangible to the Town, or has the Town not followed the Act in previous 35 years.

The Public Health Plan refers to proposed revocation of the Active Ageing and Disability Inclusion Policy and referred to discontinuation of the Volunteer Transport Service and that the report states that should Council provide funding in the future, this can be reinstated in the Public Health Plan as part of a future review, and would incur extra expense. Would it not be more cost effective retain the service in its current form.

Council said that they could not mitigate the risk involved, so how would a future review mitigate those risks and if they could be mitigated back then, why not now.

Ann Copleston – 81 Parker Street, Bassendean

One of our neighbours was in her 90's and has passed away, she was a regular user of the Service. She was unwell and that service enabled her to stay in her own home until the end, rather than go into an aged care service, so it has a lot of ramifications for people.

Sue Copley - 119 Guildford Road, Bassendean

Ms Copley stated she is speaking on behalf of a lot of elderly residents, and that the elderly are devastated that the Volunteer Bus Service has been discontinued. She asked that those making the decisions please think of the impact on so many lives.

The Mayor advised that Council considered this matter and deferred a decision until further information was provided and further discussion held. The Mayor will be discussing the matter with the new CEO on how to progress the matter.

## **7 Questions from Members of the Public**

Vania Lawson – 5 Seventh Avenue, Bassendean

The following questions were submitted in writing and responses provided by Officers:

- Q. Can Council please provide a list of Town owned vacant buildings that can potentially be used as artist studios. There are many artists in the TOB that are currently without any studio space, Artists have the knowledge to also consult with council if required advising of the parameters required for utilising these buildings as artists studios?
- A. *There are no Town owned buildings that are vacant or suitable for a creative industries hub at this point in time.*
- Q. Does the Council already have or can it implement as other councils have - a maintenance program for their public art collection - specifically exterior works sculpture/murals due to UV/ environmental damage? All public artworks purchased by the Council should have an ongoing maintenance program attached to them for their longevity and to preserve value of the works.
- A. The Town is in the process of reviewing how it maintains its public art collection, as well as preparing a public art masterplan for future location of artworks, which will be considered at a future ACE Committee Meeting. Currently, where the Town becomes aware of damage to public artwork, the Town will liaise with the artist in the first instance for the artwork to be repaired.

- Q. Can the Council approach local landlords to negotiate suitable vacant shops to be used as studios or residencies for creatives - current negotiations privately are not successful due to unaffordable rents being asked?
- A. *Should Council adopt this action within the ACE Strategy, the Town intends to contact owners on Old Perth Road for this purpose. It is open to Council to consider Council Policy – Community Funding. To be eligible to receive sponsorship / grants, applications must comply with the criteria contained within the Policy.*

Mr Bill Busby – 53 Haig Street, Ashfield

- Q. Mr Busby asked when a response would be provided to his email sent recently in regard to his questions on when the request for quotation for the fencing at Ashfield Reserve was advertised, and what is the process of receiving a reply?

- A. *The Mayor suggested that he send emails to [mail@bassendean.wa.go.au](mailto:mail@bassendean.wa.go.au). The Administration Staff will direct the email to the relevant department.*

*The Executive Manager Infrastructure advised that he had received the email from Mr Busby and advised there is no question raised in his email, and that he had answered Mr Busby's questions previously.*

*The Interim CEO advised that the Town has a portal on its website in regard to public participation where people can submit their statements and questions prior to a meeting, which is monitored and provided prior to meetings, and is happy to provide the link to Mr Busby for future use.*

## 8 Petitions

### 8.1 Request for a Special Meeting of Electors

Mrs Brinkworth of 19 Ida Street, Bassendean, tabled a request calling for a Special Meeting of Electors. The request contains 391 signatures and the details of the matter to be discussed at the meeting are as follows:

- the methodology and conduct of the Town's engagement with the community leading to the rapid cessation of the Town Management Community Transport Service;
- request the Town to proactively and constructively seek out ways to assist in the establishment of a new Community Transport Service through a third party volunteer or not for profit location organisation;
- request the Town provide some material or financial assistance to a third party volunteer or not for profit organisation that wishes to establish a new Community Transport Service to continue the long tradition of serving and connecting our community;

## 8.2 Petition – Community Volunteer Transport

Mrs Brinkworth tabled a petition containing 376 signatures requesting that:

- The Council/Administration proactively and constructively seek out ways to assist in the establishment of a new Community Volunteer Transport Service through a third party volunteer or not for profit local organisation;
- The Town offers and provides material and/or financial assistance to that third party volunteer or not for profit organisation to establish a new Community Transport Service that seeks to continue the long tradition of serving and connecting our local community; and
- The Town proactively seeks to re-establish trust by engaging in good faith discussions with the Volunteer drivers, administrative volunteers, users of the service and residents of the wider community to provide information and updates in both a timely and transparent manner.

