

TOWN OF BASSENDEAN

MINUTES

ORDINARY COUNCIL MEETING

HELD BY ELECTRONIC MEANS IN ACCORDANCE WITH REGULATION 12(2) AND 14(D) OF
THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996

ON TUESDAY 24 MAY 2022 AT 6.02PM

1 Declaration Of Opening; Acknowledgment of Country; Acknowledgment of Visitors; Disclaimer

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 Announcements by The Presiding Person Without Discussion

Nil

3 Attendances, Apologies and Applications for Leave of Absence

Present

Councillors

Cr Kathryn Hamilton, Mayor
Cr Renee McLennan, Deputy Mayor
Cr Hilary MacWilliam
Cr Emily Wilding
Cr Jennie Carter
Cr Paul Poliwka
Cr Tallan Ames

Officers

Ms Peta Mabbs, Chief Executive Officer
Mr Luke Gibson, Director Community Planning
Mr Paul White, Director Corporate Services
Mr Phil Adams, Exec Manager Infrastructure
Ms Nicole Davey, Exec Manager Sustainability & Environment
Ms Elizabeth Kania, Manager Governance & Strategy

Mr Brice Campbell, Manager Recycling & Waste
Mrs Amy Holmes, Minute Secretary

Public

Nil

Apologies

Nil

Leave of Absence

Nil

4 Declarations of Interest

Nil

5 Presentations or Deputations

Nil

6 Statements by Members of the Public on Agenda Item

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

7 Questions from Members of the Public

Ms Jane Bremmer, Friends of Success Hill Reserve

Success Hill Reserve was classified a Class A Reserve in 1922 for the purposes of parks and recreation. Today it is recognised as one of the most significant and valuable remaining banksia woodlands on the Swan Coastal Plain. As such there is an onus on local government - in this case the Town of Bassendean - to acknowledge and uphold the protections afforded to all Class A bushland areas which are Crown reserves, within their electorate.

The Executive Manager Sustainability and Environment advised that under “History” on page 498 (page 568 of the agenda) it states that Success Hill Reserve was “gazetted as an ‘A’ Class reserve in 1922”.

Can the Council please explain why Success Hill Reserve is not described or referred to as a Class A reserve in the listing it has received on the Local Heritage Survey.

The Director Community Planning responded advised that the draft LHS states *“The land was designated as a reserve since 1831 and has been used for a variety of functions but has been closely associated with indigenous groups who regularly camped. In the mid-20th century it was the source of sand for construction works in the district. Control of the reserve was taken over by the Town of Bassendean in 1916 and gazetted as an ‘A’ Class reserve in 1922.”*

Will the Town of Bassendean amend this survey to reflect this fact and important classification.

The Director Community Planning responded that the description already contains reference to it being an A class reserve.

Over the last 20 years there have been many development plans and reports created for Success Hill Reserve. Many, if not all, do not refer to the Class A status of Success Hill Reserve. Some of these plans have included entertainment infrastructure for events etc. A 10 year management plan for Success Hill Reserve is currently being finalised. The state and federal governments recommend that such plans be advertised publicly prior to endorsement. Will the Town of Bassendean advertise this 10 year management plan to the public.

The Executive Manager Sustainability & Environment advised that consultation has been undertaken with the relevant active Friends Of, environmental and community groups in relation to each of the 10 Year Management Plans for natural areas. Once approved by the Town’s administration they will be published on the Town’s website. Additional engagement/consultation will be undertaken based on the IAP2’s Public Participation Spectrum for any specific projects/ upgrades proposed in the 10 Year Management Plans, during planning stages. For example, at Success Hill Reserve consultation will be undertaken regarding the foreshore stabilisation design and fence alignment.

How much money has the Town of Bassendean paid out in the last 10 years (2002 - 2022) for independent consultant reports to develop plans for Success Hill Reserve.

The Chief Executive Officer commented that the effort to search and compile this information is significant and would come at the cost of other priorities. On that basis, no response is provided. The information however is available in the public domain.

