



## ORDINARY MEETING OF COUNCIL

Tuesday 24 September 2019

### Agenda



Notice is hereby given of the Ordinary Council Meeting to be held in the Council Chamber, 48 Old Perth Road, Bassendean, commencing at **7.30pm**.

Peta Mabbs  
**CHIEF EXECUTIVE OFFICER**

20 September 2019

## INTRODUCING OUR COUNCILLORS



**Mayor**  
**Renee McLennan**  
[crmclennan@bassendean.wa.gov.au](mailto:crmclennan@bassendean.wa.gov.au)



**Deputy Mayor**  
**Bob Brown**  
[crbrown@bassendean.wa.gov.au](mailto:crbrown@bassendean.wa.gov.au)



**Cr John Gangell**  
[crgangell@bassendean.wa.gov.au](mailto:crgangell@bassendean.wa.gov.au)



**Cr Melissa Mykytiuk**  
[crmykytiuk@bassendean.wa.gov.au](mailto:crmykytiuk@bassendean.wa.gov.au)



**Cr Jai Wilson**  
[crwilson@bassendean.wa.gov.au](mailto:crwilson@bassendean.wa.gov.au)



**Cr Sarah Quinton**  
[crquinton@bassendean.wa.gov.au](mailto:crquinton@bassendean.wa.gov.au)



**Cr Kathryn Hamilton**  
[crhamilton@bassendean.wa.gov.au](mailto:crhamilton@bassendean.wa.gov.au)

**1.0** **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

**Acknowledgement of Traditional Owners**

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

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

**2.0** **PRESENTATIONS**

**3.0** **ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

**4.0** **PUBLIC QUESTION TIME & ADDRESS BY MEMBERS OF THE PUBLIC**

*It should be noted that public questions and comments are recorded and live streamed via YouTube, and that there is no protection from legal action being taken against you, should it arise from your comments delivered at the meeting.*

**4.1** **Public Question Time**

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

**4.2** **Address by Members of the Public**

## **5.0 CONFIRMATION OF MINUTES**

### **5.1 Ordinary Council Meeting held on 27 August 2019** **Attachment No. 1:**

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

That the minutes of the Ordinary Council meeting held on 27 August 2019, be received.

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

That the minutes of the Ordinary Council meeting held on 27 August 2019, be confirmed as a true record.

### **5.2 Special Council Meeting held on 3 September 2019** **Attachment No. 2:**

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

That the minutes of the Special Council meeting held on 3 September 2019, be received.

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

That the minutes of the Special Council meeting held on 3 September, be confirmed as a true record.

### **5.3 Special Council Meeting held on 10 September 2019** **Attachment No. 3:**

#### **OFFICER RECOMMENDATION – ITEM 5.3(a)**

That the minutes of the Special Council meeting held on 10 September 2019, be received.

#### **OFFICER RECOMMENDATION – ITEM 5.3(b)**

That the minutes of the Special Council meeting held on 10 September, be confirmed as a true record.

**6.0 ANNOUNCEMENT BY THE PRESIDING PERSON WITHOUT DISCUSSION**

**7.0 PETITIONS**

**8.0 DECLARATIONS OF INTEREST**

**9.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

**10.0 REPORTS**

**10.1 Adoption of Recommendations En Bloc**

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

Standing Orders Local Law 2011, Clause 5.4 states:

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

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

**OFFICER RECOMMENDATION – ITEM 10.1**

That Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Agenda of 24 September 2019:

Item	Report
10.2	2019/2020 Festive Season Office (Administration) Closure
10.3	Determinations Made by the Principal Building Surveyor
10.4	Determinations Made by Development Services
10.5	Monthly Financial Report – July 2019 and August 2019
10.6	Accounts for Payment – July 2019 and August 2019
10.7	Implementation of Council Resolutions
10.8	Use of the Common Seal
10.9	Calendar for October

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

Item	Report
13.1	Sports Achievement Award

**10.2 2019/2020 Festive Season Office (Administration) Closure  
– (Ref: HR/LIAIS/2 - Peta Mabbs, CEO)**

APPLICATION

The purpose of this report is to seek Council's agreement to close the Administration from 12 noon on Friday, 20 December 2019 to Wednesday, 1 January 2020 (inclusive).

ATTACHMENTS

**Attachment No. 4:**

Policy 6.12 - Festive Season Office (Administration) Closure

BACKGROUND

Council Policy 6.12 provides that the Administration is closed during the Festive Season (Christmas to New Year.) Given the timing of Christmas Day this year (Wednesday, 25 December 2019), it is proposed the closure occurs for the week of the Festive Season as outlined below:

<b>Friday, 20 December 2019 – From 12 noon (TBC)</b>	<b>Proposed Elected Member and Staff End of Year Function</b>
Monday, 23 December 2019	Closed
Tuesday, 24 December 2019	Closed
Wednesday, 25 December 2019	Christmas Day
Thursday, 26 December 2019	Boxing Day
Friday, 27 December 2019	Closed
Monday, 30 December 2019	Closed
Tuesday, 31 December 2019	Closed
Wednesday, 1 January 2020	New Years Day
Thursday, 2 January 2020	Re-open

This is a total of five and a half ordinary working days and three public holidays.

