

# **ATTACHMENTS**

## **ORDINARY COUNCIL MEETING**

### **13 DECEMBER 2016**

#### Attachment No. 1

Ordinary Council Minutes of 22 November 2016

#### Attachment No. 2

- Site plan and floor plan of the proposed Change of Use.
- Supporting report provided by Formscape Planning Consultants.
- Supporting documentation provided by applicant.

#### Attachment No. 3

- Town of Bassendean Nomenclature Register
- Aerial image of Clarke Way Reserve
- Aerial image of 94 Hamilton Street
- Aerial image of Water Corp drainage reserve
- Aerial image of Hamilton Street Reserve

#### Attachment No. 4

- Plan indicating location of existing speed cushions and proposed "Type A" crossing to be installed - West Road.
- Location of where existing street embayment upgrades are required to meet Australian Standards.
- Children's Crossing Drawings
- Watts Crossing Drawing

#### Attachment No. 5

Mary Crescent Reserve Playground Concept Plan

#### Attachment No. 6

Map of the four sites assessed for the Nature-based Regional Playground

#### Attachment No. 7

- Table of policies with the review outcome by the Responsible Officer for each policy.
- Policies not requiring any change.

Attachment No. 8

Bassendean River Parks Management Committee Minutes of 16 November 2016.

Attachment No. 9

Access and Inclusion Committee Minutes of 23 November 2016

Attachment No. 10

General Meeting of Electors Minutes of 23 November 2016

Attachment No. 11

Audit & Risk Management Committee Minutes of 7 December 2016

Attachment No. 12

List of Accounts

Attachment No. 13

Financial Reports for September 2016

Confidential Reports and Confidential Attachments



# **ATTACHMENT NO. 1**

# TOWN OF BASSENDEAN MINUTES ORDINARY COUNCIL MEETING 22 NOVEMBER 2016

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# **TOWN OF BASSENDEAN**

## **MINUTES**

### **ORDINARY COUNCIL MEETING**

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

**ON TUESDAY 22 NOVEMBER 2016 AT 7.00PM**

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

The Mayor 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 being held.

The Mayor presented a Sports Achievement Award to Hannah Porter.

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

##### **2.1 Public Question Time**

Mr Craig Lucanus, 186 West Road, Bassendean

Mr Lucanus referred to a report considered at the 25 October OCM to down zone ten properties in and around West Road and queried the accuracy of the report given the lack of any community consultation and asked what financial compensation is being offered to property owners being dispossessed of their property value.

The Mayor responded that the report is correct and the motion was passed by Council. A further report will be considered by Council which will trigger a public consultation process. There is the opportunity for Councillors to rescind that part of the motion.

Ms Jane Bremmer, 47 Seventh Avenue, Bassendean

Ms Bremmer asked a number of a questions in relation to Items 10.5:

- Will the Council uphold the precautionary principle under Agenda 21 in relation to this report.
- Will the Council uphold the wishes of the community in their opposition of chemical spraying in public places.
- Will the Council uphold their previous decisions where you requested the steam weed trial.
- Will you reject the report that claims to be a cost comparison as it fails to compare a whole range of alternatives to glyphosate spraying.
- Why were the Friends of Success Hill Reserve not consulted.
- How can unelected officers of the Town who do not live in our community impose such a risk on our community.

The Director Operational Services advised that the information provided in the report was from the Australian Pesticides and Veterinary Medical Authority (APVMA) and that the failure of the steam weed treatment at Success Hill Reserve is evident from the quantity of weeds that are still there.

Ms Bremmer asked why the public is being mislead by false information – as it is stated in the report that the steam weed treatment has failed, but there has been no evidence provided.

The Mayor responded that staff are standing by the report provided to Council.

Mr Don Yates, 10 Thompson Road, Bassendean

Mr Yates referred to the lighting on Thompson Road and asked who the consultant is that can count five light globes and say they are working.

The Director Operational Services responded that the quote was for a consultant to undertake a luminescent assessment of the light onto the footpath, not to count the number of lights.

Mr Colin Chapman, Foreshore Environmental Group

Mr Chapman referred to Item 11.1 and queried why the 25 and 100 year flood markers have not been taken down off the power poles and why haven't the signs been removed that reference those markers.

The Director Community Development advised that work is in progress. The 100 year flood markers require a budget item. The signs are to reinforce to the community that it is a flood zone. A sticker will be placed over the reference key to amend the information.

Mr Chapman asked for a timeframe for completion of the work.

The Director Community Development responded that he was unable to give an exact timeframe but the work is progressing.

Mrs Val Dreyer, 31 Naunton Crescent, Eden Hill

Mrs Dreyer queried the accuracy of the OCM Minutes of 25 October 2016 and advised that the roundabout and hedge she referred to was at Walter Road and Iolanthe Street not Broadway and Iolanthe Street and that this hedge on this roundabout is a visual obstruction.

Mrs Dreyer commented on the weeds along Railway Parade as only half have been sprayed.

The Mayor advised that one side is the property of the Perth Transport Authority and one side is Town of Bassendean. The Town of Bassendean have not yet commenced weed spraying.

Mrs Dreyer commented that there was no signage advertising Seniors' Week and the Mayor advised that he will take that feedback on board.

Mrs Dreyer expressed concern at the lack of supervision of the artwork in the community hall during the art show.

Mr Ian Veale, 33 Bassendean Parade, Bassendean

Mr Veale referred to Item 10.5 of the October OCM and Council's decision to change the zoning of the ten West Road properties from R5 to R2 and made reference to policy manual decisions from 1989 and asked if those are still applicable today.

The CEO advised that the most current document is the Standing Orders Local Law, updated April 2011.

The Mayor stated that a further report will be considered by Council which will trigger a public consultation process. There is also the opportunity for a Councillor to submit a Notice of Motion, seven working days prior to the meeting, to rescind that part of the motion.

## **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 Graeme Haggart, Director Community Development  
Mr Simon Stewert-Dawkins, Director Operational Services  
Mr Anthony Dowling, Director Strategic Planning  
Mr Brian Reed, Manager Development Services  
Mrs Amy Holmes, Minute Secretary

#### Public

Approximately 22 members of the public were in attendance.

#### Press

One member of the press was in attendance.

#### Leave of Absence

Cr Bob Brown requested a Leave of Absence from 24 November to 20 December inclusive.

**COUNCIL RESOLUTION – ITEM 3.0**

**OCM – 1/11/16** MOVED Cr Pule, Seconded Cr Bridges, that Cr Brown be granted Leave of Absence from 24 November to 20 December inclusive.

**CARRIED UNANIMOUSLY 6/0**

**4.0 DEPUTATIONS**

Melissa Mykytiuk addressed Council regarding Item 11.2 – Lot 272 Hamilton Street, Bassendean.

**5.0 CONFIRMATION OF MINUTES**

**5.1 Ordinary Council Meeting held on 25 October 2016**

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

**OCM – 2/11/16** MOVED Cr Pule, Seconded Cr Bridges, that the minutes of the Ordinary Council Meeting held on 25 October 2016, be received, **noting the amendment from Mrs Val Dreyer in relation to the roundabout and hedge on Walter Road and Iolanthe Street.**

**CARRIED UNANIMOUSLY 6/0**

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

**OCM – 3/11/16** MOVED Cr Pule, Seconded Cr Bridges, that the minutes of the Ordinary Council Meeting held on 25 October 2016, as amended, be confirmed as a true record.

**CARRIED UNANIMOUSLY 6/0**

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

The Mayor announced that Council had the opportunity to meet with LandCorp last week to discuss the Council resolution from the October 2016 OCM. The BIC is now out of the proposal. LandCorp is still keen to be involved looking at Wilson Street and further redefining the Bassendean Oval redevelopment. The Development Agreement will need to be reconsidered and amended accordingly.



**7.0**                      **PETITIONS**

Nil

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

- 8.1      Cr Pule declared a proximity interest for Item 10.2 as his property is opposite.
- 8.2      Cr McLennan declared a proximity interest for Item 10.3 as her property is adjacent to the drainage.

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

Nil

**10.0**                    **REPORTS**

**10.1      Adoption of Recommendations En Bloc**

It was agreed that items 10.3, 10.4, 10.6, 10.7, 10.9, 10.15 and 10.16 be removed from the en-bloc table and considered separately.

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

**OCM – 4/11/16**      MOVED Cr Pule, Seconded Cr McLennan, that Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Agenda 22 November 2016:

| <b>Item</b> | <b>Report</b>   |
|-------------|---|
| 10.8        | Bassendean Local Emergency Management Committee Meeting held on 2 November 2016 |
| 10.10       | Determinations Made by the Principal Building Surveyor                          |
| 10.11       | Determinations Made by Development Services                                     |
| 10.12       | Accounts for Payment – October 2016   |
| 10.14       | Use of the Common Seal  |

**CARRIED UNANIMOUSLY 6/0**

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

| Item  | Report  |
|-------|---|
| 10.2  | Proposed Amendment to the Local Planning Scheme No. 10 dealing with Multiple Dwellings on Land with a Density Code of R40 and Below   |
| 10.3  | Anzac Terrace Drainage and Foreshore Restoration Project  |
| 10.4  | Anzac Terrace - Traffic Management  |
| 10.5  | RFT CO 061 2016-17 Chemical Free (Steam) Weed Management for the Town of Bassendean   |
| 10.6  | Town of Bassendean Glyphosate Usage for Weed Management   |
| 10.7  | Meeting Schedule and Citizenship Ceremonies for 2017  |
| 10.9  | Applications for Grants Prepared by Officers as per Council Resolution  |
| 10.13 | Financial Statements – October 2016   |
| 10.15 | Calendar for December 2016  |
| 10.16 | Implementation of Council Resolutions   |
| 11.1  | Notice of Motion – Cr Pule: Application to Minister for the setting of Differential Rates in the location of Proposed Concrete Batching Plant lot 105 (Nos 2-8) Clune Street Bassendean |
| 11.2  | Notice of Motion: Cr Bridges: Lot 272 Hamilton Street, Bassendean   |
| 11.3  | Notice of Motion – Cr Bridges: Footpath Lighting  |
| 13.1  | Point Reserve - Road Closure  |
| 13.2  | Australia Day WA – Citizen of the Year Awards   |

**10.2 Proposed Amendment to the Local Planning Scheme No. 10 dealing with Multiple Dwellings on Land with a Density Code of R40 and Below (Ref: DABC/BDVAPPS/LPS10.8 Brian Reed, Manager Development Services)**

*Cr Pule declared a proximity interest and left the Chamber, the time being 7.50pm.*

**APPLICATION**

The purpose of this report was for Council to make a recommendation to the Minister for Planning with a view to finalising the above amendment.

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

**OCM – 5/11/16** MOVED Cr Brown, Seconded Cr Bridges, that Council:

1. Notes submission Number 1 made in respect to advertising the proposed amendment; and
2. Supports Amendment No. 8 to the Local Planning Scheme No. 10 without modification.

**CARRIED 5/0**

*Cr Pule returned to the Chamber, the time being 7.52pm.*

**10.3 Anzac Terrace Drainage and Foreshore Restoration Project (Ref SEWD/DESCONT/1 - Jeremy Walker, Senior Environmental Officer)**

*Cr McLennan declared a proximity interest and left the Chamber, the time being 7.52pm.*

**APPLICATION**

This report was to inform the Council that the Town has successfully obtained grant funding from the Department of Parks & Wildlife; Rivers & Estuaries Division ("DPAW"), to undertake works at Anzac Terrace. Officers now seek Council endorsement to take on the End of Line management of Lot 8 Anzac Terrace, Bassendean, currently owned by the Western Australian Planning Commission.

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION — ITEM 10.3**

**OCM – 6/11/16** MOVED Cr Pule, Seconded Cr Lewis, that Council:

1. Endorses the WAPC's request to take over future management of Lot 8 Anzac Terrace, Bassendean; and
2. Lists \$300,000 for consideration in the draft 2017/18 Capital Works Budget for the Anzac Terrace Drainage and Foreshore Restoration project, which includes funding contribution of \$44,721.19 from the Western Australian Planning Commission and \$40,300.95 riverbank grant funding.

**CARRIED 3/2**

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

*Cr McLennan returned to the Chamber, the time being 8.00pm.*

**10.4     Anzac     Terrace     Traffic     Management     (Ref: ROAD/STMNGT/1) Nicole Baxter - Engineering Design Officer**

**APPLICATION**

The purpose of this report was to advise Council that Anzac Terrace (Iolanthe Street to Lord Street) is programmed to be resurfaced in 2016-17 financial year and as a consequence, the current traffic management devices (speed cushions) located in this area will be removed during the road resurfacing and consideration be given to replace the existing speed cushions.

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.4**

**OCM – 7/11/16     MOVED** Cr Pule, Seconded Cr Lewis, that Council:

1. Notes the community consultation undertaken to gauge residents' feedback regarding whether or not to replace the traffic calming device(s) prior to making a final decision; and
2. Endorses that after programmed resurfacing of Anzac Road is completed, new traffic management rubber speed cushions are installed.

**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 and the motion was carried.*

**10.5     RFT CO 061 2016-17 Chemical Free (Steam) Weed Management for the Town of Bassendean (PARE/TENDNG/62) – Jeremy Walker, Senior Environmental Officer & Mandy Godfrey, Contracts Support Officer, Simon Stewart-Dawkins Director Operational Services .**

**APPLICATION**

The purpose of this report was to present to Council a summary of tenders received against Request for Tender (RFT) CO 061 2016-17 Provision of Chemical Free (Steam) Weed Management for the Town of Bassendean and to provide an overview of April 2016 weed management report.

OFFICER RECOMMENDATION – ITEM 10.5

That Council:

1. Does not accept any of the tender submissions received for RFT CO 061 2016-17 Provision of Chemical Free (Steam) Weed Management for the Town of Bassendean due to the operational costs associated with the service; and
2. Reconsiders its position with respect to the suspension of Glyphosate on hard surfaces given the 30<sup>th</sup> September 2016 Australian Pesticides and Veterinary Medical Authority ('APVMA') advice that *"The APVMA has completed its assessment of the IARC report and other recent assessments of glyphosate and has concluded that glyphosate does not pose a cancer risk to humans"*;

And, subject to Council considering item 2 and wishing to reinstate glyphosate use on hard surfaces -

3. Rescinds Council (OCM-12/04/16) resolution to suspend the use of glyphosate on hard surfaces in the urban environment and initiates the use of registered glyphosate products in accordance with the legislative requirements and best management practices in order to control weeds; and
4. Requests a further report on the estimated cost to implement a wipe-on glyphosate applicator trial to selected streets to the target weeds growing within the expansion joints of concrete footpaths, road kerbs, road islands and paved pedestrian areas.

*Cr Pule moved Point 1 of the officer recommendation.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.5

**OCM – 8/11/16** MOVED Cr Pule, Seconded Cr McLennan, that Council does not accept any of the tender submissions received for RFT CO 061 2016-17 Provision of Chemical Free (Steam) Weed Management for the Town of Bassendean due to the operational costs associated with the service.

CARRIED UNANIMOUSLY 6/0

COUNCIL RESOLUTION – ITEM 10.5 (a)

**OCM – 9/11/16** MOVED Cr Lewis, Seconded Cr Pule, that Item 10.5 be deferred to allow Councillors to conduct a workshop on this matter.

CARRIED UNANIMOUSLY 6/0

**10.6 Town of Bassendean Glyphosate Usage for Weed Management (Ref: PARE/MAINT/3 - Jeremy Walker, Senior Environmental Officer, Simon Stewert-Dawkins Director Operational Services)**

APPLICATION

This report was to provide feedback to Council in regards to the Council (OCM-37/09/16) resolution concerning glyphosate usage and potential chemical free weed management alternatives for weed management.

OFFICER RECOMMENDATION — ITEM 10.6

That Council:

1. Receives the Glyphosate Usage for Weed Management report;
2. Notes the 30 September 2016 Australian Pesticides and Veterinary Medical Authority ('APVMA') statement, being:

*"The APVMA has completed its assessment of the IARC report and other recent assessments of glyphosate and has concluded that glyphosate does not pose a cancer risk to humans";*

3. Notes the November 2016 Ordinary Council Meeting agenda item RFT CO 061 2016-17 Chemical Free (Steam) Weed Management for the Town of Bassendean and the respective financial implications; and
4. Continues use of glyphosate in accordance with the legislative requirements and best management practices in order to control weeds.

COUNCIL RESOLUTION – ITEM 10.6

**OCM – 10/11/16** MOVED Cr Lewis, Seconded Cr Pule, that Item 10.6 be deferred to allow Councillors to conduct a workshop on this matter.

CARRIED UNANIMOUSLY 6/0

**10.7 Meeting Schedule and Citizenship Ceremonies for 2017**  
**(Ref: GOVN/CCLMEET/1 - CMT & Council Support Officer)**

**APPLICATION**

Council was requested to consider its meeting dates for Council and Committees and endorse Citizenship Ceremony dates for 2017.

**COUNCIL RESOLUTION – ITEM 10.7(a)**

**OCM – 11/11/16** MOVED Cr Bridges, Seconded Cr Brown, that an Ordinary Council Meeting be held on Tuesday 31 January 2017.

**CARRIED 5/1**

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

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

**OCM – 12/11/16** MOVED Cr Bridges, Seconded Cr Pule, that Council endorses the following meeting dates and Citizenship Ceremonies for 2017:

Ordinary Council Meetings to be held in the Council Chamber, 48 Old Perth Road, Bassendean, at 7.00pm on Tuesdays (except April) on the following dates:

31 January, 28 February, 28 March, Wed 26 April, 23 May, 27 June, 25 July, 22 August, 26 September, 24 October, 28 November and 12 December;

Access & Inclusion Committee meetings to be held in the Council Chamber, 48 Old Perth Road, Bassendean, at 10.00am on Wednesdays on the following dates:

1 March, 10 May, 5 July and 13 September, 10 December;

Audit and Risk Management Committee meetings to be held in the Council Chamber, 48 Old Perth Road, Bassendean at 5.30pm on Tuesdays on the following dates:

8 March, 7 June, 9 August and 4 October;

Bassendean Local Emergency Management Committee meetings to be held in the Council Chamber, 48 Old Perth Road, Bassendean at 3.30pm on Wednesdays on the following dates:

1 February, 7 June 6 September and 1 November;

Bassendean River Parks Management Committee meetings to be held in the Council Chamber, 48 Old Perth Road, Bassendean at 10.00am on the following dates:

8 February, 3 May, 2 August and 1 November;

Liveable Town Advisory Committee meetings to be held in the Council Chamber, 48 Old Perth Road, Bassendean at 7.00pm on Tuesdays on the following dates:

7 February, 11 April, 13 June, 8 August, 10 October and 7 November;

Local Studies Collection Management Committee meetings to be held in the Council Chamber, 48 Old Perth Road, Bassendean at 9.30am on Thursdays on the following dates:

2 March, 4 May, 3 August and 5 October;

Municipal Heritage Inventory Review Committee meetings to be held at the Town of Bassendean, 48 Old Perth Road, Bassendean, as and when required;

Town Planning Scheme Review Committee meetings to be held at the Town of Bassendean, 48 Old Perth Road, Bassendean, as and when required;

Youth Advisory Council meetings to be held at the Bassendean Youth Service, MacDonald Pavilion, Steel Blue Oval, West Road, Bassendean, at 5.00pm on Fridays on the following dates:

31 March, 28 April, 26 May, 30 June, 28 July, 25 August, 29 September and 1 December; and

Citizenship Ceremonies to be held in the Bassendean Community Hall, 48 Old Perth Road, Bassendean on:

26 January; 4 April; 4 July and 3 October.

CARRIED BY AN ABSOLUTE MAJORITY 5/1

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



**10.8 Bassendean Local Emergency Management Committee Meeting held on 2 November 2016 (Ref: GOVN/CCLMEET/18 – Graeme Haggart, Director Community Development)**

APPLICATION

The purpose of the report was for Council to receive the report on a meeting of the Bassendean Local Emergency Management Committee held on 2 November 2016.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.8

**OCM – 13/11/16** MOVED Cr Pule, Seconded Cr McLennan, that Council receives the report on the meeting of the Bassendean Local Emergency Management Committee held on 2 November 2016.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/11/16 6/0

**10.9 Applications for Grants Prepared by Officers as per Council Resolution (Ref: GRSU/PROGM/26 – Bob Jarvis Chief Executive Officer)**

APPLICATIONS

The purpose of this report was to present Council a summary of grant applications which are proposed to be submitted in accordance with the 2016/2017 Budget allocations.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.9

**OCM – 14/11/16** MOVED Cr Pule, Seconded Cr Gangell, that Council notes the applications for funding in accordance with Council resolutions and the allocated funds listed in the 2016/17 Budget.

CARRIED 5/1

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

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.10

**OCM – 15/11/16** MOVED Cr Pule, Seconded Cr McLennan, that Council notes the decisions made under delegated authority by the Principal Building Surveyor.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/11/16 6/0

**10.11 Determinations Made by Development Services (Ref: LUAP/PROCED/1 – Christian Buttle, Development Services)**

COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.11

**OCM – 16/11/16** MOVED Cr Pule, Seconded Cr McLennan, that Council notes the decisions made under delegated authority by the Manager Development Services.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/11/16 6/0

**10.12 Accounts for Payment – October 2016 (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 10.12

**OCM – 17/11/16** MOVED Cr Pule, Seconded Cr McLennan, that Council receives the List of Accounts paid for October 2016, as attached to the Ordinary Council Agenda of 22 November 2016.

CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/11/16 6/0

**10.13 Financial Statements – October 2016 (Ref: FINM/AUD/1 – Jill Brazil, A/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 10.13**

**OCM – 18/11/16** MOVED Cr Brown, Seconded Cr Lewis, that the:

1. Financial Report for the period ending 31 October 2016, as attached to the Ordinary Council Agenda of 22 November 2016, be received; and
2. Budget amendments listed for adoption in the Financial Statements as attached to the Ordinary Council Agenda of 22 November 2016, be approved.

**CARRIED BY AN ABSOLUTE MAJORITY 6/0**

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

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION – ITEM 10.14**

**OCM – 19/11/16** MOVED Cr Pule, Seconded Cr McLennan, that Council notes the affixing of the Common Seal to the document listed in the Ordinary Council Meeting Agenda of 22 November 2016.

**CARRIED UNANIMOUSLY BY EN BLOC RESOLUTION – OCM-4/11/16 6/0**

**10.15 Calendar for December 2016 (Ref: Sue Perkins, Executive Assistant)**

*It was noted by Cr Bridges that the Strategic Community Planning Workshop on Thursday 1 December, is to be held in the Council Chamber, not the Bassendean Community Hall.*

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION -  
ITEM 10.15**

**OCM – 20/11/16** MOVED Cr Pule, Seconded Cr Bridges, that the Calendar for December 2016 be adopted.

**CARRIED UNANIMOUSLY 6/0**

**10.16 Implementation of Council Resolutions (Ref: Yvonne Zaffino, Council Support Officer)**

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 10.16**

**OCM – 21/11/16** MOVED Cr Bridges, Seconded Cr Pule, that the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 22 November 2016 be deleted from the Implementation of Council Resolutions list, **excluding items 83382, 83383 and ROC 16/51874.**

**CARRIED UNANIMOUSLY 6/0**

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

**11.1 Notice of Motion – Cr Pule: Application to Minister for the setting of Differential Rates in the location of Proposed Concrete Batching Plant lot 105 (Nos 2-8) Clune Street Bassendean**

**COUNCIL RESOLUTION – ITEM 11.1**

**OCM – 22/11/16** MOVED Cr Pule, Seconded Cr Brown, that a report be brought to Council that outlines the process, for Council's approval, to apply to the Minister for the setting of Differential Rates, of more than twice the General Rates, according to Rating Policy Differential Rates (s.6.33) March 2016:

- a) The location centred around the Proposed Concrete Batching Plant lot 105 (Nos 2-8) Clune Street Bassendean and including the Tonkin Containment Cell (known as the mound) and the Bradken scrap metal location;
- b) The purpose of the Differential Rates to provide environmental, independent monitoring to safe guard the wider community of Bassendean and especially Ashfield; and

- c) These safeguard services being especially important in relation to the 2 Core Activity Centres in Bassendean and Ashfield and the Higher Densities projected and already commenced in these Core Activity Centres.

CARRIED 5/1

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

**11.2 Notice of Motion - Cr Bridges: Lot 272 Hamilton Street, Bassendean**

**COUNCIL RESOLUTION – ITEM 11.2**

**OCM – 23/11/16** MOVED Cr Bridges, Seconded Cr Brown, that the Town of Bassendean Council rescinds section g) of OCM 25 October 2016 item 10.5 which reads - Applying a residential zoning with a density code of R25 to part Lot 272 Hamilton Street; - and in the winding up of the Town Planning Scheme 4A assesses other portions of Council owned and residentially coded land for remediation and sale to balance the books on closure.

CARRIED UNANIMOUSLY 6/0

**11.3 Notice of Motion – Cr Bridges: Footpath Lighting**

**COUNCIL RESOLUTION – ITEM 11.3**

**OCM – 24/11/16** MOVED Cr Bridges, Seconded Cr Pule, that the Town of Bassendean allocates funds in the budget review to upgrade the footpath lighting within a 200 metre radius of Success Hill Railway Station to the minimum Main Roads WA Lighting Design Guidelines of no less than 5 lux and that this be in warm white light, not interfere with the structural integrity of the significant Morton Bay fig tree in Thompson Rd and include pedestrian lighting through Kelly Park.

CARRIED 4/2

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

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

The following Notices of Motions were provided for the next meeting:

**12.1 Cr Pule**

- Revoke R2 rezoning of West Road properties
- Rangers be provided with a Lux meter

**12.2 Cr Bridges**

*"That the CEO write to the Department of Fire and Emergency Services (DFES) inviting them to appoint a representative to the Bassendean River Parks Management Committee (BRPMC) and the instrument of appointment for the BRPMC be amended to include a representative from DFES."*

**12.3 Cr Bridges**

*"That in the forthcoming policy review, Council's Standing Orders be amended to include an agenda item of matters of urgent business approved by the Mayor or CEO."*

**13.0 CONFIDENTIAL BUSINESS**

**COUNCIL RESOLUTION – ITEM 13.0(a)**

**OCM – 25/11/16** MOVED Cr Pule, Seconded Cr Brown, that the meeting go behind closed doors in accordance with Section 5.23 of the Local Government Act 1995, the time being 9.08pm.

**CARRIED UNANIMOUSLY 6/0**

*All members of the public vacated the Chamber, the time being 9.08pm.*

**13.1 Point Reserve - Road Closure (Ref: A3820 - Simon Stewert-Dawkins, Director Operational Services)**

*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 legal advice.*

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 13.1**

**OCM – 26/11/16** MOVED Cr Bridges, Seconded Cr Pule, that Council:

1. Notes the 28 May 1996 Council (OCM 20/5/1996) resolution and that Road Reserve Lot 239 and Road Reserve Lot 240, North Road closed on 5 September 1997, and these lots were gazetted to be part of Point Reserve on 3 March 1998;
2. Writes to D'angelo Legal and the new property owners Mr Towie and Ms Medrala of Lot 106, No. 33 North Road, Bassendean, to advise that:
  - a) As of the 30<sup>th</sup> June 2017, no vehicular access will be permitted over Point Reserve Lot 239 North Road, Bassendean and any future alternative vehicular access must be taken directly from North Road, Bassendean; and
  - b) As part of the draft 2017/2018 Budget, funding will be listed for considerations to remove of the concrete apron from Point Reserve to Lot 106, No. 33 North Road, Bassendean, and reinstate the carpark kerbing at two locations, plant shrubs and mulch the area, no cost to the property owner; and
3. Lists for consideration \$3,500 in the draft 2017/2018 Budget to remove the existing concrete apron on Point Reserve to Lot 106, No. 33 North Road, Bassendean, and reinstate the carpark kerbing at two locations, plant shrubs and mulch the area.

**CARRIED UNANIMOUSLY 6/0**

**13.2 Australia Day WA – Citizen of the Year Awards (Ref: COMR/AWADP/2 - Salvatore Siciliano, Manager Recreation and Culture)**

*This matter was considered with members of the public excluded from the Chamber under Clause 5.23 (2) (b) of the Local Government Act 1995, as the officer report discusses information of a personal nature.*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION –  
ITEM 13.2

**OCM – 27/11/16** MOVED Cr Pule, Seconded Cr Bridges, that Council endorses the Officer Recommendation shown in the Confidential Report attached to the Ordinary Council Agenda of 22 November 2016.

CARRIED UNANIMOUSLY 6/0

COUNCIL RESOLUTION – ITEM 13.0(b)

**OCM – 28/11/16** MOVED Cr McLennan, Seconded Cr Gangell, that the meeting proceed with open doors, the time being 9.17pm.

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 13 December 2016.

There being no further business the Presiding Member declared the meeting closed, the time being 9.17pm.



# **ATTACHMENT NO. 2**



Thursday 10 November 2016

Town of Bassendean  
PO Box 87  
BASSENDEAN WA 6934

Attn: Dylan Stokes – Planning Officer,

**Lot 123 (No. 323) Collier Road, Bassendean  
Change of Use Application (Warehouse 2)**

*FORMSCAPE Built Form Planning Solutions* has been instructed to prepare and lodge the enclosed supplementary information on behalf of the landowner (Vanity Holdings Pty Ltd) with regard to the above change of use Application. This application proposes to change the existing warehouse at the rear of the site (Warehouse 2) from the current approved 'Warehouse' land use to an 'Industry - General' land use, consistent with the definition under the Town of Bassendean Local Planning Scheme No. 10 (LPS 10). It is understood that given the change of use Application proposes a variation to the minimum parking requirements specified for this new land use, then the application is required to be determined by the elected members of Council at a forthcoming meeting. The landowner is happy to proceed with this process.

## Proposal Summary

The subject site currently consists of two (2) warehouse buildings as well as two (2) separate office components spread over two floor levels (fronting Collier Road). Warehouse 1 and Offices 1 & 3 are tenanted by Total Laser Cutting Services while the remaining office units are currently vacant.

This change of use application however concerns only Warehouse 2 (at the rear of the site), which is to be tenanted by Brewcorp and converted into a beer production/manufacturing facility for use by Feral Brewing and Nail Brewing. We understand that this land use has been identified by the Town as best fitting in the 'Industry - General' definition under LPS 10.

The business will operate Monday to Friday from 6am to 6pm, with beer produced at these premises under a liquor licence for wholesale production and distribution purposes only. To operate the beer production facility, no more than 10 employees are required at any one time, with no direct customer sales occurring at the site, meaning that no customer parking is required. Once the beer has been kegged, bottled or canned, the products are cooled and stored, ready to be dispatched via commercial transport to various parts of the state and via transit warehouses nationally.

Roughly half of the floor area of the warehouse is taken up with fermentation tanks, cool rooms and operational machinery which limits the amount of commonly used areas in the premises.

In any case, the landowner understands that the proposed change of use will have implications in relation to car parking, vehicle manoeuvring, waste and storage, and health approval as discussed below.

## Car Parking

The amended application plans include a proposed provision of 78 shared parking bays for the site. The following tables portray the existing and proposed land uses in relation to the parking requirements:

| Existing Land uses and Parking Requirements |                        |   |    |               |
|---|------------------------|---|----|---------------|
| Land Use                                    | Gross Floor Area (GFA) | LPS 10 car parking requirement                |    | Bays Provided |
| Tenant 1: Total Laser Cutting Services      |                        |   |    |               |
| Warehouse 1                                 | 2,004.9m <sup>2</sup>  | 1 per 100m <sup>2</sup> GFA                   | 20 | 20            |
| Office 1*                                   | 303.4m <sup>2</sup>    | 1 per 20m <sup>2</sup> of lettable floor area | 15 |               |
| Office 3*                                   | 322.0m <sup>2</sup>    | 1 per 20m <sup>2</sup> of lettable floor area | 16 |               |
| Tenant 2: Warehouse 2 (vacant)              |                        |   |    |               |
| Warehouse 2                                 | 2,507.5m <sup>2</sup>  | 1 per 100m <sup>2</sup> GFA                   | 25 | 10            |
| Tenant 3: Vacant Offices                    |                        |   |    |               |
| Office 2*                                   | 170.3m <sup>2</sup>    | 1 per 20m <sup>2</sup> of lettable floor area | 9  | 1 + informal  |
| Office 4*                                   | 194.5m <sup>2</sup>    | 1 per 20m <sup>2</sup> of lettable floor area | 10 |               |
| Total                                       | 5,502.6m <sup>2</sup>  | 95  |    | 31 + Informal |

| Proposed Land uses and Parking Requirements based on Employee/Visitor Numbers |                   |                      |                        |               |
|---|-------------------|----------------------|------------------------|---------------|
| Land Use  | Anticipated Staff | Anticipated Visitors | LPS 10 Bay Requirement | Bays Provided |
| Tenant 1: Total Laser Cutting Services  |                   |                      |                        |               |
| Warehouse 1   | 18                | 2                    | 20                     | 20            |
| Office 1**  |                   |                      | 15                     |               |
| Office 3**  |                   |                      | 16                     |               |
| Tenant 2: Brewcorp  |                   |                      |                        |               |
| General/Light Industry  | 10                | 0                    | 50*                    | 13            |
| Tenant 3: Vacant Offices  |                   |                      |                        |               |
| Office 2**  | 18                | 2                    | 9                      | 20            |
| Office 4**  |                   |                      | 10                     |               |
| Other (future/overflow)   |                   |                      |                        |               |
| Surplus   | -                 | -                    | -                      | 25            |
| Total   | 46                | 4                    | 120                    | 78            |

\* The General/Light Industry parking requirement is typically provided at 1 space for every 50m<sup>2</sup> of GFA. In this case the LPS requirement is considered excessive, given the limited number of employees associated with this use.

\*\* The above calculations for the Office component have used only the Gross Floor Areas ("GFA") provided to us in lieu of the Gross Lettable Areas (GLA) associated with each tenancy. Accordingly, we understand that this results in a considerably higher parking rate than what is actually required.

As is evident above, there is a large disparity between the 50 parking bays specified by LPS 10 and the reality of only needing to provide parking for a workforce of 10 employees (i.e. there is a surplus of 40 bays from the LPS requirement).

In this case the proposed change of use includes an allocation of 12 bays, plus one loading/service bay (bringing the total up to 13 bays) for use by Brewcorp. This rate has been calculated with a need in mind to provide one (1) parking for each of the anticipated employees. Additionally it takes into account the brewery's workforce to grow by 20% in future if need be. The dedicated loading/service bay is provided exclusively for trades who routinely visit to inspect and maintain machinery.

Total Laser Cutting Services has been allocated 20 bays at this juncture. This allocation includes 18 bays for employees (based on current numbers), which utilise both the Warehouse and Offices 1 & 3 and two (2) bays for visitor use. Likewise, the currently vacant office tenancies have also been allocated a provision of 20 car bays, with a surplus of 25 bays being allocated for overflow and general use. The 25 parking bay surplus is considered to be more than sufficient to fulfil any future parking requirements across the whole site.

As discussed with the Town's technical officers, we understand that given the limited numbers of employees and lack of visitors attending the site specifically for this land use, a legal agreement may be entered into with the Town (and bound to the Certificate of Title) which specifically ties/limits the parking numbers for the life of the land use. Vanity Holdings (and Brewcorp as tenant) are happy to agree to such parking limits, as there is considered more than sufficient parking provided in this case. Accordingly, we would anticipate that a suitably worded condition of approval to give effect to this parking bay limit will be applied to the change of use DA.

### **Vehicle Manoeuvring**

Generally, deliveries and product dispatch is effected through the use of rigid curtain sided trucks no longer than 9.00m. These trucks are able to access the site along a side driveway which includes covered areas suited to their dimensions. A turning alleyway is also to be included between the Total Laser Cutting Services and Brewcorp buildings, enabling rigid vehicles to freely reverse and leave the site in forward gear.

### **Waste and Storage**

Hard waste produced from the brewing processes (e.g. spent grain) is collected daily by a local farmer who utilises the waste product for stock feed. In this respect, the otherwise wasted by-products are used in a sustainable manner.

Liquid waste produced from the brewing process (i.e. washdown waste water) is to be disposed of via the Water Authority sewage system after first being filtered by traps in the system. Engineering drawings have been produced in this regard and will be made available to the Town's Health Compliance Officer if required.

Cardboard and glass materials will be recycled through the use of a bailing machine for cardboard and a glass crusher for waste glass, with collections occurring as required. General waste is to be collected from the site once a week. A new bin store (21m<sup>2</sup> in area) has been established in the northern corner of the site for this purpose.

### **Health Approval**

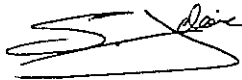
We understand that all respective Health Approvals are to be dealt with directly by the tenant (Brewcorp) to the satisfaction of the Town's Health Services department.

## Conclusion

The proposed change of use application will facilitate an appropriately sized brewery within an existing warehouse. As the company has grown, the brewery is simply being moved from a smaller tenancy 200m down Collier Road to this larger tenancy. The land use as described above is considered to be compatible with the General Industry zone and we ask that the proposed car parking variation be considered appropriate, given the limited number of employees and lack of visitors. As noted above, our client is happy to bind the parking limitations to the Certificate of Title as per the Towns suggestion.

We trust that this letter has been able to suitably address all queries in relation to the proposed change of use. However please do not hesitate to contact the undersigned, should you wish to discuss any aspects of the proposal further.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Sam Jeleric', written over a horizontal line.

**Sam Jeleric**

BA Urban & Regional Planning (Curtin)

Planning Manager | FORMSCAPE Built form planning solutions

Tel | +618 9355 5484

Email | [sam@formscape.com.au](mailto:sam@formscape.com.au)      Web | [www.formscape.com.au](http://www.formscape.com.au)

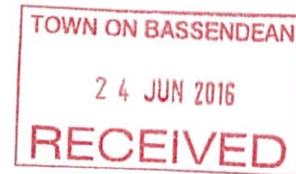
business consultants



Office: Suite 6, 237 Stirling Highway  
Claremont WA 6010

24 June 2016

Town of Bassendean  
35 Old Perth Road  
BASSENDEAN WA 6054



**Att: Development Services**  
**Hand Delivery**

Dear Sirs,

**APPLICATION FOR CHANGE OF USE: WAREHOUSE 2, 323 COLLIER ROAD, BASSENDEAN**

I act as local agent for Brewcorp Pty Ltd, the proposed lessee of Warehouse 2, 323 Collier Road, Bassendean.

Please find **enclosed** the following:

1. FORM 1 (Application for Approval to Commence Development);
2. "ANNEXURE A" describing the intended use of the premises. This is a change of use application only (not a development application).
3. THREE COPIES OF THE FOLLOWING PLANS:
  - (a) SITE PLAN; and
  - (b) FLOOR PLAN.

Finally, I **attach** a Section 40 Certificate and Section 39 Certificate for completion and return to me by email at [gusleesteere@gmail.com](mailto:gusleesteere@gmail.com) in the event that this Application is approved.

Should you have any queries regarding this Application please contact me on 0407 772 001.

Kind Regards,

A handwritten signature in cursive script that reads "Gus Lee-Steere".

**Gus Lee-Steere**

## **"ANNEXURE A"**

### **DETAILED WRITTEN STATEMENT IN SUPPORT OF CHANGE OF USE APPLICATION**

#### **1. Full details of change of use requirements**

- The Applicant currently operates a beer production facility from premises at Unit 4, 301 Collier Road, Bassendean ("the existing premises").
- The Applicant was granted approval by the Town of Bassendean for this use on 1 February 2012 and by way of the issue of a Section 40 Certificate.
- The Applicant was granted a producers licence for premises by the Department of Racing, Gaming and Liquor on 26 June 2012.
- The Applicant is proposing to relocate its beer production facility from the existing premises to proposed premises at Warehouse 2, 323 Collier Road, Bassendean ("the proposed premises").
- The existing premises and the proposed premises are about 300 metres apart.
- The Applicant understands that the proposed premises are currently approved as a "warehouse".
- The Applicant also understands that in order to operate a beer production facility from the proposed premises it requires approval from the Town of Bassendean to a change of use to "general industrial".
- The Applicant also requires a producers licence to be granted for the proposed premises by the Department of Racing, Gaming and Liquor and in order for that to grant, the Applicant requires the Town of Bassendean to also issue of a Section 40 Certificate in respect of the proposed premises.

#### **2. Description of all business activities carried out**

- Beer production facility.
- No physical sales will take place at the premises, meaning that no customers will attend the premises.
- The business conducted from the premises under the liquor licence will only comprise of the wholesale production of beer. Delivery of beer product will take place directly from the premises to the retail customer at the retail customer's usual place of business. This means that no customers will attend nor need to attend the premises.



3. Number of staff employed

- No more than 10 staff at any time.

4. Days and hours of operation

- Monday to Friday 6am to 6pm.

