

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, 22 March 2016 in the Council Chamber, 48 Old Perth Road, Bassendean, commencing at 7.00pm.

BOB JARVIS
CHIEF EXECUTIVE OFFICER

18 March 2016

Councillors, please note that the Briefing Session are now open to the public and will commence at 5.00pm. A meal for Councillors and Officers will be provided at 6.15pm; and the Ordinary Council meeting will commence at 7.00pm.

Cr Lewis will be the facilitator for the Briefing Session.

A G E N D A

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 please sign the Attendance Sheet located in the Council Chamber.

2.0 PUBLIC QUESTION TIME & ADDRESS BY MEMBERS OF THE PUBLIC

2.1 Questions Taken on Notice

Ms Jane Bremmer, Seventh Avenue, Bassendean

At the Ordinary Council meeting held in February 216, Ms Bremmer asked a number of questions and a response as follows was provided to Ms Bremmer on 26 February 2016:

What is the name of the contractor? *Turfmaster Pty Ltd*

How will they be applying the Glyphosate?

On 8 February 2016 the Town of Bassendean wrote to the residents who had requested the verge adjacent to their property be listed on the "Do Not Spray" register to inform them that herbicide spraying of footpaths and road kerb lines was scheduled to commence as of 22 February 2016 . However, due to the prevailing windy weather conditions, the spraying operations have been delayed. Once the weather conditions are suitable the spraying operations will commence.

What is the exact timeframe? *Depends on the prevailing weather conditions.*

Will the ToB Environmental Health Officer and Worksafe be overseeing the compliance of this work? (given previous contract) *Prior to commencing works, the Town will complete an induction and during the spraying operations the Town's Supervisor will regularly review the work.*

The costs of this work? *This is commercial in confidence information.*

In regards to Glyphosate, as you are aware all pesticide products are registered by the Australian Pesticides and Veterinary Medicines Authority (APVMA) and they administer the National Registration Scheme for Agricultural and Veterinary Chemicals and this scheme regulates the manufacture and supply of all pesticides and veterinary medicines in Australia.

Where the Town of Bassendean uses chemical products as a means of controlling weeds on public land and in public buildings, these are used in accordance with the manufacturer's recommendations.

All spraying operations are carried out in accordance with the Town's Pesticide operational procedures with appropriate signage displayed in strategic locations before and during spraying.

In late 2015, the Western Australian Local Government Association wrote to Australian Pesticides and Veterinary Medicines Authority (APVMA), administrators of the National Registration Scheme for Agricultural and Veterinary Chemicals, on behalf of the local governments requesting clarification about Glyphosate product use.

The APVMA is currently examining the International Agency for Research on Cancer (IARC) assessment report on glyphosate in collaboration with the Office of Chemical Safety (OCS) in the Commonwealth Department of Health. The OCS provides human health advice to the APVMA as part of the approval process for new pesticides and veterinary medicines and also as part of the formal review of existing chemicals. The full scientific process will take approximately six months to complete. Please see attached APVMA publication on Glyphosate. (See Attachment No. 1)

APVMA has advised that based on current risk assessment the label instructions on all glyphosate products—when followed—provides adequate protection for users. APVMA has further advised that people who use chemicals such as glyphosate in their gardens should follow the use and safety instructions on the product labels as these have been designed to reduce human and animals exposure to the chemical product.

Where practicable, the Town of Bassendean uses non chemical weed management techniques including physical control methods such mechanical weeding, whipper snipping, mowing, hand pulling, hand cutting and stripping.

Ms Kathryn Hamilton, 53 Broadway Street, Bassendean

At the Special Council meeting held on 15 March 2016, Ms Hamilton asked for a breakdown of expenditure on the Swan Districts Football Club over the last two financial years.

On 16 March 2016, the Director Corporate Services advised the following:

“In 2014/15 The Town has expended \$171,321 on the Bassendean Oval and \$82,285 on the Buildings. We did receive income of \$39,548 and which resulted in a net cost to Council of \$214,058.

In the 2015/16 (as of the 28 February 2016) The Town has expended \$133,712 on the Bassendean Oval and \$57,242 on the buildings. We did receive income of \$15,405 and which resulted in a net cost to Council of \$175,549.

I trust the above information addresses your questions.”

2.2 Public Question Time

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

2.3 Address by Members of the Public

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

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

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

4.0 DEPUTATIONS

5.0 CONFIRMATION OF MINUTES

5.1 Ordinary Council Meeting held on 23 February 2016 **(Attachment No. 2)**

OFFICER RECOMMENDATION – ITEM 5.1(a)

That the minutes of the Ordinary Council meeting held on 23 February 2016, be received.

OFFICER RECOMMENDATION – ITEM 5.1(b)

That the minutes of the Ordinary Council meeting held 23 February 2016 confirmed as a true record.

5.2 Special Council Meeting held on 15 March 2016 **(Attachment No. 3)**

OFFICER RECOMMENDATION – ITEM 5.2(a)

That the minutes of the Special Council meeting held on 15 March 2016, be received.

OFFICER RECOMMENDATION – ITEM 5.2(b)

That the minutes of the Ordinary Council meeting held 15 March 2016 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 22 March 2016:

Item	Report
10.2	Proposed Home Business (Wholesale Vintage Store) at 21 Charlbury Way, Eden Hill
10.3	Proposed Land Swap of 27L Hyland Street and Part Lot 271; 116 Hamilton Street, Bassendean
10.5	Parking Issues Bassendean Primary School
10.6	Hyde Retirement Village Solar Energy Installation
10.7	Construction of the Bassendean Men's Shed
10.8	Review of Workforce Plan and Corporate Structure
10.10	Determinations Made by the Principal Building Surveyor
10.11	Determinations Made by Development Services
10.13	Bassendean Local Studies Collection Management Committee Meeting held on 3 March 2016
10.14	Municipal Heritage Inventory Review Committee Meeting held on 8 March 2016
10.15	Access and Inclusion Committee Meeting held on 9 March 2016
10.17	Accounts for Payment – February 2016
10.18	Financial Statements – February 2016
10.19	Implementation of Council Resolutions
10.20	Use of the Common Seal
10.21	Calendar for April 2016

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

Item	Report
10.4	RFT CO 039 2015-16 Provision of Cleaning Services for Council Facilities
10.9	Change to the Councillor Representation on the Access and Inclusion Committee
10.12	Bassendean River Parks Management Committee meeting held on 17 February 2016
10.16	Audit & Risk Management Committee Meetings held on 9 March 2016
11.1	Notice of Motion – Cr Pule: Availability of a Steam Weeder from the EMRC
11.2	Notice of Motion – Cr Pule: The Bassendean Hotel toilets may be non compliant in meeting Disability Standards requirements
11.3	Notice of Motion - Cr Bridges – Review of Standing Orders
11.4	Notice of Motion – Cr Brown: Road Safety Committee
11.5	Notice of Motion – Cr Pule: BBQ Facilities at the BIC
11.6	Notice of Motion - Cr Bridges: 1 Surrey Street, Bassendean
11.7	Notice of Motion – Cr Pule – Alteration to left entry corner kerbing at Bassendean Shopping Village West Road main entrance

11.8	Notice of Motion – Cr Pule: Cash in Lieu report on all matters relating to Development Agreement and arrangements for the Town Centre Project with Landcorp and Swan Districts Football Club
11.9	Notice of Motion – Cr Pule: Urgent Schedule of Meeting of Town Planning Scheme Review Committee to define planning issues
11.10	Notice of Motion – Cr Pule: Street Parking for Hyde Retirement Village
11.11	Notice of Motion – Cr Gangell: Review of Number of Elected Members and Review of the Method of Electing the Mayor for the Town
11.12	Notice of Motion – Cr Bridges: Weed Management
11.13	Notice of Motion – Cr Bridges: EMRC Resource Recovery Facility
13.1	Registration of Interest for the Purchase and Development of Lot 246 Morley Drive, Eden Hill
13.2	Point Reserve - Road Closure
13.3	Appointment of Members to Committees – 2015 to 2017

10.2 Proposed Home Business (Wholesale Vintage Store) at 21 Charlbury Way, Eden Hill (Ref: DABC/BDVAPPS/2016-014 - Brian Reed, Manager Development Services)

APPLICATION

The purpose of this report is for Council to consider a proposal for a Home Business that incorporates a Vintage Store that will sell wholesale goods at Lot 456 (21) Charlbury Way, Eden Hill.

ATTACHMENTS

Attachment No. 4.

- Plans of the proposed development.
- Home Officers, Home Occupations and Home Business Information Sheet.
- Schedule of submissions.

BACKGROUND

Upon receipt of complaints that an unauthorised business was occurring at 21 Charlbury Way, Eden Hill, Officers subsequently inspected the site on 16 December 2015 and 19 January 2016. It was identified that an unauthorised home business was operating on site. Following discussions with the landowner, the landowner agreed to alter business practices to be compliant with the requirements of the Local Planning Scheme No. 10 (LPS10) and make a formal application to the Town with a new proposed Home Business for the Wholesale of Vintage Goods. The landowner proposed to collect goods from verge collection, garage sales, house sales and other dealers and resell the goods to registered businesses as 'vintage' products.

An application for approval to conduct a Home Business at 21 Charlbury Way was submitted on the 29 January 2016. The Home Business proposed to incorporate the following:

- The proposed Home Business will be restricted to selling by wholesale. The Home Business will not be permitted to sell by retail to the general public on site.
- Storage of the items as part of the Home Business will be restricted to the confines of the existing outbuilding to the rear of the site.
- There would be no additional employees hired as a result of the Home Business.
- The operation of the Home Business will be restricted to reasonable hours.

- Transaction of any goods will not involve the use of any large motor vehicles that would exceed 3.5 tonnes tare weight.
- There would be a maximum of 12 vehicles that would visit the site per week as part of the Home Business, with associated vehicles parking on the subject lot.

21 Charlbury Way has a zoning of 'Residential' and under LPS10 a 'Home Business' is a 'A' land use within the Residential zone. An 'A' land use is not permitted unless the local government has exercised its discretion by granting approval after advertising in accordance with clause 9.4 of LPS10. As a result, the application was subsequently advertised to adjoining landowners on 12 February 2016 for a period of 21 days. During the advertising process, two letters of objection were received in addition to a letter identifying matters to be considered by the Town in determination of the application.

STRATEGIC IMPLICATIONS

Objectives

Build small business growth.

Strategies

- Develop conspicuous policy to encourage and support working from home.
- Adopt a welcoming stance and attitude to businesses, and showcase local business capabilities.
- Encourage 'Employ Local' policies for local businesses.
- Engage with the community and business and take a leadership role in digital adaptation for the NBN rollout in December 2013.

COMMENT

The definition of Home Businesses under LPS10 discusses the criteria that must be considered for any Home Business proposal. The definition for Home Business is as follows:

“home business” means a business, service or profession carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which –

- (a) *Does not employ more than 2 people not members of the occupier’s household;*
- (b) *Will not cause injury to or adversely affect the amenity of the neighbourhood;*
- (c) *Does not occupy an area greater than 50 square metres;*

- (d) *Does not involve the retail sale, display or hire of goods of any nature;*
- (e) *In relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and*
- (f) *Does not involve the use of an essential service of greater capacity than normally required in the zone.*

Assessment

In order to assess the Home Business application the following criteria has been addressed by the landowner:

- (a) *Does not employ more than 2 people not members of the occupier's household;*

The applicant will not be hiring any additional employees as part of the proposed Home Business.

- (b) *Will not cause injury to or adversely affect the amenity of the neighbourhood;*

In order to ensure that the adjoining landowners will not be adversely impacted, the applicant will be required to comply with conditions attached to the approval. These conditions will limit the amount of visitors per week, restrict the storage location of the goods to the rear shed, restrict the home business to operate within reasonable operating hours, require all business to be conducted by appointment and restrict parking of any vehicles to park on the existing driveway/crossover. These conditions are considered sufficient by Officers to mitigate impacts to adjoining landowners.

- (c) *Does not occupy an area greater than 50 square metres;*

There is an existing approved outbuilding to the rear of the site that is 48m² in size. The storage of all goods related to the business will be stored within the outbuilding as shown on the provided plans.

- (d) *Does not involve the retail sale, display or hire of goods of any nature;*

The applicant is proposing a Home Business that will only sell by wholesale and not retail sale. Retail is defined within the LPS10 as "*the sale or hire of goods or services to the public*" whereas wholesale is defined as "*the sale of goods or materials to be sold by others.*" Selling of goods by wholesale does not contradict part (d) of the definition.

Selling goods by wholesale is considered to result in less of an impact to traffic in comparison to retail sales which would be open to the general public.

- (e) *In relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight.*

The application will be limited to a total of 12 vehicles per week by condition, which is consistent with previous approvals that have been issued by the Town for Home Businesses. Furthermore a condition will limit the parking of vehicles to the driveway on the subject lot and a condition requiring appointments of all visitors for business purposes will ensure that no vehicles will park on the street. A condition will be added to the approval limiting the vehicles that can be used for pickup of any goods to be limited to 3.5 tonnes tare weight.

- (f) *Does not involve the use of an essential service of greater capacity than normally required in the zone.*

No additional services will be used as a result of the business. In addition to the conditions that will be added to address the home business definition, additional conditions will be added that will retain the ability for the Town to remove the approval at any time if the landowner is considered to not be complying with the conditions of approval. Furthermore, a condition will be added to the approval that time limits the application to a period of 12 months. As a result, the Town will have the ability to review the application at the end of the 12 month timeframe to ensure that the applicant is complying with the conditions of approval.

Objections and Concerns

As part of the advertising process, objections and concerns were submitted that have been considered and addressed under a Schedule of Submissions. Where relevant planning objections or concerns have been raised, the conditions provided as part of the planning approval are considered to address these issues.

STATUTORY REQUIREMENTS

The applicant is subject to the requirements of a home business as defined under the definition of home business in LPS10.

In the event that Council was to refuse the application or was to grant approval subject to conditions, and the applicant was aggrieved by those conditions, they would be entitled to a right of review under Part 14 of the Planning and Development Act 2005.

FINANCIAL CONSIDERATIONS

If Council chooses to issue an approval for a Home Business and a condition was added that restricted the approval to a time period of 12 months, the applicant would not be required to resubmit the cost of a Home Business Application (\$250).

OFFICER RECOMMENDATION — ITEM 10.2

That Council grants planning approval for the application for the Home Business (Wholesale Vintage Store) at Lot 456 (21) Charlbury Way, Bassendean, subject to the following conditions:

1. The Home Business (Wholesale Vintage Store) operating in accordance with the approved site plans which forms part of this approval.
2. The Town retains the ability to remove the approval at any given time if the applicant is not seen to be complying with the conditions of approval.
3. The application is limited to a period of 12 months commencing as per the date of the approval letter. The approval expires at the end of this period upon which the applicant will be required to resubmit the application to the Town.
4. The Home Business shall be restricted to trade between the hours of 9:00am and concluding at 7:00pm.
5. The Home Business shall not involve the retail sale, display or hire of goods of any nature. The Home Business is only permitted to trade by wholesale to registered businesses.
6. Client visits being limited to an average of two (2) clients per day, not exceeding a maximum of twelve (12) clients per week.
7. No vehicles are permitted for the transaction of goods that exceed 3.5 tonnes tare weight.

