

**TOWN OF BASSENDEAN
AGENDA
ORDINARY COUNCIL MEETING
27 JUNE 2017**

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TOWN OF BASSENDEAN

NOTICE OF ORDINARY COUNCIL MEETING

Dear Council Members

An Ordinary Meeting of the Council of the Town of Bassendean will be held on Tuesday, 27 June 2017 in the Council Chamber, 48 Old Perth Road, Bassendean, commencing at 7.00pm.



BOB JARVIS
CHIEF EXECUTIVE OFFICER

22 June 2017

AGENDA

Councillors, please note that the Briefing Session is open to the public and will commence at 5.00pm. A meal for Councillors and Officers will be provided at 6.00pm; and the Ordinary Council meeting will commence at 7.00pm.

Cr Gangell will be the facilitator for the Briefing Session.

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Acknowledgement of Traditional Owners

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

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

Sports Achievement Awards

The Mayor will present the Awards to successful recipients.

2.0 PUBLIC QUESTION TIME & ADDRESS BY MEMBERS OF THE PUBLIC

2.1 Questions Taken on Notice

Mrs Jane Bremmer

At the 23 May 2017, Ordinary Council Meeting, Mrs Jane Bremmer raised a question during Public Question Time concerning the intended use of Turfmaster in the future.

The following response has been provided by the Director Operational Services to Mrs Bremmer:

"In accordance with contract RFQ CO 275 14-15 Provision of Chemical Spraying, Council previously appointed Turfmaster to treat footpaths and kerb lines etc. However, in April 2016 Council (OCM 12/04/16) resolved to suspend the use of Glyphosate herbicides on hard surfaces, and at the May 2017 Ordinary Council Meeting, Council (OCM – 8/05/17) resolved in part, to uphold the suspension of the use of glyphosate on hard surfaces in the urban environment.

As a result, Council Officers wrote to Turfmaster on 9 June 2017, advising them of the resolution to uphold the suspension of use of glyphosate to treat weeds that emerged from footpaths and kerb lines.

I trust this information with response to your questions, will be of assistance to you."

Mr Don Yates

At the 23 May 2017, Ordinary Council Meeting, Mr Don Yates raised the questions during Public Question Time and the CEO has provided the following response:

"I refer to the unconfirmed minutes of the Ordinary Council Meeting of the 23 May 2017 which provide the summary of the questions you asked at that meeting and that a response would be provided to you, as follows:

You referred to the Strategic Community Plan and asked if the Council is being open and inclusive by refusing to allow a powerpoint presentation.

A: This was the ruling of the Presiding Officer

You asked if after tonight's meeting will it be possible for the public to ask questions at an Audit and Risk Management Committee meeting.

A: This question has been asked of staff on a number of occasions and you have received written replies on each occasion.

You asked if the Town will examine the cost saving benefits of a GPS managed car fleet.

A: The Town leases its vehicles and does not intend to pay for the installation of GPS on those vehicles. You will be aware that Council has already resolved not to install GPS systems in its vehicles. A portable GPS and duress alarm system is being supplied to Rangers for safety purposes.

You asked if the report on the Tonkin Cell has been completed.

A: The report on the Tonkin Park Containment Cell has not been completed as yet. It has been established that the owners of the land are in the early process of investigating the feasibility of removing the containment cell to return the 4.5 hectare parcel of land to Commercial and Industrial use. The Town's officers still need to examine the results of the groundwater monitoring for the site."

2.2 Public Question Time

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

2.3 Address by Members of the Public

Members of the public who wish to do so may address Council at this point in the agenda.

It should be noted that Public Statements are not recorded in the minutes. Statements raised by members of the public must be regarding items on the agenda.

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Apologies

Cr Renee McLennan, Leave of Absence

4.0 DEPUTATIONS

5.0 CONFIRMATION OF MINUTES

5.1 Ordinary Council Meeting held on 23 May 2017
(Attachment No. 1)

OFFICER RECOMMENDATION – ITEM 5.1(a)

That the minutes of the Ordinary Council meeting held on 23 May 2017, be received.

OFFICER RECOMMENDATION – ITEM 5.1(b)

That the minutes of the Ordinary Council meeting held 23 May 2017, be confirmed as a true record.

6.0 ANNOUNCEMENT BY THE PRESIDING PERSON WITHOUT DISCUSSION

7.0 PETITIONS

8.0 DECLARATIONS OF INTEREST

9.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

10.0 **REPORTS**

10.1 **Adoption of Recommendations En Bloc**

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

Standing Orders Local Law 2011, Clause 5.4 states:

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

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

OFFICER RECOMMENDATION – ITEM 10.1

That Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Agenda of 27 June 2017:

Item	Report
10.2	Request to Name Right of Way No. 14 bounded by Guildford Road, Geraldine Street, Shackleton Street and Cyril Street, Bassendean
10.3	Proposed Amendment No. 17 to Town Planning Scheme No. 4A
10.4	Proposed Amendment No. 9 to Local Planning Scheme No. 10
10.5	Review of Works Approval by the Minister for Environment and Air monitoring of Proposed Concrete Batching Plant - Lot 105; 2 Clune Street, Bassendean
10.6	Third Party Appeal Rights in Planning – WALGA Discussion Paper
10.10	Bassendean Child Health Clinic
10.13	Bassendean Youth Advisory Council Meetings - September 2016 to April 2017
10.14	Municipal Heritage Inventory Review Committee Meeting held on 6 June 2107
10.15	Bassendean Local Emergency Management Committee Meeting held on 7 June 2017
10.17	Liveable Town Advisory Committee (LTAC) 13 June 2017
10.18	Determinations Made by the Principal Building Surveyor
10.19	Determinations Made by Development Services
10.20	Use of the Common Seal
10.21	Calendar for July 2017
10.22	Implementation of Council Resolutions
10.23	Accounts for Payment - May 2017

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

Item	Report
10.7	Review of Leadership and Governance Policies
10.8	RFT CO 063 2016-17 Supply, Preparation and Installation of Turf and Turf Renovation Services
10.9	RFT CO 062 2016-17 Provision of Brick Paving Services (Minor Works) for the Town of Bassendean
10.11	Variation to the Leasehold Area - Bassendean Men's Shed Association
10.12	Conducting the 2017 Council Elections by Postal Vote
10.16	Audit & Risk Management Committee Meeting held on 7 June 2017
10.24	Financial Statements – May 2017
11.1	Notice of Motion – Cr Pule: Recycle and produce food locally, Project Life Cykel
11.2	Notice of Motion – Cr Pule: Town of Bassendean Gets on board the War on Waste
11.3	Notice of Motion – Cr Brown: Intersection roundabouts and effective chicanes into which suitable large trees can be planted
11.4	Notice of Motion – Cr Brown: Spraying of Glyphosate on hard surfaces within the Town's boundaries
11.5	Notice of Motion – Cr Bridges: Motorist, Pedestrian and Cyclist Safety on Guildford Road

10.2 Request to Name Right of Way No. 14 bounded by Guildford Road, Geraldine Street, Shackleton Street and Cyril Street, Bassendean - Applicant: Jamie Strain and Toni Jackson - 131 Guildford Road, Bassendean (Ref: ROAD/STMNGT/4 - Brian Reed, Manager Development Services)

APPLICATION

The purpose of this report is for Council to consider a request to officially name the above right of way.

ATTACHMENTS

Attachment No. 2:

Town of Bassendean Nomenclature Register

BACKGROUND

Correspondence has been received from the owners of 131 Guildford Road Bassendean requesting Council to officially name the above right of way which is located in the street block bounded by Guildford Road, Geraldine Street, Shackleton Street and Cyril Street, as shown in the image below:



The owners make the point that the only vehicle access to their property is via the rear right of way laneway between Shackleton Street and Geraldine Street. This is the situation for all residents from house numbers 105 to 133 Guildford Road.

As there is no driveway or parking available on Guildford Road, the laneway essentially functions as the front entrance and all visitors, tradesmen, couriers, taxi and emergency services are directed to this back entrance.

The point is also made that the applicant, since 2008, has had difficulties with couriers, tradesmen and emergency services finding the address, as the address is duplicated in other nearby suburbs.

To resolve this, it is requested that the Town of Bassendean name the laneway to enable a change of address for better property identification and assist emergency and other services to locate the property.

The applicants have no preference for a specific name and understand that the Town of Bassendean maintains a nomenclature register that a suitable short name could be selected from at the Town's discretion.

COMMUNICATION & ENGAGEMENT

Landgate has advised its support for the naming of the ROW with a private road name. The naming does not change the status of the ROW, but it assists with the identification of the properties adjacent and will become known by emergency services.

The suggested street names have been tested through the Landgate online check, which came through saying the 'availability' of the name has 'passed preliminary validation'.

STRATEGIC IMPLICATIONS

Nil

COMMENT

Potential names for the right of way have been discussed with the Town's Local Studies Librarian, Janet Megarrity, who has suggested 'McKinlay' or 'Swinbourn'

McKinlay has been suggested for both Mary and James McKinlay, who are already on the Nomenclature Register, a husband and wife who lived on North Road, and who contributed significantly to the district (associated with the RSL) and who were both highly decorated. James was the district's most decorated soldier and his wife was State President of the Women's Auxiliary RSL for over a decade.

Swinbourn has been suggested for James Henshaw Swinbourn, who was the Secretary of the West Guildford Road Board from 1906-1910. There is also an entry for James Henshaw Swinbourn in the Nomenclature Register. It was known until recently that his fourth generation descendants still lived in the Town of Bassendean, however, it is not certain if they still do.

The road type "Lane" would meet Landgate's guidelines for naming streets.

Landgate prefer to have two potential street names to work with, in case the first preference is not suitable.

It is open to Council to select another name for the right of way, ideally from the Nomenclature Register, or not support the naming of the right of way.

STATUTORY REQUIREMENTS

In Western Australia the practice of officially naming features, localities and roads is covered under Section 26A of the Land Administration Act 1997

FINANCIAL CONSIDERATIONS

Nil to Council

OFFICER RECOMMENDATION — ITEM 10.2

That consultation be carried out by letter with the owners and occupiers of 105- 133 Guildford Road, Bassendean, to gauge the level of support for naming the right of way No. 14, bounded by Guildford Road, Geraldine Street, Shackleton Street and Cyril Street, to 'McKinlay Lane' as first preference and 'Swinbourn Lane' as second preference, and the results of this consultation be brought back to Council to allow a recommendation to be made to Landgate.

Voting requirements: Simple Majority

10.3 Proposed Amendment No. 17 to Town Planning Scheme No. 4A (Ref: DABC/BDVAPPS/TPS4A - 17- Brian Reed, Manager Development Services)

APPLICATION

The purpose of this report is for Council to make a recommendation to the Minister for Planning with a view to finalising the above amendment.

ATTACHMENTS

Attachment No. 3:

Schedule of Submissions – Amendment 17

BACKGROUND

This matter was last considered by Council at its meeting held in January this year when it was resolved by virtue of OCM – 9/01/17 to advertise the proposal to initiate Amendment No 17 to the Town Planning Scheme No. 4A.

Details of Council's resolutions are reproduced below:

1. The Bassendean Town Council under and by virtue of the power conferred upon it in that behalf by the Planning and Development Act, 2005, hereby amends the above Town Planning Scheme by:
 - a) Amending the Scheme Map as follows:
 - i) Removing the “new roads and footways” annotation from the unconstructed road reserve adjacent to Lot 821 Villiers Street West (adjacent to 1 Hardy Road).
 - ii) Removing the “new roads and footways” annotation from the unconstructed road reserve known as Lot 13656 Hatton Court.
 - iii) Deleting a portion of the Bridson Street road reserve intended to become a recreation reserve (Lot 354 on Plan 071636) from area ‘A’ and include the land within area ‘B’
 - iv) Deleting Lots 162 and 163 Anstey Road from area ‘C’ and include the land within area ‘B’.

- v) Deleting a portion of Lot 271 Hamilton Street from area 'C' and include the land within area 'B'.
- b) Amending the Scheme Text as follows:
 - i) by deleting Clause 30 under the heading of Scheme Timetable of the Scheme and substituting the following:

"30. The Council wishes to actively pursue the completion of the Scheme. To this end it has set a goal of completing the compulsory acquisition of properties in Area B within three years from the date of gazettal of the Scheme Amendment inserting this clause. The remaining properties to be acquired under Area B are as follows:

 - (a) Lot 211 Carnegie Street
 - (b) Pt Lot 206 Hyland Street
 - (c) Pt Lot 130 Anstey Road
 - (d) Pt Lot 113 Harcourt Street".
- c) By deleting clause 31 of the Scheme and replacing it with the following:
 - i) "Other commitments of the Council within the time-frame referred to in clause 30 are the acquisition of a portion of part lots 127 Hatton Court and Lot 1003 Kenny Street, and construction of a footway".

COMMUNICATION & ENGAGEMENT

The Town was advised by correspondence dated 10 April 2017, from the Environmental Protection Authority, that the proposal did not warrant an advice or recommendation and the proposal is defined as an assessed scheme under the Environmental Protection Act 1986

The proposed amendment was advertised for the minimum 42 day period, commencing on 2 May 2017 with any submissions required by 13 June 2017.

The proposal was advertised by way of notices in the *Eastern Reporter* at the Town's Offices and Library and on the Town's website.

STRATEGIC IMPLICATIONS

The recently adopted Strategic Community Plan 2017 -2027, contains the following under the heading of Natural Environment:

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
2.3 Ensure the Town's open space is attractive and inviting.	2.3.1 Enhance and develop open spaces and natural areas to facilitate community use and connection.	Community/Stakeholder Satisfaction Survey (Open Space and use of Open Space) Increase in Public Open Space

The Corporate Business Plan 2016-2020 includes the outcome of winding up of the Town Planning Scheme 4A over a three year period.

COMMENT

This report should be read in conjunction with the report on Amendment No. 9 to the Local Planning Scheme No10: if Council makes changes to the recommendation in this report, corresponding changes will need to be made to that report.

In response to the public advertising of the proposed Scheme Amendment, five written objections have been received, which may be found in the attached schedule of submissions.

Each of the submissions object to the proposed reclassification of Lots 162 and 163 Anstey Road: one of those submissions supports the sale of Lots 160 and 161 Anstey Road, which is currently reserved for local open space and does not form part of the current amendment.

