

# TOWN OF BASSENDEAN

## MINUTES

### ORDINARY COUNCIL MEETING

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

ON TUESDAY 26 FEBRUARY 2019 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.

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

##### 2.1 Public Question Time

Ms Nonie Jekabsons, 6 Barton Parade, Bassendean

*What is the situation with the proposal for boat speed traps.*

The Mayor advised that the Council has a resolution to pass on this issue at Item 10.9.

The Director Operational Services commented that the Town has contacted the Department of Transport to request that it considers putting in speed cameras. A response has not been received at this stage.

*What is the expected duration of the fencing at Ashfield Reserve.*

The Director Operational Services commented that advice received this week indicates between three to five years to assist with the restoration work.

*What was the expected duration of the temporary fencing at Pickering Park.*

The Director Operational Services responded that he did not know how long that fencing had been there.

*Will there be an ongoing maintenance programme for the Pickering Park boat ramp once the remedial works are done.*

The Director Operational Services responded, yes.

*The new sign at Pickering Park is a bit vague on which areas are dog on lead/off lead and also depicts a non-existent fishing jetty.*

The Director Operational Services advised that the image was taken from an obsolete plan, and the jetty illustrated on the signage was removed a number of years ago and that there is no intention of replacing the jetty.

Ms Elizabeth Fitzgerald, 34a Broadway, Bassendean

*What is the situation with the bike lanes funding. How long will it take to get the trees installed.*

The Mayor advised that at this stage there is no resolution of Council and no plan for the immediate future. The plan we have before us is about bike lanes and access to the train station. We want trees but we also want cycle access. With the current road width, both aren't possible. The funding is for bike lanes not landscaping.

Mr Paul Bridges, 150 West Road Bassendean

*Are you planning to replace the incorrect signs in Pickering Park.*

The Director Operational Services confirmed that the plan shown on the signage is obsolete and will be followed up with the relevant Officers to be replaced.

## **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, Deputy Mayor  
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 Stewert-Dawkins, Director Operational Services  
Mr Anthony Dowling, Director Strategic Planning  
Mr Christian Buttle, Acting Manager Development Services  
Mrs Renee Maher, Human Resources  
Mrs Amy Holmes, Minute Secretary

##### Public

Approximately six members of the public were in attendance.

##### Press

Nil

#### **Leave of Absence**

Cr Mykytiuk requested a Leave of Absence for 27 February to 4 March. Cr Brown requested a Leave of Absence for 15 to 20 March.

#### **COUNCIL RESOLUTION – ITEM 3.0**

**OCM – 1/02/19** MOVED Cr Hamilton, Seconded Cr Gangell, that the following Leave of Absence be granted:

- Cr Mykytiuk – 27 February to 4 March
- Cr Brown – 15 March to 20 March.

**CARRIED UNANIMOUSLY 7/0**

#### **4.0 DEPUTATIONS**

Nil

#### **5.0 CONFIRMATION OF MINUTES**

##### **5.1 Ordinary Council Meeting held on 18 December 2018**

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

**OCM – 2/02/19** MOVED Cr Gangell, Seconded Cr Mykytiuk, that the minutes of the Ordinary Council Meeting held on 18 December 2018, be received.

**CARRIED UNANIMOUSLY 7/0**

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

**OCM – 3/02/19** MOVED Cr Gangell, Seconded Cr Brown, that the minutes of the Ordinary Council Meeting held on 18 December 2018, be confirmed as a true record.

**CARRIED UNANIMOUSLY 7/0**

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

Last week the Town Team met for the first time. There is lots of opportunity for it to be a really positive movement in our Town and residents are encouraged to get involved.

Gerry Coleman was thanked for his work on getting the red pillar box included in the State Heritage Register.

Those involved were congratulated in staging the WonderRealm Festival. It was awarded the Best Free and Community Event Award as part of the 2019 Fringe Festival.