8. All vehicles related to the Home Business shall park within the confines of the existing driveway and crossover.
9. This approval limits the use of the Home Business to an area of no more than 50m². All goods associated with the Home Business are to be restricted to the existing outbuilding to the rear of the lot.
10. All customers shall visit by appointment only. There shall not be more than one customer on site at any given time.
11. Details of any proposed signage advertising the Home Business is to be submitted to the Manager Development Services for assessment and approval prior to installation.
12. The Home Business shall not employ any person not a member of the occupier's household.
13. The Home Business is required to comply with requirements of the Environmental Protection (Noise) Regulations 1997.

Voting requirements: Simple Majority

10.3 Proposed Land Swap of 27L Hyland Street and Part Lot 271; 116 Hamilton Street, Bassendean (Ref: DABC/BDVAPPS/ 2012-073, Brian Reed, Manager Development Services)

APPLICATION

The purpose of this report is for Council to consider whether it wishes to pursue the land swap of Lot 100; No 271 Hyland Street, Bassendean, owned by Mr Herbert for land owned freehold by the Town located at Lot 271 Hamilton Street, having regard to the submissions made in response to advertising the proposal.

ATTACHMENTS

Attachment No. 5: Schedule of submissions received in response to public advertising of the proposal

BACKGROUND

This matter was last considered by Council at its meeting held in December last year when it was resolved by OCM – 36/12/15 that Council proceeds with the land swap of 27L Hyland Street and Part Lot 271; 116 Hamilton Street, Bassendean, subject to the following conditions:

- a) That an up-to-date valuation be obtained for both parcels of land;
- b) Includes costs totalling \$79,656 as costs associated with the land swap;
- c) Advertising be undertaken as follows and commence in the first week of February 2016 for a period of four weeks:
 - i. Local newspaper;
 - ii the Town's website;
 - iii notices in the Library and Customer Services Centre; and
 - iv signs advising of the proposal and inviting comments at both sites.

In terms of the up to date valuations of the land parcels, the 1,400m² portion of land forming part of Lot 271 (No. 116) Hamilton Street, Bassendean, has been independently valued at \$900,000, while the Hyland Street property was independently valued at \$725,000.

The above information was included in the advertising of the proposal, which was carried out in accordance with Council's resolution with comments closing on 26 February 2016.

The proposal resulted in 51 submissions being received with 49 in favour of the proposal, and two objecting to the proposal. The submissions are discussed further in the comment section below.

STRATEGIC IMPLICATIONS

The land swap is not included in Council's Strategic Plan.

COMMENT

A schedule of submissions is included in the attachments to this agenda. Each of the submitters are residents of the Town.

Of the 51 submissions received 49 (96%) are in favour of the proposal. Some of the submissions just say that they are in favour of the proposal, whilst some go into greater detail acknowledging that it is worth Council losing out financially to obtain an environmental outcome.

Many of the submitters support the (eventual) removal of the causeway and the unification of the wetland.

Clearly the Bindaring Park and wetlands are important to some in our community: in this regard many of the submitters live in close proximity to the park, whilst some are more remote.

It should be noted however that on a limited number of occasions, people have made a submission both individually and as members of organisations/community groups

The two submitters against the proposal, representing 4% of all submitters raise the following concerns in their objections:

- The causeway does not need to be removed
- The land swap is not required, and in fact may not in itself be legal within the Town Planning Scheme No 4a of 1981 and 1997 It follows that the work at the Bindaring wetlands which would follow directly and indirectly from the land swap may also not be legal within the Scheme.
- The owner should be allowed to develop his land at Lot 100 Hyland Street.

- A full disclosure to the community of all works on the Bindaring wetlands that would result from the land swap and the removal of the causeway including projected costs, environmental engineering feasibility reports and all necessary approvals from the Government agencies that would be involved. Must be made before any further consideration of the land swap and its effect on the TPS 4A Business Plan.
- The original aims and objectives of a Scheme gazetted 35 years ago to address very local wetland and public open space requirements must be reviewed in the light of the fundamentally changed environmental conditions at each site and the modern social demand for access to open space and bushland at each site.
- Only after consideration of these issues in the present and going forward can the appropriate decisions be made to conclude the TPS Scheme 4A written 35 years ago.
- The wetland flooding that was a problem of the past does not appear to be a problem of the future and as such the council plans that were devised to look after this area are no longer relevant and need to be revised with current information and advice from experts in the field.
- The site at Hamilton Street is inappropriate for high density developments and developments of this type should be in the Town Centre close to amenities and transport.
- Existing open space should be retained and the land has more social value to the community in its natural state.

In terms of the above comments, it should be noted that the land exchange has not been carried out under Town Planning Scheme No. 4A, but if the Hamilton Street property is included in the land swap, it will have significant implications on the projected profit or loss of Town Planning Scheme No. 4A.

The land at Hamilton Street has been zoned for residential purposes since 1981.

Current Status in Relation to Contamination

The Detailed Site Investigation has been completed and Syrinx recommends classifying the site as '*Contaminated – remediation required*' due to the presence of asbestos within the uncontrolled fill.

The Detailed Site Investigation has been submitted to the Department of Environmental Regulation; who are currently reviewing the comments of the Department of Health in terms of remediation options.

CONCLUSION

This report recommends that Council progresses the land swap, having regard to the comments received in response to public consultation. It also, by way of recommendation 2, seeks authorisation for the Chief Executive Officer to arrange for the finalisation of the subdivision of the Hamilton Street property to create the 1,400m² lot. The finalisation of the subdivision assumes that the Department of Environmental Regulation will support the filling of the site and the placement of a geofabric barrier as opposed to requiring significant earthworks on site.

STATUTORY REQUIREMENTS

3.58. Disposing of property

- (1) In this section —
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

And

- (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
- (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

Council must then consider any submissions that are made on the proposal and then decide whether or not to proceed with the proposal. Council's decision and the reason for its decision are to be recorded in the minutes of the meeting.

FINANCIAL CONSIDERATIONS

Council has included an amount of \$200,000 (A/C AL 1502) within the 2015/16 budget and this amount is sufficient to cover the costs of the work required to achieve the land swap, based on the estimates contained within this report.

External costs that the Town has expended to date amount to:

- \$7,000 for the valuations of the land.
- \$40,626 for the Detailed Site investigation.
- \$1,100 for Syrinx to attend a briefing session with Council.
- \$495 for advertising proposal in community newspaper.

Costs that Council is likely to incur are shown in the following table:

Item	Likely costs
Difference in Land Value between Lot 100 Hyland Street and Part lot 271 Hamilton Street.	* \$175,000 (loss)
Provision of <i>Geotextile Barrier</i> .	** \$3,920
<i>Additional investigations for the 1,400m² block - an additional 8 test pits would be required as a minimum in order to appropriately delineate and characterise the ACM contamination within the block.</i>	**\$8,000
<i>Interest Only Deposited Plan (IODP) If the Town is intending to go down the path of only selling the 1,400m² block, this area should then be surveyed, and a 'for Interest Only Deposited Plan'</i>	\$2,500
Subdivision costs	*** \$7,500
Filling of land based on 1140 cubic metres.	*** \$13,110
Extending the sewer by 7.0m.	*** \$4,000
TOTAL Land value (loss) and subdivisional costs	\$214,030

* If Council does go ahead with the proposed land swap the value of 27 L Hyland Street is likely to decrease, if the land becomes effectively land locked through lack of access to a public road.

** Syrix has previously advised that from a contaminated sites perspective it may be possible to provide a sand capping to the site, over a Geotextile barrier, and not have to remove material.

*** Based on estimates

It should be noted that the costs of the potential removal of the current causeway have not been included in the above costs. Syrix Environmental has provided a scope of works for the removal of the causeway and the rehabilitation of the wetland with quoted costs of \$27,250.

This figure does not include the cost of implementation which will depend largely on the volume of material to be removed and what classification of waste will be generated. The likely order of the magnitude of costs for this element is between \$48,200 and \$236,000.

The reason for this wide variance is that if the material is Class 5 waste, the cost of disposal can vary to between \$588 a tonne to \$1,390 a tonne, depending on how it is presented at the landfill site. Obviously, if the waste is inert and not seriously contaminated, the cost could be considerably less. Highly toxic waste may attract even higher levels and may not be able to be disposed of at the Redhill tip site.

OFFICER RECOMMENDATION — ITEM 10.3

That:

1. Council, having considered the submissions received in response to advertising the proposed land disposition under section 3.58 of the Local Government Act 1995 proceeds with the land swap of 27L Hyland Street and Part Lot 271; 116 Hamilton Street, Bassendean, as the proposal will achieve an environmental outcome and is supported by the vast majority of people and organisations that made submissions on the proposal;
2. The CEO be requested to arrange for the subdivision of Lot 271 Hamilton Street, Bassendean, in accordance with the adopted budget and stages identified in this report, with any increased in the cost estimates to be report back to Council; and
3. Council notes that proceeding with the land swap will have implications on the profit or loss of the Town Planning Scheme No. 4A.

Voting requirement: Simple majority

10.4 RFT CO 039 2015-16 Provision of Cleaning Services for Council Facilities (COUP/TENDNG/57 – Mandy Godfrey, Contracts Officer & Ken Cardy, Manager Asset Services)

APPLICATION

The purpose of this report is to present to Council a summary of tenders received against Request for Tender (RFT) CO 039 2015-16 Provision of Cleaning Services for Council Facilities and appoint the most advantageous contractor.

ATTACHMENTS

Confidential Attachment No. 1: Pricing Schedule

BACKGROUND

Contractors were invited to tender for RFT CO 039 2015-16 - Provision of Cleaning Services for Council Facilities via an advertisement in the Western Australian Newspaper on 28 November 2015.

STRATEGIC IMPLICATIONS

Town of Bassendean Corporate Business Plan 2015-19

Leadership and governance

Objectives: Improve capability and capacity.

Strategies: Monitor and enhance organisational performance and service delivery.

Review and develop the workforce to meet changing needs.

COMMENT

In response to RFT CO 039 2015-16 - Provision of Cleaning Services for Council Facilities; 10 tender responses were received prior to the tender deadline 2.00pm on Monday 11 January 2016.

The contract is for a two year period commencing 2 May 2016 with an option to extend the contract for a further one year period.

Eight tenderers met the RFT compliance requirements. Two were not signed/witnessed – Glad Group and DMC Cleaning, rendering them invalid. The following index represents the selection criteria and weighting for this contract:

Index

- Selection Criteria 1: Company Details (10% weighting)
- Selection Criteria 2: Human Resources (10% weighting)
- Selection Criteria 3: OH&S (15% weighting)
- Selection Criteria 4: Experience & Capability (20% weighting)
- Selection Criteria 5: Quality Management System (20% weighting)
- Selection Criteria 6: Sustainability (10% weighting)
- Selection Criteria 7: Information Technology (10% weighting)
- Selection Criteria 8: Innovation & Service Delivery (5% weighting)

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

STATUTORY REQUIREMENTS

Local Government Act 1995
Local Government (Functions and General) Regulations 2007
Town of Bassendean Tendering Procedures Manual

FINANCIAL CONSIDERATIONS

The costs associated to this contract are allocated in each area of the budget.

OFFICER RECOMMENDATION – ITEM 10.4

That Council:

1. Appoints Cleandustrial to undertake the work as required in RFT CO 039 2015-16 - Provision of Cleaning Services for Council Facilities in accordance with the specifications and terms and conditions for a two year period commencing 2 May 2016; and
2. Delegates to the CEO the authority to exercise the option under the contract to negotiate for a one year extension of contract beyond the nominal expiry date of 1 May 2018.

Voting Requirement: Absolute majority

10.5 Parking Issues Bassendean Primary School (Ref GOVN/CCLMEET/6 – Changeeka Jayakody, Engineering Technical Co-ordinator & Ken Cardy, Manager Asset Services)

APPLICATION

The purpose of this report is to provide Council with a response to motions passed at the Special Meeting of Electors held on 22 October 2015 and Council's resolutions at the Ordinary Council Meeting 15 November 2015 (OCM 7/11/15).

ATTACHMENTS

Attachment No. 6:

- TravelSmart School Travel Plan information list Parking and Traffic issues around Schools - Proactive Schools Checklist
- Angle Parking Designs (30, 45 & 60 degrees)

BACKGROUND

A petition was presented to the Ordinary Council meeting in September 2015, requesting that Council hold a Special Meeting of Electors to discuss the following matters:

- Parking and transport planning and infrastructure at the Bassendean Primary School;
- Alternative options for parking along Whitfield Street and West Road adjacent to the Bassendean Primary School; and
- Traffic management and safe transport options for students at the Bassendean Primary School.

A report was presented to Council at the November 2015 OCM where Council resolved the following (OCM – 9/11/15):

1. *Council receives the Special Meeting of Electors Minutes held on 22 October 2015;*

2. Council notes that in relation to:

- a) *SME Motion 1, that a grant application has been submitted to the Department of Transport for a proposed Bicycle Boulevard in Whitfield Street and considering the Australian Standard 2890 Parking Facilities design criteria, and comments provided by Main Roads WA, it would not be prudent to construct angled parking in Whitfield Street adjacent to the school, but for staff to prepare concept angle parking designs considering the one way nature of the proposed bicycling boulevard;*
- b) *SME Motion 2, Officers are currently investigating the usage of the raised plateau, the parking bay outside the deli and safety aspects surrounding the site;*
- c) *SME Motion 3, that the President of the Bassendean Primary School Parents and Citizens Association has prepared a Type "A" - Children's Crossing application for West Road and Whitfield Street, Bassendean;*
- d) *SME Motion 4 and Motion 5, that the Bassendean Primary School has been provided a "Parking and Traffic issues around Schools - the Proactive School's Checklist" for the school to complete and return to the Town;*
- e) *SME Motion 6, that the Town will commence an Educational program through the frequent use of the Town's vehicle visual speed display trailer and should this not have an impact on driver behaviour the Town will inform the WA Police Traffic Intelligence Services to target speeding. Officers will furthermore communicate with MRWA on the installation of the 40km/h electronic signs in accordance with the number of students attending a school;*
- f) *SME Motion 7, that an Officer of the Town has liaised with Hawaiian Property Group asking if the Bassendean Shopping Village would be prepared to work with the Bassendean Primary School / Parents & Citizens Association to allow for parents to drop off and pick up their children;*

- g) A report on officers' investigations and possible solutions be presented at the March Ordinary Council Meeting; and*
- h) The officers specifically address any of the outstanding components of each motion as they were passed.*

STRATEGIC IMPLICATIONS

Bassendean Strategic Community Plan 2013-2023
Town Planning & Built Environment:

Objective:
Provide safe access for all road users.

