

# **TOWN OF BASSENDEAN**

## **NOTICE OF ORDINARY COUNCIL MEETING**

Dear Council Members

An Ordinary Meeting of the Council of the Town of Bassendean will be held on Tuesday, 22 September 2015 in the Council Chamber, 48 Old Perth Road, Bassendean, commencing at 7.00pm.

BOB JARVIS  
**CHIEF EXECUTIVE OFFICER**

18 September 2015

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**Councillors, please note that the Briefing Session will commence at 5.00pm; a meal will be provided at 6.15pm; and the Ordinary Council meeting will commence at 7.00pm.**

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

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

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

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

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

**Members of the public are requested to please sign the Attendance Sheet located in the Council Chamber.**

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

### **2.1 Questions Taken on Notice**

### **2.2 Public Question Time**

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

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

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

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

## **4.0 DEPUTATIONS**

## **5.0 CONFIRMATION OF MINUTES**

### **5.1 Ordinary Council Meeting held on 25 August 2015 (Attachment No. 1)**

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

That the minutes of the Ordinary Council meeting held on 25 August 2015, be received.

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

That the minutes of the Ordinary Council meeting held 25 August 2015, be confirmed as a true record.

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

## **7.0                      PETITIONS**

## **8.0                      DECLARATIONS OF INTEREST**

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

## **10.0                    REPORTS**

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

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

Standing Orders Local Law 2011, Clause 5.4 states:

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

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

**OFFICER RECOMMENDATION – ITEM 10.1**

That Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Agenda 22 September 2015:

Item	Report
10.2	Proposed Additional Dwelling to rear of Existing Single House to Form Two Grouped Dwellings on Lot 41; No. 15 Nurstead Avenue, Bassendean
10.6	Determinations Made by the Principal Building Surveyor
10.7	Determinations Made by Development Services
10.8	Access and Inclusion Committee Meetings held on 10 June and 9 September 2015
10.9	Bassendean Local Emergency Management Committee Meeting held on 9 September 2015
10.10	Economic Development Advisory Committee Meeting held on 5 August 2015
10.11	Accounts for Payment – August 2015
10.12	Financial Statements – August 2015
10.13	Implementation of Council Resolutions
10.14	Use of the Common Seal
10.15	Calendar for October 2015

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

Item	Report
10.3	Possible inclusion of the Bassendean Fire Station, P129 Bassendean Fire Station (fmr), 10-14 Parker St, Bassendean Lots 103 and 104 on Deposited Plan 2572 being the whole of the land contained in Certificate of Title Volume 990 Folio 125; Lot 105 on Deposited Plan 2572 being the whole of the land in Certificate of Title Volume 1168 Folio 244 on the State Register of Heritage Places
10.4	2015 Seniors' Week Celebrations Budget Amendment
10.5	Review of Council Committees

**10.2 Proposed Additional Dwelling to rear of Existing Single House to Form Two Grouped Dwellings on Lot 41; No. 15 Nurstead Avenue, Bassendean, Owner: A Vallenari, Applicant: Gemmill Homes (Ref: DA 2015-107 - Dylan Stokes, Planning Officer)**

APPLICATION

The application which is before Council proposes an additional dwelling to the rear of a single house which includes the removal of a street tree and a minor variation to the 'Deemed-to-comply' provisions of the Residential Design Codes of Western Australia (R-Codes) relating to retaining and excavation.

The application involves the removal of an existing street tree. The request is caused due to a desire to retain existing vegetation with in the front garden of the existing property. Furthermore, the aspect of the development which does not meet Councils Policy regarding Street trees or the Deemed-to-comply provisions of the R-Codes, requires assessment and determination against the 'Design Principles'.

ATTACHMENTS

**Attachment No. 2:**

- Plans of the proposed development;
- Street Tree Removal Criteria; and
- Photographs of the street trees.

BACKGROUND

An application for approval to build an additional grouped dwelling on the subject lot was submitted on 9 June 2015. Neighbour consultation was undertaken as the initial proposal comprised variations to the Deemed-to-comply provisions of the R-Codes, with respect to the height of retaining walls and filling on the subject lot. One letter was submitted to the Town that did not object to the proposed development. The application was subsequently amended, altering the height of the retaining walls and the proposed fill to ensure a variation did not occur.

The site is zoned residential with a code of R25, with a site area of 1012 square metres. The application relates to a proposed new grouped dwelling development in addition to modifications to an existing dwelling on the site. The proposed dwelling comprises of 4 bedrooms and is single storey.

## STRATEGIC IMPLICATIONS

### Built Environment

#### Objective:

- Ensure Town provides choice in housing types.

#### Strategies:

- Plan for the highest densities to be centred on railway stations, the Town Centre, and major transport routes.
- Strive to ensure that higher density housing will have excellent design to ensure that development is people-friendly and attractive.
- Strive to ensure that new housing and, in particular, higher density housing, has high environmental standards.
- Plan for the availability of a broad range of housing types and affordability.

#### Objective:

- Foster enhanced public space and street appearance.

#### Strategies:

- Plan for improved streetscapes which include better footpaths, street furniture and inviting verges with well-developed and maintained street trees.
- Encourage the retention of trees on development site.

## COMMENT

The application has been assessed against the provisions of the Local Planning Scheme No. 10, the Residential Design Codes (State Planning Policy 3.1) and Council Policy 2.3.4 Street Tree Protection Policy.

## ASSESSMENT

### *Compliance with the Residential Design Codes.*

The proposal complies with the Deemed-to-comply requirements of the Residential Design Codes, with the following exceptions:

### Street Tree Removal and Vehicle Access

The existing dwelling on the site utilised a garage, driveway and crossover on the eastern side of the subject lot. In order to provide access to the rear of the lot for the new proposed grouped dwelling, the application proposed to remove the existing garage, driveway and crossover.

Deemed to Comply (DTC) Provisions within Clause 5.3.5 of the R-Codes requires vehicle access to be provided either from a right of way or from the primary street where applicable.

In order to achieve this requirement the applicant has the ability to either:

- Utilise the proposed access leg to the east of the subject lot as a common property access leg, providing access to both proposed dwellings; or
- Propose a new crossover and driveway from Nurstead Avenue.

In addition, as the existing garage is being removed, the existing dwelling to the front of the lot is required to have two (2) car parking bays as per DTC Provisions within Clause 5.3.3 of the R-Codes.

The applicant opted to propose a new crossover and driveway from Nurstead Avenue with a tandem car parking configuration and a single carport. However, the proposed location requires the removal of a street tree. The tree species is Lophstemon Confertus with a height of 5.5 metres, a width of 4 metres and an estimated age of 10 to 15 years.

