

TOWN OF BASSENDEAN

MINUTES

TOWN ASSETS COMMITTEE

HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON TUESDAY 6 FEBRUARY 2018, AT 6.20PM

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Acknowledgement of Traditional Owners

The Director Operational Services opened the meeting, welcomed all those in attendance and conducted an Acknowledgement of Country.

2.0 ELECTION OF PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER

Election of Presiding Member

Under delegated authority of the Chief Executive Officer, the Director Operational Services conducted the election of the Presiding Member.

One nomination was received for Cr Jai Wilson.

The Director Operational Services declared Cr Jai Wilson elected as Presiding Member.

Election of Deputy Presiding Member

The Presiding Member conducted the election of the Deputy Presiding Member.

One nomination was received for Cr Kathryn Hamilton.

The Presiding Member declared Cr Kathryn Hamilton elected as Deputy Presiding Member.

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Present

Cr Jai Wilson, Presiding Member
Cr Renee McLennan, Mayor
Cr Kathryn Hamilton, Deputy Presiding Member
Mr Simon Stewert-Dawkins, Director Operational Services
Mr Ken Cardy, Manager Asset Services
Mrs Amy Holmes, Minute Secretary

4.0 DEPUTATIONS

Ms Lisa Last of the Bassendean Verge Transformation Project Group, addressed the Committee on Item 9.3.

5.0 CONFIRMATION OF MINUTES

Nil

6.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

7.0 DECLARATIONS OF INTEREST

Nil

8.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

9.0 **REPORTS**

9.1 **Instrument of Appointment and Delegation**

The above has been included in the Agenda so that members can familiarise themselves with the document.

The Committee discussed 'Projects for the Term of the Committee' and requested Officers provide:

- *A brief status report on these projects;*
- *Any reports/documentation/plans associated with these projects; and*
- *The Capital Works Programme.*

9.2 **Asset Management Policy, Procedures & Documentations Overview (Ref: FINM/ASS-R/1); Ken Cardy, Manager Asset Services**

APPLICATION

The purpose of this report is to provide the Town's Asset Committee (2017-18) with an overview of the Town's Asset Management Procedures and Documentations.

ATTACHMENTS

The following attachments were provided with the agenda:

- Asset Management Policy
- Asset Management Strategy
- Asset Management Plans
 - Plant & Equipment AMP v0.2
 - Property AMP Part 1. V3.0
 - Property AMP Part 2. V3.0
 - Recreation AMP Part 1. V3.0
 - Recreation AMP Part 2. V3.0
 - Transport AMP Part 1. V3.1
 - Transport AMP Part 2. V3.1
- Asset Management Procedures
- 2017-18 Capital Budget

BACKGROUND

The following information provides the Asset Committee with a brief overview of the Town's current Asset Management practices. The attached documents provide more in-depth information.

The Town of Bassendean provides a range of services to its residents. Many of these services require assets to function. For example, roads, paths, drainage etc. support the transport service.

The Town operates an asset management framework that is designed to encourage a continuous improvement approach to the management of its assets. This framework helps to ensure that assets are provided, maintained and operated to the best of the Town's ability.

A key feature of the asset management framework is its 'ownership' by a cross directorate Asset Management Working Group (AMWG). The Group provides leadership and input to the development of a number of key Policies and Plans, including:

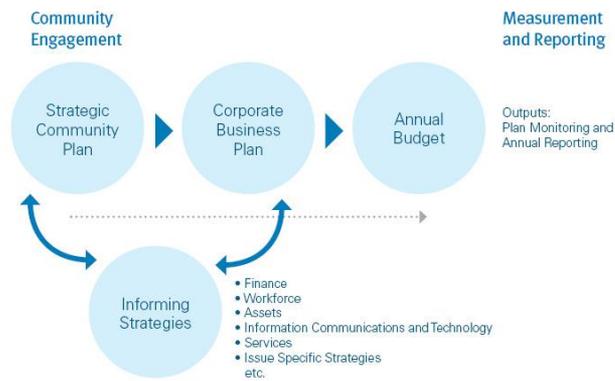
- Asset Management Policy
- Asset Management Strategy
- Asset Management Plans
- Applicable operational procedures

The Town's framework broadly aligns with the Department of Local Government, Sport and Cultural Industries' WA Asset Management Framework.