Two of the submissions object to the proposed reclassification of Lots 162 and 163 Anstey Road and Part Lot 271 Hamilton Street to open space.

Each of the objections is based on the fact that the lots were intended to be sold as housing lots to reduce the losses of the Town Planning Scheme No 4A. The point is also made that of the Scheme makes a loss, the debt will need to be paid by the ratepayers of the Town.

Council has initiated the proposed amendment in the knowledge that the proposed amendments are likely to result in the Town Planning Scheme No. 4A making a loss of approximately \$2,000,000 and as such, the recommendation below is to adopt the Scheme amendment without modification. If Council as a result of the submissions wishes to recommend to the Minister of Planning that the amendment be adopted with modifications, then the following resolution would be appropriate:

"That Council supports amendment No 17 Amendment to the Town Planning Scheme No. 4A with proposed modifications by deleting proposals iv and v to address issues raised in the submissions".

STATUTORY REQUIREMENTS

By virtue of Clause 50 of the *Planning and Development (Local Planning Schemes) Regulations 2105*, Council is required to consider any submissions and pass a resolution by 12 August 2016 to either:

- (a) to support the amendment without modification; or
- (b) to support the amendment with proposed modifications to address issues raised in the submissions; or
- (c) not to support the amendment.

FINANCIAL CONSIDERATIONS

As mentioned in the Manager Development Services' report to the January Council meeting, the proposed amendments to the Town Planning Scheme No. 4A will have a significant effect on the overall financial outcome of the Scheme.

The amount of saleable land at Lot 271 Hamilton Street, Bassendean, will reduce from 2,981m² to 415m². This results in a potential loss of \$1,969,500. However, this loss will be offset marginally by the reduction in the extent of filling and remediation of the land is projected to be reduced by \$6,000 to \$124,000.

In June 2016, the Town Planning Scheme No. 4A was projected to make a loss of \$732, once all the commitments to the Scheme were met. The Scheme is now projected to make a loss of approximately to \$2m.

The external costs of advertising the proposed amendment which was \$949.28 have been met from the Town Planning operating accounts.

OFFICER RECOMMENDATION — ITEM 10.3

That Council supports Amendment No. 17 to the Town Planning Scheme No. 4A without modification.

Voting requirements: Simple Majority

10.4 Proposed Amendment No. 9 to Local Planning Scheme No. 10 (Ref: DABC/BDVAPPS/LPS10.9 - Brian Reed, Manager Development Services)

APPLICATION

The purpose of this report is for Council to make a recommendation to the Minister for Planning with a view to finalising the above amendment.

ATTACHMENTS

Attachment No. 4:

Schedule of Submissions – Amendment No. 9

BACKGROUND

This matter was last considered by Council at its meeting held in January this year when it was resolved by virtue of OCM – 8/01/17 to advertise the proposal to initiate Amendment No 9 to the Local Planning Scheme No. 10.

Details of Council's resolutions are reproduced below:

1. The Town of Bassendean, by virtue of the powers conferred upon it in that behalf by the Planning and Development Act 2005, hereby amends the above Local Planning Scheme No. 10 by:
 - a. Rezoning Lots 14 and 15 Surrey Street, Bassendean from "Residential with a density code of R20" to "Parks and Recreation";
 - b. Zoning a portion of the Bridson Street road reserve intended to become a recreation reserve (Lot 354 on Plan 071636) "Parks and Recreation";
 - c. Zoning a portion of the Eighth Avenue and River Street road reserves intended to become a recreation reserve (Lot 500 on Plan 069914) to "Parks and Recreation" and Rezoning Reserve 43398, Anzac Terrace Bassendean from "Residential with a density code of R20" to "Parks and Recreation";
 - d. Rezoning Reserve 32920 Hamilton Street and the adjoining drainage reserves 178279, 29953, 29953 Reid Street from "Residential with a density code of R20" to "Parks and Recreation";

- e. Rezoning Reserve 47865 Watson Street from "Residential with a density code of R20" to "Parks and Recreation";
- f. Rezoning Lots 162 and 163 Anstey Road from "Residential with a density code of R25" to "Parks and Recreation";
- g. Rezoning Lots 4289, 4763, and 7102 forming Reserve 30297 Third Avenue Bassendean from "Residential with a split density code of R20/40" to "Parks and Recreation";
- h. Rezoning Lots 268 Prospector Loop, 293 Perway Lane, forming Reserve 49929 and Lot 280 Atlantic Bend, forming Reserve 49930 from "Residential with a split density code of R20/30/60" to "Parks and Recreation";
- i. Rezoning Lot 41 Guildford Road from "Residential with a density code of R20" to "Parks and Recreation";
- j. Rezoning Part Lot 271 Hamilton Street from "Residential with a density code of R20 and R25" to "Parks and Recreation";
- k. Rezoning Lot 20 Hanwell Way from "Parks and Recreation" to "Light Industry";
- l. Removing additional use No 12 from Schedule 2 additional uses of the Local Planning Scheme.(Hotel/Tavern Lot 3 Gallagher Street, Eden Hill);
- m. Deleting the numbers and words "1. Prior to the subdivision of the land, the existing single storey dwelling facing Nurstead Avenue shall be demolished; and 2. And replacing "all" with "All" from additional use No 3 in Schedule 2 additional uses of the Local Planning Scheme.(Lots 1,2,3,4,5 and 6 Earlsferry Court, Bassendean);
- n. Applying a residential zoning with a density code of R10 to the unzoned portion of Lot 6 Earlsferry Court, Bassendean; and
- o. Applying a residential zoning with a split density code of R20/40 to the unzoned portion of Lot 9 Water Road East, Bassendean.

COMMUNICATION & ENGAGEMENT

The Town was advised by correspondence dated 27 February 2017, from the Environmental Protection Authority, that the proposal did not warrant an advice or recommendation and the proposal is defined as an assessed scheme under the Environmental Protection Act 1986

The proposed amendment was advertised for the minimum 42 day period, commencing on 2 May 2017 with any submissions required by 13 June 2017.

The proposal was advertised by way of notices in the *Eastern Reporter* at the Town's Offices and Library and on the Town's website.

In addition to the above, letters were sent to the landowners, inviting comment for the following components of the amendment:

Proposal D - rezoning Reserve 32920 Hamilton Street and the adjoining drainage reserves 178279, 29953, 29953 Reid Street from "Residential with a density code of R20" to "Parks and Recreation";

Proposal K- rezoning Lot 20 Hanwell Way from "Parks and Recreation" to "Light Industry";

Proposal N - Applying a residential zoning with a density code of R10 to the unzoned portion of Lot 6 Earlsferry Court, Bassendean; and

Proposal O- applying a residential zoning with a spit density code of R20/40 to the unzoned portion of Lot 9 Water Road East, Bassendean.

STRATEGIC IMPLICATIONS

The recently adopted Strategic Community Plan 2017 -2027, contains the following under the heading of Natural Environment:

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
2.3 Ensure the Town's open space is attractive and inviting.	2.3.1 Enhance and develop open spaces and natural areas to facilitate community use and connection.	Community / Stakeholder Satisfaction Survey (Open Space and use of Open Space) Increase in Public Open Space

COMMENT

This report should be read in conjunction with the report on Amendment No. 17 to the Town Planning Scheme No. 4A: if Council makes changes to the recommendation in this report, corresponding changes will need to be made to that report.

In response to the public advertising of the proposed Scheme Amendment, six written objections have been received (see attached).

The first submission has been received from the Water Corporation and relates to the proposal to rezone the current drain to parks and recreation, as part of a wider proposal, including changing the zoning of Reserve 32920 Hamilton Street from "Residential with a density code of R20" to "Parks and Recreation, as indicated in the image below.



The Corporation advises that if the drain corridor must be rezoned, our preference is that it went to "Public Purposes - Drainage", as opposed to "Local Parks and Recreation".

The Public Purpose reservation better reflects the drains primary purpose and operational value. The submission also states that a Local "Public Purposes" reservation is also consistent with the drainage corridor south of Reid Street.

The Manager Development Services supports this particular submission, as the "Public Purposes – Drainage" reservation reflects the drain's purpose and operational value. If the land was to be reserved for Local Parks and Recreation, there would normally be an expectation that Council would purchase the land, in accordance with its reserved purpose.

The Manager Development Services has written again to the Water Corporation seeking its advice as to whether it will still be acceptable to convert the drain to a living stream, and has been advised that in principle, the Corporation would support conversion to a living stream subject to an approved detailed design addressing hydraulic and function issues related to that drain.

The remainder of the submissions are in essence the same as the submission lodged in respect of Amendment No 17 to the Town Planning Scheme No. 4A, and refer to the lots in Anstey Road being zoned for housing as opposed to being reserved for Local Parks and Recreation.

Each of the submissions object to the proposed reclassification of Lots 162 and 163 Anstey Road: one of the submissions supports the sale of Lots 160 and 161 Anstey Road, which is currently reserved for local open space and does not form part of the current amendment.

Two of the submissions object to the proposed reclassification of lots 162 and 163 Anstey Road and Part Lot 271 Hamilton Street to open space.

Each of the objections are based on that the lots were intended to be sold as housing lots to reduce the losses of the Town Planning Scheme No. 4A. The point is also made that of the Scheme makes a loss, the debt will need to be paid by the ratepayers of the Town.

Council has initiated the proposed amendment in the knowledge that the proposed amendments are likely to result in the Town Planning Scheme No. 4A making a loss of approximately \$2,000,000 and as such, the recommendation below is to adopt the Scheme amendment without modification.

If Council, as a result of the submissions wishes to recommend to the Minister of Planning that the amendment be adopted with further modifications, then the following resolution would be appropriate:

That Council supports amendment No 9 to the Local Planning Scheme No. 10 with proposed modifications by deleting:

- A) The proposal to rezone drainage reserves 178279, 29953, 29953 Reid Street from "Residential with a density code of R20" to "Parks and Recreation, and instead reserves those reserves for "Public Purposes – Drainage";
- B) Lots 162 and 163 Anstey Road from "Residential with a density code of R25" to "Parks and Recreation"; and
- C) The proposal to rezone Part Lot 271 Hamilton Street from "Residential with a density code of R20 and R25" to "Parks and Recreation"; to address issues raised in the submissions

STATUTORY REQUIREMENTS

By virtue of Clause 50 of the *Planning and Development (Local Planning Schemes) Regulations 2105*, Council is required to consider any submissions and pass a resolution by 12 August 2016 to either:

- (a) to support the amendment without modification; or
- (b) to support the amendment with proposed modifications to address issues raised in the submissions; or
- (c) not to support the amendment.

FINANCIAL CONSIDERATIONS

The external costs of advertising the proposed amendment which was \$1070.78 have been funded from the Town Planning operating accounts.

OFFICER RECOMMENDATION — ITEM 10.4

That Council supports amendment No 9 to the Local Planning Scheme No. 10 with proposed modifications by deleting the proposal to rezone drainage reserves 178279, 29953, 29953 Reid Street from "Residential with a density code of R20" to "Parks and Recreation, and instead reserves those reserves for "Public Purposes - Drainage" to address issues raised in the submissions.

Voting requirements: Simple Majority

10.5 Review of Works Approval by the Minister for Environment and Air monitoring of Proposed Concrete Batching Plant - Lot 105; 2 Clune Street, Bassendean (Ref: DABC/BDVAPPS 2015-246 Brian Reed, Manager Development Services)

APPLICATION

The purpose of this report is for Council:

To consider the response received from the Honourable Stephen Dawson MLC, Minister for Environment, in response to Council's request for him to review the works approval granted by the Department of Environment Regulation(DER) for the proposed concrete batching plant at Lot 105 No 2 Clune Street Bassendean; and

To consider whether Council wishes to proceed with the air monitoring of the concrete batching plant, having regard to the Minister's advice.

ATTACHMENTS

Attachment No. 5:

Letter from the Minister of Environment dated 12 June 2017 enclosing a copy of the works approval and the DER's decision report.

BACKGROUND

This matter was last considered by Council at its meeting held in March and April this year. At its meeting held in March 2017, Council resolved by virtue of OCM- 17/03/17, (in response a motion from the Special Meeting of Electors held on 13 March 2017), that a report be prepared on the cost and locations of monitoring equipment to enable the Town of Bassendean to measure the air quality in several locations, some within 500 metres of the site of the proposed Clune Street concrete batching plant, to establish air quality before the plant becomes operational and that:

1. These locations be regularly monitored to check for possible air quality contamination from the concrete batching plant; and
2. Are consistent with, and comparable to, the State Administrative Tribunal (SAT) conditional requirements.

At the April meeting, Council resolved (by virtue of OCM 22/04/17), that the Town of Bassendean writes to the State Premier and Minister for Environment seeking a review of the Works Approval issued by the Department of Environment Regulation for the proposed concrete batching plant at Lot 105 No. 2 Clune Street, Bassendean, on the grounds of community concerns and better environmental standards.

COMMUNICATION & ENGAGEMENT

In terms of the requested review of the works approval, letters were written to both the Premier and Minister for Environment. By letter dated 31 May 2017, the Premier advised that the Minister for Environment would respond, as the matter related to the environment portfolio.

An indicative quote has been sought from a firm of environmental consultants to establish the parameters and costs of the Town establishing air monitoring of the proposed concrete batching plant.

STRATEGIC IMPLICATIONS

Nil.

COMMENT

Response received from Minister for Environment

The Minister concluded by recognising the level of concern in the community around concrete batching plants. In this instance, in considering the works approval application by BGC (Australia) Pty Ltd, the Department did assess the risk associated with dust emissions, which he understood to be the principal concern of constituents, and found that the risk can be acceptably managed. In the circumstances, it would not be appropriate for him to intervene in DER's regulatory functions.

