

# TOWN OF BASSENDEAN

## MINUTES

### ORDINARY COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN

ON TUESDAY 23 OCTOBER 2018 AT 7.00PM

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

The Presiding Member declared the meeting open, welcomed all those in attendance and acknowledged the past and present traditional owners and custodians of the land on which the meeting was held.

The Mayor presented Michael Huynh with a Junior Sports Achievement Award for representing Western Australia in the U13's soccer tournament.

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

##### 2.1 Public Question Time

Mr Peter Pearson, 14 River Street, Bassendean

*In relation to Item 10.2, will Council extend the time allowed for public consultation so that residents may be properly informed before they are asked for feedback and will Council provide significantly more detail or background information to expand on the associated key design principles that is available in the attachments?*

The Mayor advised that it is her intention to move a deferral motion on that item to allow for further consideration of the matter at a Councillors' workshop.

Mr Paul Bridges, 150 West Road, Bassendean

*In relation to Item 11.4, given Council's target of 70% shade cover for road reserves, have contractors been informed that the lollipop pruning of trees and pruning to the road edge is not desirable.*

The Director Operational Services advised that the contractor is required to prune to the road edge, however, if the tree canopy is higher than the vehicles it can be left to grow over the road.

Mr David White, 49 Seventh Avenue, Bassendean

*How much has been spent on weed control at Success Hill Reserve in the 2017/2018 financial year?*

The Mayor advised that as Town staff did not have the information on hand, the question would be taken on notice.

*How effective has this been in controlling the weeds and improving the general condition of the bushland?*

The Director Operational Services advised that there have been trials undertaken. There has been an increase in weeds close to the road area and there has been an improvement closer to the riverside.

The Mayor requested that further information be provided to Mr White.

Mr Justin Hughes & Mr David Beecham, Eastern Regional RSL

*The land next to the RSL at Lot 41, 179 Guildford Road was leased by the RSL at a peppercorn rental. Was the RSL notified that the lease was due to expire? We have been informed that a vote was taken by the Council and the land is now listed as public open space.*

The Director Community Development advised that no vote has been taken by Council. Should Council wish to continue the lease, the Town would negotiate with the lessee.

The Manager Development Services advised that the land was zoned as housing and is now zoned as parks and recreation as part of an amendment to the Town Planning Scheme.

*Can the RSL and Council re-enter into a peppercorn lease for that land?*

The Director Community Development advised that any negotiations would be made with RSL WA as it is the owners of the land.

The Director Operational Services commented that the Town has written to RSL WA and received a response from them.

The Mayor suggested that Officers may wish to meet with RSL members outside of the Council meeting to discuss this matter further.

Mr Bruce Keay, 11 Earlsferry Court, Bassendean

*In reference to the winding up of Town Planning Scheme 4A, no action was taken last quarter. What is planned to be done this quarter?*

The Manager Development Services advised that there is the possibility of some land acquisition in association with a footpath being constructed in Hatton Court.

The Mayor commented that Council has not allocated funds to purchase the properties required to wind up Town Planning Scheme 4A.

Ms Nonie Jekabsons, 6 Barton Parade, Bassendean

*As part of the three bin system, has Council considered supplying residents with compost bins?*

The Mayor responded that this idea was considered at the Sustainability Committee meeting and a recommendation was made to allocate funding to subsidise worm farms, compost bins, bokashi etc.

#### COUNCIL RESOLUTION – ITEM 2.1

**OCM – 1/10/18** MOVED Cr Wilson, Seconded Cr Hamilton, that Council extends public question time.

CARRIED UNANIMOUSLY 7/0

Mr Moss Johnson, 6 Barton Parade, Bassendean

*In reference to the development of the Men's Shed has Council considered the drainage design as a living stream and limited removal of trees?*

The Mayor responded that it is a challenging situation with a long history. The Men's Shed members have been looking for a location for their permanent home for over 10 years. A suitable site at May Holman Reserve has been found and staff have sought quotes for the construction of a pre-fabricated steel shed (as in the past other construction methods have proved to be prohibitively expensive). However, a steel shed on this site will require fill and the removal of trees. The men are keen to get construction happening as soon as possible and the Town is trying to reach the best possible outcome taking the time pressures into account.

Mrs Val Dyer, 31 Naunton Crescent, Eden Hill

*What consideration is Council giving to the proposal of reducing Walter Road down from four lanes down to two lanes; the planting of trees down the centre of Lord Street; access to Success Hill; and congestion at Railway Parade? Also one of the traffic lights is lying in the garden at the end of Walter Road.*

The Mayor commented that the Town has recently been involved in an integrated transport study. Some of the recommendations referred to are recommendations that have come from the consultant. The access to Success Hill and Railway Parade are also being considered as part of that study. The study will be brought to Council late November/early December.

Mr Don Yates, 10 Thompson Road, Bassendean

*When assets are improved, does the Town ensure compliance with Australian Standards and third party insurance?*

The Director Operational Services responded that yes we do.

*Do you know who owns the Lord Street bridge?*

The Director Operational Services responded and advised that the Town had entered into Rail Interface Agreement with the State Government Department of Transport.

After the 24 October 2018 Ordinary Council meeting, the Director Operational Services reviewed the 2014 Rail Interface Agreement and can advise the agreement is between the Public Transport Authority, Main Roads Western Australian and the Town of Bassendean. In relation to the Lord Street bridge, Main Roads Western Australia is responsible for undertaking structural maintenance of the bridge and the Town of Bassendean owns the road bridge asset and is responsible for maintaining (resealing, sweeping etc) the road surface.

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

*It should be noted that public statements are not recorded in the minutes.*

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

### **Present**

#### Councillors

Cr Renee McLennan, Mayor  
Cr Bob Brown  
Cr John Gangell  
Cr Kathryn Hamilton  
Cr Melissa Mykytiuk  
Cr Sarah Quinton  
Cr Jai Wilson

#### Officers

Ms Peta Mabbs, Chief Executive Officer  
Mr Ken Lapham, Acting Director Corporate Services  
Mr Graeme Haggart, Director Community Development  
Mr Simon Stewart-Dawkins, Director Operational Services  
Mr Anthony Dowling, Director Strategic Planning  
Mr Brian Reed, Manager Development Services  
Mrs Amy Holmes, Minute Secretary

#### Public

Approximately 16 members of the public were in attendance.

#### Press

Nil

#### Apologies

Mr Michael Costarella, Director Corporate Services

## **4.0 DEPUTATIONS**

Mr Don Yates addressed Council regarding Items 5.1, 10.2 and 10.5.

## **5.0 CONFIRMATION OF MINUTES**

### **5.1 Ordinary Council Meeting held on 25 September 2018**

#### **COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 5.1(a)**

**OCM – 2/10/18** MOVED Cr Mykytiuk, Seconded Cr Brown, that the minutes of the Ordinary Council Meeting held on 25 September 2018, be received.

**CARRIED UNANIMOUSLY 7/0**

#### **COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 5.1(b)**

**OCM – 3/10/18** MOVED Cr Wilson, Seconded Cr Mykytiuk, that the minutes of the Ordinary Council Meeting held on 25 September 2018, be confirmed as a true record.

**CARRIED UNANIMOUSLY 7/0**

### **5.2 Special Council Meeting held on 16 October 2018**

#### **COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 5.2(a)**

**OCM – 4/10/18** MOVED Cr Mykytiuk, Seconded Cr Quinton, that the minutes of the Special Council Meeting held on 16 October 2018, be received.

**CARRIED UNANIMOUSLY 7/0**

#### **COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 5.2(b)**

**OCM – 5/10/18** MOVED Cr Brown, Seconded Cr McLennan, that the minutes of the Special Council Meeting held on 16 October 2018, be confirmed as a true record.

