

# **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, 28 March 2017 in the Council Chamber, 48 Old Perth Road, Bassendean, commencing at 7.00pm.

BOB JARVIS  
**CHIEF EXECUTIVE OFFICER**

23 March 2017

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## **A G E N D A**

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

**Cr Gangell will be the facilitator for the Briefing Session.**

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

#### **Acknowledgement of Traditional Owners**

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

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

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

### **2.1 Public Question Time**

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

### **2.2 Address by Members of the Public**

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

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

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

## **4.0 DEPUTATIONS**

## **5.0 CONFIRMATION OF MINUTES**

### **5.1 Ordinary Council Meeting held on 28 February 2017 (Attachment No. 1)**

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

That the minutes of the Ordinary Council meeting held on 28 February 2017, be received.

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

That the minutes of the Ordinary Council meeting held 28 February 2017, be confirmed as a true record.

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

## **7.0                      PETITIONS**

## **8.0                      DECLARATIONS OF INTEREST**

## **9.0                      BUSINESS DEFERRED FROM PREVIOUS MEETING**

## **10.0                    REPORTS**

### **10.1      Adoption of Recommendations En Bloc**

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

Standing Orders Local Law 2011, Clause 5.4 states:

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

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

OFFICER RECOMMENDATION – ITEM 10.1

That Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Agenda of 28 March 2017:

Item	Report
10.2	Proposed Carport at Lot 101; No. 125 Walter Road East, Bassendean
10.3	Proposed Tree Preservation Order for Moreton Bay Fig Tree at 8 Thompson Road, Bassendean
10.4	Vandalism of Street Verge Tree in First Avenue adjacent to the 89 Anzac Terrace, Bassendean
10.8	Reconciliation Action Plan
10.9	Special Meeting of Electors held on 13 March 2017 - Council's Consideration of Resolutions Passed at the Meeting
10.10	Bassendean River Parks Management Committee Minutes of 8 February 2017
10.11	Access and Inclusion Committee Meeting held on 1 March 2017
10.12	Bassendean Local Studies Collection Management Committee Meeting held on 2 March 2017
10.14	Determinations Made by the Principal Building Surveyor
10.15	Determinations Made by Development Services
10.16	Use of the Common Seal
10.17	Calendar for April 2017
10.18	Implementation of Council Resolutions
10.19	Accounts for Payment – February 2017

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

Item	Report
10.5	RFT CO 064W 2016-17 Recycling and Waste Services for the Town of Bassendean
10.6	RFT CO 065 2016-17 Construction of Civil Infrastructure for the Town of Bassendean
10.7	Bassendean Bowling Club – Holding over of Lease
10.13	Audit & Risk Management Committee Meeting held on 8 March 2017
10.20	Financial Statements – February 2017
11.1	Notice of Motion – Cr Pule: Seniors Housing and Well-Being Strategy
11.2	Notice of Motion – Cr Pule: Impact of Discontinuation of Vehicle License Concessions for Town of Bassendean
11.3	Notice of Motion – Cr Brown: Use of the Herbicide Glyphosate
11.4	Notice of Motion - Cr McLennan : Development of Surveys & Associated Community Consultation Documentation
11.5	Notice of Motion – Cr McLennan: Temporary Infant Health Clinic Facility
11.6	Notice of Motion – Cr McLennan: Children & Families' Services Facility
11.7	Notice of Motion – Cr McLennan: Bassendean Briefings
11.8	Notice of Motion - Cr Bridges: Bassendean Municipal Heritage Inventory
11.9	Notice of Motion - Cr Bridges: Relocation of the Bassendean Preservation Group
11.10	Notice of Motion - Cr Bridges: 1 Surrey Street Project
13.1	Proposed Land Swap of 27L Hyland Street and Part Lot 271; 116 Hamilton Street, Bassendean

**10.2 Proposed Carport at Lot 101; No. 125 Walter Road East, Bassendean, Property Owner: D O'Rourke (Ref: A5128 – Dylan Stokes, Planning Officer)**

APPLICATION

The purpose of this report is for Council to consider a proposal for a carport to an existing dwelling at Lot 101, 125 Walter Road East, Bassendean.

ATTACHMENTS

**Attachment No. 2:**

Site plan, floor plan and elevation plans of the proposed development.

BACKGROUND

An application to subdivide 125 Walter Road East into two lots was referred to the Town on behalf of the Western Australian Planning Commission on 19 April 2016. The subdivision sought to retain the existing dwelling on the site and proposed a battleaxe style configuration for a proposed lot to the rear. The Town recommended approval to the Western Australian Planning Commission, but subject to conditions imposed as part of the subdivision approval. One of these conditions required that the existing dwelling is to comply with the requirements of the *Residential Design Codes (R-Codes)*.

The R-Codes requires that a minimum of two parking bays be provided on site. As part of the approved subdivision, the existing parking bays were removed for the purpose of access and the applicant has proposed a new parking location in front of the existing dwelling at 125 Walter Road East. Furthermore, *Local Planning Policy No.9: Incorporation of Existing Dwellings into Group Housing Developments* requires that a minimum of one covered bay be provided to the existing dwelling. The applicant subsequently submitted an application for a double carport in lieu of a single carport on 10 March 2017.

STRATEGIC IMPLICATIONS

Objective:

Foster enhanced public space and street appearance

Strategies:

-Plan for improved streetscapes that include better footpaths, street furniture and inviting verges with well developed and maintained street trees.

- Encourage the retention of trees on development sites.
- Plan to ensure access to open space and play equipment is maintained and improved.

### COMMENT

The carport proposes variations to both the R-Codes and the Town's Local Planning Policies 9 and 12. Whilst Council officers are agreeable to the primary street setback variation to allow both bays to be covered, Council Officers disagree with the design of the carport when assessed against the Council's policies and therefore do not support the application.

It should be noted that the applicant had the ability to build to the rear of the dwelling thereby removing the need to comply with Council's policy regarding development in the front street setback area. However, it is acknowledged that this would have impacted the outdoor living area to the rear of the dwelling.

### COMMUNICATION AND ENGAGEMENT

As a variation to the front street setback has been proposed, it is a requirement under the R-Codes that the application be advertised to the adjoining landowners for comment. To fast-track the application, the applicant sought comment from the adjoining landowners who provided comment by letter or by signing the plans indicating that they did not object to the proposal.

### STATUTORY REQUIREMENTS

#### Residential Design Code Assessment:

Clause 5.1.2 of Deemed-to-Comply requirements of the R-Codes states the following:

*"C2.1 Buildings set back from the primary street boundary:*

- i. in accordance with Table 1;*
- iii. reduce by up to 50 per cent provided that the area of any buildings, including a carport or garage, intruding into the setback area is compensated for by at least an equal area of open space between the setback line and line drawn parallel to it at twice the setback distance".*

125 Walter Road East is coded R20 and therefore Table 1 specifies a 6m setback requirement, which could be reduced to a minimum of 3m under C2.1 (iii.). The application proposes

a minimum setback of 1.5m, which falls outside of the Deemed-to-Comply requirements. Where the Deemed-to-Comply requirements have not been achieved, the application can be considered against the corresponding Design Principles.

The relevant Design Principles are listed below:

*“P2.1 Building set back from street boundaries an appropriate distance to ensure they:*

- *Contribute to and are consistent with an established streetscape*

*P2.2 Buildings mass and form that*

- *Positively contributes to the prevailing development context and streetscape”.*

There are previous examples of carports at 99 Walter Road East and 119 Walter Road East that provide a precedent for permitting a reduced setback and the proposed carport is similar in size and setback distance. The size and scale of the structure is considered to be minor and despite sitting in front of the existing dwelling, the dwelling will still be visible and apparent from the streetscape with a major opening directly facing the street.

*Local Planning Policy Assessment:*

Local Planning Policy No. 12 states the following:

*“The material, design and finishes of any proposed structure within the front setback area shall match in all respects those of the dwelling on the lot.*

*As a minimum standard the following design standards shall apply:*

*Roof*

*The roof of the structure to have a similar pitch and be finished in sheet metal or tile to match the colour of the roof of the existing residence.*

*Support columns*

*Support columns should be provided in brick or an alternate material to match the materials of the dwelling facing the street.”*

Local Planning Policy No. 9 states the following:

*“Council will permit existing dwellings to be incorporated within grouped housing developments in cases where the following criteria are met:*

*3. The existing dwelling shall be provided with:*

*b) Two vehicle parking spaces (at least one undercover) which shall be design in such materials to compliment the dwelling”.*

The existing dwelling on site has been constructed using both a skillion roof on the west and a pitched roof on the east. An approved building permit issued in 1970 detailed a pitched roof on the western side as part of proposed additions and therefore the skillion roof section of the dwelling is unauthorised. Notwithstanding this, Council Officers consider the pitched roof section of the dwelling to be the predominant roof form, especially given that the carport will sit directly forward of the pitched roof. On this basis, Council Officers would not support the roof form of the proposed skillion carport.

The applicant has also proposed to have steel poles to support the skillion roof. The existing dwelling has a rendered appearance and therefore the expectation is that the supporting columns of the carport match the appearance of the dwelling. Not having supporting columns that match the materials of the dwelling is considered to not meet the requirement of both Local Planning Policy 9 and Local Planning Policy 12.

The applicant has provided the following examples as precedents throughout the Town of Bassendean:

*“95 Guildford Rd, Bassendean - steel circular poles  
71 Guildford Rd, Bassendean - metal frame  
98 Penzance St, Bassendean (corner w/ Walter Rd), timber frame  
32 Ireland Way, Bassendean, metal frame  
127 Kenny St, Bassendean timber frame  
84 Kenny St, Bassendean, timber frame  
93 Penzance St, Bassendean, metal frame”.*

Council officers have not had adequate time to inspect and evaluate the validity of each site and the time period of each application in relation to the introduction of the policy. Regardless, precedent should be taken from the adjoining lot at 123 Walter Road, where a carport in the front setback area has been constructed with brick pillars and a pitched roof to match the existing dwelling.

## FINANCIAL CONSIDERATIONS

Nil.

## OFFICER RECOMMENDATION — ITEM 10.2

That Council refuses to grant development approval for the proposed carport at Lot 101 (No. 125), Walter Road East, Bassendean, for the following reasons:

1. The proposed carport does not meet the Town's Local Planning Policy 12: Development in the Front Street Setback, which requires the following:
  - i. The roof of the structure is to have a similar pitch as that of the existing residence; and
  - ii. The support columns are to be provided in brick or an alternate material to match the materials of the dwelling facing the street; and
2. The proposed carport does not meet the Town's Local Planning Policy 9: Incorporation of Existing Dwellings into Group Housing Developments, which requires the existing dwelling to be provided with two vehicle parking spaces (at least one undercover) which shall be designed in such materials to compliment the dwelling.

**Voting requirement: Simple majority**

**10.3 Proposed Tree Preservation Order for Moreton Bay Fig Tree at 8 Thompson Road, Bassendean (Ref: DABC/BDVAPPS/A4929 Timothy Roberts, Planning Officer)**

APPLICATION

The purpose of this report is for Council to consider an outstanding request to place a Tree Preservation Order on the Moreton Bay Fig Tree located at 8 Thompson Road, Bassendean.

ATTACHMENTS

**Attachment No. 3**

Letter of objection from owner of 8 Thompson Road, Bassendean

BACKGROUND

The Moreton Bay Fig Tree was placed on the National Trust of Australia (WA) Register of Significant Trees in March 1984. It is the only tree on private property within the Town of Bassendean on this register. There are also two trees on North Road within the road reserve also contained within this register. The National Trust seeks to identify and encourage preservation for components of the natural environment of Australia or the cultural environment of Australia, that have aesthetic, historic, scientific or social significance or other special value for future generations as well as for the present community. The National Trust details that the tree is significant and qualifies for inclusion under the following criteria:

- Any tree of outstanding aesthetic quality
- Any tree outstanding for its large height trunk circumference or canopy spread
- Any tree that is particularly old or venerable
- Any tree which occurs in a unique location or situation, or provides a significant contribution to the landscape, including remnant native vegetation, important landmarks and trees which form part of an historic garden, park or town.

This register however, is no longer maintained. In 1988, a plaque was commissioned at the site. The plaque states the following:

*'Moreton Bay Fig Tree (Ficus macrophylla) This tree is included in the National Trust of Australia's Register of Significant Trees. Planted in the 19<sup>th</sup> century the land on which it stands was originally cultivated by the Dodd family from 1832, who arrived in the colony on the ship "Rockingham" on the 1 September 1830'.*

James and Jane Dodds came to West Guildford aboard the 'Rockingham' in May 1830 with their five children. When they finally reached West Guildford, Jane and James selected 20 acres of land, which was originally reserved for the Government Farm. James constructed a prefabricated house he had brought with him from England just above the ferry landing. Although an avid gardener, James was responsible for operating the horse ferry across the river below his house. He later re-established a second home he had been forced to build after flooding of the Swan River into an early colonial inn called the Cleikum Inn at what is now 1 North Road, Bassendean. The Inn became a success for the small West Guildford community with the Agricultural Society holding meetings there from 1834. James Dodd was eventually granted another 20 acres of land adjoining the house and inn where he planted a garden, fruit trees and ran stock. James let the inn in 1836 where the family relocated to York before returning to Guildford in 1844 where Jane died from influenza. James later died in 1957 with their daughter Mary and her husband John Thompson inheriting their land holdings.

Mary and John married in 1954 where John became a ferryman for West Guildford. They built the house 'Wilgoyen' in 1873 on the site where James had originally planted his garden. Although heavily modified, the house remains intact to this day. The origins and exact age of the tree are not entirely known with some records believing Jane planted the tree as part of established garden and fruit trees after being granted the additional 20 acres of land. Other records detail Mary planting the tree in conjunction with construction of the house in the early 1870's. Nonetheless, at a minimum, the tree is over 140 years old.

In December 2012, in line with the recommendations of the Town's Tree Consultative Committee, the current owner of the property was written to and informed that Council was considering placing a Tree Preservation Order on the Moreton Bay Fig Tree located at the property. The matter was considered by Council at its meeting held on 27 November 2012 when it resolved that Council:

1. Defers consideration of placing a tree preservation order on the Moreton Bay Fig tree located on Lot 15, No. 8 Thompson Road, Bassendean, pending the receipt of an assessment of the tree by a suitably qualified independent arboricultural consultant; and
2. Advises the owner of Lot 15, No. 8 Thompson Road, Bassendean that Council is considering making a tree preservation order on the Moreton Bay Fig tree located on the land and seeks the owner's consent for Council's arboricultural consultant to carry out an assessment of the tree.

The owner of 8 Thompson Road, Bassendean, wrote to Council objecting to a Tree Preservation Order for the Moreton Bay Fig Tree and subsequently did not provide consent for an arborist to carry out an assessment of the tree (see Attachment).

Council received a report from the Tree Consultative Committee in response to this objection at the May 2013 Council meeting and moved the following resolutions:

1. Notes the objection from the owner of 8 Thompson Road, Bassendean, of the Town's proposal to place a Tree Preservation Order on the Moreton Bay Fig located on 8 Thompson Road, Bassendean; and
2. Requires the Chief Executive Officer to obtain an assessment of the Moreton Bay Fig tree located on 8 Thompson Road, Bassendean, by a suitably qualified independent arboricultural consultant.

### STRATEGIC IMPLICATIONS

OBJECTIVE: Foster enhanced public space and street appearance.

STRATEGY: Encourage the retention of trees on development sites.

### COMMUNICATION AND ENGAGEMENT

Under the provisions of Local Planning Scheme No. 10, the Town is required to consult with the landowner. No other consultation is required.