# **ATTACHMENT NO. 3**

# TOWN OF BASSENDEAN

## NOMENCLATURE REGISTER

| PROPOSED NAME                                     | REASON FOR SUBMISSION – BACKGROUND NOTES   | LOCATION OF CORROBORATING EVIDENCE   | COMMENTS                                      | ACTION                 |
|---|--|--|---|------------------------|
| FORD, George John<br>b. 13/10/1874<br>d. 6/5/1961 | Father built Troy Street home in 1913. Original canvas house (sand floor), house still standing, raised 6 children in the house.   | President of Painters' & Decorators' Union, RSL associations, worked on BIC                        |   |                        |
| CARRICK, Kathleen<br>b. 29/9/1911                 | Lived in Bassendean all her life. Now (1997) living at Unit 10, Hyde Retirement Village, James Street, Bassendean. Children – Dennis David b. 19/5/33, Swans footballer, Marion Ahern b. 21/2/36, ex-Councillor's wife |  | Depression days                               | Ph: 9279 6077 at Unit. |
| FORD, Rosanna<br>b. 1/6/1883<br>d. 13/11/1968     | Ruby Smith is sister.<br>NB: David Carrick family in Bassendean for 60 years.  |  |   |                        |
| PATTERSON, James                                  | Long service to district – see photocopies   | Town News, April 1982<br>Town News, April 1983   | Received 11/5/1989                            |                        |
| McDONALD, R A                                     | Chairman & President of Bassendean Council for 34 years  | Letter in Bassendean Local History Collection<br>Refer to index in "Bassendean – A Social History" | Very important figure in Bassendean's history |                        |
| KATOOPS, Percy                                    | Lived in Rosetta Street  | No item discovered, letter on file   | No significance to Bassendean's history       |                        |
| SALEEBBA, K                                       |  |  |   |                        |

|                             |  |                                      |  |  |
|-----------------------------|--|--------------------------------------|--|--|
| WONG NOON, S                | The major commercial market gardens in West Guildford (Bassendean) belonged to Chinese syndicates. Wong Noon Sack established a market garden on the corner of Railway and First Avenue. He lived in the area between 1894 – 1920.   |                                      |  |  |
| HYDE, John                  |  |                                      |  |  |
| JENKINSON,<br>Fredrich John |  |                                      |  |  |
| MACKINLAY,<br>Janet         | Janet McKinlay and Family had their recently built house in Perth, dismantled and relocated to Bassendean in 1896. The house was named 'Royston' after a district near Edinburgh. Janet and husband Robert established orchards and gardens on their land, but the water soon became too brackish for use forcing them to cast around for an alternative water supply. When the Bindaring Park subdivision came up for sale, Janet McKinlay and Georgina Piaggio bought two lots either side of Devon Road, constructed windmills and piped water from their properties on North Road. |                                      |  |  |
| ATKINS, Percy               | In 1909 the entire Road Board was forced into dissolution after only three months in office by the resignation of Chairman Percy Atkins and three other members, ostensibly as a protest against pressure from ratepayers to divide the district into three wards that would each return three members apiece. Percy Atkins did not stand for re-election.   | Local History<br>Book – Pages<br>103 |  |  |
| BALLINGHAM,<br>George       |  |                                      |  |  |
| SANDS, Fanny                |  |                                      |  |  |

|                              |   |  |  |  |  |                            |
|------------------------------|---|--|--|--|--|----------------------------|
| Mercy                        |   |  |  |  |  |                            |
| REARDON, Elizabeth           | The Reardon family owned a wood yard in West Guildford.   | Local History Book – Pages 124                         |  |  |  |                            |
| PADBURY, William             | William Padbury was one of the original trustees of the Bassendean Improvement Committee (BIC).   | Local History Book – Pages 121 and 133                 |  |  |  |                            |
| PURSER, George/Richard       | Richard Purser<br><br>In 1912, he erected an agricultural implementation factory on a tract of land fronting Railway Avenue adjacent to the site occupied by Cuming Smith's superphosphate works.   | Local History Book – Pages 121,145 -- 147, 149,198     |  |  |  | Named used for Purser Loop |
| DESHON, Shev                 | Believed to be the person referred to in the Local History book on page 117. It is believed that Deshon was the local real estate agent.  | Local History book                                     |  |  |  |                            |
| SUTHERLAND Family            | Migrated from Scotland in 1912. Referred to in Bassendean History book.<br>Grandfather – James was a member of the Masonic Lodge.   |  |  |  |  |                            |
| PHILLIPS, John and Elizabeth | Built home in Scaddan Street, West Guildford in 1912.<br><br>John Phillips married Elizabeth Butler in 1893 in England.<br>They came to Western Australia with some children and had more here.<br>Phillips children were Frederick William Winnifred and Alfred Phillips.<br>The Phillips family were early residents of West Guildford living in Scadden Street in 1912.<br>Mr John Phillips died in 1948 aged 78 years old. Mrs Elizabeth Phillips died in 1952 aged | Biographical File, Bassendean Local Studies Collection |  |  |  |                            |

|   |  |  |  |   |
|---|--|--|--|---|
|   | 82 years old.<br><br>Frederick Lawrence Phillips was born in 1895 in Devon and enlisted in World War I (3102).<br><br>William John Phillips was born in 1898 and died in 1960. He enlisted in World War I (6135).<br>He married Evalyn Paterson. Mrs E. Phillips died in 1967 aged 62 years old.<br><br>Winnifred Amy Phillips married Thomas Tetterington in 1925. Mrs Winnifred Tetterington died in 1975 aged 78 and Mr Thomas Tetterington died in 1966 aged 79 years old.<br><br>Alfred George Butler Phillips was born in 1909. He died in 1985 aged 76 years old. |  |  |   |
| MATTHEWS, W.J.  | Resided at 27 Kathleen Street from the 1930's to 1970's. Employee of Hadfields Foundry. Social Secretary for the RSL.  |  |  |   |
| BLANCH, Gary<br>William   |  |  |  | Name used for park in Pearson Street Ashfield |
| ERRINGTON,<br>William Humphrey<br>b. England 1888<br>d. WA 1968 | Originally of 61 Ida Street. Came to Bassendean in 1923 with 3 daughters and 1 son. Employed at Hatfields, Bassendean from 1923 – 1958. Was a member of the Bassendean Primary P & C, St John Ambulance. First Aid Officer and Air Raid Warden during War years.   |  |  |   |
| EVERINGHAM,<br>Percy and Dorothy                                |  |  |  |   |
| BATHOLS, Phillip  |  |  |  |   |
| CRESSWELL,  | Migrated to Australia in 1911 from England.  |  |  |   |

|  |  |  |  |  |
|--|--|--|--|--|
| Annie and Samuel                             | Served in the 15 Regiment Australia Light Horse. His name is on the Bassendean Memorial. He was a builder and he was the contractor who rebuilt the old Bassendean Town Hall in 1922. His name is on the foundation stone.   |  |  |  |
| HARDMANS, William                            | Mentioned in the Bassendean History book.  |  |  |  |
| CALLEJA, Tony and Carmen                     | First Maltese family to purchase property in Bassendean. Calleja Family have had a member of their family attend the St Michael's Primary School for 40 consecutive years.   |  |  |  |
| CALLEJA Family                               | First Maltese family to purchase property in Bassendean. Calleja Family have had a member of their family attend the St Michael's Primary School for 40 consecutive years.   |  |  |  |
| FORBES, Hugh<br>b. 15/1/1912<br>d. 23/1/1965 | Played football for Swans in their inaugural game in 1934. He was Swans first representative to play in a State team (against SA) during the first year.   |  |  |  |
| HARMAN, Frances                              | Settled in Bassendean with Husband in 1903. Frances was a midwife with over 400 births to her credit. She was a member of Red Cross, the Women's Auxiliary, the Ugly Men's Association, BIC and Swan District Football Club. |  |  |  |
| PINZONE Family                               | Pinzone's donated public open space in Hatton Court to the people of Bassendean and lived in the area for many years. This land was previously part of the market garden the family owned.                                   |  |  |  |
| LETHBRIDGE, Alfred Francis                   | Came to Bassendean in 1913 from SA and lived at 2 Fisher Street  |  |  |  |

|  |   |  |  |  |  |
|--|---|--|--|--|--|
| b. 29/10/1877<br>d. 22/3/1973                                |   |  |  |  |  |
| LETHBRIDGE,<br>Sarah Florence<br>b. 9/1/1881<br>d. 23/6/1968 | Came to Bassendean in 1913 from SA and lived at 2 Fisher Street.  |  |  |  |  |
| Dr Constable   |   |  |  |  |  |
| Mae McSwain  | Lived at 173 Perth Road as it was known then.   |  |  |  |  |
| COLTHAM Family   | Built and lived in Fifth Avenue from 1912 - 1950's.   |  |  |  |  |
| TROTT, John  | <p>As West Guildford continued to grow in 1910, the Road board members cast about for a fully qualified and experienced secretary to handle all the extra duties now required.</p> <p>Trott was an extremely able secretary and during most of his administration the suburb ran smoothly, but towards the end of his tenure he suffered a nervous breakdown; doubtless brought on by overwork. He was committed to the mental asylum and died shortly before his 42nd birthday in 1919.</p> <p>Trott was also one of the prime movers for the establishment of a Volunteer Fire Brigade in the district and at the inaugural meeting of the Brigade held in the Road Board office on 31st January, 1911, he was elected the Brigade's first secretary.</p> | Bassendean<br>Local History<br>Book - Pages<br>105 & 116 |  |  |  |

|                |  |  |                             |
|----------------|--|--|-----------------------------|
| TILBEE, Claire | Nominated for fundraising efforts in assisting to establish the Rolf Harris Water Playground. (fgsca 18 August 1998) | Plaque referring to the efforts of the fundraising group was formerly located at the | Name used for Tilbee Court. |
|----------------|--|--|-----------------------------|



|   |  |   |  |  |
|---|--|---|--|--|
| <p>WEATHERBURN,<br/>James (10.11.1892 –<br/>05.01.1960)</p> | <p>Jim Weatherburn was born in Adamstown NSW, then as a teenager came to live in WA with his sister and brother-in-law. He enlisted in the 11<sup>th</sup> Battalion. Whilst serving in the Dardanelles, Jim became ill with rheumatic fever and was discharged in 1915.</p> <p>Jim married Sarah Ella Charlotte Prettjohn in 1916 and took up residence in Whitfield St, where their two eldest children were born. It was about this time that Jim became Scout Master &amp; gave several years' service to the movement. During 1916, Jim joined the West Guildford Volunteer Fire Brigade and later received his 15-year service medal.</p> <p>After returning from the war, Jim found it difficult to get permanent employment – no doubt partly due to the effects of rheumatics – for a time he was working as a carter. Then the family moved to York, Subiaco &amp; Maylands.</p> <p>In 1924, Jim found permanent employment with WAGR Midland Workshops, and much later received a medal for over 30 years' service. Jim &amp; Ella had nine children – seven of them attended West Road Primary School, and some went on to Midland High School.</p> <p>The family moved house again to 73 Wilson</p> | <p>playground. This will be reinstated within three months during the upgrading works currently being undertaken. (19.9.98)</p> |  |  |
|---|--|---|--|--|

|               |   |  |  |  |
|---------------|---|--|--|--|
|               | St, which was to remain the family home until Ella sold the property prior to moving into Bassendean Nursing Homes, about 1970. Jim passed away on 05 January 1960.   |  |  |  |
| O'HERN George | <p>My family lived at 62 Ivanhoe Street. He died on 27/10/85. Back in the 50's he had the Broadway Garage. He was the only person in the area at the time with a tow truck. He taught many Bassendean children how to play tennis, ran the Bassendean Youth Centre at the Bassendean School in the early 50's and 60's. He was a member of the Bassendean Fire Brigade and Bassendean Daffodil and Horticultural Society (won many prizes). He did a lot of work for people in the area just to give a helping hand.</p> <p>He was involved in the 1<sup>st</sup> Bassendean Swan Scouts in the early 60's.</p> <p>On Sunday mornings for years he would drive children from the Bassendean, Ashfield and Eden Hill to Sunday School.</p> <p>Many a "Basso" person got a helping hand from him.</p> <p>Bassendean holds great memories for me and I'd love to have the name O'Hern live in the Town of Bassendean.</p> <p>My mother did a lot of charity work in her time but unfortunately died of cancer back in 1958 (I was 15, my brother was 11) but my father carried on looking after us both and got involved with his charity work plus held down a job.</p> |  |  |  |
| SWINBOURNE    | Hilary Barrett (nee Swinbourn) is the fourth generation of the Swinbourn name and lifelong resident of Bassendean. May  |  |  |  |

|  |   |  |  |  |
|--|---|--|--|--|
|  | <p>Cruttendean (Nee Swinbourn) is a lifelong resident of the third generation of Swinbourn's in Bassendean. James Swinbourn moved to the then West Guildford around 1900 and was Road Board Secretary from 1906 – 1910. His son William Swinbourn was one of the very first settlers and served as a Cr and Secretary on the Road Board from 1911-1912 and 1914-1916. William Swinbourn together with R Anderson won the contract to build the first Road Board – Community Hall in 1912. William and his wife Sarah Swinbourn's signatures are on a petition in the Railway Museum in Bassendean to have the railway put through. In fact it was Sarah and Mrs Garnsworthy who held the blue velvet ribbon for the steam engine to break through, at the post where the Bassendean station would be built.</p> <p>William Swinbourn and his son Henry Swinbourn became quite noted builders in the district and also in Rockingham. Henry was one of the first students in 1906 of the now Bassendean Primary School. His children, grandchildren and great grandchildren have also attended Bassendean Primary.</p> |  |  |  |
|--|---|--|--|--|

|                 |  |  |  |
|-----------------|--|--|--|
| SWINBOURNE Cont | <p>The original homestead at 63 Parker St was built and gradually extended by William Swinbourne soon after 1900 and is still somebody's home.</p> <p>I am hoping you will consider this application for a street or park to be given the Swinbourne name.</p>   |  |  |
| Swinbourne      | <p>James Henshaw Swinbourne was the Secretary of the West Guildford Road Board from 1906-1910.</p> <p>He married Thurza Poolman in 1866 and they had two sons James Main Swinbourne and William Arthur Swinbourne.</p> <p>Son James Main Swinbourne married Mary Ann Thomas in 1897. He was born in 1868 and died in 1946.</p> <p>Son William Arthur Swinbourne was an elected a member of the West Guildford Road Board from 1911-1912 and from 1914-16.</p> <p>Mr William Arthur Swinbourne married Sara Elizabeth Blackwell in 1897. Mr WA Wicks died in 1934 aged 63 years old. Mrs Swinbourne died in 1966.</p> <p>Mr and Mrs William Arthur Swinbourne had three children Herbert Arthur, Henry Theodore Blackwell and Daphne Edith.</p> <p>Son Herbert Arthur Swinbourne married Myrle McCall in 1921. Mr Herbert A. Swinbourne died in 1960 aged 62 years old.</p> <p>Herbert's son Henry Theodore Blackwell Swinbourne who married twice, first to Blanch</p> |  |  |

|                              |   |  |  |
|------------------------------|---|--|--|
| James<br>McKinlay            | <p>C. Frizell in 1924 (who died in 1930) and second to Emily Long in 1932. (Mrs Emily Swinbourn died in 1979 aged 70 years old)</p> <p>Daughter Daphne Emily Swinbourn married Andrew Devereux in 1927. Mrs Daphne Devereux died in 1978 aged 74 years old.</p> <p>Mr Devereux died in 1961 aged 64 years old.</p> <p>The Swinbourn family is related to other local families including the Cruttenden, Yardley and Devereux families.</p>  |  |  |
| James<br>Lumsden<br>McKinlay | <p>James Lumsden McKinlay served the Australian Army from 1914 to 1964. These recollections reveal much about devotion to duty and comradeship amongst those who fought selflessly to guard Australia's freedom. In World War I, Signals support was vital for the young men plunged into a murderous battle half a world away- places like Gallipoli and the Western Front. In World War II the threat reached our shores and the theatres in which Colonel McKinlay served were at the forefront of the nation's defence. This decorated soldier dedicated most of his working life to the Australian Signals Corps and his humour, fairness and humility permeate these memoirs.</p> <p><b>Chapter One</b><br/><b>Outbreak of War 1914</b><br/><b>Early Life- War Declared- Training- Sailing to War- Egypt</b><br/>"My parents had lived in South Australia for some years after they were married, both having migrated from Scotland. They had come</p> | <p><b>"Bring Decent Signallers : The Memoirs of James Lumsden McKinlay OBE, MM., ED"</b><br/>Edited by Neil Churches and Margaret Ely.<br/>Published in 1995 by the Royal Australian Corps of Signals Committee.</p> |  |

to Western Australia about 1893 where my father had a jeweller's shop in Hay Street, Perth, and I when old enough became his apprentice. They made their home in West Guildford (now Bassendean) some nine miles away by train. My father had pioneered, in 1894, the half acre of tall gum trees into an orchard which he cultivated in his spare time. We had all kinds of fruit; oranges, apricots and peaches plus two Jersey cows and dozens of fowls. When I think of those days we were self contained and happy. My mother, being a true Scot, believed that her two boys could do no wrong, and both my brother and I respected our parents. What they said was right! There were no air polluting cars in those days and when we went anywhere we relied on our own two feet. The air was as pure as it could be and our neighbours, whom we visited when time permitted, were always willing to offer a helping hand when necessary.

Both settled contentedly there for the rest of their lives in our home by the river. Music was their hobby; Mother a pianist and Father a vocalist. My father was lame through a fall while skating in Scotland which hampered him to some extent. Both were Scotch in their dialect and expression. Father told someone once who commented that he should spell his name "Mackinlay" that what was good enough for his parents was good enough for him. My brother Daniel was nine years older than I. He attended Scotch College then situated in Beaufort Street where the Trades Hall now stands. On leaving college he entered the Civil

Service but the difference in our age group was not felt by "little brother" because I could always rely on his interest in my sport (swimming) and my school work. Each night I could leave my homework to be corrected when I retired to bed at 9pm and he never failed me. Such was the happy home I left to seek adventure overseas. P.1

.....

I had won the first swim through Guildford at the age of 15 and had been amongst the first six in the swim through Perth in 1912." P.40

### Epilogue

"When 109 Signals Squadron in Perth re-named its lines after Colonel McKinlay, it was a fitting tribute to this distinguished West Australian officer. It was particularly appropriate since it was the Officer Commanding 109 Squadron who set the McKinlay memoirs on the road to publication. Further, it is clear that Colonel McKinlay had a keen sense of the desirability of preserving for posterity records of those people and events which shape our future by linking us to the past.

The flag of the Royal Australian Corps of Signals flew from the McKinlay home overlooking the river in Perth. In his twilight years, many happy hours were spent on the verandah of the house where he was born, enjoying talking with friends and watching the river traffic. As a younger man, sitting still was not his style; the lively account of his Service career illustrates this clearly. The Signal Corps

|  |  |  |  |
|--|--|--|--|
|  | <p>was his life's interest.</p> <p>...</p> <p>There can be no doubt that James Lumsden McKinlay's life of service has been an example to many and his contribution to the Signal Corps is inestimable. His recollections are laced with humility, dedication and pride and he is deservedly and affectionately known in Western Australia as the "Father of Signals".</p> <p>On 26<sup>th</sup> June 1984 Colonel James McKinlay passed away peacefully in his sleep. As was his wish he died in the home in which he was born 89 years before. (p.143)"</p>   |  |  |
|  | <p><b>Citation for the Award of the Military Medal</b></p> <p>[McKinlay was recommended for the award of the Distinguished Conduct Medal but subsequently received the Military Medal.]</p> <p>During the night of the 25/26<sup>th</sup> September 1917 at WESTHOEK RIDGE while there was a great deal of hostile shelling, Sergt. McKinlay went out on several occasions and repaired telephone lines which had been broken in many places by shells. He also established the Advanced Bde. Headquarters and Runner Relay Posts, and assisted greatly in getting the Signal traffic through quickly. By his courage and untiring efforts to maintain communications under very trying circumstances, he set a fine example to the men of his Section.</p> <p>Major- General E. G. Sinclair MacLagan<br/>Commanding 4<sup>th</sup> Australian Division,</p> |  |  |



congratulates 151 Sergeant J. McKinlay AIF on his courage and untiring devotion to duty at WEST HOEK on 25/26 September 1917.

Place B.E.F. France

Date 19<sup>th</sup> October 1917

Signed E.G. Sinclair MacLagan Major-General

**Mentioned in Dispatches**

During the 13<sup>th</sup>, 14<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup> August Cpl McKinlay was stationed at CHALK PIT and during that period he showed great devotion to duty in assisting to maintain and lay telephone lines. It is greatly owing to Cpl McKinlay's efforts that the Brigade was able to keep in touch with battalions.

Major-General Sir H. V. Cox KCMG CB CST Commanding the 4<sup>th</sup> Australian Division congratulates, No. 151 Corporal J. McKinlay, 4<sup>th</sup> Division Signal Company on his courage and devotion to duty in maintaining telephone lines under fire August 13<sup>th</sup>-16<sup>th</sup> at Chalk Pit near Pozieires.

Place B.E.F. France

Date 24 August 1916

Signed H. V. Cox Major-General

For exceptionally good work and devotion to duty under fire. During operations at NOREUIL on 2<sup>nd</sup> April 1917, Sgt. McKinlay was in charge of Bde Signal office and it was mainly due to his skilful handling, efficient knowledge of the work and close attention to duty that the comms went continuously without a hitch. His work has been excellent throughout, and his ready knowledge,

application and willingness has been mainly the cause of his Brigade Section's communications being so satisfactory.

Lt. J. L. McKinlay MM 4.D.S. Coy ENGRS AIF was mentioned in a dispatch from Field Marshal Sir Douglas Haig K.T. GCB GCVO dated 8<sup>th</sup> November 1918 for gallant and distinguished services in the field. I have it in command from the King to record His Majesty's high appreciation of the services rendered.

Signed Winston S. Churchill  
Secretary of State of War  
WAR OFFICE  
WHITEHALL S.W.  
1<sup>st</sup> March 1919

**Citation for the Award of Officer of the Order of the British Empire**

For distinguished service and devotion to duty. In July 1950 T/Cpl. McKinlay was appointed 2 IC 8 Aust Div Sigs and in January 1941 embarked for the Middle East at CO 9 Aust Div Sigs. During his service in the Middle East, embracing Palestine and Syria, this officer held various appointments including A.CSO HQ1 Aust Corps and A.CSO HQ AIF (ME) in all of which he rendered outstanding and invaluable service under trying circumstances. Returning to Australia in March 1942 T/Cp. McKinlay was appointed CHO HQ3 Aust Corps at a time when Western Australia was under direct threat of enemy invasion. He was in January 1944 appointed CSO HQ Northern Territory Forces and in this appointment his organising ability

was of such a uniformly high standard that in January 1945 he was appointed Asst SO-in C, Adv LHQ. He thereupon proceeded to Dutch New Guineas and subsequently to Morotai and was responsible for the Signals planning associated with the operations of the AIF in Borneo, the success of which has in large degree been due to his thorough planning and supervision, coupled with his tireless energy, organising ability and capacity to obtain loyal and efficient service from his subordinates. His courtesy and cheerfulness at all times have made him an inspiration to his staff and provided a stimulus to all ranks of the Aust Corps of Sigs.

#### **Record of Service**

WX3379 Honorary Colonel James Lumsden McKinlay

Enlisted in the 1<sup>st</sup> AIF at Blackboy Hill 25 August 1914.

Embarked at Melbourne for service in the Middle East, Gallipoli and France with 1 Division Signal Company on HMAT Karroo 20 October 1914.

Wounded 9 May 1915

Promoted LCpl 18 November 1915

Transferred to 4 Division Signal Company 9 March 1916

Promoted Cpl 9 March 1916

Promoted Sgt 9 March 1917

Commissioned in the field 2 Lt 6 November 1917

Promoted Lt 6 February 1918

Returned to Australia on Czar/Dongala 23

|  |  |  |  |
|--|--|--|--|
|  | <p>March 1919<br/>Appointment terminated 14 July 1919<br/>Commissioned Lt (Militia) 1 July 1920 with service in Engineers, Signals and Infantry (44<sup>th</sup> Infantry Battalion)</p> <p>Called up for full time duty and appointed Chief Instructor W. Comd Training School 1 May 1940<br/>Promoted Maj 1 July 1940<br/>Appointed to 2<sup>nd</sup> AIF as 2IC Signals 8 Division 16 July 1940<br/>Promoted Lt Col 22 January 1941<br/>Embarked at Fremantle for service in the Middle East with Signals 9 Division 16 April 1941<br/>Transferred to 1 Aust Corps Sigs 26 May 1941<br/>Returned to Australia 17 February 1942 for service with the 3 Aust Corps as CSO 6 April 1942<br/>Promoted T Col 6 April 1942<br/>Transferred to HQ Norforce 19 April 1944 as CSO<br/>Service overseas in SWPA 17 February 1945 to 24 February 1946 with Adv LHQ and HQ Morotai Force as Asst So-in-C<br/>Transferred to Reserve Officers 22 March 1946 as Hon Col<br/>Placed on Retired List 14 June 1949<br/>Appointed Col Comd W. Comd 5 July 1959 to 5 July 1964</p> <p><b>Decorations, Awards and Medals</b><br/><b>First World War</b><br/>Military Med<br/>1914/15 Star</p> |  |  |
|--|--|--|--|

|                  |  |  |  |  |
|------------------|--|--|--|--|
|                  | <p>British War Medal<br/>Victory Medal<br/>Anzac Commemorative Medallion<br/>Mentioned in Despatches</p> <p><b>Second World War</b><br/>Officer of the Order of the British Empire<br/>1939/45 Star<br/>Africa Star<br/>Pacific Star<br/>Defence Medal<br/>Australian Service Medal</p> <p><b>CMF</b><br/>Efficiency Decoration</p>            |  |  |  |
| Mary McKinlay    | <p><b>Mary McKinlay, MBE (1921-1977)</b><br/>Mrs Mary McKinlay was a founding member of the Bassendean RSL Sub Branch Ladies Auxiliary and State President of the RSL Ladies Auxiliary for fifteen years.<br/>She received her MBE in 1948 and was married to Col. James McKinlay, OBE, MM and ED.<br/>She died in 1977 aged 82 years old.</p> |  |  |  |
| Prime Ministers. | Suggested that the streets created in Lot 3 Morley Drive be named after the sixth and subsequent prime ministers – the first 5 names have been used.   |  |  |  |

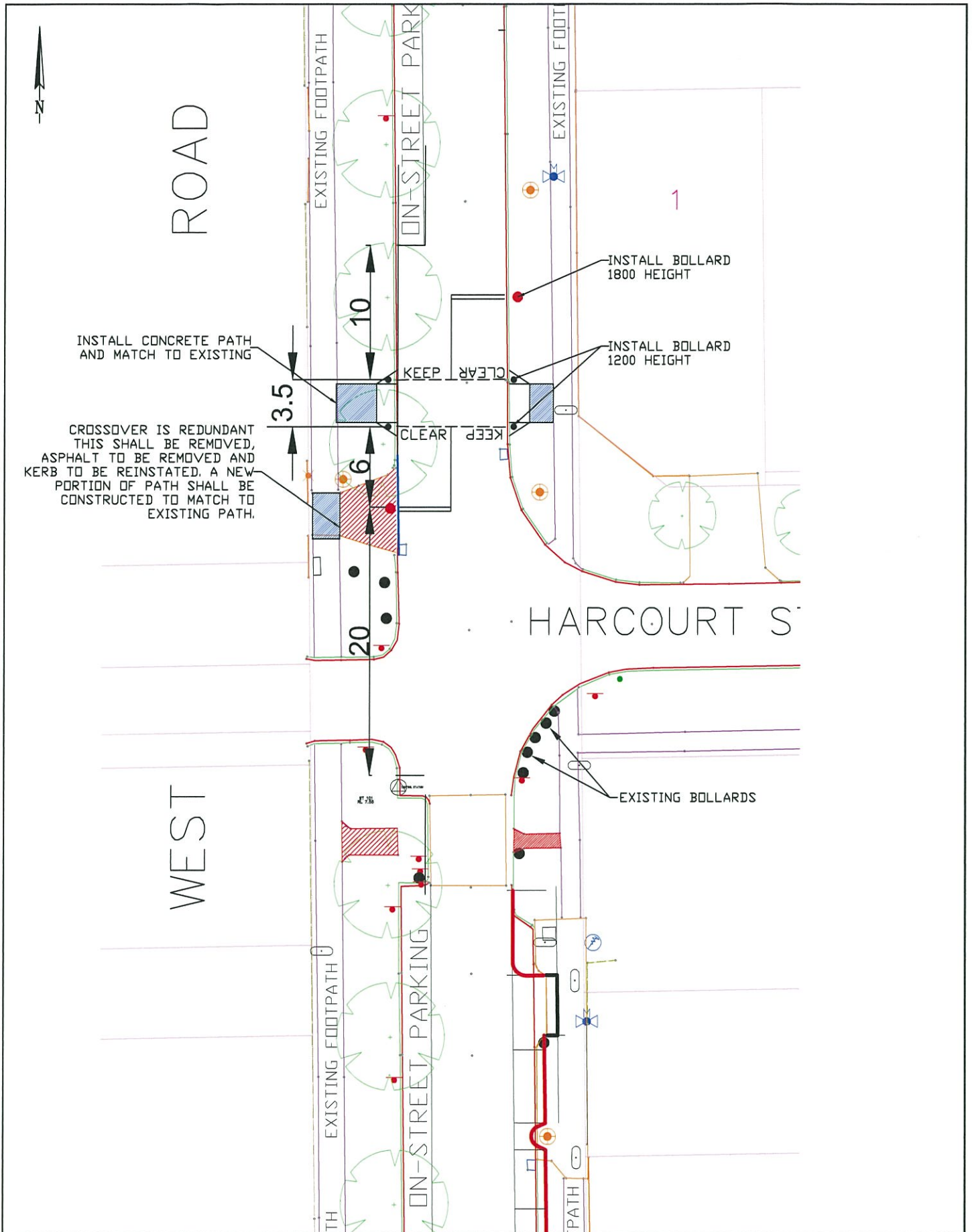
|                  |   |  |  |  |
|------------------|---|--|--|--|
| ROBINSON, Dudley | <p>Former Deputy Mayor of Bassendean.</p> <p>Had two sons, Bruce and Ian, and one daughter.</p> <p>His son, the Rev Dr. Ian Robinson writes:</p> <p>Dad's parents were Stanley Fortescue and Dorothy Maude, further details elude my memory at the mo. My sister had it all at here fingertips and now it is in boxes.</p> <p>Robinson Road in Eden Hill was not named after the family, as it was there already when we were small. There are many 'Robinson Road' throughout WA, some I believe named after Governor Robinson (no relation) and some possible named after many and various of my forebears who were very early settlers and the first to pioneer in Brookton, then Roebourne, Bellevue and Yealering (to my knowledge).</p> <p>My father's contribution to Bassendean was simply enormous, though the shire/town councils and RSL, Senior Citizens and the sporting clubs but he has never been honoured by the town with a plaque or a naming. We would be happy to see that addressed please.</p> |  |  |  |
|------------------|---|--|--|--|

ATTACHMENT: AERIAL IMAGE OF CLARKE WAY RESERVE  
(GREEN HATCHING)

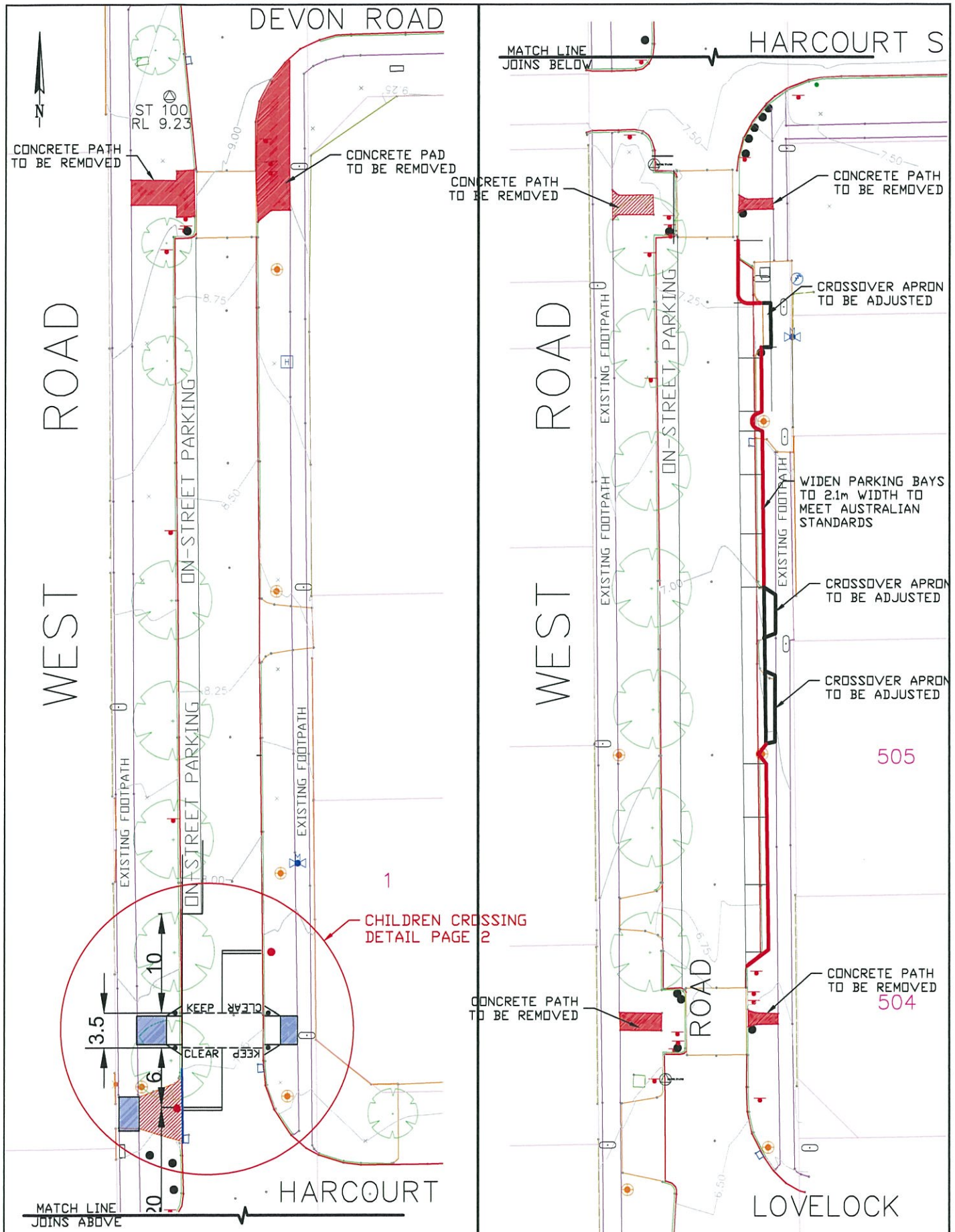


# **ATTACHMENT NO. 4**





|              |    | DATE                | TITLE   |
|--------------|----|---------------------|---|
| DRAWN        | NB | 9/16                | <b>WEST ROAD</b><br><b>BASSENDAN PRIMARY SCHOOL</b><br><b>PROPOSED CHILDREN CROSSING</b>  |
| CHECKED      |    |                     |   |
| DESIGNED     |    |                     |   |
| APPROVED     |    |                     |   |
|              |    |                     | <div>  <b>TOWN OF BASSENDEAN</b><br/> <b>ASSET SERVICES</b> </div> <div> 48 OLD PERTH RD<br/> BASSENDEAN WA 6054<br/> ABN 20 347 405 108 </div> <div> Telephone: (08) 9377 9000<br/> Facsimile: (08) 9279 5416<br/> Email: mail@bassendean.wa.gov.au<br/> www.bassendean.wa.gov.au </div> |
| SCALE: 1:250 |    | DRG NO. TOB-40-2016 | SHT. REV. PAGE 2  |
|              |    |                     | A3  |



| DRAWN    | NB | DATE | TITLE |
|----------|----|------|-------|
| CHECKED  |    | 9/16 |       |
| DESIGNED |    |      |       |
| APPROVED |    |      |       |

WEST ROAD  
DEVON ROAD - LOVELOCK PLACE  
ON-STREET PARKING



**TOWN OF BASSENDEAN**  
ASSET SERVICES

48 OLD PERTH RD  
BASSENDEAN WA 6054  
ABN 20 347 405 108

Telephone: (08) 9377 9000  
Facsimile: (08) 9279 5416  
Email: mail@bassendean.wa.gov.au  
www.bassendean.wa.gov.au

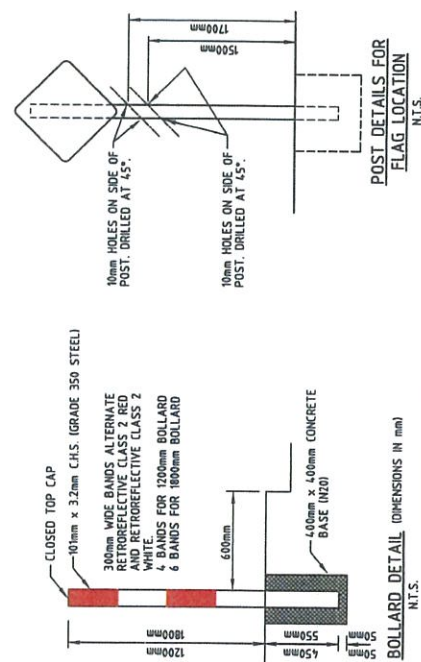
SCALE: 1:250

DRG NO. TOB-40-2016 PAGE 1

SHT. REV.

A3





| POSTED SPEED<br>LIMIT (km/h) | A<br>(m) |
|------------------------------|----------|
| ≤ 60                         | 80-120   |
| 70-80                        | 120-180  |
| ≥ 90                         | 180-250  |

TABLE 1

**TRAFFIC WARDENS FLAG**  
NTS.

POST DETAILS FOR  
FLAG LOCATION  
N.T.S.


BOLLARD DETAIL (DIMENSIONS IN mm)

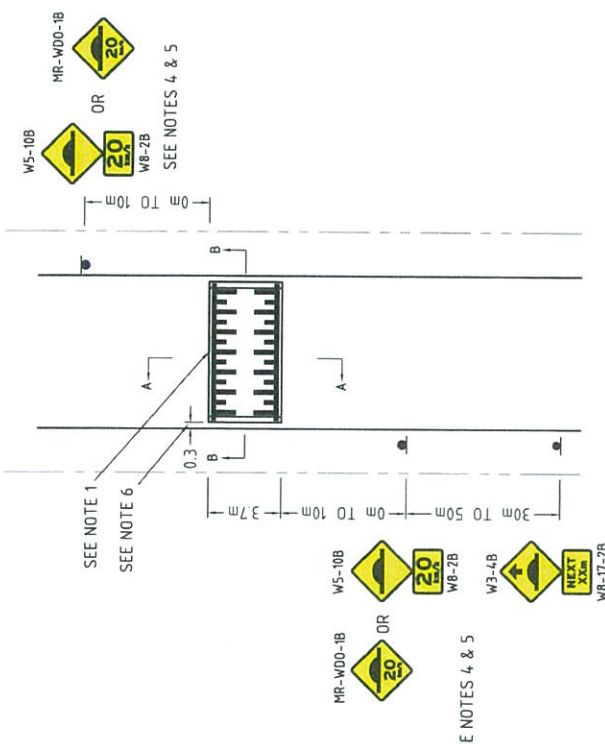
[illegible]

## NOTES

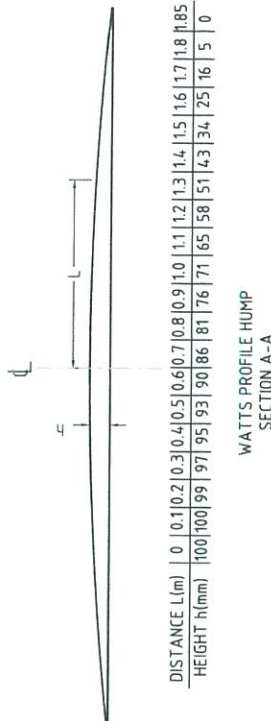
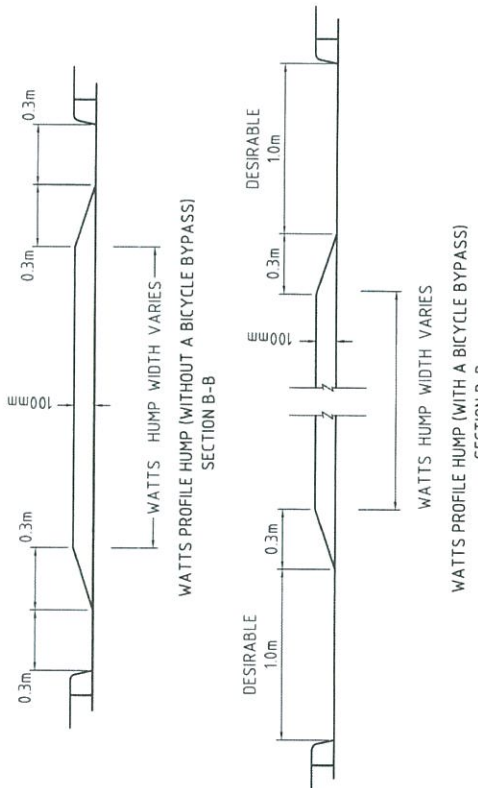
1. TOTAL 24 HOUR PARKING RESTRICTIONS TO BE APPLIED.
2. TWIN ALTERNATING YELLOW FLASHING SIGNALS MAY BE USED TO SUPPLEMENT 18m BOLLARDS (SEE DRAWING 9331-2169)
3. MR-VOLX-41 SIGN USED WHERE CROSSING IS ADJACENT TO A SCHOOL OR WITHIN A SCHOOL 40 or 60m/h ZONE.
4. CHILDREN CROSSING FLAGS R3-3 TO BE PLACED WHEN TRAFFIC WARDEN IN ATTENDANCE.
5. ON ROADS WHERE THE INSTALLATION OF TRANSVERSE LINES IS LIKELY TO CREATE NOISE PROBLEMS (e.g. VERY SMOOTH ASPHALT IN RESIDENTIAL AREAS) TRANSVERSE LINES SHOULD BE INSTALLED USING COIL APPLIED PLASTIC 500-TON METRE/TONS THICK AND WITH 0.5-1.0MM AGGREGATE (WHITE FUSED ALUMINA) FOR SNO RESISTANCE.
6. KEEP CLEAR MARKINGS ONLY TO BE USED ON THE LANE WHERE MOTORISTS ARE CONSTANTLY STACKING OVER THE CHILDREN'S CROSSING. FOR DETAILS OF 'KEEP CLEAR' MARKINGS REFER TO FIG 5.13 IN A574/22-2009.
7. A MINIMUM OF TWO MODULES OF BROKEN SEPARATION LINE (24m) SHALL PRECEDE THE UNBROKEN SEPARATION LINE OR ISLAND OUTLINE MARKINGS. LINES TO BE 120mm WIDE.
8. LENGTH OF OUTLINE MARKINGS DEPENDS ON POSTED SPEED LIMIT AND WIDTH OF SPLITTER ISLAND. FOR POSTED SPEED  $\leq 60$ km/h, REFER TO DWG No 200331-084. FOR POSTED SPEED  $\geq 70$ km/h, REFER TO DWG No 200331-004A. FOR SPLITTER ISLAND  $\geq 3$ m WIDTH, REFER TO DWG No 200331-091.

