

ATTACHMENTS
ORDINARY COUNCIL MEETING
28 NOVEMBER 2017

Attachment 1

Ordinary Council Minutes of 17 October 2017

Attachment 2

Special Council Minutes of 23 October 2017

Attachment 3

- Letter to owners of 25-27 Old Perth Road, Bassendean.
- Arboricultural Report.

Attachment 4

- Correspondence received from the Department of Water and Environment Regulation dated 19 October 2017, including updated Basic Summary of Records.
- Correspondence received from Ridgepoynt Pty Ltd dated 21 November 2017, providing an update on the decommissioning of the containment cell.

Attachment 5

29 May Homan Drive

- Applicant's report and strata plan.
- Plans of proposed development.
- Signed letters of support by adjoining tenants.

Attachment 6

- Town of Bassendean Bee Keeping Local Law 2001
- Proposed Town of Bassendean Bee Keeping Local Law

Attachment 7

Location Map and Deed of Easement

Attachment 8

Concept Design of Whitfield St Bicycle Boulevard

Attachment 9

- Copy of letter and attachment provided to Royal Western Australian Historical Society (Inc), (dated 4/8/17) which is the same as the other 3 letters provided to stakeholders – Includes April 2017 OCM report item 10.6 - 1 Surrey Street – Heritage Architect Detailed Design Options and Council (OCM 12/05/17) resolution.
- 1 Surrey Street Presentation – 21 November 2017.
- Correspondence received from: Museum Australia (WA) (28/8/15), Lands and Heritage Office (30/8/17), Bassendean Historical Society Inc (1/10/16), National Trust of Australia (WA) (26/9/17) and Royal Western Australian Historical Society (Inc) (5/10/17).
- State Heritage Officer Conditional Approval – (21/9/17)
- Town of Bassendean Development Conditional Approval – October 2016.
- LotteryWest Grant Variation (19/7/2017).

Attachment 10

Concept Design of Railway Pde PSP, page 1 and 2

Attachment 11

- MRWA response letter ILET_12429117
- Quote provided from Telstra to relocate the infrastructure
- Diagrammatic drawing of Colstoun Rd widening

Attachment 12

- Consultant Survey Questions
- Recycling Percentages and Tonnages and Recycling & Waste Product Tonnages

Attachment 13

Item Withdrawn

Attachment 14

Correspondence - Success Hill Action Group Inc

Attachment 15

Draft Instruments of Appointment and Delegation for proposed Committees.

Attachment 16

- Draft Standing Orders Local Law 2018
- Standing Orders Local Law 2011

Attachment 17

Liveable Town Advisory Committee Minutes of 10 October 2017

Attachment 18

Minutes of the Hyde Retirement Village AGM held on 11 October 2017.

Attachment 19

List of Accounts

Attachment 20

Financial Statements

Attachment 21

Procurement Sustainability guidelines developed by WALGA

Attachment 22

Photo of Ficus tree – Guildford Road
Barrier Installation Report by MRWA

Confidential Report and Attachments

ATTACHMENT NO. 1



TOWN OF BASSENDEAN MINUTES ORDINARY COUNCIL MEETING 17 OCTOBER 2017

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TOWN OF BASSENDEAN

MINUTES

ORDINARY COUNCIL MEETING

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

ON TUESDAY 17 OCTOBER 2017 AT 7.00PM

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 Fran Phelan, 15 River Street, Bassendean

Ms Phelan queried the whereabouts of the Honour Board from the Community Hall which was removed following the painting of the hall.

The Chief Executive Officer advised that he would follow it up.

Mrs Val Dreyer, 31 Naunton Crescent, Eden Hill

Mrs Dreyer requested the Town liaise with Main Roads to repair the kerbing on the corner of Old Perth Road and Guildford Road.

Mrs Dreyer also reported that a number of items that require attention:

- Bricks sticking up on the footpath on the corner of Walter Road;
- Verges on Walter Road;
- Puddle on Whitfield Street; and

- Medium strips at the lights on Lord Street bridge.

Ms Nonie Jekabsons, 6 Barton Parade, Bassendean

Ms Jekabsons expressed her concern regarding the fox problem in the Town.

The Chief Executive Officer responded that he will contact the relevant State Government department about the problem.

Mr Jai Wilson, Hamilton Street, Bassendean

Mr Wilson referred to the proposed Guildford Road barrier installation and asked if one of the alternative options considered was to install a concrete barrier along the road, the same that exists next to the Bassendean Train Station.

The Chief Executive Officer responded that he was not aware if it was one of the options that Main Roads was looking at.

Ms Kathryn Hamilton, 53 Broadway Street, Bassendean

Ms Hamilton referred to the proposed Guildford Road barrier installation and asked if there any plans for alternative options to be investigated. Also, is it within the power of the Town to lobby Main Roads.

The Mayor responded that Main Roads has responsibility over the road. Main Roads brought the matter to Council for consideration and Council made a determination. Main Roads will be undertaking some consultation with residents.

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 John Gangell, Mayor
Cr Mike Lewis, Deputy Mayor
Cr Gerry Pule
Cr Paul Bridges
Cr Bob Brown
Cr Renee McLennan

Officers

Mr Bob Jarvis, Chief Executive Officer
Mr Michael Costarella, Director Corporate Services
Mr Anthony Dowling, Director Strategic Planning
Mr Salvatore Siciliano, A/Director Community Development
Mr Ken Cardy, A/Director Operational Services
Mr Brian Reed, Manager Development Services
Mrs Amy Holmes, Minute Secretary

Public

Approximately 15 members of the public were in attendance.

Press

Nil

Apologies

Mr Graeme Haggart, Director Community Development
Mr Simon Stewert-Dawkins, Director Operational Services

4.0 DEPUTATIONS

Nil

5.0 CONFIRMATION OF MINUTES

5.1 Ordinary Council Meeting held on 26 September 2017

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

OCM – 1/10/17 MOVED Cr Pule, Seconded Cr Lewis, that the minutes of the Ordinary Council Meeting, held on 26 September 2017, be received.

CARRIED UNANIMOUSLY 6/0

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

OCM – 2/10/17 MOVED Cr Pule, Seconded Cr Brown, that the minutes of the Ordinary Council Meeting, held on 26 September 2017, be confirmed as a true record.

CARRIED UNANIMOUSLY 6/0

5.2 Special Council Meeting held on 2 October 2017

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

OCM – 3/10/17 MOVED Cr Pule, Seconded Cr McLennan, that the minutes of the Special Council Meeting, held on 2 October 2017, be received, with the following amendment:

Page 2 of 4 – ‘probity lawyer’ should say ‘lawyer’ (there is a probity advisor).

CARRIED UNANIMOUSLY 6/0

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

OCM – 4/10/17 MOVED Cr Pule, Seconded Cr McLennan, that the minutes of the Special Council Meeting held on 2 October 2017, as amended, be confirmed as a true record.

CARRIED UNANIMOUSLY 6/0

6.0 ANNOUNCEMENT BY THE PRESIDING PERSON WITHOUT DISCUSSION

The Presiding Member referred to the upcoming Council elections and thanked his family and friends for their support during his time as Mayor of the Town. He also thanked the Councillors and staff for the number of achievements in the Town and said he looked forward to the new Council achieving great things in the Town.

7.0 PETITIONS

Nil

8.0 DECLARATIONS OF INTEREST

Nil

9.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

9.1 Notice of Motion – Cr McLennan: Principal Shared Path – Success Hill

At the September 2017 Ordinary Council meeting, the following Notice of Motion was deferred to this meeting following a site inspection:

“That Council requests Officers write to MRWA in relation to the proposed Principal Shared Path extension along Railway Parade and communicates:

- a) the concerns held by both Council & the local community for the mature, native trees along this route;*
- b) that only plans which do not require removal of these trees and which will not have any significant impact on the trees’ roots will be acceptable to the Town of Bassendean; and*
- c) that the Town & local residents be given the opportunity to provide feedback on any draft plans prior to finalisation.”*

Cr McLennan withdrew this motion.

10.0 REPORTS

10.1 Adoption of Recommendations En Bloc

It was agreed that item 10.15 be removed from the en-bloc table and considered separately.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.1

OCM – 5/10/17 MOVED Cr Pule, Seconded Cr Brown, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Meeting Agenda of 17 October 2017:

Item	Report
10.3	Dedication of Collier Road In The Town Of Bassendean- Applicant Main Roads Western Australia
10.7	Quarterly Report for Period Ended 30 September
10.9	Bassendean Youth Advisory Council Meetings May to September 2017
10.10	Bassendean Local Studies Collection Management Committee Meeting held on 5 October 2017
10.11	Determinations Made by the Principal Building Surveyor
10.12	Determinations Made by Development Services
10.13	Use of the Common Seal
10.14	Calendar for November 2017
10.16	Accounts for Payment – September 2017
10.17	Financial Statements – September 2017

CARRIED UNANIMOUSLY 6/0

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

Item	Report
10.2	Proposed Town of Bassendean Repeal Local Law
10.4	Audit & Risk Management Committee Meeting held on 4 October 2017
10.5	Annual Report for the Year Ended 30 June 2017
10.6	Review of Delegations to the Chief Executive Officer & Other Officers
10.8	RFT CO 070 2017-18 Security Monitoring and Maintenance of Security Equipment
10.15	Implementation of Council Resolutions
11.1	Notice of Motion – Cr Bridges: Municipal Heritage Inventory Thematic History and Matrix
11.2	Notice of Motion – Cr McLennan: Access to Success Hill
13.1	Sports Achievement Awards
13.2	Request for Extension of Licence Agreement – Swan Districts Football Club Inc.
13.3	Eastern Metropolitan Regional Council (EMRC)Resource Recovery Facility – Participant Agreement for Waste Supply and Financiers Side Deed, update, and progress on request for extension
13.4	CEO's Annual Performance Review

10.2 Proposed Town of Bassendean Repeal Local Law (Ref: LAWE/LOCLWS/2 – Brian Reed, Manager Development Services)

APPLICATION

The purpose of this report was for Council to consider the repeal of a number of obsolete Local Laws.

The Mayor read out the Purpose and Effect of the Local Law, as required.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION — ITEM 10.2

OCM – 6/10/17 MOVED Cr Pule, Seconded Cr Bridges, that under the powers conferred on it under the Local Government Act 1995 and all other powers enabling it, the Council of the Town of Bassendean proposes to make the Town of Bassendean Repeal Local Law to repeal the following Local Laws:

- (a) *The By-law regarding Discount on Rates*, published in the *Government Gazette* on 17 September 1920;
- (b) *The Schedule of Poundage and Sustenance Fees*, published in the *Government Gazette* on 19 February 1915 and as amended and published in the *Government Gazette* on 16 December 1921, 7 September 1923, 9 October 1942, 13 August 1948 and 18 April 1952;
- (c) *The By-law prescribing a Shopping and Residential Area*, published in the *Government Gazette* on 11 January 1935;
- (d) *The Local Law relating to Parks and Reserves*, published in the *Government Gazette* on 13 August 1937;
- (e) *The Local Law relating to Health Model By-laws Series "A"*, published in the *Government Gazette* on 14 November 1941;
- (f) *The Adoption of Draft Model By-laws (Street Lawns and Gardens) No. 11*, published in the *Government Gazette* on 11 June 1963;
- (g) *The By-laws relating to Parking of Commercial Vehicles on Street Verges*, published in the *Government Gazette* on 29 May 1981 and as amended and published in the *Government Gazette* on 21 April 1989;

- (h) The *By-law relating to Refuse, Rubbish, Dangerous Things and Nuisances*, published in the *Government Gazette* on 22 July 1983;
- (i) The *By-law relating to Conduct of Proceedings and the Business of Council*, published in the *Government Gazette* on 15 November 1991 and as amended and published in the *Government Gazette* on 19 January 1996;
- (j) The *Town of Bassendean Urban Environment and Nuisance Local Law*, published in the *Government Gazette* on 16 August 2001; and
- (k) The *Town of Bassendean Signs, Hoardings and Bill Posting Local Law*, published in the *Government Gazette* on 16 August 2001.

CARRIED UNANIMOUSLY 6/0

10.3 Dedication of Collier Road in the Town Of Bassendean- Applicant Main Roads Western Australia (Ref: ROAD/MAINT/10 - Brian Reed, Manager Development Services, Trent Macpherson, Acting Manager Asset Services)

APPLICATION

The purpose of this report was for Council to pass a resolution to dedicate three parcels of land as a road under section 56 of the Land Administration Act 1997

COUNCIL RESOLUTION/OFFICER RECOMMENDATION — ITEM 10.3

OCM – 7/10/17 MOVED Cr Pule, Seconded Cr Brown, that Council requests the Minister for Planning, Lands and Heritage to dedicate the land being Items 28, 29 & 30 shown on Main Roads WA's Land Dealing Plan 1360-181-2, a road pursuant to section 56 of the Land Administration Act 1997, as attached to the Ordinary Council Agenda of 17 October 2017.
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-5/10/17 6/0

10.4 Audit & Risk Management Committee Meeting held on 4 October 2017 (Ref: GOVNCCL/MEET/3 - Michael Costarella, Director Corporate Services)

APPLICATION

The purpose of this report was for Council to receive the report on a meeting of the Audit & Risk Management Committee held on 4 October 2017 and adopt the recommendations from the Committee.

COUNCIL RESOLUTION/COMMITTEE RECOMMENDATION – ITEM 10.4

OCM – 8/10/17 MOVED Cr Pule, Seconded Cr Bridges, that Council:

1. Receives the report on the Audit and Risk Management Committee meeting held on 4 October 2017;
2. Receives the audited 2016/17 Annual Financial Statements, Audit Report and Completion Report, as attached to the Audit and Risk Management Committee Agenda of 4 October 2017;
3. Provides a rate exemption on 33 Hanwell Way, Bassendean, for the 2017/18 financial year in accordance with Section 6.26 (2)(d) of the Local Government Act.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

10.5 Annual Report for the Year Ended 30 June 2017 (Ref: FINM/AUD/7 – Bob Jarvis, Chief Executive Officer)

APPLICATION

The purpose of this report was to:

- Adopt the 2016/17 Annual Report that includes the Audited Annual Financial Statements for the year ended 30 June 2017; and
- Set a date for the General Meeting of Electors.

Cr Bridges moved the officer recommendation subject to minor corrections to the 2016/17 Annual Report.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 10.5

OCM – 9/10/17 MOVED Cr Bridges, Seconded Cr Brown, that Council:

1. **Subject to minor corrections**, accepts the Town of Bassendean's 2016/17 Annual Report for the year ended 30 June 2017; and
2. Holds its General Meeting of Electors on Tuesday 5 December 2017, in the Bassendean Community Hall commencing at 7.00pm.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

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

APPLICATION

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

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

Cr Bridges moved the officer recommendation with a minor amendment to delegation 2.76 as shown in bold.

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

OCM – 10/10/17 MOVED Cr Bridges, Seconded Cr McLennan, that having reviewed the delegations currently in place:

1. That Council delegates to the Chief Executive Officer:

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

1.5	Reimbursement of Travel Expenses	Local Gov Act 1995 & Local Government Administration Regulations (32)	The authority to approve reimbursements of travel expenses in accordance with Section 5.98(2)(b) and (3) of the Local Government Act 1995 and Regulation 32 of the Local Government Administration Regulations.
1.6	Approval of future requests for donations from the WA Special Children's Christmas Party Appeal	Local Gov Act 1995, s5.42	The authority to approve future requests for donations from the WA Special Children's Christmas Party Appeal in liaison with the Mayor.
1.7	Circuses without Exotic Animals	Local Gov Act 1995, s5.42	The authority to approve the hire of a reserve or facility within the Town for the purpose of conducting a circus without exotic animals.
1.8	Unauthorised Signs located within street thoroughfares	Local Gov Act 1995, s5.42	The authority to take legal action to enforce infringement notices issued where proprietors fail to adhere to the Town's instructions to remove unauthorised advertising signs located within thoroughfares, including the impounding of such signs and/or serving of infringement notices where required.
1.9	Donations – Financial Assistance	Local Gov Act 1995, s5.42	The authority to assess and approve donations in accordance with Policy 6.13 – Donations & Financial Assistance – and to refuse applications for donations and financial assistance where they do not meet the requirements set down in this policy.
'ONE-OFF' DELEGATIONS			
2.2	Occupation of Land – State Emergency Service	Local Gov Act 1995, s5.42	The authority to enter into an agreement with the Bassendean State Emergency Service to allow the organisation to occupy portion of the land at Reserve 26417 Scaddan Street.
2.46	Extension of Contract – Old Perth Road Markets Management Agreement	Local Gov Act 1995, s5.42	The authority to award the future options extending the Rotary Club of Swan Valley's contract to run the Old Perth Road Markets on their satisfactorily fulfilling their responsibilities as set out in the Agreement.
2.54.1	Unauthorised parking of a commercial vehicle at Lot 106; 10 Culworth Road, Bassendean	Planning & Development Act 2005 & Local Planning Scheme No 10, Clause 10.3	The Manager Development Services was delegated the authority to initiate legal action if the property at Lot 106; 10 Culworth Road, Bassendean, continues to be used for commercial vehicle parking in contravention of the Local Planning Scheme No 10.

2.66	Lease Agreement – Bassendean Men’s Shed Association (Inc)	Local Gov 1995, s5.42	Act	The CEO was delegated the authority to: 1. Execute the Deed of Agreement as attached to the October 2015 Ordinary Council Meeting Agenda; 2. Have registered easements for access to the Bassendean Men’s Shed site over Reserve 49216 and Reserve 49217, being the TADWA and St. John Ambulance Association properties; 3. Execute the Lease Agreement, subject to confirmation that the conditions of the Deed have been met; and 4. Negotiate lease option renewals in-line with the covenants in the Lease.
2.69	Extension of Contract – Supply Cart & Install Asphalt – Minor & Major Works	Local Gov 1995, s5.42	Act	The CEO was delegated the authority to exercise the option under contract RFT CO 041 2015-16, Supply, Cart & Install Asphalt, Minor & Major Works, to negotiate for a one year extension of the contract beyond the nominal expiry date of 28 February 2019.
2.70	Extension of Contract – Provision of Cleaning Services for Council Facilities	Local Gov 1995, s5.42	Act	The CEO was delegated the authority to exercise the option under contract RFT CO 039 2015-16, Supply, Provision of Cleaning Services for Council Facilities, to negotiate for a one year extension of the contract beyond the nominal expiry date of 1 May 2018.
2.72	Extension of Contract – Provision of Plumbing & Gas Services	Local Gov 1995, s5.42	Act	The CEO was delegated the authority to exercise the option under Contract RFT CO 046 2015-16, Provision of Plumbing and Gas Services, to negotiate for a one year extension of the contract beyond the nominal expiry date of 10 June 2019.
2.74	Extension of Contract – Provision of Turf Maintenance at Bassendean Oval Ashfield Reserve & Jubilee Reserve	Local Gov 1995, s5.42	Act	The CEO was delegated the authority to exercise the option under Contract RFT CO 043 2015-16, Provision of Turf Maintenance at Bassendean Oval, Ashfield Reserve and Jubilee Reserve, to negotiate for a one year extension of the contract beyond the nominal expiry date of 30 June 2019.
2.76	Extension of Contract – Provision of Tree Maintenance for the Town of Bassendean	Local Gov 1995, s5.42	Act	The CEO was delegated the authority to exercise the option under Contract RFT CO 038 2015-16, Provision of Tree Maintenance for the Town of Bassendean, to negotiate for a one year extension of the contract beyond the nominal expiry date of 30 June 2018, subject to the practice of “lolly-popping” street trees under power lines ceasing.

2.82	Recycling & Waste Services	Local Gov Act 1995, s5.42	The CEO was delegated the authority to exercise the option under the contract with Suez Recycling & Recovery Pty Ltd to negotiate an extension of 5 years of the contract beyond the nominal expiry date of 30 June 2022.
2.84	Contract Agreement – Little Italy Street Festival 2017	Local Gov Act 1995, s5.42	The CEO was authorised to enter into a formal contract on behalf of the Town with Nella Fitzgerald Events for the staging of the Little Italy Street Festival scheduled for 9 & 10 September 2017*, regarding the following: <ol style="list-style-type: none"> 1. Terms and conditions of Council supporting the Spring Sagra as a Town centre activation; 2. Clearly outlining the roles and responsibilities of the Town and Nella Fitzgerald Events in regards to staging the event; 3. The Town's logo be displayed in all promotional material; and 4. Funds are duly acquitted with proof of expenditure and a profit and loss statement and an event evaluation also being submitted. <p>* This event has been rescheduled to 2018.</p>
CORPORATE SERVICES			
3.1	The Power to Make Payments	Local Gov Act 1995, s5.42	The power to make payment from the Municipal Fund, the Trust Fund, the Reserve Fund and any other fund which the Council may operate from time-to-time.
3.2	Special Arrangements for Financial Hardship	Local Gov Act 1995, s5.42, s6.49	The power to enter into special arrangements for the payment of rates and services charges with ratepayers who demonstrate cases of financial hardship.
3.3	Approval of Credit Cards	Local Gov Act 1995, s5.42	The authority to approve the issue of Council credit cards.
3.5	Contracts and Tenders Approval	Local Gov Act 1995, s5.42	The authority to enter into contracts for the supply of goods, services and programs identified within the approved budget up to the value of \$150,000, exclusive of GST, and for the inviting of tenders for the supply of contracts over the value of \$150,000 without further reference to Council, unless expressly identified and itemised by resolution of the Council.
3.6	Disposal of Property Listed in the Annual Budget	Local Gov Act 1995 s5.42	The authority to dispose of local government property listed in the Annual Budget to a value not exceeding \$100,000.
3.8	Local Government Master Lending Agreement	Local Gov Act 1995, s5.42	The authority to sign schedule documents under the Local Government Master Lending Agreement, and to give instructions thereunder on behalf of the Town of Bassendean.

3.9	Investment of Surplus Funds	Local Gov Act 1995, s5.42	The authority to invest surplus funds in accordance with Council's Investment Policy.
PLANNING SERVICES			
4.1	Advice to the Western Australian Planning Commission	Planning & Development Act 2005 & Local Planning Scheme No 10	The authority to give advice to the Western Australian Planning Commission on applications to amalgamate and subdivide land under s142 of the Planning & Development Act 2005, provided the advice is consistent with the requirements of Local Planning Scheme No. 10, subject to all applications for subdivision or amalgamation being presented to the Development Control Unit.
4.4	Delegation of Powers under Local Planning Scheme No 10	Planning and Development (Local Planning Schemes) Regulations 2015	<p>1. The power to determine applications under Clause 68.(2) of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, with the exception of the following classes of development:</p> <ul style="list-style-type: none"> a) Where, in the opinion of the Chief Executive Officer, the proposal involves a major commercial or residential development, which in the opinion of the delegate is likely to have a significant effect on the Town or on local amenity; b) Where, in the opinion of the Chief Executive Officer, the proposal represents a significant departure from the Local Planning Scheme, the R-Codes or Local Planning Policies and nevertheless, the Chief Executive Officer, if he was to decide the matter, would grant approval; c) Where, in the opinion of the Chief Executive Officer, the proposal involves the modification of Restrictive Covenants where there are valid objections on planning grounds; and d) The proposal has been subjected to neighbour or community consultation and has attracted objections which, in the opinion of the Chief Executive Officer, should not be resolved by Officers. <p>2. The authority to prepare responses to the State Administrative Tribunal for applications for review lodged against Council's decisions and notices, and decisions issued under delegated authority, and responses be circulated to Councillors for information.</p> <p>The CEO has on-delegated these powers to the Town Planner (Manager Development Services), pursuant to Clause 83 of the Planning and Development (Local Planning Schemes) Regulations 2015 subject to all applications for development approval being presented to the Development Control Unit in order to provide professional advice and information to the Town Planner (Manager Development Services) under clause 68.(2) of the Planning and Development (Local Planning Schemes) Regulations 2015.</p>

4.5	Power to make comment on Department of Housing & Works' Planning Proposals	Clause 68(2) of the Planning & Development (Local Planning Schemes) Regulations 2015	The power to make comments to the Department of Housing & Works on public housing proposals, subject to Council being advised of such applications upon lodgement.
4.6	Dealing with requests from owners of land to pay in lieu of setting aside land for open space onsite (Cash-in-lieu payments)	Planning & Development Act 2005, s153	The authority to deal with requests from landowners to pay in lieu of setting aside land for open space under section 153 of the Planning and Development Act 2005, provided that: It would be inappropriate, in his opinion for the open space to be provided on site; The request is not made in an area to be considered deficient in open space; The owner pays to the Town of Bassendean the value of providing the open space onsite; and All money received is to be paid into a separate cash-in-lieu fund and to be reported to Council through the quarterly report.
4.7	Strata Titles	Strata Titles Act 1985	The authority to endorse 'Built Strata' Form 24 and Form 26 documentation in accordance with the Strata Titles Act 1985.
BUILDING SERVICES			
5.1	Occupancy Permits & Building Approval Certificates	Building Act 2011	The authority to endorse Occupancy Permits-Strata and Building Approval Certificates-Strata in accordance with the Building Act 2011.
5.16	Appoint authorised persons for the purposes of the Building Act 2011	Building Act 2011, s96	The authority to designate authorised persons in accordance with Section 96 of the Building Act 2011.
5.17	Issue Building Orders in relation to building work, demolition work and/or an existing building or structure	Building Act 2011, s110	The authority to issue Building Orders in accordance with Section 110 of the Building Act 2011.
5.18	Withdraw Building Orders in relation to building work, demolition work and/or an existing building or structure	Building Act 2011, s117	The authority to revoke Building Orders in accordance with Section 117 of the Building Act 2011.
5.20	Prosecution for Offences committed under the Building Act 2011	Building Act 2011, s133(1)	The authority to commence prosecution for offences committed under the Building Act 2011.
HEALTH SERVICES			
6.1	Functions under the Health (Miscellaneous Provisions) Act 1911 (As amended)	Health (Miscellaneous Provisions) Act 1911 (As amended)	Delegates to the Chief Executive Officer, or the person acting in that position, as its deputies, for the purposes of discharging its functions under the Health (Miscellaneous Provisions) Act 1911 (As amended).

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

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

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

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

3. That Council delegates to the Principal Building Surveyor:

No	Title	Legislative Power	Delegation
5.5	Compliances of Privately Owned Swimming Pools	Building Act 2011, and Division 2 of the Building Regulations 2012	The authority as an Authorised Officer to administer the provisions of Division 2 of the Building Regulations 2012 with respect to the compliance of privately owned swimming pools.
5.11	Approve or Refuse Building Permits	Building Act 2011, s20	The authority to approve or refuse applications for Building Permits in accordance with Section 20 of the Building Act 2011.
5.12	Approve or Refuse Demolition Permits	Building Act 2011, s21	The authority to approve or refuse applications for Demolition Permits in accordance with Section 21 of the Building Act 2011.
5.13	Refuse Building or Demolition Permits where there appears to be an error in the documents or information provided in the applications	Building Act 2011, s22	The authority to refuse applications for Building Permits or Demolition Permits in accordance with Section 22 of the Building Act 2011.
5.14	Approve, modify or refuse Occupancy Permits or Building Approval Certificates	Building Act 2011, s58	The authority to approve, modify or refuse Occupancy Permits or Building Approval Certificates in accordance with Section 58 of the Building Act 2011.
5.15	Approve or refuse an application to extend the validity of an occupancy permit or building approval certificate	Building Act 2011, s65	The authority to approve or refuse an application to extend the validity of an occupancy permit or building approval certificate in accordance with Section 65 of the Building Act 2011.
5.17	Issue Building Orders in relation to building work, demolition work and/or an existing building or structure	Building Act 2011, s110	The authority to issue Building Orders in accordance with Section 110 of the Building Act 2011.
5.18	Withdraw Building Orders in relation to building work, demolition work and/or an existing building or structure	Building Act 2011, s117	The authority to revoke Building Orders in accordance with Section 117 of the Building Act 2011.

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

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

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

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

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

No	Title	Delegation No	Delegation
10.168	Approval to keep three dogs at 40 Prospector Loop, Bassendean	7.2	The CEO exercised his delegated authority on 19 October 2016 when he approved an application to keep three dogs at 40 Prospector Loop, Bassendean.
10.169	Approval to keep three cats at 3/42 Walkington Way, Eden Hill	7.3	The CEO exercised his delegated authority on 25 October 2016 when he approved an application to keep three cats at 3/42 Walkington Way, Eden Hill.
10.170	Notice under the Food Act 2008 – 77 West Road, Bassendean	6.2	The Senior Environmental Health Officer exercised her delegated authority under the Food Act 2008 on 30 January 2017 when a Prohibition Order was issued on the proprietor of the West Road Deli at 77 West Road, Bassendean, for unsafe food handling practices.
10.171	Food Act Prosecution – 77 West Road, Bassendean	6.2	The Senior Environmental Health Officer exercised her delegated authority given under Delegation 6.2, Authorised Officers Under the Food Act 2008, on 15 February 2017 when she signed prosecution documents in relation to alleged non-compliances at the West Road Deli, 77 West Road, Bassendean.

10.172	Extension of Contract – Building & General Electrical Services for Maintenance & Minor Works	2.61	The CEO exercised his delegated authority on 1 March 2017 when he signed a letter addressed to Paramount Electrical Services extending contract RFT CO 022 2013-14, Building & General Electrical Services for Maintenance & Minor Works, from 1 April 2017 to 31 March 2018.
10.173	Notice Under Section 3.25 of the Local Government Act – 11 Kenmure Avenue, Ashfield	1.1	The CEO exercised his delegated authority on 12 July 2017 when he signed a Notice issued under Section 3.25 of the LGA 1995 on the owner of Lot 1036; 11 Kenmure Avenue, Ashfield, to remove rubbish and disused materials from the property as listed in the Schedule within 42 days.
10.174	Notice Under Section 3.25 of the Local Government Act – 186 Walter Road East, Bassendean	1.1	The CEO exercised his delegated authority on 5 September 2017 when he signed a Notice issued under Section 3.25 of the LGA 1995 on the owner of Lot 351; 186 Walter Road East, Bassendean, to remove rubbish and disused materials from the property as listed in the Schedule within 42 days.
10.175	Notice Under Section 3.25 of the Local Government Act – 186 Walter Road East, Bassendean	1.1	The CEO exercised his delegated authority on 5 September 2017 when he signed a Notice issued under Section 3.25 of the LGA 1995 on the Tenant of Lot 351; 186 Walter Road East, Bassendean, to remove rubbish and disused materials from the property as listed in the Schedule within 42 days.
10.176	Notice Under Section 3.25 of the Local Government Act – 30 Naunton Crescent, Bassendean	1.1	The CEO exercised his delegated authority on 7 September 2017 when he signed a Notice issued under Section 3.25 of the LGA 1995 on the Owner of Lot 316; 30 Naunton Crescent, Bassendean, to remove rubbish and disused materials from the property as listed in the Schedule within 42 days.
10.177	Notice Under Section 3.25 of the Local Government Act – 30 Naunton Crescent, Bassendean	1.1	The CEO exercised his delegated authority on 7 September 2017 when he signed a Notice issued under Section 3.25 of the LGA 1995 on the Tenant of Lot 316; 30 Naunton Crescent, Bassendean, to remove rubbish and disused materials from the property as listed in the Schedule within 42 days.
10.178	Extension of Contract – Old Perth Road Markets	2.46	The CEO exercised his delegated authority on 3 July 2017 when he signed a new Management Agreement from 1 May 2017 to 30 April 2020 with the Rotary Club of Swan Valley for the running of the Old Perth Road Markets.

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

No	Title	Delegation No	Delegation
11.82	Unauthorised Construction – Lot 20; 63 Ivanhoe Street, Bassendean	2.71	This delegation is no longer required as the applicant has now complied with the R-Codes.
11.83	Retrospective Development Application for a Patio at Lot 19; 15 Bridson Street, Bassendean	2.81	This delegation is no longer required as Council resolved at the OCM in April 2017 to change the legal action time to 90 days.

11.84	Extension of Contract – Annual Bulk Rubbish Collection	2.52	This delegation is no longer required as the contract has expired.
11.85	Extension of Contract – Building & General Electrical Services for Maintenance & Minor Works	2.61	This delegation is no longer required as the CEO exercised his delegated authority on 1 March 2017 when he signed an extension of the contract to 31 March 2018.
11.86	Telecommunications Facility Feasibility Investigation	2.64	This delegation is no longer required as Visionstream has found an alternative site for its infrastructure.
11.87	Unauthorised Parking at 93 Kenny Street, Bassendean	2.67	This delegation is no longer required as the matter has been resolved without the need to prosecute.
11.88	Unauthorised Non-residential Storage at 107 Kenny Street, Bassendean	2.68	This delegation is no longer required as the matter has been resolved without the need to prosecute.
11.89	Prosecution Proceedings for Non-Compliance – 14 Clune Street, Bassendean	2.77	This delegation is no longer required as the matter has been resolved without the need to prosecute.
11.90	Breach of Conditions of Development Approval – Lot 9; 2A & 2B Walter Road East, Bassendean	2.78	This delegation is no longer required as the matter has been resolved without the need to prosecute.
11.91	Unauthorised Construction of a side boundary fence at Lot 3; Unit 4, 51 Devon Road, Bassendean	2.79	This delegation is no longer required as the matter has been resolved without the need to prosecute.
11.92	Retrospective Development Application at Lot 420; 97 Second Avenue, Bassendean	2.80	This delegation is no longer required as the matter has been resolved without the need to prosecute.
11.93	Extension of Time for Prosecution Action to Remove Unauthorised Patio at Lot 19; 15 Bridson Street, Bassendean	2.83	This delegation is no longer required as the matter has been resolved without the need to prosecute.
11.94	Unauthorised Development – Double Carport at 1 Garnsworthy Place, Bassendean	2.85	This delegation is no longer required as the matter has been resolved without the need to prosecute.

8. That Council delegates to the Chief Executive Officer:

7.5	Powers Under the Bush Fires Act 1954	Bush Fires Act 1954 s38A	The authority to appoint a Chief Bush Fire Control Officer, Deputy and other Fire Control Officers under s38A of the Bush Fires Act 1954.
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CARRIED BY AN ABSOLUTE MAJORITY 6/0

10.7 Quarterly Report for Period Ended 30 September 2017 (Ref: FINM/AUD/1 – Bob Jarvis, Chief Executive Officer)

APPLICATION

The purpose of this report was for Council to receive the Quarterly Report for the period ended 30 September 2017.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.7

OCM – 11/10/17 MOVED Cr Pule, Seconded Cr Brown, that Council receives the Quarterly Report for the quarter ended 30 September 2017.
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-5/10/17 6/0

10.8 **RFT CO 070 2017-18 Security Monitoring and Maintenance of Security Equipment (Ref: PLES/TENDNG/56, Ken Cardy - Acting Director Operational Services)**

APPLICATION

The purpose of this report was to appoint a successful Tenderer from the tenders received for RFT CO 070 2017-18 Security Monitoring and Maintenance of Security Equipment for a five (5) year period.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.8

OCM – 12/10/17 MOVED Cr Pule, Seconded Cr Lewis, that Council appoints Casa Security Pty Ltd to undertake the work as required in RFT CO 070 2017-18 Security Monitoring and Maintenance of Security Equipment in accordance with the specifications and terms and conditions for a period of five (5) years, commencing on 1 November 2017.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

10.9 **Bassendean Youth Advisory Council Meetings May to September 2017 (Ref: GOVN/MEETCCL20 – Ayden Mackenzie – Youth Development Officer)**

APPLICATION

The purpose of the report was for Council to receive the minutes of the Youth Advisory Council (YAC) meeting held from May 2017 through to September 2017.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.9

OCM – 13/10/17 MOVED Cr Pule, Seconded Cr Brown, that Council receives the report on the meetings of the Youth Advisory Council meetings dated 26 May, 30 June, 28 July, 25 August and 19 September 2017.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-5/10/17 6/0

10.10 Bassendean Local Studies Collection Management Committee Meeting held on 5 October 2017 (Renata Pietracatella, Manager Library and Information Services)

APPLICATION

The purpose of this report was for Council to receive the report on a meeting of the Bassendean Local Studies Collection Management Committee held on 5 October 2017.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.10

OCM – 14/10/17 MOVED Cr Pule, Seconded Cr Brown, that the report on the meeting of the Bassendean Local Studies Collection Management Committee, held on 5 October 2017, be received. CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-5/10/17 6/0

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.11

OCM – 15/10/17 MOVED Cr Pule, Seconded Cr Brown, that Council notes the decisions made under delegated authority by the Principal Building Surveyor. CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-5/10/17 6/0

10.12 Determinations Made by Development Services (Ref: LUAP/PROCED/1 – Christian Buttle, Senior Planning Officer)

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.12

OCM – 16/10/17 MOVED Cr Pule, Seconded Cr Brown, that Council notes the decisions made under delegated authority by the Manager Development Services. CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-5/10/17 6/0

10.13 Use of the Common Seal (Ref: INFM/INTPROP/1 – Sue Perkins, Executive Assistant to the CEO)

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 10.13

OCM – 17/10/17 MOVED Cr Pule, Seconded Cr Brown, that Council notes that the Common Seal was not attached to any documents during the reporting period.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-5/10/17 6/0

10.14 Calendar for November 2017 (Ref: Sue Perkins, Executive Assistant)

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 10.14

OCM – 18/10/17 MOVED Cr Pule, Seconded Cr Brown, that the Calendar for November 2017 be adopted.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-5/10/17 6/0

10.15 Implementation of Council Resolutions (Ref: GOVN/CCLMEET/1 - Sue Perkins, Executive Assistant)

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 10.15

OCM – 19/10/17 MOVED Cr Brown, Seconded Cr McLennan, that the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 17 October 2017 be deleted, from the Implementation of Council Resolutions list, **excluding resolution ROC17/54543.**

CARRIED UNANIMOUSLY 6/0

10.16 Accounts for Payment – September 2017 (Ref: FINM/CREDTS/4 – Ken Lapham, 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 10.16

- OCM – 20/10/17** MOVED Cr Pule, Seconded Cr Brown, that Council receives the List of Accounts paid for September 2017, as attached to the Ordinary Council Agenda of 17 October 2017.
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-5/10/17 6/0

10.17 Financial Statements – August/September 2017 (Ref:
FINM/AUD/1 – Ken Lapham, 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 10.17

- OCM – 21/10/17** MOVED Cr Pule, Seconded Cr Brown, that the Financial Reports for the period ended 31 August 2017 and 30 September 2017, as attached to the Ordinary Council Meeting Agenda of 17 October 2017, be received.
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –
OCM-5/10/17 6/0

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11.1 Notice of Motion – Cr Bridges: Municipal Heritage Inventory
Thematic History and Matrix

COUNCIL RESOLUTION – ITEM 11.1

- OCM – 22/10/17** MOVED Cr Bridges, Seconded Cr Pule, that the Town of Bassendean amends the Municipal Heritage Inventory Thematic History and Matrix to include changes recommended by the Bassendean Historical Society and endorsed by the Town's Local Studies Librarian.
CARRIED UNANIMOUSLY 6/0

11.2 Notice of Motion – Cr McLennan: Access to Success Hill

COUNCIL RESOLUTION – ITEM 11.2

OCM – 23/10/17 MOVED Cr McLennan, Seconded Cr Pule, that, in response to concerns raised by the Success Hill Action Group (SHAG) around the single point of vehicle access and egress to the Success Hill area via Success Road, Council requests:

1. Officers seek statistical information on road incidents that have occurred at the Success Road – Lord Street intersection, measurements of the volume of traffic and delay time during peak hours at this location;
2. The Town of Bassendean engage with the community, and specifically the residents of Success Hill in the area north of the train line, to gauge the level of concern around the existing single point of vehicle access / egress to the area and seeking suggestions for & feedback on potential solutions to this issue;
3. The community engagement to include an initial workshop to discuss & develop possible solutions with residents followed by a survey that is made available online and also distributed to the letterboxes of all residents in the immediate vicinity; and
4. Officers provide a report on the outcomes of the community engagement and subsequent recommendations for addressing any concerns raised by the February 2018 Ordinary Council meeting.