Reasons:

The Community Volunteer Transport Service has for decades provided a means to connect those in our community who might otherwise become isolated. It is more than just transport from one place to another. It is about conversations along the journey, meeting other community members when out and about. It is about caring for community members and allowing them to age in place for as long as possible with dignity.

*Both the request for a Special Electors Meeting and the Petition were dealt with under Item 15.0 – Urgent Business.*

## 9 Confirmation of Minutes

<b>9.1 Confirmation of Minutes - Ordinary Council Minutes of 28 February 2023</b>	
<b>Attachments</b>	1. Ordinary Council Minutes of 28 February 2023 [9.1.1 - 33 pages]

### **Council Resolution/Officer Recommendation – Item 9.1** **OCM-1/03/23**

MOVED Cr McLennan, Seconded Cr Ames, that the minutes of the Ordinary Council meeting held on 28 February 2023, be received and confirmed as a true and correct record.

**CARRIED UNANIMOUSLY 6/0**

<b>9.2 Confirmation of Minutes - Special Council Minutes of 7 March 2023</b>	
<b>Attachments</b>	1. Special Council Meeting Minutes of 7 March 2023 [9.2.1 - 6 pages]

**Council Resolution/Officer Recommendation – Item 9.2**  
**OCM-2/03/23**

MOVED Cr McLennan, Seconded Cr Ames, that the minutes of the Ordinary Council meeting held on 7 March 2023, be received and confirmed as a true and correct record.

CARRIED UNANIMOUSLY 6/0

**10 Business Deferred from Previous Meeting**

Nil.

**11 External Committee Reports and Updates**

<b>11.1 External Committee Reports and Updates</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	GOVN/CCLMEET/1
<b>Author</b>	Office of the CEO
<b>Department</b>	Office of the CEO
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Information</b> For the Council/Committee to note.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. EMRC Audit Comm 2-march-2023-unconfirmed [11.1.1 - 55 pages]</li> <li>2. EMRC OCM Abridged Minutes - 23022023 [11.1.2 - 19 pages]</li> <li>3. WALGA Minutes East Metropolitan Zone ( ID 562162) 20230216 [11.1.3 - 8 pages]</li> </ol>

**Purpose**

The purpose of this report was for Council to consider minutes from external Committees and organisations for the period February and March 2023.

**Officer Recommendation – Item 11.1****OCM-3/03/23**

MOVED Cr Wilding, Seconded Cr McLennan, that Council notes the attached documents from external Committee meetings held within the reporting period of February and March 2023.

CARRIED UNANIMOUSLY 6/0

**12 Officer Reports**

It was agreed that Items 12.3, 12.5, 12.6, 12.11, 12.13 and 12.14 be removed from the en-bloc table and considered separately.

**Council Resolution/Officer Recommendation – Item 12.1****OCM-4/03/23**

MOVED Cr Poliwka, Seconded Cr MacWilliam, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Agenda:

Item	Report
12.2	Australian Local Government Association 2023 National General Assembly Motion
12.4	Proposed Tree Preservation Order - 5 (Lot 119) Harcourt Street, Bassendean
12.9	Fuel Efficiency Standards Joint Advocacy Statement
12.12	Bassendean Local Emergency Management Committee Meeting held on 1 March 2023
12.15	Accounts Paid - February 2023
12.17	Use of Common Seal

CARRIED UNANIMOUSLY 6/0



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

Item	Report
12.3	Amendment to Development Approval - Single House - 17 (Lot 16) Surrey Street, Bassendean
12.5	Proposed Tree Preservation Order - 75 (Lot 21) Kenny Street, Bassendean
12.6	BIC Reserve Masterplan
12.7	Draft Public Health Plan - Final Adoption
12.8	Contract Variation - RFT 02/2019 Provision of Cleaning Services for Council Facilities
12.10	Local Government Elections October 2023 - Appointment of Electoral Commissioner
12.11	2023 Community Awards
12.13	Arts, Culture and Events Committee Meeting of 7 March 2023
12.14	Audit and Governance Committee Meeting of 8 March 2023
12.16	Monthly Financial Report – February 2023

<b>12.2 Australian Local Government Association 2023 National General Assembly Motion</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	WSTMNGT/SVPROVN/3
<b>Directorate</b>	Sustainability & Environment
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	Advocacy When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. 2023 National General Assembly Discussion Paper- Call for Motions [12.2.1 - 20 pages]</li> <li>2. 2023 National General Assembly Draft Motion [12.2.2 - 2 pages]</li> </ol>

### **Purpose**

The purpose of this report was for Council to consider a draft motion for the Australian Local Government Association's (ALGA) 2023 National General Assembly (NGA), as proposed by Mayor Hamilton.