#### **7.0 PETITIONS**

Nil

#### **8.0 DECLARATIONS OF INTEREST**

8.1 Cr Mykytiuk declared an Impartiality Interest for Item 10.10.

8.2 Cr Wilson declared an Impartiality Interest for Item 10.6.

**9.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

Nil

**10.0 REPORTS**

**10.1 Adoption of Recommendations En Bloc**

It was agreed that items 10.2, 10.4, 10.5, 10.6, 10.9, 10.12, 10.14 and 10.20 be removed from the en-bloc table and considered separately.

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

**OCM – 4/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Meeting Agenda of 26 February 2019:

Item	Report
10.3	General Meeting of Electors Minutes held on 5 February 2019
10.7	Proposed Amendment 11 to Local Planning Scheme No. 10
10.8	Request to the Minister of Lands to Dedicate the Laneway between Guildford Road and Kenny/Kathleen Streets as a Public Road
10.11	Town of Bassendean Access and Inclusion Plan 2019 – 2024
10.15	Determinations Made by the Principal Building Surveyor
10.16	Determinations Made by Development Services
10.19	Accounts for Payment – December 2018 and January 2019
10.21	Use of the Common Seal
10.22	Calendar for March 2019
10.23	Implementation of Council Resolutions

**CARRIED UNANIMOUSLY 7/0**

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

Item	Report
10.2	Station Access Cycle & Pedestrian Upgrade – Broadway, Bassendean
10.4	Call for Notices of Motions - National General Assembly 2019
10.5	Waste Local Law
10.6	Animals, Environment, Nuisance & Pests Local Law
10.9	Proposed Review of Local Planning Policy No. 4 – Floodplain Management and Development Policy
10.10	Community Group Funding Request received from Eden Hill Community Action Network

10.12	Appointment of Community Members to Working Groups
10.13	Draft Policy - Annual Performance Review, Chief Executive Officer
10.14	Quarterly Report for Period Ended 31 December 2018
10.17	Audit & Governance Committee Meeting held on 6 February 2019
10.18	Town Assets Committee Meeting held on 6 February 2019
10.20	Financial Statements – December 2018
13.1	Nominations for Freeman of the Town

**10.2 Station Access Cycle & Pedestrian Upgrade – Broadway, Bassendean (Ref: ROAD/DESCONT/7 – David Dwyer, Engineering Technical Coordinator and Ken Cardy, Manager Asset Services)**

APPLICATION

In accordance with OCM 7/12/18 resolution, the purpose of this report was to inform Council of outcome of communications with Public Transport Authority (PTA) in relation to opportunities for improving amenity and the planting of trees along the cycle route, including the possibility of median planting within the Station Access Cycle & Pedestrian Upgrade – Broadway, Bassendean Project and to seek a Council resolution to proceed with the project.

OFFICER RECOMMENDATION — ITEM 10.2

That Council:

1. Notes the Perth Transport Authority advice that the Town's \$100,000 contribution towards the Station Access Cycle & Pedestrian Upgrade – Broadway project can be utilised for landscaping/streetscaping based upon Council requirements and the Public Transport Authority will cover the cost of Cycling & Pedestrian upgrades;
2. Notes the feedback from the Perth Transport Authority regarding opportunities for improving amenity and the planting of trees along the cycle route, including the possibility of median planting and that additional tree planting will need to be conducted by the Town at the Town's cost and that medians will not be constructed as part of this project; and
3. Endorses the final Public Transport Authority detailed design for the Station Access Cycle & Pedestrian Upgrade – Broadway, Bassendean and approves the Public Transport Authority proceeding to the construction phase.

