

# 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, 23 May 2017 in the Council Chamber, 48 Old Perth Road, Bassendean, commencing at 7.00pm.

BOB JARVIS  
CHIEF EXECUTIVE OFFICER

19 May 2017

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## A G E N D A

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 Brown 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.

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

**2.1 Public Question Time**

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

**2.2 Address by Members of the Public**

*Members of the public 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**

**4.0 DEPUTATIONS**

**4.1 Presentation by SUEZ Recycling & Recovery (Perth) Pty Ltd**

Representatives from Suez will be in attendance to provide a presentation.

**5.0 CONFIRMATION OF MINUTES**

**5.1 Ordinary Council Meeting held on 26 April 2017  
(Attachment No. 1)**

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

That the minutes of the Ordinary Council meeting held on 26 April 2017, be received.

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

That the minutes of the Ordinary Council meeting held 26 April 2017, be confirmed as a true record.

**5.2 Special Council Meeting held on 9 May 2017**  
**(Attachment No. 2)**

**OFFICER RECOMMENDATION – ITEM 5.2(a)**

That the minutes of the Special Council meeting held on 9 May 2017, be received.

**OFFICER RECOMMENDATION – ITEM 5.2(b)**

That the minutes of the Special Council meeting held 9 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 23 May 2017:

Item	Report
10.3	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
10.4	115B Anzac Terrace, Bassendean - Non-Compliant Verge Treatment
10.5	Water Corporation Drainage for Liveability Program
10.6	1 Surrey Street – Heritage Architects Detailed Design Options
10.7	Local Planning Strategy – Notional Planning Precincts
10.10	Library Email Database
10.11	Alternatives to Single Use Plastic Bags – Proposal for the Town to provide free multi-use bags
10.13	Bassendean River Parks Management Committee Meeting held on 3 May 2017
10.14	Bassendean Local Studies Collection Management Committee Meeting held on 4 May 2017
10.15	Access and Inclusion Committee Meeting held on 10 May 2017
10.16	Determinations Made by the Principal Building Surveyor
10.17	Determinations Made by Development Services
10.18	Use of the Common Seal
10.19	Calendar for June 2017
10.20	Implementation of Council Resolutions
10.21	Accounts for Payment – April 2017

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

<b>Item</b>	<b>Report</b>
10.2	Town of Bassendean Glyphosate Usage for Weed Management
10.8	Community Events Sponsorship Application – Bassendean 55 Plus Association Inc.
10.9	Request for funding from Nella Fitzgerald Events to stage the Little Italy Street Festival Extravaganza Spring Sagra on Saturday 9 and Sunday 10 September 2017
10.12	2017-2027 Strategic Community Plan
10.22	Financial Statements – April 2017
13.1	Registration of Interest for the Purchase and Development of Lot 5; No. 246 Morley Drive, Eden Hill
13.2	Sports Achievement Awards

**10.2 Town of Bassendean Glyphosate Usage for Weed Management (Ref: PARE/MAINT/3 - Jeremy Walker, Senior Environmental Officer and Simon Stewert-Dawkins Director Operational Services)**

**APPLICATION**

The purpose of this report is to provide a follow up report after the December 2016 Councillors' Information Workshop and the January 2017 Council (OCM – 12/01/17) resolution to defer the Weed Management report until receipt of a weed treatment trial report from the Eastern Metropolitan Regional Council, in May 2017.

**ATTACHMENTS**

**Attachment No. 3:**

- APVMA “Regulatory position: consideration of the evidence for a formal reconsideration of Glyphosate”.
- Councillor Workshop 7 December 2016 – extract of agenda item.
- EMRC Weed Control Booklet – preliminary findings May 2017.
- GreenSteam Australia quote – confidential attachment.

**BACKGROUND**

This matter was last considered by Council in January 2017, when Council (OCM – 12/01/17) resolved that the Weed Management Report concerning Glyphosate usage, be deferred until receipt of a weed treatment trial report from the Eastern Metropolitan Regional Council, in May 2017.

The weed management trial that the Eastern Metropolitan Regional Council (EMRC) has been conducting relates to chemical free techniques in bushlands.

On Friday 5 May 2017, the EMRC conducted a Bushland Weed Control Seminar and Bushland Site Tour. At the seminar, participants were provided with a booklet outlining the “preliminary” findings. The EMRC has advised that the final report will not be available until October 2017.

On Tuesday 16 May 2017, a further Councillors' Information Workshop was conducted on-site at Ivanhoe Street, Bassendean, to demonstrate a steam machine used by a contractor. This steam machine is the same model as the EMRC steam machine, which was demonstrated earlier in the year. Elected Members requested that they have the opportunity to view this machine in operation.

## STRATEGIC IMPLICATIONS

Environmental Sustainability and Adaptation to Climate Change

Objectives: Conserve, protect and provide access to the Town's waterways

Strategies: Weed Management is undertaken in accordance with Council's adopted Weed Management Plan, the Biodiversity Plan and the best practice guide recommended by the Environmental Weeds Action Network.

## WEED MANAGEMENT

As Council is aware from previous weed management reports, the Town of Bassendean manages 97 kilometres of road reserve and a significant amount of open space, which includes approximately 200,000m<sup>2</sup> (20 Hectares) of natural (bushland) areas and 8,147m<sup>2</sup> of garden beds.

Prior to the Council (OCM 12/04/16) resolution to suspend the use of Glyphosate herbicides on hard surfaces, the Town managed invasive or emerging weeds using Glyphosate bioactive in the following area:

- Verges – footpath edges and expansion joints;
- Road - between asphalt and kerb lines, road islands; and
- Public Open Space – spot spraying on hard surfaces.

In accordance with Council (OCM – 9/11/16 and OCM – 10/11/16) resolutions, a Councillor workshop was conducted in December 2016 (see attached extract of workshop agenda) to provide information on the following non-chemical weed management techniques:

- Flaming weeds;
- Hot water- Steaming weeds;
- Electrical weed control;
- Thermal weed control;
- biological weed control; and
- Physical control methods such mechanical weeding, whipper snipping, mowing, hand pulling, hand cutting and stripping.

At the 22 November 2016, Ordinary Council Meeting, it was suggested that a further report be provided on the estimated cost to implement a wipe-on Glyphosate applicator trial to selected streets to the target weeds growing within the expansion joints of concrete footpaths, road kerbs, road islands and paved pedestrian areas. The Town's officers obtained quotes for wicker wiping and manual brush cutting of weeds and the removal of debris. Information of the costs can be viewed under financial considerations.

At the December 2016 Councillors' Information Workshop, elected members discussed the advantages and disadvantages of different weed management techniques and weeds which had emerged, the growth rate of weeds, winter and summer weed management requirements, preliminary estimates for traffic management, the preliminary estimates to tidy up the streets.

Due to the time that has passed since the last weed control treatment within the Town's footpaths, kerbs and road Islands, weeds have increased exponentially with large summer weeds, such as fleabane, lining the streets and these weeds have gone to seed.

The weeds which have emerged from the expansion joints of concrete footpaths, road kerbs, road islands and paved pedestrian areas have grown to be unsightly and are now at a point that any potential treatment would leave large debris, adding to the aesthetically displeasing look the Town currently has with weeds.

The weeds that have grown over the summer months have a strong root system and it is not feasible to use organic based chemical compound or steam treatments, as these treatments will not adequately manage the weeds.

To resolve the current weed problem from a practical and cost effective perspective, the existing weeds need to be mechanically removed using brush cutter and debris swept up. About two to three weeks later the weeds will begin to regrow and at this point, the new vegetative growth can be wicker wiped or sprayed. Should Council wish to allocate sufficient funds for regular steam treatments, then this could also be undertaken, however the cost will be a significant increase.

Hand weeding the Town's verge footpath edges and expansion joints; the roads between asphalt and kerb lines, road islands; and the hard surfaces in public open space is not a cost effective option for Council to consider.

## NATURAL AREA WEED MANAGEMENT

While the Council (OCM 12/04/16) resolution to suspend the use of Glyphosate herbicides on hard surface, does not include natural type areas; the more recent Council (OCM – 12/01/17) resolution referred the EMRC weed treatment trial.

There is some existing information which the Town already refers to regarding the management of weeds in natural areas, including the Council (OCM2-9/5/10) endorsed Bushland Weed Management Plan to ensure that bush reserves are maintained and restored appropriately. The Town also refers to a manual titled “Bushland Weeds – A practical guide to the management with case studies from the Swan Coastal Plain and beyond”. This manual is the culmination of a five-year project that had been supported by the Environmental Weed Action Network, with input from the Department of Conservation and Land Management and numerous bush land weed and bush care specialists.

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

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

Should a weed be identified to be physically controlled – without herbicides, the Town currently ensures that there is minimal to no soil disturbance and vegetation trampling does not occur. The reason is that damage of this nature creates openings for further weed infestations.

Best Bushland Management Practices state that hand weeding is a tool that should be carefully implemented and in conjunction with chemical weed control, in order to achieve an integrated process to control weeds and allow natural bushland regeneration.

From a bush management perspective, it is essential that the Town continues using the best weed management practices in conjunction with a revegetation plan to achieve habitat restoration.

In April 2016, a report was presented to Council concerning weed management and the opportunity to trial steam treatments at Broadway Reserve and Success Hill Reserve.

Since the report, the Town has been trialling the EMRC steam weed machine at Broadway Reserve and has engaged a contractor "Cape Life" to undertake a trial at Success Hill Reserve.

At Broadway Reserve with steam treatments are scheduled to be undertaken every 2 months, however the results thus far have shown that steam machine weeding is not a viable substitute for chemical weed control, due to the time and resources required to complete treatments and the poor results achieved. After the First two treatments, many of the treated weeds were not killed and as a result, Officers arranged one Glyphosate treatment to effectively eradicate a higher percentage of the weeds. Town officers have continued with the steam trial at Broadway Reserve, making note that the steam machine has been effective on broadleaf weeds but ineffective on woody weeds and caltrop, fleabane etc . It should be noted that Officers have received complaints from local residents that the caltrop population has increased exponentially since the trial commenced.

In regards to the Success Hill Reserve steam control trials, the Town engaged Cape Life, as they specialise in bushland weed control using steam. Cape Life prepared a schedule for the Town based on their expertise and inspection of the site, with a main focus on Veldt grass. Cape Life proposed 5 treatments over 1 financial year with 3 days per treatment.

The Success Hill Reserve trial has shown some benefits, however, it should be noted that prior to steam treatments, the weeds had to be manually brush cut to reduce the vegetative matter and then the remaining weeds steam treated.

This method is highly labour intensive, there is a significant increase in pedestrian movement in a fragile bush environment and the Town has found that the steam was not eradicating the Veldt grass, it has just hindered its growth.

Therefore, the preliminary feedback from both trials is that the allocated weed steam treatment is a slow process and significantly less effective in the eradication of weeds than Glyphosate.

Officers have been proactive in their pursuit to find an alternative to Glyphosate for broad spectrum weed control. Over the last 3 years, trials have been conducted at Success Hill Reserve in a location titled Area 1 (adjacent to Seventh Avenue), using the following:

- Pelargonic Acid - derived from oil of pelargoniums;
- Pine Oil treatment; and
- Steam treatments.

In 2012, the Town obtained base line data from an independent consultant of the bush condition using the “Keighery” Scale of Bush condition, which rated Area 1 as completely degraded. These condition assessments are undertaken each year and in 2017, Area 1 is still rated completely degraded.

Unfortunately, all of these products have not been successful in the eradication or effective management of weeds.

The East Metropolitan Regional Council (EMRC), on behalf of member Councils, including the Town of Bassendean, submitted a “Green Army” grant application and the Town was successful in obtaining funding to support local ‘Friends Groups’ of the Town to undertake hand weeding. However, in recent years, hand weeding alone has proved not to be a viable solution to control natural area weeds.

In addition, the EMRC obtained grant funding from the Natural Resources Management Programme and is currently conducting a trial to monitor the effect of steam, pine oil, pelargonic acid and also acetic acid/salt treatments. These treatments are being applied to a range of different weeds within a bushland reserve.

#### EAST METROPOLITAN REGIONAL COUNCIL & NATURAL RESOURCE MANAGEMENT PROGRAM - TRIAL

In January 2017, Council (OCM – 12/01/17) resolved that the Weed Management report, be deferred until receipt of a weed treatment trial report from the Eastern Metropolitan Regional Council, in May 2017.

On Friday, 5 May 2017, the EMRC conducted an all-day weed control seminar and tour. The Town’s Senior Environment Officer, and the Town’s bushland weed management contractor attended this all-day seminar and tour that specifically related to trials being conducted in “bushland areas” using alternative weed management techniques.

The attached EMRC Weed Control Booklet and 5 May 2017 seminar, outlined the preliminary findings for treating weeds at three separate bush areas, together with three case studies

The treatments including the following:

Treatment	Brief summary of preliminary Findings
Mulching and planting	Page 7 mulch suppressed weeds, however, Plantain grew between native plants
Acetic acid 90gper litre /salt 40g per litre Sodium Chloride	Page 8 – after two application both Flat Weed and Storksbill, Stagger weed and Cape weed reduced. Results with Plantain and Perennial Veldt grass varied
Pine Oil	Page 9 Pine Oil cannot be applied with handheld equipment due to OH&S constraints. After 2 <sup>nd</sup> treatment there was a reduction in Flat Weed and Perennial Veldt Grass, however due to restrictions on use of pine oil, no further treatments was applied
Pelargonic Acid 5% &7%	Page 10 Pelargonic Acid 5% was applied with little impact upon weeds and then 7% applied however due to seasonal variations in weed species gives inconclusive results of treatment effectiveness
Steam	Page 11 Following an initial steam mulch was applied and native ground cover planted. Five Steam applications have been carried out at 5 week intervals. Steaming each 3m x 4m plot to 5 -15 minutes depending on season with the duration required to steam each plat reduced by 50-67% over course of trial. Steam has had a percentage reduction in cover of Storksbill, Cape Weed, Flat Weed and Hop Cover, except the weed Plantain. Hand weeding was undertaken around all plants where weeds were present.

The EMRC has advised that the funding and scope of its current project, does not provide for soil samples or for testing of water bodies adjacent to treatment areas, in order to determine if there is any cumulative effect from the products used in the trial on soil or adjacent water bodies.

As advised, the EMRC report will not have data pertaining to hard surfaces.

The Town has spoken to weed management contractors to ascertain if they are aware of any other organic products that could manage target weeds growing within the expansion joints of concrete footpaths, road kerbs, road islands and paved pedestrian areas.

The Town's current contractor has advised that while there are organic products available, the Australian Pesticides and Veterinary Medicines Authority (APVMA) has not registered them to treat weeds growing between paved or hard surfaces.

### STATUTORY REQUIREMENTS

Local Government Act 1995  
Local Government (Functions and General) Regulations 2007  
Health (Pesticides) Regulations 1956  
Agricultural and Veterinary Chemicals Code Act 1994.  
Agriculture and Related Resources Protection Act 1976 -  
Control of declared noxious weeds

The Australian Pesticides and Veterinary Medicines Authority is responsible for assessment, product registration, quality assurance and compliance of agricultural chemicals.

### GLYPHOSATE CONSIDERATIONS

On 20 March 2015 the International Agency for Research on Cancer (IARC) classified Glyphosate as 'probably carcinogenic' to human, this prompted members of World Health Organisation (WHO) and Food and Agriculture Organisation of United Nations (FAO) to meet and reassess WHO recommendation on the use of Glyphosate.

In April 2016, Council resolved to suspend the use of glyphosate on hard surfaces because of carcinogenicity concerns.

In September 2016, the Australian Pesticides and Veterinary Medicines Authority (APVMA) published the attached report titled "Regulatory position: consideration of the evidence for a formal reconsideration of glyphosate".

The APVMA report was tabled at the November 2016 and the January 2017, Ordinary Council Meeting for consideration and is available for the public to view at:

<http://apvma.gov.au/sites/default/files/publication/20701-glyphosate-regulatory-position-report-final.pdf>

The APVMA report advises that:  
*The JMPR (Joint Meeting on Pesticide Residue) EFSA (European Food Safety Authority), ECHA (European Chemical Authority) and Health Canada assessments of glyphosate all evaluate the publicly available data that was considered in the IARC monograph, as well as other published and unpublished data not available to IARC.*

*In addition, the NZ EPA (New Zealand Environmental Protection Authority) assessed the publicly available data contained in the IARC monograph and assessment by JMPR and EFSA.*

Page 62 of the APVMA report states:

***“6. Proposed Regulatory Position***

*On the basis of the evaluation of scientific information and assessments, the APVMA concludes that the scientific weight –of evidence indicates that:*

*Exposure to glyphosate does not pose a carcinogenic risk to humans.*

*There is no scientific basis for revising the APVMA’s satisfaction that glyphosate or products containing glyphosate:*

- Would not be an undue hazard to the safety of people exposed to it during its handling or people using anything containing its residues*
- Would not be likely to have an effect that is harmful to human being*
- Would not be likely to have an unintended effect that is harmful to animals, plants or things or to the environment*
- Would not be effective according to criteria determined by the APVMA by legislative instrument, and would not unduly prejudice trade or commerce between Australia and places outside Australia.*

*There are no scientific grounds for placing glyphosate and products containing glyphosate under formal consideration.*

*The APVMA will continue to maintain a close focus on any new assessment reports or studies that indicate that any of the above conclusions may need revising.”*

The APVMA released the following statement on 30 September 2016 concerning an assessment of the International Agency for Research on Cancer (IARC):

*“The APVMA has completed its assessment of the IARC report and other recent assessments of glyphosate and has concluded that glyphosate does not pose a cancer risk to humans”.*

As Council is aware from previous reports, the 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 advised that:

*“Glyphosate is a broad-spectrum herbicide which works by inhibiting an enzyme found in plants. There are around 500 products containing glyphosate registered for use in Australia. Glyphosate has been registered for use for over 40 years.*

*All glyphosate products registered for use in Australia have been through a robust chemical risk assessment process; and are safe to use, provided they are used as per the label instructions.*

*As Australia’s agvet (Agricultural and Veterinary Chemicals Code Act 1994) chemical regulator, it is the role of the APVMA to consider all relevant scientific material when determining the likely impacts on human health and worker safety—including long and short term exposure to users and residues in food before registering a product.*

*It is the role of regulators to determine whether products used according to label instructions could result in a level of exposure that poses an unacceptable risk to people.*

*Consistent with regulators in other countries, the APVMA uses a risk-based, weight-of-evidence assessment, which considers the full range of risks—including studies of cancer risks—and how human exposure can be minimised through instructions for use and safety directions.”*

On page 12 of the APVMA “Regulatory position: consideration of the evidence for a formal reconsideration of Glyphosate” report, it states the following:

*“Glyphosate is approved 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).*

*Glyphosate is applied by ground boom, knapsack/handgun, gas/splatter gun, wiper equipment, controlled droplet application equipment, aerial spraying, aerosol spray, ready to use spray bottle and ready to use gel dispenser.”*

It is understood that there will be those who will dispute the APVMA’s assessment, however, this Australian Government agency is the regulatory authority that State and Local Government agencies refer to and obtain advice from, on what is legally and safely able to be applied in accordance with the manufacturers’ instructions.