CARRIED UNANIMOUSLY 6/0

12.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Nil

13.0 CONFIDENTIAL BUSINESS

COUNCIL RESOLUTION – ITEM 13.0(a)

OCM – 24/10/17 MOVED Cr Brown, Seconded Cr Lewis, that the meeting go behind closed doors in accordance with Section 5.23 of the Local Government Act 1995, the time being 7.30pm.

CARRIED UNANIMOUSLY 6/0

All members of the public vacated the Chamber, the time being 7.30pm.

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

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 13.1

OCM – 25/10/17 MOVED Cr McLennan, Seconded Cr Bridges, that:

1. Council awards the Town of Bassendean Sports Achievement Award to the junior nominees shown in the Confidential Officer Report attached to Ordinary Council Agenda 17 October 2017;
2. Council presents the Sports Achievement Award at the 28 November 2017 Ordinary Council Meeting; and
3. The report and name of the recipient of the Award remain confidential until after the Award is presented.

CARRIED UNANIMOUSLY 6/0

13.2 Request for Extension of Licence Agreement – Swan Districts Football Club Inc. (Ref: LEGL/AGMT/8 – Salvatore Siciliano, Acting Director Community Development)

This matter was considered with members of the public excluded from the Chamber under Clause 5.23 (2) (c) and (d) of the Local Government Act 1995, as the Officer report discusses details of a proposed contract to be entered into.

COUNCIL RESOLUTION – ITEM 13.2(a)

OCM – 26/10/17 MOVED Cr Bridges, Seconded Cr Brown, that Point 12 signs (a) be amended to read *"the Club may place, install and erect approved signs on the oval's bank, scoreboard and shelter, **but not on more than 50% of the heritage listed outer perimeter picket fence.**"*

LOST 2/4

Crs Bridges & Brown voted in favour of the motion. Crs Gangell, Lewis, Pule & McLennan voted against the motion.

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 13.2(b)**

OCM – 27/10/17 MOVED Cr Lewis, Seconded Cr Pule, that:

1. Council endorses a new licence agreement between the Town of Bassendean and Swan Districts Football Club, for a period of 5 years (commencing in March and concluding in September of each year) with a 5 year extension option and that the annual license fee for the first year be \$31,150 (based on the current license fee plus CPI);
2. Council instructs the Town's solicitors to prepare a new licence agreement between the Town of Bassendean and the Swan Districts Football Club, based on the previous Licence Agreement's terms and conditions;
3. The Mayor and Chief Executive Officer be authorised to finalise the Licence agreement; and
4. The Mayor and Chief Executive Officer be authorised to finalise the Licence agreement, as required, with an extension option to the agreement, if required.

CARRIED BY AN ABSOLUTE MAJORITY 5/1

Crs Lewis, Pule, Gangell, Bridges & Brown voted in favour of the motion. Cr McLennan voted against the motion.

13.3 Eastern Metropolitan Regional Council (EMRC) Resource Recovery Facility – Participant Agreement for Waste Supply and Financiers Side Deed, update, and progress on request for extension (Ref: LEGL/AGMT/44 - Bob Jarvis, Chief Executive Officer)

This matter was considered with members of the public excluded from the Chamber under Clause 5.23(2) (c) and (d) of the Local Government Act 1995, as the Officer report discusses details of a proposed contract to be entered into.

Councillors were provided with the Confidential Report and Confidential Attachments that were provided to Councillors with the Ordinary Council Agenda of 26 September 2017 and an updated Officer recommendation was included in a Confidential Report, dated 17 October 2017.

OFFICER RECOMMENDATION – ITEM 13.3

That Council takes whatever action it deems necessary in response to the advice received from the EMRC in pursuit of the Council's resolution of 2 of October which states:

"That Council defers a decision on the Participants Agreement for a Waste Supply Agreement until information is received on whether an extension of timeframe is granted by the tenderer."

COUNCIL RESOLUTION

OCM – 28/10/17 MOVED Cr Gangell, Seconded Cr Pule, that Council suspends Standing Orders.

CARRIED UNANIMOUSLY 6/0

All Officers present, except the Chief Executive Officer, Acting Director Operational Services and Minute Secretary, left the Chamber, the time being 8.00pm.

Mr Peter Schneider, Chief Executive Officer and Mr Stephen Fitzpatrick, Director Corporate Services, of the Eastern Metropolitan Regional Council, provided a confidential briefing to Council and then left the Chamber at 8.20pm.

Cr Gangell & Cr Pule left the Chamber, the time being 8.25pm. Cr Gangell & Cr Pule returned to the Chamber, the time being 8.27pm.

COUNCIL RESOLUTION

OCM – 29/10/17 MOVED Cr Bridges, Seconded Cr Pule, that Council resumes Standing Orders.

CARRIED UNANIMOUSLY 6/0

Cr McLennan foreshadowed an alternative motion as follows, should the Officer Recommendation fail:

"That Council advises the EMRC:

- a) That the Town of Bassendean commits to developing a waste strategy with an aim to increasing the Town's waste diversion levels through waste management measures higher up the waste hierarchy than landfill and energy recovery;*
- b) That at this stage, and until the waste strategy is finalised, it would be premature and prejudicial for the Town to commit any of its waste to a Waste to Energy facility;*

- c) *Therefore, should the EMRC choose to award the Waste to Energy tender, the Town of Bassendean will not be committing its residual waste to a Waste to Energy facility in Rockingham at this stage;*
- d) *That the Town of Bassendean reserves its right to consider a Participant Agreement for Waste Supply Agreement that enables the Town of Bassendean to commit some of its waste to the Waste to Energy facility in the future, should the Town wish to do so, on the same terms and conditions as if it chose to commit waste to the facility from the outset; and*
- e) *That the Town of Bassendean reaffirms its commitment to the EMRC and its desire to remain within the regional Council.*

OFFICER RECOMMENDATION — ITEM 13.1

That:

1. Council adopts the Participants Agreement for a Waste Supply Agreement attached as a confidential item to the Ordinary Council Meeting agenda of 17 October 2017;
2. Council authorises the Mayor and the Chief Executive Officer to sign the Participants Agreement for a WSA under Common Seal;
3. Council adopts the Financier Side Deed with the Security Trustee as a confidential item to the Ordinary Council Meeting agenda of 17 October 2017;
4. Council authorises the Mayor and Chief Executive Officer to sign the Financier Side Deed with the Security Trustee under Common Seal, subject to satisfactory amendments in accordance with independent legal advice;
5. Council authorises the Chief Executive Officer in consultation with the Mayor to seek legal advice and make minor changes to the agreements forming confidential attachments to the 17 October Ordinary Council Meeting agenda; and
6. The report and attachments remain confidential and be certified by the Mayor and Chief Executive Officer.

Councillors raised some issues regarding the timeliness of legal advice, and with the acceptance of staff, moved the following recommendation. It should be noted that this did not alter the thrust of the original recommendation.

COUNCIL RESOLUTION - ITEM 13.3

OCM – 30/10/17 MOVED Cr Pule, Seconded Cr Lewis, that

1. Council authorises the Chief Executive Officer, in consultation with the Mayor, to immediately seek legal advice and make changes to the Agreements forming the confidential attachments to the 17 October 2017 Ordinary Council Meeting agenda; and
2. Council commits to support the Participants Agreement for a Waste Supply Agreement and the Financier Side Deed (attached as confidential items to the Ordinary Council Meeting agenda of 17 October 2017), subject to being negotiated to the satisfaction of the Town of Bassendean in regard to the independent legal advice received by the Town;
3. Council authorises the Mayor and the Chief Executive Officer to sign the Participants Agreement for a Waste Supply Agreement and the Financier Side Deed with the Security Trustee under Common Seal (attached as confidential items to the Ordinary Council Meeting Agenda of 17 October 2017), subject to the satisfactory amendments as detailed in point 2 above.
4. The report and attachments remain confidential and be certified by the Mayor and Chief Executive Officer.

CARRIED 4/3

Crs Pule, Lewis & Gangell voted in favour of the motion. Crs Bridges, Brown & McLennan voted against the motion.

Cr Gangell exercised his second vote, resulting in the motion being carried.

13.4 CEO's Annual Performance Review

This matter was considered with members of the public excluded from the Chamber under Clause 5.23 (2) (c) and (d) of the Local Government Act 1995, as the Officer report discusses details of a proposed contract to be entered into.

All remaining staff left the Chamber, the time being 10.05pm.

COUNCIL RESOLUTION – ITEM 13.4

OCM – 31/10/17 MOVED Cr Pule, Seconded Cr Lewis, that:

1. The CEO's (Mr Bob Jarvis) performance is considered to have met the established performance requirements in 2016-17;
2. Council adopts the Key Performance Indicators for 2017-18 in accordance with the 2017-2021 Corporate Business Plan and as attached to the Ordinary Council Agenda of the 17 October 2017; and
3. Mr Jarvis's cash component of the remuneration be increased by 1%.

CARRIED 4/2

*Crs Pule, Lewis, Gangell & Brown voted in favour of the motion.
Crs Bridges & McLennan voted against the motion.*

COUNCIL RESOLUTION – ITEM 13.0(b)

OCM – 32/10/17 MOVED Cr Gangell, Seconded Cr Pule, that the meeting come from behind closed doors, the time being 10.30pm.

CARRIED UNANIMOUSLY 6/0

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 Ordinary Council Meeting will be held on Tuesday 28 November 2017.

There being no further business, the Presiding Member declared the meeting closed, the time being 10.30pm.

ATTACHMENT NO. 2

TOWN OF BASSENDEAN

MINUTES

SPECIAL COUNCIL MEETING - ELECTIONS

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

ON MONDAY 23 OCTOBER 2017 AT 7.00PM

1.0 SWEARING-IN OF NEW COUNCILLORS

The CEO introduced Mr Michael Kar, JP, who was in attendance to swear in the new Councillors.

Mr Michael Kar, JP called forward the following successful candidates of the 21 October 2017 Town of Bassendean Elections:

- Kathryn Ann Hamilton;
- Melissa Maria Mykytiuk;
- Sarah Quinton; and
- Jai Wilson.

The four Councillors made a Declaration of Office.

2.0 ELECTION OF MAYOR & DEPUTY MAYOR

Mr Andrew Wilson, Returning Officer for the Town of Bassendean, was in attendance to assist in the election of the Mayor and Deputy Mayor.

2.1 Election of the Mayor

The CEO called for nominations in writing for the position of Mayor. One nomination for Cr Renee McLennan was received in accordance with the Local Government Act.

The CEO declared Cr Renee McLennan elected unopposed to the position of Mayor.

Cr Renee McLennan made a Declaration of Office before Mr Michael Kar, JP.

Her Worship the Mayor, Cr McLennan, assumed the Chair for the remainder of the meeting.

2.2 Election of the Deputy Mayor

The Mayor called for nominations in writing for the position of Deputy Mayor. One nomination for Cr Bob Brown was received in accordance with the Local Government Act.

The Mayor declared Cr Bob Brown elected unopposed to the position of Deputy Mayor.

Cr Bob Brown made a Declaration of Office before Mr Michael Kar, JP.

3.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Her Worship the Mayor declared the meeting open and welcomed all those in attendance.

All Councillors read aloud the opening statement declaration.

Cr Jai Wilson conducted an Acknowledgement of Country.

4.0 ATTENDANCES, APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE

Present

Councillors

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

Officers

Mr Bob Jarvis, Chief Executive Officer
Mr Michael Costarella, Director Corporate Services
Mr Salvatore Siciliano, A/Director Community Development
Mr Simon Stewert-Dawkins, Director Operational Services
Mr Brian Reed, Manager Development Services
Mrs Sue Perkins, Executive Assistant
Mrs Amy Holmes, Minute Secretary

Guests

Mr Andrew Wilson, Returning Officer
Mr Michael Kar, JP

Public

Approximately 40 members of the public were in attendance.

Press

Nil

5.0 DRAWING OF LOTS FOR SEATING OF COUNCILLORS

Council's Standing Orders Local Law 2006, Part 4, clause 30, provides for the method of allocating seating positions to elected members.

The Chief Executive Officer and the Returning Officer conducted a random draw for seating positions in accordance with the Standing Orders. The outcome was:

Seat number 1	Cr Wilson
Seat number 2	Cr Brown
Seat number 3	Cr Gangell
Seat number 4	Cr Quinton
Seat number 5	Cr Mykytiuk
Seat number 6	Cr Hamilton

6.0 APPOINTMENT OF DELEGATES AND REPRESENTATIVES TO EXTERNAL ORGANISATIONS

APPLICATION

Councillors were requested to consider nominating as delegates and representatives on external committees and organisations for a two year period, expiring on the next ordinary Local Government election day, unless otherwise indicated.

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION –
ITEM 6.0**

SCM – 01/10/17 MOVED Cr Gangell, Seconded Cr Brown, that Council:

1. Appoints the following Councillors to be Members and Deputy Members to the following external Committees for the 2017/19 term:

Committee	Member(s)	Deputy/Deputies
WALGA — East Metropolitan Zone	Cr McLennan Cr Gangell Cr Quinton	Cr Brown
— Annual General Meeting	Cr McLennan Cr Quinton	Cr Gangell
Eastern Metropolitan Regional Council (EMRC)	Cr Mykytiuk Cr Wilson	Cr Brown
Eastern Districts Planning Advisory Committee	Cr Hamilton	Cr Brown
Perth Airports Municipalities Group (PAMG)	Cr Wilson	Cr Brown
Swan River Trust	Cr Mykytiuk	Cr Quinton
Swan River Trust - Interagency Foreshore Working Group	Cr Mykytiuk Cr Quinton	Cr Brown

2. Endorses the following to sit on the Metro Central Joint Development Assessment Panel, for the term ending 26 July 2018.

Committee	Member(s)	Deputy/Deputies
Metro Central Joint Development Assessment Panel	Cr McLennan Cr Hamilton	Cr Brown Cr Wilson

CARRIED BY AN ABSOLUTE MAJORITY 7/0

7.0 CLOSURE

The Mayor thanked everyone for their attendance and invited all those in attendance to partake of refreshments in the Committee Room.

There being no further business, the Mayor closed the meeting, the time being 7.35pm.

ATTACHMENT NO. 3

Our Ref: A70102:TR

Vicki Traganopolos
178 Swansea Street
EAST VICTORIA PARK WA 6101

Dear Sir/Madam:

TREE PRESERVATION ORDER – BASSENDEAN HOTEL

Following a recommendation made by the Town's Tree Consultative Committee, the following resolution was carried at the June 2012 Council meeting:

"Commence Tree Preservation Orders in accordance with Local Planning Scheme No. 10 clause 5.7.7.3 on the Ficus Hollii and the Eucalyptus Citriodora trees, located at the Bassendean Hotel carpark at Lot 6 (23-27) Old Perth Road, Bassendean."

The local government may order the preservation and maintenance of a tree have regard to a tree's aesthetic quality, historical association, rarity or other characteristics which in the opinion of the local government makes the tree worthy of preservation. A person must not cause or permit to be cut, removed or otherwise destroyed a tree the subject of a tree preservation order without the written consent of the local government.

As part of this process and prior to an order being made by Council, it is customary to invite owners of the land to make a written submission to the local government about the proposed order. AS an affected party, you are invited to submit comments within 14 days from the date of this letter.

An arborcultural assessment of each of the five tree will also being undertaken and on receipt of all relevant information, the matter will be considered by Council at next month's Council meeting held at 48 Old Perth Road, Bassendean on the 28th November 2017. It is Council procedure that people with a specific interest in the matter be invited to attend the meeting. If you wish to make a deputation, please contact Yvonne Zaffino on 9377 8025 prior to this meeting.

If you any further enquiries or wish to discuss this matter further, please contact Timothy Roberts of Council's Planning Services on 9377 8024.

Yours faithfully

TIMOTHY ROBERTS
PLANNING OFFICER

31 October 2017

18th August 2017

Timothy Roberts
Planning Officer
Town of Bassendean
PO Box 87
BASSENDEAN WA 6934



Dear Timothy,

ARBORICULTURAL ASSESSMENT AT THE BASSENDEAN HOTEL

Please find enclosed the results of the arboricultural assessment undertaken recently for the trees at the Bassendean Hotel, Bassendean.

Where recommendations for remedial arboricultural work have been made, it is imperative that it is undertaken as outlined in the Australian Standard 4373-2007: Pruning of Amenity Trees. It is also strongly advised that any remedial pruning works be undertaken by, or supervised by, a qualified arborist (AQF Level 3 in Arboriculture).

If you have any questions regarding the assessment or if I can be of service to you again in the future, please feel free to contact me.

Yours sincerely,

A handwritten signature in black ink, appearing to be "BB" followed by a stylized flourish.

Brad Bowden
Principal
Bowden Tree Consultancy®

B.Sc. Sustainable Forestry
Dip. Arboriculture & Parks Management
ISA Certified Arborist – Municipal Specialist AU-0020AM & Tree Risk Assessment Qualified (TRAQ)

1.0 Introduction

1.1 Scope of Report

1.2 The purpose of this report is to summarise the results of the arboricultural assessment and provide recommendations for the two mature Hill's weeping fig trees (*Ficus microcarpa* var. *hillii*) known as tree numbers one and two, and the three lemon-scented gum trees (*Corymbia citriodora*) known as tree numbers three, four and five, all of which are located within the car park area adjacent to the Bassendean Hotel at Old Perth Road, Bassendean. The site visit, visual tree assessment and tree appraisal was undertaken from ground level on the 30th June 2017 and was accurate at the time of inspection. No soil excavation, below ground inspection or detailed tree assessment was undertaken unless specified. Viewing conditions were fine. Concern has been raised by the Town of Bassendean regarding a tree preservation order for the five trees within the hotel car park area prior to any site upgrade or future development.

1.3 Executive Summary

1.4 The five assessed trees identified within this report provide a range of benefits to the ecosystem, to human beings for environmental and health reasons, and to the climate. Assessment has revealed a satisfactory health and structural condition which is typical for the species and age-class of the trees, and a long useful life expectancy (greater than 40 years) is deduced for all five trees. Based on my site visit and observations, and due to both tree species being common throughout Perth and of early-mature age-class, I do not believe any of the five trees to have outstanding significance. All five trees however do provide a wide range of benefits and consideration could be given to a tree preservation order for the three lemon-scented gum trees due to the location of the trees within a group and adjacent to the streetscape precinct.

2.0 Site Observations

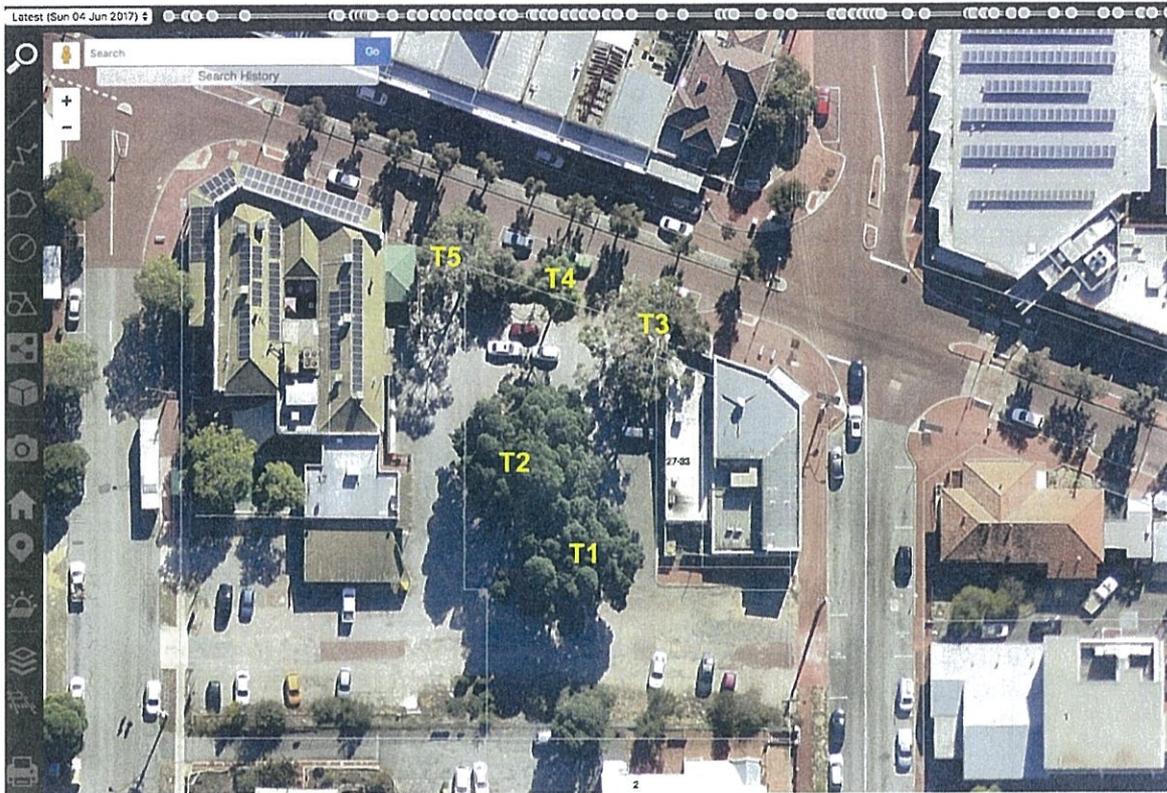


Figure 1. Aerial photo of site and location of the five assessed trees (T1-T5).

Tree Number 1	Botanical Name: <i>Ficus microcarpa</i> var. <i>hillii</i>
Common Name:	Hill's weeping fig
Location:	Southernmost tree on site
Height:	15.8m
DBH:	102cm
Crown Spread (NS/ EW):	16m/ 18m
Structure:	Fair
Health:	High
Comments:	

- Ground surface within the dripline of the tree was predominantly asphalt, limiting soil aeration and water infiltration
- Tear out wound evident on the south side as well as several smaller damaged branches that have resulted from collision impact with vehicles
- Root/ asphalt conflicts observed, with the displacement typical where hard surfacing is located within close proximity of large maturing trees

2.1 Tree Valuation

2.2 Tree appraisal using the "*The (Revised) Burnley Method of Amenity Tree Evaluation*" (Moore, 2006) was undertaken. The formula has been developed for Australian trees and is as follows:

Appraised value = base value × tree volume × life expectancy × form and vigour × location
 $\$79 \times 1,183\text{m}^3 \times 1 \times 0.7 \times 0.8$

Amenity tree value: \$52,335



Figure 2. Tree number one (see arrow); looking towards the east.



Figure 3. A large tear out wound was evident on the south side (see arrow) as well as several smaller damaged branches that have resulted from collision impact with vehicles; looking towards the southwest.

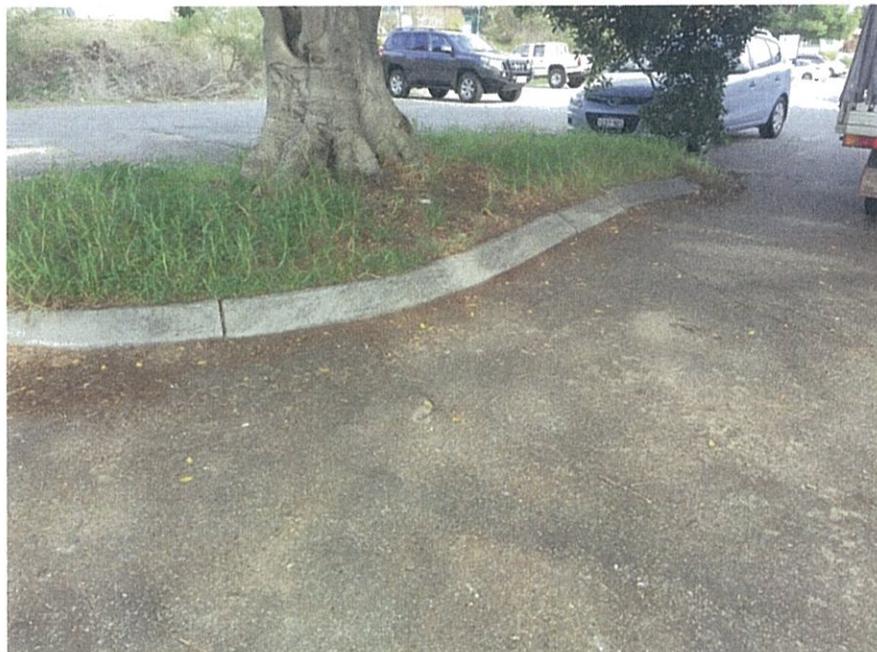


Figure 4. Minor root/ asphalt conflicts were visible within the car parking area and are typical where hard surfacing is located within close proximity of large maturing trees such as the Hill's weeping fig; looking towards the southwest.

Tree Number 2	Botanical Name: <i>Ficus microcarpa</i> var. <i>hillii</i>
Common Name:	Hill's weeping fig
Location:	Centremost tree
Height:	15.6m
DBH:	135cm (basal)
Crown Spread (NS/ EW):	20m/ 21m
Structure:	Fair
Health:	Average
Comments:	

- Severance of a large diameter root evident on the south side of the tree
- Previous kerbing now removed and likely due to displacement from buttress root conflict, with missing bark and exposed sapwood visible
- Poorly-positioned pruning undertaken previously has resulted in lopped branch stubs to 300mm in diameter within the lower crown
- Several dead branches to 100mm in diameter observed in the lower crown

2.3 Tree Valuation

2.4 Tree appraisal using the "*The (Revised) Burnley Method of Amenity Tree Evaluation*" (Moore, 2006) was undertaken. The formula has been developed for Australian trees and is as follows:

Appraised value = base value × tree volume × life expectancy × form and vigour × location
\$79 × 1,699m³ × 0.6 × 0.5 × 0.8

Amenity tree value: \$32,213



Figure 5. Tree number two (see arrow); looking towards the south.



Figure 6. Previous kerbing now removed was evident on the east side and is likely to have resulted due to displacement from root/ kerb conflict; looking towards the northwest.



Figure 7. Several dead branches to 100mm in diameter were observed within the lower crown and were overhanging the car parking bays; looking towards the northeast.

Tree Number 3	Botanical Name: <i>Corymbia citriodora</i>
Common Name:	lemon-scented gum
Location:	Northeast corner of site, 0.6m from the wall to the east
Height:	22.4m
DBH:	70cm
Crown Spread (NS/ EW):	18m/ 18m
Structure:	Fair
Health:	Average
Comments:	

- Naturally-occurring dead branches to 120mm diameter evident with recent dead branch failure visible on the west side of the tree
- Sparse crown density visible and is likely attributable to the hard surfacing and limited open ground restricting aeration and water infiltration
- Incipient crown canker symptoms observed with subsequent kino evident as the tree response to fungal infection

2.5 Tree Valuation

2.6 Tree appraisal using the "*The (Revised) Burnley Method of Amenity Tree Evaluation*" (Moore, 2006) was undertaken. The formula has been developed for Australian trees and is as follows:

Appraised value = base value × tree volume × life expectancy × form and vigour × location
 $\$79 \times 1,881\text{m}^3 \times 0.7 \times 0.7 \times 0.8$

Amenity tree value: \$58,250



Figure 8. Tree number three (see arrow); looking towards the north.



Figure 9. Sparse crown density was visible and is likely attributable to the hard surfacing and limited open ground restricting aeration and water infiltration to the soil profile and absorbing roots; looking towards the south.



Figure 10. Naturally-occurring dead branches to 120mm diameter were evident and recent dead branch failure was visible on the west side of the tree; looking towards the southeast.

Tree Number 4	Botanical Name: <i>Corymbia citriodora</i>
Common Name:	lemon-scented gum
Location:	Adjacent to the footpath, centermost tree
Height:	20.1m
DBH:	38cm
Crown Spread (NS/ EW):	7m/ 7m
Structure:	Good
Health:	High
Comments:	

- Trunk section in contact with pole and the subsequent production of response growth to 'cushion' the contact stress was evident
- Naturally-occurring dead branches nominal in size and amount

2.7 Tree Valuation

2.8 Tree appraisal using the "*The (Revised) Burnley Method of Amenity Tree Evaluation*" (Moore, 2006) was undertaken. The formula has been developed for Australian trees and is as follows:

Appraised value = base value × tree volume × life expectancy × form and vigour × location
\$79 × 255m³ × 1 × 1 × 0.9

Amenity tree value: \$18,130



Figure 11. Tree number four (see arrow); looking towards the northeast.



Figure 12. Trunk section in contact with pole and the subsequent production of response growth to 'cushion' the contact stress was evident; looking towards the northeast.



Figure 13. Naturally-occurring dead branches were nominal in size and amount; looking towards the northeast.

Tree Number 5	Botanical Name: <i>Corymbia citriodora</i>
Common Name:	lemon-scented gum
Location:	Northwest corner of site
Height:	17.4m
DBH:	47cm
Crown Spread (NS/ EW):	14m/ 12m
Structure:	Good
Health:	High
Comments:	

- Hard surfacing and limited open ground evident subsequently restricting aeration and water infiltration into the rootplate
- Naturally-occurring dead branches nominal in size and amount

2.9 Tree Valuation

2.10 Tree appraisal using the "*The (Revised) Burnley Method of Amenity Tree Evaluation*" (Moore, 2006) was undertaken. The formula has been developed for Australian trees and is as follows:

Appraised value = base value × tree volume × life expectancy × form and vigour × location
\$79 × 762m³ × 1 × 0.75 × 0.8

Amenity tree value: \$36,118



Figure 14. Tree number five (see arrow); looking towards the north.



Figure 15. Hard surfacing and limited open ground was evident within the dripline of the tree, subsequently restricting aeration and water infiltration into the rootplate; looking towards the north.



Figure 16. Naturally-occurring dead branches were nominal in size and amount; looking towards the southeast.

3.0 Discussion and Recommendations

3.1 Discussion

3.2 Tree root plate: Root plate composition for most tree species consists of a structural root zone and an absorbing root zone, responsible respectively for the stability/ anchorage of the tree and the uptake of water/ mineral solutes from the soil. Severance of the large diameter woody roots within the structural root zone (the root plate area immediately adjacent to the tree and generally determined as trunk diameter x 5) can compromise tree stability and must be avoided. It can also result in the loss of a significant proportion of the fine, water-absorbing roots, subsequently placing considerable stress on the tree in the short term and may initiate a decline in health condition and/ or tree mortality. The severance of large diameter roots also provides an entry opportunity for infection by wood decay fungi and infestation by wood-destroying insects, increasing the potential for the degradation of wood tissue at the root collar and trunk basal area and compromising tree stability in the long term.

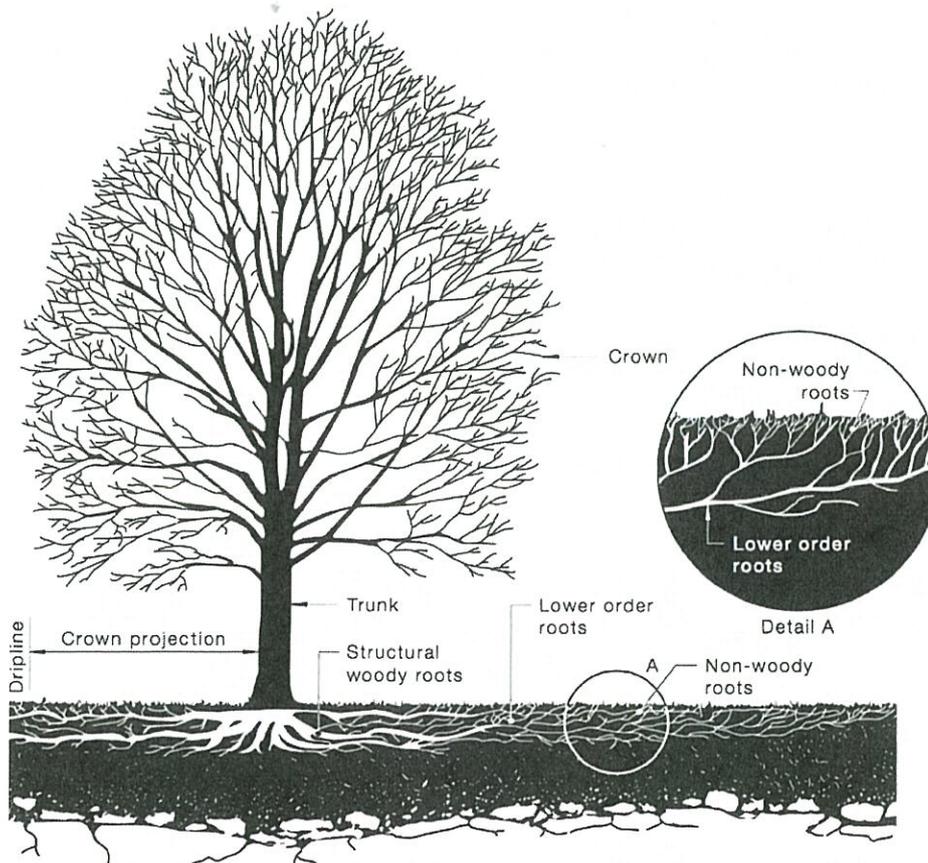


Figure 17. Typical tree structure above and below ground. Source: AS4970-2009: Protection of Trees on Development Sites.

3.3 Tree benefits: Mature urban trees confer many benefits including shade and cooler air temperatures, screening (privacy) and noise reduction, built form aesthetic amelioration, energy conservation, mitigation of the urban heat island effect, air quality improvement and oxygen production, carbon uptake/ storage and greenhouse gas reduction, minimisation of storm water run-off and improvement of water quality, fauna habitat and food source. In general, they enhance our built and natural environments with larger trees providing more benefits.

3.4 Recommendations

3.5 Tree number 1

- Consider crownlifting to 4m above ground level to improve clearance for high vehicles and to alleviate the potential for collision impact and subsequent branch/ stem damage

3.6 Tree number 2

- Undertake deadwooding to remove the dead branches greater 50mm in diameter that overhang and/ or that have an orientation of fall towards the car parking areas
- Consider crownlifting to 4m above ground level to improve clearance for high vehicles and to alleviate the potential for collision impact and subsequent branch/ stem damage

3.7 Tree number 3

- Undertake deadwooding to remove the dead branches greater 50mm in diameter that overhang and/ or that have an orientation of fall towards the footpath car parking areas

3.8 Tree number 4

- No work required at present

3.9 Tree number 5

- No work required at present

4.0 Appendix I

4.1 Arboricultural Terminology

- 4.2 Crown – the leaves and branches of a tree measured from the lowest branch on the trunk to the top of the tree, whilst crown lifting involves pruning of the lower branches to improve clearance for buildings, pedestrians, vehicles etc.
- 4.3 DBH - diameter of the main trunk, measured at breast height approximately 1.4m above ground level for urban trees.
- 4.4 Deadwooding – the removal of dead, diseased or damaged branch wood from the crown of the tree.
- 4.5 Dripline – the width of the crown of the tree measured by the lateral extent of the foliage, with the crown spread measurement indicating the widest part.
- 4.6 Fall zone – is the area in which the tree or tree part is likely to fall when it fails, often calculated as 1.5 times the tree height where brittle dead branches etc. may break up and scatter debris.
- 4.7 First order structural branch – the large branches arising from the trunk that form the main structure of the crown.
- 4.8 Reduction prune – pruning to reduce the extension of a branch, back to a lateral branch that is at least one-third the diameter of the branch being removed.
- 4.9 Root collar – area at the base of the tree where the roots and trunk merge.
- 4.10 Second order branch – a branch arising from a first order structural branch.
- 4.11 Targets – an object, person or structure that would be damaged or injured in the event of tree or branch failure is referred to as the target or target area. The hazard evaluation of the target area is relative to the expected use and occupancy of that area.
- 4.12 Topping and Lopping – deleterious tree height and branch reduction work often at indiscriminate points and generally resulting in weakly-attached regrowth branches prone to failure as subsequent growth occurs.
- 4.13 Tree Protection Zone (TPZ) – the zone of the root plate most likely to contain roots that are critical for anchorage and stability, as well as the absorbing roots responsible for the uptake of water and nutrients; calculated as trunk diameter (DBH) x 12.
- 4.14 V-shaped union – ingrown bark from adjacent parts of the tree that are in contact with each other; usually branch forks, acutely-angled branch attachments or basal stems – often a high failure potential.

4.15 Tree Structure and Health

4.16 The structural condition ('Structure') for each tree or group of trees has been assessed using the following qualitative criteria:

- Good – generally free of structural defects
- Fair – defects evident that may be typical for the species and age class, and which could be corrected through remedial pruning works
- Poor – significant defects that are not likely to be corrected through remedial pruning or arboricultural works
- TBA – to be assessed, requiring further investigation to evaluate tree structural condition

4.17 The vitality ('Health') for each tree or group of trees has been assessed using the following qualitative criteria:

- High – consistent crown density and foliage colour, good shoot extension and an insignificant number of naturally-occurring internal dead branches
- Average – crown condition that may be representative for the species and/or seasonal, possessing satisfactory shoot extension and/or minimal decline and dead branches
- Low – poor shoot extension, sparse crown density and not likely to be corrected through improvement of site resources and plant nutrition
- Moribund – final stages of a decline spiral

5.0 Appendix II

5.1 Author Formal Qualifications

- 5.2 Bachelor of Science (Sustainable Forestry) – 2012
Edith Cowan University, Joondalup & Murdoch University, Murdoch, WA.
- 5.3 Diploma of Applied Science (Horticulture) – 2000
Major studies Arboriculture and Parks/ Gardens management
University of Melbourne, Burnley campus, VIC.
- 5.4 Certificate IV (TAE40110) in Training & Assessment – 2014
Plenty Training, Robina, QLD.
- 5.5 Certificate of Horticultural Practice – 1994
Challenger TAFE, Murdoch campus, WA.