My previous email and questions to the Town of Bassendean following last week’s Briefing Session remains unacknowledged. In this communication to the Town of Bassendean and Councillors, I recommended some basic descriptive information for Success Hill Reserves listing for accuracy and transparency. Will the Town of Bassendean respond to my email.

The Director Community Planning responded yes.

Will the Town of Bassendean include any of this information offered, in the listing of Success Hill Reserve on the Local Heritage Survey.

The Director Community Planning advised that the Town has updated the reference to the original use of the site.

Mr Mark Luther, 30 Kenny St, Bassendean

What does Council intend to do to reduce the level of crime in Bassendean. Is there an intent to establish a Community Watch program, introduce patrols and what happened to the Noongah bus which was driving around town.

Cr Kathryn Hamilton responded, this is a multifaceted issue. The Town does have close liaison with Kiara police, and there are multiple programs, youth programs, targeting groups that may well be vulnerable. The Town does run a significant number of programs, and the liaison with the police has been quite productive in the past in promoting extra patrols. There are WA Police initiatives such as Bike Link which allows residents to register their bike and if it's stolen it can be recovered through that registration. Also there is Cam Map which allows residents who have surveillance cameras facing out to the public realm to register their cameras with the police and that provides a greater level of scrutiny for the police when they're trying to access video footage. Town staff can correspond with Mr Luther and provide further advice.

When is the State Underground project beginning in Bassendean.

Cr Kathryn Hamilton responded, there is a program already underway in parts of Bassendean and Eden Hill, Success Hill, scheduled to conclude in December 2022. In the interim, the Town continues to advocate to Western Power for underground power in the remaining sections of the Town where overhead power still exists. It is a slow process and there are various programmes run by Western Power which Local governments need to apply for. The Town is actively engaging with Western Power to see how we can progress the installation of underground power.

Over the past five years I have witnessed two major crashes and countless near misses at the intersection of Kenny and Palmerston. Hoons travel at speed from Guildford rd. I have complained and no concrete response to fix the problem.

The Executive Manager Infrastructure advised that there is only one crash recorded in the Main Roads crash data in the past year. Town staff will contact be in contact with Mr Luther to discuss further.

8 Petitions

Nil

9 Confirmation of Minutes

9.1 Confirmation of Minutes	
Attachments	1. Ordinary Council Minutes 26 April 2022 [9.1.1 - 25 pages]

Cr Hamilton advised that Council will suspend the operation of clauses 6.9, 6.12, 6.17, 7.1 & 7.2 and modify the operation of clauses 6.1, 6.6, 6.7, 6.10 & 6.11 of the Town of Bassendean Meeting Procedures Local Law 2020, for the duration of this meeting and that these matters be determined at the discretion of the Presiding Member.

Council Resolution – Item 9 **OCM 1/5/22**

MOVED Cr Kathryn Hamilton, Seconded Cr Emily Wilding, that Cr Jennie Carter be allowed to join the meeting as she is travelling at the moment.

CARRIED UNANIMOUSLY 7/0

Council Resolution/Officer Recommendation – Item 9.1(a) **OCM 2/5/22**

MOVED Cr Hilary MacWilliam, Seconded Cr Emily Wilding, that the minutes of the Ordinary Council Meeting held on 26 April 2022, be received.

CARRIED UNANIMOUSLY 7/0

Council Resolution/Officer Recommendation – Item 9.1(b) **OCM 3/5/22**

MOVED Cr Emily Wilding, Seconded Cr Kathryn Hamilton, that the minutes of the Ordinary Council Meeting held on 26 April 2022, be confirmed as a true record.

CARRIED UNANIMOUSLY 7/0

10 Business Deferred from Previous Meeting

Nil

11 External Committee Reports and Updates

11.1 Receipt of External Committee and Organisation Minutes

File Reference	INFM/INTPROP/1
Department	Chief Executive
Authority/Discretion	Executive The substantial direction setting and oversight role of the Council.
Attachments	Nil

Purpose

The purpose of this report was for Council to note that no minutes from external committees and organisations have been received.

