

TOWN OF BASSENDEAN

NOTICE OF BRIEFINGS SESSION

A Briefings Session of the Council of the Town of Bassendean will be held on Tuesday, 17 July 2018 in the Council Chamber, 48 Old Perth Road, Bassendean, commencing at 7.00pm.

A G E N D A

The Mayor will preside at Briefing Sessions. In the absence of the Mayor, the session will be presided over by the Deputy Mayor.

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.

Live Streaming – Audio and Video

The Town is committed to engaging with its community and recognises that providing opportunities for the community to attend Council meetings will result in more informed and engaged residents.

Live Streaming will commence at the times that the meetings are due to commence and finish when the Presiding Member closes or adjourns the meeting for any reason.

Meetings closed for consideration of matters under Section 5.23 of the Local Government Act or by resolution of Council will not be streamed.

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

2.0 ATTENDANCES AND APOLOGIES

3.0 DEPUTATIONS

4.0 DECLARATIONS OF INTEREST

5.0 ADDRESSES BY MEMBERS OF THE PUBLIC

15 minutes will be allocated for addresses by members of the public on matters contained in the agenda only.

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

6.0 REPORTS

6.1 WALGA requested Submission regarding Stop Puppy Farming Consultation (Ref: LAWE/REGSTN/1 - Sharna Merritt, Senior Ranger)

APPLICATION

The purpose of this report is to request Council to endorse the Town's submission to WALGA in relation to the Department of Local Government, Sport and Cultural Industries Community Consultation Paper relating to the Stop Puppy Farming initiative.

ATTACHMENTS

Attachment No. 1:
WALGA Infopage
Submission response

BACKGROUND

The State Government, in consultation with stakeholders and leading industry groups, is working towards an election promise to Stop Puppy Farming.

To reach this objective the Department of Local Government, Sport and Cultural Industries is undertaking a consultation process to determine the best way to combat this issue.

In June 2018 the Town received an email from WALGA with the following information:

'The Department of Local Government, Sport and Cultural Industries released a Community Consultation Paper in May 2018 which has garnered a considerable response to date.

WALGA, together with Local Government Professionals WA, recommended a separate consultation process with Local Governments in recognition of the different considerations the Sector currently experiences as lead agencies in dog management, and is likely to encounter when implementing the Government's intended Stop Puppy Farming proposals.

Feedback via a Council-endorsed response is requested by Friday 3 August 2018. This will permit a report to be prepared for the August round of WALGA Zone meetings and consideration by State Council at its meeting of 5 September 2018.'

Attached is the Infopage released to Local Governments in relation to the submission request.

COMMUNICATION & ENGAGEMENT

In consultation with relevant Town officers, the Senior Ranger has prepared a response to the Consultation Paper presented by WALGA on behalf of the Town, which is included as an attachment.

STRATEGIC IMPLICATIONS

As this is a Consultation Paper there are no strategic implications for the submission.

COMMENT

Whilst preparing the attached submission, as many factors as possible were taken into consideration and the response reflects this.

Whilst the Town does not have provisions for commercial type breeding facilities in its Planning Schemes, this initiative will affect the Town in so much as any dog owner that wishes to breed their dog will have to comply with the recommended changes to legislation.

The biggest change to the current system that would affect the Town will involve the creation of a central registration database, rather than each Local Government keeping their own, isolated database.

The other suggested change is to require all dogs of a yet undetermined age to be sterilised, unless the dog and the owner are registered for breeding.

This consultation paper is aimed at determining the best way to achieve the goal of stopping puppy farming, through legislation, public education and increased enforcement responsibilities.

STATUTORY REQUIREMENTS

Nil for the submission.

FINANCIAL CONSIDERATIONS

Nil for the submission.

OFFICER RECOMMENDATION — ITEM 6.1

That Council endorses the officer prepared submission to WALGA's Consultation Paper in relation to the Stop Puppy Farming initiative of the Department of Local Government, Sport and Cultural Industries.

Voting requirements: Simple Majority

6.2 Extension for the term of use of the Bassendean Seniors' and Community Centre Kitchen for the Community Kitchen Pilot Programme (Ref COUP/USAGE/7) – Salvatore Siciliano, Manager Recreation and Culture

APPLICATION

For Council to consider an extension for the use of the Bassendean Seniors' and Community Centre Kitchen for the Community Kitchen Pilot Programme.