**CARRIED UNANIMOUSLY 7/0**

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

The Town has been awarded the winner of the 2018 Organisational Achievement Award for the Youth Services RYDE programme.

The Town has signed the Refugee Welcome Zone declaration and in doing so, has recommitted to being a refugee welcome zone.

The Town has been selected to partner with Boomerang Alliance to make the transition from banning single use plastic.

## **7.0                    PETITIONS**

Nil

## **8.0                    DECLARATIONS OF INTEREST**

Cr Mykytiuk declared an Impartiality Interest for Item 10.12.

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

Nil

## **10.0                  REPORTS**

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

It was agreed that items 10.4, 10.15, 10.18 & 10.19 be removed from the en-bloc table and considered separately.

### **COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.1**

**OCM – 6/10/18**    MOVED Cr Quinton, Seconded Cr Hamilton, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Meeting Agenda of 23 October 2018:

Item	Report
10.9	Quarterly Report for Period Ended 30 September 2018
10.10	Sustainability Committee Meeting held on 3 October 2018
10.11	Design Bassendean Advisory Group Meeting held on 8 October 2018
10.13	Determinations Made by the Principal Building Surveyor
10.14	Determinations Made by Development Services
10.16	Financial Statements – August 2018
10.17	Use of the Common Seal

**CARRIED UNANIMOUSLY 7/0**

Council was then requested to consider the balance of the Officer recommendations independently.

Item	Report
10.2	Request for Approval - Public Advertising of Residential Density Scenarios and associated preliminary Key Design Principles, and associated Communications Plan
10.3	Adoption of Town of Bassendean Bee Keeping Local Law 2018
10.4	Local Laws Review 2018
10.5	RFT 083 2018-19 Provision of Graffiti Removal Services, Line Marking Services & High Pressure Cleaning Services within the Town of Bassendean
10.6	RFQ 369W 2017-18 Provision of High-Speed Connectivity for the Town of Bassendean
10.7	Review of Delegations to the Chief Executive Officer & Other Officers
10.8	Review of Donations Policy
10.12	People Services Committee 9 October 2018
10.15	Accounts for Payment – September 2018
10.18	Calendar for November 2018
10.19	Implementation of Council Resolutions
11.1	Cr Gangell: Installation of Below Ground Bollards
11.2	Cr Gangell: Installation of Festoon Lighting
11.3	Cr Gangell: Street Art and Furniture
11.4	Cr McLennan: Old Perth Road Street Trees
11.5	Cr McLennan: Community Street Art Competition
11.6	Cr Hamilton: Gift Vouchers
11.7	Cr Wilson: Three Bin Waste System

**10.2 Request for Approval - Public Advertising of Residential Density Scenarios and associated preliminary Key Design Principles, and associated Communications Plan (Ref: LUAP/BASSEDEAN/LPS 2017-2030) – by Anthony Dowling, Director Strategic Planning**

*Cr Gangell left the Chamber at 7.52pm and returned at 7.54pm.*

**APPLICATION**

Council was requested to:

1. Consent to publically advertising and consulting with the Bassendean community, key stakeholders and landowners on two residential density scenarios developed for increasing residential density within the Town, and associated preliminary key design principles; and
2. Endorse as a guide an associated communications plan to communicate to and seek feedback from the Bassendean community, key stakeholders, and landowners on those scenarios.

## OFFICER RECOMMENDATION — ITEM 10.2

That Council:

1. Authorises for public advertisement, consultation and feedback the following maps and associated summary sheets:
  - (i) Proposed Residential Density Changes—Scenario 1 Map (as per Attachment 1B to the Officer Report)
  - (ii) Proposed Height Limits Map—Scenario 1 (as per Attachment 1C to the Officer Report)
  - (iii) Proposed Residential Density Changes—Scenario 2 Map (as per Attachment 1E to the Officer Report)
  - (iv) Proposed Height Limits Map—Scenario 2 (as per Attachment 1F to the Officer Report)
2. Authorises for public advertisement, community consultation and feedback the associated preliminary key design principles provided at Attachment 1H to the Officer's Report;
3. Allows a minimum 6 week period for public advertising, consultation and receipt of submissions on the aforementioned maps listed in Point 1 above and the associated preliminary key design principles, commencing on or about Saturday 3 November 2018 and concluding at 4.00pm on Monday, 17 December 2018;
4. Authorises the Chief Executive Officer to grant an extension of time of up to 21 December 2018 for the lodgement of a submission on the two residential density scenarios and associated preliminary key design principles upon any reasonable request being received in writing by the Town prior to the 14 December 2018;
5. Notes and accepts that the preliminary key design principles remain a 'work-in-progress' and allows further modifications or amendments to be made to them, subject to consultation with and the general concordance of the members of the Design Bassendean Advisory Group, prior to them being publically advertised; and

6. Endorses the associated Residential Density Scenarios Communications Plan provided at Attachment 11 to the Officer's Report for the purposes of consulting the Bassendean community, key stakeholders and landowners on the two scenarios and associated preliminary key design principles.

COUNCIL RESOLUTION – ITEM 10.2

**OCM – 7/10/18** MOVED Cr McLennan, Seconded Cr Wilson, that this Item be deferred subject to a Councillors' workshop.

CARRIED UNANIMOUSLY 7/0

**10.3** **Adoption of Town of Bassendean Bee Keeping Local Law 2018 (Ref: LAWE/LOCLWS/2 - Brian Reed, Manager Development Services)**

APPLICATION

The purpose of this report was for Council to finalise the Town of Bassendean Bee Keeping Local Law 2018.

*Cr Hamilton left the Chamber at 7.56pm.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION — ITEM 10.3

**OCM – 8/10/18** MOVED Cr Brown, Seconded Cr Mykytiuk, that Council makes the Town of Bassendean Bee Keeping Local Law 2018 as attached to the Ordinary Council Meeting Agenda of 23 October 2018.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

*Cr Hamilton returned to the Chamber at 7.57pm.*

**10.4** **Local Laws Review 2018 (Ref: LAWE/LOCLWS/2 – Sharna Merritt, Senior Ranger)**

APPLICATION

The purpose of this report was for Council to consider the preparation of new Parking and Dogs Local Laws.

*Section 3.12 (2) of the Act requires the person presiding at the Council meeting to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.*

OFFICER RECOMMENDATION – ITEM 10.4

That Council commences the advertising and consultation processes outlined in clauses (3) and (3a) of section 3.12 of the Local Government Act 1995 for the proposed Parking Local Law and Dogs Local Law.

COUNCIL RESOLUTION – ITEM 10.4(a)

- OCM – 9/10/18** MOVED Cr Gangell, Seconded Cr Hamilton, that Council commences the advertising and consultation processes outlined in clauses (3) and (3a) of section 3.12 of the Local Government Act 1995 for the proposed Parking Local Law.  
CARRIED UNANIMOUSLY 7/0

COUNCIL RESOLUTION – ITEM 10.4(b)

- OCM – 10/10/18** MOVED Cr Mykytiuk, Seconded Cr Quinton, that the Dogs Local Law be deferred pending a review of the *Dog Act 1976*.  
CARRIED UNANIMOUSLY 7/0

**10.5** **RFT 083 2018-19 Provision of Graffiti Removal Services, Line Marking Services & High Pressure Cleaning Services within the Town of Bassendean (Ref: COUP/TENDNG/76 - - Jeremy Walker, A/Manager Asset Services)**

APPLICATION

The purpose of this report was to appoint a successful contractor from those tender offers received for RFT 083 2018-19 Provision of Graffiti Removal Services, Line Marking Services & High Pressure Cleaning Services within the Town of Bassendean.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.5

- OCM – 11/10/18** MOVED Cr Brown, Seconded Cr Quinton, that Council appoints Kleenit Pty Ltd to undertake the work as required in RFT 083 2018-19 Provision of Graffiti Removal Services, Line Marking Services & High Pressure Cleaning Services within the Town of Bassendean, in accordance with their offer and the specification and terms and conditions for works for a period of three (3) years commencing, 1 December 2018.  
CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.6 RFQ 369W 2017-18 Provision of High-Speed Connectivity for the Town of Bassendean (Ref: INFT/TENDNG/5) – Peter Barker, Information Technology Coordinator**

APPLICATION

The purpose of this report was to appoint a successful contractor from those offers received for RFQ 369W 2017-18 Provision of High-Speed Connectivity for the Town of Bassendean.