### **Council Resolution/Officer Recommendation – Item 12.2** **OCM-5/03/23**

MOVED Cr Poliwka, Seconded Cr MacWilliam, that Council endorses Mayor Hamilton's draft motion to the Australian Local Government Association's 2023 National General Assembly, as attached to the Ordinary Council Agenda of 28 March 2023.

**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION 6/0**

<b>12.3 Amendment to Development Approval - Single House - 17 (Lot 16) Surrey Street, Bassendean</b>	
<b>Property Address</b>	17 (Lot 16) Surrey Street, Bassendean
<b>Landowner/Applicant</b>	Howard and Barbara King
<b>File Reference</b>	2022-121/1
<b>Directorate</b>	Community Planning
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<p><b>Quasi-Judicial</b> When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences.</p>
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Colour Swatch with Solar Ratings [<b>12.3.1</b> - 1 page]</li> <li>2. Applicants Cover Letter [<b>12.3.2</b> - 2 pages]</li> <li>3. Notice of Determination - 23 December 2022 [<b>12.3.3</b> - 5 pages]</li> <li>4. Approved Drawings 23 December 2022 [<b>12.3.4</b> - 5 pages]</li> </ol>

### Purpose

The purpose of this report was for Council to consider an amendment to an existing development approval for a single house at 17 (Lot 16) Surrey Street, Bassendean. The application is being presented to Council at the request of the applicant.

### Officer Recommendation – Item 12.3

That Council approves the application to amend Condition No.10 of the development approval issued on 23 December 2022 (2022-121), so as to read as follows:

*“10. The roof structure of the dwelling shall have a maximum solar absorptance rating of 0.67, to the satisfaction of the Town of Bassendean. Details confirming the solar absorptance rating shall be provided to the Town of Bassendean prior to or in conjunction with an application for a Building Permit.”*

*Cr McLennan moved an alternative motion as follows:*

**Council Resolution – 12.3****OCM - 6/3/23**

MOVED Cr McLennan, Seconded Cr Hamilton, that Council does not approve the application to amend Condition No. 10 of the development approval issued on 23 December 2022 (2022-121) as the application departs from *Local Planning Policy No. 2 – Sustainable Development* with regard to the energy efficiency of the proposed roof.

**CARRIED 4/2**

*Crs McLennan, Hamilton, MacWilliam and Wilding were in favour of the motion. Cr Poliwska and Cr Ames voted against the motion.*

**Reason:**

*The Officer Recommendation was not supported as the application departs from Local Planning Policy No. 2 – Sustainable Design in regard to the energy efficiency of the proposed roof.*

<b>12.4 Proposed Tree Preservation Order - 5 (Lot 119) Harcourt Street, Bassendean</b>	
<b>Property Address</b>	5 (Lot 119) Harcourt Street, Bassendean
<b>Landowner/Applicant</b>	Cameron Paul Prosser
<b>File Reference</b>	TPO/2022/002
<b>Directorate</b>	Community Planning
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Quasi-Judicial</b> When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Tree Image 1 [12.4.1 - 1 page]</li> <li>2. Tree Image 2 [12.4.2 - 1 page]</li> <li>3. Tree Image 3 [12.4.3 - 1 page]</li> <li>4. Arboricultural Report - 5 Harcourt Street Bassendean [12.4.4 - 13 pages]</li> </ol>

**Purpose**

The purpose of this report was for Council to consider making a Tree Preservation Order (TPO) for a Jacaranda tree (*Jacaranda mimosifolia*) located at 5 (Lot 119) Harcourt Street, Bassendean.

**Council Resolution/Officer Recommendation – Item 12.4**  
**OCM - 7/3/23**

MOVED Cr Poliwka, Seconded Cr MacWilliam, that Council, pursuant to Clause 4.7.7.2 of Local Planning Scheme No. 10, makes a Tree Preservation Order for the Jacaranda tree (*Jacaranda mimosifolia*) located at 5 (Lot 119) Harcourt Street, Bassendean.