Generally there is little or no customer interaction during this period. Emergency contacts will be available during the Festive Season period, as well as Ranger Services and a skeleton staff in some services. The Town's services will operate the following hours during the Festive Season:

- **Youth Services** - Last day Friday, 20 December 2019, reopening Tuesday, 4 February 2020;
- **Wind in the Willows** - Last day Friday, 20 December 2019 and reopening Monday, 6 January 2020;
- **Disability Services** - Last day Friday, 20 December 2019 and reopening on Thursday, 2 January 2020. Skeleton staff working in the community and a Coordinator on call to cover clients during the closure period; and
- **Library** - Last day Saturday, 21 December 2019 (9am-1pm), reopening on 2 January 2020.

#### COMMUNICATION & ENGAGEMENT

Communication will be provided to all employees advising of the Festive Season closure period.

In the lead up to the Festive Season, the Town will communicate the closure period and service opening times on social media, the community newspaper and flyers displayed throughout service areas.

#### COMMENT

Town of Bassendean staff are covered by either the Town of Bassendean Enterprise Agreement 2017-2020 or Town of Bassendean Asset Services Enterprise Agreement 2017-2020.

As per the agreement provisions, staff have an entitlement of two additional days off (conditions apply) to be taken as part of the Christmas closure period between Christmas and New Year.

Monday, 23 December 2019 and Tuesday, 24 December 2019 fall outside the scope of the policy and there is an opportunity for staff to utilise annual leave or other appropriate entitlements. This also reduces the leave liability to the Town and promotes a family friendly work environment for staff to enjoy the Festive Season.

### STATUTORY REQUIREMENTS

- Town of Bassendean Enterprise Agreement 2017-2020;
- Town of Bassendean Asset Services Enterprise Agreement 2017-2020; and
- Town of Bassendean Policy 6.12 - Festive Season Office (Administration) Closure.

### FINANCIAL CONSIDERATIONS

This will reduce the leave liability for the Town.

### OFFICER RECOMMENDATION – ITEM 10.2

That in addition to Policy 6.12 - Festive Season Office (Administration) Closure, Council:

1. Approves the closing of the Customer Services Centre, Administration Building, Library, Seniors and Disability Services Office and Council Depot at 12 noon on Friday, 20 December 2019;
2. Approves the closing of the Customer Services Centre, Administration Building, Library, Seniors and Disability Services Office and Council Depot on Monday, 23 December 2019 and Tuesday, 24 December 2019;
3. Requests that the CEO provides emergency contact details to the public for the Festive period in accordance with Policy 6.12; and
4. Requests the CEO to provide a skeleton staff during the Festive Season in accordance with Policy 6.12.

**Voting requirements: Simple Majority**

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

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

<b>Building Applications Determined in the Month of August 2019</b>		
<b>Application No</b>	<b>Property Address</b>	<b>Description</b>
201900087	59 FOURTH AVENUE, BASSENDEAN	UNAUTHORISED RETAINING WALLS
201900139	11 MARGARET STREET, ASHFIELD	SINGLE STOREY DWELLING
201900175	95 GUILDFORD ROAD, BASSENDEAN	INTERNAL FITOUT FOR ENSUITES
201900173	11 CLARKE WAY, BASSENDEAN	CARPORT
201900176	53 HAIG STREET, ASHFIELD	DEMOLITION
201900170	77 ANZAC TERRACE, BASSENDEAN	PATIO
201900155	14 SYLVIA WAY, EDEN HILL	PATIO
201900159	50 NORTH ROAD, BASSENDEAN	FULL DEMOLITION
201900157	119 HAMILTON STREET, BASSENDEAN	PATIO ENCLOSURE
201900153	46 ANZAC TERRACE, BASSENDEAN	3 X SINGLE STOREY DWELLING
201900154	43A ESTHER STREET, EDEN HILL	SINGLE STOREY RESIDENCE
201900158	36 JAMES STREET, BASSENDEAN	STEEL ALUMINIUM PATIO
201900163	320 COLLIER ROAD, BASSENDEAN	SHOWROOM ADDITION/STORAGE & MEZZANINE FLOOR
201900167	49 EILEEN STREET, BASSENDEAN	DEMOLITION OF DWELLING
201900165	27 IOLANTHE STREET, BASSENDEAN	PATIO
201900161	65 KATHLEEN STREET, BASSENDEAN	DEMOLITION DWELLING
201900168	1 DOROTHY STREET, ASHFIELD	FULL DEMOLITION
201900164	50 MARGARET STREET, ASHFIELD	ALTERATIONS & ADDITIONS
201900162	133 SECOND AVENUE, EDEN HILL	PROPOSED PATIO
201900166	300 MORLEY DRIVE, EDEN HILL	PATIO CONVERSION TO DWELLING ADDITION

**OFFICER RECOMMENDATION – ITEM 10.3**

That Council notes the decisions made under delegated authority by the Principal Building Surveyor.7

**Voting requirement: Simple majority**

**10.4 Determinations Made by Development Services (Ref: LUAP/PROCED/1 – Christian Buttle, A/Manager Development Services)**