5.6 Additional Certifications

- 5.7 ISA Certified Arborist Municipal Specialist (AU-0020AM) - 2012
International Society of Arboriculture
www.isa-arbor.com/certification/benefits/credentialsExplained.aspx
- 5.8 ISA Tree Risk Assessment Qualification (TRAQ) - 2013
International Society of Arboriculture
<http://www.isa-arbor.com/certification/becomequalified/becomequalified.aspx>

5.9 Limitation of Liability

- 5.10 Bowden Tree Consultancy are tree specialists who use their qualifications, education, knowledge, training, diagnostic tools and experience to examine trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce the risk of living near trees. Clients may choose to accept or disregard the recommendations of this assessment and report.
- 5.11 Bowden Tree Consultancy cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways that the arboriculture industry does not fully understand. Conditions are often hidden within trees and below ground. Unless otherwise stated, observations have been visually assessed from ground level. Bowden Tree Consultancy cannot guarantee that a tree will be healthy or a low risk of harm under all circumstances, or for a specified period of time. Likewise, remedial treatments cannot be guaranteed.
- 5.12 Treatment, pruning and removal of trees may involve considerations beyond the scope of Bowden Tree Consultancy's service, such as property boundaries and ownership, disputes between neighbours, sight lines, landlord-tenant matters and other related incidents. Bowden Tree Consultancy cannot take such issues into account unless complete and

accurate information is given prior or at the time of the site inspection. Likewise Bowden Tree Consultancy cannot accept responsibility for the authorisation or non-authorisation of any recommended treatment or remedial measures undertaken.

- 5.13 In the event that Bowden Tree Consultancy recommends retesting or inspection of trees at stated intervals, or installs any cable/s, bracing systems and support systems, Bowden Tree Consultancy must inspect the system installed at intervals of not greater than 12 months, unless otherwise specified in written reports. It is the client's responsibility to make arrangements with Bowden Tree Consultancy to conduct the re-inspection.
- 5.14 Trees can be managed, but they cannot be controlled. To live or work near a tree involves a degree of risk. All written reports must be read in their entirety; at no time shall part of the written assessment be referred to unless taken in full context with the whole written report. If this written report is to be used in a court of law, or any other legal situation, Bowden Tree Consultancy must be advised in writing prior to the written assessment being presented in any form to any other party.

5.15 Business Details

- 5.16 Bowden Tree Consultancy®
ABN: 51925884945
Post Office Box 104 Darlington W.A. 6070
M: 0438 936 679
E: info@bowdentree.com.au
W: www.bowdentree.com.au

5.17 Literature Cited

- 5.18 Ball, D.J. & Ball-King, L. (2011). *Public Safety and Risk Assessment*. Great Britain: Earthscan
- 5.19 Lilly, S., Matheny, N. & Smiley, E., (2011). *Best Management Practices - Tree Risk Assessment*, Champaign, IL: International Society of Arboriculture
- 5.20 Moore, G.M. (2006). *Revised Burnley Method of Urban Tree Valuation*. Sourced: <http://tinyurl.com/gnspd66>
- 5.21 Standards Australia, (2009). *AS4970-2009 Protection of Trees on Development Sites*, Sydney: SAI Global
- 5.22 Standards Australia, (2007). *AS4373-2007 Pruning of Amenity Trees*, Sydney: SAI Global

ATTACHMENT NO. 4



Government of Western Australia
Environmental Regulation



Document #: ILET-12846217
Date: 19.10.2017
Officer: BOB JARVIS
File: ENVM/REGSTN/1

Document: ILET-12846217
Classification: DMO 5373
Author: Naomi Telford
Phone: 1300 762 982
Fax: (08) 9333 7575
Email: contaminated.sites@dwer.wa.gov.au

Chief Executive Officer
Town of Bassendean
PO Box 87
Bassendean WA 6054

**UPDATE TO A CLASSIFICATION OF A KNOWN OR SUSPECTED CONTAMINATED SITE
UNDER THE CONTAMINATED SITES ACT 2003**

The site detailed below, consisting of 1 parcel of land, was classified by the Department of Water and Environment Regulation (DWER) under the *Contaminated Sites Act 2003* (the CS Act) on 3 January 2017 as '*Remediated for restricted use*'.

- LOT 857 ON PLAN 66168 as shown on certificate of title 2788/651 known as Lot 857 Yelland Way, Bassendean WA 6054

Following the submission of further information, the classification of the site remains unchanged; however the reasons for this classification have been updated. These changes are reflected in the Basic Summary of Records (BSR), of which a copy is attached for your information.

Please contact Naomi Telford, Senior Contaminated Sites Officer, on 1300 762 982 if you have any queries or require further information.

Yours sincerely

Paul Newell, Manager

CONTAMINATED SITES
Delegated Officer under section 91
of the *Contaminated Sites Act 2003*

19/10/2017

Enc. Basic Summary of Records



Contaminated Sites Act 2003 Basic Summary of Records Search Response

Report generated at 02:26:21PM, 19/10/2017

Receipt No: -

ID No: 43979

Search Results

This response relates to a search request received for:

Lot 857 Yelland Way
Bassendean, WA, 6054

This parcel belongs to a site that contains 1 parcel(s).

According to Department of Water and Environmental Regulation records, this land has been reported as a known or suspected contaminated site.

Address	Lot 857 Yelland Way Bassendean, WA, 6054
Lot on Plan Address	Lot 857 On Plan 66168
Parcel Status	<p>Classification: 17/10/2017 - <i>Remediated for restricted use</i></p> <p>Nature and Extent of Contamination:</p> <p>This site is used as a containment cell for soil contaminated with pyritic cinders and other waste associated with historical fertiliser manufacturing. The cell is lined and capped with clay and set at two metres above seasonal high groundwater levels.</p> <p>Metals (such as arsenic, aluminium, zinc), ammonia and phosphorous are present as a plume in groundwater beneath the site and extending off-site to the south east in the direction of groundwater flow.</p> <p>Restrictions on Use:</p> <p>Other than for analytical testing or remediation, groundwater abstraction is not permitted at this site because of the nature and extent of groundwater contamination.</p> <p>Land use at the site is restricted to that of an engineered containment cell, with ongoing leachate and groundwater monitoring and management.</p> <p>Reason for Classification:</p> <p>This site was reported to the Department of Water and Environmental Regulation (DWER) prior to the commencement of the 'Contaminated Sites Act 2003' (the Act). The site was first classified under section 13 of the Act based on information submitted to DWER by September 2011. The site has been classified again under section 13 of the Act to reflect additional technical information submitted to DWER by September 2016.</p> <p>This site is part of a larger development area, known as the Tonkin Industrial Estate (the Estate), which has undergone several stages of development. Land now occupied by the Estate was historically used for the manufacture of fertiliser, a land use that has the potential to cause contamination as specified in Appendix B of 'Assessment and management of contaminated sites' (DER 2014).</p>

Disclaimer

This Summary of Records has been prepared by Department of Water and Environmental Regulation (DWER) as a requirement of the Contaminated Sites Act 2003. DWER makes every effort to ensure the accuracy, currency and reliability of this information at the time it was prepared, however advises that due to the ability of contamination to potentially change in nature and extent over time, circumstances may have changed since the information was originally provided. Users must exercise their own skill and care when interpreting the information contained within this Summary of Records and, where applicable, obtain independent professional advice appropriate to their circumstances. In no event will DWER, its agents or employees be held responsible for any loss or damage arising from any use of or reliance on this information. Additionally, the Summary of Records must not be reproduced or supplied to third parties except in full and unabridged form.



Contaminated Sites Act 2003

Basic Summary of Records Search Response

Report generated at 02:26:21PM, 19/10/2017

The Estate was subject to soil and groundwater investigations undertaken to comply with conditions that had been imposed under Part IV of the 'Environmental Protection Act 1986' in Ministerial Statement No. 82 dated October 1989 and in subsequent revisions of the Ministerial Statement, most recently Ministerial Statement No. 701 dated 25 November 2005.

The Ministerial Statements required the investigation, remediation and management of soil contamination (pyritic cinders, process and other demolition wastes) known to have been historically deposited as fill over the entire estate. Approximately 250,000m³ of contaminated pyritic cinders and demolition wastes were encapsulated at this site within a purpose built containment cell. The containment cell is lined and capped with compacted clay and set at an elevation two metres above seasonal high groundwater levels. The containment of waste within the cell was completed in April 2005.

In February 2006, a soil validation report was submitted to DWER confirming that contaminated soils were successfully remediated and contained within the cell.

The Ministerial Statements also required the monitoring of groundwater and surface water within the western portion of the Estate (Stage 2 and 3) since January 2003.

The most recent groundwater monitoring conducted in 2015 found metals (arsenic, aluminium, iron and zinc), ammonia and total phosphorous were present in groundwater beneath the adjacent land to immediately south of the site at concentrations exceeding assessment levels for non-potable use of groundwater and/or fresh waters, as published in 'Assessment and management of contaminated sites' (DER 2014) and represents a potential risk to the Swan River. The concentrations of substances in groundwater tend to be greater in the deeper portion of the superficial aquifer than at the water table.

Concentrations of some substances, such as aluminium, zinc and ammonia are greater to the south-east of the site, suggesting down gradient, off-site sources are contributing to off-site groundwater impacts. Off-site sources may include other potentially contaminating activities and land uses and impacts as a result of historical disturbance of acid sulfate soils.

An accredited contaminated sites auditor reviewed the investigations for the site. The auditor's findings are documented in a mandatory auditor's report dated 18 August 2016. DWER generally concurs with the auditor's conclusions.

The site is considered suitable for the current land use as a containment cell with ongoing leachate collection and groundwater monitoring and management. The site is not suitable for occupation for any other land use, and as such, the site has been classified as 'remediated for restricted use'.

The site is not suitable for any other land use without further remediation and risk assessment.

A memorial stating the site's classification has been placed on the certificate of title, and will trigger the need for further investigations and risk assessment should the site be proposed for a more sensitive land use.

DWER, in consultation with the Department of Health, has classified this site based on the information available to DWER at the time of classification. It is acknowledged that the contamination status of the site may have changed since the information was collated and/or submitted to DWER, and as such, the usefulness of this information may be limited.

Disclaimer

This Summary of Records has been prepared by Department of Water and Environmental Regulation (DWER) as a requirement of the Contaminated Sites Act 2003. DWER makes every effort to ensure the accuracy, currency and reliability of this information at the time it was prepared, however advises that due to the ability of contamination to potentially change in nature and extent over time, circumstances may have changed since the information was originally provided. Users must exercise their own skill and care when interpreting the information contained within this Summary of Records and, where applicable, obtain independent professional advice appropriate to their circumstances. In no event will DWER, its agents or employees be held responsible for any loss or damage arising from any use of or reliance on this information. Additionally, the Summary of Records must not be reproduced or supplied to third parties except in full and unabridged form.



Contaminated Sites Act 2003 Basic Summary of Records Search Response

Report generated at 02:26:21PM, 19/10/2017

	<p>Action Required:</p> <p>The results of the ongoing groundwater monitoring should be reviewed with consideration given to whether impacted groundwater beneath the site represents a risk to the Swan River.</p> <p>A remedial action plan has been prepared for the decommissioning of the containment cell, and remediation and validation of the land for the proposed commercial/industrial land use. Auditor comments on the remedial action plan are to be provided to DWER by no later than 1 December 2017.</p>
Certificate of Title Memorial	<p>Under the Contaminated Sites Act 2003, this site has been classified as "remediated for restricted use". For further information on the contamination status of this site, please contact the Contaminated Sites Branch of the Department of Environment & Conservation.</p>
Current Regulatory Notice Issued	<p>Type of Regulatory Notice: <i>Nil</i></p> <p>Date Issued: <i>Nil</i></p>
General	<p>No other information relating to this parcel.</p>

Disclaimer

This Summary of Records has been prepared by Department of Water and Environmental Regulation (DWER) as a requirement of the Contaminated Sites Act 2003. DWER makes every effort to ensure the accuracy, currency and reliability of this information at the time it was prepared, however advises that due to the ability of contamination to potentially change in nature and extent over time, circumstances may have changed since the information was originally provided. Users must exercise their own skill and care when interpreting the information contained within this Summary of Records and, where applicable, obtain independent professional advice appropriate to their circumstances. In no event will DWER, its agents or employees be held responsible for any loss or damage arising from any use of or reliance on this information. Additionally, the Summary of Records must not be reproduced or supplied to third parties except in full and unabridged form.

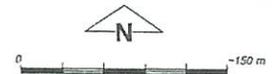
DMO5373 Lot 857 Yelland Way Bassendean



LEGEND

- Perth Metropolitan Area South 15cm Orthomosaic - Landgate 2014
- Perth Metropolitan Area North 15cm Orthomosaic - Landgate 2014
- Perth Metropolitan Area Central 15cm Orthomosaic - Landgate 2014
- Towns
 - A
 - B
 - C
- Road Centrelines
- Cadastre
- Water Corporation Production Bores
- Water Bores
- Water Observation Bores

* Project Data. This data has not been quality assured. Please contact map author for details.



Scale 1:5078

(Approximate when reproduced at A4)

Geocentric Datum Australia 1994

Note: the data in this map have not been projected. This may result in geometric distortion or measurement inaccuracies.

Prepared by:
Prepared for:
Date: 16/10/2017 10:17:18 AM

Information derived from this map should be confirmed with the data custodian acknowledged by the agency acronym in the legend.



Government of Western Australia
Department of Environment Regulation

WA Crown Copyright 2002

RIDGEPOYNT PTY LTD

ABN 14 008 881 052
2A/118 Railway St, West Perth WA 6005
PO Box 3413, Bassendean DC, WA 6942
Phone (08) 9270 5144 Fax (08) 9270 5159

21 November 2017

Brian Reed
Manager Development Services
Town of Bassendean
48 Old Perth Rd, Bassendean WA 6054
breed@bassendean.wa.gov.au

TONKIN PARK – Lot 857 Yellard Way, Bassendean - Containment Cell deconstruction Remediation Action Plan (RAP).

Dear Brian,

Since our previous advice and meeting in relation to the investigation and feasibility of decommissioning the containment cell at the above mentioned address, I can confirm the following:

- The Containment Cell is a stable landform and Ridgepoynt have been able to achieve EPA clearance of all ongoing Ministerial Conditions which relate to the site;
- Detailed analysis of the soils within the containment cell has been undertaken and confirmed that the soils are suitable as controlled fill for commercial and/or industrial land use;
- A detailed RAP has been completed;
- The RAP and all supporting technical information have been reviewed by an independent auditor;
- Ridgepoynt recently received a copy of the Auditor's interim advice to DWER, which provided "conditional approval of the RAP";
- This implies that Ridgepoynt has provisional approval to decommission the containment cell, thus completing the remediation, upon there being a suitable location for the quantity and classification of the material;
- Unlike other contaminated sites – the implementation of the RAP and final remediation will be subject to an acceptable business case for the soil reuse including the exemption of taxes and/or land fill levies, before any further activity will be undertaken;
- Ridgepoynt is currently exploring several opportunities for the reuse of this material with various stakeholders.

I trust this update is useful and I look forward to continued support from the Town of Bassendean in order to achieve the desired outcome, when there is a viable project to implement the approved RAP.

Yours sincerely



Joe Sanfilippo
Ridgepoynt Pty Ltd

ATTACHMENT NO. 5



ROWEGROUP

Job Ref: 8687
27 July 2017

Chief Executive Officer
Town of Bassendean
35 Old Perth Road,
BASSENDEAN, WA, 6934

Perth Office
L3, 369 Newcastle Street
Northbridge 6003
Western Australia
p: +618 9221 1991
f: +618 9221 1919
info@rowegroup.com.au
rowegroup.com.au

Attention: Christian Buttle - Statutory Planning

Dear Mr. Buttle

**Application for Development Approval - HBF Disaster Recovery Centre
Unit 5, 29 May Holman Drive, Bassendean**

Rowe Group acts for HBF Health limited, the leasee of Unit 5, 29 May Holman Drive, Bassendean ('Tenancy').

We refer to the written request of Rowe Group dated 23 March concerning the above matter. The written request sought the agreement of the Town for the temporary use of the tenancy to operate as a Disaster Recovery Centre on an as needed basis. The Town's response of 25 May advised that a formal Application for Development Approval was required.

Accordingly, we have been requested by our Client to prepare the attached Application for Development Approval which seeks approval for the tenancy to operate as an HBF Disaster Recovery Centre commensurate with the 'Office' use.

To enable this matter to progress, we enclose the following:

- Authorised Application for Development Approval form;
- Certificate of Title;
- Development Plans; and
- A Cheque for \$295.00, being the prescribed fee for a Change of Use Application.

Subject Site and Tenancy

The subject site is legally described as:

- Built Strata Lot 5 on Strata Plan 55564, Volume 2733, Folio 575.

Refer **Attachment 1** – Certificate of Title and Strata Plan.

The subject tenancy is one of five Commercial tenancies located at 29 May Holman Drive, Bassendean. The subject tenancy is the largest of the tenancies at the site, which range in internal area from 199m² to 309m². The subject tenancy is to comprise a centrally located Storeroom, staff amenities including toilets and kitchenette, management office and communication services room. The staff facilities are to comprise approximately half of the internal space of the tenancy, where the balance of the tenancy is to be open.

The tenancies at the site are supported by 18 car bays abutting the western lot boundary. Of the bays available on site, three are dedicated for the use of the subject tenancy.

Proposal

It is proposed for the tenancy to operate as a Disaster Recovery Centre associated with our Client's services, on an as needed, temporary, basis.

The Disaster Recovery Centre is an emergency call centre to be operated by our Client following an unforeseen disaster (i.e. severe flooding, terrorist attack). The Centre is to assist our Client in providing health insurance services to its members, and support development of alternative permanent premises.

To provide this service, it is necessary for our Client to maintain the Centre, for use as needed. It is proposed for our Client to occupy the tenancy as follows:

- Centrally located Storeroom;
- Male, Female and Disabled amenity facilities;
- Breakout space for employees;
- Server Room to house telecommunications services;
- Office; and
- Personnel Workstations.

During the period within which the Centre will be used, it is proposed to operate from 6:00am to 6:00pm.

It is noted that our Client's similar facilities have never been utilised. The tenancy will only be used in extraordinary circumstances, approximately once in every 10 year period.

Plans for the proposal are attached at **Attachment 2**.



The proposed use of the Tenancy is consistent with the definition of 'Office' as provided in the Town's Scheme.

Town Planning Considerations

Land Use

In accordance with the Town's Local Planning Scheme No. 10 ('LPS10') the site is zoned 'General Industry'. Land to all sides is similarly zoned 'General Industry'.

It is understood that the tenancy at the site is approved as a 'Warehouse'.

In consideration of the proposed use of the tenancy, being administration of our Client's business activities, it is our view that the proposal is consistent with the 'Office' land use provided within LPS10. 'Office' is defined at Schedule 1 of LPS10 as follows:

"means premises used for administration, clerical, technical, professional or other like business activities;"

The 'Office' use is allocated a land use permissibility of 'D' within the Town's Zoning Table (Table 1), which denotes that the use is capable of approval within the 'General Industrial' zone, through the exercise of discretion.

As noted in our previous request, it is our Client's experience that these facilities are used extremely infrequently and in extraordinary circumstances; estimated as once in every 10 year period.

Vehicle Parking

Clause 5.7.2 of LPS10 states that vehicle parking is to be provided in accordance with Table 2. We have summarised in the table below the vehicle parking which is currently provided for the 'Warehouse' use and that which is required for the 'Office' use. For the purpose of determining vehicle parking, we note that the 'Net Lettable Area' of the tenancy is 172.5m².

Zoning	Parking Requirement	Floor Area	Required Bays (Rounded)
Warehouse	1 per 100m ² of gross floor area	321m ² GLA	3 bays
Office	1 bay per 20m ² of lettable floor area	172.5m ² NLA	9 bays

The use of the site will result in a 6 bay short fall for those periods during which the tenancy is to be occupied. Clause 5.5 of LPS10 provides the mechanism enabling the variation of development requirements.

Our Client's Emergency Management Plan requires dedicated bus services will be provided between the tenancy and nearby train stations. Staff will be notified that vehicle parking is not available on site, and will therefore be required to make use of public transport, the services provided by our Client or an alternate.

The vehicle parking shortfall is appropriate given the infrequency of the use and alternate arrangements provided, where the potential impact associated with the shortfall will be fully addressed by our Client.

As requested by the Town, our Client has discussed the proposal and resulting vehicle parking shortfall with surrounding tenants and landowners, each of which has provided the attached (**Attachment 3**) written support for the proposal. We trust that the attached assists the Town in providing approval for the proposal.

Conclusion

This application has been prepared seeking the Town's approval for a change in approved use for the subject tenancy from 'Warehouse' to 'Office'. The proposal will allow the tenancy to operate as a Disaster Recovery Centre, as needed.

The use of the tenancy is on an as needed basis in the event of disaster, and so, is to be tenanted infrequently. In our Client's experience, facilities such as that proposed are only utilised in extraordinary circumstances, approximately once in every 10 years.

The proposal is a use which is capable of approval within the 'General Industry' zone and will result in a parking shortfall of 6 bays at the times when the tenancy is occupied.

Our Client has acknowledged the potential shortfall in vehicle parking at the site for the periods of use, and has committed to providing bus services from nearby train stations for the use of employees.

The vehicle parking shortfall is considered appropriate given the infrequency of use and alternate arrangements provided by the Client.

Support for the proposal, resulting parking shortfall and the alternate arrangements to be provided has been provided by landowners and tenants within the commercial complex.

Should you require any further information or clarification in relation to this matter, please contact Daniel Hollingworth on 9221 1991.

Yours faithfully,

Daniel Hollingworth

Rowe Group

Attachment One

CERTIFICATE OF TITLE AND STRATA PLAN

WESTERN



AUSTRALIA

REGISTER NUMBER 5/SP55564	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

RECORD OF CERTIFICATE OF TITLE
 UNDER THE TRANSFER OF LAND ACT 1893 AND THE
 STRATA TITLES ACT OF 1985

VOLUME **2733** FOLIO **575**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 5 ON STRATA PLAN 55564
 TOGETHER WITH A SHARE IN ANY COMMON PROPERTY AS SET OUT ON THE STRATA PLAN

REGISTERED PROPRIETOR:
 (FIRST SCHEDULE)

ROBERT PETER MANNION OF 83 HOLMFIRTH STREET, COOLBINIA
 IN 1/3 SHARE
 MARK ROYCE CARROLL
 KARINE CARROLL
 BOTH OF 17 MURCHISON STREET, COOLBINIA
 AS JOINT TENANTS IN 1/3 SHARE
 NASPA HOLDINGS PTY LTD OF UNIT 6, 55 MILL POINT ROAD, SOUTH PERTH
 IN 1/3 SHARE
 AS TENANTS IN COMMON

(T L483616) REGISTERED 19/11/2010

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
 (SECOND SCHEDULE)

- INTERESTS NOTIFIED ON THE STRATA PLAN AND ANY AMENDMENTS TO LOTS OR COMMON PROPERTY NOTIFIED THEREON BY VIRTUE OF THE PROVISIONS OF THE STRATA TITLES ACT NO.33 OF 1985 AS AMENDED.
- *L483617 MORTGAGE TO BANK OF WESTERN AUSTRALIA LTD REGISTERED 19/11/2010.
- *L545816 MEMORIAL. CONTAMINATED SITES ACT 2003 REGISTERED 4/2/2011.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
 * Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: SP55564

END OF PAGE 1 - CONTINUED OVER

RECORD OF CERTIFICATE OF TITLE

REGISTER NUMBER: 5/SP55564

VOLUME/FOLIO: 2733-575

PAGE 2

PREVIOUS TITLE:

2690-779

PROPERTY STREET ADDRESS:

UNIT 5 29 MAY HOLMAN DR, BASSENDEAN.

LOCAL GOVERNMENT AUTHORITY:

TOWN OF BASSENDEAN

NOTE 1:

DUPLICATE CERTIFICATE OF TITLE NOT ISSUED AS REQUESTED BY DEALING
K639472





STRATA PLAN <h1>55564</h1> SHEET 1 OF 1 SHEET	
PLAN OF LOT 822 ON DEPOSITED PLAN 57538	
CERTIFICATE OF TITLE VOLUME 2690 FOLIO 779	
LOCAL GOVERNMENT TOWN OF BASSENDEAN	
INDEX PLAN BG34(2) 18.30	
FIELD BOOK	
SCALE 1 : 400 @ A3	
NAME OF SCHEME 29 MAY HOLMAN DRIVE, BASSENDEAN	
ADDRESS OF PARCEL 29 MAY HOLMAN DRIVE, BASSENDEAN W.A. 6054	
MANAGEMENT STATEMENT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
LODGED 9-Jun-09	CERTIFIED CORRECT <i>[Signature]</i> 29-Jun-09 COR. FILE 1980-2005v17 p112
FEE PAID \$467.00	IN ORDER FOR DEALINGS SUBJECT TO Management Statement
ASSESS No. 5348151	<i>[Signature]</i> 1-9-09
REGISTERED L127384 APPLICATION <i>[Signature]</i> REGISTRAR OF TITLES 10-12-09 DATE	
WESTERN AUSTRALIAN PLANNING COMMISSION W.A.P.C. REF: Certificate of Approval of W.A.P.C. under Section 25 (1) of Strata Titles Act 1985	
DELEGATED UNDER S.15 P&D ACT 2005 DATE	

SURVEYOR'S CERTIFICATE - Reg 54
 CLIFF KEMP
 hereby certify that this plan is accurate and is a correct representation of the -
 (a) "survey, and/or
 (b) "calculations from measurements,
 [*delete if inapplicable]
 undertaken for the purposes of this plan and that it complies with the relevant written law(s) in relation to which it is lodged

[Signature] CLM Kemp
 2009.06.08 18:12:32 +0800
 LICENSED SURVEYOR DATE

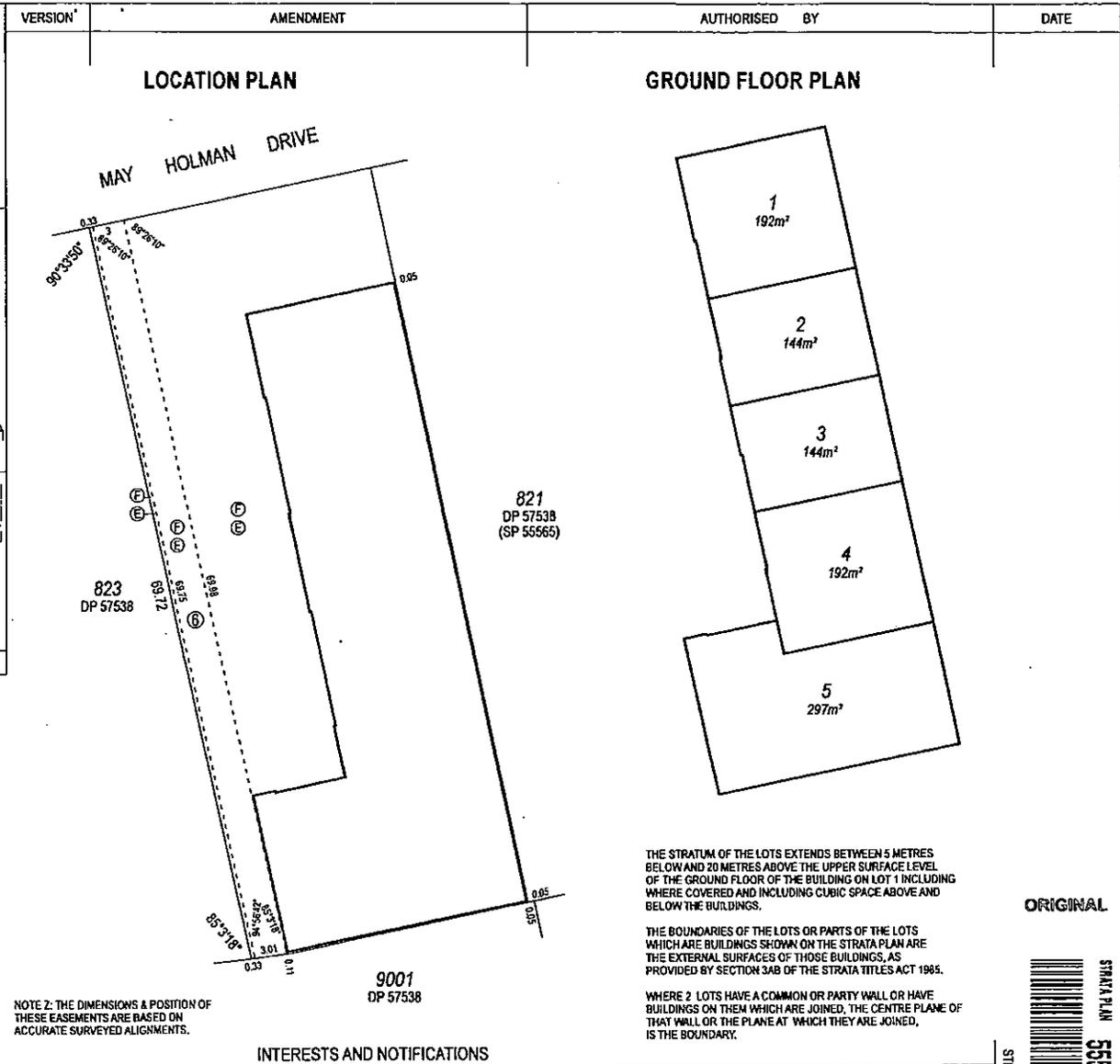
FORM 26
 STRATA TITLES ACT 1985
 Sections 25(1), 25(4)

CERTIFICATE OF GRANT OF APPROVAL BY
 WESTERN AUSTRALIAN PLANNING COMMISSION
 OF STRATA PLAN

It is hereby certified that the approval of the Western Australian Planning Commission has been granted pursuant to section 25(1) of the Strata Titles Act 1985 to the "Strata Plan Plan of the Subdivision Plan - Consideration submitted on 27/8/09 and relating to the property described above.

W.A.P.C.
 REF: 212-09
[Signature] 31-8-09
 FOR CHAIRMAN WESTERN AUSTRALIAN PLANNING COMMISSION DATE

PPS
 property people surveying
 Unit 9, 2 Midna Court
 PO Box 4454 Myerwa BC 9581
 tel 8333 5700
 fax 8317 7023
 dratung@ppsurvey.com.au
 www.ppsurvey.com.au
 PPS Job #0815077



SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENT
Ⓔ	EASEMENT		DOC 17506/1948	SEE DOC	LOTS 1-5 & COMMON PROPERTY	MODIFIED SEE DOC H562135 SEE NOTE Z
Ⓕ	EASEMENT		DOC 17507/1948	SEE DOC	LOTS 1-5 & COMMON PROPERTY	MODIFIED SEE DOC H562136 SEE NOTE Z
Ⓖ	EASEMENT (SEWERAGE)	SECTION 157 OF THE P & D ACT 2005 (REGULATION 6)	DOC A152369 DP 53639	SEE DOC COMMON PROPERTY	LOTS 1-5 & COMMON PROPERTY WATER CORPORATION	SEE NOTE Z

ORIGINAL



STRATA PLAN

FORM 5

Strata Titles Act 1985

Sections 5B(1), 8A, 22(1)

STRATA PLAN No. 55564

DESCRIPTION OF PARCEL & BUILDING

Five Tilt-up concrete commercial units, upon Lot 822 on Deposited Plan 57538

ADDRESS OF PARCEL: 29 May Holman Drive, Bassendean W.A. 6054

CERTIFICATE OF LICENSED SURVEYOR

I, Cliff Kemp, being a licensed surveyor registered under the *Licensed Surveyors Act 1909* certify that in respect of the strata plan which relates to the parcel and building described above (in this certificate called "the plan"): —

- (a) each lot that is not wholly within a building shown on the plan is within the external surface boundaries of the parcel; and either
- (b) each building shown on the plan is within the external surface boundaries of the parcel; or

CS Kemp

Cliff Kemp
2009.06.08 16:15:48 +08'00'

.....
Licensed Surveyor Date

*Delete if inapplicable



FORM 7

Strata Titles Act 1985

Sections 5B (2), 8A (f), 23 (1)

STRATA PLAN No. 55564

DESCRIPTION OF PARCEL & BUILDING

FIVE TILT-UP CONCRETE COMMERCIAL UNITS
UPON LOT 822 ON DEPOSITED PLAN 57538

ADDRESS OF PARCEL: 29 MAY HOLMAN DRIVE, BASSENDEAN WA 6054

CERTIFICATE OF LOCAL GOVERNMENT

Town of Bassendean, the local government hereby certifies that in respect of the strata plan which relates to the parcel and building described above (in this certificate called "the plan"):-

(1) *(a) the building and the parcel shown on the plan have been inspected and that it is consistent with the approved building plans and specifications in respect of the building; or

~~*(b) the building has been inspected and the modification is consistent with the approved building plans and specifications relating to the modification;~~

(2) the building, in the opinion of the local government, is of sufficient standard to be brought under the *Strata Titles Act 1985*;

(3) ~~where a part of a wall or building, or material attached to a wall or building, encroaches beyond the external surface boundaries of the parcel on to a public road, street or way the local government is of the opinion that retention of the encroachment in its existing state will not endanger public safety or unreasonably interfere with the amenity of the neighbourhood and the local government does not object to the encroachment; and~~

(4) *(a) any conditions imposed by the Western Australian Planning Commission have been complied with; or

~~*(b) the within strata scheme is exempt from the requirement of approval by the Western Australian Planning Commission.~~

28TH MAY 2009

.....
Date

* Delete if inapplicable



.....
~~Chief Executive Officer~~
DELEGATED OFFICER

S23(S) STA

FORM 8

ANNEXURE 'B' OF STRATA PLAN No. 55564 REGISTRAR OF TITLES

SCHEDULE OF ENCUMBRANCES ETC.

Instrument		Regist'd	Signature of Registrar of Titles	Cancellation				
Nature	Number			Nature	Number	Regist'd	Time	Signature of Registrar of Titles
STATEMENT	L168911	10.12.09	<i>Endorsements</i> <i>Endorsements</i> ★					

Note: Entries may be affected by subsequent endorsements.

LANDGATE COPY OF ORIGINAL NOT TO SCALE Wed Jun 7 09:17:15 2017 JOB 54062788

Attachment Two

DEVELOPMENT PLANS

Although all care has been taken on the compilation of this document, Rowegroup and all parties associated with its preparation disclaim any responsibility for any errors or omissions. The right is reserved to change this document at any time. This document does not constitute an invitation, agreement or contract for any part thereof of any kind whatsoever. Liability is expressly disclaimed by Rowegroup for any loss or damage which may be sustained by any person acting on any visual impression gained from this document. This document is and remains the property of Rowegroup and may not be reproduced or transmitted, in whole or in part, without the written consent of Rowegroup. All areas and dimensions are subject to survey.



Planning Design Delivery



LEGEND
■ Subject Site
 — Existing Boundaries

0 50 Metres

REVISIONS

Rev	Date	Drawn
A	2017.06.29	M. Sullivan



w: www.rowegroup.com.au
 e: info@rowegroup.com.au
 p: 08 9221 1991

Date Drawn: 2017-06-29
 Job Ref: 8687
 Scale: 1:2,000 @ A4
 Client: HBF Health Limited
 Designer: D. Hollingworth
 Drawn: M. Sullivan
 Projection: MGA50 GDA94
 Plan ID: 8687-FIG-01-A
 Aerial Photography captured and supplied by Nearmap

Site Plan

Lot 882 (No.29) May Holman Drive
 Bassendean

Attachment Three

LANDOWNER AND TENANT AUTHORISATION

Job Ref: 8687
20 July 2017

Town of Bassendean
35 Old Perth Road
BASSENDEAN WA 6934

Attention: Mr. Christian Buttle – Senior Planning Officer

Dear Mr. Buttle

**Proposed HBF Disaster Recovery Centre
Unit 5, 29 May Holman Drive, Bassendean**

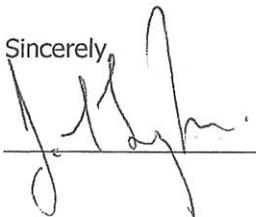
I/We James Taylor being the owner / tenant of Unit 1 at 29 May Holman Drive, Bassendean have been provided with a copy of the proposed Development Plans and are aware of the proposed use of Unit 5.

I/We am/are supportive of the proposal, acknowledging the tenants' proposed strategy for minimising impacts relating to vehicle parking, movement and safety.

Should you have any queries in relation to this matter, please contact

Brian Taylor on 64677412.

Sincerely,





Job Ref: 8687
29 June 2017

ATLAS GEOPHYSICS PTY LTD

ABN 68 123 110 243

-  PO Box 1049 Morley WA 6943
-  +61 8 6278 2898
-  +61 8 6278 1595
-  info@atlasgeo.com.au

Town of Bassendean
35 Old Perth Road
BASSENDEAN WA 6934

Attention: Mr. Christian Buttle - Senior Planning Officer

Dear Mr. Buttle

Proposed HBF Disaster Recovery Centre
Unit 5, 29 May Holman Drive, Bassendean

I/We LEON ROSS MATHEWS

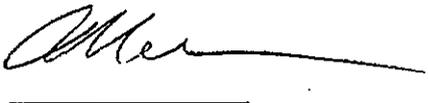
being the owner / tenant of Unit 3 at 29 May Holman Drive, Bassendean
have been provided with a copy of the proposed Development Plans and are
aware of the proposed use of Unit 5.

I/We am/are supportive of the proposal, acknowledging the tenants'
proposed strategy for minimising impacts relating to vehicle parking,
movement and safety.

Should you have any queries in relation to this matter, please contact

Leon Mathews on 08 6278 2898

Sincerely,



24 July 2017

Town of Bassendean
35 Old Perth Road
BASSENDEAN WA 6934

Attention: Mr. Christian Buttle – Senior Planning Officer

Dear Mr. Buttle

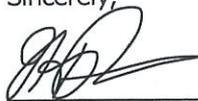
**Proposed HBF Disaster Recovery Centre
Unit 5, 29 May Holman Drive, Bassendean**

I John Paxman being the tenant of Unit 3 at 29 May Holman Drive, Bassendean have been provided with a copy of the proposed Development Plans and are aware of the proposed use of Unit 5.