Strategies:
Plan for bicycle paths and bicycle lanes to be provided, where possible, to reduce traffic.

Continue to monitor traffic flows and intervene where necessary to ensure safety.

COMMENT

At the Special Meeting of Electors held on 22 October 2015 the following motions were provided:

SME - Motion 1

The Town of Bassendean, as a matter of priority, undertake all that is necessary to develop and produce a detailed design for angled parking options on Whitfield Street adjacent to the school in the vicinity between Harcourt Street and the southern boundary of the school, so as to replace the existing parallel parking. Such works shall provide design options on all angles available given the relevant Australian Standards and Town policies and retain the path between the school fence and road. Such designs shall also be incorporated into any plans arising from the greenway plan for the street and shall be made publically available. All angled parking

Officer Comment

At present, on Whitfield Street there are 11 regular parallel parking bays and an informal bus bay adjacent to the Bassendean Primary School. The parallel parking bays on Whitfield Street meet the current Australian Standards. Typically the length of these bays is 6.3 to 6.5m and the width is 2.4m. According to Australian Standards, the length of a parallel bay needs to be 6.0m minimum, if there is no obstruction behind or front of the parking bay and the width is required to be 2.3m.

In regards to the Motion 1 above, Officers have investigated 30 degree, 45 degree and 60 degree angled parking options. As part of the investigations it was noted that street trees and Western Power poles were located on the verge. As a result the trees and poles reduced the maximum number of angle parking bays that could be achieved.

To provide angled parking on Whitfield Street and to maintain two way traffic movement, a portion of the road would need to be widened on the western side and therefore this section of the verge narrowed. . This will result in in removal of 4 verge trees on the western side of Whitfield Street between 46 Whitfield Street and 56 Whitfield Street.

Thirty degree parking

The option of the thirty degree parking as shown in attached drawing TOB-3-2016 option will only allow a total of 5 regular bays in this area, down from the original 11 parallel parking bays and the works would cost approximately \$40,000.

The investigation identified that in this section of the verge there are Western Power poles and existing street trees.

Should Council resolve to increase the number of 30 degree parking bays provided within the available space, there would be significant additional costs to relocate the Western Power poles and a cost to remove the existing street trees.

The cost to remove the power poles and trees would be very expensive and given that the number of parking bays is reduced, 30 degree parking bays should not be implemented.

Forty five degree parking-

The option of the forty five degree parking bays as shown in the attached drawing TOB-2-2016 illustrates the number of parking bays would be 9 angle parking bays down from the original 11 parallel parking bays. The works would cost approximately \$45,000 plus the cost to relocate the Western Power poles and remove trees. Again the reason for the decrease is that the additional verge space required will not allow any additional bays due to the presence of trees and power poles on the verge. The cost to remove the power poles and trees would be very expensive and given that the number of parking bays is reduced, 45 degree parking bays should not be implemented.

Sixty degree parking

The option of the sixty degree parking bays as shown in the attached drawing TOB-1-2016 illustrates 13 parking bays provided with this option. The works would cost approximately \$60,000. Therefore, an additional 2 car parking bays would be gained. Providing sixty degree parking bays would require the widening of Whitfield Street on the western side to accommodate the angle parking. The verge width of the western side would need to be reduced to accommodate the angle parking and the existing street trees would need to be removed. In addition, residents living on the opposite side to the school may express concern with the proposal.

The maximum advantage occurs at 60 degree parking, however, all forms of angle kerbside parking present a greater hazard to road users than parallel parking.

On Monday 9 November 2015, the Town of Bassendean coordinated a meeting with Main Roads Western Australia Traffic Services Coordinator for the North-East Region and the Bassendean Primary School Principal. At this meeting, the Traffic Services Coordinator advised that MRWA does not support angled parking due to road safety sight line issues that are experienced when a driver is reversing out of an angled parking bay, and the increased hazards that are generated.

The Australian Standard 2890 Parking Facilities design criteria, also expresses sightline concerns with angled parking.

Prior to the Special Meeting of Electors, the Town of Bassendean submitted a grant application on 13 October 2015, to the Department of Transport for a proposed Bicycle Boulevard (sometimes called “greenway”) to be provided in Whitfield Street, between Old Perth Road and Ashfield Flats Reserve, in accordance with the Town of Bassendean’s Local Bike Plan.

Considering the proposal for the Whitfield Street Bicycle Boulevard, the Australian Standard 2890 Parking Facilities design criteria, and comments provided by Main Roads WA, it would not be prudent to construct angled parking in Whitfield Street adjacent to the school in the vicinity of Harcourt Street and the southern boundary of the school.

SME - Motion 2

Council look at alternatives to the current calming devices on West Road and as previously discussed, the issues involving the exit and entry to the carpark of the school and the inadequate sized parking bay outside the deli, and that Council liaise with Main Roads in relation to the issues of traffic congestion all the way up to the Bassendean Village Shopping Centre.

Officer Comment

Currently, there are three raised plateaus on West Road near the Bassendean Primary School. As a result of asphalt overlays, the raised plateaus functionality has been reduced and the drivers of vehicles have been observed not reducing their speed over these devices.

Officers are of the opinion that the raised plateaus need to be reconstructed to suit the current finished surface levels of the road and when carrying out future maintenance works. The raised plateaus should be reinstated to achieve the required functionality.

The parking area near the delicatessen on West Road does not meet the current requirements stated in the Australian Standards. According to Australian Standard 2890.5-1993 Parking facilities – On Street Parking, width of parallel parking bay needs to be 2.3m, the width of the current embayment is 1.7m.

At present, those who park adjacent to the delicatessen, disembark onto the incoming traffic. Officers recommended that the embayment be modified to meet the current Australian Standards.

On 9 November 2015, the Town of Bassendean coordinated a meeting with Main Roads WA's Traffic Services Coordinator for the North-East Region and the Bassendean Primary School Principal, to discuss the above issues.

At this meeting, the Bassendean Primary School Principal confirmed that the Parents & Citizens' Association, in conjunction with the school, had prepared a WA Police Type A, Children's Crossing application for West Road Bassendean.

In accordance with the WA Police application process, the application has to be initially submitted to the relevant local government to seek local government's support to construct the crossing. Should the application be successful, it is envisaged that the children's crossing may cost the Town \$10,000 to install.

The traffic survey undertaken by the Bassendean Primary School suggests that a "Type A" Children's Crossing is warranted on West Road.

The WA Police Children's Crossing website states that Type 'A' or a Type 'B' crossing both have similar legal significance, but differ as follows:

- Type 'A' may be provided where a minimum of 20 students and 200 vehicle movements occur within the hour immediately before and immediately after school, for a primary school, or a combined primary/high school.
- Type 'A' may be provided where a minimum of 20 students and 700 vehicle movements occur within the hour immediately before and immediately after school, for a high school.
- Type 'B' may be provided where a minimum of 10 students and 100 vehicle movements occur within the hour immediately before and immediately after school, for a primary school or a combined primary/high school.
- Type 'B' may be provided where a minimum of 10 students and 350 vehicle movements occur within the hour immediately before and immediately after school, for a high school.

Officers installed traffic counters on Whitfield Street and West Road. The traffic counters on Whitfield Street were recently installed near 63 Whitfield Street for the period 13/11/15 to 27/11/15 and on West Road, the traffic counters were installed at 79 West Road for the period 12/11/15 to 02/12/15.

The collected data was analysed and a summary of the results was forwarded to Acting Principal of the Bassendean Primary School on 23 December 2015. The data collected by the Town supported the school's proposition to have a Type "A" Children's Crossing on West Road.

Pending approval by Council, should the Primary School be successful in getting approval for Type "A" Children's Crossing, the Town will construct the crossing.

In discussions with Main Roads WA, it was identified that if the application is successful, there will be a need to improve pedestrian sight lines for the Type "A" Children Crossing, which may involve the removal of 3 parallel parking bays on approach side of the crossing.

Regardless of whether or not the school is successful in obtaining a crossing on West Road, the Town will need to derive an integrated solution that investigates the location of the crossing and upgrades existing plateaus and parking bays. Officers have commenced this process and have listed this work in the 2016-17 Asset Management Works Program, for Council consideration in the draft 2016/17 Budget.

The opportunity for a "Zebra Crossing" (or similar) along Old Perth Road was also discussed at this Main Roads WA meeting and Officers were advised that the volume of traffic currently along this road does not warrant the installation. As a result, Main Roads WA will not support an application. Officers have programmed, on an annual basis, to collect vehicle volume data within this area so as to review the volumes of vehicles and the warrants for a future Zebra or similar crosswalk if the volume of traffic increases.

SME- Motion 3

That the Council contact Main Roads to consider providing a traffic warden for Bassendean Primary School.

Officer Comment

The WA Police Traffic Warden - State Management Unit manages all traffic warden-controlled children's crossing facilities in Western Australia. This unit is responsible for recruiting, training and assessing traffic wardens (crossing guards) as well as monitoring activities and the operation of children's crossings.

As previously advised the Principal of the Bassendean Primary School confirmed that on 2 November 2015, the President of the Bassendean Primary School Parents & Citizens' Association prepared a Type "A", Children's Crossing application for West Road Bassendean. The Town has subsequently been informed that the application was submitted in early 2016.

In accordance with the WA Police application process, the application was signed by the Town, as the cross point is required to be constructed by the Local Government Authority. Officers provided necessary information to the Bassendean Primary School in support of the application. Should the application be successful, it is envisaged that the Children's crossing may cost the Town \$10,000 to install and this will be listed in the draft 2016-17 Capital Budget for Councils consideration.

Should for some reason the Type "A" Children's Crossing not be successful, the school may be granted a Type "B" Children Crossing. Main Roads WA is responsible for coordination and/or installation of the crossing, however it still may cost the Town approximately \$10,000 to make modifications to the road. If the Type "B" crossing on Whitfield Street is successful this will be listed in the 2016-17 Capital Budget for Councils consideration.

Should either of the Children's Crossing applications be successful, the Bassendean Primary School Parents & Citizens' Association will need to submit an application to the WA Police to train a traffic warden for the crossing.

On 13 November 2015, a copy of the attached TravelSmart School Travel Plan information list and Proactive School's Checklist was provided to Bassendean Primary School.

Prior to the school receiving this documentation, the Principal of the Bassendean Primary School advised that the school was keen to investigate with Bassendean Parents & Citizens' Association options to improve outcomes for students.

To assist schools within the Town manage parking and traffic issues at pick-up and drop-off times, the Town prepared a checklist that identifies a number of steps all schools can take to help manage and reduce traffic, and to encourage more healthy active forms of travel.

Principals at each of the Town's schools were forwarded the information to enable them to gain a greater understanding of the options to manage parent/guardian parking and traffic issues; and a writeable pdf checklist to assist in the collection of data on how students currently travel as an essential first step in preparing a Travel Plan.

In regards to the Bassendean Primary School, it has been suggested that the Principal, in conjunction with the President of the Bassendean Parents & Citizens Association, completes the checklist and return it to the Town's Manager Asset Services.

A completed Proactive School's Checklist was received on 24 February 2016. Officers are reviewing the responses from the "The Proactive School's Checklist" and be in touch with the primary school in the near future to discuss the options and any outstanding issues.

SME- Motion 4

That Council work with Bassendean Primary School to get the existing park and ride working effectively.

Officer Comment

The Bassendean Primary School has a 59 metre area for a "Drop off Zone" on West Road. At present, some parents tend to park in these bays for an extended period of time especially during the PM Peak.

For a "Kiss and Ride" to work effectively, the parking area will need to be off street and not impinge or hinder the thoroughfare.

On West Road, the footpath is located close to fence line of the school. There are significant trees on the verge between the footpath and the kerb line of the road, which are listed on Council's Significant Tree Register.

In Whitfield Street, there is little space between the kerb and the footpath to implement an effective "Kiss and Ride" zone.

Generally, it is recommended that the “Kiss & Ride” zone is a physical separation of the road; however there are limited opportunities adjacent to the Bassendean Primary School due to Council’s Significant Tree listed Oak trees in West Road and a narrow verge in Whitfield Street. Therefore, a potential option, which will most likely not be acceptable to any of the parties, would be to create a “Kiss & Ride” zone within the school grounds.

The Town’s “Proactive School’s Checklist” recommends alternatives for Parents/ Guardians, such as walking children to school and the Parents & Citizen Association of the school developing a “Walking Bus” program for children in the morning and afternoons, so that there is less congestion on the road and this also has the added benefit of providing regular exercise to all involved and less CO₂ emissions from vehicles.

At present, parents/guardians are inclined to park their vehicles in the streets adjacent to the school for extended periods while waiting for a child pickup or on occasions it has been observed that a parents/guardian will park their vehicle and walk into the school, therefore creating traffic congestion on the road.

If the school would entertain the idea of implementing a “Kiss and Ride” on school property off Whitfield Street, this may result in up to 4 parallel parking bays being lost.

As previously advised, the Officers designed a “*Parking and Traffic issues around Schools – The Proactive School’s checklist*”. On 13 November 2015, this document was provided to the Bassendean Primary School for completion and returned to the Town on 24 February 2016. Officers are reviewing the responses from the “Proactive School’s Checklist” and will contact the school in the near future to address any outstanding issues and discuss the Kiss & Ride location on school land.

The Proactive School Checklist suggests that schools should consider developing a TravelSmart Schools program which will help manage parents dropping off and picking up children.

SME - Motion 5

That the Council help to facilitate a full range of local schools by way of a workshop or other forum to investigate alternative travel options for students including a walking bus and other suitable alternatives to driving.

Officer Comment

As previously advised, on 13 November 2015, the Town provided to the Bassendean Primary School a "Parking and Traffic issues around Schools - The Proactive School's Checklist" for the school to complete and return to the Town.

The checklist includes a range of alternative travel options at the Bassendean Primary School and the Parents and Citizens Association can consider, including but not limited to the following:

- Parking arrangements;
- Infrastructure - around school;
- Infrastructure - at school;
- Programs and resources to address road safety issues;
- School policies;
- Information collection;
- Curriculum resources available for use in the classroom;
- Promotions and events;
- Programs to help encourage walking;
- Programs to encourage car-pooling / driving less;
- Programs to encourage cycling; and
- Creating a culture of healthy, active travel to school.

It has been suggested that the Principal of the Bassendean Primary School, in conjunction with the President of the Bassendean Parents & Citizens' Association, complete the check list and discuss options which may involve a combination of the Town of Bassendean, teachers, parents and students working together to address the identified issues.

The document was returned to the Town on the 24 February 2016 where Officers are reviewing the responses from the "The Proactive School's Checklist" and will be in touch with the primary school in the near future to address any outstanding issues and work with the Principal and P&C association on other outcome's of their meeting .