The Minister in arriving at his position made the following points:

1. The Minister is aware that concrete batching plants can be a source of significant public concern, due to the possibility of health and amenity impacts from dust and noise emissions if not properly managed. The Minister asked DER to provide him with an explanation of the decision-making that led to the grant of the works approval;

2. The Minister was advised by the DER that the proposed premises at Clune Street have been the subject of a risk-based assessment carried out by DER. The assessment included consideration of the risks associated with noise and dust emissions from the premises, and concluded that those emissions could be acceptably managed with design and operation requirements and given the location of the premises, within an industrial area, separated from residences by other industrial sites and a road and rail corridor. A copy of the works approval and DER's decision report has been included for the information of the Town;
3. The Minister also advised that the operator of the premises will be required to construct and operate the facility in accordance with the requirements of the works approval and the *Environmental Protection (Concrete Batching and Cement Product Manufacturing) Regulations 1998* (Concrete Batching Regulations). Those regulations contain a number of requirements for the control of dust emissions, including a requirement that the plant must be operated in such a way that no visible dust escapes from the premises; and
- 4 That DER will continue to monitor the premises to ensure compliance with the works approval and the Concrete Batching Regulations.

Proposed air monitoring

The costs of establishing an air monitoring regime in close proximity to the proposed concrete batching plant will depend on the method used, as described below.

Quarterly Spot Monitoring- Field work

This could be achieved by using quarterly spot monitoring by using hand held monitors both upwind of the proposed concrete batching plant at a cost of \$10,700 per annum.

This approach would not allow monitoring over a 24 hour period and would not allow comparisons to the national guideline.

Ongoing continuous monitoring.

This approach would allow continuous monitoring for a period of 12 months and would involve:

- The installation of two real time monitors;
- Fencing of the monitors; and
- Setting up remote telemetry, including exposure alarms if required.

Once installed, the monitors require minimal ongoing maintenance. The units will record PM10 levels continuously for the duration of the project, allowing the Town to gain a robust and complete data set. The units allow for connection via an internet website to download relevant data and access trends in ambient air quality. This information can be downloaded by the Town's Officers to allow for an in-house assessment.

Optional third unit

A third continuous monitoring unit could be installed in close proximity to residential properties at an additional cost of \$17,000.

Having regard to the fact that the Minister for Environment has given a commitment, the operator of the premises will be required to construct and operate the facility in accordance with the requirements of the works approval and the *Environmental Protection (Concrete Batching and Cement Product Manufacturing) Regulations 1998* (Concrete Batching Regulations), including a requirement that no visible dust escapes from the premises, and that the DER will monitor the premises to ensure compliance with the works approval and the Concrete Batching Regulations, it is recommended that the Town does not carry out independent air monitoring of the proposed concrete batching plant.

STATUTORY REQUIREMENTS

Nil.

FINANCIAL CONSIDERATIONS

The estimated cost of establishing air monitoring ranges from \$10,700 to \$48,500 per annum depending on the frequency of monitoring. The introduction of a third static monitoring station close to the residential areas would increase this cost by approximately \$17,000.

An amount of \$48,500 has been included within the 2017/18 draft Budget.

OFFICER RECOMMENDATION — ITEM 10.5

That Council:

1. Notes the response received from the Minister of Environment stating that the Department of Environment Regulation (DER) did assess the risk associated with dust emissions, and found that the risk can be acceptably managed, and therefore it would not be appropriate for him to intervene in DER's regulatory functions; and
2. Does not proceed with independent air monitoring of the proposed concrete batching plant at Lot 105; No. 2 Clune Street, Bassendean, as conditions have been placed on the works approval issued by the DER that prevent the escape of visible dust from the premises, and that the DER will continue to monitor the premises to ensure compliance with the works approval and the Concrete Batching Regulations.

Voting requirements: Simple Majority

10.6 Third Party Appeal Rights in Planning – WALGA Discussion Paper (Ref: DABC/LEGLTN/1 - Christian Buttle, Acting Manager Development Services)

APPLICATION

To give consideration to a discussion paper prepared by the Western Australian Local Government Association (WALGA) titled “Third Party Appeal Rights in Planning”.

ATTACHMENTS

Attachment No. 6:

WALGA discussion paper titled “Third Party Appeal Rights in Planning”.

BACKGROUND

At its December 2016 meeting, WALGA State Council requested a review of WALGA's policy position on Third Party Appeal Rights relating to planning decisions.

The review was requested noting that the legislative environment relating to planning had changed since WALGA had established a policy position in 2008. Noting this changed legislative environment, it was determined that a review was warranted.

COMMUNICATION & ENGAGEMENT

WALGA is seeking feedback from the Local Government planning community and Elected members which will be used to consider any review of WALGA's policy position on third party appeal rights.

While welcoming comment on the issue generally, WALGA is seeking particular comment from local government on the following:

- Would you be in favour of the introduction of some form of Third Party Appeal Rights in Western Australia? Why or Why not?
- Do you feel your Council is likely to support some form of Third Party Appeal Rights?
- Any other comments relating to Third Party Appeal Rights.

STRATEGIC IMPLICATIONS

While the subject matter of this report does not align directly with any of the Objectives contained within the Town's Strategic Community Plan, it sits broadly under the Leadership and Governance heading.

COMMENT

Since WALGA last considered its position in relation to this matter in 2008, the State Government has introduced a number of changes to the planning framework which have directly affected (weakened) the decision making powers of Local Government as identified in the discussion paper. These changes include, amongst others:

- The introduction of Development Assessment Panels (DAPs). Opt in capacity for DAP applications has already been adjusted down (now \$2M opt in) since the system was first established;
- The introduction of 'Deemed Provisions' for local planning schemes which had the effect of automatically amending all local authority town planning schemes; and
- Changes to section 76 of the Planning and Development Act 2005 to give the Minister for Planning the power to order a Local Government to prepare or adopt an amendment to a local planning scheme

The discussion paper which is attached to this report provides detailed comment on the matter of third party appeal rights, including:

- A comparison with arrangements in place in other states and territories;
- Arguments 'for' and 'against'; and
- Other issues to consider.

While the discussion paper should be referred to for detailed commentary in relation to each of these matters, a summary for each of these areas is provided below:

Third Party Appeal Rights by State and Territory

While the scope of appeal rights varies, some form of third party appeal right exists in all other states and territories. The Table at clause 3.2 (pages 6 and 7 of the attachment) provides detail and comparison between each state and territory.

In its 2015 report on the review of the Planning and Development (Development Assessment Panels) Regulations 2011, the (previous) state government stated that there was no intention to introduce third party appeal rights in Western Australia.

Arguments 'For' and 'Against'

The following arguments 'for' and 'against' third party appeals are discussed in detail within the attached report and summarized below:

For

Legitimate Interest:

Neighbouring owners / occupiers and others within the local community have a legitimate interest in proposed development and its impact on the local area. Without third party appeal rights the wider community is removed as a stakeholder.

Improved Participation and Decision Making:

Third party appeal rights offer the capacity for the public generally to become more engaged in the planning process which offers the potential for improved planning outcomes to result.

Improved Consultation:

The existence of third party appeal rights may lead to developers engaging in more meaningful dialogue with a local community.

Improved Transparency:

Third party appeal rights improve accountability and reduce the potential for corrupt behaviour.

Against:

Legitimate Interest:

Appeal rights should be restricted to property owners and they should be able to use their property with minimal external interference. Unless clearly defined, third party appeal rights may allow parties with no direct interest in a matter to become involved in the planning process.

Loss of Representation:

The appeals process shifts decision making for development applications away from Local Government and therefore away from locally elected representation.

Current Planning Processes Provide Opportunities to Participate:

It is preferable for public participation to occur in relation to 'higher order' policy formulation and strategic planning as opposed to individual development proposals.

Not Representative of the Broader Community:

Some research has found that the majority of people lodging third party appeals come from a well-organised, well-connected and well-resourced segment of the community (i.e. the number of objections increases in more socio-economically advantaged areas with a lower number of objections in more socio-economically disadvantaged areas).

Impact on the Decision Making Process:

It is argued that the introduction of third party appeal rights will lead to increased cost and delays and the possibility of appeals being lodged for commercial (and non-genuine planning) purposes.

Failure to Determine / Deemed Refusal:

It is argued that there is an increased potential for Local Governments not to determine an application for development approval as the number of objections received increases, as it is these applications which are the most likely to be the subject of an appeal.

Turning Planning into a 'Numbers' game:

There is a thought that the existence of third party appeal rights may lead some members of the community to think that the number of objections (as opposed to the content or veracity of those objections) may influence the outcome of planning decisions.

Other Issues

If Third Party Appeals were to be introduced, and after considering the arguments for and against, the following primary criteria have been recommended against which an appeal must fit:

- *“Excluding vexatious or commercial interests appeals, and any appeals made on none-genuine planning matters.*
- *Excluding appeals by those parties who did not previously make a submission.*
- *Excluding appeals where an application meets 'deem-to-comply' requirements, and no discretion has been excised (stet).*
- *Excluding appeals for some cases of minor development.*

- *Having a short window in which to appeal (example 14 days)."*

If Third Party Appeals were introduced, it is anticipated that this would lead to the following implications for Local Government:

- Increased workload which could have knock on effects in relation to slowing development application processing generally;
- Increased financial burden, particularly as a result of the need to engage additional legal representation; and
- The need for additional resourcing within planning departments.

The following implications could result for the private sector:

- Uncertainty, increased costs and a potential for reduced investment and economic growth.

STATUTORY REQUIREMENTS

The legislative framework which applies to the planning system within WA does not (with the exception of the limited capacity described below) provide for third party appeal rights within the planning system.

A third party may currently become involved in a matter which is the subject of an application for review to the State Administrative Tribunal in the following capacity:

- Being called as a witness;
- Making a submission pursuant to the provisions contained within section 242 of the Planning and Development Act;
- Intervening under section 37(s) of the State Administrative Tribunal (SAT) Act 2004; and
- Possible participation in mediation of an application for review before the SAT.

The purpose of this report is for Council to formulate a position as to whether or not the planning framework should be changed to allow for third party appeals, and to advise WALGA of its position in this respect.

FINANCIAL CONSIDERATIONS

While there are no immediate financial considerations associated with this matter, the introduction of third party appeal rights has the potential to increase the number of appeals within the planning system generally. This has the potential to:

- Add additional cost associated with the development which is the subject of a third party appeal; and
- Impose an additional cost burden to each local government.

Conclusion

As identified at the commencement of this report, WALGA is seeking feedback on the following:

- Would you be in favour of the introduction of some form of Third Party Appeal Rights in Western Australia? Why or Why not?
- Do you feel your Council is likely to support some form of Third Party Appeal Rights?
- Any other comments relating to Third Party Appeal Rights.

Since the matter was last considered by WALGA, the legislative framework within which planning decisions are made has changed quite dramatically, and there has been a general trend by the State Government to erode Local Government planning powers.

This is particularly the case in relation to the introduction of DAP's and their associated structure (weighted with 3 specialist members to 2 Local Government members). While there have not been any controversial DAP decisions that have affected the Town of Bassendean, there have been many which have involved other Local Governments across the metropolitan area.

Western Australia is also unique in not allowing for third party appeal rights, and there is no identified reason as to why this should remain the case.

Noting the above, it is considered that there may be some merit in allowing for the introduction of Third Party Appeal Rights subject to the recommended criteria identified in the report.

OFFICER RECOMMENDATION — ITEM 10.6

That in response to the invitation by WALGA to provide input into the topic of Third Party Appeals in Planning, Council advises WALGA that the Town of Bassendean supports in principle the introduction of some form of Third Party Appeal Right being introduced in Western Australia, subject to any such arrangement giving consideration to the following:

1. Excluding vexatious or commercial interest appeals, and any appeals made on none-genuine planning matters;
2. Degree of involvement (or exclusion) in the appeals by those parties who did not previously make a submission;
3. Excluding appeals where an application meets 'deemed-to-comply' requirements, and no discretion has been exercised;
4. Excluding appeals for some cases of minor development (to be determined); and
5. Having a short window in which to appeal (timeframe to be determined).

Voting requirements: Simple Majority

10.7 Review of Leadership and Governance Policies (Ref: GOVR/POLCY/1 - Bob Jarvis, Chief Executive Officer and the Corporate Management Team)

APPLICATION

Council is request to adopt the revised Leadership and Governance Policies which have been amended following a workshop held on 1 March 2017.

ATTACHMENT

Attachment No. 7:

Leadership and Governance amended Policies 6.1-6.25

BACKGROUND

As required by legislation, a review of the governance policies has been undertaken in line with the comments received during the workshop held on the 1 March 2017.

COMMUNITY ENGAGEMENT

As per Council's wishes to revised polices will be publically advertised.

STRATEGIC IMPLICATIONS

COMMENT

Councillors were provided with a list of the current policies at the workshop, and the proposed amendments and/or deletions are included as an attachment to the Agenda.

STATUTORY REQUIREMENTS

Local Government Act 1995

FINANCIAL CONSIDERATIONS

Nil.

OFFICER RECOMMENDATION - ITEM 10.7

That Council adopts the amendments and/or deletions to the Leadership and Governance policies as included in the Ordinary Council Agenda of 27 June 2017.

Voting requirement: Absolute majority

10.8 RFT CO 063 2016-17 Supply, Preparation and Installation of Turf and Turf Renovation Services (PARE/TENDNG/64) – Mandy Godfrey, Contracts Support Officer

APPLICATION

The purpose of this report is to present to Council a summary of tenders received against Request for Tender RFT CO 063 2016-17 Supply, Preparation and Installation of Turf and Turf Renovation Services and appoint the most appropriate contractor.

ATTACHMENTS

Confidential Attachment No. 1:

BACKGROUND

Contractors were invited to tender for RFT CO 063 2016-17 Supply, Preparation and Installation of Turf and Turf Renovation Services via an advertisement in the West Australian Newspaper on Saturday 10 December 2016.

COMMUNICATION AND ENGAGEMENT

Following authorisation to advertised the tender, an advertisement was placed in The West Australian Newspaper whilst also being advertised on the Town's website.

STRATEGIC IMPLICATIONS

The recently adopted Strategic Community Plan 2017-2027, contains the following under the heading of Natural Environment:

	Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
2.3	Ensure the Town's open space is attractive and inviting.	2.3.1 Enhance and develop open spaces and natural areas to facilitate community use and connection.	Community/Stakeholder Satisfaction Survey (Open Space and use of Open Space) Increase in Public Open Space

COMMENT

In response RFT CO 063 2016-17 Supply, Preparation and Installation of Turf and Turf Renovation Services; two tender responses were received prior to the tender deadline 10.00am Friday 20 January 2017.