*Cr Wilson moved that this item be deferred. The motion lapsed for want of a seconder.*

*Cr Quinton left the Chamber at 8.08pm and returned at 8.09pm.*

*Cr Hamilton moved the officer recommendation with amendments as show in bold.*

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.2**

**OCM – 5/02/19** MOVED Cr Hamilton, Seconded Cr Mykytiuk, that Council:

1. Notes the Perth Transport Authority advice that the Town's \$100,000 contribution towards the Station Access Cycle & Pedestrian Upgrade – Broadway project can be utilised for landscaping/streetscaping based upon Council requirements and the Public Transport Authority will cover the cost of Cycling, Pedestrian **and Intersection** upgrades;
2. Notes the feedback from the Perth Transport Authority regarding opportunities for improving amenity and the planting of trees along the cycle route, including the possibility of median planting and that additional tree planting will need to be conducted by the Town at the Town's cost; and
3. Endorses the final Public Transport Authority detailed design for the Station Access Cycle & Pedestrian Upgrade – Broadway, Bassendean and approves the Public Transport Authority proceeding to the construction phase, **subject to:**
  - a) **All existing trees being retained and protected throughout the project, and if damaged, replaced per the Town's policies at PTA's expense;**
  - b) **PTA to use Permeable Paving in and around tree trunk zones installed at adequate distances and in the required manner to enhance tree health.**

**CARRIED 6/1**

*Crs Hamilton, Mykytiuk, McLennan, Brown, Gangell & Quinton voted in favour of the motion. Cr Wilson voted against the motion.*

**10.3 General Meeting of Electors Minutes held on 5 February 2019 (Ref: GOVN/CCLMEET/6 – Ken Lapham Acting Director Corporate Services)**

APPLICATION

The purpose of this report was to consider the minutes of the General Meeting of Electors held on 5 February 2019 in accordance with the Local Government Act 1995.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.3

**OCM – 6/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that Council receives the report on the General Meeting of Electors Minutes held on 5 February 2019.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/02/19 7/0

**10.4 Call for Notices of Motions - National General Assembly 2019 (Ref: GOVR/LREGLIA/2 - Sue Perkins, Executive Assistant)**

APPLICATION

The purpose of this report was for Council to consider whether it wishes to put forward any notices of motions for inclusion on the agenda for the 2019 National General Assembly.

This item was deferred at the December 2018 Ordinary Council meeting, to allow more time for Councillors to provide notices of motions if they wished to.

OFFICER RECOMMENDATION – ITEM 10.4

That two papers be prepared addressing government collaboration in achieving community vision; and driving change in waste for consideration at the National General Assembly to be held in Canberra in June 2019.

*Cr Hamilton moved an alternative motion.*

COUNCIL RESOLUTION – ITEM 10.4

**OCM – 7/02/19** MOVED Cr Hamilton, Seconded Cr Quinton, that Council:

1. Requests the administration prepare a paper addressing government collaboration in achieving community vision;

2. Requests the administration prepare a second paper in a simple format that calls for the National General Assembly to lobby Federal Government to investigate and ultimately implement Packaging Minimisation Reforms to drive overall reduction in the volumes of waste and recycling material; and
3. Items 1 and 2 be presented to the East Metro West Australian Local Government Association (WALGA) meeting in May prior to consideration at the National General Assembly to be held in Canberra in June 2019.

CARRIED UNANIMOUSLY 7/0

**10.5 Waste Local Law (Ref: WSTMNGT/SVPROVN/5, Jeff Some  
- Environmental Health Officer and Ariadne MacLeod -  
Recycling and Waste Officer)**

APPLICATION

The purpose of this report was for Council to introduce new Waste Local Laws.

*The Mayor read aloud the Purpose and Effect of this Local Law as required under the Local Government Act.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.5

**OCM – 8/02/19** MOVED Cr Quinton, 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 Draft Town of Bassendean Waste Local Law 2019 as attached to the Ordinary Council Agenda of 26 February 2019.

CARRIED UNANIMOUSLY 7/0

**10.6 Animals, Environment, Nuisance & Pests Local Law (Ref:  
PUBH/LEGLTN/1 - Jeff Some, Environmental Health  
Officer)**

APPLICATION

The purpose of this report was for Council to introduce new Animals, Environment Nuisance and Pest Local Law.