Furthermore, Officers wrote to all Primary Schools in January 2006 to encourage the schools to join the Department of Transport TravelSmart Schools program. The intention of the letter was to encourage schools to develop TravelSmart programs and develop plans for the way children can walk, cycle or use public transport to get to school. This would reduce traffic around the local community by reducing the need for parents to drive children to school, which will provide physical exercise and reduce vehicle CO₂ emissions.

On Friday 20 May 2016 the National Walk Safely to School Day is scheduled and the Town intends to forward information to all schools within the Town of Bassendean to highlight this upcoming opportunity.

SME-Motion 6

That the Town of Bassendean contacts Main Roads WA and requests it undertakes an assessment of the traffic flow along West Road and surrounding roads.

Officer Comment

In assessing traffic flow, the Town's traffic management process provides a two year rolling schedule of vehicle speed assessments using road data collection classifiers for all local distributor roads, which includes West Road, Whitfield Street and other access roads throughout the Town.

As previously stated, the Town's officers installed traffic counters on Whitfield Street and West Road. Traffic counters on Whitfield Street were installed near 63 Whitfield Street for the period of 13/11/15 to 27/11/15. On West Road, the traffic counters were installed at 79 West Road for a period of 12/11/15 to 02/12/15. The table below summarises the findings of this investigation:

Road Name	West Road	Whitfield Street
Average Daily traffic (7 day, 5 day)	3610, 3691	385,397
Mean Speed (Km/Hr)	40.3	39
85 th Percentile Speed (Km/Hr)	48.6	50.8
Class 3 or higher	5.3%	8.8%
AM Peak	8am	8am
Pm Peak	5pm	3pm

The posted speed on these roads is 50km/hr. Council's Traffic Management Treatment Policy and Guidelines state that if the 85th percentile speed is 60km/hr or greater in 50km/hr zone, or exceeds the posted speed by more than 10% on other zones, this would trigger further investigation is warranted. Given the findings from this investigation, it can be concluded that the majority of drivers on these two streets follow the speed limits.

The reconstruction of raised plateaus, as mentioned in Motion 2, to improve their functionality would further assist in ensuring that the drivers would adhere to the posted speed limits.

As part of education program, the Town frequently uses the vehicle visual speed display trailer to encourage drivers of vehicles to slow down to the posted speed limit.

Council Rangers visit each of the schools in the district at various times throughout the year, to encourage improved parent/guardian parking behaviour, however, it is not possible for one rostered Ranger who is on duty to be at all the schools at the one time, particularly considering their other duties.

As a consequence, the Town arranges for the vehicle speed display trailer to be located near the various schools throughout the year.

In March 2016, at the request of the Principal of the Bassendean Primary School, the Town arranged for the vehicle speed display trailer to be located in West Road to encourage improved parking and driver behaviour.

The vehicle "visual speed display trailer" collects data on driver speed and, should this not have an impact on driver behaviour, the Town will inform the WA Police Traffic Intelligence Services to target speeding.

It should be noted that MRWA has advised that the streets surrounding Bassendean Primary School are scheduled to have the 40km/h electronic signs installed during the 2015/16 financial year.

MRWA prioritised the installation of the 40km/h electronic signs in accordance with the number of students attending a school.

SME-Motion 7

That the Town of Bassendean liaise with the Hawaiian property company about allocating a parking area at the Bassendean Village Shopping Centre for parents to park and walk their children to school.

Officer Comment

Bassendean Shopping Village has 3 hour parking restrictions and visitors to the shopping centre are currently able to park their vehicle in the carpark.

Contact has been made with the Hawaiian Property Group, who manage the Bassendean Shopping Village and the Officer asked if they were prepared to work with the Bassendean Primary School/Parents & Citizens' Association to allow for parents to drop off and pick up their children.

On the 23 February 2016, Hawaiian Property Group emailed the Town stating that they were in the "process of creating additional parking areas without compromising the existing numbers. Until such time as this is resolved they are unable to commit to dedicating spaces to the school".

STATUTORY REQUIREMENTS

The Local Government Act at Section 5.32 requires the CEO to ensure that minutes of the Special Meeting of Electors are available for public inspection and that any decisions made at the meeting are considered at the next Ordinary Council meeting.

FINANCIAL CONSIDERATIONS

If the applications to the WA Police for a "Children's Crossing" is successful, Officers will list the project in the 2016-17 Asset Management Capital Works Program and draft 2016-17 Capital Budget for Councils approval.

If the "Children's Crossing" application is unsuccessful Officers will further investigate an integrated solution, where the functionality of speed plateaus and parallel parking bays could be improved and this project will be listed in the 2016-17 Asset Management Capital Works Program and draft 2016-17 Capital Budget for Councils approval.

OFFICER RECOMMENDATION – ITEM 10.5

That Council;

1. Receives the information in this report;
2. Does not proceed with the installation of any angle parking in Whitfield Street, Bassendean, that is adjacent to the Bassendean Primary School;
3. Notes Officers will list in the draft 2016/17 Capital Budget for Council's approval - work to be undertaken to improve the functionality of the speed plateaus in West Road;

4. Notes that a grant application has been submitted to the Department of Transport for a proposed Bicycle Boulevard in Whitfield Street;
5. Notes that Officers wrote to all Primary Schools in January 2016 to encourage the schools to join the Department of Transport TravelSmart Schools program;
6. Notes that Officers are writing to all primary schools in the Town to encourage each P&C to participate in the National Walk Safety to School Day scheduled for Friday 20 May 2016;
7. Notes Officers will continue ongoing communications with the Hawaiian Property Group regarding Bassendean Primary School parents parking within the shopping centre at selected times; and
8. Notes Officers will continue ongoing communications with the Principal of the Bassendean Primary School to develop TravelSmart programs.

Voting Requirements: Simple Majority

10.6 Hyde Retirement Village Solar Energy Installation (Ref: COMDEV - Mona Soliman, Manager Seniors and Disability Services)

APPLICATION

This report seeks Council consider approving the installation of solar panel energy system to all units in the Hyde Retirement Village (HRV).

BACKGROUND

At the 2015 HRV Annual General Meeting, residents enquired about a bequest made to the Town for the express use of HRV some years back. They requested that this money be utilised for the installation of solar panels to reduce residents' energy bills. Investigations revealed the amount in question (\$24,000) was bequeathed by a former resident and was never spent. The Manager Seniors and Disability Services (MSDS) requested Asset Services investigate the feasibility of the solar panel installation.

Asset Services obtained a detailed quote from a reputable supplier which was circulated to all residents with a voting form.

- A total of 24 of the 31 units responded. 23 responded accepting the proposal and 1 declined.
- With the majority of residents in support of the installation, the HRV Resident Committee was asked to consider the proposal.
- The proposal was discussed and the Town's EO (Environmental Officer) was available to answer questions at the HRV Resident Committee Quarterly meeting on Thursday 18 February 2016
- EO confirmed that the installation would likely produce an annual saving of approximately \$700 on energy bills per unit depending on usage.
- The Committee recommended that the project's estimated cost of \$55,000 (plus GST), come out of the Aged Persons Housing Reserve in which the \$24,000 bequest was deposited. This therefore provides complete transparency of what the bequest is expended on whilst benefiting the residents.
- The Committee accepted the proposal (John Rowland motioned to accept, seconded by Robyn Jefferson).

Under this proposal, each unit will have solar panels and an inverter connected to their Western Power sub-meter.

STRATEGIC IMPLICATIONS

Objective

Reduce impact of adverse impacts of climate change.

Strategy

The Local Climate Adaption Action Plans are undertaken.

COMMENT

As with all decisions affecting the Reserve fund, given 23 of the 31 units are supportive of the project, if the project is supported by Council, all residences will be required to be fitted out.

From an environmental perspective, the Co2 savings per unit per year will be approximately 2190 kg or for the whole complex around 67,890 kg (67 tonnes) of Co2 saved per year. This is the equivalent of 14 cars off the road annually.

The MSDS recommends that if Council supports the proposal that it be referred for consideration in the 2016/17 draft budget.

STATUTORY REQUIREMENTS

Local Government Act 1995

FINANCIAL CONSIDERATIONS

Currently there is more than \$520,000 in the Aged Persons Housing Reserve inclusive of the \$24,000 bequeathed by a past resident Maria Borowaik. This provides sufficient funds to cover the cost (approximately \$55,000) of the supply and installation of the solar panels for the 31 units.

There may be an additional cost of \$216.15 for metering changes made up of the Synergy Application fee of \$40 per resident and the Single Phase Meter change to Bi Directional Meter charge of \$176.15. This will appear on the resident's first bill after solar installation and will be paid by residents not the Town.

OFFICER RECOMMENDATION — ITEM 10.6

That Council

1. Approves the installation of the Solar Panels at Hyde Retirement Village, James Street, Bassendean, at a cost of \$55,000 (plus GST) to be funded from Aged Persons Housing Reserve funds; and
2. Refers the project for consideration in the 2016/17 draft Budget.

Voting requirements: Simple Majority

10.7 Construction of the Bassendean Men's Shed (Ref: LEGL/AGMT/186 – Graeme Haggart, Director Community Development)

PURPOSE

The purpose of this report is for Council to approve the Town acquiring the funding and constructing the Men's Shed facility to be leased to the Bassendean Men's Shed Association (Inc).

BACKGROUND

At the October 2105 Ordinary Council Meeting, Council resolved (OCM – 11/10/15) to:

1. *Authorise the CEO to execute the Deed of Agreement as attached to the October 2015 Ordinary Council Meeting Agenda;*
2. *Authorise the CEO to have registered easements for access to the Bassendean Men's Shed site over Reserve 49216 and Reserve 49217, being the TADWA and St. John Ambulance Association properties;*
3. *Delegate authority to the CEO to execute the Lease Agreement, subject to confirmation that the conditions of the Deed have been met;*
4. *Delegate authority to the CEO to negotiate lease option renewals in line with the covenants in the Lease; and*
5. *List operating subsidy amounts for the Bassendean Men's Shed Association, as defined in the Lease Agreement, in the corresponding year's Budget being:*

<i>Year of Operation</i>	<i>Subsidy Allocation</i>
<i>2017/18</i>	<i>\$25,000</i>
<i>2018/19</i>	<i>\$20,000</i>
<i>2019/20</i>	<i>\$15,000</i>
<i>2020/21</i>	<i>\$10,000</i>
<i>2021/22</i>	<i>\$5,000</i>

The Lease Agreement has been finalised and a Deed Agreement has been executed.

Funding to build the facility has all along been focussed on a grant being received from Lotterywest.

Lotterywest support for the project was conditional on:

1. The Town entering into a formal Agreement for the land; and
2. The Men's Shed Association demonstrating capacity to operate the facility.

Lotterywest also indicated that it would assist with funding for only one Men's Shed in the district. The City of Bayswater has recently approved meeting the cost of renovating an existing shed facility for the Bayswater Men's Shed group.

Lotterywest has advised the project is again to go to the Board with a recommendation that approval be granted to proceed to develop the funding application. Once approved by the Board, the outcome authorises for Lotterywest Officers to work in partnership in the application development process on the understanding the project will be supported.

Officers of the Town have been in regular communication with Lotterywest on the project and in a recent email exchange, it was expressly indicated that given the land is vested in the Town and that the facility will revert back to the Town at the completion of the lease, Lotterywest has a preference for the Town to take ownership of the facility's construction and to lease the building once completed.

In so doing, the Town will then be the applicant for funding rather than the Bassendean Men's Shed Association (Inc).

The Bassendean Men's Shed Association (Inc) has expressed support for the proposal.

This report requests Council to approve the Town becoming the project owner and continuing to liaise with Lotterywest Officers on the development of the funding application.

STRATEGIC IMPLICATIONS

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

- Encourage people of all ages, abilities and backgrounds to actively participate in community life and democratic processes;

- Nurture community resilience and self-reliance toward a sense of belonging with residents to a highly connected (close knit) community; and
- Support community members to actively volunteer and make a positive contribution to overall community health and wellbeing.

COMMENT

The options available to Council include:

1. To approve the Town taking ownership of the project's planning, making application for funding to Lotterywest and achieving building construction; or
2. To retain the existing arrangement and require the Bassendean Men's Shed Association (Inc) to plan the building, make application to Lotterywest for funding and manage the construction process.

Significant project manage skillset exists in the Town and can be augmented by contractors where additional expertise (such as cost management) is required.

Lotterywest co-funding will be to meet all costs to design and build the facility: the quantum of which is contingent on the facility design. The Men's Shed Association (Inc) and Lotterywest will be partners in the process with the Town

Should Council support the officer recommendation, all facility operating obligations that have already been negotiated and enshrined in the lease with the Men's Shed Association, remain unaffected.

The effective date of the lease would become the date of handover from the builder to the Town.

The Town's Solicitors have advised that an addendum to the signed agreement to take account of the changes and minor amendments to the Lease will also be required. Such amendments would be drawn up and presented to Council for approval should the Officer Recommendation be supported.

STATUTORY REQUIREMENTS

Local Govt Act 1995

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

FINANCIAL CONSIDERATIONS

Should Council agree to the Town project managing the facility's construction, the Town's financial contribution to the project will include:

1. A portion of Lot 69 Scaddan Street, Bassendean;
2. \$150,000 to rebuild the infrastructure currently on the demised site to elsewhere in the Depot and to prepare the site in readiness for construction; and
3. In-kind project management and supervision.

Once completed, the approved operational subsidy for the first 5 years of operations, remains unchanged.

It is proposed the project funding, including the Town's contribution, be listed in the draft 2016/17 Budget.

OFFICER RECOMMENDATION — ITEM 10.7

That Council:

1. Makes application to Lotterywest to fund the Bassendean Men's Shed at a portion of 69 Scaddan Street, Bassendean;
2. Notes that project management, design and construction of the Men's Shed Association (Inc) facility is contingent on adequate funding being acquired;
3. Authorises the CEO to instruct the Town's Solicitors to make the necessary changes to the approved Lease and Deed Agreement;
4. Receives a further report to approve an amended Lease and Deed Agreement;
5. Refers funding of the Bassendean Men's Shed including site preparation to the draft 2016/17 Budget; and
6. Notifies the Bassendean Men's Shed Association (Inc) and Lotterywest of the decision.

Voting requirements: Simple Majority

10.8 **Review of Workforce Plan and Corporate Structure (Ref: GOVR/LREGLIA/15 - CMT)**

APPLICATION

Council is requested to consider the adoption of the revised Workforce Plan for the 2016- 2020 financial years.

ATTACHMENTS

Attachment No. 7: 2016-2020 Workforce Plan

BACKGROUND

The Workforce Plan is an informing strategy to the Corporate Business Plan and the Long Term Financial Plan. The review of the plan identifies the current and future corporate structures to ensure that the Community Strategic Plan outcomes can be achieved within the required objectives and timeframes.