Council Resolution/Officer Recommendation – Item 11.1 **OCM 4/5/22**

MOVED Cr Renee McLennan, Seconded Cr Emily Wilding, that Council notes that no documents from external Committees have been received within the reporting period.

CARRIED UNANIMOUSLY 7/0

12 Officer Reports

It was agreed that items 12.2, 12.4, 12.6, 12.7 & 12.8, be removed from the en-bloc table and considered separately.

Council Resolution/Officer Recommendation – Item 12.1 **OCM 5/5/22**

MOVED Cr Tallan Ames, Seconded Cr Renée McLennan, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Agenda:

Item	Report
12.3	Proposed Outbuilding – 137 (Lot 835) Walter Road East, Bassendean
12.10	Monthly Financial Report – April 2022
12.11	Accounts Paid – April 2022
12.12	Use of Common Seal
12.13	Calendar June 2022

CARRIED UNANIMOUSLY 7/0

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

Item	Report
12.2	Budget 2022/23 Proposed Differential Rates
12.4	Draft Local Heritage Survey, Draft Local Planning Policy - Heritage and Character and Establishment of Heritage Areas
12.5	Draft Local Planning Policy - Sustainable Development
12.6	Review of Council Policy - Sports Lighting
12.7	Asset Management Policy
12.8	Adoption of Quarterly Report Period ending 31 March 2022
12.9	Children's Services – Daily Fee for Wind in the Willows Early Education Centres for 2022/23
13.1	Notice of Motion - Notice Boards
13.2	Notice of Motion - Project Updates
16.2	Baywaste Tip Passes
16.1	11 (Lot 67) Hamilton Street, Bassendean

12.2 Budget 2022/23 Proposed Differential Rates	
Property Address	N/A
Landowner/Applicant	N/A
File Reference	FINM/AUD/1
Author	Director Corporate Services
Department	Corporate Services, Corporate Services
Previous Reports	N/A
Authority/Discretion	Executive The substantial direction setting and oversight role of the Council.
Attachments	1. Statement of Objects and Reasons for 2022 23 Differential Rates [12.2.1 - 4 pages]

Purpose

The purpose of this report was to consider the level at which to set and advertise differential rates in the dollar as part of the 2022/2023 Budget Process.

Rates are levied on all rateable properties within the boundaries of the Town in accordance with the *Local Government Act 1995* (the **Act**). The overall objective of the proposed rates and charges in the 2022/2023 budget is to provide for the net funding requirements of Council's activities and capital works programs.

Council Resolution/Officer Recommendation – Item 12.2 **OCM 6/5/22**

MOVED Cr Kathryn Hamilton, Seconded Cr Hilary MacWilliam, that Council:

1. Approves the Town of Bassendean 2022/2023 rate in the dollar and the minimum payment to be advertised by public notice as per the following:

Rating Category	Rate in Dollar in Cents	Minimum Payment (\$)
Improved – Residential	8.7771	1,106
Improved – Commercial and Industrial (GRV)	9.0404	1,106
Vacant Land – Residential, Commercial and Industrial (GRV)	13.1656	1,106

2. Approves the Town of Bassendean's Objects and Reasons for the Proposed Differential Rate Categories for the 2022/2023 Financial Year, as per the attachment included in this report.

CARRIED UNANIMOUSLY 7/0

12.3 Proposed Outbuilding – 137 (Lot 835) Walter Road East, Bassendean	
Property Address	137 (Lot 835) Walter Road East, Bassendean
Landowner/Applicant	Oscar Shepherd
File Reference	2022-028
Author	Director Community Planning
Department	Community Planning
Previous Reports	N/A
Authority/Discretion	<p>Quasi-Judicial</p> <p>When the Council determines an application/matter that directly affects a person’s right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences.</p>
Attachments	<ol style="list-style-type: none"> 1. Schedule of Submissions [12.3.1 - 2 pages] 2. Development Plans [12.3.2 - 2 pages]

Purpose

The purpose of this report was for Council to consider an application for development approval for an Outbuilding at 137 (Lot 835) Walter Road East, Bassendean. The landowner has requested Council determine the application.