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

<b>Planning and Subdivision Applications Determined to 30 August 2019</b>			
<b>Applic No.</b>	<b>Property Address</b>	<b>Description</b>	<b>Determination</b>
2019-040	15 NORTH ROAD BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2019-061	29 MARGARET STREET ASHFIELD 6054	ANCILLARY DWELLING	DELEGATE APPROVED
2019-070	6 PURSER LOOP BASSENDEAN 6054	CHANGE OF USE TO RECREATION - PRIVATE	DELEGATE APPROVED
2019-079	79A NORTH ROAD BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2019-092	24 MAIDOS STREET ASHFIELD 6054	SINGLE HOUSE	DELEGATE APPROVED
2019-093	46 MALEY STREET ASHFIELD 6054	HOME OCCUPATION (MASSAGE THERAPY)	DELEGATE APPROVED
2019-098	46A CYRIL STREET BASSENDEAN 6054	GROUPED DWELLING	DELEGATE APPROVED
2019-099	18 BRIGGS STREET BASSENDEAN 6054	OUTBUILDING	DELEGATE APPROVED
2019-113	6 DAYLESFORD ROAD BASSENDEAN 6054	DETACHED HABITABLE ROOM	DELEGATE APPROVED
2019-115	1 CARMAN WAY BASSENDEAN 6054	DEMOLITION (HOUSING AUTHORITY)	STATUTORY ADVICE - RECOMMEND APPROVAL
2019-116	21 BARTON PARADE BASSENDEAN 6054	ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
	<b>Subdivision Applications</b>		
79785	21 LORD STREET BASSENDEAN 6054	FORM 24 & FORM 26 - CERTIFICATE OF APPROVAL - STRATA PLAN FOR 8 MULTIPLE DWELLINGS	DELEGATE APPROVED
158362	10 CHAPMAN STREET BASSENDEAN 6054	THREE LOT SUBDIVISION	STATUTORY ADVICE - RECOMMEND APPROVAL
756-19	25 CUMBERLAND WAY BASSENDEAN 6054	TWO LOT SURVEY STRATA	STATUTORY ADVICE - RECOMMEND REFUSAL

**OFFICER RECOMMENDATION – ITEM 10.4**

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

**Voting requirement: Simple majority**

**10.5 Monthly Financial Report – July 2019 and August 2019 (Ref: FINM/AUD/1 – Paul White, Director Corporate Services)**

APPLICATION

The Local Government (Financial Management) Regulations 1996, Regulation 34, requires that a statement of financial activity be prepared each month and presented to Council.

ATTACHMENTS:

**Attachment No. 5:**

Draft Monthly Financial Report, containing the Statement of Financial Activity, for July 2019 and August 2019.

BACKGROUND

The statement of financial activity is to show a comparison of the budget estimates with the actual revenue and expenditure figures for the year to date and can be presented by nature and type classification, program or Business Unit. The statement of financial activity hereby presented to Council is by nature and type classification and by program.

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

Each year Council is required to adopt a percentage or value to be used statements of financial activity for reporting material variances. Council adopted 10 % or \$5,000, whichever is greater, as part of its 2019-20 Annual Budget.

STRATEGIC IMPLICATIONS

Strategic Priority 5: Good Governance

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people 5.1.2 Ensure financial sustainability 5.1.3 Strengthen governance, risk management and compliance	Community / Stakeholder Satisfaction Survey (Governance)  Compliance Audit  Risk Management Profile  Financial Ratio Benchmarked.  Asset Ratio Benchmarked

## COMMENT

The draft statements of financial activity attached represent the adopted 2019/20 Annual Budget estimates and actual income and expenditure amounts for the months ending 31 July 2019 and 31 August 2019.

The July 2019 Statement of Financial Activity (nature and type classification) indicates that:

- Income for the year to date is 62.89% behind budget. That is due to the timing of budgeted rates income and income from fees and charges;
- Expenditure for the year to date is 2.59% under budget.
- Employee costs are over budget, due to redundancy payments carrying over into July 2019; and
- Expenditure on Infrastructure Capital projects is well under budget estimates, due to the late adoption of the budget.

The August 2019 Statement of Financial Activity (nature and type classification) indicates that:

- Income for the year to date is significantly ahead of budget, primarily due to the levying of rates;
- Expenditure for the year to date is 12.48% under budget; and
- Depreciation will be calculated following completion of the 2019 annual audit.

The draft statements of financial activity 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.

## Budget Amendments

There are no budget amendments identified in the statements of financial activity for July 2019 and August 2019.

## STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996.

## FINANCIAL CONSIDERATIONS

The monthly financial report provides an overview of income and expenditure for the appropriate period. There are no direct financial implications arising from this report.

The statements of financial activity are in draft form. End of year transactions have not been finalised and are subject to audit.

**OFFICER RECOMMENDATION – ITEM 10.5**

That Council receive the monthly financial reports for July 2019 and August 2019.