The contract is for period of four years, to commence following the Contractor's acceptance, and shall be subject the Council's Budget approval annually.

In line with the Town's Procurement Guidelines, an Evaluation Panel was formed and required to assess each tender against the selection criteria. Both Tenderers met the RFT compliance requirements. The following index represents the selection criteria and weighting for this contract.

Pricing is regarded as commercial in confidence and therefore between those parties involved. Tables containing full pricing and selection criteria weighting is contained in a confidential attachment.

STATUTORY REQUIREMENTS

Local Government Act 1995
Local Government (Functions and General) Regulations 2007

FINANCIAL CONSIDERATIONS

The costs associated with this contract will be included in the Town of Bassendean's Operational Budget for each year of the contract.

OFFICER RECOMMENDATION – ITEM 10.8

That Council appoints Greenacres Turf Group to undertake the work as required RFT CO 063 2016-17 Supply, Preparation and Installation of Turf and Turf Renovation Services in accordance with the specifications and terms and conditions for a period of four (4) years.

Voting Requirement: Absolute majority

10.9 RFT CO 062 2016-17 Provision of Brick Paving Services (Minor Works) for the Town of Bassendean (ROAD/TENDNG/39) – Mandy Godfrey, Contracts Support Officer

APPLICATION

The purpose of this report is to present to Council a summary of tenders received against Request for Tender RFT CO 062 2016-17 The Provision of Brick Paving Services (Minor Works) for the Town of Bassendean and appoint the most appropriate contractor.

ATTACHMENTS

Confidential Attachment No. 2:

Full pricing and selection criteria weighting

BACKGROUND

Contractors were invited to tender for RFT CO 062 2016-17 The Provision of Brick Paving Services (Minor Works) for the Town of Bassendean via an advertisement in the Western Australian Newspaper on Saturday 10 December 2016.

COMMUNICATION AND ENGAGEMENT

Following authorisation to advertise the tender, an advertisement was placed in the West Australian Newspaper whilst also being advertised on the Town's website.

STRATEGIC IMPLICATIONS

The recently adopted Strategic Community Plan 2017-2027, contains the following under the heading of Natural Environment:

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
2.3 Ensure the Town's open space is attractive and inviting.	2.3.1 Enhance and develop open spaces and natural areas to facilitate community use and connection.	Community/Stakeholder Satisfaction Survey (Open Space and use of Open Space) Increase in Public Open Space

COMMENT

In response to RFT CO 062 2016-17 The Provision of Brick Paving Services (Minor Works) for the Town of Bassendean; three tender responses were received prior to the tender deadline 10.00am on Friday 20 January 2017.

The period of this contract is for five years, and will commence following the completion of Tender Assessment, Council Approval and Contractor Acceptance. This contract will furthermore be subject to Council's annual Budget approval.

As per the Town's Procurement Guidelines, an Evaluation Panel assess each tender offer received against the selection criteria.

All three Tenderers met the RFT compliance requirements.

Pricing, is between the parties involved, and therefore regarded as commercial in confidence. Tables containing full pricing and selection criteria weighting is contained in a confidential attachment.

STATUTORY REQUIREMENTS

Local Government Act 1995
Local Government (Functions and General) Regulations 2007

FINANCIAL CONSIDERATIONS

The costs associated with this contract will be included in the Town of Bassendean's Operational Budget for each year of the contract.

OFFICER RECOMMENDATION – ITEM 10.9

That Council appoints Amazing Brick Paving to undertake the work as required in RFT CO 062 2016-17 - Provision of Brick Paving Services (Minor Works) for the Town of Bassendean in accordance with the specifications and terms and conditions for a period of five (5) years.

Voting Requirement: Absolute Majority

10.10 Bassendean Child Health Clinic (Ref: A46928 – Graeme Haggart, Director Community Development)

PURPOSE

The purpose of this report is for Council to determine what action to take in relation to the location of the Bassendean Child Health Clinic following a Council resolution to investigate alternate sites.

BACKGROUND

At the March Ordinary Council Meeting Council resolved (OCM-33/3/17) to seek to establish a new temporary Child Health Clinic facility in rented premises in the Town Centre for a period until a more permanent solution is found. The resolution was in response to a Notice of Motion by Councillor McLennan.

Cr McLennan provided the following background to substantiate her Notice of Motion:

The Town of Bassendean houses an infant health clinic in aging premises located at 1 James Street. The 60-year-old centre is staffed by a full-time nurse and provides free essential health services, including child development assessments, vaccinations, parental education and support services to families in the local area.

In recent times, the poor condition of the infant health clinic has generated much discussion amongst the community, with a general consensus that the facility requires upgrading. Not only is the building itself not considered fit for purpose, but its relatively isolated location has also been a cause for concern with both the nurse and parents having reported security problems.

The demand for local child health services has been increasing as a result of the changing demographics in the Town over recent years. The area has experienced a significant increase in the number of children residing in the Town with more young families choosing to make their homes in Bassendean. The 2011 census showed an 18% increase in the number of children aged 0-4 over a five-year period and this trend is expected to continue to be reflected in the 2016 census results.

The development of a new infant health clinic (as part of an Integrated Children & Family Services Centre) has been a priority for the Bassendean community for a decade, being identified in the Town's Strategic and Corporate planning documents over this period.

However, despite plans for the development of such a centre being previously pursued by Council, these have not come to fruition and the momentum for a project of this type has stalled. As a result, the process of replacing the existing clinic with a more modern, permanent facility (ideally within an integrated health centre) will now be a lengthy one. Given the extended time frame, and taking into consideration the current and growing community need for these services, it is worth investigating the feasibility of a temporary, interim, solution.

Concurrent with discussion around the need for upgraded child health facilities is the community's desire to activate the town centre, especially in the vicinity of the train station. The possibility of renting premises along Old Perth Road to house a temporary clinic health facility could therefore serve as an additional way to assist the activation of this part of the town centre.

COMMUNICATION & ENGAGEMENT

Officers have contacted the main property owners in the Town Centre. Only one property owner offered options. Other property owners expressed having few untenanted properties and where vacancies do exist, potential tenants are currently in negotiation.

Officers of the Department of Health's Child and Adolescent Community Health (CACH) Service, the staff providers of the Child Health Clinic, were also consulted.

STRATEGIC IMPLICATIONS

The Inclusiveness, lifelong learning, health and social wellbeing key result area in the Corporate Business Plan includes an objective to: "Build a sense of belonging and connectivity in community" with strategies to "Nurture community resilience and self-reliance toward a sense of belonging with residents to a highly connected (close knit) community" and "Support community members to actively volunteer and make a positive contribution to overall community health and wellbeing." The outcome of these strategies include: "The standards of provision of services addressing children, young people, seniors in the community meet the community's needs."

COMMENT

Options available to Council include either committing to a rental property or not committing to a rental property. If not committing to a rental property, then Council can look to alternatives including renovating a Town facility or seeking "sessional" venues in Medical Practices, Chemists, and the like.

Three sites were inspected:

- 1 Old Perth Road being the property previously occupied by the Bassendean Physiotherapy Centre;
- Shop 2, 53 Old Perth Road being a vacant shop in the Bassendean Shopping Centre located between the Firm Ladies Fitness Centre and North Garden Chinese Restaurant; and
- 91 Old Perth Road being the property previously occupied by Alan Sanders and Co, Tax Accountants.

Of the three sites inspected only Shop 2, 53 Old Perth Road is deemed suitable for the purpose. :

	Parking	Size	Constraints
1 Old Perth Road	Adequate	Too large	Unable to partition off a smaller number of rooms
Shop 2, 53 Old Perth Road	Adequate	About right	Gym on one side – sound transference may be problematic
91 Old Perth Road	Adequate	Too large	Old building & unable to partition off a smaller number of rooms

This facility does, however, have a common wall with a women's only gymnasium. While no noise was being emitted when the property was being inspected it is likely that classes conducted in the gym will emit noise.

Renovations to the shop include:

- Installation of a toilet;
- Partitioning to establish the consulting room and waiting room;
- Frosting will be required for the front window that is clear glass;
- Fit out including cabinets, benches and baby change table;
- Painting;
- Electrical/data points; and
- Installation of a monitored security system.

Asset Services have quoted the cost of renovation to be \$43,300. No allowance has been made for air conditioning, furniture, Building Permit for internal fit out, full set of plans and Certificate of Design Compliance if required.

Rental has been quoted at \$300/week (payable \$1,300pcm) or \$15,600/year.

Discussions were based on the need for the facility for a period of at least 3 years.

Other considerations will be to the physical relocation of the five-day-a-week service and to a marketing plan to inform of the relocation.

Alternately Town facilities can be renovated to meet the needs. This option was considered for the temporary relocation during construction for the Children and Family Services Facility proposal and again when security at the Clinic was in question. Sites included the Lesser Hall of the Community Hall and offices in the Seniors' and Community Centre.

The Clinical Nurse Manager for CACH does not believe that sessional venues will work given the heavy equipment required to deliver the service that would need transporting. While records of appointments are recorded digitally, all historic case notes are stored in paper form and consume 2 x 4 draw filing cabinets. These records do require to be accessed.

The Clinical Nurse Manager for CACH added that policy dictates that no change table be provided in an unsupervised area, thus accounting for the need to change babies on the carpet. A bench that once housed a set of scales in the waiting room can be adapted to being a change facility.

Given a "good fit" option does not readily exist, and appears cost prohibitive, the Director Community Development recommends the status quo be retained and means to supporting better use of the existing facility be investigated as an interim measure and be referred to the Asset Management Working Group for consideration.

STATUTORY REQUIREMENTS

Local Govt Act 1995

FINANCIAL CONSIDERATIONS

If proceeded with, renovating Shop 2, 53 Old Perth Road has been costed at \$43,300 and will cost \$15,600 per year to rent.

Converting a Town facility will likely cost a similar amount, but obviously would not include a rental cost.

Addressing limitations within the existing Clinic has not been explored and therefore has not been costed.

OFFICER RECOMMENDATION — ITEM 10.10

That Council:

1. Does not proceed to rent premises in Old Perth Road as temporary premises for the Child Health Clinic; and
2. Investigates enhancing the existing facility to better meet client needs as an interim measure and as part of this process, refers the condition of the building to the Asset Management Working Group.

Voting requirements: Simple Majority

10.11 Variation to the Leasehold Area - Bassendean Men's Shed Association (Inc) (Ref: A4603 – Graeme Haggart, Director Community Development)

PURPOSE

The purpose of this report is for Council to approve a variation to the leasehold area in the draft Lease Agreement with the Bassendean Men's Shed Association (Inc.).

ATTACHMENTS

Attachment No. 8:

- Copy of the approved and proposed leasehold property plans.
- Tilt-up building design and indicative design and costing.

BACKGROUND

At the October 2015 Ordinary Council meeting, Council resolved (OCM – 11/10/15) to authorise the Town enter into a lease with the Bassendean Men's Shed Association Inc for part of the Town's Depot located at 69 Scaddan Street, Bassendean.

Prior to this determination, several preliminary outcomes were achieved. These included:

- Acquiring Minister approval to sub-lease the Depot site by the Town;
- Both St John Ambulance and Technology Assisting Disabled WA (TADWA) approving rights of carriageway over their properties to the proposed leasehold area;
- Funding being allocated in the budget to prepare the site and replace the existing infrastructure elsewhere on the Depot; and
- The lease conditions being mutually agreed.

The shape of the leasehold area (see attached) is to maximise the leasehold footprint at that site. The only square corners are in the north west and the south east of the property. The other corners are acute or oblique.

Following the decision, the Bassendean Men's Shed Association Inc arranged for a building design by Drafting Planning Services (DPS) at its expense. The building was designed to be a tilt-up concrete structure to take full advantage of the building envelope by building to the boundary on three sides (north, west and east). The southern aspect of the property provides car parking and access facilities.

The Town sought Quantity Surveyors, Slattery Australia, to provide a cost estimate to build the shed based on the design prepared by DPS.

The resultant cost plan was received in April 2107 and estimated the construction cost as being \$1,272,000.

Lotterywest has requested an application for funding based on a maximum contribution of \$500,000 from them: The Town's contribution to the project includes the land value and \$180,000 to prepare the site for the purpose. As a result, alternate building methods have been investigated.

A less expensive building method is a steel frame and colourbond clad shed. Structures of this nature are ordinarily rectangular shaped. With this form of construction, the maximum building footprint on the leasehold land is radically reduced as the building requires to be set back from the property line by at least 3-metres.

The size of the building possible on the approved leasehold area is too small for a functional shed.

The Bassendean Men's Shed Association Inc has requested Council considers increasing the demised leasehold area to being a more "regular shaped" land assembly to accommodate a suitable sized rectangular shaped structure.

COMMUNICATION & ENGAGEMENT

There has been substantial consultation with the Men's Shed Association subsequent to the Slattery report on the construction cost estimate. The report was circulated to Officers in the Town to comment on the veracity of the breakdown. The Men's Shed Association also received independent assessment of the costings.

The CEO and Director Community Development sourced the WA Sheds' quote for an indicative price to construct a steel frame and steel clad facility for cost comparison purposes.

Lotterywest has been informed throughout the deliberations.

The Manager Asset Services was engaged when the request was received. While reluctant to surrender any more of the Depot site, it is acknowledged that no viable alternate site has been identified for the facility.

While provision for the replacement of the old dog kennels (principally for storage) remains in the budget, the Depot's function will not be adversely impacted by the request if acceded to.

STRATEGIC IMPLICATIONS

The inclusiveness, lifelong learning, health and social wellbeing key result area in the Corporate Business Plan includes an objective to: "Build a sense of belonging and connectivity in community" with strategies to:

- Encourage people of all ages, abilities and backgrounds to actively participate in community life and democratic processes;
- Nurture community resilience and self-reliance toward a sense of belonging with residents to a highly connected (close knit) community; and
- Support community members to actively volunteer and make a positive contribution to overall community health and wellbeing.

COMMENT

The options available to Council include:

1. To amend the leasehold area by squaring off the two eastern face corners, such that the northern and southern boundaries are parallel;
2. Do nothing further on the demised leasehold property area. With this option Council can either
 - a) Assist the Men's Shed Association Inc to, in some other way, other than wholly through a Lotterywest grant, fund the construction of the concrete tilt-up designed building; or
 - b) Require the building fit the existing leasehold.

