

# TOWN OF BASSENDEAN

## MINUTES

### ORDINARY COUNCIL MEETING

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

ON TUESDAY 19 DECEMBER 2017 AT 7.00PM

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

The Presiding Member declared the meeting open, welcomed all those in attendance and acknowledged the past and present traditional owners and custodians of the land on which the meeting was held.

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

##### 2.1 Public Question Time

Mr Peter Pearson, 14 River Street, Bassendean

Mr Pearson referred to Item 10.5 and presented a number of questions for consideration by the Town and the Department of Agriculture and Food:

- Does the treatment of pinewood, to prevent termite infestation, also kills the European House Borer (EHB).
- Can the Department of Agriculture and Food offer any evidence that removing pine trees from the Perth metropolitan area will curtail the spread of EHB.
- Is there any available research suggesting that growing pine trees can be treated such that their dead branches are resistant to EHB attack.
- Will the Department provide the following research paper to the Town of Bassendean, and if so, may I see it please and any other research available – European House Borer *Hylotrupes bajulus* Linnaeus in Western Australia: the anatomy of an eradication program. Proceedings of the International Research Group on Wood Protection, Beijingm China.

The Director Operational Services advised that the questions would be referred to the Department of Agriculture and Food, Western Australia (DAFWA) who manage biosecurity and infestation of European House Borer.

Ms Carol Seidel, 55 Broadway, Bassendean

Ms Seidel requested the Town consider removing dead wood and branches rather than spending money to cut down the trees.

Ms Seidel asked if the Environmental Officer checked the pine logs for EHB before authorising their use in Success Hill.

The Mayor advised that the logs were not infested when they were used. They have since become infested with the borer.

Ms Seidel asked where the logs came from and was the Town responsible for putting them in the park.

The Director Operational Services advised that the logs came from a tree on site. A pine tree had a large branch removed and this was cut up and used.

Ms Seidel asked if the trees in the report have been inspected for borer.

The Director Operational Services commented that the trees at Success Hill were inspected and the Town was advised by the Department that they should be treated.

Ms Seidel referred to some old logs that are being stored at the Depot and requested the Town inspect them for EHB infestation.

The Mayor advised that this has been taken note of and will be checked.

Mr Mike Lewis, 111 Morley Drive, Eden Hill

Mr Lewis asked if the results of the Australia Day survey have been finalised and if they are available to the public.

The Mayor advised that the working group has not yet met to look at the results of the survey. Further feedback will also be sought at the 2018 Australia Day event, to be considered by the working group along with the survey results. Once the working group has looked at the results and analysed them they will be made available to the public. The survey is being used to gauge community sentiment and will be used to guide the future of the event.

Mrs Val Dreyer, 31 Naunton Crescent, Eden Hill

Mrs Dreyer advised that her comments at the last OCM about works being undertaken in Walter Street and Ivanhoe Street have been recorded incorrectly – it should be Ida Street not Ivanhoe.

Mrs Dreyer expressed her disappointment at the lack of seating and shade at the Remembrance Day event.

The Mayor advised that there has been feedback received about the event and some changes will be made next year.

Mr Don Yates, 10 Thompson Road, Bassendean

Mr Yates asked how much funds are in the Cash in Lieu account.

The Director Corporate Services responded, that there is \$291,000 in the account.

Mr Yates how much funds have been collected from the 1% for public art contribution that developers are required to pay.

The Director Corporate Services advised that he would take that question on notice.

Mr Yates requested that the Town spend money on footpaths and lighting particularly in Thompson Road and commented that the lighting inspection recently undertaken was not adequately done.

The Mayor advised that this item is listed on the Town's Corporate Business Plan.

Mr Paul Bridges, 150 West Road, Bassendean

Mr Bridges asked if the Council were aware that EHB was an issue.

The Director Operational Services responded that the previous Council was advised of the EHB infestation when the Department undertook an inspection of Success Hill. The Town was given advice in June 2017 that the area was a priority management zone. There was no evidence previously of EHB infestation.

Mrs Anne Brinkworth, 90 Ida Street, Bassendean

Mrs Brinkworth asked when the Australia Day survey results will be made available to the public.

The Mayor advised that the 2018 event will be going ahead as normal. The working group, which will include community members, will meet to discuss the survey results. It is proposed that the outcome of this meeting, will be considered by Council at its Ordinary Council Meeting in February 2018.