**Voting requirements: Simple majority**

**10.6 Accounts Paid – July 2019 and August 2019 (Ref: FINM/CREDTS/4 – Paul White, Director Corporate Services)**

**APPLICATION**

The Local Government (Financial Management) Regulations 1996, Regulation 13, requires a list of accounts paid by the CEO each month to be presented to Council at the next ordinary meeting of council after the list is prepared.

**ATTACHMENTS**

**Attachment No. 6:**

List of payments made under delegated authority for July 2019 and August 2019.

**BACKGROUND**

The monthly payments made for July 2019 and August 2019 are presented to Council, with details of payments made by the Town in relation to goods and services received.

**STRATEGIC IMPLICATIONS**

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people	Community / Stakeholder Satisfaction Survey (Governance)
	5.1.2 Ensure financial sustainability	
	5.1.3 Strengthen governance, risk management and compliance	Compliance Audit
	5.1.4 Improve efficiency and effectiveness of planning and services	Risk Management Profile
	5.1.5 Ensure optimal management of assets	Financial Ratio Benchmarked.  Asset Ratio Benchmarked

**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 10.6**

That Council receive the list of payments for July 2019 and August 2019.

**Voting Requirements: Simple majority**

**10.7 Implementation of Council Resolutions (Ref: GOVN/CCLMEET/1 – Yvonne Zaffino, Council Support Officer)**

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 CEO’s Bulletin on the last Friday of the month.

**STRATEGIC IMPLICATIONS**

Strengthen Council governance and compliance.

**COMMENT**

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

ROC19/67781	BRIAN REED	OCM-10/7/19 - TOWN OF BASSENDEAN DUST AND BUILDING WASTE LOCAL LAW 2018 MOVED CR BROWN SECONDED CR GANGELL THAT THE COUNCIL OF THE TOWN OF BASSENDEAN RESOLVES TO UNDERTAKE TO THE JOINT STANDING COMMITTEE ON DELEGATED LEGISLATION THAT THE TOWN WILL: 1.WHEN THE LOCAL LAW IS NEXT REVIEWED OR AMENDED AMEND THE LOCAL LAW TO: DELETE CLAUSE 4.3. DELETE ITEM 14 IN SCHEDULE 1. AMEND CLAUSE 3.4(2)(C) BY DELETING THE WORDS ‘THE LOCAL GOVERNMENT MAY’. AMEND CLAUSE 4.1(3)(C)(I) BY: III.INSERTING THE WORDS ‘OR TO THE PERSON WHO HAS NOT COMPLIED’ AFTER THE WORD ‘OWNER’. IV.DELETING ‘; OR’ DELETE CLAUSE 4.1(3)(C)(II). MAKE ALL NECESSARY CONSEQUENTIAL AMENDMENTS. 2.UNTIL THE LOCAL LAW IS AMENDED IN ACCORDANCE WITH UNDERTAKING 1: NOT ENFORCE THE LOCAL LAW IN A MANNER CONTRARY TO UNDERTAKING 1. WHERE THE LOCAL LAW IS MADE PUBLICLY AVAILABLE WHETHER IN HARD COPY OR ELECTRONIC FORM (INCLUDING ON THE TOWN’S WEBSITE) ENSURE THAT IT IS ACCOMPANIED BY A COPY OF THESE UNDERTAKINGS.	THE JOINT STANDING COMMITTEE HAS ACCEPTED COUNCIL’S UNDERTAKING AND HAS ALLOWED THE LOCAL LAW TO PROCEED. RECOMMEND DELETION.
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ROC19/66002	BRIAN REED	OCM-11/02/19 - REQUEST TO THE MINISTER OF LANDS TO DEDICATE THE LANEWAY BETWEEN GUILDFORD ROAD AND KENNY/KATHLEEN STREETS AS A PUBLIC ROAD MOVED CR BROWN SECONDED CR MYKYTIUK THAT: 1.COUNCIL INITIATES THE PROCESSES UNDER SECTION 52 OF THE LAND ADMINISTRATION ACT TO ACQUIRE P054415 LOT 100 ON PLAN 054415 AS CROWN LAND.; AND 2.A FURTHER REPORT BE PRESENTED TO COUNCIL TO CONSIDER CARRYING OUT A REVIEW OF THE TOWN'S RIGHTS OF WAYS.	COUNCIL RESOLVED TO TAKE NO FURTHER ACTION UNDER SECTION 52 OF THE LAND ADMINISTRATION ACT TO ACQUIRE P054415 LOT 100 ON PLAN 054415 AS CROWN LAND AT ITS MEETING HELD IN AUGUST 2019. THERE IS A SUBSEQUENT RESOLUTION (ROC19/68333) THAT SUPPORTS THE FUTURE OF THE 21 ROW'S BEING CONSIDERED THROUGH NEW SCHEME AND STRATEGY. RECOMMEND DELETION.
ROC19/68328	MONA SOLIMAN	OCM-6/8/19 - SMALL BUSINESS FRIENDLY LOCAL GOVERNMENT MOVED CR WILSON SECONDED CR MYKYTIUK THAT COUNCIL COMMITS TO THE CHARTER AND BE RECOGNISED AS A SMALL BUSINESS FRIENDLY LOCAL GOVERNMENT.	SMALL BUSINESS CHARTER DOCUMENT SIGNED BY CEO AND MAYOR. RECOMMEND DELETION
ROC19/68348	PAUL WHITE	SCM2-6/9/19 - IMPLEMENTATION OF DIFFERENTIAL RATES FOR THE 2019/20 FINANCIAL YEAR MOVED CR WILSON SECONDED CR QUINTON THAT COUNCIL: 1.NOTES THE FOLLOWING ACTIONS TAKEN BY THE ADMINISTRATION: (A)FOR RATES NOTICES THAT WERE RETRIEVED PRIOR TO ISSUE INTERIM RATES WERE LEVIED AND THE RESULTING COMBINED RATES NOTICE WAS ISSUED WITH COVERING LETTER A; (B)FOR RATES NOTICES THAT WERE NOT RETRIEVED PRIOR TO ISSUE INTERIM RATES WERE LEVIED AND A SEPARATE INTERIM RATES NOTICE WAS ISSUED WITH COVERING LETTER B; TO APPLY THE STANDARD RATE OF 7.302 CENTS IN THE DOLLAR AND MINIMUM PAYMENT OF \$1106; AND 2.REQUESTS THAT A DIFFERENTIAL RATING REPORT BE PROVIDED FOR CONSIDERATION BY COUNCIL IN ADVANCE OF THE 2020/21 BUDGET WORKSHOPS.	A DIFFERENTIAL RATING REPORT WILL BE CARRIED OUT AS PART OF THE 2020/21 BUDGET WORKSHOPS. RECOMMEND DELETION
ROC19/68350	PAUL WHITE	OCM 4/8/19 - 7/8/19 - ADOPTION OF THE 2019/20 BUDGET 4.2ADOPTION OF THE 2019/20 BUDGET SCM-4/08/19 MOVED CR WILSON SECONDED CR HAMILTON THAT: INDIVIDUAL LINE ITEM FINANCIAL INFORMATION FOR PROJECTS LISTED BE WITHHELD FROM PUBLIC BUDGET DOCUMENTS. SCM-5/08/19MOVED CR HAMILTON SECONDED CR WILSON THAT: •THE WASTE REMOVAL CHARGE BE REDUCED FROM \$390 TO \$380	RESOLUTIONS HAVE BEEN ACTIONED. RECOMMEND DELETION