The sought additional land area is 104m² and increases the length of the eastern boundary by 10.4metres.

If the extension to the leasehold area is approved, the maximum building that can be accommodated on the site would be a Shed 16m x 19m or 304m². This remains substantially smaller than the proposed tilt up building that the Slattery reports notes as having 560m² totally fully enclosed covered area.

If built with sufficient height, the shed can accommodate a mezzanine floor. A triangular extension can be added on the western face of the shed adding approximately a further 40m². In doing so, the total fully enclosed covered area of the shed increases to approximately 450m².

It should not be forgotten that at the conclusion of the lease period (in 20 years), the property reverts to the ownership of the Town.

The land will require surveying and the proposed new demised leasehold area embedded into the Lease Agreement. The Lease Agreement only comes into effect when the building is completed and handed over the Men's Shed Association. As such, there is no legal encumbrance to amending the demised leasehold area.

Because of the construction, two pine trees in the road reserve, adjoining the demised leasehold area, will have their root mass impacted and will likely be compromised. Replacement trees will be planted. A tree on the proposed north east apex of the demised leasehold area will be less impacted, given the fence to be installed at that point will be wire mesh. The proposed building envelope is well clear of the tree and canopy.

STATUTORY REQUIREMENTS

Local Govt Act 1995

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

FINANCIAL CONSIDERATIONS

The Town has budgeted to remove and replace the kennels that now provide storage and other functions. The site will also be prepared, ready for construction and retained and fenced. This is budgeted at \$170,000. An additional sum of \$5,000 is sought for surveying.

The Bassendean Men's Shed Association Inc is now well established and organised and is generating income through regular contracts for traffic management at the monthly Old Perth Road Markets and through managing parking requirements for Town events.

Some cost savings can be achieved from the \$1,272,000 tilt-up facility design by deferring elements such as air conditioning, soft furniture and so on to a time when the Shed can afford them.

Should Council consider supporting the tilt-up facility plan, the Bassendean Men's Shed Association Inc is confident it could furnish a self-funded Treasury loan for up to \$200,000. A shortfall in funding of approximately \$500,000 would remain where Lotterywest makes a contribution of \$500,000. This is not a preferred option for Council to consider and would have to be met by the Town.

OFFICER RECOMMENDATION - ITEM 10.11

That Council approves the demised leasehold area for the Bassendean Men's Shed Association lease be amended in accordance with the map attached to the Ordinary Council Agenda of 27 June 2017.

Voting requirements: Absolute Majority

10.12 Conducting the 2017 Council Elections by Postal Vote (Ref: GOVN/ELEC/2 - Bob Jarvis, Chief Executive Officer)

APPLICATION

The purpose of this report is to determine whether the WA Electoral Commissioner (WAEC) will conduct the Town of Bassendean's 2017 Council elections, utilising the postal method of voting.

- Council can appoint the WA Electoral Commissioner to be responsible for conducting the October 2017 Council elections.
- Council needs to determine if those elections will be conducted by postal vote.
- The Chief Executive Officer recommends the same method previously used for Council elections be used for the 2017 Council election and that the WA Electoral Commissioner be responsible for conducting the 2017 Council election using the postal method for voting.

ATTACHMENTS

Attachment No. 9: Postal Election Timetable

BACKGROUND

In previous Council elections, the Town of Bassendean has resolved to conduct elections using the postal voting method and has arranged for the WA Electoral Commissioner to supervise the election. In order to conduct the 2017 Council elections by the postal election method, under the supervision of the WA Electoral Commissioner, Council must resolve to do so by an absolute majority of Council.

RELEVANT LAW AND POLICY

Local Government Act 1995 section 4.20 (4), 4.61 (2).

Under the Local Government Act section 4.20 (4), 4.61 (2), an absolute majority vote is required.

COMMENT

The use of postal elections has proved successful at the Town of Bassendean and across the State, as participation rates have increased significantly. There does not appear to be any justification to return to the traditional (in person) elections.

The WA Electoral Commission has considerable experience in holding elections in the Town.

FINANCIAL IMPLICATIONS

The Western Australian Electoral Commission has estimated the cost for conducting the 2015 Election at \$46,000 and this amount will be entered for budget consideration in the 2017/18 Budget.

The costs are based on the following:

- 10,800 electors;
- 32% response;
- 4 vacancies; and
- Count to be conducted at the Seniors' and Community Hall, 50 Old Perth Road, Bassendean.

It should be noted that the WAEC has advised that the cost of the election does not increase in the event that there are more vacancies.

OFFICER RECOMMENDATION – ITEM 10.12

That:

1. Council declares, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner be responsible for the conduct of the 21 October 2017 Ordinary Elections, together with any other elections or polls which may also be required;
2. Council decides, in accordance with section 4.61(2) of the Local Government Act 1995, that the method of conducting the election will be as a postal election;
3. An amount of \$46,000 be listed for consideration in the 2017/18 Budget to hold the 2017 Ordinary Elections; and
4. The count for the 2017 Ordinary Elections be held at the Seniors' and Community Hall, 50 Old Perth Road, Bassendean.

Voting Requirements: Absolute Majority

10.13 Bassendean Youth Advisory Council Meetings - September 2016 to April 2017 (Ref: GOVN/MEETCCL/20 – Ayden Mackenzie – Youth Development Officer)

APPLICATION

The purpose of the report is for Council to receive the minutes of the Youth Advisory Council (YAC) meetings held from September 2016 through to April 2017.

ATTACHMENTS

Attachment No. 10:

Minutes of the Youth Advisory Council Meetings September 2016 to April 2017.

BACKGROUND

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

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

STRATEGIC IMPLICATIONS

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

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

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

COMMENT

The September through March meetings of the Bassendean Youth Advisory Council focused on planning and reviewing of the Keen on Halloween event and Gravit8 Youth Festival. At the April meeting, the YAC discussed 'children having children' following the media interest in a particular case. The YAC also discussed cage fighting in WA.

STATUTORY REQUIREMENTS

Nil

FINANCIAL CONSIDERATIONS

Nil

OFFICER RECOMMENDATION — ITEM 10.13

That Council receives the report on the Youth Advisory Council meetings held from September 2016 through to April 2017.

Voting requirements: Simple Majority

10.14 Municipal Heritage Inventory Review Committee Meeting held on 6 June 2107 (Ref: GOVN/CCLMEET/30 – Brian Reed, Manager Development Services)

APPLICATION

The purpose of the report is for Council to receive the report on a meeting of the Municipal Heritage Inventory (MHI) Review Committee held on 12 June 2017

ATTACHMENTS

Attachment No. 11:

- Minutes of the Municipal Heritage Inventory Review Committee held on 12 June 2017; and
- Schedule of submissions endorsed by the Committee.

COMMENT

The purpose of the meeting was for the Municipal Heritage Inventory Review Committee to consider the comments received, from public advertising of the draft Municipal Heritage Inventory (MHI) and to provide a recommendation to Council. The minutes of the meeting are included as an attachment to this report. The submissions were reviewed and each submission was individually assessed on its planning merits and against the value of the property to the Bassendean community. An officer recommendation was then assigned against each submission.

Submissions from Kenny Street Precinct No. 2 were assessed collectively with members from Kenny Street Precinct No. 2 present in the gallery. It was the officer's recommendation that both Kenny Street Precinct No. 1 and Kenny Street Precinct No. 2 be removed from the MHI in their entirety. The original intention of the listing was for the original Town lots in Eileen, Kathleen, Kenny, Parker and Wilson streets to become a streetscape protection area. As the extent of the precinct was not properly quantified, inclusion within the MHI and associated management of the precinct is therefore not appropriate. The MHI review Committee supported this recommendation.

Recommendation 3 of this report has been included to align the direction of Council with the original intent of the Kenny Street precinct listing by the MHI Review Committee. It is considered integral that this streetscape protection area be designated prior to the review of the Local Planning Strategy. This streetscape protection area would then be subject to design guidelines adopted as a Local Planning Policy.

The State Heritage Office recommends, as a minimum, an assessment of a Heritage Area should identify its boundaries, describe its key features and establish a Statement of Significance. If a local government chooses to designate the Heritage Area under the local planning scheme (which a category two listing within the MHI would impose), a much more detailed assessment and planning policy for the area will be required, including:

- A list of all the buildings or places within the area that make a considerable contribution or some/moderate contribution;
- A set of design guidelines for alterations, extensions and new building within the area; and
- A statement of the matters Council will consider in assessing planning applications within the area.

Recommendation 4 of this report has been included to enable consultants through the design guideline process for the original Town lots to identify any other potential streetscape protection areas. Funds have been allocated in the draft 2017/2018 budget to cover the likely expenditure for recommendations 3 and 4.

The Committee reviewed all remaining submissions from advertising the draft MHI and agreed to endorse the recommendations of the Planning Officer. These recommendations are included as an attachment to this report.

COMMUNICATION & ENGAGEMENT

The draft Municipal Heritage Inventory was advertised through the Bassendean Briefings, the Town's web site and by direct mail out to each of the property owners affected by the draft MHI. General advertising occurred between 20 February and 3 April 2017, with individual owners being given until 15 April 2017 to respond.

The following is a summary of the responses to the advertising:

- Kenny Street Precinct No.2 (Place Record No. 105) - 14 written submission of objection;
- Category 1 Listings: 1 written submission of support.;
- Category 2 Listings: 21 written submissions of objection and 4 written submissions of support;
- Category 3 Listings: 9 written submissions of objection and 4 written submissions of support; and
- Category 4 Listings: 6 written submissions of objection and 2 written submissions of support.

FINANCIAL IMPLICATIONS

A figure of \$30,000 has been allocated in the draft 2017/2018 budget for recommendation 3 and a figure of \$40,000 has been allocated in the draft 2017/2018 budget for recommendation 4.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 10.14

That:

1. The report on a meeting of the Municipal Heritage Inventory Review Committee held on 12 June 2017, be received;
2. Place Record No. 104 - Kenny Street Precinct 1 and Place Record No. 105 - Kenny Street Precinct 2 be removed from the draft Municipal Heritage Inventory;
3. Council considers making an allocation of \$30,000 in the draft 2017/2018 Budget to engage heritage consultants to prepare guidelines for a Streetscape Protection Area that encompasses the Town Lots in Eileen, Kathleen, Kenny, Parker and Wilson Streets and any other appropriate adjacent lots, in consultation with the residents of these streets to protect the heritage values such that these can form part of the review of the Local Planning Strategy and be later included within the revised Local Planning Scheme;
4. Council considers making an allocation of \$40,000 in the draft 2017/2018 budget to prepare design guidelines for Streetscape Protection Areas throughout the Town and in consultation with affected residents to protect the heritage values such that these can form part of the review of the Local Planning Strategy and be later included within the revised Local Planning Scheme; and
5. Council endorses the other recommendations of the Planning Officer as contained in the schedule of submissions endorsed by the Committee at its meeting held on 6 June 2017.

Voting requirement: Simple majority

10.15 Bassendean Local Emergency Management Committee Meeting held on 7 June 2017 (Ref: GOVN/CCLMEET/18 – Graeme Haggart, Director Community Development)

APPLICATION

The purpose of the report is for Council to receive the report on a meeting of the Bassendean Local Emergency Management Committee held on 7 June 2017.

ATTACHMENTS

Attachment No. 12:

Minutes of the meeting of the Bassendean Local Emergency Management Committee held 7 June 2017.

BACKGROUND

The Bassendean Local Emergency Management Committee meets at least quarterly and in 2017 meets on the first Wednesday in the months of February, June, September and November.

The Committee is required to conduct an annual exercise to test planning readiness and organizational capability. In 2017 an additional meeting was scheduled in April principally to conduct the annual exercise.

The roles of the Committee are defined in Section 39 of the Emergency Management Act 2005 and have adopted in the Committee's Instrument of Appointment and Delegation as being:

1. To advise and assist the Town of Bassendean in ensuring that local emergency management arrangements are established for the Town;
2. To liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
3. To carry out other emergency management arrangement activities as directed by the SEMC or prescribed by the regulations.

STRATEGIC IMPLICATIONS

The Local Emergency Management Committee

- Improves the organisations capability and capacity; and
- Assists provide a safe environment.

COMMENT

At the meeting Committee considered the following:

1. The revised Local Emergency Management Arrangements, Local Recovery Plan and Contacts and Resources Register were presented to the Committee for approval. The documents, prepared by WALGA Emergency Management Unit, were presented by Mr John Lane, WALGA EM Coordinator.

The Plans will now be sent to the District Emergency Management Committee for endorsement. Once endorsed the Plans will be presented to Council for adoption and sent to Office of Emergency Management for registering.

2. The recently received flood marker discs were presented to Committee. The discs will be fixed to the Western Power poles at the height of a 1% flood event (1 in 100 year's event). All other bands will be removed.
3. The Town's 2016/17 Annual Report on actions with respect Emergency Management functions in the preceding 12 month period and a Preparedness Capability Survey, will be completed and submitted to the Office of Emergency Management by the due date.
4. Committee was informed that in the event of a boating mishap in the River the Hazard Management Agency (responsible Agency) would be Police. Department of Water and Australian Maritime Safety Authority would become involved if the vessel became a navigation hazard or in the event of a diesel spill. The Town would not have a combat role.
5. The Town conducted a joint annual exercise with the City of Bayswater on 5 April 2017. The new State Recovery Coordinator along with 50 other delegates attended the exercise.

The exercise was to test local Government capacity to manage recovery following a significant storm event that impacted both the Town and the City of Bayswater. Four independent exercise assessors reported on their observations. Five recommendations, including recovery training for officers and exploring opportunities for further shared exercises with the City of Bayswater resulted. One recommendation, that the Recovery Plan be amended to provide for a Communications Sub-Committee to be established if required to assist the Local Recovery Coordinating Group, has already been implemented.

5. It was noted that the recent smoke haze resulting from DPaW "controlled burns" has triggered many smoke alarms and respiratory problems with susceptible people. The St John of God Hospital in Midland considered evacuating patients.