Council Resolution/Officer Recommendation – Item 12.3 **OCM 7/5/22**

MOVED Cr Tallan Ames, Seconded Cr Renee McLennan, that Council approves the application for development approval for the proposed Outbuilding at 137 (Lot 835) Walter Road East, Bassendean, subject to the following conditions:

1. The outbuilding shall only be used for domestic purposes associated with the property and not be used for commercial purposes or human habitation.
2. All building works to be carried out under this development approval, including footings, are required to be contained within the boundaries of the subject lot.
3. All stormwater being contained on site. Details of the method of stormwater disposal being submitted for approval in conjunction with the application for a Building Permit.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION OCM 5/5/22 7/0

12.4 Draft Local Heritage Survey, Draft Local Planning Policy - Heritage and Character and Establishment of Heritage Areas	
Property Address	N/A
Landowner/Applicant	N/A
File Reference	LUAP/POLCY/24
Author	Director Community Planning
Department	Community Planning
Previous Reports	24 August 2021 2 November 2021
Authority/Discretion	Legislative Includes adopting local laws, town planning schemes & policies.
Attachments	<ol style="list-style-type: none"> 1. Schedule of Submissions draft Heritage Survey [12.4.1 - 17 pages] 2. Draft Local Heritage Survey (including modifications made after advertising and after the Briefing Session) [12.4.2 - 661 pages] 3. Draft Local Planning Policy Heritage and Character including modifications made after advertising) [12.4.3 - 14 pages]

Purpose

The purpose of this report is for Council to consider the following:

- Adopting the draft Local Heritage Survey (LHS)
- Designating three areas as Heritage Areas; and
- Adopting draft Local Planning Policy – Heritage and Character (LPP).

Cr Hamilton moved the Officer Recommendation with the addition of a Point 4 as shown in bold.

Council Resolution/Officer Recommendation – Item 12.4 **OCM 8/5/22**

MOVED Cr Kathryn Hamilton, Seconded Cr Paul Poliwka, that Council:

1. Adopts the draft Local Heritage Survey, contained as Attachment 12.5.2;
2. Pursuant to Schedule 2, Part 3, Clause 9(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, designates the following areas as Heritage Areas:

- Old Perth Road Heritage Area;
 - Devon Road Heritage Area; and
 - Kenny Street Heritage Area.
3. Pursuant to Schedule 2, Part 2, Clause 4(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, adopts draft Local Planning Policy – Heritage and Character, as contained in 12.5.3.
4. **Requests the CEO circulate to Councillors a discussion paper outlining various heritage incentives and programs, preceding formal presentation of a Draft Heritage Incentives Policy for consideration by Council within the next six months.**

CARRIED UNANIMOUSLY 7/0

Reason: The Town formally corresponded with affected property owners advising that Council had “endorsed” the establishment of Heritage Incentives for properties listed on the original Heritage Inventory.

12.5 Draft Local Planning Policy - Sustainable Development	
Property Address	N/A
Landowner/Applicant	N/A
File Reference	LUAP/POLICY/8 LUAP/POLICY/9
Author	Director Community Planning
Department	Community Planning
Previous Reports	N/A
Authority/Discretion	Legislative Includes adopting local laws, town planning schemes & policies.
Attachments	<ol style="list-style-type: none"> 1. Draft Local Planning Policy - Sustainable Development (as advertised) [12.5.1 - 5 pages] 2. Draft Local Planning Policy - Sustainable Development - Amended following public consultation - with tracked changes [12.5.2 - 7 pages] 3. Existing Local Planning Policy No. 2 - Energy Efficient Design [12.5.3 - 20 pages] 4. Existing Local Planning Policy No. 3 - Water Sensitive Design [12.5.4 - 12 pages] 5. Sustainable Development Information Sheet [12.5.5 - 16 pages] 6. Schedule of Submissions [12.5.6 - 6 pages] 7. Draft Local Planning Policy Sustainable Development [12.5.7 - 5 pages]

Purpose

The purpose of this report was for Council to consider finally adopting draft Local Planning Policy – Sustainable Development. The draft Policy is intended to replace existing Local Planning Policy 2 – Energy Efficient Design (LPP 2) and Local Planning Policy No. 3 – Water Sensitive Design Policy (LPP 3).