		<p>SCM-6/08/19MOVED CR WILSON SECONDED CR HAMILTON THAT: •ANY SURPLUS FUNDS THAT HAVE BEEN ALLOCATED FOR EMERGENCY REPAIRS BE PLACED IN RESERVE AT THE END OF THE FINANCIAL YEAR AND THAT A SPECIFIC RESERVE BE CREATED FOR THIS PURPOSE</p> <p>SCM- 7/08/19 MOVED CR MCLENNAN SECONDED CR WILSON THAT COUNCIL ADOPTS: 1.THE MUNICIPAL FUND BUDGET FOR 2019-2020 PURSUANT TO THE PROVISIONS OF SECTION 6.2 OF THE LOCAL GOVERNMENT ACT 1995 (AS AMENDED) AND PART 3 OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 ADOPTS THE 2019/2020 ANNUAL BUDGET FOR THE TOWN OF BASSEDEAN WHICH INCLUDES THE FOLLOWING: A)STATEMENT OF COMPREHENSIVE INCOME BY NATURE AND TYPE AND BY PROGRAM SHOWING A NET RESULT FOR THE YEAR OF (\$1100263); B)RATE SETTING STATEMENT SHOWING AN AMOUNT REQUIRED TO BE RAISED FROM RATES OF \$13386000; C)NOTES TO AND FORMING PART OF THE BUDGET; D)OPERATIONAL AND CAPITAL PROJECTS; E)TRANSFERS TO/FROM RESERVE ACCOUNTS; F)SCHEDULE OF FEES &amp; CHARGES; AND G)COUNCILLOR FEES AND ALLOWANCES. 2.DIFFERENTIAL RATES MINIMUM PAYMENTS AND INSTALMENT PAYMENT ARRANGEMENTS: A)AMENDS THE STATEMENT OF OBJECTS AND REASONS FOR DIFFERENTIAL RATING TO: “THE HIGHER DIFFERENTIAL CATEGORY FOR VACANT LAND REFLECTS THE TOWN’S OBLIGATIONS TO MAXIMISE THE PER CAPITA USE OF INFRASTRUCTURE BY ENCOURAGING DEVELOPMENT OF VACANT PROPERTIES THAT WILL IN TURN STIMULATE GROWTH VIBRANCY AND DEVELOPMENT IN THE COMMUNITY.” B)IMPOSES THE FOLLOWING DIFFERENTIAL RATES REPRESENTING AN INCREASE OF 1% FOR THE 2019/20 FINANCIAL YEAR FOR THE PURPOSE OF YIELDING THE DEFICIENCY DISCLOSED BY THE 2019/20 ANNUAL BUDGET PURSUANT TO SECTIONS 6.32 6.33 6.34 AND 6.35 OF THE LOCAL GOVERNMENT ACT 1995: I)GRV – VACANT RESIDENTIAL LAND 0.08 CENTS IN THE DOLLAR OF GROSS RENTAL VALUE APPLICABLE TO PROPERTIES THAT ARE VACANT RESIDENTIAL LAND AND SUBJECT TO A MINIMUM RATE OF \$1200 PER</p>	
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		ASSESSMENT. II)GRV – VACANT NON-RESIDENTIAL LAND 0.145 CENTS IN THE DOLLAR OF GROSS RENTAL VALUE APPLICABLE TO PROPERTIES THAT ARE VACANT NON-RESIDENTIAL LAND AND SUBJECT TO A MINIMUM RATE OF \$1800 PER ASSESSMENT. (III)GRV – ALL OTHER RATEABLE PROPERTY 0.7302 CENTS IN THE DOLLAR.	
ROC19/68335	PETA MABBS	OCM-13/8/19 - ELECTORAL CARETAKER PERIOD POLICY AND REVIEW OF COUNCIL COMMITTEES STRUCTURE MOVED CR MCLENNAN SECONDED CR WILSON THAT COUNCIL: 1.REPEAL COUNCIL POLICY 6.25 ELECTION CARETAKER PERIODS AND APPROVE COUNCIL POLICY 6.25 ELECTORAL CARETAKER PERIOD POLICY AS ATTACHED TO THE ORDINARY COUNCIL AGENDA OF 27 AUGUST 2019; 2.DISBAND ITS COMMITTEES (WITH THE EXCEPTION OF THOSE OUTLINED IN 5 AND THE TOWN ASSETS COMMITTEE) FOR THE 2017-2019 TERM; 3.NOTES THAT ADVICE WILL BE PROVIDED TO CURRENT COMMITTEE MEMBERS ON THE CHANGES AND TO ACKNOWLEDGE THEIR CONTRIBUTIONS; 4.NOTES THAT CURRENT COMMUNITY MEMBERS ON THE AUDIT AND GOVERNANCE COMMITTEE AND LOCAL EMERGENCY MANAGEMENT COMMITTEE WILL REMAIN IN PLACE UNTIL THE END OF 2019; AND 5.NOTES THAT A NEW ENGAGEMENT STRUCTURE INCLUDING THE REQUIREMENT FOR COMMITTEES WILL BE CONSIDERED AT A FUTURE COUNCILLOR WORKSHOP POST APPOINTMENT OF THE NEW COUNCIL.	NEW CARETAKER POLICY APPROVED. SUITABLE VENUES WILL BE CONSIDERED TO HOLD BRIEFINGS SESSIONS. ALL CURRENT MEMBERS OF DISBANDED COMMITTEES HAVE BEEN NOTIFIED AND ACKNOWLEDGED. RECOMMEND DELETION.
ROC19/68361	PETA MABBS	OCM-17/8/19 - CREATING A GREEN TRAIL MOVED CR WILSON SECONDED CR MYKYTIUK THAT COUNCIL NOTES THE UPDATE AND SUPPORTS THE FAMILY FUN DAY FOR RAISING AWARENESS AND ENGAGING THE COMMUNITY ON THE 'GREEN TRAIL'.	EVENT ARRANGEMENT UNDERWAY. RECOMMEND DELETION.