Mr Don Yates, 10 Thompson Road, Bassendean

Mr Yates asked about the December quarterly report.

The Acting CEO advised that as the quarter finishes at the end of December, the report will be presented in January.

Mr Nathan Jarvis, 1 Walter Road, Bassendean

Mr Jarvis asked about the damaged pine tree and logs on Success Hill Reserve and asked when it will be addressed.

The Mayor responded that the matter is listed on tonight's Agenda for consideration by Council. The Mayor advised that Council would need to consider a budget allocation in the future.

The Director Operational Services advised that he will seek clarification from the Town's Environmental Officer on where the tree logs used at Success Hill Reserve have come from.

**2.2 Address by Members of the Public**

*It should be noted that public statements are not recorded in the minutes.*

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

Present

Councillors

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

### Officers

Mr Michael Costarella, A/Chief Executive Officer  
Mr Salvatore Siciliano, A/Director Community Development  
Mr Simon Stewart-Dawkins, Director Operational Services  
Mr Anthony Dowling, Director Strategic Planning  
Mr Brian Reed, Manager Development Services  
Mrs Amy Holmes, Minute Secretary

### Public

Approximately 20 members of the public were in attendance.

### Press

Nil

### Apologies

Mr Bob Jarvis, Chief Executive Officer

### Leave of Absence

### COUNCIL RESOLUTION – ITEM 3.0

**OCM – 1/12/17** MOVED Cr Gangell, Seconded Cr Hamilton, that Cr Wilson be granted a leave of absence for 22 December 2017 – 17 January 2018; and Cr Brown be granted a leave of absence for 27 December 2017 – 16 January 2018.

CARRIED UNANIMOUSLY 7/0

## **4.0 DEPUTATIONS**

- 4.1** Ms Sarah Clay, of Central Bassendean Physiotherapy, addressed the Council on Item 10.2.

*Cr Brown declared a Financial Interest and left the Chamber, the time being 7.45pm. Cr Brown returned to the Chamber, the time being 7.55pm.*

- 4.2** Ms Nonie Jekabsons, of 6 Barton Parade, Bassendean, addressed the Council on Item 10.5.

- 4.3** Mr Don Yates, of 10 Thompson Road, Bassendean, addressed the Council on Item 10.2.

*Cr Brown declared a Financial Interest and left the Chamber, the time being 8.05pm. Cr Brown returned to the Chamber, the time being 8.10pm.*

**5.0 CONFIRMATION OF MINUTES**

**5.1 Ordinary Council Meeting held on 28 November 2017**

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

**OCM – 2/12/17** MOVED Cr Mykytiuk, Seconded Cr Brown, that the minutes of the Ordinary Council Meeting, held on 28 November 2017, be received.

**CARRIED UNANIMOUSLY 7/0**

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

**OCM – 3/12/17** MOVED Cr Mykytiuk, Seconded Cr Hamilton, that the minutes of the Ordinary Council Meeting, held on 28 November 2017, be confirmed as a true record.

**CARRIED UNANIMOUSLY 7/0**

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

Nil

**7.0 PETITIONS**

Nil

**8.0 DECLARATIONS OF INTEREST**

Cr Brown declared a Financial Interest for Item 10.2.

**9.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

Nil

**10.0 REPORTS**

**10.1 Adoption of Recommendations En Bloc**

It was agreed that items 10.2, 10.3, 10.5, 10.11 & 10.12 be removed from the en-bloc table and considered separately.

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

**OCM – 4/12/17** MOVED Cr Quinton, Seconded Cr Mykytiuk, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Meeting Agenda of 19 December 2017:

<b>Item</b>	<b>Report</b>
10.8	General Meeting of Electors Minutes held on 5 December 2017
10.13	Determinations Made by the Principal Building Surveyor
10.14	Determinations Made by Development Services
10.15	Use of the Common Seal
10.16	Calendar for January 2018
10.17	Implementation of Council Resolutions
10.18	Accounts for Payment – November 2017
10.19	Financial Statements – November 2017