AS SHOWN BY

|  |   |                                      |             |                  |        |      |
|--|---|--------------------------------------|-------------|------------------|--------|------|
|  <b>mainroads</b><br>WATERLOO CRESCENT<br>WESTERN AUSTRALIA | <b>PLANNING AND TECHNICAL SERVICES DIRECTORATE</b><br><b>ROAD AND TRAFFIC ENGINEERING</b><br>WATERLOO CRESCENT<br>TELEPHONE 081 3323 4111 | EAST PERTH 6001<br>FAX 081 3323 4143 | 30-525-102  | 225.91           | 116.91 | 1987 |
|  |   |                                      | KE NUMBER   | DESIGNED / DRAWN |        |      |
| STANDARD DRAWING<br>TRAFFIC WARREN CONTROLLED<br>CHILDRENS CROSSING<br>STATIC SIGN<br>SIGNS AND PAVEMENT MARKING                               |   |                                      | 256.92      | 1987             | 1987   |      |
| LOCAL AUTHORITY<br>DISTRICT NUMBER   |   |                                      | 920-0174-11 | 1987             | 1987   |      |



6) ON FLAT GRADES A 0.3m DRAINAGE CHANNEL MAY BE REQUIRED. ON BICYCLE ROUTES A "BYPASS" MAY BE REQUIRED.



|  |  |   |  |
|--|--|---|--|
|  <b>mainroads</b><br><small>WESTERN AUSTRALIA</small> |  | <b>ROAD AND TRAFFIC ENGINEERING</b><br>TECHNOLOGY AND ENVIRONMENT<br>WATERLOO CRESCENT<br>EAST PERTH 6004 |  |
| DESIGNED<br>D. LANGHARK  |  | VERIFIED<br>D. SULLIVAN   |  |
| DRAWN<br>N. PANGABEAN  |  | APPROVED<br>R. GROVE  |  |
| FILE NUMBER<br>67-08-69  |  | DRAWING NUMBER<br>200234 120 E  |  |
| 1. REVIEW ADDED TO SCALE   |  | APPROVED & DATE   |  |
| 1. DATE 12/01/98   |  | DESCRIPTION   |  |
| 2. LAMPHARK A12  |  | APPROVED & DATE   |  |
| 3. LAMPHARK A12  |  | DESCRIPTION   |  |
| 4. LAMPHARK A12  |  | APPROVED & DATE   |  |
| 5. LAMPHARK A12  |  | DESCRIPTION   |  |
| 6. LAMPHARK A12  |  | APPROVED & DATE   |  |
| 7. LAMPHARK A12  |  | DESCRIPTION   |  |
| 8. LAMPHARK A12  |  | APPROVED & DATE   |  |
| 9. LAMPHARK A12  |  | DESCRIPTION   |  |
| 10. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 11. LAMPHARK A12   |  | DESCRIPTION   |  |
| 12. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 13. LAMPHARK A12   |  | DESCRIPTION   |  |
| 14. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 15. LAMPHARK A12   |  | DESCRIPTION   |  |
| 16. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 17. LAMPHARK A12   |  | DESCRIPTION   |  |
| 18. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 19. LAMPHARK A12   |  | DESCRIPTION   |  |
| 20. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 21. LAMPHARK A12   |  | DESCRIPTION   |  |
| 22. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 23. LAMPHARK A12   |  | DESCRIPTION   |  |
| 24. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 25. LAMPHARK A12   |  | DESCRIPTION   |  |
| 26. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 27. LAMPHARK A12   |  | DESCRIPTION   |  |
| 28. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 29. LAMPHARK A12   |  | DESCRIPTION   |  |
| 30. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 31. LAMPHARK A12   |  | DESCRIPTION   |  |
| 32. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 33. LAMPHARK A12   |  | DESCRIPTION   |  |
| 34. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 35. LAMPHARK A12   |  | DESCRIPTION   |  |
| 36. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 37. LAMPHARK A12   |  | DESCRIPTION   |  |
| 38. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 39. LAMPHARK A12   |  | DESCRIPTION   |  |
| 40. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 41. LAMPHARK A12   |  | DESCRIPTION   |  |
| 42. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 43. LAMPHARK A12   |  | DESCRIPTION   |  |
| 44. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 45. LAMPHARK A12   |  | DESCRIPTION   |  |
| 46. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 47. LAMPHARK A12   |  | DESCRIPTION   |  |
| 48. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 49. LAMPHARK A12   |  | DESCRIPTION   |  |
| 50. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 51. LAMPHARK A12   |  | DESCRIPTION   |  |
| 52. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 53. LAMPHARK A12   |  | DESCRIPTION   |  |
| 54. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 55. LAMPHARK A12   |  | DESCRIPTION   |  |
| 56. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 57. LAMPHARK A12   |  | DESCRIPTION   |  |
| 58. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 59. LAMPHARK A12   |  | DESCRIPTION   |  |
| 60. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 61. LAMPHARK A12   |  | DESCRIPTION   |  |
| 62. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 63. LAMPHARK A12   |  | DESCRIPTION   |  |
| 64. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 65. LAMPHARK A12   |  | DESCRIPTION   |  |
| 66. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 67. LAMPHARK A12   |  | DESCRIPTION   |  |
| 68. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 69. LAMPHARK A12   |  | DESCRIPTION   |  |
| 70. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 71. LAMPHARK A12   |  | DESCRIPTION   |  |
| 72. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 73. LAMPHARK A12   |  | DESCRIPTION   |  |
| 74. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 75. LAMPHARK A12   |  | DESCRIPTION   |  |
| 76. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 77. LAMPHARK A12   |  | DESCRIPTION   |  |
| 78. LAMPHARK A12   |  | APPROVED & DATE   |  |
| 79. LAMPHARK A12   |  | DESCRIPTION   |  |

# **ATTACHMENT NO. 5**





- LEGEND**
- PROPOSED TREE
  - EXISTING TREE
  - TIMBER DECK SURROUND TO EXISTING TREE
  - ENTRY SIGNAGE
  - ARTWORK LOCATION
  - CONCRETE PATH
  - CONCRETE PATH STENCIL ARTWORK
  - PLAYGROUND MULCH
  - SANDPIT WITH BLOCK EDGE
  - MOUND PLANTING
  - REVEGETATION PLANTING
  - GRASS AND CONCRETE EDGE
  - EXISTING COURT REFURBISHED
  - PICNIC SHELTER WITH TABLE SETTINGS
  - DUAL ELECTRIC BBQ
  - DRINK FOUNTAIN
  - BIKE RACKS
  - GYRO SWING
  - FLYING FOX
  - RAISED TIMBER FORT/ CUBBY
  - LIMESTONE BOULDERS
  - SALVAGED LOG
  - LOG STEPPERS ON POSTS
  - TIMBER TEEPEE/ ARBOR





LIMESTONE BOULDERS



LOG STEPPERS



TIMBER DECK SURROUNDS TO TREES



FLYING FOX



SAND PIT WITH LIMESTONE EDGING



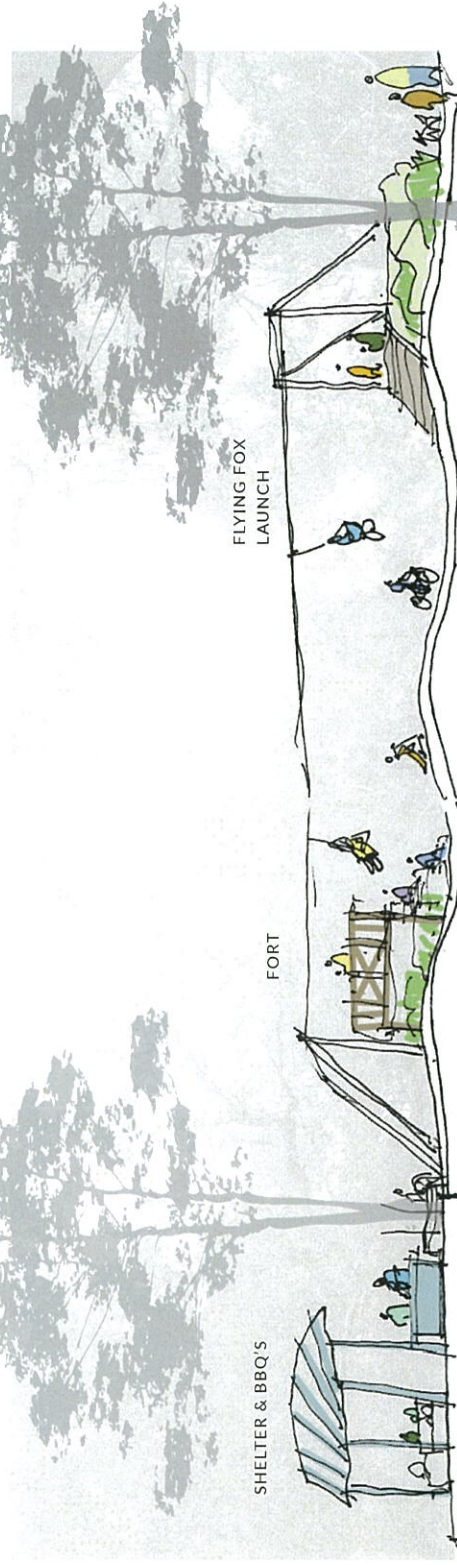
MOUNDED PLANTING BEDS



EXTERIA DRIFTWOOD PARK SHELTER



TIMBER TEE-PEE ARBOUR



ELEVATION A

SCOOTER PATH WITH MOUNDS

# **ATTACHMENT NO. 6**



# Sandy Beach Regional Playground Site Options





# **ATTACHMENT NO. 7**

## COUNCIL POLICIES

### REVIEW OUTCOME SUMMARY – DECEMBER 2016

|     | <b>Section 1:<br/>TOWN PLANNING AND BUILT ENVIRONMENT</b> | <b>Responsible<br/>Officer</b> | <b>Status(Retain/<br/>Amend/Delete)</b> | <b>Reason for Change or “No Change Required”</b>   |
|-----|---|--------------------------------|---|--|
| 1.1 | CONSERVATION POLICY AND DEVELOPMENT GUIDELINES            | DOS                            | Retain<br>No changes required           | Current Policy Working effectively. No changes recommended   |
| 1.2 | TRAFFIC MANAGEMENT TREATMENT POLICY & GUIDELINES          | DOS                            | Retain                                  | Current Policy Working effectively. No changes recommended   |
| 1.3 | PATH NETWORK PLANNING POLICY & GUIDELINES                 | DOS                            | Amend                                   | Include for new or upgraded paths reference to the Town's Asset Management Plan and the Town's Long Term Financial Plan and annual Budget for Council consideration.   |
| 1.4 | STREET NAME & DIRECTIONAL SIGNS                           | DOS                            | Retain                                  | Current Policy Working effectively. No changes recommended.  |
| 1.5 | CROSSOVER   | DOS                            | Amend                                   | Include “formalised hardstand (paved area)” within the sub-heading “Removal of Redundant Crossover”.   |
| 1.6 | MAINTENANCE OF RIGHTS OF WAY                              | DOS                            | Retain                                  | Current Policy Working effectively. No changes recommended.  |
| 1.7 | ROAD CONSTRUCTION - UNSERVICED LOTS                       | DOS                            | Retain                                  | Current Policy Working effectively. No changes recommended.  |
| 1.8 | SIGNIFICANT TREE  | DOS                            | Retain                                  | Current Policy Working effectively. On 21 June 2016 the Urban Forest Working Group were invited to review the current Council policies. On 7 November 2016, the working group advised that the priority is to finalise the Urban Forest Vision and agreed that the policy review is secondary. At this stage no changes recommended. |

|      |  |         |        |   |
|------|--|---------|--------|---|
| 1.9  | VERGE TREATMENT AND MAINTENANCE  | DOS     | Amend  | On 21 June 2016, the Urban Forest Working Group were invited to review the current Council policies. On 7 November 2016, the Working Group advised that the priority is to finalise the Urban Forest Vision and agreed that the policy review is secondary. Liveable Town Advisory Committee seeking a change in the policy to include consideration to permissible infrastructure such as "Little Free Libraries". |
| 1.10 | STREET TREE PROTECTION   | DOS     | Retain | On 21 June 2016, the Urban Forest Working Group were invited to review the current Council policies. On 7 November 2016, the Working Group advised that the priority is to finalise the Urban Forest Vision and agreed that the policy review is secondary. At this stage, no changes recommended.  |
| 1.11 | STREET TREE PRUNING, REMOVAL & REPLACEMENT                             | DOS     | Amend  | Include revised pruning techniques which have been implemented to increase tree canopy.   |
| 1.12 | AMENITY TREE EVALUATION  | DOS     | Retain | Current Policy Working effectively. No changes recommended.   |
| 1.13 | DANGEROUS TREES ON PRIVATE PROPERTY                                    | DOS     | Retain | Current Policy Working effectively. No changes recommended.   |
| 1.14 | DESIGN REVIEW PANEL  | CEO/MDS | Retain | While Council has established a Design Review Panel, officers did not receive suitable nominations when vacancies were advertised. The Town is likely to be required to establish a new Design Review Panel under the Design WA.  |
| 1.15 | ADMINISTRATIVE POLICY FOR DEALING WITH UNREGISTERED HOME OCCUPATIONS   | CEO/MDS | Retain | This policy aims at balancing Council's need to enforce its Local Planning Scheme and encouraging economic development.   |
| 1.16 | DEVELOPMENT BONDS - COMPLIANCE WITH CONDITIONS OF PLANNING CONSENT (A) | CEO/MDS | Retain | Policy is working well.   |



|      |  |         |        |   |
|------|--|---------|--------|---|
| 1.17 | FINANCIAL INCENTIVES FOR MUNICIPAL HERITAGE INVENTORY LISTED BUILDINGS | CEO/MDS | Retain | Policy provides guidance on the refund of Planning and Building fees. |
| 1.18 | PUBLIC (PEDESTRIAN) ACCESSWAY CLOSURE                                  | CEO/MDS | Retain | Provides policy and guidance of closure requests.                     |
| 1.19 | RIGHT-OF-WAY CLOSURE   | CEO/MDS | Retain | Provides policy and guidance of closure requests.                     |
| 1.20 | STANDARDS FOR STREET NUMBERING   | CEO/MDS | Amend  | This policy should be administered by Asset Services.                 |
| 1.21 | GUIDANCE FOR STREET NUMBERING  | CEO/MDS | Retain | Provides policy and guidance for street renumbering                   |

| Section 1:<br>TOWN PLANNING AND BUILT ENVIRONMENT – LOCAL PLANNING SCHEME NO. 10 POLICIES |                                      |                     |                             |  |
|---|--------------------------------------|---------------------|-----------------------------|--|
| POLICY NO   | POLICY DESCRIPTION                   | Responsible Officer | Status(Retain/Amend/Delete) | Reason for Change or “No Change Required”  |
| LOCAL PLANNING POLICY NO. 1   | BASSENDEAN TOWN CENTRE AREA STRATEGY | DSP/MDS             | Retain                      | This policy will need further review in the context of the Strategic Planning Framework  |
| LOCAL PLANNING POLICY NO. 2   | ENERGY EFFICIENT DESIGN              | DSP/MDS             | Amend                       | <p>This policy is in need of review to:</p> <ul style="list-style-type: none"> <li>• Make is clear that the intention of the policy is to encourage sola passive design.</li> <li>• To consider the introduction of Photo Voltaic Cells and Wind Energy on the points system</li> <li>• To recognise the difference between apartments and more conventional housing forms.</li> </ul> |
| LOCAL PLANNING POLICY NO. 3   | WATER SENSITIVE DESIGN               | DSP/MDS             | Amend                       | This policy is working well but needs to be updated to reflect the Local Planning Schemes Regulations.   |

|                                     |   |         |        |  |
|-------------------------------------|---|---------|--------|--|
| LOCAL<br>PLANNING<br>POLICY NO. 4   | FLOODPLAIN MANAGEMENT &<br>DEVELOPMENT                                    | DSP/MDS | Amend  | This policy is working well but needs to be updated to reflect the Local Planning Schemes Regulations, and the change in name of the Swan River Trust to the Department of Parks and Wildlife. |
| LOCAL<br>PLANNING<br>POLICY NO. 5   | EARLSFERRY HOUSE DESIGN<br>GUIDELINES                                     | DSP/MDS | Amend  | This policy is working well but needs to be updated to reflect the change in street name to part of Nurstead Avenue to Earlsferry Court.   |
| LOCAL<br>PLANNING<br>POLICY NO. 6 - | INDUSTRIAL DEVELOPMENT<br>GUIDELINES                                      | DSP/MDS | Retain | This policy is working well but may require amendment in regard to the location of front fences at the conclusion of the industrial fencing audit.   |
| LOCAL<br>PLANNING<br>POLICY NO. 7   | LOCAL SHOPPING ZONE DESIGN<br>GUIDELINES                                  | DSP/MDS | Amend  | Minor amendment required to correctly reference Local Planning Policy.   |
| LOCAL<br>PLANNING<br>POLICY NO. 8   | PARKING SPECIFICATIONS  | DSP/MDS | Amend  | The policy contains different dimensions for parking bays and aisles as compared with Australian Standards. The policy should be consistent with and reference Australian Standards.           |
| LOCAL<br>PLANNING<br>POLICY NO. 9   | INCORPORATION OF EXISTING<br>DWELLINGS INTO GROUP<br>HOUSING DEVELOPMENTS | DSP/MDS | Amend  | The policy should be amended for consistency with the Residential Design Codes that requires an existing dwelling to be upgraded externally to same standard as the new development.           |
| LOCAL<br>PLANNING<br>POLICY NO. 10  | WINDOW SECURITY FOR NON-<br>RESIDENTIAL PROPERTY<br>FACADES               | DSP/MDS | Retain | This policy is working well.   |
| LOCAL<br>PLANNING<br>POLICY NO. 11  | LOT 2; 1 ANZAC TERRACE<br>DESIGN GUIDELINES                               | DSP/MDS | Amend  | This policy needs updating to correctly identify Local Planning Scheme No 10 and changes to clause numbers of the Residential Design codes   |
| LOCAL<br>PLANNING<br>POLICY NO. 12  | DEVELOPMENT WITHIN THE<br>STREET SETBACK AREA                             | DSP/MDS | Amend  | This policy needs a comprehensive review having regard to changes that have been made to the Residential Design Codes since the original policy was adopted.                                   |
| LOCAL                               | TREES ON DEVELOPMENT SITES  | DSP/MDS | Retain | This policy will need further review in the context  |

|                                    |   |         |        |  |
|------------------------------------|---|---------|--------|--|
| PLANNING<br>POLICY NO. 13          |   |         |        | of the Urban Forest Strategy. At this stage no changes required  |
| LOCAL<br>PLANNING<br>POLICY NO. 14 | ON-SITE STORMWATER POLICY   | DSP/MDS | Amend  | Remove the fixed \$750 security deposit and amend to read as per the Fees and Charges in the financial year that the application is submitted, Amend Appendix 1 and provide a drawing which is clearer and easier to read. Amend General Notes and Conditions to include comply with Local Planning Policy 14, fees and charges, remove appendix 3 |
| LOCAL<br>PLANNING<br>POLICY NO. 15 | PERCENT FOR ART POLICY  | DSP/MDS | Amend  | This policy is working well but needs to be updated to reflect the Local Planning Schemes Regulations. Staff also recommend that the policy be amended to allow a 0.9% contribution where a developer elects to make a cash-in lie payment.  |
| LOCAL<br>PLANNING<br>POLICY NO. 16 | CONTROL OF ADVERTISEMENTS<br>UNDER THE LOCAL PLANNING<br>SCHEME NO. 10    | DSP/MDS | Amend  | This policy needs to be updated to reflect the Local Planning Schemes Regulations This policy needs a comprehensive review in terms of the advertisements that may be erected without a development approval.  |
| LOCAL<br>PLANNING<br>POLICY NO. 17 | GRADE SEPARATION AT THE<br>CORNER OF GUILDFORD ROAD<br>AND OLD PERTH ROAD | DSP/MDS | Retain | This policy is advisory in nature and does not have any statutory force.   |
| LOCAL<br>PLANNING<br>POLICY NO. 18 | LANDSCAPING WITH LOCAL<br>PLANTS  | DSP/MDS | Amend  | The policy should be amended to include information on the desired height at planting and spacing of plants.   |
| LOCAL<br>PLANNING<br>POLICY NO. 19 | PARKING OF COMMERCIAL<br>VEHICLES   | DSP/MDS | Amend  | This policy needs to be updated to reflect the Local Planning Schemes Regulations. It should also be reviewed against contemporary policies of other local governments and remove the statement that requires no objection from adjoining owner prior to approval.   |



|     | <b>Section 2: ENVIRONMENTAL SUSTAINABILITY<br/>AND ADAPTATION TO CLIMATE CHANGE</b> | <b>Responsible<br/>Officer</b> | <b>Status(Retain/<br/>Amend/Delete)</b> | <b>Reason for Change or “No Change Required”</b>   |
|-----|---|--------------------------------|---|--|
| 2.1 | SUSTAINABLE BASSENDEAN POLICY   | DOS                            | Retain                                  | Current Policy Working effectively. No changes recommended   |
| 2.2 | TREATMENT OF WEEDS AND NOXIOUS PLANTS   | DOS                            | Amend                                   | Include that in accordance with best weed management practices and cost benefits, the Town of Bassendean explores non-chemical and chemical (herbicide) techniques to manage weeds. The chemical free weed management techniques currently undertaken within the Town's streetscapes, parks, gardens, natural areas include mechanical weeding, whipper snipping, mowing, hand pulling, hand cutting, stripping and other viable techniques. |
| 2.3 | NATURAL AREAS MANAGEMENT  | DOS                            | Retain                                  | Current Policy Working effectively. No changes recommended   |
| 2.4 | LOCAL BIODIVERSITY  | DOS                            | Retain                                  | Current Policy Working effectively. No changes recommended   |
| 2.5 | LANDSCAPING WITH LOCAL PLANTS   | DOS                            | Retain                                  | On the 21 June 2016 the Urban Forest Working Group were invited to review the current Council policies. On the 7th November 2016 the Working group advised that the priority is to finalize the Urban Forest Vision and agreed that the policy review is secondary. At this stage no changes recommended   |
| 2.6 | FORESHORE RESTORATION   | DOS                            | Retain                                  | Current Policy Working effectively. No changes recommended   |
| 2.7 | ACID SULFATE SOILS  | DOS                            | Retain                                  | Current Policy Working effectively. No changes recommended   |



|      |   |     |        |  |
|------|---|-----|--------|--|
| 2.8  | ENERGY USE  | DOS | Amend  | <p>The Renewable Energy Working Group's Terms of Reference outlined that community representatives wished to investigate &amp; review renewable energy initiatives across other Australian jurisdictions and identify those which may be applied to the Town of Bassendean to increase renewable energy uptake and reduce the Town's carbon footprint, develop policy guidelines about the installation and uptake of renewable energy in the Town of Bassendean and collate and package information on renewable energy that the Town's residents may find valuable.</p> <p>On the 3<sup>rd</sup> November 2016 the Town provided 12 examples of policies where had been implemented in other Local Governments across Australia. To date Renewable Energy Working Group have not developed the alternative suite of policies</p> |
| 2.9  | WATER SENSITIVE URBAN DESIGN AND WATER CONSERVATION   | DOS | Retain | Current Policy Working effectively. No changes recommended   |
| 2.10 | NUTRIENT AND IRRIGATION MANAGEMENT                    | DOS | Retain | Current Policy Working effectively. No changes recommended   |
| 2.11 | WETLANDS  | DOS | Retain | Current Policy Working effectively. No changes recommended   |
| 2.12 | BULK RUBBISH, GREENWASTE/PICKUP COLLECTIONS PUBLICITY | DOS | Amend  | Combine with 2.13 and Include Town of Bassendean web page and via Social Media   |
| 2.13 | BULK RUBBISH AND GREENWASTE PRUNING PICKUP SERVICE    | DOS | Amend  | Combine with 2.12  |
| 2.14 | PLACEMENT OF ROADSIDE LITTER BINS                     | DOS | Retain | Current Policy Working effectively. No changes recommended   |

|     | <b>Section 3: ECONOMIC WELLBEING AND PROSPERITY</b> | <b>Responsible Officer</b> | <b>Status(Retain/Amend/Delete)</b> | <b>Reason for Change or “No Change Required”</b>  |
|-----|---|----------------------------|------------------------------------|---|
| 3.1 | HOME BASED BUSINESSES                               | DCD/EDO                    | Retain                             | Current Policy Working effectively. No changes recommended                                    |
| 3.2 | OUTDOOR EATING FACILITIES IN PUBLIC PLACES          | CEO                        | Amend                              | Current Policy Wording too procedural and requiring operational Policy elements stripped out. |
| 3.3 | TRADING IN PUBLIC PLACES                            | CEO                        | Amend                              | Current Policy Wording too procedural and requiring operational Policy elements stripped out. |

|     | <b>Section 4: ARTS HERITAGE AND CULTURE</b>                 | <b>Responsible Officer</b> | <b>Status(Retain/Amend/Delete)</b> | <b>Reason for Change or “No Change Required”</b>  |
|-----|---|----------------------------|------------------------------------|---|
| 4.1 | LOCAL STUDIES COLLECTION - PHOTOGRAPHIC REPRODUCTION POLICY | DCD                        | Amend                              | Delete the words ‘on a CD’  |
| 4.2 | PUBLIC ART ACQUISITION & MANAGEMENT POLICY                  | DCD                        | Retain                             | No change required.   |
| 4.3 | PUBLIC ART POLICY   | DCD                        | Amend                              | Recommended changes, that:<br>“Cultural Development Advisory Committee (CDAC)” be deleted under the section of Application as there is no CDAC anymore. To accommodate engaging with the community, we could include something like...”with input from Community when required and Town’s staff etc...”<br>The Public Art Master plan be reviewed given the changing urban landscape and demographic of the Town. That the Recreation and Culture business unit be involved in the review to ensure that a arts/cultural development perspective is maintained. |
| 4.4 | FEE FOR SERVICE, COMMUNITY GROUPS, PUBLIC EVENTS            | DCD                        | Retain                             | No change required.   |

|   |   |         |        |  |
|---|---|---------|--------|--|
| 4.5   | BANNER POLES  | DCD     | Retain | No change required.  |
| 4.6   | CIRCUS POLICY   | DCD     | Retain | No change required.  |
| 4.7   | RECYCLABLE & BIODEGRADABLE PRODUCTS AT TOWN OF BASSENDEAN EVENTS AND FUNCTIONS POLICY | DCD     | Retain | No change required.  |
| <b>Section 5: INCLUSIVENESS, LIFELONG LEARNING, HEALTH AND SOCIAL WELLBEING</b> |   |         |        |  |
| 5.1   | VOLUNTEERING  | DCD/DOS | Amend  | Reason for Change or "No Change Required"<br>Amended to reflect the scope of the Volunteer Service |
| 5.2   | COMMUNITY AWARDS  | DCD     | Retain | No change required.  |
| 5.3   | OFFENCES UNDER COUNCIL'S LOCAL LAWS   | DOS     | Retain | Current Policy Working effectively. No changes recommended   |
| 5.4   | FIRE RISK MANAGEMENT POLICY AND MANAGEMENT PRACTICES                                  | DOS     | Retain | Current Policy Working effectively. No changes recommended   |
| 5.5   | DISUSED VEHICLE   | DOS     | Retain | Current Policy Working effectively. No changes recommended   |
| 5.6   | GRAFFITI  | DOS     | Amend  | To reflect the new Graffiti Vandalism Act 2016 requirements  |
| 5.7   | RODENT CONTROL  | CEO/MDS | Retain | Current Policy Working effectively. No changes recommended   |
| 5.8   | TEMPORARY HOLIDAY ACCOMMODATION IN CARAVANS   | CEO/MDS | Retain | Current Policy Working effectively. No changes recommended   |
| 5.9   | KEEPING OF OTHER CAGE-BIRDS & POULTRY POLICY  | CEO/MDS | Retain | This policy will be repealed when the current Health Local Law is repealed.                        |
| 5.10  | DISABILITY ACCESS and INCLUSION POLICY  | DCD     | Retain | No changes required  |
| 5.11  | ACTIVE AGEING POLICY  | DCD     | Retain | No changes required  |
| 5.12  | SERVICES FOR CHILDREN AND FAMILIES  | DCD     | Retain | No changes required  |
| 5.13  | HYDE RETIREMENT VILLAGE   | DCD     | Retain | No changes required  |
| 5.14  | LOCAL STUDIES COLLECTION PHOTOGRAPHIC REPRODUCTION POLICY                             | DCD     | Amend  | Delete the words 'on a CD'   |
| 5.15  | SERVICES TO YOUNG PEOPLE  | DCD     | Retain | No changes required  |

|      |                                     |     |        |  |
|------|-------------------------------------|-----|--------|--|
| 5.16 | USE OF COMMUNITY FACILITIES POLICY  | DCD | Amend  | <p>Strategy 1 – Amend to include..."Forming &amp; maintaining partnerships".</p> <p>Strategy 3 – In addition to "sporting reserves, ovals"....include "other community facilities owned by the Town during school hours".</p> <p>Strategy 4 – to be amended to read...."Providing free use of meeting rooms to locally based, self-help, welfare, charitable and social justice groups for the benefit of Bassendean residents, providing no charge or entry fee is made by the organisations, to support such groups in their endeavours to provide necessary support services for our community.</p> <p>50% of the hire fee shall be paid for organisation's outside of the Town and a 50% discount for Seniors organisations".</p> <p>Strategy 5 – Amend "Provide" to "Promote multi-purpose facilities".</p> <p>As a reminder for our business unit for the need to develop operational guidelines in managing ovals, reserves, community facilities, Personal Trainers and providing a variety of mechanisms for community provide feedback on their needs in using facilities.</p> |
| 5.17 | SPORTS LIGHTING POLICY              | DCD | Retain | No changes required  |
| 5.18 | FOOD/SAFE CATERING POLICY           | DCD | Retain | No changes required  |
| 5.19 | ALCOHOL AND OTHER DRUGS POLICY      | DCD | Retain | No changes required  |
| 5.20 | SUN PROTECTION POLICY               | DCD | Retain | No changes required  |
| 5.21 | MENTAL HEALTH POLICY                | DCD | Retain | No changes required  |
| 5.22 | RESERVES SPONSORSHIP SIGNAGE POLICY | DCD | Retain | No changes required  |



| <b>Section 6: LEADERSHIP AND GOVERNANCE</b> |  |  |  | <b>Responsible Officer</b> | <b>Status(Retain/ Amend/Delete)</b> | <b>Reason for Change or “No Change Required”</b>   |
|---|--|--|--|----------------------------|-------------------------------------|--|
| 6.1   | COUNCIL DELEGATES                                      |  |  | CEO/DCS                    | Retain                              | No Change Required   |
| 6.2   | COUNCIL MEETING SCHEDULE                               |  |  | CEO                        | Retain                              | Subject to Change- Briefing Sessions   |
| 6.3   | COUNCIL PROTOCOLS                                      |  |  | CEO/DCS                    | Retain                              | No Change Required   |
| 6.4   | COUNCILLOR ALLOWANCES AND EXPENSES                     |  |  | CEO/DCS                    | Amend                               | Delete “facsimile” and requirement for Council to pay for partners   |
| 6.5   | COUNCILLOR PROFESSIONAL DEVELOPMENT                    |  |  | CEO/DCS                    | Retain                              | No Change Required   |
| 6.6   | GIFTS TO DEPARTING COUNCILLORS                         |  |  | CEO/DCS                    | Retain                              | No Change Required   |
| 6.7   | ELECTRONIC RECORDING MINUTES OF COUNCIL MEETINGS       |  |  | CEO                        | Amend                               | Recordings are used to assist the Minute Clerk prepare Council minutes and are not an official record of proceedings. As such the Policy should be amended to reflect that the recordings are not available to the general public. |
| 6.8   | NOTICE OF MOTION                                       |  |  | CEO                        | Retain                              | No Change Required   |
| 6.9   | PUBLICATIONS BY INDIVIDUAL COUNCILLORS                 |  |  | CEO/DCS                    | Retain                              | No Change Required   |
| 6.10  | RECRUITING COMMUNITY MEMBERS ON COUNCIL COMMITTEES     |  |  | CEO/DCS                    | Retain                              | No Change Required   |
| 6.11  | COLLECTION OF OUTSTANDING RATES AND CHARGES            |  |  | CEO                        | Delete                              | Information adopted on an annual basis in the Budget   |
| 6.12  | COMMUNICATION & CONSULTATION, COMMUNITY & STAKEHOLDERS |  |  | DCD                        | Amend                               | Consideration to a consultation framework.   |
| 6.13  | DONATIONS – FINANCIAL ASSISTANCE                       |  |  | DCS                        | Retain                              | No Change Required   |
| 6.14  | FESTIVE SEASON OFFICE CLOSURE (ADMINISTRATION)         |  |  | CEO/DCS                    | Retain                              | No change required   |
| 6.15  | FINANCIAL SUSTAINABILITY                               |  |  | CEO/ DCS                   | Amend                               | Delete “ Australian Business Excellence Framework” update names of Government Departments. Refer items 14;15 & 16 to WALGA   |
| 6.16  | PURCHASING   |  |  | CEO                        | Retain                              | No change required   |
| 6.17  | RISK MANAGEMENT  |  |  | CEO/DCS                    | Amend                               | Include the clause 17 from Local Government Audit Regulation   |
| 6.18  | INVESTMENT   |  |  | CEO                        | Retain                              | Reviewed 2016 -No changes required   |

|      |   |         |        |   |
|------|---|---------|--------|---|
| 6.19 | CHIEF EXECUTIVE OFFICER AND EXECUTIVE OFFICERS EMPLOYMENT | CEO/DCS | Amend  | Include DCS & DSP as Executive Officers; define "CEO" to appoint Acting CEO during periods of leave; & delete table for determining Executive Salaries that will become Operational HR Policy           |
| 6.20 | EMPLOYMENT RELATED BENEFITS                               | CEO/DCS | Amend  | Superannuation same as EBA; delete Depot Manager – replace- Manager of Asset Services   |
| 6.21 | PRESENTATION TO STAFF                                     | CEO/DCS | Amend  | Delete Structural Reform, included in Act. Resignation or retirement gift >5 yrs service = \$100<br><br>With recognition of service: Remove "Bottle of Wine" and replace it with "Glass Plaque/Trophy". |
| 6.22 | COUNCILLOR CONTACT WITH ADMINISTRATION                    | CEO/DCS | Retain | No change required  |
| 6.23 | RECORDS KEEPING   | CEO/DCS | Amend  | Copies to CEO- delete Diaries and communication with Developers, Declaration of Interests within the Act.   |
| 6.24 | ASSET MANAGEMENT  | DOS     | Retain | Current Policy Working effectively. No changes recommended  |
| 6.25 | COUNCILLORS' CONTACT WITH DEVELOPERS                      | CEO     | Retain | No change required  |





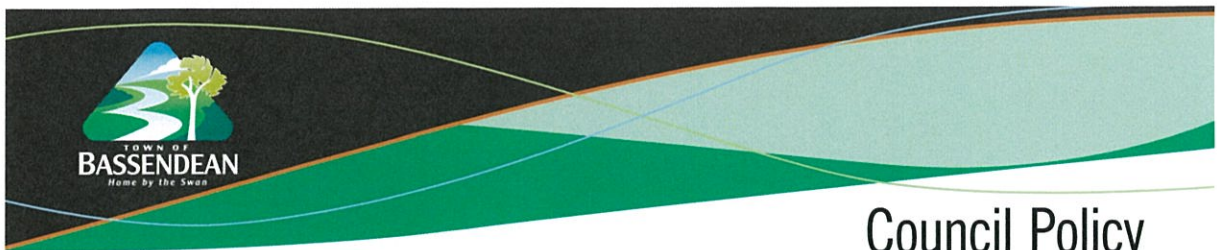
# TOWN of BASSENDEAN

## COUNCIL POLICIES RECOMMENDED FOR ADOPTION

|   |   |
|---|---|
| <b>Section 1: TOWN PLANNING AND BUILT ENVIRONMENT</b>   |   |
| 1.1   | CONSERVATION POLICY AND DEVELOPMENT GUIDELINES  |
| 1.2   | TRAFFIC MANAGEMENT TREATMENT POLICY & GUIDELINES                                      |
| 1.4   | STREET NAME & DIRECTIONAL SIGNS   |
| 1.6   | MAINTENANCE OF RIGHTS OF WAY  |
| 1.7   | ROAD CONSTRUCTION - UNSERVICED LOTS   |
| 1.8   | SIGNIFICANT TREE  |
| 1.10  | STREET TREE PROTECTION  |
| 1.12  | AMENITY TREE EVALUATION   |
| 1.13  | DANGEROUS TREES ON PRIVATE PROPERTY   |
| 1.14  | DESIGN REVIEW PANEL   |
| 1.15  | ADMINISTRATIVE POLICY FOR DEALING WITH UNREGISTERED HOME OCCUPATIONS                  |
| 1.16  | DEVELOPMENT BONDS - COMPLIANCE WITH CONDITIONS OF PLANNING CONSENT                    |
| 1.17  | FINANCIAL INCENTIVES FOR MUNICIPAL HERITAGE INVENTORY LISTED BUILDINGS                |
| 1.18  | PUBLIC (PEDESTRIAN) ACCESSWAY CLOSURE   |
| 1.19  | RIGHT-OF-WAY CLOSURE  |
| 1.21  | GUIDANCE FOR STREET NUMBERING   |
| <b>Section 1: TOWN PLANNING AND BUILT ENVIRONMENT<br/>LOCAL PLANNING SCHEME NO. 10 POLICIES</b> |   |
| LOCAL PLANNING POLICY NO. 1   | BASSENDEAN TOWN CENTRE AREA STRATEGY  |
| LOCAL PLANNING POLICY NO. 6 -   | INDUSTRIAL ZONES DEVELOPMENT DESIGN GUIDELINES  |
| LOCAL PLANNING POLICY NO. 10  | WINDOW SECURITY FOR NON-RESIDENTIAL PROPERTY FACADES                                  |
| LOCAL PLANNING POLICY NO. 13  | TREES ON DEVELOPMENT SITES  |
| LOCAL PLANNING POLICY NO. 17  | GRADE SEPARATION AT THE CORNER OF GUILDFORD ROAD AND OLD PERTH ROAD                   |
| <b>Section 2: ENVIRONMENTAL SUSTAINABILITY AND ADAPTATION TO CLIMATE CHANGE</b>                 |   |
| 2.1   | SUSTAINABLE BASSENDEAN POLICY   |
| 2.3   | NATURAL AREAS MANAGEMENT  |
| 2.4   | LOCAL BIODIVERSITY  |
| 2.5   | LANDSCAPING WITH LOCAL PLANTS   |
| 2.6   | FORESHORE RESTORATION   |
| 2.7   | ACID SULFATE SOILS  |
| 2.9   | WATER SENSITIVE URBAN DESIGN AND WATER CONSERVATION                                   |
| 2.10  | NUTRIENT AND IRRIGATION MANAGEMENT  |
| 2.11  | WETLANDS  |
| 2.14  | PLACEMENT OF ROADSIDE LITTER BINS   |
| <b>Section 3: ECONOMIC WELLBEING AND PROSPERITY</b>   |   |
| 3.1   | HOME BASED BUSINESSES   |
| <b>Section 4: ARTS HERITAGE AND CULTURE</b>   |   |
| 4.2   | PUBLIC ART ACQUISITION & MANAGEMENT POLICY  |
| 4.4   | FEE FOR SERVICE, COMMUNITY GROUPS, PUBLIC EVENTS                                      |
| 4.5   | BANNER POLES  |
| 4.6   | CIRCUS POLICY   |
| 4.7   | RECYCLABLE & BIODEGRADABLE PRODUCTS AT TOWN OF BASSENDEAN EVENTS AND FUNCTIONS POLICY |

|  |  |
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| <b>Section 5: INCLUSIVENESS LIFELONG LEARNING, HEALTH AND SOCIAL WELLBEING</b> |  |
| 5.2  | COMMUNITY AWARDS                                     |
| 5.3  | OFFENCES UNDER COUNCIL'S LOCAL LAWS                  |
| 5.4  | FIRE RISK MANAGEMENT POLICY AND MANAGEMENT PRACTICES |
| 5.5  | DISUSED VEHICLE                                      |
| 5.6  | GRAFFITI   |
| 5.7  | RODENT CONTROL                                       |
| 5.8  | TEMPORARY HOLIDAY ACCOMMODATION IN CARAVANS          |
| 5.9  | KEEPING OF OTHER CAGE-BIRDS & POULTRY POLICY         |
| 5.10   | DISABILITY ACCESS and INCLUSION POLICY               |
| 5.11   | ACTIVE AGEING POLICY                                 |
| 5.12   | SERVICES FOR CHILDREN AND FAMILIES                   |
| 5.13   | HYDE RETIREMENT VILLAGE                              |
| 5.15   | SERVICES TO YOUNG PEOPLE                             |
| 5.17   | SPORTS LIGHTING POLICY                               |
| 5.18   | FOOD/SAFE CATERING POLICY                            |
| 5.19   | ALCOHOL AND OTHER DRUGS POLICY                       |
| 5.20   | SUN PROTECTION POLICY                                |
| 5.21   | MENTAL HEALTH POLICY                                 |
| 5.22   | RESERVES SPONSORSHIP SIGNAGE POLICY                  |
| <b>Section 6: LEADERSHIP AND GOVERNANCE</b>                                    |  |
| 6.1  | COUNCIL DELEGATES                                    |
| 6.3  | COUNCIL PROTOCOLS                                    |
| 6.5  | COUNCILLOR PROFESSIONAL DEVELOPMENT                  |
| 6.6  | GIFTS TO DEPARTING COUNCILLORS                       |
| 6.8  | NOTICE OF MOTION                                     |
| 6.9  | PUBLICATIONS BY INDIVIDUAL COUNCILLORS               |
| 6.10   | RECRUITING COMMUNITY MEMBERS ON COUNCIL COMMITTEES   |
| 6.13   | DONATIONS – FINANCIAL ASSISTANCE                     |
| 6.14   | FESTIVE SEASON OFFICE CLOSURE (ADMINISTRATION)       |
| 6.16   | PURCHASING   |
| 6.18   | INVESTMENT   |
| 6.22   | COUNCILLOR CONTACT WITH ADMINISTRATION               |
| 6.24   | ASSET MANAGEMENT                                     |
| 6.25   | COUNCILLORS' CONTACT WITH DEVELOPERS                 |





## Council Policy

# 1.1 Conservation Policy and Development Guidelines

## Objective

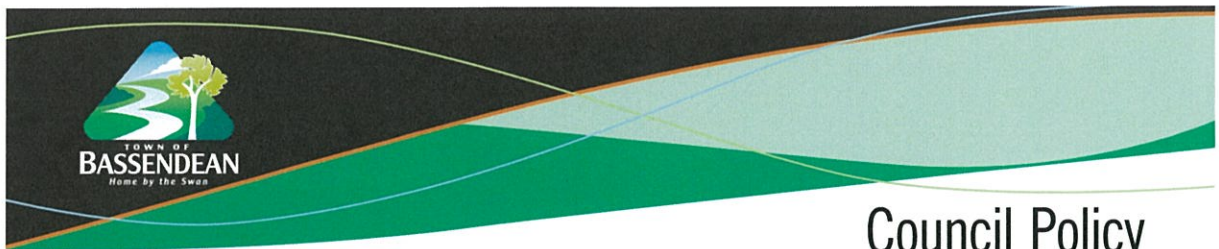
The Conservation Policy and Development Guidelines sets out the Town's commitment to manage and care for site features and significant buildings and should take into account the changes that have occurred with time and provide guidance for the management and future use of the place.