ROC19/68353	RENAE MAHER	OCM - 2/8/19 CORPORATE BUSINESS PLAN – 2019 MINOR REVIEW AND WORKFORCE PLAN REVIEW 2019 MOVED CR WILSON SECONDED CR QUINTON THAT COUNCIL ENDORSES THE DRAFT: 1.CORPORATE BUSINESS PLAN MINOR REVIEW 2019; AND 2.WORKFORCE PLAN REVIEW 2019.	CORPORATE BUSINESS PLAN UPLOADED TO TOB WEBPAGE. WORKFORCE PLAN NOW EFFECTIVE. RECOMMEND DELETION.
ROC19/68359	RENAE MAHER	OCM-14/9/19 - EMPLOYEE REWARD AND RECOGNITION POLICY MOVED CR GANGELL SECONDED CR WILSON THAT COUNCIL: 1.REPEALS COUNCIL POLICY 6.19 – PRESENTATIONS TO STAFF; AND 2.NOTES THE NEW EMPLOYEE REWARD AND RECOGNITION POLICY FOR APPROVAL BY THE CHIEF EXECUTIVE OFFICER.	POLICY MANUAL UPDATED AND NEW POLICY WILL FORM PART OF HR POLICY AND PROCEDURES. RECOMMEND DELETION.
ROC18/64237	SALVATORE SICILIANO	OCM-27/10/18 - CR GANGELL: STREET ART AND FURNITURE MOVED CR GANGELL SECONDED CR HAMILTON THAT THE TOWN SEEKS QUOTATIONS FROM SUITABLY QUALIFIED ORGANISATIONS/ BUSINESSES THAT ARE LOCATED WITHIN THE TOWN FOR THE COMMISSIONING OF STREET ART AND FURNITURE TO BE INSTALLED AROUND THE TOWN CENTRE AND COUNCIL RECEIVES A REPORT BACK WITH COSTINGS FOR CONSIDERATION IN FUTURE BUDGETS.	WHIMSICAL STREET ART CONTINUES TO BE IMPLEMENTED WITHIN THE TOWN OF BASSENDEAN. PROGRAM IS AVAILABLE ON THE TOWN'S WEBSITE. RECOMMEND DELETION.
ROC18/64239	SALVATORE SICILIANO	OCM-29/10/18 - CR MCLENNAN: COMMUNITY STREET ART COMPETITION MOVED CR MCLENNAN SECONDED CR MYKYTIUK THAT COUNCIL REQUESTS THAT THE TOWN'S EVENT STAFF EXPLORE THE POSSIBILITY OF A COMMUNITY STREET ART COMPETITION AND REPORT BACK TO COUNCIL REGARDING THE FEASIBILITY AND LOGISTICS OF SUCH AN EVENT.	ANY FORM OF STREET ART WILL NEED TO BE CONSIDERED IN LINE WITH THE TOWN'S NEWLY ADOPTED ARTS AND CULTURAL PLAN 2019-2023 AS WELL AS THE NEW SPONSORSHIP AND GRANTS POLICY. RECOMMEND DELETION.