I am supportive of the proposal, acknowledging the tenants' proposed strategy for minimising impacts relating to vehicle parking, movement and safety.

Should you have any queries in relation to this matter, please contact John Paxman on 0434 361 558.

Sincerely,



24 July 2017

24 July 2017

Town of Bassendean
35 Old Perth Road
BASSENDEAN WA 6934

Attention: Mr. Christian Buttle – Senior Planning Officer

Dear Mr. Buttle

**Proposed HBF Disaster Recovery Centre
Unit 5, 29 May Holman Drive, Bassendean**

We, Securewest Developments, being the owner of Unit 4 at 29 May Holman Drive, Bassendean have been provided with a copy of the proposed Development Plans and are aware of the proposed use of Unit 5.

We are supportive of the proposal, acknowledging the tenants' proposed strategy for minimising impacts relating to vehicle parking, movement and safety.

Should you have any queries in relation to this matter, please contact the undersigned on 0413644441.

Yours sincerely,



Andrew Goldie
Managing Partner



ATTACHMENT NO. 6

LOCAL GOVERNMENT ACT 1995**TOWN OF BASSENDEAN****BEE KEEPING LOCAL LAW****TABLE OF CONTENTS**

1. Citation and Application
2. Repeal
3. Interpretation
4. Permit Required to Keep Bees
5. Application for a Permit
6. Determination of Application
7. Conditions of Approval
8. Variation or Cancellation of Permit and Conditions
9. Permit Holder to Notify of Cessation of Registration or Keeping of Bees
10. Permit Not Transferable
11. Nuisance
12. Notice to Remove Bees
13. Offences and Penalties
14. Forms
15. Objections and Appeals

SCHEDULE 1

Prescribed Offences

LOCAL GOVERNMENT ACT 1995

TOWN OF BASSENDEAN

BEE KEEPING LOCAL LAW

Under the powers conferred by the *Local Government Act 1995* and under all other powers, the Council of the Town of Bassendean resolved on 27 March 2001 to make the following local law.

1. Citation and Application

This local law may be cited as the *Town of Bassendean Bee Keeping Local Law* and shall apply throughout the district.

2. Repeal

The Local Laws relating to the Keeping of Bees published in the *Government Gazette* of 8 May 1981 are repealed.

3. Interpretation

In this local law, unless the context requires otherwise—

“Act” means the *Local Government Act 1995*;

“Bee Hive” means a hive standing alone or any 2 or more hives standing in a group;

“District” means the district of the local government;

“Local government” means the Town of Bassendean;

“Nuisance” includes—

- (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;
- (b) an unreasonable interference with the use and enjoyment of a person in her or his ownership or occupation of land; and
- (c) interference which causes material damage to land or other property on the land affected by the interference;

“Permit” means a permit issued under this local law;

“Permit Holder” means a person who holds a valid permit—

- (a) constituted under section 26(2) of the *Land Administration Act 1997*; or
- (b) referred to in clause 37 of Schedule 9.3 of the Act.

4. Permit Required to Keep Bees

(1) A person shall not keep bees or allow bees to be kept on land except in accordance with a valid permit issued in relation to the land.

(2) Subclause (1) does not apply where an occupier of land keeps bees on the land—

- (a) for a continuous period not exceeding 8 weeks in a 12 month period; and
- (b) for the purpose of pollinating a crop on the land.

(3) An occupier referred to in subclause (2), in keeping bees under that subclause, shall provide a good and sufficient water supply on the land which is readily accessible by the bees.

(4) Subclause (1) does not apply where a person keeps bees on Crown land.

5. Application for a Permit

An applicant for a permit shall—

- (a) be a person registered as a beekeeper under section 8 of the *Beekeepers Act 1963*;
- (b) provide such details as may be required by the local government;
- (c) apply in the form determined by the local government; and
- (d) pay any application fee imposed and determined by the local government under sections 6.16-6.19 of the Act.

6. Determination of Application

(1) The local government may—

- (a) refuse to determine an application for a permit which does not comply with clause 5;
- (b) approve an application for a permit subject to the conditions referred to in clause 7 and to such other conditions as it considers appropriate; or
- (c) refuse to approve an application for a permit.

(2) Where an application for a permit is approved subject to conditions, the permit holder is to comply with those conditions or is to cause those conditions to be complied with.

(3) Where the local government approves an application under subclause (1)(b), it is to issue to the applicant a permit in the form determined by the local government.

(4) A permit is valid from the date of issue unless and until it is cancelled under this local law.

7. Conditions of Approval

(1) Without limiting the generality of clause 6 (1)(b), an application for a permit may be approved by the local government, subject to the following conditions—

- (a) the provision of a good and sufficient water supply on the land which is readily accessible by the bees on the land;
- (b) each bee hive shall be—
 - (i) kept at a distance specified by the local government from any thoroughfare, public place or boundary of the land; or
 - (ii) located near a screen or other barrier so as to prevent the bees flying low over a thoroughfare, public place or adjoining land;
- (c) no more than 2 bee hives are to be kept on land of less than 2,000 square metres in area; and
- (d) no more than 15 bee hives are to be kept on land between 2,000 and 20,000 square metres in area.

(2) In respect of a particular application for a permit, the local government may vary any of the conditions referred to in subclause (1).

8. Variation or Cancellation of Permit and Conditions

(1) The local government may vary the conditions of a permit after it has been issued.

(2) The local government may cancel a permit on the request of a permit holder to do so.

(3) Notwithstanding clause 12, a permit shall be cancelled on—

- (a) the permit holder ceasing to be registered as a beekeeper under section 8 of the *Beekeepers Act 1963*; or
- (b) the expiration of a continuous period of 12 months during which the permit holder has not kept any bees on the land to which the permit relates,

without any action required on the part of the local government.

9. Permit Holder to Notify of Cessation of Registration or Keeping of Bees

(1) In this clause a "permit holder" includes the holder of a permit cancelled by clause 8(3).

(2) A permit holder is to notify the local government in writing as soon as practicable after—

- (a) the permit holder ceases to be registered as a beekeeper under section 8 of the *Beekeepers Act 1963*; or
- (b) a continuous period of 12 months passes during which the permit holder has not kept any bees on the land described in her or his permit.

(3) A permit holder shall, within 7 days of the local government giving the permit holder a written notice to do so, provide to the local government—

- (a) written proof of her or his registration as a beekeeper under section 8 of the *Beekeepers Act 1963*;
- (b) in respect of land identified by the local government in its notice, a signed statement as to whether or not he or she has kept bees on the land within the 12 months preceding the date of the notice; or
- (c) both.

10. Permit Not Transferable

A permit is personal to the permit holder and applies only to the land described in the permit.

11. Nuisance

A person shall not keep or allow to be kept bees or beehives, or both, on land so as to create a nuisance.

12. Notice to Remove Bees

(1) Whenever in the opinion of the local government a person has contravened any provision of the *Beekeepers Act 1963* or of this local law which relates to the keeping of bees or bee hives, the local government may give the permit holder in relation to that land, or if there is no valid permit in relation to that land an owner or occupier of the land a written notice requiring her or him to remove any bees or bee hives, or both, from the land within the time specified in the notice.

(2) Subject to Division 1 of Part 9 of the Act, on the giving of a notice referred to in subclause (1), any valid permit given by the local government relating to the keeping of bees or bee hives on that land is cancelled from the time specified in the notice, being not less than 7 days from the date it is given.

(3) Where a person fails to comply with a notice given under subclause (1), the local government may dispose of the bees or the bee hives or both in such manner as it sees fit and recover the costs of so doing from the permit holder or an owner or occupier, as the case may be, as a debt due to it.

13. Offences and Penalties

- (1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing commits an offence.
- (2) A person who commits an offence under this local law is liable to a penalty of \$5,000 and a daily penalty of \$500 in respect of each day or part of a day during which the offence has continued.
- (3) An offence against a clause specified in the Schedule is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (4) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in the Schedule.

14. Forms

For the purposes of this local law—

- (a) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*; and
- (b) the form of the notice sent under section 9.20 of the Act withdrawing an infringement notice is that of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

15. Objections and Appeals

When the local government makes a decision under this local law as to whether it will—

- (a) grant a person a permit;
- (b) vary or cancel a permit; or
- (c) give a person a notice under clause 12(1),

the provisions of Division 1 of Part 9 of the Act and regulations 33 and 34 of the *Local Government (Functions and General) Regulations 1996* shall apply to that decision.

Schedule 1
PRESCRIBED OFFENCES

Clause	Description	Modified Penalty \$
4(1)	Failure to obtain permit to keep bees	100
4(3)	Failure to comply with obligation when temporarily keeping bees	100
6(2)	Failure to comply with a condition of a permit to keep bees	100
9(3)	Failure to comply with notice of local government.....	100
11	Creation of nuisance from keeping of bees or beehives.....	100
12(1)	Failure to comply with notice to remove bees or bee hives for contravention of local law	100

Dated this 9th day of July 2001.

The Common Seal of the Town of Bassendean was affixed by authority of a resolution of the Council in the presence of—

Cr G K PETERSON, Mayor.

Mr GRAEME MACKENZIE, Chief Executive Officer.

TOWN OF BASSENDEAN

BEE KEEPING LOCAL LAW

Under the powers conferred by the Local Government Act 1995 and under all other enabling powers, the Council of the Town of Bassendean resolved on _____ to make the following local law.

PART 1—PRELIMINARY

1.1 Title

This is the Town of Bassendean Bee Keeping Local Law.

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the Government Gazette.

1.3 Repeal

The Local Laws relating to the Keeping of Bees published in the Government Gazette of 16 August 2001 are repealed.

1.4 Application

This local law applies throughout the district.

1.5 Terms used

(1) In this local law, unless the context requires otherwise—

Act means the Local Government Act 1995;

authorised person means a person authorised by the local government under section 9.10 of the Act to carry out functions with respect to this local law;

bee means a bee of the species *Apis mellifera*;

bee hive means a movable or fixed structure, container or object which contains a bees nest and in which bees are kept;

beekeeper has the meaning given in regulation 3 of the Biosecurity and Agriculture Management Regulations 2013;

Crown land has the meaning given in section 3(1) of the Land. Administration Act 1997;

district means the district of the local government;

local government means the Town of Bassendean ;

nuisance means—

- (a) an activity or condition which is harmful or annoying and which constitutes a reasonable basis for legal liability in the tort of public or private nuisance at law;

- b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or
- c) an interference which causes material damage to land or other property on the land affected by the interference;

occupier has the meaning given in the Act;

permit means a permit issued under this local law;

permit holder means a person who holds a valid permit;

registered beekeeper means a person who is registered as a beekeeper under regulation 13(7) of the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013*; and

Regulations means the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013*.

(2) A term that is used in this local law and is not defined in subclause (1) has the same meaning as is given in the Act.

PART 2—PERMIT TO KEEP BEES

2.1 Permit required to keep bees

- (1) Subject to this clause, a person must not keep bees or allow bees to be kept on land—
 - (a) unless that person is a registered beekeeper if required by the Regulations; and
 - (b) in accordance with a valid permit issued in relation to the land.
- (2) Subclause (1) does not apply where an occupier of land keeps bees on the land:
 - (a) for a continuous period not exceeding 8 weeks in a 12 month period; and
 - (b) for the purpose of pollinating a crop on the land.
- (3) An occupier referred to in subclause (2), in keeping bees under that subclause, shall provide a good and sufficient water supply on the land that is readily accessible by the bees.
- (4) Subclause (1) does not apply where a person keeps bees on Crown land.
- (5) In relation to all land-
 - (i) no more than 2 bee hives are kept on the land of less than 2,000 m² in area ;
 - (ii) no more than 5 bee hives are kept on the land of between 2,000 m² and 20,000m² in area ;
 - (iii) before establishing the bee hives on the land, the occupier of the land notifies, in writing, the occupier of each property adjoining the land that the bee hives are to be kept;

- (iv) each bee hive is kept at least 10 metres from any thoroughfare (including a footpath) or public place and at least 5 metres from any other boundary of the land;
- (v) a good and sufficient supply of water on every apiary site is provided in a way that is readily accessible to the bees on that site; and
- (vi) bees from the bee hives do not become a nuisance.

2.2 Application for a permit

An applicant for a permit must—

- (a) be a registered beekeeper if required by the Regulations;
- (b) provide the information (including any comments from neighbours) that may be required by the local government;
- (c) apply in the form determined by the local government; and
- (d) pay any application fee imposed by the local government under sections 6.16 to 6.19 of the Act.

2.3 Determination of application

- (1) The local government may—
 - (a) refuse to determine an application that does not comply with clause 2.2;
 - (b) approve an application subject to any conditions that it considers appropriate; or
 - (c) refuse to approve an application.
- (2) The permit conditions may include that—
 - (a) each bee hive must be kept at least 10 metres from any thoroughfare (including a footpath) or public place and at least 5 metres from any other boundary of the land;
 - (b) no more than 2 bee hives are kept on the land of less than 2,000 m² in area ; and
 - (c) no more than 5 bee hives are kept on the land of between 2,000 m² and 20,000m² in area ;
- (3) If the local government approves an application, it is to issue to the applicant a permit in the form determined by the local government from time to time.
- (4) A permit is valid from the date of issue until it is cancelled under this local law.
- (5) A permit holder must comply with the permit conditions.

2.4 Variation or cancellation

- (1) The local government may vary a permit condition by giving written notice to the permit holder and the varied condition takes effect 7 days after that notice is given.
- (2) The local government may cancel a permit if—

- (a) the permit holder requests the local government to do so; or
 - (b) the permit holder fails to comply with a notice under clause 3.1 within the time specified in the notice or commits any other offence under this local law.
- (3) A permit is taken to be cancelled on—
- (a) the permit holder ceasing to be registered as a beekeeper; or
 - (b) the expiration of a continuous period of 12 months during which the permit holder has not kept any bees on the land to which the permit relates.

2.5 Information to be provided by a permit holder

- (1) In this clause a 'permit holder' includes the holder of a permit cancelled under clause 2.4(3).
- (2) A permit holder must notify the local government in writing as soon as practicable after—
 - (a) the permit holder ceases to be a registered beekeeper; or
 - (b) a continuous period of 12 months passes during which the permit holder has not kept any bees on the land to which the permit relates.
- (3) A permit holder must, within 7 days of an authorised person giving the permit holder a written notice to do so, provide to the local government either or both of—
 - (a) written proof of the permit holder's registration as a beekeeper under regulation 13(7) of the *Biosecurity and Agriculture Management (Identification and Movement Stock and Apiaries) Regulations 2013*; and
 - (b) a signed statement as to whether the permit holder has, within the 12 months preceding the date of the notice, kept bees on the land to which the permit relates and which is identified in the notice.

2.6 Permit not transferable

A permit—

- (a) is personal to the permit holder;
- (b) applies only to the land described in the permit; and
- (c) is not transferable.

2.7 Nuisance

A person must not keep or allow to be kept bees or beehives, or both, on land so as to create a nuisance.

2.8 Objections and review rights

Division 1 of Part 9 of the Act applies to a decision under this local law—

- (a) to refuse an application for a permit;
- (b) to impose or vary a condition of a permit;
- (c) to cancel a permit; or

- (d) to give a person a notice under clause 3.1.

PART 3—ENFORCEMENT

3.1 Notice to remove

- (1) If, in the opinion of an authorised person, the bees on any land (whether or not the subject of a permit) are likely to endanger the safety of any person or create a serious public nuisance, the authorised person may give to the owner or occupier of that land a written notice requiring the owner or occupier as the case may be to remove the bees before the date specified in the notice.
- (2) If, in the opinion of an authorised person, a person has breached a provision of this local law, the authorised person may give to that person a written notice requiring him or her to remedy that breach before the date specified in the notice.

3.2 Offences and general penalty

- (1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing commits an offence.
- (2) A person who commits an offence under this local law is liable to a penalty of \$5,000 and where the offence is of a continuing nature, to a daily penalty of \$500 in respect of each day or part of a day during which the offence has continued.

3.3 Prescribed offences

- (1) An offence against a clause specified in the Schedule is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in the Schedule.

3.4 Forms

- (1) The form of the infringement notice referred to in section 9.17 of the Act is Form 2 in Schedule 1 of the Local Government (Functions and General) Regulations 1996.
- (2) The form of the infringement withdrawal notice referred to in section 9.20 of the Act is Form 3 in Schedule 1 of the Local Government (Functions and General) Regulations 1996.

SCHEDULE

PRESCRIBED OFFENCES AND MODIFIED PENALTIES

(clause 3.3)

Item No	Clause No	Nature of Offence	Modified Penalty \$
1	2.1(b)	Failure to obtain permit to keep bees	100
2	2.1(3)	Failure to comply with obligation when temporarily keeping bees	100
3	2.3(1) (b)	Failure to comply with a condition of a permit to keep bees	100
4	3.1	Failure to comply with notice of local government	100
5	2.7	Creation of nuisance from keeping of bees or beehives	100

Dated this _____ day of _____

The Common Seal of the _____)

Town of Bassendean _____)

was affixed by authority of a resolution _____)

of the Council in the presence of: _____)

MAYOR

CHIEF EXECUTIVE OFFICER

ATTACHMENT NO. 7

BLANK INSTRUMENT FORM

DEED OF EASEMENT

(Note 1)

THIS DEED OF EASEMENT is made the 9th day of November 2012

BETWEEN:

1. PARTIES

- 1.1 ~~THE STATE HOUSING COMMISSION~~ HOUSING AUTHORITY of 99 Plain Street, East Perth in the State of Western Australia, ("the Grantor") which expression where the context so admits or requires shall extend to and include the legal assigns and transferees of the Grantor).
- 1.2 **PETER EDWARD ROBINSON** of 29 Guildford Road, Ashfield in the said State ("the Grantee" which expression where the context so admits or requires shall extend to and include the successors in title and assigns the Grantee)

2. RECITALS

- 2.1 The Grantor is registered as the proprietor of an estate in fee simple subject to the encumbrances set out at Clause 7 of this Easement, of the land described as Lot 133 on Diagram 6229 and being the whole of the land comprised in Certificate of Title Volume 2136 Folio 489 ("the Servient Tenement")
- 2.2 The Grantee is registered as the proprietor of an estate in fee simple of the land described as Lot 770 on Plan 3838 and being the whole of the land comprised in Certificate of Title Volume 963 Folio 148 ("the Dominant Tenement")
- 2.3 The Grantor has agreed to grant to the Grantee a right of way over the portion of the Servient Tenement marked "A" on Deposited Plan 71760 ("the Easement Area")

3. GRANT

NOW BY THIS DEED:

- 3.1 The Grantor **HEREBY GRANTS** to the Grantee full right and liberty for the Grantee and its successors in title and the owners and occupiers for the time being of the Dominant Tenement and all persons authorised by the owner of the Dominant Tenement from time to time to pass over the Easement Area with or without vehicles of any description for all purposes connected with the use and enjoyment of the Dominant Tenement.
- 3.2 The easement granted by this deed shall commence on the date of its execution by the Grantor.
- 4. **GRANTOR'S COVENANTS**
The Grantor shall not permanently block or erect any permanent structure upon the Easement Area nor create any obstruction to prevent free passage for the Grantee across the Easement Area.

5. GRANTEE'S COVENANTS

The Grantee HEREBY COVENANTS with the Grantor -

- 5.1 To exercise the easement hereby granted in such manner as to cause as little inconvenience as is practicable to the land of the Grantor.
- 5.2 Forthwith to remedy and make good any damage to the land of the Grantor which may result from the exercise and use of this easement by the Grantee.

6. COSTS

The Grantee agrees to pay the costs of and incidental to the instructions for and the preparation, stamping and registration of this easement.

7. ENCUMBRANCES

7.1 The Servient Tenement.

The right to mines of coal or other minerals

7.2 The Dominant Tenement

Mortgage L397093

EXECUTED by the Parties as a Deed

The Grantee

SIGNED by PETER EDWARD ROBINSON

in the presence of:

Witness Name (please print) TRIGUN TRAN

Witness Address 71 COLLIER STREET, MELBOURNE VIC 3000

Witness Occupation BANK OFFICER

The Grantor

SIGNED by ~~THE STATE HOUSING COMMISSION~~



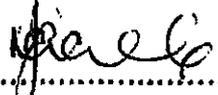
HOUSING AUTHORITY of 99 Plain Street East Perth
formerly known as The State Housing Commission under
The Housing Act 1980

THE COMMON SEAL OF
HOUSING AUTHORITY
was hereunto affixed in the presence of

.....
 Authorised Officer Authorised Officer
 Eugene George Bowden MICHAELA GERARDETH GALE

Consent of Mortgage

Executed By NATIONAL AUSTRALIA BANK LIMITED
by being signed by its Attorney who holds the position
of Level 3 Attorney under Power of Attorney No. K117403
in the presence of:



.....
Signature of Witness

Ram Jacob

.....
Name of Witness

1382 Albany Hwy
CANNINGTON WA 6107

.....
Address

Bank Officer

.....
Office Held



.....
Signature of Attorney

JAN CRAIG

.....
Name of Attorney

INSTRUCTIONS

1. This form may be used only when a "Box Type" form is not provided or is unsuitable. It may be completed in narrative style.
2. If insufficient space hereon Additional Sheet Form B1 should be used.
3. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
4. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialed by the persons signing this document and their witnesses.

NOTES

1. Insert document type.
2. A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The address and occupation of the witness must be stated.

OFFICE USE ONLY

Lodged By Taylor Smart
1 Regal Place
Address East Perth WA 6004

Phone No. 9325 8266
Fax No 9325 2895
E-Mail ggiles@taylorsmart.com.au
Reference No. GBG:DL:33148
Issuing Box No. 218u

Prepared By Taylor Smart
1 Regal Place
Address East Perth WA 6004

Phone No. 9325 8266
Fax No. 9325 2895
E-Mail ggiles@taylorsmart.com.au
Reference No. GBG:BC:33148
Issuing Box No. 218u

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY.

[Empty box for instructions]

TITLES, LEASES, DECLARATIONS ETC. LODGED HEREWITH

1. _____	Received Items
2. _____	No.
3. _____	
4. _____	
5. _____	Receiving Clerk
6. _____	

Registered pursuant to the provisions of the TRANSFER OF LAND ACT 1893 as amended on the day and time shown above and particulars entered in the Register.

EXAMINED

ATTACHMENT NO. 8

Technical Note	81113-259-FLYT-TEN-0004
PROJECT	Whitfield Street Bike Boulevard, Town of Bassendean Concept Design Plans
Date Issued	09/06/17

1. Introduction

The Town of Bassendean (ToB) was successful in its application for funding by the Department of Transport (DoT) for the delivery of the Project Scope and Concept Design of the Whitfield Street Bike Boulevard (Guildford Road to Sandy Beach Reserve).

The Whitfield Street Bike Boulevard forms part of the second phase of bike boulevard schemes being considered by DoT, following on from the three initial pilot projects planned, designed and at various stages of delivery/construction.

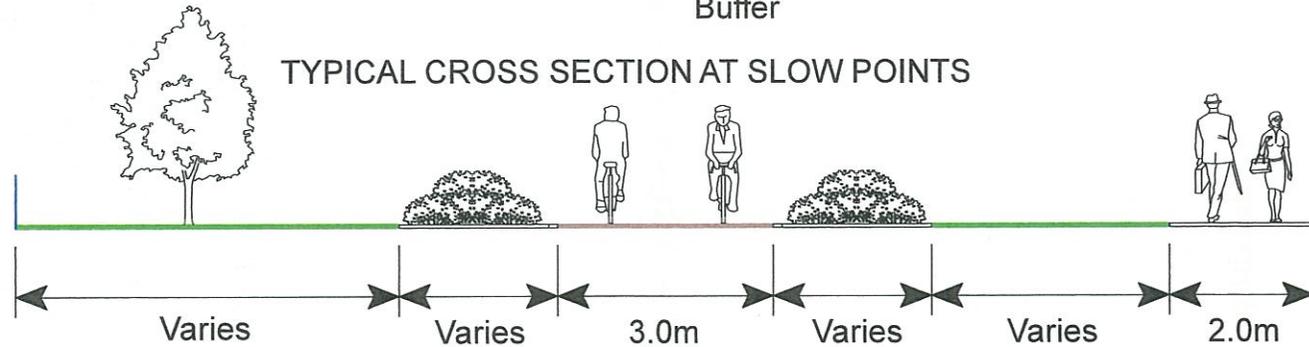
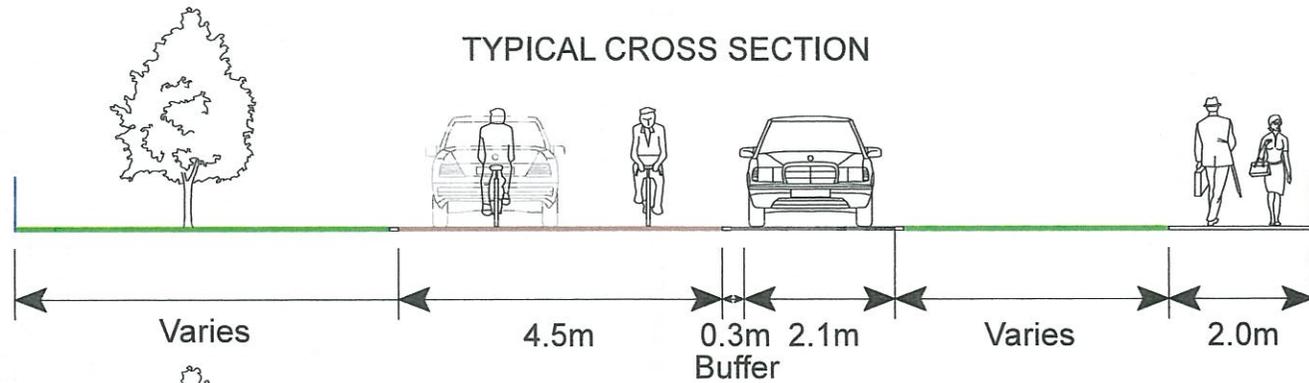
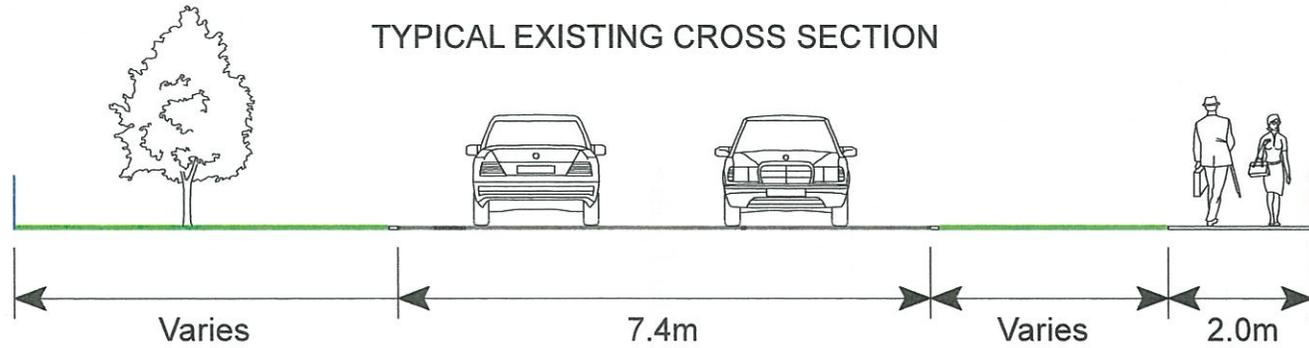
A bike boulevard is a quiet, low-traffic and low speed street designed to allow cyclists and cars to share the street space safely. Bike boulevards are a type of on-street cycleway where speed limits have been reduced and cyclists are given right of way. Target users are not fast cyclists, but are mums, dads, children, senior citizens and others making short to medium length trips on bikes to schools, train stations, shops, community or recreational facilities. Bike boulevards in Perth will have a posted 30km/h speed limit.

2. Whitfield Street Bike Boulevard Concept Design Plans

The concept design for the Whitfield Street Bike Boulevard corridor has been split across fifteen (15) design plans, these are numbered 1-15 and are attached to this Technical Note. In addition, a typical Whitfield Street Bike Boulevard cross section sheet is attached to provide further clarity regarding the on-street bike boulevard concept design approach.

The attached concept design plans for the Whitfield Street Bike Boulevard are:

- ▶ Typical Whitfield Street Bike Boulevard cross section
- ▶ Sheet 1 of 15: Midland Line Principal Shared Path (Success Hill Station) to West Road
- ▶ Sheet 2 of 15: West Road to Guildford Road / Whitfield Street
- ▶ Sheet 3 of 15: Whitfield Street adjacent to Bassendean Shopping Centre
- ▶ Sheet 4 of 15: Whitfield Street either side of Old Perth Road
- ▶ Sheet 5 of 15: Whitfield Street either side of Palmerston Street
- ▶ Sheet 6 of 15: Whitfield Street either side of Harcourt Street (Bassendean Primary School)
- ▶ Sheet 7 of 15: Whitfield Street north of Bridson Street
- ▶ Sheet 8 of 15: Whitfield Street either side of Watson Street
- ▶ Sheet 9 of 15: Whitfield Street north of Deakin Place
- ▶ Sheet 10 of 15: Whitfield Street between Deakin Place and Reid Street
- ▶ Sheet 11 of 15: Whitfield Street either side of Reid Street
- ▶ Sheet 12 of 15: Whitfield Street to southern cul-de-sac / shared path to West Road
- ▶ Sheet 13 of 15: West Road south of Villiers Street
- ▶ Sheet 14 of 15: West Road to Sandy Beach Reserve
- ▶ Sheet 15 of 15: Sandy Beach Reserve to Swan River foreshore



TYPICAL CROSS SECTIONS
 WHITFIELD STREET BIKE BOULEVARD
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean



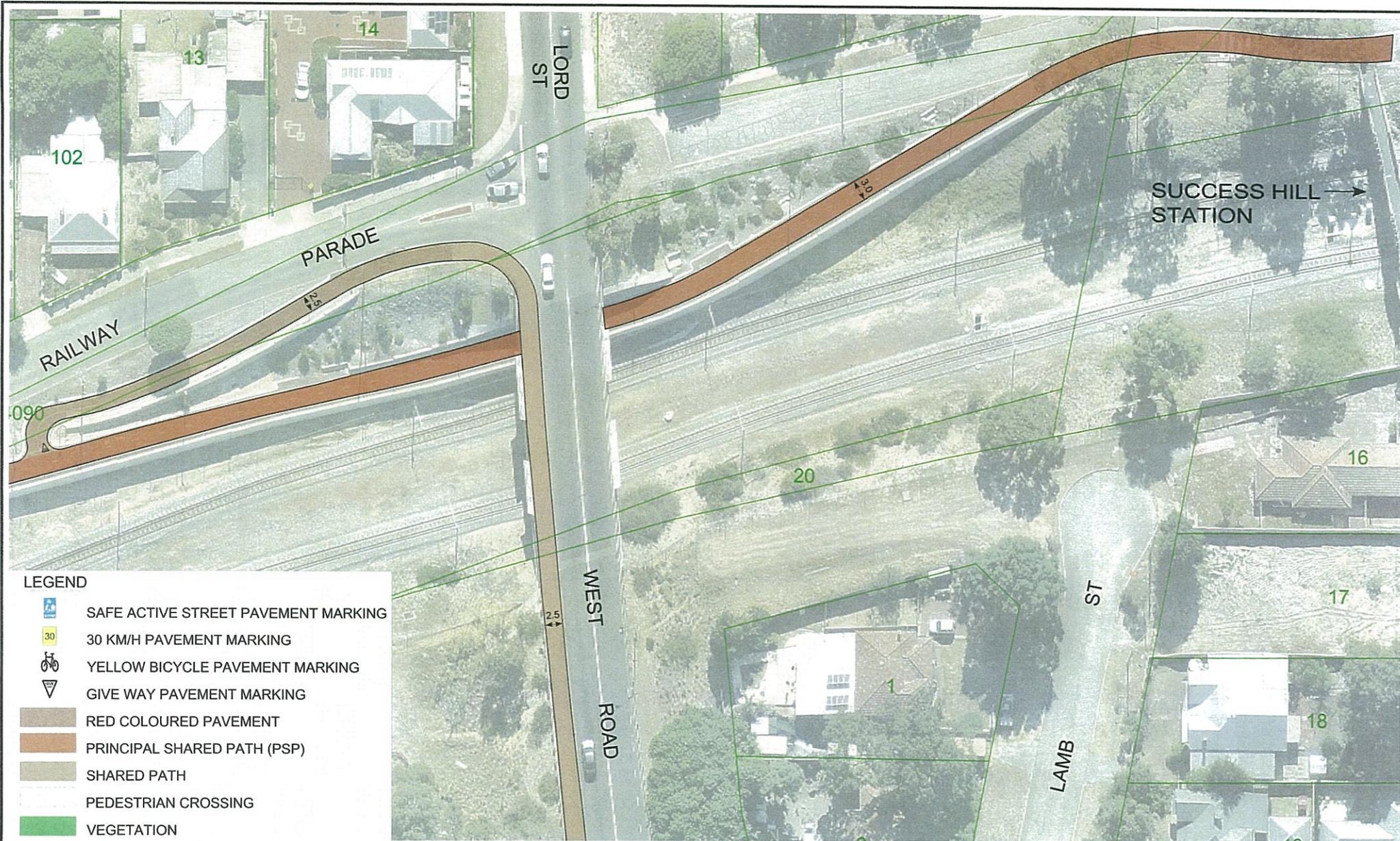
NORTH



SCALE 1:100
 ORIGINAL PLAN SIZE: A3



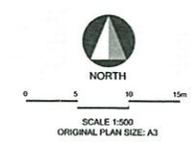
Department of Transport



LEGEND

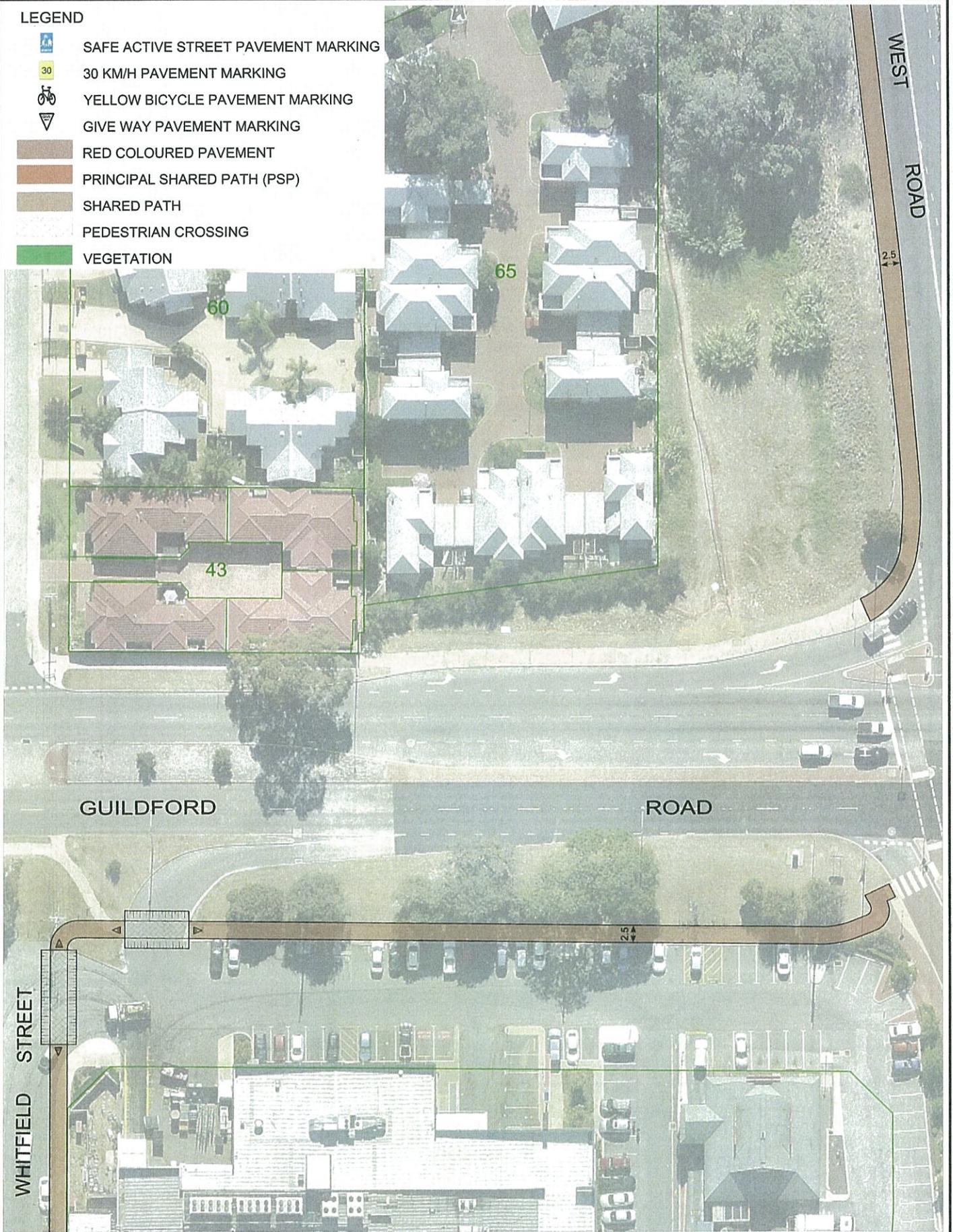
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	YELLOW BICYCLE PAVEMENT MARKING
	GIVE WAY PAVEMENT MARKING
	RED COLOURED PAVEMENT
	PRINCIPAL SHARED PATH (PSP)
	SHARED PATH
	PEDESTRIAN CROSSING
	VEGETATION

CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 1 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean

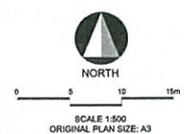


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-  SHARED PATH
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-  VEGETATION