## Strategy

Places identified as culturally significant have been placed on the Heritage Council of Western Australia, "Register of Heritage Places" list and they are to be conserved in accordance with the principals of the Australian International Council on Monuments and Sites (ICOMOS) Charter for places of Cultural Significance principals being:

- Conservation of cultural significant places is an integral part of good management and therefore should be safeguarded and not put at risk or left in a vulnerable state.
- Conservation of a place should identify, and take into consideration, all aspects of Cultural and Natural Heritage without unwarranted emphasis on any value at the expense of others and that the relative degree of cultural significance may lead to different conservation actions within a place.
- Conservation requires the retention of an appropriate setting and other relationships that contribute to the cultural significance of the place. New construction, demolition, intrusion or other changes, which would adversely affect the setting or relationships, are not appropriate.
- The physical location of a place is part of its cultural significance. A building, work or other component of a place should remain in its historical location. Relocation is generally unacceptable, unless it is the sole practical means of ensuring its survival.
- Restoration is appropriate only if there is sufficient evidence of an earlier state of fabric.
- Adaptation is acceptable only where the adaptation has minimal impact on the cultural significance of the place. Adaptation should involve minimal change to significant fabric, achieved only after considering alternatives.
- Competent direction and supervision should be maintained at all stages, and people with appropriate skills should implement any changes.
- Records associated with conservation of a place should be placed in a permanent archive and made publicly available, subject to requirements of security and privacy, where this is culturally appropriate.





## Council Policy

Where elements, or spaces of significance are likely to be effected by compliance with regulations, these works should be evaluated in terms of the conservation policy and the likely impact on significance.

Professional assistance will be sought to ensure proper evaluation of conservation, interpretation safety and maintenance issues and to ensure that the impact of restoration works will be in keeping with the Heritage Council of Western Australia conservation, maintenance and development requirements.

The Conservation Plan is to identify significant fabric, guide conservation and assist in planning improvements and future development and include implementation strategies and cost estimates for Council consideration that can be used for funding applications.

The Interpretation Plan is a means of communicating ideas and feelings which help people enrich their understanding and appreciation of their world, and their role in it (Interpretation Australia Association) and involves partnerships between interpreters and a range of different stakeholders.

Sites listed the State "Register of Heritage Places" such as the Pensioner Guard Cottage, Bassendean Oval Gates, Bill Walker Grandstand & MacDonald Grandstand and other public cultural heritage places.

As such Council has adopted a 1 Surrey Street - Pensioner Guard Cottage (c.1856-1857, c. 1991-1993) Residence (c.1893, c.1952) Conservation Management Plan and Interpretation Plan which will guide the development of detailed design plans for the restoration, reconstruction and refurbishment works which will be progressively developed and implemented.

## Application

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

|  |  |
|--|--|
| <b>Policy Type:</b> Strategic Policy                                       | <b>Policy Owner:</b> Director Operational Services |
|  | <b>First Adopted:</b> OCM - 16/06/05               |
|  | <b>Last Reviewed:</b> March 2014                   |
| <b>Link to Strategic Community Plan:</b> Town Planning & Built Environment | <b>Version 1</b>                                   |
|  | <b>Next Review due by:</b> December 2016           |

## **1.2 Traffic Management Treatment Policy & Guidelines**

### **Objective**

To provide an evaluation process for consideration of requests for traffic management in respect of volume type and/or speed within access or local distributor roads serving residential properties.

### **Strategy**

Council recognises the desirability to develop and preserve the amenity of all properties within the Town. The ability to satisfy the expectations of owners and occupiers of those properties may be limited by factors of funding capacity, priority, and obligations to the wider community.

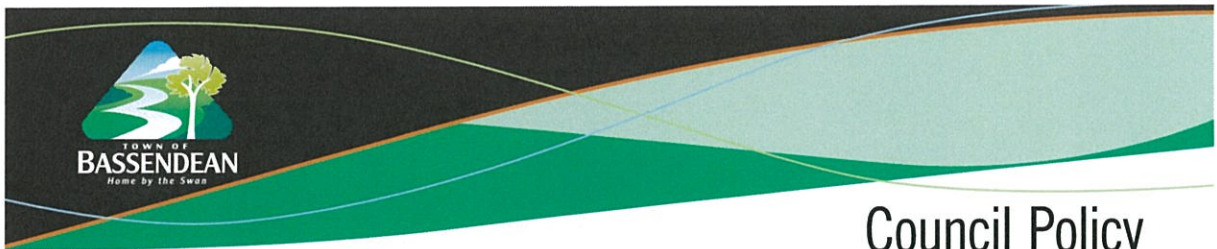
The Town of Bassendean Functional Road Hierarchy Plan designates the functions of individual, or sections of streets, into the following categories:

- Access Road;
- Local Distributor Road;
- District Distributor B;
- District Distributor A; and
- Primary Distributor.

Each category has anticipated abutting land uses, traffic volumes, and parking control requirements. The Functional Road Hierarchy Plan is integral in the consideration of any requests for action to address perceptions of traffic and/or speed issues.

Safety on any street is a valid expectation for both motorised and non-motorised users, but does not necessarily require particular traffic volume or speed criteria to be satisfied. The purpose of this policy is to set out the criteria and process to be used in responding to requests for action to address traffic management on access or local distributor roads serving residential properties. Localised safety issues, such as individual intersections will be addressed through the use of processes such as road safety audits to determine the requirements for action and the preferred solutions to address identified needs.





Requests for action to address traffic volume or speed issues on other than access or local distributor roads will require the use of alternative strategies such as targeted use of speed cameras in conjunction with the Police Service, additional speed zone signage, use of the Town's mobile speed display trailer and rubbish bin stickers.

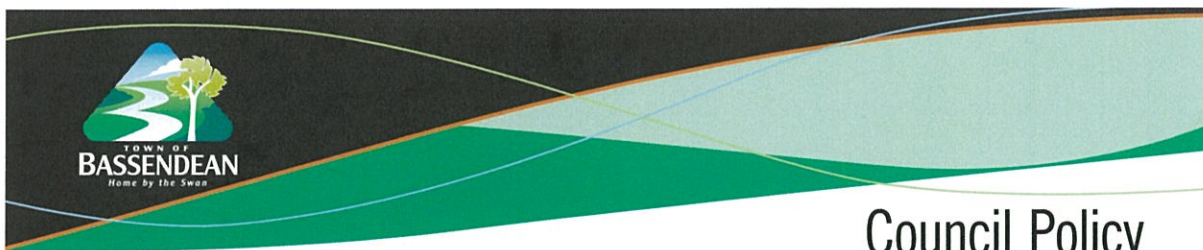
The use of road closures (cul-de-sacs) will not be considered except where reductions of crashes at a particular location can only be achieved through traffic diversion.

The provision of traffic management treatments will only be considered when all of the following criteria have been satisfied:

- \* Council has not considered the subject road within an eighteen-month period except in circumstances where obvious and identifiable significant change in traffic pattern or characteristics has occurred.
- \* The road is designated as an access road or local distributor road within the Town of Bassendean Functional Road Hierarchy Plan.
- \* The predominant (at least 80 percent) land used served by the subject road is residential.
- \* The traffic volumes within the subject road exceed 750 vehicles per day for access roads and 2000 vehicles per day for local distributor roads.
- \* The length of the subject road exceeds 300 metres between controlled intersections (Stop, Give Way, or traffic signals).
- \* The 85<sup>th</sup> percentile speed is 60 km/h or greater in 50 km/h speed zones, or exceeds the posted speed limit by more than 10 percent in other speed zones.
- \* Through traffic exceeds 30 percent on access roads and 60 percent on local distributor roads – except those streets providing and access/egress to school sites.

In circumstances where investigations reveal that all of the above criteria have been met, options for addressing the particular issues will be prepared and referred to Council for consideration and priority over existing traffic management projects awaiting funding, before consultation with affected property owners and residents takes place.

Consultation will be undertaken in accordance with Council's Communication, Consultation and Stakeholder Policy.



## Council Policy

For the purpose of this consultation process:

1. An affected property owner is one that is located within the street section or sections to have treatments (ie. between intersecting streets).
2. The percentage of affected property owners for or against the proposed treatment will be calculated from the responses received to the consultation process. Affected property owners that choose not to respond will be considered neutral: that is neither supporting nor opposing the proposed treatments.

Where Council supports the need for further consideration of traffic management, and consultation on the nominated option(s) is undertaken, prior to a traffic management treatment project being considered for funding the results of where Council supports the need the consultation process will require to show at least 60% of all affected property owners in favour of the proposed treatment(s) and no more than 30% against.

Council considers the need for a combination of proactive and reactive programs to manage traffic within the Town. The following actions will form the basis of a proactive program of community/motorist education and promotion of the prevailing speed limit in our streets:

- \* Speed Display Trailer
- \* Additional Speed Zone Signs
- \* Rubbish Bin Stickers
- \* Interaction with the Police Service – Speed Cameras
- \* Information Pamphlets

## Application

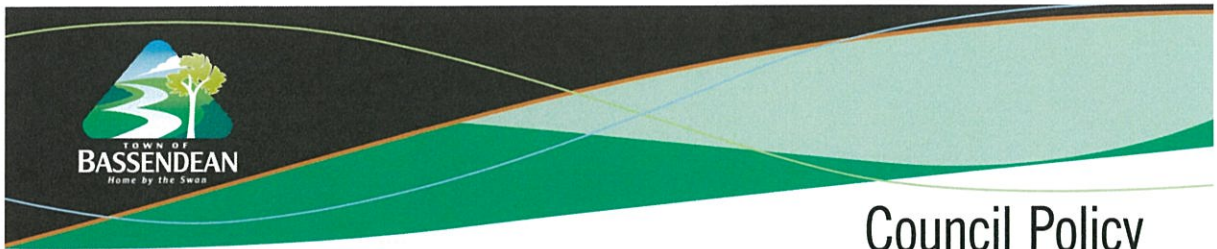
Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

|   |   |
|---|---|
| <p><b>Policy Type:</b> Strategic Policy</p> <p><b>Link to Strategic Community Plan:</b> Town Planning &amp; Built Environment</p> | <p><b>Policy Owner:</b> Director Operational Services</p> <p><b>First Adopted:</b> OCM 17/10/04</p> <p><b>Last Reviewed:</b> March 2014</p> <p><b>Version 1</b></p> <p><b>Next Review due by:</b> December 2016</p> |
|---|---|

## 1.4 Street Name & Directional Signs Policy

The Town of Bassendean acknowledges the importance of providing street name and directional signs that assist in the efficient and easy identification of our





## Council Policy

streets, public amenities and locations including directions to appropriate tourist, service and community facilities.

### Objectives

The Town of Bassendean's objectives for Street Name and Directional Signs Policy are:

- To identify the type and style of street name and directional signage relating to public facilities that can be erected in the road reserve; and
- To outline the requirements that applies to the design, location and maintenance of street name and directional signage.

### Strategy

The Town of Bassendean will achieve these objectives by:

- Determining the placement, type and design of street name and directional signs; and
- The Town will provide street name and directional signage that conform to Australian Standard 1742.5 – Street Name and Community Facility Name Signs.

### Detail

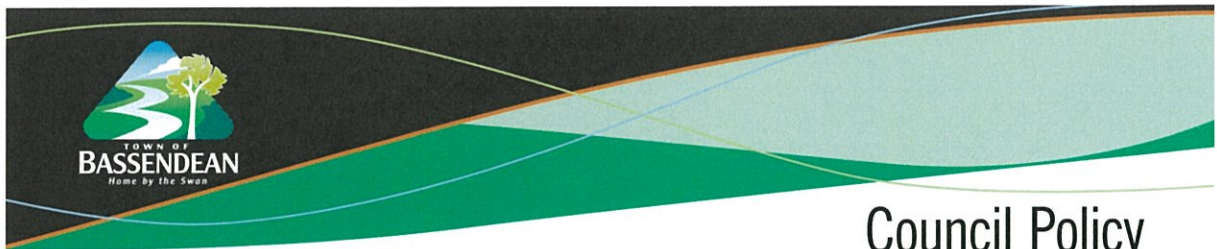
#### Location

In assessing the appropriate location for the provision of street name and directional signs, regard should be taken of the following:

- The signs should not add to the visual clutter of the location;
- A maximum of three signs, including street name sign, shall be attached to a pole;
- A maximum of two directional signs shall be allowed per establishment; and
- The location of the sign is to be approved by the responsible officer so as to ensure compliance with traffic management requirements. The location of essential services in the area shall also be a consideration.

#### Manufacture & Installation

Street name and directional signs shall:



- Be manufactured from extruded aluminium section to the Town's specification; and
- Be installed on street light poles or galvanised street name poles.

## Street Name Signs

Street name signs:

- Shall consist of black lettering on a reflective white background except within the Old Perth Road precinct where heritage style signs with mid-Brunswick green lettering of a reflective white background shall be used;
- Shall have a colour Town of Bassendean logo included to the left of the street name and on both sides of the sign; and
- On Guildford Road, Lord Street, Walter Road East, and Morley Drive shall consist of 140mm high lettering on a 200mm high plate; all other signs shall consist of 100mm lettering on a 150mm high plate.

## Directional Signs

Directional signs shall:

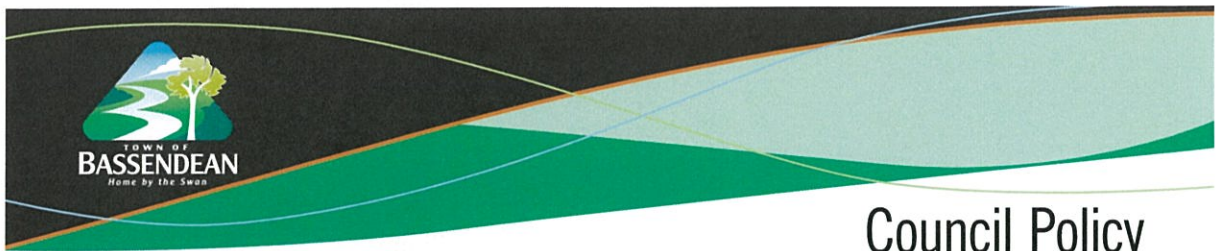
- Consist of white lettering on a reflective blue background; and
- Shall consist of 100mm lettering on a 150mm high plate.

The following criteria shall apply to directional signs:

- Application for directional signs shall be made on the attached "Application for Approval of Directional Signage" form;
- The cost of manufacture, installation and any required replacement of the approved sign are to be borne by the applicant;
- The manufacture of the sign will be undertaken by the Town;
- Ongoing maintenance of the sign will be undertaken by the Town.

Directional signs are provided for the benefit of the community and of a non-commercial nature. Types of directional signs that may be approved include:

- Community centres or halls;
- Information centres;
- Post Office;
- Schools;
- Public Toilets;
- Sporting facilities and groups (not specific clubs);



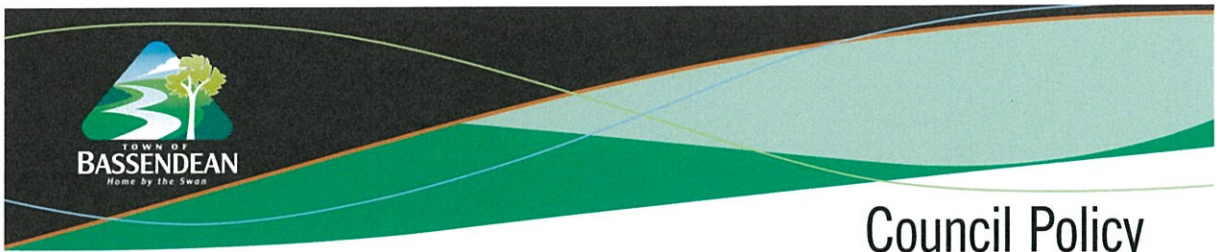
- Places of public worship;
- Significant heritage places and buildings;
- Significant parks and reserves;
- Shopping centres (not specific stores);
- Medical centres and facilities; and
- Public Buildings (including the library and civic centre).

## Application

The Chief Executive Officer (CEO) has the authority to approve street name and directional signage that complies with the requirements of this policy. The CEO has on-delegated this authority to the Manager Asset Services. The Policy is to be reviewed every three years.

|  |  |
|--|--|
| <b>Policy Type:</b> Strategic Policy                                       | <b>Policy Owner:</b> Director Operational Services |
| <b>Link to Strategic Community Plan:</b> Town Planning & Built Environment | <b>First Adopted:</b> OCM2 – 8/7/09                |
|  | <b>Last Review Date:</b> March 2014                |
|  | <b>Version 1</b>                                   |
|  | <b>Next Review due by:</b> December 2016           |





## Council Policy

### 1.4 Street Name & Directional Signs Policy

The Town of Bassendean acknowledges the importance of providing street name and directional signs that assist in the efficient and easy identification of our streets, public amenities and locations including directions to appropriate tourist, service and community facilities.

#### Objectives

The Town of Bassendean's objectives for Street Name and Directional Signs Policy are:

- To identify the type and style of street name and directional signage relating to public facilities that can be erected in the road reserve; and
- To outline the requirements that applies to the design, location and maintenance of street name and directional signage.

#### Strategy

The Town of Bassendean will achieve these objectives by:

- Determining the placement, type and design of street name and directional signs; and
- The Town will provide street name and directional signage that conform to Australian Standard 1742.5 – Street Name and Community Facility Name Signs.

#### Detail

##### Location

In assessing the appropriate location for the provision of street name and directional signs, regard should be taken of the following:

- The signs should not add to the visual clutter of the location;
- A maximum of three signs, including street name sign, shall be attached to a pole;
- A maximum of two directional signs shall be allowed per establishment; and
- The location of the sign is to be approved by the responsible officer so as to ensure compliance with traffic management requirements. The location of essential services in the area shall also be a consideration.

## Manufacture & Installation

Street name and directional signs shall:

- Be manufactured from extruded aluminium section to the Town's specification; and
- Be installed on street light poles or galvanised street name poles.

## Street Name Signs

Street name signs:

- Shall consist of black lettering on a reflective white background except within the Old Perth Road precinct where heritage style signs with mid-Brunswick green lettering of a reflective white background shall be used;
- Shall have a colour Town of Bassendean logo included to the left of the street name and on both sides of the sign; and
- On Guildford Road, Lord Street, Walter Road East, and Morley Drive shall consist of 140mm high lettering on a 200mm high plate; all other signs shall consist of 100mm lettering on a 150mm high plate.

## Directional Signs

Directional signs shall:

- Consist of white lettering on a reflective blue background; and
- Shall consist of 100mm lettering on a 150mm high plate.

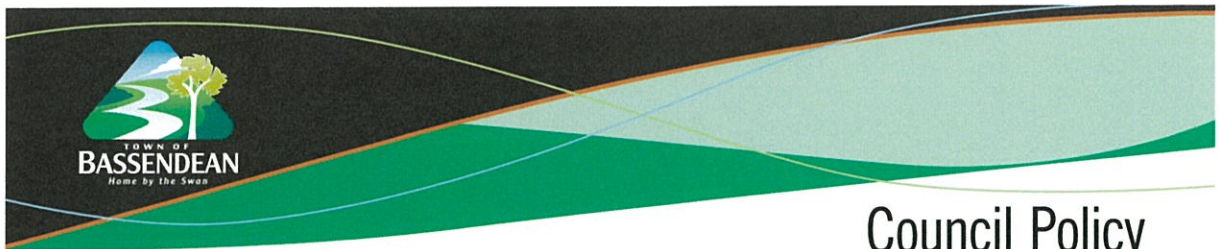
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- The cost of manufacture, installation and any required replacement of the approved sign are to be borne by the applicant;
- The manufacture of the sign will be undertaken by the Town;
- Ongoing maintenance of the sign will be undertaken by the Town.

Directional signs are provided for the benefit of the community and of a non-commercial nature. Types of directional signs that may be approved include:

- Community centres or halls;
- Information centres;





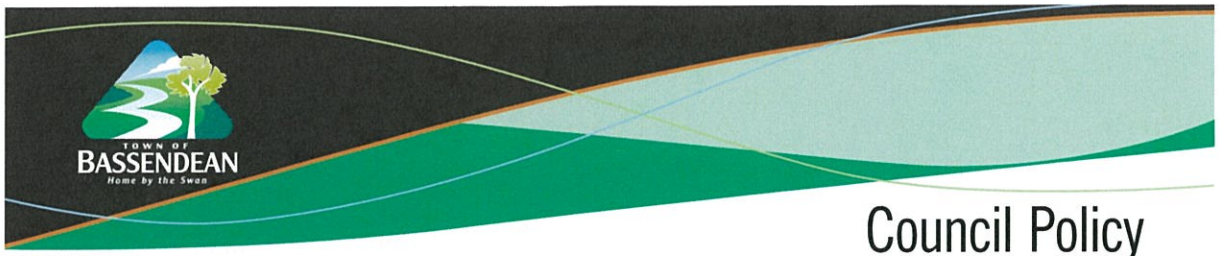
## Council Policy

- Post Office;
- Schools;
- Public Toilets;
- Sporting facilities and groups (not specific clubs);
- Places of public worship;
- Significant heritage places and buildings;
- Significant parks and reserves;
- Shopping centres (not specific stores);
- Medical centres and facilities; and
- Public Buildings (including the library and civic centre).

## Application

The Chief Executive Officer (CEO) has the authority to approve street name and directional signage that complies with the requirements of this policy. The CEO has on-delegated this authority to the Manager Asset Services. The Policy is to be reviewed every three years.

|   |  |
|---|--|
| <b>Policy Type:</b> Strategic Policy  | <b>Policy Owner:</b> Director Operational Services |
| <b>Link to Strategic Community Plan:</b><br>Town Planning & Built Environment | <b>First Adopted:</b> OCM2 – 8/7/09                |
|   | <b>Last Review Date:</b> March 2014                |
|   | <b>Version 1</b>                                   |
|   | <b>Next Review due by:</b> December 2016           |



## 1.6 Maintenance of Rights of Way Policy

### Objective

To ensure that rights of way in the Town of Bassendean are maintained in an accessible and safe condition.

### Policy

The Town of Bassendean recognises the rights of adjoining owners to access rights of way within the Town.

All rights of way under the care and control of the Town of Bassendean will be maintained in a clean and serviceable condition. Council will also maintain all rights of way owned by deceased estates.

Council will take reasonable steps to ensure that all other rights of way not under the control of the Town of Bassendean will be maintained in a clean and serviceable condition by encouraging the owners to undertake the maintenance and/or to contribute to the cost of maintenance. Council will contact all owners of rights of way totally or partly owned by other parties to ensure that maintenance is undertaken to appropriate standards.

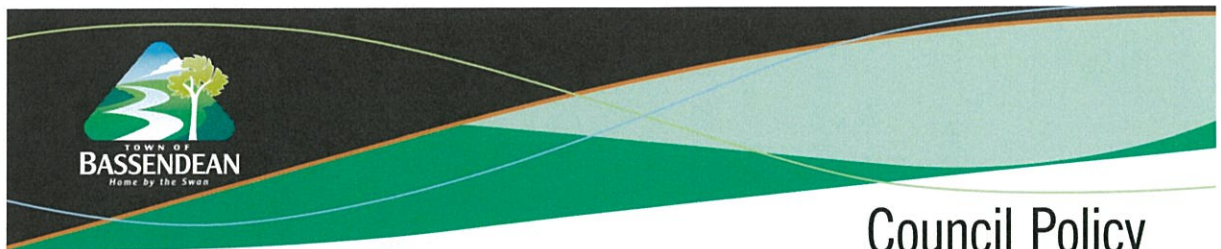
Twice yearly, servicing will occur to rights of way which will include excess rubbish removal, mowing of overgrown weeds and grasses, perimeter weed spraying, and levelling of grossly uneven areas.

An appropriate budget allocation will be made annually to allow this program to proceed.

### Application

The Chief Executive Officer (CEO) has the authority to administer the requirements of this policy. The CEO has on-delegated this authority to the Manager Asset Services. The Policy is to be reviewed every three years.

|  |  |
|--|--|
| <b>Policy Type:</b> Strategic Policy                                       | <b>Policy Owner:</b> Director Operational Services |
| <b>Link to Strategic Community Plan:</b> Town Planning & Built Environment | <b>First Adopted:</b> OCM – 8/5/01                 |
|  | <b>Last Review Date:</b> March 2014                |
|  | <b>Version 1</b>                                   |
|  | <b>Next Review due by:</b> December 2016           |



## Council Policy

### 1.7 Road Construction - Unserviced Lots Policy

#### Objective

To require owners benefiting directly from the construction of streets to pay for those streets.

#### Policy

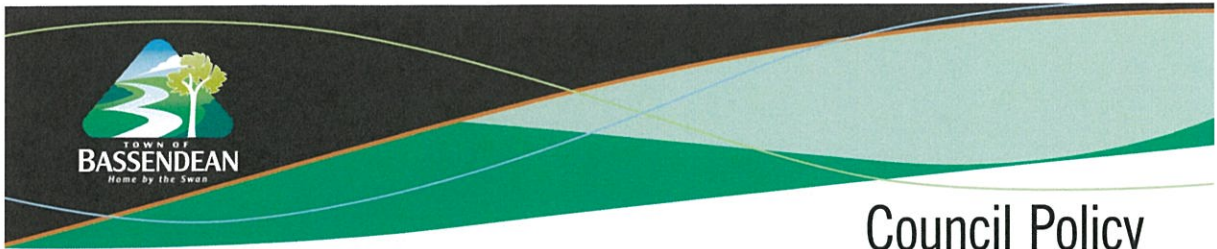
That residents owning unserviced lots outside of the Town Planning Scheme No. 4A be required to contribute to the costs of providing a roadway.

#### Application

The Chief Executive Officer (CEO) has the authority to administer the requirements of this policy. The CEO has on-delegated this authority to the Manager Asset Services. The Policy is to be reviewed every three years.

|  |  |
|--|--|
| <b>Policy Type:</b> Strategic Policy                                       | <b>Policy Owner:</b> Director Operational Services |
| <b>Link to Strategic Community Plan:</b> Town Planning & Built Environment | <b>First Adopted:</b> OCM – 17/5/99                |
|  | <b>Last Review Date:</b> March 2014                |
|  | <b>Version 1</b>                                   |
|  | <b>Next Review due by:</b> December 2016           |





## Council Policy

### 1.8 Significant Tree Policy

The Town of Bassendean recognises the great importance of the present and long term future of trees and the need to identify and protect significant trees located in the public domain.

#### Objectives

The objectives of this policy are to provide:

- A set of criteria by which the Town can assess requests to have trees listed on the Significant Tree Register; and
- Guidelines for the management and protection of trees listed on the Significant Tree Register.

#### Strategy

The Town of Bassendean will achieve these objectives by putting in place management practices and procedures that provide clear direction for the listing and management and protection of trees on the Significant Tree Register.

#### Detail

#### Significant Tree Register

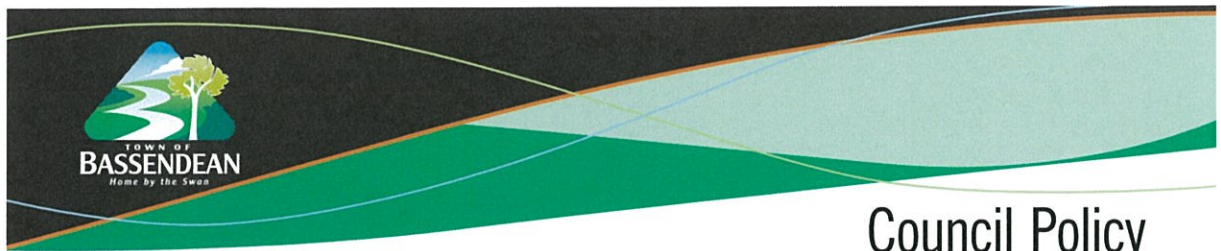
##### Criteria for Listing Trees

This policy has been developed to provide street and other public trees that have been identified as having special significance to the community, an additional level of protection not already afforded under the auspices of existing Council policies.

The policy does not apply to trees on private property as these trees may be protected through the application of a Tree Preservation Order under the auspices of Local Planning Scheme 10. Likewise this policy does not apply to trees on state government land as the land on which these trees are located is reserved under the Metropolitan Region Scheme and therefore, not controlled by the Local Planning Scheme.

Trees may be listed on the Significant Tree Register if it can be clearly demonstrated that they meet one or more of the following criteria:

1. Aesthetic Value:



- a. Trees display outstanding qualities such as shade, colour, texture, fragrance and seasonality;
- b. Trees occurring in a prominent location; or
- c. Trees which contribute significantly to the landscape in which they grow (including streetscapes, parks, gardens or natural landscapes).

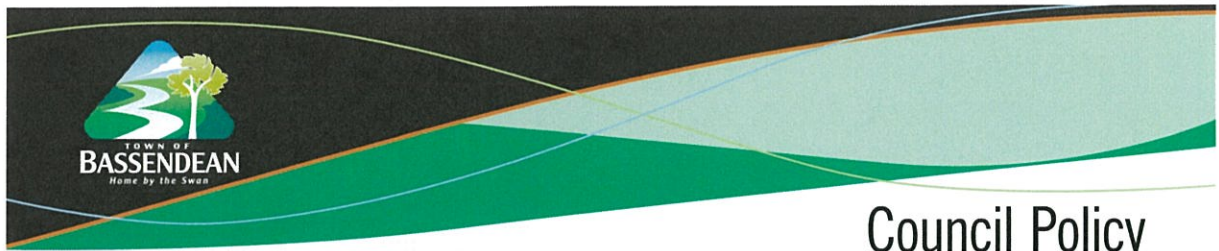
2. Scientific and Environmental Value:

- a. Trees of an important genetic (including remnant vegetation) value that may provide important and valuable propagating stock;
- b. Trees which provide a wider understanding of natural or cultural history by virtue of its use as a research site, teaching site, type locality or benchmark site;
- c. Trees which are a significant habitat element for rare, threatened, priority or locally uncommon or common native species; or
- d. Trees which are vulnerable or endangered.

3. Historic or Cultural Value:

- a. Trees which are highly valued by the community or cultural groups for reasons of strong religious, spiritual, cultural or social associations and including trees associated with aboriginal heritage and culture (such as gathering sites);
- b. Trees which are associated with a heritage listed place and that are representative of that same historic era;
- c. Trees which are not associated with a heritage site but for which it can be demonstrated that they have some historical significance; and/or
- d. Trees with local significance and that are important to the local community and are recognised features of the immediate landscape.





## **Nomination of Trees for the Register**

The nomination of trees to be included in the register may be made by individuals within the community, community groups, or by staff members at the Town of Bassendean. Nominations will only be considered when made on the form at Appendix A to this policy.

## **Assessment and Approvals Process**

On receipt, the nomination form will be assessed by the Town and a suitably qualified officer (eg. the Parks and Gardens Supervisor) will make comments and recommendations in relation to the nomination. On receipt of the completed nomination form, including the officer comments/recommendations the Manager Asset Services will submit a report to Council for their consideration. Council are the sole approving authority for listing trees on the Significant Tree Register.

## **Format and Location of the Register**

The register shall include the following information in relation to each listing (a listing may include a single tree or group of trees):

- An identification or item number.
- The classification or classifications for the listing.
- The botanical and common name of the tree(s).
- The number of trees in the listing.
- The address/location of the tree(s).
- The GPS coordinates of the tree(s).
- Comments on why the tree(s) has/have special significance.
- The Council resolution number that approved the listing of the tree(s).
- A hyperlink to a picture of the tree(s).

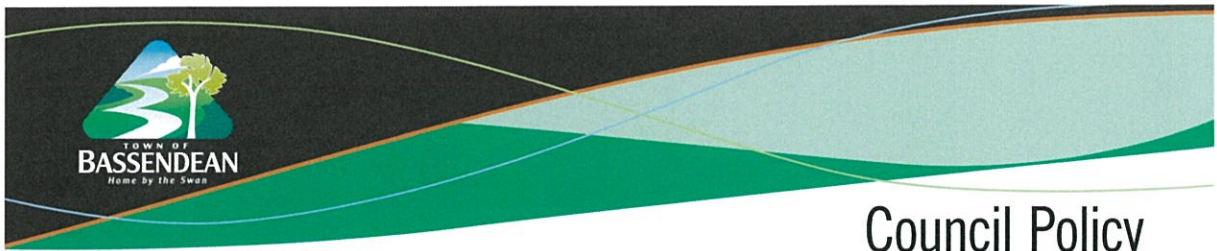
The register will be maintained by the Manager Asset Services and will be available for viewing on the Town's website.

## **Management of Significant Trees**

### **Pruning of Trees**

Pruning of trees listed on the significant tree register shall only be undertaken, where absolutely necessary. Where pruning is required, the pruning shall be carried out in accordance to Australian Standard (AS 4373-2007) Pruning of Amenity trees and the Council adopted Street Tree Protection Policy.





## Council Policy

Pruning of significant trees shall be carried out in an arboriculturally correct manner and only by contractors and/or staff who are suitably qualified and experienced or under the direct supervision of someone who is suitably qualified and or experienced (eg Parks & Gardens Supervisor).

### **Building/Development adjacent to a Significant Tree**

All significant trees shall be protected prior to and during construction in accordance with AS 4970-2009 Protection of Trees on Development Sites.

The location of a Crossover to service an adjacent property shall be appropriately located in order to protect the significant tree listed on the register.

Should there be no agreement with the applicant on the location of the proposed crossover, an Officer report is to be presented to Council for consideration and determination in accordance with the Street Tree Protection Policy and the Amenity Tree Evaluation Policy and other relevant supporting documents.

### **Removal of Significant Trees**

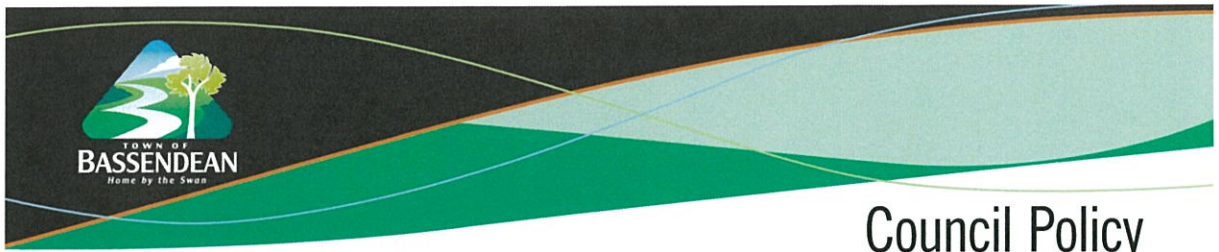
Authority for the removal of a significant tree listed on the register will be made by a resolution of Council under cover of an Officer Report. The only exception to this will be where there is an immediate risk that the tree is structurally unsound and that failure is imminent. In these cases Council will be informed of the removal, also under cover of a report.

Officers will only recommend the removal of trees listed on the register when they are dead, dying or diseased and unlikely to respond to treatment within the scope of approved modern arboricultural management practices. In these cases Officers will provide an arboricultural report from a suitably qualified and independent arboricultural consultant.

### **Application**

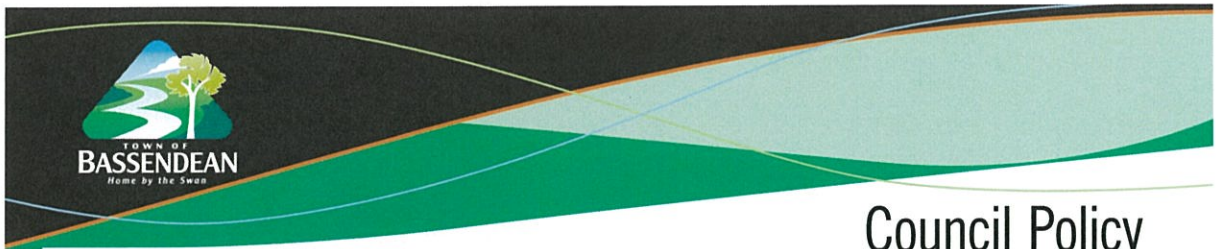
Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Chief Executive Officer has the authority to administer the requirements of this policy. The Chief Executive Officer has on-delegated this authority to the Manager Asset Services.

Council gives the Chief Executive Officer delegated authority for the removal of any significant tree once the Mayor and Elected Members are informed that there is an immediate risk that the tree is structurally unsound and that failure is imminent



The Policy is to be reviewed every three years.

|   |  |
|---|--|
| <b>Policy Type:</b> Strategic Policy  | <b>Policy Owner:</b> Director Operational Services |
|   | <b>First Adopted:</b> OCM-17/6/12                  |
|   | <b>Last Reviewed:</b> March 2014                   |
| <b>Link to Strategic Community Plan:</b><br>Town Planning & Built Environment | <b>Version 1</b>                                   |
|   | <b>Next Review due by:</b> December 2016           |



**Appendix A to the  
Significant Tree Register**

**NOMINATION FORM**

**Details of Person or Group Nominating Tree(s) for Listing**

Name of Person/Group: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Residential Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Details of the Tree(s)**

Address of Tree(s): \_\_\_\_\_

Location of Tree(s): \_\_\_\_\_

\_\_\_\_\_

Single Tree: ☐      Group of Trees: ☐      No of Trees in Group: \_\_\_\_\_

Common Name: \_\_\_\_\_

Botanical (Latin) Name: \_\_\_\_\_

Planted By (if known) & Date of Planting: \_\_\_\_\_

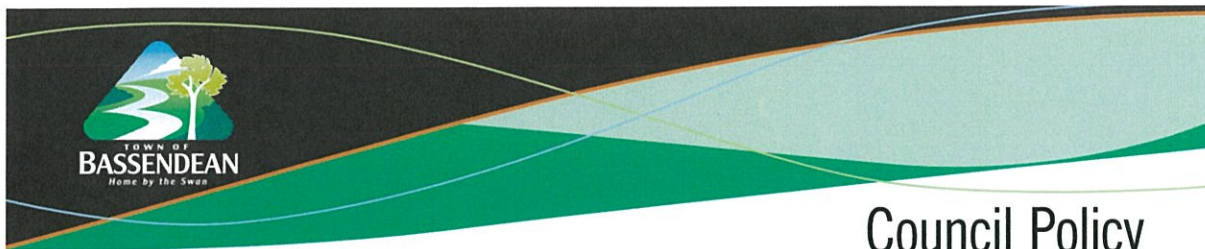
\_\_\_\_\_

**Supporting Attachments**

Any additional information (eg. media articles, historical information etc.) ☐

Photo(s) of the tree(s) ☐





Map indicating location of the tree(s)



### **Criteria for the Assessment of the Value or Significance of the Tree(s)**

Please indicate (tick) the category or categories under which you are nominating the tree(s). Please choose the category and sub-categories that best describe why you believe the tree(s) has/have special significance to the community of the Town of Bassendean.