**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION 6/0**

<b>12.5 Proposed Tree Preservation Order - 75 (Lot 21) Kenny Street, Bassendean</b>	
<b>Property Address</b>	75 (Lot 21) Kenny Street, Bassendean
<b>Landowner/Applicant</b>	Milton and Christine Pogose
<b>File Reference</b>	TPO/2022/001
<b>Directorate</b>	Community Planning
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Quasi-Judicial</b> When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Arboricultural Report - 75 Kenny Street, Bassendean [12.5.1 - 13 pages]</li> <li>2. TPO Submission - 79 Kenny Street, Bassendean [12.5.2 - 2 pages]</li> <li>3. Photograph of the Tree - 75 Kenny Street, Bassendean [12.5.3 - 1 page]</li> </ol>

**Purpose**

The purpose of this report was for Council to consider making a Tree Preservation Order (TPO) for a Jacaranda tree (*Jacaranda mimosifolia*) located at 75 (Lot 21) Kenny Street, Bassendean.

**Officer Recommendation – Item 12.5**

That Council does not make a Tree Preservation Order pursuant to Clause 4.7.7.2 of Local Planning Scheme No. 10 for the Jacaranda tree (*Jacaranda mimosifolia*) located at 75 (Lot 21) Kenny Street, Bassendean.

*Cr McLennan moved an alternative motion as follows:*

**Council Resolution – Item 12.5**

**OCM - 8/3/23**

MOVED Cr McLennan, Seconded Cr Poliwka, that Council makes a Tree Preservation Order pursuant to Clause 4.7.7.2 of Local Planning Scheme No. 10 for the Jacaranda tree (*Jacaranda mimosifolia*) located at 75 (Lot 21) Kenny Street, Bassendean.

**CARRIED UNANIMOUSLY 6/0**

<b>12.6 BIC Reserve Masterplan</b>	
<b>Property Address</b>	Cnr Wilson Street and Guildford Road (Reserve 21150)
<b>Landowner/Applicant</b>	State of WA and Town of Bassendean
<b>File Reference</b>	PARE/MAINT/7
<b>Directorate</b>	Community Planning
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	1. BIC 2023 March Final [ <b>12.6.1</b> - 1 page]

**Purpose**

The purpose of this report was for Council to consider adopting the draft Bassendean Improvement Committee (BIC) Reserve Masterplan.

**Officer Recommendation – Item 12.6**

That Council, pursuant to its resolution made on 27 April 2021, endorses the BIC Reserve Masterplan.

*Cr Poliwka proposed the following alternative motion. Cr McLennan supported the motion with the wording “explores the expansion” being added to Point 3, as shown in bold below:*

**Council Resoution – Item 12.6**  
**OCM - 9/3/23**

MOVED Cr Poliwka, Seconded Cr McLennan that Council:

1. Does not endorse the BIC Reserve Masterplan as attached to March OCM Agenda 2023;
2. Requests the CEO to facilitate further discussion of a BIC Masterplan together with the Land Asset Strategy at a future Concept Workshop; and
3. Requests the CEO to ensure that the Bassendean Town Centre Precinct Structure Plan incorporates key elements that protects, enhances and **explores the expansion** of public realm open spaces, reserves and parks, in part, via provision of detailed landscaping and street design plans.

**CARRIED 6/0**

*Reasons:*

*The identified highest priority articulated by our community during multiple engagements, including the BassenDream project, has been retention and enhancement of green spaces and a desire for increased tree canopy. To realise the aspirations of our community requires a commitment from Council to follow through with projects that deliver the desired outcomes.*

*The BIC Reserve has historical significance and is highly valued by our community. With a considered approach it has the potential to be reinstated as the beating heart of our Town Centre that it once was decades ago. Identified by former insightful Road Board Members as a place for generations of community to gather, relax and connect, the importance of this area to the Town Centre cannot be overstated.*

<b>12.7 Draft Public Health Plan - Final Adoption</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	PUBH/SVPROVN/3
<b>Department</b>	Community Planning
<b>Previous Reports</b>	25 October 2022 (12.5)
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Schedule of Submissions [12.7.1 - 15 pages]</li> <li>2. Draft Public Health Plan 2023 - March (Final tracked changes) [12.7.2 - 62 pages]</li> <li>3. Draft Public Health Plan 2023 - March Final [12.7.3 - 59 pages]</li> </ol>

## Purpose

The purpose of this report was for Council to consider the draft Public Health Plan (PHP) for final adoption and to revoke Council Policies relating to Active Ageing and Disability Access and Inclusion.

### **Officer Recommendation – Item 12.7**

That Council:

1. Adopts the draft Public Health Plan;
2. Revokes Council Policy – Active Ageing; and
3. Revokes Council Policy - Disability Access and Inclusion.