DTC Provisions within Clause 5.3.5 of the R-Codes state the following:

*“Driveways shall be located so as to avoid street trees, or, where this is unavoidable, the street trees replaced at the applicants expense or re-planting arrangements to be approved by the decision maker.”*

The proposal is considered to not meet this Provision, as there are alternative locations to the east of the subject lot where the driveway could be constructed without requiring the removal of a street tree. Furthermore, the request to remove the Lophstemon Confertus tree is not supported by Council staff, as the removal of the tree is inconsistent with Council policy (attached). The relevant section of the policy is as follows:

*“The removal of street trees shall only be approved if one or more of the following criteria are satisfied:*

- *The tree impinges on the development potential of the abutting property or properties and there are no reasonable design alternatives available. A reasonable design alternative may include:*
  - *Deletion of a second or additional crossover to development sites thus creating a requirement for shared access.*
  - *Design modification (ie, “flipping”) so as to relocate the crossover out of the way of street trees.*
  - *The tapering of the driveway to avoid the street tree. Note: driveways and/or crossovers should be located a minimum of 1.0 metre away from the street tree(s). Reduction of this to 0.5 metre may be permitted with consideration to appropriate sight lines being maintained, and the ability to avoid future damage to the crossover through the installation of root barrier.”*

Council staff recommended amending the plan to relocate the driveway to the east where neither of the street trees in the verge would require removal. The applicant refused, stating that the existing landscaping in this area should take precedence over the street tree and that the removal of the landscaping would negatively impact the streetscape to a greater extent than the removal of a single tree.

The applicant has the ability to gain vehicle access either from the primary street or the common property access leg. This is considered to be sufficient in providing flexibility to the applicant to produce a design that would retain both street trees. If the landowner also wishes to retain the landscaped area, the expectation by Council staff is the design should be amended to further alter the existing dwelling on site to achieve the vehicle access and parking Provisions of the R-Codes.

#### Neighbour Consultation

Neighbour consultation was initially undertaken with adjoining landowners regarding retaining wall and excavation variations under the R-Codes. One letter was received that did not object to the proposed development. The application was subsequently amended to remove the proposed variations.

## STATUTORY REQUIREMENTS

The application is subject to the provisions of the Residential Design Codes of Australia and Councils Street Tree Protection Policy.

In the event that Council was to refuse the application or was to grant approval subject to conditions, and the applicant was aggrieved by those conditions, they would be entitled to a right of review under Part 14 of the Planning and Development Act 2005.

## FINANCIAL CONSIDERATIONS

The removal and replacement of the existing Lophstemon Confertus street tree has been estimated by the Parks Supervisor to be a total of \$883.

## CONCLUSION

The application proposes to remove a street tree as part of a proposed driveway and crossover where alternative locations would be preferable. This is considered to contradict the DTC Provisions of the R-Codes and Councils Policy regarding street trees.

In the event that Council chooses to authorise the removal of the exiting Lophstemon Confertus tree, Council could remove condition 1 from the approval and replacing it with the following condition:

1. The removal of the existing Lophstemon Confertus tree will be subject to the applicant paying the Town of Bassendean for a replacement tree to a total value of \$883.30.

At the site inspections held on 15 September, the Applicant proposed an alternative design that would retain the tree and the landscaped area by proposing a new crossover and driveway to the west of the street tree.

The amendment proposes variations to the R-Codes and crossover requirements. As a result the amendment is currently being investigated further by Council staff. It should be noted that the proposed amendment will result in condition 1 being consistent with the officer recommendation as the street tree would be retained.

### OFFICER RECOMMENDATION – ITEM 10.2

That Council grants planning approval for the proposed grouped dwelling at Lot 41 (15) Nurstead Avenue, Bassendean, subject to the following conditions:

1. Revised plans are to be submitted for the approval of the Manager Development Services showing the retention of the existing street tree;
2. Existing street trees within the street verge adjacent to the development site being protected with barricades during construction in accordance with the Town's Policy for street tree protection;
3. A 500mm wide landscaping strip (to be soft landscaped) is to be provided on the western (external) side of the driveway serving the proposed dwelling. Landscaping is to be installed prior to the occupation of the building or strata titling (whichever occurs first) and be subsequently maintained to the satisfaction of the Town;
4. Car parking spaces and associated reversing bays and driveways being constructed in a matching material and maintained thereafter in accordance with the dimensions shown on the approved drawings;
5. All stormwater being contained and disposed of on site;
6. Provision of side and rear boundary fencing (behind the building line of the front dwelling) of 1.8 metres in height. Where the ground levels differ on either side of the fence, the required height shall be measured above the higher ground level;
7. The car parking spaces being constructed and maintained to Council's satisfaction;
8. The retained dwelling shall be provided with a fenced Outdoor Living Area and two car parking bays prior to the occupation of the new dwelling or the issue of clearances associated with strata titling, whichever occurs earlier;
9. The existing crossover on the Nurstead Avenue frontage of the property shall be removed and the verge and kerbing shall be reinstated to the satisfaction of the Town;

10. The proposed boundary wall shall be finished to the satisfaction of the Town;
11. All building works to be carried out under this planning approval are required to be contained within the boundaries of the subject lot;
12. The vehicle crossover being constructed in accordance with the Town's 'Specification for the Construction of Crossovers';
13. The street number being prominently displayed at the front of the development;
14. External clothes drying facilities are to be screened from view of the street or any other public place;
15. The issue of a Building Permit prior to the commencement of any works on site;
16. The building permit application shall include details of the proposed retaining walls and the modifications to the existing dwelling; and
17. The building hereby approved shall not be occupied until all of the conditions of planning consent have been complied with to the satisfaction of the Manager Development Services.

**Voting requirement: Simple majority**

**10.3 Possible inclusion of the Bassendean Fire Station, P129 Bassendean Fire Station (fmr), 10-14 Parker St, Bassendean Lots 103 and 104 on Deposited Plan 2572 being the whole of the land contained in Certificate of Title Volume 990 Folio 125; Lot 105 on Deposited Plan 2572 being the whole of the land in Certificate of Title Volume 1168 Folio 244 on the State Register of Heritage Places, Correspondent: Heritage Council of Western Australia (Ref: LUAP/REGSTN/1-A4101 Brian Reed, Manager Development Services)**

**APPLICATION**

The purpose of this report is to consider whether Council wishes to nominate a person to attend a meeting of the Heritage Council where the permanent registration of the former Fire Station will be considered.

**BACKGROUND**

Advice has been received that the above place has now been entered in the Register of Heritage Places on an interim basis, pursuant to section 50(1 )(a) of the *Heritage of Western Australia Act 1990* (the Act).

The potential (interim) listing of the place was last considered by Council at its meeting held in May this year when it was resolved by OCM- 5/05/15 that Council:

1. Supports the Registration of the former Fire Station – 10 to 14 Parker Street, Bassendean, on the State Register of Heritage Places;
2. Wishes to attend the Heritage Council meeting during which the registration of the above place will be considered; and
3. Appoints Councillor Gerry Pule as Council's representative to attend the Heritage Council meeting during which the registration of the above place will be considered.

**STRATEGIC IMPLICATIONS**

*Objective*

Preserve our heritage for future generations.

*Strategies*

Strive to ensure heritage buildings will be preserved and showcased

### COMMENT

If Council chooses to send a representative, they become a voting member for discussion and decision making purposes. Any recommendations of the meeting are confidential until such time as a decision has been made public on the matters discussed and the Town of Bassendean is officially notified.

It is entirely at Council's discretion whether someone is nominated to attend.

### STATUTORY REQUIREMENTS

The Heritage of Western Australia Act 1990 (Sections 23 [4] and [5]) requires that the relevant local government be invited to nominate a person to attend the meeting at which the proposed registration of a place will be considered.

### FINANCIAL CONSIDERATIONS

Nil to Council.