The Town has spoken to weed management contractors to ask if they are aware of any other organic products or herbicides that could be substituted for Glyphosate, and could manage target weeds growing within the expansion joints of concrete footpaths, road kerbs, road islands and paved pedestrian areas.

The Town’s current contractor has advised that while there are organic products available, the Australian Pesticides and Veterinary Medicines Authority (APVMA) has not registered them to treat weeds growing between paved or hard surfaces, and they were not able to suggest an alternative herbicide to Glyphosate, which is approved by the APVMA.

## COMMENT

The Council (OCM 12/04/16) resolution to suspend the use of glyphosate on hard surfaces was subject to a midyear 2016 review on the carcinogenicity of glyphosate.

The World Health Organisations (WHO), the International Agency for Research on Cancer (IARC) report, the APVMA assessment along with other recent Glyphosate assessments have concluded; that Glyphosate does not pose a cancer risk to humans, and given the cost and effectiveness associated with alternative weed control techniques; Council may wish to rescind the suspension of Glyphosate on hard surfaces

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”.*

The Town of Bassendean's "Pesticide Policy and Operational Guidelines" have been developed in Consultation with the WA Health Department and the guidelines referred to "A guide to the management of pesticides in local government pest control in Western Australia", "Guidelines for the safe use of pesticides in non-agricultural workplaces" and the Water and Rivers Commission of Western Australia, Water Notes (WN22 April 2001) for River Management.

The Pesticide Operational Guidelines state that where schools and/or child care facilities are located within the treatment area, each school and child care facility is first contacted and advised of the estimated date for the treatment and the work is only to be undertaken once a date has been mutually agreed upon. The pesticide treatment within 20 metres of the boundary to schools or local child-care facilities are only permitted to occur during school holidays or at a time mutually agreed by the relevant school / child care facility and the operator.

## FINANCIAL CONSIDERATIONS

Prior to the OCM-12/04/16 resolution, which suspended the use of Glyphosate on hard surfaces, such as the treatment of expansion joints and edges of all footpaths, road kerbs lines, expansion joints of road islands etc, the following expenditure occurred:

2013/2014	\$ 9,553 *
2014/2015	\$10,671 *
2015/2016	\$10,608 *

*\*Note that the above historical expenditure figures have been extracted from the Town's financial system, which includes Glyphosate treatment to Right of Ways and Public Access Ways. An estimated \$2,420 can be subtracted to estimate the hard paved areas only. Therefore approximately \$8,188 based on 2015/2016 rates.*

In 2016/2017 Council allocated \$130,000 for steam weed treatment on hard surfaces, however, the RFT CO 061 2016-17 tenders submitted for undertaking this work were approximately 93% higher than the funds available and exceed the allocated budget, and as a result none of the tenders were accepted.

Recently, however, a resident of the Town has contacted one of the tenderers and requested a steam contractor submit a quote. This quote was provided to Elected Members and forwarded to Town of Bassendean staff.

An analysis of the resident's quote (refer to Confidential attachment) indicates that the price per treatment is higher than the price submitted in the tender, however, the frequency of steam treatments is less than specified in the tender documents. As a result the price submitted is cheaper, but the level of service is less.

The RFT CO 061 2016-17 Tender outlined that the distributor roads leading to or through the municipality required to be maintained weed free. The tender documentation requested that the contractors submit a frequency schedule to meet Town specifications as part of management plan, with the minimum number of 4 treatments, based off other Local Government experience who currently use steam treatments to manage weeds.

Below is a comparison of the tender and the resident's quote:

Comparison	Treatment Type	Approximate Km	Number of Treatments
<b>RFT CO 061 2016-17 Tender price</b>	High priority roads	17.1	Minimum 4, Maximum 8
	Footpaths	70	Minimum 4, Maximum 6
	Road kerbs, gutters, road islands & Roundabouts	187	Minimum 4, Maximum 6
	<b>Total</b>		Five treatments 1 <sup>st</sup> Year <b>\$228,273 ex GST</b> Four treatments 2 <sup>nd</sup> year <b>\$185,818 ex GST</b>
<b>Resident obtained Quote</b>	Main arterials (high priority)	-	5
	Residential areas	-	2
	<b>Total</b>		<b>\$ 130,000 Ex GST</b>

As the weeds growing out of expansion joints and edges of all footpaths, road kerbs lines, expansion joints of road islands etc; have matured, the weeds have set seed. As a result, the weed seed bank has increased and weed regeneration will be higher than previous years and more treatments to control the weeds will most likely be required.

To manage the existing mature weeds, which can be seen throughout the Town, the table below compares the estimated costs associated to initially brush cut the weeds and remove debris and to either wiper wipe or spray:

Weed treatment Technique	Est Cost \$ (200 Linear Km of treatment)	Treatments required (estimate)	Estimated Cost \$
Brush Cutting	25,000	1	25,000
Wicker wiping	21,000	4	84,000
<b>Total</b>			<b>\$109,000</b>
Brush Cutting	25,000	1	25,000
Treatment with Glyphosate \$24/km as per RFQCO 275 x 200 lineal km x 2 treatments* see note above	9,600	2	19,200
<b>Total</b>			<b>\$ 44,200</b>

As can be seen in the above table, the brush cutting and wicker wiping technique is more expensive due to the labour and time required to complete the task and also because additional wicker wiping treatments are expected due to emerging weeds, which may inadvertently be overlooked.

Whereas brush cutting and herbicide spraying treatment is more effective and requires less time and labour.

The Town manages approximately 97 kilometres of road, but when treating kerb lines on both sides of the road, roundabouts and road islands, this equates to approximately 200 linear kilometres of road infrastructure that is required to be weed managed.

It should be noted that should Council rescind the suspension of Glyphosate on hard surfaces, that the Town of Bassendean applies pesticides in accordance with manufacturer's guidelines, Material Safety Data Sheets, Water and Rivers Commission of Western Australia, Water Notes (WN22 April 2001) and in addition, complies with the Town's Pesticide Operational Policy and Guidelines.

At the November 2016 Ordinary Council Meeting, none of the tenders submitted were accepted. A follow up report was provided in January 2017, which included an Officer recommendation for the budget and funding allocation to be amended to enable the Town to commence weed management.

The Officer Recommendation was deferred, as a result, the Town only had funds available for steam treatment, and as the financial resources were not allocated, the Town was not able to manage weeds.

In February 2017 Council (OCM – 9/02/17) approved the Budget Review and resolved to reduce account 211503 titled Steam Weeding of Roads Gen from \$130,000 to a budget of \$35,000, however, the title was not amended and as a consequence, only steam weed management can be performed.

Council can resolve to amend the Steam Weed Treatment Account No. 211503, to permit the funds to be used for Weed Management to commence clean up using the current 2016/2017 budget and then allocated sufficient funds in the draft 2017/2018 budget to allow the Town to undertake the desired weed management technique

It is understood that there will be those who will dispute the APVMA's assessment, however, this Australian Government agency is the regulatory authority that State and Local Government agencies refer to and obtain advice from, on what is legally and safely able to be applied, in accordance with the manufacturers' instructions.

Considering the 30 September 2016 APVMA advice and the Council (OCM 12/04/16) resolution to suspend the use of Glyphosate on hard surfaces was subject to a mid-year 2016 review, it is now possible for Council to rescind the suspension of Glyphosate on hard surfaces and resolve to re-initiate the use Glyphosate in accordance with the legislative requirements and best management practices, in order to control weeds.

OFFICER RECOMMENDATION – ITEM 10.2

That Council:

1. Rescinds Council resolution OCM – 12/04/16, Part 3 which reads:

*“Suspends the use of Glyphosate on hard surfaces in the urban environment”;*

2. Notes the Australian Pesticides and Veterinary Medicines Authority (APVMA) report attached to the 23<sup>rd</sup> May 2017 Ordinary Council Meeting Agenda, and that the APVMA has completed its assessment of the IARC report and other recent assessments of Glyphosate and has concluded that Glyphosate does not pose a cancer risk to humans;
3. Initiates the use of the Australian Pesticides and Veterinary Medicines Authority (APVMA) registered Glyphosate products to weeds which emerge and grow over footpath edges, within expansion joints, between asphalt and kerb lines and road islands, in accordance with legislative requirements and best management practices in order to control weeds; and
4. Amends Account No. 211503 - “Steam Weeding of Roads” to “Weed Treatment within Road Reserve” and initiates the clean-up of up the weeds which have grown in the paving expansion joints, edges of all footpaths, road kerbs lines, expansion joints of road islands throughout the Town.

**Voting Requirement:**

**Points 2 and 3 -Simple majority**

**Points 1 and 4 - Absolute majority**

**10.3 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, Owner: Mark Francis Hammond and Sandra Lee Hammond, Applicant: Joe Douglas of Urban and Rural Perspectives (Ref: DABC/BDVAPPS/2017 – 058, Christian Buttle, Senior Planning Officer)**

APPLICATION

At its Ordinary Council meeting held in May 2011, Council resolved to require that all Joint Development Assessment Panel (JDAP) applications be the subject of a report to Council in order that Council can make an alternative recommendation to the Metropolitan Central JDAP, should it see fit.

ATTACHMENTS

**Attachment No. 4:**

- Original Determination Notice (provided under the cover of correspondence from the DAP Secretariat dated 1 July 2015).
- Revised Drawings all dated 27 October 2015.
- Applicant's correspondence dated 31 March 2017.

The proposed development incorporates 22 Multiple Dwellings and was originally approved by the Metro Central Joint Development Assessment Panel at its meeting held 23 June 2015. The validity of this approval is due to expire on 23 June 2017, and it is evident that the project will not have been substantially commenced by this time (substantial commencement being the required action to 'lock in' the validity of this approval).

As such, the submission of the Form 2 application seeks approval of the Joint Development Assessment Panel to:

- Extend the validity of the approval by a further two years; and
- Delete conditions 1, 2, 3, 4, 15, 16, 17, 21, 24 and 26 from the original notice of determination.

The request to delete various conditions of approval is supported by the provision of updated plans which are said to address a number of the conditions that were imposed on the original approval, rendering these conditions redundant.

As discussed in the Senior Planning Officer's report which follows, it is recommended that the request to extend the validity of approval be accepted and that the request to delete the specified conditions of approval be responded to as follows:

- Conditions 1, 2, 3, 4, 16 and 17 – Accept request for deletion.
- Conditions 15, 26 and 36 – Do not accept request for deletion but recommend that conditions be retained in a modified manner.
- Conditions 21 and 24 – Do not accept request for deletion and recommend that conditions remain as originally imposed.

It should be noted that the Form 2 – Responsible Authority Report has already been forwarded to the DAP Secretariat and that a meeting date of 29 May 2017 has been set for the JDAP meeting. On the same agenda for this meeting will be the application for the proposed Convenience Store at No. 300 Collier Road, Bassendean.

The remainder of this report includes the Planning Officer's report and recommendation to the JDAP. The report is presented in the format required by the Development Assessment Panel Regulations (Form 2 – Responsible Authority Report).

Council's options in terms of its earlier resolution are to either endorse the recommendation contained in the report below, or to make an alternative recommendation.

Council's current members for the JDAP are Councillor Bridges and Councillor Pule. Alternate members, should the need arise, are Councillor McLennan and Mayor Gangell.

The Development Assessment Panel Training notes make the following comments in terms of Local Government representatives as DAP members:

*“The role of a local government representative is made difficult by their dual roles of local government Councillor and DAP member.*

*The Code of Conduct (DAP) acknowledges this difficulty in clause 2.1.2. A local government may make a decision in relation to a DAP application as a basis for providing a DAP with a recommendation, as it is required to do in accordance with regulation 12.*

*Clause 2.1.2 provides that a local government DAP member is not precluded from voting in relation to a DAP application where it has also been involved with the decision or recommendation made by the local government.*

*Clause 2.1.2 requires only that local government DAP member exercise independent judgment, and consider the application on its planning merits.”*

#### OFFICER RECOMMENDATION – ITEM 10.3

That Council endorses the Planning Officer’s Form 2 – Responsible Authority Report for the proposed 22 Multiple Dwellings at Lot 54 (Nos. 72-74) Railway Parade, Bassendean.

**Voting requirements: Simple Majority**

## Form 2 - Responsible Authority Report (Regulation 17)

<b>Property Location:</b>	Lot 54 (Nos. 72 – 74) Railway Parade, Bassendean
<b>Development Description:</b>	Proposed 22 Multiple Dwellings
<b>Proposed Amendments:</b>	To amend the approval so as to extend the period within which the development must be substantially commenced by a further two years.  To delete conditions 1, 2, 3, 4, 15, 16, 17, 21, 24 and 26 from the approval.
<b>DAP Name:</b>	Metro Central JDAP
<b>Applicant:</b>	Mr Joe Douglas of Urban & Rural Perspectives
<b>Owner:</b>	Mark Francis Hammond & Sandra Lee Hammond
<b>Value of Amendment:</b>	Overall estimated cost of development remains unchanged at \$3.3 million dollars.
<b>LG Reference:</b>	2017-058
<b>Responsible Authority:</b>	Town of Bassendean
<b>Authorising Officer:</b>	Christian Buttle, Senior Planning Officer
<b>Department of Planning File No:</b>	DAP/15/00740
<b>Report Date:</b>	12 May 2017
<b>Application Receipt Date:</b>	4 April 2017
<b>Application Process Days:</b>	38 days
<b>Attachment(s):</b>	1. Original Determination Notice. 2. Revised drawings. 3. Applicant's supporting letter dated 31 March 2017.

### Officer Recommendation:

That the Metro Central JDAP resolves to:

- Accept** that the DAP Application reference DAP/15/00740 as detailed on the DAP Form 2 date stamped received 4 April 2017 is appropriate for consideration in accordance with regulation 17 of the *Planning and Development (Development Assessment Panels) Regulations 2011*;
- Approve** the DAP Application reference DAP/15/00740 as detailed on the DAP Form 2 date stamped received 4 April 2017 and accompanying plans:

Dwg No.	Drawing Name	Rev No.	Dwg Date
A1.01	Proposed Site Development Plan	7	27.10.2015

A2.01	Proposed Site / Ground Floor Plan (Part A)	7	27.10.2015
A2.02	Proposed Site / Ground Floor Plan (Part B)	7	27.10.2015
A2.05	First Floor Plan (Part A)	7	27.10.2015
A2.06	First Floor Plan (Part B)	7	27.10.2015
A3.01	Elevations	7	27.10.2015
A3.02	Elevations	7	27.10.2015

in accordance with the provisions of the Town of Bassendean Local Planning Scheme No. 10, for the proposed minor amendment to the approved 22 Multiple Dwellings at Lot 54 (Nos. 72-74) Railway Parade, Bassendean, subject to the following conditions:

**Amended Conditions**

1. Deletion of Condition 1.
2. Deletion of Condition 2.
3. Deletion of Condition 3.
4. Deletion of Condition 4.
5. Modification to Condition 15 so as to now read:

A minimum of 8 bicycle parking spaces shall be provided for residents, and a minimum of 3 bicycle parking spaces shall be provided for visitors. The resident bicycle parking spaces shall be located in a secure weather protected compound, details of which shall be provided to the Town in advance of, or in conjunction with the application for a building permit, and **all spaces shall** be constructed in accordance with the provisions of AS 2890.3 (as amended).

6. Deletion of Condition 16.
7. Deletion of Condition 17.
8. Modification to Condition 26 so as to now read:

The bin storage areas are:

- (a) To be surrounded by a 1.8 metre high minimum wall with a self-closing gate;

- (b) To be provided with 75mm min thickness concrete floors grading to a 100mm industrial floor waste, connected to sewer, with a hose cock to enable both the bins and bin storage area to be washed out; and
- (c) To be provided with internal walls that are cement rendered (solid and impervious) to enable easy cleaning.

9. Modification to Condition 36 so as to now read:

This decision constitutes planning approval only and is valid for a period of **4 years from 23 June 2015**. If the subject development is not substantially commenced within the 4 year period, the approval shall lapse and be of no further effect.

All other conditions and requirements detailed on the previous approval dated 23 June 2015 shall remain unless altered by this application.

**Details: outline of development application**

Insert Zoning	MRS:	Urban
	TPS:	Residential (R20/40)
Insert Use Class:		Multiple Dwellings ('P' (permitted) land use)
Insert Strategy Policy:		Not applicable
Insert Development Scheme:		Town of Bassendean Local Planning Scheme No. 10.
Insert Lot Size:		2561 sq.metres
Insert Existing Land Use:		N/A – Vacant Land

The applicant seeks approval to modify the development approval for 22 Multiple Dwellings which was originally issued by JDAP at its meeting held 23 June 2015 by:

- (a) Extending the period of validity within which the proposed development must be substantially commenced; and
- (b) Deleting a range of conditions to which the approval is currently subject.

**Background:**

Development approval for 22 Multiple Dwellings was granted by the Metro Central JDAP at its meeting held 23 June 2015.

Legislation & policy:

Legislation

- Planning and Development Act 2005;
- Planning Development (Local Planning Schemes) Regulations 2015; and
- Town of Bassendean Local Planning Scheme No. 10.