**CARRIED UNANIMOUSLY 7/0**

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

<b>Item</b>	<b>Report</b>
10.2	Proposed Change of Use Application from 'Office' to 'Medical Centre' at Lot 119 (No. 89) Old Perth Road, Bassendean
10.3	Joint Metropolitan Central Development Assessment Panel Application – Form 2 – Application for Amendment of a Development Assessment Panel Application for 10 Multiple Dwellings to Extend Period of Validity of Approval – Lot 3 (No. 8) Walter Road East, Bassendean
10.4	Town of Bassendean Draft Dust and Waste Local Law
10.5	European House Borer Infestation
10.6	RFT CO 075 2017-18 Provision of Chemical Free Weed Control within the Town of Bassendean
10.7	1 Surrey Street, Bassendean - Whole of Life Cost Models for Options 1 and 2C and the associated Business Case.
10.9	Consideration of Meeting Dates and Citizenship Ceremonies for 2018
10.10	Town Assets Committee
10.11	Proposed Guideline for Council Briefing Sessions
10.12	Request By Cr Brown to Attend the Safer Cities Summit Conference In Brisbane 6-7 February 2018
11.1	Notice of Motion – Cr McLennan: Councillors Training Budget
11.2	Notice of Motion – Cr Hamilton: 3 Bin System
13.1	Lease of ex Meals & Wheels Kitchen 50 Old Perth Road, Bassendean

**10.2 Proposed Change of Use Application from 'Office' to 'Medical Centre' at Lot 119 (No. 89) Old Perth Road, Bassendean (Ref: 2017-159 – Timothy Roberts, Planning Officer)**

*Cr Brown declared a Financial Interest and left the Chamber, the time being 8.15pm.*

**APPLICATION**

The application proposes a change of use from 'office' to 'medical centre' for tenancies No. 1 and 2 of the property located at No. 89 Old Perth Road, Bassendean. The application proposes a reduction in the number of car parking bays to less than the minimum required number specified within Local Planning Scheme No. 10. The application also proposes signage that is inconsistent with the provisions contained within Local Planning Policy No. 1: Bassendean Town Centre Strategy and Guidelines.

**OFFICER RECOMMENDATION — ITEM 10.2**

1. That Council grants development approval for the change of use application from 'office' to 'medical centre' (excluding signage options one and three) for tenancies 1 and 2 at Lot 119 (No. 89) Old Perth Road, Bassendean, subject to the following conditions:
  - (a) The allocation of eight car parking spaces being provided on site for use solely in conjunction with tenancy one and two (medical centre) business activities;
  - (b) The allocation of six car parking spaces being provided on site for use solely in conjunction with tenancy three (office) business activities;
  - (c) The allocation of three car parking spaces being provided on site for use solely in conjunction with tenancy four (shop) business activities;
  - (d) The allocation of one car parking space being provided on site solely for the use of unit one;
  - (e) The allocation of one car parking space being provided on site solely for the use of unit two;

- (f) Car parking spaces being clearly marked for use solely for their allocated business. Car parking bays are to be marked or signed to the satisfaction of the Town within 60 days from the date of this development approval;
  - (g) This approval is for the use of the tenancies one and two as a 'medical centre' only. Operation of the proposed 'medical centre' shall be in accordance with the details contained within the cover letter provided by the applicant date stamped received 30 November 2017. Any changes to the operations will require submission of a new application for development approval for consideration by the Town; and
2. Investigate minimum car parking space requirements for the Town Centre Zone, as contained within Local Planning Scheme No. 10, as part of the review of the Local Planning Strategy with the outcomes to be referred back to Council and later included within the revised Local Planning Scheme.

*Cr Hamilton moved that signage option one be modified to include removal of the two side panels. The motion lapsed for want of a seconder.*

*Cr Gangell moved that signage option one be supported (excluding signage options two and three).*

**COUNCIL RESOLUTION – ITEM 10.2(a)**

**OCM – 5/12/17** MOVED Cr Gangell, Seconded Cr Quinton, that signage option one be supported (excluding signage options two and three).