"WA ASSET MANAGEMENT FRAMEWORK AND GUIDELINES"

As a crucial element of the WA Integrated Planning and Reporting Framework (IPRF), the then Department of Local Government and Communities released its Asset Management Framework and Guidelines for Western Australian Local Governments in May 2011. The development of this Framework and supporting Guidelines reflects a national move towards improving asset management capability within the local government sector. The Framework was developed to assist Local Governments plan and manage their assets so that the long-term aspirations of their communities can be reached. It highlights the fundamental link between asset management, long term financial planning and strategic planning and provides local governments with direction on ensuring adequate integration.

Figure 1: The WA Asset Management Framework (Source: WA DLG, 2017)



Elements of Integrated Planning and Reporting Framework

Essentially Asset Management describes how we build, acquire, maintain, renew and dispose of things of value. It's about one integrated process within a clear framework that allows Council to strategically plan and allocate adequate resource to maintain existing infrastructure and asset needs of the future by balancing Environmental, Cultural, Social and Economic sustainability requirements

“ASSET RATIOS”

Under the IPRF, the Town must be able to produce and report on three asset management Key Performance Indicators. They are:

- Asset consumption ratio (ACR)
- Asset sustainability ratio (ASR)
- Asset renewal funding ratio (ARFR)

Asset Consumption Ratio

This ratio seeks to highlight the aged condition of a local government's physical assets by comparing their fair value (worth in current state) to their replacement cost (worth in as new state).

Asset Sustainability Ratio

This ratio indicates whether a local government is replacing or renewing existing non-financial assets at the same rate that its overall asset base is wearing out. The ratio compares the average actual expenditure on asset renewal to the annual depreciation expense.

Asset Renewal Funding Ratio

This ratio indicates whether the local government has the financial capacity to fund asset renewal as required, and can continue to provide existing levels of services in future. The ratio compares the available asset renewal expenditure in the Long Term Financial Plan to the required asset renewal expenditure in the Asset Management Plans.

“ASSET MANAGEMENT POLICY”

The Asset Management Policy provides clear direction in the provision and management of all Council’s assets. It seeks to ensure that assets support the Strategic Community Plan’s Vision and Objectives. The Policy applies to all assets which are required to be managed by the Town, where their components have a useful life of more than one year and a replacement cost greater than \$5,000.

“Asset Management Strategy”

The Town’s Asset Management Strategy is a document that specifies how the assets will meet the service needs of its community and visitors. It also provides an assessment of performance and acts as an internal roadmap for progressive practice improvement. That is, it documents:

- What the Town’s current asset management position and performance is.
- What the Town’s desired asset management position and performance is.
- How the Town will close any gap and achieve the desired position and performance.

The Town adopted its own methodology for its asset management practices, built around five key needs areas of

- Service Focus - Intended to support the delivery of services through the provision, operation and management of physical assets.
- Skills - Founded on skills, capability and professionalism.
- Knowledge - Supported by plans, processes, information, benchmarking, standards, tools and guidance.
- Review - Matched by review, performance measurement, challenge and audit.
- Governance - Encouraged by strong, high level leadership to ensure that asset management is integrated with strategic resources and business delivery.

The Town reviews the performance of its overall asset management framework by documenting the three asset ratios and by periodically undertaking a self-assessment. Previous self-assessments have used the National Assessment Framework (NAF) provided by the Australian Centre of Excellence in Local Government (ACELG).

“ASSET MANAGEMENT PLANS”

The Asset Management Plans (AMP) document the Town’s management practices, processes and strategies. These ensure transport assets are maintained to an agreed standard (i.e. service levels), balanced against long term resource availability. Each AMP is structured around the service that they support, being:

- Transport
- Recreation
- Property
- Plant, Equipment & IT.