State Government Policies

The following State Government policies are of relevance when considering the application for development approval:

- (a) Directions 2031 (Bassendean is an identified District Centre);
- (b) State Planning Policy 3.1 – Residential Design Codes of Western Australia;  
and
- (c) State Planning Policy 4.2 – Activity Centres for Perth and Peel.

#### Local Policies

The application for development approval was originally assessed against the Town's adopted Local Planning Policy No. 2 "Energy Efficient Design" and Local Planning Policy No. 3 Water Sensitive Design". These policies are referenced by Clause 5.3 of Local Planning Scheme No. 10 and were required to be suitably addressed in order for the applicant to gain development entitlements at the higher R40 density code, as proposed.

Additionally, Local Planning Policy No. 18 – Landscaping with Local Plants is of relevance when considering the application for development approval.

#### **Consultation:**

##### Public Consultation

No public consultation was undertaken in conjunction with the assessment of this application for development approval.

The original application was referred to the following adjoining / nearby property owners for information purposes only and not for formal public comment:

- Rear (opposite side of right-of-way to north of development site) - No. 6 Ivanhoe Street, Bassendean (Bassendean Church of Christ);
- Left hand (western side) – Nos. 2 & 2B Broadway;
- Right hand (eastern side) – No. 70 Railway Parade.

The relationship of the development site to the other properties described above can be seen on the 2014 aerial photography extract which is provided below (development site is highlighted red):



The development site is also adjoined to the left hand (western) side by a BWS bottle shop which is held in the same ownership as the site which is the subject of current consideration.

Consultation with other Agencies or Consultants

Nil.

**Planning assessment:**

Deletion of Condition No.1

Condition 1 requires:

*The design/extent of roof cover to balconies of units 12-19 and 22 being modified in order to facilitate the provision of direct solar access to the Living Room windows of the respective units, to the satisfaction of the Town, unless an alternative arrangement, such as the provision of solar hot water systems along with low water use landscaping for the development, can be provided to the satisfaction of the Town.*

The drawings provided in support of the revised application for development approval satisfactorily address this matter by:

Setting the extent of roof cover for balconies of units 12-19 and 22 at 2.4 metres. This corresponds with the accepted extent of roof cover associated with units 1-11.

As such, this condition can be deleted as an acceptable (and matching) level of solar access to living room windows of units 12-19 and 22 will be achieved as is provided (and approved) for units 1-11.

### Deletion of Condition No. 2

Condition 2 requires:

*Upper floor unit 19 being set back from the left hand (western) side boundary generally in accordance with the Deemed-to-comply provisions of the R-Codes or a section of the wall being setback to achieve a light-well between the two bathrooms and this side of the building being detailed architecturally in a manner which is generally consistent with that of other dwellings within the development, while also allowing for casual surveillance in the manner described within the Officer report (non-major size fixed openings) to the satisfaction of the Town.*

The drawings provided in support of the revised application for development approval satisfactorily address this matter by:

- Adding in a light well of 4.285 metres in length by 1.5 metres in width between bedrooms 1 and 2 (and alongside the bathrooms);
- Detailing this area in a manner which is consistent with the remainder of the development; and
- Incorporating additional windows into each of the bedrooms which provide for casual surveillance of the adjoining bottle shop car park.

As such, this condition can be deleted as a revised design has been provided which satisfactorily addresses the condition imposed on the original approval.

### Deletion of Condition No. 3

Condition 3 requires:

*“Outdoor living areas / Balconies for units 5, 19 and 20 being modified in order that a usable area of 10 sq. metres minimum with width and / or length dimensions of 2.4 metres minimum being provided as measured in any direction.”*

The drawings provided in support of the revised application incorporate suitably sized and dimensioned outdoor living areas / balconies of 10 sq.metre minimum with widths and / or lengths for units 5 and 19, but not for unit 20.

Unit 20 incorporates a main usable balcony area (measured from back wall of dwelling to inside face of balcony) of 3.8 metres x 2.45 metres (9.31 sq.metres). It incorporates two additional areas of 2.1m in length by 0.25m in width (area between back wall of dwelling and inside face of brick pier to each side of balcony) which is an additional 1.05 sq.metres, resulting in an overall area of 10.36 sq.metres.

While the brick piers in each corner of the balcony result in the balcony not meeting the Deemed-to-comply provisions the R-Codes (in terms of the entirety of the balcony having 2.4m minimum dimensions), the overall balcony area is slightly more (10.36 sq.m) than the 10 sq.m minimum required.

The brick piers in the far corners of the balcony, while resulting in small portions of the balcony having dimensions of less than 2.4m, do not impact upon the balcony to an extent that it is not “capable of use in conjunction with a habitable room the dwelling....” and therefore it is considered to be acceptable for approval.

Having regard to the comments provided above, this condition can be deleted.

#### Deletion of Condition No. 4

Condition 4 requires:

*“The provision of a pedestrian path which provides wheelchair accessibility connecting the main pedestrian entrance to building ‘block 4’ with the public footpath.”*

The revised drawings now incorporate a pedestrian path of 1.2 metres in width which connects the main pedestrian entrance to building block 4 with the public footpath. This footpath ‘wraps around’ visitor parking bays 1 and 2.

Having regard to the provision of this pedestrian path, condition 4 can now be deleted.

#### Deletion of Condition 15

Condition 15 requires:

*“A minimum of 8 bicycle parking spaces shall be provided for residents, and a minimum of 3 bicycle parking spaces shall be provided for visitors. The resident bicycle parking spaces shall be located in a secure weather protected compound, details of which shall be provided to the Town in advance of, or in conjunction with the application for a building permit, and be constructed in accordance with the provisions of AS 2890.3 (as amended), while visitor bicycle parking spaces shall be relocated close to main pedestrian access points to the development to the satisfaction of the Town as advocated within AS2890.3.”*

The revised drawings do show reference to a bike enclosure for residents, however detailed drawings have not been provided, and there is no indication of any weather protection having been provided to this structure (as required).

The revised drawings now also make reference to a ‘3 bike’ parking rack close to the main entrance of the development, for visitors use.

Having regard to the comments referred to above, it is appropriate that this condition be retained in a modified format as identified below (with wording to be removed ‘struck through’ and new words to be added shown in bold):

*“A minimum of 8 bicycle parking spaces shall be provided for residents, and a minimum of 3 bicycle parking spaces shall be provided for visitors. The resident bicycle parking spaces shall be located in a secure weather protected compound, details of which shall be provided to the Town in advance of, or in conjunction with the application for a building permit, and*

***all spaces shall be constructed in accordance with the provisions of AS 2890.3 (as amended)."** ~~while visitor bicycle parking spaces shall be relocated close to main pedestrian access points to the development to the satisfaction of the Town as advocated within AS2890.3."~~*

Deletion of Condition 16

Condition 16 requires:

*"The width of visitor car parking bay No. 3 shall be increased to 2.4m minimum."*

The revised drawings increase the width of visitor car parking bay No. 3 from 2.335m to 2.4m and on this basis, condition 16 can be deleted.

Deletion of Condition 17

Condition 17 requires:

*"The height of filling and associated retaining adjacent to the left hand (western) side property boundary being reduced to an extent that it does not exceed 500mm above existing ground levels."*

The drawings which were originally approved incorporated a finished floor level (FFL) of RL 11.000 for unit 8 along the western boundary with the adjoining BWS bottle shop site. The proposed FFL of unit 8 has now been reduced by 343mm to 10.657, resulting in filling and retaining which does not exceed 500mm in height.

Having regard to the comments identified above, this condition can now be deleted.

Deletion of Condition 21

Condition 21 requires:

*"Any fencing which is situated between a building and the Railway Parade or right-of-way frontages of the development site demonstrating compliance with the following requirements:*

- (a) The overall height of fencing not exceeding 1.8 metres above natural ground levels as viewed from outside of the development site; and*
- (b) Infill panels above base level solid components which are shown on the approved drawings being visually permeable."*

The detail shown on the drawings appears to demonstrate compliance with the requirements contained within condition. The requirements contained within the condition hold good, however, and it is appropriate that this condition remain in place without change.

Deletion of Condition 24

Condition 24 requires:

*"Each dwelling shall be provided with an effective clothes dryer."*

Although the drawings submitted in conjunction with this application reference the word 'dryer' within most of the units (and reference an outdoor 'drying line' for other units), use of the word 'dryer' is not sufficient to ensure that the requirement to provide an effective clothes dryer for each dwelling will be met. The condition should be retained, without change.

#### Deletion of Condition 26

Condition 26 requires:

*"The bin storage areas are:*

- (a) To be increased in size equivalent to that which would be occupied by two additional bins to cater for bulky rubbish storage while awaiting collection to the satisfaction of the Town;*
- (b) To be surrounded by a 1.8 metre high minimum wall with a self-closing gate;*
- (c) To be provided with 75mm min thickness concrete floors grading to a 100mm industrial floor waste, connected to sewer, with a hose cock to enable both the bins and bin storage area to be washed out; and*
- (d) To be provided with internal walls that are cement rendered (solid and impervious) to enable easy cleaning."*

The revised drawings which are the subject of determination satisfactorily increase the size of the bin storage areas as required by part (a) of original condition 26, so this component of the condition can be deleted.

The remainder of the condition holds good, however, and should be retained in a modified condition which reads as follows:

The bin storage areas are:

- (a) To be surrounded by a 1.8 metre high minimum wall with a self-closing gate;
- (b) To be provided with 75mm min thickness concrete floors grading to a 100mm industrial floor waste, connected to sewer, with a hose cock to enable both the bins and bin storage area to be washed out; and
- (c) To be provided with internal walls that are cement rendered (solid and impervious) to enable easy cleaning.

#### Amend Condition 36

Condition 36 states that:

*"This decision constitutes planning approval only and is valid for a period of 2 years from the date of approval. If the subject development is not substantially commenced within the 2 year period, the approval shall lapse and be of no further effect."*

The applicant has requested that the period of validity of approval be extended for a further two years.

There are no changes within the planning framework which would impact the ability for the requested extension, and no objection is held in relation to this request. It is recommended that condition 36 be modified as identified below (with wording being removed being 'struck through' and new words shown in bold):

This decision constitutes planning approval only and is valid for a period of ~~2~~ **4** years from ~~the date of approval~~ **23 June 2015**. If the subject development is not substantially commenced within the ~~2~~ **4** year period, the approval shall lapse and be of no further effect.

**Council Recommendation:**

This matter will be presented to Council in order that it can formulate its own recommendation in relation to the proposal.

At the time of writing this report, the matter had yet to be considered by Council. Details of Council's recommendation will be conveyed to the JDAP at the meeting at which this proposal is considered.

**Conclusion:**

For the reasons identified within this report it is recommended that:

- Conditions 1, 2, 3, 4, 16, and 17 be deleted;
- Conditions 15, 26 and 36 be modified as shown in the officer recommendation for the reasons identified within the body of this report; and
- Conditions 21 and 24 remain unmodified for the reasons identified within the body of this report.

**10.4 115B Anzac Terrace, Bassendean - Non-Compliant Verge Treatment (Ref: PARE/MAINT/1 – Andreea Balica, Engineering Technical Assistant/Compliance Officer)**

APPLICATION

The purpose of this report is to bring to Council's attention the non-compliant verge treatment that was installed on the verge adjacent to 115B Anzac Terrace, Bassendean.

The owner of 115B Anzac Terrace was notified the verge treatment does not comply with the Town's Verge Treatment and Maintenance Policy. The owner informed the Compliance Officer he would like to request the Council to allow an exemption regarding the verge treatment at 115B Anzac Terrace, Bassendean.

ATTACHMENTS

**Attachment No. 5:**

- Verge Treatment and Maintenance Policy;
- Permissible Verge Treatment Information Sheet;
- Activities on Thoroughfares and Trading in Thoroughfares and Public Place Local Law 2010;
- Photograph of the verge.
- Letter to owner at 115B Anzac Terrace regarding non-compliant verge treatment.

BACKGROUND

Council initially created the first Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law in 2001 and then on the 7th June 2011, the Western Australian Government Gazette No. 92, published the Town of Bassendean's "Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010"

The previous and current Local Law both included Permissible Verge Treatments requirements.

In December 2012, Council adopted the Verge Treatment and Maintenance Policy, which was last reviewed in March 2014.

The objectives of the policy are to:

- Encourage adjacent owners and occupiers to install and maintain permissible verge treatments that are water wise, aesthetically pleasing, and that reflect our natural heritage.

- Provide guidelines as an adjunct to the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law for the installation and management of verges in the Town.

In addition to the policy and Local Law, the Town has developed a Permissible Verge Treatment Information Sheet for residents to assist them in the design of their verge.

The Verge Treatment and Maintenance Policy states that “A *permissible verge treatment is one that is approved by Council and subject to stringent conditions*”.

Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law states that:

*“2.2 Activities allowed with a permit – general*

*(1) A person shall not, without a permit –*

*(i) Unless installing, or in order to maintain, a permissible verge treatment –*

*(i) Lay pipes under or provide taps on any verge; or*

*(ii) Place or install any thing on any part of a thoroughfare, including gravel, stone, flagstone, cement, concrete slabs, blocks, bricks, pebbles, plastic sheeting, kerbing, wood chips, bark or sawdust;“*

Copies of the Verge Treatment Policy, the Permissible Verge Treatment Information Sheet and Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local are included as attachments to this agenda (refer to previous report attachments).

In March 2015, Council (OCM – 15/03/15) endorsed the 2015-2019 Workforce Plan and amended the Corporate Structure to include an Engineering Technical Assistant/Compliance Officer with the objective in part, to manage Local Laws, Permit approvals and unauthorised activities that occur within the thoroughfare.

#### COMMUNICATION & ENGAGEMENT

The owner (Mr Colin Dennis) of 115B Anzac Terrace was notified the verge treatment does not comply with the Town’s Verge Treatment and Maintenance Policy, by telephone and email on 22 November 2016, and by letter 7 February 2017.

The owner made contact with the Town's officers via email on 27 February 2017, asking for the verge treatment at 115B Anzac Terrace to be brought to Council's attention for consideration and for an exemption from the Permissible Verge Treatment Policy to be granted.

### STATUTORY REQUIREMENTS

Local Government Act 1995.  
Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law.  
Verge Treatment Policy.

### STRATEGIC IMPLICATIONS

The creation of a network of sustainable open spaces through the installation and management of verges that are water wise, aesthetically pleasing and that reflect our natural heritage.

### COMMENT

Following the request for a security deposit (kerb/footpath/verge reinstatement) to be released, a site inspection was carried out at 115B Anzac Terrace in November 2016.

The owner was informed via telephone and then via email on 22 November 2016, that the verge bond cannot be released due to a non-compliant verge treatment that was installed.

In January 2015 a development approval was issued to the current owners of the site for the dwelling that has since been erected. A condition of the development approval required "The street verge adjacent to the lot being landscaped and maintained to Council's satisfaction." Clearly the current verge treatment does not comply with the condition of development approval.

The Town's Permissible Verge Treatment information sheet states that no more than one third of the verge shall be paved, excluding the crossover. The site inspection at 115B Anzac Terrace revealed that the entire verge adjacent to the property has been paved (see attached photograph).

No action was taken by the owner following the email, therefore a letter was sent on 7 February 2017, informing the owner again, about the non-compliant verge treatment and advising him that the non-compliant verge treatment shall be removed. Mr Dennis was also advised to make contact with the Compliance Officer to discuss the timeframe for the removal of the non-compliant verge treatment and to obtain any further information.

Mr Dennis made contact with the Town's officers, via email on 27 February 2017, asking for the verge treatment at 115B Anzac Terrace to be brought to Council's attention for consideration, and for an exemption from the Permissible Verge Treatment Policy to be granted. Mr Dennis would like to keep the brick pavers he installed on the verge at 115B Anzac Terrace. Mr Dennis was encouraged to send a letter that would have been attached to this report to explain his reason why he would like to keep the brick paving on the verge.

No letter has been received from Mr Dennis regarding his reasons to keep the brick paving.

Brick paved verge treatments affect the capacity of our drainage system by increasing the stormwater runoff volume, and which, it can be argued, contribute to urban heat islands.

Approving an exemption to the Local Law Permissible Verge Treatments would set a precedent that would become unmanageable.

The current Verge Treatment and Maintenance Policy, and the Permissible Verge Treatments, has been put in place to reduce pressure on the Town's drainage network, to ensure street trees will be planted and manage the urban heat load caused by paving.

Paved surfaces shed stormwater into the drainage network and paved surfaces collectively contribute to an increase in the ambient temperature which inadvertently contribute to the amenity and environmental impact.

#### FINANCIAL CONSIDERATIONS

There are no financial implications associated with this report.

**OFFICER RECOMMENDATION – ITEM 10.4**

That Council:

1. Acknowledges the request made by Mr Dennis for an exemption from the Town's Verge Treatment and Maintenance Policy; and
2. Enforces compliance with the Town's Verge Treatment and Maintenance Policy for the verge at 115B Anzac Terrace, Bassendean.

**Voting Requirement – Simple majority**

**10.5 Water Corporation Drainage for Liveability Program (Ref: WATR/MAINT/2 - Jeremy Walker, Senior Environmental Officer)**

**APPLICATION**

Council is requested to consider submitting an application to the Water Corporation, based on public feedback, in regards to the WA Water Corporation's Drainage for Liveability Program.

**ATTACHMENTS:**

**Attachment No. 6:**

- Public responses spreadsheet (names suppressed)
- Final Water Quality in the Bassendean Drainage Network Report 2016

**Confidential Attachment No. 4:**

- Public Responses

**BACKGROUND**

On 21 September 2016, a media release was authorised by the former Hon Mia Davies MLA, the former Minister for Water; Sport and Recreation; Forestry, regarding the Drainage Liveability Program.

This Drainage Liveability Program is a collaboration between Water Corporation and Department of Water, designed to enhance the value to the community of stormwater drains and basins across Western Australia.

Stormwater drains and basins serve a functional purpose, but they also have the potential to contribute to the liveability of our local communities.

