

**ATTACHMENTS**  
**BRIEFING SESSION**  
**17 JUNE 2018**

**Attachment No. 1:**

Street Tree Protection Policy

**Attachment No. 2:**

Draft Policy 6.7 - Electronic Recording and Livestreaming of Council Meetings

**Attachment No. 3:**

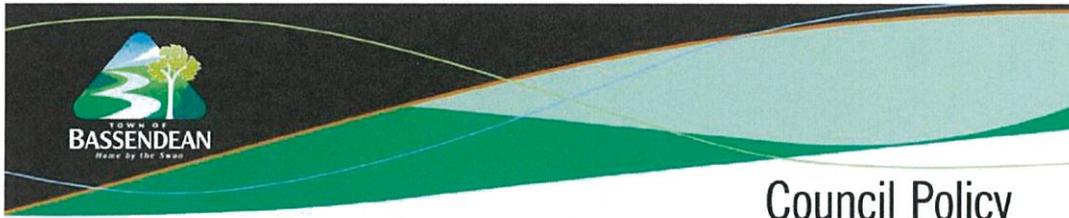
- A. Bassendean Strategic Planning Framework 2016-2019 Indicative Implementation Plan – Year 1 (Sep 2016 to August 2017).
- B. Revised (Indicative) Bassendean Strategic Planning Framework (2018-2020).
- C. Strategic Community Plan 2017-2027 extract – Applicable Objectives and Strategies.

**Attachment No. 4:**

Meeting notes of the Design Bassendean Advisory Group - 6 June 2018.

Confidential Report and Attachments

# **ATTACHMENT NO. 1**



## Council Policy

### 1.10 Street Tree Protection Policy

Street Trees contribute to the amenity, aesthetics and sense of place for the residents of the Town. Taking these issues into consideration the Town of Bassendean recognises the long-term health of a street tree can be adversely affected during a development process by various means and therefore the long-term health of every street tree should be protected.

#### Objectives

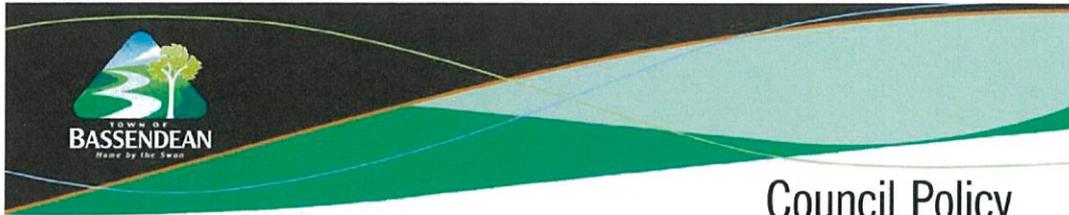
The objectives of this policy are to:

- Ensure that street trees are suitably protected during the development process of an adjacent land lot; and
- Ensure the long-term health of trees in streetscapes

#### Strategy

The Town of Bassendean will achieve these objectives through:

- An application for planning consent or a building licence, accompanied by a detailed survey plan including:
  - Species of all existing trees on the road reserve adjacent to the proposed development;
  - Height and width of tree canopy;
  - Girth (circumference) of tree trunk at a height 1.0 metres above the natural ground surface;
  - Condition of all existing trees on the road reserve adjacent to the proposed development; and
  - Which, if any, of the identified trees are requested to be removed, with reasons therefore.
- Non-compliance with the provision of the above assessment and survey drawings shall result in a refusal of the application until such time as the information has been provided.
- Ensuring that development activity on the verge area is minimized in order that the street trees (s) root zone area and canopy mass are protected.



## Detail

### Application of this Policy

The Council retains the right to implement the Council's Street Tree Protection policy as it sees necessary to protect street tree assets. Any costs associated with the implementation of the protection measures shall remain the responsibility of the landowner/developer.