OFFICER RECOMMENDATION – ITEM 10.6

That:

1. Council accepts and appoints TPG Telecom's Option 1 to undertake the work as required in RFQ 369W 2017-18 Provision of High-Speed Connectivity for the Town of Bassendean in accordance with its offer and the specification and terms and conditions;
2. The 2018/19 Budget be amended for \$50,000 to be transferred from Account AE1801 to Operating Account 401359; and
3. The expenditure be authorised in accordance with section 6.8 of the Local Government Act 1995.

*This item was withdrawn.*

**10.7 Review of Delegations to the Chief Executive Officer & Other Officers (Ref: GOVN/CCLMEET/6 – Sue Perkins, Executive Assistant)**

APPLICATION

The purpose of this report was for Council to review the delegations made to the Chief Executive Officer, and to other officers, under the Local Government Act 1995 and other Acts.

It is a statutory requirement that the exercise of powers and discharge of duties delegated by the Council be reviewed annually.

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.7**

**OCM – 12/10/18** MOVED Cr Brown, Seconded Cr Gangell, that having reviewed the delegations currently in place:

1. That Council delegates to the Chief Executive Officer:

No	Title	Legislative Power	Delegation
<b>ADMINISTRATION</b>			
1.1	Inconsistency with Street Amenity	Local Gov Act 1995, s5.42	The authority to issue notices under Section 3.25 of the Local Government Act 1995 when a property is deemed to be inconsistent with the amenity of the street in accordance with Schedule 3.1, Division 1 of the Act. <i>(Note: This delegation relates to a range of requirements, including containing run-off on private property, house numbering, unsightly appearance of land and storage of disused materials, etc.)</i>
1.2	Failure to comply with a notice	Local Gov Act 1995, s5.42	The authority to exercise the additional powers contained within Section 3.26 of the Local Government Act 1995 when notice is given, where the person to whom the notice is given under Section 3.25, as contained in delegation 1.1, fails to comply.
1.3	Permission to Extend Leased Buildings	Local Gov Act 1995, s5.42	The authority to extend leased buildings in the following circumstances:  <ol style="list-style-type: none"> <li>1. The works comply with the Local Planning Scheme and development approval;</li> <li>2. The works do not involve any expenditure to Council unless that expenditure is budgeted; and</li> <li>3. The value of the asset will not be diminished as a result of the works.</li> </ol> <p>Unless otherwise provided for in the lease, the terms shall be increased to take account of the extension.</p>
1.4	Granting of Liquor Licences for Special Occasions and for liquor licence applications generally.	Liquor Licensing Act 1988	The authority to deal with applications from clubs seeking approval for liquor licences for special occasions on Council owned or vested land.  The authority to deal with applications for section 39 certificates (certificate of local health authority) and section 40 certificates (certificate of local planning authority).

1.5	Reimbursement of Travel Expenses	Local Gov Act 1995 & Local Government Administration Regulations (32)	The authority to approve reimbursements of travel expenses in accordance with Section 5.98(2)(b) and (3) of the Local Government Act 1995 and Regulation 32 of the Local Government Administration Regulations.
1.6	Approval of future requests for donations from the WA Special Children's Christmas Party Appeal	Local Gov Act 1995, s5.42	The authority to approve future requests for donations from the WA Special Children's Christmas Party Appeal in liaison with the Mayor.
1.7	Circuses without Exotic Animals	Local Gov Act 1995, s5.42	The authority to approve the hire of a reserve or facility within the Town for the purpose of conducting a circus without exotic animals.
1.8	Unauthorised Signs located within street thoroughfares	Local Gov Act 1995, s5.42	The authority to take legal action to enforce infringement notices issued where proprietors fail to adhere to the Town's instructions to remove unauthorised advertising signs located within thoroughfares, including the impounding of such signs and/or serving of infringement notices where required.
1.9	Donations – Financial Assistance	Local Gov Act 1995, s5.42	The authority to assess and approve donations in accordance with Policy 6.13 – Donations & Financial Assistance – and to refuse applications for donations and financial assistance where they do not meet the requirements set down in this policy.
<b>'ONE-OFF' DELEGATIONS</b>			
2.1	Occupation of Land – State Emergency Service	Local Gov Act 1995, s5.42	The authority to enter into an agreement with the Bassendean State Emergency Service to allow the organisation to occupy portion of the land at Reserve 26417 Scaddan Street.
2.2	Extension of Contract Old Perth Road Markets Management Agreement	Local Gov Act 1995, s5.42	The authority to award future options extending the Rotary Club of Swan Valley's contract to facilitate the ground operations of the Old Perth Road Markets.
2.3	Lease Agreement – Bassendean Men's Shed Association (Inc)	Local Gov Act 1995, s5.42	The CEO was delegated the authority to: 1. Execute the Lease Agreement; and 2. Negotiate lease option renewals in line with the covenants in the Lease.
2.4	Extension of Contract Supply Cart & Install Asphalt – Minor & Major Works	Local Gov Act 1995, s5.42	The CEO was delegated the authority to exercise the option under contract RFT CO 041 2015-16, Supply, Cart & Install Asphalt, Minor & Major Works, to negotiate for a one year extension of the contract beyond the nominal expiry date of 28 February 2019.
2.5	Extension of Contract Provision of Plumbing & Gas Services	Local Gov Act 1995, s5.42	The CEO was delegated the authority to exercise the option under Contract RFT CO 046 2015-16, Provision of Plumbing and Gas Services, to negotiate for a one year extension of the contract beyond the nominal expiry date of 10 June 2019.

2.6	Extension of Contract Provision of Turf Maintenance at Bassendean Oval Ashfield Reserve & Jubilee Reserve	Local Gov Act 1995, s5.42	The CEO was delegated the authority to exercise the option under Contract RFT CO 043 2015-16, Provision of Turf Maintenance at Bassendean Oval, Ashfield Reserve and Jubilee Reserve, to negotiate for a one year extension of the contract beyond the nominal expiry date of 30 June 2019.
2.7	Recycling & Waste Services	Local Gov Act 1995, s5.42	The CEO was delegated the authority to exercise the option under the contract with Suez Recycling & Recovery Pty Ltd to negotiate an extension of 5 years of the contract beyond the nominal expiry date of 30 June 2022.
2.8	Request for Continuation of Current Access Arrangements – Maidos Street Laneway, Ashfield	Local Gov Act 1995, s5.42	The CEO was authorised to duly sign and execute any necessary alterations/amendments to the Deed of Easement and any associated documents required to continue to honour and/or effect the current access arrangements for the Maidos Street Laneway, Ashfield.