*Cr Hamilton proposed the following alternative motion:*

### **Council Resolution – Item 12.7**

#### **OCM- 10/3/23**

MOVED Cr Hamilton, Seconded Cr Ames, that Council adopts the draft Public Health Plan subject to:

- a) the deletion of the following clauses from the Action Plan (section 9) and references in the Public Health Plan document:
  - 9.1.4 (NP) Provide regular ‘physical activity’ information to local schools;
  - 9.1.7 (NP) Explore opportunities for residents to understand Genetic Genealogy;
  - 9.1.12 (NP) Review data on alcohol and drug related harm;
  - 9.2.4 (E) Implement public art projects using developer contributions;
  - 9.2.14 (NP) Promote opportunities for older residents to remain living independently at home;
  - 9.3.6 (NP) Introduce workshops addressing living with and preventing chronic disease;
  - 9.4.13 (NP) Promote initiatives and campaigns to reduce injury and falls prevention.
- b) amending the following clauses from the Action Plan (section 9)
  - 9.1.1 Continue to deliver the RELax programme and investigate opportunities to provide for increased physical activity. Add a sentence: “Provide a review analysis of the Relax program within 12 months”.
  - 9.1.6 Promote and deliver local nutrition and healthy eating



- programs: *“Remove the budget allocation for the current 2022/23 financial year. Delete word “Explore”.*
- 9.2.2 Continue to provide information to facilitate historical guided and self guided tours. Add the following sentence; *“and pursue grant funding to facilitate a bike tour during WA Bike Week.”*
- 9.3.1 Promote programs to increase physical activity in children/teenagers via organisations/clubs; *“Remove the budget allocation for the current 2022/23 financial year”.*
- 9.3.9 Collaborate with key stakeholders such as Headspace and Helping Minds – *“Remove the budget allocation for the current 2022/23 financial year”.* Delete the words *“and schools”* at end of text;
- 9.4.15 Provision of outdoor exercise equipment: *Reduce proposed financial allocation by 50%;*
- 9.5.1 Amend text as follows - Promote the food safety training *“at cost recovery of fees incurred by the Town,”* for local food businesses to enhance skills and knowledge in food safety. Reduce the financial allocation by one third;
- 9.5.5. Implement and manage their Town’s Mosquito Monitoring and Control Program: Add the following text - *“Liaise with State Government agencies for the provision of funding to cover the cost of Mosquito Control programs on State controlled land”;* and
2. Requests the CEO to review the Public Health Plan’s effectiveness and expenditure over the first year, and thereafter to provide a report to Council outlining recommendations.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

Reasons:

*As a small Local Government we should prioritise the allocation of limited resources to provide the greatest overall return for ratepayers.*

*Although it would be a wonderful accomplishment to provide all the programs and services listed in this Draft Public Health Plan, we must also be realistic as to what can or cannot be achieved at the expense of other projects within the district.*

*Certainly the renewal of infrastructure, particularly within sporting complexes together with park and reserve upgrades will provide a direct benefit to our community with undeniable long term improved health outcomes for a maximum number of our community members.*

*At this time prioritising renewal of aged assets should be the focus of this Council rather than the many individual actions/projects listed in the PHP draft that collectively add up to a sizeable financial commitment over the coming 4 years. A review of the PHP over the first year will enable assessment of the efficiency of targeted programs.*

<b>12.8 Contract Variation - RFT 02/2019 Provision of Cleaning Services for Council Facilities</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	COUP/TENDNG/77
<b>Directorate</b>	Corporate Services
<b>Previous Reports</b>	OCM 17 December 2019
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	1. RFT 02 2019 - Price Variation Request - Intelife [12.8.1 - 1 page]

### Purpose

The purpose of this report was for Council to consider a price variation to contract 02/2019 Provision of Cleaning Services for Council facilities.

### **Council Resolution/Officer Recommendation – Item 12.8** **OCM- 11/3/23**

MOVED Cr McLennan, Seconded Cr Wilding, that Council approves a variation to contract 02/2019 Provision of Cleaning Services for Council Facilities, to provide for a 6% price increase, effective 1 July 2022.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

<b>12.9 Fuel Efficiency Standards Joint Advocacy Statement</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	EVM/PROGM/11
<b>Directorate</b>	Sustainability and Environment
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	Advocacy When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<b>Attachments</b>	1. Fuel Efficiency Standards Joint Statement [12.9.1 - 1 page]

## Purpose

The purpose of this report was for Council to consider supporting a joint advocacy statement convened by the Cities Power Partnership.

### **Council Resolution/Officer Recommendation – Item 12.9**

#### **OCM – 12/3/23**

MOVED Cr Poliwka, Seconded Cr MacWilliam, that Council supports the Cities Power Partnership Fuel Efficiency Standards Joint Advocacy Statement, as attached to the Ordinary Council Agenda of 28 March 2023.