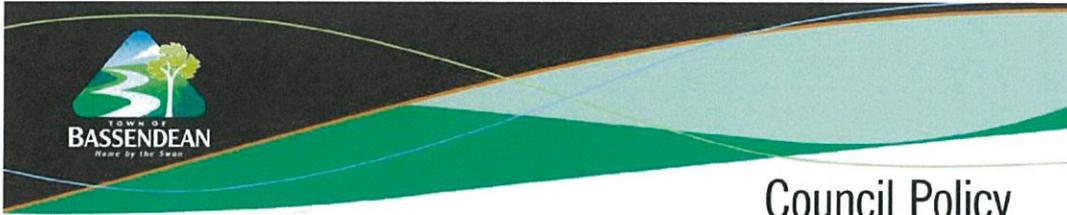
Non-compliance with the implementation of the appropriate preservation strategy as per Council's requirements shall incur penalties; which will be determined by a valuation of the tree(s) based on the Council's approved Amenity Tree Evaluation Method and dependant on the extent of damage occurring.

The Council may also include the requirement of a bond as security for the protection of their tree(s) during the development process.

### Street Tree Protection

The land owner/developer is to implement the following to protect the Council's street tree from any unnecessary damages occurring:

- To protect the tree during the development phase, the Town may request an approved independent suitably qualified arborist report to guide the management practices during the development.
- Building materials or debris shall not to be placed or stored under the tree canopy;
- A temporary barricade may be required to be erected at the outer canopy of the tree to protect the root zone and tree during development. Barricade fencing shall be accordance to Regulations 3.75 of the Occupational Health & Safety Regulations 1996.
- Vehicles are not permitted to park on the verge area under the tree canopy during development;
- The use of appropriate sized machinery is to occur so that contact with the upper canopy of a street tree does not occur at any time. Any branches requiring removal for clearances to facilitate the development works shall only be undertaken after written approval from the Town of Bassendean. All canopy works shall be in accordance with Australian Standards 4373 (1996) ~ *Pruning of Amenity Trees*, and/or Street Tree Technical Guidelines section 5.
- In the event that current existing irrigation on the verge is to be removed or altered, a supplementary watering program may need to be implemented pending advice from a suitably qualified consulting Arborist.



## Council Policy

- All building contractors utilised on the development are to be aware of the importance of protecting the Council's street tree, and that any damages occurring to the tree, wilful or otherwise will be subject to prosecution under the Local Government 1995 Schedule 9.1 clause 2 Disturbing local government land or anything on it, the Uniform Local Provisions Regulations 1996, Regulation 5 Clause 1 Interfering with, or taking from, local government land or other relevant provisions under the Act.

### **Exemptions / Removals for Developments**

Any inaccuracy of the plans shall not be considered justification for removal of the Town's trees in the event that their positions are incorrectly shown.

The Council may permit the removal of a street tree adjacent a development site if in accordance to the "Street Tree Removal & Replacement" policy.

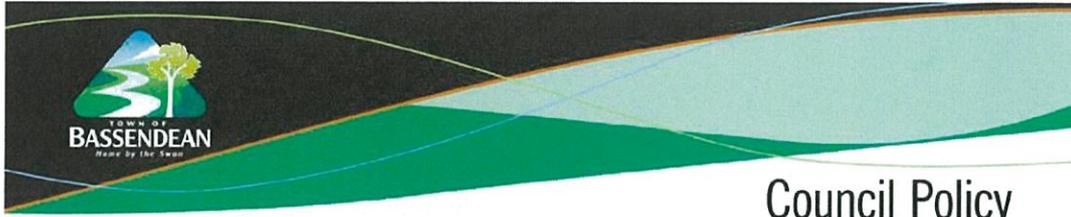
- Where the removal of a street tree is permitted as part of a development approval, it shall be included on the planning approval document;
- The approval shall be conditioned that the applicant meets the cost of the removal of the tree(s), and the replacement of the tree(s) with an appropriately sized specimen, of a species corresponding to the Town's Streetscape Master Plan. The size of the specimen tree and planting location will be determined by the Town;
- The applicant shall be responsible for the maintenance of the new tree(s) for the initial three years post planting as per the Council' Street Tree Technical Guidelines; and
- All subsequent expenses verge and tree establishment costs shall be borne by the land owner/developer.

Removal of any street tree without the written approval of the Town of Bassendean will be considered an offence and the offender shall be prosecuted accordingly under the Local Government (Uniform Local Provisions Regulations 1996), Schedule 9.1 Clause 2.