2.9	Extension for the term of use of the Bassendean Seniors' & Community Centre Kitchen for the Community Kitchen Pilot Program	Local Gov Act 1995, s5.42	<p>The CEO was authorised to enter into an agreement with Michael Grau for the non-exclusive use of the facility until 30 June 2019, subject to the following conditions:</p> <ul style="list-style-type: none"> <li>a. Requests the Applicant to indemnify Council from any liability and provide a copy of their current insurance certificate of currency;</li> <li>b. Grants permission for the Applicant to use their own equipment on the premises subject to being certified by a qualified electrician and that the Applicant be instructed to comply with the requirements of the Occupation Health and Safety Act;</li> <li>c. The facility be made available to Mr Grau for one day per week, with additional days being made available with the approval of the CEO;</li> <li>d. Requests the applicant to work with Officers of the Town to deliver an activity and/or service at no cost for the benefit of the community in return for using the premises at no charge;</li> <li>e. Requests the Applicant to provide an evaluation report to Officers in the first instance by 1 March 2019; and</li> <li>f. Provide no less than 4 weeks notice in writing to the applicant should Council choose to discontinue the trial prior to 30 June 2019. The user/s of the community kitchen will be required to remove and make good any alterations that the user has made to the premises during the agreement period.</li> </ul>
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<b>CORPORATE SERVICES</b>			
3.1	The Power to Make Payments	Local Gov Act 1995, s5.42	The power to make payment from the Municipal Fund, the Trust Fund, the Reserve Fund and any other fund which the Council may operate from time-to-time.
3.2	Special Arrangements for Financial Hardship	Local Gov Act 1995, s5.42, s6.49	The power to enter into special arrangements for the payment of rates and services charges with ratepayers who demonstrate cases of financial hardship.
3.3	Approval of Credit Cards	Local Gov Act 1995, s5.42	The authority to approve the issue of Council credit cards.
3.4	Contracts and Tenders Approval	Local Gov Act 1995, s5.42	The authority to enter into contracts for the supply of goods, services and programs identified within the approved budget up to the value of \$150,000, exclusive of GST, and for the inviting of tenders for the supply of contracts over the value of \$150,000 without further reference to Council, unless expressly identified and itemised by resolution of the Council.
3.5	Disposal of Property Listed in the Annual Budget	Local Gov Act 1995 s5.42	The authority to dispose of local government property listed in the Annual Budget to a value not exceeding \$100,000.
3.6	Local Government Master Lending Agreement	Local Gov Act 1995, s5.42	The authority to sign schedule documents under the Local Government Master Lending Agreement, and to give instructions thereunder on behalf of the Town of Bassendean.
3.7	Investment of Surplus Funds	Local Gov Act 1995, s5.42	The authority to invest surplus funds in accordance with Council's Investment Policy.
<b>PLANNING SERVICES</b>			
4.1	Advice to the Western Australian Planning Commission	Planning & Development Act 2005 & Local Planning Scheme No 10	The authority to give advice to the Western Australian Planning Commission on applications to amalgamate and subdivide land under s142 of the Planning & Development Act 2005, provided the advice is consistent with the requirements of Local Planning Scheme No. 10, subject to all applications for subdivision or amalgamation being presented to the Development Control Unit.

<p>4.2</p>	<p>Delegation of Powers under Local Planning Scheme No 10</p>	<p>Planning and Development (Local Planning Schemes) Regulations 2015</p>	<p>1. The power to determine applications under Clause 68.(2) of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, with the exception of the following classes of development:</p> <ul style="list-style-type: none"> <li>a) Where, in the opinion of the Chief Executive Officer, the proposal involves a major commercial or residential development, which in the opinion of the delegate is likely to have a significant effect on the Town or on local amenity;</li> <li>b) Where, in the opinion of the Chief Executive Officer, the proposal represents a significant departure from the Local Planning Scheme, the R-Codes or Local Planning Policies and nevertheless, the Chief Executive Officer, if he was to decide the matter, would grant approval;</li> <li>c) Where, in the opinion of the Chief Executive Officer, the proposal involves the modification of Restrictive Covenants where there are valid objections on planning grounds; and</li> <li>d) The proposal has been subjected to neighbour or community consultation and has attracted objections which, in the opinion of the Chief Executive Officer, should not be resolved by Officers.</li> </ul> <p>2 The authority to prepare responses to the State Administrative Tribunal for applications for review lodged against Council's decisions and notices, and decisions issued under delegated authority, and responses be circulated to Councillors for information.</p> <p>The CEO has on-delegated these powers to the Town Planner (Manager Development Services), pursuant to Clause 83 of the Planning and Development (Local Planning Schemes) Regulations 2015 subject to all applications for development approval being presented to the Development Control Unit in order to provide professional advice and information to the Town Planner (Manager Development Services) under clause 68.(2) of the Planning and Development (Local Planning Schemes) Regulations 2015.</p>
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4.3	Power to make comment on Department of Housing & Works' Planning Proposals	Clause 68(2) of the Planning & Development (Local Planning Schemes) Regulations 2015	The power to make comments to the Department of Housing & Works on public housing proposals, subject to Council being advised of such applications upon lodgement.
4.4	Dealing with requests from owners of land to pay in lieu of setting aside land for open space onsite (Cash-in-lieu payments)	Planning & Development Act 2005, s153	The authority to deal with requests from landowners to pay in lieu of setting aside land for open space under section 153 of the Planning and Development Act 2005, provided that: It would be inappropriate, in his opinion for the open space to be provided on site; The request is not made in an area to be considered deficient in open space; The owner pays to the Town of Bassendean the value of providing the open space onsite; and All money received is to be paid into a separate cash-in-lieu fund and to be reported to Council through the quarterly report.
4.5	Strata Titles	Strata Titles Act 1985	The authority to endorse 'Built Strata' Form 24 and Form 26 documentation in accordance with the Strata Titles Act 1985.
<b>BUILDING SERVICES</b>			
5.1	Strata Titles	Building Act 2011	The authority to endorse Occupancy Permits-Strata and Building Approval Certificates-Strata in accordance with the Building Act 2011.
5.8	Appoint authorised persons for the purposes of the Building Act 2011	Building Act 2011, s96	The authority to designate authorised persons in accordance with Section 96 of the Building Act 2011.
5.9	Issue Building Orders in relation to building work, demolition work and/or an existing building or structure	Building Act 2011, s110	The authority to issue Building Orders in accordance with Section 110 of the Building Act 2011.
5.10	Withdraw Building Orders in relation to building work, demolition work and/or an existing building or structure	Building Act 2011, s117	The authority to revoke Building Orders in accordance with Section 117 of the Building Act 2011.
5.11	Prosecution for Offences committed under the Building Act 2011	Building Act 2011, s133(1)	The authority to commence prosecution for offences committed under the Building Act 2011.
<b>HEALTH SERVICES</b>			
6.1	Functions under the Health (Miscellaneous Provisions) Act 1911 (As amended)	Health (Miscellaneous Provisions) Act 1911 (As amended)	Delegates to the Chief Executive Officer, the Senior Environmental Health Officer and the Environmental Health Officer, or the persons acting in those positions, as its deputies, for the purposes of discharging its functions under the Health (Miscellaneous Provisions) Act 1911 (As amended).