**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION 6/0**

<b>12.10 Local Government Elections October 2023 - Appointment of Electoral Commissioner</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	GOVN/ELECT/2
<b>Directorate</b>	Office of the CEO
<b>Previous Reports</b>	May 2021
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>Letter Election Transition Arrangements Sep 2022 [12.10.1 - 2 pages]</li> <li>Memo to Local Government CEO's [12.10.2 - 2 pages]</li> </ol>

## Purpose

The purpose of this report was for Council to consider declaring the Western Australian Electoral Commissioner (WAEC) be responsible for the Town of Bassendean Local Government election to be held on 21 October 2023, and for the election to be conducted as a postal election.

### **Council Resolution/Officer Recommendation – Item 12.10**

#### **OCM 13/3/23**

MOVED Cr Wilding, Seconded Cr McLennan, that Council:

- In accordance with Section 4.20(4) of the *Local Government Act 1995*, declares that the Western Australian Electoral Commissioner be responsible for the conduct of the 2023 ordinary election; and

2. In accordance with Section 4.61(2) of the *Local Government Act 1995*, declares that the method of conducting the election will be as a postal election.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

<b>12.11 2023 Community Awards</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	COMR/AWADP/2
<b>Directorate</b>	Community Planning
<b>Previous Reports</b>	22 March 2022
<b>Authority/Discretion</b>	Executive
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL - Community Awards Nominations - Confidential [12.11.1 - 17 pages]</li> <li>2. CONFIDENTIAL - Award Recipients [12.11.2 - 1 page]</li> </ol>

*This item was discussed later in the meeting under Item 12.0 – Confidential Business.*

<b>12.12 Bassendean Local Emergency Management Committee Meeting held on 1 March 2023</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	GOVN/CCLMEET/12
<b>Directorate</b>	Community Planning
<b>Previous Reports</b>	Nil.
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. DFES DA Report 1 March 2023 [12.12.1 - 4 pages]</li> <li>2. BLEMC Minutes 1 March 2023 [12.12.2 - 6 pages]</li> </ol>

### **Purpose**

The purpose of this report was for Council to receive the minutes of the Bassendean Local Emergency Management Committee (BLEMC) Meeting held on 1 March 2023.

**Council Resolution/Officer Recommendation – Item 12.12**  
**OCM-14/3/23**

That Council receives the report of the Bassendean Local Emergency Management Committee meeting held on 1 March 2023.

**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION 6/0**

<b>12.13 Arts, Culture and Events Committee Meeting of 7 March 2023</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	GOVN/CCLMEET/.41
<b>Directorate</b>	Community Planning
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Arts Culture and Events Committee Minutes 7 March 2023 [<b>12.13.1</b> - 9 pages]</li> <li>2. Draft ACE Strategy - Final Version [<b>12.13.2</b> - 16 pages]</li> <li>3. Art Collection Review [<b>12.13.3</b> - 6 pages]</li> </ol>

**Purpose**

The purpose of this report was for Council to receive the minutes of the meeting of the Arts, Culture and Events (ACE) Committee held on 7 March 2023.

*Cr MacWilliam moved an amendment to the Committee Recommendation as shown in bold below:*

**Council Resolution/Committee Recommendation – Item 12.13**  
**OCM-15/3/23**

MOVED Cr MacWilliam, Seconded Cr Ames that Council:

1. Receives the minutes of the meeting of the Arts, Culture and Events Committee held on 7 March 2023.
2. Adopts the draft Arts, Culture and Events Strategy, subject to it being amended as follows:
  - Action 5.1.2 Outcome being modified to ‘Support an art exhibition to showcase and celebrate local artists;