### **Application**

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Manager Development Services has delegated authority to approve Development applications.

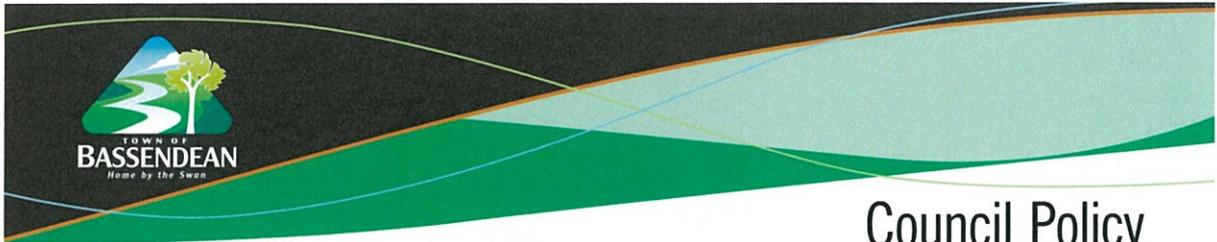
The Chief Executive Officer (CEO) has the authority to administer the requirements of the Street Tree Protection policy. The CEO has on-delegated this authority to the Manager Asset Services.



The Policy is to be reviewed every three years.

<b>Policy Type:</b> Strategic Policy	<b>Policy Owner:</b> Director Operational Services
<b>Link to Strategic Community Plan:</b> Town Planning & Built Environment	<b>First Adopted:</b> July 2009
	<b>Last Reviewed:</b> March 2014
	<b>Version 1</b>
	<b>Next Review due by:</b> December 2016

# **ATTACHMENT NO. 2**



## Council Policy

### **6.7 Electronic Recording and Livestreaming of Council Meetings (updated June 2018)**

#### **Objective**

The objective of this Policy is to:

- Outline the manner in which Council meetings shall be recorded and broadcast;
- Ensure consistency in the availability of Council meeting minutes; and
- Provide a process in which a Councillor may question the accuracy of minutes.
- to enhance Council's commitment to engage with its community through the live streaming of its meetings through the internet

#### **Strategy**

##### **Electronic Recording and Livestreaming of Meetings**

This policy applies to all Ordinary Council Meetings, Briefings Sessions, Special Meetings and Electors meetings. This policy does not apply to any part of the meeting which is closed under Section 5.23 of the Local Government Act.

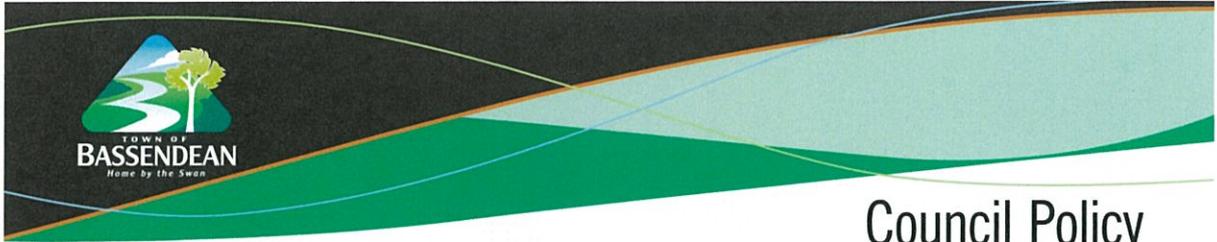
The Town is committed to engaging with its community and recognises that providing opportunities for the community to attend council meetings will result in more informed and engaged residents.

The Town will therefore provide access for the public to attend Council meetings through the live streaming of meetings through the internet.

The 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.

Meetings shall be live streamed in accordance with this policy unless a motion to the contrary is passed by simple majority at the beginning or at any other time during the meeting.

No protection will be afforded to Councillors, staff or the public for comments and statements made during the live streaming of meetings which are subsequently challenged in a court of law and determined to be slanderous.



## Council Policy

Copies of electronic recordings of meetings, where taken, shall be made available to the public and include a disclaimer that advises the public that the recordings are not the official record of a Council meeting and Council cannot guarantee the accuracy or the quality of this recording and it cannot be assumed to be a complete record of proceedings.