STATUTORY REQUIREMENTS

The Emergency Management Act 2005 prescribes that:

Section 38(1): A local government is to establish one or more local emergency management committees for the local government's district. And

Section 41(1): A local government is to ensure that arrangements (**local emergency management arrangements**) for emergency management in the local government's district are prepared.

SEMC Policy 2.5 – Emergency Management for Local Government

ADP – 05 – Emergency Management for Local Government (Procedures)

FINANCIAL CONSIDERATIONS

No known financial implications resulting from this report.

OFFICER RECOMMENDATION – ITEM 10.15

That Council receives the report on a meeting of the Bassendean Local Emergency Management Committee held on 7 June 2017.

Voting requirements: Simple majority

10.16 Audit & Risk Management Committee Meeting held on 7 June 2017 (Ref: GOVNCCL/MEET/3 - Michael Costarella, Director Corporate Services)

APPLICATION

The purpose of this report is for Council to receive the report on a meeting of the Audit & Risk Management Committee held on 7 June 2017 and adopt the recommendations from the Committee.

ATTACHMENTS

Attachment No. 13:

Minutes of the Audit & Risk Management Committee held on 7 June 2017

Confidential Attachments No. 3:

Internal Audit Report & Interim Audit Report

COMMUNICATION & ENGAGEMENT

The Committee comprises of community members appointed by Council to undertake the audit of financial and risk management matters.

COMMENT

The following items were discussed:

Internal Audit – Report on Use of Credit Cards

The purpose of this report was to provide Council, through the Audit and Risk Management Committee, with a report on the use and allocation of Corporate Credit cards.

2016/17 Interim Audit – Macri Partners

The purpose of this report is to provide Council, through the Audit and Risk Management Committee, with details of the Interim Audit Report and provide management comments and information on the remedial action taken.

Review of Policy 6.18 – Investment Policy

The purpose of the report is to inform Council of a review of the Investment Policy and seek approval for some minor changes to the policy.

Australian Accounting Standard 124- (AAS124)-Related Party Disclosures

The purpose of the report is to inform Council of the Related Party Disclosure as required under Australian Accounting Standard AASB124. Disclosures are required quarterly. The disclosure requirement includes Councillors and Key Management Personnel (Executives).

Annual Closed Circuit Television (CCTV) Report

The purpose of this report is to present the annual reportable statistics for the Town's installed CCTV systems as required in the Closed Circuit Television (CCTV) Management & Operational Manual.

Various Debts Write-off

This matter was considered with members of the public excluded from the Chamber under Clause 5.23 (2) (e) (iii) of the Local Government Act as the officer report discusses a matter that if disclosed, would reveal information about a business, professional, commercial or financial affairs of a person.

Internal Audit Report Review of Tenders and Contracts– Moore Stephens

This matter was considered with members of the public excluded from the Chamber under Clause 5.23 (2) (a) and (b) of the Local Government Act 1995, as the Officer report discusses matters affecting employee or employees and the personal affairs of a person.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 10.16

That:

1. Council receives the report on the meeting of the Audit and Risk Management Committee Meeting held on 7 June 2017;
2. Council receives the Internal Audit Report on Credit Card Usage;
3. A procedure and risk matrix be developed for the background check of suppliers to the Town;
4. Council receives the Interim Audit Report for the 2016/17 financial period, from Macri & Partners;
5. Council receives the statement on the Fraud and Error Assessment;
6. Council adopts the revised Investment Policy, as attached to the Audit and Risk Management Committee Agenda of 7 June 2017;
7. A policy and procedure be developed on Related Party Disclosures to be presented to Council for adoption;
8. Council receives the AASB124 Related Party Disclosures Procedure, as attached to the Audit and Risk Management Committee Agenda of 7 June 2017;
9. Council notes the annual CCTV Management and Operation report; and
10. Council writes off debtors of \$499.30 as listed in the Confidential Report to the Audit & Risk Management Committee Agenda of 7 June 2017.

**Voting requirement: 1 to 5 and 7, 8 and 9: Simple Majority
Point 6 and 10: Absolute majority**

10.17 Liveable Town Advisory Committee (LTAC) 13 June 2017
(Ref: GOVN/CCL/MEET/34 – Graeme Haggart, Director
Community Development)

APPLICATION

The purpose of the report is for Council to receive the report on a meeting of the Liveable Town Advisory Committee held on Tuesday 13 June 2017.

ATTACHMENTS

Attachment No. 14:

Liveable Town Advisory Committee Minutes of 13 June 2017.

BACKGROUND

The Committee has the following role:

1. To advise Council on current trends and issues relating to services for children, young people, seniors, and families, and to recommend strategies and policies to address the changing environment for current and future residents in the Town;
2. To consult with and define residents' aspirations and needs, and to articulate their emerging priorities for provision of services, infrastructure and environmental protection;
3. To advise Council on actions the Town can take that strengthen residents' sense of place, connectivity with their community and achieve enhanced civic participation and reconciliation matters with First Nation People of the region;
4. To monitor and report to Council on implementation progress on matters referred to the Committee by Council;
5. To develop strategies to achieve the Town's Positioning Statement "That the Town of Bassendean will become a hub of recreation, arts and culture in Perth's Eastern Region";
6. To recommend to Council issues to be considered for inclusion within the Town's strategic plans;
7. To provide advice on issues impacting upon the business community and recommend strategies to foster economic development in the Town and Region;

8. To provide advice on issues impacting upon the natural environment and recommend strategies to enhance protection of the natural and built environment in the Town; and
9. To provide advice on heritage and matters impacting upon the preservation of pre-European and the Colonial/post-colonial historic record and recommend strategies and actions to enhance their protection.

The Officer Reports provide an update on those activities and is provided to assist the Committee in defining the nature of future agenda items to be referred by Officers.

STRATEGIC IMPLICATIONS

The LTAC meets all six themes of the Corporate Business Plan 2017-2020:

- Town planning and built environment
- Environmental sustainability and adaptation to climate change
- Economic wellbeing and prosperity
- Arts, heritage and culture
- Inclusiveness, lifelong learning, health and social wellbeing
- Leadership and governance

COMMENT

The following items were considered at the meeting:

Committee Work Program

Regional Playground

The Working Party met on 24 May and considered the Nature Based Regional Playground Concept Plan.

Following discussion, Committee resolved to recommend Council endorse the Nature Based Regional Playground Concept Plan for a period of public comment.

The sale of the two properties to assist fund the Regional Playground is included in the draft 2017/18 budget. A meeting was held on 16 June to discuss the project with Lotterywest. The remaining funding is to be sourced from Cash in Lieu Reserves.

Renewable Energy

A meeting of the Working Group met on 18 May.

The group received a presentation on the work of the Australian Electric Vehicles Association (AEVA) (WA Branch), Sustainable Energy Now (SEN) and Electric Vehicles Association.

They also considered other LGA Renewable Energy Policies and Initiatives.

Committee agreed to a request to amend the Working Group terms of reference.

Bicycle Boulevard

The Town has received the final concept plan and technical notes for the proposed Bike Boulevard along Whitfield Street.

In the 2016/2017 financial year, the Town received funding from the Department of Transport (DoT) to develop a concept design for a Bike Boulevard.

The Town engaged FLYT Consultancy to undertake the concept design works. The scope of the design incorporated the Town of Bassendean's Urban Forest Strategy, identified opportunities for Water Sensitive Design and included traffic calming devices that would change the priority user of the road to cyclist.

The final concept plan is currently with DoT for their review and their potential costs of the project.

The next stage requires the Town, if DoT approves the concept design, to apply for a Perth Bicycle Network (PBN) grant that will partially fund community consultation and then detail design works and specification. This is expected to be late 2017, early 2018.

In following years the Town will then need to apply for PBN grants to partially fund the construction of the Bike Boulevard along Whitfield Street.

The concept plans presented to the Committee at the meeting, were circulated to Councillors as attachments to the Councillor Bulletin on Friday 16 June.

Ongoing Activity Progress Reports

Officers reported on activities relevant to Committee under their Lines of Business:

- a.) *Recreation:*
- b.) *Culture:*
- c.) *Economic Development:*
- d.) *Children Services:*

Notable mentions include:

- Consultant's AECOM Australia Pty Ltd are well underway in completing the Community Facilities and Ovals/Reserves Audit and Needs Assessment for the Town;
- the Australia Day Event review is well underway;
- parts of Bassendean and Eden Hill have had the NBN switched on already, while other part of Bassendean can expect to be accessible in the near term;
- The business census project commenced on the 3 June
- A licensing spot check took place at Wind in the Willows Ashfield on 19 May. The service was found to be fully compliant.

Community Event Sponsorship

Following consideration, the Committee recommended that Council provides retrospective sponsorship of \$1,000 under the Community Events Sponsorship Program to St Marks Anglican Church to assist with the staging of Bassendean's Got Talent that was conducted on Saturday 17 June 2017.

The organisers are aware that while Committee considered the application ahead of the event, as Council, the decision makers, consider the Committee recommendation after the event, that the application is deemed to be retrospective. If approved, no sponsorship agreement will be required as the event has been conducted. The organisers committed to meeting all usual sponsorship agreement conditions regardless of whether the funding is approved and conducted the event on that basis.

STATUTORY REQUIREMENTS

Local Government Act 1995

FINANCIAL CONSIDERATIONS

If supported by Council, a \$1,000 sponsorship donation will be made to the St Mark's Anglican Church to assist Bassendean's Got Talent that was staged on Saturday 17 June 2017.

The Community Events Sponsorship account (GL 181506) has an unallocated balance of \$330 (budget of \$5,000 with existing commitments of \$4,670). Should Council agree to support the application for \$1,000 to the St Mark's Anglican Church it is proposed the funds be sourced from the Council Donations account (GL 391392) that has a current unallocated balance of \$5,764, being \$4,236 committed against a budget of \$10,000 and will therefore be deemed a donation.

OFFICER RECOMMENDATION – ITEM 10.17

That Council:

1. Endorses the Nature Based Regional Playground Concept Plan for a period of public comment for a period of 4 weeks and presented to Councillors in accordance with Council policy on community consultation;
2. Provides donation of \$1,000 from the Council Donations Account (GL391392) to the St Mark's Anglican Church to assist with the staging of the Bassendean's Got Talent on Saturday 17 June 2017; and
3. Receives the report of the meeting of the Liveable Town Advisory Committee held on Tuesday 13 June 2017.

Voting requirement: Simple Majority

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

The Principal Building Surveyor made the following building decisions under Delegated Authority:

Building Applications Determined in the Month of May 2017		
Application No	Property Address	Description
201700137	59 MCDONALD CRESCENT, BASSENDEAN	SINGLE STORY CONCRETE WORKSHOP WITH 2 STOREY OFFICE PART
201700133	30 FIFTH AVENUE, BASSENDEAN	POOL BARRIER FENCE
201700131	6 CUMBERLAND WAY, BASSENDEAN	DEMOLITION
201700139	3 PURSER LOOP, BASSENDEAN	SOLAR PANELS
201700135	28 HANWELL WAY, BASSENDEAN	EXTENSION
201700134	54 FREELAND SQUARE, EDEN HILL	PATIO
201700130	30 FIFTH AVENUE, BASSENDEAN	FIBREGLASS SWIMMING POOL
201700138	21 CARMAN WAY, BASSENDEAN	CARPORT
201700117	100 WHITFIELD STREET, BASSENDEAN	DOUBLE CARPORT
201700115	75 HARDY ROAD, ASHFIELD	CARPORT
201700119	81 WEST ROAD, BASSENDEAN	FENCE
201700110	T31T; Lot 2 WEST ROAD, BASSENDEAN	TOILET REFURBISHMENT
201700114	8 RYCE COURT, EDEN HILL	PATIO
201700116	11 BARTON PARADE, BASSENDEAN	SHED
201700109	9 BARTON PARADE, BASSENDEAN	CARPORT
201700102	28 PROSPECTOR LOOP, BASSENDEAN	PATIO
201700106	300 COLLIER ROAD, BASSENDEAN	PROPOSED OFFICE FIT OUT
201700146	30 FIFTH AVENUE, BASSENDEAN	WATER FEATURE
201700144	38 EILEEN STREET, BASSENDEAN	FULL SITE DEMOLITION
201700148	137 ANZAC TERRACE, BASSENDEAN	PATIO
201700123	8 RAILWAY PARADE, BASSENDEAN	CARPORT ALFESCO/STORE & RETAINING
201700127	11 HANWELL WAY, BASSENDEAN	SOLAR PANELS
201700122	10 KATHLEEN STREET, BASSENDEAN	FENCE
201700120	14 ROBINSON ROAD, EDEN HILL	EXTENSION
201700124	29 GALLAGHER STREET, EDEN HILL	DWELLING
201700099	47 WEST ROAD, BASSENDEAN	ALTERATIONS & ADDITIONS TO DWELLING
201700095	3 IVANHOE STREET, BASSENDEAN	FRONT FENCE
201700098	28 MANN WAY, BASSENDEAN	PATIO
201700077	59 FOURTH AVENUE, BASSENDEAN	SINGLE STOREY HOUSE DWELLING
201700072	19 SEVENTH AVENUE, BASSENDEAN	NEW RESIDENCE
201700069	56 IVANHOE STREET, BASSENDEAN	PATIO
201700061	54 FREELAND SQUARE, EDEN HILL	PATIO
201700067	63 EILEEN STREET, BASSENDEAN	FLAT PATIO
201700089	20 PARNELL PARADE, BASSENDEAN	DWELLING WITH UPSTAIRS LOFT
201700080	9A IOLANTHE STREET, BASSENDEAN	DWELLING

OFFICER RECOMMENDATION – ITEM 10.18

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

Voting requirement: Simple majority

10.19 Determinations Made by Development Services (Ref: LUAP/PROCED/1 – Christian Buttle, Acting Manager Development Services)