## COMMENT

The Town of Bassendean is currently in the process of updating its Municipal Heritage Inventory. Both the dwelling and the Moreton Bay Fig Tree are proposed for inclusion on the Inventory with a proposed management category of two. It is anticipated that all category one and category two places will form the Heritage List within Local Planning Scheme No. 10, subject to separate review. Any demolition of the dwelling or tree would therefore require Council approval if included within this 'Heritage List'. It is anticipated that the review of the Municipal Heritage Inventory will be completed by June 2017 and the review of the Heritage List completed by February 2018.

The site is coded R25 and the lot area is 2,441.828m<sup>2</sup>. The minimum average lot size for a lot coded R25 is 350m<sup>2</sup>. The Western Australian Planning Commission, as part on any subdivision, can approve a 5% variation to minimum lot size requirements. The development potential of the lot is therefore an "as-of-right" entitlement for six lots or the potential for seven lots pending WAPC approval. The dwelling and tree are therefore at significant risk of demolition in the event that a developer wish to act on the site's development potential. In conjunction with development enquiries for the site and the anticipated finalisation of the review, It is therefore prudent that Council immediately authorise a Tree Preservation Order for the Moreton Bay Fig Tree regardless of the results of any arborist report.

Additionally, as part of any future subdivision application, the Town will request a corner truncation at the junction of Thompson Road and Lamb Street as well as a 10% public open space contribution. The requirement for the provision of a 10% public open space contribution has its genesis in the 'Plan for the Metropolitan Region Perth and Fremantle, 1955 Report', which provided the basis for the development of the Perth Metro area and set out the requirements and standards which have guided planning in the metro area since this time. The report identified the 10% contribution rate, and this has been applied since 1956 and continues to be applied today as reflected in the Commission's DC Policy 2.3 'Public Open Space in Residential Areas'. The subdivision of land, which created No. 8 Thompson Road, pre-dated the Stephenson Hepburn plan and the 10% open space contribution requirements that have been applied since 1956.

As such, the 10% public open space contribution (244.18m<sup>2</sup>) as well as the requirement for a corner truncation could allow the Moreton Bay Fig tree to become a Town asset, through the subdivision process. The subdivision condition for the provision of 10% of the lot area for the purposes of public open space would allow the Moreton Bay Fig Tree to become the Town's asset.

It may be prudent for Council to support, in principle, a density variation to allow the site's existing development potential to be realised with the Moreton Bay Fig Tree to be retained.

Commencing application of a Tree Preservation Order for the Moreton Bay Fig tree without first obtaining an arborist report is consistent with a prior June 2012 Council resolution to commence Tree Preservation Orders for the Ficus Hillii and the Eucalyptus Citriodora trees at the Bassendean Hotel carpark. Noting enquiries into the development potential of 8 Thompson Road, the significance of the tree and no current level of statutory protection, it is considered necessary that the application for a Tree Preservation Order be approved by Council. A meeting with the owner of the property on 15 March 2017 confirmed that he does not oppose preservation of the Moreton Bay Fig tree provided the existing development potential of his property is not compromised by the Tree Preservation Order. It may therefore be prudent that council support, in principle, a density variation whereby the owner can develop the site to its existing development potential once the Tree Preservation Order has been applied to the Moreton Bay Fig tree.

## STATUTORY REQUIREMENTS

The Town of Bassendean Local Planning Scheme No. 10 details the following provisions with respect to Tree Preservation Orders;

### 5.7.7.1 Interpretation

In this section, unless the context otherwise requires:

- (a) "cut" includes prune, lop, damage, injure or interfere with; and
- (b) "tree" includes a group of trees or other vegetation.

### 5.7.7.2 Tree Preservation Order

1. The local government may order the preservation and maintenance of a tree, having regard to a tree's:

- (a) Aesthetic quality;
- (b) Historical association;
- (c) Rarity; or
- (d) Other characteristics, which in the opinion of the local government, makes the tree worthy of preservation.

- 2. The local government may, from time-to-time, amend or repeal an order made under sub-clause 1.

#### 5.7.7.3 Notice of a Tree Preservation Order

- 1. Subject to sub-clause 5.7.7.2 above, where the local government propose to order, or to amend or repeal an order, that a tree is to be preserved, the local government is to:

- (a) Give notice of the proposed order, or the proposed amendment or repeal of the order, to the owner and occupier of the land on which the tree is located; and
- (b) Invite the owner and occupier of that land to make written submissions to the local government about the proposed order, or the proposed amendment or repeal of the order, within 14 days or such further period as the local government may determine.

- 2. Where in the opinion of the local government, there is a risk of imminent damage to a tree requiring an order to be made or amended as a matter of urgency, it may make or amend the order without notice to the owner or occupier of the land on which the tree is located.

- 3. Where the local government makes or amends an order under sub clause 5.7.7.2 of this sub-clause, the local government, as soon as practicable, is to:

- (a) Give notice of the order or amended order to the owner and occupier of the land on which the tree is located; and
- (b) Invite the owner and occupier to make written submissions to the local government about whether the order or amended order should be retained, amended or repealed.

#### 5.7.7.4 Destruction, etc, of Trees

Except with the prior written consent of the local government, given under Sub-clause 5.7.7.5 below, a person shall not:

- (i) Cut, remove or otherwise destroy; or

- (ii) Cause or permit to be cut, removed or otherwise destroyed a tree which is the subject of an order, or an amended order, or where the owner has been given notice of a proposed order, under this section.

#### 5.7.7.5 Local Government's Consent

1. An application for the local government's consent for the purposes of sub-clause 5.7.4 above is:
  - (a) to be in writing;
  - (b) to be signed by the owner or occupier of the land upon which the tree is situated;
  - (c) where the local government considers it necessary and so requires, be accompanied by a report of a tree surgeon or expert holding qualifications or having experience acceptable to the local government as to the condition of a tree; and
  - (d) to specify the work proposed to be done to the tree.
2. The local government may refuse to consider an application which does not comply with sub-clause 1 above.
3. In respect of an application under sub-clause 1, the local government, subject to sub-clause 4, may refuse to grant or may grant, with or without any conditions it considers to be appropriate, its consent.
4. The local government is not to grant its consent to work which, if carried out, might result in the destruction of or permanent harm to, a tree which is the subject of an order, or amended order, under this Section unless:
  - (a) the local government certifies in writing that the tree is dangerous;
  - (b) it is necessary to remove the tree for the purpose of constructing or erecting a building, structure, fence or access way in respect of which Planning Consent or a building licence has been issued by the local government; or
  - (c) the local government or a public authority considers that it is necessary to cut, remove or destroy the tree to provide a public utility or service.
5. A consent given by the local government under this Section is:
  - (a) to be in writing;
  - (b) to specify the tree to which the consent relates;
  - (c) to specify the work authorised by the consent; and
  - (d) to specify the conditions, if any, to which the consent is subject.

#### 5.7.7.6 Registry of Tree Preservation Orders

1. The local government is to record, in a Registry of Tree Preservation Orders, a list of trees subject to orders under this Section.
2. A copy of the Registry is to be:

- (a) kept at the offices of the local government; and
- (b) made available for public inspection during the office hours.

### FINANCIAL CONSIDERATIONS

The estimated cost of an arborist assessment will be less than \$1,000 and is included in the Town Planning operations account.

### OFFICER RECOMMENDATION — ITEM 10.3

That:

1. Council approves the application for a Tree Preservation Order on the Moreton Bay Fig Tree (*ficus macrophylla*) located on Lot 15, No. 8 Thompson Road, Bassendean.
2. Council supports, in principle, a density variation to Lot 15, No 8 Thompson Road, Bassendean, when any proposed development retains the Moreton Bay Fig Tree so that the existing development potential can still be achieved.
3. Council notes that Town will write to the owner notifying them that Council is making a Tree Preservation Order on the Moreton Bay Fig Tree located at Lot 15, No. 8 Thompson Road, Bassendean.
4. Seeks the consent of the owner of Lot 15, No. 8 Thompson Road, Bassendean, for Council's Arborist to carry out an assessment of the Moreton Bay Fig Tree.

**Voting requirements: Simple Majority**

**10.4 Vandalism of Street Verge Tree in First Avenue adjacent to the 89 Anzac Terrace, Bassendean (Ref: COUP/MAINT/1 – Ken Cardy, Manager Asset Services, Simon Stewart-Dawkins, Director Operational Services)**

APPLICATION

The purpose of this report is to advise Council that a street verge tree adjacent to 89 Anzac Terrace, Bassendean, has been interfered with, possibly poisoning, which has caused the tree to suddenly decline in health.

ATTACHMENT

**Attachment No. 4:**

Arboricultural Assessment Report

**Confidential Attachment No. 1**

Plan of new three grouped dwellings

BACKGROUND

In April 2016, a Development Application was submitted to the Town of Bassendean for three new grouped dwellings at 89 Anzac Terrace, corner First Avenue, Bassendean.

As part of the approval process Development Services required the applicant, at their costs to remove approximately a 5 metre length of the existing wall and for a replacement wall to comply with Council's open fence policy.

In October 2016, a report was presented to Council concerning the applicant request to removal the street tree located adjacent to 89 Anzac Terrace, corner First Avenue, Bassendean. Elected Members inspected the street tree and Council (OCM – 37/10/16) resolved that it:

- “1. Does not authorise the removal of the Eucalyptus globulus (Tasmanian Blue Gum) at this stage that is located on Council verge at the side of 87 ANZAC Terrace, Bassendean;*
- 2. Notes the approved plans for the 87 ANZAC Terrace, Bassendean development indicate that approximately a 5 metre length of the existing wall needs to be removed at the applicants cost; and the wall needs to comply with Council's open fence policy;*
- 3. Approves the engagement of structural engineer or similar to inspect the brick wall and to provide estimated costs to modify the existing wall in accordance to Arborist report; and*
- 4. A further report be provided to Council for consideration.”*

Officers advised the resident of Council's October 2016 resolution and the property owner decided to remove the brick wall.

Within the last three months, Asset Services staff have continued to view the above tree and during this period, found that the tree to be sound in health and structure. However, during a recent inspection it was found that the tree had suddenly declined and a number of holes had been drilled or punched into the base of the tree.

Under Council Policy, in the event that a person has illegally removed, damaged, pruned or poisoned a street tree, Council may prosecute the offender under the Local Government Act 1995 Schedule 9.1 - clause 2: Disturbing local government land or anything on it, and the Uniform Local Provisions Regulation 1996, Regulation 5 Clause 1 interfering with, or taking from, local government land or other relevant provisions under the Act.

As a result, Asset Services engaged an arborist to assess the street tree and initiated a formal investigation.

#### COMMENT

The valuation of the tree, using the Town's Policy "Burney Method of Tree Valuation", is as follows:

First Avenue adjacent to 89 Anzac Terrace property - the tree is 15.4 metres in height, diameter at breast height (DBH) 92cm with a crown spread N-S 17 metres and E-W 11 metres which for this species is rated as a mature tree. Estimated value of \$27,676.

The estimated cost to remove this tree is \$3,000.

An arboricultural assessment of the tree has recently been undertaken and the summary of the findings is provided below:

*"The tree identified in the report has previously provided a range of benefits to the ecosystem, to human beings for environmental and health reasons, and to the climate. Assessment has revealed a moderately well-formed crown structure however; tree health condition was assessed as moribund, with improvement in tree health condition unlikely. The rapid decline in health condition for mature healthy tree is generally attributed to two main casual agents - aggressive soil borne fungal pathogens or the application of herbicide.*

*With no fungal mycelium or sporophores observed at the trunk base area, and a drill hole into a large woody structural root identified, the intentional application of herbicide to give rise to tree mortality is reduced as the causal agent. With several minor sections of living foliage revealed within the crown, consideration could be given to the monitoring of the tree over the next three months to observe any improvement in the health condition of the tree and growth of new foliage”.*

The Arborist’s report provides a number of photographic images and on page 6, Figure 5 states “Closer inspection revealed an 8mm drill hole (see arrow) which is likely to be the probable entry point for the intentional application of herbicide”.

It therefore appears that someone has deliberately drilled holes into the base of the tree and gauging from the type and condition of the drill holes and the depth, there appears to have been some sort of substance injected into the drilled holes. The substance seems to have caused the tree to rapidly decline.

In accordance with the Arborist assessment, it is recommended to retain the tree for the three month monitoring period, officers will arrange for remedial arboricultural work to be undertaken in line with the assessment report.

In addition, it is recommended that a “Vandalism Awareness” sign be installed onto the First Avenue verge until the tree has recovered.

Should the vandalised tree not recover, then some branch reduction will need to be undertaken to remove the hazard of limb fall and to allow sufficient space for new street trees to be planted either side of the vandalised tree. As part of this process, it is recommended that the “Vandalism Awareness” sign remain on site for approximately 2 years until the newly planted trees have established. Once it is determined that the new trees have established, then the sign and vandalised tree can be removed.

It is also recommended that new street trees be planted within the available verge space in both First Avenue and Anzac Terrace, in line with the Street Tree Master Plan.

In the past, Council has taken action when someone has vandalised street trees. For example in April 2015, Council (OCM – 15/04/15) Council approved the usage of a vandalism awareness sign, for 20 Wicks Street, Bassendean, to make residents aware of the selfish act of vandalism and to help educate residents. Then in October 2015, Council (OCM – 5/10/15) endorsed the Officer Recommendation relating to seven street trees that had been pruned or removed without permission.

Considering that the person who vandalised this street tree cannot be identified, it is recommended that a vandalism awareness sign be installed in First Avenue adjacent to the tree in order to educate residents that street trees are an asset, that they are valued by the entire community and have environmental benefits, and that vandalising or damaging street trees will not be tolerated. Installing a vandalism awareness sign may assist in stopping others in the future from performing a similar act

### STATUTORY REQUIREMENTS

In the event of a person illegally removing, damaging, pruning or poisoning a street tree, Council may prosecute the offender under the following:

- Local Government Act 1995 - Schedule 9.1, clause 2. Disturbing local government land or anything on it; and
- Local Government Act 1995 - Uniform Local Provisions Regulations 1996, Regulation 5 Clause 1 - Interfering with, or taking from, local government land or other relevant provisions under the Act. In addition to the value of the tree, a penalty of \$5,000 may be imposed.

### COMMUNICATION & ENGAGEMENT

In October 2016, Elected Members inspected the street tree due to the property owner's request for the tree to be removed and at this time, the tree was in a healthy condition.

After receiving the most recent arborist report which identified the street tree had been vandalised, the Town's Ranger Services conducted investigations in an effort to identify if someone had observed any unusual behaviour and to potentially identify a perpetrator. The outcome of the investigation was that no one observed the street tree being vandalised.

In preparation for the March 2017 Ordinary Council Meeting, elected members inspected the vandalised street tree on Tuesday 21 March 2017.

### FINANCIAL CONSIDERATIONS

If Council approves the erection of the vandalism awareness sign, the estimated cost is \$1,200 for the manufacture of the sign. Installation of the sign can be achieved from the Street Tree Operating Budget.

The cost to remove the tree is \$3,000. If Council resolves to remove the tree, this can be achieved by using funds from the Street Tree Operating Budget.

### OFFICER RECOMMENDATION – ITEM 10.4

That Council:

1. Implements the Arborist Assessment Report recommendations and request officers monitor the tree over the next three months to observe any improvements in the health and condition of the tree and growth of new foliage;
2. Approves the installation of a vandalism awareness sign on the First Avenue verge, adjacent to the vandalised street tree located adjacent to 89 Anzac Terrace property, until an arborist report confirms the tree has fully recovered or until newly planted street trees are sufficiently established in approximately 2 years;
3. Notes that, should the vandalised tree not recover, then some tree branch reduction will be undertaken to reduce any public risk issues and to allow sufficient space for new street trees to be planted; and
4. Plants new street trees within the available verge space in First Avenue and adjacent to the 89 Anzac Terrace property, in line with the Street Tree Master Plan.