Members of the public shall not make copies of recordings or any part thereof without the approval of the Council or tamper with them so as to produce a false record.

Audio recordings of Agenda Briefing Sessions, Ordinary Council Meetings and Special Council Meetings are to be made available to the public via the website within three days of the date of each meeting.

Members of the public may listen to a recording at the Council Library free of charge. Two working day's notice is to be given by members of the public who wish to listen to the recording at the Library.

Electronic recordings shall be in the custody of the Chief Executive Officer who may make recordings available to any Councillor or Officer in the course of Council business.

Electronic recordings are to be stored for long-term storage as a State Record in accordance with the requirements of the State Records Act.

### Application

Responsibility for the implementation of this policy rest with the Mayor, Councillors and Chief Executive Officer. The Policy is to be reviewed every three years.

<b>Policy Type:</b> Strategic Policy	<b>Responsible Officer:</b> Chief Executive Officer
<b>Link to Strategic Community Plan:</b> Leadership and Governance	<b>Last Review Date:</b> September 2017 <b>Version 2</b>
	<b>Next Review due by:</b> June 2020

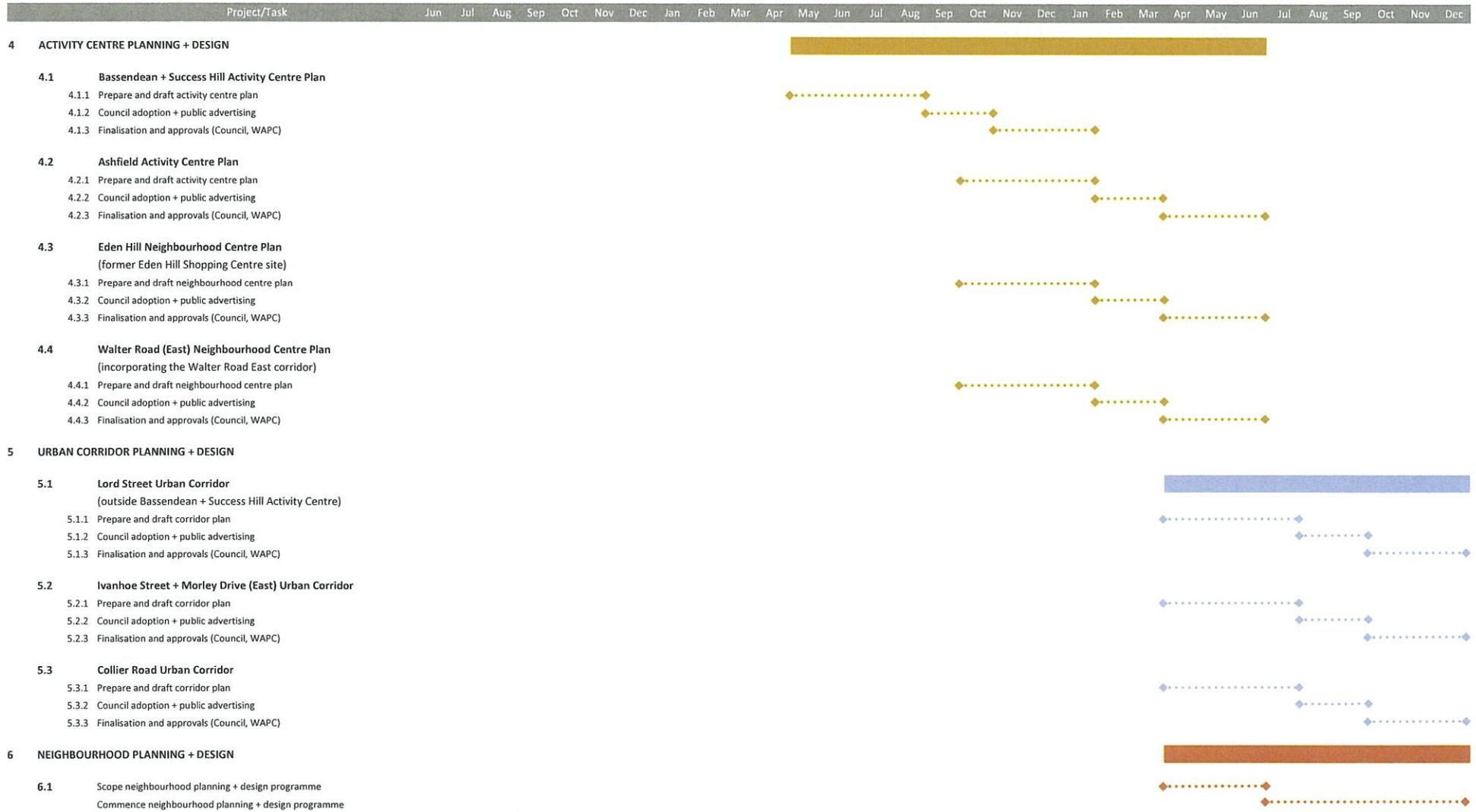
# **ATTACHMENT NO. 3**

**Bassendean Strategic Planning Framework 2016 - 2019  
INDICATIVE IMPLEMENTATION PLAN - YEAR 1  
(September 2016 – July 2017)**

	2016					2017						
	September	October	November	December	January	February	March	April	May	June	July	August
<b>LOCAL PLANNING STRATEGY</b>												
Review existing	Audit + gap analysis			Report to Council								
Consultation	Prepare/develop community + stakeholder engagement strategy (ES)			Council endorsement	Procure community engagement facilitator			Implement community engagement strategy and key stakeholder consultation				
Scope		Refine Scope of Works		Council endorsement								
Resources	Identify external expertise required		Council endorsement	Procure external expertise								
Formulation	Base mapping + land use survey		Investigations + analysis							Report to Council	Commence drafting of strategy	
<b>URBAN INTENSIFICATION PLANS</b>												
<b>1 Bassendean Town Centre (Bassendean Activity Centre)</b>												
	Review Bassendean Town Centre Area Strategy and Guidelines (LPP1)			Report to Council	Commence and undertake Structure Planning (generally as per TBB recommended Scope of Works)							
<b>1A Landcorp Redevelopment</b>												