ATTACHMENT

Attachment No. 2: Email to Mr Grau

BACKGROUND

Council resolved in December 2017 (OCM-27/12/17) to grant local resident Mr Michael Grau use of the Bassendean Seniors' and Community Centre Kitchen to bake artisan bread as part of a Community Kitchen Pilot Programme for a 6 month period commencing on 1 January 2018.

Given a delay in installing 3-phase power to the kitchen, Mr Grau was first able to utilise the kitchen from March 2018 and effectively has only been able to operate for a period of 3 months with the original term expiring on 30 June 2018. Mr Grau has requested an extension for use of the kitchen until 30 September 2018.

COMMUNICATION & ENGAGEMENT

Town staff have maintained communication with Mr Grau on a regular basis.

STRATEGIC IMPLICATION

Strategic Priority 1: Social

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
1.1 Build a sense of place and belonging	1.1.1 Facilitate engagement and empowerment of local communities	Community / Stakeholder Satisfaction Survey (Engagement and Participation)
	1.1.2 Activate neighbourhood spaces to facilitate community gathering	
	1.2.2 Provide life-long learning opportunities	
	1.2.5 Support our volunteers and community groups to remain empowered, dynamic and inclusive	

COMMENT

Officers are of the view that it is a reasonable request for Council to consider extending the Community Kitchen Pilot program for an additional 3 months with the term to conclude on 30 September 2018 and that the same terms and conditions apply as resolved by Council in December 2017 – OCM – 27/12/17, namely parts 4 to 6:

- “4. The Applicant indemnifies Council from any liability and provides a copy of the current insurance certificates;*
- 5. The Applicant ensures that any of their own equipment used on the premises complies with the requirements of the Occupation Health and Safety Act and has been certified by a qualified electrician; and*
- 6. At the conclusion of the six month period, Council will consider the outcomes of the Community Kitchen Pilot Program before deciding whether to continue the Pilot, adopt other arrangements or discontinue the Pilot. Should Council decide to discontinue the Pilot 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.*

FINANCIAL CONSIDERATIONS

Extending the term for a further 3 months will incur additional minimal costs, in relation to the use of 3 phase power and cleaning, and can be absorbed within the proposed 2018/2019 operational budget.

STATUTORY CONSIDERATIONS

Local Government Act (1995).

OFFICER RECOMMENDATION – ITEM 6.2

That Council:

1. Agrees to extend the use of the Bassendean Seniors' and Community Centre Kitchen for an additional 3 month period expiring on 30 September 2018 and that the applicant is advised accordingly; and
2. Informs the applicant that the same terms and conditions, namely parts 4-6 still apply as previously resolved by Council in December 2017, which states:

- “4. The Applicant indemnifies Council from any liability and provides a copy of the current insurance certificates;*
- 5. The Applicant ensures that any of their own equipment used on the premises complies with the requirements of the Occupation Health and Safety Act and has been certified by a qualified electrician; and*
- 6. At the conclusion of the six month period, Council will consider the outcomes of the Community Kitchen Pilot Program before deciding whether to continue the Pilot, adopt other arrangements or discontinue the Pilot. Should Council decide to discontinue the Pilot 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.”*

Voting Requirements: Absolute Majority

6.3 Town of Bassendean Community Facilities and Ovals/Reserves Audit and Needs Assessment (Ref: COUP/TENDNG/66 – Salvatore Siciliano, Manager Recreation and Culture and Tim Dayman, Recreation Development Officer)

PURPOSE

The purpose of this report is for Council to endorse the Community Facilities & Oval/Reserve Audit and Needs Assessment as a guiding document and resource for future facility planning in the Town of Bassendean

Attachment No. 3:

- Community Facilities, Ovals/Reserves & Boating Infrastructure Audit and Needs
- Assessment (Revised edition: July 2018)

BACKGROUND

The Town of Bassendean encourages vibrant participation in sport and other leisure pursuits with the provision of accessible facilities that include community halls, civic centres, a library, sporting pavilions, tennis courts, playgrounds and active sports grounds, as well as passive parks and reserves.