**CARRIED UNANIMOUSLY 7/0**

*This amendment becomes part of the substantive motion.*

*Cr Hamilton moved the Officer Recommendation with the deletion of Point (f) and the addition of a Point (h) – (will become new Point (g) with (f) removed.*

COUNCIL RESOLUTION - ITEM 10.2

**OCM – 6/12/17** MOVED Cr Hamilton, Seconded Cr Wilson, that:

1. Council grants development approval for the change of use application from 'office' to 'medical centre' **(including signage option one, excluding signage options two and three)** for tenancies 1 and 2 at Lot 119 (No. 89) Old Perth Road, Bassendean, subject to the following conditions:
  - (a) The allocation of eight car parking spaces being provided on site for use solely in conjunction with tenancy one and two (medical centre) business activities;
  - (b) The allocation of six car parking spaces being provided on site for use solely in conjunction with tenancy three (office) business activities;
  - (c) The allocation of three car parking spaces being provided on site for use solely in conjunction with tenancy four (shop) business activities;
  - (d) The allocation of one car parking space being provided on site solely for the use of unit one;
  - (e) The allocation of one car parking space being provided on site solely for the use of unit two;
  - (f) This approval is for the use of the tenancies one and two as a 'medical centre' only. Operation of the proposed 'medical centre' shall be in accordance with the details contained within the cover letter provided by the applicant date stamped received 30 November 2017. Any changes to the operations will require submission of a new application for development approval for consideration by the Town;
  - (g) Any change of signage during the term of the tenancy shall require a new application for signage that conforms with the Town Planning Scheme of the day.**

2. Council investigate minimum car parking space requirements for the Town Centre Zone, as contained within Local Planning Scheme No. 10, as part of the review of the Local Planning Strategy with the outcomes to be referred back to Council and later included within the revised Local Planning Scheme.

CARRIED UNANIMOUSLY 7/0

*Cr Brown returned to the Chamber, the time being 8.20pm.*

**10.3 Joint Metropolitan Central Development Assessment Panel Application – Form 2 – Application for Amendment of a Development Assessment Panel Application for 10 Multiple Dwellings to Extend Period of Validity of Approval – Lot 3 (No. 8) Walter Road East, Bassendean, Owner: 8 Walter Road East, Bassendean Pty Ltd. Applicant: Planning Solutions (Ref: DABC/BDVAPPS/2017 - 155)**

APPLICATION

At its Ordinary Council meeting held in May 2011, Council resolved to require that all Joint Development Assessment Panel (JDAP) applications be the subject of a report to Council in order that Council can make an alternative recommendation to the Metropolitan Central JDAP, should it see fit.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.3

**OCM – 7/12/17** MOVED Cr Gangell, Seconded Cr Brown, that Council endorses the Senior Planning Officer's Form 2 – Responsible Authority Report for the Application for Amendment of a Development Assessment Panel Application for 10 Multiple Dwellings to Extend the Period of Validity of Approval for 10 Multiple Dwellings Lot 3 (No. 8) Walter Road East, Bassendean.

LOST 2/5

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

COUNCIL RESOLUTION – ITEM 10.3(a)

**OCM – 8/12/17** MOVED Cr Mykytiuk, Seconded Cr Hamilton, that Council **does not endorse** the Senior Planning Officer's Form 2 – Responsible Authority Report for the Application for Amendment of a Development Assessment Panel Application for 10 Multiple Dwellings to Extend the Period of Validity of Approval for 10 Multiple Dwellings Lot 3 (No. 8) Walter Road East, Bassendean.

CARRIED 5/2

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

**10.4 Town of Bassendean Draft Dust and Waste Local Law (Ref: LAWE/LOCLWS/2 – Brian Reed, Manager Development Services)**

APPLICATION

The purpose of this report was for Council to consider the preparation of a Dust and Waste Local Law to better manage and control dust emissions in the Town.

*The Mayor read aloud the following purpose and effect of the law as required:*

**Purpose**

The purpose of this local law is to provide for the regulation, control and management of dust and building waste on building sites and subdivisions on land within the district to protect and enhance the environment and amenity of the district.

**Effect**

The effect of this local law is to establish the requirements relating to dust and building waste on building sites and subdivisions on land within the district.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION - ITEM 10.4

**OCM – 9/12/17** MOVED Cr Quinton, Seconded Cr Wilson, that Council commences the advertising and consultation processes outlined in clauses (3) and (3a) of section 3.12 of the Local Government Act 1995 for the proposed Town of Bassendean Dust and Waste Local Law attached to the Ordinary Council Agenda of 19 December 2017.