At its Ordinary Council meeting held in October 2016, Council resolved (OCM-35/10/16):

*"That Council:*

1. *Seeks input from community members/groups and officers for innovative ideas on how to take advantage of the existing green spaces next to Water Corporation stormwater drains in the Town for the purpose of submitting an application/s for the Water Corp Drainage for Liveability Project; and*

2. *Requests officers collate submissions received and, based on these, prepare a draft application for the Drainage for Liveability Project for consideration by Council.*

In November 2016, the Bassendean River Parks Management Committee considered the Water Corporation's Drainage for Liveability project and resolved the following:

*“That the Committee notes Council (OCM – 35/10/16) resolution concerning the Water Corporation's Drainage for Liveability Project and suggests an expression of interest application be collated for:*

1. *The Chapman Street drain between the outlet and the Villiers Street road reserve; and*
2. *The site 17 drain at the corner of Railway Parade and May Holman Drive; and*
3. *Be presented to Council for consideration.”*

The Town of Bassendean Officers advertised the Drainage for Liveability Program in Bassendean Briefings, the Town's Facebook page and webpage, with submissions closing on 10 March 2017.

### COMMUNICATION & ENGAGEMENT

As part of the Water Corporation's "Water Sensitive" urban design vision, the Town of Bassendean invited feedback from the community on ideas for the enhancement of Water Corporation drains in the Town.

The Drainage Liveability Program was advertised in Edition No. 112 of the Bassendean Briefings, delivered to all Town of Bassendean households in February/March 2017, on the Town's Facebook page and website with links to the Water Corporation Drainage Network map and on-line Drainage for Liveability feedback form, from 20 January 2017, with submissions closing on 10 March 2017.

### STRATEGIC IMPLICATIONS

*Environmental sustainability, protect and provide access to the Town's waterways.*

Objectives: Strive to divert drainage water to recharge groundwater and ensure that run-off to the Swan River is of a high quality.

Strategies: Stormwater drainage network is managed in accordance with Council's Drainage Asset Management Plan and the Drainage Network Assessment for the proposed drainage service level.

### COMMENT

In preparing an expression of interest application of this type, the Town would refer to the Water Quality Monitoring Program assessments that have been undertaken since 2008, in partnership with Perth Natural Resource Management (NRM), along with the City of Bayswater, Department of Water and Swan River Trust.

The Town of Bassendean has engaged a water quality officer to monitor the three main drainage lines within the Town of Bassendean (Kitchener Street Drain, Chapman Street Drain and Guildford Road Drain). Every year, a Sampling Analysis Plan is developed by the Water Quality Officer and Department of Water. This Plan is then used to produce water quality report (see attached report: 2016 Sampling) and the data can be referred to as part of the feasibility assessments and in preparing the Strategic Management Plan/ Master Plan.

In August 2016, a report was tabled at the Bassendean River Parks Management Committee meeting, concerning the Department of Planning, Parks and Wildlife, Department of Water and Town of Bassendean representatives' review of a 2005 Syrix Environmental Ashfield Flats "Brief" for Strategic Management Plan document.

As part of the review, the Department of Water's representative stated that in the past the Water Corporation was concerned primarily with drainage conveyance (quality) whilst Department of Water focused on Drainage planning and flood management.

The Department of Water now works closely with the Water Corporation and share a vision of improved management of water and drainage in the landscape to enhance the liveability of our cities and towns. In this regard, the State has committed to move Perth forward from a "Drained City" towards a Water Sensitive City.

The Town's officers have collated all submissions from the public (see attached), and considered the recommendation for the Bassendean River Parks Management Committee.

The Manager Development Services would like to see drain 9982 included in the program. By way of background, this drain is intended to be reserved for “Parks and Recreation” through amendment No 9 to the Local Planning Scheme No. 10, with the objective of converting the drain into a living stream. One community member has also nominated this drain for inclusion in the program.

The following is a table of all drains listed as potential sites in the program and the number of public comments in relation to the drain.

Town of Bassendean – Drainage Liveability			
Water Corporation Drainage Network - Map ID	Type	Drains Bounded by properties on:	Public submissions related to drain
Wendlebury Way Compensation Basin	Drainage Basin	Wicks Street, Walter Road, Naunton Crescent and Wendlebury Way	0
9980 and 9981	Open drains	Walkington Way, Chedworth Way, Hobley Place and Faulkner Way	0
Mary Crescent Compensating Basin	Drainage Basin	Mary Crescent Reserve: Dobson Lane, Gallagher Street, Kirke Street, Mary Crescent and Ivanhoe St	0
9999	Open Drain	Walter Road East, Penzance Street, Ireland Way and Iolanthe Street	0
9995	Open Drain	Iolanthe Street, Walter Road East and Carman Way	0
9996	Open Drain	Carman Way and Ida Street	0
9997	Open Drain	Ida Street and Cumberland Way	0
9986	Open Drain	Cumberland Way and Ivanhoe Street	0
9987	Open Drain	Ivanhoe Street, First Avenue and Anzac Terrace	0
Ireland Way Compensating Basin	Drainage Basin	Ireland Way, Iolanthe Street and Anzac Terrace	1
9989	Open Drain	Penzance Street and Parmelia Way	0
9988	Open Drain	Parmelia Way, Anzac Terrace, Iolanthe Street	0
9990	Open Drain	Iolanthe Street, Anzac Terrace and Mann Way	0
9991	Open Drain	Mann Way, Anzac Terrace and Ida Street	0
9992	Open Drain	Ida Street and Lukin Way	0
9993	Open Drain	Lukin Way and Ivanhoe Street	0
9994	Open Drain	Second Avenue and Third Avenue	6
9984	Open Drain	Third Avenue and Fourth Avenue	7
9977	Open Drain	Mann Way, Ida Street, Broadway and Iolanthe Street	0
9978	Open Drain	Ida Street, Lukin Way, Ivanhoe Street and Broadway	0
9985	Open Drain	North Road	1
9998	Open Drain	Hanwell Way, Fairford Street, Collier Road and Centenary Close	0
Fairford Street Compensation Basin	Drainage Basin	Gray Street, Hanwell Way, Fairford Street, Collier Road	0
Railway Museum West Compensating Basin	Drainage Basin	Yelland Way, Railway Parade, Wood Street	0
Railway Museum East Compensating Basin	Drainage Basin	Yelland Way, May Holman Drive, Railway Parade	0
Jackson Street Compensating Basin	Drainage Basin	Clune Street, Lavan Street, Jackson Street	0
Chapman Street North Compensating Basin	Drainage Basin	Eileen Street, Kathleen Street and Chapman Street	1
Chapman Street South Compensating Basin	Drainage Basin	Chapman Street and Kathleen Street	0
9979	Open Drain	Hardy Road, Royer Court	0
9983	Open Drain	Hardy Road, Iveson Place, Hamilton Street, Whitfield Street, West Road	1
9982	Open Drain	Reid Street, Clarke Way, Hamilton Street	1

As can be seen in the above table, public feedback shows that sites 9984 and 9994 are the most favourable for a living stream project. These two drains connect together, separated only by Third Avenue. Water Corporation Drains 9984 and 9994 flow south east toward the Swan River, with open drain 9985 the final catchment basin before entering the Swan River.

The Bassendean River Parks Management Committee, and the 2016 drainage report, have marked Water Corporation Drainage Site 17, Railway Museum East compensating basin as project site. Site 17 in 2016 recorded the highest concentrations of arsenic, cadmium, cobalt, copper, iron and zinc, The Town has been working with the Department of Environment Regulation to undertake industrial audits of businesses in the area. The recommendation from the drainage report is to convert the compensating basin into a restored wetland.

#### STATUTORY REQUIREMENTS

Local Government Act 1995.

#### FINANCIAL CONSIDERATIONS

NIL.

#### OFFICER RECOMMENDATION — ITEM 10.5

That Council:

1. Notes the public submissions for the Drainage for Liveability Program, attached to the Ordinary Council Meeting agenda of 23 May 2017;
2. Endorses submitting to the Water Corporation, applications for inclusion in the Drainage for Liveability Program, based on submissions received, for Water Corporation drainage sites:
  - 9994 (Second Avenue and Third Avenue);
  - 9984 (Third Avenue and Fourth Avenue);
  - 9982 (Reid Street, Clarke Way , Hamilton Street); and
  - Railway Museum East Compensating Basin.

**Voting requirement: Simple majority**

**10.6 1 Surrey Street – Heritage Architects Detailed Design Options (Ref: COUP/PROGM/1 – Simon Stewert-Dawkins, Director Operational Services)**

APPLICATION

The purpose of this report is to advise Council of the order of magnitude of costs to commence the Option 1 design for the reconstruction and refurbishment of No. 1 Surrey Street project in accordance with the April 2017 Council (OCM – 3/04/17) resolution and to seek direction.

ATTACHMENT

**Attachment No. 7:**

- SIA Architects Pty Ltd - Schematic Design Options 1
- Lotterywest email 7 April 2017
- Lotterywest email dated 9 May 2017
- SIA Architects – 1 Surrey Street Order of Magnitude of Costs

BACKGROUND

In 1988, the Town of Bassendean purchased what is now known as 1 Surrey Street, which includes the Pensioner Guard Cottage (1856-1857) and Residence (c.1893, c.1952 – rear extension under concrete roof and the standalone ablution/laundry building).

To progress the restoration, reconstruction and refurbishment works, in November 2013, the Town appointed SIA Architects Pty Ltd, to prepare the detailed drawings and specifications in accordance with the project brief.

To assist the Town with the design process Lotterywest provided \$15,975 grant funding and in September 2014. SIA Architects Pty Ltd was advised in writing that the design works could commence.

In accordance with the project brief, SIA Architects was engaged to undertake the following:

*Phase 1: Pre- Design*

- *Review of existing reports, recommendations and supporting documentation;*
- *Site investigation of existing facilities;*
- *Authority requirements, planning, State Heritage Office;*
- *Development of Environmentally Sustainable Design objectives;*

- *Take into account the museum exhibition display furniture and exhibition fit out requirements in consultation with the Contract Museum Curator;*
- *Development of Functional & Technical Brief (FTB) for each of the 'separable portions' listed in the project;*
- *Pre-Design Summary Report & Program;*
- *Presentations to the Project Reference Group.*

*Phase 2: Schematic Design*

- *Development of concept design options (A) for the each of the 'separable portions' listed in the project;*
- *Development of Cost Plan (A) for each of the 'separable portions' listed in the project;*
- *Design Development Report & updated Program;*
- *Presentations to the Project Reference Group.*

*Phase 3: Design Development & Documentation*

- *Detailed design for each of the 'separable portions' listed in the project;*
- *Detailed Cost plan (B) for each of the 'separable portions' listed in the project;*
- *Tender Documentation & Specification for each of the 'separable portions' listed in the project;*
- *Final Design Report & Delivery Program;*
- *Presentation to the Project Reference Group.*

*Phase 4: Submitting Development Applications*

- *The Town of Bassendean shall submit the Tender Documentation & Specification to the Heritage Council and Museums Australia for consideration.*
- *Should the State Heritage Office provide feedback, which requires amendments to the documentation presented, the consultant is to provide requested amendments to the documentation at no additional costs.*

*Possible subsequent phases of the consultancy may include but are not limited to:*

*Phase 5: Tendering & Construction Management*

- *Tender Analysis, Evaluation & Reporting*
- *Construction Supervision and Contract Administration*
- *Defects Liability Supervision and Administration*

At the end of Phase 2, Council resolved (OCM-6/11/15) to endorse SIA Architects Pty Ltd Option 2C draft design proposal to demolish the c.1952 rear extension under concrete roof and the standalone ablution/laundry building, and the proposal to construct a community meeting place on the southern side of the Residence, as well as a separate toilet block on the western boundary

SIA Architects Pty Ltd completed Phase 4 of the detailed design processes with the State Heritage Office conditional approval and Town of Bassendean providing conditional approvals, and the detailed design plans and specifications provided to the Town, in order for the tenders to be invited.

In November 2016, Council (OCM-14/11/16) noted that a LotteryWest grant application would be submitted in accordance with the early Council resolution and in March 2017, Lotterywest advised that a grant of \$375,000 was awarded, which is \$100,000 more in grant funding that is listed in the 2016/2017 budget.

Last month, a Notice of Motion (OCM – 3/04/17) resolved at the Council meeting:

“That with relation to the 1 Surrey St Project Council:

1. Rescinds motion OCM-6/11/15, which reads:

*“MOVED Cr Pule, Seconded Cr Brown, that Council:*

- 1. Receives the SIA Architects Pty Ltd progress report regarding the design options for the restoration, reconstruction and refurbishment of 1 Surrey Street project;*
- 2. Notes the feedback received from Bassendean Historical Society Inc, Bassendean Arts Council Inc, the 1 Surrey Steering Group members, the State Heritage Office and Museums Australia concerning the various schematic design options;*
- 3. Endorses SIA Architects Pty Ltd Option 2C draft design proposal, as included as an attachment to the Ordinary Council Agenda of 24 November 2015, to demolish the c.1952 rear extension under concrete roof and the standalone ablution/laundry building and the proposal to construct a separate building (Community Meeting Place) on the southern side of the Residence, as well as a separate toilet block on the western boundary;*

4. *Requests SIA Architects Pty Ltd re-align the proposed studio in Option 2C designs to achieve a North /South access in order to preserve the existing mature tree and increase the backyard usable space;*
  5. *Requests SIA Architects Pty Ltd give due consideration in Phase 3 of the Detailed Design, Development & Documentation process to provide acoustic separation (shutters, walls & doors) in the 2C design to ensure the dual use of the kitchen area can be achieved for the Museum and / or Community/arts activities;*
  6. *Requests SIA Architects Pty Ltd reinstate the gable eave overhang as per the original fabric of the Pensioner Guard Cottage, and;*
  7. *Notes that the Community Development Directorate intends to provide a Governance Model report in the future for the 1 Surrey Street to guide the ongoing management of the facility.*
2. Informs LotteryWest that the current grant application will be resubmitted pending completion of items 3-7 below;
  3. Has plans prepared consistent with Option 1 prepared by the SIA architects and the building uses recommended in the Interpretation Plan and subject to modifications sought by the key user groups as previously documented being included;
  4. Requires interpretation within the museum space to include original and reproduction artefacts and within the cottage to include interpretation of a standard commensurate with that of the Howick Historical Village in Auckland New Zealand to create an authentic experience for museum visitors;
  5. Requires a management plan for the ongoing use of the site to be presented to the Audit and Risk Committee and adopted by Council;
  6. Requires site use areas be defined for the museum component, dedicated work and storage space for the Bassendean Arts Council and common shared meeting and activity spaces for multiple user groups including capacity for school education programs; and

7. Requires site and building plans, costings, the management plan and the details of the proposed interpretation be made available to the public via the Town's website and presented at a public meeting for community input prior to the commencement of construction.

### COMMUNICATION AND ENGAGEMENT

On 1 May the Town wrote to SIA Architects Pty Ltd to inform them of the above resolution and obtain a quote to prepare "order of magnitude of costs" consistent with the above April 2017 Council resolution.

On 3 May the Town wrote to Lotterywest to inform them of the above Council resolution. A response was provided on 9 May from the Senior Grants Management Officer, who advised that there are the following two options going forwards:

- "A. *The Town can Resubmit an application for funding towards the project at 1 Surry Street once items 3-7 have been completed. Specifically, this would require:*
  - a. *Cancellation of the current grant (421010236). If the Town prefers this option, I can provide further information about how the grant can be cancelled.*
  - b. *A new application to be developed and submitted by the Town at a point in the future*
  - c. *A full assessment of the new application with a recommendation presented to the Lotterywest Board and Minister for consideration*
  - d. *Once the current grant is cancelled, there are no time limits for the new submission*
- B. *Your reference below to the Proposed Variations to Grants section of Lotterywest Approval Schedule refers to Variations; where elements of a project are varied beyond what was initially assessed, however the broad scope and intent of the project is maintained, and the benefit to the community is not diminished. This does not require a resubmission as the original approval is still valid. For Lotterywest to consider managing 1 Surry Street as a variation, specifically we would need to know:*
  - a. *The impact on project timing*

- b. The impact on project budget*
- c. That all relevant approvals and endorsements can be obtained (as per the original application)*
- d. That the intended benefit to the community will not be diminished (or is enhanced)*
- e. Regarding timeframes, the sooner the Town is able to provide the relevant information above the better. The first drawdown due date for the current grant is 28 February 2018. Extensions to due dates can be granted, however Lotterywest needs to be comfortable that projects are progressing towards completion.*
- f. Ultimately, if any information provided at any stage indicates that the project will go out of the scope of the original grant, there is still the possibility that the original grant will need to be cancelled and a new grant application be submitted*

*In the short term at least, Lotterywest would be happy wait and see what impact the proposed changes will have on the timing, budget, approvals and endorsements, and overall community benefit. Once known, we can determine if Option 1 (or whatever the final option ends up being) can be managed as a variation. This will keep the current grant funds secure for the time being and give the greatest range of options as things progress. However, given that Council has resolved to resubmit an application in the future, I'm not sure what your options are. Acknowledging that there could be different interpretations of Council's intent, I'd be happy to take your guidance on the Town's preferred option.*

*Please feel free to email or call at your convenience if you would like to discuss anything”.*

Elected Members were previously provided with a copy of the attached 7 April 2017 Lotterywest email, which in part states the following:

*“Lotterywest would need evidence that the new proposal (option 1 or otherwise) had successfully received the same approvals and endorsements to progress (eg State Heritage Office, National Trust WA, The Royal WA Historical Society, Bassendean Historical Society). The new motion (item 7) refers to community input, which may have implications on the scope, resulting in further changes to the project.”*

As a result, as part of the Phase 2 Schematic Design process, Council will need to seek endorsements from the above, before moving onto the Phase 3 Design Development & Documentation process.

### STATUTORY REQUIREMENTS

Heritage Act 1990;  
Local Government Act 1995;

### STRATEGIC IMPLICATIONS

Town Planning & Built Environment:

Objective: Preserve our heritage for future generations.

Strategies: Strive to ensure heritage buildings will be preserved and showcased.

Economic wellbeing and prosperity:

Objective: Strengthen the Town's profile as a tourist destination.

Strategies: Support the Bassendean Railway Museum as well as other potential tourism facilities in developing the visitor profile.

Arts, heritage and culture:

Objective: Protect local history and heritage.