### OFFICER RECOMMENDATION — ITEM 10.3

That Council:

1. Does/does not wish to attend the Heritage Council meeting during the permanent registration of the above place will be considered; and
2. Confirms that Cr Pule will/will not attend as Council's representative at the Heritage Council meeting during which the registration of the above place will be considered.

**Voting requirements: Simple Majority**

**10.4 2015 Seniors' Week Celebrations Budget Amendment (Ref: RECC/EVMNGT/7 - Salvatore Siciliano, Manager Recreation and Culture)**

**APPLICATION**

The purpose of the report is for Council to consider accepting a grant for \$1,000 and amending the adopted Seniors' Week budget.

**BACKGROUND**

In 2015, Seniors' Week Celebrations will run from Sunday 8 November to Sunday 15 November.

On an annual basis, the Town facilitates the staging of a variety of events as part of Seniors' Week and in 2015, the following events will be held:

- Monday 9 November – Seniors' Week Walk (Bassendean Walking Group)
- Tuesday 10 November – WAPPA Concert
- Friday 13 November – Melody Club and Closing

As part of the 2015/2016 budget process, Council approved \$4,500 for the Town's Seniors' Week events as part of the public events program.

Through the efforts of the Town's Recreation Development Officer, an application for \$1,000 was lodged with the Seniors' Week Community Grants Program 2015 facilitated by the Council on the Ageing WA and was approved.

Due to an additional \$1,000 now being available for the Town's Seniors' Week events, an opportunity exists to contribute additional funding to the staging of the event.

At the time of budgeting, it was not known if the grant would be successful and so was not included.

**STRATEGIC IMPLICATIONS**

The Seniors' Week event meets the following objective of the Corporate Business Plan 2015 - 2019:

*Build a sense of belonging and connectivity in community and Strategies:*

*Encourage people of all ages, abilities and backgrounds to actively participate in community life and democratic processes;*

*Nurture community resilience and self-reliance toward a sense of belonging with residents to a highly connected (close-knit) community;*

*Support community members to actively volunteer and make a positive contribution to overall community health and well being.*

**COMMENT**

Council is requested to approve the grant be received.

Options available to Council in approving the grant include: Reducing the contribution made by the Town to the program of events by the amount of the grant, or to increase the budget for the celebrations by that or another amount.

Increasing the Seniors' Week budget to \$5,500 will allow additional funding to be allocated to the staging of the event as follows:

<b>EXPENDITURE</b>	<b>TOTAL</b>
<b>EVENT COSTS</b>	
Seniors Week Competition	\$500
Seniors Walk (Bassendean Walking Group)	\$300
Bassendean Seniors Citizens staging WAAPA Concert	\$2,200
Melody Club Gala	\$2,200
<b>CONTINGENCY COSTS</b>	
Miscellaneous (Shade structure)	\$300
<b>TOTAL EXPENDITURE</b>	<b>\$5,500</b>

The ability to offer the Bassendean Senior Citizens and the Melody Club additional funding to stage their respective events will act as an incentive and acknowledgement for the many years service that both community organisations have made towards Seniors Week and other community initiatives.

The Manager Recreation and Culture recommends Council increases the budget commensurate with the grant funding.

## STATUTORY REQUIREMENTS

### Local Government Act 1995

Section 6.8 Local Government Act 1995 provides that a Local Government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is included in the adopted budget or is authorised in advance by resolution.

## FINANCIAL CONSIDERATIONS

Given that Council has already approved \$4,500 for Seniors' Week from Municipal Funds, an increase in expenditure to \$5,500 will be offset by the \$1,000 grant approved by the Council on the Ageing WA and will consequently have no impact on the approved expenditure of \$4,500.

## OFFICER RECOMMENDATION – ITEM 10.4

That:

- 1 Council accept the grant of \$1,000 from the Council on the Ageing WA as additional funding for the 2015 Seniors' Week Activities;
2. Council amends the 2015/2016 Budget to reflect the following changes:

Increases Account 181509 Expense-Public Events-Seniors' Week	\$5,500
Increases Account 182196 Income-Public Events-Seniors' Week	\$1,000

and

3. The expenditure be authorised in accordance with 6.8 of the Local Government Act.

### **Voting requirement - Absolute Majority**

## **10.5 Review of Council Committees (Ref: GOVN/CCLMEET/1 CMT & Council Support Officer)**

### APPLICATION

Councillors are requested to consider a review of Council's committee structure. Committee membership lapses with the upcoming Council Elections to be held on 17 October 2015.

### ATTACHMENTS

**Attachment No. 3:** Liveable Town Advisory Committee's Draft Instrument of Appointment and Delegation

### BACKGROUND

It is timely for Council to review its internal committee structure in view of the impending Local Government Elections, which fall on 17 October 2015, to finalise the list of committees to which new and sitting Councillors and community members can be appointed.

Councillors' Information workshops were held on 11 August and 1 September 2015 to consider the following options for the review of Committees:

1. Status quo;
2. Merge Committees that have similar objectives;
3. Create new Committees; and
4. Disband Committees.

The initial workshop discussed committees that are mandated, required of the Town by legislation, and of the discretionary committees that have been established by Council.

It was noted that several Advisory Committees have experienced difficulty in achieving a quorum at some meetings. It was discussed that this may be attributed to the confining nature of the Local Law that limits the conducting of meetings to a fixed agenda and does not allow the raising of items of interest to the community members. As such, those Advisory Committees are therefore not achieving the objective of effectively engaging with the community.

It was generally agreed to establish a new overarching Committee, "Liveable Town Advisory Committee" and that the Committee be empowered to establish Working Groups to work and report on defined tasks to a new Committee.

Along with built and natural environmental issues, the Working Groups would augment the roles and functions of any disbanded Advisory Committees.

The subsequent Councillor Workshop considered a draft Instrument of Appointment and Delegation for the proposed Liveable Town Advisory Committee.

At the April 2015 Ordinary Council meeting, it was resolved that the Department of Planning, Swan River Trust, Department of Parks and Wildlife and the Department of Water be invited to participate in a Bassendean River Parks Management Committee comprised of Town of Bassendean staff, Councillors, key stakeholder groups and community representatives to oversee the management of our river foreshore and catchment, and with an initial objective of preparing a management plan for the Ashfield Flats. Officers have written to these departments seeking interest in participating, with a response to be received by 18 August 2015. To date, no response has been received from these departments.

## STRATEGIC IMPLICATIONS

### **LEADERSHIP AND GOVERNANCE**

#### Objectives

*Strengthen and formalise partnerships*

#### Outcomes

*Continue to participate in external committees and Bassendean representation as appropriate.*

#### Measures of Success

*A cooperative approach to regional issues is supported through the EMRC, WALGA State Council and Local Government Managers Association.*

*Collaborative partnerships are maintained to provide coordinated holistic services to Town's residents.*

## STAFF COMMENT

The following is an assessment of Council's current committee system.