STRATEGIC IMPLICATIONS

Objectives

Improve capability and capacity

Strategies

Review and develop the workforce to meet changing needs

COMMENT

The review of the Workforce Plan includes additional positions for the 2016-2020 financial years which will be incorporated in the Long Term Financial Plan. The Plan also includes the justifications for the following additional positions for the 2016/17 financial year:

- Director or Manager of Strategic Planning;
- Library positions (3) - Restructure of Deputy Manager position;
- Home Care Packages positions (4);
- Recreation and Culture - Administration Officer additional hours; and
- Webmaster and Social Media Officer.

In addition to the annual employee costs for the above positions, Council will also need to be cognisance of the infrastructure requirements which will include:

- Information Technology - \$5,000;
- Telephone System Upgrades - \$18,000 - new system required as current system is at capacity and cannot be expanded;
- Office Furniture - \$6,000; and
- Possible Office Extensions or redesign - \$15,000.

TOTAL INFRASTRUCTURE COSTS \$44,000.

In the event that a Director of Strategic Planning is the preferred option, we may also require the employment of a personal assistant and other infrastructure to cater for the another officer. The estimated cost for the Officer and the Infrastructure is \$95,000.

STATUTORY REQUIREMENTS

Local Government Act 1995

FINANCIAL CONSIDERATIONS

The review of the Workforce Plan is still subject to the affordability and inclusion in the 2016/17 financial year budget. A further report on the inclusion or exclusion of the additional staff will be incorporated in the report for the adoption of the budget.

OFFICER RECOMMENDATION — ITEM 10.8

That Council:

1. Amends the Corporate Structure to include the additional positions within the 2016-2020 Workforce Plan; and
2. Endorses the revised 2016-2020 Workforce Plan;
3. Considers allocating funding for the additional positions in the 2016/17 Budget.

Voting requirements: Simple Majority

10.9 Change to the Councillor Representation on the Access and Inclusion Committee (Ref: GOVN/CCLMEET/16 - Graeme Haggart, Director Community Development)

APPLICATION

Council is requested to consider appointing a new Councillor to the Bassendean Access and Inclusion Committee for the 2015/17 term, following the resignation of Cr McLennan as the Member.

BACKGROUND

Cr McLennan has advised that she is not able to attend the Bassendean Access and Inclusion Committee as the Committee meets during the day and child care services are not always accessible to her.

Cr Pule, who was appointed as a Deputy Member to the Committee and has previously been a member on the Committee, has indicated that he would be willing to be appointed as the Member in Cr McLennan's stead.

Cr McLennan has offered to remain available as a Deputy Member to the Committee.

COMMENT

While Cr McLennan has offered to remain available as a Deputy Member to the Committee, it would be reasonable for Council to consider an alternate Deputy Member, given Cr McLennan may be unable to attend in the event that a Member was an apology for a meeting.

STATUTORY IMPLICATIONS

LG Act 1995
Disability Services Act 1993

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil.

OFFICER RECOMMENDATION – ITEM 10.9

That Council:

1. Accepts the resignation of Cr McLennan as the Member for the Access and Inclusion Committee;
2. Appoints Cr Pule as the Member for the Access and Inclusion Committee; and
3. Appoints Cr McLennan as the Deputy Member for the Access and Inclusion Committee.

Voting requirements: - Absolute Majority

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

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

Building Applications Determined in the Month of February 2016		
Application No	Property Address	Description
201600018	47 WILSON STREET, BASSENDEAN	CARPORT
201600016	48 PENZANCE STREET, BASSENDEAN	FENCE
201600031	71 GUILDFORD ROAD, BASSENDEAN	ADDITIONS/ALTERATIONS
201600038	115 ANZAC TERRACE, BASSENDEAN	SINGLE DWELLING
201600034	77 IDA STREET, BASSENDEAN	DEMOLITION
201600032	11 EARLSFERRY COURT, BASSENDEAN	PERGOLA
201600036	32 HAIG STREET, ASHFIELD	DEMOLITION
201600029	29 WALKINGTON WAY, EDEN HILL	FENCE
201600021	35 ROBINSON ROAD, EDEN HILL	FENCE
201600027	21 DEVON ROAD, BASSENDEAN	FENCE APPLICATION
201600024	258A MORLEY DRIVE, EDEN HILL	SINGLE DWELLING
201600028	17 ROBINSON ROAD, EDEN HILL	PATIO
201600020	7 MARGARET STREET, ASHFIELD	DWELLING
201600041	107 WHITFIELD STREET, BASSENDEAN	SWIMMING POOL
201600043	89 WALTER ROAD EAST, BASSENDEAN	SWIMMING POOL
201600040	107 WHITFIELD STREET, BASSENDEAN	POOL FENCE
201600044	11 HARCOURT STREET, BASSENDEAN	CANTAPORT OVER POOL
201500402	119 HAMILTON STREET, BASSENDEAN	PATIO
201500354	16 DOBSON LANE, EDEN HILL	NEW DWELLING
201500293	57 MICKLETON TERRACE, BASSENDEAN	PATIO AND DECK

OFFICER RECOMMENDATION – ITEM 10.10

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

Voting requirement: Simple majority

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

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

Planning and Subdivision Applications Determined to 11 March 2016			
Applic No	Property Address	Type Of Development	Determination
2015-175	96 SECOND AVENUE BASSENDEAN 6054	FOUR GROUPED DWELLINGS	DELEGATE APPROVED
2015-186	37 IVANHOE STREET BASSENDEAN 6054	TWO SINGLE HOUSES	DELEGATE APPROVED
2015-189	38 BROADWAY BASSENDEAN 6054	FOUR GROUPED DWELLINGS	DELEGATE APPROVED
2015-192	47 NORTH ROAD BASSENDEAN 6054	RETAINING WALLS	DELEGATE APPROVED
2016-002	70 RAILWAY PARADE BASSENDEAN 6054	CARPORT AND FRONT FENCE	DELEGATE APPROVED
2016-006	10 KATHLEEN STREET BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2016-008	34 PENZANCE STREET BASSENDEAN 6054	RETROSPECTIVE APPROVAL FOR ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
2016-018	115 GUILDFORD ROAD BASSENDEAN 6054	FRONT FENCE	DELEGATE APPROVED
2016-019	UNIT A 2 SURREY STREET BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2016-024	16 HYLAND STREET BASSENDEAN 6054	AMENDMENT TO APPROVAL 2015-088 FOR SINGLE HOUSE	DELEGATE APPROVED
2016-025	62 BROADWAY BASSENDEAN 6054	ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
2016-035	UNIT B 27 CHESTERTON ROAD BASSENDEAN 6054	ADDITIONS AND ALTERATIONS TO GROUPED DWELLING	DELEGATE APPROVED
Subdivision Applications			
65318	78-80 OLD PERTH ROAD BASSENDEAN 6054	FORM 24 & FORM 26 STRATA PLAN	DELEGATE APPROVED

OFFICER RECOMMENDATION – ITEM 10.11

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

Voting requirement: Simple majority

10.12 Bassendean River Parks Management Committee meeting held on 17 February 2016 (Ref: GOVN/CCL/MEET/34 – Ken Cardy, Manager Asset 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 17 February 2016.

ATTACHMENTS

Attachment No. 8: Bassendean River Parks Management Committee Minutes of 17 February 2016.

BACKGROUND

The Bassendean River Parks Management Committee (BRPMC) met on 17 February 2016 for the first time since being formally adopted by Council.

The objectives of the Committee are to make recommendations to Council regarding the following:

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

To assist the new Committee to appreciate past Council resolutions and actions undertaken, officers presented an overview of some of the major activities. The Committee reports provided an update on those activities, and officers outlined the ongoing work being conducted to assist members in defining the nature of future agenda items.

STRATEGIC IMPLICATIONS

Environmental sustainability and adaption to climate within the Corporate Business Plan 2015-2019:

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.

COMMENT

Discussion at the meeting focused on the following:

Swan and Helena Rivers Management Framework

Officers provided the Committee with an overview of the Swan and Helena Rivers Management Framework and advised that Council will continue to liaise with the EMRC on this issue and provide feedback to the Committee.

Bassendean Foreshore Precinct Plan

Officers provided the Committee with an overview of the Bassendean Foreshore Precinct Plan, and the Committee requested that further information be provided through an Officer's Report on the current status of the project.

Ashfield Flats Reserve

Officers provided the Committee with an overview of the Brief for the Strategic Management Plan and Associated Works for the "Ashfield Flats Precinct", which included the Ashfield Flats Reserve Plan. The Committee requested that further information be provided through an Environmental Officer's report on the current status of the Ashfield Flats Reserve projects and asked for Officers to investigate ways to develop a Management Plan, with all relevant agencies involved, on the future direction of how to best manage the Ashfield Flats Reserve.

The Committee also requested that a gap analysis be undertaken on the Ashfield Flats Reserve Plan completed by Syrinx in 2005, funded by the Department of Planning, due to the change in residential demographics of the Town.

The Committee furthermore requested that the South East Regional Centre for Urban Landcare (SERCUL) organisation be invited to the next meeting to conduct a presentation on how they derived from master plan to implementation, including their research on mosquito control, and nutrient stripping in wetlands that feed the Swan and Canning Rivers. The cost for SERCUL to conduct the presentation is \$250.

STATUTORY REQUIREMENTS

Local Government Act 1995

FINANCIAL CONSIDERATIONS

Within the adopted 2015-16 Operational Budget, there is no current allocation to secure the services of SERCUL to conduct a presentation to this Committee.

Council's Financial Sustainability Policy states in part, that in accordance with the Intergovernmental Agreement on Cost Shifting (IGA) signed by the three tiers of government in 2006 the Town of Bassendean commits to sound public governance by avoiding taking on additional responsibilities for asset maintenance and infrastructure renewal and expansion from the State Governments without a commensurate allocation of capital and recurrent funding". The policy goes on to state "Not to undertake services or functions, which duplicate to the extent considered inappropriate those provided by other tiers of government, the private or non-profit sector".

Therefore, should the Committee recommend to Council to expend funds on State Government managed land, it is important that ratepayer funds not be expended, but instead Council write to the Department of Planning and the other relevant State Government agencies to seek the funding to undertake the identified work, which is managed and owned by the respective agencies.

OFFICER RECOMMENDATION – ITEM 10.12

That:

1. Council receives the report of the meeting of Bassendean River Parks Management Committee held on 17 February 2016;
2. Council amends the 2015/16 Operations Budget - A/C 121359 to include a sum of \$250 for the purpose of securing the services of South East Regional Centre for Urbane Landcare (SERCUL) to conduct a presentation, to the River Parks Management Committee, on how they derived from the master plan to implementation, including their research on mosquito control, and nutrient stripping in wetlands that feed the Swan and Canning Rivers; and

3. Officers to write to the Ashfield Flats management authority “Department of Planning” seeking their support to fund the services of a suitably qualified consultant to undertake a gap analysis of the 2005 Syring Environmental Plan “Brief for the Strategic Management Plan and Associated Works” for the “Ashfield Flats Reserve” and to seek the views of current residents.

Voting requirement:

Point 1 and 3: Simple Majority

Point 2: Absolute Majority

10.13 Bassendean Local Studies Collection Management Committee Meeting held on 3 March 2016 (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 Local Studies Collection management Committee held on 3 March 2016.

ATTACHMENTS

Attachment No. 9: Local Studies Collection Management Committee Minutes of 3 March 2016

COMMENT

At its meeting held on 3 March 2016, Paul Bridges was elected Presiding Member and Cr Gerry Pule was elected Deputy Presiding Member.

The Committee dealt with the Local Studies Librarian's report and considered a budget proposal recommending to Council that an amount of \$15,400 be included in the Local Studies Collection's operational budget deliberations for the 2016/17 year.

OFFICER RECOMMENDATION – ITEM 10.13

That:

1. Council considers an amount of \$15,400 for the Local Studies Collection's operational budget deliberations for the 2016/17 year; and
2. The report on a meeting of the Bassendean Local Studies Collection Management Committee held on 3 March 2016, be received.

Voting requirement: Simple majority

10.14 Municipal Heritage Inventory Review Committee Meeting held on 8 March 2016 (Ref: GOVN/CCLMEET/30 - Timothy Roberts, Planning Officer)

APPLICATION

The purpose of the report is for Council to receive the minutes of the Municipal Heritage Inventory Review Committee meeting held on 8 March 2016 and minutes of the Bus Tour conducted on 5 March 2016.

ATTACHMENTS

Attachment No. 10

- Minutes of the meeting of the Municipal Heritage Inventory Review Committee held on 8 March 2016.
- Minutes from the Bus Tour held on 5 March 2016.

COMMENT

Meeting held on 8 March 2016

The Committee discussed the need for the review to progress the draft 2016 Municipal Heritage Inventory in an efficient manner. The Committee proposed, through a notice of motion, that Town officers prepare a timeline for the completion of the review including those elements which are covered by the current scope and those elements which are beyond the scope of the current review.

The Committee discussed the need for the Town to develop a heritage strategy for the Town of Bassendean, as well as design guidelines for yet to be identified heritage precincts. The Committee proposed, through a notice of motion, that officers prepare a report outlining a draft strategy that enables those properties listed on the Heritage List (category 1 and category 2 listed places within the MHI) including all heritage precincts to have no loss of their existing development potential therefore allowing the listed building to be retained.

The Committee reviewed and discussed the minutes prepared by Hocking Heritage Studio that detailed the findings from the bus tour held on the 5 March 2016. The Committee confirmed modifications to be worked through by the Planning Department with Hocking Heritage Studio before the next meeting.

The Committee discussed the future need to review the draft 2016 Town of Bassendean Municipal Heritage Inventory (upon completion of modifications identified from the bus tour) before commencement of public advertising.

OFFICER RECOMMENDATION – ITEM 10.14

That the minutes of the Municipal Heritage Inventory Review Committee meeting held on 8 March 2016, be received.

Voting requirement: Simple majority

10.15 Access and Inclusion Committee Meeting held on 9 March 2016 (Ref: GOVN/CCLMEET/16 – Graeme Haggart, Director Community Development)

APPLICATION

The purpose of the report is for Council to receive the minutes of the Access and Inclusion Committee Meeting held on 9 March 2016.

ATTACHMENTS

Attachment No. 11: Access and Inclusion Committee Minutes of 9 March 2016.

BACKGROUND

The Access and Inclusion Committee meets on a Wednesday in the months of March, May, July and September.

The objectives of the Committee are defined in the Instrument of Appointment and Delegation as being:

- 3.1 To consult with the community to identify barriers to access and inclusion existent in the community;
- 3.2 To work with and support the Town in working towards a genuinely inclusive community for all;
- 3.3 To prepare for Council a Disability Access and Inclusion Plan (DAIP) to ensure that people with disability have the same level of access to Council's facilities, functions, services and employment opportunities as all other members of the community;
- 3.4 To monitor the implementation of the Town's Disability Access and Inclusion Plan (DAIP) and prepare statutory obligation reports to Council and other stakeholders on the progress of the DAIP;
- 3.5 To review the Disability Access and Inclusion Plan in accordance with legislative obligations and make recommendations to Council to improve and update the plan; and
- 3.6 To maintain networks with people with disability, their carers and service providers.