ROC18/59830	PHILLIP ADAMS	<p>OCM-6/2/18 - STREET LIGHTING AUDIT – WITHIN 200M RADIUS OF SUCCESS HILL TRAIN STATION MOVED CR QUINTON SECONDED CR MCLENNAN/CR WILSON THAT COUNCIL: 1.REVOKES COUNCIL RESOLUTION OCM-24/11/16 WHICH READS: “THAT THE TOWN OF BASSENDEAN ALLOCATES FUNDS IN THE BUDGET REVIEW TO UPGRADE THE FOOTPATH LIGHTING WITHIN A 200 METRE RADIUS OF SUCCESS HILL RAILWAY STATION TO THE MINIMUM MAIN ROADS WA LIGHTING DESIGN GUIDELINES OF NO LESS THAN 5 LUX AND THAT THIS BE IN WARM WHITE LIGHT NOT INTERFERE WITH THE STRUCTURAL INTEGRITY OF THE SIGNIFICANT MORTON BAY FIG TREE IN THOMPSON RD AND INCLUDE PEDESTRIAN LIGHTING THROUGH KELLY PARK”.</p> <p>2.NOTES THE CONSULTING ENGINEER'S STREET/ROAD LIGHTING REPORT AND THE PRELIMINARY INFORMATION RECEIVED FROM WESTERN POWER IN REGARDS TO THE PROPOSED NEW LIGHT-EMITTING DIODE (LED) REPLACEMENT PROGRAM;</p> <p>3.WAITS UNTIL WESTERN POWER COMPLETES ITS PROPOSED NEW LIGHT-EMITTING DIODE (LED) REPLACEMENT PROGRAM EXPECTED IN JULY 2018 AND PRESENTS ITS FINDINGS TO THE TOWN ASSETS COMMITTEE FOR FURTHER INVESTIGATION; AND 4.REQUESTS OFFICERS OBTAIN A QUOTE FROM WESTERN POWER FOR THE INSTALLATION OF AN ADDITIONAL STREET LIGHT POLE ON THOMPSON ROAD IN ACCORDANCE WITH THE CONSULTANT'S REPORT.</p>	<p>THIS RESOLUTION IS SUPERSEDED BY ROC19/67789 POINT 4, WHICH HAS BEEN ACTION. RECOMMEND DELETION</p>
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ROC18/59830	PHILLIP ADAMS	<p>OCM-6/2/18 - STREET LIGHTING AUDIT – WITHIN 200M RADIUS OF SUCCESS HILL TRAIN STATION MOVED CR QUINTON SECONDED CR MCLENNAN/CR WILSON THAT COUNCIL: 1.REVOKES COUNCIL RESOLUTION OCM-24/11/16 WHICH READS: “THAT THE TOWN OF BASSENDEAN ALLOCATES FUNDS IN THE BUDGET REVIEW TO UPGRADE THE FOOTPATH LIGHTING WITHIN A 200 METRE RADIUS OF SUCCESS HILL RAILWAY STATION TO THE MINIMUM MAIN ROADS WA LIGHTING DESIGN GUIDELINES OF NO LESS THAN 5 LUX AND THAT THIS BE IN WARM WHITE LIGHT NOT INTERFERE WITH THE STRUCTURAL INTEGRITY OF THE SIGNIFICANT MORTON BAY FIG TREE IN THOMPSON RD AND INCLUDE PEDESTRIAN LIGHTING THROUGH KELLY PARK”.</p> <p>2.NOTES THE CONSULTING ENGINEER'S STREET/ROAD LIGHTING REPORT AND THE PRELIMINARY INFORMATION RECEIVED FROM WESTERN POWER IN REGARDS TO THE PROPOSED NEW LIGHT-EMITTING DIODE (LED) REPLACEMENT PROGRAM;</p> <p>3.WAITS UNTIL WESTERN POWER COMPLETES ITS PROPOSED NEW LIGHT-EMITTING DIODE (LED) REPLACEMENT PROGRAM EXPECTED IN JULY 2018 AND PRESENTS ITS FINDINGS TO THE TOWN ASSETS COMMITTEE FOR FURTHER INVESTIGATION; AND 4.REQUESTS OFFICERS OBTAIN A QUOTE FROM WESTERN POWER FOR THE INSTALLATION OF AN ADDITIONAL STREET LIGHT POLE ON THOMPSON ROAD IN ACCORDANCE WITH THE CONSULTANT'S REPORT.</p>	<p>THIS RESOLUTUION IS SUPERSEDED BY REFER ROC19/67789 POINT 4, WHICH HAS BEEN ACTION. RECOMMEND DELETION</p>
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ROC19/67364	PHILLIP ADAMS	<p>OCM-11/6/19 - BUS SHELTER INSTALLATION – PENZANCE STREET JAMES STREET AND DEVON ROAD MOVED CR MCLENNAN SECONDED CR MYKYTIUK THAT COUNCIL:</p> <p>1.APPROVES THE INSTALLATION OF THE SHELTER AT BUS STOP 15550 JAMES STREET; 2.INSTRUCTS OFFICERS TO COMMENCE ENGAGEMENT WITH THE LOCAL COMMUNITY ON THE INSTALLATION OF A SHELTER AT BUS STOP 15805 PENZANCE STREET; 3.FUNDS A SHELTER AT BUS STOP 15550 ON JAMES STREET THROUGH PTA FUNDS (50%) WITH THE REMAINDER TO BE PAID FROM THE INSURANCE FUNDS CLAIMED FOLLOWING DAMAGE TO THE SHELTER AT BUS STOP 15551 DEVON ROAD; 4.REQUESTS A FUTURE REPORT ON THE RESULTS OF THE SURVEY CARRIED OUT REGARDING SHELTER AT BUS STOP 15805 PENZANCE STREET; 5.NOTES THAT AT BOTH LOCATIONS PATRONAGE CRITERIA IS NOT MET OR IN ACCORDANCE WITH THE TOWN’S PROVISION OF BUS SHELTERS PROCEDURE; AND 6.NOTES AN ADDITIONAL MAINTENANCE FUND OF \$400 WILL BE REQUIRED EACH YEAR FOR EACH APPROVED BUS SHELTER.</p>	<p>ALL ITEMS HAVE BEEN COMPLETED. ADDITIONAL REPORT WAS PRESENTED TO COUNCIL IN AUGUST 2019. RECOMEND DELETION</p>
ROC19/68327	PHILLIP ADAMS	<p>PUBLIC QUESTION TIME - ORDINARY COUNCIL MEETING 27/8/19 MS NONIE JEKABSONS 6 BARTON PARADE BASSENDEAN HAS THE JETTY AT POINT RESERVE BEEN INSPECTED SINCE THE REPORT FOR TERMITE DAMAGE. THE MAYOR ADVISED THAT STAFF WILL LOOK INTO THIS.</p>	<p>JETTY HAS BEEN INSPECTED AND WILL BE ADDRESSED THIS FINANCIAL YEAR. A RESPONSE WILL BE PROVIDED TO MS JEBAKSONS. RECOMMEND DELETION</p>