Cr McLennan moved the Officer Recommendation with an amendment to Point 1 as shown in bold.

Council Resolution/Officer Recommendation – Item 12.5 **OCM 9/5/22**

MOVED Cr Renee McLennan, Seconded Cr Kathryn Hamilton, that Council:

1. Pursuant to Clause 4(3) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, adopts draft Local Planning Policy - Sustainable Development **(as advertised) contained in Attachment 7 with minor amendments as identified in the Officer Report, to be applicable for all relevant applications lodged on or after 1 July 2022**; and
2. Pursuant to Clause 6 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, revokes Local Planning Policy No. 2 – Energy Efficient Design and Local Planning Policy 3 – Water Sensitive Design Policy.

CARRIED 6/1

Crs McLennan, Hamilton, MacWilliam, Wilding, Carter & Ames voted in favour of the motion. Cr Poliwka voted against the motion.

Reason: Council wishes to promote development in the Town of Bassendean but also recognises that dwellings constructed today will remain for multiple decades into the future. Therefore, the Town supports good quality development that have enhanced sustainability features that will limit the urban heat island effect and impact on the environment, while providing long term cost savings to residents through improved efficiency and the utilisation of renewable energy. The world is facing a climate crisis. The 2022 IPCC (Intergovernmental Panel on Climate Change) Report states: “It is unequivocal that climate change has already disrupted human and natural systems. Past and current development trends have not advanced global climate resilient development (very high confidence). Societal choices and actions implemented in the next decade determine the extent to which medium and long-term pathways will deliver higher or lower climate resilient development (high confidence).” At COP26 (November 2021), the world recognised the need for rapid action if the possibility of limiting global temperature rise to 1.5 degrees and avoidance of predicted catastrophic effects of climate change is to be achieved.

This requires action at all levels including local government and community where there is the opportunity to reduce the impact of development on emissions and urban heating and contribute to a more sustainable future.

12.6 Review of Council Policy - Sports Lighting	
Property Address	N/A
Landowner/Applicant	N/A
File Reference	N/A
Author	Director Community Planning
Department	Community Planning
Previous Reports	N/A
Authority/Discretion	Legislative Includes adopting local laws, town planning schemes & policies.
Attachments	Existing Council Policy 5.17 – Sports Lighting

Purpose

The purpose of this report was for Council to consider revoking Council Policy 5.17 – Sports Lighting (CP 5.17).

Council Resolution/Officer Recommendation – Item 12.6 **OCM 10/5/22**

MOVED Cr Emily Wilding, Seconded Cr Renée McLennan that Council revokes Council Policy 5.17 – Sports Lighting.

CARRIED UNANIMOUSLY 7/0

12.7 Asset Management Policy	
Property Address	N/A
Landowner/Applicant	N/A
File Reference	COUP/POLCY/2
Author	Phil Adams
Department	Executive Manager Infrastructure
Previous Reports	N/A
Authority/Discretion	Advocacy When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.

Attachments	1. Draft Asset Management Policy [12.7.1 - 5 pages]
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Purpose

The purpose of this report was for Council to consider an updated Asset Management Policy.

Cr Hamilton moved the Officer Recommendation with amendments as shown in bold.

Council Resolution/Officer Recommendation – Item 12.7

OCM 11/5/22

MOVED Cr Kathryn Hamilton, Seconded Cr Emily Wilding, that Council:

1. Approves the updated Asset Management Policy as attached to this report, **subject to the following amendment:**

Clause 8(f) Insert the word “prioritise” in front of “One Planet Living Principals”

2. **Requires the Asset Management Policy and supporting documents such as the Asset Management Strategy and Asset Management Plans be provided for review by new Councils within six months of each Local Government Election; and**
3. **Amends the policy review date to reflect the intent of Point 2 above.**

CARRIED UNANIMOUSLY 7/0

Reason: It is essential that each new Council has oversight of the management plans and strategies for the assets of this Local Government, thereby contributing to good decision making, targeted budget allocations, and to inform Councils direction and emphasis in creating a Long Term Financial Plan that adapts to sustainable innovation and development in the future.