The previous plans conducted in 2006, looked at a 10-year period and it was evident that a facilities audit and needs assessment would be beneficial to assist with the future planning and provision of adequate facilities and ovals/reserves in the Town of Bassendean.

The Community Facilities & Oval/Reserve Audit and Needs Assessment (Plan) sought to integrate and provide direction and guidance on future planning, provision of facilities, options for development and funding opportunities for sporting, recreation, public open space and community facilities within the Town.

The project scope extended to include all Council owned community facilities, ovals/reserves that are hired out to community/user groups and sporting clubs considered appropriate for sporting, social, cultural and other leisure pursuit purposes; and an assessment of boating needs infrastructure.

The Town of Bassendean was successful in receiving approval of \$18,182 from the State Government through the Department of Sport and Recreation's Community Sport and Recreation Facility Funding program 2016/2017 to assist with the development of a facilities audit and needs assessment.

A Request for Quote (RFQ) process was conducted in March 2017, with AECOM Australia Pty Ltd being the successful consultant to undertake this facility planning study.

The facilities plan is based on the current available data, benchmarks and trends as well as reflecting the changes in demographics and community needs over the past ten years. The Plan is based upon a cost benefit analysis framework and integrated with the Town's Strategic Community Plan, Forward 10 Year Financial Plan and the Corporate Business Plan.

The process has taken into consideration both stakeholder and community consultation within the Town, through high-level integration into the strategic planning framework. This enables for priorities on facility redevelopment, refurbishment, future use and demand for community facilities and open space to be determined.

The final Plan was made available to Officers in October 2017 and first presented to a Councillors workshop in April 2018 by consultant AECOM.

COMMUNICATION AND ENGAGEMENT

Between April 2017 and April 2018, throughout the stakeholder and community consultation, there were numerous methods, which were undertaken by the consultant. The following approaches were completed:

- Community Development team – establish regular meeting with the team to report on progress, information received, present draft report and final report.
- Survey – develop a survey to gain information on the various clubs/ organisations and/or interests, to provide a shared understanding of opportunities, constraints and/or issues.
- Social Media – use existing groups websites, social media (Facebook) survey monkey and company/organisation web site to inform, gather and consult on the project requirements, issues, opportunities and constraints.
- Stakeholder and Community Workshops – facilitated, participatory discussions with groups of individuals representing different organisations and/or interests to provide a shared understanding of opportunities, constraints and/or issues.
- Interviews – face to face or telephone interviews (as appropriate or possible) with key stakeholders to obtain information relating to requirements, issues, opportunities and/or constraints.

- Councillor Briefings – information sessions at which presentations were made on the project with an opportunity for questions to be asked.

Given the comprehensive volume of information generated by the Plan, the following documentation was made available to Councillors via drop box in April 2018:

- Summary of recommendations (abridged version);
- Community Facilities, Ovals/Reserves Audit and Needs Assessment – final plan;
- Consultation summary report; and
- RFQ to conduct planning study.

The result of this stakeholder and community consultation was a significant list of recommendations for the Town to consider and implement over a number of years. In addition to the initial presentation conducted by AECOM on the final plan, a second Councillor workshop was conducted to narrow down the recommendations for inclusion in the Corporate Plan 2018-2022.

COMMENT

Based on findings from stakeholder and community consultation, a recommendation was made on each facility and reserve and graded with a score, indicating the current condition and risk level.

The initial Plan outlined recommendations on Council owned community facilities, ovals/reserves in each of the Town's suburbs, Eden Hill, Ashfield and Bassendean. A recommendation was also made regarding boating infrastructure for Pickering Park.

At the Councillors Workshop in April 2018, Council had the opportunity to review the initial Plan and recommendations, and to provide feedback on projects deemed supportable. Based on feedback provided by Council, Staff requested the Consultant, AECOM, amend the final Plan to take account of the Workshop outcomes.

The following items were referred for inclusion in the draft Corporate Plan 2018-2022:

- Ashfield Reserve Change room Upgrades (2019/2020);
- Palmerston Reserve: general amenity upgrade including BBQ and shelter (2019/2020)
- Bassendean Tennis and Bowling Club: general infrastructure and amenity upgrade (2020/2021);

- Pickering Park: amenities upgrade (2019/2020);
- BIC Reserve Master Plan (2018/2019);
- Jubilee Reserve Master Plan(2018/2019);
- Mary Crescent Reserve lighting upgrade and general amenities (2019/2020); and,
- Active Reserves Lighting Audit (2018/2019).