☐ **1. Aesthetic Value**

- ☐ a. Trees display outstanding qualities such as shade, colour, texture, fragrance, and/or seasonality.
- ☐ b. Trees growing in a prominent location.
- ☐ c. Trees which contribute significantly to the landscape in which they grow (including streetscapes, parks, gardens, or natural landscapes).

☐ **2. Scientific and Environmental Value**

- ☐ a. Trees of an important genetic value (including remnant vegetation) that may provide important and valuable propagating stock.
- ☐ b. Trees which provide a wider understanding of natural or cultural history by virtue of its use as a research site, teaching site, type locality, or benchmark site.
- ☐ c. Trees which are a significant habitat element for rare, threatened, priority or locally uncommon or common native species.
- ☐ d. Trees which are vulnerable or endangered.

☐ **3. Historical or Cultural Value**

- ☐ a. Trees which are highly valued by the community or cultural groups for reasons of strong religious, spiritual, cultural, or social associations and including trees associated with Aboriginal heritage and culture (such as gathering sites).
- ☐ b. Trees which are associated with a heritage listed place or public figure that are representative of that same historic era.
- ☐ c. Trees which are not associated with a heritage site but for which it can be demonstrated that they have some historical significance.
- ☐ d. Trees with local significance and that are important to the local community and are recognised features of the immediate landscape.

**Comments in Support of Nomination**

Please describe why you consider the tree has special significance to the community of the Town of Bassendean, and why it should be listed on the Significant Tree Register (if not enough room, please include an additional attachment).

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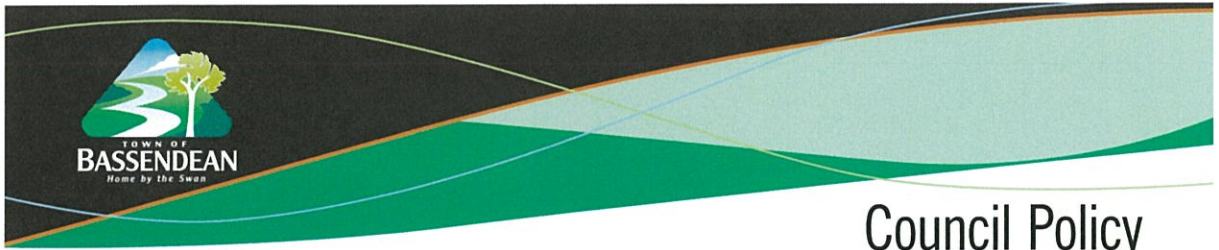
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**Officer Assessment & Comment (office use only)**

Date Received: \_\_\_\_\_ Form Filled Out Correctly Yes ☐ No ☐

Officer comments in relation to nomination: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Nomination Supported: Yes ☐ No ☐

Officer Name: \_\_\_\_\_ Date of Assessment: \_\_\_\_\_



## 1.10 Street Tree Protection Policy

Street Trees contribute to the amenity, aesthetics and sense of place for the residents of the Town. Taking these issues into consideration the Town of Bassendean recognises the long-term health of a street tree can be adversely affected during a development process by various means and therefore the long-term health of every street tree should be protected.

### Objectives

The objectives of this policy are to:

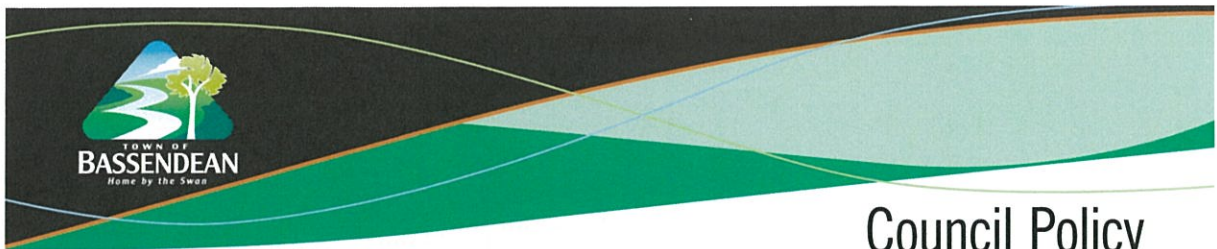
- Ensure that street trees are suitably protected during the development process of an adjacent land lot; and
- Ensure the long-term health of trees in streetscapes

### Strategy

The Town of Bassendean will achieve these objectives through:

- An application for planning consent or a building licence, accompanied by a detailed survey plan including:
  - Species of all existing trees on the road reserve adjacent to the proposed development;
  - Height and width of tree canopy;
  - Girth (circumference) of tree trunk at a height 1.0 metres above the natural ground surface;
  - Condition of all existing trees on the road reserve adjacent to the proposed development; and
  - Which, if any, of the identified trees are requested to be removed, with reasons therefore.
- Non-compliance with the provision of the above assessment and survey drawings shall result in a refusal of the application until such time as the information has been provided.
- Ensuring that development activity on the verge area is minimized in order that the street trees (s) root zone area and canopy mass are protected.

### Detail



## Council Policy

### Application of this Policy

The Council retains the right to implement the Council's Street Tree Protection policy as it sees necessary to protect street tree assets. Any costs associated with the implementation of the protection measures shall remain the responsibility of the landowner/developer.

Non-compliance with the implementation of the appropriate preservation strategy as per Council's requirements shall incur penalties; which will be determined by a valuation of the tree(s) based on the Council's approved Amenity Tree Evaluation Method and dependant on the extent of damage occurring.

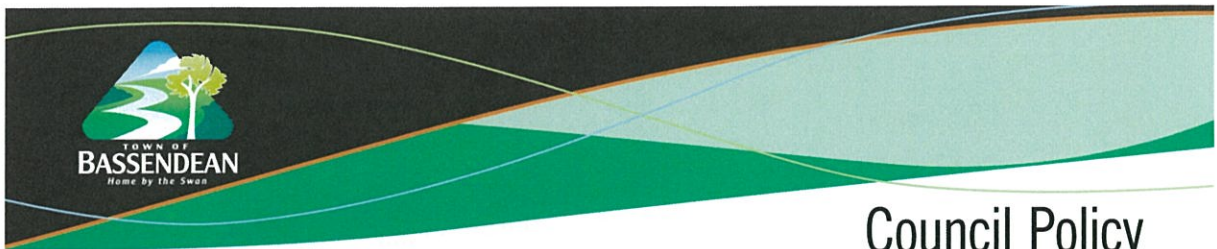
The Council may also include the requirement of a bond as security for the protection of their tree(s) during the development process.

### Street Tree Protection

The land owner/developer is to implement the following to protect the Council's street tree from any unnecessary damages occurring:

- To protect the tree during the development phase, the Town may request an approved independent suitably qualified arborist report to guide the management practices during the development.
- Building materials or debris shall not be placed or stored under the tree canopy;
- A temporary barricade may be required to be erected at the outer canopy of the tree to protect the root zone and tree during development. Barricade fencing shall be in accordance to Regulations 3.75 of the Occupational Health & Safety Regulations 1996.
- Vehicles are not permitted to park on the verge area under the tree canopy during development;
- The use of appropriate sized machinery is to occur so that contact with the upper canopy of a street tree does not occur at any time. Any branches requiring removal for clearances to facilitate the development works shall only be undertaken after written approval from the Town of Bassendean. All canopy works shall be in accordance with Australian Standards 4373 (1996) ~ *Pruning of Amenity Trees*, and/or Street Tree Technical Guidelines section 5.
- In the event that current existing irrigation on the verge is to be removed or altered, a supplementary watering program may need to be implemented pending advice from a suitably qualified consulting Arborist.





## Council Policy

- All building contractors utilised on the development are to be aware of the importance of protecting the Council's street tree, and that any damages occurring to the tree, wilful or otherwise will be subject to prosecution under the Local Government 1995 Schedule 9.1 clause 2 Disturbing local government land or anything on it, the Uniform Local Provisions Regulations 1996, Regulation 5 Clause 1 Interfering with, or taking from, local government land or other relevant provisions under the Act.

### **Exemptions / Removals for Developments**

Any inaccuracy of the plans shall not be considered justification for removal of the Town's trees in the event that their positions are incorrectly shown.

The Council may permit the removal of a street tree adjacent a development site if in accordance to the "Street Tree Removal & Replacement" policy.

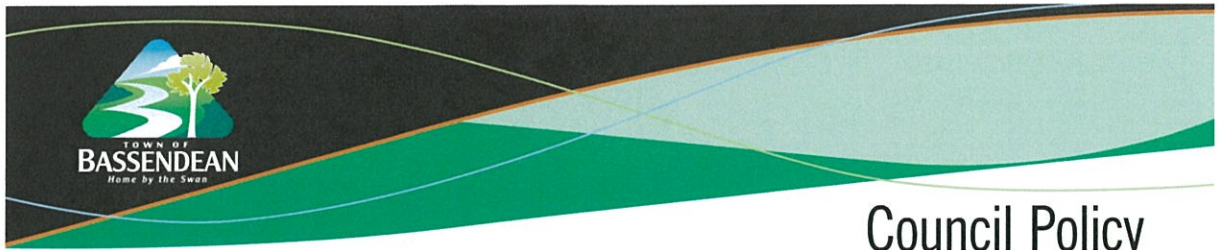
- Where the removal of a street tree is permitted as part of a development approval, it shall be included on the planning approval document;
- The approval shall be conditioned that the applicant meets the cost of the removal of the tree(s), and the replacement of the tree(s) with an appropriately sized specimen, of a species corresponding to the Town's Streetscape Master Plan. The size of the specimen tree and planting location will be determined by the Town;
- The applicant shall be responsible for the maintenance of the new tree(s) for the initial three years post planting as per the Council' Street Tree Technical Guidelines; and
- All subsequent expenses verge and tree establishment costs shall be borne by the land owner/developer.

Removal of any street tree without the written approval of the Town of Bassendean will be considered an offence and the offender shall be prosecuted accordingly under the Local Government (Uniform Local Provisions Regulations 1996), Schedule 9.1 Clause 2.

### **Application**

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Manager Development Services has delegated authority to approve Development applications.

The Chief Executive Officer (CEO) has the authority to administer the requirements of the Street Tree Protection policy. The CEO has on-delegated this authority to the Manager Asset Services.



The Policy is to be reviewed every three years.

|   |  |
|---|--|
| <b>Policy Type:</b> Strategic Policy  | <b>Policy Owner:</b> Director Operational Services |
|   | <b>First Adopted:</b> July 2009                    |
|   | <b>Last Reviewed:</b> March 2014                   |
| <b>Link to Strategic Community Plan:</b><br>Town Planning & Built Environment | <b>Version 1</b>                                   |
|   | <b>Next Review due by:</b> December 2016           |



## 1.12 Amenity Tree Evaluation Policy

The Town of Bassendean recognises the importance of trees and the need to be able to place a monetary value on its trees in the event that they are damaged or removed unlawfully.

### Objectives

The objective of this policy is to provide a framework for a structured, consistent and effective method to determine the amenity value of trees or of groups of trees in the Town and community.

### Strategy

To achieve the stated objective of determining the amenity value of trees or of groups of trees, The Town of Bassendean has adopted the Revised Burnley Method (Moore, 1991) as a basis for determining economic values for Council's tree assets.

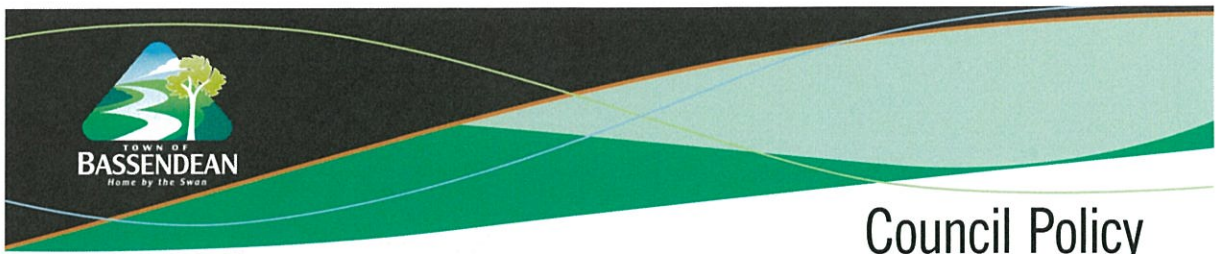
**Appraisal Value = tree volume X base value X life expectancy X form and vigour X location.**

Tree size is measured as volume of the tree approximated by an inverted cone. The tree volume is multiplied by the cost per cubic metre of retail nursery stock presumably of the same species. This maximum value is then reduced by factors for life expectancy (0.5 to 1.0), form and vigour (0.0 to 1.0), and location (0.4 to 1.0).

Council may add an additional base value to trees in the Town that are considered significant.

The Revised Burnley Method has been adopted until such time as an Australian Standard is established, this method having been tested in the courts and having been widely accepted as a realistic and well grounded method of evaluation for use in the Australian urban and rural context.

By utilising this method, the Town can reach a determination on whether the tree/s will be subject to repair, replacement or non-replacement.



## Council Policy

### Detail

#### **Trees Removed by Agreement**

Where trees are removed by agreement between the Town of Bassendean and the interested parties, there shall be no compensation paid.

#### **Trees Not Replaced Due to Practicality**

Where practicality does not permit the replacement of a tree in its original location, the Town has sole discretion to decide on an alternative location.

#### **Assessment of Trees**

The Town will be responsible for the assessment of trees under this policy. In the event that there is disagreement between parties over the assessment of the tree, including its condition or value, the agency external to the Town shall meet the cost of appointing an arborist to provide an independent assessment using the methods contained in this policy.

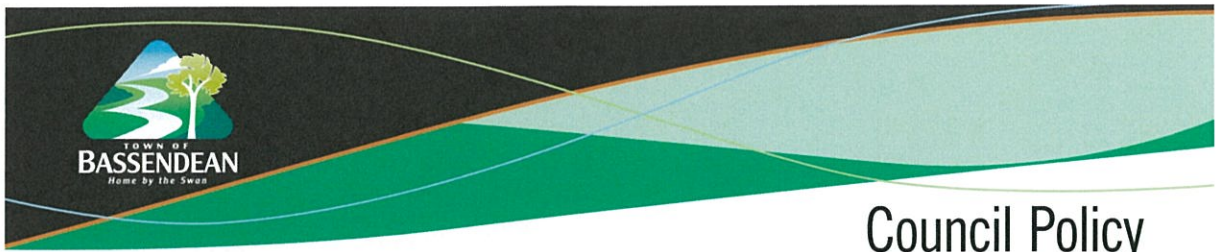
#### **Repair Method**

The repair method shall be used when damage to a tree has occurred and it can be demonstrated that, within the scope of approved modern arboricultural management practices, the long-term viability of the health of the tree will not be affected.

Valuations determined in accordance with the repair method shall include, where applicable, the costs of:

- Any reasonable inspections, consultations and reports carried out by qualified arborists.
- Any repair work carried out on the tree by a qualified arborist in accordance with Australian Standard AS4373 – Pruning of Amenity Trees.
- Any clean up and removal of tree debris required as a result of the initial damage or repair work.
- Any future work recommended by a qualified arborist to best achieve repair of the tree for a period of up to five (5) years.
- Any loss of amenity (determined by subtracting the percentage of amenity lost from the original amenity value).





## Council Policy

### Replacement Method

The replacement method shall be used when damage to a tree has occurred that is beyond repair, or when a tree has been unlawfully removed, and it is determined that it can be replaced with a tree that is of similar size, species and condition. Valuations determined in accordance with the replacement method shall include, where applicable, the costs of:

- Any reasonable inspections, consultations and reports carried out by qualified arborists.
- Any clean up and removal of tree debris as a result of the replacement work carried out on the tree by a qualified arborist in accordance with Australia Standards AS4373 – Pruning of Amenity Trees.
- Any preparation of the site to accommodate the new planting, including if applicable, stump grinding and root removal.
- The supply, transportation, and planting of the replacement tree.
- The maintenance of any new tree for a period of up to a maximum of ten (10) years.
- Any loss of amenity (for the replacement method the amenity value is considered equal to the cost of supply and installation of a similar tree in the same location).

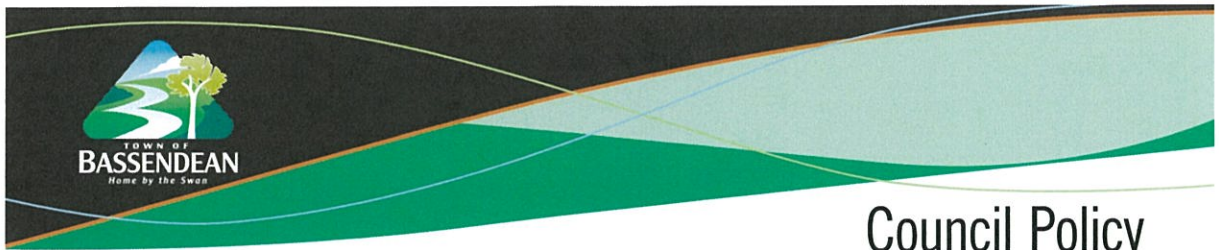
### Non-Replacement Method

The non-replacement method shall be used when damage to a tree has occurred that is beyond repair, or when a tree has been unlawfully removed, and it is determined that it cannot be replaced with a tree that is of similar size, species and condition.

The valuation shall be made in accordance with the Town of Bassendean *Amenity Street Tree Evaluation Guidelines*.

### Application

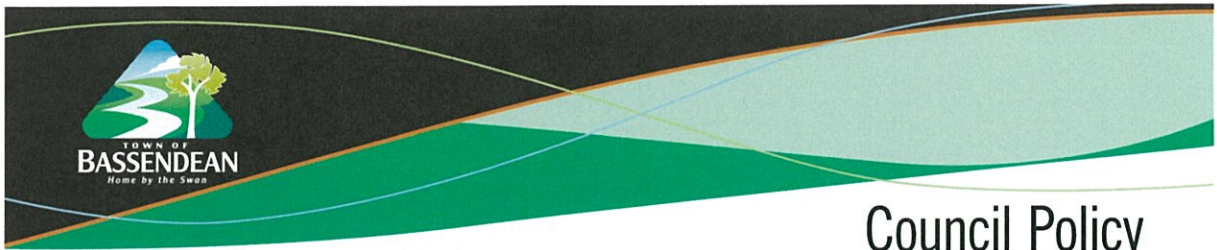
Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer.



The Chief Executive Officer (CEO) has the authority to seek compensation, in accordance with the provisions of this policy, for trees damaged or unlawfully removed within the public realm, that complies with the requirements of this policy. The CEO has on-delegated this authority to the Manager Asset Services.

The Policy is to be reviewed every three years.

|  |  |
|--|--|
| <b>Policy Type:</b> Strategic Policy                                       | <b>Policy Owner:</b> Director Operational Services |
| <b>Link to Strategic Community Plan:</b> Town Planning & Built Environment | <b>First Adopted:</b> OCM2-10/7/09                 |
|  | <b>Last Reviewed</b> March 2014                    |
|  | <b>Version 1</b>                                   |
|  | <b>Next Review due by:</b> December 2016           |



## Council Policy

### 1.13 Dangerous Trees on Private Property Policy

#### Objective

To provide clear direction for Council Officers when considering allegations, from property owners and/or residents, that a tree in an adjoining property is dangerous.

#### Strategy

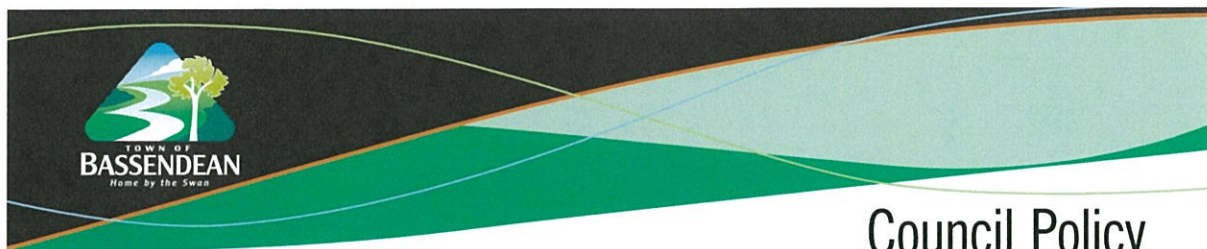
Council endorses the following processes in dealing with the receipt of an allegation/concern from a property owner/ and/or resident that a tree is dangerous:

1. Recommend to the complainant that, if they have not already done so, they should address their concerns with their neighbour; and
2. Provide the complainant with a copy of the Dangerous Trees Information Sheet;
3. If necessary inspect the tree to determine whether there is clear visible evidence that the tree is dangerous; and
4. Where:
  - a) a Council Officer deems there is clear visible evidence that the tree is dangerous; or
  - b) the affected neighbour provides, at his or her own expense, a report from an independent and suitably qualified person (arboricultural consultant) declaring that the tree(s) is/are dangerous:

The Chief Executive Officer shall consider the use of powers under Section 3.25 of the Local Government Act in relation to serving a Notice for the removal or pruning of the tree(s).

Where the affected neighbour provides, at his or her own expense, a report from an independent and suitably qualified person (arboricultural consultant) declaring that the tree(s) is/are dangerous.



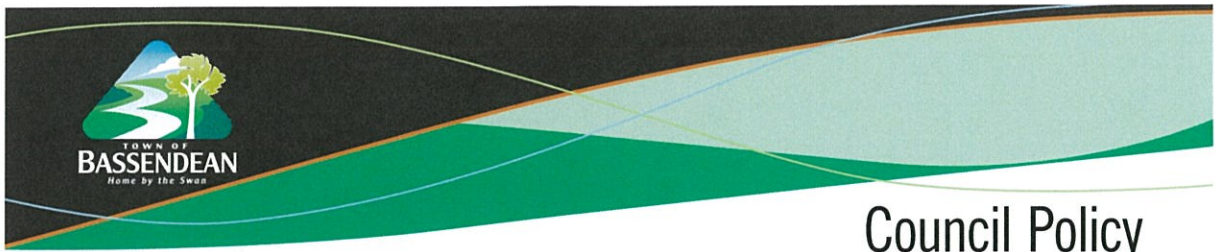


## Application

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

|  |  |
|--|--|
| <b>Policy Type:</b> Strategic Policy                                       | <b>Policy Owner:</b> Director Operational Services |
| <b>Link to Strategic Community Plan:</b> Town Planning & Built Environment | <b>First Adopted:</b> OCM 22/07/05                 |
|  | <b>Last Reviewed:</b> March 2014                   |
|  | <b>Version 1</b>                                   |
|  | <b>Next Review due by:</b> December 2016           |





## **1.14 Design Review Panel Policy - Town Of Bassendean**

### **Objective**

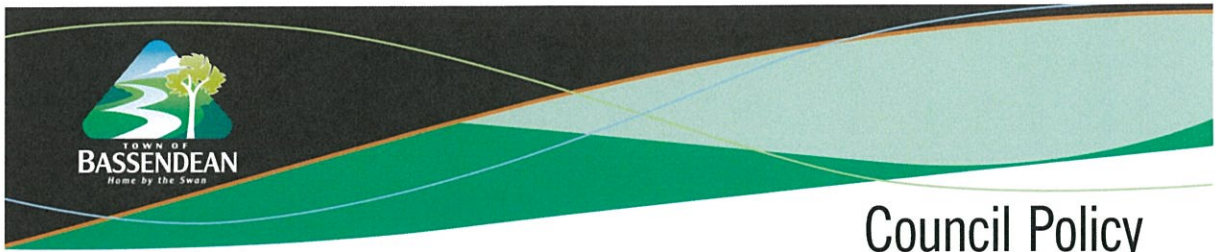
To provide Council with high level, independent expert advice and expertise on urban design, architecture, landscape design, sustainability and heritage in relation to significant development applications.

### **Strategy**

The panel shall act in an advisory capacity on specified proposals with respect to development meeting the Town's objectives with particular reference to those of the Town Centre Area Strategy, and residential development three stories and above in height in residential areas. The advice provided to Council should encompass the following:

- The merits of the Architectural design including its relationship to the adjoining development;
- Impact of the design on the broader public realm and streetscape;
- How the proposal would affect the character of the locality, including impacts upon heritage structures and place of cultural heritage significance including natural features.
- The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmentally sustainability;
- The demonstration of best practice urban design including CPTED performance, protection of important view corridors and lively civic places.

To examine the plans of all development proposals referred to them, and provide professional and technical advice to the applicant and the Town's Development Services in relation to matters relating to urban design, architecture, landscape design, sustainability or heritage.



## **Membership**

### **EXTERNAL MEMBERS**

The Town of Bassendean Design Review Panel (DRP) shall comprise of 4 external members and 1 deputy member approved by Council.

The Town will seek to appoint members who are able to demonstrate:

- A demonstrated high level of expertise and knowledge in their particular field of architecture, urban design, landscape architecture, sustainability or heritage;
- The relevant skills and experience to provide independent expert advice in regard to significant urban design, place making; and
- Current registration or eligibility for registration with their relevant professional body is essential.

### **SELECTION**

Members of the DRP can be either nominated by the CEO and/or selected from a pool following public advertising in a local newspaper and the Town's website.

### **ROLE AND SCOPE OF THE PANEL**

The Review panel provides advice only. It has no powers or authority, whether by delegation or otherwise, to make decisions or approve applications which have been referred to them.

In respect of any item under consideration at a meeting, the Panels' comments are restricted to Council and are not entitled to comment on behalf of the Town or provide comment to the media.

The DRP is not to provide advice directly to an applicant in respect of any item under consideration at a DRP.



## **APPLICATIONS TO BE REFERRED TO THE DRP**

The following applications for planning approval for proposed development (Development Applications) in the following categories are to be referred to the DRP for their consideration and comment:

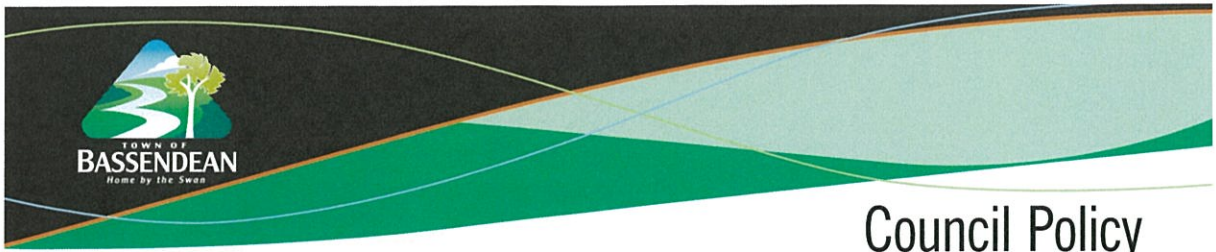
1. Commercial development directly abutting land zoned residential; and Development, not of the kind referred to in items (a-c) above, but which, in the opinion of the Chief Executive Officer or Council, is contentious or likely to be of significant community interest;
2. Redevelopment of site within the Town Centre Area.
3. Non-residential development which, in the opinion of the delegated officer, is likely to have a significant impact on the City;
4. Residential development which is three storeys or 9.0 metres high or higher, or comprises 10 or more dwellings;
5. Development which, in the opinion of the CEO may be contentious or likely to be of significant community interest; and
6. Minor development proposals which, in the opinion of the delegated officer, should be referred to the DAC due to unusual or unconventional design elements.

## **DESIGN REVIEW PANEL PROCESS**

Where the DRP recommendations are accepted by the applicant, the Planning Application will be determined in accordance with standard practices. Where the recommendations have not been accepted by the applicant, the issue shall be referred to Council for determination.

Officers are to circulate agendas including plans and preliminary Officer comments to DRP at least 10 days prior to the meeting.

DRP members are to review plans and undertake site inspections as required.



## **MEETING PROCEDURES**

### **Meetings**

DRP meetings may be convened at the discretion of the Chief Executive Officer.

Members will be required to provide sufficient notice of their inability to attend their scheduled meetings so that the Town is able to arrange for another member to take their place.

### **Quorum**

A quorum for the meeting of the DRP will be three (3) voting members. If a quorum cannot be achieved, the deputy member shall be called on to make a quorum.

### **Chairperson**

The Council appointed Chairperson will preside at all meetings. In the absence of the Chairperson, a person elected by the DRP will assume the Chair.

### **Agendas**

Agendas will be distributed to all members at least five (5) working days in advance of meeting dates. The Agendas are to provide only descriptive headings of items to be discussed.

Detailed plans of the proposal will be distributed to Committee members at least five (5) working days in advance of the meeting dates.

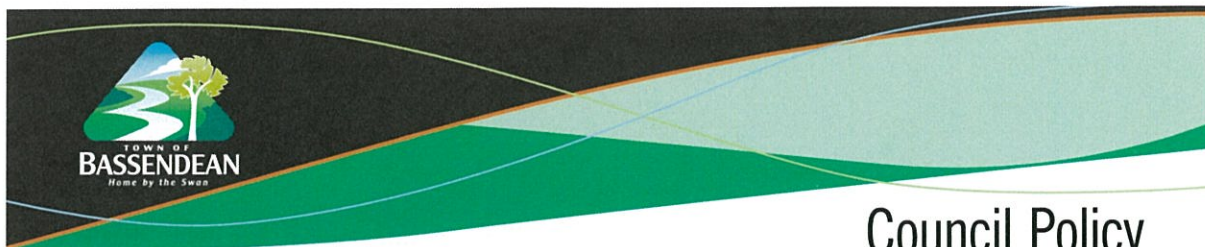
### **Minutes**

The Minutes of the DRP shall record consensus agreement on actions and any points of agreement/disagreement. They will not reflect verbatim discussion on issues or matters discussed during debate prior to consensus agreement being reached. At the end of each meeting, the Town's Officer in attendance will read out the agreed actions and any points of agreement to the meeting to ensure they are accurately reflected to the consensus view.

Minutes of meetings will be prepared by the and distributed to members within seven (7) working days after the date of the meeting.

Formal recommendation to the Town, where appropriate reflecting the views of the majority of members present at the meeting.





## Council Policy

Additional informal comment conveying the views of individual members, which may be included at the request of any member, is subject to the approval of the Manager Development Services.

The DRP will endorse circulated minutes and proposed design recommendations. A copy of the minutes are to be retained for record purposes, and a copy provided to the applicant. Minutes are to be incorporated into the Officer's report to Council or the Development Assessment Panel.

### **CODE OF CONDUCT AND TENURE**

The Town's Code of Conduct shall apply to members of the Advisory Committee.

All Advisory Committee members shall be required to declare any conflicts of interest in matters being considered by the Committee.

A copy of the Council's Code of Conduct will be provided to each member upon their appointment.

The Town's Chief Executive Officer is available to provide any assistance or guidance concerning the Code of Conduct or any matters of interest.

### **Insurances**

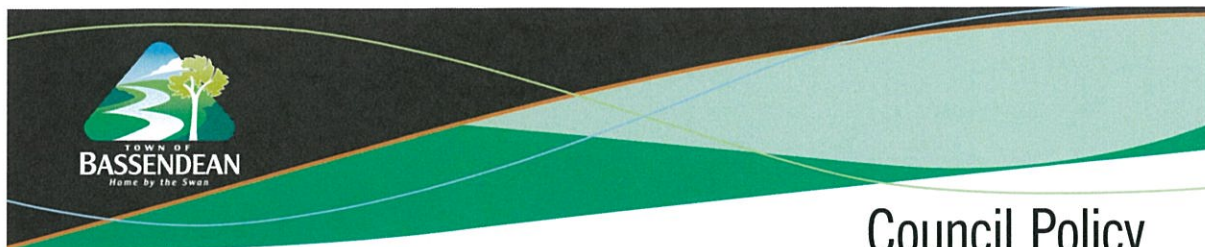
The Town will arrange all insurance to cover Advisory Committee members whilst discharging their normal course of duty, including travel to and from the meeting.

### **Tenure of Appointment and Vacancies**

The Council will appoint members to the Design Review Panel including the prescribed term and any conditions.

Membership is normally for a period of two (2) years from the period of the ratification of the Design Review Panel by the Council. Membership of the Committee terminates if a member fails to attend three (3) consecutive meetings of the DRP, his/her appointment shall be automatically terminated, unless Leave of Absence has been granted and approved by the DRP. The Chief Executive Officer shall advise any member, in writing, when their membership of a Committee is terminated.

If a member's conduct, action or comments brings the Town of Bassendean into disrepute, Council may terminate the appointment of any member prior to the expiry of his/her term.



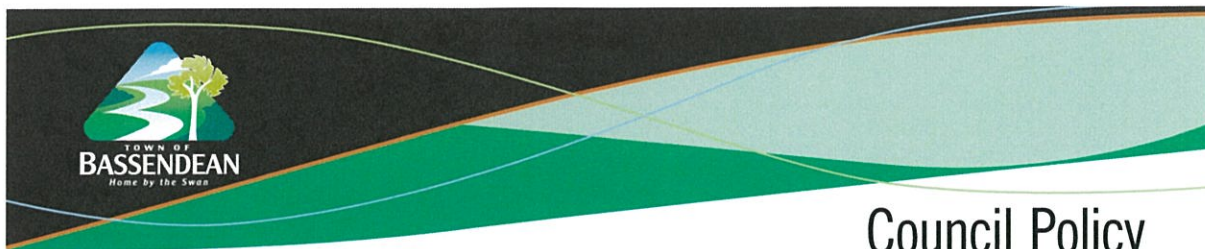
Members filling a vacated position will hold that position for the remainder of the two (2) years duration of the convened DRP, as approved by the Council.

## Application

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

|  |  |
|--|--|
| <b>Policy Type:</b> Strategic Policy   | <b>Responsible Officer:</b> Chief Executive Officer and Manager Development Services             |
| <b>Link to Strategic Community Plan:</b> Town Planning and Built Environment | <b>Last Reviewed:</b> March 2014<br><b>Version 2</b><br><b>Next Review due by:</b> December 2016 |





## Council Policy

### **1.15 Administrative Policy for Dealing With Unregistered Home Occupations**

#### **Purpose Of Policy**

The purpose of this policy is to lay out an administrative procedure for dealing with unauthorised home occupations

#### **Background**

Any person who wishes to run a business from home must first be granted an approval under the Town of Bassendean Local Planning Scheme No. 10 for a Home Occupation. This approval is required to ensure that the home occupation is appropriate for its surroundings and will not have a detrimental affect on the general amenity of the area in terms of any negative impacts on surrounding properties.

The Town through its Strategic Plan wishes to encourage businesses and home occupations because of their economic benefit to the Town, through the employment they generate and their contribution to the development of the local economy.

Home occupations also have the advantage of allowing people to balance home and work life, and have the potential to create a safer community by allowing people to be at their homes in the daytime and to draw a limited number of clients, which increases passive surveillance of neighbourhoods.

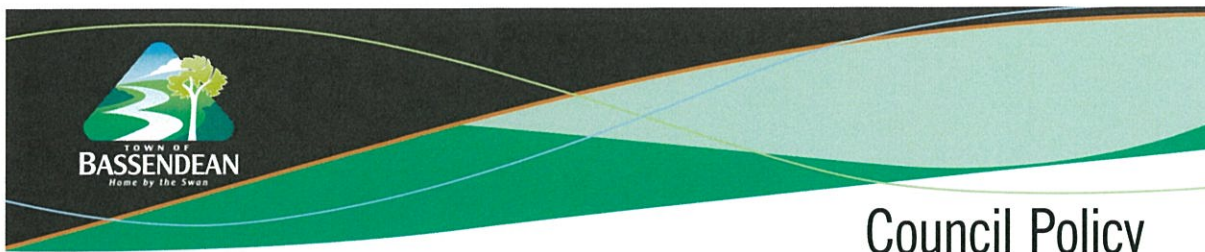
This policy attempts to balance the obligations of the Council to administer its Local Planning Scheme, and to foster economic development in line with its Strategic Plan.

#### **Application Of This Policy**

This policy applies to any home occupation or business being run form home without the necessary approval of the Town.

#### **Relationship with Local Planning Scheme No. 10, Strategic Plan and Council Policies**

This policy is considered to be consistent with the Local Planning Scheme, the Strategic Plan ,and Council policy 5.2.3 which deals with home occupations.



## Procedure

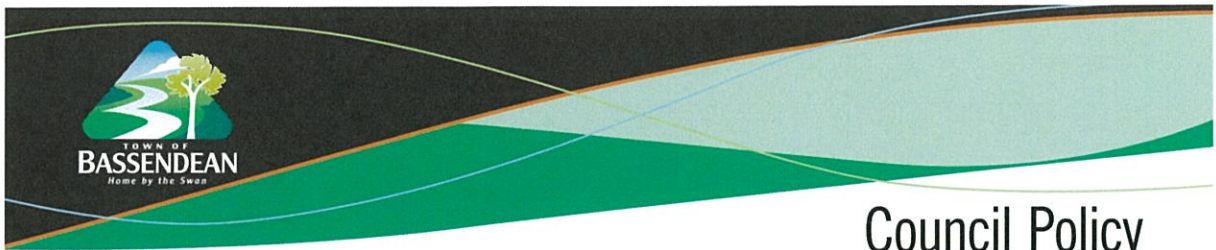
1. On Council Officers becoming aware of a home occupation operating without the necessary approval, Officers are required write to the occupier and owner seeking an application for planning approval within 21 days;
2. If no application is lodged within the 21 day period, Officers are to again write to the owner and or occupier, advising that the use is in breach of the Scheme and unless an application is lodged, within a further 14 day period, or some other period as agreed by the Manager Development Services, that a report will be presented to Council recommending that either a Notice be served under section 214 of the Planning and Development Act 2005, or to initiate legal action under the Scheme; and
3. Where in the opinion of the Manager Development Services that the operation of the home occupation is having a detrimental effect on the amenity of surrounding residents or on the area generally, Council authorises Officers to vary the above timeframes and to commence legal action immediately.

## Application

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

|  |  |
|--|--|
| <b>Policy Type:</b> Strategic Policy   | <b>Responsible Officer:</b> Chief Executive Officer and Manager Development Services |
| <b>Link to Strategic Community Plan:</b> Town Planning and Built Environment | <b>Last Reviewed:</b> March 2014   |
|  | <b>Version 2</b>   |
|  | <b>Next Review due by:</b> December 2016   |





## Council Policy

### **1.16 Development Bonds Policy - Compliance With Conditions of Planning Consent**

#### **Policy**

It is the Council's intention to require a bond as a condition of development approval to be lodged with the Council prior to the issue of a building permit.

The bond is required to ensure that landscaping, reticulation, construction of parking areas, screen walls and any other associated works are completed to the satisfaction of the Council.

A bond is acceptable in the form of cash or a bank guarantee. Interest is not payable on these funds.

#### **Application of Policy**

This policy applies to all developments where Council has granted planning consent subject to conditions, requiring that landscaping, reticulation, construction of parking areas, screen walls and any other associated works are completed to the satisfaction of the Council.

This policy does not apply to developments involving the erection of a single house or additions to a single house.

#### **RELATIONSHIP TO LOCAL PLANNING SCHEME NO 10**

This policy complements Local Planning Scheme No 10. The Scheme contains the following clauses relating to occupation of buildings:

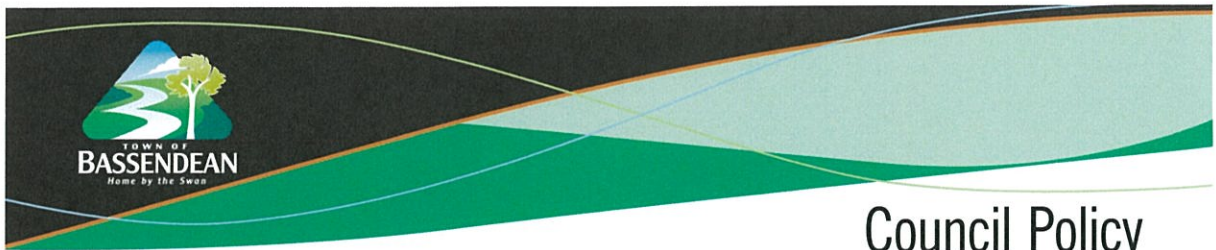
Clause 5.1 states that any development of land is to comply with the provisions of the Scheme.