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

Issues covered in the meeting included:

Progress reporting on the implementation of the Town's adopted Disability Access & Inclusion Plan (DAIP) was considered and received.

An update report was provided on the Seniors and Disability Services Business Unit in which it was noted that the application for growth funding that was submitted last year remains to be resolved.

Items discussed that are of relevance to members included progress with the remedial works program to bring the Town's facilities to being compliant with the Building Code of Australia and accessibility to toilets in Bassendean Oval; the first floor at Stan Moses Pavilion; and building public events around accessible paths

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 Minutes of the Access and Inclusion Committee meeting held on 9 March 2016, be received.

Voting requirements: Simple Majority

10.16 Audit & Risk Management Committee Meetings held on 9 March 2016 (Ref: GOVNCCL/MEET/3, Michael Costarella, Director Corporate Services)

APPLICATION

The purpose of this report is for Council to receive the report on a meeting of the Audit & Risk Management Committee held on 9 March 2016.

ATTACHMENTS

Attachment No. 12: Minutes of the Audit & Risk Management Committee meetings held on 9 March 2016.

Confidential Attachment No. 2:
Confidential report and attachment

COMMENT

The following items were discussed

Local Government Compliance Audit Return 2015

The report presented the Local Government Compliance Audit Return 2015, 1 January to 31 December 2015 to Council in order that the report be adopted.

Review of Policy 6.18 - Investment Policy

The purpose of the report was to review the current Investment Policy to incorporate a clause to give deliberative preference for investment with financial institutions that do not invest in or finance the fossil fuel industry.

It was agreed that Point 4 of the Investment Policy be amended to read "*Preference will be given to invest in financial institutions who do not invest in or finance the fossil fuel industry*".

Underground Power Charge

The owner of an Ashfield property, is seeking reimbursement of the underground power charges, in the view of the unsatisfactory performance by Western Power and inadequate process used for the sighting of a transformer box, poor communication and other issues.

COMMITTEE RECOMMENDATION – ITEM 10.16

That Council:

1. Adopts the Compliance Audit Return 2015 for the period 1 January to 31 December 2015, as attached to the Agenda of 9 March 2016;
2. Adopts the revised Investment Policy, as amended, to bullet point 4 (under the Objectives heading within the Policy) which reads *“Preference will be given to invest in financial institutions who do not invest in or finance the fossil fuel industry”*, as attached to the Audit and Risk Management Committee Agenda of 9 March 2016; and
3. Advises the owner of 49 Ashfield Parade, Ashfield, of the following:
 - a) The infrastructure previously installed as part of an existing underground power connection, (which included overhead cables) could not be used, and it was necessary for Western Power to remove the existing infrastructure and replace it with new infrastructure that could be connected to the new underground power network; and
 - b) The Town of Bassendean has levied the appropriate service levy for the underground power network and connection charge in order that the property could be connected to the new underground power network.

Voting requirement:

Point 1 and 2 - Absolute Majority

Point 3 – Simple majority

10.17 Accounts for Payment – February 2016 (Ref: FINM/CREDTS/4 – Jill Brazil, Acting 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. 13: List of Accounts

BACKGROUND

The monthly payments made for the period February 2016 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 10.17

That Council receives the List of Accounts paid for February 2016, as attached to the Ordinary Council Agenda of 22 March 2016.

Voting Requirements: Simple majority

10.18 Financial Statements – February 2016 (Ref: FINM/AUD/1 – Jill Brazil, Acting 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 reporting that clearly shows a comparison of the budget estimates with the actual revenue and expenditure figures for the year to date.

ATTACHMENTS:

Attachment No. 14: Financial Reports for February 2016

BACKGROUND

Regulations 1996 requires 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 2015/16 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 6.51% ahead of Budget. Interest on investments is 6.5% ahead of Budget estimates. Grants, Subsidies and Contributions, are 34.64% ahead of budget forecasts, and Fees & charges, Service charges are on target.

Overall expenditure by nature & type for YTD is 8.57% below Budget expectations. Employee costs, Utilities and depreciation are on Target. Materials & contracts is well under expended at 21.33%. Insurance Premiums are also under budget expectations in the current reporting period.

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 ended the 29 February 2016. The Notes accompanying the statements provide a detailed breakdown to the Financial Statements.

OFFICER RECOMMENDATION – ITEM 10.18

That the Financial Reports for the period ended February 2016, as attached to the Ordinary Council Agenda of 22 March 2016, be received.

Voting Requirements: Simple majority

10.19 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
88082	Bob Jarvis	OCM-35/12/15 - Notice of Motion Cr Pule: Awards	Award presentation and function held 16th March 2016. Recommend deletion.
89614	Bob Jarvis	OCM-15/2/16 - Waroona and Harvey Shires Fire Disaster – Council Donation	Funds forwarded to Lord Mayor's disaster relief fund. Recommend deletion.
88079	Graeme Haggart	OCM-28/12/15 - Notice of Motion Cr Pule: Children of Bassendean Community Christmas Party	Report presented and considered at the first Liveable Town Advisory Committee Meeting on 9 February 2016. Recommend deletion.
89615	Graeme Haggart	OCM-19/2/16 - Bassendean Local Emergency Management Committee Meeting held on 3 February 2016	Instrument of Appointment and Delegation amended. Recommend deletion.
89612	Michael Costarella	OCM-13/2/16 - New Administration Officer – Seniors and Disability Services	Organisation structure has been amended. No further action required. Recommend deletion.
86784	Simon Stewert-Dawkins	OCM-37/10/15 - Point Reserve - Road Closure	A follow up report concerning OCM-37/10/15 resolution is included in the March 2016 OCM Agenda for consideration. Recommend deletion.
87568	Simon Stewert-Dawkins	OCM-8 & 9/11/15: Special Meeting of Electors Minutes held on 22 October 2015	A follow up report concerning OCM-8 & 9/11/15 Special Meeting of Electors Minutes held on 22 October 2015 is included in the March 2016 OCM for consideration. Recommend deletion.

62798	Brian Reed	OCM-36/12/15, OCM-31/7/15, OCM-45/6/15, OCM-46/2/15, OCM-33/11/14, OCM-24/3/13, OCM-6/11/12, OCM-6/9/12 - Report on the Resolutions of the SME held on 21 August 2012 - 27L Hyland Street and part of 116 Hamilton Street, Bassendean	Subject to a report to the March Council meeting. Recommend deletion.
76707	Brian Reed	OCM-27/07/14 - Notice of Motion - Cr Pule: Protecting Town of Bassendean Trees	Council's current Street Tree Protection Policy states that a temporary barricade may be required to be erected at the outer canopy of the tree to protect the root zone and tree during development. Barricade fencing shall be accordance to Regulations 3.75 of the Occupational Health & Safety Regulations 1996 Every planning approval issued by the Town now includes a condition calling for street trees to be protected by a barricade during development, and the condition is enforced by the Town's Compliance Officer. The policy is due to be reviewed in December 2016 and it is considered that the proposed change to the policy should be made as part of the review of all policies. Recommend deletion.
87563	Ken Cardy	PQT November 2015 - Ms Carol Seidel, 55 Broadway Bassendean	Engineering Design Services provided information to Resident. Recommend deletion.
88068	Ken Cardy	OCM-12/12/15 - Maintenance of Park and Reserve within the Estate Parkland	Minor reticulation works completed. Major works will be included in the 2016-17 Capital Budget for Council's approval. Recommend deletion.
89608	Ken Cardy	OCM-9/2/16 - Sewerage Infill Program within Town of Bassendean	Letter to residents, seeking interest in connecting to deep-sewer will be sent early April 2016. Recommend deletion.
89609	Ken Cardy	OCM-10/2/16 - Traffic Management West Road - Reid Street Intersection Options	Procurement process currently being undertaken to appoint contractor. Work to be undertaken April May 2016. Recommend deletion.
89613	Ken Lapham	OCM-14/2/16 - 2015/16 Budget Review for the period Ending 30 June 2016	Budget Review meeting held on 15 March 2016. Recommend deletion.
89618	Sharna Merritt	OCM-29/2/16 - No Standing Signs - Kenny Street, Bassendean	Asset Services have been tasked with the installation of the parking restrictions. Recommend deletion.

OFFICER RECOMMENDATION – ITEM 10.19

That the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 22 March 2016 be deleted from the Implementation of Council Resolutions list.

Voting Requirements: Simple majority

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

03/03/16 Freeman of the Town Certificate for Mrs Anne Ivy Brinkworth.

03/03/16 Notification Under Section 70A of the Transfer of Land Act 1893 As Amended between Darran Wade Sumpton of 10 Anstey Road, Bassendean and the Town of Bassendean to register that the property is situated within the flood plain of the Swan River and is liable to be affected by flooding.

14/03/16 Hyde Retirement Village Deed of Residence between Mr John Hall and the Town of Bassendean.

OFFICER RECOMMENDATION – ITEM 10.20

That Council authorises the affixing of the Common Seal to the document listed in the Ordinary Council Meeting Agenda of 22 March 2016.

Voting Requirements: Simple majority

10.21 Calendar for April 2016 (Ref: Sue Perkins, Executive Assistant)

Tue	5 Apr	6.00pm	Citizenship Ceremony – Community Hall
Wed	6 Apr	3.30pm	Local Emergency Management Committee Meeting – Council Chamber
Tue	12 Apr	7.00pm	Liveable Town Advisory Committee Meeting Council Chamber
Mon	25 Apr		Anzac Day Public Holiday – Offices closed
Mon	25 Apr	11.00am	Anzac Day Service – Bassendean War Memorial
Tue	26 Apr	5.00pm	Briefings Session – Council Chamber
Tue	26 Apr	7.00pm	Ordinary Council Meeting – Council Chamber
Thu	28 Apr	6.00pm	WALGA East Metropolitan Zone Meeting EMRC
Fri	29 Apr	5.00pm	Youth Advisory Council Meeting – Youth Services, West Road, Bassendean

OFFICER RECOMMENDATION - ITEM 10.21

That the Calendar for April 2016 be adopted.

Voting Requirements: Simple majority

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11.1 Notice of Motion – Cr Pule: Availability of a Steam Weeder from the EMRC

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

“That Council notes that the EMRC will now have a Steam Weeder available for Local Member Councils and that a report be brought to Council on how the Town of Bassendean can make best use of this facility to improve weeding practices.”

Comment – Cr Pule

1. Currently the Town does not use steam weeding in its weed management process, because past assessments have indicated that steam weeding was costly and less effective.
2. Sections of the Bassendean community have indicated a clear preference for steam weeding, in particular locations such as primary schools and where people with sensitivity to chemical weed spraying reside and for environmental benefits.
3. Past assessments have been done on the pros and cons of this matter and the Town does not currently use steam weeding because of the outcome of those assessments.
4. Now that the EMRC has received a grant of \$20,000 for the purchase of a suitable steam weeder, as a responsive Local Government, the Town of Bassendean needs to reassess the use and cost effectiveness, including the very important environmental and social effects, to see if Steam Weeding can be applied in the Town at suitable locations as mentioned at point 2 or other places.
5. Steam weeding requires special personnel training and this may be a service that the EMRC may offer.
6. The cost and effectiveness of steam weeding would change considerably on the basis of the service provided by the EMRC.
7. This is part of the long term Strategic Plan ... *“to improve the quality of life in Bassendean”* and part of the Bassendean Climate Change Adaptation Plan.

OFFICER COMMENT

In September 2015, the Town wrote to the Eastern Metropolitan Regional Council (EMRC) regarding the successful grant funding that had been received for the purchase a thermal steam machine and trailer. At this time, the EMRC was seeking additional grant funding to provide accredited training in the use of the steam weeder for the six Member Councils and to coordinate a trial.

Below is a photograph of the thermal steam machine and trailer.



Recently, the EMRC has advised that it is preparing a draft Hire User Agreement and draft Funding Agreement for the six Member Councils which will be presented to the EMRC's Ordinary Council meeting for consideration, together with the proposed fees and charges. It is anticipated that as of 24 March 2016, the steam machine will be available for hire by accredited users only, on a cost recovery basis.

The EMRC has advised that additional funding has been obtained for training and that it is waiting on a funding agreement to be finalised and the fees and charges to be approved and advertised. Therefore, as no accredited training has been provided to date, no trials have commenced.

Recently, the Town was advised that accredited training has been scheduled to occur in the week of 11 to 15 April 2016 and as a result, the Town expressed an interest in the training program and has registered three staff members to attend.

Only trained/accredited people will be able to operate the machine due to the associated occupational health and safety hazards.

The training will explain how to use the machine and what types of weeds the steam will and will not be able to treat.

The EMRC has previously advised that a number of other Member Council's have expressed an interest in participating in the a trial on one road verge using their current method and using the steam weed machine on the opposite verge. The EMRC will be working through the best method of hiring or booking out the machine etc and once all this is in place we will be ready to go.

It is anticipated the ground trials will find instances where the steam treatment is effective and in other circumstances where it is not as effective either from the on-ground results or from a financial perspective.

The EMRC will gather the steam weed trail data and provide access to all the results.

11.2 Notice of Motion – Cr Pule: Bassendean Hotel toilets may be non compliant in meeting Disability Standards requirements

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

“That the Town of Bassendean investigate and report to Council by the next Ordinary Council meeting, on the compliance status of the Bassendean Hotel toilets, to determine whether they are compliant for Disability Standards.

Comment – Cr Pule

A number of complaints have been received from people with disabilities, complaining that the Bassendean Hotel toilets cannot be used as they are too difficult for people in wheelchairs.

1. There are compliance standards that have to be met for toilets, especially for disability use.
2. The Town needs to investigate and ensure that these standards are being met at the Bassendean Hotel Toilets.
3. This is part of the long term Strategic Plan ... *to improve the quality of life in Bassendean* and part of the Bassendean Access and Inclusion Plan.

OFFICER COMMENT

The Principal Building Surveyor advises that an inspection of the toilets in the Bassendean Hotel can be carried out, however, they are almost certainly non-compliant. There is no obligation on behalf of the proprietor to bring the facility to standard within the Building Code of Australia unless they are undertaking renovations to that part of the building, or where renovations require additional toilets to be installed.

Accordingly, this Notice of Motion should be withdrawn.

11.3 Notice of Motion - Cr Bridges – Review of Standing Orders

Cr Bridges advised he wishes to move the following motion at this meeting:

“That Council immediately reviews its Standing Orders (Standing Orders Local Law 21 April 2011) with regards to the local law pertaining to notices of motion (at 5.3, subclause 2) with a view to clarifying that seven clear working days’ notice is defined as receipt by the start of business (ie. 9am) on the second Monday before the following Ordinary Council Meeting.”