Strategies: Support the protection and maintenance of buildings on the state Register of Heritage Places and key buildings on the Municipal Heritage Inventory but at the same time encourage that they are well utilised and functional buildings

### COMMENT

As outlined above, SIA Architects Pty Ltd project brief was to deliver the detailed drawings and specifications in order to invite tenders.

Therefore, apart from variations to the current 2C design, the Phase 4 design work is effectively completed.

Considering the April 2017 Council (OCM – 3/04/17) resolution, the Town wrote to SIA Architects Pty Ltd to advise them of the Council resolution and requested that they provide a quote to outline the works required to implement the current Council resolution.

The attached SIA Architects Pty Ltd letter outlines the order of magnitude of costs, which Council can include into a draft budget, and the estimated period to undertake each design phase of the project.

SIA Architects Pty Ltd's attached letter includes provision in Phase 2 and Phase 3 for some consultation and review with stakeholders.

However, it is an estimate only of the time required and Council workshops and reports may be required in regards to design issues that arise, and the stakeholders consultation period may also need to be extended to accommodate community requirements.

In the past, the State Heritage Office and Development Services have assessed the final detailed drawings and provided conditional approval between 6-8 weeks.

The appointment of a builder via the tender process takes approximately 3 months, as it involves advertising, evaluating and submitting a report to Council for consideration. Then, once the builder is appointed, they generally advise when they can commence works based on their existing workload, which can be 2-3 months.

It should be noted that while SIA Architects Pty Ltd has indicated the estimated architect timeframe of between 30-32 weeks (approximately 8 months) for the design work, the "Total Estimate of Time" does not include time required for a Scheme Amendment to permit a café in a Residential Zone.

The following preliminary time line has been provided to illustrate the predicated time requirements for each phase of the work; however, as discussed above, it does not take into consideration any issue or delays that may arise:

- August to October 2017 – Appoint Architect
- November 2017 to June 2018 – Design Process
- July to September 2018 – Statutory Approvals
- October to December 2018 – Appoint builder
- February – March 2019 – Builder to commence works
- April 2019 – submit 1<sup>st</sup> claim to Lotterywest

The preliminary time line above is optimistic when one considers the Town appointed SIA Architects Pty Ltd in 2013, and once Lotterywest provided the grant funding contribution, the architects and subcontractors commenced design work in 2014. After extensive consultation, the final detailed designs were conditionally approved by State Heritage Office, in September 2016, and the Town of Bassendean issued conditional approvals in October 2016.

In regards to the Lotterywest \$375,000 grant recently approved for the restoration and construction works, in accordance with the conditions and the grant accountability requirements, the timeframe for initial drawdown of this grant is 12 months from 28 February 2017. Subsequent drawdown periods must be no further than 6 months apart.

As Council is aware, the current development approval issued for the project is subject to a condition that states that the proposed Café shall be used as an incidental use for the benefit of users of the building and shall not be operated as a commercial café.

It was necessary to impose this condition on the approval as the property is zoned for residential purposes and, whilst a community facility is a discretionary use in the residential zone, a café is a prohibited use.

As far as the revised proposal is concerned, the Manager Development Services is not sure at this stage as to whether the café is intended to be an incidental use to the Museum and Community Centre or whether it is intended to become a commercial café, potentially operated by an independent operator.

The intensity of the use of the Café has implications for the design of the facility, in terms of its fit-out to comply with food preparation requirements, and whether or not it operates at such an intensity to warrant an amendment, to Local Planning Scheme 10.

If an amendment is required, this can either be achieved by a separate amendment to Local Planning Scheme 10, which is likely to take at least 12 months to complete from the date it is resolved to amend the scheme for this purpose, or as part of the overall review of the Scheme which is programmed to commence later this year and likely to take at least 2 years to complete.

It should also be noted that the car parking requirements for a café is based on 1 car parking space per 4 seats, and no allowance has been provided within the existing approval for car parking associated with the café as it was deemed to be an incidental use.

The SIA Architects Pty Ltd's order of magnitude of costs for the Option 1 design process has been estimated at \$114,245. Currently, there are no operational funds available in the budget for this work and therefore Council will need to consider the funding as part of the draft 2017/2018 budget.

As outlined above, the Lotterywest conditional grant accountability requirement states the initial drawdown is 12 months from the date of the grant. The Town would have to have completed the designs, obtained all of the statutory approvals, appointed the builder and works commenced before 28 February 2018, in order to submit an expenditure claim.

Subsequent updates may see this date addressed with Lotterywest if delays occur.

#### FINANCIAL CONSIDERATIONS

As outlined above, the SIA Architect Pty Ltd contract was to provide the detailed drawings and specifications in order for the Town to invite tenders to appoint a builder.

The original quote included a Phase 5 Tendering & Construction Management, which allows the Town to appoint SIA Architects Pty Ltd to oversee the builder. As the detailed design work for the option 2c design has been completed, a new tender will need to be advertised to appoint a Heritage Architect in order to prepare option 1 design, as per Council resolution.

To assist in the draft budget process, SIA Architects Pty Ltd prepared the attached "order of magnitude of costs" for Council consideration.

The order of magnitude of costs has been broken down into four separate phases, the same as outlined above, when SIA Architects Pty Ltd submitted their original cost for the project

The attached SIA Architects Pty Ltd letter provides a breakdown of the order of magnitude of costs of \$114,245 for the Option 1 design process.

The SIA Architect Pty Ltd letter states that they have had advice from a Museum Consultant who has recommended that a schools' curriculum program in relation to the museum should be developed and the estimated costs of between \$8,500 to \$10,000 has been included for Council consideration.

It is suggested that the funding for the schools' curriculum program in relation to the Museum, could be allocated in the same year that the construction works are scheduled to be undertaken. This will mean that the curriculum is available for when the building opens to the public.

Considering the Lotterywest requirement from a construction perspective, Council will need to consider allocating funds in the draft 2018/2019 Capital Works budget for the restoration and construction works. At this stage the Quantity Surveyor/ Architect has not indicated the costs for the option 1 design, as per Council resolution.

The attached SIA Architects Pty Ltd's letter states in part on page 3; that; "factoring works relating to repair or removal of the concrete roof, ( new roofing and ceiling structure, roofing, ceiling and associated repairs), for additional shoring of structure to accommodate latest Option 1 proposed layout and for ongoing maintenance costs to rear roof ( if the concrete roof was retained), Option 1 cost would exceed the cost of Option 2 – relating to this portion of the over Pensioner Guard project".

Currently Council has \$980,000 allocated in the 2016/2017 budget for the 1 Surrey Street project, so potentially Council could allocate this funding in the 2018/2019 Capital works budget, with the knowledge that once the final option 1 designs were completed, additional funds could be allocated, if required.

**OFFICER RECOMMENDATION – ITEM 10.6**

That Council:

1. Lists for consideration in the draft 2017/2018 budget \$114,245 for the 1 Surrey Street Option 1 design process;
2. Lists for consideration in the draft 2018/2019 budget \$10,000 to engage to suitable consultant to develop a schools' curriculum program in relation to the proposed Pensioner Guard Cottage museum;
3. Lists for consideration in the draft 2018/2019 Capital Works budget \$980,000 for the restoration and construction works to the Residence, Pensioner Guard Cottage and associated community facilities at 1 Surrey Street, Bassendean; and
4. Requests the CEO write to Lotterywest and request a 2-year extension until 28 April 2019 for the initial draw down of grant funding for 1 Surrey Street - Lotterywest Application No. 421010236.

**Voting requirement: Simple Majority**

**10.7 Local Planning Strategy – Notional Planning Precincts  
(Ref: LUAP/Bassendean LPS 2017-2030 - Anthony  
Dowling, Director Strategic Planning)**

APPLICATION

Council is requested to endorse the Notional Planning Precincts map (LUAP/PLANNG/18\_NPP002 dated May 2017) provided at as an attachment for the purpose of initially defining and shaping Bassendean's activity centres, neighbourhoods and precincts as part of the review of the 2015 Local Planning Strategy (LPS).

(NB: the current review/revision of the *2015 Local Planning Strategy* is likely to lead to a new or revised LPS entitled *Local Planning Strategy 2017-2030*. Because a LPS is encouraged to have a future outlook over a 10-15 planning horizon, it is suggested that the revised or new LPS provide an outlook from now to about 2030.)

ATTACHMENTS

**Attachment No. 8:**

Notional Planning Precincts Map  
Key Design Principles and Characteristics  
SPP 4.2 – 'Centres' Hierarchy  
Ped-shed Illustration  
Urban Structure Diagram  
Notional Bassendean Ped-sheds Map

BACKGROUND/CONTEXT

The *2015 Local Planning Strategy* area is defined as the same area that constitutes the Bassendean local government area (LGA).

This area, for the purpose of reviewing and revising the 2015 LPS, has been divided into 19 notional planning precincts as shown in the attachment.

These precincts endeavour to represent the Town's existing neighbourhoods, and specialist use areas, based on their dominant form and function. It has been said that neighbourhoods are the 'building blocks' for sustainable communities, giving rise to 'community', its identity and character. Thus, a neighbourhood can also be seen as an important organising unit, giving form and structure to a city, town, or village. In effect, a neighbourhood is synonymous with a precinct.

The division of the strategy area into precincts will assist in the future planning of the strategy area as it enables an assessment of any gaps in the fair and equitable provision of basic facilities and services considered appropriate to the convenient needs of the Town's residents.

The size and shape of the notional planning precincts and location of their centres have been predicated on a number of key design principles and existing characteristics cited in the attachment.

Firstly, existing local/neighbourhood centres within the strategy area were identified, referencing the 'centres hierarchy' cited in *State Planning Policy (SPP) 4.2 – Activity Centres for Perth and Peel*, a copy of which is provided as an attachment.

Identification of the Town's neighbourhoods included those on the periphery such as the Kiara shopping centre located in Morley Drive—but falling within the City of Swan LGA—due to at least 50% of its catchment extending into the Town of Bassendean.

These existing centres also included the existing train stations located at Ashfield, Bassendean, and Success Hill because as part of their future redevelopment as a 'TOD' (transit-oriented development) they will also function in their own right as a local or neighbourhood centre. In respect to the Bassendean train station 'local centre', this also incorporates the nearby existing delicatessen located on Railway Parade. Due to its close proximity to the train station the delicatessen has not been shown separately on the notional planning precincts map.

Identification of the notional centres will also give rise to the development of an Activity Centres hierarchy—through the review of the current Local Planning Strategy—which is a specific requirement of SPP 4.2.

Secondly, and having identified these local/neighbourhood centres, the universally accepted 'walkable catchment' ('ped-shed') technique was then applied to each of these centres to define the size and shape of the neighbourhoods surrounding them.

The 'walkable catchment' ('ped-shed') technique applies a circle of a 400 metre radius around a local or neighbourhood centre to notionally define the size and extent of its surrounding neighbourhood.

This distance (radius) is based on the average (theoretical) length/time—usually 5 minutes—a person is generally prepared to walk to access local facilities or services. An illustration of this technique is provided as an attachment.

It is a timeless and generally accepted universal principle that is—once again—being applied to the planning of new towns or replanning of existing ones in order to halt, constrain or eschew urban sprawl, and in the desire to create and develop more compact, mixed-use, ‘walkable’ communities.

This technique is firmly embedded within a number of the Western Australian Planning Commission’s (WAPC) State planning policies and operational policies such as *‘Liveable Neighbourhoods’* (LN).

LN seeks to promote an urban structure of walkable neighbourhoods, an interconnected movement network, and a coherent hierarchy of activity centres facilitating employment opportunities and economic sustainability. A diagrammatic example of ‘walkable catchments’ (‘ped-sheds’) applied across a region to give it urban structure is illustrated as an attachment.

Thirdly, upon the notional neighbourhoods being defined around the identified existing local centres within Bassendean, future potential local centres and their notional neighbourhoods were then defined within the balance of the strategy area (LGA), applying the walkable catchment technique.

Fourthly, and having identified all existing and potential neighbourhoods, the size and shape of these neighbourhoods were then reshaped and refined to align with those physical elements that readily form a discernible edge or boundary (eg. a through-road, a railway, a river etc) to the identified neighbourhood.

The attachment illustrates all the defined neighbourhoods applying the walkable catchment (Ped-sheds) technique, other key design principles, and Bassendean’s current road hierarchy and public transit routes which inform the application of the catchment.

In addition to identifying the Town’s neighbourhoods as notional planning precincts, other areas within the Town that display a constant or generally unchanging form and function were also identified as notional planning precincts.

These are:

- The Bassendean Town Centre;
- The Tonkin Business Park (regional industrial area);
- Ashfield Flats (regional open space); and
- Pyrton Reserve.

It should be noted that the size of the Bassendean Town Centre has been notionally reduced in size from that shown in Local Planning Policy (LPP) 1 (but will be subject to further review through the course of reviewing the 2015 LPS).

This outcome accords with the prime Activity Centre objective of providing a compact urban form (*cf* State Planning Policy 4.2) - elongated activity centres are not supported by the WAPC.

Any reduction in the size of the Bassendean Town Centre will, however, not derogate from the planning of the Success Hill TOD (Transit Oriented Development), which is currently included in the LPP1 Town Centre designation.

#### CONSULTATION AND COMMUNITY ENGAGEMENT

The notional planning precincts were initially considered at the February 2017 Ordinary Council Meeting Briefing Session. At that meeting it was determined that more detailed consideration be given to the proposed notional precincts at a Councillors workshop.

This workshop was held on 9 May 2017 where the Notional Planning Precincts map presented herein for Council's endorsement was considered with the outcome that the map be endorsed for the purpose of public comment and feedback. Hence, Council's formal endorsement of the attached Notional Planning Precincts Map to enable public comment/feedback on the notional planning precincts is now requested.

It is suggested that a 6 week public consultation period be allowed, with notification being given through notices placed on the public notice board located at the Town's Customer Service Centre at 35 Old Perth Road, in the Eastern Reporter newspaper, on the Town's website, the Town's Facebook page, the Bassendean Briefings publication, and the Town's new digital community engagement platform (which is linked to the Town's website).

Hardcopies of the Notional Planning Precincts Map and associated documentation will also be made available from the Customer Service Centre and the Town Library.

At the completion of the public consultation period a report on any submissions received together with any recommended changes to the notional planning precincts will be compiled and presented to Council at a subsequent Ordinary Meeting for consideration of adoption of the precincts.

Once adopted, these notional planning precincts will, in turn, effect a **notional** urban structure that can then underpin a revised Local Planning Strategy, as well as any other strategic planning and/or future neighbourhood development projects and programs etc being contemplated by Council.

### STRATEGIC IMPLICATIONS

The proposed notional planning precincts have the potential, or at least will provide the scope, for fulfilling the objective '**Build a sense of belonging and connectivity in community**' as cited in the section 'Inclusiveness, lifelong learning, health and social wellbeing' in the Town's current *Strategic Community Plan 2013-2023*.

This objective is similarly reflected in the new Strategic Community Plan (SCP) currently being formulated.

### COMMENT

#### URBAN FORM AND STRUCTURE

These notional precincts provide a starting point for discussion (especially within neighbourhoods) about local area or neighbourhood identity as well as the shape and extent of the Town's neighbourhoods and precincts.

They also provide for the Town and other services and development agencies to determine in a coherent way, optimal levels and distribution of commercial and community services and facilities across the Town and within its neighbourhoods and precincts.

They will (in their final form) provide a platform and spatial basis for the formulation of future neighbourhood and precinct plans required to address a wide array of purposes.

It ought to be borne in mind that the notional planning precincts depicted herein represent a 'best fit' outcome as a result of 'retrofitting' the 'walkable catchment' technique across the strategy area.

The walkable catchment (or ped-shed) technique generally applies to the planning and design of new settlements, towns, 'greenfield' sites and 'brownfield' redevelopment sites rather than extensive existing developed urban areas.

However, it is useful tool for identifying and reviewing a local area's or neighbourhood's urban form and structure, especially in respect to meeting or achieving contemporary land use and movement objectives and desired outcomes, as well as identifying changes needed or desired within a local area or neighbourhood .

It is also useful in identifying neighbourhoods, particularly their edges and boundaries.

A number of notional precincts are shown with their boundaries aligned along arterial and local roads. Whilst an arterial road may express a logical edge or boundary, a local road may be viewed differently. It is quite likely that residents living opposite one another on a local road see themselves belonging to the same neighbourhood. In these cases, consideration may need to be given to realigning precinct boundaries along local roads (where this occurs) to the rear boundaries of lots facing each other along that local street in any refining of the notional precincts.

Other important applications of dividing the local planning strategy area into precincts include the identification of local issues, concerns, and opportunities.

Identification of existing and potentially new local centres can also give rise to new local economic development opportunities. These centres can also accommodate medium-density housing around them providing a more coherent and cogent structure for the location of such development compared to the current ad hoc approach.

#### NEIGHBOURHOOD SIZE

It is acknowledged that the size and shape and boundaries of the notional precincts may be subject to change as a consequence of community feedback received during the formulation of the proposed new or revised local planning strategy.

As to the size of a neighbourhood, it is generally considered that a population of around 500 persons is probably ideal. Populations of more than 1,500 is probably too many.

It is likely that existing residential populations within the notional planning precincts lie somewhere between these limits and perhaps some may also exceed the 1,500 limit (although this has yet to be measured).

It is noted that the *2015 LPS* did not make reference to neighbourhoods but rather proposed a number of housing precincts and other use-based precincts, based largely on the current pattern of zoning under *Local Planning Scheme 10* applied across the Town, and the homogeneity of the built form within those precincts.

These precincts are quite large spatially, many exceeding the suggested neighbourhood population size range of 500 – 1,500 persons.

#### STATUTORY REQUIREMENTS

Nil

#### FINANCIAL CONSIDERATIONS

Nil

#### OFFICER RECOMMENDATION — ITEM 10.7

That Council:

1. Endorses the Notional Planning Precincts Map (LUAP/PLANNING/18\_NPP002 May 2017) for the purpose of initially defining and shaping the Bassendean Town Centre and the Town's neighbourhoods and precincts, as part of the review of the current *2015 Local Planning Strategy*;
2. Approves a 6 week public consultation period to provide for public comment/feedback on the aforementioned Notional Planning Precincts Map; and
3. Following the conclusion of the public consultation period, a report be prepared by staff on any submissions received to the aforementioned Notional Planning Precincts Map together with any recommended changes to the map as a consequence of the submissions, and be presented to Council for its consideration and determination.