**Voting requirement: Simple majority**

**10.5 RFT CO 064W 2016-17 Recycling and Waste Services for the Town of Bassendean (WSTMNGT/TENDNG/10 – Mandy Godfrey, Contracts Support 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 Quote RFT CO 064W 2015-16 Recycling and Waste Services for the Town and appoint the most appropriate contractor.

**ATTACHMENTS**

**Confidential Attachment No. 2**

**BACKGROUND**

Contractors were invited to respond to RFT CO 064W 2016-17 “Recycling and Waste Services” for the Town of Bassendean via the “WALGA Preferred Suppliers E-quotes Portal”. Nine “Waste Service Suppliers” received the RFT document.

Suppliers were requested to provide quotes for the following current and future waste service delivery options:

- a) General waste/refuse collection (including residential, grouped/multiple dwellings, commercial, industrial and Council buildings) and delivery to Principals nominated disposal site;
- b) Recycling collection (including residential, grouped/multiple dwellings, commercial, industrial and Council buildings) and disposal to Principals nominated disposal site;
- c) Supply, delivery, replacement and repairs of Mobile Garbage Bins (MGBs) (Town of Bassendean is the owner of the bins. Repairs will be the responsibility of the successful Contractor. New or Replacement Bins will be purchased by the Town and the Contractor will deliver to the Principal’s nominated site;
- d) Litter collection from streets, parks and reserves and delivery to Principals nominated disposal site;
- e) Weekly fridge/freezer collection services (material retained by contractor); Please Note: Residents will contact the successful contractor regarding collection requirements. Usually this will be on appointment and collection day (within 7 days) as nominated by contractor;

- f) Skip bins for council use only - supply and collection and delivery to Principal's nominated disposal site;
- g) Special Town requests for the supply and collection of various sized recycling and general waste bins shall be provided and clearly labelled to facilitate source separation. The Principal will request recycling and waste bins or alternate options for fetes, markets, sporting events, etc.; and delivery to Principal's nominated recycling and disposal site;
- h) Collection and disposal of waste bin for animal carcass;
- i) Annual Bulk Rubbish verge collection and delivery to Principal's nominated disposal site;
- j) Annual Green Waste verge collection and delivery to Principal's nominated disposal site;
- k) Customer Service Centre provision;
- l) Quarterly meetings with provision to alter current collection methods for increase in proficiency;
- m) Reports/Invoicing;
- n) Education & Promotion (Principals request only);
- o) Special Services;
- p) Provision of a one of GIS service (Geographic Information System) indicating the number of bins and the locations within the Town;
- q) Future Service Options:
  - On-call booking for mattress collection;
  - Third bin 120ltr green waste fortnightly collection;
  - Bin Tagging program;
  - Skip Bins that may replace green and bulk waste verge collection; and
  - Cost to deliver waste to Hazelmere Resources Recovery Park in lieu of Red Hill.
  -

## STRATEGIC IMPLICATIONS

### *Environmental sustainability and adaption to climate change*

Objectives: Minimise waste to landfill

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

## COMMENT

In response to RFT CO 064W 2016-17 “Recycling and Waste Services” for the Town of Bassendean; three (3) tender responses were received from two (2) suppliers prior to the tender deadline, 10.00am Thursday 2 February 2017. One tenderer provided Two (2) offers, one (1) conforming and one (1) alternative. The alternative offer was for a future option.

Officers contacted the seven (7) other organisations, that received tender documents, to collect feedback as to why they did not provide an offer. Some business did not reply, another company was recently acquired by a similar organisation and others were not in a position to submit a tender.

This contract is to commence on 1st July 2017, for a period of five (5) years, with an option of a further five (5) years, in increments at the sole discretion of the Principal. Either party can decline the additional five (5) years option by providing notice in writing six (6) month’s prior to the contract’s initial five (5) year period expiring.

As per the Town’s Procurement Guidelines, an Evaluation Panel was established and required to assess each tenderer against the selection criteria. The Manager Corporate Services has evaluated the financial service offers and financial risk of each tender.

Both conforming offers met the Request for Tender compliance requirements. The following index represents the selection criteria and weighting for this contract.

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

## FINANCIAL CONSIDERATIONS

The costs associated with this contract will be included in the Operational Budget for future years of the contract.

Prior to implementing future major waste service options (identified within the contract), officers will provide Council with a report outlining future recommended major waste service changes and budget considerations for their approval.

**OFFICER RECOMMENDATION – ITEM 10.5**

That Council:

1. Appoints Suez Recycling and Recovery Pty Ltd to undertake the work as required in Recycling and Waste Services for the Town of Bassendean in accordance with the specifications and terms and conditions for a five (5) year period commencing 1<sup>st</sup> July 2017;
2. Delegates to the CEO the authority to exercise the option under the contract to negotiate an extension/s of the contract beyond the nominal expiry date 30 June 2022; and
3. Notes that prior to implementing future major waste service options (identified within the contract), officers will provide Council with a report outlining future recommended major waste service changes and budget considerations for their approval.

**Voting Requirement: Absolute majority**

**10.6 RFT CO 065 2016-17 Construction of Civil Infrastructure for the Town of Bassendean (ROAD/TENDNG/41 – Mandy Godfrey, Contracts Support Officer)**

APPLICATION

The purpose of this report is to present to Council a summary of tenders received against Request for Tender RFT CO 065 2016-17 Construction of Civil Infrastructure for the Town of Bassendean and appoint the most appropriate contractor.

ATTACHMENTS

**Confidential Attachment No. 3**

BACKGROUND

Contractors were invited to tender for RFT CO 065 2016-17 Construction of Civil Infrastructure for the Town of Bassendean via an advertisement in the Western Australian Newspaper on Wednesday 1 March 2017.

The civil works described in the attached tender involved the following:

- a) Iolanthe Street & Anzac Terrace proposed Roundabout Pre-deflection kerb;
- b) Iolanthe Street & Broadway proposed Roundabout Pre-deflection kerb; and
- c) Splinter Islands in Ida Street at Walter Road East

STRATEGIC IMPLICATIONS

*Town Planning & Built Environment*

Objectives: Provide safe access for all road users.

Strategies: Continue to monitor traffic flows and intervene where necessary to ensure safety

COMMENT

In response to RFT CO 065 2016-17 Construction of Civil Infrastructure for the Town of Bassendean; six (6) tender responses were received prior to the tender deadline 10.00am on Wednesday 15<sup>th</sup> March 2017.

This is a single service contract, with works expected to be completed by 30<sup>th</sup> June 2017.

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

Five of the six responses met the RFT compliance requirements. The one offer that did not meet the RFT compliance requirement was due to not being signed by the tenderer so consequently, could not be accepted.

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 report to the Council.

### STATUTORY REQUIREMENTS

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

### FINANCIAL CONSIDERATIONS

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

### OFFICER RECOMMENDATION – ITEM 10.6

That Council appoints WCP Civil Pty Ltd to undertake the work as required in RFT CO 065 2016-17 Construction of Civil Infrastructure for the Town of Bassendean in accordance with the specifications and terms and conditions for a single service, with works expected to be completed by 30<sup>th</sup> June 2017.

**Voting requirement: Absolute majority**

**10.7 Bassendean Bowling Club – Holding over of Lease (Ref: LEGL/AGMT/9 - Tim Dayman, Recreation Development Officer)**

**APPLICATION**

For Council to consider holding over the Bassendean Bowling Club's lease to 31 December 2017.

**BACKGROUND**

The Bassendean Bowling Club lease with the Town is due to expire on 30 April 2017. Officers from the Town met with committee members from the Bassendean Bowling Club on 8 February 2017 to discuss minor facility upgrades/improvements and funding opportunities through the Community Sporting Recreation Facilities Fund (CSRFF).

The meeting was held as a follow up to the outcomes included in an Infrastructure Strategy report developed by LandCorp for the Bassendean Bowling Club in June 2016.

Officers updated the Bassendean Bowling Club on the impending Facilities Audit and Needs Assessment being conducted in the second half of the 2016/2017 financial year. It was considered advantageous that consideration be given to holding over the current Bassendean Bowling Club lease until 31 December 2017, to allow sufficient time to consider the outcome of the Facilities Audit and Needs Assessment and any amendments that may be required.

In a letter to Council dated the 22 February 2017, the Bassendean Bowling Club requested that Council consider holding over the lease to 31 December 2017.

Council also resolved at its February meeting (OCM – 19/02/17) that the Town facilitate discussions between the Bassendean Bowling Club and the Casa Mia Montessori School regarding the adjoining laneway to be included in the School's lease.

**STRATEGIC IMPLICATIONS**

The request to consider holding over the Bassendean Bowling Club's lease to 31 December 2017 aligns with the following key themes and strategic objectives of the Corporate Business Plan 2016-2020:

*Inclusiveness, lifelong learning, health and social wellbeing*

- Build a sense of belonging and connectivity in community.

### COMMUNICATION AND ENGAGEMENT

Officers will conduct meetings with the Bassendean Bowling Club committee on a monthly basis during this holding over period. The Town is engaging an external consultant to review the current lease agreement as part of the Facility Audit and Needs Assessment and meetings between the consultant and the Bassendean Bowling Club will be held in April/May.

Once all lease agreements with the Town have been reviewed, the Town will work together with Bassendean Bowling Club to implement a new lease agreement and try to minimise the extent of the holding over period.

### COMMENT

At this stage, no formal discussions have been held with the Bassendean Bowling Club for a review of the lease, other than the meeting held on 8 February 2017. Officers will continue to meet with Bassendean Bowling Club as required.

Council also resolved at its February meeting (OCM – 19/02/17) that the Town facilitate discussions with the Bassendean Bowling Club and the Casa Mia Montessori School, regarding the possibility of including the laneway between the two properties in the School's lease agreement.

Officers would like to request that Council consider holding over the lease until 31 December 2017. This would allow sufficient time for the Town and the Bassendean Bowling Club to consider the findings and recommendations contained within the Facilities Audit and Needs Assessment, as well as formal discussions being held between the Town, Bassendean Bowling Club and Casa Mia Montessori School regarding the adjoining laneway.

### STATUTORY REQUIREMENTS

Local Government Act 1995

### FINANCIAL CONSIDERATIONS

Nil.

OFFICER RECOMMENDATION ITEM 10.7

That Council approves the holding over of the current Bassendean Bowling Club's lease agreement until 31 December 2017.

**Voting requirement: Absolute majority**

**10.8 Reconciliation Action Plan (Ref: GOVN/CCLMEET/26 – Graeme Haggart, Director Community Development)**

APPLICATION

For Council to receive the outcome of the Reconciliation Action Plan (RAP) actions over the four-year period 2012 -2016.

ATTACHMENT

**Attachment No. 5:**

Consolidated Reconciliation Action Plan Stocktake Report

BACKGROUND

In March 2013 (OCM – 9/03/13) Council resolved to adopt the draft Reconciliation Action Plan 2012 – 2016.

Qualifications were made in the resolution: “That the indicative costings and list of projects were adopted as a guide as to what may be included by the Council in its Corporate Business Plan and Long Term Financial Plans in future years, and will be considered against other priorities identified in the Community Strategic Plan 2013-2023.”

In mid-2010 the Town received correspondence from the Department for Indigenous Affairs seeking the Town embrace the initiative of Reconciliation Australia (RA) and develop a RAP to turn *“good intentions into action by encouraging and supporting organisations, large and small, to engage within their sphere of influence in the national effort to close the 17-year gap in life expectancy between Indigenous and other Australians.”*

In response Council established a Working Group of Councillors and community members (Aboriginal and non-Aboriginal) that in the main met monthly with the objective of preparing the Reconciliation Action Plan document for the Town. The Working Group met for the first time in May 2011. The minutes of the RAP Working Group were received by Council throughout the life of the Working Group.

The Working Group engaged a local resident to undertake a series of culturally appropriate engagements with a pre-approved list of key stakeholders (individuals and organisations; Aboriginal and non-Aboriginal) living or operating in the sector within the Town.

The interviews were either one-on-one or in groups and followed a pre-approved structured series of questions that conformed to the RA model Reconciliation Action Plan format.

The working group applied the information to develop strategies and then to inform a series of actions to those strategies.

Measurable targets were set for each action; responsibility was assigned for their actioning; resource requirements established and defined timeframes for their implementation.

The adopted Reconciliation Action Plan was structured in accordance with the three overarching principles of the "RAP template" as circulated by RA, being Relationships, Respect and Opportunity actions and a fourth principle, being tracking progress and reporting actions.

The adopted Reconciliation Action Plan was registered with RA and an annual progress report was prepared and submitted to RA.

The four-year plan has now lapsed and this report provides context to the progress made in achieving the objectives of the Town's inaugural Reconciliation Action Plan.

Council should take credit in that it was pioneering in Local Government to embark on establishing a Reconciliation Action Plan at the time Council resolved to so do. In Western Australia only Narrogin had already adopted a RAP. Several other LGA's had a Reconciliation Action Plan in place by the time it was finally presented for adoption.

At the commencement of the process to develop a Reconciliation Action Plan for the Town it was acknowledged the Town already has a well-established program of activity and actions that neatly fit within the Reconciliation Action Plan framework. The community consultations also evoked some past actions of the Town that were deemed to be of merit and worthy of being repeated. Some actions were merely considered appropriate practice to all organisations.

#### COMMENT

The attached table highlights the scope of the tasks as adopted. The report has been prepared along Business Unit lines with separate tables of actions assigned to each Business Unit. Few Business Units of the Town are not represented, highlighting that implementing the RAP is an all of organisation responsibility.

As predicted in 2013, not all actions have been achieved.

In all, 36 actions have been completed; 28 are either partially completed or are work in progress; and 12 were reported as not being achieved.

Also reported were 8 Reconciliation Actions initiatives conducted by various Business Units that were not included in the Reconciliation Action Plan but were worthy to note. These include the provision of the Street Doctor Service in Ashfield that with retention rates as the measure was once touted the most successful medical service servicing ATSI people in Australia.

Main accomplishments of the Reconciliation Action Plan include:

- Welcome/Acknowledgement of Country protocol at all Council/Committee meetings, functions and events;
- Acknowledgement of Noongar people as the traditional custodians of the land on Town's website, corporate publications and documents;
- Raising the Aboriginal and Torres Strait Islander (ATSI) flags daily alongside the Australian, West Australian and Town flags;
- Provided a culturally acceptable covered area adjoining the new Ashfield public toilet block for improved amenity for the Street Doctor service;
- Oral histories recorded of long-time notable Aboriginal residents;
- Annual displays and talks on Noongar culture in the Library;
- Resource and Aboriginal enterprise databases established and referred to;
- All staff of the Town received cultural awareness training along with follow up advanced training where appropriate;
- Conducting an annual free community festival on Thursday of NAIDOC Week in partnership with Derbarl Yerrigan Health Services;
- Promoting the annual Dandjoo Koorliny Harmony Walk;
- Construction of a gathering site in Mary Crescent Reserve;
- Respectful dialogue on Swan River foreshore rehabilitation and other master planning projects in the Town;
- Undertaking an audit into the appropriateness and accessibility of its services and facilities to ATSI people;

- Conducting an annual “Closing the Gap luncheon” with staff and local ATSI community as a “get to know you activity” (this was an initiative emanating from the accessibility audit) in March;
- Trips to Adventure World and other school holiday activities;
- Conducting the Dandjoo Koorliny Reconciliation Gathering: An annual Sorry Day and tree planting event in Mary Crescent Reserve in May;
- An annual Christmas BBQ at Ashfield Reserve in conjunction with the Street Doctor;
- Regular meetings of the Bassendean Cultural Advancement Group (BCAG); and
- The appointment of a consulting firm to assist with the implementation of the Reconciliation Action Plan and ATSI engagement.