6.2	Authorised Officers under the Food Act 2008	Food Act 2008, Division 3, s122	<p>That pursuant to the provisions of Section 122 of Division 3 of the Food Act 2008, Council:</p> <ol style="list-style-type: none"> <li>1. Appoints the Senior Environmental Health Officer and the Environmental Health Officer employed with the Town as 'Authorised Officers' for the purposes of the Food Act 2008 under provisions of Sections 38 and 122(1)(b);</li> <li>2. Appoints the Town's food safety risk assessment contractor as an 'Authorised Officer' under provisions of Section 122(1)(a) of the Food Act 2008, subject to the limitation that such officer cannot undertake any enforcement activity under the Food Act 2008.;</li> <li>3. Designates the Town's 'Authorised Officers' to be 'designated officers' for the purposes of issuing 'infringement notices' under provisions of Section 126(2) and (3) of the Food Act 2008;</li> <li>4. Delegates the authority to the Senior Environmental Health Officer and the Environmental Health Officer, Authorised Officers, to issue 'prohibition notices' and instigate prosecutions under the Food Act 2008;</li> <li>5. Designates the Chief Executive Officer responsible for authorised officers, to be a 'designated officer' to extend and revoke 'infringement notices' under provisions of Section 126(6) and (7) of the Food Act 2008; and</li> <li>6. Designates the Chief Executive Officer as the 'designated officer' to receive payment from 'infringement notices' under provisions of Section 126(3) and (13).</li> </ol>
6.3	Authorised Officers under section 11 of the Caravan Parks and Camping Grounds Regulations 1997	Local Gov Act 1995, s5.42	Delegates to the Chief Executive Officer the power to issue a written approval for a person(s) to camp on land for a period of longer than 3 nights but less than 3 months in any period of 12 months.
6.4	Public Health Act 2016	Public Health Act 2016	Delegates to the Chief Executive Officer the authority to designate authorised officers under Section 21(1)(b)(i) of the Public Health Act 2016.
<b>RANGER SERVICES</b>			
7.1	Powers Under the Dog Act 1976, Dog Regulations 2013 & the Dogs' Local Law	Dog Act 1976 Dog Regulations 2013	The authority to exercise any of the powers of the Council or discharge any of its duties under the Dog Act 1976, Dog Regulations 2013, and the Dogs' Local Law.

7.2	Applications to keep more than two dogs on a property	Dog Act 1976	The authority to approve or refuse applications to keep more than two dogs on a property in accordance with Section 26(3) of the Dog Act 1976.
7.3	Powers Under the Cat Act 2011	Cat Act 2011 Cat Regulations 2012 & Cat (Uniform Local Provisions) Regulations 2013	The authority to exercise any of the powers of the Council or discharge any of its duties under the Cat Act 2011, Cat Regulations 2012, and the Cat (Uniform Local Provisions) Regulations 2013
7.4	Powers Under the Graffiti Vandalism Act 2016	Graffiti Vandalism Act 2016	The authority to exercise any of the powers of the Council or discharge any of its duties under the Graffiti Vandalism Act 2016
7.5	Powers Under the Bush Fires Act 1954	Bush Fires Act 1954 s38A	The authority to appoint a Chief Bush Fire Control Officer, Deputy and other Fire Control Officers under s38A of the Bush Fires Act 1954.
<b>LOCAL LAWS</b>			
8.1	Powers under the Local Laws	Local Gov Act 1995, s5.42	<p>The authority to exercise any of the powers of the Council or discharge any of its duties in connection with the following local laws made under the Local Government Act 1995, the Health Act 1911 (As amended) the Dog Act 1976 and the Cat Act 2011:</p> <p>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010; Bee Keeping Local Law 2001; Dogs Local Law 2001; Fencing Local Law 2013; Health Local Law 2001; Parking and Parking Facilities Local Law 2010; Property Local Law 2001; and Responsible Cat Ownership Local Law 2005.</p> <p>The CEO has on-delegated the authority to exercise any of the powers of the Council or discharge any of its duties in connection with the above local laws made under the Local Government Act 1995, the Health Act 1911 (As amended), the Dog Act 1976 and the Cat Act 2011 to certain officers.</p>
<b>MAYORAL DELEGATIONS</b>			
13.1	Speaking on Behalf of the Council	Local Gov Act 1995, s5.41(f)	The authority to speak on and represent the views of the Council of the Town of Bassendean to the media and other third parties when the Mayor is not available.

2. That Council delegates to the Mayor and Chief Executive Officer:

No	Title	Legislative Power	Delegation
1.10	Use of the Common Seal	Local Gov Act 1995, s5.42	The responsibility of affixing the Common Seal to documents requiring signing and sealing, and reports the exercise of that delegation to the next available Ordinary Meeting of the Council.

3. That Council delegates to the Principal Building Surveyor:

No	Title	Legislative Power	Delegation
5.1	Strata Titles	Building Act 2011	The authority to endorse Occupancy Permits-Strata and Building Approval Certificates-Strata in accordance with the Building Act 2011.
5.2	Compliance of Privately Owned Swimming Pools	Building Act 2011 & Division 2 of the Building Regulations 2012	The authority to administer the provisions of Division 2 of the Building Regulations 2012 with respect to the compliance of privately owned swimming pools.
5.3	Approve or Refuse Building Permits	Building Act 2011, s20	The authority to approve or refuse applications for Building Permits in accordance with Section 20 of the Building Act 2011.
5.4	Approve or Refuse Demolition Permits	Building Act 2011, s21	The authority to approve or refuse applications for Demolition Permits in accordance with Section 21 of the Building Act 2011.
5.5	Refuse Building or Demolition Permits where there appears to be an error in the documents or information provided in the applications	Building Act 2011, s22	The authority to refuse applications for Building Permits or Demolition Permits in accordance with Section 22 of the Building Act 2011.
5.6	Approve, modify or refuse Occupancy Permits or Building Approval Certificates	Building Act 2011, s58	The authority to approve, modify or refuse Occupancy Permits or Building Approval Certificates in accordance with Section 58 of the Building Act 2011.
5.7	Approve or refuse an application to extend the validity of an occupancy permit or building approval certificate	Building Act 2011, s65	The authority to approve or refuse an application to extend the validity of an occupancy permit or building approval certificate in accordance with Section 65 of the Building Act 2011.
5.9	Issue Building Orders in relation to building work, demolition work and/or an existing building or structure	Building Act 2011, s110	The authority to issue Building Orders in accordance with Section 110 of the Building Act 2011.
5.10	Withdraw Building Orders in relation to building work, demolition work and/or an existing building or structure	Building Act 2011, s117	The authority to revoke Building Orders in accordance with Section 117 of the Building Act 2011.

4. That, pursuant to the provisions of Section 26 of the Health Act 1911 (as amended), Council:

No	Title	Legislative Power	Delegation
6.1	Functions under the Health (Miscellaneous Provisions) Act 1911 (As amended)	Health(Miscellaneous Provisions) Act 1911 (As amended)	Delegates to the Chief Executive Officer, Senior Environmental Health Officer and the Environmental Health Officer, or the persons acting in those positions, as its deputies, for the purposes of discharging its functions under the Health (Miscellaneous Provisions) Act 1911 (as amended).

5. That, pursuant to the provisions of Section 122 of Division 3 of the Food Act 2008, Council:

No	Title	Legislative Power	Delegation
6.2	Authorised Officers under the Food Act 2008	Food Act 2008, Division 3, Section 122	<ol style="list-style-type: none"> <li>1. Appoints the Senior Environmental Health Officer and the Environmental Health Officer employed with the Town as 'Authorised Officers' for the purposes of the Food Act 2008 under provisions of Sections 38 and 122(1)(b);</li> <li>2. Appoints the Town's food safety risk assessment contractor as an 'Authorised Officer' under provisions of Section 122(1)(a) of the Food Act 2008.</li> <li>3. Designates the Town's 'Authorised Officers' to be 'designated officers' for the purposes of issuing 'infringement notices' under provisions of Section 126(2) and (3) of the Food Act 2008;</li> <li>4. Delegates the authority to the Senior Environmental Health Officer and the Environmental Health Officer, as Authorised Officers, to issue 'prohibition notices' and instigate prosecutions under the Food Act 2008;</li> <li>5. Designates the Chief Executive Officer responsible for authorised officers, to be a 'designated officer' to extend and revoke 'infringement notices' under provisions of Section 126(6) and (7) of the Food Act 2008; and</li> <li>6. Designates the Chief Executive Officer as the 'designated officer' to receive payment from 'infringement notices' under provisions of Section 126(3) and (13).</li> </ol>

6. That Council notes the following exercises of delegated authority:

10.1 Application to Keep a Third Dog at 18 Freeland Way, Bassendean

The Chief Executive Officer exercised his delegated authority on 13 November 2017 when he approved an application to keep three dogs at 18 Freeland Way, Bassendean, in accordance with Section 26(3) of the *Dog Act 1976*.