**Voting requirements: Simple Majority**

**10.8 Community Events Sponsorship Application – Bassendean 55 Plus Association Inc. (Ref: RECC/ARMNT/1) Salvatore Siciliano, Manager Recreation and Culture**

APPLICATION

For Council to consider an application for assistance via the Community Events Sponsorship Scheme by the Bassendean 55 Plus Association Inc. (formerly known as the Bassendean Seniors Citizens' Association Inc.) to stage an event for the launch of its new name, logo and website on Wednesday 31 May 2017.

ATTACHMENTS

**Attachment No. 9:**

Community Events Sponsorship Application

BACKGROUND

Community Events Sponsorship applications are normally facilitated through the Liveable Town Advisory Committee (LTAC). Given that the lodgement of this application was outside the timeline for the formulation and distribution of the agenda for the LTAC, the application for funding has been directly referred to Council for determination.

Sponsorship totalling \$5,000 is allocated within the 2016/17 Council Budget for the Town's Community Events Sponsorship Program.

*Sponsorship Eligibility Criteria*

Eligible applicants can request sponsorship up to a maximum of \$1,000, for a range of community events.

The sponsorship can be utilised to assist with the following costs to conduct the event: facility hire, equipment hire, entertainment and promotional costs.

The sponsorship may not be utilised for catering (including alcohol), trophies or uniforms.

Successful applicants are only eligible to receive one sponsorship in this category per financial year.

Priority for sponsorship may also be given to eligible applicants who have not received sponsorship under this category in the previous three years.

If the community event is a profit-making venture (e.g. a fund raising event) the applicant shall provide an indication of what the profits will be spent on.

The application for sponsorship guidelines outlines a range of criteria of how the application will be assessed.

#### Application submitted

The Bassendean 55 Plus Association is seeking sponsorship of \$1,000 towards the cost of staging an event to launch its new name, logo and website on Wednesday 31 May 2017.

The Bassendean 55 Plus Association is proposing to hold a lunch at the Bassendean Seniors' and Community Hall for its members and representatives from other organisations involved with the seniors community of the Town. Sponsors, local businesses and Council representatives will also be invited to attend the launch to provide an opportunity for networking amongst the various stakeholder groups.

The sponsorship is sought to assist with costs of conducting the event, specifically relating to the provision of entertainment and some administrative costs that will be incurred.

The Community Events Sponsorship budget for 2016/17 is \$5,000, with four applications for sponsorship being approved so far this financial year.

### COMMUNICATION & ENGAGEMENT

Officers regularly meet on a monthly basis with representatives of the Bassendean 55 Plus Association Inc. to discuss ongoing activities/programs being staged, Seniors' Week, networking opportunities and any facility issues that arise in relation to the Seniors' Hall, meeting rooms, bookings and carpark. Officers will maintain communication with the organization regarding the outcome of the application for sponsorship.

### STRATEGIC IMPLICATIONS

The lodgement of the Community Events Sponsorship Application relates to the following key themes of the current Corporate Plan 2016-2020:

#### **Arts, heritage and culture**

Objective: Encourage and support community connections

*Inclusiveness, lifelong learning, health and social wellbeing*

Objective: Build a sense of belonging and connectivity in community

COMMENT

The proposed event to launch the Bassendean 55 Plus Association Inc. new name, logo and website complies with the Sponsorship Program guidelines.

The launch aims to include a broad and diverse section of the community and provides a good example of organisational development at the level of community in regards to the name change, new logo and website.

The budget submitted includes a significant cash and in kind contribution by the applicant. If the application for sponsorship is not approved by Council, the event will still go ahead but without the provision of entertainment.

The Manager Recreation and Culture believes that this is the kind of community initiative that should be supported via this funding, and recommends that Council supports the application.

STATUTORY REQUIREMENTS

Local Government Act 1995

FINANCIAL CONSIDERATIONS

The Community Events Sponsorship budget for 2016/17 (GL 181506) is \$5,000, with four applications for sponsorship being approved so far this financial year. Sufficient funding is available to approve this application for sponsorship up to a maximum of \$1,000.

OFFICER RECOMMENDATION – ITEM 10.8

That Council:

1. Approves sponsorship of \$1,000 under the Community Events Sponsorship Program to the Bassendean 55 Plus Association Inc. to assist with the staging of its launch; and
2. That a sponsorship agreement is prepared between the Town and the Bassendean 55 Plus Association Inc. to outline the conditions of the sponsorship.

**Voting requirements: Absolute Majority**

**10.9 Request for funding from Nella Fitzgerald Events to stage the Little Italy Street Festival Extravaganza Spring Sagra on Saturday 9 and Sunday 10 September 2017 (Ref: RECC/EVMNGT/3 - Salvatore Siciliano, Manager Recreation and Culture)**

APPLICATION

For Council to consider a request for funding from Nella Fitzgerald Events to assist with staging the Little Italy Street Festival Extravaganza Spring Sagra on Saturday 9 and Sunday 10 September 2017 at the Town's Administration Centre gardens and Community Hall.

ATTACHMENTS

**Attachment No. 10:**

Little Italy Street Festival Extravaganza Spring Sagra  
Proposal and budget

BACKGROUND

In 2016, local resident Nella Fitzgerald Events (Ms Fitzgerald) staged a successful Little Italy Street Festival at the Town's Administration Centre gardens incorporating one section of Old Perth Road and the Bassendean Community Hall on Friday 12 and Saturday 13 February.

It was estimated that approximately 2,000 people attended the street festival over the two nights with food vendors selling all their food in stock over both nights.

Whilst no formal event evaluation was conducted at the conclusion of the street festival to measure event experiences, anecdotally, the event proved to be highly successful as a result of positive feedback provided by the community and the large attendances over the two nights of the street festival.

Given the positive feedback from the community, from the perspective of staging a Town Centre activation, the 2016 Little Italy Street Festival proved to be an effective strategy to activate a prominent section of Old Perth Road through road closures, entertainment, food vendors and a pop up bar.

Whilst the staging of the 2016 Little Italy Street Festival proved to be successful, both Town staff and Ms Fitzgerald identified areas of improvement that would need to be considered for the staging of future events/Town Centre activations.

The recommended improvements related to the lines of communication between both parties, as well as clarification on the roles and responsibilities of both the Town and the event organizer in relation to the organization of the event and the payment of costs. Officers are currently finalizing a review of documents relating to the staging of public events within the Town.

In terms of financial support provided by the Town to Ms Fitzgerald for the staging of the 2016 Little Italy Street Festival, apart from a significant amount of hours of in-kind support provided by Town staff, Council's only contribution was a 50% reduction of the hire costs of \$290 for the Bassendean Community Hall.

For 2017, Ms Fitzgerald has lodged a proposal with the Town to stage the Little Italy Street Festival Extravaganza Spring Sagra (Spring Sagra) on Saturday 9 and Sunday 10 September 2017 at the Town's Administration Centre gardens, Bassendean Community Hall and the Bassendean Seniors' and Community Centre carpark. Whilst starting/finishing times have not been specifically mentioned, it is anticipated that the event will start by mid afternoon and conclude mid evening to avoid the cold weather that is still prevalent in early spring. It is also proposed for one section of Old Perth Road to be closed to traffic to allow for a pop up alfresco area.

It is proposed for the Spring Sagra to be a free family friendly community event that will showcase authentic Italian cuisine, a pop up café, licenced bar and a specially created pop up restaurant. Cultural performances are also being proposed that will feature Italian music, dance and other cultural activities.

Included in the proposal is a financial request to Council from Ms Fitzgerald for the following:

- \$5,000 cash contribution for the cost of cultural performances;
- A waiver of hire fees for the use of the Bassendean Community Hall and kitchen;
- Power and water;
- Banner placement;
- Marketing and Promotion; and
- In kind contribution by the Town for the provision and collection of bins.

## COMMUNICATION & ENGAGEMENT

Officers have already met once with Ms Fitzgerald regarding the proposal to stage the Spring Sagra.

Subject to the appropriate approvals being obtained to stage the Spring Sagra, it is proposed that the Town will promote the event through the various communication mediums that are available, such as the Town website and Facebook. There is also an expectation that the event organizer will also conduct her own marketing/promotions campaign to promote the event.

It is proposed that relevant Officers will also hold planning meetings as required with Ms Fitzgerald.

## STRATEGIC IMPLICATIONS

Draft Community Strategic Plan 2017 – 2027

*Key Theme No. 1:*

Social – An inclusive and engaged community.

*Objective/Strategy:*

Build a sense of place and belonging.

Continue to support and facilitate participation in the arts, community festivals and events

Key Theme No. 2:

Economic - Objective/Strategy: Continue activation of Bassendean's Town Centre

Enhance economic activity in neighbourhood centres

## COMMENT

The Community Events Sponsorship Program is open to eligible incorporated associations/community groups/not for profits/clubs and schools. The proposal lodged by Ms Fitzgerald would need to be dealt with as a sole trader requesting financial assistance from Council.

In terms of the Town providing a cash contribution and waiving any fees and charges, Council will need to consider the merit of financially supporting the Spring Sagra against the both the community and economic benefit derived by staging the event.

In regards to assessing the requests for financial assistance by Ms Fitzgerald, the following comments are offered to assist Council in resolving the level of financial support that will be provided by the Town towards the Spring Sagra:

### Financial support

Ms Fitzgerald has requested sponsorship funding totalling \$5,000 for the provision of cultural activities/entertainment.

### Waiving of fees

The waiving of fees for the hire of the Bassendean Community Hall estimated at \$800 for the Spring Sagra would represent an incentive for Ms Fitzgerald and event organisers for future Town centre activations given the multi-purpose function of the Hall in regards to a contingency in the event of inclement weather, functional kitchen and toilets suitable for public access.

Ms Fitzgerald has requested that the Town take responsibility for the provision of delivery and collection of bins. This service rests with providers already contracted to the Town and would incur an additional cost of \$600. Officers are of the opinion that given the financial support and waiving of the fees that this matter should be the responsibility of the event organiser.

In regards to banner placements, the cost of producing banners/road sign signage would be at the expense of the event organizer. No costs would be incurred to place promotional signs as community road side signage but a Council resolution would be required to waive fees and charges relating to hanging banners on the Town's prescribed banner poles situated around the Town which is estimated at \$225 for 1 to 4 poles.

### Provision of power and water

The provision of power and water could be provided free of charge as part of using the Bassendean Community Hall and Council gardens but any additional power sources such as generators to accommodate three phase power requirements would be at the expense of the event organiser.

In addition to the above, approval for the staging of the Spring Sagra be considered subject to:

- a) All conditions being met in accordance with the Health Act which is facilitated through the Senior Environmental Health Officer;
- b) That a working group of Officers be formed to ensure that all cultural;
- c) economic, health and compliant outcomes are being met in regards to the staging of the Spring Sagra;

- d) That a formal contract be entered into between the Town and Ms Fitzgerald regarding the following:
- Terms and conditions of Council supporting the Spring Sagra as a Town centre activation;
  - Clearly outlining the roles and responsibilities of the Town and Ms Fitzgerald in regards to staging the event;
  - That the Town's logo be displayed in all promotional material; and,
  - That funds are duly acquitted with proof of expenditure and a profit and loss statement and an event evaluation also being submitted.
- e) All other operational and statutory costs associated with the staging of the Spring Sagra as outlined in the proposed budget will be at the expense of Ms Fitzgerald.

### STATUTORY REQUIREMENTS

Local Government Act 1995  
Health (Miscellaneous Provisions) Act 1911  
Food Act 2008  
Road Traffic Act 1974  
Liquor Control Act 1988

### FINANCIAL CONSIDERATIONS

In the event that Council wishes to provide financial support, Council would need to consider a cash contribution of \$5,000 in the 2017/2018 draft budget. Additionally, Council will need to consider waiving the hall hire fee estimated at \$800 and \$225 for the hire of banner poles on Old Perth Road. Council's cash and waiving of fees equates to \$6,025.

### OFFICER RECOMMENDATION — ITEM 10.9

That Council considers approving the staging of the Spring Sagra on Saturday 9 and Sunday 10 September 2017 subject to:

- a) \$5,000 being considered for inclusion in the 2017/2018 budget;
- b) Waiving all prescribed fees and charges valued at \$800 relating to the hire of the Bassendean Community Hall and Council gardens and use of banner poles valued at \$225;
- c) Provision of fixed utilities such as power and water with the exclusion of portable power units;

- d) Utilising within reason the Town's various communication mediums at no cost to promote the event;
- e) Other operational and statutory costs associated with the staging of the Spring Sagra as outlined in the proposed budget will be at the expense of Nella Fitzgerald Events;
- f) Approval for staging the Spring Sagra be given subject to all conditions being met in accordance with the Health Act;
- g) A formal contract be entered into between the Town and Nella Fitzgerald Events regarding the following:
  - Terms and conditions of Council supporting the Spring Sagra as a Town centre activation;
  - Clearly outlining the roles and responsibilities of the Town and Nella Fitzgerald Events in regards to staging the event
  - The Town's logo be displayed in all promotional material;
  - Funds are duly acquitted with proof of expenditure and a profit and loss statement and an event evaluation also being submitted; and
- h) The CEO be given delegated authority to sign a contract agreement between Nella Fitzgerald Events and the Town of Bassendean.

**Voting requirements: Absolute Majority**

**10.10 Library Email Database (Ref: CORM/CIRCLS/1 - Graeme Haggart, Director Community Development)**

**APPLICATION**

This report is to advise Council on privacy provisions in relation to the use of the Bassendean Memorial Library email database for other than Library purposes.

**BACKGROUND**

At the March 2017 Ordinary Council Meeting, Council resolved in part (OCM – 35/03/17, part 3) that:

*“staff report back to the May OCM on the potential for the Town of Bassendean to utilize the existing, extensive Library email database for electronic distribution of the Bassendean Briefings and other official communications from the Town for Council’s consideration.”*

**COMMUNICATION & ENGAGEMENT**

The Director Community Development (DCD) has discussed the resolution with the Manager Library & Information Services, the Town’s Executive Assistant to the CEO, the Town’s IT Coordinator, and with the Office of the Information Commissioner.

**STRATEGIC IMPLICATIONS**

Enhanced use of electronic communications will encourage people of all ages and abilities and backgrounds to actively participate in community life and democratic processes.

**COMMENT**

The Library has collected email addresses as a part of the application for membership to the Bassendean Memorial Library. The information is collected for and is used to contact members with alerts and notices.

The Library privacy practice is informed by the Australian Library and Information Association guidelines that is principled on: *“Libraries and information services shall protect each user’s right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired or transmitted”* (Source: <https://www.alia.org.au/about-alia/policies-and-guidelines/alia-policies/libraries-and-privacy-guidelines>).

These guidelines state that:

*“Libraries necessarily need to collect some personal information in order to be able to provide services to their clients. It is important to assess how much personal information you really need.*

*Collect only the personal information as you require to provide services to your clients, but no more than you need to do that. For example, you will need to collect patron details for your registration system, but will not necessarily need to record information such as driver's licence.*

*Ensure that this personal information is available only to relevant staff, used for the purposes for which it was collected and kept only so long as it is absolutely required by the library or the law.*

*Take all reasonable measures to ensure that the personal information is protected against loss, unauthorised use, modification, disclosure or other misuse.*

*Do not disclose or externally publish personal information without consent.”*

Given these guidelines, the Library has diligently guarded access to the personal information retained as a part of membership applications.

The guidelines also include that, *“Personal information must not be used in any way relating to direct marketing purposes without prior permission. Ensure that if you have electronic mailing lists, add members only with express permission. Note that under the Spam Act 2003 it is illegal to send, or cause to be sent, 'unsolicited commercial electronic messages' that have an Australian link.”*

The Office of the Information Commissioner advises that the information provided to the Library cannot be used for secondary purposes without permission of the email owner.

That is the Town cannot presume to use the email database to send Bassendean Briefings or other official communications from the Town without first gaining permission to do so.

The Library can send an email to the email owner providing an opt-in process.

Any responder opting-in to receive electronic communications from the Town can then be provided to the Town to be added to the Bassendean Briefings database. With each communication, the recipient is required to be provided an opt-out option.

When collecting email addresses in the future, the Office of the Information Commissioner recommends the Town considers adding a statement that in providing email details to the Town, the owner acknowledges the Town may use the email to distribute the Town's publications and other official communications.

While there are as many as 2,500 emails in the Library email database, not all may be current as the database is not actively monitored and maintained. Many Library members are non-residents, and in many instances multiple members of families are Library members and therefore multiple email addresses may exist for individual families.

It is proposed the Library staff will send out an email distribution at levels that avoids spam monitoring.

Spam is a major problem in email systems. Spam relates to messages that:

- offer, advertise or promote the supply of goods, services, land or business or investment opportunities;
- advertise or promote a supplier of goods, services, land or a provider of business or investment opportunities; and
- assist a person to dishonestly obtain property, commercial advantage or other gain from another person.

Reports to Google and other spam registries of spamming activity can see email servers being blocked. This has occurred to the Town in the past where all emails to gmail accounts were blocked by Google for all staff and Councillor emails sent through the Town's server. It occurred following a bulk email distribution from the Town and took a deal of work to have the block removed (literally weeks of work). Often bulk emails from sources such as the Town are as a result of hacking. Spam trawling programs are rarely sophisticated and merely based on detecting unusually high volumes of emails. Whether authorised or not, a block can be applied without warning.

Email marketing services exist to provide bulk emails. Such organisations remove the risk of servers being blocked. The Town's IT Coordinator recommends the Town contract an email marketing service to deliver bulk communications from the Town. While not investigated, it is understood to be economical.

### STATUTORY REQUIREMENTS

Local Government Act 1995  
Spam Act 2003

### FINANCIAL CONSIDERATIONS

In-kind staffing costs will be associated with administering the offer to provide electronic communications and with database management.

Should the Town proceed, costs will also be associated with contracting an email marketing service to deliver future bulk distributions.

### OFFICER RECOMMENDATION — ITEM 10.10

That Council notes the owners of the Library email database will be consulted by the Library staff with an offer to provide an opt-in basis for future editions of the Bassendean Briefings and other official communications from the Town by email.