CARRIED UNANIMOUSLY 7/0



**10.5 European House Borer Infestation (Ref: COUP/MAINT/1 - Jeremy Walker, Environmental Officer)**

**APPLICATION**

The purpose of this report was to advise Council that the Town has received a notice from the Department of Primary Industries and Regional Development, Biosecurity and Regulation Agriculture & Food Division (DAFWA), that an infestation of European House Borer has been identified within land controlled by the Town.

**OFFICER RECOMMENDATION — ITEM 10.5**

That Council:

1. In line with Department of Primary Industries and Regional Development, Biosecurity and Regulation Agriculture & Food Division recommendation authorise Officers to remove 60 Pinus Pinaster Trees located in Success Hill Reserve, James Street and surrounding the Depot in Bassendean;
2. Agrees to implement a replanting and maintenance program where Pinus Pinaster trees have been identified for removal;
3. Agrees to implement a two-staged process to remove the 60 Pinus Pinaster Trees, (Stage 1) Success Hill, James St Bassendean and (Stage 2) Town's Works Depot area;
4. Lists an amount of \$61,800 in the draft 2018/19 Capital Budget to complete stage 1 for the removal of identified Pinus Pinaster Trees, for Council's consideration; and
5. Lists an amount of \$40,895 in the draft 2019/20 Capital to complete stage 2, for the removal of identified Pinus Pinaster Trees for Council's consideration.

*Cr Mykytiuk moved an alternative motion.*

**COUNCIL RESOLUTION – ITEM 10.5**

**OCM – 10/12/17** MOVED Cr Mykytiuk, Seconded Cr Gangell, that:

1. Council requests the Department of Primary Industry and Regional Development, Agriculture and Food provide a report which includes:

- a. The details and location of past and current European House Borer infestations in the Success Hill Pine Plantation;
  - b. A risk assessment detailed the likelihood and timeframe for the spread to surrounding pine trees at Success Hill and to the James Street and Depot plantations;
  - c. Alternate management options (other than immediate removal) for managing the spread of European House Borer.
2. The Town adopts the appropriate biosecurity/hygiene measures and community education to prevent the spread of European House Borer.
  3. The Town engage with the Eastern Metropolitan Regional Council to work with neighbouring local governments in an endeavour to reduce the spread of EHB across the region.  
CARRIED UNANIMOUSLY 7/0

**10.6 RFT CO 075 2017-18 Provision of Chemical Free Weed Control within the Town of Bassendean (Ref: ENVM/TENDNG/2 – Jeremy Walker, Senior Environmental Officer)**

APPLICATION

The purpose of this report was to appoint a successful contractor from those tender offers received for RFT CO 075 2017-18 Provision of Chemical Free Weed Control within the Town of Bassendean.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION - ITEM 10.6

- OCM – 11/12/17** MOVED Cr Quinton, Seconded Cr Wilson, that Council appoints Natural Area Holdings Ltd to undertake the work as required in RFT CO 075 2017-18 Provision of Chemical Free Weed Control within the Town of Bassendean, in accordance with its offer and the specifications and terms and conditions for a period of two (2) years, commencing 1<sup>st</sup> January 2018, subject to Natural Area Holdings Ltd meeting traffic management requirements of the conditions of the tender.  
CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.7 1 Surrey Street, Bassendean - Whole of Life Cost Models for Options 1 and 2C and the associated Business Case (Ref: COMDEV/TENDNG/10 - Director Operational Services, Simon Stewart-Dawkins)**

APPLICATION

The purpose of this report was to request that Council authorise the use of the current budget provisions to prepare Whole of Life Cost Models for Options 1 and 2C and the associated business case for each including any ongoing management requirements associated with future options

OFFICER RECOMMENDATION – ITEM 10.7

That:

1. Council amends the 2017/18 Budget to allocate an estimated \$10,000 in funds for the purpose of employment of a contractor to prepare a Whole of Life Costs for Options 1 and 2C and Business Case for 1 Surrey Street, Bassendean; and
2. Funds be reallocated from A/C 151359 - Pensioner Guard Cottage – Architect.

*The Officer Recommendation lapsed for want of a mover.*

*Cr Hamilton moved that the matter be deferred pending the outcome of the Councillor workshop.*

COUNCIL RESOLUTION – ITEM 10.7

**OCM – 12/12/17** MOVED Cr Hamilton, Seconded Cr Quinton, that Council defer any further expenditure on this project, pending the outcome of the Councillor workshop in January 2018 and request that staff provide as much information as possible on the financial aspects of the project for consideration at the Councillor workshop.