12.8 Adoption of Quarterly Report Period ending 31 March 2022	
Property Address	N/A
Landowner/Applicant	N/A
File Reference	GOVN/CCLMEET/1
Author	Chief Executive Officer
Department	Office of the CEO
Previous Reports	N/A

Authority/Discretion	Executive The substantial direction setting and oversight role of the Council.
Attachments	1. Quarterly Report period ended 31 March 2022 [12.8.1 - 25 pages] 2. Outstanding Council Resolutions Recommended for Closure [12.8.2 - 8 pages]

Purpose

The purpose of this report was for Council to receive the Quarterly Report for the period ending 31 March 2022.

Cr McLennan moved the Officer Recommendation with the exclusion of item ROC18/63106.

Council Resolution/Officer Recommendation – Item 12.8 **OCM 12/5/22**

MOVED Cr Renée McLennan, Seconded Cr Kathryn Hamilton, that Council:

1. Receives the Quarterly Report for the quarter ending 31 March 2022; and
2. Agrees to close those Council Resolutions, marked as Recommended Deletion, **excluding item ROC18/63106**, and that future completed Resolutions be marked as “Recommend Closure”.

CARRIED UNANIMOUSLY 7/0

12.9 Children’s Services – Daily Fee for Wind in the Willows Early Education Centres for 2022/23	
Property Address	NA
Landowner/Applicant	NA
File Reference	FINM/FEECHAG/2
Author	Paul White
Department	Director Corporate Services
Previous Reports	N/A
Authority/Discretion	Executive The substantial direction setting and oversight role of the Council.
Attachments	Nil

Purpose

The purpose of this report was for Council to adopt the daily fee for Wind in the Willows Bassendean Early Childhood Education and Wind in the Willows Ashfield Early Childhood Education for 2022/23.

Council Resolution/Officer Recommendation – Item 12.9 **OCM 13/5/22**

MOVED Cr Tallan Ames, Seconded Cr Emily Wilding, that Council adopt a daily fee of \$127 for Wind in the Willows Bassendean Early Childhood Education and Wind in the Willows Ashfield Early Childhood Education for 2022/23.

CARRIED UNANIMOUSLY 7/0

12.10 Monthly Financial Report – April 2022	
Property Address	NA
Landowner/Applicant	NA
File Reference	FINM/AUD/1
Author	Paul White
Department	Corporate Services, Corporate Services
Previous Reports	N/A
Authority/Discretion	Legislative Includes adopting local laws, town planning schemes & policies.
Attachments	1. 20220524 RSS at 30 April 2022 [12.10.1 - 12 pages]

Purpose

The purpose of this report was for Council to receive the Monthly Financial Report for April 2022 which incorporates the Statement of Financial Activity as legislatively required.

Council Resolution/Officer Recommendation – Item 12.10 **OCM 14/5/22**

MOVED Cr Tallan Ames, Seconded Cr Renee McLennan, that Council:

1. Notes the Explanation of Material Variances in the Statement of Financial Activity; and
2. Receives the Monthly Financial Report for the period ending 30 April 2022, which incorporates the Statement of Financial Activity for the period to April 2022.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION OCM 5/5/22 7/0

12.11 Accounts Paid – April 2022	
Property Address	N/A
Landowner/Applicant	N/A
File Reference	FINM/CREDTS/4
Author	Paul White
Department	Corporate Services, Corporate Services
Previous Reports	N/A
Authority/Discretion	Legislative Includes adopting local laws, town planning schemes & policies.
Attachments	1. 20220524 - Combined Attachment AP Warrant of Payments April 2022 Ver 2 [12.11.1 - 17 pages]

Purpose

The purpose of this report was for Council to receive the list of payments for April 2022.