Officers recommend that the final Plan be endorsed as a guiding document only and a resource for future facility planning within the Town. That is, the recommendations included in the Consultants report emanated from their consultations with stakeholders and the community, and while not all their recommendations are deemed supportable at this time, they remain a resource that can be considered with future facility planning.

It is worth noting that Council has already recognised one of the recommendations outlined in the Plan regarding the Stan Moses Pavilion at the May 2018 Ordinary Council Meeting (OCM – 34/05/18, part 10):

Acknowledges the recommendations of the Community Facilities, Oval/Reserve Audit and Needs Analysis where the Stan Moses Pavilion is rated as a 3, ie, high priority for some degree of rejuvenation.

The Manager Recreation and Culture has also commenced a reconciliation of relevant master plans and associated projects that have been completed or yet to be completed to form a *Master List* of potential projects. Officers will continue to update this Master List with projects identified from the Community Facilities, Oval/Reserve Audit and Needs Assessment and other future planning processes and community engagement exercises. The Master List will provide the basis for nominating specific projects either as planning and/or capital projects for future budget consideration.

STATUTORY REQUIREMENTS

Local Government Act 1995

STRATEGIC IMPLICATIONS

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
1.1 Build a sense of place and belonging	1.1.1 Facilitate engagement and empowerment of local communities	Increases in club activity and membership.

1.2 Ensure all community members have the opportunity to be active, socialise and be connected	1.2.1 Provide accessible facilities that support leisure, learning and recreation for people of all ages.	Increases in club activity and membership.
	1.2.5 Support our volunteers and community groups to remain empowered, dynamic and inclusive	

FINANCIAL CONSIDERATIONS

The Manager Recreation and Culture recommends the following priority projects in the final Community Facilities, Ovals and Reserves Audit and Needs Assessment be referred for consideration in the draft 2018/2019 Budget:

- Master Plan Bic Reserve - \$20,000
- Master Plan Jubilee Reserve - \$20,000
- Active Reserve Lighting Audit - \$20,000

OFFICER RECOMMENDATION – ITEM 6.3

That Council:

1. Receives the final Community Facilities, Ovals/Reserves Audit and Needs Assessment provided in July 2018 as attached to the Ordinary Council Agenda of 24 July 2018;
2. Endorses the final Community Facilities, Ovals/Reserves Audit and Needs Assessment provided in July 2018 as a guiding document only and resource for future facility planning within the Town of Bassendean;
3. List the following projects from the final Community Facilities, Ovals and Reserves Audit and Needs Assessment for consideration in the draft 2018/2019 Budget:
 - Master Plan Bic Reserve - \$20,000;
 - Master Plan Jubilee Reserve - \$20,000; and
 - Active Reserve Lighting Audit - \$20,000.

Voting requirement: Simple majority

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

APPLICATION

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

ATTACHMENTS

Attachment No. 4:

Quarterly Reports P/E Sep 2017, PE 31 December 2017, P/E 31 March 2018 and P/E 30 June 2018

BACKGROUND

Council's Quarterly Report format addresses progress against the CEO's Key Performance Indicators, as well as providing a progress report on budget deliverables in the 2017-2027 Corporate Business Plan, where those deliverables will commence in the current financial year.

The Quarterly Report also provides information on the progress of cash in lieu projects and grants applied for and received in each quarter.

The four quarterly reporting periods are included as attachments.

STRATEGIC IMPLICATIONS

Strengthen Council governance and compliance.

OFFICER RECOMMENDATION – ITEM 6.4

That Council receives the Quarterly Report for the quarter ended 30 June 2018.