Note that some of the actions included in the Reconciliation Action Plan were pre-existent but are recognised for their significance in the Reconciliation Action Plan.

Implicit in the outcome is the growing confidence with the community that the Town has bona fide credentials and sincere intentions. This has led to strengthening relationships with ATSI community members and the Town and for the reputation of the Town as a leading Local Government in the Reconciliation process.

Officers of the Town are working with the appointed consultants to prepare a new four-year plan. A working group from across the organisation has been appointed to receive the draft document, prepared as a continuance of the inaugural plan, building on the achievements of that plan and taking into account recommendations from the Audit of Services, legislative and other context changes and feedback from the BCAG and other local Aboriginal community members.

The new draft Reconciliation Action Plan is likely to be presented for endorsement for public comment in the near term.

A significant component of the annual budget has been in engaging Consultants to manage the Reconciliation Action Plan implementation process. As the funding has been annual, the contract cannot be for longer than the funded period. Each year the Town is required to seek Requests for Quote from a range of providers and to engage a firm for a defined program of activity.

This has proved cumbersome but necessary as there is no commitment to the Reconciliation process beyond the current budget each year. This also leads to inflated hourly labour costs and loss of historic and contextual knowledge when new Contractors are appointed.

Consideration to an ongoing part-time staff position to undertake this function is to be explored with the new draft Reconciliation Action Plan. This position is subject to be included in the Workforce Plan to be approved by Council.

### COMMUNICATION & ENGAGEMENT

All Business Unit Managers of the Town have been consulted in the preparation of this report with their responses compiled to produce the attachment.

### STATUTORY REQUIREMENTS

Local Govt Act 1995

### FINANCIAL CONSIDERATIONS

Funding for implementing the RAP has been provided in each of the past 3 budgets.

### OFFICER RECOMMENDATION – ITEM 10.8

That Council:

1. Receives the Reconciliation Action Plan 2012 – 2016 outcome report; and
2. Notes a draft Reconciliation Action Plan 2017 – 2019 will be presented for endorsement for public comment by June 2017.

**Voting requirements: Simple Majority**

**10.9 Special Meeting of Electors held on 13 March 2017 - Council's Consideration of Resolutions Passed at the Meeting (File Ref: GOVN/CCLMEET/1 – Michael Costarella, Director Corporate Services)**

APPLICATION

Council's consideration of resolutions passed at the Special Electors' Meeting held in the Community Hall on 13 March 2017.

ATTACHMENT

**Attachment No. 6:**

Special Meeting of Electors Minutes of 13 March 2017

BACKGROUND

A petition containing 103 signatures was received by Council on 10 February 2017, requesting that a Special Meeting of Electors be held to discuss the following matters:

- The conduct of Council and processes surrounding implementation and execution of all community consultations, particularly in relation to Ashfield Reserve 'Home of Soccer' and LandCorp 'Activity Centre' plans;
- Council transparency issues that fail to meet the needs and expectations of the ratepayers and electors of the Town; and
- The Council's predilection for plans that limit and/or reduce residents use and/or enjoyment of existing public open spaces and green spaces.

The Local Government Act 1995 Section 5.33 (1) requires that all decisions made at an electors' meeting are considered by Council (if practicable) at the next Ordinary Meeting of Council. Section 5.33 (2) requires that if the Council makes a decision in response to a decision made at the electors' meeting, the reason for that decision is to be recorded in the minutes. It should be noted that a decision made by an electors meeting is not binding on the Council except to the extent that Council makes decision in response to that decision.

Decisions were made by the electors' meeting after being moved and seconded and carried by a simple majority. Those decisions are as follows:

MOTION 1

**SME - 1/3/17**

MOVED Megan Longwill, Seconded Kathryn Hamilton, that the Council establish a Committee of residents to work with staff to review the format of the Bassendean Briefings as well as assess the relevance and accuracy of information of each Bassendean Briefings and that this be coordinated through the Volunteer Centre.

CARRIED

OFFICER COMMENT

It should be noted that a Notice of Motion from Cr McLennan is listed on this agenda for consideration which is proposing an alternative solution.

MOTION 2

**SME - 2/3/17**

MOVED Sarah Quinton, Seconded Tina Klein, that:

1. The audio of all formal Council Meetings including Special Meetings continue to be recorded, except when Council resolves to go behind closed doors; and
  - a) that the original recordings of meetings remain unmodified;
  - b) that all recordings are retained as part of the Town's records for a minimum of five years;
  - c) that copies of the recorded audio of Council Meetings be available at the Library so members of the public can access and listen to the recordings whilst at the Library;
  - d) that audio recordings of Council Meetings continue to be made available to members of the public upon request on disc or USB; and
2. All formal Council Meetings, including Special Meetings are streamed live online, which is followed by recordings being made available to the public by uploading to the Town's website within three business days and maintained online as an archive.

CARRIED

OFFICER COMMENT

It is recommended that Council notes point 1 which is being addressed by a review of Council policies currently underway and that a future report be presented to Council to consider point 2 addressing technical and budget issues.

### MOTION 3

**SME - 3/3/17** MOVED Warren Wright, Seconded Moss Johnson, that Council:

1. Set aside the Ashfield Reserve Community Consultation Survey as this document was not sufficient or of a standard;
2. Ensure no reference to this survey is made in any future decision making.

CARRIED

### OFFICER COMMENT

With the change of government, no funding exists for this project to proceed.

### MOTION 4

**SME - 4/3/17** MOVED Warren Wright, Seconded Kathryn Hamilton, that the Town of Bassendean measures the air quality in several locations, some within 500 metres of the site for the concrete batching plant, to establish a baseline for air quality before the plant becomes operational and that these locations are regularly monitored to check for possible air quality contamination from the concrete batching plant.

CARRIED

### OFFICER COMMENT

A development approval has been issued by the State Administrative Tribunal to establish the Concrete Batching Plant at Lot 105 Nos 2-8 Clune Street, and one of the conditions imposes a requirement for the proposed development at all times to operate in accordance with the Waste and Dust Management Plan and the Environmental Protection (Concrete Batching and Cement Product Manufacturing) Regulations.

The proposal also subject to a conditional works approval issued by the Department of Environment Regulation which requires the holder of the approval to comply with the Environmental Protection Act and Regulations at all times, including the management of air borne pollution. The works approval includes conditions and under section 55(1) of the EP Act, it is an offence to contravene a condition of a works approval. This offence carries a penalty of up to \$125,000 and a daily penalty of up to \$25,000.

It is considered that the conditions imposed on the above approvals are sufficient to control air quality issues, without additional air quality monitoring. It should be noted that Council has no budget to carry out the requested monitoring, and there is no requirement for the operator of the plant, to meet these costs.

If Council considers that the additional monitoring is required, it should call for a report identifying the likely costs and locations of the monitoring equipment, which will require the expertise of an external consultant to prepare.

#### MOTION 5

**SME - 5/3/17**

MOVED Kathryn Hamilton, Seconded Teresa Scott, that Council immediately implement detailed quality design guidelines with primary controls unique to our area that, after statutory process, become part of our Town Planning Scheme in an effort to improve the quality of development in this town.

CARRIED

#### OFFICER COMMENT

The concern about design quality of the built environment within Bassendean is acknowledged and is already being addressed in various ways, primarily through the Town's adopted Strategic Planning Framework (SPF).

This framework includes a review of both the existing Local Planning Scheme (LPS) 10, and Local Planning Policies (LPP's).

The review of LPS 10 will lead to the drafting of either a revised or new scheme, with the aim of incorporating greater and increased provisions and controls pertaining to the design of the built environment given Council's previous expressed desire for sustainably designed buildings.

This review will follow completion of the review/revision of the Town's current *2015 Local Planning Strategy*, which is the foremost and priority task of the SPF (as previously resolved by Council).

A review of current LPP's will shortly commence as part of Council's current review of all Council policies. However, the review of the LPP's—originally slated to occur upon completion of either a revised or new Local Planning Scheme—will take some time to complete given 2 things:

1. The priority of completing the review/revision of the current Local Planning Strategy and the consequential review of LPS 10; and
2. The time needed to carefully think and craft—with the prudent input of design specialists etc (architects and building designers, landscape architects/designers, and urban designers)—new LPP's and/or revise existing LPP's that deal with the design of the built environment.

In addition to the above, Council will be aware of the Western Australian Planning Commission's (WAPC) current Design WA initiative which is proposing to introduce design principles, controls and provisions—through new State Planning Policies—in respect to built form.

It is anticipated that Stage 1 of this initiative might be endorsed by the WAPC in the middle of 2017 so it will be prudent for Council to await this before enabling its own local design policies and guidelines. It will also be prudent to align these local design policies and guidelines with the overarching State design principles, controls and policies.

A particular focus of the Stage 1 initiative is the establishment and utilisation by local government of design review panels to review the design of select types of built development proposals.

As Council is aware, it has already adopted a LPP (LPP 1.14) that establishes and enables its own design review panel but it resolved at its previous Ordinary Council Meeting to review and revise this policy to ensure that it aligns with the proposed design review panel guidelines and procedures set out in the Design WA initiative. This is now in train.

#### MOTION 6

**SME - 6/3/17**

MOVED Tina Klein, Seconded Kathryn Hamilton, that the accuracy of all Council Meeting minutes is to be a major assessment area of the Chief Executive Officer's Key Performance Indicators.

CARRIED

#### OFFICER COMMENT

The Local Government Act prescribes that it is the Council or committee that approves minutes as being an accurate record. Council might consider that the minutes being verified by the CEO, but this has no legal standing. The CEO's KPI's are negotiated by the CEO and the Council on an annual basis.

It should be noted that Motions 7, 8 and 9 were ruled out of order by the Mayor.

#### MOTION 10

**SME - 7/3/17**

MOVED Don Yates, Seconded Megan Longwill, that all Council meetings and Committee meetings include public question time and presentations.

CARRIED

#### OFFICER COMMENT

Currently, under Council's Standing Orders Local Law, the order of business is a matter for the Committee and its presiding member. Public Question Time is not required where a Committee does not any delegated authority.

The conduct of Committee and Council meetings and the order of business is prescribed in the Standing Order Local Law. The local law cannot be amended by a Council resolution and needs to be changed through the prescribed process which is similar to creating a new Local Law. It should be noted that the Standing Orders Local Law is proposed to be reviewed in the early part of 2017/18 and as part of the review, community consultation is required.

It should also be noted that any changes also have to be approved by the Joint Houses of Parliament Committee and need to be in keeping with the model local laws and not contravene any other written law. Council might wish to consider the communities changes in that review – which will then go to public consultation. Council might also choose to commence the review of the Standing Orders Local Law during the remainder of this financial year.

#### MOTION 11

**SME - 8/3/17**

MOVED Michelle Grady, Seconded Kathryn Hamilton, that Council no longer accepts any proposals from state, federal, local government or other non-government entities, which are done so on a confidential basis.

CARRIED

#### OFFICER COMMENT

Council should note that if adopted this might well preclude Council from entering in to any discussions which include commercial in confidence material.

## STRATEGIC IMPLICATIONS

### *Leadership and Governance*

We will provide leadership and build a sustainable place through our regional and government partnerships.

We will be accountable and make decisions for the good of the community.

We will engage with our community, building cohesive community and support community participation.

## STATUTORY IMPLICATIONS

The outcomes of a Special Electors' meeting are the subject of Section 5.33 of the Local Government Act 1995.

## OFFICER RECOMMENDATION – ITEM 10.9

That Council:

1. That the report on the Special Meeting of Electors held on 13 March 2017 be received and notes Officers' comments of the motions carried;
2. Considers each of the motions carried at Special Meeting of Electors held on 13 March 2017, whilst taking note of the Officers' comment.

**Voting requirements: Simple majority**

**10.10 Bassendean River Parks Management Committee Meeting held on 8 February 2017 (Ref: GOVN/CCL/MEET/34 – Simon Stewert-Dawkins, Director Operational Services)**

APPLICATION

The purpose of the report is for Council to receive the report on a meeting of the Bassendean River Parks Management Committee held on 8<sup>th</sup> February 2017.

ATTACHMENTS

**Attachment No. 7:**

Bassendean River Parks Management Committee Minutes of 8 February 2017

STRATEGIC IMPLICATIONS

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

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

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

COMMENT

**Bassendean River Parks Management Committee Instrument of Appointment – Amendment**

In December 2016, Council resolved to invite a representative from the Department of Fire and Emergency Services to be a member of the Bassendean River Parks Management Committee.

As a result, the Town has written to the Department of Fire and Emergency Services' (DFES) Assistant Commissioner Metropolitan Operations seeking a representative to this Committee and providing a copy of the 2017 meeting schedule along with an amended Bassendean River Parks Management Committee Instrument of Appointment and Delegation

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.1

**RPMC – 1/02/17** MOVED Cr Bridges, Seconded Carol Seidel, that:

1. The Committee notes the information regarding the appointment of a representative from the Department of Fire and Emergency Services to the Committee.
2. Council amends the Bassendean River Parks Management Committee's Instrument of Appointment and Delegation, to include an additional community representative, and invites Ms Melissa Mykytiuk from the Botanic Gardens and Parks Authority to join the Committee.

CARRIED UNANIMOUSLY 9/0

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

In accordance with Council adopted budget allocation quotations have been obtained for the RFQ 335W 2016-17 Stage 2 Bindaring Wetland Concept Plan Development and CoTerra Environment has been appointed as Successful contractor.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.2

**RPMC – 2/02/17** MOVED Cr Bridges, Seconded Carol Seidel, that the Committee notes that CoTerra has been awarded the contract for Stage 2 works and that works are due to commence in February 2017.

CARRIED UNANIMOUSLY 9/0

**Bassendean Foreshore Precinct Plan**

An update on the status of the Bassendean Foreshore Precinct Plan was provided to the committee.

COMMITTEE/OFFICER RECOMMENDATION — ITEM 8.3

**RPMC – 3/02/17** MOVED Simon Stewert-Dawkins, Seconded Jeremy Walker, that the Committee notes the status report on the Bassendean Foreshore Precinct Plan.

CARRIED UNANIMOUSLY 9/0

### **Ashfield Flats Reserve - Land Management**

The Department of Planning presented a draft Ashfield Flats Reserve Fire Management Plan and Weed Management Plan and the department advised they are seeking comment from key stakeholders.

#### **COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.4**

**RPMC – 4/02/17** *MOVED Simon Stewert-Dawkins, Seconded Stephen Lloyd, that the Committee notes that:*

- 1. The Department of Planning is working with key stakeholders and seeking comments on the draft Ashfield Flats Reserve Fire Management Plan and Weed Management Plan attached to the agenda of 8 February 2017; and*
- 2. The Department of Planning has indicated that the draft final Ashfield Flats Reserve Fire Management Plan and Weed Management Plan documents will be re-presented to the Committee prior to being adopted and implemented.*

**CARRIED UNANIMOUSLY 9/0**

### **Water Corporation Stormwater Drains**

In January 2017 the Town promoted the Department of Water and Water Corporation's Drainage for Liveability Project to the broader Bassendean community inviting suggestions to make better use of the green spaces around Storm Water Drains.