10.2 Approval to keep three cats at 122B Whitfield Street, Bassendean

The Chief Executive Officer exercised his delegated authority on 22 January 2018 when he approved an application to keep three cats at 122B Whitfield Street, Bassendean, in accordance with the Cat Act 2011 or the Town of Bassendean Responsible Cat Ownership Amendment Local Law 2006.

10.3 Application to Keep a Third Dog at 14 Jubilee Avenue, Bassendean

The Chief Executive Officer exercised his delegated authority on 23 January 2018 when he approved an application to keep three dogs at 14 Jubilee Avenue, Bassendean, subject to the dogs remaining registered at all times and do not contravene the *Dog Act 1976* or the *Town of Bassendean Dogs Local Law 2001*.

10.4 Improvement Notice – Red Rooster

The SEHO exercised her delegated authority given under Delegation Number 6.2 - Authorised Officers Under the Food Act 2008 on 24 January 2018 when an Improvement Notice was issued on the proprietors of Red Rooster (Food Premises) situated at Bassendean Shopping Village. The Improvement Notice requires cleaning items to be completed by 31 January 2018.

10.5 Improvement Notice – Zushi Zone

The SEHO exercised her delegated authority given under Delegation Number 6.2 - Authorised Officers Under the Food Act 2008 on 24 January 2018 when an Improvement Notice was issued on the proprietors of Zushi Zone (Food Premises) situated at Bassendean Shopping Village. The Improvement Notice requires payment of the outstanding food business annual fee by 31 January 2018.

10.6 Improvement Notice – Bassendean Fresh

The SEHO exercised her delegated authority given under Delegation Number 6.2 - Authorised Officers Under the Food Act 2008 on 24 January 2018 when an Improvement Notice was issued on the proprietors of Bassendean Fresh (Food Premises) situated at Bassendean Shopping Village. The Improvement Notice requires action to be taken to eradicate pests and further, to maintain fixtures in working order, namely hot water supply to all sinks by 25 January 2018.

10.7 Infringement Notice 24012018 – Bassendean Fresh

The SEHO exercised her delegated authority given under Delegation Number 6.2 - Authorised Officers under the Food Act 2008 when on 24 January 2018 an infringement notice was served against the proprietor of Bassendean Fresh, situated at Bassendean Shopping Village, 2 West Road, Bassendean. An infringement notice of \$250 was served for breach of Section 22 of the Food Act 2008: A person must comply with any requirement imposed on the person by a provision of the Food Standards Code in relation to the conduct of a food business or to food intended for sale or food for sale.

#### 10.8 Infringement Notice 24012018 – Bassendean Mini Mart

The SEHO exercised her delegated authority given under Delegation Number 6.2 - Authorised Officers under the Food Act 2008 when on 2 October 2017 an infringement notice was served against the proprietor of Bassendean Mini Mart, situated at 47-71 Old Perth Road, Bassendean. An infringement notice of \$250 was served for breach of Section 22 of the Food Act 2008:

1. A person must comply with any requirement imposed on the person by a provision of the Food Standards Code in relation to the conduct of a food business or to food intended for sale or food for sale.

Contravention of Standard 1.2.5 Clause 3 of the Food Standards Code in that food was displayed for sale past its used-by-date.

#### 10.9 Approval to keep more than two cats at 6 Perway Lane, Bassendean

The Chief Executive Officer exercised his delegated authority on 1 February 2018 when he approved an application to keep more than two cats at 6 Perway Lane, Bassendean, in accordance with the Cat Act 2011 and the Town of Bassendean Responsible Cat Ownership Amendment Local Law 2006.

#### 10.10 Improvement Notice – Pizza Hut

The Senior Environmental Health Officer exercised her delegated authority given under Delegation Number 6.2, Authorised Officers Under the Food Act 2008, on 13 March 2018 when an Improvement Notice was issued on the proprietors of Pizza Hut (Food Premises) situated at the Bassendean Village Shopping Centre. The Improvement Notice requires cleaning items to be completed by 20 March 2018.

#### 10.11 Extension of Contract – Provision of Cleaning Services for Council Facilities

The Chief Executive Officer exercised his delegated authority on 8 May 2018 when he signed an Application for Extension to Contract form to extend contract RFT CO 039 2015-16 from 2 May 2018 to 1 May 2019.

#### 10.12 Perth Special Children's Christmas Party

The Chief Executive Officer exercised his delegated authority on 4 May 2018 when he approved a payment of \$500 for advertising sponsorship for the Perth Special Children's Christmas Party.

#### 10.13 Approval to keep more than two cats at 4a Elsfield Way, Bassendean

The Chief Executive Officer exercised his delegated authority on 1 May 2018 when he approved an application to keep four cats at 4a Elsfield Way, Bassendean, in accordance with the *Cat Act 2011*, all associated regulations, and the *Town of Bassendean Responsible Cat Ownership Amendment Local Law 2006*.

10.14 Provision of Tree Maintenance for the Town of Bassendean

The Chief Executive Officer exercised his delegated authority on 29 May 2018 when he exercised his delegated authority under delegation number 2.9 (2.76) to extend contract RFT CO 038 2015-16 for one year to 30 June 2019.

10.15 Infringement Notice – Zushi Zone, Bassendean Shopping Village, West Road, Bassendean

The SEHO exercised her delegated authority, given under Delegation Number 6.2, Authorised Officers under the Food Act 2008, on 31 July 2018 when an infringement notice (No 31072018) was served against the proprietors of the Zushi Zone, situated at Bassendean Shopping Village. An infringement notice with a penalty of \$250 was served for breach of Section 22 of the Food Act 2008: A person must comply with any requirement imposed on the person by a provision of the Food Standards Code in relation to the conduct of a food business or to food intended for sale or food for sale.

10.16 Improvement Notice – Bassendean Fresh, Bassendean Shopping Village, West Road, Bassendean

The SEHO exercised her delegated authority, given under Delegation Number 6.2, Authorised Officers Under the Food Act 2008, on 17 July 2018 when an Improvement Notice was issued on the proprietors of Bassendean Fresh (Food Business) situated at the Bassendean Shopping Village. The Improvement Notice required the proprietor to:

1. maintain the premises in a clean and sanitary condition;
2. maintain premises, fixtures and fittings in working order;
3. provide soap and disposable hand towels to sink; and
4. clearly label all products with Country of Origin.

10.17 Improvement Notice – Zushi Zone, Bassendean Shopping Village, West Road, Bassendean

The SEHO exercised her delegated authority, given under Delegation Number 6.2, Authorised Officers Under the Food Act 2008, on 17 July 2018 when an Improvement Notice was issued on the proprietors of Zushi Zone (Food Business) situated at the Bassendean Shopping Village. The Improvement Notice required the proprietor to maintain the premises in a clean and sanitary condition.