*The Mayor read aloud the Purpose and Effect of this Local Law as required under the Local Government Act.*

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION -  
ITEM 10.6**

**OCM – 9/02/19** MOVED Cr Quinton, Seconded Cr Gangell, that:

1. Council gives statewide public notice for a period of not less than six weeks that it proposes to make the Town of Bassendean Animals, Environment, Nuisance and Pest Local Law 2019; and
2. At the expiry of the comment period all comments will be considered and reported back to Council for its consideration prior to the local law being recommended for adoption.

**CARRIED UNANIMOUSLY 7/0**

**10.7 Proposed Amendment 11 to Local Planning Scheme No. 10  
(Ref: LPS10.11 – Alex Snadden, Planning Officer)**

**APPLICATION**

The purpose of this report was for Council to consider initiation of an amendment to Local Planning Scheme No. 10 (the scheme) to modify Table 1 (Zoning Table) of the Scheme to amend the use of 'Convenience Store' from a 'P' use, and the use of 'Service Station' from an 'A' use, to an 'X', not permitted use within the 'Town Centre' zone and 'Local Shopping' zone.

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

**OCM – 10/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that:

1. Council resolves to support to initiate proposed Amendment No. 11 to the Town of Bassendean Local Planning Scheme No. 10 to modify Table 1 – Zoning Table by changing the land use permissibility of 'Convenience Store' and 'Service Stations' in the Town Centre and Local Shopping zones to an 'X' use, meaning the use(s) will not be permitted in these zones;
2. Such amendment is a "standard" amendment pursuant to the Planning and Development (Local Planning Schemes) Regulations by virtue of it being:
  - i. An amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment.

- ii. An amendment that is not a complex or basic amendment.
3. The proposal be referred to the Environmental Protection Authority for comment prior to advertising;
4. The amendment be advertised for a period of 42 days in accordance with the requirements for a Standard Amendment; and
5. Following the advertisement period, present the proposal back to Council for further consideration.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-4/02/19 7/0

**10.8 Request to the Minister of Lands to Dedicate the Laneway between Guildford Road and Kenny/Kathleen Streets as a Public Road (Ref: ROAD/STMNGT/4 - Brian Reed, Manager Development Services)**

APPLICATION

The purpose of this report was to commence the process leading to the dedication of the above right of way to a public road.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION —  
ITEM 10.8

**OCM – 11/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that:

1. Council initiates the processes under section 52 of the Land Administration Act to acquire P054415 Lot 100 on Plan 054415 as Crown Land.; and
2. A further report be presented to Council to consider carrying out a review of the Town's rights of ways.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-4/02/19 7/0

**10.9 Proposed Review of Local Planning Policy No. 4 – Floodplain Management and Development Policy (Ref: LUAP/POLCY/4 – Christian Buttle, Senior Planning Officer)**

APPLICATION

Council was requested to consider authorising staff to commence a review of Local Planning No. 4 – Floodplain Management and Development Policy (LPP4).

COUNCIL RESOLUTION/OFFICER RECOMMENDATION — ITEM 10.9

**OCM – 12/02/19** MOVED Cr Mykytiuk, Seconded Cr Brown, that Council authorise staff to commence a review of Local Planning Policy No. 4 – Floodplain Management and Development Policy, with a further report to be presented to Council following preparation of a draft revised policy.

CARRIED UNANIMOUSLY 7/0

**10.10 Community Group Funding Request received from Eden Hill Community Action Network (Ref: COMDEV/LIAIS/5 - Graeme Haggart, Director Community Development)**

APPLICATION

Council was requested to consider an application for Community Group Sponsorship funding from Eden Hill Community Action Network.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION — ITEM 10.10

**OCM – 13/02/19** MOVED Cr Wilson, Seconded Cr Brown, that Council approves a sponsorship of \$4,000 to Eden Hill Community Action Network (Inc); and that a sponsorship agreement be finalised between the Town and Eden Hill Community Action Network (Inc).