#### **COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.5**

**RPMC – 5/02/17** *MOVED Nonie Jekabsons, Seconded Carol Seidel, that the Committee notes the Drainage Liveability project community consultation currently being undertaken and that a further report will be presented to Council for consideration.*

**CARRIED UNANIMOUSLY 9/0**

### **Nature-Based Regional Playground Location**

The purpose of this report is to advise the Bassendean River Parks Management Committee of the Council (OCM - 12/12/16) resolution for the location for the Nature-based Regional Playground to be on part of Lot 646 Kitchener Road.

COMMITTEE/OFFICER RECOMMENDATION — ITEM 8.6

***RPMC – 6/02/17*** *MOVED Cr Bridges, Seconded Carol Seidel, that the Committee notes the December 2016 Council (OCM - 12/12/16) resolution for the Nature-based Regional Playground at the preferred location at Part Lot 646 Kitchener Road and requests that due consideration be given to isolating the location of the former McDonald's farmhouse as an archaeological site and providing appropriate interpretive signage.*

CARRIED UNANIMOUSLY 9/0

In regards to the above request to consider isolating the location of the former McDonald's farmhouse as an archaeological site and providing appropriate interpretive signage, the Town has already identified the location of the former building and is considering design options

STATUTORY REQUIREMENTS

Local Government Act 1995

COMMUNICATION & ENGAGEMENT

Council has adopted a schedule of meeting dates for the Bassendean River Parks Management Committee

FINANCIAL CONSIDERATIONS

Nil

OFFICER RECOMMENDATION – ITEM 10.10

That Council receives the report and adopts the Committee recommendations of the meeting of Bassendean River Parks Management Committee held on 8 February 2017.

**Voting requirement: Simple Majority**

**10.11 Access and Inclusion Committee Meeting held on 1 March 2017 (Ref: GOVN/CCLMEET/16 – Graeme Haggart, Director Community Development)**

APPLICATION

The purpose of the report is for Council to receive the report on a meeting of the Access and Inclusion Committee held on 1 March 2017.

ATTACHMENTS

**Attachment No. 8:**

Access and Inclusion Committee Minutes of 1 March 2017.

STRATEGIC IMPLICATIONS

The Access & Inclusion Committee:

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

COMMUNICATION & ENGAGEMENT

The Committee comprises of community members appointed by Council to represent people with a disability or agencies working in the disability sector.

COMMENT

The main items considered at the meeting included:

Lord Street Disability Justice Centre

The Manager, Lord Street Disability Justice Centre, Mr Peter Hodgson, attended the meeting and made a presentation on the facility and of the current priority to better connecting with the community.

Disability Access and Inclusion Plan (DAIP) Review

In accordance with legislative requirements, the Town is required to renew its DAIP during 2017.

The Committee considered how this process can best be achieved and resolved to recommend funding to engage a consultant be considered in the 2017/18 budget process.

#### Manager Seniors and Disability Services (MSDS) Report

Amongst other items, the MSDS reported that the Town is now registered as a National Disability Insurance Scheme service provider such that the Town can continue to deliver services to the approximately 60 clients with a disability who are under 65 years of age.

#### Other Items of Note

Other items considered at the meeting of note included:

- For the first time, iVote has been used for voting in the 2017 State election. People with a disability were eligible to register to cast their vote by iVote.
- Town's Rangers are to be trained on new standards and legislation pertaining to ACROD stickers and disability parking bays.

#### STATUTORY REQUIREMENTS

The 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

#### COMMITTEE/OFFICER RECOMMENDATION — ITEM 10.11

That:

1. Funding to engage a consultant to prepare a new Disability Access and Inclusion Plan for the Town be referred for considered in the draft 2017/18 Budget; and
2. The report on a meeting of the Access and Inclusion Committee held on 1 March 2017, be received.

**Voting requirements: Simple Majority**

**10.12 Bassendean Local Studies Collection Management Committee Meeting held on 2 March 2017 (Renata Pietracatella, Manager Library and Information Services)**

**APPLICATION**

The purpose of this report is for Council to receive the report on a meeting of the Bassendean Local Studies Collection Management Committee held on 2 March 2017.

**ATTACHMENTS**

**Attachment No. 9:**

Local Studies Collection Management Committee Minutes of 2 March 2017.

**COMMUNICATION & ENGAGEMENT**

The Committee comprises of community members appointed by Council to be responsible for the management, operation and policy of the Local Studies Collection.

**COMMENT**

At its meeting on 2 March 2017 the Committee dealt with the Local Studies Librarian's Report, Financial Activity Statement for the period ended 23 February 2017 and considered a budget proposal for 2017/2018. The draft budget recommends an amount of \$13,200 for the Local Studies Collection operational activities in 2017/2018.

**OFFICER RECOMMENDATION — ITEM 10.12**

That the report on a meeting of the Bassendean Local Studies Collection Management Committee held on 2 March 2017 be received.

**Voting requirements: Simple majority**

**10.13 Audit & Risk Management Committee Meeting held on 8 March 2017 (Ref: GOVNCCL/MEET/3 - Michael Costarella, Director Corporate Services)**

APPLICATION

The purpose of this report is for Council to receive the report on a meeting of the Audit & Risk Management Committee held on 8 March 2017 and adopt the recommendations from the Committee.

ATTACHMENTS

**Attachment No. 10:**

Minutes of the Audit & Risk Management Committee held on 8 March 2017

**Confidential Attachment No. 4:** Report

COMMUNICATION & ENGAGEMENT

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

COMMENT

The following items were discussed:

**Resignation from Committee – Michelle Rutherford**

On 23 February 2017, Michelle Rutherford advised of her resignation from the Committee, as follows:

*“Hi Michael, I hope this finds you well. Unfortunately, due to unforeseen circumstances I wish to tender my resignation as a member of the Risk and Audit Committee, effective immediately.*

*I have enjoyed my time as a Committee Member representing the people of our Town. I wish the Committee all the best for the future. Regards, Michelle Rutherford.”*

**Local Government Compliance Audit Return 2016 (Ref: GOVR/LREGLIA/9 – Mike Costarella, Director Corporate Services)**

The report presents the Local Government Compliance Audit Return 2016, 1 January to 31 December 2016 to Council in order that the report be adopted.

**Internal Audit – Moore Stephens (Ref: FINM/AUD/1, Ken Lapham, Manager Corporate Services)**

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

**Various Debts Write-off (Ref: FINM/DBTOS/2 – Ken Lapham – Manager Corporate Services)**

The purpose of this report is to recommend that various outstanding & unrecoverable debts be written off. The Manager Corporate Services recommends that Debtors, totalling \$2,444.85 be written off.

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

**COMMITTEE RECOMMENDATION – ITEM 10.13**

That:

1. Council receives the report on the meeting of the Audit and Risk Management Committee Meeting held on 8 March 2017;
2. Council expresses its appreciation to Ms Michelle Rutherford for her contribution to the Committee;
3. The vacant position held by Ms Rutherford for the period ending October 2017, be advertised;
4. Council adopts the Compliance Audit Return 2015 for the period 1 January to 31 December 2016, as attached to the Agenda of 28 March 2017.
5. Council receives the 2017 Internal Audit Report from Moore Stephens, and notes the managements' comments.
6. Staff Provide a report on the Credit Card usage to the next Audit and Risk Management Committee meeting;

7. In relation to Item 3.2 of the Internal Audit Report, Council adopts the procedure that the Accounts Payable Officer will also check the Australian Business Number (ABN) on the Australian Taxation Office website to ensure that the Creditor verification is bona-fide; and
8. Council writes off debtors of \$2,444.85 as listed in the Confidential Report to the Audit & Risk Management Committee Agenda of 8 March 2017.

**Voting requirement:**

**Point 8 - Absolute Majority**

**Points 1, 2, 3, 4, 5, 6 & 7 – Simple majority**

**10.14 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 February 2017</b>		
<b>Application No</b>	<b>Property Address</b>	<b>Description</b>
201700053	6 RAILWAY PARADE, BASSENDEAN	CARPORT & PATIOS
201700018	43 MARY CRESCENT, EDEN HILL	PATIO
201700014	49 HARCOURT STREET, BASSENDEAN	DWELLING
201700032	33 DEVON ROAD, BASSENDEAN	SWIMMING POOL
201700034	8 KIRKE STREET, EDEN HILL	DEMOLITION
201700038	51 MARY CRESCENT, EDEN HILL	DWELLING ADDITIONS/ALTERATIONS
201700037	9 IOLANTHE STREET, BASSENDEAN	2 STOREY DWELLING
201700033	62 WILSON STREET, BASSENDEAN	SPA AND GAZEBO
201700039	84 KENNY STREET, BASSENDEAN	DECK AND KITCHEN WINDOW
201700028	29 NORTH ROAD, BASSENDEAN	FENCE
201700025	22 BRIDSON STREET, BASSENDEAN	STEEL COLOUR BOND PATIO
201700027	62 FREELAND SQUARE, EDEN HILL	STEEL FRAME STEEL ROOF PATIO
201700048	133 ANZAC TERRACE, BASSENDEAN	SWIMMING POOL AND FENCE
201700044	33 HANWELL WAY, BASSENDEAN	SOLAR PANEL (RETROSPECTIVE)
201700045	70 NAUNTON CRESCENT, EDEN HILL	FENCE
201700041	56 MAY HOLMAN DRIVE, BASSENDEAN	SOLAR PANELS
201700049	42 FOURTH AVENUE, BASSENDEAN	BELOW GROUND SWIMMING POOL AND BARRIER
201600373	21 GALLAGHER STREET, EDEN HILL	FULL DEMOLITION
201600350	44 MALEY STREET, ASHFIELD	SINGLE DWELLING

**OFFICER RECOMMENDATION – ITEM 10.14**

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

**Voting requirement: Simple majority**

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

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

<b>Planning and Subdivision Applications Determined to 21 March 2017</b>			
<b>App No.</b>	<b>Property Address</b>	<b>Type of Development</b>	<b>Decision</b>
2016-154	71 THIRD AVENUE EDEN HILL 6054	ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
2016-168	41 CUMBERLAND WAY BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2016-188	77 IDA STREET BASSENDEAN 6054	AMENDMENT TO DA 2013-155 (6 MULTIPLE DWELLINGS) - VARIOUS MINOR DESIGN ADJUSTMENTS	DELEGATE APPROVED
2016-195	28 GALLAGHER STREET EDEN HILL 6054	TWO GROUPED DWELLINGS	DELEGATE APPROVED
2017-009	20 BLACKTHORN ROAD EDEN HILL 6054	RETROSPECTIVE MODIFICATIONS TO CARPORT, PATIO & PROPOSED OUTBUILDING	DELEGATE APPROVED
2017-013	UNIT A 15 SYLVIA WAY EDEN HILL 6054	RETROSPECTIVE APPLICATION FOR PATIO	DELEGATE APPROVED
2017-014	50 DEVON ROAD BASSENDEAN 6054	PATIO	DELEGATE APPROVED
2017-016	21 CHARLBURY WAY EDEN HILL 6054	RENEWAL OF APPROVAL FOR HOME BUSINESS (WHOLESALE SALE OF VINTAGE HOMEWARES)	DELEGATE APPROVED
2017-018	19 LORD STREET BASSENDEAN 6054	AMENDMENT TO DA 2015-237 (8 MULTIPLE DWELLINGS) TO INSTALL SOLAR PV PANELS	DELEGATE APPROVED
2017-019	UNIT B 101 IVANHOE STREET EDEN HILL 6054	PATIO	DELEGATE APPROVED
2017-021	51 NORTH ROAD BASSENDEAN 6054	OUTBUILDING	DELEGATE APPROVED
2017-022	UNIT A 35 SEVENTH AVENUE BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED

2017-023	49B HARCOURT STREET BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2017-028	13 NURSTEAD AVENUE BASSENDEAN 6054	AMENDING DEVELOPMENT APPROVAL (DA 2016-156) FOR ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
2017-029	21 LORD STREET BASSENDEAN 6054	AMENDING DEVELOPMENT APPROVAL (DA 2014-126) FOR 8 MULTIPLE DWELLINGS TO EXTEND PERIOD OF VALIDITY OF APPROVAL	DELEGATE APPROVED
<b>Subdivision Applications</b>			
154837	2 DOBSON LANE EDEN HILL 6054	TWO LOT SUBDIVISION	STATUTORY ADVICE
163-17	15 KENMURE AVENUE ASHFIELD 6054	TWO LOT PLUS COMMON PROPERTY SURVEY STRATA	STATUTORY ADVICE

**OFFICER RECOMMENDATION – ITEM 10.15**

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

**Voting requirement: Simple majority**

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

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

The Common Seal was attached to the following documents during the reporting period:

03/03/17 Receipt of the Head Agreement Award letter in relation to Disability Services Provider Panel Request for Registration for Individually Funded Services dated 28 February 2017 between The Disability Services Commission and the Town of Bassendean.

15/03/17 Restrictive Covenant at 80 Iolanthe Street, Bassendean, between Remo & Lorelei Gullotto and the Town of Bassendean, to ensure that each subdivided lot at the property is developed in line with the LPS 10 requirements for development at an R40 coding.

20/03/17 Agreement to ensure Survey-Strata Subdivision at Lot 212; 40 Esther Street, Eden Hill, between Ngoc Phung Dang and the Town of Bassendean

**OFFICER RECOMMENDATION – ITEM 10.16**

That Council notes the affixing of the Common Seal to the document listed in the Ordinary Council Meeting Agenda of 28 March 2017.

**Voting Requirements: Simple majority**

**10.17 Calendar for April 2017 (Ref: Sue Perkins, Executive Assistant)**

Tue	11 Apr	7.00pm	Liveable Town Advisory Committee Meeting Council Chamber (Crs Gangell, Bridges & McLennan)
Fri	14 Apr		Good Friday Public Holiday – Offices closed
Mon	17 Apr		Easter Monday Public Holiday – Offices closed
Tue	25 Apr		Anzac Day Public Holiday – Offices closed
Tue	25 Apr	11.00am	Anzac Day Parade & Commemorative Service Bassendean War Memorial
Wed	26 Apr	5.00pm	Briefings Session – Council Chamber
Wed	26 Apr	7.00pm	Ordinary Council Meeting – Council Chamber
Fri	28 Apr	5.00pm	Youth Advisory Council Meeting – Bassendean Youth Services

**OFFICER RECOMMENDATION - ITEM 10.17**

That the Calendar for April 2017 be adopted.

**Voting Requirements: Simple majority**

### **10.18 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:

78839	GRAEME HAGGART	OCM-33/10/16, OCM-32/10/14 - NOTICE OF MOTION - CR BRIDGES: FLOOD LEVEL MARKERS	SUPERSEDED BY ROC17/53221. <b>RECOMMEND DELETION.</b>
ROC17/53216	BRIAN REED	OCM-5/2/1/ - DEVELOPMENT ASSESSMENT PANELS: LOCAL GOVERNMENT NOMINATIONS – CORRESPONDENCE RECEIVED FROM DIRECTOR GENERAL OF DEPARTMENT OF PLANNING	DETAILS OF COUNCILLOR GANGELL'S NOMINATION HAS BEEN FORWARDED TO THE DAP SECRETARIAT. <b>RECOMMEND DELETION.</b>
ROC17/53215	DYLAN STOKES	OCM-4/2/17 - RETROSPECTIVE APPLICATION FOR A PATIO AT LOT 19; NO. 15 BRIDSON STREET BASSENDEAN	APPLICANT ADVISED OF COUNCIL'S DECISION. <b>RECOMMEND DELETION.</b>
ROC17/53217	MANDY GODFREY	OCM-6/2/17 - RFT CO 054 2016-17 SUCCESS HILL BORE SEPARABLE PORTIONS – REPAIR OR REPLACE FOR THE TOWN OF BASSENDEAN	CONTRACTOR ACCEPTANCE RECEIVED. INDUCTION COMPLETED. PRE WORKS MEETING WITH SUPERVISOR ARRANGED. NO FURTHER ACTION. <b>RECOMMEND DELETION</b>
ROC17/53230	TIM DAYMAN	OCM-27/2/17 - SPORTS ACHIEVEMENT AWARDS	PRESENTED AT A FUTURE COUNCIL MEETING. <b>RECOMMEND DELETION</b>

OFFICER RECOMMENDATION – ITEM 10.18

That the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 28 March 2017 be deleted from the Implementation of Council Resolutions list.