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

Planning and Subdivision Applications Determined to 16 June 2017			
Applic No.	Property Address	Type of Development	Determination
2016-020	85 BROADWAY BASSENDEAN 6054	CARPORT	REFUSED
2016-046	78 ANZAC TERRACE BASSENDEAN 6054	FOUR GROUPED DWELLINGS	REFUSED
2017-020	29 NORTH ROAD BASSENDEAN 6054	RETAINING WALL AND FENCE	DELEGATE APPROVED
2017-031	UNIT B 26 PALMERSTON STREET BASSENDEAN 6054	RETAINING WALLS AND STREET WALLS/FENCES	DELEGATE APPROVED
2017-035	UNIT A 7 CLARKE WAY BASSENDEAN 6054	ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
2017-037	66 SCADDAN STREET BASSENDEAN 6054	RETAINING WALL	DELEGATE APPROVED
2017-041	18 SCHOFIELD STREET EDEN HILL 6054	SINGLE HOUSE	DELEGATE APPROVED
2017-045	6 PURSER LOOP BASSENDEAN 6054	WAREHOUSES X 4	DELEGATE APPROVED
2017-050	12 WALKINGTON WAY EDEN HILL 6054	CARPORT	DELEGATE APPROVED
2017-052	21 TROY STREET BASSENDEAN 6054	OUTBUILDING AND GARAGE	DELEGATE APPROVED
2017-057	72 REID STREET BASSENDEAN 6054	RETAINING WALL	DELEGATE APPROVED
2017-061	UNIT A 79 HARDY ROAD ASHFIELD 6054	CARPORT	REFUSED
2017-066	UNIT A 79 IVANHOE STREET BASSENDEAN 6054	GROUPED DWELLING	DELEGATE APPROVED
2017-071	7 BEST STREET BASSENDEAN 6054	HOME BUSINESS (PHOTOGRAPHY STUDIO)	DELEGATE APPROVED
2017-072	9 IOLANTHE STREET BASSENDEAN 6054	MODIFICATION TO APPROVED DRIVEWAY & CROSSOVER CONFIGURATION	REFUSED
2017-078	UNIT 4/8 RYCE COURT EDEN HILL 6054	PATIO	DELEGATE APPROVED
2017-081	80 IOLANTHE STREET BASSENDEAN 6054	AMENDED APPLICATION FOR TWO GROUPED DWELLINGS (REMOVE ONE DWELLING)	DELEGATE APPROVED
2017-082	5 FOURTH AVENUE BASSENDEAN 6054	AMENDED APPLICATION FOR 8 MULTIPLE DWELLINGS (APPLICATION TO EXTEND VALIDITY OF APPROVAL)	DELEGATE APPROVED

2017-083	147 WALTER ROAD EAST BASSENDEAN 6054	SIGN	DELEGATE APPROVED
2017-084	29 KENNY STREET BASSENDEAN 6054	CARPORT	DELEGATE APPROVED
2017-085	43 LORD STREET BASSENDEAN 6054	AMENDED APPLICATION FOR FOUR GROUPED DWELLINGS (EXTEND VALIDITY OF APPROVAL)	DELEGATE APPROVED
2017-086	UNIT A 170 ANZAC TERRACE BASSENDEAN 6054	PATIO	DELEGATE APPROVED
2017-093	LOT 2360 GUILDFORD ROAD BASSENDEAN WA 6054	NEW SEWER MAIN - UNDER RAILWAY RESERVE (AND SITUATED GENERALLY IN THE LOCATION BETWEEN NO. 40 RAILWAY PARADE AND RESERVE 37614)	STATUTORY ADVICE
	Subdivision Applications		
75822	UNIT A 63 THIRD AVENUE BASSENDEAN 6054	FORM 26 - CERTIFICATE OF APPROVAL FOR STRATA PLAN FOR 8 MULTIPLE DWELLINGS	DELEGATE APPROVED
155143	28 GALLAGHER STREET EDEN HILL 6054	TWO LOT SUBDIVISION	STATUTORY ADVICE
155301	33 SCHOFIELD STREET EDEN HILL 6054	TWO LOT SUBDIVISION	STATUTORY ADVICE
421-17	16 NURSTEAD AVENUE BASSENDEAN 6054	TWO LOT SURVEY STRATA	STATUTORY ADVICE
450-17	137 SECOND AVENUE EDEN HILL 6054	THREE LOT SURVEY STRATA	STATUTORY ADVICE
457-17	6 CUMBERLAND WAY BASSENDEAN 6054	THREE LOT PLUS COMMON PROPERTY SURVEY STRATA	STATUTORY ADVICE

OFFICER RECOMMENDATION – ITEM 10.19

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

Voting requirement: Simple majority

10.20 Use of the Common Seal (Ref: INFM/INTPROP/1 – Sue Perkins, Executive Assistant to the CEO)

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

The Common Seal was not attached to any documents during the reporting period.

OFFICER RECOMMENDATION – ITEM 10.20

That Council notes that the Common Seal was not attached to any documents during the reporting period.

Voting Requirements: Simple majority

10.21 Calendar for July 2017 (Ref: Sue Perkins, Executive Assistant)

Tue	4 Jul	6.00pm	Citizenship Ceremony – Bassendean Community Hall
Wed	5 Jul	10.00am	Access & Inclusion Committee Meeting – Council Chamber (Cr Pule)
Mon	10 Jul	7.00pm	Special Council Meeting – Adoption of the 2017-2021 Corporate Business Plan and the 2017/2018 Budget – Council Chamber
Thu	20 Jul	6.00pm	EMRC Council Meeting – If required – (Crs Lewis & Bridges)
Tue	25 Jul	5.00pm	Briefings Session – Council Chamber
Tue	25 Jul	7.00pm	Ordinary Council Meeting – Council Chamber
Fri	28 Jul	5.00pm	Youth Advisory Council Meeting

OFFICER RECOMMENDATION - ITEM 10.21

That the Calendar for July 2017 be adopted.

Voting Requirements: Simple majority

10.22 Implementation of Council Resolutions (Ref: GOVN/CCLMEET/1 - Sue Perkins, Executive Assistant)

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

STRATEGIC IMPLICATIONS

Strengthen Council governance and compliance.

COMMENT

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

Issue ID	Assigned To	Brief Description	Action Taken
91833	Bob Jarvis	OCM-13/6/16 - Results of Consultation to Review the Method of Electing the Mayor and the Number of Councillors	Additional Councillor for the Town now gazetted for inclusion in 2017 Local Government Elections. RECOMMEND DELETION

Issue ID	Assigned To	Brief Description	Action Taken
ROC16/51409	BOB JARVIS	NOTICE OF MOTION CR BROWN: DIARIES FOR COUNCILLORS	COUNCILLORS ADVISED HOW THIS SERVICE IS NOW AVAILABLE AND HOW TO ACCESS IT. RECOMMEND DELETION
ROC17/53455	BOB JARVIS	OCM-32/3/17 - NOTICE OF MOTION - CR MCLENNAN : DEVELOPMENT OF SURVEYS & ASSOCIATED COMMUNITY CONSULTATION DOCUMENTATION	ALL OF THESE REQUIREMENTS HAVE NOW BEEN IMPLEMENTED. RECOMMEND DELETION
ROC17/53671	BOB JARVIS	OCM-12/04/17 - 2017-2027 STRATEGIC COMMUNITY PLAN	STRATEGIC COMMUNITY PLAN ADOPTED BY COUNCIL IN MAY. RECOMMEND DELETION
ROC16/52104	GRAEME HAGGART	OCM-22/10/16 - LIVEABLE TOWN ADVISORY COMMITTEE 11 OCTOBER 2016	THE TOWN HAS BEEN NOTIFIED THAT NO NEW CLUB DEVELOPMENT OFFICER POSITIONS WILL BE FUNDED FOLLOWING THE CHANGE IN GOVERNMENT. RECOMMEND DELETION

ROC17/53988	MIKE COSTARELLA	OCM-18/5/17 - 2017-2027 STRATEGIC COMMUNITY PLAN	PLAN CURRENTLY WITH PRINTERS- WILL BE ADVERTISED WHEN COMPLETE. RECOMMEND DELETION
ROC17/53989	SIMON STEWERT- DAWKINS	OCM-19/5/17 - BASSENDEAN RIVER PARKS MANAGEMENT COMMITTEE MEETING HELD ON 3 MAY 2017	IN ACCORDANCE WITH OCM-19/05/17 THE TOWN WROTE TO THE DEPARTMENT OF PLANNING ON 21/06/17 TO REQUEST THAT THE DEPARTMENT RECONSIDER CONTRIBUTING FUNDS TO AN ASHFIELD FLATS MANAGEMENT PLAN, AND TO ADVISE THAT THE TOWN CONSIDERS THE OFFER FROM THE WAPC TO TRANSFER LOT 821-52 VILLIERS STREET, TOP AREA ONLY, FOLLOWING THE WAPC INVESTIGATION AND REMEDIATION OF THE SITE IN ORDER TO FACILITATE THE PROPOSED LOOKOUT. RECOMMEND DELETION.
ROC17/53215	DYLAN STOKES	OCM-9/04/17 MOVED CR PULE SECONDED CR MCLENNAN THAT COUNCIL REVOKES POINT 2 OF OCM - 4/02/17 WHICH READS: "AUTHORISES THE CHIEF EXECUTIVE OFFICER TO INITIATE LEGAL ACTION IF THE UNAUTHORISED PATIO IS NOT REMOVED WITHIN 60 DAYS OF THE DATE OF REFUSAL" AND REPLACES IT WITH: "AUTHORISES THE CHIEF EXECUTIVE OFFICER TO INITIATE LEGAL ACTION IF THE UNAUTHORISED PATIO IS NOT REMOVED WITHIN 90 DAYS OF THE DATE OF REFUSAL." OCM- 4/2/17 - RETROSPECTIVE APPLICATION FOR A PATIO AT LOT 19; NO. 15 BRIDSON STREET BASSENDEAN	PATIO ROOF HAS CONFIRMED TO BE REMOVED. RECOMMEND DELETION
ROC17/53991	TIM DAYMAN	OCM-32/5/17 - SPORTS ACHIEVEMENT AWARDS	TO BE PRESENTED AT JUNE OCM. RECOMMEND DELETION

ROC17/52792	BRIAN REED	OCM-8/1/17 - PROPOSED AMENDMENT NO. 9 TO LOCAL PLANNING SCHEME NO. 10	SUBJECT OF A REPORT TO THE JUNE COUNCIL MEETING RECOMMEND DELETION
ROC17/53451	BRIAN REED	OCM 18/3/17 - MOVED CR PULE SECONDED CR BRIDGES THAT A REPORT BE PREPARED ON THE COST AND LOCATIONS OF MONITORING EQUIPMENT TO ENABLE THE TOWN OF BASSENDEAN TO MEASURE THE AIR QUALITY IN SEVERAL LOCATIONS SOME WITHIN 500 METRES OF THE SITE OF THE PROPOSED CLUNE STREET CONCRETE BATCHING PLANT TO ESTABLISH AIR QUALITY BEFORE THE PLANT BECOMES OPERATIONAL AND THAT:	SUBJECT OF A REPORT TO THE JUNE COUNCIL MEETING RECOMMEND DELETION
ROC17/53459	BRIAN REED	OCM-36/3/17 - NOTICE OF MOTION - CR BRIDGES: BASSENDEAN MUNICIPAL HERITAGE INVENTORY	PETITION REFERRED TO THE MUNICIPAL HERITAGE COMMITTEE HELD ON 6 JUNE 2017 RECOMMEND DELETION
ROC17/53673	BRIAN REED	OCM-22/04/17 - NOTICE OF MOTION - CR PULE: REQUEST THE STATE ADMINISTRATIVE TRIBUNAL TO REVIEW THE APPROVAL OF THE CONCRETE BATCHING PLANT IN CLUNE STREET BASSENDEAN	SUBJECT OF A REPORT TO THE JUNE COUNCIL MEETING RECOMMEND DELETION
ROC17/53980	CHRISTIAN BUTTLE	OCM-9/5/17 - JOINT METROPOLITAN CENTRAL DEVELOPMENT ASSESSMENT PANEL APPLICATION FORM 2 - APPLICATION FOR AMENDMENT OF A DEVELOPMENT ASSESSMENT PANEL APPLICATION FOR 22 MULTIPLE DWELLINGS - LOT 54 (NOS. 72-74) RAILWAY PARADE BASSENDEAN	DEVELOPMENT APPROVAL ISSUE. RECOMMEND DELETION.

OFFICER RECOMMENDATION – ITEM 10.22

That the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 27 June 2017 be deleted from the Implementation of Council Resolutions list.

Voting Requirements: Simple majority

10.23 Accounts for Payment – May 2017 (Ref: FINM/CREDTS/4 – Ken Lapham, Manager Corporate Services)

APPLICATION

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

ATTACHMENTS

Attachment No. 15: List of Accounts

BACKGROUND

The monthly payments made for the period May 2017 are presented to Council, with details of payments made by the Town in relation to goods & services received.

STRATEGIC IMPLICATIONS

Leadership and Governance

Improve capability and capacity

- *Ensure Financial sustainability*
- *Monitor and enhance organisational performance and service delivery*

STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996

FINANCIAL CONSIDERATIONS

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

OFFICER RECOMMENDATION - ITEM 10.23

That Council receives the List of Accounts paid for May 2017, as attached to the Ordinary Council Agenda of 27 June 2017.

Voting Requirements: Simple majority

10.24 Financial Statements – May 2017 (Ref: FINM/AUD/1 – Ken Lapham, Manager Corporate Services)

APPLICATION

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

ATTACHMENTS:

Attachment No. 16: Financial Reports for May 2017

BACKGROUND

Regulations require a local government to prepare a monthly statement of financial activity, reporting on the revenue and expenditure as set out in the Annual Budget.

A statement of financial activity and accompanying documents are required to be presented to Council within 2 months after the end of the month to which the statement relates.

In addition to this and in accordance with Regulation 34 (5) of the Local Government (Financial Management) Regulations 1996 each year Council is required to adopt a percentage or value to be used in the reporting of material variances. For the 2016/17 financial year the amount is \$5,000 or 10% whichever is the greater.

STRATEGIC IMPLICATIONS

Leadership and Governance

Improve capability and capacity

- *Ensure Financial sustainability*
- *Monitor and enhance organisational performance and service delivery*

COMMENT

The Summary of Financial Activity (Income by Nature & type) is indicating that income for the Year to date is 2.95% ahead of Budget year to date. Interest on investments, fees & charges, operating Grants & other revenue are ahead of budget YTD forecasts.