OFFICER COMMENT

A process is prescribed in the Local Government Act for reviewing Local Laws under Section 3.16 part (2)

- (2) The local government is to give Statewide public notice stating that —
 - (a) the local government proposes to review the local law; and
 - (b) a copy of the local law may be inspected or obtained at any place specified in the notice; and
 - (c) submissions about the local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given.
- (2a) A notice under subsection (2) is also to be published and exhibited as if it were a local public notice.
- (3) After the last day for submissions, the local government is to consider any submissions made and cause a report of the review to be prepared and submitted to its council.

- (4) When its council has considered the report, the local government may determine* whether or not it considers that the local law should be repealed or amended.

** Absolute majority required.*

At this point, if the Local Government decides to amend its Local Law it must then follow the procedure for making a Local Law (see Section 3.12 (8) In this section —

making in relation to a local law, includes making a local law to **amend the text of**, or repeal, a local law.)

The procedure is:

3.12. Procedure for making local laws

- (1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.
- (2) At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.
- (3) The local government is to —
 - (a) give Statewide public notice stating that —
 - (i) and effect of which is summarized in the notice; and
 - (ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and
 - (iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;
 - and
 - (b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and
 - (c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.
- (3a) A notice under subsection (3) is also to be published and exhibited as if it were a local public notice.
- (4) After the last day for submissions, the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.

** Absolute majority required.*

- (5) After making the local law, the local government is to publish it in the *Gazette* and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.
- (6) After the local law has been published in the *Gazette* the local government is to give local public notice —
 - (a) stating the title of the local law; and
 - (b) summarising the purpose and effect of the local law (specifying the day on which it comes into operation); and
 - (c) advising that copies of the local law may be inspected or obtained from the local government's office.
- (7) The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.

If Council wishes to merely clarify the meaning under Section 5.3 (2) of its Standing Orders Local Law then the CEO has been provided with advice from the Department of Local Government and Communities that: because the Local Law Prescribes “**at least 7 clear** working days)” then the minimum notice would be by close of business of the Friday of the week before the Ordinary Meeting of Council (if the meeting is held on the Tuesday).

11.4 Notice of Motion – Cr Brown: Road Safety Committee

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

“That the Town of Bassendean establish a stand-alone Road Safety Committee in order to reduce the incidence of road trauma and improve driver behaviour locally and furthermore explore the formation of a joint committee with the existing City of Bayswater Road Safety Committee resulting in a reciprocal, consistent and effective approach to road safety in both municipalities.”

Background information – Cr Brown

There is no greater effect on our community than the consequences of road trauma as the result of traffic crashes. Tragic death on our roads is widely reported, however it is the high incidence and consequences of serious non-fatal crashes that most debilitates our community.

The Town of Bassendean can play a small but significant role in reducing the incidence of fatal and serious crashes by employing the influence and regulations at its disposal.

This influence can exceed the boundaries of the Town by connecting with the adjoining City of Bayswater with whom the Town shares a major highway system and significant arterial roads.

Preliminary enquiry with Roadwise, the road safety arm of the Western Australian Local Government Association (WALGA), indicate enthusiasm for such a proposal and it is expected they would play a major role in assisting with the establishment of such a committee and its proposed affiliate, the City of Bayswater.

Consideration was given to establishing this group under the authority of the Liveable Town Committee, however, the importance of road safety demands a dedicated stand-alone committee and sends a strong message to our community.

OFFICER COMMENT

In September 2015, Council (OCM-9/9/15) adopted its new Committees structure. In October 2015 Council (OCM – 18/10/15) endorsed the meeting dates for these Committees.

WALGA RoadWise Committees exist throughout the State and are operational in every region and aim to enhance the capacity for external groups and individuals to participate in local road safety issues. Under the RoadWise model, the scope of involvement of local agency representatives, groups, networks and individuals in road safety initiatives, includes obtaining advice, developing projects and activities and/or developing/pursuing grant applications.

As the formal Committee structure has already been established, potentially the existing Liveable Town Advisory Committee which meets 6 times per year could include road safety issues.

Council's Traffic Management Treatment Policy & Guidelines (Section 1.2) guide the Town's road safety programs. The Town of Bassendean's traffic management process provides a two year rolling schedule of vehicle speed assessments for all local distributor roads and access roads throughout the Town.

In addition the Town responds to requests for action to address traffic management on access or local distributor roads serving residential properties. As a result the Town addresses localised road safety issues through road safety audits to determine the requirements for action and the preferred solutions to address identified road safety needs.

The traffic data collected is assessed and a report provided initially to the Manager Asset Services on the proposed driver education, traffic policing options and traffic treatment options.

The Manager Asset Services reviews any previous actions that may have been taken to manage the traffic speed in excess of the 85th percentile speed of 60 km/h or greater in 50 km/h speed zones, or exceeds the posted speed limit by more than 10 percent in other speed zones.

Where funding is required to address a particular issue reports are submitted to Council for consideration

In accordance to Council's Traffic Management Treatment Policy & Guidelines, should the scheduled traffic assessment of roads identify speed in excess of the 85th percentile speed zones, or exceeds the posted speed limit by more than 10 percent in other speed zones, the Town initiates an education program by using the vehicle visual speed display trailer to encourage drivers of vehicles to slow down to the posted speed limit.

Should the data collected from the vehicle visual speed display trailer not have an impact on the vehicle speeds in the street, Asset Services is to investigate alternative strategies such working with Main Roads WA to provide additional speed zone signage, providing Road Wise educational programs such as providing waste bins stickers which state "Please Slow Down Consider Our Kids" to be placed on the side of bins. The bin stickers are part of a community education campaign to raise the awareness of drivers to reduce their speed in built up areas. The stickers act as a deterrent for speeding by providing a visual reminder to drivers to reduce their speed. As they are only displayed on bin collection days, it reduces the chance that drivers will become accustomed to them.

In addition Asset Services works closely with MRWA, the WA Police Traffic Intelligence Services and liaises with the WALGA Regional Road Safety Officer on road safety programs that are available to target poor driver behaviour and speeding.

The Town in the past has participated in the WALGA RoadWise “Blessing of the Roads” statewide community road safety awareness campaign run in the lead up to and during the Easter long weekend.

The Town annually participates in the Road Ribbon for Road Safety® campaign which coincides with the United Nations endorsed, World Day of Remembrance for Road Traffic Victims.

In January 2016 the Town wrote to all Primary Schools within the Town to encourage the schools to complete a Proactive Schools Checklist and to join the Department of Transport TravelSmart Schools program which provided resources to the school to help them develop plans such as how to encouraging parents and carers to walk to school with primary school age children and reinforce safe pedestrian behaviour, which will reduce traffic around schools and the local community, reduce vehicle CO2 emissions and increase physical exercise.

WALGA currently provide monthly “RoadWise” reports on road safety programs and the Metro North WALGA RoadWise Program conducts regular workshops with guest speakers presenting topics of road safety.

The next WALGA’s RoadWise presentation will be held on Thursday 31 March 2016 with the CEO of ARRB and Director of the Monash University Accident Research Centre - Ian Johnston who will discuss ‘safe speeds’ and explain the evidence and the nature of prevailing community perceptions.

The Town is committed to working towards reducing the number of fatalities and serious injury on WA roads and implements these programs including the promotion of the programs via E-watch and the Bassendean Briefings.

11.5 **Notice of Motion – Cr Pule: BBQ Facilities at the BIC**

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

“That:

1. *The Town of Bassendean install free gas BBQ facilities for the community at the BIC Reserve within the next three months post 2016 Budget and that the costs be included in the 2016 Budget; and*
2. *A targeted program of installing free gas BBQ at other reserves in the Town be prepared, costed and scheduled.”*

Comment – Cr Pule

1. The community has clearly indicated that they want value adding facilities on reserves and parks and the BIC has been given the top priority.
 2. With the development already in place on Old Perth Road and further development in the Town Centre, BBQ facilities around the War Memorial is clearly needed and desired by the community.
 3. Other main reserves and parks in the Town lack BBQ facilities and the Town has been talking about installing them, but it has not yet been done. It is now time to build BBQ facilities at the BIC in the vicinity of the War Memorial immediately.
1. This is part of the long term Strategic Plan ... *“to improve the quality of life in Bassendean”* and part of improving Bassendean Parks and Reserves.

OFFICER COMMENT

Council adopted Reconciliation Action Plan (OCM -5/03/13) listed projects and indicative costings to be included in the Corporate Business Plan and Long Term Financial Plan which are to be considered against other priorities identified in the Community Strategic Plan 2013-2023.

One of the projects identified was for BBQ facilities to be provided at the BIC Reserve. As a result, \$25,500 has been listed in the 2018/19 Corporate Business Project list for Council’s consideration.

In addition, the Council adopted Play Spaces Implementation Plan (OCM - 8/3/09, OCM9/3/09) outlines a proposal for the BIC Reserve to include playground equipment on the reserve. As a result, \$153,000 has been listed in the 2018/19 Corporate Business Project list for Council's consideration.

Therefore, this Notice of Motion should be withdrawn as Council has previously considered this issue and funding is listed for Council's consideration.

11.6 Notice of Motion - Cr Bridges: 1 Surrey Street, Bassendean

Cr Bridges advised he wishes to move the following motion at this meeting:

"That Council adopts a governance model expressed in an operational and management business plan for the 1 Surrey Street project in conjunction with the two key stakeholder users prior to commencing the next phase which includes calling of tenders for the demolition and construction."

OFFICER COMMENT

In November 2015, Council, in part, resolved (OCM – 6/11/15) to note that an Officer Report is to be received on a business plan for the facility that will include recommendations on management structure. The business plan will be based on the facility's layout, as adopted by Council. The two current principal user groups will certainly be engaged as key stakeholders during this process.

11.7 Notice of Motion – Cr Pule – Alteration to left entry corner kerbing at Bassendean Shopping Village West Road main entrance

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

"That the Town:

- 1. Immediately attend to altering the corner kerbing on the main entrance to the Bassendean Village Shopping Centre, to allow for better access of traffic from West Road; and*
- 2. Enter into discussion with the Bassendean Village Shopping Centre to find improvements to the access to the top carpark area, from the same entrance and driveway."*

Comment – Cr Pule

There has been a number of requests to improve access into this entrance and I was under the impression that the Town had agreed to make improvements, irrespective of what standards were or were not in place at this entrance.

1. I was amazed, on Saturday 5 March, whilst on an official mini bus of the Town to experience the bus twice hitting the kerb as entry was accessed from West Road. Some work may have been done, as there is an orange recess for pedestrians in place. However, I noted that the kerbing was black with tyre override marks from vehicles overriding the kerb. The kerb is still a normal raised kerb.
2. There has been numerous community requests to improve this corner, and what ever was done or not done, to what ever standard, the kerb needs to be placed back a considerable distance further to make it safe and more practical for traffic entering from West Road.
3. This needs to be done immediately.
4. Additionally, there needs to be discussion with the Shopping Centre Management to see if the driveway can be improved.
5. This is part of the long term Strategic Plan ... *“to improve the quality of life in Bassendean”* and part of the Bassendean traffic safety responsibility.

OFFICER COMMENT

Officers have provided the Hawaiian Property Group with a proposal that redesigns the entry to the Bassendean Shopping Centre. The design change is the introduction of a solid painted median island with line marking to match existing line marking. The left turning movements from the Bassendean Shopping Centre is pushed closer to the existing kerb line. The width of the lanes would be 3.5m.

The Hawaiian Property Group has recently advised that these works would form part of the community hub project which is in discussion at the moment, and it is unsure as to if or when these works will be delivered. However, Hawaiian Property Group will keep the Town informed if anything eventuates.

The Town furthermore is investigating the possibility of changing the current box kerbing next to the West Road entry to semi demountable kerbing to help support this new design.

11.8 Notice of Motion – Cr Pule: Cash in Lieu report on all matters relating to Development Agreement and arrangements for the Town Centre Project with Landcorp and Swan Districts Football Club

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

“That a full report be prepared and presented to the Audit and Risk Management Committee on all matters relating to cash in lieu regarding the Town Centre Project with Landcorp and Swan Districts Football Club.”

Comment – Cr Pule

The Audit and Risk Committee needs to have a comprehensive report on all the issues relating to cash in lieu for the above project. The potential value for the cash in lieu that may be due to the Town is a very large 10% of the costs, and a full analysis needs to be done to address accountability and ensure that all moneys that may be payable to the Town are accounted for.

1. The report needs to be presented for the next Audit and Risk Management Committee.
2. This is part of the long term Strategic Plan ... *“to improve the quality of life in Bassendean”* and part of the financial responsibility of the Audit and Risk Management Committee.

OFFICER COMMENT

The Development Agreement was presented to Council in a confidential report in July 2015 and a copy was provided to all Councillors.

Council resolved (OCM – 32/07/15) MOVED Cr Brinkworth, Seconded Cr Carter, that Council:

- “1. Authorises the signing of the Development Agreement for the Bassendean Activity Centre based on the Agreement dated 20 July 2015, as per the attached Confidential Attachment to the Confidential Report; and*

2. *Appoints Cr Gangell, Cr Lewis and Cr Bridges, and the CEO as ex-officio, as Council's representatives on the Project Steering Group established by the Development Agreement."*

The Development Agreement that was signed by the Town, Swan District Football Club and Landcorp does not make any mention of the Cash In Lieu (CIL) contributions. The CIL can only be determined if and when there is a proposed development which indicates:

- The area of land to be development;
- The location of land to be developed;
- The area that will be provided as Public Open Space;
- The valuation of the remaining land to be assessed as part of a Cash in Lieu contribution; and
- Any other matters that will require consideration to calculating the CIL contribution.

Landcorp has also provided the following comment:

"Cash in lieu for POS would need to be determined at the statutory planning phase in line with State Planning Policies and any local policies on this matter".

Accordingly, Staff are of the opinion that the consideration of CIL at this stage is premature and cannot be determined.

11.9 Notice of Motion – Cr Pule: Urgent Schedule of Meeting of Town Planning Scheme Review Committee to define planning issues

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

"That the next Town Planning Scheme Review Committee be brought forward urgently to address coordinating the numerous planning issues the Town is already working on with the also numerous planning issues relating to the Town Centre Redevelopment Project, and that a clearly understandable and timely schedule for future meetings be developed, including objectives, goals, and targets.

Comment – Cr Pule

There is an urgent need for the Town Planning Scheme Review Committee to meet and address the correlations needed to achieve the Planning issues of the Town with the Planning issues of the Project.

A definite schedule of meetings for the Planning Committee, targets and timetables to achieve goals needs to be in a framework that can facilitate the co-ordination with the Town Centre Project and be clearly showing the community the many achievements and goals as it is progressed.

As the LPS 10 amendments, the planning proposals for the future direction for the Town and the Town Centre Planning issues, are so closely related, there is now an ongoing need to map this out clearly and that this be available for the community to see.