7. That Council notes that the following delegations are no longer required:

No	Title	Delegation No	Delegation
11.95	Extension of Contract – Provision of Cleaning Services for Council Facilities	2.6	This delegation is no longer required as the CEO exercised his delegated authority on 8 May 2018 when he signed an Application for Extension to Contract form to extend contract RFT CO 039 2015-16 from 2 May 2018 to 1 May 2019.
11.96	Extension of Contract – Provision of Tree Maintenance for the Town of Bassendean	2.9	The CEO was delegated the authority to exercise the option under Contract RFT CO 038 2015-16, Provision of Tree Maintenance for the Town of Bassendean, to negotiate for a one year extension of the contract beyond the nominal expiry date of 30 June 2018, subject to the practice of “lolly-popping” street trees under power lines ceasing.
11.97	Contract Agreement – Little Italy Street Festival 2017 (2018)	2.11	This delegation is no longer required as the Street Festival was held in 2018.
11.98	Extension of Licence Agreement Swan Districts Football Club Inc	2.12	This delegation is no longer required as the Lease Agreement was signed and seal in October 2018.
11.99	Eastern Metropolitan Regional Council – Resource Recovery Facility	2.13	This delegation is no longer required as it has been fully implemented.
11.100	Lease of Seniors’ & Community Centre, 50 Old Perth Road, Bassendean	2.15	This delegation is no longer required as it has been replaced by OCM-17/07/18.
11.101	Unauthorised parking of a commercial vehicle at Lot 106; 10 Culworth Road, Bassendean	2.3	This delegation is no longer required as the commercial vehicle is no longer parked at the property.

8. That Council notes that the Local Studies Collection Management Committee delegation is no longer required as the Committee has been disbanded and
9. That Council removes Item 2.3 – Lease Agreement, Bassendean Men’s Shed Association (Inc) from the Delegation Register, as Council is reconsidering this matter.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.8 Review of Donations Policy (Ref: GOVR/POLCY/1 - Graeme Haggart, Director Community Development)**

APPLICATION

Council was requested to adopt the revised Donations Policy, renamed Donations, Sponsorship and Grants Policy.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION - ITEM 10.8

**OCM – 13/10/18** MOVED Cr Gangell, Seconded Cr Quinton, that Council adopts the revised Policy 6.11 - Donations, Sponsorships and Grants.  
CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.9 Quarterly Report for Period Ended 30 September 2018 (Ref: FINM/AUD/1 – Bob Jarvis, Chief Executive Officer)**

APPLICATION

The purpose of this report was for Council to receive the Quarterly Report for the period ended 30 September 2018.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.9

**OCM – 14/10/18** MOVED Cr Quinton, Seconded Cr Hamilton, that Council receives the Quarterly Report for the quarter ended 30 September 2018.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-5/10/18 7/0

**10.10 Sustainability Committee Meeting held on 3 October 2018 (Ref: GOVN/CCLMEET/33 – Simon Stewert-Dawkins, Director Operational Services)**

APPLICATION

The purpose of this report was for Council to receive the report on a meeting of the Sustainability Committee held on 2 October 2018, and adopt the following recommendations from the Committee:

- SC – 1/10/18 Recycling & Waste Management Planning report
- SC – 2/10/18 Town's electric car charging station
- SC – 3/10/18 Sustainable House Day on 16 September 2018

- SC – 4/10/18 Subsidy to residents and community grant funding
- SC – 5/10/18 Climate Clever Schools program
- SC – 6/10/18 Promote to residents the “Switch Your Thinking” program for discounted solar photovoltaic (PV) systems.
- SC – 7/10/18 Climathon Event 26 -27 October 2018

**COUNCIL RESOLUTION/OFFICER/ COMMITTEE  
RECOMMENDATION – ITEM 10.10**

**OCM – 15/10/18** MOVED Cr Quinton, Seconded Cr Hamilton, that Council:

1. Receives the Bassendean Waste Management Planning report from the Waste & Recycling Workshop held in 7 July 2018; and notes that the Bassendean Waste Management Planning report will be used to inform the development of a future Town of Bassendean Waste Management Strategy;
2. Receives the letter from Hawaiian advising the Town that it will not be installing an electric car charging station at this time;
3. Receives the update on the suitable location for the Town’s electric car charging station to be installed in the James St carpark opposite BIC Reserve;
4. Receives the update on the Sustainable House Day community workshop held on Sunday 16 September 2018 and requests staff book a suitable community hall for the 2019 Sustainable House Day;
5. Receives the information provided on Community Grant options provided from other Local Government Authorities;
6. Allocates \$5,000 from the current 2018/2019 Budget to provide a subsidy to residents for either composting, Bokashi or worm farm subject to attendance at a Town of Bassendean workshop and being a resident of the Town;
7. Allocates \$5,000 from the current 2018/2019 Budget to provide community grant funding to Town of Bassendean residents, which requires the Sustainability Committee to:
  - i. prepare a draft application form and grant funding selection criteria for Council consideration that will demonstrate the applicants ability to deliver the intended outcome including evidence of financial management and demonstrate capabilities; and

- ii. Assess the Community grant applications received against the approved selection criteria and to make recommendation to Council as to how the grant funding shall be distributed or expended;
8. Receives the update on the Climate Clever Schools program with an information session booked for 3:30pm on 12 November 2018 and notes that the “Switch Your Thinking” subsidy will be made available to the schools;
9. Receives the feedback from the Eastern Metropolitan Regional Council regarding the Bulk Buying Solar Scheme;
10. Promotes to residents in the Town, the “Switch Your Thinking” program for discounted solar photovoltaic (PV) systems;
11. Notes that the Climathon event will occur at the Bassendean Seniors & Community Centre from 12:15pm, Friday 26 October until 12:15pm, Saturday 27 October 2018;
12. Receives the draft Climathon Challenge template prepared by Curtin University Sustainability Policy Institute (CUSP) and provide comments to Town of Bassendean Officers to enable feedback to be provided to CUSP before the Climathon event; and
13. Requests staff book a suitable community hall for the 2019 Climathon event.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-5/10/18 7/0

**10.11 Design Bassendean Advisory Group Meeting held on 8 October 2018 (Ref: GOVN/CCL/MEET/36 – Anthony Dowling, Director Strategic Planning)**

APPLICATION

Council was requested to receive the report on the meeting of the Design Bassendean Advisory Group held on 8 October 2018.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.11

**OCM – 16/10/18** MOVED Cr Quinton, Seconded Cr Hamilton, that Council receives the report on the third meeting of the Design Bassendean Advisory Group held on 8 October 2018.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-5/10/18 7/0

**10.12 People Services Committee 9 October 2018 (Ref: GOVN/CCLMEET/36 – Graeme Haggart, Director Community Development)**

APPLICATION

The purpose of this report was for Council to receive the report on a meeting of the People Services Committee held on Tuesday 9 October 2018, and to adopt the following recommendations from the Committee:

PSC – 1/10/18 Suicide Prevention Working Group.  
PSC – 2/10/18 Local Studies Working Group  
PSC – 3/10/18 Community Event Sponsorship  
PSC – 6/10/18 Policy on Transgender and Gender Diverse Individuals

*Cr McLennan moved the officer recommendation with minor amendments as shown in bold.*

COUNCIL RESOLUTION/ COMMITTEE/ OFFICER  
RECOMMENDATION – ITEM 10.12

**OCM – 17/10/18** MOVED Cr McLennan, Seconded Cr Wilson, that Council

1. Establishes a Suicide Prevention Working Group that reports to the People Services Committee;
2. Appoints Ms Jennie Carter as the People Services Committee Community Member to the Local Studies Collection Working Group;
3. Appoints Cr **Hamilton** to the Local Studies Collection Working Group;
4. Approves a sponsorship of **\$1,000** to Eden Hill Community Action Network (Inc) and that a sponsorship agreement be finalised between the Town and Eden Hill Community Action Network (Inc);

5. Makes the release of the funds conditional on the Eden Hill Community Action Network (Inc) first providing an insurance certificate of currency;
6. Approves a sponsorship of \$767 to Anzac Terrace Primary School P&C Association and that a sponsorship agreement be finalised between the Town and Anzac Terrace Primary School P&C Association;
7. Refers the Sustainable Living Markets application for Community Event Sponsorship to the next meeting of the Sustainability Committee **or Council, whichever is more appropriate**, and supports officers of the Town working with the applicant to improve the application in the lead up to the meeting;
8. Proceeds to investigate, develop and implement policy that clearly outlines the rights afforded to transgender and gender diverse individuals; and
9. Receives the report of the meeting of the People Services Committee held on Tuesday 9 October 2018.