Clause 5.7.2.1 states a person shall not develop or use land or erect, use or adapt any building for use for the purpose indicated in Table 1 of the Scheme, unless car parking spaces of the numbers specified in Table 2 are provided and such spaces are constructed, marked and maintained in accordance with the provisions of the Scheme

Clause 5.7.2.3 states classification certificates for any buildings or structures requiring such certificates shall be issued only after all parking and loading facilities have been completed in accordance with the Scheme;

Clause 11.4 states a person must not:

- (a) contravene or fail to comply with the provisions of the Scheme;



## Council Policy

- (b) use any land or commence or continue to carry out any development within the Scheme area:
- (i) otherwise than in accordance with the Scheme;
  - (ii) unless all approvals required by the Scheme have been granted and issued;
  - (iii) otherwise than in accordance with any conditions imposed upon the grant and the issue of any approval required by the Scheme; and
  - (iv) otherwise than in accordance with any standards laid down and any requirements prescribed by the Scheme or determined by the local government under the Scheme with respect to that building or that use.

Under the Planning and Development Act a person who fails to comply with the provisions of a Local Planning Scheme is guilty of an offence and is liable for a penalty of up to \$200,000 and a daily penalty of \$25,000.

### POLICY OBJECTIVES

To ensure that a high standard of amenity is achieved within the Town of Bassendean.

To ensure that the provisions of the Town of Bassendean Local Planning Scheme No 10 are complied with.

To ensure that all conditions of planning consent and all works necessary to complete a development are carried out prior to occupation of a building.

### REQUIREMENTS FOR RESIDENTIAL DEVELOPMENT

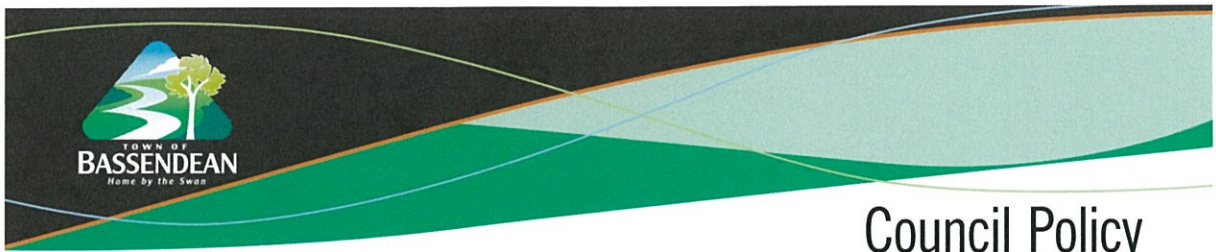
#### **Group dwelling additions to existing single dwellings to form grouped dwelling sites**

Subject to the following clause, where planning consent is granted for a Grouped Dwelling addition to an existing single house to form 2 or more Grouped Dwellings, the new dwellings shall not be occupied until the upgrading works are carried out and all of the conditions of planning consent have been complied with to the satisfaction of Council.

With the agreement of Council's Manager Development Services , the new dwelling may be occupied by the resident of the existing house, subject to a written agreement being provided that all outstanding works will be completed within 3 months of occupation of the new dwelling.

Development bonds are not required for Grouped Dwelling additions to existing single houses.





### **New Grouped or Multiple Dwellings**

A bond of \$1000, or \$500 per dwelling unit (whichever is the greater), is required prior to the issue of a building licence.

### **Temporary Retention of Existing Dwelling During Construction of New Dwelling**

In cases where a development proposal is contingent upon the demolition of an existing dwelling, and that dwelling is proposed to be retained until the development is complete or partially complete, a bond of \$5,000 is required prior to the issue of a building licence.

Any planning consent will be conditional upon the demolition of the existing dwelling within one month of occupation of the new dwelling.

### **REQUIREMENTS FOR INDUSTRIAL OR COMMERCIAL DEVELOPMENT**

A bond of \$2000 or 2% (whichever is the greater) of the development value as determined by the Building Surveyor. This sum may be varied if special circumstances exist, such as the development involving significant building works.

### **RETURN OF DEVELOPMENT BONDS**

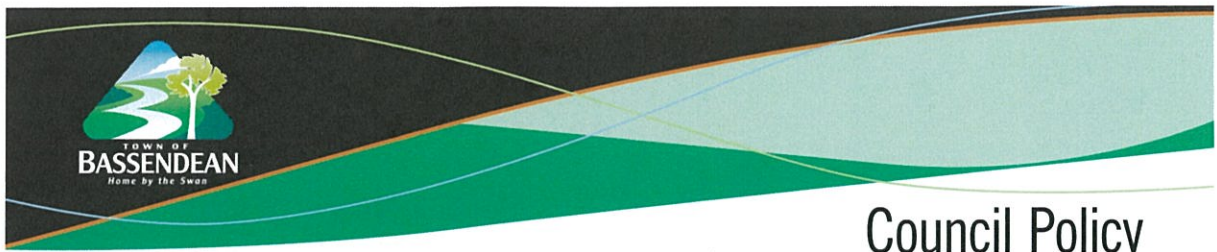
#### **Residential Development**

Monies may be returned following an inspection of the premises by Council officers indicating all development requirements have been completed to the satisfaction of the Manager Development Services.

#### **Industrial/Commercial Development**

Monies may be returned in 2 stage payments for industrial and commercial development. Upon completion of 75% of the value of the outstanding works as determined by Council's Building Surveyor, 50% of the bond money may be returned to the applicant. The remaining 50% of bond monies will be returned upon completion of the development, to the satisfaction of the Manager Development Services.

Where an applicant requests a staged return of bond monies, the applicant shall supply detailed estimates of the bonded work undertaken.



## ENFORCEMENT

Should a building be occupied in contravention of the Local Planning Scheme No.10, and the provisions of this policy, the Council will undertake enforcement action as allowed for by the Scheme.

Where Council officers become aware that a building is being occupied in contravention of the Scheme and this policy the following procedure will generally apply.

The owner of the property will be advised verbally that the premises is being occupied in contravention of the Town Of Bassendean, Local Planning Scheme No 10 and informed of the implications of the breach of planning control.

The above advice will be confirmed in writing and the owner will be instructed to advise Council in writing, how they intend to resolve the matter to the satisfaction of Council within 14 days. The letter must also specify the estimated time likely to complete the works to remove the breach of planning control.

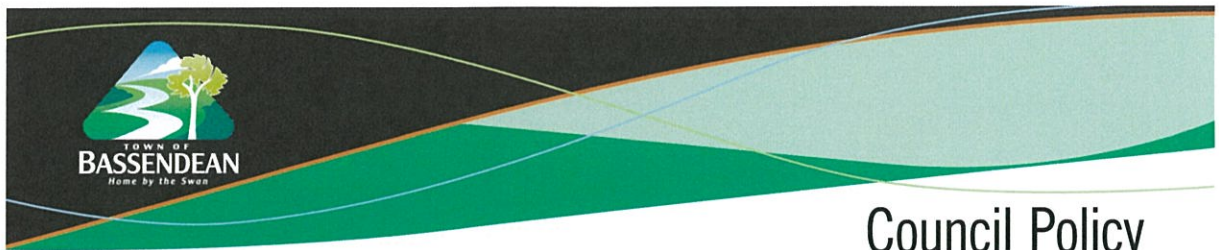
If the owner of the property fails to indicate that the contravention to the Scheme will be addressed within a reasonable time, or fails to comply with a previous undertaking, a report on the issue will be presented to Council, which may result in legal action being pursued.

## **Application**

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

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|--|--|
| <b>Policy Type:</b> Strategic Policy   | <b>Responsible Officer:</b> Chief Executive Officer and Manager Development Services             |
| <b>Link to Strategic Community Plan:</b> Town Planning and Built Environment | <b>Last Reviewed:</b> March 2014<br><b>Version 2</b><br><b>Next Review due by:</b> December 2016 |





## Council Policy

### **1.17 Financial Incentives for Municipal Heritage Inventory Listed Buildings Policy**

#### **Operation**

- (a) This policy allows Council to consider a partial or full refund of building and/or planning application fees where it is determined that the works proposed would result in the restoration and preservation of a place either listed or capable of being listed on the Town of Bassendean Municipal Heritage Inventory or the State Register of Heritage Places.
- (b) This policy may be applied in conjunction with Council policy for Non-Financial Incentives.

#### **Purpose**

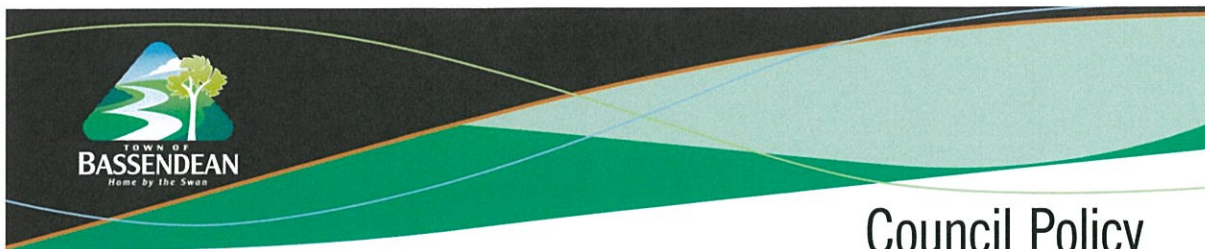
The purpose of this policy is to:

- 1. Assist in the conservation of the Town's places of cultural heritage significance;
- 2. Provide appropriate financial incentives to conserve places of cultural heritage significance for the benefit of the community; and
- 3. Outline the criteria with which Council can provide financial incentives to assist owners with the preservation of buildings of cultural heritage value.

#### **RELATIONSHIP TO STRATEGIC PLAN**

The current Town of Bassendean Strategic Plan includes a core value of "A deep respect for our shared history and heritage includes our capacity and confirms our fundamental responsibility to balance today's needs with the long term interests of future generations."

A key objective is to maintain Council buildings and protect heritage sites. This policy is consistent with the Strategic Plan.



# Council Policy

## **BACKGROUND**

It is generally recognised that places of cultural heritage value, if well maintained, retain their value. Council acknowledges that the successful preservation and restoration of Bassendean houses and buildings may, in some cases, incur additional costs to owners. Council's intention is to assist by offsetting the statutory costs for planning and building approval directly connected to such works.

Council is also aware that equal support should be given to owners of those properties under category 2 of the Municipal Heritage Inventory where no development restrictions, other than those normally applicable, exists. However, where a house or building has been recognised as making a positive contribution to the heritage of Bassendean and the owner chooses to undertake restoration preservation works, even as a part of general alterations and or renovation works, the financial benefits provided by this policy will apply.

## **RELATIONSHIP TO OTHER POLICIES**

This policy is complementary to:

1. Council's policy of non-financial heritage incentives; and
2. The Heritage Loan Scheme funded jointly by the State and Local Governments.

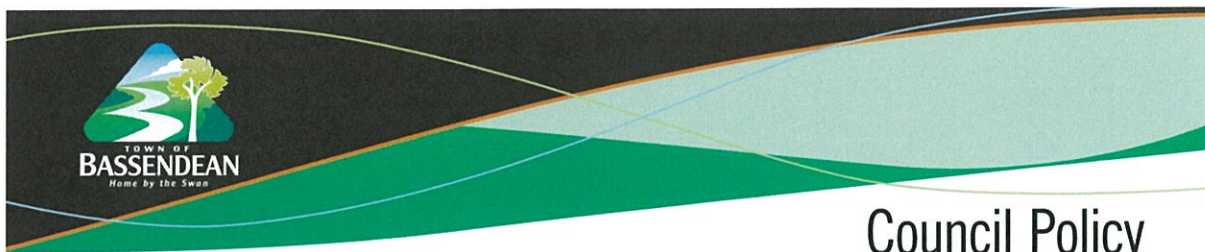
## ***POLICY OBJECTIVES***

This policy shall apply in determining either a full or partial refund of building and planning application fees, where it can be demonstrated to the satisfaction of the Manager Development Services that the works proposed would result in the following heritage benefit:

1. The restoration of structural elements of a listed property, or a property capable of being listed. This would include restumping, and alterations in relation to the extensions/additions to such a building, in accordance with the principles of the Burra Charter;
2. The reinstatement of original design elements such as windows, doors verandah; and wall and/or roof cladding; and
3. The proposed works would not obliterate the original form and would attempt to retain original fabrics, or replace the fabric of the building with the same or similar materials and finishes of the listed property.

## **ADMINISTRATION**





### **Additional information to be submitted with development application.**

The following additional information is to accompany applications seeking a refund of building and planning fees based upon conservation:

- a) Plans and/or reports showing the extent and nature of conservation works proposed for the existing building(s) on the site;
- b) Historic evidence, such as photographs demonstrating the original form and design of the building where available; and
- c) The proposed timing for completion of those restoration works.

### **Refund of Building and Planning Fees**

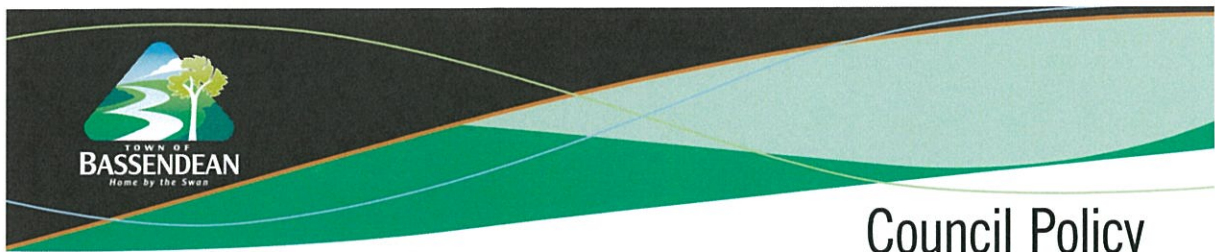
The amount of monies refunded to applicant will be calculated on pro rata basis. For example, if the restoration/upgrading works are 50% of the cost of the overall costs of development, then 50% of the building and planning fees can be refunded.

Prior to a refund being made, a site inspection by the Manager Development Services and the Town's Principal Building Surveyor is to be made, to confirm that the applicant has successfully completed conservation works set out in the initial application for building and/or planning approval.

## **Application**

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

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| <b>Policy Type:</b> Strategic Policy   | <b>Responsible Officer:</b> Chief Executive Officer and Manager Development Services             |
| <b>Link to Strategic Community Plan:</b> Town Planning and Built Environment | <b>Last Reviewed:</b> March 2014<br><b>Version 2</b><br><b>Next Review due by:</b> December 2016 |



## **1.18 Public (Pedestrian) Accessway Closure Policy**

### **Purpose**

The purpose of this policy is to:

1. State the matters that Council is required to take into consideration when assessing requests to close pedestrian accessways; and
2. Ensure that Council's policy is integrated with the policies of the Western Australian Planning Commission (WAPC) and the Department of Land Administration (DOLA), both of which are involved in pedestrian accessway closure requests.

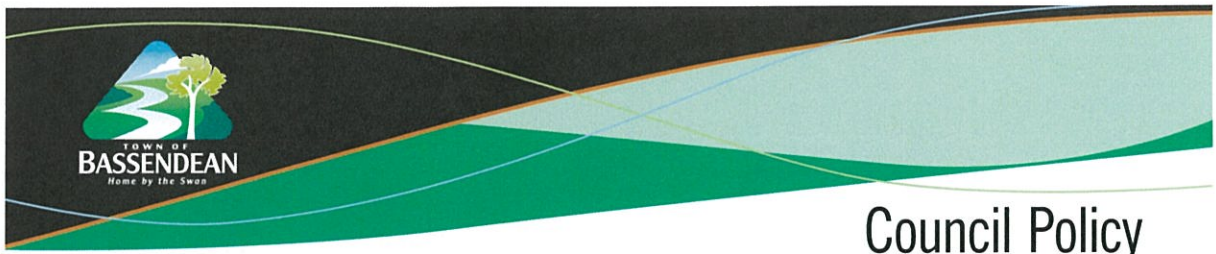
### **Background**

Pedestrian accessways have been created as a requirement of the Western Australian Planning Commission (WAPC) as part of the subdivision of land, to provide an alternative means of access between gazetted streets and to make provision for the location of services. Many pedestrian accessways created between the 1970s and 1990s are narrow and have poor surveillance.

There are ongoing requests for the closure of pedestrian accessways on security and amenity grounds. However pedestrian accessways provide cycle and pedestrian accessibility both within neighbourhoods and to local and district facilities, including public transport, schools, shops, parks and community facilities. In considering closure requests a balance needs to be found between resident accessibility to facilities and public transport and security and amenity.

Guidelines for Closure of pedestrian accessways were first developed in consultation with Local Government and adopted by DOLA in 1992. This policy updates closure information and process requirements, and uses information prepared by DOLA as a basis for this. It incorporates a number of changes consequent to contemporary planning (eg, the "Liveable Neighbourhoods" project of WAPC), and the new requirement for amalgamation of Crown and freehold land to be referred to the WAPC for approval. It encourages a higher level of consideration of broader planning issues, and wider consultation with affected parties.





This policy applies to all requests to close pedestrian accessways within the Town of Bassendean.

The policy will also be used in any pedestrian accessway closure requests referred to Council for comment from neighbouring Councils.

### **Relationship to the Western Australian Planning Commission and the Department of Land Administration Policies**

This policy is consistent with Western Australian Planning Commission and the Department of Land Administration policies on the closure of pedestrian accessways.

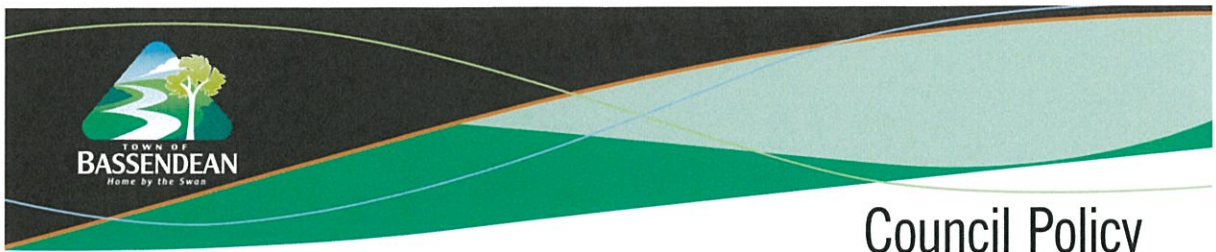
### **Objectives**

Council recognises that pedestrian accessways are frequently an essential component of pedestrian accessibility in the Town. The objective of this policy is to ensure that the closure of pedestrian accessways does not result in the reduction of pedestrian accessibility in the Town.

### **Principles**

Closure of a pedestrian accessways shall not proceed without:

- a) consideration of equity of access, particularly with regard to disability, age and young children;
- b) agreement being reached for either acquisition and inclusion of the subject land in adjoining properties, or for other acceptable land management arrangements;
- c) evidence that arrangements have been made to protect or relocate any public services located within the pedestrian accessway;
- d) evidence that reasonable objections by adjacent property owners and owners and residents of properties served by the pedestrian accessway have been satisfactorily addressed;



## Council Policy

- (e) evidence that relevant transport and planning considerations have been taken into account and issues raised by Department for Planning and Infrastructure and other relevant government departments have been properly considered;
- (f) referral to, and preliminary agreement by, the Department for Planning and Infrastructure;
- (g) referral to service agencies; and
- (h) A resolution from Council recommending closure.

Amalgamations of Crown land with adjacent freehold properties must be effected by subdivisional plan, which requires approval by the WAPC. Where the WAPC opposes amalgamation, closure cannot proceed.

As a general principle, each adjoining landowner should have an opportunity to share equally in the land in a closed pedestrian accessway. This principle does not apply where services requiring easements dictate unequal land allocations for good planning reasons.

## Policy Provisions

### Preliminary Assessment

Each request to initiate closure action of a pedestrian access way shall be reported to Council to enable the Council to decide whether the request should be supported and to allocate a work priority to that request.

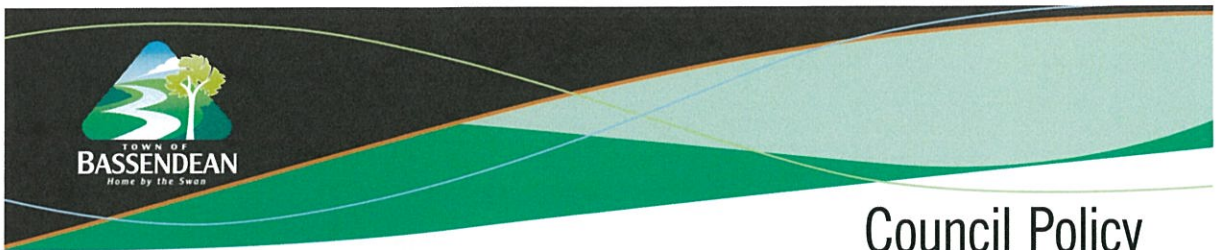
### Initial Assessment

Where Council decides that a request to initiate closure action of a pedestrian access way should be progressed, Council officers will carry out an assessment of the proposal including:

- a) consideration of the impact of closure of the accessway on local pedestrian/cycle connectivity - that is, the additional distance required to be travelled to get from one end of the pedestrian accessway to the other after closure - as well as the impact on traffic and activity on remaining pedestrian accessways;
- b) consideration of the impact of closure of the PAW on safe access to neighbourhood and district facilities, including:

- \* schools and other educational facilities,





## Council Policy

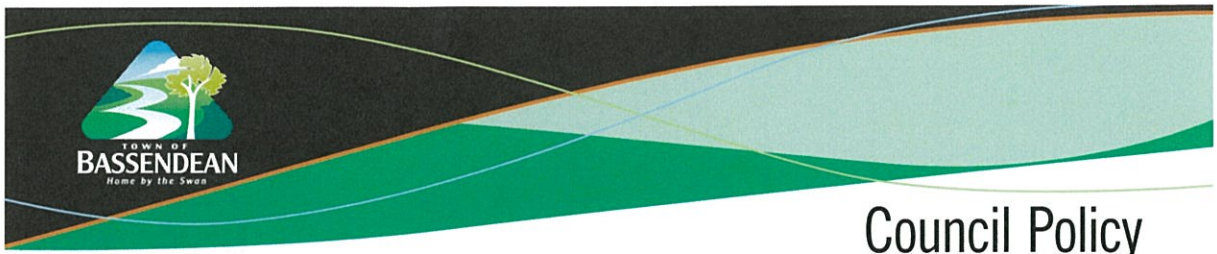
- \* shopping facilities,
  - \* parks and recreation facilities,
  - \* community facilities,
  - \* employment,
  - \* public transport services, including bus stops and train stations, and
  - \* aged person and disabled facilities.
- c) consideration of the length of alternative routes and their safety, extent of surveillance, amenity, useability, gradient and convenience of use, especially for the disabled and elderly;
- d) consideration of the role of the pedestrian accessway as part of a wider pedestrian/cycle network or continuous access routes as reflected in any local access plan or in any Local Planning Strategy;
- e) consideration of the crime/social difficulties being experienced by the adjoining landowners. This should be documented and supporting evidence provided;
- f) the views of the adjoining landowners in relation to the pedestrian accessway closure and a general commitment to purchase. The application will not proceed unless the land can be sold or reserved;
- g) assessment of alternatives to PAW closure, including improvements to safety and security, eg, lighting, active graffiti removal where funding is available;

This assessment will be documented in a report which will include a walkability assessment ("ped shed") analysis, notionally for all affected areas within 400m of neighbourhood facilities (listed above) and bus stops, and for all affected areas within 800 metres of a town centre, rail station, arterial bus route, high/technical school and district open space.

Where the Town proceeds with the closure request, the following actions will occur in parallel:

### **Preparation of Information Report**

An Information report shall be prepared for public inspection during the advertising period that summarises those matters listed above. (An example is given at Appendix 1 to this policy).



## **Placement of Signs**

Signs shall be placed at each end of the pedestrian accessway stating that closure is being considered, that an Information Report outlining issues relating to closure is available for public inspection during the advertising period, and that submissions should be made to Council by a specified date.

## **Advertisement**

An advertisement shall be placed in a community newspaper and an advisory letter will be delivered to residents and/or establishments within the affected area as indicated by the “ped-shed” analysis.

## **Department for Planning & Infrastructure Referral**

Council will provide the DPI with a full copy of the Information Report. Where there is objection from the DPI, the DPI will liaise with Council to afford the DPI a better awareness of local issues, and discussions should occur between the two parties toward achieving resolution.

It should be noted that where the approval of the WAPC cannot be obtained, the closure cannot proceed.

## **Other Referrals**

Comments will be sought from other relevant public authorities and parties including:

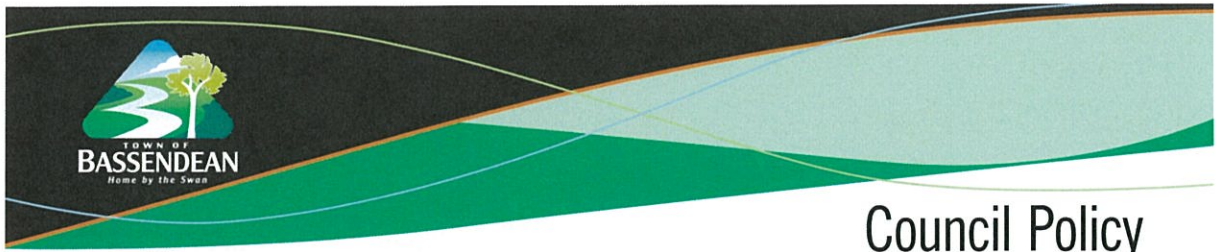
- \* Service agencies, with regard to service relocation and easement requirements;
- \* Other Government agencies, where closure will affect access to facilities (eg Department of Education, Disability Services Commission); and
- \* School principals and P&C committees, if a school is likely to be affected by the proposed closure.

## **Purchase and Disposal Arrangements**

During the preliminary stages, Council staff will request DOLA to provide an upfront conditional purchase price based on market values in the absence of service relocation or easement costs, so that the adjoining landowners can be informed as soon as possible. The purchase price may be reduced depending on the impact of any easements or costs to relocate services.

## **Town of Bassendean’s Considerations**





## Council Policy

In forming its view on a proposed closure; Council will have due regard to:

- a) factors driving the proposed closure, such as anti-social or criminal behaviour;
- b) the impacts of closure as outlined in the Information Report;
- c) the advice of relevant public authorities and parties; and
- d) relevant transport, planning and disabilities policy considerations; in particular, the need to give special consideration to maintain pedestrian links:
  - \* within 800 metres of a town centre, railway station, arterial bus route, high/technical school, and district open space;
  - \* within 400 metres of shops, parks, schools, bus stops, community facilities and aged persons and disabled facilities; and
  - \* where a pedestrian accessway forms a strategic element of Council's pedestrian and cycle network plan as incorporated in the Local Planning Strategy or similar, or in the absence of such a plan/strategy, a pedestrian accessway determined by the DPI or Council to be part of a strategic network.

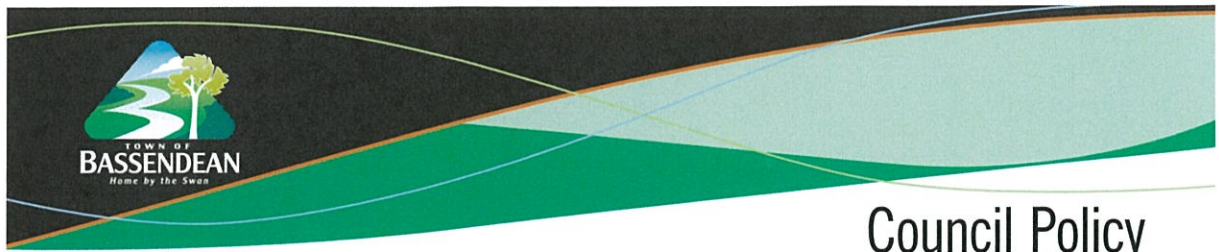
### **Administration Fee**

Council will charge the applicant a deposit, which will be used to meet closure costs incurred by Council and must be paid prior to Council carrying out its initial assessment. Expenses over and above the deposit will be invoiced to the applicant and must be paid prior to Council's final resolution for closure. Any unused monies shall be returned to the applicant. The amount of the deposit is included in Council's Schedule of Fees and Charges and shall be reviewed annually and updated in relation to the CPI, if necessary.

### **Application Procedure**

**The applicant shall provide:**

1. Documentary evidence that anti-social or criminal behaviour is occurring as a result of the existence of the pedestrian accessway, and that behaviour cannot be eliminated by other means;
2. A statement from the landowners adjoining the pedestrian accessway that they agree with the proposed land distribution and agree to meet the costs of acquisition, including any relocation of services; and



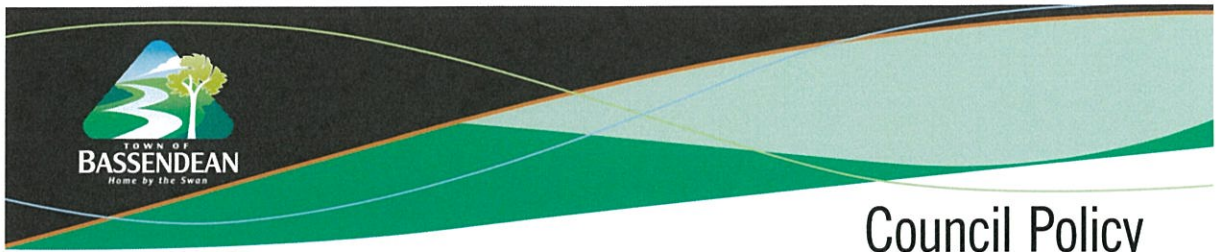
3. The administration fee.

**Advice to DOLA and finalisation of Closure**

Council shall confirm its recommendation to DOLA. Where Council's recommendation is to support the closure request DOLA will finalise the matter with the affected landowners.

**Advice to Adjoining Landowners and Objectors**

Council will advise the adjoining landowners by letter of its recommendation to DOLA in relation to closure. Any objectors shall be advised of Council's recommendation and the reason for it.



## **APPENDIX 1**

### **EXAMPLE OF INFORMATION REPORT**

This should also include details of the other matters listed under 'Initial Assessment', eg, access to facilities, alternatives considered, and the views of those adjoining.

#### **REQUEST FOR PAW CLOSURE**

#### **PAW LOCATION (REFER ATTACHED PLAN)**

*Between Smith Street and Jones Road, Placeville.*

#### **LOCAL CONNECTIVITY**

*Additional walking distance from one end of PAW to the other once closed:*

*375 metres using other PAWs*

*450 metres using the street system*

*Will divert pedestrian cycle traffic predominantly to PAWs rather than street system.*

#### **QUALITY OF ALTERNATIVE ROUTES**

*Shortest alternative access also through PAWs with poor surveillance, especially along Walter Park boundary.*

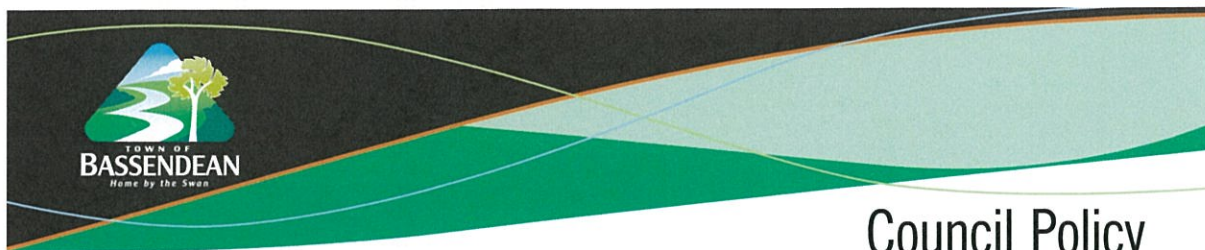
*No footpath on west side of Brown Boulevard.*

*Brown Boulevard route involves steep uphill section heading north.*

#### **IMPACT OF CLOSURE ON ALTERNATIVE ROUTES**

*Closure will increase use of two PAWs in Smith Street to access Walter Park*





## **ACCESS TO FACILITIES**

*Walter Park (local park) within 400 m of PAW*

*No of houses within 400m walkable access if PAW open: 142*

*No of houses within 400m walkable access if PAW closed: 83*

*% reduction in access: 41%*

## **RELATIONSHIP TO STRATEGIC CYCLE/ PEDESTRIAN NETWORK**

*Strategic cycle network on Brown Boulevard*

*PAW shown in Pedestrian Network Plan within Local Planning Strategy as a local route as it serves a local park.*

## **SOCIAL DIFFICULTIES**

*Statement attached from landowners regarding anti-social behaviour in PAW.*

## **Application**

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

|  |   |
|--|---|
| <b>Policy Type:</b> Strategic Policy   | <b>Responsible Officer:</b> Chief Executive Officer and Manager Development Services          |
| <b>Link to Strategic Community Plan:</b> Town Planning and Built Environment | <b>Last Reviewed:</b> March 2014 <b>Version 2</b><br><b>Next Review due by:</b> December 2016 |



## 1.19 Right-of-Way Closure

### Purpose

The purpose of this policy is to:

1. State the matters that Council is required to take into consideration when assessing requests to close rights-of-ways; and
2. Ensure that Council's policy is integrated with the policies of the Western Australian Planning Commission and the Department of Land Administration, both of which are involved in right-of-way closure requests.

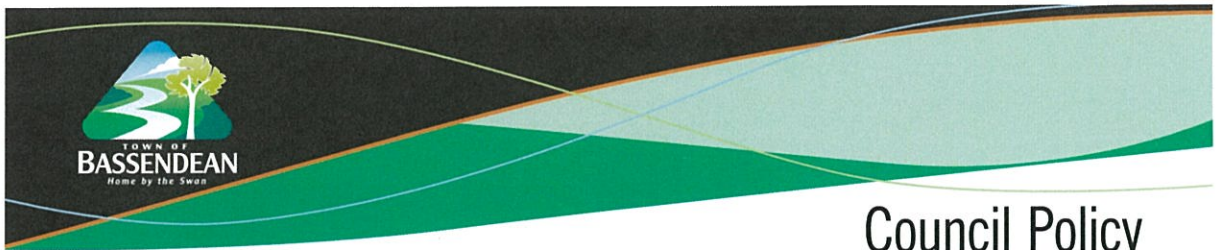
### Background

The Town of Bassendean originally contained 24 rights-of-way that were created to provide access to the rear of adjoining properties. They also facilitated the servicing of backyard toilets, the delivery of solid fuels and the provision of other essential services.

The majority of rights-of-way were created as part of the original subdivision of the surrounding properties, and are in private ownership. They are not owned or controlled by the Town. They are private rather than public streets, and generally may only be legitimately used by the landowners of adjoining properties. The original subdividers of the land owned many of the rights-of-way and these companies no longer exist.

Advantages of retaining rights-of-way include:

- \* They provide an alternative convenient access to properties, especially those properties fronting important regional roads;
- \* They may contain public utility infrastructure;
- \* They have the potential to allow carports and garages to be provided at the rear of the properties that can lead to improved streetscapes; and
- \* They could have the potential in the future to be used to facilitate the development of infill dwellings at the rear of existing residences, which utilises the right-of-way as their sole vehicular access to the dedicated street network.



## Council Policy

On occasions, the Town is asked to close rights-of-way. Reasons for the requests include:

- \* They are no longer required to give access to adjoining properties;
- \* They are poorly maintained;
- \* They are used for illegal dumping;
- \* They give unwanted access to the rear of properties and are used for anti-social/criminal behaviour; and
- \* To increase the area or development potential of adjoining properties.

Often adjoining property owners cannot agree on whether or not a right-of-way should be closed.

The closure of rights-of-way or more properly private streets is governed by the *Land Administration Act 1997* and involves the Town of Bassendean, the Western Australian Planning Commission, and the Department of Land Administration.

### Application

This policy applies to all requests to close rights-of-way within the Town of Bassendean.

### Relationship to the Western Australian Planning Commission and the Department of Land Administration Policies

This policy is consistent with Western Australian Planning Commission and the Department of Land Administration policies on the closure of right-of-way

### Objectives

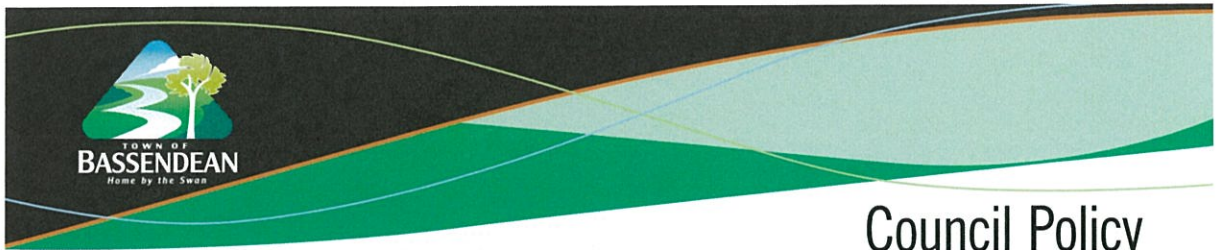
The objective of this policy is to ensure that consideration is given to both the short-term and long-term impacts of right-of-way closure requests.

### Principles

Closure of a right-of-way shall not proceed generally where:

- \* safe rear access is provided by the right-of-way to properties on Important Regional Roads;





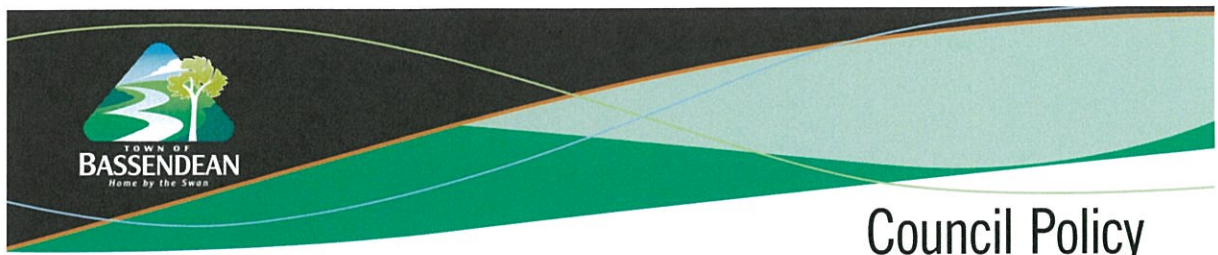
## Council Policy

- \* the right-of-way is clearly used for access to small lots with limited street frontage;
- \* the right-of-way is constructed;
- \* the right-of-way provides the only means of access to an approved garage or carport;
- \* the right-of-way has the potential either now or in the future to be used to facilitate the development of infill dwellings at the rear of existing residences;
- \* agreement cannot be reached for the acquisition and inclusion of the subject land into adjoining properties;
- \* arrangements have not been made to protect or relocate any public services located within the right-of-way;
- \* reasonable objections by adjacent property owners and owners and residents of properties served by the right-of-way have not been satisfactorily addressed; and
- \* relevant transport and planning considerations have not been taken into account and issues raised by Department for Planning and Infrastructure and other relevant government departments have not been properly considered.

In addition to the above, closure of a right-of-way shall not proceed without:

- \* referral to, and preliminary agreement by, the Department for Planning and Infrastructure;
- \* referral to service agencies; and
- \* A resolution from Council recommending closure.

Amalgamations of Crown land with adjacent freehold properties must be effected by subdivisional plan, which requires approval by the Western Australian Planning Commission. Where the Commission opposes amalgamation, closure cannot proceed.



As a general principle, each adjoining landowner should have an opportunity to share equally in the land in a closed right-of-way. This principle does not apply where services requiring easements dictate unequal land allocations for good planning reasons.

## **Policy Provisions**

### **Preliminary Assessment**

Each request to initiate closure action of a right-of-way shall be reported to Council to enable the Council to decide whether the request should be supported and to allocate a work priority to that request. As part of this assessment Council officers will provide an initial assessment against the policy principles contained with this policy.

## **THE CLOSURE PROCESS**

### **Consultation with Adjoining Landowners**

Where Council decides that a request to initiate closure action of a right-of-way should be progressed, Council officers will carry out consultation with adjoining owners in accordance with the Land Administration Act 1997.

### **Department for Planning & Infrastructure Referral**

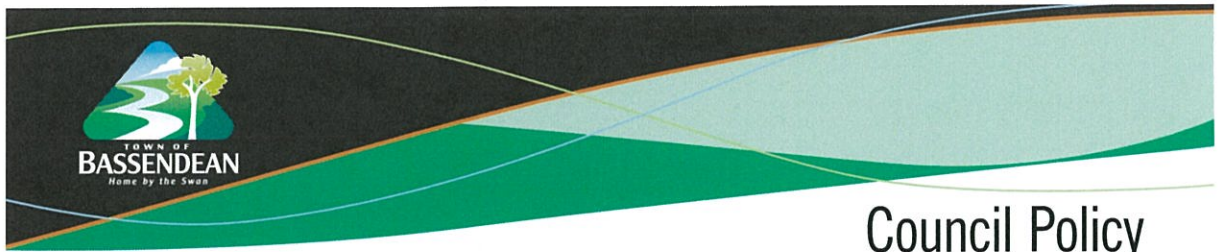
Council will provide the Department for Planning & Infrastructure with a copy of the initial assessment. Where there is objection from the Department, a report shall be presented to Council for consideration to seek advice as to whether Council should ask for the matter to be reviewed by the Western Australian Planning Commission.

It should be noted that where the approval of the Commission cannot be obtained, the closure cannot proceed.

### **Other Referrals**

Comments will be sought from other relevant public authorities and service agencies with regard to service relocation and easement requirements.





# Council Policy

## **Purchase and Disposal Arrangements**

During the preliminary stages, Council staff will request Department of Land Administration to provide an upfront conditional purchase price based on market values in the absence of service relocation or easement costs, so that the adjoining landowners can be informed as soon as possible. The purchase price may be reduced depending on the impact of any easements or costs to relocate services.