CARRIED 5/2

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

**10.8 General Meeting of Electors Minutes held on 5 December 2017 (Ref GOVN/CCLMEET/6 – Mike Costarella Director Corporate Services)**

APPLICATION

The purpose of this report was to consider the minutes of the General Meeting of Electors held on 5 December 2017 in accordance with the Local Government Act 1995.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION - ITEM 10.8

**OCM – 13/12/17** MOVED Cr Quinton, Seconded Cr Mykytiuk, that Council:

1. Receives the report on the General Meeting of Electors Minutes held on 5 December 2017, and the proceedings of the meeting; and
2. Considers the reduction in the size of the general waste bin as part of the review of the waste management plan.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/12/17 7/0

**10.9 Consideration of Meeting Dates and Citizenship Ceremonies for 2018 (Ref: GOVN/CCLMEET/1 – Yvonne Zaffino, Council Support Officer)**

APPLICATION

Council was requested to consider its meeting dates for Council and Committees and notes Citizenship Ceremony dates for 2018.

*It was agreed that the Audit & Risk Committee be renamed the Audit & Governance Committee and some meeting dates/times be changed, as indicated in bold.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION -  
ITEM 10.9

**OCM – 14/12/17** MOVED Cr McLennan Seconded Cr Hamilton, that:

1. Council endorses the following Briefing Sessions, Council and Committee meeting dates to be held in the Council Chamber, and Citizenship Ceremonies for 2018:

Briefing Sessions – Tuesdays 7.00pm

23 January, 20 February, 20 March, 17 April, 15 May, 19 June, 17 July, 21 August, 18 September, 16 October, 20 November, 11 December.

Ordinary Council Meetings – Tuesdays 7.00pm

30 January, 27 February, 27 March, 24 April, 22 May, 26 June, 24 July, 28 August, 25 September, 23 October, 27 November and 18 December.

Access and Inclusion Advisory Committee – Wednesdays,  
10.00am

14 March, 16 May, 11 July, 12 September and 12 December.

**Audit and Governance Committee – Wednesdays,  
5.30pm**

14 February, 9 May, 8 August and 10 October.

Bassendean Local Emergency Management Committee –  
Wednesdays, 3.30pm

**7 March**, 6 June, 5 September and 7 November.

River Parks Committee – Tuesdays, **3.00pm**

6 February, 8 May, 7 August and 6 November.

Design Bassendean – Wednesdays, 7.00pm

**7 February**, 6 June, 8 August and 5 December.

Economic Development Committee – Tuesdays, 7.00pm

**6 March**, 8 May, 4 September, 4 December.

People Services Committee – Tuesdays, 7.00pm

13 February, 10 April, 12 June and 14 August.

Sustainability Committee – Tuesdays 7.00pm

13 March, 29 May, 3 July and 2 October.

Town Assets Committee

**6 February** (*Subject to a separate report*)

Youth Advisory Council – Fridays, 5.00pm

23 February, 25 May, 29 June, 27 July, 31 August, 26 October, 30 November

2. Council notes that Citizenship Ceremonies for 2018 will be held on Friday, 26 January, Tuesday, 1 May, Tuesday, 31 July and 30 October, commencing at 6.00pm, excluding Australia Day.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.10 Town Assets Committee (Ref: GOVN/CCLMEET/1 – Yvonne Zaffino, Council Support Officer)**

APPLICATION

Council was requested to consider and endorse the Instrument of Appointment and Delegation of the Town Assets Committee and call for nominations of Councillors to the Committee.

*Cr Brown moved that ‘Sustainably manage ground water’ be included in the Instrument of Appointment and Delegation of the Town Assets Committee. The motion lapsed for want of a seconder.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.10

**OCM – 15/12/17** MOVED Cr Hamilton, Seconded Cr Brown, that Council:

1. Notes the changes made and endorses the Instrument of Appointment and Delegation of the Town Assets Committee;

2. Endorses **Cr Wilson, Cr Hamilton** and **Cr Mykytiuk** as Members and **Cr Gangell** as Deputy Member of the Town Assets Committee; and
3. Set its first meeting of the Town Assets Committee on **Tuesday 6 February 2018**, commencing at (to be confirmed) and that the Committee considers future meeting dates at this meeting.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.11 Proposed Guidelines for Council Briefing Sessions (Ref: GOVN/CCLMEET/1 - Bob Jarvis, Chief Executive Officer)**