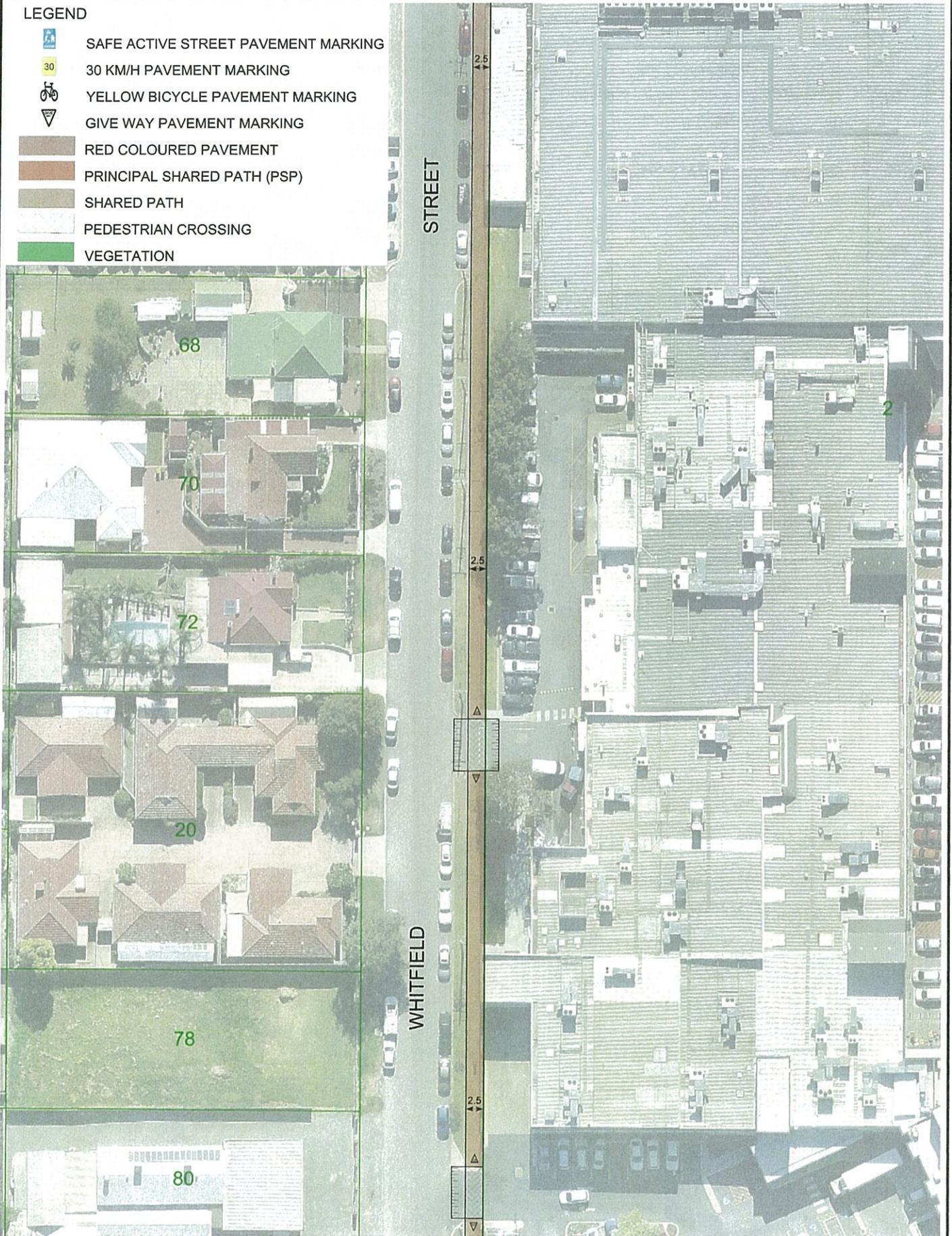


CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 2 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean



LEGEND

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-  30 KM/H PAVEMENT MARKING
-  YELLOW BICYCLE PAVEMENT MARKING
-  GIVE WAY PAVEMENT MARKING
-  RED COLOURED PAVEMENT
-  PRINCIPAL SHARED PATH (PSP)
-  SHARED PATH
-  PEDESTRIAN CROSSING
-  VEGETATION



CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 3 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean



NORTH

0 5 10 15m

SCALE 1:500
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BASSENDEAN
 Ready for the Future



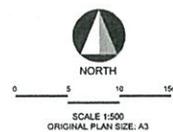
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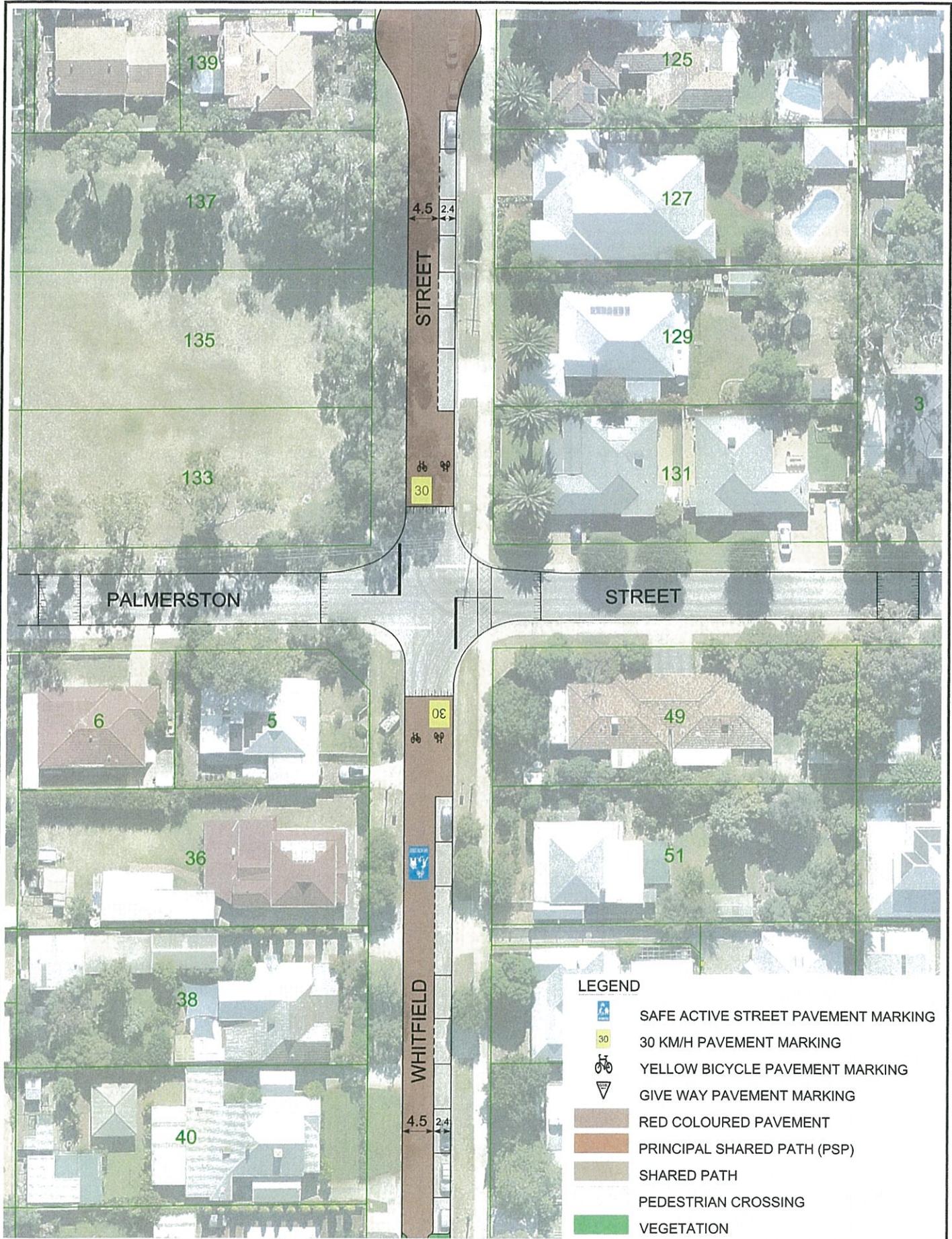
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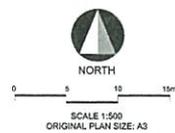


CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 4 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean



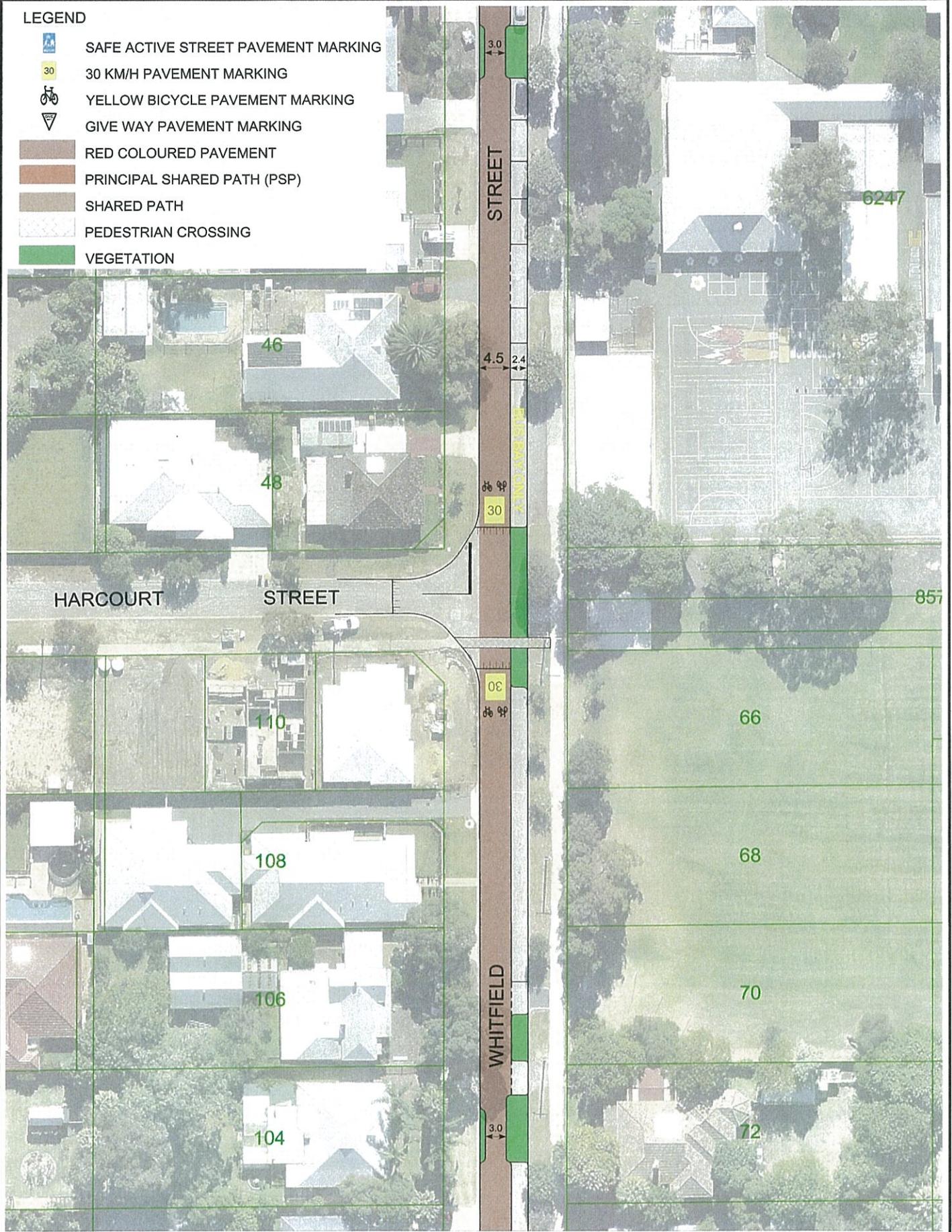


CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 5 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean

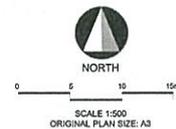


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-  SHARED PATH
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-  VEGETATION

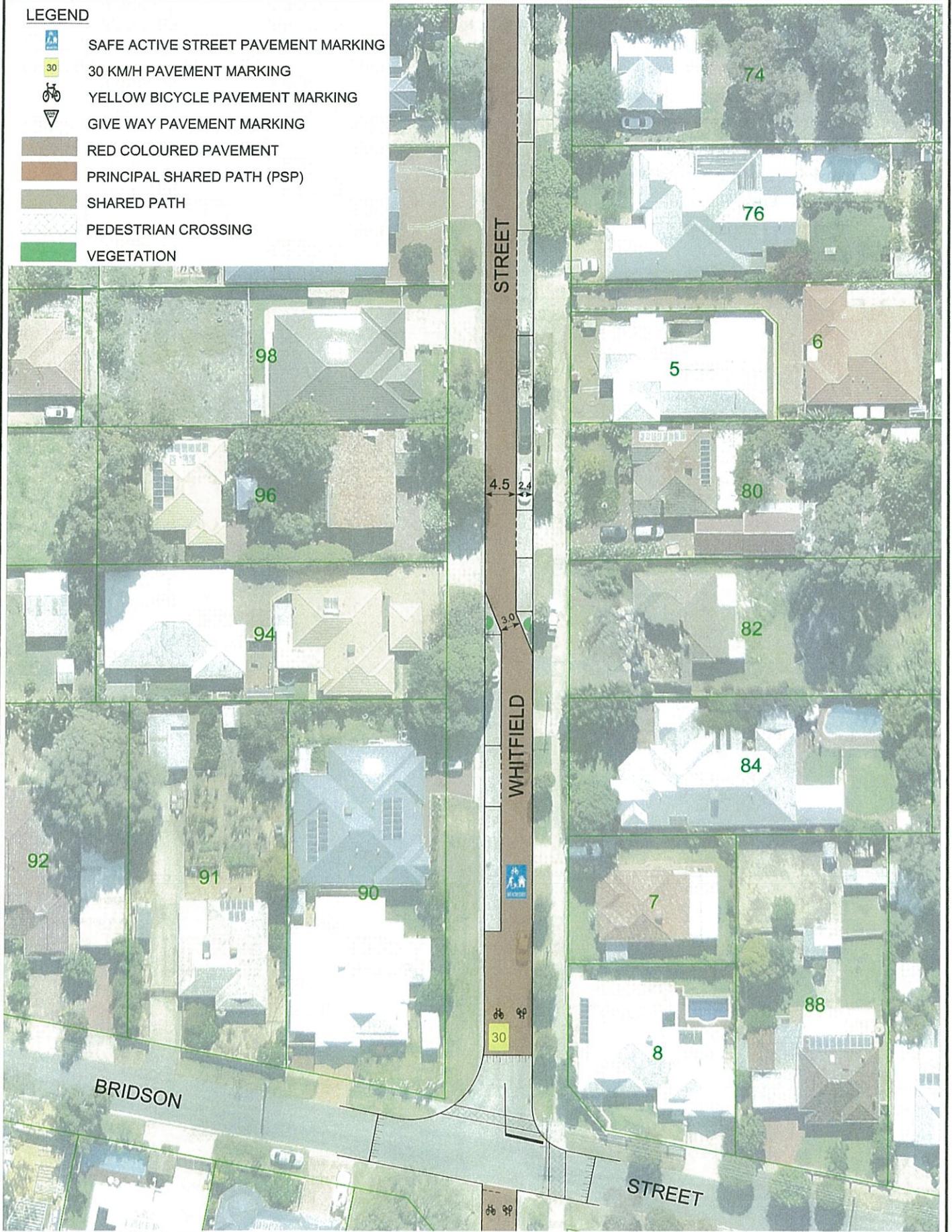


CONCEPT DESIGN PLAN
WHITFIELD STREET BIKE BOULEVARD - SHEET 6 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean

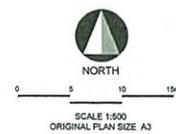


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-  SHARED PATH
-  PEDESTRIAN CROSSING
-  VEGETATION



CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 7 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean

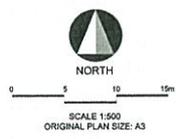


LEGEND

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-  VEGETATION

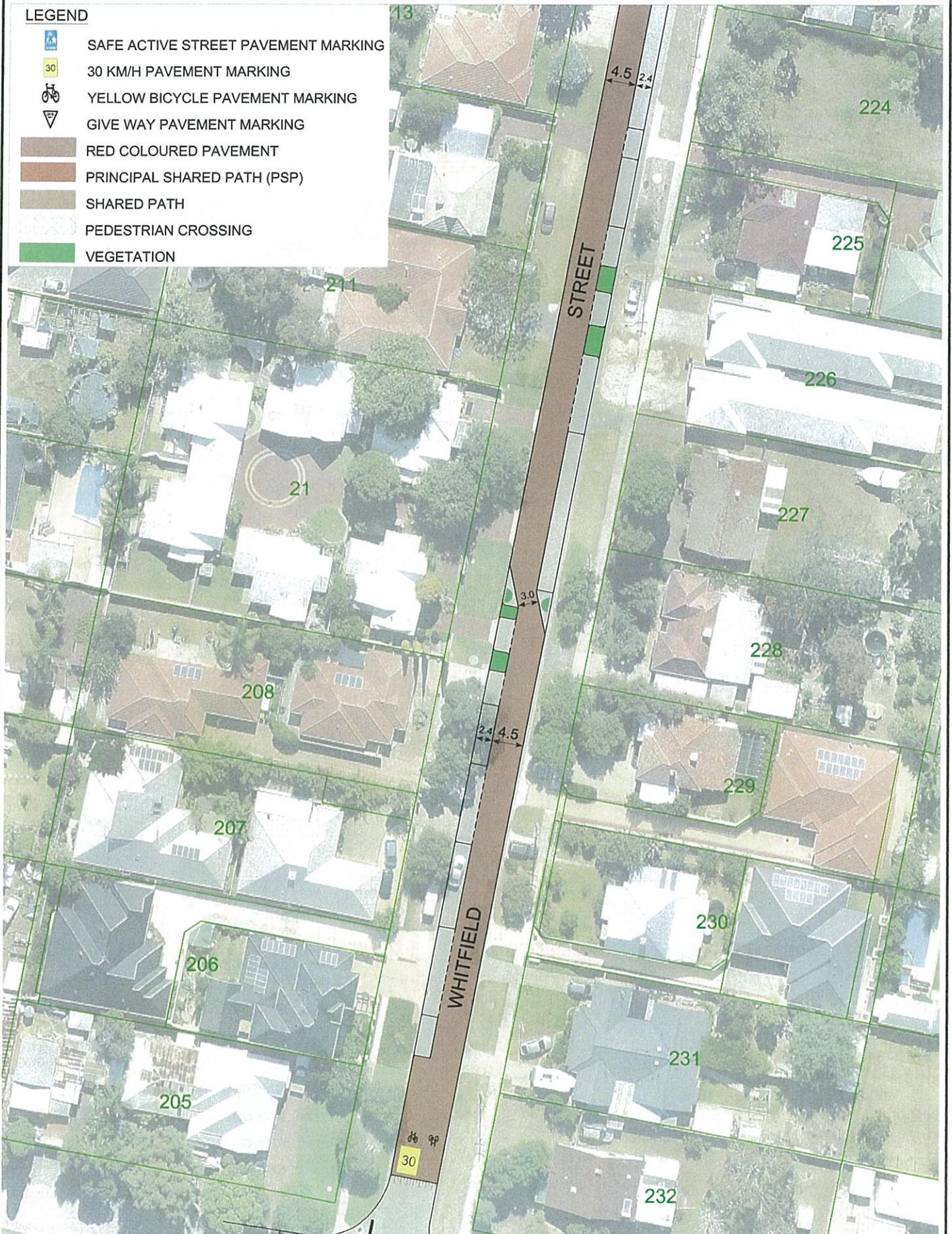


CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 8 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean

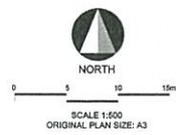


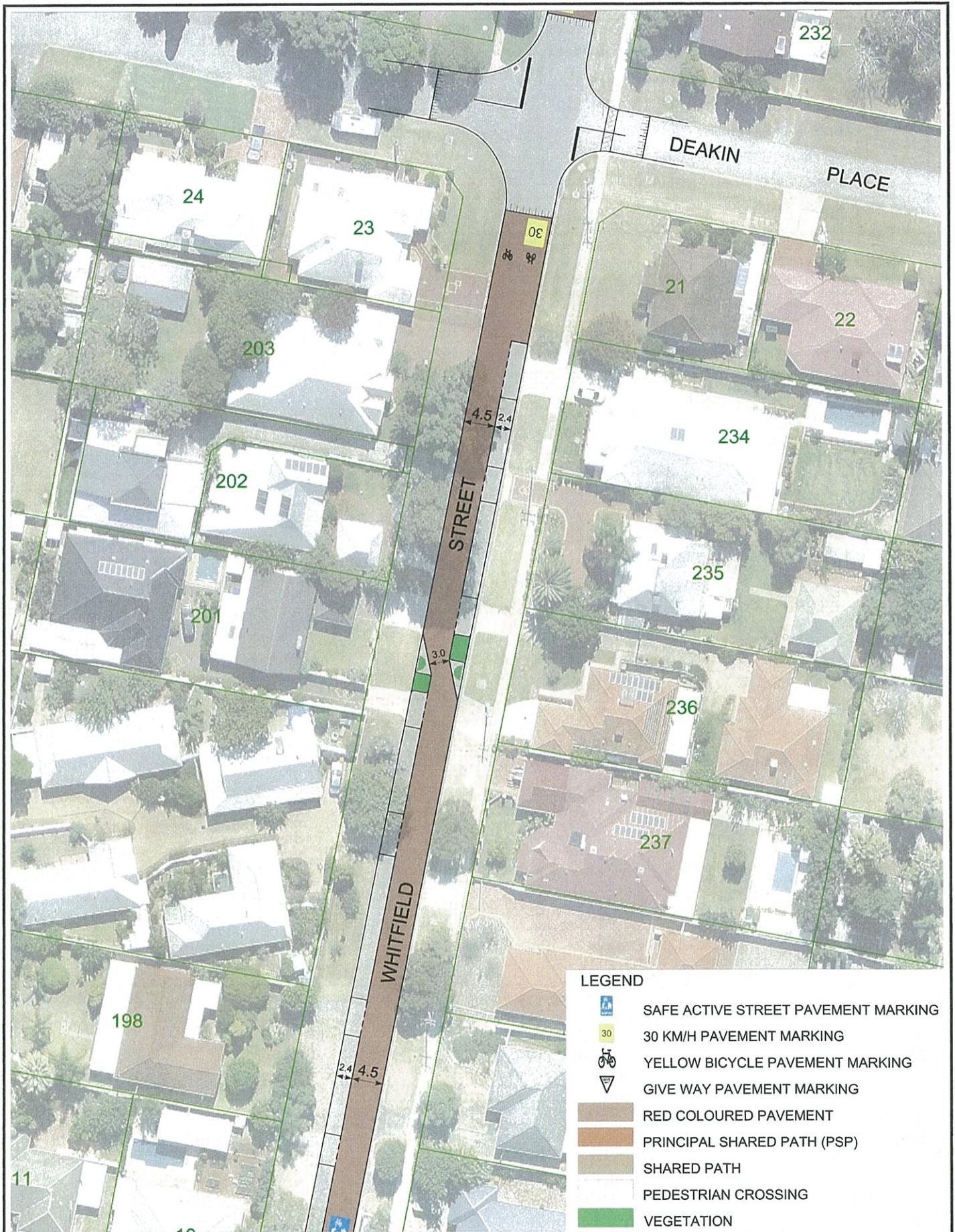
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CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 9 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean





CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 10 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean



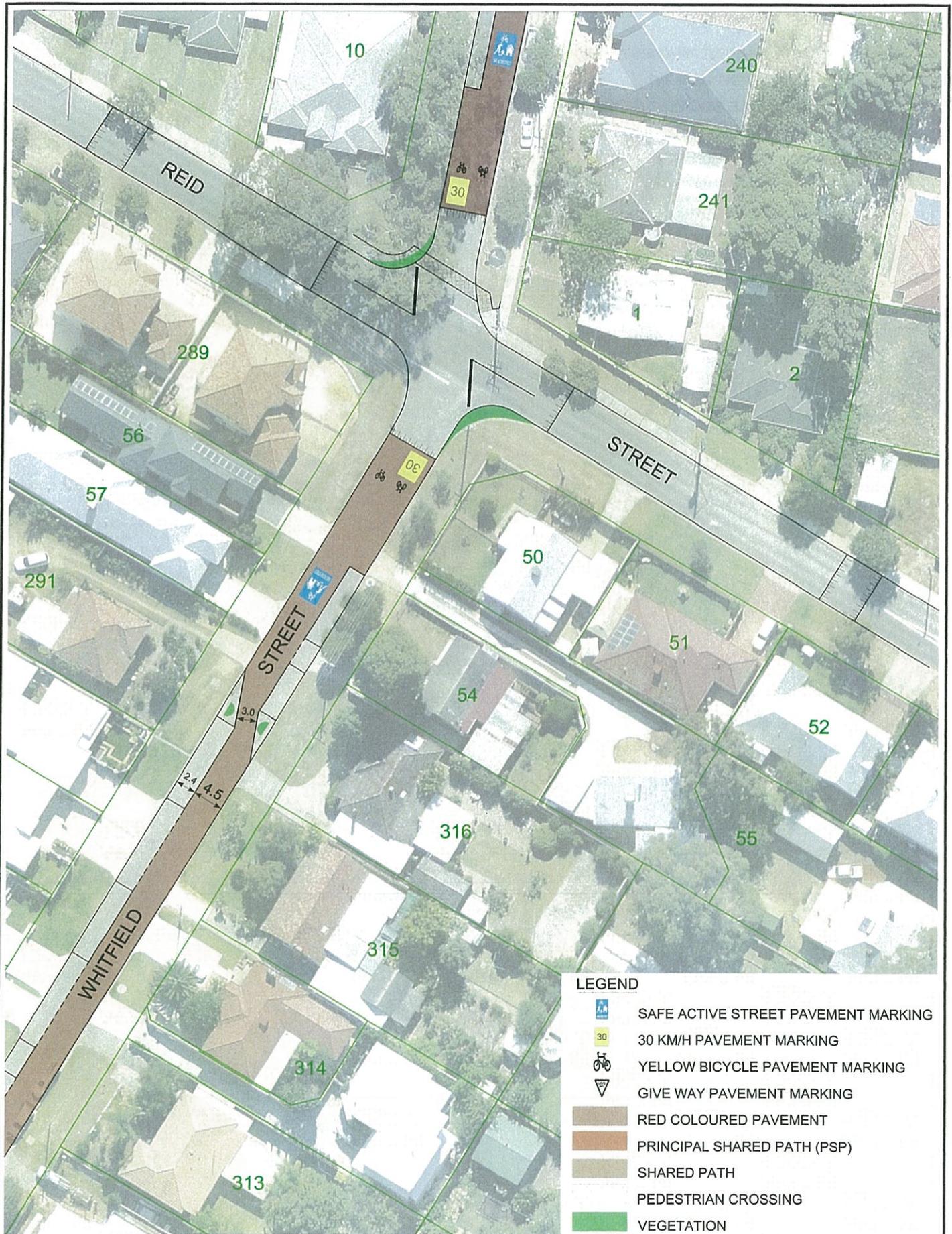
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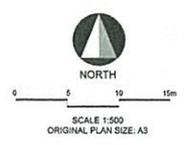
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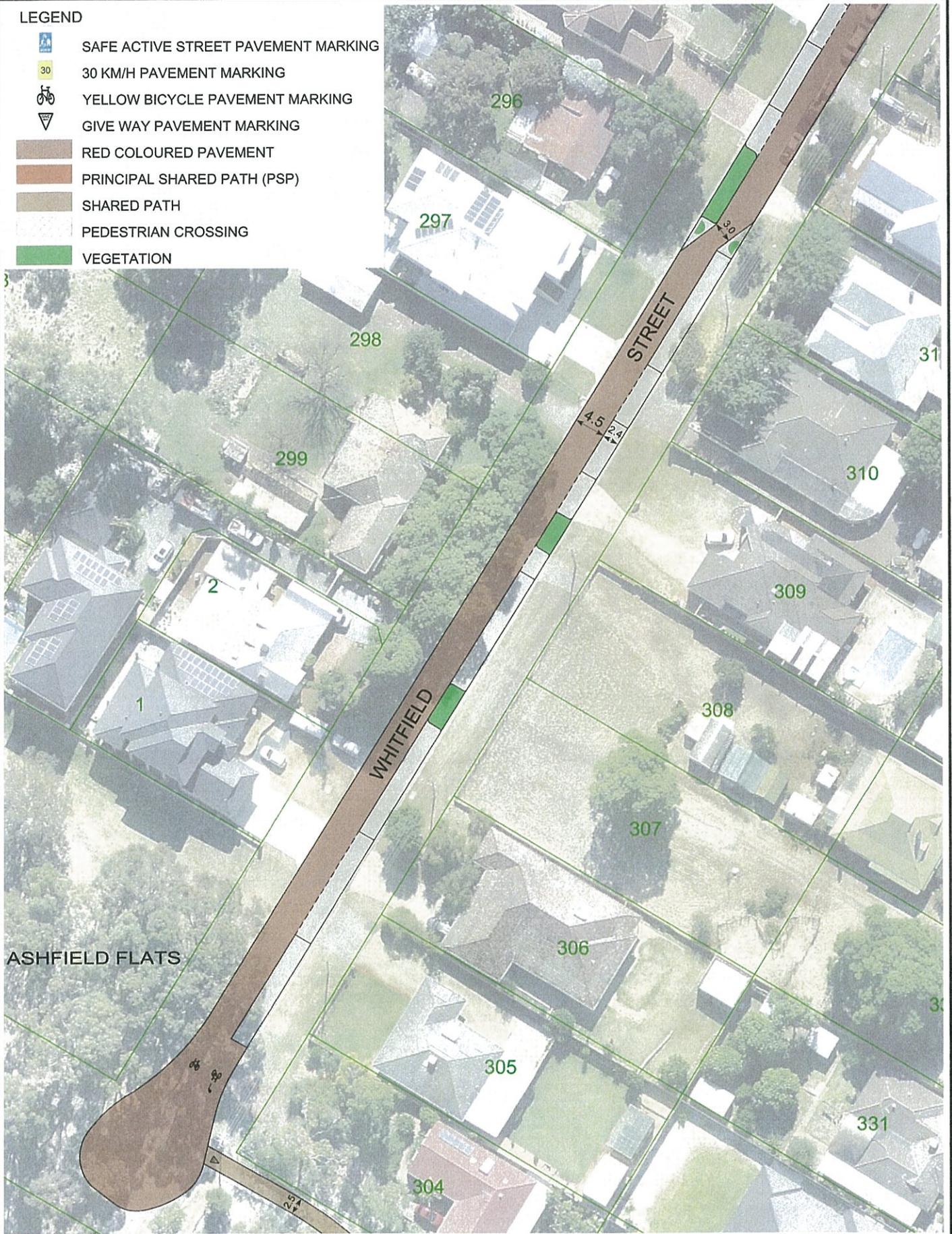
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	PRINCIPAL SHARED PATH (PSP)
	SHARED PATH
	PEDESTRIAN CROSSING
	VEGETATION

CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 11 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean

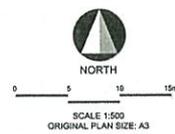


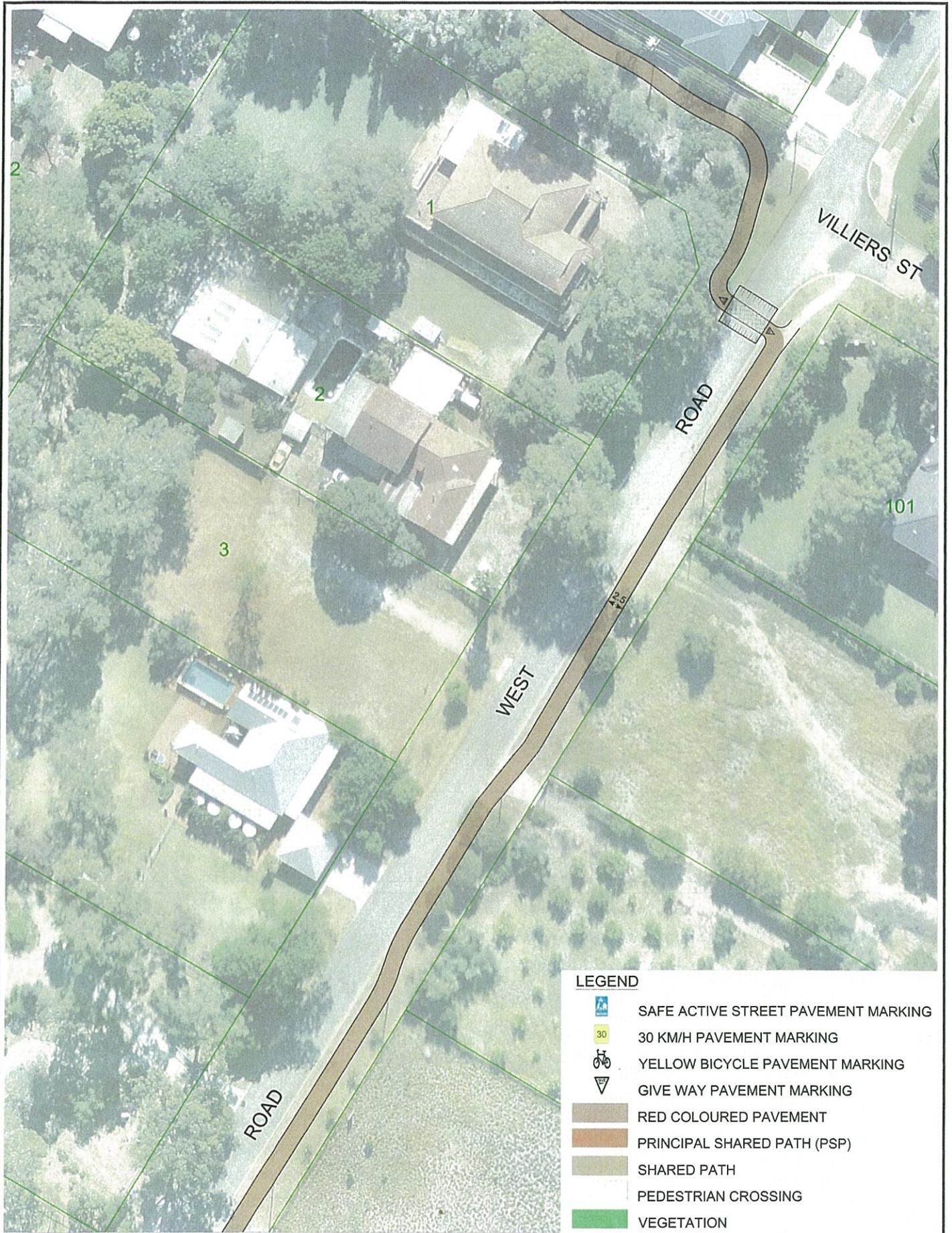
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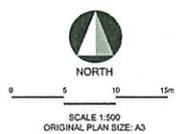


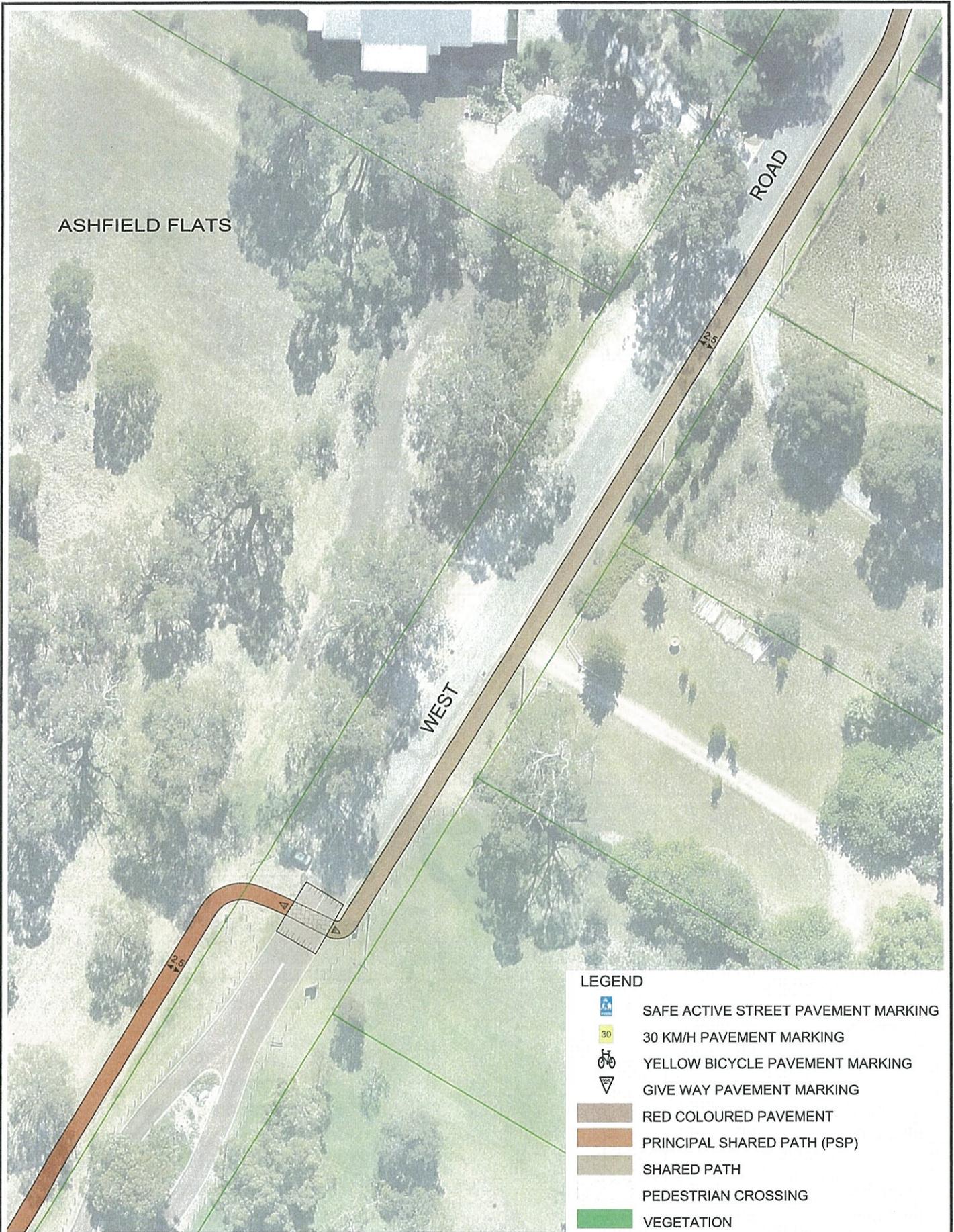
CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 12 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean





CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 13 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean

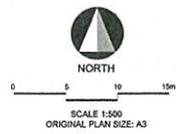




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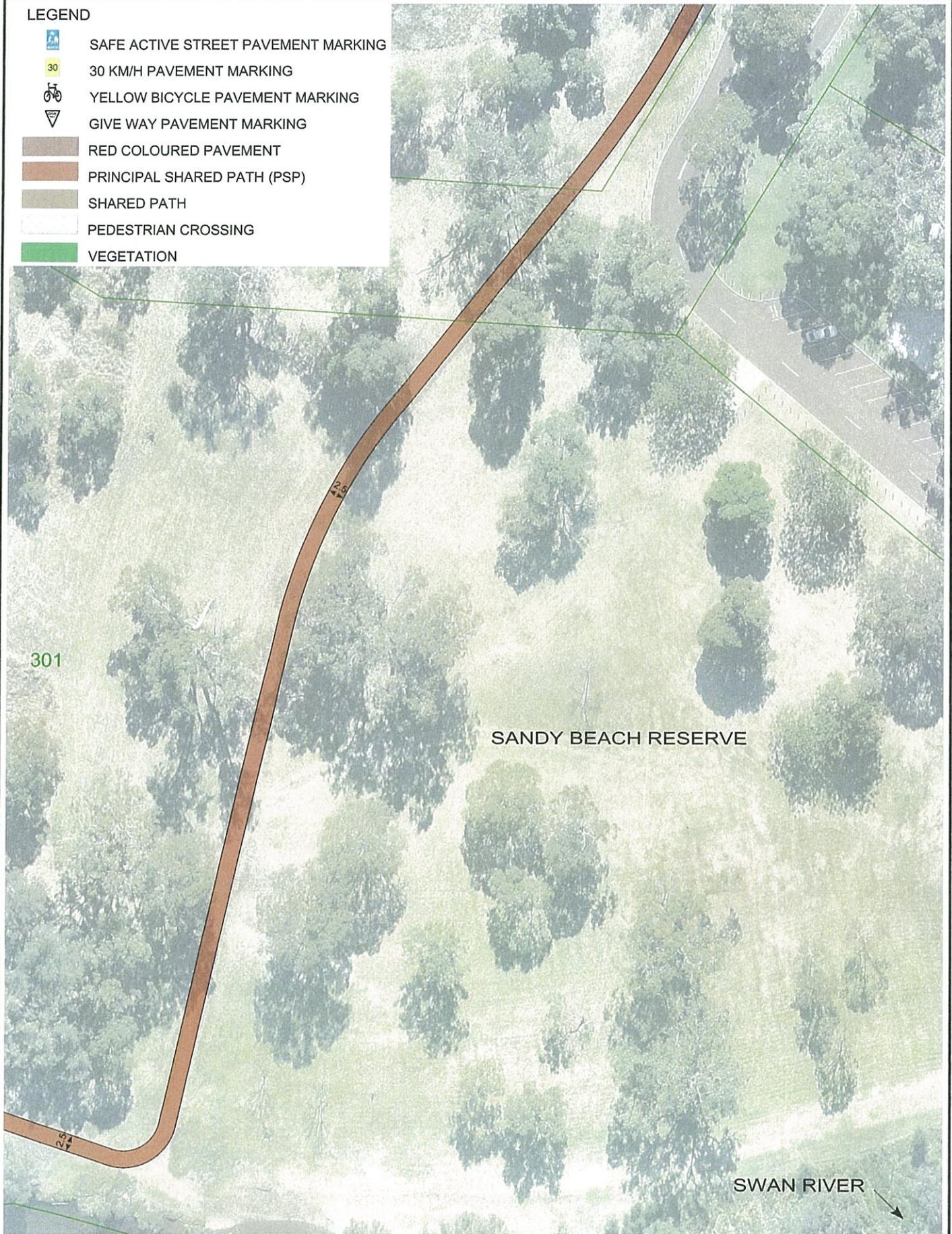
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-  SHARED PATH
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-  VEGETATION

CONCEPT DESIGN PLAN
 WHITFIELD STREET BIKE BOULEVARD - SHEET 14 OF 15
 GUILDFORD ROAD TO SANDY BEACH RESERVE
 Town of Bassendean

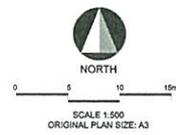


LEGEND

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-  SHARED PATH
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-  VEGETATION



CONCEPT DESIGN PLAN
WHITFIELD STREET BIKE BOULEVARD - SHEET 15 OF 15
GUILDFORD ROAD TO SANDY BEACH RESERVE
Town of Bassendean



ATTACHMENT NO. 9

Our ref: OLET-6856817
File ref: A673, GRSU/APPS-D/12

4 August 2017

Mr Lennie McCall AM
Chairperson of Council, Vice President
Royal Western Australian Historical Society (Inc)
49 Broadway
NEDLANDS WA 6009

Dear Mr McCall

1 SURREY STREET BASSENDEAN – STATUS OF THE PENSIONER GUARD COTTAGE AND RESIDENCE RESTORATION PROJECT

I am writing to advise you of the status of the Pensioner Guard Cottage and Residence Restoration Project, in light of Council's resolution at the Special Council Meeting in July 2017, to allocate funds to appoint a Heritage Architect.