**Voting Requirements: Simple majority**

**10.19 Accounts for Payment – February 2017 (Ref: FINM/CREDTS/4 – Ken Lapham, Manager Corporate Services)**

**APPLICATION**

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

**ATTACHMENTS**

**Attachment No. 11:** List of Accounts

**BACKGROUND**

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

**STRATEGIC IMPLICATIONS**

*Leadership and Governance*

**Improve capability and capacity**

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

**STATUTORY REQUIREMENTS**

Local Government (Financial Management) Regulations 1996

**FINANCIAL CONSIDERATIONS**

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

**OFFICER RECOMMENDATION - ITEM 10.19**

That Council receives the List of Accounts paid for February 2017, as attached to the Ordinary Council Agenda of 28 March 2017.

**Voting Requirements: Simple majority**

**10.20 Financial Statements – February 2017 (Ref: FINM/AUD/1 – Ken Lapham, Manager Corporate Services)**

APPLICATION

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

ATTACHMENTS:

**Attachment No. 12:** Financial Reports for February 2017

BACKGROUND

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

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

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

STRATEGIC IMPLICATIONS

*Leadership and Governance*

**Improve capability and capacity**

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

### COMMENT

The Summary of Financial Activity (Income by Nature & type) is indicating that income for the Year to date is 3.66% behind of Budget Year to date. Interest on investments and other revenue are ahead of budget YTD forecasts. Operating Grants, Fees & charges are behind YTD Forecasts.

Total expenditure by nature & type for YTD is 10% below Budget YTD expectations. Employee costs, Materials & contracts, utilities, other expenditure, and are below anticipated budget levels. Insurance expenses are 10% over budget.

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

### STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996.

### FINANCIAL CONSIDERATIONS

The Financial Statements provide an overview of the income and expenditure for the period ending the 28<sup>th</sup> February 2017. The Notes accompanying the statements provide a detailed breakdown to the Financial Statements.

### OFFICER RECOMMENDATION – ITEM 10.20

That the:

1. Financial Report for the period ending 28 February 2017, as attached to the Ordinary Council Agenda of 28 March 2017, be received; and
2. Budget amendments listed for adoption in the Financial Statements as attached to the Ordinary Council Agenda of 28 March 2017, be approved.

**Voting Requirements: Absolute majority**

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

**11.1 Notice of Motion – Cr Pule: Seniors Housing and Well-Being Strategy**

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

*“That a report be prepared for Council:*

- 1. Reviewing current Seniors Policies (Seniors’ Ageing Policy) including Housing and Accommodation opportunities for Seniors;*
- 2. Reviewing well-being opportunities that can be innovative and guide supporting services developments and benefits to Seniors;*
- 3. Notes WALGA Interim Submission to the Housing Authority and the Seniors Housing Strategy: Discussion Paper; and*
- 4. Commence the preparation of an encompassing Seniors’ Housing and Well-being Strategy for the Town of Bassendean, supporting the WALGA initiatives.”*

**Comment – Cr Pule**

1. With the release of the Seniors’ Housing Strategy Discussion Paper and given that the "Ageing of the Population " is increasing at almost 40%: it is vital that a Seniors’ Housing and Well Being Strategy be developed without further delay and that the Strategy looks beyond the 2020 horizon.
2. The strategy needs to include proper consultation.
3. Now is the time for the Town to develop a Seniors’ Strategy with long term Vision and including the many yet unmet needs of Seniors.
4. Local Governments are now moving into exploring ways to provide improving services for Seniors and work in better partnership with State and Federal initiatives.
5. This is part of the long term Strategic Plan to improve the quality of life in Bassendean and part of the Bassendean caring for Seniors’ principles.

### Officer Comment

The Town owns and operates 31 residences for seniors within the Hyde Retirement Village. This infrastructure is aging and the industry has evolved considerably from when the facility was first conceived – in terms of accommodation style and management (including fees structure). A Senior's Friendly Community Strategy that incorporates residential housing options and opportunities can be embedded into the new draft Community Strategic Plan and consideration to being effectively resourced referred to the draft budget.

### 11.2 **Notice of Motion – Cr Pule: Impact of Discontinuation of Vehicle License Concessions for Town of Bassendean**

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

*“That the Town of Bassendean prepare a cost impact analysis of the discontinuation of vehicle license concessions for Local Governments effect on Bassendean and prepare a submission to the State Government highlighting the financial impost to ratepayers and request a better outcome.”*

### Comment – Cr Pule

1. In early January 2017, the Department of Transport advised Local Governments that effective from 1 July 2017, the vehicle license concessions currently offered will be discontinued. This means Local Governments, including the Town of Bassendean, will be required to pay vehicle registrations in full.
2. This means a considerable additional cost to ratepayers. The Town now needs to prepare a cost analysis and join with other Local Governments and WALGA in requesting a better outcome.
3. The costs to the Local Government sector have been estimated at \$5.6 million and on top of that, will be the loss of stamp duty exemptions estimated at a further \$4 million.
3. This is part of the long term Strategic Plan to improve the quality of life in Bassendean and part of addressing cost shifting imposts to Local Government

### Officer Comment

The Town requested and received advice from the Department of Transport on 13 February 2017 on the effect of the discontinuance of the vehicle licencing concession.

The advice stated that the current cost to Council for vehicle licencing was \$23,208.23. The estimated costs after the concession discontinuation is \$48,297.63. This is an increase of \$25,089.40.

The Notice of Motion requests that the Town prepare a submission, however, WALGA has prepared a submission on behalf of all local governments and it is currently awaiting advice from the State government on whether this matter will be pursued.

The President of WALGA stated:-

*WALGA made every effort to communicate but were given no advice from government prior to this decision and for the Minister to now claim he was not consulted is incredulous," Cr Craigie said.*

*"The Minister for Transport ignored our repeated requests for a meeting following the announcement and WALGA has been advocating for change ever since.*

*"The fact is, the State Government tried for a quick cash grab, it's been caught out and now candidates are trying to salvage a situation that only the future government can fix.*

*"Anything other than a full reversal of the cuts is unacceptable."*

### **11.3 Notice of Motion – Cr Brown: Use of the Herbicide Glyphosate**

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

*"That the Town of Bassendean investigate and adopt strategies that encourage the community to support the Council in its determination to reduce the use of the herbicide Glyphosate, particularly its use on hard surfaces within the Town. A report on this initiative is to be prepared and presented to the April Ordinary Council Meeting."*

### Background – Cr Brown

A consequence of ceasing the use of Glyphosate on hard surfaces within the Town is the proliferation of unsightly and destructive woody weeds along road reserves and footpaths. Although this was a foreseeable consequence, the problem has not been addressed, mainly due to logistical and resource issues.

Longer term strategies are being considered, however, as part of an overall solution, the community should be encouraged, through marketing in Town publications and other forms of engagement, to manually remove weed growth from hard surface areas adjacent to their property.

The benefit to the community is a healthier home and family environment free of an herbicide designed to kill organic life, and the creation of an appealing streetscape.

### Officer Comment

In accordance with OCM – 12/01/17, Officers intend to provide a report to Council once the Town is in receipt of a weed treatment trial report from the Eastern Metropolitan Regional Council, in May 2017.

Once the EMRC report is provided, the Town can administratively incorporate the Notice of Motion proposal for Council consideration.

## **11.4 Notice of Motion - Cr McLennan : Development of Surveys & Associated Community Consultation Documentation**

Cr McLennan has advised that she wishes to move the following motion at this meeting:

*“That Council:*

- 1. Requests that, in advance of the preparation of any surveys and associated consultation materials, an opportunity be given to all Councillors (& any relevant committee) to identify specific information they seek from the community to ensure that this is incorporated into and reflected in the documents produced;*

2. *Requests all Councillors (& any relevant committee) be provided with an electronic copy of all draft surveys & accompanying documents prepared for community consultation purposes and be given the opportunity to give feedback prior to finalisation and distribution to the community; &*
3. *Requests that Councillors be informed of all consultation activities as they commence through the weekly Councillor Bulletin."*

### Background – Cr McLennan

Community consultation is key to ensuring that the decisions of Council reflect the desires of the Town's residents and rate payers whom Councillors are elected to represent. Effective consultation & engagement will also facilitate the achievement of better outcomes for the Town of Bassendean.

The potential for improving the way in which the Town presents information and seeks feedback from the community has been recognised by both Council and the Community in recent times. At present Councillors generally do not have the opportunity to input into the development of consultation materials & strategies. However, considering that the decisions of Councillors will often be strongly influenced by the results of such consultation activities, it would be useful for Councillors to have input to assist in ensuring that the type and quality of information gained through the consultation process meets their requirements.

### Officer Comment

The Town undertakes community engagement for a range of purposes across the organisation.

The Town conducts community engagement on a wide range of matters including the Community Consultation on the 2017-2027 Strategic Community Plan. For this project the Town engaged a Marketing Professional Organisation. It is generally agreed that this was a very successful consultation where Councillors and Staff spent time at Shopping Centres and received 1200 survey responses. The comments received contributed to the Plan to be presented to Council in the coming months. As part of this engagement, the Town also held workshops with members of the Community from which a number of commendations were received on the effectiveness of the community engagement process.

In February 2017, Council resolved to engage a suitably qualified consultant to facilitate a complete review of the current Communication and Consultation Policy.

It is considered that this Notice of Motion is not required as the matters should best be considered within the context of the review of the Communication and Consultation Policy.

**11.5 Notice of Motion – Cr McLennan: Temporary Infant Health Clinic Facility**

Cr McLennan has advised that she wishes to move the following motion at this meeting:

*“That Council:*

- 1. In recognition of the immediate need for improved infant health facilities, seeks to establish a temporary infant health clinic facility until such time as a more permanent solution is found;*
- 2. Includes discussion on a temporary facility as an agenda item for the April 11, 2017 meeting of the Liveable Town Advisory Committee;*
- 3. Requests staff investigate financial and other implications associated with the establishment of a temporary Infant Health Clinic in rented premises in the Town Centre and report back to Council at the May Ordinary Council meeting.”*

**Background – Cr McLennan**

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

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

The demand for local child health services has been increasing as a result of the changing demographics in the Town over recent years. The area has experienced a significant increase in the number of children residing in the Town with more young families choosing to make their homes in Bassendean. The 2011 census showed an 18% increase in the number of children aged 0-4 over a five-year period and this trend is expected to continue to be reflected in the 2016 census results (which will be released on April 11, 2017).

The development of a new infant health clinic (as part of an Integrated Children & Family Services Centre) has been a priority for the Bassendean community for a decade, being identified in the Town's Strategic and Corporate planning documents over this period. However, despite plans for the development of such a centre being previously pursued by Council, these have not come to fruition and the momentum for a project of this type has stalled. As a result, the process of replacing the existing clinic with a more modern, permanent facility (ideally within an integrated health centre) will now be a lengthy one. Given the extended time frame, and taking into consideration the current and growing community need for these services, it is worth investigating the feasibility of a temporary, interim, solution.

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

#### Officer Comment

The Town can report on the cost of relocating the Child Health Clinic to rented accommodation including fit out costs. The report should also consider what the Clinic will then be used for.

**11.6 Notice of Motion – Cr McLennan: Children & Families’ Services Facility**

Cr McLennan has advised that she wishes to move the following motion at this meeting:

1. Affirms the high value that is placed upon families and children in our community and its commitment to provide appropriate facilities to meet the requirements of this important group;
2. Recognises the need for upgraded infant health and other children & families’ facilities within the Town of Bassendean;
3. Notes the previous failure of plans for a Children & Families’ Services Centre to proceed (OCM – 14/12/13);
4. In light of the above, reconsiders establishing a Children and Families’ Services facility including:
  - a) Defining a model that would be both acceptable to the community and feasible for the Town;
  - b) Defining the scope of services to ideally be accommodated by such a facility;
  - c) Identifying suitable sites for such a facility to be located; &
  - d) Identifying potential funding sources for the project; and
5. Refers the matter to the Liveable Town Advisory Committee to action in consultation with the community.

**Background – Cr McLennan**

As per previous officer reports on this topic, the development of an Integrated Children and Family Services Centre in the Town of Bassendean has been a priority for the community since 2006 and has been listed in the Strategic and Corporate planning documents of the Town since that time. In addition, the Children and Family Services Committee of Council (now absorbed into the Liveable Town Advisory Committee) has previously identified this project to have strong community support and to be a highly valued aspiration.

In 2013, in response to the high priority given to this project, Council sought to develop an integrated Children and Family Services facility. This resulted in the development of detailed plans for two different town centre locations.

However, the feasibility business plan for both of these models indicated that the Town did not have the capacity to build or to fund a new facility as per the designs. As a result, in December 2013 (OCM – 14/12/13) Council resolved not to proceed with the plans and there has been no further consideration of this matter by Council.

Since this time, the demand for child and family services within the Town has been increasing. The area has experienced a significant rise in the number of young children with more families choosing to make their homes in Bassendean. The 2011 census data showed an 18% increase in the number of children aged 0-4 over a five-year period and this trend is expected to continue to be reflected in the 2016 census results (which will be released on April 11, 2017). It is therefore clear that the need for a dedicated family and children's service centre continues to grow.

Consequently, it is considered prudent for Council to reconsider the establishment of a facility of this nature whilst being mindful of the financial limitations that have caused project failure in the past.

#### Officer Comment

Demand for placements within the Town's Wind in the Willows Child Care Centres continues to remain strong with a long and intractable wait list. Wind in the Willows Bassendean was built more than 40 years ago. Child care infrastructure requirements have changed considerably in the last 5 years, let alone the past 40 years. Public buildings are generally depreciated over a 50 year life span. Facilities that provide an integration of service types is the contemporary facility model. It is recommended this be referred for consideration to the Liveable Town Advisory Committee where a Working Group may be established for the purpose of investigating point 4 of the Motion.

## 11.7 Notice of Motion – Cr McLennan: Bassendean Briefings

Cr McLennan has advised that she wishes to move the following motion at this meeting:

*“That Council requests:*

- 1. That input into items for inclusion in the “Bassendean Briefings” be actively sought from all Councillors prior to each Marketing Group Meeting where the content of the upcoming edition will be discussed.*
- 2. All Councillors be provided with an electronic copy of the draft “Bassendean Briefings” and given the opportunity to review and provide input into the publication prior to its finalisation; &*
- 3. Staff to report back to the May OCM on the potential for the Town of Bassendean to utilise the existing, extensive Library email database for electronic distribution of the Bassendean Briefings and other official communications from the Town for Council’s consideration.”*

### Officer Comment

The Bassendean Briefings is a medium for the Town to promote its events, functions and services. It is not a medium for Councillors to provide input that may be misconstrued as “electioneering”. I would caution Councillors’ involvement in this document given the past experiences.