Concept Plans	Council endorsement											
Scheme Amendments		Input into preparation of Amt docs			Ongoing input into proposed land use changes, movement network etc from a strategic planning perspective							
Structure Planning		Input into preparation of draft Local Structure Plan			Ongoing input into proposed land use changes, movement network etc from a strategic planning perspective							
Design Guidelines		Input into preparation of draft design guidelines			Ongoing input into proposed design guidelines from a strategic planning perspective							
<b>2 Ashfield Activity Centre</b>												
Project Status	Review Ashfield TOD planning; Ashfield Community Action Plan; and proposals for the Wesfarmers site			Report to Council	Future action to be determined through review of the Local Planning Strategy							
<b>LOCAL PLANNING SCHEME</b>												
Directions	Establish with DoP if LPS 10 requires consolidation (s88 PDA 2005)			Report to Council	Further ongoing action dependent upon outcome of DoP directive/s							
Resources	To be determined (dependent on above DoP outcomes)											
<b>LOCAL PLANNING POLICIES + DESIGN GUIDELINES</b>												
Existing	In-house review - existing Planning Policies			Report to Council								
Proposed					Identify and scope likely new policies arising from Local Planning Strategy investigations + analysis						Draft new policies	
<b>OTHER PLANS/STRATEGIES</b>												
Development Contribution Plan	Prepare, formulate, draft and adopt										Implementation	



**BASSEDEAN STRATEGIC PLANNING FRAMEWORK (SPF)**  
**(Revised) INDICATIVE IMPLEMENTATION TIMETABLE (2018-2020)**



### Strategic Priority 1: Social

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
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	
	1.1.3 Ensure our unique culture and history are shared and celebrated	
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.	Community / Stakeholder Satisfaction Survey (Activity and connectivity) Volunteer Rate
1.3 Plan for a healthy and safe community	1.3.1 Facilitate safer neighbourhood environments	Community / Stakeholder Satisfaction Survey (Safety, Health and Well-being)
	1.3.2 Promote and advocate community health and well-being	
1.4 Improve lifestyle choices for the aged, families and youth	1.4.1 Facilitate healthy and active aging in place	Community / Stakeholder Satisfaction Survey (Aged, Families and Youth)
	1.4.2 Partner with service providers to improve / expand access to services and facilities	
	1.4.3 Enhance the wellbeing, and participation of our youth and children	