- Delete Action 5.1.3 – Bassendean Gallery Mural as this project is completed;
  - Deletion Action 8.1.8 – Bassendean Green Trail as this project is completed;
  - Delete the word ‘public’ in action 5.1.9;
  - Insert new Action 5.1.1 – Coordinate regular arts and crafts workshops and associated details;
  - Modify the Outcome for Action 5.2.5 to promote the Bassendean Local Studies Collection independent of Ancestry.com;
  - Modify Action 5.2.8 to remove reference to the Community Awards Policy;
  - Insert new Action 5.2.9 – Coordinate regular historical and cultural workshops within the Town and associated details;
  - Insert new Action 5.2.10 – Delivery Community Awards and associated details;
  - Insert Sustainability and Environment as the lead/responsibility in Action 5.3.7 and include the timeframe over all financial years’;
  - Modify Action 5.3.5 to replace Australia Day with ‘Birak’
  - Modify Action 5.3.6 to insert the words ‘in association with other events where possible’;
  - Modify Action 5.3.8 – Telethon Community Cinemas timeframe until 2023-24 only; and
  - Insert new Action 5.3.18 – Regular series of local-scale live music events across the Town of Bassendean and associated detail;
3. Supports the one-year extension to the licence agreement for the staging of the Telethon Community Cinemas for 2023/24 budget process;
  4. Authorises the disposal of artworks as detailed in the attachment in accordance with Council Policy 4.2 - Art Acquisition, Management and Decommissioning;
  5. Notes that the Town will dispose of the building in accordance with Administrative Policy – Disposal of Surplus Property under \$20,000;
  6. Notes that the Town will write to landowners on Old Perth Road, Bassendean, seeking expressions of interest for the use of tenancies for artists in residence;
  7. Notes that further subscription to the Garage Sale Trail is not proposed beyond the 2022/23 financial year, and that the Town will continue to promote the Garage Sale Trail via the Town’s communication channels;
  8. Notes that the Town will engage with Swan Districts Football Club to facilitate a joint NAIDOC week event in July 2023;
  9. Following agreement with Swan Districts Football Club to facilitate a joint NAIDOC week event in July 2023, notes that the Town will:

- (i) promote the event via the Town's media channels; and
- (ii) ensure the Town is acknowledged as a co-sponsor of the event on related promotional material;

**10. Notes the request from SDFC to engage with the Town to facilitate a joint Pride event during the 2023 football season in August 2023, and requests the Town's Administration to advance those discussions to potentially support that event where the Town will:**

- (i) contribution to the event financially and/or in-kind;**
- (ii) promote the event via the Town's media channels; and**
- (ii) ensure the Town is acknowledged as a co-sponsor of the event on related promotional material; and**

**11. Allocates up to a maximum of \$12,000 from the Events and Culture Reserve (formerly the Bus Shelter Reserve) towards the purposes outlined in dot-points 9 and 10 in the 2023/24 annual budget.**

CARRIED UNANIMOUSLY 6/0

*Reasons:*

*Co-partnering with groups and clubs already producing viable and inclusive events that engage our community and attract visitors to our Town is a clever use of limited resources. Collectively we can deliver so much more in these type of partnerships.*

<b>12.14 Audit and Governance Committee Meeting of 8 March 2023</b>	
<b>Property Address</b>	NA
<b>Landowner/Applicant</b>	NA
<b>File Reference</b>	GOVN/CCLMEET/18
<b>Directorate</b>	Corporate Services
<b>Previous Reports</b>	
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Audit and Governance Committee Minutes of 8 March 2023 [12.14.1 - 21 pages]</li> <li>2. Compliance Audit Return 2022 [12.14.2 - 11 pages]</li> <li>3. CONFIDENTIAL - Internal Audit - Records Management Report - FINAL Report [12.14.3 - 27 pages]</li> <li>4. CONFIDENTIAL - Internal Audit - Library Services - FINAL report [12.14.4 - 27 pages]</li> <li>5. CONFIDENTIAL - Top 10 Outstanding Rates Balances [12.14.5 - 1 page]</li> <li>6. CONFIDENTIAL - Audit Risk Register - Mar 2023 [12.14.6 - 8 pages]</li> </ol>

## Purpose

The purpose of this report is for Council to receive the report on the meeting of the Audit and Governance Committee held on 8 March 2023.

### **Council Resolution/Officer Recommendation – Item 12.14** **OCM-16/3/23**

MOVED Cr Poliwka, Seconded Cr MacWilliam, that Council:

1. Adopts the Local Government 2022 Compliance Audit Return for the Town of Bassendean for the period 1 January 2022 to 31 December 2022, as attached to this report;
2. Receives the Records Management Internal Audit Report and notes the findings and recommendations, and the management action to be taken to address the identified risks;
3. Receives the Library Services Internal Audit Report and notes the findings and recommendations, and the management action to be taken to address the identified risks;
4. Receives the Audit Risk Register and notes the action taken or proposed to be taken, to address the identified risks;
5. Authorises the Town to take possession of the land the subject of assessment number A42864 and sell the land, pursuant to section 6.64 of the Local Government Act 1995; and 2; and
6. Authorises the Town to take possession of the land the subject of assessment number A63075 and sell the land, pursuant to section 6.64 of the Local Government Act 1995.

**CARRIED BY AN ABSOLUTE MAJORITY 6/0**

<b>12.15 Accounts Paid - February 2023</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	FINM/CREDTS/4
<b>Department</b>	Corporate Services
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Legislative</b> Includes adopting local laws, town planning schemes & policies.