<b>Committee</b>	<b>Comments</b>
Access & Inclusion Committee	<p><b>Mandatory Committee</b> This Committee provides an advisory voice to Council on behalf of people with disabilities and raises awareness of the concerns of people with disabilities and their carers. Council is required by legislation to comply with disability access arrangements and must have a disability access and inclusion plan and report annually to Disability Services Commission on the plan implementation. The DAIC is an inclusion strategy.</p> <p><b>Meets Quarterly</b></p>
Audit & Risk Management	<p><b>Mandatory Committee</b> To provide guidance and assistance to the Council in its audit functions, process to appoint an auditor, determine the scope and content of the external and internal audit and advising on the general financial management and other statutory requirements of the Town.</p> <p><b>Meets Quarterly</b></p>
Local Emergency Management	<p><b>Mandatory Committee</b> Facilitates compliance with the Emergency Management Act. Council is required by legislation to have a Local Emergency Management Plan for the district and a Committee to manage the Plan and ensure effective arrangements exist to provide support in the event of an incident and report annually to the State Emergency Management Committee Secretariat on the Plan implementation.</p> <p><b>Meets Quarterly</b></p>
Children and Family Services	<p>Advises Council on current trends and issues relating to services for children and their families and recommend associated strategies, policies and programs to meet the needs of current and future residents and visitors to the Town of Bassendean. The Committee has an agreed work program that includes achieving a nature based regional playground and child friendly community's strategies.</p> <p><b>Meets Quarterly</b></p>
Cultural Development Advisory Committee	<p>Advises Council on the program of public events, art exhibition, community group event sponsorship, installation art and implementation of the cultural plan. Oversees development and curating of the public art collection and has delegated authority to purchase artworks for the collection.</p> <p><b>Meets Quarterly</b></p>
Economic Development Advisory Committee	<p>Provide communication between the Town of Bassendean and the business community to assist on matters of importance to all stakeholders.</p> <p><b>Meets Quarterly</b></p>
Local Studies Collection Management	<p>Provides community input into the management of the local studies collection in partnership with the Bassendean Historical Society.</p> <p><b>Meets Quarterly</b></p>
Municipal Heritage Inventory Review Committee	<p>To enable Council to complete the review of the Bassendean Municipal Heritage Inventory, including:</p> <ul style="list-style-type: none"> <li>• Places to be considered on the Inventory;</li> <li>• Assisting with the consultation with local information and resource material;</li> <li>• Assisting the consultant in liaising with property owners or community representatives, if required; and</li> <li>• Reviewing consultant recommendations, research and documentation for inclusion or deletion from the Municipal Inventory.</li> </ul> <p><b>Meets as and when required</b></p>

Town Planning Scheme Review Committee	To recommend to Council on all matters associated with the current review of the Local Planning Scheme No 10. <b>Meets as and when required</b>
Youth Advisory Council	Is a leadership and advocacy program for young people, providing feedback to Council and other levels of Government on topics and issues relevant to young people in the Town. Also provides a capacity building role through development and implementation of events for young people. <b>Meets monthly</b>

Committees can consist of Councillors, staff or community members or any combination of the three categories.

Community member representation on Committees requires appointment by Council following the elections. It has become customary for the Town to advertise for expressions of interest to participate on committees of Council as community representatives to achieve the best possible outcome for Council.

The proposed Liveable Town Advisory Committee and the Working Groups established by the Committee are foreseen as requiring of significant staff resourcing. It is appropriate that all Working Group meetings are convened and administered by staff. Staff will take Working Group meeting notes for circulation to the Working Group members and for inclusion in the next Committee agenda.

While additional meetings could be called by the Presiding Member, the Committees to be disbanded to create the proposed new Committee had a total of 12 meetings annually. The new Committee is proposed to meet six times annually and to appoint Working Groups to address Committee work program projects. The Working Groups will determine the frequency of their meetings.

An existing Working Group that could foreseeably be retained and report to the Liveable Town Advisory Committee is the Seniors' Week Celebrations Organising Group. This Working Group currently meets monthly for approximately six months.

Examples of Working Groups that could well be established by the Liveable Town Advisory Committee include Working Groups to progress planning for a Nature-based Regional Playground or to review the adopted Street Tree Master Plan. Such Working Groups may wish meet more frequently at times and the consequential workloads on staff will require taking into account staff capacity at that time.

## STATUTORY REQUIREMENTS

### 5.9. Committees, types of

- (1) In this section —  
**other person** means a person who is not a council member or an employee.
- (2) A committee is to comprise —
  - (a) council members only; or
  - (b) council members and employees; or
  - (c) council members, employees and other persons; or
  - (d) council members and other persons; or
  - (e) employees and other persons; or
  - (f) other persons only.

### 5.16. Delegation of some powers and duties to certain committees

- (1) Under and subject to section 5.17, a local government may delegate\* to a committee any of its powers and duties other than this power of delegation.

*\* Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) Without limiting the application of sections 58 and 59 of the *Interpretation Act 1984* —
  - (a) a delegation made under this section has effect for the period of time specified in the delegation or if no period has been specified, indefinitely; and
  - (b) any decision to amend or revoke a delegation under this section is to be by an absolute majority.
- (4) Nothing in this section is to be read as preventing a local government from performing any of its functions by acting through another person.

### 5.17. Limits on delegation of powers and duties to certain committees

- (1) A local government can delegate —
  - (a) to a committee comprising council members only, any of the council's powers or duties under this Act except —

- (i) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government; and
- (ii) any other power or duty that is prescribed; and
- (b) to a committee comprising council members and employees, any of the local government's powers or duties that can be delegated to the CEO under Division 4; and
- (c) to a committee referred to in section 5.9(2)(c), (d) or (e), any of the local government's powers or duties that are necessary or convenient for the proper management of —
  - (i) the local government's property; or
  - (ii) an event in which the local government is involved.

(2) A local government cannot delegate any of its powers or duties to a committee referred to in section 5.9(2)(f).

*[Section 5.17 amended by No. 49 of 2004 s. 16(2).]*

#### FINANCIAL CONSIDERATIONS

Councillors are paid an annual fee for Committee and Council meetings and this is included in the 2015/16 adopted Budget.

Despite trying to gain interest from State Government departments, only one department has responded. It is therefore recommended that a River Parks Working Group be formed and report to the Liveable Town Advisory Committee, as one of the objectives of this Committee is to provide advice on issues impacting upon the natural environment and recommend strategies to enhance protection of the natural and built environment in the Town.

#### OFFICER RECOMMENDATION – ITEM 10.5

That:

1. Council retains the following Committees of Council:

Disability Access & Inclusion Committee
Audit & Risk Management Committee
Local Emergency Management Committee
Local Studies Collection Management Committee
Municipal Heritage Inventory Review Committee
Town Planning Scheme Review Committee
Youth Advisory Council

2. Council disbands the following Committees on 17 October 2015:

Children and Family Services Committee
Cultural Development Advisory Committee
Economic Development Advisory Committee

3. Council forms a new Committee named the “Liveable Town Advisory Committee” and adopts the draft Instrument of Appointment and Delegation of the Committee, as attached to the Council Agenda of 22 September 2015;
4. The Liveable Town Advisory Committee be empowered to establish working groups and that these groups report to that Committee.