CARRIED UNANIMOUSLY 7/0

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.13

**OCM – 18/10/18** MOVED Cr Quinton, Seconded Cr Hamilton, that Council notes the decisions made under delegated authority by the Principal Building Surveyor.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-5/10/18 7/0

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.14

**OCM – 19/10/18** MOVED Cr Quinton, Seconded Cr Hamilton, that Council notes the decisions made under delegated authority by the Manager Development Services.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-5/10/18 7/0

**10.15 Accounts for Payment – September 2018 (Ref: FINM/CREDTS/4)**

APPLICATION

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION - ITEM 10.15

**OCM – 20/10/18** MOVED Cr Brown, Seconded Cr Gangell, that in accordance with Regulation 13(3) Local Government (Financial Management Regulations 1996) the List of Accounts for September 2018 as attached to the Agenda of the Ordinary Council meeting of the 23 October 2018, be received.

CARRIED UNANIMOUSLY 7/0

**10.16 Financial Statements – August 2018 (Ref: FINM/AUD/1 – Megan Shirt, Relief Finance Officer)**

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.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.16

**OCM – 21/10/18** MOVED Cr Quinton, Seconded Cr Hamilton, that the Financial Reports for the period ended 30 August 2018 be received.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-5/10/18 7/0

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.17

**OCM – 22/10/18** MOVED Cr Quinton, Seconded Cr Hamilton, that Council notes the affixing of the Common Seal to the document listed in the Ordinary Council Meeting Agenda of 23 October 2018.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-5/10/18 7/0

**10.18 Calendar for November 2018 (Ref: Sue Perkins, Executive Assistant)**

COUNCIL RESOLUTION/OFFICER RECOMMENDATION -  
ITEM 10.18

**OCM – 23/10/18** MOVED Cr McLennan, Seconded Cr Quinton, that the Calendar for November 2018 be adopted, **with the following amendment:**

Thu 29 Nov, 6.00pm WALGA East Metropolitan Zone Meeting – EMRC (Crs **Brown**, Gangell & Quinton)  
CARRIED UNANIMOUSLY 7/0

**10.19 Implementation of Council Resolutions (Ref: GOVN/CCLMEET/1 – Sue Perkins, Executive Assistant)**

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.19

**OCM – 24/10/18** MOVED Cr Gangell, Seconded Cr Quinton, that the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 23 October 2018 be deleted from the Implementation of Council Resolutions list, **excluding item ROC 18/62198.**

CARRIED UNANIMOUSLY 7/0

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

**11.1 Cr Gangell: Installation of Below Ground Bollards**

**COUNCIL RESOLUTION – ITEM 11.1**

**OCM – 25/10/18** MOVED Cr Gangell, Seconded Cr Wilson, that Council receives a report on the cost of installing below ground bollards on intersections on Old Perth Road from Guildford Road to James Street.

**CARRIED UNANIMOUSLY 7/0**

**11.2 Cr Gangell: Installation of Festoon Lighting**

**COUNCIL RESOLUTION – ITEM 11.2**

**OCM – 26/10/18** MOVED Cr Gangell, Seconded Cr Wilson, that Council receives a report on the cost of installing festoon lighting within the grassed area out the front of the Council Chambers.

**CARRIED UNANIMOUSLY 7/0**

**11.3 Cr Gangell: Street Art and Furniture**

**COUNCIL RESOLUTION – ITEM 11.3**

**OCM – 27/10/18** MOVED Cr Gangell, Seconded Cr Hamilton, that the Town seeks quotations from suitably qualified organisations/**businesses that are located within the Town** for the commissioning of street art and furniture to be installed around the Town Centre and Council receives a report back with costings for consideration in future budgets.

**CARRIED UNANIMOUSLY 7/0**

**11.4 Cr McLennan: Old Perth Road Street Trees**

**COUNCIL RESOLUTION – ITEM 11.4**

**OCM – 28/10/18** MOVED Cr McLennan, Seconded Cr Mykytiuk, that Council recognises that the existing Old Perth Road street trees are not providing significant shading or amenity to the Town's main street and therefore requests staff:

1. Audit the street trees planted along Old Perth Road to identify opportunities for increasing canopy through either
  - a) additional plantings with broad canopy trees;
  - b) transplanting/replacement of existing smaller and/or narrow tree species with broad canopy trees;

2. Explore other possibilities for further greening of Old Perth Road with additional plantings (eg. pots, planter boxes, wall gardens, **trellis** etc); and
3. Report back to Council by January 2019 the results of the audit and the options identified for increasing tree canopy & greening along the main street.

CARRIED UNANIMOUSLY 7/0

#### **11.5 Cr McLennan: Community Street Art Competition**

##### COUNCIL RESOLUTION – ITEM 11.5

**OCM – 29/10/18** MOVED Cr McLennan, Seconded Cr Mykytiuk, that Council requests that the Town’s event staff explore the possibility of a community street art competition and report back to Council regarding the feasibility and logistics of such an event.

CARRIED UNANIMOUSLY 7/0

#### **11.6 Cr Hamilton: Gift Vouchers**

##### COUNCIL RESOLUTION – ITEM 11.6

**OCM – 29/10/18** MOVED Cr Hamilton, Seconded Cr Brown that **Council requests staff report back at the November Ordinary Council Meeting:**

1. A process where Gift Vouchers authorised for distribution to Town of Bassendean employees and other nominated recipients supports local businesses;
2. A gift voucher system created by the Town be equitable providing scope for voucher recipients to choose from a selection of different types of independent local businesses trading within the Town of Bassendean district;
3. A simple Gift Voucher Scheme assisted by the “Draft template for voucher” contained in the attachment to the agenda;
4. Staff, as a matter of urgency, liaise with the Mayor regarding implementation of a trial involving approximately 20 to 30 local small businesses willing to honour gift vouchers provided to nominated Town of Bassendean Employees at the annual staff Christmas Party in late December 2018; and

**5. The CEO reports on alternatives to acknowledge the service of Town staff to our community.**

**CARRIED UNANIMOUSLY 7/0**

**11.7 Cr Wilson: Three Bin Waste System**

*Cr Wilson withdrew this motion.*

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

**12.1 Cr Gangell: Branding – Bassendean Village**

That Council receives a report on branding the Bassendean town centre along Old Perth Road as Bassendean Village.

**12.2 Cr Gangell: Signage – Signage: Bassendean Village**

That Council receives a report on providing signage that attracts people to the proposed Bassendean Village Precinct highlighting the businesses, activities, places of historic interest and community facilities available within the Bassendean town centre along prominent roads specifically Guildford Road.

**12.3 Cr Gangell: Visioning Project – Old Perth Road**

That Council receives a report on conducting a visioning project for Old Perth Road and the town centre.

**12.4 Cr Gangell: People’s Choice Business Award**

That Council receives a report on conducting a Town of Bassendean People’s Choice Business Awards 2019.

**12.5 Cr Gangell: Kenny Street Parking Bays**

That Council receives a report in relation to car parking bays being clearly delineated on Kenny Street with the parking bays being marked out with paint.

**13.0 CONFIDENTIAL BUSINESS**

Nil

**14.0**                    **CLOSURE**

The next Briefing Session will be held on Tuesday 20 November 2018 commencing at 7.00pm.

The next Ordinary Council Meeting will be held on Tuesday 27 November 2018 commencing at 7.00pm.

There being no further business, the Presiding Member declared the meeting closed, the time being 9.18pm.