**Voting requirements: Simple Majority**

**10.11 Alternatives to Single Use Plastic Bags – Proposal for the Town to provide free multi-use bags from the Customer Service Centre and Library as a trial in support of a West Australian Local Government Association’s (WALGA’s) campaign to have single use bags banned by the State Government (Ref: Bob Jarvis, Chief Executive Officer – ENVM/PROGM/1)**

**APPLICATION**

Council’s consideration of a proposal to provide free reusable shopping bags to the public as a trial, and an awareness raising exercise in support of a proposed campaign by WALGA to have single use plastic shopping bags banned by the State Government.

**BACKGROUND**

Councillors may be aware that in March of this year, a Bassendean resident, Rachel Darbourne, wrote to the Town and the Hawaiian Group to urge some action to reduce the use of single use plastic shopping bags . She identified that the cost of reusable bags was a barrier to people switching from single use bags and asked Hawaiian to provide a facility at Bassendean Village to allow people to leave multi use bags in a receptacle for public use.

In support of such an initiative, officers of the Town have investigated a trial of multi-use bags provided free by the Town in support of the proposal by Rachel, but also as an awareness campaign in support of a proposed campaign by the West Australian Local Government Association (WALGA) to pursue a ban of single use bags in large supermarkets by the State Government.

The Metropolitan Waste Advisory Council has given considerable attention to the issue and makes the following comment at its April 2017 meeting:

*In October 2016 MWAC wrote to all Local Governments seeking their position on local or state wide plastic bag bans. To date 50 Local Governments have responded, or will respond by the MWAC meeting. 2/50 Local Governments did not provide a position, due to having commissioners in place. A response has also been received from the BHRC.*

*Of those who have responded, 32 support a state-wide ban (of these, there were three Local Governments that would support other action such as a charge).*

*Many Local Governments emphasised that if a ban was introduced, then substantial community education would be required. There were 9 Local Governments that did not support a state wide ban. The remaining Local Governments were yet to reach a decision and/or wished to see what others would do prior to making a decision. A clear majority (27) did not intend to introduce a local law. Those actively considering, or progressing, a local law include: Cockburn, East Fremantle, Fremantle, Joondalup, Rockingham and Stirling.*

*There has been continued media interest in the outcome and what WALGA's position will be. In some areas of WA it is already common practice not to provide single use plastic bags. For many years, retailers such as Bunnings and ALDI have not provided free plastic bags to customers.*

Whilst it is clear that many Local Governments have shown some reluctance to introduce a local law to deal with this issue given the cost of compliance that might accrue to ratepayers, a State wide ban would reduce the liability to local governments and their communities, although it is acknowledged by the Metropolitan Waste Advisory Council that an extensive community education programme might be needed to change community attitudes.

The Metropolitan Waste Advisory Council is urging WALGA to consider the matter at its State Council and that the matter be discussed at WALGA Zone meetings, with a view to recommendations being passed by Zones in support of a State wide ban.

The Town of Bassendean is a member of WALGA's East Zone and its representatives at that meeting have an opportunity to hear the views of other Zone members and to participate in the debate to consider a recommendation to WALGA's State Council.

In anticipation of such a move, officers have sought quotes for a trial of giveaway re-usable bags to be distributed from the Town's customer service centre, and have settled on a quote to provide 1,000 such bags (3 per customer) as a way of assisting the campaign and as part of a broader promotion campaign in support of WALGA.

The re-usable bags that have been quoted on, are themselves substantially made of recycled material, and 1,000 bags would cost approximately \$1,800 excluding GST and would have the logo of the Town and any sponsors printed in full colour on the bag.

Hawaiian Group and the Town's new waste management contractor, Suez, have both offered a \$600 contribution towards the supply of the bags. This would reduce the Town's cost to around \$600 for the bags. It is suggested that a small amount be also budgeted for the education campaign for the production of some material for Facebook, posters, and information material, and/or a contribution to WALGA to run a state campaign.

It is acknowledged that re-usable bags are available for purchase at most shopping centres and would likely come down in price as a result of a State wide ban because of volume increases. The proposal before Council is not to compete with these suppliers but rather use the give-aways as part of an education programme, and it is suggested that such information could be placed in the bags at the point of supply. At a rate of 3 bags per house hold until the supply is exhausted, 333 households in the Town would have 3 re-usable bags to assist with reducing the number of single use bags being supplied in the short term and an excellent promotional opportunity for educating the community on the environmental disaster caused by plastic bags.

#### COMMENT

The key issue is for the Town to support a WALGA driven campaign to have single use bags banned in this state. A promotional campaign by the Town in support of the larger campaign would ask residents to contact local politicians to urge their support for the campaign after first, hopefully convincing them of the environmental benefits of such a ban. Support by Hawaiian and Suez is seen as a great start in involving the business community in the campaign – given that one is the owner of the largest shopping centre in the Town and the other is the new waste contractor for the Town and has expressed a desire to be seen as supporting the community. The World Economic Forum Website quotes the following:

*“A full 32% of the 78 million tons of plastic packaging produced annually is left to flow into our oceans; the equivalent of pouring one garbage truck of plastic into the ocean every minute.”*

Single use bags are often seen at beaches and river banks, discarded after being used to transport food and drink, and ironically blown from waste bins, as they are light and easily carried by the wind. They are reportedly often a hazard to wildlife which can become tangled in the bags.

Any reduction in the supply of single use bags will reduce the above effects as well as reduce the level of plastic going in to landfill.

### COMMUNICATION AND ENGAGEMENT

It is proposed that material prepared by WALGA would be hosted on the Town's websites and Facebook, along with messages prepared by the Town. It is also suggested that comments and feedback opportunity will be hosted on the Town's community engagement site to allow for participation by the community.

### STRATEGIC IMPLICATIONS

#### *Environmental Sustainability And Adaptation To Climate*

Objective: Minimise waste to landfill

Strategy: Provide opportunities for the community to recycle and reuse material which would otherwise go to landfill, and explore new and innovative ways to work with the EMRC to recycle and reuse waste.

### FINANCIAL CONSIDERATIONS

If the ban is at a State level , the cost of compliance should not be shifted to local government. It is anticipated that a modest commitment by the Town would be required to support a campaign by WALGA and to carry out the local campaign including the give-away bags. It is recommended that the Town budgets just \$5,000 in the 2017- 2018 draft budget to purchase the bags and prepare a simple campaign for the local community which will be, hopefully, in addition to a much larger and sophisticated campaign by WALGA and the State Government. Income of approximately \$1,200 would also be included in the draft budget.

### STATUTORY CONSIDERATIONS

If the ban is imposed by the State Government there should be no statutory compliance enforcement costs. There is currently no statutory restriction on single use bags.

**OFFICER RECOMMENDATION – ITEM 10.11**

That Council:

1. Supports WALGA in seeking a State wide ban on single use shopping bags being available in large supermarkets;
2. Actively lobby's the State Government as part of a WALGA campaign to eradicate single use shopping bags;
3. Develops and implements a simple local campaign to support the eradication of single use shopping bags including; 1,000 give-away reusable shopping bags containing educational material being made available at the Town's Customer Service Centre, the Bassendean Memorial Library and a Facebook and website campaign which promotes the Town's views and supports a WALGA state-wide campaign to have single use shopping bags banned in Western Australia; and
4. Makes provision of \$5,000 in the draft 2017/2018 Budget and \$1,200 in sponsorship, to meet the cost of bags and local campaign referred to Point 3 above.

**Voting requirement: Simple majority**

**10.12 2017-2027 Strategic Community Plan (Ref: CORM/POLCY/1- Bob Jarvis, CEO and the Corporate Management Team)**

APPLICATION

The purpose of the report is for Council to adopt the 2017-2027 Strategic Community Plan following the community surveys and workshops, as well as Councillor workshops held in March April and May 2017.

ATTACHMENT

**Attachment No. 11:**

Draft 2017-2027 Strategic Community Plan

BACKGROUND

The Draft 2017-2027 Strategic Community Plan was presented to Council at the April 2017 OCM where it was resolved to defer the item pending comments being received from Councillors on the measures of success.

At a Special Council meeting held on the 9 May 2017, the Strategic Community Plan was again deferred to a Workshop held on 16 May 2017. A further review was undertaken of the measures of success and these were accepted by Councillors present.

STRATEGIC IMPLICATIONS

The development of a **new** Strategic Community Plan is considered appropriate given the previous plan was a review of the 2030 Community plan that was developed in 2005.

The Town is required to develop the following:

- Strategic Community Plan - (review every 4 years);
- Corporate Business Plan - (reviewed annually); and
- Informing Strategies - Asset Management Plans, Workforce Plans and Long Term Financial Plans. (reviewed annually).

COMMENT

Staff have attached the 2017-2027 Strategic Community Plan following the review of the measures of success at a Councillors, information workshop held on 16 May 2017.

The workshop was facilitated by Helen Hardcastle from Learning Horizons, and the amendments from that workshop have been included in the attached document.

It was agreed at that workshop that the Strategic Plan would be of high level and include Objectives, Strategies and Measures of Success. This is consistent with the requirements provided by the Department of Local Government and Communities Advisory Standards of September 2016.

It was further agreed that the targets and actions that are derived from the measures of success, will be included in the Corporate Business Plan.

### COMMUNITY AND ENGAGEMENT

In order to commence the consultation process, staff engaged the services of a marketing organisation to assist in the community consultation. The company developed a survey in July 2016 that was distributed to all residences, as well as providing a website for on-line responses. The survey closed on 9 September 2016.

Staff and Councillors spent time at shopping centre displays and received some 1,200 responses to our survey. These comments form part of the plan. Additionally, we held workshops on the plan with approximately 80 members of the community. These have also been included as part of the development of the plan. We received a number of praises for consultation and the way we consulted with the community on the Plan.

Councillors held workshops in March, April and May 2017. There was consensus on the outcomes, objectives, strategies and measures of success that were included in the plan.

The Draft Strategic Community Plan were developed with the following themes:

- Social;
- Economic;
- Built Environment;
- Natural Environment; and
- Good Governance.

### STATUTORY REQUIREMENTS

Section 5.56 of the Local Government Act

Regulation 19D, 19DA & 19DB of the Local Government (Administration) Regulations.

**FINANCIAL CONSIDERATIONS**

The 2016/17 Budget provides funding for the development of the Strategic Community Plan and Corporate Business Plan.

**OFFICER RECOMMENDATION – ITEM 10.12**

That Council:

1. Adopts the 2017-2027 Strategic Community Plan, attached to the Ordinary Council Agenda of 23 May 2017; and
2. In accordance with Section 5.56 of Local Government Act and Administration Regulation 19D, give local, public notice of the adoption of the 2017-2027 Strategic Community Plan.

**Voting Requirement: Absolute majority**

**10.13 Bassendean River Parks Management Committee Meeting held on 3 May 2017 (Ref: GOVN/CCL/MEET/34 – Simon Stewert-Dawkins, Director Operational Services)**

APPLICATION

The purpose of the report is for Council to receive the report on a meeting of the Bassendean River Parks Management Committee held on 3 May 2017.

ATTACHMENTS

**Attachment No. 12:**

- Bassendean River Parks Management Committee Minutes of 3 May 2017
- Aerial Map of Ashfield Flats Reserve – WAPC Cadastral land ownership

STRATEGIC IMPLICATIONS

*Environmental sustainability and adaption to climate within the Corporate Business Plan 2016-2020:*

Objectives: Conserve, protect and provide access to Town's waterways.

Strategies: Continue to rehabilitate and preserve the Swan River foreshore and provide responsible access to the river for the community.  
Strive to divert drainage water to recharge groundwater and ensure that run-off to Swan River is of high quality.

COMMUNICATION & ENGAGEMENT

The Committee comprises of community representatives and representatives from the Department of Planning, Department of Parks and Wildlife and the Department of Water, appointed by Council to make recommendations to Council regarding the following:

1. The management of the Bassendean river parks, foreshore and catchment;
2. Preparing a management plan for the Ashfield Flats Reserve; and
3. Consider matters pertaining to Bassendean River Parks which are referred to the Committee at Council's discretion.

The following items were discussed at the meeting:

**Bindaring Park – Stage 2 Bindaring Wetland Concept Plan Development**

The Committee noted that the Level 1 Fauna Assessment has been completed with final presentation to be held on 2 August 2017.

**Ashfield Flats Reserve - Land Management**

The Committee noted the Department of Planning's progress report provided.

**Ashfield Flats Reserve - Long Term Management**

**COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.3**

That the Committee:

1. Notes the 11 November 2016 correspondence received from the Department of Planning concerning Lot 821, 52 Villiers Street, Bassendean, which states that the Department of Lands is unwilling to take this lot for inclusion as State Land and put in place a vesting arrangement to the Town of Bassendean;
2. Recommends that Council does not enter into a formal arrangement of ownership of Lot 821, 52 Villiers Street Bassendean for the Contemplative Park & Wildlife Observatory, for the land due to:
  - a) Site contamination which occurred during development of the subdivision.
  - b) The financial burden associated with the contaminated site investigations, contaminated site rehabilitation and ongoing management would be a significant financial burden for ratepayers.
  - c) Council's previous resolutions and direction for Ashfield Flats Reserve to be vested with an appropriate State Government agency.
3. Notes the 11 November 2016 correspondence received from the Department of Planning advising that it is premature to seek Riverbank Funding for an Ashfield Flats Reserve Management Plan to be prepared, prior to an "End Manager" being resolved;

4. Notes the 8 February 2017, Department of Parks & Wildlife Director-General's correspondence, that State Government is undertaking a strategic assessment under the Environmental Protection and Biodiversity Conservation Act 1999, in collaboration with the Commonwealth Government, and that Ashfield Flats may be eligible for consideration for improved protection and management under the strategic assessment; and
5. Notes the 31 March 2017 correspondence to the newly elected Minister for Planning, and the newly elected Minister for the Environment, requesting that that the State Government initiate the vesting of Ashfield Flats Reserve to an appropriate State Government agency whose primary responsibility is to conserve, protect and manage natural areas.

*The Officer Recommendation lapsed for the want of a seconder.*

*The Committee recommended the following:*

**COMMITTEE RECOMMENDATION – ITEM 8.3**

***RPMC – 3/05/17 MOVED*** Cr Bridges, Cr Brown, that the Committee, via Council, requests the Department of Planning to reconsider contributing funds to an Ashfield Flats Reserve Management Plan, given the likely end manager will be the new Department of Biodiversity, Conservation and Attractions.

**CARRIED** 6/2

*Three Committee members abstained from voting.*

**COMMITTEE RECOMMENDATION – ITEM 8.3(a)**

***RPMC – 4/05/17 MOVED*** Cr Brown, Seconded Cr Bridges, that the Town of Bassendean accepts the offer from the WAPC to transfer ownership of Lot 821/52 Villiers Street to the Town, following the investigation and remediation of the contaminated portion of the site by the WAPC, in order to facilitate the development of the proposed contemplative park and wildlife observatory overlooking Ashfield Flats.

**CARRIED** 7/1

*Three Committee members abstained from voting.*

## OFFICER COMMENT

The attached Aerial Map of Ashfield Flats Reserve illustrates the WAPC Cadastral land ownership and in particular Lot 821/52 Villiers Street, Bassendean. This lot has been highlighted in orange to indicate the extent of the lot.

While it is appreciated that the Bassendean River Parks Management Committee recommendation is to request the WAPC to undertake contaminated site investigations and the required remediation works prior to the lot being transferred to the Town, it should be noted that the lot extends down a steep embankment and into the wetland.

There are unknown wetland and natural area rehabilitation costs associated with taking ownership of the entire lot, and there are unknown costs associated with maintaining the area around the proposed contemplative lookout.

The Town is of the understanding that during the recent State Election, the newly appointed Hon. Dave Kelly MLA, made a commitment to AshfieldCAN to provide \$30,000 in funding towards the construction of the proposed contemplative park and wildlife observatory overlooking the Ashfield Flats Reserve.

As a result, the AshfieldCAN representatives on the Bassendean River Parks Management Committee are keen to ensure that should the State Government provides the funds, so that the proposal will be able to proceed.

Considering the above issues, it is important that if Council take into consideration the following:

- The long term management objective of Council has been to have the entire WAPC vested land transferred to a State Government agency whose primary responsibility is to conserve, protect and manage natural areas such as the proposed new Department of Biodiversity, Conservation and Attractions;
- If Lot 821/52 Villiers Street, Bassendean, is vested with the Town, it will most likely jeopardize Council's long term objective to have the entire Ashfield Flats Reserve vested with an appropriate State Government agency;
- Prior to considering the vesting of land to the Town of Bassendean, it is essential that Council have a clear understanding of the long term rehabilitation and maintenance cost implications for the lot in question.

Considering both Council's long-term objectives and the recent Bassendean River Parks Management Committee recommendation for a proposed contemplative park and wildlife observatory overlooking Ashfield Flats, the Director Operational Services suggests that Council considers the offer from the WAPC to transfer ownership of the fenced top area only, being part of Lot 821/52 Villiers Street to the Town.

It should be noted that should Council receive ownership of the entire lot, there are potentially significant costs the ratepayers of the Town of Bassendean.

#### COMMITTEE RECOMMENDATION – ITEM 10.13

MOVED Cr Bridges, Cr Brown:

1. That the Committee, via Council, requests the Department of Planning to reconsider contributing funds to an Ashfield Flats Reserve Management Plan, given the likely end manager will be the new Department of Biodiversity, Conservation and Attractions;
2. That the Town of Bassendean accepts the offer from the WAPC to transfer ownership of Lot 821/52 Villiers Street to the Town, following the investigation and remediation of the contaminated portion of the site by the WAPC, in order to facilitate the development of the proposed contemplative park and wildlife observatory overlooking Ashfield Flats.

#### OFFICER RECOMMENDATION – ITEM 10.13

That Council:

1. Receives the report on the meeting of the Bassendean River Parks Management Committee held on 3 May 2017;
2. Requests the Department of Planning to reconsider contributing funds to an Ashfield Flats Reserve Management Plan, given the likely end manager will be the new Department of Biodiversity, Conservation and Attractions;

3. The Town of Bassendean considers the offer from the WAPC to transfer ownership **of the fenced top area only, being part** of Lot 821/52 Villiers Street to the Town, following the investigation and remediation of the contaminated portion of the site by the WAPC, in order to facilitate the development of the proposed contemplative park and wildlife observatory overlooking Ashfield Flats.