<b>Attachments</b>	1. February 2023 Consolidated Payments Report [12.15.1 - 13 pages]
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### Purpose

The purpose of this report was for Council to receive the list of payments for February 2023.

### **Council Resolution/Officer Recommendation – Item 12.15** **OCM- 17/3/23**

MOVED Cr Poliwka, Seconded Cr MacWilliam, that Council receives the list of payments for February 2023.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION 6/0

<b>12.16 Monthly Financial Report – February 2023</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	FINM/AUD/1
<b>Department</b>	Corporate Services
<b>Previous Reports</b>	N/A
<b>Authority/Discretion</b>	<b>Review</b> When the Council operates as a review authority on decisions made by Officers for appeal purposes.
<b>Attachments</b>	1. Financial Activity Statement as at 28 February 2023 [12.16.1 - 12 pages]

### Purpose

The purpose of this report was for Council to receive the Monthly Financial Report for February 2023 which incorporates the Statement of Financial Activity.

### **Council Resolution/Officer Recommendation – Item 12.16** **OCM-18/3/23**

MOVED Cr Poliwka, Seconded Cr MacWilliam, that Council:

1. Receives the Monthly Financial Reports for the period ending February 2023, which incorporates the Statement of Financial Activity for the periods to February 2023;
2. Notes the Explanation of Material Variances in the Statement of Financial Activity; and

3. Approves the budget re-allocation from 1AP2314 to MP0040 of \$48,500 for the temporary pump and tank fittings at Ashfield Reserve.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

<b>12.17 Use of Common Seal</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	INFM/INTPROP/1
<b>Department</b>	Office of the CEO
<b>Previous Reports</b>	Not applicable
<b>Authority/Discretion</b>	<b>Executive</b> The substantial direction setting and oversight role of the Council.
<b>Attachments</b>	Nil

### **Purpose**

The purpose of this report was for Council to note that the Common Seal was not affixed to any documents during the reporting period.

### **Council Resolution/Officer Recommendation – Item 12.17** **OCM-19/3/23**

That Council notes there were no items requiring affixing of the Common Seal during the reporting period.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION 6/0

### **13 Motions of which Previous Notice has been given**

Nil.

### **14 Announcements of Notices of Motion for the next meeting**

Nil.

## 15 Urgent Business

### 15.1 Request for a Special Meeting of Electors and Petition – Volunteer Transport

#### **Council Resolution – Item 15.1** **OCM-20/3/23**

MOVED Cr Ames, Seconded Cr Wilding that the request for a Special Meeting of Electors, containing 391 signatures, and the Petition, containing 376 signatures, be received.

CARRIED UNANIMOUSLY 6/0

## 16 Confidential Business

#### **Council Resolution – Item 12.11(a)** **OCM-21/3/23**

MOVED Cr Wilding, Seconded Cr Ames, that that the meeting go behind closed doors, in accordance with Section 5.23 of the Local Government Act 1995, the time being 8.03pm.

<b>12.11 2023 Community Awards</b>	
<b>Property Address</b>	N/A
<b>Landowner/Applicant</b>	N/A
<b>File Reference</b>	COMR/AWADP/2
<b>Directorate</b>	Community Planning
<b>Previous Reports</b>	22 March 2022
<b>Authority/Discretion</b>	Executive
<b>Attachments</b>	3. CONFIDENTIAL - Community Awards Nominations - Confidential [12.11.1 - 17 pages] 4. CONFIDENTIAL - Award Recipients [12.11.2 - 1 page]

CARRIED UNANIMOUSLY 6/0

### **Purpose**

The purpose of this report was for Council to determine the recipients of the 2023 Town of Bassendean Community Awards.

**Council Resolution/Officer Recommendation – Item 12.11**  
**OCM-22/3/23**

MOVED Cr Ames, Seconded Cr Poliwka, that Council:

1. Notes the nominations for the Community Awards;
2. Approves the granting of the Community Awards listed in the Confidential Attachment to this report; and
3. Notes that the details of the award recipients will be embargoed until the awards are issued on Saturday 20 May 2023.

**CARRIED UNANIMOUSLY 6/0**

**Council Resolution – Item 16.0(b)**  
**OCM-23/3/23**

MOVED Cr McLennan, Seconded Cr Wilding, that the meeting come from behind closed doors, the time being 8.09pm.

**CARRIED UNANIMOUSLY 6/0**

**17 Closure**

The next Briefing Session will be held on Tuesday ,18 April 2023 commencing at 6pm.

The next Ordinary Council meeting will be held on Wednesday, 26 April 2023 commencing at 6pm.

There being no further business, the meeting closed at 8.10pm.