Having such a framework of schedules, goals and targets can greatly alleviate and inform the community views on how and where the Town is going.

There is also an urgent need to do this work to ensure consistency and to collate the many planning issues into a framework that is clear and understandable.

The community is seeking greater consultation and such a framework needs to outline the Consultation Process for all to see. With such a framework, the Town can more clearly identify where there are needs to focus resources and makes for more efficient planning outcomes.

1. Just some of the planning issues that need to be built into the framework are:
 - TPS 10 amendments
 - Structure plans
 - Precincts
 - Special Control Areas
 - Zoning
 - Guidelines for design, landscaping, parking, services and amenities
 - Defining under use land
 - Defining effective use of such land
 - Relationships with public open space and built environment.
 - Trees, tree canopy, urban heat island and social wellbeing.
 - The character and the heritage of the Town.
2. Now that we are beginning to get back substantial community feedback on what the community wants, it is necessary to have a wide framework represent these views and be able to introduce them into the future direction for Bassendean.

3. This is part of the long term Strategic Plan ... *“to improve the quality of life in Bassendean”* and to represent the views of the community.

OFFICER COMMENT

The Manager Development Services considers that this matter would be best addressed following consideration of the Strategic Planning Framework for the Town, due to be received by Council in April 2016.

11.10 Notice of Motion – Cr Pule: Street Parking for Hyde Retirement Village

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

“That the Town of Bassendean investigate:

1. *The best method to provide approximately up to 5 street parking bays designated for the Hyde Retirement Village residents to park their cars on the same basis as the internal parking arrangements and allocate those bays for that purpose; and*
2. *And present a report to Council of recommendations of limiting time parking at Hamilton Street, Parker Street and Wilson Street on either side of Old Perth Road.*

Comment – Cr Pule

1. The residents of the Hyde Retirement Village have a limited number of parking bays for the residents. The overflow were previously able to park on the street.
2. Now that there are a number of new businesses in the street and on Old Perth Road, the residents are finding it very difficult to find parking on the street, even late into the evening.
3. It would now be appropriate to allocate a number of bays, dedicated for the residents to park their cars on the same basis as the internal parking.
4. There are many examples where, due to the pressure of parking, residents have special parking reserved on the road for their use.

3. This is part of the long term Strategic Plan ... *to improve the quality of life in Bassendean* and part of Bassendean Traffic Management Strategy.

OFFICER COMMENT

In regards to the Hyde Retirement Village, on Friday 26 February 2016, the following article was included into the Councillor Bulletin:

“Hyde Retirement – Parking Issues

On 23 February 2016, the Bassendean Senior Citizen’ Welfare Association wrote to the Mayor and Councillors.

Prior to receiving the letter, Rangers received a letter from a resident concerning the parking issues and as a result commenced an investigation.

With the increasing vitality of Old Perth Road and the newly established businesses, there is competition for use of kerbside space in Old Perth Road and residential streets such as James Street.

Town officers are investigating Hamilton Street, Parker Street and Wilson Street on either side of Old Perth Road in relation to parking issues, including existing restrictions, if applicable, and any possible additional parking controls or restrictions.

The Town needs to apply a consistent management and allocation of kerbside space to accommodate both business and local resident needs. Once investigation is completed it is intended a report will be submitted to Council for consideration.”

It is recommended that the Notice of Motion be withdrawn to permit staff to complete the current investigations and allow for the Officer’s report to be presented for consideration.

11.11 Notice of Motion – Cr Gangell: Review of Number of Elected Members and Review of the Method of Electing the Mayor for the Town

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

“That Council:

- 1. In accordance with the Local Government Act (1995) Section 2.18 (3) and (4) and Schedule 2.2 (5), carries out a review of the number of elected members of Council by inviting submissions by local public notice for a period of six weeks and after consideration of those submissions either retains the current number of Councillors or makes a submission to the Local Government Advisory Board seeking a change to the number of offices of Council;*
- 2. In accordance with the Local Government Act (1995) Section 2.11(2) carries out a review of the method of electing the Mayor for the Town by inviting submissions by local public notice for a period of six weeks and after consideration of those submissions, either retains the current method of electing the Mayor or changes the method of electing the Mayor; and*
- 3. Requests officers prepare an information paper to accompany the public notice outlining the current representation and method of mayoral election, identifying the various alternatives for each and their implications.”*

OFFICER COMMENT

Revoking or changing decisions (Act s. 5.25(1)(e)

- (1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported —
 - (a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, **by an absolute majority**; or
 - (b) in any other case, by at least 3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

The following extracts from the Local Government Act are provided as background material:

2.11 Alternative methods of filling office of mayor or president

- (1) When an order is made under section 2.1 declaring an area of the State to be a district, the Governor is, by order, to specify whether the first mayor or president of the local government is to be —
 - (a) elected by electors of the district under Part 4; or
 - (b) elected by the council from amongst the councillors under Schedule 2.3, Division 1.
- (2) A local government may change* the method of filling the office of mayor or president used by the local government from the election by the council method to the election by the electors method.

* Special majority required.
- (3) A local government may exercise the power conferred by subsection (2) whether or not a proposal has been made under section 2.12.

2.18 Fixing and changing the number of Councillors

- (1) When a local government is newly established the Governor, by order made on the recommendation of the Minister, is to —
 - (a) specify the number of offices of councillor on the council of the local government; and
 - (b) if the district is to have a ward system, specify the numbers of offices of councillor for the wards.
- (2) When an order is made under section 2.2 discontinuing a ward system for a district, the number of offices of councillor on the council remains unchanged unless the order specifies otherwise.
- (3) The Governor, on the recommendation of the Minister, may make an order —
 - (a) changing the number of offices of councillor on a council; or
 - (b) specifying or changing the number of offices of councillor for a ward; or
 - (c) as to a combination of those matters.
- (4) The Minister can only make a recommendation under subsection (1) or (3) if the Advisory Board has recommended under Schedule 2.2 that the order in question should be made.

A Notice of Motion was defeated at the Ordinary Meeting of Council in February 2016 which sought to review the number of officers of Council, with that Motion being defeated. The above motion, which is similar in some respects, seeks to change that decision, but as it is the first attempt to do so simply requires that the written Notice of Motion is signed by a third of the officers of Council inclusive of the mover (two Councillors). Cr McLennan supports the notice of motion. This motion would need to be passed by an Absolute Majority.

11.12 Notice of Motion – Cr Bridges: Weed Management

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

“That the Town of Bassendean:

- 1. Renegotiates its current weed management contract and suspends the use of glyphosate based herbicides until the APVMA review has been completed; and*
- 2. Utilises steam weed control equipment available through the EMRC.”*

Background information – Cr Bridges

Glyphosate has recently been classified by the World Health Organisation's leading cancer research institution, the International Agency for Research on Cancer, as a Class 2A Probable Carcinogen. Additionally, numerous independent studies have confirmed that glyphosate is also an Endocrine Disrupting Chemical meaning that, especially for children, there is no safe level of exposure. EDC's affect public health at very low levels by interfering with hormones in the body. These have the ability to switch on and off critical windows of development in children causing life-long adverse impacts.

The EU has postponed its re-registration of glyphosate until uncertainty about its safety has been confirmed. Countries that have taken action to ban or restrict the use of glyphosate for human health and environmental protection include France, Holland, Austria, Bulgaria, Columbia, Canada, Germany, Greece, Bermuda, Hungary, Ireland, Japan, Luxembourg, Madeira, New Zealand, Peru, Brazil, Russia, Switzerland and Sri Lanka. Hundreds of health experts and specialists around the world are now demanding a ban on glyphosate for the protection of public health and the environment.

The federal regulators of pesticides, the Australian Pesticide and Veterinary Medicine Authority (APVMA) and the Federal Department of Health are now re-assessing the risks it presents to humans. Local Government Insurers in Qld, NSW and Victoria have issued updated advice recommending that councils take a cautious approach and investigate their use of Glyphosate and other hazardous chemicals used for weed control. The Town of Fremantle uses steam on hard surfaces instead of Glyphosate and the City of Stirling uses steam in high use public areas such as around shopping centres and on other hard surface areas.

It would be prudent of Council to adopt a cautious approach under these compelling circumstances. The argument that we are unable to renegotiate contracts does not stand up as should the expected determination be that glyphosate is found to be a carcinogen then contracts made would be renegotiated.

OFFICER COMMENT

The Town of Bassendean applies pesticides including glyphosate in accordance with manufacturer's guidelines, Material Safety Data Sheets and the Town's Pesticide Operational Policy and Guidelines.

As a result of the concerns expressed, the Town consulted with the Western Australian Health Department, the Health Department's representative advised that the Town of Bassendean pesticide management processes complied with the Health (Pesticides) Regulations 2011 legislative requirements and best management practices.

The Australian Pesticide and Veterinary Medicine Authority (APVMA) is currently examining the International Agency for Research on Cancer (IARC) assessment report on glyphosate, in collaboration with the Office of Chemical Safety (OCS) in the Commonwealth Department of Health. The OCS provides human health advice to the APVMA as part of the approval process for new pesticides and veterinary medicines, and also as part of the formal review of existing chemicals. The full scientific process will take approximately six months to complete. Attachment 1 included in the March 2016 OCM agenda is a copy of the APVMA publication on Glyphosate and the use of the product.

APVMP have advised that "*Based on current risk assessment the label instructions on all glyphosate products – when followed- provides adequate protection for users*".

The Town is using Glyphosate in accordance to the safety data sheet, manufacturer's instructions and the Town's pesticide operational procedures. Once the APVMA make a scientific determination concerning Glyphosate, the Town will follow the directions recommended.

The Town of Bassendean currently uses non chemical and chemical (herbicide) techniques to manage weeds.

The non-chemical weed management techniques are undertaken within the Town's streetscapes, parks, gardens, natural areas. The non-chemical weed management techniques include physical control methods such mechanical weeding, whipper snipping, mowing, hand pulling, hand cutting and stripping.

In September 2015, the Town wrote to the Eastern Metropolitan Regional Council (EMRC) regarding the successful grant funding that had been received for the purchase a thermal steam machine and trailer. At this time, the EMRC was seeking additional grant funding to provide accredited training in the use of the steam weeder for the six Member Councils and to coordinate a trial.

Below is a photograph of the thermal steam machine and trailer



Recently, the EMRC has advised that they are preparing a draft Hire User Agreement and the draft Funding Agreement for the six Member Councils which will be presented to the EMRC Ordinary Council Meeting for consideration together with the proposed fees and charges. It is anticipated that as of the 24th March 2016 the steam machine will be available for hire by accredited users only, on a cost recovery basis.

The EMRC has advised that additional funding has been obtained for the training and that they have been waiting on a Funding Agreement to be finalised and the Fees and Charges to be approved and advertised. Therefore as no accredited training has been provided to date, no trials have commenced.

Recently ,the Town was advised that accredited training has been scheduled to occur in the week of 11-15 April 2016 and as a result the Town expressed an interest the training program and registered three staff members to attend.

Only trained/accredited person will be able to operate the machine due to the associated OHS hazards.

In September 2011, Council (OCM1 – 4/09/11) received a Weed Management report which explained that the Town of Bassendean uses non chemical and chemical (herbicide) techniques to manage weeds.

The non-chemical weed management techniques are undertaken within the Town’s streetscapes, parks, gardens, natural areas. The non-chemical weed management techniques include physical control methods such mechanical weeding, whipper snipping, mowing, hand pulling, hand cutting and stripping.

In 2011, Weedtechniques provided to the Town a cost for hydrothermal (steam) treatments and the current Town of Bassendean price for herbicide spraying is provided below as a comparison of the estimated costs:

COMPARISON			HYDROTHERMAL			HERBICIDE		
Location	Quantity	Unit	Frequency	Unit Cost \$ Ex GST	Estimated Cost \$	Frequency	Unit Cost \$ Ex GST	Estimated Cost \$
Road kerb lines, road islands, roundabouts	200	Per KM	3**	110	66,000	2	32	12,800
Footpaths	70	Per KM	3**	110	23,100	2	32	4,480

*** Whilst Weedtechniques suggested this frequency, it should be noted that the City of Fremantle treats their main arterial roads and CBD area 6 times per annum.*

It should be noted that the 2015/16 Budget has been based on two herbicide applications to treat weeds that emerge in road kerblines, road islands, roundabouts and footpaths. Any alteration to that program will require additional funding being provided.

The EMRC has previously advised that a number of other Member Councils have expressed an interest in participating in the trial using their current method along one road verge and using the steam weed machine on the opposite verge.

The EMRC will be working through the best method of hiring or booking out the machine, therefore the machine will not solely be available for one Member Council.

It is anticipated the ground trials will find instances where the steam treatment is effective and in other circumstances where it is not as effective, either from the on-ground results or from a financial perspective.

The EMRC will gather the steam weed trail data and provide access to all the results.

11.13 Notice of Motion – Cr Bridges: EMRC Resource Recovery Facility

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

“That the Town of Bassendean oppose advancement of the procurement process for the proposed EMRC Resource Recovery Facility until a community engagement strategy has been prepared, conducted and concluded.”

Background information – Cr Bridges

The OCM of the EMRC held on 18 February 2016 adopted, behind closed doors, a resolution to advance the process towards achieving a Resource Recovery Facility through a tender process (the procurement process).

Point 7 of the adopted resolution states - Council approve a community engagement strategy be prepared prior to the commencement of the procurement process to be implemented concurrent with that process.

This allows the request for tenders to be forwarded to selected companies prior to any community engagement. This immediately disempowers the community who may have concerns about the project and is disingenuous in terms of ethical consultation.

Given the community concern over the far smaller proposal for a waste to energy plant in Hazelmere and the Bassendean community's disappointment with relation to how the timing of the Bassendean Activity Centre consultation has been managed it would be prudent for our and other EMRC member councils to support the consultation process being conducted prior to the matter going out for tender.

As all member councils have been given a confidential briefing about the proposal, RRF Councillors would otherwise not in be a position to disclose the project and engage with the community we are elected to represent. This is therefore undemocratic and possibly an abuse of process.

The matter of where the facility may be located is likely to be of community concern and potentially disempower member councils if it is to be outside their areas of derestriction.

OFFICER COMMENT

This is an EMRC project.

12.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

13.0 CONFIDENTIAL BUSINESS

13.1 Registration of Interest for the Purchase and Development of Lot 246 Morley Drive, Eden Hill

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 Point Reserve - Road Closure (Ref: A3820 - Simon Stewert-Dawkins, Director Operational 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 legal advice.

13.3 Appointment of Members to Committees – 2015 to 2017 (Ref: GOVN/CCLMEET - Yvonne Zaffino, Council Support Officer)

This matter is to be considered with members of the public excluded from the Chamber under Clause 5.23 (2) (b) of the Local Government Act 1995, as the officer report discusses information of a personal nature.

14.0 **CLOSURE**

The next Ordinary Council meeting will be held on Tuesday
26 April 2016.