**Voting requirement: Simple majority**

**10.14 Bassendean Local Studies Collection Management Committee Meeting held on 4 May 2017 (ref: GOVN/CCLMEET/ - Renata Pietracatella, Manager Library and Information Services)**

APPLICATION

The purpose of this report is for Council to receive the report on a meeting of the Bassendean Local Studies Collection Management Committee held on 4 May 2017.

ATTACHMENTS

**Attachment No. 13:**

Local Studies Collection Management Committee Minutes of 4 May 2017.

COMMENT

At its meeting on 4 May 2017, the Committee dealt with the Local Studies Librarian's report and recommended the list of people to be interviewed for the next year's oral history project. The Committee considered difficulties with filling three allocations for oral history interviews for Aboriginal representatives and agreed to substitute the position with another nominee if necessary.

Financial Activity Statement for the period ended 26 February 2017 was presented and received by the Committee.

OFFICER RECOMMENDATION — ITEM 10.14

That the report on a meeting of the Bassendean Local Studies Collection Management Committee held on 4 May 2017, be received.

**Voting requirements: Simple majority**

**10.15 Access and Inclusion Committee Meeting held on 10 May 2017 (Ref: GOVN/CCLMEET/16 – Graeme Haggart, Director Community Development)**

APPLICATION

The purpose of the report is for Council to receive the report on a meeting of the Access and Inclusion Committee held on 10 May 2017.

ATTACHMENTS

**Attachment No.14:**

Access and Inclusion Committee Minutes of 10 May 2017.

STRATEGIC IMPLICATIONS

The Access & Inclusion Committee:

- Improves the organisations capability and capacity; and
- Supports inclusiveness and social wellbeing of residents of the Town through building a sense of belonging and connectivity in the community by encouraging people of all abilities to actively in community life and democratic process.

COMMENT

The main items considered at the meeting included:

Disability Access and Inclusion Plan (DAIP) Implementation Report

It was noted that the DAIP is a 5-year plan that is now due for renewal and that actions in the plan have largely been implemented.

Manager Seniors and Disability Services (MSDS) Report

Amongst other items, the MSDS reported that the Town continues to gear up for the impending structure changes in the Aged Care sector. A deal of uncertainty continues to surround the impact the changes will have on the Town's capacity to continue to operate the service free from rate payer subsidy as the Client Directed Care system is fully implemented in 2018.

The Town is now registered to deliver a wide range of service types under the National Disability Insurance Scheme (NDIS).

Levels of funding for like service types under NDIS appears less than for HACC. This is also proving challenging.

#### Other Items of Note

Other items considered at the meeting of note included:

- The Annual Report to Disability Services Commission is to be completed online and is due by 30 June.
- A two-day “conversation” is to be held on the implementation of NDIS. Registrations of interest in attending are being sought.
- Ashfield polling place is not accessible for people in a wheel chair. Electoral Commission advised that not all polling places are accessible and that it advertises those that are. The nearest accessible polling place to Ashfield residents is Bassendean Primary School.

#### STATUTORY REQUIREMENTS

Disability Services Act requires all Government Departments and Agencies (including Local Government) establish a Disability Access and Inclusion Committee and adopt a Plan to reduce barriers experienced in accessing the services and facilities of that organisation.

#### FINANCIAL CONSIDERATIONS

Nil

#### OFFICER RECOMMENDATION — ITEM 10.15

That the report on a meeting of the Access and Inclusion Committee held on 10 May 2017, be received.

**Voting requirements: Simple Majority**

**10.16 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:

<b>Building Applications Determined in the Month of April 2017</b>		
<b>Application No</b>	<b>Property Address</b>	<b>Description</b>
201700113	57 HARDY ROAD, ASHFIELD	RESIDENTIAL DEMOLITION
201700111	37 WEST ROAD, BASSENDEAN	GABLE + FLAT ROOF PATIO
201700118	24 MARY CRESCENT, EDEN HILL	FULL DEMOLITION
201700112	3 DOROTHY STREET, ASHFIELD	PATIO
201700105	6 CUMBERLAND WAY, BASSENDEAN	3X SINGLE DWELLINGS
201700107	129 BROADWAY, BASSENDEAN	SOLAR PANELS
201700103	49B HARCOURT STREET, BASSENDEAN	2 STOREY DWELLING
201700108	79 MCDONALD CRESCENT, BASSENDEAN	SOLAR PANELS
201700057	33 HANWELL WAY, BASSENDEAN	PATIO
201700091	111 SECOND AVENUE, BASSENDEAN	ROOM ADDITION
201700093	8 KIRKE STREET, EDEN HILL	2 X DWELLINGS
201700097	37 WEST ROAD, BASSENDEAN	POOL FENCE
201700096	37 WEST ROAD, BASSENDEAN	SWIMMING POOL
201700092	7 FIFTH AVENUE, BASSENDEAN	PATIO & DECK
201700094	28 MARGARET STREET, ASHFIELD	FRONT FENCE
201700078	33 DEVON ROAD, BASSENDEAN	SINGLE DWELLING
201700031	125 WALTER ROAD EAST, BASSENDEAN	CARPORT
201700040	21 THIRD AVENUE, BASSENDEAN	8 X MULTIPLE DWELLINGS
201700081	2-8 CLUNE STREET, BASSENDEAN	OFFICE REFURBISHMENT

**OFFICER RECOMMENDATION – ITEM 10.16**

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

**Voting requirement: Simple majority**

**10.17 Determinations Made by Development Services (Ref: LUAP/PROCED/1 – Brian Reed, Manager Development Services)**

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

<b>Planning and Subdivision Applications Determined to 12 May 2017</b>			
<b>Applic No.</b>	<b>Property Address</b>	<b>Type of Development</b>	<b>Determination</b>
2016-187	50 HAMILTON STREET BASSENDEAN 6054	SINGLE HOUSE AND ANCILLARY DWELLING	DELEGATE APPROVED
2017-015	9A IOLANTHE STREET BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2017-042	28 SCADDAN STREET BASSENDEAN 6054	8 MULTIPLE DWELLINGS	DELEGATE APPROVED
2017-048	300 COLLIER ROAD BASSENDEAN 6054	OFFICE AREA EXTENSION	DELEGATE APPROVED
2017-051	21 CARMAN WAY BASSENDEAN 6054	CARPORT	DELEGATE APPROVED
2017-054	UNIT A 19 SEVENTH AVENUE BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2017-060	UNIT 5 56 IVANHOE STREET BASSENDEAN 6054	PATIO	DELEGATE APPROVED
2017-063	Unit 3 63 EILEEN STREET BASSENDEAN 6054	PATIO	DELEGATE APPROVED
2017-067	28 PROSPECTOR LOOP BASSENDEAN 6054	PATIO	DELEGATE APPROVED
2017-068	UNIT 3 54 FREELAND SQUARE EDEN HILL 6054	PATIO	DELEGATE APPROVED
2017-069	11 BARTON PARADE BASSENDEAN 6054	OUTBUILDING	DELEGATE APPROVED
2017-073	UNIT 4 54 FREELAND SQUARE EDEN HILL 6054	PATIO	DELEGATE APPROVED
2017-074	UNIT A 137 ANZAC TERRACE BASSENDEAN 6054	PATIO	DELEGATE APPROVED
2017-075	9 BARTON PARADE BASSENDEAN 6054	CARPORT	DELEGATE APPROVED
2017-076	28 MANN WAY BASSENDEAN 6054	PATIO	DELEGATE APPROVED
2017-077	21 CHEDWORTH WAY EDEN HILL 6054	SINGLE HOUSE	DELEGATE APPROVED
<b>Subdivision Applications</b>			
357-17	21 GALLAGHER STREET EDEN HILL 6054	TWO LOT SURVEY STRATA	STATUTORY ADVICE

**OFFICER RECOMMENDATION – ITEM 10.17**

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

**Voting requirement: Simple majority**

**10.18 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 10.18**

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

**Voting Requirements: Simple majority**

**10.19 Calendar for June 2017 (Ref: Sue Perkins, Executive Assistant)**

Thu	1 Jun	7.00pm	Perth Airports Municipalities Group Meeting – City of Melville (Cr Brown)
Wed	7 Jun	3.30pm	Bassendean Local Emergency Management Committee Meeting – Council Chamber (Crs Pule and Brown)
Wed	7 Jun	5.30pm	Audit & Risk Management Committee Meeting Council Chamber (Crs Lewis, Pule & Bridges)
Tue	13 Jun	7.00pm	Liveable Town Advisory Committee Meeting – Council Chamber (Gangell, Bridges and Brown – Deputy Member)
Thu	22 Jun	6.00pm	EMRC Council Meeting – EMRC (Crs Lewis and Bridges)
Tue	27 Jun	5.00pm	Briefing Session – Council Chambers
Tue	27 Jun	7.00pm	Ordinary Council Meeting – Council Chambers
Wed	28 Jun	4.00pm	MWAC Meeting – WALGA (Cr Bridges)
Fri	30 Jun	5.00pm	Youth Advisory Council Meeting – Youth Services, West Road, Bassendean

**OFFICER RECOMMENDATION - ITEM 10.19**

That the Calendar for June 2017 be adopted.

**Voting Requirements: Simple majority**

**10.20 Implementation of Council Resolutions (Ref: 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
91085	Graeme Haggart	OCM-15/4/16 - One World Centre Community Engagement Grant	Project is now completed. Funding has been acquitted. Responsibility for the Busy Bee Network has transitioned to community members. <b>Recommend deletion.</b>

REC NO	ASSIGNED TO	BRIEF DESCRIPTION	ACTION TAKEN
ROC17/53669	BOB JARVIS	OCM-10/4/17 - CODE OF CONDUCT REVIEW	CODES PRINTED AND DISTRIBUTED <b>RECOMMEND DELETION</b>
ROC17/52796	BOB JARVIS	OCM-16/1/17 - REQUEST BY CASA MIA MONTESSORI SCHOOL TO PURCHASE 11 HAMILTON STREET BASSENDEAN	NEW RESOLUTION AT APRIL OCM SUPERCEDES THIS RESOLUTION. <b>RECOMMEND DELETION</b>
ROC17/53670	MIKE COSTARELLA	OCM-11/4/17 - REVIEW OF WORKFORCE PLAN AND CORPORATE STRUCTURE	THE STRUCTURAL CHANGES WITHIN THE WORKFORCE PLAN WILL BE INCLUDED IN THE BUDGET FOR CONSIDERATION. <b>RECOMMEND DELETION</b>
ROC17/53666	CHRISTIAN BUTTLE	OCM-6/04/17 - PROPOSED AMENDMENT NO. 71 TO THE CITY OF BAYSWATER TOWN PLANNING SCHEME NO. 24 - MODIFICATIONS TO SPECIAL CONTROL AREA NO. 10 - LOT 10 (NOS. 2-4) RAILWAY PARADE, BAYSWATER	CITY OF BAYSWATER ADVISED OF COUNCIL'S RESOLUTION. <b>RECOMMEND DELETION.</b>

ROC17/53668	DYLAN STOKES	OCM-8/04/17 - JOINT METROPOLITAN CENTRAL DEVELOPMENT ASSESSMENT PANEL APPLICATION FOR CONVENIENCE STORE - LOT 25 (NO. 300) COLLIER ROAD BASSENDEAN	COUNCIL'S RECOMMENDATION FORWARDED TO DAP. <b>RECOMMEND DELETION</b>
ROC17/53667	TIMOTHY ROBERTS	OCM-7/04/17 - RED POST BOX GROUP INCLUSIVE OF VR 1876 POST BOX BASSENDEAN LOCATED AT THE CORNER OF SURREY STREET AND NORTH ROAD TO BE LISTED ON THE STATE REGISTER OF HERITAGE PLACES	THE STATE HERITAGE OFFICE WAS EMAILED ON 08 MAY 2017 ADVISING THAT COUNCIL SUPPORTS THE PROPOSED REGISTRATION OF RED POST BOXES GROUP AND COUNCILLOR GERRY PULE WAS NOMINATED TO ATTEND THE FORTHCOMING (YET TO BE CONFIRMED) MEETING ON THE TOWN'S BEHALF. TOWN STAFF WILL LIAISE WITH CR PULE DIRECTLY ON RECEIPT OF DATE OF MEETING. <b>RECOMMEND DELETION</b>

OFFICER RECOMMENDATION – ITEM 10.20

That the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 23 May 2017 be deleted from the Implementation of Council Resolutions list.

**Voting Requirements: Simple majority**

**10.21 Accounts for Payment – April 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 April 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 10.21

That Council receives the List of Accounts paid for April 2017, as attached to the Ordinary Council Agenda of 23 May 2017.

**Voting Requirements: Simple majority**

**10.22 Financial Statements – April 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 April 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 3.7% behind Budget Year to date. Interest on investments, fees & charges, and operating Grants are behind YTD forecasts. Other revenue is ahead of budget YTD forecasts,

Total expenditure by nature & type is 8.95% 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 17% 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 April 2017.

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

### OFFICER RECOMMENDATION – ITEM 10.22

That:

1. The Financial Report for the period ending 30 April 2017, as attached to the Ordinary Council Agenda of 23 May 2017, be received; and
2. The budget amendments listed for adoption in the Financial Statements as attached to the Ordinary Council Agenda of 23 May 2017, be approved.

**Voting Requirements: Absolute majority**

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

**11.1 Notice of Motion – Cr Lewis: Potential Change of the Management Reserve No. 31252-A Class Reserve**

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

*“That a report be brought back to Council on the potential change of the Management Reserve no 31252-A Class Reserve for 48 Old Perth Road Bassendean to a C Class Reserve and/or the potential purchase of the land from the State Government.”*

**Background – Cr Lewis**

The Town has expended over \$6million on this reserve and on land it does not own. There must be a return on the community's investment and consideration should include the future development of the property.

We have a less than acceptable functional administration building that does not provide for the future of this Town and it is now an appropriate time to consider this in time for the 2017/18 Budget.

**OFFICER COMMENT**

If the Notice of Motion is passed by Council, a report will be compiled for Council's consideration.

**11.2 Notice of Motion – Cr Lewis: Employment of a Marketing Company or Employee**

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

*“That a report be brought back to Council on the employment of a marketing company or employee to prepare appropriate marketing and promotions of the functions and services of the Town that provide a more positive and effective community communications.”*

### BACKGROUND – CR LEWIS

The Town needs to continue to promote its services and functions in a positive manner and tell the community of the enormous amount of good this Town provides for the betterment of the community.

The positive marketing of the Town is paramount to ensure that any negative or misinformation is appropriately addressed in an efficient and effective manner and within very critical timelines. In order to achieve this, Council must bite the bullet and allocate appropriate resources.

### OFFICER COMMENT

Staff have included the development of a marketing plan in the Draft 2017/18 Budget and subject to the completion of that plan, an Officer has been included in Council's adopted Workforce Plan 2018/19, and it is therefore suggested that the Notice of Motion is not required.

### **11.3 Notice of Motion – Cr Pule: Urgent Development of Right of Ways Policy / Strategy including Laneways**

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

“That the Town of Bassendean urgently develop a Right of Ways Policy/Strategy, including laneways that comprehensively addresses:

- a) Analysis and mapping of Right of Ways and Laneways;
- b) Acquisition of Right of Ways;
- c) Rationalisations and disposals of Laneways;
- d) Best uses of Right of Ways and Laneways;
- e) Fair and equitable costs, charges and uses of Right of Ways and Laneways;
- f) A holistic and strategic planning approach;
- g) Issues of recompense; and
- h) Any other related matters.

### COMMENT – CR PULE

1. In July 2015 Council passed my Motion “Review or Renew Right of Ways / Laneways Strategy. This motion was to develop a holistic Planning Strategy for Right of Ways and Laneways in the Town to overcome the

fragmented state of affairs that badly needed good planning governance.

2. In April 2017, in the absence of policy, Council rejected the request by Mr Hansra for a more fair and equitable outcome and he is now required to pave the right of way at his rear, to Railway Parade, at a high cost and without any hope of recompense from other users of the right of way.
3. The Town now has a Director of Strategic Planning and additional Planners and now has the capacity to immediately develop the much needed Policy/Strategy.
4. Issues of fairness, equitability, costs and uses, and recompense are central to this Policy and must be well and quickly addressed.
5. This is part of the long term Strategic Plan to improve the quality of life in Bassendean and part of the planning Good Governance of the Town.

#### OFFICER COMMENT

At its meeting held in October 2015, Council authorised the calling of quotes to develop a Comprehensive Strategic Framework to identify all plans and policies required to implement the higher densities contained in the adopted Local Planning Strategy, and the likely costs and indicative timeframes to provide the plans and policies.

Subsequently, Council adopted the Strategic Planning Framework in May 2016, which included the preparation of a rights of way policy, to be developed during 2018/19 by external consultants at an estimated cost of around \$40,000 to \$60,000.

While the Manager Development Services has given a commitment to initiate work on this substantial piece of work during the second half of the current year, this work will need to be accommodated into his normal workload. If Council wishes to allocate a higher priority to this work, it may be prudent that the development of the policy be outsourced to suitable consultants as originally envisaged.

## **13.0**                    **CONFIDENTIAL BUSINESS**

### **13.1**            **Registration of Interest for the Purchase and Development of Lot 5; No. 246 Morley Drive, Eden Hill (Ref: A3693, Brian Reed Manager Development Services)**

*This matter is to be considered with members of the public excluded from the Chamber under Clause 5.23 (2) (c) and (d) of the Local Government Act 1995, as the Officer report discusses details of a proposed contract to be entered into.*

### **13.2**            **Sports Achievement Awards (Ref: COMR/AWADP/4 –Tim Dayman, Recreation Development Officer)**

*In order to maintain the confidentiality of the names of the nominees, this report is to be discussed with members of the public excluded under Section 5.23 (2) (b) of the Local Government Act.*

## **14.0**                    **CLOSURE**

The next Ordinary Council meeting will be held on Tuesday 27 June 2017.