## **Town of Bassendean's Considerations**

In forming its view on a proposed closure; Council will have due regard to:

- a) the objectives, policy principles and policy provisions of this policy; and
- b) the advice of relevant public authorities and parties, including the Department for Planning & Infrastructure.

## **Administration Fee**

Council will charge the applicant a deposit, which will be used to meet closure costs incurred by Council and must be paid prior to Council carrying out its initial assessment.

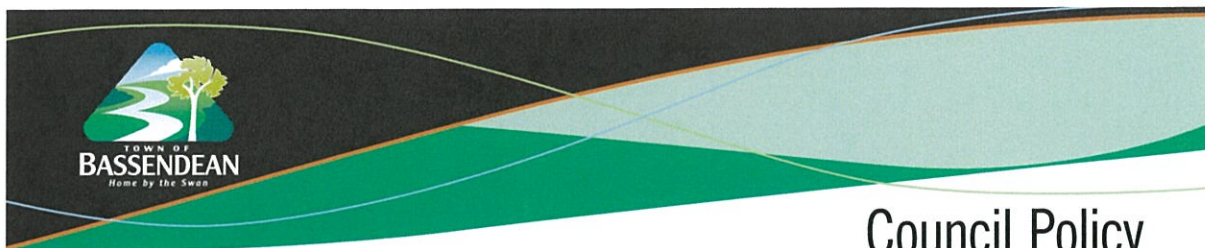
Expenses over and above the deposit will be invoiced to the applicant and must be paid prior to Council's final resolution for closure. Any unused monies shall be returned to the applicant.

The amount of the deposit is included in Council's Schedule of Fees and Charges and shall be reviewed annually and updated in relation to the CPI, if necessary.

## **Application Procedure**

The applicant shall provide:

1. A statement from the majority of landowners adjoining the right-of-way indicating that they support the right-of-way being closed;
2. A statement from the landowners adjoining the right-of-way indicating that they agree with the proposed land distribution and agree to meet the costs of acquisition, including any relocation of services; and
3. The administration fee.



## Council Policy

Note: Where a number of owners will benefit from the closure of a right-of-way, division of costs must be privately agreed between all parties.

### **Advice to the Department of Land Administration and Finalisation of Closure**

Council shall confirm its recommendation to the Department of Land Administration. Where Council's recommendation is to support the closure request the Department will finalise the matter with the affected landowners.

### **Advice to Adjoining Landowners**

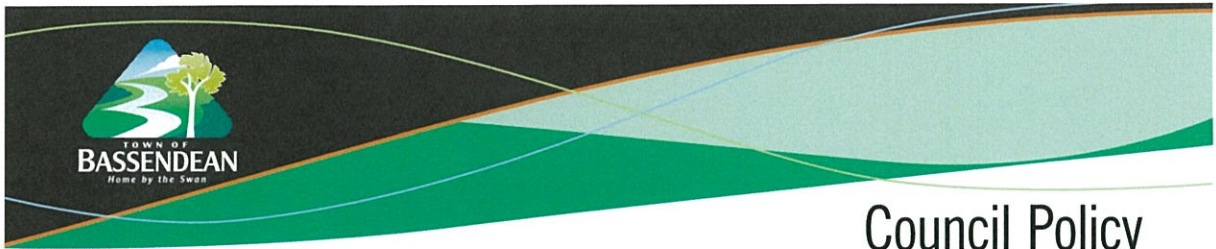
Council will advise the adjoining landowners by letter of its recommendation to the Department of Land Administration in relation to closure, including the reasons for its recommendation.

## **Application**

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

|  |  |
|--|--|
| <b>Policy Type:</b> Strategic Policy   | <b>Responsible Officer:</b> Chief Executive Officer and Manager Development Services             |
| <b>Link to Strategic Community Plan:</b> Town Planning and Built Environment | <b>Last Reviewed:</b> March 2014<br><b>Version 2</b><br><b>Next Review due by:</b> December 2016 |





## 1.21 Guidance for Street Numbering

### ***POLICY***

This policy is to establish the guidelines for officers to allocate street numbers pursuant to Council's Thoroughfares and Trading Local Law. The Council requires that street numbers be allocated to allow for maximum potential growth in residence numbers when numbering a new street or if renumbering of an existing street becomes necessary. Street numbering is to be dealt with as an administrative function subject only to:

- Adequate prior notice to current residents of change in the event of renumbering.
- In the case of renumbering, affected residents are to be offered an opportunity to make comment on renumbering proposals, and officers must take any comments into account before finalising a decision.
- Residents may have their submission referred to the Council.

The following policies and guidelines shall be used to achieve the policy objectives.

#### Allocation of Street Numbers

Street numbers should be allocated to accommodate the maximum future number of residences. Numbering is to be by sequential numerals.

Alpha or alpha/numeric combinations are to be avoided if possible.

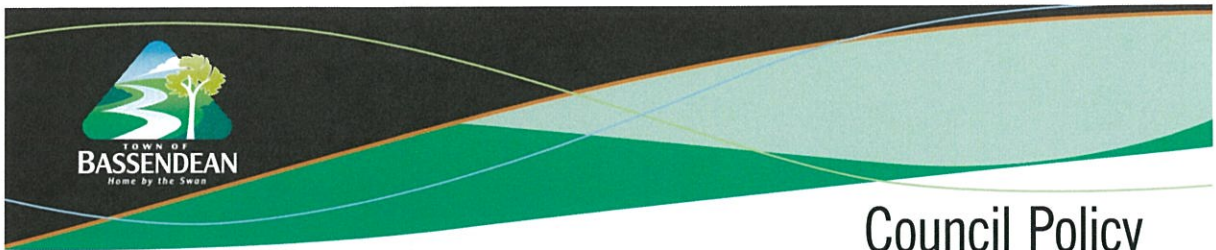
#### Re-number of Established Streets

Where renumbering of an established street becomes necessary, the following procedures are to apply:

##### a) Preliminary to Renumbering

The Building Surveyor is to allocate proposed numbers on a plan of the street. All residences to be affected directly by the proposed change are to have a letter of advice delivered which explains the change, at least six weeks before the date proposed for the introduction of new number.

The officers are to make every attempt to explain the renumbering and resolve resident's concerns administratively. If this is not possible, the resident is to have the opportunity to refer concerns for consideration by Council.



## Council Policy

Where no submissions against the renumbering are received within two weeks, the new numbers are to be formally introduced.

### b) Submission to Council

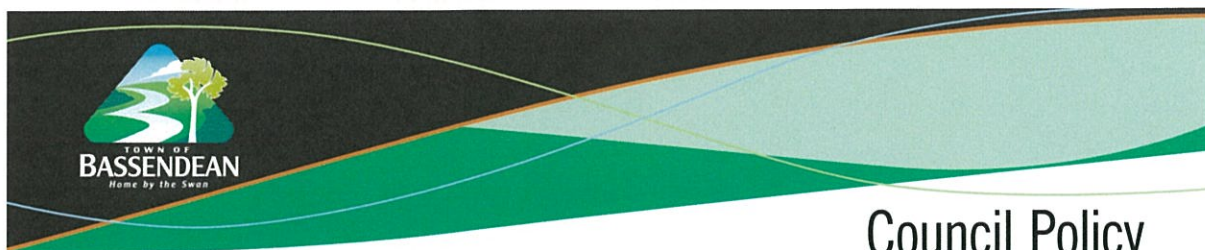
Where a submission (or submissions) is received within the specified two week period, it is referred to Council with an officer report. Upon the Town Planning Committee recommendation being dealt with by Council, the officers are to implement the Council decision forthwith and advise that decision to the affected residents.

### c) Assistance to Residents in Event of Re-numbering

Standard practice to be implemented by the officers in the event of renumbering of an established street will be:

- i) Re-mark any existing street numbers painted on street kerbs;
- ii) Issue to each affected residence reflective adhesive numbers for the new number;
- iii) Provide five postage paid change of address cards for each affected residence;
- iv) Advise statutory service providers and local emergency service agencies of the changed numbers; and
- v) Arrange through Australia Post for the redirection of wrongly addressed mail for up to twelve months.

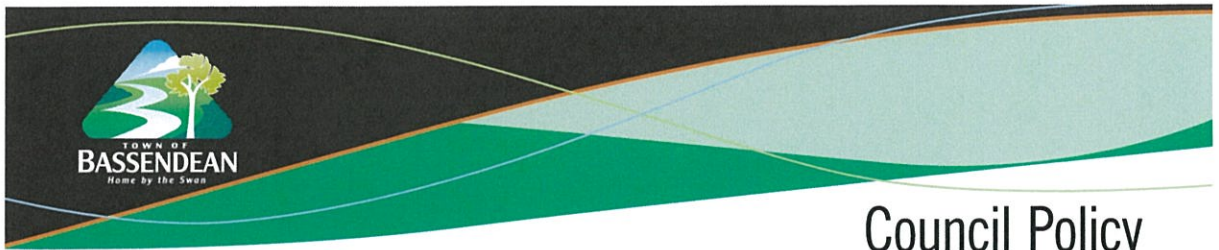




## Application

Responsibility for the implementation of this policy rests with the Mayor, Councillors, Council delegates and Chief Executive Officer. The Policy is to be reviewed every three years.

|  |  |
|--|--|
| <b>Policy Type:</b> Strategic Policy                                       | <b>Responsible Officer:</b> Chief Executive Officer and Manager Development Services |
| <b>Link to Strategic Community Plan:</b> Town Planning & Built Environment | <b>First Adopted:</b>  |
|  | <b>Last Reviewed:</b> March 2014   |
|  | <b>Version:</b> 2  |
|  | <b>Next Review due by:</b> December 2016   |



## Council Policy

# LOCAL PLANNING POLICY NO. 1 – BASSENDEAN TOWN CENTRE AREA STRATEGY AND GUIDELINES

[http://www.bassendean.wa.gov.au/7\\_info\\_feedback/pdfs/Local.Planning.Policy.No.1.Bassendean.Town.Centre.Area.Strategy.pdf](http://www.bassendean.wa.gov.au/7_info_feedback/pdfs/Local.Planning.Policy.No.1.Bassendean.Town.Centre.Area.Strategy.pdf)



# Bassendean Town Centre Strategy and Guidelines



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## 1.0 Introduction

The Bassendean Town Centre Strategy 2007 outlines a vision and objectives for development within the Bassendean Town Centre.

The guidelines provide further guidance for:

- ☐ Old Perth Road: west end to Wilson Street
- ☐ Old Perth Road central: Wilson to Whitfield Street
- ☐ Old Perth Road: east end and Bassendean Village

Detailed area plans will be prepared for:

- ☐ BIC Reserve and the civic precinct
- ☐ Bassendean Blue Steel Oval

Council should have regard to the Bassendean Town Centre Strategy, the guidelines and detailed area plans when assessing development applications and providing infrastructure within the town centre.



Bassendean Town Centre



**TOWN OF  
BASSENDEAN**  
Home by the Swan

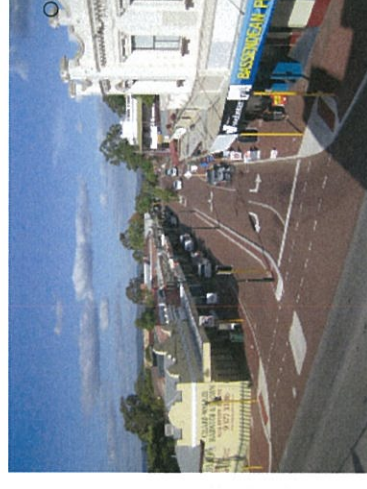
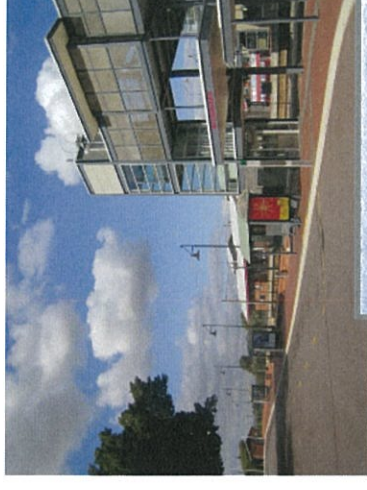
Vision 2030-Community Plan was prepared in 2005 by the Town of Bassendean in response to the State Government's Network City strategic vision.

***' By 2030, the Town of Bassendean will be an ideal, highly accessible urban village location where people can participate in a cohesive, vibrant and diverse community lifestyle and a thriving local business economy within a high quality built and natural environment.'***

*'By 2030, the town centre has been transformed into a vibrant hub of mixed uses and activities with a unique sense of place, rich in history and heritage. ....Bassendean has a modern village feel to it attracting well designed new development. It is a place where people want to be.*

*There is a wide choice of housing options and densities to suit a diversity of lifestyles. Higher density development is clustered around the town's 3 railway stations..... Attractive landscape, street lighting, public artworks, street furniture and car parking enhance the safe pedestrian friendly streets...*

*Bassendean is recognised as an amazing place with lots of character –...people live and thrive in Bassendean. '*



Old Perth Road perspective from Vision 2030 M.Mckay



## 2.0 State Planning Context

West Australian Planning Commission (WAPC) strategic planning initiatives give context to the Bassendean Town Centre Strategy:

### 2.1 Network City (WAPC 2005)

Network City: Community Planning Strategy for Perth and Peel is based on principles and policies for liveable neighbourhoods, water sensitive urban design, vibrant activity centres, transit oriented development, better public transport and major infrastructure investments such as the new Metro Rail.

The strategy proposes activity centres along activity corridors where a full range of activities are encouraged including retail, living, entertainment, higher education and specialised medical services.

Network City proposes 60% of new housing should be within established suburbs. Councils are encouraged to support higher density housing around key activity nodes to achieve a more compact urban form. The strategy focuses on diversity of housing type, accessibility and housing affordability.

### 2.2 Liveable Neighbourhoods (WAPC 2004)

Liveable Neighbourhoods is a state planning framework for communities that are sustainable, safe, vibrant and efficient. The intent is to create complete integrated communities that promote local identity and create a sense of place.

This calls for an urban structure based on walkable, mixed use towns and neighbourhoods that have a strong community focus and a compatible mix of uses. The preferred urban form is "main street" mixed use centres that offer street frontage retail and high density residential with good access to public transport. The model is based on the premise that mixed use centres are inherently more socially, environmentally and economically sustainable and adaptable to change.

## 2.3 Metropolitan Centres Policy No 9 (WAPC 2000)

The Metropolitan Centres Policy (MCP) (currently under review) applies to commercial activities in the Perth Metropolitan Region. It establishes a hierarchy of centres including Strategic, Regional, District, Neighbourhood and Local Centres. Bassendean is designated a District Centre.

'District Centres will be promoted as centres servicing the weekly shopping and service needs of the suburban population. They should provide mainly convenience goods, a range of comparison goods, local services and local employment. Shopping floor space should generally be confined to 15,000 sqm unless consistent with a Commission endorsed Local Planning Strategy or centre plan'

The Policy also refers to traditional 'Main Street' centres, encouraging development in accordance with traditional main street design principles and providing additional retail floor space incentives.

The policy defines 'Main Street' as:  
'mixed land use developments fronting to a street in a manner whereby pedestrian access to the majority of individual businesses can be achieved directly from the street and / or where customer car parks on private property generally do not separate the road reserve boundary from the front of a building.'

Bassendean has both car based retail at Bassendean Village and traditional 'main street' retail along Old Perth Road.





## 2.4 Transit Oriented Development

The State Government actively encourages intensification of development around railway stations (TOD) and is considering increased residential densities and establishment or consolidation of commercial and other employment activity nodes in the Midland rail corridor.



400metre walking distances from train stations in Bassendean Town Centre

Bassendean Town Centre is an excellent model of an existing urban village on the Midland rail corridor with its historical main street and surrounding residential areas. It has excellent potential to become an employment node relating to surrounding industrial areas.

Bassendean Train Station is a modern attractive station that could become a focus for increased commercial or education activity.

Success Hill Station could become a focus for more intense residential development as well as continuing its role as an events station for the Bassendean Oval.

The 2 train stations at Bassendean Town Centre provide excellent opportunity for the future of the town centre as a highly accessible and walkable urban village. Much of the town centre is within 400 metres walk of a station.

The Perth to Midland railway line itself, however, combined with heavy regional through traffic on Guildford Road results in a town that has been divided and bypassed. North-south connections, access and visibility from Guildford Road are fostered in the Strategy Plan for the town centre.

**The Town of Bassendean, with good access to transport, a robust urban structure and an established historical main street is ideally placed to promote and implement the strategic initiatives of the WAPC.**



## 3.0 Town of Bassendean Planning Framework

The Strategy Plan builds on recent planning initiatives and offers design solutions that can be implemented over time in a staged and sustainable manner.

### 3.1 Vision 2030-Community Plan

Vision 2030 is a long term community plan set out by the Town of Bassendean to coincide with the timeframe and principles outlined in the State Governments 'Network City' model.

### 3.2 Bassendean Town Centre Enquiry by Design

The Bassendean Town Centre Enquiry by Design was undertaken between Nov 2001 and Feb 2002. Community members came together in a workshop to investigate future growth of the Town using principles of Liveable Neighbourhoods and traditional town centre design. The outcomes of the "Enquiry by Design" workshop have been formally adopted by Council for inclusion into the Local Planning Strategy and Local Planning Scheme 10.

### 3.3 Town of Bassendean Local Planning Strategy

The Town of Bassendean Local Planning Strategy (LPS) sets out a vision for the municipality, and establishes short, medium and longer term directions for sustainable land use and development. The LPS is an expression of Council's and the community's vision for the Town of Bassendean over the next 15 – 20 years.

### 3.4 Town of Bassendean Commercial Strategy

The LPS incorporates a Commercial Strategy, which confirms the Bassendean Town Centre as the primary commercial, retail and civic centre of the municipality.

The Bassendean Town Centre, extending 800m along Old Perth Road, is divided into three (3) distinct sub-precincts, each having a different but complementary function that contributes to the overall vitality of the town centre.

- Traditional "Main Street" pedestrian based commercial/retail at the intersection of Old Perth Road with Guildford Road and the train station;
- "Drive-by" commercial with interspersed retail and civic uses (including a school and aged accommodation) between Wilson and Whitfield Streets; and

- Car based retail in the Bassendean Village Shopping Centre at the corner of Old Perth Road and West Road.

Objectives of the Commercial Strategy are to:

- Promote the continued importance of the Bassendean Town Centre as the commercial, retail and civic centre of the municipality and facilitate its sustainable growth and vitality;
- Promote and facilitate revitalisation of the traditional main street pedestrian based commercial retail precinct at the west end of Old Perth Road, without undermining the overall importance of Bassendean Village as a car based retail centre servicing the district.
- Ensure that different retail, commercial and civic activities in the town centre function and integrate in a manner that is mutually up- building rather than undermining of other town centre uses.

- Enhance the lifestyle of residents and provide community and leisure facilities for a range of socio-demographic groups;
- Encourage a housing stock that provides for a variety of lifestyle choices for a range of socio economic and age groups;
- Promote vibrant local shopping opportunities and provide for home businesses;
- Preserve local Aboriginal and European culture and heritage;
- Promote local tourist attractions;
- Protect and enhance the environment and natural resources of Bassendean and in particular urban bushland and the river environs; and
- Promote greater use of alternative modes of transport and public transport.

Objectives for the Town Centre Zone under LPS 10 include:

- Promote, facilitate and strengthen the town centre zone as the principal focus of the district in terms of shopping, professional, administrative, cultural, entertainment and other business activities;
- Recognise the unique and specific function of each precinct within the town centre;
- Promote traditional main street pedestrian based commercial retail, west of Wilson Street; civic, drive-by commercial and town centre living uses between Wilson

### 3.5 Town of Bassendean Local Planning Scheme 10

Local Planning Scheme No. 10 (LPS 10) has evolved over a number of years and is based on the Model Scheme Text.

LPS 10 aims to:



and Whitfield Street; and car based retail in the Bassendean Village Shopping Centre.

- ☐ Accommodate a diversity of commercial, cultural & residential facilities;
- ☐ Encourage the integration of existing and proposed facilities within the zone so as to promote ease of pedestrian movement and the sharing of infrastructure, as well as to retain the opportunity for any future expansion of the area;
- ☐ Achieve safety and efficiency in traffic circulation;
- ☐ Ensure that buildings, ancillary structures and advertising are of high quality and achieve an architectural theme contributing to the uniqueness of the townscape;
- ☐ Provide sheltered places for pedestrians & shade to car parking areas;
- ☐ Preclude the storage of bulky and unsightly goods from public view;
- ☐ Provide landscaping appropriate to the scale of development

Residential development is encouraged in the Town Centre. The local government may, at its discretion, permit residential development within the Town Centre Zone to a maximum density of R60. Residential development shall only be permitted where the local government is satisfied that this development is complementary to the scale and character of buildings within the Town Centre Zone.

The requirement for producing design guidelines is contained in Part 2 of Town Planning Scheme No. 10.

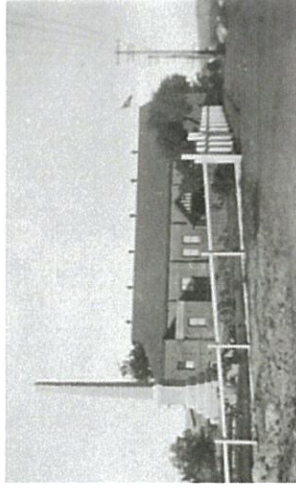
Upon adoption, all development is required to comply with the design guidelines and any development that is deemed not to be consistent with the intention of the Strategy Plans and Guidelines may be refused by Council.

### 3.6 Bassendean Townscape Study 1989

The Bassendean Townscape Study was released in 1989 and provides an analysis of land use, activities, movements and parking in the Town Centre area. It outlines a preferred identity and image for the Town, and highlights several key townscape elements, including the idea of a 'heritage trail'. It describes the townscape structure at the time, and makes mention of the fact that although the Swan River is only 800 metres from the intersection of West and Old Perth Roads, it bears no relationship to the town. The Study provides guidelines for elements such as Town Centre entries, landmarks, colour schemes, materials, building height and landscape within the Town.

### 3.7 Municipal Heritage Inventory

The Town of Bassendean has a Municipal Heritage Inventory in place that is updated on a semi regular basis. Although not as comprehensive as the Heritage Council's Register, it does earmark several notable sites within the Town Centre, such as some sections of the BIC Reserve, Bassendean Oval, Bassendean Post Office, the Padbury Buildings, Bassendean Railway Station, and the Bassendean War Memorial for varying levels of protection.



### 3.8 Other studies

- ☐ Bassendean Oval Conservation Plan
- ☐ Civic Centre Redevelopment Plan
- ☐ Strategic Plan 2005-2010
- ☐ Economic Development Plan 2005-2010
- ☐ Environment and Social Plans
- ☐ Community Safety and Crime Prevention study

## 4.0 Place making in Bassendean

The Bassendean Town Centre Strategy Plan and Guidelines have been prepared through a process of stakeholder and community workshops and the adoption of a place making approach.

Place making is more than architecture, urban design and streetscapes. The physical aspects of place only provide a setting for activities that make a place unique and interesting.

An appropriate and sustainable mix of activities is the key to a successful place.

Place making drivers appropriate to Bassendean include:

- ☐ Build and support the local economy
- ☐ Nurture and define the community's identity
- ☐ Foster frequent and meaningful community contact
- ☐ Create accessibility for all
- ☐ Provide a comfortable and safe environment
- ☐ Attract a diverse population

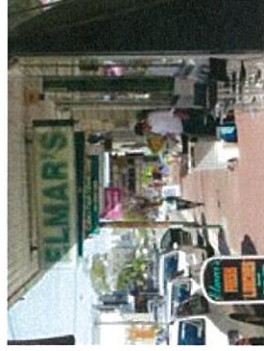




## 4.1 Create possibilities for intense people spaces

A good quality public realm along Old Perth Road will provide places for people to meet, stay and be part of the Bassendean community

People visit and stay in a town centre to see and be seen by other people. Sometimes in a quiet way to sit and have coffee or a meal alone while feeling part of the community and at other times to actively engage in community events and celebrations.



## 4.2 Focus on parks and gardens

Embrace the Town Park (BIC) as part of the Bassendean town centre

Our cities and suburbs are becoming more intensely developed and urbanised. Bassendean has range of open spaces close to the town centre including the Swan River parklands, BIC Reserve, Bassendean (Blue Steel) Oval and other smaller parks. These open spaces should be nurtured and integrated into the town for the enjoyment of residents and workers for both active and passive recreation and to give breathing space from the intensity of urban life.

## 4.3 Create a vibrant smaller retail hot spot

Create a number of 'activity nodes' along Old Perth Road with Bassendean Station and Blue Steel Oval redevelopment as lively end points

The Old Perth Road is 800 metres long, this length of 'main street' can not be sustained with intense active pedestrian based retail. Focussing hot spots of activity at each end will in time facilitate activities that link the town together. The Bassendean Village is a successful food and convenience shopping place. A smaller 'hot spot' at the west end of Old Perth Road should complement rather than compete with Bassendean Village.





#### 4.4 Use interactive water features in the town square

Create places where people of all ages can interact and enjoy being in the town centre, water adds a cooling effect and is fun

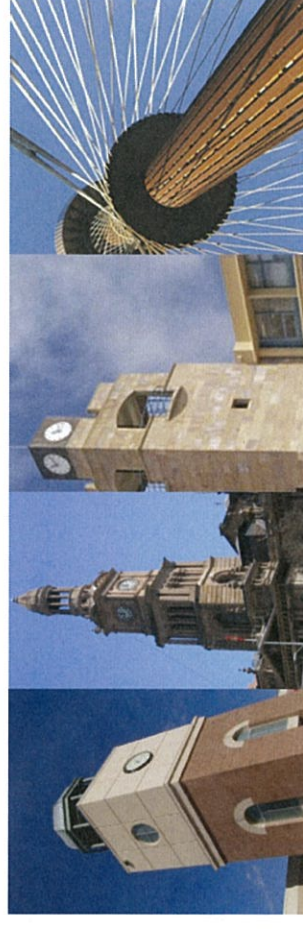
The Swan River is part of the Bassendean landscape. Old Perth Road leads down to the river foreshore and landscape along the road should reflect this. A water feature in the town square will suggest the water connection and also offer a gentle cooling effect in the urban streetscape. The water will be safe and playful attracting children to splash and others to watch.

#### 4.5 Use a tower to signify the town centre

Draw attention to the Bassendean town centre – open up vistas and celebrate landmarks

Towers are traditional elements of towns seen in churches and civic buildings.

A tower can be seen from a distance signifying the importance of the central place to passers by. It can also be functional perhaps providing the vertical circulation for the civic building and also offering a place for community advertising and interactive art.





## 4.6 Totems to signify a special place

Give Guildford Road motorists the feeling of driving through a special place –give Bassendeane an address

Totems and repetitive sculptures can lead the eye along vistas and draw attention to the place that is being passed through. The use of totems at the intersections of the town's street grid and Guildford Road will emphasise that Guildford Road passes through not just the town and that the town is a place to visit and not just by pass.

## 4.7 Provide diversity of uses at street level

Provide opportunity for people to work in the Bassendean town centre – flexible mixed use and commercial space

For a town centre to be lively and safe ground level uses need to be active during the day and evening.

Street life, people, light, landscape and streetscape all contribute to the ambience of a place and make it attractive to live in. The activity at the edges of buildings and the ground level uses are essential ingredients.



## 4.8 Provide diversity of residential opportunities

Facilitate a dramatic increase in people living in the Bassendean town centre – 24 hour life – a wide range of dwelling types

Bassendean has traditionally offered only low density single housing on large lots. To ensure a diverse and interesting local community population that is large enough to sustain local retail and commercial activity an increase in the diversity of housing beyond just smaller lot sizes and town houses will be needed.

Good rental accommodation and apartments with access to transport and services will appeal to the growing number of smaller households both older and younger.

## 4.9 Mix old and new architecture

Respect the history of Bassendean while giving it  
a new contemporary heart beat

Bassendean is a place with history and the heritage buildings in the town are important. Good quality contemporary architecture can be sympathetic to this heritage without copying or mimicking it. The counterpoint between old and new design can be very exciting while respectful of the past





## 4.10 Integrate parking and landscape

### Create a stronger 'heart' for Bassendean

Bassendean is a walkable town centre and the streets and open places need to be pedestrian friendly. Large parking areas devoid of landscape and footpaths are inappropriate. Parking can be set in landscape with trees providing shade and a pleasant ambience to the town.

## 5.0 Strategy Plan

The Bassendean Town Centre Strategy has been developed with the following objectives:

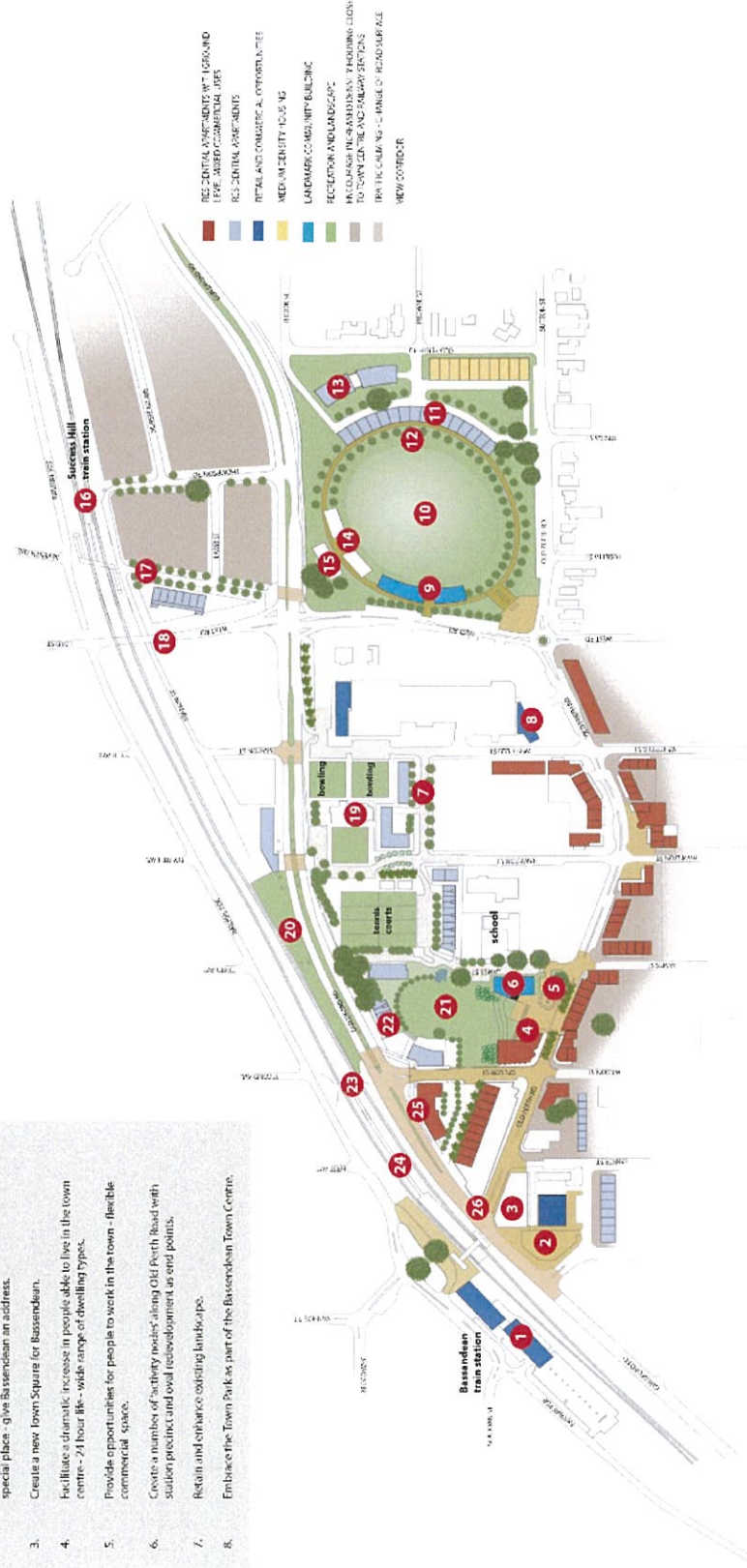
- ☐ Reinforce the current strong sense of place in Bassendean
- ☐ Ensure the plan includes sustainable mixed uses along Old Perth Road as a vibrant main street
- ☐ Maximise opportunities around the 2 railway stations
- ☐ Consolidate and build upon work already achieved by the Town of Bassendean
- ☐ Ensure development proposals are economically viable and practical
- ☐ Reflect the views of the Bassendean community and stakeholders
- ☐ Ensure Bassendean Town Centre can develop over time into...

‘...a place where people want to be’

## Key Principles:

1. Draw attention to the Bassendean Town Centre - open up vistas.
2. Give Guildford Road motorists the feeling of driving through a special place - give Bassendean an address.
3. Create a new Town Square for Bassendean.
4. Facilitate a dramatic increase in people able to live in the town centre - 24 hour life - wide range of dwelling types.
5. Provide opportunities for people to work in the town - flexible commercial space.
6. Create a number of 'activity nodes' along Old Perth Road with station precinct and oval redevelopment as end points.
7. Retail and enhance existing landscape.
8. Embrace the Town Park as part of the Bassendean Town Centre.

## Creating a stronger heart for Bassendean



- |  |  |  |   |  |  |
|--|--|--|---|--|--|
| <p><b>1</b> Significant building such as adult rehabilitation centre integrated with Bassendean train station.</p> <p><b>2</b> Improved retail frontage to Guildford Road - create a 'hot spot' and introduction to the town</p> <p><b>3</b> Opportunity to increase intensity of use of buildings</p> | <p><b>4</b> Town Square extends across Old Perth Road - create a place where people can drive through</p> <p><b>5</b> Upgrade war memorial</p> <p><b>6</b> Landmark community building multipurpose hall (senior citizens) council chambers and administration including landmark tower and a hot spot for food and coffee</p> | <p><b>7</b> Improve links with narrow access roads</p> <p><b>8</b> Improved frontage to retail</p> <p><b>9</b> New 3-4 storey building for football club and function centre</p> <p><b>10</b> Bassendean Oval re-orientated and opened up to become a combined 'people's park' and football oval</p> | <p><b>11</b> Housing fronting oval</p> <p><b>12</b> Landscaped mound</p> <p><b>13</b> Significant residential building</p> <p><b>14</b> Heritage grandstands</p> <p><b>15</b> Teenage activity area</p> <p><b>16</b> Upgrade Success Hill train station</p> | <p><b>17</b> Improve a link to Success Hill train station and residential</p> <p><b>18</b> Pedestrian access under Lord Street</p> <p><b>19</b> Rationalise community sporting facilities</p> <p><b>20</b> Towns and streetscape improvements to Guildford Road</p> <p><b>21</b> Town Park - retain significant trees. Improve safety and integration with town centre. Develop a small seasonal wetland</p> | <p><b>22</b> Residential opportunity</p> <p><b>23</b> Improve and open up underpass and pedestrian access into town park</p> <p><b>24</b> Construct footpath between station and underpass</p> <p><b>25</b> Employment parking</p> <p><b>26</b> Improve streetscape character and pedestrian amenity on Guildford Road</p> |
|--|--|--|---|--|--|

## BASSENDEAN TOWN CENTRE STRATEGY PLAN

For a vibrant future

Adopted by Council August 28, 2007





Provide calm and shelter at street level to allow quiet streets.



Provide a diversity of residential opportunities



Create possibilities for intense people spaces



Integrating parking and landscape



Create a vibrant smaller retail hot spot



Focus on parks and gardens

## Key Outcomes

- Rationalisation of BIC sporting and recreation facilities
- A Town Square on Old Perth Rd
- A new civic building combining administration with community facilities and council chambers.
- A Town Park integrated with the town
- Town centre living creating a safer, more active place
- Bassendean Oval becomes a multi purpose 'people's park' for the community while remaining the same ground of WAFL SDFC.
- New substantial commercial opportunities
- Creation of a vibrant 'hot spot' at the west end of Old Perth Road
- Opportunity to partner with the State Government in redevelopment of key sites in support of TOD strategies.
- 340 - 400 new dwelling opportunities recommended adoption of inner city residential planning codes
- 400 - 500 car bays - potential for reciprocal parking and relaxed parking provisions due to public transport and town centre amenity.



Mixing old and new architecture



Use interactive water features in the town square



Use totem to signify a special place

## Place making objectives

- Build and support the local Bassendean economy
- Nurture and define community identity of Bassendean
- Foster frequent and meaningful contact in the Bassendean community
- Create accessibility for everyone
- Provide a comfortable and safe town centre environment
- Attract a diverse population to Bassendean
- Respect the history and heritage of Bassendean





## 6.0 Planning and design guidelines

centre. Landscape and urban design should reflect and incorporate a sustainable approach and contribute to the overall amenity of the area.

### 6.1 Scope and intent

The Bassendean Town Centre guidelines encourage:

- Development consistent with the place making objectives of the Strategy Plan
- Innovative and sustainable design; and
- Development that respects and contributes to the character, scale and amenity of the Bassendean Town Centre.

The intent is to develop a built environment in Bassendean that is valued as 'cultural capital' for future generations. Sustainable development that improves the amenity of the public realm is encouraged.

The planning and design guidelines are performance based rather than prescriptive controls to encourage flexibility and design innovation.

Principles of sustainability should be incorporated into all aspects of development in the Bassendean Town Centre. A variety of activities and uses is encouraged and innovative solutions in building, landscape and urban design will be promoted.

New development should be of a high quality, respond to the climate and be appropriate in the context of a thriving town

Residential development should respond to changing demographics and support the social and cultural diversity of the community. A broad range of housing options including a minimum of 15% affordable housing should be provided. Dwellings designs should provide for families, singles, couples, seniors and youth.

Well designed public spaces and integrated cycle and pedestrian networks should be provided to enable ease of movement and encourage physical activity.

Amalgamation of sites is encouraged in the town centre to enable good quality integrated development to occur at a feasible scale. This will enable good design solutions to aspects of development such as building scale and parking provision. Small scale modifications to existing development particularly along Old Perth Road are not encouraged except to bring development up to an acceptable standard in the short term.

Planning and design guidelines are grouped in 3 sections:

- ☐ **Site planning and urban design;**
- ☐ **Building form and detail; and**
- ☐ **Environment and services.**

A design review committee made up of such professionals may be called upon from time to time to assess development.

These guidelines should be read in conjunction with the current Local Planning Scheme and current council policies.

### 6.3 Variation Discretion

Council has discretion to vary any part of these guidelines. The overall objectives of the Bassendean Town Centre Strategy Plan and the quality of building and place design will be considered when granting any variation.

## 6.2 Design and approval process

These guidelines are performance based and do not attempt to control design detail. Innovative, sustainable and well considered design outcomes that respond to the context, neighbouring development and the public realm are expected. A high level of development quality will ensure a stronger, long lasting heart for Bassendean.

Close liaison with the council and its representatives is recommended from the outset of a development project, prior to commencing design. This will ensure that the objectives of both the council and the developer are understood and that the best development and design outcomes can be achieved in a collaborative manner.

The council may engage expert advice to assist in development assessment which may include design professionals (staff or consultant) such as architects, landscape architects, engineers and planners.

## 6.4 Development Approval requirements

In addition to normal documentation required for Development Approval the following shall be submitted to the council;

- ☐ Design report covering response to the guidelines
- ☐ Energy efficiency report
- ☐ Climate response report
- ☐ Shadow and 3D bulk and scale analysis
- ☐ Landscape and hardscape strategy, plan and concept report

- ☐ Streetscape views showing building scale and character in its setting
- ☐ Movement plan and report indicating provision for vehicles, pedestrians and cyclists and including rubbish removal and storage and servicing issues
- ☐ Signage strategy including sign locations, specifications and graphics
- ☐ Concept ,costing ,location and detail of any artworks proposed
- ☐ Report on construction timing /staging issues including impact on adjacent public realm, temporary services, access for delivery trucks, cranes etc, fencing and other construction phase issues.



## 7.0 Site planning and urban design

- 7.1 Urban setting and context
- 7.2 Landmark buildings in Bassendean
- 7.3 View corridors and vistas
- 7.4 Development type and intensity in Bassendean
- 7.5 Building envelope
- 7.6 Building orientation and address
- 7.7 Topography and floor levels
- 7.8 Pedestrian and cycle amenity
- 7.9 Vehicle movement and parking
- 7.10 Landscape and hardscape

## 7.1 Urban setting and context

### Position

The Bassendean town centre will become an active and vibrant place for the local community and visitors. Old Perth Road is the historic main street and town focus. It is about 800 metres long and will therefore change in character along the way.

Old Perth Road is understood as 3 sub-precincts:

- ☐ The west end, between Guildford Road and Wilson Street
- ☐ The central area between Wilson Street and Whitfield Street
- ☐ The east end between Whitfield Street and West Road

The area beyond West Road is considered part of the Bassendean Blue Steel Oval and subject to a future detailed area plan.