The AMPs are maintained as live documents and are split into two parts. Each part is intended to inform different audiences. Part 1 is a summary document, aimed at Council and the CEO. Part 2 is more detailed, holds technical information and is intended for staff consumption. Each AMP broadly conforms to the format suggested by the International Infrastructure Management Manual (widely regarded as best practice), covering:

- Service levels (defines the service quality)
- Service demand (identifies how services may change overtime)
- Risk management (identifies management risks)
- Lifecycle management (identifies management practices, future works programmes etc.)
- Financial resources (15 year financial projections)
- Improvement and monitoring

COMMUNICATION & ENGAGEMENT

Nil

STRATEGIC IMPLICATIONS

Strategic Priority 5: Good Governance

Objectives What we need to achieve	Strategies How we're going to do it	Measures of Success How we will be judged
5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people	Community/Stakeholder Satisfaction Survey (Governance)
	5.1.2 Ensure financial sustainability	Compliance Audit
	5.1.3 Strengthen governance, risk management and compliance	Risk Management Profile
	5.1.4 Improve efficiency and effectiveness of planning and services	Financial Ratio Benchmarked.
	5.1.5 Ensure optimal management of assets	Asset Ratio Benchmarked
5.2 Proactively partner with the community and our stakeholders	5.2.1 Improve customer interfaces and service	Community/Stakeholder Satisfaction Survey (Community engagement and participation)
	5.2.2 Engage and communicate with the community	
	5.2.3 Advocate and develop strong partnerships to benefit community	
5.3 Strive for Improvement and Innovation	5.3.1 Adopt and measure against best practices ensuring a focus on continuous improvement	Local Government Service Review Benchmarks Percentage uptake of the community of Ecommerce applications

COMMENT

Overall, the Town has progressively made substantial improvements to its asset management practices over the past 5 years. It now has a range of long-term robust practices and processes. Nonetheless, there is still scope for further improvements. Looking over 2018, the key initiatives that are earmarked for actioning are:

- Updating of all AMPs and transition into the new Part 1 and Part 2 format.
- Completion of 5-year renewal works programmes for parks and property assets.
- Completion of operation and planned maintenance schedules for all transport, property and recreation assets, linked to annual budgets.
- Monitoring of service level performance within the AMPs.
- Implementation of the 'sync framework' software for IntraMaps ROAM so that asset data can be synchronised back to the Town's server.

- Undertaking a new NAF self-assessment and resetting of improvement actions.

Throughout each financial year, Councillors and Officers may identify Capital Projects, which are not included as a Capital Project in the Asset Management Plans. This may be because these projects, such as replacing or upgrading a recreation facility, may only be required due to the changing usage requirements of the user groups not due to the condition of the recreation facility.

Where this occurs, a Report to Council, by the responsible officer will occur and Council may resolve to have this project listed in the Draft Capital Budget for their consideration.

Over the last two years, the Manager Asset Services, at a workshop in April / May has provided Council with an overview of the coming years Asset Management Works Program (Pre-Draft Capital Budget Works Program). Council at this workshop and in May-June of each year, when the draft budget is available to Councillors, can provide input and have the opportunity to prioritise each capital works project prior to finalising the Capital Budgets Works Program.

Attached is a copy of the Council's approved 2017-18 Capital Budget Works Program that itemises each project and the status of that project.

RISK ASSESSMENT

Nil

STATUTORY REQUIREMENTS

Local Government Act 1995

Local Government (Administration) Regulations 1996 requires each local government to adopt a Strategic Community Plan and a Corporate Business Plan that clearly links the community's aspirations with the Council's vision and long term strategy

This legislation outlines the requirement for Local Governments to provide *Integrated Planning and Reporting Framework and a critical component is Asset Management.*

FINANCIAL CONSIDERATIONS

Nil

COMMITTEE/OFFICER RECOMMENDATION — ITEM 9.2

TAC - 1/02/18

MOVED Cr Hamilton, Seconded Cr McLennan, that the Town Assets Committee:

1. Receives the report in regards to:
2.
 - a) Asset Management Policy;
 - b) Asset Management Strategy;
 - c) Asset Management Plans; and
 - d) Applicable operational procedures;
3. Notes the Council's approved 2017-18 Capital Budget Works Program and the itemised status of each project.