### Strategic Priority 2: Natural Environment

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
2.1 To display leadership in environmental sustainability	2.1.1 Strengthen environmental sustainability practices and climate change mitigation	Waste reduction ratio to population
	2.1.3 Initiate and drive innovative Renewable Energy practices	Carbon emissions ("Planet Footprint")
2.2 Protect our River, Bushland Reserves, and Biodiversity	2.2.1 Protect and restore our biodiversity and ecosystems	Community / Stakeholder satisfaction Survey (River, Bushland and Reserves)
	2.2.2 Sustainably manage significant natural areas	
	2.2.3 Partner with stakeholders to actively protect, rehabilitate and enhance access to the river	Biodiversity and Bush Condition ("Keighery" Scale of bush condition) measurement

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
2.3 Ensure the Town's open space is attractive and inviting.	2.3.1 Enhance and develop open spaces and natural areas to facilitate community use and connection.	Community / Stakeholder Satisfaction Survey (Open Space and use of Open Space) Increase in Public Open Space Tree Canopy Area monitoring (Private and Public realms) Water Quality (entering the Swan River analysed in accordance with the Australian Government National Health and Medical Research Council Guidelines)
	2.3.2 Sustainably manage ground water, facilitate the conversion of drains to living streams	

### Strategic Priority 3: Built Environment

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
3.1 Plan for an increased population and changing demographics	3.1.1 Facilitate diverse housing and facility choices	The number of new dwelling approvals granted by the Town against the <i>Perth Peel @ 3.5 Million</i> planning framework target for Bassendean (4,200 new dwellings by 2050)  The level of community engagement and participation into Local Area Planning (Input into plans and policy development)
	3.1.2 Implement sustainable design and development principles	
	3.1.3 Plan for local neighbourhoods and their centres	
	3.1.4 Ensure infrastructure is appropriate for service delivery	
3.2 Enhance connectivity between places and people	3.2.1 Connect the Town through a safe and inviting walking and cycling network.	Community / Stakeholder Satisfaction Survey (roads, footpaths and cycle paths)
	3.2.2 Advocate for improved and innovative transport access and solutions.	
	3.2.3 Enhance the livability of local neighbourhoods.	Community/Stakeholder Satisfaction Survey (access to public transport both access to Town and within.)
	3.2.4 Enhance road safety through design	

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
3.3 Enhance the Town's appearance	3.3.1 Improve amenity and the public realm	Community / Stakeholder Satisfaction Survey (heritage, amenity and appearance)
	3.3.2 Strengthen and promote Bassendean's unique character and heritage	
	3.3.3 Implement design policies and provisions of buildings and places	

#### Strategic Priority 4: Economic

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
4.1 Build economic capacity	4.1.1 Encourage and attract new investment and increase capacity for local employment	Economic and Commercial Activity
	4.1.2 Plan for and build capacity for Commercial and Industrial	New businesses (including home based) granted development approval by the Town.
	4.1.3 Support and promote home based businesses	
4.2 Facilitate local business retention and growth	4.2.2 Continue the activation of Bassendean's Town Centre	Number of local business and Stakeholder Survey (Engagement and Facilitation of local Business Networks)
	4.2.3 Enhance economic activity in neighbourhood centres	

#### Strategic Priority 5: Good Governance

<b>Objectives</b> <i>What we need to achieve</i>	<b>Strategies</b> <i>How we're going to do it</i>	<b>Measures of Success</b> <i>How we will be judged</i>
5.2 Proactively partner with the community and our stakeholders	5.2.1 Improve customer interfaces and service	Community / Stakeholder Satisfaction Survey (Community engagement and participation)
	5.2.2 Engage and communicate with the community	

# **ATTACHMENT NO. 4**

**TOWN OF BASSENDEAN**  
**INAUGURAL MEETING OF THE DESIGN BASSENDEAN ADVISORY GROUP**  
**HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD BASSENDEAN ON**  
**WEDNESDAY 6 JUNE 2018 COMMENCING AT 7.00PM**

---

## **Meeting Notes**

### **1.0 DECLARATION OF OPENING**

The Director, Strategic Planning 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.