Council Resolution/Officer Recommendation – Item 12.11 OCM 15/5/22

MOVED Cr Tallan Ames, Seconded Cr Renee McLennan, that Council receive the list of payments for April 2022.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION OCM 5/5/22 7/0

12.12 Use of Common Seal	
Property Address	Not applicable
Landowner/Applicant	Not applicable
File Reference	INFM/INTPROP/1
Author	Natasha Dowson
Department	Chief Executive
Previous Reports	Not applicable
Authority/Discretion	Executive The substantial direction setting and oversight role of the Council.
Attachments	Nil

Purpose

The purpose of this report was for Council to note there were no documents affixed with the Common Seal during the reporting period.

Council Resolution/Officer Recommendation – Item 12.12

OCM 16/5/22

MOVED Cr Tallan Ames, Seconded Cr Renee McLennan, that Council note there were no documents affixed with the Common Seal during the reporting period.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION OCM 5/5/22 7/0

12.13 Calendar June 2022	
Property Address	Not applicable
Landowner/Applicant	Not applicable
File Reference	INFM/INTPROP/1
Author	Natasha Dowson
Department	Chief Executive
Previous Reports	N/A
Authority/Discretion	Executive The substantial direction setting and oversight role of the Council.
Attachments	Nil

Purpose

The purpose of this report was for Council to consider the calendar for June 2022.

Council Resolution/Officer Recommendation – Item 12.13

OCM 17/5/22

MOVED Cr Tallan Ames, Seconded Cr Renee McLennan, that Council adopt the calendar for June 2022.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION OCM 5/5/22 7/0

13 Motions of which Previous Notice has been given

13.1 Notice of Motion - Notice Boards	
Councillor	Cr Hamilton
Attachments	Nil

Council Resolution/Officer Recommendation – Item 13.1 **OCM 18/5/22**

MOVED Cr Kathryn Hamilton, Seconded Cr Paul Poliwka, that:

1. Council requests that a Notice Board be installed in the first half of the 2022/23 financial year, in a high foot traffic area at each of the following sites: Sandy Beach Reserve, Jubilee Reserve, Mary Crescent Reserve & Ashfield Reserve;
2. Notice Boards are selected that are compatible with or complement the proposed installation area; and
3. Council requests that the CEO causes to have made two reusable portable Notice Boards that can be utilised in different locations as required.

CARRIED UNANIMOUSLY 7/0

Reason: To provide an additional means of communicating various programs, consultations, events and such matters that may be of interest or relevance to members of our community. Engagement comes in many forms and it is vital that we utilise a variety of methods to reach different areas and sections of the local population.

13.2 Notice of Motion - Project Updates	
Councillor	Cr Hamilton
Attachments	Nil

Council Resolution/Officer Recommendation – Item 13.2 **OCM 19/5/22**

MOVED Cr Kathryn Hamilton, Seconded Cr Emily Wilding, that:

1. Council requests the CEO provide Project Updates in each financial year in a simple spreadsheet format that includes columns identifying completed projects, and identifying potential carry forward dollar amounts; and
2. That these updates for all budget approved Operational and Capital projects be provided annually to Councillors per the following schedule:

- Project update spreadsheets up to the end of December to be provided in the first week of February or prior to the mid-year budget review (whichever comes first);
- Project update spreadsheets up to the end of March to be provided in the first week of May prior to the first budget workshop for May; and
- Project update spreadsheets up to the end of May to be provided in early June prior to Annual Performance Review.

CARRIED UNANIMOUSLY 7/0

Reason: Provision of a simple spreadsheet format that updates Councillors three times a year on the progress of all budgeted Capital and Operational Projects supports better decision making during the Mid-year budget review, during consideration of the annual budget, and during the Annual Performance Review.

14 Announcements of Notices of Motion for the next meeting

Cr Kathryn Hamilton

That Council requests the CEO implement the following ongoing schedule commencing from July 2022;

1. Briefing Agenda documents are to be provided to Councillors one day earlier i.e. on a Wednesday, rather than the current schedule of a Thursday; and
2. Briefing Agendas are to include all items proposed to be considered by Council at the subsequent OCM, with exceptions for items of an Urgent Nature that may be included in the OCM agenda under clause 5.5 of Meeting Procedures Local Law 2020.