Voting requirements: Simple majority

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

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

Building Applications Determined in the Month of June 2018		
Application No	Property Address	Description
201800083	27 ROSETTA STREET, BASSENDEAN	CARPORT ENCLOSURE/CONVERSION
201800054	7 DAYLESFORD ROAD, BASSENDEAN	RESIDENTIAL ADDITIONS AND ALTERATIONS
201800074	48 FREELAND SQUARE, EDEN HILL	PATIO
201800123	50 WALKINGTON WAY, EDEN HILL	LIVING AREA & KITCHEN EXTENSION
201800121	42 DEVON ROAD, BASSENDEAN	DEMOLITION
201800125	22 CLARKE WAY, BASSENDEAN	COLORBOND SHED
201800124	89 WHITFIELD STREET, BASSENDEAN	RETROSPECTIVE APPROVAL RESIDENTIAL ADDITIONS
201800120	37 SCHOFIELD STREET, EDEN HILL	FULL DEMOLITION
201800126	7 GARNSWORTHY PLACE, BASSENDEAN	SHED & PATIOS
201800122	24 CHESTERTON ROAD, BASSENDEAN	PATIO
201800107	114 BROADWAY, BASSENDEAN	SINGLE DWELLING
201800111	32 LITTLEMORE WAY, EDEN HILL	PATIO
201800119	335 COLLIER ROAD, BASSENDEAN	SERVICE STATION & CONVENIENCE STORE
201800115	190 MORLEY DRIVE, EDEN HILL	PATIO
201800113	27 CLARKE WAY, BASSENDEAN	FREESTANDING CARPORT
201800117	138 MORLEY DRIVE, EDEN HILL	ADDITIONS/ALTERATIONS
201800116	25 BARTON PARADE, BASSENDEAN	FRONT FENCE
201800112	156 ANZAC TERRACE, BASSENDEAN	ENSUITE ADDITION
201800110	23 DEAKIN STREET, BASSENDEAN	WALL REMOVAL

OFFICER RECOMMENDATION – ITEM 6.5

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

Voting requirement: Simple majority

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

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

Applic No.	Property Address	Description	Determination
	Planning and Subdivision Applications Determined to 6 July 2018		
2017-169	19A JAMES STREET BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2018-013	UNIT A 70 RAILWAY PARADE BASSENDEAN 6054	TWO GROUPED DWELLINGS	DELEGATE APPROVED
2018-014	3 MONS STREET ASHFIELD 6054	SINGLE HOUSE	DELEGATE APPROVED
2018-035	67 HARDY ROAD ASHFIELD 6054	SINGLE HOUSE	DELEGATE APPROVED
2018-039	121 WHITFIELD STREET BASSENDEAN 6054	TWO GROUPED DWELLINGS	DELEGATE APPROVED
2018-046	UNIT 3 19 LORD STREET BASSENDEAN 6054	PATIO	DELEGATE APPROVED
2018-048	27 ROSETTA STREET BASSENDEAN 6054	CARPORT	DELEGATE APPROVED
2018-049	84 HAMILTON STREET BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2018-054	2 ROSETTA STREET BASSENDEAN 6054	ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
2018-063	UNIT A 13 HAMILTON STREET BASSENDEAN 6054	PATIO	DELEGATE APPROVED
2018-069	30 BRIDSON STREET BASSENDEAN 6054	OUTBUILDING	DELEGATE APPROVED
2018-070	34 LITTLEMORE WAY EDEN HILL 6054	PATIO	DELEGATE APPROVED
2018-071	71 WALTER ROAD EAST BASSENDEAN 6054	CHANGE OF USE FROM OFFICE TO SHOP	DELEGATE APPROVED
2018-073	18 DEVON ROAD BASSENDEAN 6054	OUTBUILDING	DELEGATE APPROVED
2018-074	6 IVANHOE STREET BASSENDEAN 6054	OUTBUILDINGS X 4	DELEGATE APPROVED
2018-079	81 VILLIERS STREET WEST BASSENDEAN 6054	OUTBUILDING	DELEGATE APPROVED

	Subdivision Applications		
478-18	8 WALTER ROAD EAST BASSENDEAN 6054	FIVE LOT PLUS COMMON PROPERTY SURVEY STRATA	STATUTORY ADVICE
536-18	49 IVANHOE STREET BASSENDEAN 6054	TWO LOT SURVEY STRATA	STATUTORY ADVICE

OFFICER RECOMMENDATION – ITEM 6.6

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

Voting requirement: Simple majority

7.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

8.0 CONFIDENTIAL BUSINESS

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

8.1 Sports Achievement Award (Ref: COMR/AWADP/4 – Tim Dayman, Recreation Development Officer)

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

9.0 CLOSURE

The next Briefing Session will be held on Tuesday 21 August 2018 commencing at 7.00pm.