**Voting requirement: Absolute majority**

**10.6 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:

201500120	46 GERALDINE STREET, BASSENDEAN	EXTENSION TO RESIDENTIAL HOUSE
201500162	15 DYER ROAD, BASSENDEAN	STORAGE
201500161	41 DEVON ROAD, BASSENDEAN	RETAINING WALL
201500196	14 FIRST AVENUE, BASSENDEAN	WORKSHOP/GARAGE
201500136	22 NORTH ROAD, BASSENDEAN	EXTENSIONS SINGLE STOREY RESIDENTIAL DWELLING
201500138	47 ASHFIELD PARADE, ASHFIELD	2 STOREY DWELLING
201500225	19 KENMURE AVENUE, ASHFIELD	DEMOLITION
201500229	67 CHESTERTON ROAD, BASSENDEAN	PATIO
201500227	27 FIFTH AVENUE, BASSENDEAN	POOL FENCE
201500223	154 WEST ROAD, BASSENDEAN	PATIO
201500226	7 MARGARET STREET, ASHFIELD	DWELLING
201500224	15 IDA STREET, BASSENDEAN	PATIO
201500220	180 WALTER ROAD EAST, BASSENDEAN	2 X DWELLINGS
201500205	20 HANWELL WAY, BASSENDEAN	SOLAR PANEL INSTALLATION
201500204	75 HARDY ROAD, ASHFIELD	SINGLE DWELLING
201500241	85 OLD PERTH ROAD, BASSENDEAN	FIT OUT
201500245	27 FIFTH AVENUE, BASSENDEAN	SWIMMING POOL
201500243	115 ANZAC TERRACE, BASSENDEAN	SINGLE DWELLING
201500244	83 KATHLEEN STREET, BASSENDEAN	RETAINING WALLS
201500237	25 SHACKLETON STREET, BASSENDEAN	ADDITIONS/ALTERATION
201500239	31 CLARKE WAY, BASSENDEAN	FRONT FENCE
201500238	1 MAY HOLMAN DRIVE, BASSENDEAN	SOLAR PANEL
201500230	42 THIRD AVENUE, BASSENDEAN	DEMOLITION
201500234	138 WALTER ROAD EAST, BASSENDEAN	SINGLE STOREY RESIDENTIAL
201500236	23 CHESTERTON ROAD, BASSENDEAN	FENCE
201500213	51 THIRD AVENUE, BASSENDEAN	RESIDENTIAL DWELLING
201500218	2 RUGBY STREET, BASSENDEAN	SINGLE STOREY DWELLING

**OFFICER RECOMMENDATION – ITEM 10.6**

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

**Voting requirement: Simple majority**

**10.7 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:

<b>APPLIC NO</b>	<b>PROPERTY ADDRESS</b>	<b>DESCRIPTION</b>	<b>AUTHORITY</b>
2015-041	37 SCHOFIELD STREET EDEN HILL 6054	6 MULTIPLE DWELLINGS	DELEGATE APPROVED
2015-065	62 WHITFIELD STREET BASSENDEAN 6054	CARPORT AND GARAGE	DELEGATE APPROVED
2015-073	170 RAILWAY PARADE BASSENDEAN 6054	SCRAP METAL YARD	DELEGATE APPROVED
2015-077	UNIT A 115 ANZAC TERRACE BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2015-083	137 FIRST AVENUE EDEN HILL 6054	FIVE GROUPED DWELLINGS	DELEGATE APPROVED
2015-088	16 HYLAND STREET BASSENDEAN 6054	SINGLE HOUSE	DELEGATE APPROVED
2015-099	75 KATHLEEN STREET BASSENDEAN 6054	EXTENSION OF EXISTING SHED	DELEGATE APPROVED
2015-100	47 ASHFIELD PARADE ASHFIELD 6054	SINGLE HOUSE	DELEGATE APPROVED
2015-120	61 NORTH ROAD BASSENDEAN 6054	AMENDMENT TO PLANNING APPROVAL FOR ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
2015-135	14 FIRST AVENUE BASSENDEAN 6054	OUTBUILDING	DELEGATE APPROVED
2015-137	190 ANZAC TERRACE BASSENDEAN 6054	OUTBUILDING	DELEGATE APPROVED
2015-140	14 WALKINGTON WAY EDEN HILL 6054	PATIO	DELEGATE APPROVED
2015-144	UNIT A 11 CLARKE WAY BASSENDEAN 6054	PATIO	DELEGATE APPROVED
2015-153	27 PADBURY WAY EDEN HILL 6054	PATIO	DELEGATE APPROVED
<b>Subdivision Applications</b>			
869-15	26 WATSON STREET BASSENDEAN 6054	FIVE LOT PLUS COMMON PROPERTY SURVEY STRATA	STATUTORY ADVICE
875-15	19 SEVENTH AVENUE BASSENDEAN 6054	TWO LOT PLUS COMMON PROPERTY SURVEY STRATA	STATUTORY ADVICE
152307	29 BROADWAY BASSENDEAN 6054	TWO LOT SUBDIVISION	STATUTORY ADVICE
61110	124 FIRST AVENUE BASSENDEAN 6054	BUILT STRATA SUBDIVISION	STATUTORY ADVICE

OFFICER RECOMMENDATION – ITEM 10.7

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

**Voting requirement: Simple majority**

**10.8 Access and Inclusion Committee Meetings held on 10 June and 9 September 2015 (Ref: GOVN/CCLMEET/16 – Graeme Haggart, Director Community Development)**

APPLICATION

The purpose of the report is for Council to receive the minutes of the Access and Inclusion Committee Meetings held on 10 June 2015 and 9 September 2015.

ATTACHMENTS

**Attachment No. 4:** Access and Inclusion Committee Minutes of 10 June and 9 September 2015

BACKGROUND

The Bassendean Access and Inclusion Committee meets quarterly on the first Wednesday in the months March, June, September and December.

The objectives of the Committee are defined in the Instrument of Appointment and Delegation as being:

- 3.1 To consult with the community to identify barriers to access and inclusion existent in the community;
- 3.2 To work with and support the Town in working towards a genuinely inclusive community for all;
- 3.3 To prepare for Council a Disability Access and Inclusion Plan (DAIP) to ensure that people with disability have the same level of access to Council's facilities, functions, services and employment opportunities as all other members of the community;
- 3.4 To monitor the implementation of the Town's Disability Access and Inclusion Plan (DAIP) and prepare statutory obligation reports to Council and other stakeholders on the progress of the DAIP;
- 3.5 To review the Disability Access and Inclusion Plan in accordance with legislative obligations and make recommendations to Council to improve and update the plan; and
- 3.6 To maintain networks with people with disability, their carers and service providers.

Membership is comprised of:

- One appointed Councillor;
- Residents and others with disability who express identification with the community in the Town;
- Carers of residents and others with disability who express identification with the community in the Town,
- Representatives of organisations who provide services for people with disability; and
- Individuals who have skills, experience, interest and commitment to contribute to a truly inclusive community for all.

### STRATEGIC IMPLICATIONS

The Access & Inclusion Committee:

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

### COMMENT

In preparing the Officer Report on the Minutes of the September Meeting, it was discovered that the Minutes of the meeting conducted on 10 June 2015 have yet to be presented to Council.