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.11 Town of Bassendean Access and Inclusion Plan 2019 – 2024 (Ref: COMMDEV/PLANNG/2 – Graeme Haggart, Director Community Development)**

APPLICATION

The purpose of this report was for Council to adopt the endorsed Access and Inclusion Plan (AIP) as amended following feedback received during a public comment period.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.11

**OCM – 14/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that Council adopts the Town of Bassendean Access and Inclusion Plan 2019-2024 as attached to the Ordinary Council Meeting Agenda of 26 February 2019.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-4/02/19 7/0

**10.12 Appointment of Community Members to Working Groups  
(Ref: COMDEV/MEETS/4 and COMDEV/MEETS/5 Graeme  
Haggart, Director Community Development)**

APPLICATION

Council was requested to consider appointing community members to Working Groups from nominations received.

OFFICER RECOMMENDATION — ITEM 10.12(a)

That:

1. Council supports an asset-based community mapping exercise as a critical component in building a response to suicide prevention;
2. Council notes that following the above exercise, further work be undertaken to consider alternate models of governance dependent upon the findings, in addition to the desired approach going forward;
3. Council does not proceed with a Suicide Prevention Working Group and revokes OCM – 17/10/18, part, which reads:

*“that Council establishes a Suicide Prevention Working Group that reports to the People Services Committee.”*

4. Council does not proceed with an Access and Inclusion Working Group and revokes OCM – 22/09/18, in part, which reads:

*“Establishes an Access and Inclusion Working Group that reports to the People Services Committee”;*

5. The Director Community Development to periodically provide progress reports to the People Services Committee on the implementation of the Access and Inclusion Plan actions; and
6. All nominees expressing appreciation for their preparedness to contribute to community affairs in the Town be informed of the decision.

*The following amended Officer Recommendation was tabled:*

**AMENDED OFFICER RECOMMENDATION — ITEM 10.12**

That:

1. Council supports an asset-based community mapping exercise as a critical component in building a response to suicide prevention;
2. Council notes that following the above exercise, further work be undertaken to consider alternate models of governance dependent upon the findings, in addition to the desired approach going forward;
3. Council does not proceed with an Access and Inclusion Working Group and revokes OCM – 22/09/18, in part, which reads:  
*“Establishes an Access and Inclusion Working Group that reports to the People Services Committee”;*
4. The Director Community Development to periodically provide progress reports to the People Services Committee on the implementation of the Access and Inclusion Plan actions; and
5. The Town writes to all nominees expressing appreciation for their preparedness to contribute to community affairs in the Town and to inform them of the decision.

*Cr Quinton moved the amended officer recommendation with an amendment to Point 1 to include an invitation to those community members who expressed an interest.*

COUNCIL RESOLUTION/AMENDED OFFICER  
RECOMMENDATION — ITEM 10.12

**OCM – 15/02/19** MOVED Cr Quinton, Seconded Cr Mykytiuk, that:

1. Council supports an asset-based community mapping exercise as a critical component in building a response to suicide prevention **and invites all community members who expressed an interest to participate**;
2. Council notes that following the above exercise, further work be undertaken to consider alternate models of governance dependent upon the findings, in addition to the desired approach going forward;
3. Council does not proceed with an Access and Inclusion Working Group and revokes OCM – 22/09/18, in part, which reads:  
*“Establishes an Access and Inclusion Working Group that reports to the People Services Committee”;*
4. The Director Community Development to periodically provide progress reports to the People Services Committee on the implementation of the Access and Inclusion Plan actions; and
5. The Town writes to all nominees expressing appreciation for their preparedness to contribute to community affairs in the Town and to inform them of the decision.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.13 Draft Policy - Annual Performance Review, Chief Executive Officer (Ref: GOVN/COUNCILS/1 – Renae Maher, Manager Organisational Development)**

APPLICATION

Council was requested to consider adopting a policy which establishes a consistent, transparent, independent and accountable review process in line with section 5.38 of the Local Government Act 1995.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.13

**OCM – 16/02/19** MOVED Cr Gangell, Seconded Cr Hamilton, that the Annual Performance Review – Chief Executive Officer Policy, as attached to the Ordinary Council Agenda of 28 February 2019, be endorsed to include the Mayor and six Councillors as members of the CEO Performance Review Panel.