### **2.0 ELECTION OF PRESIDING MEMBER**

As Council had not appointed a Chairperson of the advisory group the Director, Strategic Planning called for nominations from members present for consideration of the position of Chairperson.

Only one nomination was received from Coan Harvey, who nominated himself.

By a show of hands, Coan Harvey was unanimously elected as Chairperson of the advisory group and subsequently, chaired the remainder of the meeting.

### **3.0 ATTENDANCES AND APOLOGIES**

#### **Attendances**

#### **Advisory Group Members**

Cr Reneé McLennan  
Cr Kathryn Hamilton  
Cr Jai Wilson  
Phil Burton  
Jennie Collins  
David Doy  
Coan Harvey  
Moss Johnson  
Ross Jutras Minett

## **Officers**

Anthony (Tony) Dowling, Director Strategic Planning  
Brian Reed, Manager Development Services  
Mary Bidstrup, Administrative Support Officer (Development Services) – meeting notetaker

## Apologies

Cr John Gangell

## **4.0 DECLARATIONS OF INTEREST**

Coan Harvey, Moss Johnson and David Doy declared that they own properties within the Town's proposed heritage areas.

## **5.0 TOWN OF BASSENDEAN HERITAGE LISTINGS AND PLACES**

The Town's Manager, Development Services Brian Reed briefed the group on progress in respect to developing a heritage list pursuant to *Local Planning Scheme (LPS) 10*, and the proposal to designate heritage areas within the Town.

Broad discussion followed as to how the proposed heritage areas were identified and defined, and the range and types of incentives that could be offered to assist in heritage conservation, eg. transferable development rights (TDR), heritage grants scheme etc.

There was also wide consensus that the heritage incentives should be developed prior to the heritage areas being designated under LPS 10.

## **6.0 DESIGN GUIDELINES AND POLICY DEVELOPMENT**

The Director Strategic Planning informed the group that:

- (i) A final draft of the *Bassendean Built Form and Character Study* (BBFCS) embodying comments and feedback provided by members of the former Design Bassendean Committee had been received from the study consultant; and

(Electronic links to access, view and download the finalised draft study were provided to all members prior to the meeting)

- (ii) It is intended to present the final draft of the BBFCS to Council for endorsement in the near future, probably together with the proposed draft design guidelines for which Council's approval will be sought to commence a community consultation program to elicit feedback and comment on the draft design guidelines.

The Director Strategic Planning also sought clarification and comment from the group as to the format, style and content of the proposed design guidelines discussed at the previous Design Bassendean Committee meeting.

He advised that many design guidelines produced by other local governments were incorporated into local planning policies augmenting the *Residential Design Codes of Western Australia* (the R Codes). These guidelines also tended to follow the format adopted by the R Codes.

The Director Strategic Planning recommended this approach in the interest of consistency. He particularly recommended the City of Swan *Local Planning Policy POL-C-106 Guildford Conservation Precinct* be adapted and used as a model for the development of the Town's proposed design guidelines and associated local planning policy due to Bassendean's early colonial settlement being intrinsically linked to the early colonial development of Guildford.

The Director Strategic Planning also provided for the group's information and assistance a list of deemed-to-comply R codes provisions that can be amended or varied by a local government. He advised that the identification and need for particular deemed-to-comply provisions in the R Codes requiring variation to suit local characteristics should become evident through the development of the design guidelines.

Discussion then ensued as to what format the design guidelines might take. There was general agreement among the group that the aforementioned City of Swan design guidelines whilst useful, were too prescriptive. It was considered that more succinct, highly illustrative guidelines be produced for Bassendean.

It was also considered that pre-consultation be carried out with the general community (eg. a survey) and with key community groups (eg. Eden Hill Community Network, SHAG) seeking input on what they want to see their area look like prior to the development of design guidelines.

Discussion also occurred about the need to incorporate energy efficiency in the design of buildings beyond the requirements prescribed in the *Building Code of Australia* (BCA). It was generally agreed to by the group that consideration be given to a requirement for building proposals to demonstrate how the building design is energy efficient.