APPLICATION

The purpose of this report was for Council to consider the adoption of guidelines for Council Briefing Sessions

*Cr Mykytiuk moved that the guidelines be amended to include: Deputations – Required to apply to the Mayor at least 24 hours prior.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION —  
ITEM 10.11

- OCM – 16/12/17** MOVED Cr Mykytiuk, Seconded Cr Quinton, that Council adopts the Briefing Session Guidelines attached to the Ordinary Council Meeting Agenda of 19 December 2017, **with the following addition: Deputations – Required to apply to the Mayor at least 24 hours prior.**

CARRIED UNANIMOUSLY 7/0

**10.12 Request By Cr Brown to Attend the Safer Cities Summit Conference In Brisbane 6-7 February 2018 (Ref: Bob Jarvis, CEO)**

APPLICATION

Seeking Council's consideration (in accordance with Council's Policy) of a request by Cr Brown to attend the Public Sector Safer Cities Summit in Brisbane in February 2018.

*Cr McLennan moved the officer recommendation with minor amendments as shown in bold.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.12

**OCM – 17/12/17** MOVED Cr McLennan, Seconded Cr Mykytiuk, that Council **recognises that the community expects our elected members be competent and well educated in their roles and therefore:**

1. Approves the attendance by Cr Brown at the Safer Cities Summit to be held in Brisbane on 6 to 7 February 2018;
2. Approves the use of the balance of Cr Brown's professional development funds towards the costs of attendance;
3. Notes that the balance of any costs associated with the attendance at the conference will be met by Cr Brown personally; and
4. **Requests that Cr Brown provide a presentation to Council upon his return to communicate key learnings.**

CARRIED 6/1

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

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.13

**OCM – 18/12/17** MOVED Cr Quinton, Seconded Cr Mykytiuk, that Council notes the decisions made under delegated authority by the Principal Building Surveyor.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION –  
OCM-4/12/17 7/0

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.14

**OCM – 19/12/17** MOVED Cr Quinton, Seconded Cr Mykytiuk, that Council notes the decisions made under delegated authority by the Manager Development Services.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/12/17 7/0

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION - ITEM 10.15

**OCM – 20/12/17** MOVED Cr Quinton, Seconded Cr Mykytiuk, that Council notes the affixing of the Common Seal to the documents listed in the Ordinary Council Meeting Agenda of 19 December 2017.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/12/17 7/0

**10.16 Calendar for January 2018 (Ref: Yvonne Zaffino, Council Support Officer)**

COUNCIL RESOLUTION/OFFICER RECOMMENDATION - ITEM 10.16

**OCM – 21/12/17** MOVED Cr Quinton, Seconded Cr Mykytiuk, that the Calendar for January 2018 be adopted.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/12/17 7/0

**10.17 Implementation of Council Resolutions (Ref: GOVN/CCLMEET/1 – Yvonne Zaffino)**

COUNCIL RESOLUTION/OFFICER RECOMMENDATION - ITEM 10.17

**OCM – 22/12/17** MOVED Cr Quinton, Seconded Cr Mykytiuk, that the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 19 December 2017 be deleted from the Implementation of Council Resolutions list.  
CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/12/17 7/0

**10.18 Accounts for Payment – November 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 10.18

**OCM – 23/12/17** MOVED Cr Quinton, Seconded Cr Mykytiuk That Council receives the List of Accounts paid for November 2017, as attached to the Ordinary Council Agenda of 19 December 2017. CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/12/17 7/0

**10.19 Financial Statements – November 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 10.19

**OCM – 24/12/17** MOVED Cr Quinton, Seconded Cr Mykytiuk, that the Financial Reports for the period ended 30 November 2017, as attached to the Ordinary Council Agenda of 19 December 2017, be received. CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/12/17 7/0

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

**11.1** **Notice of Motion – Cr McLennan: Councillors’ Training Budget**

*Cr McLennan moved her motion with an additional point, as shown in bold.*

**COUNCIL RESOLUTION – ITEM 11.1**

**OCM – 25/12/17** MOVED Cr McLennan, Seconded Cr Wilson, that:

1. Council recognises the importance of Elected Members being competent and well educated in their roles in order to be able to provide good governance for the Town of Bassendean;
2. Council considers allocating an additional \$10,000 for the purpose of Councillor training at the 2017/18 mid-year budget review; and
3. **The additional budget be reserved for registered training, provided by registered training providers, and not be accrued for travel or conferences.**

**CARRIED UNANIMOUSLY** 7/0

**11.2** **Notice of Motion – Cr Hamilton: 3 Bin System**

*The Motion lapsed for want of a seconder.*

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

Nil.