**OFFICER RECOMMENDATION – ITEM 10.7**

That the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 24 September 2019 be deleted from the Implementation of Council Resolutions list.

**Voting Requirements: Simple majority**

**10.8 Use of the Common Seal (Ref: INFM/INTPROP/1 – Cath Iles, A/Executive & Research Officer)**

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

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

**OFFICER RECOMMENDATION – ITEM 10.8**

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

**Voting Requirements: Simple majority**

**10.9 Calendar for October 2019 (Ref: Cathy Iles – A/Executive & Research Officer)**

Tue 1 Oct	6.00pm	Concept Workshop – Council Chamber
Wed 2 Oct	6:00pm	Citizenship Ceremony – Bassendean Community Hall
Sat 5 Oct	6:30pm	‘Last Supper’ – Councillors farewell
Tue 8 Oct	7:00pm	Briefings Session – Council Chambers
Wed 9 Oct	10.00am	Town Assets Committee (Crs McLennan, Wilson and Hamilton)
Wed 9 Oct	1.00pm	Hyde Retirement Village AGM – 2 Colstoun Road, Ashfield (Cr McLennan)
Tue 15 Oct	7.00pm	Ordinary Council Meeting – Council Chamber
Tue 22 Oct	7.00pm	Special Council (swearing in new Councillors)

**OFFICER RECOMMENDATION - ITEM 10.9**

That the Calendar for October 2019 be adopted.

**Voting Requirements: Simple majority**

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

**12.0** **ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING**

**13.0** **CONFIDENTIAL BUSINESS**

*It should be noted that that the audio and live streaming will be turned off whilst confidential items are being discussed.*

**13.1** **Sports Achievement Award**

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

**14.0** **CLOSURE**

The next Briefings Session will be held on Tuesday 8 October 2019 commencing at 7.00pm.

The next Ordinary Council meeting will be held on Tuesday 15 October 2019 commencing at 7.00pm.