As you are aware, in November 2015, Council resolved to endorse the SIA Architects Pty Ltd Option 2C draft design proposal to demolish the c.1952 rear extension under concrete the roof and the standalone ablution/laundry building. Council also endorsed the proposal to construct a new community meeting space to the south of the c.1893 residence, with new toilet facilities and a separate studio space.

Once SIA Architects Pty Ltd completed the detailed design drawings and specifications for the project, the Town sought letters of support to accompany the Lotterywest grant application.

On 27 September 2016, a letter of support for the Town of Bassendean's work to achieve community funding for the 1 Surrey Street Bassendean restoration project, was received from the Royal Western Australian Historical Society.

In February 2017, Lotterywest awarded grant funding of \$375,000 to enable tenders to be invited for the restoration and construction phase to commence. However, in April 2017, a Councillor Notice of Motion was received in relation to the 1 Surrey Street project, and Council resolved to rescind the 2015 resolution and to prepare plans consistent with the attached Option 1 design prepared by the SIA architects.

For your convenience, I have attached a copy of the May 2017 officer report, the Option 1 design, and respective Council resolution.

../2

At a Special Council Meeting held on Monday 10 July 2017, Council resolved to allocate \$80,000 to invite tenders to appoint a Heritage Architect to manage the consultation, design and construction for the Option 1 design.

In accordance with the May 2017 Council resolution, the Town wrote to Lotterywest and on 19 July 2017, Lotterywest advised that the initial draw down of the grant for the restoration and construction works would be extended to 30 April 2019.

A condition of payment of the \$375,000 grant is that the grant payment would be made on the written approvals and/or endorsement for Council's final adopted plans for the conservation and redevelopment of the Pensioner Guard Cottage, from the following organisations.

- State Heritage Office
- Bassendean Historical Society Inc
- National Trust of Australia (WA)
- The Royal Western Australian Historical Society Inc

At this stage, tenders have not been called for the appointment of the Heritage Architect; however, once the Heritage Architect is appointed, meetings will commence with key user groups to progress the Council resolution.

In the meantime, should you have any questions, please contact the Director Operational Services, Mr Simon Stewart-Dawkins on 9377 8002 during office hours.

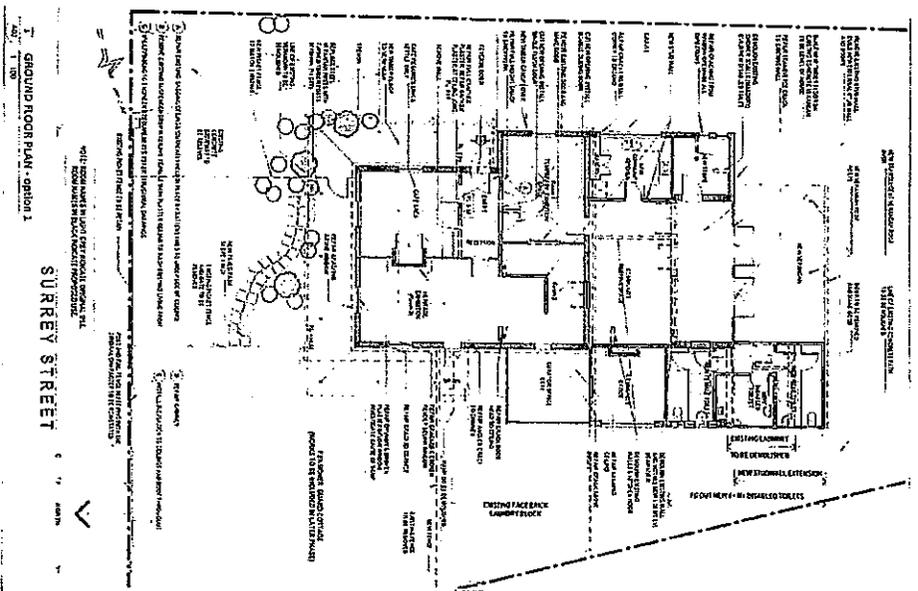
Yours sincerely



Bob Jarvis
Chief Executive Officer

4 August 2017

Encls: SIA Architects Pty Ltd Option 1 Design
May 2017 Officer Report and Council resolution



PENSIONER GUARD COTTAGE AND RESIDENCE
 8 Surrey Street, Boxeadon
 in the TOWN OF BASSINGDEAN

OPTION 1-CONSERVATION WORKS & ALTERATIONS 59011
 2930 21 JULY 2014
 Drawn by: [signature]
 14058893

A02

SIA Architects Pty. Ltd.
 1405
 14058893

GROUND FLOOR PLAN - OPTION 1

SURREY STREET

10.6

1 Surrey Street – Heritage Architects Detailed Design Options
(Ref: COUP/PROGM/1 – Simon Stewert-Dawkins, Director
Operational Services)

APPLICATION

The purpose of this report is to advise Council of the order of magnitude of costs to commence the Option 1 design for the reconstruction and refurbishment of No. 1 Surrey Street project in accordance with the April 2017 Council (OCM – 3/04/17) resolution and to seek direction.

ATTACHMENT

Attachment No. 7:

- SIA Architects Pty Ltd - Schematic Design Options 1
- Lotterywest email 7 April 2017
- Lotterywest email dated 9 May 2017
- SIA Architects – 1 Surrey Street Order of Magnitude of Costs

BACKGROUND

In 1988, the Town of Bassendean purchased what is now known as 1 Surrey Street, which includes the Pensioner Guard Cottage (1856-1857) and Residence (c.1893, c.1952 – rear extension under concrete roof and the standalone ablution/laundry building).

To progress the restoration, reconstruction and refurbishment works, in November 2013, the Town appointed SIA Architects Pty Ltd, to prepare the detailed drawings and specifications in accordance with the project brief.

To assist the Town with the design process Lotterywest provided \$15,975 grant funding and in September 2014. SIA Architects Pty Ltd was advised in writing that the design works could commence.

In accordance with the project brief, SIA Architects was engaged to undertake the following:

Phase 1: Pre- Design

- *Review of existing reports, recommendations and supporting documentation;*
- *Site investigation of existing facilities;*
- *Authority requirements, planning, State Heritage Office;*
- *Development of Environmentally Sustainable Design objectives;*
- *Take into account the museum exhibition display furniture and exhibition fit out requirements in consultation with the Contract Museum Curator;*

- *Development of Functional & Technical Brief (FTB) for each of the 'separable portions' listed in the project;*
- *Pre-Design Summary Report & Program;*
- *Presentations to the Project Reference Group.*

Phase 2: Schematic Design

- *Development of concept design options (A) for the each of the 'separable portions' listed in the project;*
- *Development of Cost Plan (A) for each of the 'separable portions' listed in the project;*
- *Design Development Report & updated Program;*
- *Presentations to the Project Reference Group.*

Phase 3: Design Development & Documentation

- *Detailed design for each of the 'separable portions' listed in the project;*
- *Detailed Cost plan (B) for each of the 'separable portions' listed in the project;*
- *Tender Documentation & Specification for each of the 'separable portions' listed in the project;*
- *Final Design Report & Delivery Program;*
- *Presentation to the Project Reference Group.*

Phase 4: Submitting Development Applications

- *The Town of Bassendean shall submit the Tender Documentation & Specification to the Heritage Council and Museums Australia for consideration.*
- *Should the State Heritage Office provide feedback, which requires amendments to the documentation presented, the consultant is to provide requested amendments to the documentation at no additional costs.*

Possible subsequent phases of the consultancy may include but are not limited to:

Phase 5: Tendering & Construction Management

- *Tender Analysis, Evaluation & Reporting*
- *Construction Supervision and Contract Administration*
- *Defects Liability Supervision and Administration*

At the end of Phase 2, Council resolved (OCM-6/11/15) to endorse SIA Architects Pty Ltd Option 2C draft design proposal to demolish the c.1952 rear extension under concrete roof and the standalone ablution/laundry building, and the proposal to construct a community meeting place on the southern side of the Residence, as well as a separate toilet block on the western boundary

SIA Architects Pty Ltd completed Phase 4 of the detailed design processes with the State Heritage Office conditional approval and Town of Bassendean providing conditional approvals, and the detailed design plans and specifications provided to the Town, in order for the tenders to be invited.

In November 2016, Council (OCM-14/11/16) noted that a LotteryWest grant application would be submitted in accordance with the early Council resolution and in March 2017, Lotterywest advised that a grant of \$375,000 was awarded, which is \$100,000 more in grant funding that is listed in the 2016/2017 budget.

Last month, a Notice of Motion (OCM – 3/04/17) resolved at the Council meeting:

“That with relation to the 1 Surrey St Project Council:

1. Rescinds motion OCM-6/11/15, which reads:

“MOVED Cr Pule, Seconded Cr Brown, that Council:

- 1. Receives the SIA Architects Pty Ltd progress report regarding the design options for the restoration, reconstruction and refurbishment of 1 Surrey Street project;*
- 2. Notes the feedback received from Bassendean Historical Society Inc, Bassendean Arts Council Inc, the 1 Surrey Steering Group members, the State Heritage Office and Museums Australia concerning the various schematic design options;*
- 3. Endorses SIA Architects Pty Ltd Option 2C draft design proposal, as included as an attachment to the Ordinary Council Agenda of 24 November 2015, to demolish the c.1952 rear extension under concrete roof and the standalone ablution/laundry building and the proposal to construct a separate building (Community Meeting Place) on the southern side of the Residence, as well as a separate toilet block on the western boundary;*
- 4. Requests SIA Architects Pty Ltd re-align the proposed studio in Option 2C designs to achieve a North /South*

access in order to preserve the existing mature tree and increase the backyard usable space;

5. *Requests SIA Architects Pty Ltd give due consideration in Phase 3 of the Detailed Design, Development & Documentation process to provide acoustic separation (shutters, walls & doors) in the 2C design to ensure the dual use of the kitchen area can be achieved for the Museum and / or Community/arts activities;*
 6. *Requests SIA Architects Pty Ltd reinstate the gable eave overhang as per the original fabric of the Pensioner Guard Cottage, and;*
 7. *Notes that the Community Development Directorate intends to provide a Governance Model report in the future for the 1 Surrey Street to guide the ongoing management of the facility.*
2. Informs LotteryWest that the current grant application will be resubmitted pending completion of items 3-7 below;
 3. Has plans prepared consistent with Option 1 prepared by the SIA architects and the building uses recommended in the Interpretation Plan and subject to modifications sought by the key user groups as previously documented being included;
 4. Requires interpretation within the museum space to include original and reproduction artefacts and within the cottage to include interpretation of a standard commensurate with that of the Howick Historical Village in Auckland New Zealand to create an authentic experience for museum visitors;
 5. Requires a management plan for the ongoing use of the site to be presented to the Audit and Risk Committee and adopted by Council;
 6. Requires site use areas be defined for the museum component, dedicated work and storage space for the Bassendean Arts Council and common shared meeting and activity spaces for multiple user groups including capacity for school education programs; and
 7. Requires site and building plans, costings, the management plan and the details of the proposed interpretation be made available to the public via the Town's website and presented at a public meeting for community input prior to the commencement of construction.

COMMUNICATION AND ENGAGEMENT

On 1 May the Town wrote to SIA Architects Pty Ltd to inform them of the above resolution and obtain a quote to prepare "order of magnitude of costs" consistent with the above April 2017 Council resolution.

On 3 May the Town wrote to Lotterywest to inform them of the above Council resolution. A response was provided on 9 May from the Senior Grants Management Officer, who advised that there are the following two options going forwards:

"A. The Town can Resubmit an application for funding towards the project at 1 Surry Street once items 3-7 have been completed. Specifically ,this would require:

- a. Cancellation of the current grant (421010236). If the Town prefers this option, I can provide further information about how the grant can be cancelled.*
- b. A new application to be developed and submitted by the Town at a point in the future*
- c. A full assessment of the new application with a recommendation presented to the Lotterywest Board and Minister for consideration*
- d. Once the current grant is cancelled, there are no time limits for the new submission*

B. Your reference below to the Proposed Variations to Grants section of Lotterywest Approval Schedule refers to Variations; where elements of a project are varied beyond what was initially assessed, however the broad scope and intent of the project is maintained, and the benefit to the community is not diminished. This does not require a resubmission as the original approval is still valid. For Lotterywest to consider managing 1 Surry Street as a variation, specifically we would need to know:

- a. The impact on project timing*
- b. The impact on project budget*
- c. That all relevant approvals and endorsements can be obtained (as per the original application)*
- d. That the intended benefit to the community will not been diminished (or is enhanced)*
- e. Regarding timeframes, the sooner the Town is able to provide the relevant information above the better. The first drawdown due date for the current grant is 28*

February 2018. Extensions to due dates can be granted, however Lotterywest needs to be comfortable that projects are progressing towards completion.

- f. Ultimately, if any information provided at any stage indicates that the project will go out of the scope of the original grant, there is still the possibility that the original grant will need to be cancelled and a new grant application be submitted*

In the short term at least, Lotterywest would be happy wait and see what impact the proposed changes will have on the timing, budget, approvals and endorsements, and overall community benefit. Once known, we can determine if Option 1 (or whatever the final option ends up being) can be managed as a variation. This will keep the current grant funds secure for the time being and give the greatest range of options as things progress. However, given that Council has resolved to resubmit an application in the future, I'm not sure what your options are. Acknowledging that there could be different interpretations of Council's intent, I'd be happy to take your guidance on the Town's preferred option.

Please feel free to email or call at your convenience if you would like to discuss anything".

Elected Members were previously provided with a copy of the attached 7 April 2017 Lotterywest email, which in part states the following:

"Lotterywest would need evidence that the new proposal (option 1 or otherwise) had successfully received the same approvals and endorsements to progress (eg State Heritage Office, National Trust WA, The Royal WA Historical Society, Bassendean Historical Society). The new motion (item 7) refers to community input, which may have implications on the scope, resulting in further changes to the project."

As a result, as part of the Phase 2 Schematic Design process, Council will need to seek endorsements from the above, before moving onto the Phase 3 Design Development & Documentation process.

STATUTORY REQUIREMENTS

Heritage Act 1990;
Local Government Act 1995;

STRATEGIC IMPLICATIONS

Town Planning & Built Environment:

Objective: Preserve our heritage for future generations.
Strategies: Strive to ensure heritage buildings will be preserved and showcased.

Economic wellbeing and prosperity:

Objective: Strengthen the Town's profile as a tourist destination.
Strategies: Support the Bassendean Railway Museum as well as other potential tourism facilities in developing the visitor profile.

Arts, heritage and culture:

Objective: Protect local history and heritage.
Strategies: Support the protection and maintenance of buildings on the state Register of Heritage Places and key buildings on the Municipal Heritage Inventory but at the same time encourage that they are well utilised and functional buildings

COMMENT

As outlined above, SIA Architects Pty Ltd project brief was to deliver the detailed drawings and specifications in order to invite tenders.

Therefore, apart for variations to the current 2C design, the Phase 4 design work is effectively completed.

Considering the April 2017 Council (OCM – 3/04/17) resolution, the Town wrote to SIA Architects Pty Ltd to advise them of the Council resolution and requested that they provide a quote to outline the works required to implement the current Council resolution.

The attached SIA Architects Pty Ltd letter outlines the order of magnitude of costs, which Council can include into a draft budget, and the estimated period to undertake each design phase of the project.

SIA Architects Pty Ltd's attached letter includes provision in Phase 2 and Phase 3 for some consultation and review with stakeholders.

However, it is an estimate only of the time required and Council workshops and reports may be required in regards to design issues that arise, and the stakeholders consultation period may also need to be extended to accommodate community requirements.

In the past, the State Heritage Office and Development Services have assessed the final detailed drawings and provided conditional approval between 6-8 weeks.

The appointment of a builder via the tender process takes approximately 3 months, as it involves advertising, evaluating and submitting a report to Council for consideration. Then, once the builder is appointed, they generally advise when they can commence works based on their existing workload, which can be 2-3 months.

It should be noted that while SIA Architects Pty Ltd has indicated the estimated architect timeframe of between 30-32 weeks (approximately 8 months) for the design work, the "Total Estimate of Time" does not include time required for a Scheme Amendment to permit a café in a Residential Zone.

The following preliminary time line has been provided to illustrate the predicated time requirements for each phase of the work; however, as discussed above, it does not take into consideration any issue or delays that may arise:

- August to October 2017 – Appoint Architect
- November 2017 to June 2018 – Design Process
- July to September 2018 – Statutory Approvals
- October to December 2018 – Appoint builder
- February – March 2019 – Builder to commence works
- April 2019 – submit 1st claim to Lotterywest

The preliminary time line above is optimistic when one considers the Town appointed SIA Architects Pty Ltd in 2013, and once Lotterywest provided the grant funding contribution, the architects and subcontractors commenced design work in 2014. After extensive consultation, the final detailed designs were conditionally approved by State Heritage Office, in September 2016, and the Town of Bassendean issued conditional approvals in October 2016.

In regards to the Lotterywest \$375,000 grant recently approved for the restoration and construction works, in accordance with the conditions and the grant accountability requirements, the timeframe for initial drawdown of this grant is 12 months from 28 February 2017. Subsequent drawdown periods must be no further than 6 months apart.

As Council is aware, the current development approval issued for the project is subject to a condition that states that the proposed Café shall be used as an incidental use for the benefit of users of the building and shall not be operated as a commercial café.

It was necessary to impose this condition on the approval as the property is zoned for residential purposes and, whilst a community facility is a discretionary use in the residential zone, a café is a prohibited use.

As far as the revised proposal is concerned, the Manager Development Services is not sure at this stage as to whether the café is intended to be an incidental use to the Museum and Community Centre or whether it is intended to become a commercial café, potentially operated by an independent operator.

The intensity of the use of the Café has implications for the design of the facility, in terms of its fit-out to comply with food preparation requirements, and whether or not it operates at such an intensity to warrant an amendment, to Local Planning Scheme 10.

If an amendment is required, this can either be achieved by a separate amendment to Local Planning Scheme 10, which is likely to take at least 12 months to complete from the date it is resolved to amend the scheme for this purpose, or as part of the overall review of the Scheme which is programmed to commence later this year and likely to take at least 2 years to complete.

It should also be noted that the car parking requirements for a café is based on 1 car parking space per 4 seats, and no allowance has been provided within the existing approval for car parking associated with the café as it was deemed to be an incidental use.

The SIA Architects Pty Ltd's order of magnitude of costs for the Option 1 design process has been estimated at \$114,245. Currently, there are no operational funds available in the budget for this work and therefore Council will need to consider the funding as part of the draft 2017/2018 budget.

As outlined above, the Lotterywest conditional grant accountability requirement states the initial drawdown is 12 months from the date of the grant. The Town would have to have completed the designs, obtained all of the statutory approvals, appointed the builder and works commenced before 28 February 2018, in order to submit an expenditure claim.

Subsequent updates may see this date addressed with Lotterywest if delays occur.

FINANCIAL CONSIDERATIONS

As outlined above, the SIA Architect Pty Ltd contract was to provide the detailed drawings and specifications in order for the Town to invite tenders to appoint a builder.

The original quote included a Phase 5 Tendering & Construction Management, which allows the Town to appoint SIA Architects Pty Ltd to oversee the builder. As the detailed design work for the option 2c design has been completed, a new tender will need to be advertised to appoint a Heritage Architect in order to prepare option 1 design, as per Council resolution.

To assist in the draft budget process, SIA Architects Pty Ltd prepared the attached "order of magnitude of costs" for Council consideration.

The order of magnitude of costs has been broken down into four separate phases, the same as outlined above, when SIA Architects Pty Ltd submitted their original cost for the project

The attached SIA Architects Pty Ltd letter provides a breakdown of the order of magnitude of costs of \$114,245 for the Option 1 design process.

The SIA Architect Pty Ltd letter states that they have had advice from a Museum Consultant who has recommended that a schools' curriculum program in relation to the museum should be developed and the estimated costs of between \$8,500 to \$10,000 has been included for Council consideration.

It is suggested that the funding for the schools' curriculum program in relation to the Museum, could be allocated in the same year that the construction works are scheduled to be undertaken. This will

mean that the curriculum is available for when the building opens to the public.

Considering the Lotterywest requirement from a construction perspective, Council will need to consider allocating funds in the draft 2018/2019 Capital Works budget for the restoration and construction works. At this stage the Quantity Surveyor/ Architect has not indicated the costs for the option 1 design, as per Council resolution.

The attached SIA Architects Pty Ltd's letter states in part on page 3; that; "factoring works relating to repair or removal of the concrete roof, (new roofing and ceiling structure, roofing, ceiling and associated repairs), for additional shoring of structure to accommodate latest Option 1 proposed layout and for ongoing maintenance costs to rear roof (if the concrete roof was retained), Option 1 cost would exceed the cost of Option 2 – relating to this portion of the over Pensioner Guard project".

Currently Council has \$980,000 allocated in the 2016/2017 budget for the 1 Surrey Street project, so potentially Council could allocate this funding in the 2018/2019 Capital works budget, with the knowledge that once the final option 1 designs were completed, additional funds could be allocated, if required.

OFFICER RECOMMENDATION – ITEM 10.6

That Council:

1. Lists for consideration in the draft 2017/2018 budget \$114,245 for the 1 Surrey Street Option 1 design process;
2. Lists for consideration in the draft 2018/2019 budget \$10,000 to engage to suitable consultant to develop a schools' curriculum program in relation to the proposed Pensioner Guard Cottage museum;
3. Lists for consideration in the draft 2018/2019 Capital Works budget \$980,000 for the restoration and construction works to the Residence, Pensioner Guard Cottage and associated community facilities at 1 Surrey Street, Bassendean; and
4. Requests the CEO write to Lotterywest and request a 2-year extension until 28 April 2019 for the initial draw down of grant funding for 1 Surrey Street - Lotterywest Application No. 421010236.

Voting requirement: Simple Majority

Cr Bridges moved his foreshadowed motion.

COUNCIL RESOLUTION – ITEM 10.6

OCM – 12/05/17 MOVED Cr Bridges, Seconded Cr Brown, that Council:

1. Lists for consideration in the draft 2017/2018 budget \$114,245 for the 1 Surrey Street Option 1 **to tender separately for:**
 - i) **A heritage architect to project manage the consultation, design and construction; and**
 - ii) **A museum consultant to design the interpretation of the museum component.**
2. Lists for consideration in the draft 2018/2019 budget \$10,000 to engage to suitable consultant to develop a schools' curriculum program in relation to the proposed Pensioner Guard Cottage museum;
3. Lists for consideration in the draft 2018/2019 Capital Works budget \$980,000 for the restoration and construction works to the residence, pensioner guard cottage, associated community facilities **and museum interpretation** at 1 Surrey Street, Bassendean; and

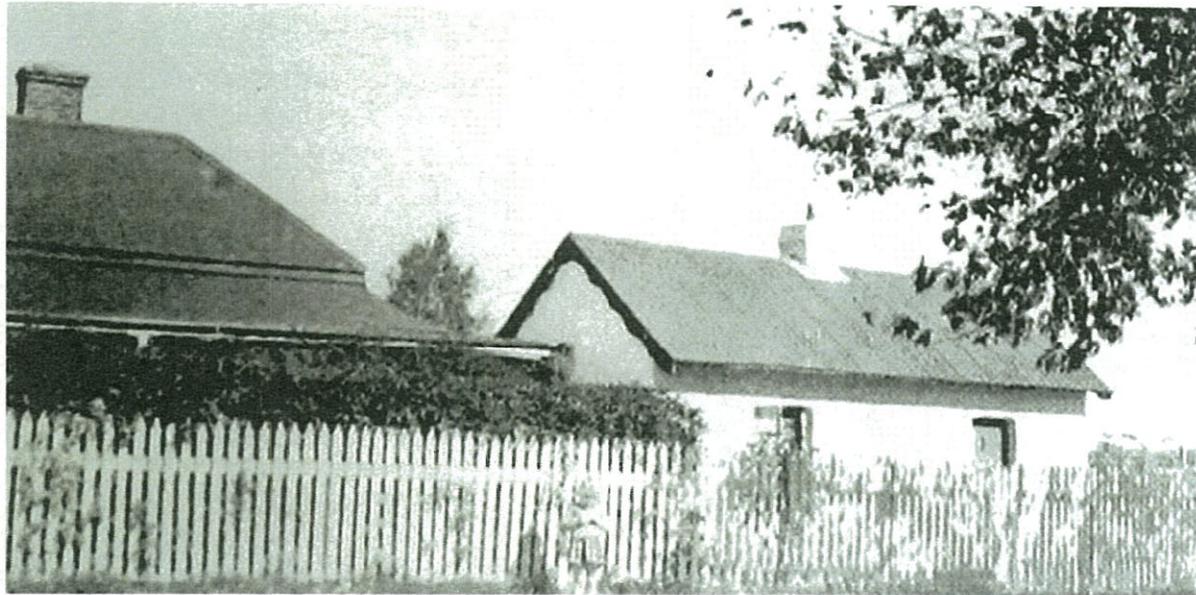
4. Requests the CEO write to Lotterywest and **request a negotiated extension** for the initial draw down of grant funding for 1 Surrey Street - Lotterywest Application No. 421010236.

CARRIED 4/2

*Crs Bridges, Brown, Lewis & Gangell voted in favour of the motion.
Crs Pule & McLennan voted against the motion.*

1 Surrey Street, Bassendean

Residence and Pensioner Guard Cottage



THE LAST OF THE PENSIONERS' COTTAGES.

Pensioner Cottage Lot 114, 1947, with later residence added 1893-1900s.
From Alf Thomas, *History of Bassendean*, 1947, p. 13.

Councillor Briefing - 21 November 2017

THE RESIDENCE AND PENSIONER GUARD COTTAGE



c1893 Residence with c1950 renovation with rear extension



1856-1857 Pensioner Guard Cottage

Past Reports

Pensioner Guard Museum Project

A Vision for a community museum



The House c1893 and Cottage c1855
1 Surrey St. Bassendean

NOT
FOR
LOAN
LSC
727.6 BRI

Paul Bridges & Val Humphrey : Museum Consultants
April 2002

727-6 BRI



0 5 16 69 6 1 L

AL11100254649D

PENSIONER GUARD COTTAGE SITE INTERPRETATION PLAN

Enrolled Pensioner Guard Cottage and Adjoining Property
No. 1 Surrey St. Bassendean

Dr Brian Shephard
Mark Welsh



1 SURREY STREET, BASSENDEAN

Pensioner Guard Cottage (1850-1857, 1891-1893)
Residence (c.1893, c.1952)

CONSERVATION MANAGEMENT PLAN

APPENDICES

Prepared for
Town of Bassendean

by
Laura Gray
Heritage & Conservation Consultant

in association with

Irene Sauman
Historian

December 2007

Heritage Architect & sub-consultants engaged to provide advise

 SIA ARCHITECTS PTY LTD

McDowall Affleck



UNITED SCANNING
SERVICES PTY LTD



FORTH

TAMRAM PTY LTD

CREATIVE SPACES

Exhibition Layout



CADDSGROUP
ENERGY + SUSTAINABILITY



ORIGIN
LANDSCAPES

SGS

Fiona Bush Heritage & Archaeology

28 August 2015

Mr Simon Stewert-Davies
Director Operational Services
Town of Bassendean
P O Box 87
BASSENDEAN WA 6934

Dear Simon

Museums Australia Response to refurbishment of 1 Surrey Street, Bassendean

Thank you for the opportunity to view the above property and consult with strategic personnel. We see our role as advocate and informed commentator on industry standards relating to museum best-practice, which includes the interpretation and management of the site. Specifically for the above property I respond to the impact of the proposed redevelopment of the 1893 residence and the ensuing modifications and extension to the interpretation within.

We conditionally agree that *Option 2*, of the architectural drawings presented, successfully meets the recommendations of the 2012 Interpretation Plan produced by Dr Brian Shepherd: Particularly Recommendations 4 to 7: increasing community engagement and separating the heritage area from the area designated for community use.

Concerns raised by stakeholders

1. It is noted that the potential increase for community engagement with the new purpose-built community centre and extended space for interpretation within the 1893 residence may increase the need for more staff supervision. It is also noted that access to the site is always in the form of supervised access, i.e., staff will always need to be present to allow access.

In order to allay any fears that supervision provided by the present staff cohort of Historical Society members may be unsustainable with the expanded development of the site, the Historical Society should be assured of support from the Town of Bassendean. Assurance regarding future staffing of the site should be in writing to the Bassendean Historical Society, guaranteeing ongoing support to facilitate regular access to 1 Surrey Street: the scope and definition of regular access needs to be agreed upon by both parties.

MUSEUMS AUSTRALIA
PO Box 234 Northbridge WA 6003
Phone: 9447 2700 Fax: 9447 2701
Email: info@museums.wa.gov.au
www.museumsaustralia.org.au

Advocacy
Professional Development
Publications
Conferences
Museum@Work
www.museums.wa.com.au

2. It is noted that *Option 2* potentially allows for more than one access point to the 1893 residence, rather than the existing front-of-house entry. Does this have the potential to compromise how an audience will experience the interior interpretation?

There is no evidence to support the premise that an audience will have an optimum museum experience by following a prescribed linear engagement with the space, for example, the traditional didactic time-line approach. To the contrary, visitors to museum sites engage in informal learning, tend to negotiate content in group situations, and bring their own levels of knowledge and experiences with them¹. Furthermore, the visitor's perception of free will in how he/she engages with museum exhibitions enhances the visitor experience.

The refurbished lay-out of interpretive material has the capacity to offer enriching content from a variety of access points.

With the necessary support and promotion from the Town of Bassendean I believe that the redevelopment of 1 Surrey Street, according to *Option 2*, can create a practical and welcoming hub for community engagement while maximising audience awareness of the site's heritage significance.

Yours faithfully



Rosemary Fitzgerald
Coordinator
Programmes and Communications
Museums Australia WA

¹ Falk, J & Dierking, L. 2000, *Learning from Museums – Visitor Experiences and the making of Meaning*, Allamira Press, Walnut Creek, p 97. Falk is an international expert on the museum experience. Also relevant from his many publications is *Free-Choice Learning and the Environment* (2009).



Project Background

In 2014 Lotterywest approved a grant of \$27,975 as a contribution towards the detailed design process. SIA Architects were appointed to review past reports and undertake detailed site investigations for the restoration work to the Pensioner Guard Cottage and Residence. The structural engineering investigations, Option 1 & 2 schematic designs and preliminary cost estimates were presented to Museum Australia, the 1 Surrey Street Steering Group and a report subsequently to Council for consideration.

Council invited public comment on the schematic designs and in November 2015, Council (OCM-6/11/15) endorsed SIA Architects Pty Ltd Option 2C draft design proposal. The 2C proposal recommended to demolish the c.1952 asbestos extension, the rear building extension under concrete roof (structure engineering report) and the standalone ablution/laundry building; and the proposal to construct a community meeting place on the southern side of the Residence, as well as a separate toilet block on the western boundary and a studio space on the south eastern boundary.

Extensive consultation continued with the 1 Surrey Street Steering Group (Bassendean Historical Society & Bassendean Arts Council representatives) and other key stakeholders.

In 2016, the detailed drawings and specifications for the restoration and construction works were completed and conditional approvals received from the Town of Bassendean and State Heritage Office, and letters of support received from State Heritage Office, Bassendean Historical Society Inc, National Trust of Australia (WA) and the Royal Western Australian Historical Society (Inc).

Lotterywest approved a \$375,000 grant contribution on 2 March 2017, based on the SIA Architect Pty Ltd detailed drawing (Option 2C) designs, development approvals & stakeholder endorsements received.

The Town scheduled for the Return for Tender to be advertised in March 2017, with all restoration works completed by December 2017.

Demolition 1950's structures & 2c Design

Council adopted Conservation Management Plan outlines the following with regards to the levels of significance:

Section 8 (page 57) Levels of Significance
Residence Additions (c. 1952):

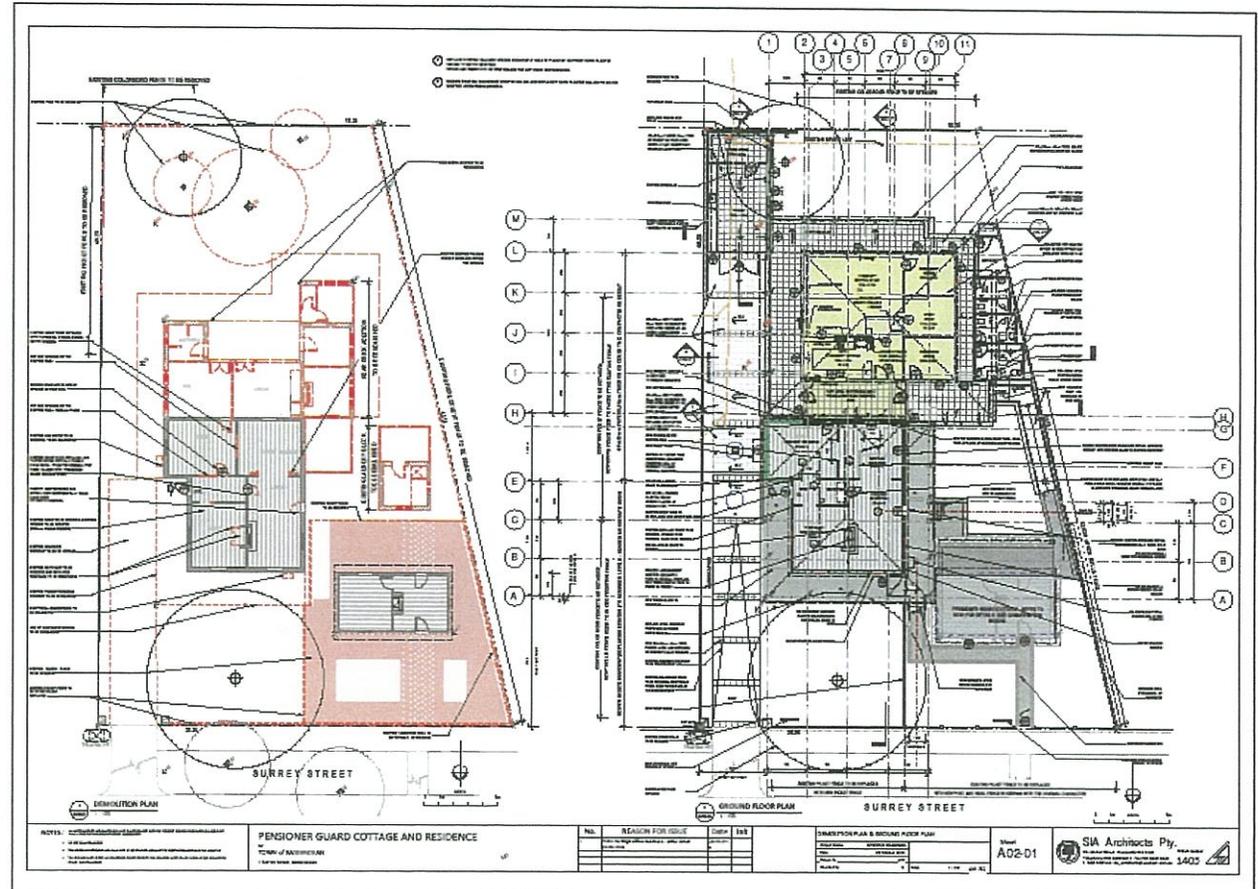
1. The General massing is considered to be of little significance
2. The flat roof is considered to be intrusive
3. The externally rendered walls, windows, internal walls, ceilings and bathrooms in the Residence are considered to be of little significance.
4. The laundry is considered to be of little significance.
5. The interior layout, floors and kitchen fit-out were considered to be of some significance.