Total expenditure by nature & type is 6.92% below Budget YTD expectations. Employee costs, Materials & contracts, utilities, interest, other expenditure are below anticipated expenditure budget levels. Insurance expenses are over budget. Expenditure on capital works is well below budgeted levels, sitting at 39% of allocated funds.

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

STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996.

FINANCIAL CONSIDERATIONS

The Financial Statements provide an overview of the income and expenditure for the period ending the May 2017.

The Notes accompanying the statements provide a detailed breakdown to the Financial Statements.

OFFICER RECOMMENDATION – ITEM 10.24

That:

1. The Financial Report for the period ending 31 May 2017, as attached to the Ordinary Council Agenda of 27 June 2017, be received; and
2. The budget amendments listed for adoption in the Financial Statements as attached to the Ordinary Council Agenda of 27 June 2017, be approved.

Voting Requirements: Absolute majority

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11.1 Notice of Motion – Cr Pule: Recycle and produce food locally, Project Life Cykel

Cr Pule has advised that he wishes to move the following motion at this meeting:

“That the Town of Bassendean Contact the City of Fremantle with a view to emulate Life Cykel in Bassendean.”

Comment – Cr Pule

1. The City of Fremantle encouraged Life Cykel in Fremantle, a process that grew from recycling coffee grounds and growing gourmet mushrooms. Life Cykel has now become efficient in mycology and grows amazing mushrooms. The mission statement is :

“To enable humans and planetary health by obtaining unprocessed/ Local food, living sustainably and connecting people with nature.

They sell ready to grow mushroom box kits that produce a number of crops in home environments.

The mushrooms are delicious, fresh and local and very easy to grow.

<https://lifecykel.com.au/about-life-cykel/>

2. Life Cykel is now expanding to Melbourne, the coffee capital of Australia, where people are connecting to the recycle coffee/grow delicious mushrooms in droves. This is a great endeavour to emulate in Bassendean and fits the Town’s sustainable recycling community interest.
3. This is part of the long term Strategic Plan to improve the quality of life in Bassendean and part of the Bassendean Climate Change Adaptation Plan.
4. This is also, part of the Town’s sustainability, recycling objectives and additionally supports the local economy, business and employment. on top of all that it is just great social interacting and Fun.

OFFICER COMMENT

Officers have spoken to staff at the City of Fremantle who advised that the City allocated funds towards a program called 'Freo-Match' and invited proposals from businesses to co-fund new innovative projects. Life Cykel crowd funded \$15,000 and City of Fremantle matched dollar for dollar to support Life Cykle project.

Life Cykel is a urban mushroom farm located in Fremantle that utilises the waste product from coffee shops to grow mushrooms.

Life Cykel advertise on its website that the public can purchase, for example, a coffee mushroom box for \$28 and simply grow and eat mushrooms, or the public can purchase for \$22, a fusion of smooth coffee and medicinal mushrooms.

Life Cykel distributes it produce at 20 stores in Western Australia, 13 stores in Victoria, 3 stores in Queensland, 3 stores in New South Wales and 2 stores in Tasmania.

Council has not allocated funds in the current budget or the draft 2017/2018 Budget to contribute funds toward this business initiative.

11.2 Notice of Motion – Cr Pule: Town of Bassendean Gets on board the War on Waste

Cr Pule has advised that he wishes to move the following motion at this meeting:

“That the Town partner with relevant community groups and advocates a sustainable waste strategy in partnership with community groups, residents and the EMRC. The first project to launch Bring your own Coffee Cup Project.”

Comment – Cr Pule

1. The War on Waste Program identified coffee cups as one of the very difficult waste stream products that goes to landfill because they are too difficult to recycle. Takeaway coffee cups are 95% paper with a plastic liner inside and because of the mix, spoil recycling attempts.
2. Takeaway coffee Cups are used for a few minutes and then thrown away. Takeaway coffee cups are the estimated to be the second largest contributor to litter waste after plastic bottles.

3. Some Coffee houses now offer a 50 cents discount on coffee when the customer brings their own coffee cup.
4. This is an excellent project to partner with the community and can joint the Town's position advocating the suite of initiatives such as, reduction in plastic bags use and the "Life Cykel Project. (my previous motion).
5. These initiatives would be based on advocacy and community partnerships with businesses sponsoring the objectives.
6. This is part of the long term Strategic Plan to improve the quality of life in Bassendean and part of Bassendean sustainable living .

OFFICER COMMENT

Switch your thinking, in partnership with Responsible Cafes and Keep Australia Beautiful WA, are calling on cafes to offer a discount to customers who bring their own cup.

Responsible Cafes has been established for coffee drinkers to promote sustainable business and to change the paradigm on takeaway cup waste. (refer:).

Participating cafes are provided with posters that let people know about the issue, and are included on a national map of participating cafes, and are offered free promotion on social media.

Within the Town of Bassendean, the following cafes have registered on the Responsible Cafes website:

- O2 Café - 24 Old Perth Road, Bassendean; and
- Need for Feed lunch bar - 37A Guildford Road, Ashfield.

The two cafes that are registered on the Responsible Café website have indicated that they provide a 50 cents discount to customers who bring their own takeaway cup.

The Responsible Cafe website states:

Key benefits for Councils

- Educational resource for positive behavioural change addressing an identified waste gap to complement existing sustainability programs;

- Reduce litter and landfill, cutting long-term waste collection costs.
- Reduce carbon, water, paper, and oil footprint in your LGA
- Media and publicity opportunities for councils and cafes.
- Optional use of 1.8m-tall giant disposable cup for events or display.
- Build community pride and public awareness of waste and litter.
- Partnership with a national not-for-profit organisation with demonstrated social and environmental outcomes.

Key benefits for cafes

- Simple online registration process with downloadable poster.
- Inclusion on searchable, mobile-responsible map of participating cafes.
- Opportunity to provide a fun photo for promotion on our website, social media, and media.
- Capture latent income stream by attracting environmentally-aware customers and selling reusable cups.
- Increase customer loyalty.
- Reduce ecological and waste footprint.
- Cost savings through reduced disposable cup/lid expenditures.
- Activate cafe culture and community pride.

The founder of the Responsible Action Network offer a 2-year licensing fee of \$1,000 (negotiable) to the Town of Bassendean. The fee is used to help them maintain operational costs and develop new tools for reducing waste in cafes. This includes all branded marketing materials, listing of Town of Bassendean cafes on its website, which includes a searchable map along with the information outlined above.

No funding is specifically allocated in the waste education budget for the 2 year licence fee, however, due to the small expense, this can be absorbed.

11.3 Notice of Motion – Cr Brown: Intersection roundabouts and effective chicanes into which suitable large trees can be planted

Cr Brown has advised in writing that he wishes to move the following Notice of Motion at this meeting:

“That the Town of Bassendean conduct an audit in order to identify main thoroughfare roads capable of modification to incorporate intersection roundabouts and effective chicanes into which suitable large trees can be planted.”

Background – Cr Brown

The Town of Bassendean is committed through its Strategic Plan 2017-2027 to increase the Town’s tree canopy and improve road safety.

The need to improved road safety can be accommodated by introducing a program of installing effective road island chicanes, thus slowing traffic, and installing roundabouts, effectively slowing traffic and preventing catastrophic right-angle collisions. The need to increase the Town’s tree canopy can also be accommodated within this program by planting suitable trees within these chicanes and roundabouts.

Examples of where similar programs have been successfully undertaken are evident in other municipalities (see **Attachment No. 17**), such as the City of South Perth.

Partners in road safety can be sought in order to offset costs to the Town.

OFFICER COMMENT

In February 2016, Council (OCM – 7/02/16) in part, noted the draft Urban Canopy Strategy and referred the draft to the Liveable Town Advisory Committee Working Group for consideration.

The overall objective of the draft February 2016 Urban Forest Strategy was to:

- Improve the quality and quantity of tree canopy within the Town of Bassendean;
- Provide and integrate strategic / systematic planning framework;
- Manage the conceptual shift from dealing with our trees on an individual basis, to manage the vegetation as a collective and integrated canopy; and

- Contribute to the health and wellbeing of our community.

Since the Council resolution referred the draft Urban Forest Strategy to the Liveable Town Advisory Group, the Urban Forest Working Group and a community representative subgroup have been reviewing the document. In June 2017, the community subgroup represented their feedback on a proposed restructured Urban Forest Strategy document.

Council allocated funding in the 2016/2017 Budget for the Town to engage environmental consultants to provide an analysis of the Town's tree canopy and provide maps of the urban heat islands.

In addition, funds were allocated to assess the street verges in order to determine, for example, the average verge width, number of properties in the street, number of verges without trees, the location of the aboveground power, below ground power and soil type. Once this information is finalised and uploaded to the Town's intra-maps for the general public to assess, it is intended that the data will be used to assist in part, in determining estimated costs to implement the Street Tree Master Plan.

In regards to Cr Brown's Notice of Motion to undertake an audit, at this stage, quotes have not been obtained and should Council support the Notice of Motion, a future budget allocation will be required.

11.4 Notice of Motion – Cr Brown: Spraying of Glyphosate on hard surfaces within the Town's boundaries

Cr Brown has advised in writing that he wishes to move the following Notice of Motion at this meeting:

"That the Town of Bassendean write to the WA State Government (the State), in particular the Minister for Water and the Minister responsible for Main Roads, seeking their support for the Town's ban on the spraying of the poison Glyphosate on hard surfaces within the Town's boundaries. The letter will ask that the State immediately ceases the spraying of herbicides containing Glyphosate on hard surfaces associated with main roads and footpaths within the Town for which they, the State, have responsibility. Further, the State implements other non-chemical means of weed control for those roads and footpaths within the Town boundaries over which it has control."

Background – Cr Brown

The link between the herbicide Glyphosate and the damage to the aquatic environment is of great concern. There is an increasing body of evidence suggesting the use of this poison, designed to kill organic life, is incompatible with many of the organisms associated with our water environments.

In 1996, so concerned was the Chemical Review Section of the National Registration Authority for Agricultural and Veterinary Chemicals that they mandated changes to the labelling of this herbicide to exclude its use on or over waterways and heavily restrict its use on land adjacent to these features. Paradoxically, the manufacturers consequently developed a 'Frog Friendly' version of this poison which seemingly confirmed its use, over previous decades, was destructive to organic life within our creeks, wetlands and rivers.

'Frog Friendly' poison aside, it is inarguable that the spraying of this chemical on impervious hard surfaces is damaging to organic life in our water environments, as the chemical, via rain run-off, directly enters our Town's drains, creek systems, wetlands, lakes and rivers where sensitive flora grow, and upon which all other aquatic life ultimately depend.

OFFICER COMMENT

Australian Pesticides and Veterinary Medicines Authority (APVMA) is an independent statutory authority with responsibility for the regulation and administers the National Registration Scheme for Agricultural and Veterinary Chemicals in Australia. Its statutory powers are provided in the Agricultural and Veterinary Chemicals Code Act 1994.

The APVMA administers the National Registration Scheme for Agricultural and Veterinary Chemicals. The Scheme registers and regulates the manufacture and supply of ALL pesticides and veterinary medicines used in Australia, up to the point of whole sale.

The APVMA has approved Glyphosate for use in Australia to control various annual and perennial broadleaf, grassy and woody weeds, trees and brush and is used in a variety of different situations, such as:

- croplands for the control of emerged weeds prior to crop and fallow establishment, minimum tillage farming, direct drilling into seedbed, for pre-harvest desiccation;

- non-cultivated land (eg industrial, commercial, domestic and public service areas) and rights of way;
- forests, orchards, vines and plantations;
- home garden use on rockeries, garden beds, driveways, fence lines, firebreaks, around buildings and prior to planting new lawns and gardens;
- aquatic areas (restricted to dry drains and channels, dry margins or dams, lakes and streams);
- aquatic weed control and control of weeds on margins of dams, lakes and streams or in channels, drains or irrigation (selected products only).

In regards to external agencies' use of Glyphosate, Main Roads Western Australia released the following statement on Tuesday 11 October 2016:

"Main Roads uses Glyphosate in accordance with the APVMA guidelines as an important part of an integrated approach to weed control that also includes other approved herbicides, mowing, mulching, revegetation and the prevention of weed spread by vehicles and equipment".

Currently Main Roads WA treat weeds growing along the kerb edges on primary distributor roads such as Guildford Road.

11.5 Notice of Motion – Cr Bridges: Motorist, Pedestrian and Cyclist Safety on Guildford Road

Cr Bridges has advised in writing that he wishes to move the following Notice of Motion at this meeting:

"That the CEO write to Main Roads WA requesting consideration be given to the provision of the following items to assist with motorist, pedestrian and cyclist safety on Guildford Road;

- (i) a pedestrian sanctuary on the median strip opposite Thompson Road;*
- (ii) a slip lane for cyclists travelling east at the Guildford bridge enabling easy access to the protected pedestrian/cycle lane on the north side of the bridge;*
- (iii) a slip lane at the end of Colstoun Rd to enable convenient access to traffic turning left onto Guildford Rd when there are cars attempting to turn right."*

Background – Cr Bridges

1. While there is a pedestrian crossing about a 100m away at the set of traffic lights most pedestrians coming via Thompson Rd from the residences and the train station cross the road at this point as this is the shortest route to the bus stop opposite, the skate park and youth centre and the shopping centre. Currently it is difficult for those in wheelchairs or with prams to find sanctuary and cross kerbs.
2. Cyclists using the Guildford Road on the bridge lanes are difficult to pass with a one metre clearance if there is oncoming traffic. Consideration should be given to restricting cycle traffic from using the traffic lanes.
3. It is difficult for traffic to access Guildford Road from Colstoun Road if there is a car turning right. A slip lane would facilitate more efficient access at this location.

OFFICER COMMENT

In response to previous Council resolutions, the Town has written and advocated to Main Roads WA for improved traffic management. The Town was advised that the previous requests were not able to be undertaken due to other State road funding priorities and there were also limitations, due to the location of existing trees and the width of the road reservation.

Should the Notice of Motion be supported, the Town will write to Main Roads WA requesting consideration, as per the resolution

12.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

13.0 CONFIDENTIAL BUSINESS

14.0 CLOSURE

The next Ordinary Council meeting will be held on Tuesday 25 July 2017.