CARRIED UNANIMOUSLY 7/0

**10.14** Quarterly Report for Period Ended 31 December 2018 (Ref: FINM/AUD/1 – Peta Mabbs, Chief Executive Officer)

APPLICATION

The purpose of this report was for Council to receive the Quarterly Report for the period ended 31 December 2018.

*Cr Gangell left the Chamber at 8.49pm and returned at 8.53pm.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.14

**OCM – 17/02/19** MOVED Cr Quinton, Seconded Cr McLennan, that Council receives the Quarterly Report for the quarter ended 31 December 2018.

CARRIED UNANIMOUSLY 7/0

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.15

**OCM – 18/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that Council notes the decisions made under delegated authority by the Principal Building Surveyor.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-4/02/19 7/0

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.16

**OCM – 19/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that Council notes the decisions made under delegated authority by the Manager Development Services.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/02/19 7/0

**10.17 Audit & Governance Committee Meeting held on 6 February 2019 (Ref: GOVN/CCLMEET/18 – Ken Lapham, Acting Director Corporate Services)**

APPLICATION

Council was requested to receive the report on a meeting of the Audit & Governance Committee held on 6 February 2019, and adopt the following recommendations from the Committee:

AGC-6/2/2019 – Role of Internal Audit and Audit Focus for 2018/19.

COUNCIL RESOLUTION/COMMITTEE RECOMMENDATION – ITEM 10.17

**OCM – 20/02/19** MOVED Cr Brown, Seconded Cr McLennan, that:

1. In seeking to further enhance assurance, that the Town's Internal Auditors have:
  - a functional reporting line to the Audit and Governance Committee; and
  - an administrative reporting relationship to the Chief Executive Officer;
2. In light of the above and to facilitate a functional reporting line to the Audit and Governance Committee, that a standing invitation to all Audit & Governance Committee meetings be extended to the Town's Internal Auditor;
3. The Audit and Governance Committee's Instrument of Appointment be updated (as highlighted) to reflect the above changes outlined in Points 1 and 2;

4. The internal auditors undertake an organisational risk assessment; assessment of internal controls; and assessment of legislative compliance to meet the requirements of Regulation 17 of the *Local Government (Audit) Regulations 1996*; and Regulation 5 (2) (c) of the *Local Government (Financial Management) Regulations 1996*;
5. A report to the Audit and Governance Committee on the outcomes of the organisational risk assessment; assessment of internal controls; and assessment of legislative compliance be provided by 30 June 2019; and
6. The Strategic Audit Plan for 1 July 2019 onwards be informed by the issues listed in recommendation 5.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.18 Town Assets Committee Meeting held on 6 February 2019  
(Ref: GOVN/CCLMEET/37 – Simon Stewert-Dawkins,  
Director Operation Services)**

APPLICATION

Council was requested to receive the report on a meeting of the Town's Asset Committee held on 6 February 2019, and adopt the following recommendations from the Committee:

- |               |  |
|---------------|--|
| TAC - 3/02/19 | Draft Underground Power Policy – revised                 |
| TAC - 4/02/19 | Padbury Reserve playground – future use                  |
| TAC – 7/02/19 | Urban Forest Strategy and Tree Planting Program for 2019 |
| TAC – 8/02/19 | Palmerston Square Reserve – future use                   |

*Cr Wilson moved the Committee Recommendation with an amendment to Point 4 and Point 5 as shown in bold.*

COUNCIL RESOLUTION/COMMITTEE RECOMMENDATION  
– ITEM 10.18

**OCM – 21/02/19** MOVED Cr Wilson, Seconded Cr McLennan, that Council:

1. Receives the report on a meeting of the Town Assets Committee held on 6 February 2019;
2. Adopts the revised draft Underground Power Policy, attached to the 26 February 2019 Ordinary Council Agenda;