Issues covered in the meeting conducted on 10 June 2015 included:

1. Feedback was provided on the Committees recommendation that a report be prepared for Council consideration on the Town providing support for people with a disability to access services and facilities. At the May OCM, Council resolved to amend to the Donations Policy and include a category of funding to “redress disadvantage and promote equitable access”;
2. An update report on the implementation of the DAIP;

3. The Annual Report to the Disability Services Commission on DAIP implementation actions and initiatives is to be prepared and submitted by the due date and for the Report to be presented for ratification at the next meeting;
4. An update report was provided on the Seniors and Disability Services Business Unit including In Home Care Services, Hyde Retirement Village, Special Events and service developments.
5. An informal meeting with the City of Bayswater DAIC members has been scheduled for 29 July. The event was initiated during the LG reform process but has been agreed will proceed never the less.
6. While the Swan Districts Football Club now have installed a lift to permit people with limited mobility to access the Clubs facilities there are no accessible toilet facilities inside the Clubhouse. The option to hire a portable disability toilet was discussed;
7. The development of the Cyril Jackson Art House was as an inclusive community asset of the Senior Campus was discussed.

Issues covered in the meeting conducted on 9 September 2015 included:

1. Progress reporting on the implementation of the Town's adopted Disability Access & Inclusion Plan (DAIP) was considered and received.
2. The Annual Report on DAIP implementation and other actions and initiatives of the Town to enhance inclusiveness for all in 2014/15, duly submitted to the Disability Services Commission was ratified by Committee.
3. An update report was provided on the Seniors and Disability Services Business Unit in which it was noted that the main focus of attention remains with In Home Care Services and the change in operating model to client directed care. Some discussion took place on security at Hyde Retirement Village and improvement measures that have been taken.

4. An evaluation of the informal meeting with the Bayswater Access & Inclusion Committee concluded it was a success and worthy of repeating. The meeting provided opportunity to meet counterparts and be informed of projects and activities that have proved beneficial. One such project enacted by Bayswater is encouragement for the installation of gopher recharging points in shopping centres and coffee shops. The Committee considered the initiative and concluded that encouraging gopher users to be in the habit of charging their vehicles overnight is better practice.
5. It was noted that funding was included in the adopted budget for the installation of an inclusive path at Dyer Rd and Collier Rd. It was also noted that funding was allocated to make inclusive bus shelters in the Town.
6. TADWA was complemented on being awarded the best not-for-profit organisation in the recently conducted Annual CEBA Awards.

This report seeks Council note the minutes of the meetings.

#### STATUTORY REQUIREMENTS

Disability Services Act requires all Government Departments and Agencies (including Local Government) establish a Disability Access and Inclusion Committee and adopt a Plan to reduce barriers experienced in accessing the services and facilities of that organisation.

#### FINANCIAL CONSIDERATIONS

Nil

#### OFFICER RECOMMENDATION — ITEM 10.8

That the Minutes of the Disability Access and Inclusion Committee meeting held on 10 June and 9 September 2015, be received.

**Voting requirements: Simple Majority**

**10.9 Bassendean Local Emergency Management Committee Meeting held on 9 September 2015 (Ref: GOVN/CCLMEET/18 – Graeme Haggart, Director Community Development)**

APPLICATION

The purpose of the report is for Council to receive the report on a meeting of the Bassendean Local Emergency Management Committee held on 9 September 2015.

ATTACHMENTS

**Attachment No. 5:** Minutes of the Bassendean Local Emergency Management Committee held on 9 September 2015.

BACKGROUND

The Bassendean Local Emergency Management Committee meets quarterly on the first (or second) Wednesday in the months of February, May, September and December.

The roles of the Committee are defined in Section 39 of the Emergency Management Act 2005 and have adopted in the Committee's Instrument of Appointment and Delegation as being:

1. To advise and assist the Town of Bassendean in ensuring that local emergency management arrangements are established for the Town;
2. To liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
3. To carry out other emergency management arrangement activities as directed by the SEMC or prescribed by the regulations.

Membership of the Committee includes:

- Two Councillors of the Town of Bassendean;
- The Local Emergency Coordinator (Officer in Charge of the Kiara Police Station);
- Other combat agency representatives including Department for Fire and Emergency Services (District Manager and SES Unit Manager);

- Department for Health (Kalamunda/Swan Health Service/St Johns Ambulance);
- Department for Child Protection and Family Support; and
- Relevant Officers of the Town (DOS, MAS, Snr EHO, Snr Ranger).

A representative of the State Emergency Management Committee Secretariat attends Committee meetings in an advisory capacity. The Director Community Development is the Executive Officer to the Committee and as such does not have voting rights.

### STRATEGIC IMPLICATIONS

The Local Emergency Management Committee:

- Improves the organisations capability and capacity; and
- Assists provide a safe environment.

### COMMENT

At the meeting Committee considered the following issues:

1. A report was provided on progress made by the Working Party established to prepare revised Local Emergency Management Arrangements for the Town.
2. An update report was provided on the Flood Mitigation Project funded through a Natural Disaster Resilience Funds (NDRF) grant. The project is scheduled to be completed by November.
3. Committee ratified the Annual Report and Local Government Emergency Management Preparedness Capability Assessment Tool compliance report, as submitted.
4. Projects funded in the adopted budget were discussed, including for the purchase of a Variable Message Board. It was also noted that provision has been made in the Workforce Plan to engage a part time Emergency Management Officer, contingent on the availability of funding.
5. A post exercise report on the annual emergency management exercise conducted on 24 June as a joint exercise with the City of Bayswater titled "Duel Storm" was circulated with the agenda.

6. SES informed Committee that as ESL is collected from industrial properties as well as residential properties, there is an expectation they will be tasked with assisting the Town's industrial properties if required. The Town's Senior Environmental Health Officer informed Committee that in conjunction with DER, the Town will be inspecting hazardous goods storage and management in the industrial area.
7. The revised Metropolitan District Emergency Management Committees structure plan will be signed off on by imminently.
8. A report was provided by the Senior District Emergency Services Officer on updates to forms and documents.

### STATUTORY REQUIREMENTS

The Emergency Management Act 2005 prescribes that:

Section 38(1): A local government is to establish one or more local emergency management committees for the local government's district. And

Section 41(1): A local government is to ensure that arrangements (***local emergency management arrangements***) for emergency management in the local government's district are prepared.

### FINANCIAL CONSIDERATIONS

There are no direct financial implications associated with the Committee meeting minutes.

### OFFICER RECOMMENDATION – ITEM 10.9

That Council receives the report on the meeting of the Bassendean Local Emergency Management Committee held on 9 September 2015.

**Voting requirements: Simple majority**

**10.10 Economic Development Advisory Committee Meeting held on 5 August 2015 (Ref: GOVN/CCLMEET/13 – William Barry Economic Development Officer)**

APPLICATION

Council is requested to receive the report on the meeting of the Economic Development Advisory Committee held on 5 August 2015.

ATTACHMENTS

**Attachment No. 6:** Economic Development Advisory Committee Minutes of 5 August 2015

STRATEGIC IMPLICATIONS

The Strategic Community Plan (2013 – 2023) and the Corporate Business Plan (2013 – 2017) identify “Economic wellbeing and prosperity” as a core theme for the Town.

COMMENT

The Committee agenda was taken up with the five priority or focus areas which align to the Economic Development Plan:

- Information and Communication Technology;
- Training & employment;
- Engagement and Advocacy.
- Investment Attraction;
- Marketing & Branding;

A deputation from two retailers on Old Perth road accompanied by the Cultural Development Officer, outlined the approach of small projects and building engagement and vibrancy on the street. They attract the attention of the community and a wider audience including social media, highlighting the fresh emerging image of Bassendean.