Mr Dowling also provided an update on progress with the drafting of *State Planning Policy (SPP) 7.3 - Apartment Design*. The Dept. of Planning, Lands and Heritage (DPLH) advised that draft *SPP 7.3* is expected to be considered by the WAPC in June 2018 and the Minister for Planning in July 2018 for approval (as Volume 2 of the R-Codes) with gazettal likely in the latter part of 2018.

## **7.0 (REVISED) INDICATIVE STRATEGIC PLANNING FRAMEWORK (SPF) IMPLEMENTATION TIMTABLE**

The Director Strategic Planning presented and outlined to the group a revised SPF Implementation Plan having regard to the following:

- (i) Council's directive for the development of a local planning policy incorporating built form design guidelines as a priority task (as recommended by the previous Design Bassendean Committee);
- (ii) Development of three residential density scenarios and completion of the current Bassendean Transport Study which will inform the revised Local Planning Strategy; and
- (iii) The planning and design of the Activity Centres and Urban Corridors proposed within the Bassendean local government area as designated in the now finalised *Perth and Peel @ 3.5 Million* planning framework.

The Director also informed the group that implementation of the revised plan might be impacted by proposed reforms to WA's planning system recently announced by the Minister for Planning.

Members of the advisory group were provided with an electronic link to the WAPC website (<https://www.planning.wa.gov.au/Planning-reform.aspx>) where details about the proposed reforms were available.

The Director outlined to the group that the completion of the Town's revised local planning strategy might be impacted upon by the proposed planning reforms.

The planning reform 'green paper' suggested that "*local governments currently undertaking, or about to embark on a substantive review of their planning frameworks, delay preparation of local planning strategies and local planning schemes (and related omnibus amendments) until guidance on the format and content of local planning frameworks is available.*"

Notwithstanding, the Director Strategic Planning was of the view that the current review/revision of the existing *2015 Local Planning Strategy*, especially the development of three (3) residential density scenarios, was unlikely to be substantially affected nor be impeded by the reform process.

He suggested that by the time the current review/revision work is completed more certainty and direction from the Minister for Planning maybe available to guide the final form and content of the revised LPS.

The Director further outlined to the group that the revised implementation plan is primarily process-oriented (which is a reflection of the current planning system) resulting in lengthy timeframes for delivery of outcomes. It is understood that the current reform proposals released by the Minister for Planning may result in reduced timeframes for delivery of planning outcomes.

## **8.0 COMMUNITY CONSULTATION PLANNING**

The Director Strategic Planning also informed the group that all tasks (and sub-tasks) listed in the revised indicative SPF implementation plan include provision for community consultation.

He invited members to consider and offer suggestions and ideas as to how the community might be engaged and consulted in the preparation of the plans proposed to be implemented as part of the revised indicative SPF.

Suggestions and ideas generated by the group included the following for the Town's consideration:

- Provide a highly visible area on the Town's website homepage (possibly a tab at the top of the page) that links to information about town planning in Bassendean;
- Provide a highly visible section on the Town's website that posts a range of typical questions and answers (Q&A's) pertaining to town planning, heritage, development etc, including reasons as to why certain types of development are allowed, and what does it mean to have a property included in the *Municipal Heritage Inventory* (MHI) etc;

- To clearly communicate that the Town has limited authority in determining certain types of planning matters and proposals; that it is bound by certain State Planning Policies such as the *Residential Design Codes of WA* (the R Codes) in decision-making (which makes it difficult for the Town to manage community expectations in regard to Council's authority on town planning matters);
- To post the revised indicative SPF Implementation Plan on the Town's website to outline relevant planning processes the Town is required to follow in its plan-making as well as for the public to be aware of the stages at which they have an opportunity to provide input into planning projects;
- To provide regular updates on planning projects in the *Bassendean Briefings* publication;
- To hold an open day on what local planning is all about;
- To educate the community about planning processes, including the steps and timeframes involved in delivering planning outcomes in order to manage community expectations around the delivery of desired planning outcomes.

## **9.0 FUTURE MEETINGS**

The next meeting date is to be advised by the Director Strategic Planning but it is anticipated it is likely to be in early August 2018.

## **10.0 CLOSURE**

The meeting closed at 9.17 pm.