3. Requests Town officers prepare a report for Council on engaging with local community stakeholders on the future use of Padbury Reserve;
4. **Revokes OCM 1-3/12/09, where necessary to revoke the entirety of the Street Tree Master Plan;**
5. Requests an Arborist be engaged to procure the best stock available to meet the requirements of **OCM 15/06/18** within the budget available for the 2019 winter planting season;
6. Requests a community engagement programme be developed to identify residents who want trees planted on their verge in Ashfield, the west half of Eden Hill and areas not compromised by power lines;
7. Requests any surplus trees be planted in identified suitable locations and in parks in Ashfield and Eden Hill where the power is underground;
8. Continues to develop a long term tree planting programme for 2020 and beyond; and
9. Requests Town officers prepare a report for Council on engaging with local community stakeholders on the future use of Palmerston Square Reserve.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.19 Accounts for Payment – December 2018 and January 2019**  
**(Ref: FINM/CREDTS/4 – Jill Brazil, Acting Manager**  
**Corporate Services)**

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 10.19

**OCM – 22/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that in accordance with Regulation 13(3) Local Government (Financial Management Regulations 1996) the List of Accounts paid for December 2018 and January 2019 be received.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-4/02/19 7/0

**10.20 Financial Statements – December 2018 (Ref: FINM/AUD/1 – Jill Brazil, Acting Manager Corporate Services)**

APPLICATION

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.20

**OCM – 23/02/19** MOVED Cr Quinton, Seconded Cr Wilson, that the Financial Reports for the period ending 31 December 2018 be received.  
CARRIED UNANIMOUSLY 7/0

**10.21 Use of the Common Seal (Ref: INFM/INTPROP/1 – Yvonne Zaffino, Council Support Officer)**

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.21

**OCM – 24/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that Council notes the affixing of the Common Seal to the documents during the reporting period.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/02/19 7/0

**10.22 Calendar for March 2019 (Ref: Yvonne Zaffino, Council Support Officer)**

COUNCIL RESOLUTION/OFFICER RECOMMENDATION - ITEM 10.22

**OCM – 25/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that the Calendar for March 2019 be adopted.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/02/19 7/0

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

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.23**

**OCM – 26/02/19** MOVED Cr Brown, Seconded Cr Mykytiuk, that the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 26 February 2019 be deleted from the Implementation of Council Resolutions list.  
**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/02/19 7/0**

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

Nil

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

Nil

**13.0 CONFIDENTIAL BUSINESS**

**COUNCIL RESOLUTION – ITEM 13.0(a)**

**OCM – 27/02/19** MOVED Cr Gangell, Seconded Cr Brown, that the meeting go behind closed doors in accordance with Section 5.23 of the Act 1995, the time being 9.28pm.

**CARRIED UNANIMOUSLY 7/0**

*All members of the public vacated the Chamber, the time being 9.28pm.*

**13.1 Nominations for Freeman of the Town (Ref: COMR/AWADP/5 Graeme Haggart, Director Community Development)**

*This matter was considered with members of the public excluded in accordance with Section 5.23(2) (b) of the Local Government Act as it relates to the personal affairs of a person.*

COUNCIL RESOLUTION – ITEM 13.1

**OCM – 28/02/19** MOVED Cr Gangell, Seconded Cr Wilson, that Council endorses the resolutions contained in the Confidential Minutes attached to the Ordinary Council Minutes of 26 February 2019.

CARRIED UNANIMOUSLY 7/0

COUNCIL RESOLUTION – ITEM 13.0(b)

**OCM – 29/02/19** MOVED Cr Wilson, Seconded Cr Gangell, that the meeting come from behind closed doors, the time being 9.46pm.

CARRIED UNANIMOUSLY 7/0

*As no members of the public returned to the Chamber, the reading aloud of the motions passed behind closed doors was dispensed with.*

**14.0 CLOSURE**

The next Briefings Session will be held on Tuesday 19 March 2019 commencing at 7.00pm.

The next Ordinary Council Meeting will be held on Tuesday 26 March 2019 commencing at 7.00pm.

There being no further business, the Presiding Member declared the meeting closed, the time being 9.45pm.