The Presiding Member of the Committee has initiated discussions with Cyril Jackson Campus exploring workplace opportunities and possible link up with the Railway Museum.

There are many benefits which will flow from this including, providing cheap and qualified skills in engineering, catering, marketing and digital creativity for the railway museum, the students at the campus will gain experience working on genuine and worthwhile projects, and experience in working with a real client, and finally, the tourism appeal of the railway museum will improve attracting a greater number of visitors and increasing spending locally.

The committee was also informed of the current report being completed on industry cluster analysis across the EMRC. This report will inform the Town on industries where the Town has a unique advantage and where it should focus its energies when seeking future investment.

The Digital Workshops held internally for all business units are the precursor of writing a Digital Strategy for the Town. When this is complete the EDAC Group will be engaged in delivering the initial projects for the benefit of residents and businesses across the town.

#### STATUTORY REQUIREMENTS

Local Government Act 1995.

#### FINANCIAL CONSIDERATIONS

Nil.

#### OFFICER RECOMMENDATION – ITEM 10.10

That Council receives the report on the meeting of the Economic Development Advisory Committee held on 5 August 2015.

**Voting requirement: Simple majority**

**10.11 Accounts for Payment – August 2015 (Ref: FINM/CREDTS/4 – Jill Brazil, A/Manager Corporate Services)**

**APPLICATION**

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

**ATTACHMENTS**

**Attachment No. 7:** List of Accounts

**BACKGROUND**

The Monthly payments made for the period 1<sup>st</sup> August 2015 to 31<sup>st</sup> August 2015 are presented to Council, with details of payments made by the Town in relation to goods & services received.

**STRATEGIC IMPLICATIONS**

*Leadership and Governance*

**Improve capability and capacity**

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

**STATUTORY REQUIREMENTS**

Local Government (Financial Management) Regulations 1996

**FINANCIAL CONSIDERATIONS**

All payments are authorised prior to disbursement in accordance with the allocated budgets.

**OFFICER RECOMMENDATION - ITEM 10.11**

That Council receives the List of Accounts paid for August 2015, as attached to the Ordinary Council Agenda of 22 September 2015.

**Voting Requirements: Simple majority**

**10.12 Financial Statements – August 2015 (Ref: FINM/AUD/1 - Ken Lapham, Manager Corporate Services)**

APPLICATION

The purpose of this report is to present to Council various Financial reports in accordance with Local Government Financial Management Regulations.

ATTACHMENTS:

**Attachment No. 8:** Financial Statements for August 2015.

BACKGROUND

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires a local government to prepare a monthly statement of financial activity, reporting on the revenue and expenditure as set out in the Annual Budget.

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

In addition to this and in accordance with Regulation 34 (5) of the Local Government (Financial Management) Regulations 1996, each year Council is required to adopt a percentage or value to be used in the reporting of material variances.

For the 2015/16 financial year the amount is \$5,000 or 10% whichever is the greater.

STRATEGIC IMPLICATIONS

*Leadership and Governance*

**Improve capability and capacity**

*Ensure Financial sustainability*

*Monitor and enhance organisational performance and service delivery*

## COMMENT

### Income

The Summary of Financial Activity (Nature & type) is indicating that the total income is \$4.4 million, which is 0.7% over budget. Individually, Grants, Subsidies and Contributions, are 6% ahead of budget estimates, with Fees & charges being marginally ahead of budget forecasts.

### Expenditure

The total operating expenses at the end of August were \$3.3 million, which is 24% under Budget estimates.

Materials and contracts is 46% behind budget estimates. Employee costs are 10% under budget estimates. Utilities charges are 31% behind budget estimates.

### Capital Expenditure

Infrastructure Capital projects and Property Plant & equipment have not commenced yet, as project planning by Asset Services is being undertaken.

## STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996

## FINANCIAL CONSIDERATIONS

The Financial Statements provide a comparison between actual and budget income and expenditure estimates for the period ended the 31<sup>st</sup> August 2015. The Notes accompanying the statements provide a detailed breakdown to the Financial Statements.

## OFFICER RECOMMENDATION – ITEM 10.12

That the Financial Reports for the period ended 31<sup>st</sup> August 2015, as attached to the Ordinary Council Agenda of 22 September 2015, be accepted.

**Voting Requirements: Simple majority**

### **10.13 Implementation of Council Resolutions (Ref: Sue Perkins, Executive Assistant)**

At the Ordinary Council meeting held on 14 December 2010, it was resolved that only those items that are to be deleted from the implementation of Council resolutions be referred to Council, and all other items in progress be included in the Councillors' Bulletin on the last Friday of the month.

#### **STRATEGIC IMPLICATIONS**

Strengthen Council governance and compliance.

#### **COMMENT**

The following table details those resolutions of the Council that are recommended for deletion:

<b>Issue ID</b>	<b>Assigned To</b>	<b>Brief Description</b>	<b>Action Taken</b>
84977	Bob Jarvis	OCM-25/7/15 - Notice of Motion – Cr Pule: Town of Bassendean Support for WALGA advocacy to restore indexation to the Financial Assistance Grants	Letters have been sent to Federal Minister with responsibility for local Government and the President of WALGA. <b>Recommend deletion.</b>
84981	Bob Jarvis	OCM-32/7/15 - Proposed Development Agreement Bassendean Activity Centre: Town of Bassendean/Swan Districts Football Club/LandCorp	Development Agreement (3 copies) signed and sealed and returned to Landcorp for execution. <b>Recommend deletion.</b>
85668	Bob Jarvis	OCM/14/8/15 - City of Perth Bill 2015 Support for the Concerns Raised by the City of South Perth	All of the letters have been sent advising of Council's decision. <b>Recommend deletion.</b>
85661	Brian Reed	OCM-5/8/15 - Proposed Outdoor Dining Permit adjacent to Lot 144 Nos 77-83 Old Perth Road Bassendean	Applicant advised of Council resolution and permit for alfresco dining issued. <b>Recommend deletion.</b>

85663	Ken Cardy	OCM-8/8/15 - Provision of Maintenance Services	Procurement papers issued. <b>Recommend deletion.</b>
85664	Ken Cardy	OCM-10/8/15 - Installation of a New Artesian Bore, Steel Blue Oval, Bassendean	Procurement papers issued. <b>Recommend deletion.</b>
85666	Sue Perkins	OCM-12/8/15 - Annual Schools' Scholarship & Citizenship Awards	Letters sent to all primary schools in the Town calling for nominations for this year's Scholarship and Citizenship awards. <b>Recommend deletion.</b>

**OFFICER RECOMMENDATION – ITEM 10.13**

That the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 22 September 2015 be deleted from the Implementation of Council Resolutions list.

**Voting Requirements: Simple majority**

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

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

- |            |  |
|------------|--|
| 11/09/2015 | Temporary Withdrawal of Caveat on Deed of Subdivision to enable the registration of a mortgage - Lot 12; 14 Walter Road East, Bassendean - P S & M S Vlaskovsky. |
| 14/09/2015 | Withdrawal of Caveat for removal of shed at 125A Old Perth Road, Bassendean, between Peter James Marsh and the Town of Bassendean.                               |

**OFFICER RECOMMENDATION – ITEM 10.14**

That Council authorises the affixing of the Common Seal to the documents listed in the Ordinary Council Meeting Agenda of 22 September 2015.