Page 59 of the Conservation Management Plan illustrates the zones of significance. All the additions made after c. 1952 are considered to be of little significance.

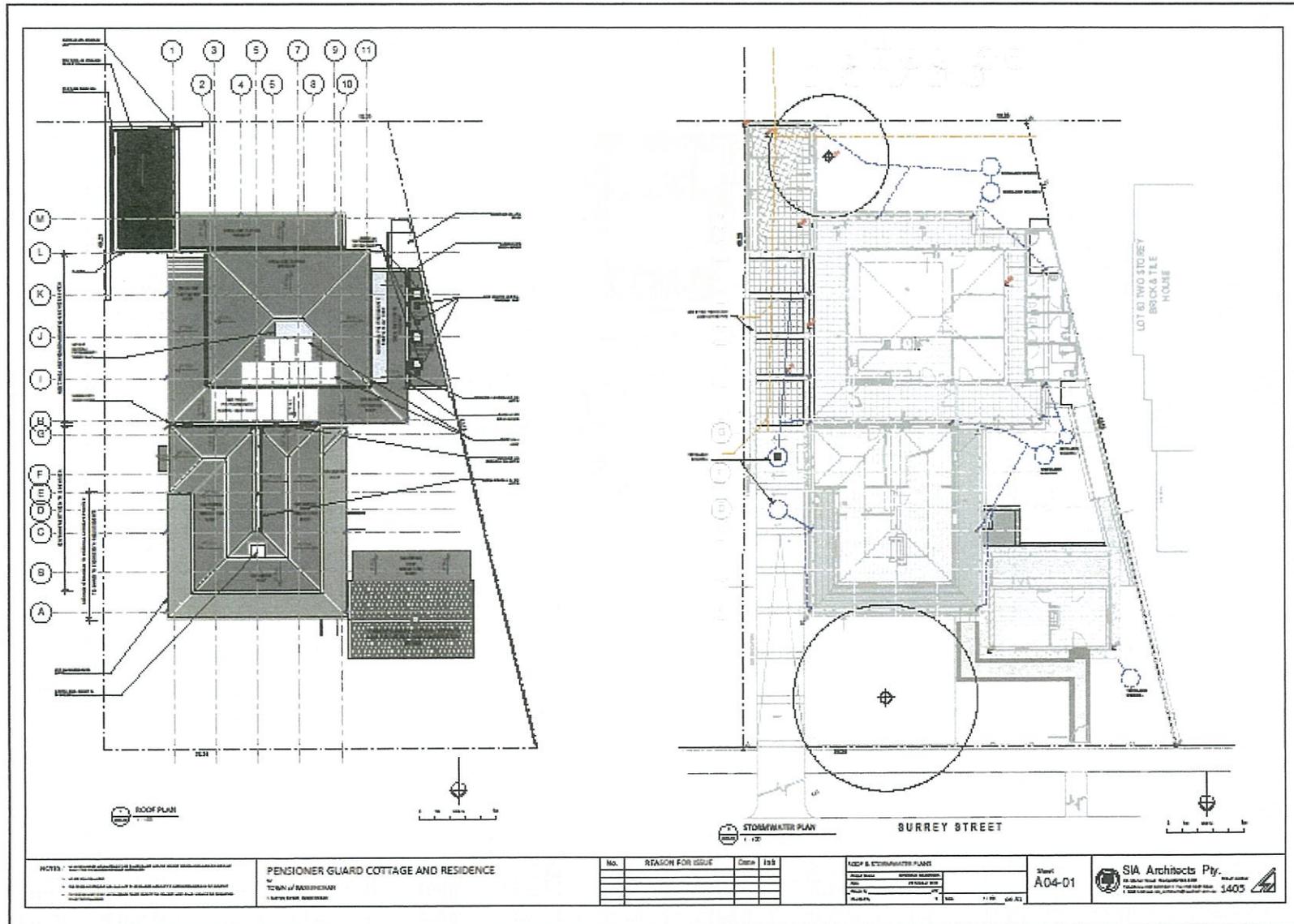
The State Heritage Office provides the following criteria for the assessment of Local heritage Places and areas:

The 2017/2018 Capital Works budget included \$980,000 to appoint the Heritage Builder which included a provisional grant of \$250,000

Lotterywest approved a \$350,000 grant, which reduced cost to ratepayers.



ROOF PLAN & DRAINAGE PLAN



Project Scope Amended - Background

March 2017, Council received a Notice of Motion from Cr Bridges to rescind OCM-6/11/15 and to inform Lotterywest of the decision and prepare plans consistent with Option 1 schematic plans prepared by the SIA Architects.

10 April 2017, SIA Architects Director - Sasha Ivanovich, attended a Councillor Workshop to explain the structural Engineering issues with the 1950s building foundations, concrete roof, asbestos, and that the option 1 design functionally addressed the Museum requirement (As per Museum Australia correspondence).

Ms Val Humphrey, who was a co-author with Paul Bridges, of a 2002 Pensioner Guard Museum report, attended the Councillors' Workshop and compared the Shared Space, Museum Space, Café Space and Community/Bassendean Arts Council space, provided in Option 1 and Option 2C designs.

April 2017, Ordinary Council Meeting (OCM – 3/04/17) resolved to rescind the Option 2C design and not proceed with the prepared detailed design drawings and specifications, and to engage a heritage architect to project manage the consultation, design and construction process required, and to prepare plans consistent with the attached Option 1 Plan prepared by SIA Architects Pty Ltd, and the building uses recommended in the Interpretation Plan, subject to modifications sought by the key user groups; as previously documented including the following requirements:

- Interpretation within the museum space to include original and reproduction artefacts and within the cottage to include interpretation of a standard commensurate with that of the Howick Historical Village in Auckland New Zealand to create an authentic experience for museum visitors;
- A management plan for the ongoing use of the site to be presented to the Audit and Risk Committee and adopted by Council;
- Site use areas be defined for the museum component, dedicated work and storage space for the Bassendean Arts Council and common shared meeting and activity spaces for multiple user groups, including capacity for school education programs;
- Site and building plans, costings, the management plan and the details of the proposed interpretation be made available to the public via the Town's website and presented at a public meeting for community input prior to the commencement of construction; and
- A Museum consultant to design the interpretation of the museum component.

Lotterywest – Grant Variation

As a result of Council's April 2017 resolution, the Lotterywest Board provided a Grant Variation, which states the \$375,000 grant "payment will be made on the provision of written approvals and or endorsement for Councils final adopted plans for the conservation and redevelopment of the Pensioner Guard Cottage, from the following organisations:

- State Heritage Office
- Bassendean Historical Society Inc
- National Trust of Australia (WA)
- The Royal Western Australian Historical Society (Inc)

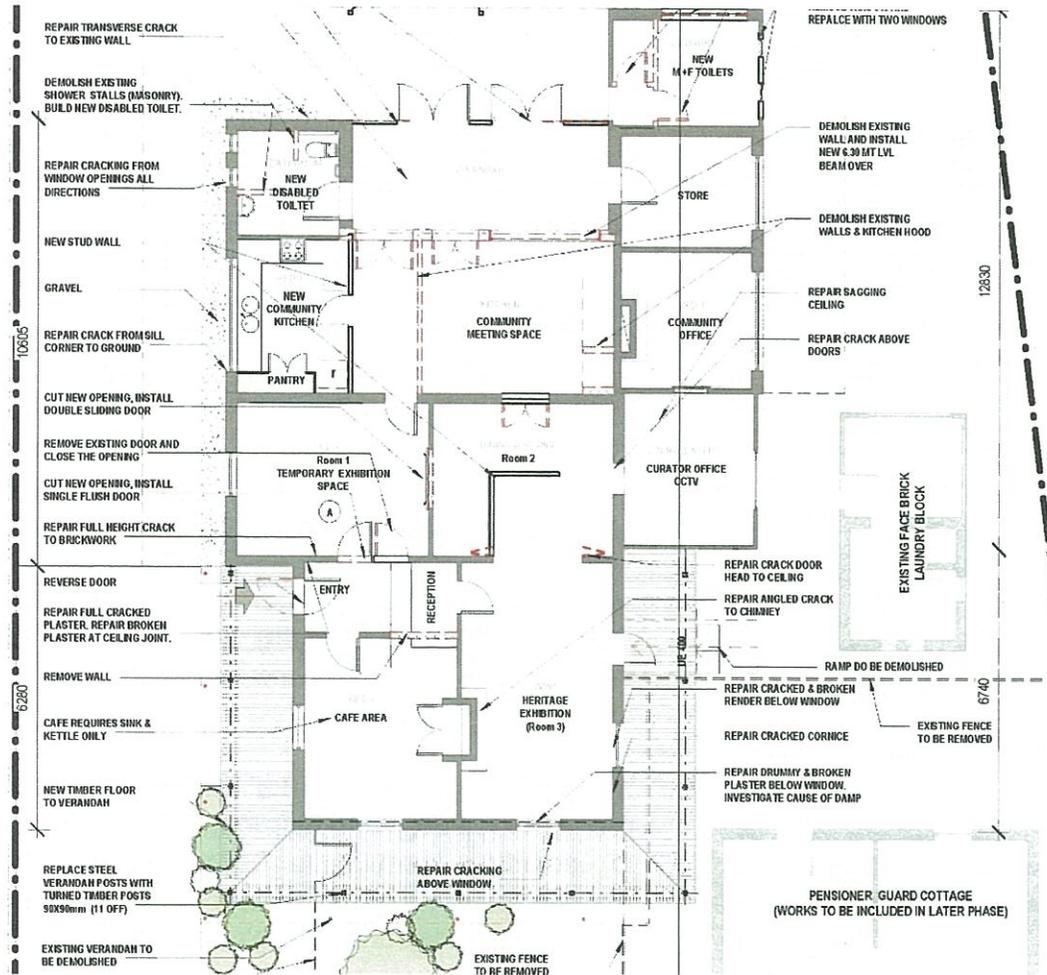
In addition, Lotterywest Grant Variation requires the initial drawdown of this grant by 30 April 2019, and subsequent drawdown periods must be no further than 6 months apart. Once the overall conditions have been met, payment will be made IN ARREARS on provision of receipts or original Builders'/Architects' certificates or certified copies for progress payments and a written request for payment.

The Town wrote to the above organisations to inform them of change in direction and to reassure them that once the Heritage Architect was appointed, meetings would commence with key user groups to progress the Council resolution. On 5 October 2017, the Royal Western Australian Historical Society (Inc) wrote to the Town and outlined in detailed the reason why they supported the 2C design and outlined their opposition to the Option 1 proposal.

Lotterywest has advised that all variation conditions need to be fulfilled in order to receive grant funding and suggested the Council had the following options:

1. Resolve to go back to the original approved designs - which had previously been supported by all parties
2. Request that Lotterywest Board vary the conditions
3. Resolve not take up the grant

Residency & Pensioner Guard Cottage – Option 1



2017/2018 budget allocation

May 2017 Report item 10.6 titled “1 Surrey Street – Heritage Architect Detailed Design Options” provided estimated costs to achieve proposed Notice of Motion resolution. Council (OCM 12/05/17) resolved to allocate \$125,000 in draft budget for Option 1 design process.

Special Council Meeting 10 July 2017, Council resolved to allocate \$80,000 to invite tenders to appoint a Heritage Architect to manage the consultation, design and construction for the Option 1 design project.

Quotes

Return For Quote have been invited as per Council resolution with three submissions received. All over budget allocation.

Report to November 2017 OCM with confidential attachments

Option 1 has Structural Engineering risk elements associated with removal of the concrete roof - damage to glazing, floors and walls during concrete roof removal. Retention of Concrete Roof has risk elements in regards to structural integrity.

Correspondence received after the April 2017 Council resolution Potential Solution

Included in the 19 May 2017, Councillors Bulletin, all Elected Members received a copy of a letter and CV from Ms Felicity Morel-EdnieBrown, Principal of Culture & Context, regarding the Pensioner Guard Cottage and Community Museum at 1 Surrey Street, Bassendean.

Ms Morel-EdnieBrown advised that she had an integrated solution for the Surrey Street project, which she would like Council to consider.

Officers are implementing Council (OCM – 3/04/17) resolution and therefore did not provide any comment.

There are no funds specifically allocated in the 2017/2018 budget to undertake a desk top review in order to investigate the suggestions outlined in letter. A desk top review would further delay the project, which will impact the Lotterywest grant variation conditions. If this desk top review was undertaken the risk may be that not all of the previous organisations who provided letters of support will support the proposal – back to current situation.

If Councillors require any further information, they would need to contact Ms Morel-EdnieBrown or SIA Architects Director - Sasha Ivanovich .

strategic cultural + urban advice

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Postal: PO Box 6760, East Perth, Western Australia 6892

Web: www.cultureandcontext.com.au

ABN: 62 130 369 970

Our Ref: BAS-001

11 May 2017

The Mayor, Mr J Gangell,
Deputy Mayor, Mr M Lewis,
Councillors G Pule, P. Bridges, B. Brown, R. McLennan
Town of Bassendean,
35 Old Perth Road,
Bassendean, WA, 6054
By email to: mail@bassendean.wa.gov.au

Dear Mr Mayor and Councillors,

Pensioner Guard Cottage and Community Museum, 1 Surrey Street, Bassendean

I am writing to you in reference to the proposed redevelopment of the site of the Pensioner Guard Cottage and Community Museum, 1 Surrey Street, Bassendean which I believe has been a matter of discussion for some time by the Council.

It is my understanding that there is an Option 1 which the Council are progressing and an Option 2 which has previously had support and for which funding has been obtained via Lotteries West.

I have had a brief opportunity to review the proposals and find merit in each: the first, operationally; and the second, architecturally.

I believe that there is an opportunity to marry the two being cognisant of operational constraints and effectiveness in a community museum setting (as in Option 1) and provide a better quality of space (as in Option 2) and that there is a way forward to marry the two to get the best possible outcome, as well as providing undocumented additional spaces.

To assist the Town in this matter to ensure the best possible outcome from all of the time, work and effort that has been put into this process by all parties to date, I envisage a desktop review of the plans and associated documents, meeting with the interested parties, and reporting back to the next Council meeting with a short report and an amended floor plan that incorporates the best of both proposals for Council's further consideration.

Should you wish to proceed with my services, the aim would be to have an integrated solution to the matter going forward.

Yours sincerely

CULTURE+CONTEXT



Felicity Morel-EdnieBrown

PRINCIPAL

culture+context

Time line to achieve 30th June 2019 – Grant Variation Requirement

The May 2017, the Ordinary Council Meeting agenda included the following preliminary time line to illustrate the predicated time requirements for each phase of the work; however, as discussed earlier, it does not take into consideration any issue or delays that may arise:

- August to October 2017 – Appoint Architect
- November 2017 to June 2018 – Design Process
- July to September 2018 – Statutory Approvals including Council approval – Lotterywest requires letters of support
- October to December 2018 – Appoint builder
- February – March 2019 – Builder to commence works
- 30 April 2019 – Lotterywest requires 1st claim to be submitted and subsequent claims not more than 6 months apart

The preliminary time line above was optimistic when submitted to Council for consideration, particularly considering SIA Architects Pty Ltd commenced work on this project in 2014, and after extensive consultation, the final detailed designs were conditionally approved by State Heritage Office, in September 2016 and the Town of Bassendean issued conditional approvals in October 2016.

Issues that need to be resolved



Document # ILET-12750017
Date: 05.10.2017
Officer: BOB JARVIS
File: A673.GRSUWAPPS-D/12



THE ROYAL WESTERN AUSTRALIAN HISTORICAL SOCIETY (INC.)

5 October 2017

Your ref: OLET-6856817 File ref: A673, GRSUWAPPS-D/12
Mr Bob Jarvis
Chief Executive Officer
Town of Bassendean
PO Box 87
BASSENDEAN WA 6934

Dear Mr Jarvis

1 Surrey Street Bassendean – Status of The Pensioner Guard Cottage and Residence Restoration Project

Thank you for your letter of 4 August addressed to Lennie McCall, Chairperson of Council. At the recent September Council meeting of the Royal Western Australian Historical Society the proposed plans were discussed and it was decided that the Society would not endorse the proposed plans for 1 Surrey Street.

As you know, the Society was more than willing to support your grant application to Lotterywest when we viewed the proposal set out in Design Option 2C. The Council thought that this would provide an excellent outcome for both the Museum proposal and the community use of the site. The demolition of the c.1952 rear kitchen provided an excellent opportunity to create a separate community space, whilst at the same time returning the c.1893 Residence to its original form. This configuration also set aside three rooms for the Museum interpretation for the Pensioner Guard Cottage, which is what the Council thought was to be the c.1893 Residence's main use. By removing the c.1952 kitchen addition (and also the free-standing laundry on the west side) there was a clear definition between what was to be the museum display and what was to be the community space.

By adopting Option 1 the c.1893 Residence becomes a combined Museum/Community Space, therefore there is no clear definition between the two functions. The front room on the eastern side of the c.1893 Residence is marked as a 'Cafe' space, which therefore implies the loss of interpretive space for the museum. The temporary display room has now been moved to the southern side of the 'Cafe', which in Option 2C was to be used as a Heritage Exhibition Space. In addition, by adopting Option 1 the free-standing laundry is retained which means this area is no longer available as an open area in which children can sit in during school visits.

We understand that at the time of writing your letter, tenders had not been called for the appointment of the Heritage Architect but understand that meetings will commence with key user groups to progress the Council resolution once this appointment is made.

If you have any further questions please contact the Chairperson of Council, Lennie McCall, by email at admin@histwest.org.au.

Yours sincerely

for The Hon Robert Nicholson AO
President

Cc: cc Julian Donaldson Chief Executive Officer National Trust of Australia (WA)

The Royal Western Australian Historical Society (Inc) has written to the Town and outlined in detailed the reason why they supported the 2C design and outlined their opposition to the Option 1 proposal.

The Lotterywest Grant Variation states that payment of the \$375,000 grant will only be made on the provision of written approvals and or endorsement from the four (4) stakeholders for Councils final adopted plans.

Grant Variation Requirement

Lotterywest's Conditional Variation states that payment of grant will only occur on the provision of written approvals and/or endorsement from the four listed organisations for Councils final adopted plans.

Lotterywest has suggested the following options Council may wish to consider:

1. Rescind current direction, go back to the original State Heritage Office approved designs – previously supported by all parties;
2. Request that Lotterywest Board vary the conditions
3. Resolve not take up the grant and advise Lotterywest

Should Council wish to seek a further Lotterywest variation, it should be noted that the current responded prices are only valid up to ninety (90) calendar days from the RFT closing date, therefore until Tuesday 2nd January 2018.

From a financial perspective, while Council could potentially allocate additional funds to make up the budget shortfall, it would not be prudent not to appoint the new Heritage Architect until Lotterywest Board has formally considered this feedback.

The delay in appointing the Heritage Architect will most likely impact the fees proposal and as a result the Town will need to request the contractors re-submit prices, this may lead to a further price increase. The delay in appointing Heritage Architect will have a significant impact on their capacity undertake the Community, Stakeholder and Council consultation, obtain the required statutory approvals and written endorsements from required organisations.

With the delays already being experienced, it is unlikely that Council will be able to appoint the Heritage Builder to commence the restoration works and submit a claim for payment by 30th April 2019.

Should the design process continue to be delayed and the builder can not be appointed, it is highly likely that the Lotterywest grant funding will be in jeopardy.

[Museums Australia]

Western Australia

Advancing museum galleries
and cultural centres
PO Box 224 Northbridge WA 6865
Francis St Northbridge WA 6800
t (08) 9427 2770 f (08) 9427 2855
e ma_wa@museum.wa.gov.au
www.museumsaustralia.org.au

Advocacy
Professional Development
Publications
Conferences
Museum Week

www.museumswa.com.au

28 August 2015

Mr Simon Stewart-Davies
Director Operational Services
Town of Bassendean
P O Box 87
BASSENDEAN WA 6934

Dear Simon

Museums Australia Response to refurbishment of 1 Surrey Street, Bassendean

Thank you for the opportunity to view the above property and consult with strategic personnel. We see our role as advocate and informed commentator on industry standards relating to museum best-practise, which includes the interpretation and management of the site. Specifically for the above property I respond to the impact of the proposed redevelopment of the 1893 residence and the ensuing modifications and extension to the interpretation within.

We conditionally agree that *Option 2*, of the architectural drawings presented, successfully meets the recommendations of the 2012 Interpretation Plan produced by Dr Brian Shepherd: Particularly Recommendations 4 to 7: increasing community engagement and separating the heritage area from the area designated for community use.

Concerns raised by stakeholders

1. It is noted that the potential increase for community engagement with the new purpose-built community centre and extended space for interpretation within the 1893 residence may increase the need for more staff supervision. It is also noted that access to the site is always in the form of supervised access, i.e., staff will always need to be present to allow access.

In order to allay any fears that supervision provided by the present staff cohort of Historical Society members may be unsustainable with the expanded development of the site, the Historical Society should be assured of support from the Town of Bassendean. Assurance regarding future staffing of the site should be in writing to the Bassendean Historical Society, guaranteeing ongoing support to facilitate regular access to 1 Surrey Street: the scope and definition of regular access needs to be agreed upon by both parties.



Government of **Western Australia**
Department of **Culture and the Arts**

2. It is noted that *Option 2* potentially allows for more than one access point to the 1893 residence, rather than the existing front-of-house entry. Does this have the potential to compromise how an audience will experience the interior interpretation?

There is no evidence to support the premise that an audience will have an optimum museum experience by following a prescribed linear engagement with the space, for example, the traditional didactic time-line approach. To the contrary, visitors to museum sites engage in informal learning, tend to negotiate content in group situations, and bring their own levels of knowledge and experiences with them¹. Furthermore, the visitor's perception of free will in how he/she engages with museum exhibitions enhances the visitor experience.

The refurbished lay-out of interpretive material has the capacity to offer enriching content from a variety of access points.

With the necessary support and promotion from the Town of Bassendean I believe that the redevelopment of 1 Surrey Street, according to Option 2, can create a practical and welcoming hub for community engagement while maximising audience awareness of the site's heritage significance.

Yours faithfully



Rosemary Fitzgerald
Coordinator
Programmes and Communications
Museums Australia WA

¹ Falk, J & Dierking, L, 2000, *Learning from Museums – Visitor Experiences and the making of Meaning*, Altamira Press, Walnut Creek, p 97. Falk is an international expert on the museum experience. Also relevant from his many publications is *Free-Choice Learning and the Environment* (2009).





Department of Planning,
Lands and Heritage

Your ref: OLET-6857317

Our ref: P131/43292

Enquiries: Lucy Duckham (08) 6552 4068

Chief Executive Officer
Town of Bassendean
PO Box 87
BASSENDEAN WA 6934

Document #: ILET-12601517
Date: 30.08.2017
Officer: SIMON STEWERT-DAWKINS
File: A673



Attention: Simon Stewart-Dawkins

30 August 2017

Dear Sir

**PENSIONER GUARD COTTAGE
Restoration Project**

Under the provisions of Section 11 of the *Heritage of Western Australia Act 1990*, the proposed development as described below has been referred to the Heritage Council for its advice.

Place Number	P131
Place Name	Pensioner Guard Cottage
Street Address	1 Surrey Street, Bassendean
Referral date	4 August 2017
Development Description	Restoration Project

We received the following drawings prepared by SIA Architects dated November 2014:

A02 – Option 1 – Conservation Works & Alterations

The referral for the proposed development has been considered in the context of the identified cultural significance of the registered place and the following advice is given:

Findings

- The *Pensioner Guard Cottage* is significant as the only known extant Pensioner Guard Cottage in Bassendean. The place is also associated with the convict system in the State's colonial period.
- The proposed conservation works are for the residence building only and immediate surrounding site. No works are proposed for the Pensioner Guard Cottage itself.

- The proposed demolition works for the residence are largely limited to the scope outlined in the previously approved scheme, however the rear addition is no longer proposed to be completely removed.
- A new studwall extension is proposed to the rear addition of the residence, to replace an existing laundry that is to be demolished.
- The Conservation Plan for the place (Gray and Sauman 2007) identifies the residence as being of some significance, with the rear addition being of little significance.
- Overall, the proposed works will have a positive impact on the identified cultural significance of the registered place.

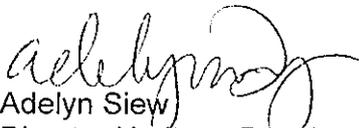
Advice

The proposed development, in accordance with the information submitted, is supported.

We would appreciate a copy of your Council's determination for our records.

Should you have any queries regarding this advice please contact Lucy Duckham at lucy.duckham@stateheritage.wa.gov.au or on 6552 4068.

Yours sincerely


Adelyn Siew
Director Heritage Development



Document #: ILET-11052316
Date: 01.10.2016
Officer: SIMON STEWERT-DAWKINS
File: GOVN/CCLMEET/3



BASSENDEAN HISTORICAL SOCIETY

INCORPORATED

PO Box 496
Bassendean 6934

1 October 2016

Mr Bob Jarvis
CEO Town of Bassendean
48 Old Perth Road
Bassendean WA 6054

Dear Bob

The Bassendean Historical Society (Inc.) (BHS) was formed in August 1991 and has this year commemorated its 25th anniversary. Since then our society has worked consistently with the Bassendean Town Council to support the preservation, recording, and promotion of the history and heritage of our local government district.

At the meeting held 28 July 2016 the following updated objectives of the BHS were unanimously carried by our members.

The objectives of the Bassendean Historical Society (Inc.) are to foster and encourage an understanding of the history and heritage of the Bassendean district (Bassendean, Ashfield, and Eden Hill) including:

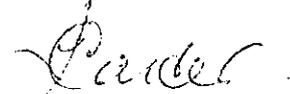
1. To support the Bassendean Local Studies Library and collection.
2. To support preservation of the built heritage of Bassendean.
3. To encourage interest in the natural and cultural heritage of Bassendean and the protection of historic sites.
4. To promote and support our district's Aboriginal history and heritage.
5. To assist in the preservation, protection, and interpretation of the Pensioner Guard cottage site.
6. To undertake or support projects which have as their intention research into and promotion of the history and heritage of the district.

Over the 25 years since the Society's establishment, it has taken a key role in the custodianship and promotion of the former Pensioner Guard cottage which is a unique metropolitan example of a building constructed by convicts for an Enrolled Pensioner Guard

and his family in 1856. BHS volunteers are responsible for opening the cottage each month for visitors as well as hosting special openings on other occasions. BHS volunteers also work collaboratively with the Librarian in charge of the Bassendean Local History collection. The BHS is formally affiliated with the Royal Western Australian Historical Society (Inc).

The BHS encourages and supports initiatives to develop a permanent interpretive display to enhance knowledge and community connection with the Pensioner Guard cottage. The Society's members look forward to being closely involved in such efforts.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Jennie Carter'.

Jennie Carter
Acting President



National Trust
WESTERN AUSTRALIA



Document #: ILET-12720117
Date: 26.09.2017
Officer: SIMON STEWERT-DAWKINS
File: A673 GRSU/APPS-D/12

Bob Jarvis
Chief Executive Officer
Town of Bassendean
PO Box 87
BASSENDEAN WA 6934

26 September 2017

Dear Mr Jarvis

RE: PENSIONER GUARD COTTAGE AND RESIDENCE RESTORATION PROJECT

Thank you for your correspondence regarding the Bassendean Pensioner Guard Cottage and Residence received on 10th August 2017.

The National Trust understands an earlier plan for the restoration of this significant place has ceased and Council have approved this project to be reviewed and tendered again.

The National Trust would be pleased to provide advice and review any future plans for this place to ensure long term, sustainable conservation and interpretation. Please contact Lisa Sturis, Heritage Services Officer at lisa.sturis@ntwa.com.au or 9321 6088 if there are any queries.

Yours sincerely

Julian Donaldson
Chief Executive Officer



Document #: ILET-12750017
Date: 05.10.2017
Officer: BOB JARVIS
File: A673 GRSU/APPS-D/12



THE ROYAL WESTERN AUSTRALIAN HISTORICAL SOCIETY (INC.)

5 October 2017

Your ref: OLET-6856817 File ref: A673, GRSU/APPS-D/12
Mr Bob Jarvis
Chief Executive Officer
Town of Bassendean
PO Box 87
BASSENDEAN WA 6934

Dear Mr Jarvis

1 Surrey Street Bassendean – Status of The Pensioner Guard Cottage and Residence Restoration Project

Thank you for your letter of 4 August addressed to Lennie McCall, Chairperson of Council. At the recent September Council meeting of the Royal Western Australian Historical Society the proposed plans were discussed and it was decided that the Society would not endorse the proposed plans for 1 Surrey Street.

As you know, the Society was more than willing to support your grant application to Lotterywest when we viewed the proposal set out in Design Option 2C. The Council thought that this would provide an excellent outcome for both the Museum proposal and the community use of the site. The demolition of the c.1952 rear kitchen provided an excellent opportunity to create a separate community space, whilst at the same time returning the c.1893 Residence to its original form. This configuration also set aside three rooms for the Museum interpretation for the Pensioner Guard Cottage, which is what the Council thought was to be the c.1893 Residence's main use. By removing the c.1952 kitchen addition (and also the free-standing laundry on the west side) there was a clear definition between what was to be the museum display and what was to be the community space.

By adopting Option 1 the c.1893 Residence becomes a combined Museum/Community Space, therefore there is no clear definition between the two functions. The front room on the eastern side of the c.1893 Residence is marked as a 'Café' space, which therefore implies the loss of interpretive space for the museum. The temporary display room has now been moved to the southern side of the 'Café', which in Option 2C was to be used as a Heritage Exhibition Space. In addition, by adopting Option 1 the free-standing laundry is retained which means this area is no longer available as an open area in which children can sit in during school visits.

We understand that at the time of writing your letter, tenders had not been called for the appointment of the Heritage Architect but understand that meetings will commence with key user groups to progress the Council resolution once this appointment is made.

If you have any further questions please contact the Chairperson of Council, Lennie McCall, by email at admin@histwest.org.au.

Yours sincerely

Lennie McCall

for

The Hon Robert Nicholson AO
President

currently overseas

Cc cc Julian Donaldson Chief Executive Officer National Trust of Australia (WA)

Stirling House, 49 Broadway, Nedlands, Western Australia. 6009
Tel: (08) 9386 3841 Fax: (08) 9386 3309 Email: admin@histwest.org.au Website: www.histwest.org.au
ABN 43 607 110 473



Government of Western Australia
Department of Culture and the Arts





STATE
HERITAGE
OFFICE

Working on behalf of the Heritage Council to recognise, conserve, adapt and celebrate our State's unique cultural heritage

2 September 2016

YOUR REF
OUR REF P131/41933
ENQUIRIES Moss Wilson (08) 6552 4056

Mr Brian Reed
Manager Development Services
Town of Bassendean
PO Box 87
BASSENDEAN WA 6934



Document #: ILET-10898516
Date: 02.09.2016
Officer: BRIAN REED
File: COUP/PROGM/1 A673

Dear Brian

P131 PENSIONER GUARD COTTAGE
Town of Bassendean Application 4 August 2016

Under the provisions of Section 11 of the *Heritage of Western Australia Act 1990*, the proposed development as described below has been referred to the Heritage Council for its advice.

Place Number	P131
Place Name	Pensioner Guard Cottage
Street Address	1 Surrey Street, Bassendean
Referral date	4 August 2016
Development Description	Restoration, reconstruction and refurbishment of heritage buildings

We received the following information and drawings prepared by SIA architects dated July 2016:

Refurbishment – Materials and Finishes
A01 – Existing Residency – Internal Elevations
A02 – Community Kitchen & Toilet Internal Elevations
AC01 – Pensioner Guard Cottage – Conservation Works
DA01 – Title Sheet, Survey and Site Plan
DA02 – Demolition Plan & Ground Floor Plan
DA03 – Roof & Stormwater Plans
DA04 – Elevations
DA05 – Shadow Diagrams

The referral for the proposed development has been considered in the context of the identified cultural significance of *Pensioner Guard Cottage* and the following advice is given:

Findings

- *Pensioner Guard Cottage* comprises a small rendered brick and shingle residence established c.1857, and is significant as the only known extant Pensioner Guard Cottage in Bassendean. The place is also associated with the convict system in the state's colonial period.

stateheritage.wa.gov.au
info@stateheritage.wa.gov.au

- The proposal is for a large-scale series of alterations and refurbishment of the site. A number of specific changes are proposed, but can be summarised as:
 - Conservation work to the cottage, including replacement of the shingles, reinstatement of a rear lean-to, reinstatement of an 1860s colour scheme and the extension of the gable ends to match their original position.
 - Alterations to the residency building, including underpinning of the foundations and floor repair, roof and ceiling repair, replacement of the front verandah, internal layout changes and the replacement of the rear addition with a new community building.
 - Additions to the site, including the replacement of the toilet block, a new artist studio, reinstatement of the front fences, trellis treatments to the east and west boundaries and installation of drainage and soak wells to heritage buildings.
- The Conservation Plan for the place (Gray and Sauman 2007) identifies the cottage as being of considerable significance, the front ground grounds and core residence building as being of some significance and the rest of the residence building and remaining site as being of little significance. The conservation recommendations for these levels of significance are to retain, restore and conserve elements, with adaption and discreet adaption and alterations acceptable for elements of some significance and adaptive works for future use requirements acceptable for elements of little significance (Guides 2.21-2.23).
- Overall, the proposed works are in accordance with the Conservation Plan for the place and represent a good approach to the adaptive reuse of the site.

Advice

The proposed development, in accordance with the plans submitted, is supported subject to the following conditions:

1. New pavement should not abut the walls of the cottage or residency building.
2. A standard archival record shall be provided to the satisfaction of the Executive Director of the State Heritage Office of the structures that are proposed to be demolished. The record shall be prepared in accordance with the guide which can be downloaded from http://stateheritage.wa.gov.au/docs/general-publications/guide-to-preparing-an-archival-record_2012.pdf?sfvrsn=4.
3. More information on the proposed services and impacts on the heritage buildings are provided to the satisfaction of the Executive Director of the State Heritage Office when these plans have been confirmed.
4. More information on the proposed landscape design, particularly the garden trellis along the east and west boundaries of the site are provided to the satisfaction of the Executive Director of the State Heritage Office when these plans have been confirmed.

5. An archaeological management plan prepared by a qualified historical archaeologist is to be prepared to the satisfaction of the Executive Director of the State Heritage Office prior to works commencing.

We would appreciate a copy of your Council's determination for our records.

Should you have any queries regarding this advice please contact Moss Wilson at moss.wilson@stateheritage.wa.gov.au or on 6552 4056.

Yours sincerely



Harriet Wyatt

A/DIRECTOR DEVELOPMENT & INCENTIVES

Our Ref: DABC/BDVAPPS/2016-132:

Simon Stewart - Dawkins
Director Operational Services
Town of Bassendean
48 Old Perth Road
Bassendean WA 6054

Dear Simon:

PROPOSED ADDITIONS AND ALTERATIONS TO PENSIONER GUARD COTTAGE; / ADDITIONS AND ALTERATIONS TO DWELLING ADJOINING PENSIONER GUARD COTTAGE AND CHANGE OF USE TO COMMUNITY PURPOSE; AND CONSTRUCTION OF NEW BUILDING TO REAR OF SITE FOR USE AS COMMUNITY PURPOSE.- (LOT 50) NO. 1 SURREY STREET BASSENDEAN 6054.

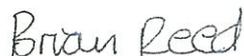
I advise that your application has been approved subject to the conditions specified on the attached Notice of Approval.

This approval applies to development approval only, and approval of detailed building plans and issue of a building permit must precede any development.

If you are dissatisfied with the conditions imposed you may seek a review either directly to the Town, or to the State Administrative Tribunal within 28 days of the date of this approval. The State Administrative Tribunal website <http://www.sat.justice.wa.gov.au/> provides excellent advice as well as access to the appeal forms.

Should you wish to discuss any aspect of this matter further, please contact me on 9377 8005.