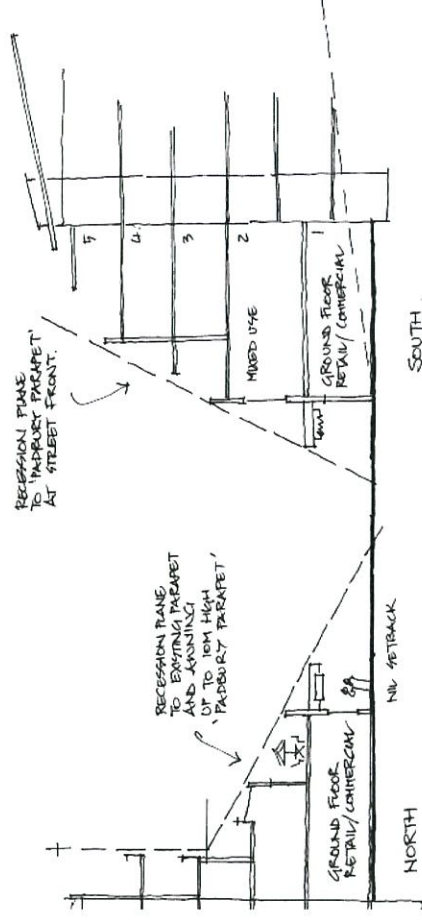
### Guidelines

- ☐ Buildings should contribute positively to the desired character of the precinct and to the streets and public spaces around them.
- ☐ Refer to the following pages for guidelines for the 3 sub precincts

### Variation

The council has discretion to vary this guideline where a building will not detract from the ambience of the town, is of exceptionally high quality design and will contribute to the unique urban setting of Bassendean Town Centre.

## WEST END - OLD PERTH ROAD

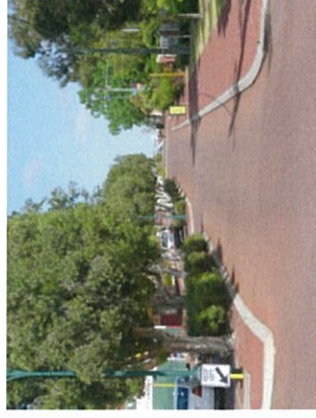
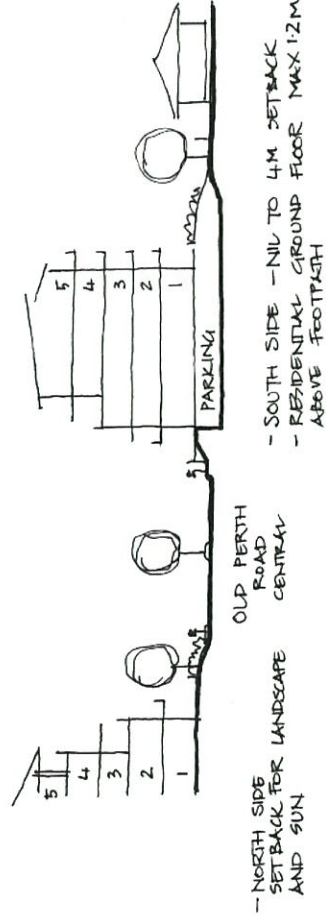


- In the west end, a clear response to existing building character and respect for Bassendean town centre streetscape and history is expected. This should be expressed in scale and form while offering contemporary urban design character appropriate for a revitalised town centre in the twenty first century.



## CENTRAL - OLD PERTH ROAD

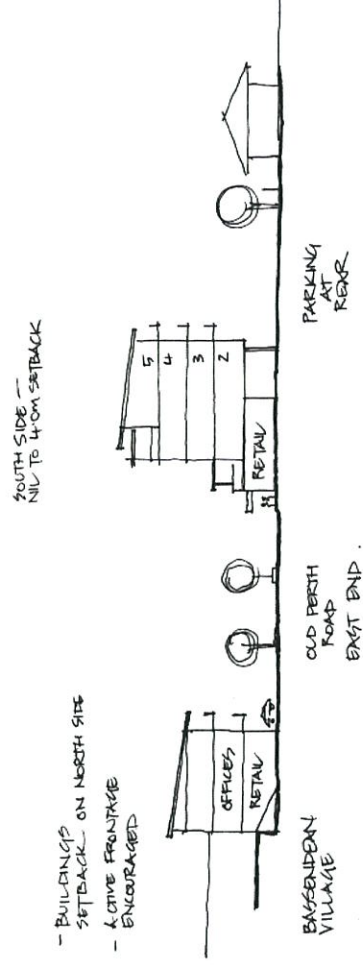
- In the central area, a softer response is expected with a more residential and landscape character. The new civic spaces will contribute to the enhanced character of this area. All buildings edging and overlooking these civic spaces will be important to the townscape and have a consistency of detail and design. A small retail node will develop at the bend on Old Perth Road (south side) and the intersection of Hamilton Street.



## EAST END - OLD PERTH ROAD



- In the east end, building character should reflect contemporary retail and commercial design and recognise Bassendean Village as the retail focus. Bassendean Village should be given improved presence and activation with a pedestrian focus on Old Perth Road.





## 7.2 Landmark buildings in Bassendean

### Position

Bassendean Train Station, the Padbury Building, Bassendean Hotel, St Marks Church, the Library, the future civic building and the proposed residential/mixed use buildings on the corners of Guildford Road and Wilson Street are and will be the landmark buildings in the Bassendean town centre.

New buildings and spaces should respect the scale, character and position of these landmark buildings. This does not necessarily mean that building height is limited to below the height of these buildings.

### Guidelines

- New buildings on the south side of Old Perth Road in the west end should not extend above the parapet height of the Padbury buildings at the street front.
- Buildings on the north side of Old Perth Road should not extend above the existing parapet (Refer Building Envelope)
- New buildings fronting the central area of Old Perth Road should consider views to the church and proposed civic buildings.

### Variation

The council has discretion to vary this guideline where a building is of exceptionally high quality design and will become a fitting landmark itself without detracting from the existing landmarks in the town.



Bassendean Train Station



St Marks Church



Padbury Building



Bassendean Library



## 7.3 View corridors and vistas

### Position

Old Perth Road is an excellent urban setting with vistas east toward the hills and north down to the BIC parkland on Guildford Road. These vistas give Bassendean a unique setting.

The town centre strategy identifies some important view corridors and vistas that should be respected and celebrated in future development of the town centre.

### Guidelines

- View corridors and vistas identified in the town centre strategy should not be obstructed.
- Buildings and landscape should be positioned to enhance vistas and view corridors.

### Variation

This guideline may be varied where council considers that a building contributes to the overall urban quality of the town centre and that new vistas are set up through its location, scale and character.



## 7.4 Development type and intensity in Bassendean

### Position

The town centre strategy encourages an increased intensity of residential and mixed use development in the town centre in close proximity to the amenity of the town and the Bassendean train station.

It is intended to amend LPS 10 in the future, to introduce RIC codes in the Town Centre Zone. This will increase opportunity for comprehensive redevelopment and amalgamation of sites, with the aim to achieve a diversity of residential type and size within the town centre. This increased development potential will be available to high quality development that contributes positively to the townscape in Bassendean and complies with these guidelines.

To ensure that Bassendean continues to have a diverse and cohesive community where people can continue to live through different phases of life it is important that housing in the town is affordable and adaptable.

### Guidelines

- Preferred uses in the town centre include:
  - Residential such as townhouses, apartments, mews, row housing, maisonettes as well as opportunities for home office and short stay
  - Retail focussed on west and east ends of Old Perth Road
  - Civic and community

- Commercial including small-scale office space
- Higher intensity and mixed uses that contribute to vitality of town centre are encouraged while low intensity uses are discouraged.
- Provision of affordable single or 2 bed apartments is encouraged.
- Short-stay serviced apartments shall conform to R-IC provisions of the Residential Planning Codes.
- Affordable housing is encouraged in the town centre:
  - 15% of dwellings in any development should be affordable.
  - Smaller dwellings with, 1 bed/1bath or 2 bed/2 bath, flexible living space and limited internal fit out and finishes are encouraged to provide affordable housing for younger and older people.
  - Dwellings should not be reliant on air conditioning and should be provided with cross ventilation and solar control for passive climate control.
  - All dwellings should be suitable for disabled occupants and visitors.
- Public transport use is encouraged in the town centre and therefore parking provision should be limited to the LPS 10



requirements. Common parking areas below ground are encouraged. Large garaged frontages are discouraged.

## 7.5 Building envelope

### Position

The town centre strategy indicates a general arrangement of buildings for the town centre. Where possible buildings should be orientated with long axis and occupied spaces approximately north-south to maximise solar access.

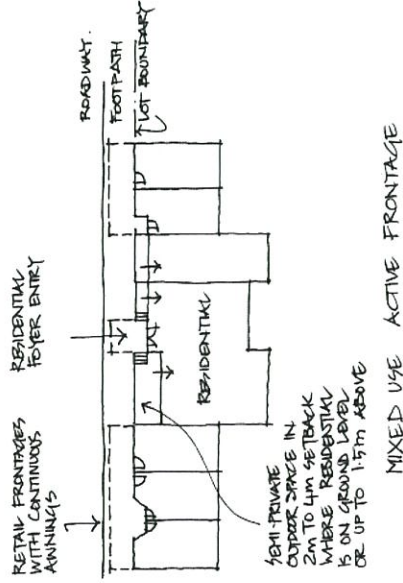
### Guidelines

- An agreed envelope of footprint and height will define new development on each lot. There is no plot ratio limit in the town centre.
- A minimum height of 3 storeys or 10 metres is set for buildings generally in the town centre.
- A maximum height of 5 storeys is set for buildings generally on lots fronting Old Perth Road subject to streetscape, shadowing and overlooking issues.
- Buildings on the north boundary of Old Perth Road (west end) shall not be higher than the existing parapet at street front.
- Buildings on the south boundary of Old Perth Road (west end) shall not be higher than the existing Padbury building parapet at street front.
- Development should generally have nil set back to front and side boundaries.
- Residential development at ground level can be setback 2.0 to 4.0 metres to provide a transition between public



and private space. Residential entry foyers at ground level can have a nil setback.

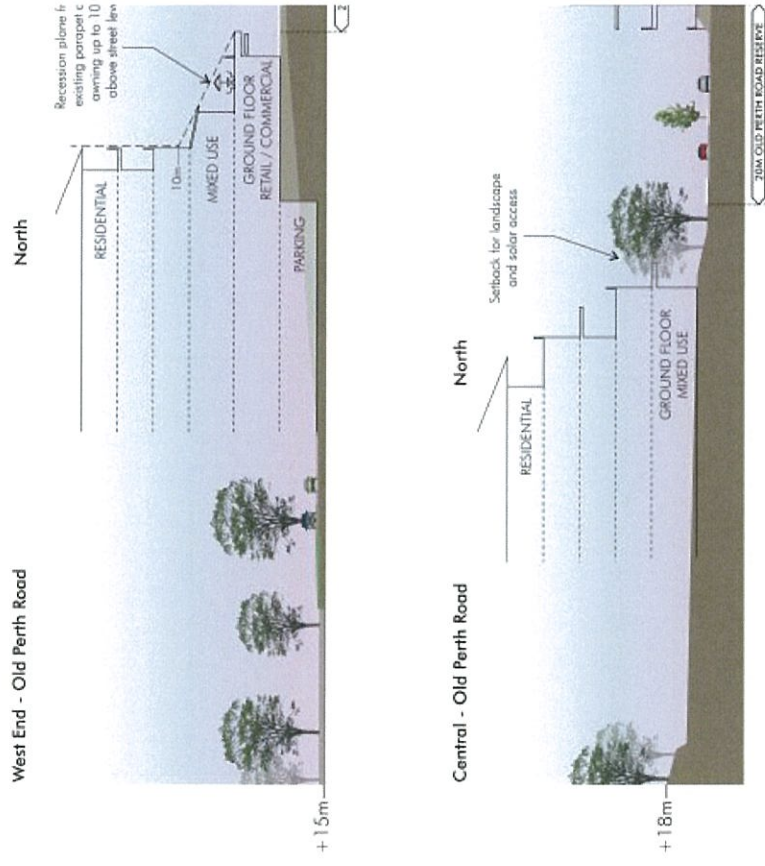
- ☐ Rear setbacks should be provided suitable to accommodate parking and avoid overshadowing of neighbouring buildings.
- ☐ Rear setbacks from residential adjoining should provide for privacy and comply with R code requirements.
- ☐ Entrances can be set back up to 4.0metres to create a sense of address; these setbacks should be co-ordinated with neighbouring buildings and detailed as small urban public spaces.



## Variation

The building envelope may be varied where council considers that the building does not adversely affect neighbouring Bassendean Town Centre Area Strategy - Final Guidelines After Advertising

buildings and spaces or the general townscape by overshadowing or dominating through scale or character.



## 7.6 Building orientation and address

### Position

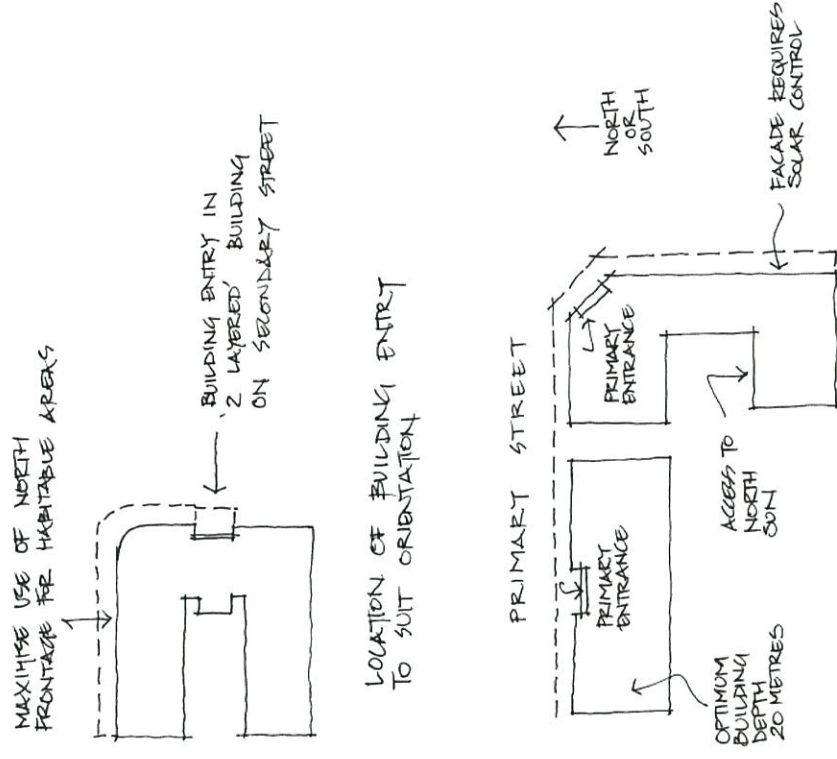
Townscape, address and solar access are all very important in orientating buildings.

### Guidelines

- Buildings should have the long axis east-west (or within 15 degrees of east-west) to maximise northern solar access.
- Buildings should have the primary entrance, address and frontage on or clearly identifiable from the primary street.
- Courtyards can be used to provide solar access in deeper buildings

### Variation

This guideline may be varied where council considers that the climatic response of the building is not compromised and that spaces created around the building contribute positively to the urban quality of the town centre.



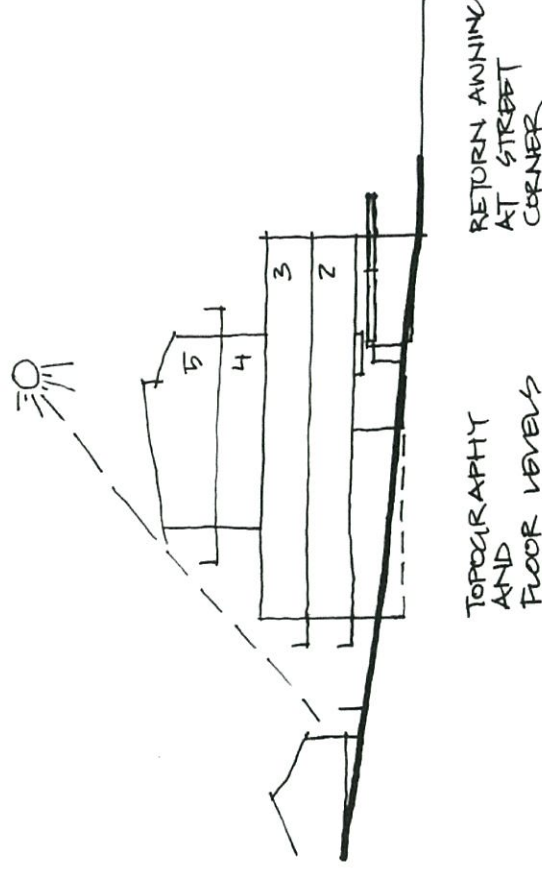
## 7.7 Topography and floor levels

### Position

Old Perth Road slopes considerably downhill from Guildford Road. This adds interest to the built character of the town centre. Building design along Old Perth Road should reflect this change in topography. Some intersecting streets also slope considerably; this slope should be used to advantage in building design.

### Guidelines

- ☐ Facades should be stepped to express change of level across the building frontage, and should relate well to neighbouring facades.
- ☐ All floor levels should be expressed in the façade design through awning or balcony elements or the design of windows within a façade.
- ☐ Care should be taken to resolve the detail relationship between adjoining building with different floor and awning levels.
- ☐ Ground floor to floor height shall be a minimum of 4.0 metres to provide a consistency with the historic buildings in the town and flexibility of use.
- ☐ Upper floor to floor heights should allow for future change of use.





## 7.8 Pedestrian and cycle amenity

### Position

Bassendean Town Centre will be a place where pedestrian access and amenity has priority. Cycling to the town centre will also be encouraged. Buildings will provide pedestrian shelter and amenity on the street front.

### Guidelines

- ☐ Provide clear, well designed paths around buildings leading to entrances that link into the public footpath network.
- ☐ Provide pedestrian shelter at entrances and along active street frontages.
- ☐ Provide good end of trip facilities, including lockers and showers for walkers and cyclists in workplaces in the town centre.
- ☐ Provide bicycle racks outside all commercial, retail and civic buildings.



Bassendean Town Centre Area Strategy - Final Guidelines After Advertising

## 7.9 Vehicle movement and parking

### Position

The Bassendean Town Council encourages the reduction of car dependency. Vehicles will move slowly and safely around the town centre. People will be encouraged to walk to the town centre or to park their cars and walk to various destinations.

### Guidelines

- ☐ Car parking is to be provided consistent with LPS 10.
- ☐ Parking should be located to rear of or below buildings. Cars and parking areas should not visually dominate development.
- ☐ Where car parking requirements limit optimum site development council may consider cash- in- lieu payment.
- ☐ Parking for motor cycles and scooters should be provided to encourage use.
- ☐ At- grade parking areas including the Bassendean Village car park should be well landscaped with shade trees (1 for every 4 car bays) and have clearly defined, direct and well lit pedestrian links.
- ☐ For residential dwellings of 1 to 2 bedrooms the parking ratio shall be reduced to 1 bay per dwelling.

- ☐ Shared surfaces are encouraged using trafficable unit paving and materials consistent with neighbouring developments and public areas.
- ☐ Parking should be accessed from secondary streets and not from Old Perth Road.
- ☐ Crossovers should be limited to one crossover (3 – 6m wide) per development site. Crossovers should match footpath colour.
- ☐ Service and delivery should be provided discretely and in minimal space.
- ☐ Consideration should be given to location, access to and storage of recycling and other rubbish bins including communal bin facilities.
- ☐ Emergency vehicle access, particularly for fire fighting vehicles, must be provided to satisfaction of Council and FESA.





## 7.10 Landscape and hardscape

### Position

The outdoor spaces between buildings are as important as the buildings themselves in their contribution to townscape. All spaces around buildings are to be designed to offer attractive amenity for users and passers-by.

Landscape in the Bassendean Town Centre should:

- ☐ Complement street function and be appropriately scaled relative to street width and building form and scale
- ☐ Enhance pedestrian comfort and safety and reinforce desired traffic behaviour
- ☐ Reflect and consider development image and role, solar access, soils, selection of appropriate species and services
- ☐ Assist in micro climate management and
- ☐ Include 'water wise' strategies to reduce long-term water consumption.

### Guidelines

- ☐ Refer to Bassendean Streetscape Policies
- ☐ A town centre public realm contribution of 2% of development cost will be payable to Council as a condition of development approval. This contribution will be used to enhance the public realm in the vicinity of the development site and will include public art, street furniture, planting, paving and amenities such as bicycle racks, bins, shade structures, signage. Etc. Timing of these enhancements will be agreed between Council and the developer to be completed shortly after construction and to suit council works programmes.
- ☐ Landscape provision will be assessed on quality rather than quantity. No specific percentage provision is required in the town centre but all outdoor areas are expected to be landscaped and maintained to a high quality appropriate to an urban setting.
- ☐ Existing healthy, mature trees of appropriate species should be retained and incorporated into new development. Where trees are removed they shall be indicated as removed on plans and their removal justified
- ☐ Generally use water-wise and indigenous plant species
- ☐ Improve microclimate of courtyards and other urban spaces with use of some deciduous shade trees and water elements. The use of deciduous trees will be limited to courtyards and other urban spaces where seasonal climate response is considered important.



- ☐ Paving materials and details shall match proposed public realm finishes or be of a quality associated with high traffic town centre and civic precincts and approved by council.
- ☐ Seating, lighting and other street furniture should match that proposed in public areas or be of high quality design durable materials and approved by Council.
- ☐ Trees planted in car parks shall be planted as mature specimens no less than 3.0 m high and protected with tree grates and bollards. Tree canopies shall be managed to allow clear visibility to building facades and signage.
- ☐ All private and public open spaces should be designed and maintained to minimise fertilising, excess watering and nutrient run-off.



Bassendean Town

HAMES SHARLEY



## 8.0 Building form and detail

- 8.1 Adaptable buildings
- 8.2 Building character
- 8.3 Facades
- 8.4 Roofs
- 8.5 Old Perth Road frontage
- 8.6 Building entry
- 8.7 Awnings, canopies and balconies
- 8.8 Roofs
- 8.9 Materials and colour
- 8.10 Signage and art
- 8.11 Plant and equipment



## 8.1 Adaptable buildings

### Position

The revitalisation of Bassendean Town Centre will happen over a number of years. New buildings in the town centre should be designed to accommodate a changing range of diverse and more intense uses in the future.

### Guidelines

Buildings designed for adaptive re-use should include:

- ☐ Load bearing columns/walls in regular grid allowing addition or removal of dividing walls to reconfigure internal space.
- ☐ Lightweight façade systems that can be updated in future.
- ☐ Service cores and stairs at sides or rear of buildings and generous vertical circulation space for people and piping.
- ☐ Maximum number of openings in primary street facade to allow for additional entrances and/or different uses within building in future.
- ☐ Maximum natural light by limiting building depth to 20- 25m, use of light wells or internal courtyards.
- ☐ Limited internal fit-out and refit wastage
- ☐ Generous ground floor to floor heights to match existing or a minimum of 4.0metres
- ☐ Upper floor to floor heights of 3.5metres to 4.0metres

### Variation

Where council considers that the life of a building is short so as not to warrant this approach.

## 8.2 Building character

### Position

All buildings within the town centre should be designed as good urban fabric buildings that respect the history and streetscape of Bassendean while providing a contemporary response to function, technology and materials. Buildings in landmark locations should stand apart from the urban fabric buildings.

### Guidelines

- Buildings should reflect contemporary lifestyle, function and materials and not mimic historic styles and building methods.
- Buildings should respond to the character of significant buildings in the town.
- Buildings should have a proportion and scale appropriate to their location within a high quality urban town setting and respecting neighbouring buildings.

## 8.3 Facades

### Position

The design of building facades should contribute to the harmony, liveliness and safety of streetscapes.

### Guidelines

- Refer to Streetscape policies on non residential property facades and security grilles and to 8.5 :Old Perth Road frontage
- Building facades should respond to neighbouring facades through use of consistent horizontal lines, good proportion and other design aspects.
- A consistent, well detailed design approach to all facades of a building is expected. Care should be taken in design of all facades that can be viewed from anywhere in the public realm, this includes window placement, proportion and relief in the wall plane.
- No façade shall appear as a “back “and blank walls should be avoided. Exposed plumbing or other services are not acceptable on any facades.
- Ground floor façades should be distinctive from upper levels, changes in wall plane, texture, material and colour can be used.
- Circulation spaces such as stairs and foyers should be positioned and glazed to add activity that is visible from the street.

- Glazing of facades is encouraged to provide visibility between inside and outside the building. Windows at ground level on active frontages shall be minimum 2.4m high. External sun shading is encouraged appropriate to orientation.
- The top of buildings should finish with a roof or expressed detail.

## 8.4 Roofs

### Position

Roofs are important elements of buildings and townscapes and roof form should be considered as part of the overall building design.

### Guidelines

- Simple roof forms complementing the linearity of buildings are desirable.
- Verge and eaves overhangs sufficient to create strong shadow lines are encouraged on expressed roofs.
- Low pitch roofs (<10 degrees) should be concealed by parapet walls.
- Pitched roofs should respect and be consistent in pitch with roofs in close proximity.

## 8.5 Old Perth Road frontage

### Position

Old Perth Road is the central streetscape in the Bassendean town centre and care should be taken to enhance and enliven it. The pedestrian experience along Old Perth Road should be stimulating and vibrant.

Old Perth Road should have continuous active frontages of varying types along its length.

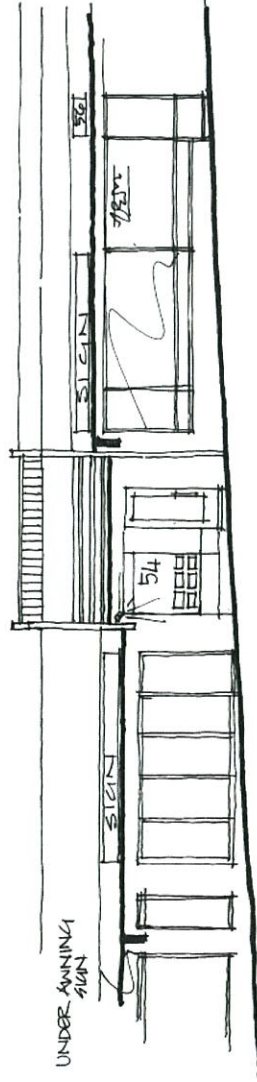
### Guidelines

- Active frontage can include small landscaped spaces that are publicly accessible and contribute to the streetscape and building address
- Non- residential and mixed-use buildings shall have nil setbacks to Old Perth Road frontage.
- Mixed-use buildings should have predominantly non-residential ground floor frontages to Old Perth Road, with the exception of common foyers or home based studios/offices.
- Residential active frontages should offer a transition such as a terrace or veranda between the public and private space where the resident can spend time and express identity through landscape and detail.
- Verandas or terraces can be raised above adjacent footpath level to a maximum of 1.2 metres.



- ☐ Glazed shopfronts are required in retail and commercial buildings. Old Perth Road facades should have a minimum of 80% clear glazed area at ground level.
  
- ☐ Solid frontage is accepted below 0.8 metres above footpath level to allow raised display windows and outside tables up against shopfronts.
- ☐ Blank walls longer than 2.0 metres at street level are not permitted.
- ☐ Upper levels of buildings fronting Old Perth Road should include functional size balconies.
- ☐ Where cafes, restaurants and coffee shops front Old Perth Road the provision of an outdoor eating area is encouraged.
- ☐ All frontages on Old Perth Road should be well illuminated.

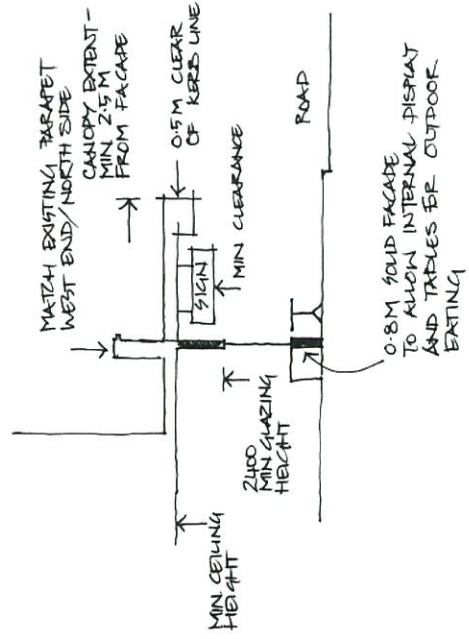
Refer to  
Non-residential Property Facades Policy, Trading in Public Places  
Policy and Outdoor Eating Policy



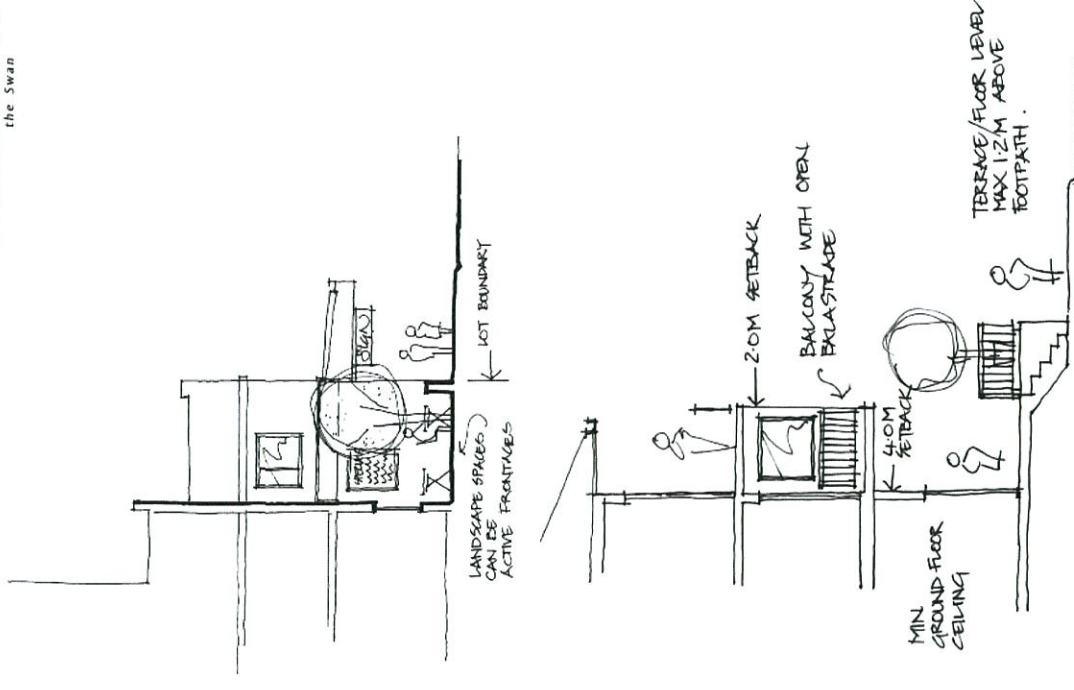
FLOOR LEVEL-AT  
ENTRY DOORS  
MAX 200 ABOVE  
FOOTPATH

RESIDENTIAL  
ENTRY FOYER

RETAIL FACADES  
80% GLAZED  
MAX SOLID FACADE  
0.8 ABOVE FOOTPATH



ACTIVE FRONTAGE - RETAIL



RESIDENTIAL ACTIVE FRONTAGE

## 8.6 Building entry

### Position

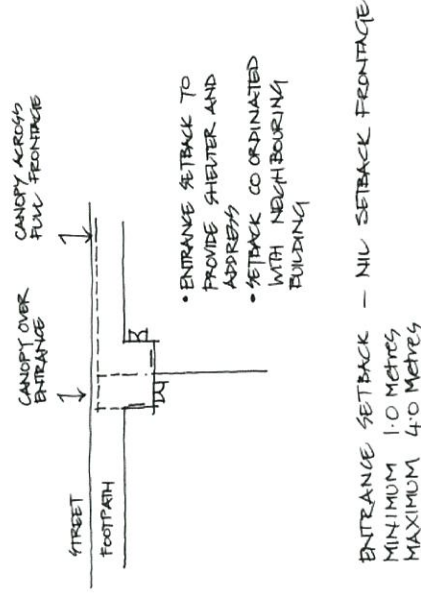
A good building entry expresses the function of the building and its character. It welcomes people in and provides information and shelter.

### Guidelines

- ☐ The primary building entrance should be clearly identifiable and visible from the primary street.
- ☐ Other entrances should be scaled and designed according to their function and frequency of use.
- ☐ Entrances can be set back from the street with external treatments being consistent with the adjacent streetscape.
- ☐ Pedestrian shelter, signage and lighting should be provided at primary entrances.

### Variation

Where council considers that the primary entrance is better located off the primary street, the design of the building and its surrounds should clearly lead the visitor to the entry.





## 8.7 Awnings, canopies & balconies

### Position

Awnings and canopies provide pedestrian shelter and add interest and colour to facades along active street frontages. Other elements such as balconies and terraces provide spaces for people to be part of the street environment and contribute to passive surveillance as 'eyes on the street'.

### Guidelines

- All active commercial and retail frontages in the west and east ends along Old Perth Road should have continuous pedestrian shelter over the footpath.
- Residential and mixed use buildings shall have pedestrian shelter such as awnings or canopies over entrances.
- Balconies and terraces are encouraged on street facades in residential and mixed use buildings.
- Balconies should have predominantly open balustrades, while considering the need for screening of washing and air conditioner units and solar screens.
- Awnings, canopies and balconies should :
  - Have minimum clearance to footpath of 2.7 metres
  - Have minimum extension out from building of 2.5 metres
  - Relate in height/ design to adjoining canopies/ awnings

- Consider signage locations and dimensions
- Provision and maintenance of canopies and awnings over the footpath is the responsibility of the building owner.

## 8.8 Materials and colour

### Position

A vibrant town centre is usually a wonderful mix of colours and materials. It is not the intention to limit the design palette of new buildings in Bassendean.  
The Bassendean Town Centre should read as a harmonious grouping of buildings each with a different role and potentially a different character.

### Guidelines

- Respond to neighbouring buildings with complimentary colours and materials.
- A limited palette of external colours and building materials should be used to ensure building harmony. Generally, use neutral, subtle colours for long lasting surface finishes and use bright colours only as accent and for surfaces that will be repainted or finished regularly.
- High quality durable materials that have acceptable levels of weathering and wear are preferred to materials that require constant maintenance..
- Use of tilt- up concrete is discouraged unless carefully detailed, finished and given relief in the wall plane.

- ☐ Use of highly reflective glazing is not permitted. Samples of reflective/ tinted coatings shall accompany any development application and will be to satisfaction of the Town of Bassendean.
- ☐ Strong and bright colours may be approved subject to durability, where council considers that proposed use of colour will contribute to the character of the town centre in a positive way.

## 8.9 Signage and public art

### Position

Good signage and public art will contribute positively to the character and ambience of the town centre and reflect the image and memories of Bassendean. Both signage and art add vibrancy and interest to a place.

### Guidelines

- ☐ Refer to Public Art Policy and Master Plan and Commercial Advertising Signage Policy
- ☐ A Public Realm contribution of 2% of building construction cost will be required for development in Bassendean Town Centre. This includes provision for public art.
- ☐ All building signage will be of a high standard and generally not exceed 5% of the building wall area to which it is fixed.
- ☐ Pylon signs will not generally be permitted. Signage designed as part of the building and themed to complement development is encouraged and if a

building has numerous tenants, consolidated signage is preferred.

- ☐ Signage suspended below awnings, canopies or balconies or cantilevered will have a minimum clearance above footpath level of 2.7m.
- ☐ Illuminated signage (not pulsating or flashing) is preferred to externally lit signs. Signs should be lit at night.
- ☐ Signage erected above rooflines will not be permitted.
- ☐ Signage shall not obscure display windows by more than 5% area.
- ☐ Refer to 7.10 Landscape and hardscape.
- ☐ Permanent external art work should be durable and complement the themes established in the town.
- ☐ Public art should be appropriate for urban public space and should not compromise public safety.
- ☐ Opportunities for public art include: murals, tiles, mosaics or bas-relief to walkways and walls; unique, artistically devised elements which also have a functional role eg. bollards, gates, light poles, bench seating, drinking fountains.

### Variation

Where art is incorporated into the building design, can be enjoyed from the public realm at all times and is of an extent and quality that satisfies the councils objectives for public art, the cost of that art can be off-set from the required public realm contribution (refer 7.10 Landscape and hardscape.)  
A costed concept design by the artist is required to accompany the development application.



where applicable. Detail of screening shall be included in DA plans, elevations and 3D images

- ☐ Ground level or balcony mounted equipment/air conditioning plant must be well screened using materials to suit the building.
- ☐ All plant and equipment must have noise attenuation to council satisfaction.
- ☐ Telecommunications dishes are not permitted on roofs.
- ☐ Lift over runs shall be contained within the roof space or appropriately designed as an element of the building active frontages.



## 8.10 Plant and equipment

### Position

Modern buildings require plant and equipment to function. This is usually unsightly and often noisy. The impact of plant and equipment should be minimised through design and location.

### Guidelines

- ☐ All plant and equipment must be concealed from public view using screening or other means that is an integral part of the building design. Surface mounted services piping and conduits will not be permitted.
- ☐ Roof mounted equipment, aerials, antennas, masts etc must be screened from all views including from above



## 9.0 Environment and services

- 9.1 Climate and energy response
- 9.2 Services and infrastructure
- 9.3 Servicing and maintenance
- 9.4 Traffic noise attenuation
- 9.5 Safety and security
- 9.6 External lighting

## 9.1 Climate and energy response

### Position

The Town of Bassendean has a commitment to sustainable development. It is important that new buildings are designed to be climate responsive and limit the use of energy and resources.

### Guidelines

- A solar access and shadow analysis is required as part of the DA.
- Buildings should be designed to minimise energy consumed for heating, cooling and artificial light including:
  - Window design for good thermal and daylight performance
  - Building materials and insulation to contribute to comfortable thermal conditions
  - Air movement within buildings to provide comfortable thermal conditions and appropriate air quality
  - Building materials, appliances and fuel sources selected to minimise energy requirements and greenhouse gas emissions
- Building services should be designed and maintained to minimise energy and resource use including:
  - Optimum natural light
  - Optimum natural ventilation

- Energy efficient motors and equipment ,lighting control systems, fittings and appliances
- Energy efficient air conditioning and mechanical ventilation systems and controls
- Minimum water use and waste
- Energy efficient hot water systems
- Water efficient taps and fittings
- Minimal energy use over the whole life of the building
- Maximum use of renewable energy and use of fuels with low greenhouse gas emissions

- Current '5 star' requirements of the green star rating system can be used to demonstrate a response to this commitment. A report accompanying the DA should describe the climate response and energy requirements of the building.



## 9.3 Servicing and maintenance

### Position

The town centre should be pedestrian friendly, visually attractive and safe. Service areas and delivery and maintenance vehicles should not detract from this amenity.

### Guidelines

- Service yards must not be located along active frontages and shall be designed as integral parts of the building.
- All waste storage and delivered goods should be contained within buildings. Rubbish storage and collection facilities shall comply with the current general requirements of the Town of Bassendean and will be efficient, convenient and allow for collection of recyclable material.
- Doors providing access to internal waste/storage or loading dock areas should be the minimum width and height possible to serve the required loading/unloading function and be constructed of aesthetically pleasing materials.

## 9.2 Services and infrastructure

### Position

A high quality, well detailed and well maintained public realm will contribute to the value of residential and commercial property in Bassendean Town Centre and provide a high level of amenity for residents and visitors.

### Guidelines

- The Town of Bassendean requires infrastructure contributions to be made based on the value of development.
- All stormwater shall be contained on site or connected to drainage points where supplied.



## 9.4 Noise attenuation

### Position

Traffic noise from Guildford Road and the rail line can impact on the amenity of the town centre. Buildings should be designed to ameliorate this.

### Guidelines

- Incorporate suitable noise attenuation measures in buildings affected by train or traffic noise in windows, ceilings and insulation airport noise controls.
- All accommodation buildings are to be detailed and/or designed so that internal noise levels in bedroom areas will be in the range of 30 to 35dB.
- All plant and equipment is to have noise attenuation.

## 9.5 Safety and security

### Position

Bassendean town centre should be a safe place at all times. Building and urban design can impact on safety through ensuring all areas are overlooked, open and well maintained. Crime prevention through environmental design (CPTED) principles will be used to assess all new development.

### Guidelines

- A diverse and complementary mix of uses will encourage public presence and activity at different times of the day and night.
- Buildings should overlook public spaces and building entries should be clearly visible from public spaces.
- Buildings should not have recesses or other unsecured areas not in full public view.
- Solid fencing/screening above 0.8m high is discouraged on street frontages.
- A clear view from 0.8m- 2.0m above ground should be maintained in landscape, walling and screening unless screening is fully secure. Landscaping, walls and fencing shall be designed to maintain clear visibility to and from doors, windows, and pedestrian paths.
- Appropriate lighting shall be provided for safety and security (Refer 12.6)
- Robust materials which are aesthetically pleasing should be used in public places. Materials vulnerable to graffiti and vandalism shall be avoided. Use of security film to

windows and anti graffiti treatment to other surfaces accessible at ground level is encouraged.

## 9.6 External lighting

### Position

Bassendean Town Centre should be a safe and interesting place in the evening. Lighting of buildings, shopfronts and external spaces and landscape is important. Buildings should be well lit at night to contribute to safety and interest in the town centre. This can be achieved by up-lighting facades, illuminated signage, display lighting in shopfronts, and good landscape lighting.

### Guidelines

- ☐ Appropriate lighting for pedestrian safety shall be provided to all pedestrian paths and parking areas.
- ☐ Building entrances should be lit for safety and identity.
- ☐ All external lighting shall be robust, vandal resistant and themed to complement development character.
- ☐ Display lighting to commercial and retail premises along Old Perth Road shall be time-switched to remain on every evening until at least 15 minutes after the last train has left Bassendean Station.
- ☐ Consideration should be given to pedestrians, cyclists and drivers with regard to glare from lighting sources.