The Mayor is the spokesman for the Town and the Local Government Act is very clear on the Role of the Council (not individual Councillors) and the role of the Mayor, ie:

### 2.7. Role of council

- (1) The council —
  - (a) governs the local government’s affairs; and
  - (b) is responsible for the performance of the local government’s functions.
- (2) Without limiting subsection (1), the council is to —
  - (a) oversee the allocation of the local government’s finances and resources; and
  - (b) determine the local government’s policies.

*[Section 2.7 amended by No. 17 of 2009 s. 4.]*

## 2.8. Role of mayor or president

- (1) The mayor or president —
  - (a) presides at meetings in accordance with this Act; and
  - (b) provides leadership and guidance to the community in the district; and
  - (c) carries out civic and ceremonial duties on behalf of the local government; and
  - (d) speaks on behalf of the local government; and
  - (e) performs such other functions as are given to the mayor or president by this Act or any other written law; and
  - (f) liaises with the CEO on the local government's affairs and the performance of its functions.

In relation to the email addresses provided for the Library requirements, the Town cannot use the email address for any other purpose without the owners authority. The Town can obtain email addresses from the Community for specific purposes at anytime these are required.

## **11.8 Notice of Motion - Cr Bridges: Bassendean Municipal Heritage Inventory**

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

*“That Council supports the resolution of the meeting of property owners from Kenny Street held in Council Offices on 15 March, 2017, who state that there is no sound basis for classifying the section of Kenny Street (between Palmerston and Shackleton/Bridson Streets) as a Category 2 heritage precinct. The meeting participants call on Council to withdraw its proposal to assign the classification of “heritage precinct” to this part of Kenny Street. “*

### Background information – Cr Bridges

Eleven owners of residential properties in Kenny Street between Palmerston Street to Shackleton/Bridson Streets, received correspondence outlining that their properties had “been assigned a proposed management category of 3...” in the Town of Bassendean Municipal Heritage Inventory (or alternatively: Town of Bassendean Municipal Inventory Review... as both descriptions are used interchangeably, and incorrectly, in the correspondence).

These eleven, along with all other property owners in Kenny Street from numbers 38 to 85, also received another piece of correspondence which stated that “your property falls within a heritage precinct.”

Both items of correspondence were dated 13<sup>th</sup> February 2017.

Recipients of these letters attended a meeting on 15 March, 2017 which was chaired by Councillor Bridges. This meeting was not called by any council staff or elected members: it was organised by concerned residents

Attendees at the meeting held 15 March, 2017 at Bassendean Council Offices, unanimously criticised the Bassendean Municipal Heritage Inventory process for its total lack of consultation with Kenny Street stakeholders and its failure to provide clear criteria for the selection and classification of “places”.

Residents are concerned that the effect of Kenny Street being classified as a “Category 2” precinct will be that any dwelling in the precinct may also be classified as a Category 2 heritage place. There are concerns that such a classification could result in a significant loss of property values, increased levels of development restrictions and a diminished opportunity to realise the full development potential of property.

Meeting participants also expressed concern at the apparent arbitrary nature of selecting Kenny Street as a heritage precinct, while other comparable neighbourhoods were not similarly designated for heritage classification. An example of the lack of consistency in the assignment of the Category levels is highlighted for us, the residents of Kenny Street (#38 to #85) who have been told that their “property falls within a heritage precinct”. Of the 46 houses in this section, only 11 have “been assigned a proposed management category of 3...” (one other house in the group was ‘assigned’ as a Category 4), while the adjacent Wilson Street which has NOT been assigned ‘precinct’ designation, has 13 Category 3 properties. It was unclear to the meeting participants how the consultants advising on the proposed Kenny Street precinct arrived at their recommended precinct classification: 34 houses in this proposed ‘precinct’ (which contains a total of 46) are not considered to have any Heritage value at all...and that only 11 are assigned a Category 3... that there are no Category 2 or Category 1 properties... and the highest Category is defined as having only “some” heritage significance.

While the meeting participants all expressed a strong interest in the protection of the assets of our town, none were convinced that the classification of Kenny Street as an isolated Category 2 heritage precinct would achieve the objectives of conserving cultural values and local amenity in the Town of Bassendean. I do not believe that a single ribbon “precinct” which allows up to, and including, R60 for properties backing onto the houses in Kenny Street, will provide the desired protection. There already appears to be no protection of the ‘street scape’, as one house has recently been demolished in an apparent anticipation of the precinct decision.

The meeting participants do not accept that there is a sound basis for classifying the section of Kenny Street (between Palmerton and Shackleton/Bridson Streets) as a Category 2 heritage precinct. The meeting participants call on Council to withdraw its proposal to assign the classification of “heritage precinct” to this part of Kenny Street.

#### Officer Comment

Staff consider that the notice of motion is premature in that the MHI is still currently out for public consultation, which will finish on April 15<sup>th</sup> 2017. The MHI was last updated in 2006 where owners were given the option to opt in/opt out from inclusion within the MHI.

It is important to note that the MHI is an information only resource and is used to guide strategic heritage planning, as well as the ‘Heritage List’ under Local Planning Scheme No. 10. This will be subject to a separate review in the near future and property owners again being given the opportunity to make comment. Inclusion within a MHI does not afford a property or precinct ‘statutory protection’. Additionally, the opt in/opt out model is not an approach supported by the State Heritage Office and subsequently, that Town lost control of many of its heritage places from allowing the opt in/opt out approach as part of the 2006 MHI review. Inclusion/exclusion within a MHI should be based solely on the significance to the Bassendean community and not strong opposition to any listings.

It should be noted that not all of the property owners attended the meeting on 15 March 2017. Many property owners within the Kenny Street precinct have been supportive of the proposed inclusion within the MHI.

Inclusion within the MHI is a community exercise and any review assesses all places within the existing MHI, new places nominated by the community, as well as any other additional places recommended by the consultants or the Review Committee. These places are then assessed against criteria requirements designated by the State Heritage Office including condition, authenticity, rarity and representativeness. The results of this are then summarised with each property assigned a management category to designate future heritage planning and creation of the Heritage List under Local Planning Scheme No. 10. The review of the MHI was first advertised requesting new nominations for inclusion in March 2015.

The document currently being advertised is the culmination of this process in conjunction with recommendations from the MHI Review Committee made up of both members of the community and Councillors. The letter sent to each property owner within the proposed Kenny Street precinct was done with the intention to seek comment on the proposed draft. The objective of this was to increase transparency and to ensure a well-informed and thorough review process. The letters sent during this consultation process were not notifying owners that their property was listed, it was seeking comment on the proposed listing. The consultation undertaken was notification on the Town's website and via Bassendean Briefings, weekly Facebook posts and letters sent to each property owner. An officer was made available by both phone and in person at the customer service centre at 35 Old Perth Road. The suggested total lack of consultation with Kenny Street stakeholders is therefore challenged.

The information provided in conjunction with the letters to each affected property owner is the preferred management categories and desired outcomes by the State Heritage Office. An information sheet of frequently asked questions, as well as the Place Record Form, was provided in conjunction with each letter, as well as details of how to access further information. The suggested failure to provide clear criteria for the selection and classification of "places" is therefore denied.

Loss to property value is not a valid planning consideration. The information sheet provided in conjunction with the letters to property owners informed owners that where existing development potential had not yet been achieved, the Town has made a commitment to approving density variations that allow development potential to be achieved where the existing dwelling is retained.

Development restrictions cannot be quantified until the, MHI and Heritage List and its precincts have been adopted by Council. Development constraints for any precinct will be in relation to new developments within the street. Development controls are already in place for fencing and development within the front street setback. Development controls and streetscape provisions can be applied to an identified precinct regardless of inclusion within the MHI or Heritage List. Individual places within the precinct cannot be upgraded to a category two management category, as it is considered they would not meet the criteria.

Category 1 places are reserved for State Heritage listed places. Category 2 places are reserved for places considered to hold considerable significance to the community however outside of the scope for State listing. It is uncommon for residential houses to meet these criteria unless they are associated with a famous person or have extremely historic associations. The level of authenticity and integrity of these properties are also required to be high. Inclusion within the MHI is garnered by the results of a community consultation process where community members are invited to nominate places. This is done in conjunction with the review of all places within the existing 2006 MHI as well as recommendations from the MHI Review Committee members. It was considered by the MHI Review Committee that whilst these individual places did not meet the criteria for a management category two, collectively the precinct held a higher level of significance and therefore met the criteria of a management category two. It is not a matter that the remaining 34 houses within the precinct were not considered to hold any heritage value at all; it is merely that they were not individually nominated. It was on this basis that the draft MHI was progressed.

It is important to note that Wilson, Parker and Kathleen Streets were also earmarked for identification as a precinct under the next MHI review. These were identified too late in the process of the current review and have therefore been not been included.

The house that has been demolished in Kenny Street was demolished in response to resident concerns regarding perceived anti-social behaviour at this property. The owner of the property in question grew tired of ongoing complaints that were acted on by the Town, often outside of our enforcement ability.

The Kenny Street precinct was initially proposed for inclusion within the MHI resultant from community consultation calling for new nominations.

The consultants assessed the nomination and assigned the precinct a management category of three. When the draft version was presented to the MHI Review Committee for comment and recommendation, it was considered that all precincts should be assigned a management category of two. It was on this basis that the draft version was modified prior to public advertising of the document. It is premature to support this notice of motion to remove the Kenny Street precinct from the MHI prior to completion of public advertising period. Additionally, upon receipt of submissions from property owners in line with the consultant's original recommended management category for the precinct, it will be the officer's recommendation that the Kenny Street precinct be changed from a Category two to a Category three. It is therefore not appropriate for Council to consider a notice of motion to remove the precinct from the MHI. Council should be mindful of due process as well as the precedent this may have for other submissions received that oppose their properties inclusion within the MHI

Rather than delete the Precinct at this stage, officers recommend that the individual property owners provide written submissions as part of the adopted consultation process, and the potential adoption of precincts be considered further by Council in a holistic manner.

**11.9 Notice of Motion - Cr Bridges: Relocation of the Bassendean Preservation Group**

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

*"That Council supports the relocation of the Bassendean Preservation Group (Incorporated) GroCentre currently based in Ascot to 87 Whitfield St and:*

- 1. Advertises the lot for change of use to community purposes;*
- 2. Endorses the presented concept plan for the purpose of calling for public comment;*
- 3. Notes the support of the immediate neighbours;*
- 4. Enters into discussion with the BPG to determine how best to implement the relocation and costs the requirements for the necessary infrastructure to establish the GroCentre as a community nursery meeting industry standards within the site; and*
- 5. Subject to community acceptance, provides a form of security of tenure to the BPG that allows them to apply for grant funding in support of the GroCentre function.*

## BACKGROUND INFORMATION – CR BRIDGES

The Bassendean Preservation Group Inc (BPG) is a not-for-profit all-volunteer community environmental group that formed in 1985. BPG has a long history of propagation and revegetation, working cooperatively and constructively with the Town's Environmental Officers to mitigate foreshore erosion and provide habitat with locally appropriate native species. In the early years members maintained propagation frames in backyards and hosted seeding mornings, then nurtured the seedlings until ready for planting out. The scale of the program increased over the years as new tools and techniques were adopted. Eventually the quantities involved and the requirement to comply with industry standard nursery hygiene practices to avoid dieback meant BPG had outgrown the informal methods that used to serve. In 2009 BPG committed to consolidating their equipment and activities at a dedicated native plant nursery. In December 2011 assisted by a LotteryWest grant, BPG commissioned the GroCentre on WAPC land at Black Swan Island in Ascot Waters. The GroCentre currently has 4,429 native seedlings maturing in preparation for planting out this winter with an additional 400 planned for the last remaining potting morning this summer.

A two minute video of their activities can be viewed on the BPG Facebook page: [www.facebook.com/bassendeanpreservationgroup](http://www.facebook.com/bassendeanpreservationgroup), and photos can be viewed by following the links on BPG's website at <http://www.bpginc.info>.

WAPC also allows shared use of their facility on Black Swan Island and covers the power and water usage. The Ascot Waters site is distant from the Town and was intended to be a short term solution to allow BPG to continue their propagation activities until a permanent home could be found in Bassendean. WAPC's original agreement with BPG ran out in July 2013. BPG's continuing tenure is uncertain pending WAPC's efforts to hand the Island to the City of Belmont. BPG has been seeking a local home for its small but productive nursery and have been in discussion with neighbours of the Town owned vacant lot at 87 Whitfield St. The immediate neighbours contacted have expressed support and the motion seeks to initiate the first steps to the BPG GroCentre native nursery coming back to Bassendean where it rightly belongs and in the service of the Town.

The attached concept plan shows the proposed layout for the 20 x 20m GroCentre site in the centre of the ¼ acre lot (1,011sqm) with a 15 x 20m landscaped buffer at each end.