**Voting Requirements: Simple majority**

**10.15 Calendar for October 2015 (Ref: Sue Perkins, Executive Assistant)**

Wed	7 Oct	5.30pm	Economic Development Advisory Committee Meeting – Council Chamber (Crs Gangell & Lewis)
Mon	12 Oct	1.30pm	Hyde Retirement Village Annual General Meeting – Ashfield Community Centre
Wed	14 Oct	9.30am	Audit & Risk Management Committee Meeting – Council Chamber (Crs Lewis & Pule)
Wed	14 Oct	7.00pm	Children & Family Services Committee Meeting – Council Chamber (Crs Gangell & Brinkworth)
Tue	20 Oct	7.00pm	Special Council Meeting – Elections – Council Chamber
Tue	27 Oct	7.00pm	Ordinary Council Meeting – Council Chamber
Fri	30 Oct	5.00pm	Youth Advisory Council Meeting – Youth Services

**OFFICER RECOMMENDATION - ITEM 10.15**

That the Calendar for October 2015 be adopted.

**Voting Requirements: Simple majority**

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

**11.1 Notice of Motion – Cr Bridges: Employment of a Strategic Planner**

*“That a Councillors’ Information Workshop be held to discuss the employment of a strategic planner to be employed on a fixed term contract to prepare structure plans for the Town’s railway station precincts, as special control areas that include building heights and design guidelines that incorporate measures to ameliorate the urban heat island effect and provide a mix of unit layouts that suits singles, small families and retiring baby boomers. Priority is to be given to the Bassendean Station precinct and funding to come from the windfall saving on the amount budgeted for the oval artesian bore; and an amendment be made in the 2015-2016 Budget to facilitate the required funding.*

**OFFICER COMMENT**

Should this Notice of Motion be supported, the item could be referred to a Councillors’ Information Workshop scheduled to be held on Tuesday, 13 October 2015.

**11.2 Notice of Motion – Cr Bridges: Installation of an additional flag pole to fly the Rainbow flag**

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

*“That the Town fly the Rainbow flag in lieu of the Torres Straits Islander or the Town of Bassendean flag to show support for our gay and lesbian residents and marriage equality and staff to cost an additional flag pole.”*

**OFFICER COMMENT**

The issue of whether or not to fly the flag is not one which has been promoted by staff, and there is no comment on this aspect of the Notice of Motion.

The cost of providing an additional flag pole is approximately \$2,000 and a more precise quotation will be provided if this motion is passed. The Torres Straits Islander flag is flown as part of a previous Council resolution and this portion of the resolution would need to be rescinded by an Absolute Majority should the Torres Strait Island flag not be flown.

The Commonwealth Government Protocol states that the correct precedence for flying flags in the community is:

1. Australian National Flag;
2. National flags of other nations;
3. State and Territory flags;
4. Other flags prescribed by the Flags Act 1953 (including the Aboriginal Flag and the Torres Strait Islander Flag); and
5. Ensigns and Pennants (including local government, private organisations, sporting clubs and community groups).

### **11.3 Notice of Motion – Cr Pule: Sewerage Infill Program**

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

*“That a report be brought to Council outlining the current status of the Sewerage Infill Program, with a view to identify and assess unsewered parts of the Town of Bassendean, such as Bassendean Parade and:*

- a) *to present a program of works to meet those unserviced areas;*
- b) *to give Bassendean Parade a high priority; and*
- c) *to schedule budget provisions.”*

#### Comment – Cr Pule

Requests have been received by residents to provide better services to those residents, who pay the same rates as others, but do not yet have sewerage connections at their properties.

The residents identified Bassendean Parade as a high priority street. There are other parts of the Town that need to be similarly assessed and scheduled for provision of sewerage connections.

What is needed is a report for Council to consider a current assessment, a scheduling of works and budget provisions to address these projects over the whole Town.

This is part of the long term Strategic Plan...*to improve the quality of life in Bassendean* and part of the Town of Bassendean Service provision plans.

## OFFICER COMMENT

The provision of sewerage is a State Government responsibility, however, staff have recently contacted Water Corporation and asked to provide details on how it intends to address the absence of deep sewerage to residential lots in the Town, given that the Town of Bassendean is only 10 km from the centre of Perth. Staff will continue to follow up on this matter.

Officers therefore are of the opinion that this Notice of Motion is not required.

### **11.4 Notice of Motion – Cr Pule: Re-energising Perth Eastern Regions**

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

*“That Council notes the conclusion of the Re-energising Perth Eastern Regions and the beneficial outcomes:*

- *Improved energy efficiency.*
- *Reduced energy and maintenance costs.*
- *Improved amenity for the community, including safer lighting, improved visibility and driving comfort, improved air movement and quality, temperature and comfort; improved pool water circulation, temperature, improved health outcomes, reduced down time for maintenance.*
- *Demonstrated, proven energy efficiency technologies.*
- *Reduced greenhouse gases emissions.”*

#### Comment – Cr Pule

Over the life of the \$1.46 million project, \$635,197 was received in co-funding from the Australian Government. The EMRC, Town of Bassendean, City of Bayswater and Shire of Mundaring collaborated to undertake much needed energy efficiency upgrades and retrofits at four community facilities. The Re-energising Perth Eastern Region project is complete, with the audit reports confirming that:

- a) Energy consumption was actually reduced by 40.7% across four facilities.
- b) Energy use has reduced by 829,790 kilowatt hours.
- c) This the equivalent of the annual consumption of 134 average Perth households.

- d) Greenhouse gas emissions have reduced by 552 tonnes of CO<sub>2</sub>-e.
- d) Energy cost savings alone are around \$133,450 for participating councils.
- e) Overall, the Re-energising Perth Eastern Region project was very successful and substantively met all of the objectives as well as the objectives of the Community Energy Efficiency Program.

These benefits for Perth's Eastern Region, have made a substantial improvement in the amenities of life and improved the welfare of people across the region.

The Town of Bassendean Project - Street Lighting on Old Perth Road upgrade and the additional LED retro-fit of street lights has been estimated to:

- Reduced the energy consumption by 11,660 kWh per annum.
- Improved energy efficiency by 62%
- Reduction in greenhouse gas emissions of 8.0 tones of CO<sub>2</sub>-e per annum.
- Lower electricity costs of around \$2,790 per annum.
- Lower maintenance costs of around \$4,480
- Better lighting with improved visibility for the safety and security of the community.

This is part of the long term Strategic Plan ... *to improve the quality of life in Bassendean* and part of the Bassendean Climate Change Adaptation Plan.

#### OFFICER COMMENT

The Notice of Motion does not require Council to do anything but “note the information”. The information could have been circulated to all Councillors. The EMRC Councillors from the Town might wish to consider circulating a delegate’s report monthly.

## **12.0**

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

**13.0**                    **CONFIDENTIAL BUSINESS**

**14.0**                    **CLOSURE**

The next Ordinary Council meeting will be held on Tuesday  
27 October 2015.