CARRIED UNANIMOUSLY 3/0

9.3 Verge Treatment Policy and Verge Maintenance Policy (Ref: COUP/MAINT/1 – Trent Macpherson (Engineering Technical Coordinator), Andreea Balica (Engineering Technical Assistant / Compliance Officer and Ken Cardy Manager Asset Services)

APPLICATION

The purpose of this report is to provide the Towns Assets Committee an outline of the proposed changes to the Verge Treatment and Maintenance Policy and seek their feedback

ATTACHMENTS

The following were attached with the agenda:

- Activities on Thoroughfares and Trading in Thoroughfares and Public Place Local Law 2010;
- Proposed new Verge Maintenance Policy – Draft only;
- Proposed new Verge Treatment Policy – Draft only;
- Permissible Verge Treatment Information Sheet – Draft only;
- City of Bayswater's Street Verge Policy, Verge-Green Guidelines, Street Verge-Greening Guidelines and Verge Designs.

BACKGROUND

In June 2011, the Town of Bassendean, Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010 came into effect.

This Local Law deals with a wide cross section of activities which may occur within the thoroughfare including verge treatments. In accordance with this Local Law, Council is required to determine via policy the permissible materials that can be installed on a verge.

The Local Law states in part the following:

2.7 Permissible verge treatments

(1) An owner or occupier of land, which abuts on a verge, may on that part of the verge directly in front of her or his land install a permissible verge treatment.

(2) The permissible verge treatments are:

- (a) the planting and maintenance of a lawn;*
- (b) the planting and maintenance of a garden provided that:*
 - (i) clear sight visibility is maintained at all times for a person using the abutting thoroughfare in the vicinity of an intersection or bend in the thoroughfare or using a driveway on land adjacent to the thoroughfare for access to or from the thoroughfare;*
 - (ii) where there is no footpath, a pedestrian has safe and clear access of a minimum width of 2m along that part of the verge immediately adjacent to the kerb;*
 - (iii) it does not include a wall or built structure; and*
 - (iv) it is not of a thorny, poisonous or hazardous nature; or*
- (c) the installation of an acceptable material; or*
- (d) the installation of an acceptable material or other verge treatment in accordance with paragraph (c), and the planting and maintenance of either a lawn or a garden on the balance of the verge in accordance with paragraph (a) or (b).*

2.8 Only permissible verge treatments to be installed

(1) *A person shall not install or maintain a verge treatment that is not a permissible verge treatment.*

In December 2012, Council adopted the Verge Treatment and Maintenance Policy with the objectives being to:

- Encourage adjacent owners and occupiers to install and maintain permissible verge treatments that are waterwise, aesthetically pleasing, and that reflect our natural heritage.
- Provide guidelines as an adjunct to the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law for the installation and management of verges in the Town.

In addition, Council adopted a Permissible Verge Treatment Information Sheet to assist for residents understand what can and cannot be undertake onto the verge adjacent their the property.

In June 2017, a Notice of Motion was received from Cr Bridges and Council (OCM – 24/07/17) resolved MOVED Cr Bridges, Seconded Cr McLennan, that the Town of Bassendean provides a report on the Verge Treatment and Maintenance Policy with the aim to enable residents to plant verge gardens, including edible plants, within guidelines that maintain safe pedestrian flow, vehicle sight lines and access to utility infrastructure without the requirement of a formal application.