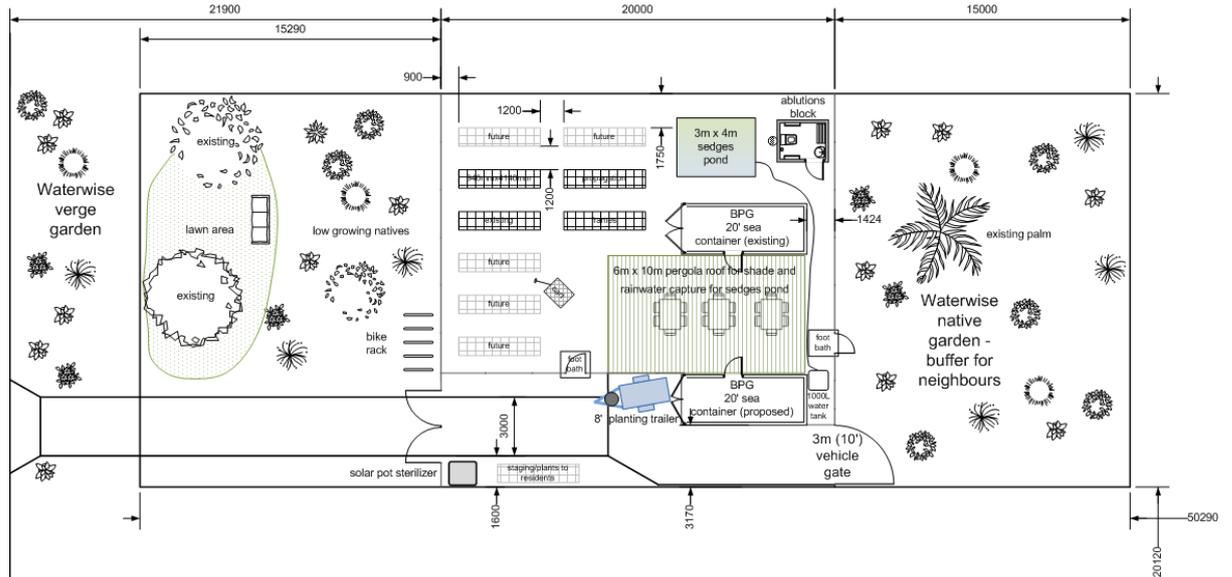


Figure 1 - Site Utilisation

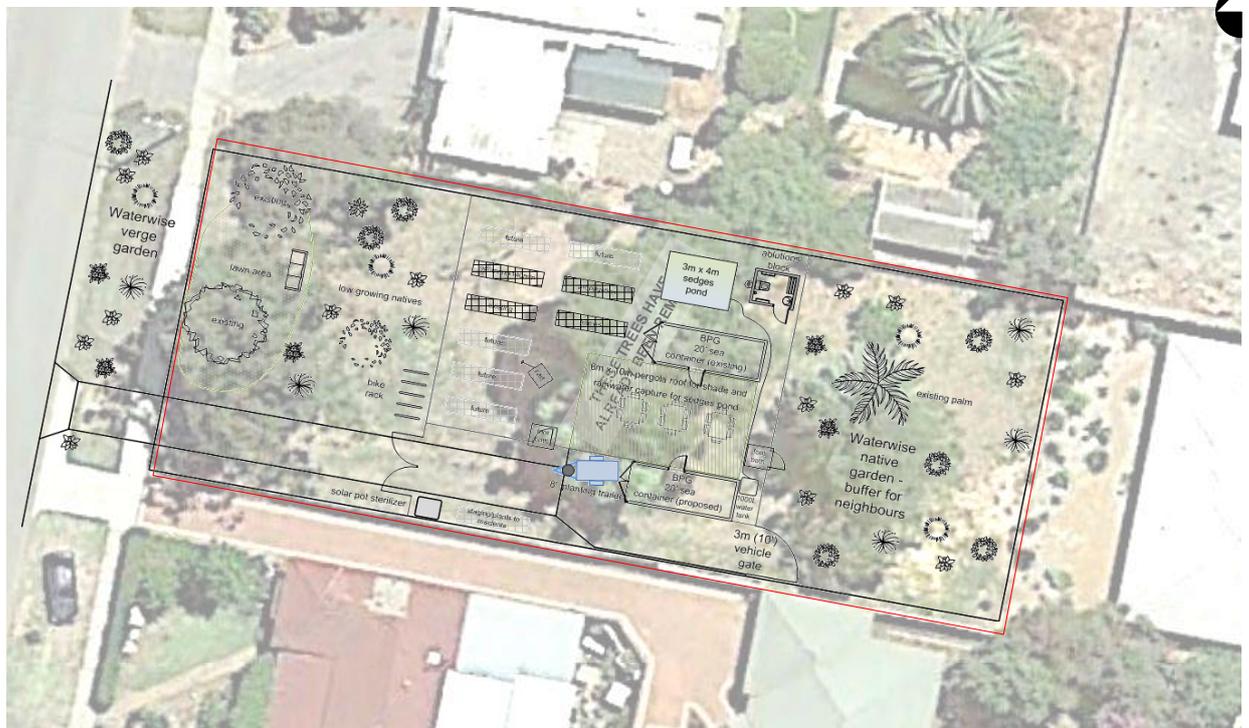


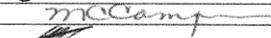
Figure 2 - Aerial Overlay - Google Earth Imagery Date: 11-Nov-15

Bassendean, 14 March 2017

The Bassendean Town Council is considering supporting the relocation of the Bassendean Preservation Group (incorporated) GroCentre from Ascot to 87 Whitfield Street.

This document is intended as a show of support from the immediate neighbours of the block, which is currently owned freehold by the Town of Bassendean and zoned residential with the R code R20. Full public consultation, with possibility to comment on the plans, will be held once the motion is passed by the Bassendean Town Council.

The support from the neighbours listed below is based on the attached plan created by the Bassendean Preservation Group Inc., and is subject to minor changes.

Name	Address	Signature
Mariana Campos	108 A West Rd	
Aranaea Ayres	108 West Rd	
Daniel Green	87 Whitfield Street	
Kirsty Green	"	
LENA NIGGERRAN	85 WHITFIELD ST.	
Peter Markham	110 West Rd, Bassendean	
Anne Thwaite	110 WEST RD	

Officer Comment

The facility could be regarded as a community purpose under the Scheme which is an "A" use in the residential zone. This means that an application for development approval will be required and the proposal will also need to be advertised at the planning stage. (Sign on site/web/letters to affected property owners).

Normally there would be an expectation that the applicant would be required to pay the application fee and the costs of any advertising, or is there an expectation that the Town becomes the applicant where by the Town does not charge itself planning fees.

There would normally be an expectation for formalised car parking to be provided, where a proposal generates a demand for car parking to be provided, and this element will need to be addressed at the planning stage.

The issue of the form of licence or lease with the Bassendean Preservation Group would also need resolution.

### **11.10 Notice of Motion - Cr Bridges: 1 Surrey Street Project**

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

That with relation to the 1 Surrey St project Council:

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

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

- 1. Receives the SIA Architects Pty Ltd progress report regarding the design options for the restoration, reconstruction and refurbishment of 1 Surrey Street project;*
- 2. Notes the feedback received from Bassendean Historical Society Inc Bassendean Arts Council Inc. the 1 Surrey Steering Group members, the State Heritage Office and Museums Australia concerning the various schematic design options*
- 3. Endorses SIA Architects Pty Ltd Option 2C draft design proposal, as included as an attachment to the Ordinary Council Agenda of 24 November 2015, to demolish the c.1952 rear extension under concrete roof and the standalone ablution/laundry building and the proposal to construct a separate building (Community Meeting Place) on the southern side of the Residence, as well as a separate toilet block on the western boundary;*
- 4. Requests SIA Architects Pty Ltd re-align the proposed studio in Option 2C designs to achieve a North /South access in order to preserve the existing mature tree and increase the backyard usable space;*
- 5. Requests SIA Architects Pty Ltd give due consideration in Phase 3 of the Detailed Design, Development & Documentation process to provide acoustic separation (shutters, walls & doors) in the 2C design to ensure the dual use of the kitchen area can be achieved for the Museum and / or Community/arts activities;*
- 6. Requests SIA Architects Pty Ltd reinstate the gable eave overhang as per the original fabric of the Pensioner Guard Cottage, and;*

7. *Notes that the Community Development Directorate intends to provide a Governance Model report in the future for the 1 Surrey Street to guide the ongoing management of the facility.*

CARRIED 4/2”

2. Informs LotteryWest that the current grant application will be resubmitted pending completion of items 3-7 below;
3. Has plans prepared consistent with Option 1 prepared by the SIA architects and the building uses recommended in the Interpretation Plan and subject to modifications sought by the key user groups as previously documented being included;
4. Requires interpretation within the museum space to include original and reproduction artefacts and within the cottage to include interpretation of a standard commensurate with that of the Howick Historical Village in Auckland New Zealand to create an authentic experience for museum visitors;
5. Requires a management plan for the ongoing use of the site to be presented to the Audit and Risk Committee and adopted by Council;
6. Requires site use areas be defined for the museum component, dedicated work and storage space for the Bassendean Arts Council and common shared meeting and activity spaces for multiple user groups including capacity for school education programs; and
7. Requires site and building plans, costings, the management plan and the details of the proposed interpretation be made available to the public via the Town’s website and presented at a public meeting for community input prior to the commencement of construction.

#### Background Information – Cr Bridges

Option 1 plan retains the 1893 building and later extensions as one building and states ‘Remove existing concrete roof and replace with new colourbond/translucent roof on new timber roofing’. See attachment 4 of OCM 24 November 2015 p16

Option 1 (\$758,605) is also cheaper than option 2 (\$808,898) see pp43/44 of 90 Agenda OCM 24/11/2015 and according to the business plan in the feasibility study an Option 1 layout would require a coordinator one day a week whereas with Option 2 layout the staffing requirement ‘is anticipated to be a new full-time position’ see p42 of 90 Agenda OCM 24/11/2015.

The modifications sought by the key user group (Bassendean Arts Council and Bassendean Historical Society) members are to enclose the proposed new rear veranda as work space and leaving the rear kitchen wall in place.

Section 5.3 of the Standing Orders Local Law 2011 also states:

- “(4) *The CEO –*
- (a) *may, with the concurrence of the mayor, exclude from the notice paper any notice of motion deemed to be, or likely to involve, a breach of this local law or any other written law;*
  - (b) *will inform members on each occasion that a notice has been excluded and the reasons for that exclusion;*
  - (c) *may, after consultation with the member where this is practicable, make such amendments to the form but not the substance as will bring the notice of motion into due form; and*
  - (d) *will provide an Officer Report to accompany the notice of motion that has relevant and material facts and circumstances pertaining to the notice of motion on such matters as strategic direction within the Council’s adopted Strategic Plan, policy, budget and law.*
- (5) *A motion of which notice has been given is to lapse unless –*
- (a) *the Member who gave notice of it, or some other Member authorised by the originating Member in writing, moves the motion when called on; or*
  - (b) *the Council on a motion agrees to defer consideration of the motion to a later stage or date.*
- (6) *If a notice of motion is given and lapses under subclause (5), notice of a motion in the same terms or to the same effect is not to be given again for at least 3 months from the date of such lapse.”*

Cr Brown has advised that he supports the motion.

### Officer Comment

SIA Heritage Architects were originally appointed in 2013 to undertake the concept and detailed designs works.

As part of the detailed building investigation, the Town engaged McDowell Affleck engineers to undertake structural assessments of the existing constructed concrete and the associated supporting walls.

In a structural engineering report, McDowell Affleck advised that the 1950's concrete "slab reinforcing was located in a single layer with an average of 25mm cover from the bottom of the slab. There was no top reinforcing over supports. The reinforcing within the slab is less than current Australian Standard requirements. There are areas of concrete cancer visible on the perimeter of the concrete slab. As the concrete is more than 50 years old, it is reasonable to assume that it is nearing the end of its design life".

On 3 November 2015, SIA Architects Pty Ltd presented to Elected Members and visited the 1 Surrey Street site and a powerpoint presentation outlined the structural problems with the 1950 concrete roof and the associated structural integrity of the walls.

In November 2015, the McDowall Affleck Structural Investigation Report was presented to the Ordinary Council Meeting which included a scanning report on the concrete roof and also a report from Tamram Pty Ltd, Quantity Surveyor and a letter from the State Heritage Office and Museums Australia.

SIA Architects Pty Ltd recommended option 2 schematic design over option 1 for the following reasons:

- Extra Meeting Space will cost more than Verandah Space;
- More underpinning required as more of existing structure retained;
- Toilets have large passageway for wheel chairs etc;
- Assumed same cost for removing roof and concrete slab over;
- Assumed existing Cottage alterations the same;
- West sun on Community space may cause heat problems; and
- No external access to Toilets.

After extensive community engagement and after considering the professional advice from for the SIA Heritage Architect,

McDowell Affleck Structural Engineers, Tamran Quantity Surveyor, the State Heritage Office and Museum Australia, Council:

**OCM – 6/11/15** MOVED Cr Pule, Seconded Cr Brown, resolved to:

1. *Receive the SIA Architects Pty Ltd progress report regarding the design options for the restoration, reconstruction and refurbishment of 1 Surrey Street project;*
2. *Note the feedback received from Bassendean Historical Society Inc Bassendean Arts Council Inc. the 1 Surrey Steering Group members, the State Heritage Office and Museums Australia concerning the various schematic design options;*
3. *Endorse SIA Architects Pty Ltd Option 2C draft design proposal, as included as an attachment to the Ordinary Council Agenda of 24 November 2015, to demolish the c.1952 rear extension under concrete roof and the standalone ablution/laundry building and the proposal to construct a separate building (Community Meeting Place) on the southern side of the Residence, as well as a separate toilet block on the western boundary;*
4. *Request SIA Architects Pty Ltd re-align the proposed studio in Option 2C designs to achieve a North /South access in order to preserve the existing mature tree and increase the backyard usable space;*
5. *Request SIA Architects Pty Ltd give due consideration in Phase 3 of the Detailed Design, Development & Documentation process to provide acoustic separation (shutters, walls & doors) in the 2C design to ensure the dual use of the kitchen area can be achieved for the Museum and / or Community/arts activities;*
6. *Request SIA Architects Pty Ltd reinstate the gable eave overhang as per the original fabric of the Pensioner Guard Cottage, and*
7. *Note that the Community Development Directorate intends to provide a Governance Model report in the future for the 1 Surrey Street to guide the ongoing management of the facility.*

As a result of the above Council resolution, the Town has engaged the following consultants for the detail design phase of the project:

<b>Consultant</b>	<b>Order Value \$</b>
CADD Compliance – Energy Efficiency	1,859
Fourth Consulting – Mechanical Electrical and Hydraulic Engineering	21,076
Solscapes Pty Ltd – Landscape	3,938
JMG Building Surveyors – quantity estimators	4,180
McDowell Affleck Pty Ltd – Structural Engineers	8,580
<b>Subcontractor Total</b>	<b>39,633</b>
<b>SIA Architects</b>	<b>41,351</b>
<b>Total Cost &amp; Orders Raised</b>	<b>\$80,984</b>

The following statutory approvals for the Council endorsed (OCM – 6/11/15) SIA Architects Pty Ltd Option 2C designs have been obtained:

- State Heritage Office - conditional approval; and
- Town of Bassendean - conditional planning approval.

In November 2016, Council (OCM – 14/11/16) noted that a LotteryWest grant application would be submitted in accordance with the early Council resolution.

In addition letters of support were received from:

- National Trust of WA;
- Royal WA Historical Society; and
- Bassendean Historical Society.

On 28 November 2016 and 7 February 2017, the Surrey Street Steering Working Group were presented with the draft detailed drawings, Bassendean Historical Society representatives and the Bassendean Arts Council representative requested some minor amendment to the drawings presented. SIA Architects and the respective sub-consultants have completed the requested minor amendments.

On Friday 17 March 2017, Councillors were advised via the Bulletin that the Town was successful in obtaining the LotteryWest's Conserving Cultural Heritage grant funding for \$375,000, which is \$100,000 more in grant funding than was listed in the 2016/2017 Budget.

In regards to the above Notice of Motion, the Bassendean Historical Society representative has advised it continues to support the Council's endorsed plan and supports LotteryWest funding and is keen to see the restoration works commence.

The Bassendean Arts Council representative advised at the November 2016, 1 Surrey Street Steering Working Group they support the current design, however, they expressed concern that they would not have exclusive use of the Studio Space.

The Director Community Development has indicated that the draft Management Plan, scheduled to be completed in April 2017, will articulate for Council consideration, that the Bassendean Historical Society & Bassendean Arts Council will be a principal user, but it is not intended they will have exclusive use.

The LotteryWest funding is specifically allocated for the restoration and construction works as per the State Heritage Office and the Town of Bassendean's conditional approval.

Should Cr Bridges' Notice of Motion be successful, the current grant funding would not be available to the Town. Council would need to allocate new funds to re-commence the detailed design process. Once the revised plans were completed, a new grant application would need to be lodged, however, there is no guarantee that a new application would be successful.

The executive summary of the 2012 Council (OCM – 12/11/12) adopted the Pensioner Guard Cottage and 1 Surrey Street, Bassendean Interpretation Plan, states in part that:

*“On its own, because of its small scale, the need for adequate supervision and the inevitable heavy reliance on voluntary service, it is difficult to see how the profile of the Enrolled Pensioner Guard Cottage can be significantly raised to become a viable and sustainable visitor venue for the long term.*

*However, because it is only part of what could become a vibrant community cultural hub, there is an exciting opportunity to interpret it within the functioning whole so as to make it a popular symbol of the Town's origins and identity and enable it to enhance a sense of community and pride.*

The Director Community Development has advised that a draft Governance Model/Plan is scheduled to be completed by April 2017.

The Request For Tender is scheduled to be advertised by the end of March 2017 with a report back to Council in June 2017, to appoint a suitably qualified and experienced builder to commence the restoration works. SIA Architects have advised that depending on weather conditions, the restoration works would most likely be completed within 32 weeks or potentially by January 2018.

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

**13.0** **CONFIDENTIAL BUSINESS**

**13.1** **Proposed Land Swap of 27L Hyland Street and Part Lot 271; 116 Hamilton Street, Bassendean (Ref: A2251, Brian Reed, Manager Development Services)**

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

**14.0** **CLOSURE**

The next Ordinary Council meeting will be held on **Wednesday** 26 April 2017.