**13.0** **CONFIDENTIAL BUSINESS**

**COUNCIL RESOLUTION – ITEM 13.0(a)**

**OCM – 26/12/17** MOVED Cr Gangell, Seconded Cr Quinton, that the meeting go behind closed doors in accordance with Section 5.23 of the Local Government Act 1995, the time being 9.25pm.

**CARRIED UNANIMOUSLY** 6/1

*Cr Hamilton voted against the motion.*

*All members of the public vacated the Chamber, the time being 9.25pm.*

**13.1 Lease of Seniors and Community Centre - 50 Old Perth Road, Bassendean (Ref COUP/USAGE/7 – Salvatore Siciliano, A/Director Community Development & William Barry, Snr Economic Development 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.*

**OFFICER RECOMMENDATION – ITEM 13.1**

That Council:

1. Agrees in principle to allow the use of the Bassendean Seniors' & Community Centre kitchen for the purpose of a Business Startup Pilot Program for a maximum period of 6 months;
2. Council consider the allocation of \$6,000 in the 2017/18 February Budget Review for the required repairs and maintenance of the Bassendean Seniors & Community Centre kitchen and subject to funds being allocated;
3. Set a fee for the hire of the kitchen facilities for the Business Startup Pilot Program at the adoption of the 2017/18 budget review;
4. Utilise the Community Facilities Hire Application Form and Terms & Conditions;
5. Delegate the authority to the CEO to enter into an agreement with Michael Grau and the Packed Lunch Box for the use of the facility for a maximum period of 6 months commencing from the 1 April 2018;
6. Requires the Applicant to indemnify Council from any liability and provide a copy of the current insurance certificates;
7. Requires the applicant to ensure that any of their own equipment used on the premises complies with the requirements of the Occupation Health and Safety Act and has been certified by a qualified electrician; and
8. At the conclusion of the 6 month period, the tenant will be required to remove and make good any alternations that the tenant has made to the premises during the agreement period.

*Cr Wilson moved an alternative motion.*

**COUNCIL RESOLUTION – ITEM 13.1**

**OCM – 27/12/17** MOVED Cr Wilson, Seconded Cr Quinton, that:

1. Council agrees to allow the use of the Bassendean Seniors' and Community Centre kitchen for the purpose of a Community Kitchen Pilot Programme for a maximum period of six months;
2. Council approves the allocation and expenditure of \$1,500 for the installation of three phase power in the Bassendean Seniors' and Community Centre kitchen;
3. Council authorises the CEO to enter into an agreement with Michael Grau for the non-exclusive use of the facility for a maximum period of six months commencing from 1 January 2018 requiring Michael Grau to provide a report to Council on the Pilot and providing recommendations for the future use of the facility;
4. The Applicant indemnifies Council from any liability and provides a copy of the current insurance certificates;
5. The Applicant ensures that any of their own equipment used on the premises complies with the requirements of the Occupation Health and Safety Act and has been certified by a qualified electrician; and
6. At the conclusion of the six month period, Council will consider the outcomes of the Community Kitchen Pilot Program before deciding whether to continue the Pilot, adopt other arrangements or discontinue the Pilot. Should Council decide to discontinue the Pilot the user/s of the Community Kitchen will be required to remove and make good any alterations that the user has made to the premises during the agreement period.

**CARRIED UNANIMOUSLY 7/0**

**COUNCIL RESOLUTION – ITEM 13.0(b)**

**OCM – 28/12/17** MOVED Cr Gangell, Seconded Cr Brown, that the meeting come from behind closed doors, the time being 9.29pm.

**CARRIED UNANIMOUSLY 7/0**

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

**14.0** **CLOSURE**

The next Ordinary Council Meeting will be held on Tuesday 30 January 2018.

There being no further business, the Presiding Member declared the meeting closed, the time being 9.29pm.