Reason: Provision of the Briefing Documents one day earlier on a Wednesday facilitates an improved process for Councillors whereby irrespective of public holidays, a minimum of one full business day is available for Councillors to contact the administration regarding any issues with the agenda and/or attachments. Inclusion of all items on the Briefing agenda facilitates an improved process to assist councillors in their research, questions, community engagement and evaluation of items leading up to decision making on those items at the subsequent OCM.

15 Urgent Business

Nil

16 Confidential Business

Council Resolution – Item 16.0(a)

OCM 20/5/22

MOVED Cr Hilary MacWilliam, Seconded Cr Emily Wilding, that the meeting go behind closed doors, in accordance with Section 5.23 of the Local Government Act 1995, the time being 8.10pm.

CARRIED UNANIMOUSLY 7/0

16.1 Baywaste Tip Passes

Reason for this Item to be discussed behind closed doors:

This matter was considered with members of the public excluded from the Chamber under Clause 5.23 (c) of the Local Government Act as the officer report discusses a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

Council Resolution/Officer Recommendation – Item 16.1

OCM 22/5/22

MOVED Cr Renée McLennan, Seconded Cr Kathryn Hamilton, that Council:

1. Accepts the offer from the City of Bayswater for use of Tip Passes at Baywaste, with the tip pass user to pay the additional cost at the weighbridge upon entry;
2. Authorises the CEO to finalise and enter into an agreement for the Town of Bassendean to access this facility;
3. Changes the number of tip passes issued annually to two per waste service charge to be collected from the Town; and
4. Notes the changes to the draft 2022/2023 Annual Budget detailed in the report.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

16.2 11 (Lot 67) Hamilton Street, Bassendean
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Reason for this Item to be discussed behind closed doors:

This matter was considered with members of the public excluded from the Chamber under Clause 5.23 (c) of the Local Government Act as the officer report discusses a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

Council Resolution/Alternative Motion – Item 16.2
OCM 21/5/22

MOVED Cr Kathryn Hamilton, Seconded Cr Paul Poliwka, that Council:

1. Rescinds Point 3 of Resolution 17/07/16 from 26 July 2016, which reads:

“that Council informs the school it is prepared to consider the sale of 11 Hamilton Street, if the school purchases 16 Whitfield Street, and grants planning approval of the school and allows the ongoing use of the BIC currently used by the school.”;

2. Rescinds Point 3 of Resolution 10/07/17 from 25 July 2017, which reads:

“that Council informs the Casa Mia Montessori School that it is only prepared to consider the sale of 11 Hamilton Street, Bassendean, if the School purchases 16 Whitfield Street, Bassendean, or the Crown disposes of the portion of the BIC Reserve leased for playground.”;

3. **Provides for the quiet enjoyment of 11 (Lot 67) Hamilton Street, Bassendean by Casa Mia Montessori School Inc. per the terms of the existing lease agreement, and that any future proposal by the school to purchase that site will be presented to Council for due consideration.**

CARRIED BY AN ABSOLUTE MAJORITY 6/1

Crs Hamilton, McLennan, MacWilliam, Wilding, Poliwka & Ames voted in favour of the motion. Cr Carter voted against the motion.

Reason: The Casa Mia Montessori School Inc. are entitled to continue operating under the terms of their lease with the Town, until expiry of said lease and option periods. During that time if the school choose to present an offer for the Town owned land upon which the school is located, that will trigger presentation of a report to a future council along with all the attendant formalities associated with the potential disposal of land under the Local Government Act. It is premature for the Town to act in respect to valuations and the like until such an offer to purchase is made.

Council Resolution – Item 16.0(b)
OCM – 23/5/22

MOVED Cr Renee McLennan, Seconded Cr Emily Wilding, that the meeting come from behind closed doors, the time being 9.15pm.

CARRIED UNANIMOUSLY 7/0

17 Closure

The next Briefing Session will be held on 21 June 2022, commencing at 6pm. The next Ordinary Council Meeting will be held on 28 June 2022, commencing at 6pm.

There being no further business, the Presiding Member declared the meeting closed, the time being 9.15pm.