Yours faithfully



BRIAN REED
MANAGER DEVELOPMENT SERVICES
for and on behalf of the Town of Bassendean
5 October 2016

Encl: Determination on Application for Development Approval
Copy of Approved Plan

**NOTICE OF DETERMINATION ON
APPLICATION FOR DEVELOPMENT APPROVAL
PLANNING AND DEVELOPMENT ACT 2005
TOWN OF BASSENDEAN
LOCAL PLANNING SCHEME NO. 10**

NAME OF OWNER: TOWN OF BASSENDEAN

ADDRESS: 1 SURREY STREET BASSENDEAN 6054

APPLICATION NUMBER: 2016-132

RECEIVED ON: 26/07/2016

DESCRIPTION OF PROPOSED DEVELOPMENT:

- 1. ADDITIONS AND ALTERATIONS TO PENSIONER GUARD COTTAGE;**
- 2. ADDITIONS AND ALTERATIONS TO DWELLING ADJOINING PENSIONER GUARD COTTAGE AND CHANGE OF USE TO COMMUNITY PURPOSE; AND**
- 3. CONSTRUCTION OF NEW BUILDING TO REAR OF SITE FOR USE AS COMMUNITY PURPOSE..**

The application for development approval is granted subject to the following conditions:

1. The proposed Café shall be used as an incidental use for the benefit of users of the building and shall not be operated as a commercial café;
2. External fixtures, including but not restricted to air-conditioning units, satellite dishes and non-standard television aerials, but excluding solar collectors, are to be located such that they are not visible from the primary street or secondary street;
3. Prior to the construction of the building hereby approved the applicant shall submit for the approval of the Town of Bassendean an outline of the refuse and recycling regime demonstrating that is capable of collection in an appropriate manner;
4. A detailed landscape plan being submitted with the application for a Building Permit which shows the location and type of existing and proposed trees and shrubs and lawns to be installed, and natural landscaping areas to be retained, in accordance with the approved plans;

5. The landscaping plan shall include details of the proposed watering system to ensure the establishment of species and their survival during the hot, dry summer months. Council encourages landscaping methods which do not rely on reticulation. Where reticulation is not used, the alternative method should be described;
6. A minimum of 50% of the front setback area of the front unit is to be softly landscaped. Landscaping is to be installed prior to occupation of the buildings and subsequently maintained to the satisfaction of the Manager Development Services;
7. The 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;
8. An application shall be made for the construction of the new crossover;
9. This approval does not include the approval of any signage. Any signage for the development to be the subject of a separate application;
10. The proposed boundary walls shall be finished to the satisfaction of Council (Manager Development Services);
11. The existing boundary fencing shall not be removed, until such time as the required new fencing is to be erected;
12. Details of any retaining walls shall be included in the working drawings and designed to Council's satisfaction (Building Surveyor);
13. Details of stormwater disposal being submitted for the approval of the Town in conjunction with or prior to the issue of the Building Permit, in accordance with Local Planning Policy No. 14 – On-Site Stormwater Policy;
14. The vehicle crossover being constructed in accordance with the Town's 'Specification for the Construction of Crossovers' (separate application and approval required);
15. The vehicular driveway being paved and drained in accordance with the provisions of the Town of Bassendean Local Planning Policy No. 8 – Parking Specifications;
16. New pavement should not abut the walls of the cottage or residency building;
17. A standard archival record shall be provided to the satisfaction of the Executive Director of the State Heritage Office of the structures that are proposed to be demolished. The record shall be prepared in

accordance with the guide which can be downloaded from <http://stateheritage.wa.gov.au/docs/general-publications/guide-to-preparing-an-archival-record-2012.pdf?sfvrsn=4>;

18. More information on the proposed services and impacts on the heritage buildings are provided to the satisfaction of the Executive Director of the State Heritage Office when these plans have been confirmed;
19. More information on the proposed landscape design, particularly the garden trellis along the east and west boundaries of the site are provided to the satisfaction of the Executive Director of the State Heritage Office when these plans have been confirmed;
20. An archaeological management plan prepared by a qualified historical archaeologist is to be prepared to the satisfaction of the Executive Director of the State Heritage Office prior to works commencing;
21. All building works to be carried out under this planning approval shall be contained within the boundaries of the subject lot; and
22. The issue of a Building Permit prior to the commencement of any works on site.

Footnotes:

- i) The Town of Bassendean encourages the retention of stormwater on-site through various best management practices, as laid out in its Planning Policy. Details of the stormwater containment and disposal method are to be provided with the building licence application.

Dial Before You Dig

Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please telephone 1100 before excavating or erecting structures. If alterations are required to the configuration, size, form or design of the development upon contacting the Dial Before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via Dial Before You Dig "1100" number in advance of any construction activities.

Telecommunications Act 1997 (Commonwealth)

Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any

person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, please contact Telstra's Network Integrity Team on 1800810443.

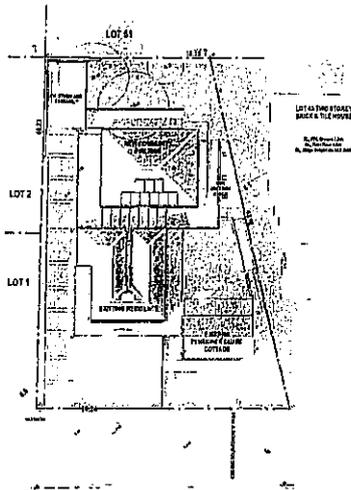
If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect.

Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

If an applicant is aggrieved by this determination there is a right of review under Part 14 of the *Planning and Development Act 2005*. An application for review must be lodged within 28 days of the determination.

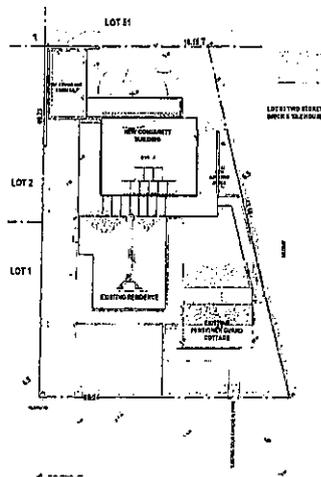
Brian Reed

BRIAN REED
MANAGER DEVELOPMENT SERVICES
for and on behalf of the Town of Bassendean
5 October 2016



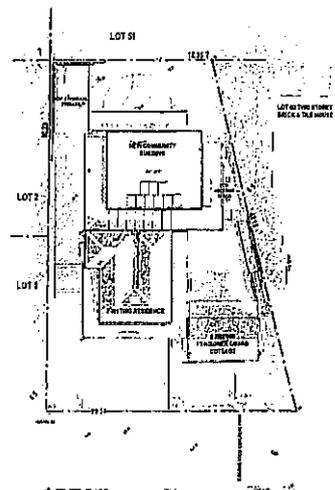
SURREY STREET

Shadow Diagram - Winter Solstice 11:30



SURREY STREET

Shadow Diagram - Winter Solstice 12 noon



SURREY STREET

Shadow Diagram - Winter Solstice 3 pm

TOWN of BASSENDEAN
 TOWN PLANNING DEPARTMENT
 APPROVED 5.10.16
 IN ACCORDANCE WITH A POLYGRAPHIC DATE 7/2/16
 B. Reed
 MUNICIPAL DEVELOPMENT OFFICER

NOTES:
 1. The information on this document is for information only and does not constitute a contract.
 2. The information on this document is for information only and does not constitute a contract.
 3. The information on this document is for information only and does not constitute a contract.
 4. The information on this document is for information only and does not constitute a contract.

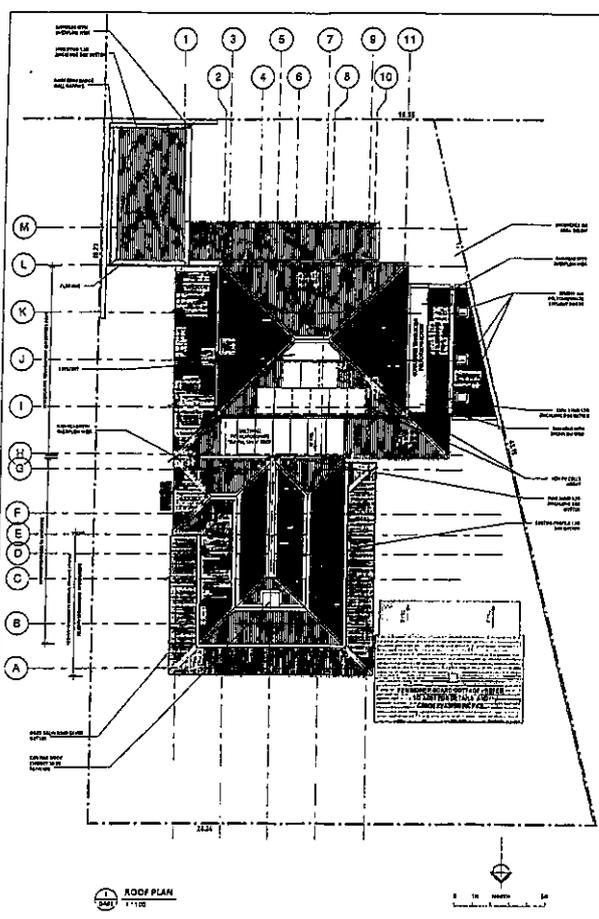
PENSIIONER GUARD COTTAGE AND RESIDENCE
 TOWN of BASSENDEAN
 1 Sunnybank, Busselton

No.	REASON FOR ISSUE	DATE	BY

SHADOW DIAGRAMS
 Date: 5.10.16
 Time: 11:30 AM
 Scale: 1:100

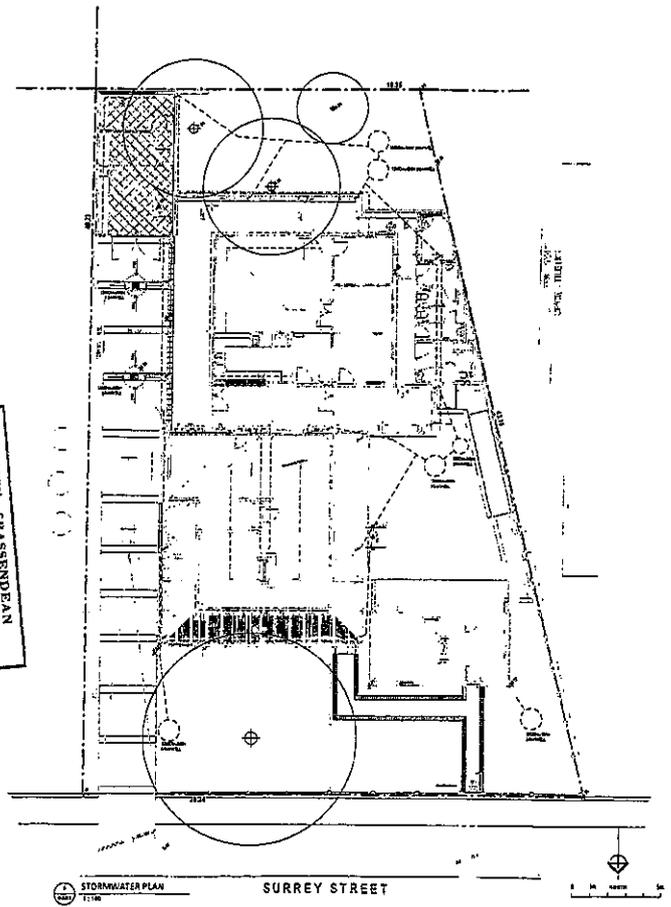
Sheet
 DA05

SIA Architects Pty. Ltd.
 1405



1 ROOF PLAN
1:100

TOWN of BASSENGHAN
TOWN PLANNING DEPARTMENT
APPROVED 5.10.18
In accordance with application, dated 26.10.18
R. Peck
CITY ENGINEER (PLANNING)



2 STORMWATER PLAN
1:100

NOTES:
1. All dimensions are in millimetres unless otherwise stated.
2. All dimensions are to the face of the work unless otherwise stated.
3. All dimensions are to the centre of the work unless otherwise stated.
4. All dimensions are to the centre of the work unless otherwise stated.
5. All dimensions are to the centre of the work unless otherwise stated.

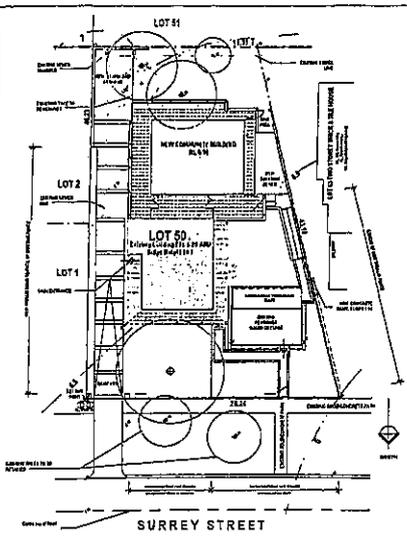
PENSIONER GUARD COTTAGE AND RESIDENCE
TOWN of BASSENGHAN

NO.	REASON FOR ISSUE	DATE	BY

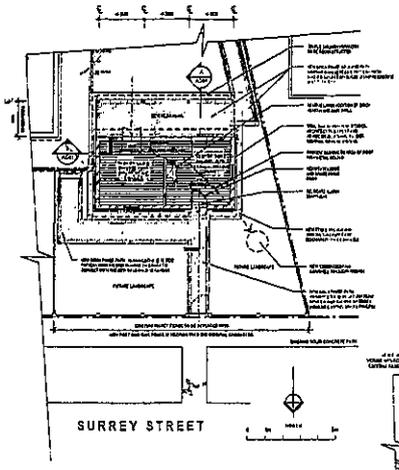
ROOF & STORMWATER PLANS
SIA Architects Pty. Ltd.
1405

Sheet
DA03

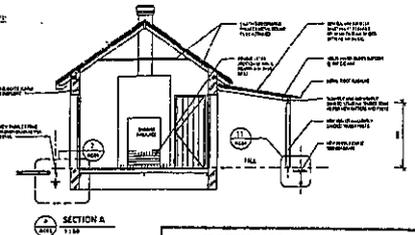
SIA Architects Pty. Ltd.
1405



1 SITE PLAN - Pensloner Guard Cottage
11130

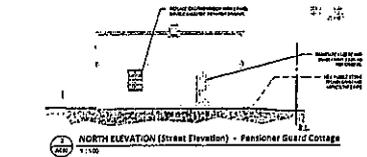


2 GROUND FLOOR PLAN - PENSLONER GUARD COTTAGE
11130

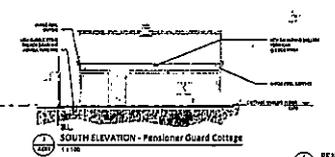


3 SECTION A
11130

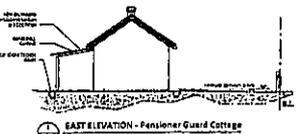
TOWN of BASSENDEAN
TOWN PLANNING DEPARTMENT
APPROVED 5.10.16
IN MOULD AND NTH APPLICATION DATE 26.7.16
B Reed
MUNICIPAL DEVELOPMENT SERVICES



4 NORTH ELEVATION (Street Elevation) - Pensloner Guard Cottage
11130



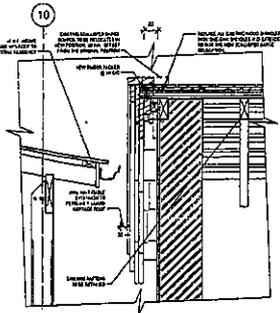
5 SOUTH ELEVATION - Pensloner Guard Cottage
11130



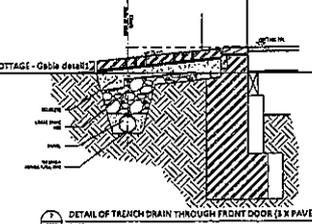
6 EAST ELEVATION - Pensloner Guard Cottage
11130



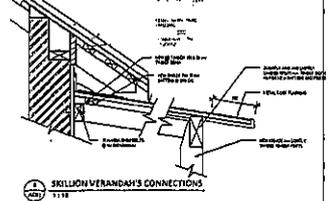
7 WEST ELEVATION - Pensloner Guard Cottage
11130



8 SKILLION VERANDAH CONNECTION
11130



9 DETAIL OF TRENCH DRAIN THROUGH FRONT DOOR (3 X PAVERS OVER)
11130



10 TIMBER POSTS DETAIL & TRENCH DRAIN
11130

NOTES:
1. All work to be done in accordance with the relevant Australian Standards.
2. All work to be done in accordance with the relevant Australian Standards.
3. All work to be done in accordance with the relevant Australian Standards.
4. All work to be done in accordance with the relevant Australian Standards.

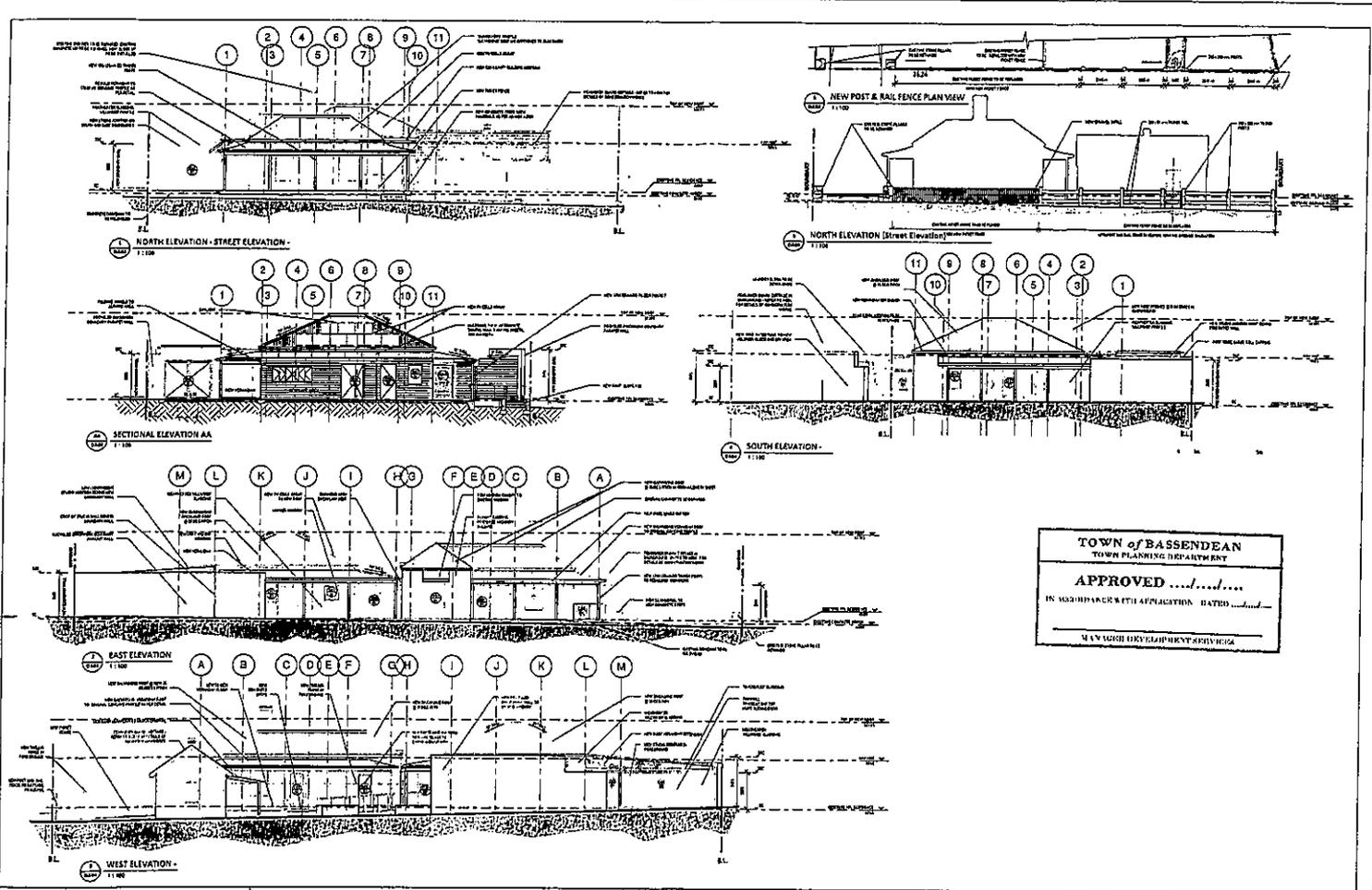
PENSLONER GUARD COTTAGE AND RESIDENCE
TOWN of BASSENDEAN
1 Kings Street, Busselton

No.	REASON FOR ISSUE	Date	Initialed

PENSLONER GUARD COTTAGE - CONSERVATION WORKS
Architect: SIA Architects Pty. Ltd.
Date: 26.7.16
Contract: 11130

Plan: AC01

SIA Architects Pty. Ltd.
1405



TOWN of BASSEDEAN
 TOWN PLANNING DEPARTMENT
APPROVED

NOTE: 1. All drawings shall be prepared in accordance with the relevant standards and specifications.
 2. All drawings shall be prepared in accordance with the relevant standards and specifications.
 3. All drawings shall be prepared in accordance with the relevant standards and specifications.
 4. All drawings shall be prepared in accordance with the relevant standards and specifications.

PENSIONER GUARD COTTAGE AND RESIDENCE
 TOWN of BASSEDEAN
 1 Barry Street, Bassedean

No.	REASON FOR ISSUE	Date	OUT

ELEVATIONS	

Sheet
DA04

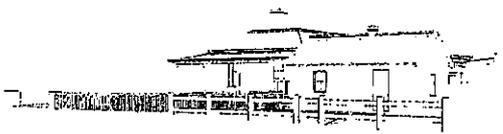
SIA Architects Pty. Ltd.
 1405

LOT 50 on PLAN 9441
1 Surrey Street, Bassendean WA
Certificate of Title: Vol 1524 Fol 213

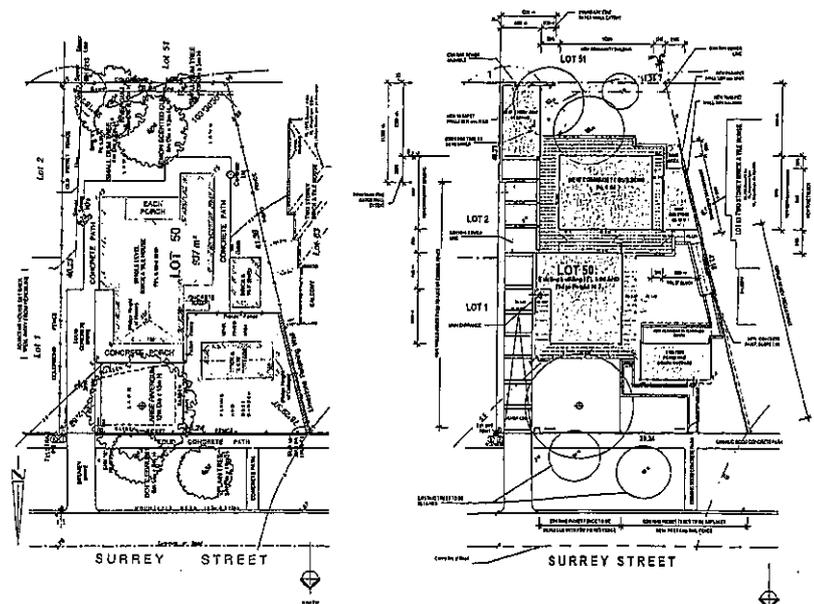
Sheet List FOR DA	
Sheet Number	Sheet Name
DA01	TITLE SHEET, SURVEY AND SITE PLAN
DA02	DEMOLITION PLAN & GROUND FLOOR PLAN
DA03	ROOF & STORMWATER PLANS
DA04	ELEVATIONS
DA05	SHADOW DIAGRAMS



Front perspective view from the opposite street verge



Three quarter perspective view from the opposite street verge



SITE SURVEY
1:100

TOWN of BASSENDEAN
TOWN PLANNING DEPARTMENT
APPROVED 5.10.16
IN ACCORDANCE WITH APPLICATION DATE 26.7.16
B Reed
 TOWN PLANNING SERVICES

SITE PLAN
1:100

NOTES:
 1. The proposed development is shown in red on the site plan.
 2. The proposed development is shown in red on the site plan.
 3. The proposed development is shown in red on the site plan.
 4. The proposed development is shown in red on the site plan.

PENSIONER GUARD COTTAGE AND RESIDENCE
 TOWN of BASSENDEAN
 1 Surrey Street, Bassendean

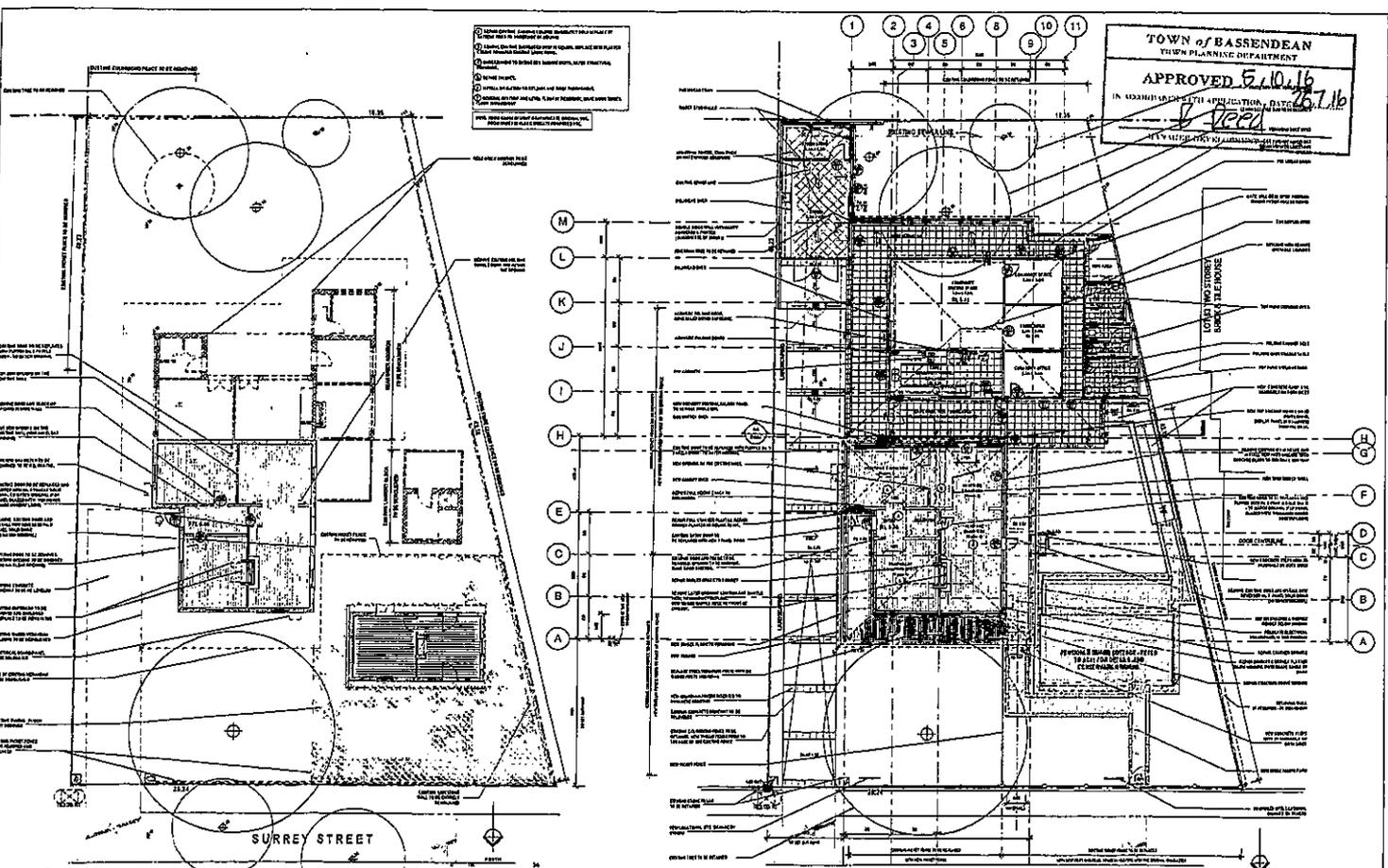
No.	REASON FOR ISSUE	Date	WOL

TITLE SHEET, SURVEY AND SITE PLAN
 Project Name: Pensioner Guard Cottage and Residence
 Date: 5.10.16
 Scale: 1:100

Sheet: DA01
 SIA Architects Pty. Ltd.
 1405

1. DEMOLITION PLAN: TO BE SUBMITTED TO THE TOWN ENGINEER FOR APPROVAL.
 2. TO BE SUBMITTED TO THE TOWN ENGINEER FOR APPROVAL.
 3. TO BE SUBMITTED TO THE TOWN ENGINEER FOR APPROVAL.
 4. TO BE SUBMITTED TO THE TOWN ENGINEER FOR APPROVAL.
 5. TO BE SUBMITTED TO THE TOWN ENGINEER FOR APPROVAL.
 6. TO BE SUBMITTED TO THE TOWN ENGINEER FOR APPROVAL.
 7. TO BE SUBMITTED TO THE TOWN ENGINEER FOR APPROVAL.
 8. TO BE SUBMITTED TO THE TOWN ENGINEER FOR APPROVAL.
 9. TO BE SUBMITTED TO THE TOWN ENGINEER FOR APPROVAL.
 10. TO BE SUBMITTED TO THE TOWN ENGINEER FOR APPROVAL.
 11. TO BE SUBMITTED TO THE TOWN ENGINEER FOR APPROVAL.

TOWN of BASSENDEAN
 TOWN PLANNING DEPARTMENT
APPROVED 5.10.16
 IN REPLY TO THE APPLICATION, DATED 26.7.16
 TOWN ENGINEER



DEMOLITION PLAN 1:100

GROUND FLOOR PLAN 1:100

PENSIONER GUARD COTTAGE AND RESIDENCE
 TOWN of BASSENDEAN
 1 Barry Street, Basseندان

NO.	REASON FOR ISSUE	DATE	BY

DEMOLITION PLAN & GROUND FLOOR PLAN

Sheet **DA02**

SIA Architects Pty. Ltd.
 1405



Please quote

Our ref: BP 11002479/Combined Variation & Extension to Drawdown

19 July 2017

Mr Robert Jarvis
Chief Executive Officer
Town of Bassendean
PO Box 87
BASSENDEAN WA 6934

Dear Mr Jarvis

GRANT VARIATION AND EXTENSION APPROVAL, APPLICATION: 421010236

Thank you for your request for a variation to the approved items and extension of time to drawdown the payment of the above grant.

I am pleased to advise you that we have approved your request. We have attached an updated Grant Approval Schedule which details the Items and Amounts for which the variation has been approved.

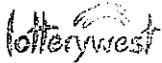
The extension of time to drawdown your grant means that a request for payment together with relevant acquittal documentation that reflects the updated Grant Approval Schedule needs to be provided to us by 30 April 2019. Your Grant Approval Schedule will detail the method by which this should occur (e.g. invoices/receipts or submission of a Payment Request Form). A copy of the original Grant Approval Schedule is attached to help you to acquit your grant.

Please contact us on 133 777 or email hello@lotterywest.wa.gov.au if you have any questions about our requirements. It would be helpful if you quote the application number above.

Yours sincerely

JACQUIE THOMSON
General Manager
Grants and Community Development

Encl



Grant Approval Schedule

Organisation name: Town of Bassendean
Organisation number: 11002479
Application number: 421010236
Senior Grants Development Officer / Grants Development Officer: James Wild

Details of your approved grant
Total amount granted: \$375,000.00
Date granted: 28 February 2017

Overall conditions of the grant that must be met before payment can be made on any of the approved items below:			
Overall grant accountability requirements that are applicable to all of the approved items below:			
• Initial drawdown of this grant is due on 30 April 2019. Subsequent drawdown periods must be no further than 6 months apart.			
Items	Item specific prepayment conditions	Payment & accountability requirements	Amt. approved
Buildings/Additions & Alterations			\$375,000.00
Towards restoration, reconstruction and refurbishment work on the Pensioner Guard Cottage at 1 Surrey Street, Bassendean.	Payment to be made on: <ul style="list-style-type: none">• Provision of written approvals and/or endorsements for Council's final adopted plans for the conservation and redevelopment of the Pensioners Guard Cottage, from the following organisations:<ul style="list-style-type: none">-State Heritage Office-Bassendean Historical Society Inc-National Trust of Australia (WA)-The Royal Western Australian	Once the overall conditions (if any) and item specific conditions (if any) have been met, payment will be made IN ARREARS on provision of: <ul style="list-style-type: none">• Receipts or original Builders'/Architects' certificates or certified copies for progress payments and a written request for payment.	\$375,000.00
Total amount granted			\$375,000.00

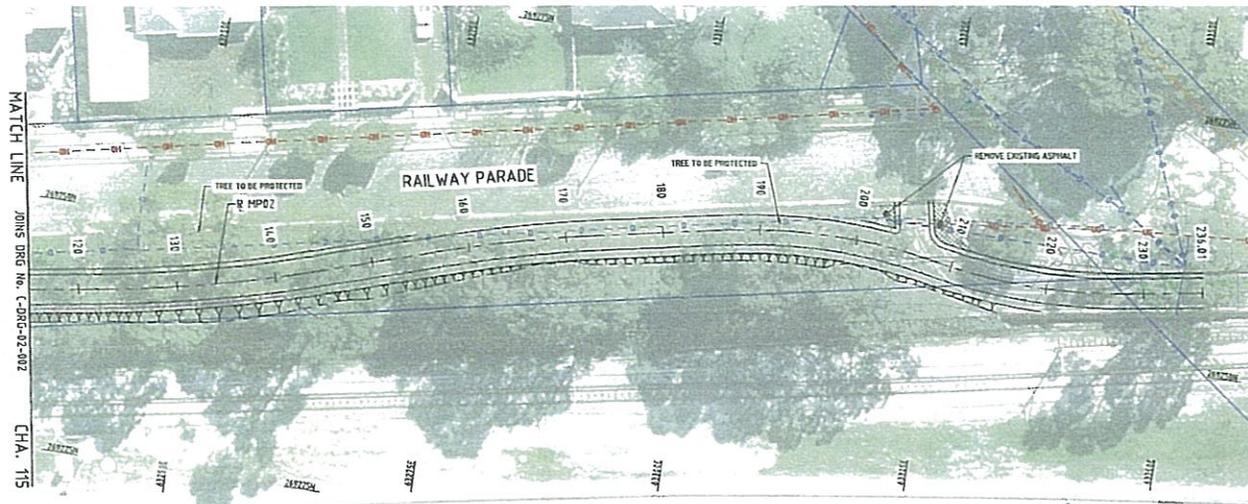
This Grant Approval Schedule is valid as of 19 July 2017



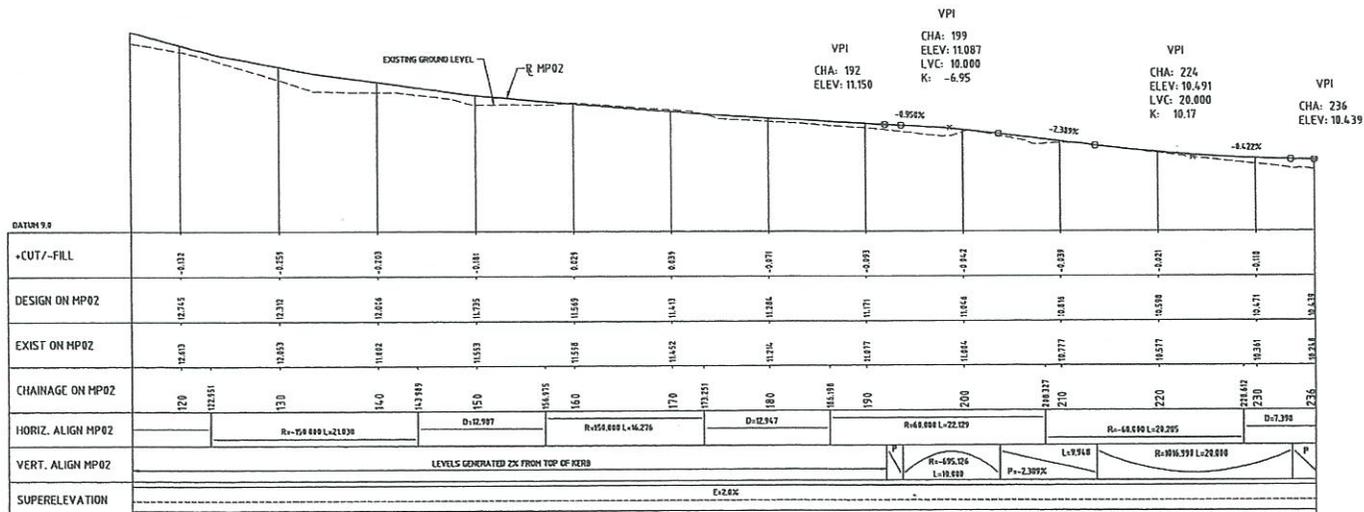
ATTACHMENT NO. 10







PLAN - MP02
1:250



PROFILE - MP02
1:250H 1:25V

THIS DRAWING SHOULD BE PRINTED & COPIED IN COLOUR TO ENSURE THAT THE FULL INTENT OF THE DRAWING IS CONVEYED.



AMENDMENTS		
No.	DESCRIPTION	APPROVED & DATE
A	ISSUE FOR CONCEPT DESIGN REVIEW	DR 17/01/2017
B	ISSUE FOR FINAL DESIGN	DR 18/02/2017

NOTES

- THIS DRAWING IS TO BE READ IN CONJUNCTION WITH THE PERVA SPECIFICATIONS.
- ALL DIMENSIONS IN METRES UNLESS NOTED OTHERWISE.

LEGEND

- CADASTRAL BOUNDARY
- PROPOSED FENCE

SERVICES

- O1 — EXISTING OVERHEAD POWER
- UG — EXISTING UNDERGROUND POWER
- G — EXISTING GAS
- W — EXISTING WATER MAIN
- S — EXISTING SEWER MAIN
- F — EXISTING TELSTRA FIBRE OPTIC
- D — EXISTING DRAINAGE PIPE

METADATA

GROUND SURVEY STANDARD: 67-08-43
 DATE OF CAPTURE: DECEMBER 2014
 MAPPING SURVEY STANDARD:
 DATE OF CAPTURE:
 MAIN ROADS PROJECT ZONE: PCG94
 HEIGHT DATUM: AHD

ARUP Land & Coastal Services, 2 Esplanade Park, WA 6150 Australia, Tel: +61 8 947 8000, www.arup.com

DESIGNED / DRAWN: T. TOPPERWIEN / P. BAPTISTA
 CHECKED:
 DIRECTOR:

mainroads WESTERN AUSTRALIA

METRO & SOUTHERN REGIONS DIRECTORATE
 METROPOLITAN REGIONAL BRANCH
 Metropolitan Group Office East Perth, 6004
 Telephone: (08) 9323 4100 Fax: (08) 9323 4430

PERVA DRAWING NUMBER:
 APPROVED DESIGN:

SUCCESS HILL PSP - STAGE 3
 OPTION 2
 RAILWAY PARADE (0019)
 PLAN AND PROFILE - MP02
 SHEET 1 OF 2

LEGAL AUTHORITY: (M) TOWN OF BASSENDEN
 PERVA DRAWING NUMBER:
C-DRG-02-003-B

VERT. 1:250
HORIZ. 1:250
A 1