In January 2018 Council (OCM - 10/01/18) resolved for item 10.6 Verge Treatment and Verge Maintenance Policy the following:

That Council:

1. *Supports the continuation of the current free verge treatment review service but emphasizes that, although it is a requirement for landscaping to be compliant, it is not compulsory for an application to be submitted;*
2. *Acknowledges the efforts made by officers in preparing the amended draft “Verge Maintenance Policy” & the amended draft “Verge Treatment Policy” attached to the Ordinary Council Agenda of 30 January 2018 but notes that the documents do not fully achieve Council’s intended purpose;*

3. *Requests the City of Bayswater “Street Verges Policy” & “Verge Greening Guidelines” be presented to the Town Assets committee at its meeting scheduled for Tuesday 6th February and to the Verge Transformation Group for comment prior to re-drafting the new Town of Bassendean policy & guidelines;*
4. *Requests officers to prepare a new draft policy and associated guidelines that essentially replicate the current City of Bayswater “Street Verges Policy” & “Verge Greening Guidelines” including its clear, simplified format and incorporating feedback from the Town Assets committee and Verge Transformation group;*
5. *Requests that an approval process be documented for the installation of verge infrastructure such as “little libraries” or bench seating;*
6. *Requests officers prioritise reviewing the “Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010” as soon as possible with a view to amending clause 2.7(iii) to allow for the installation of compliant raised garden beds; and*
7. *Requests officers liaise with the City of Bayswater staff regarding their experience with public liability insurance to cover this change prior to negotiating with LGIS.*

COMMUNICATION & ENGAGEMENT

In accordance with Council (OCM – 24/07/17) resolution, in September 2017, the Town’s Compliance Officer contacted the Bassendean Verge Transformation Project Group through its co-ordinator to advise the Town is looking at reviewing the Verge Treatment and Maintenance Policy and requested the group to provide an input regarding this matter.

An email response was received in October 2017, as follows:

“Thanks again for the opportunity to provide comment on the current Verge Treatment and Maintenance Policy.

As far as approval processes go, this process is relatively simple and we have found the Town to be efficient in delivery, thank-you for this.

We do believe however that the process offers limited value for the time spent as the approvals we have seen do not impart any knowledge that couldn't be taken from review of the Policy and the Dial Before You Dig report. We consider a well worded Policy document and supporting guidance could take the place of the current approval process.

Further, we consider that the prescriptive nature of the Policy is in some respects unduly restrictive, inhibiting the enhancement of verges. For example:

- * The requirement to have an approval for any new type of plant on the verge is not very practical from a compliance perspective. It is especially not conducive to edible verge gardens as these gardens are seasonal, so residents would need to either apply for approval several times a year or have the foresight to know what they were going to plant for the whole life of the garden. It is unclear to the BVTP what the benefit is of restricting planting in this way and conversely, we see that more edible verges in Bassendean is good for enhancing social capital and civic engagement and food security.*
- * The City of Bayswater completed a risk assessment on the installation of raised garden beds determining that they could be allowed with a few restrictions as outlined in the City of Bayswater Street Verge Policy and Greening Guide. People want raised garden beds for edible gardens due to the perceived risk of soil contamination.*
- * Although street trees are covered in another Town of Bassendean policy, we would like to note that we would like the opportunity to plant edible trees as part of verge gardens. This has been incorporated into the City of Bayswater Street Verge Policy.*
- * Regarding the current height restriction on plants of 750mm, perhaps we could just stipulate that sight lines be maintained.*

As a starting point, the BVTP would like to see the Town of Bassendean Policy and guidelines updated to be in line with the City of Bayswater Policy and guidelines. The City of Bayswater has recently revised and updated their Policy in consultation with the Local Government Insurance Scheme (LGIS) allowing installation of garden beds and a wide variety of plantings including fruit trees and other edibles without the need for City approval.

The City of Bayswater's garden bed risk assessment policy and greening guide are linked below for your reference.

On 31 January 2018, as per Council (OCM - 10/01/18) resolution Officers contacted the City of Bayswater to obtain copies of its Street Verge Policy and Guidelines. These documents are attached to this Agenda for information and consideration.

In regards to the Town liaising with the City of Bayswater to obtain its Local Government Insurance Services (LGIS) advice, unfortunately at the time of publishing the Town's Assets Committee agenda, this information had not been received by staff.

STATUTORY REQUIREMENTS

Local Government Act 1995.
Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010.

STRATEGIC IMPLICATIONS

The Strategic Community Plan 2017-2027, contains the following under the heading of:

Social:

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measure of Success <i>How we will be judged</i>
1.3 Plan for a healthy and safe community	1.3.1 Facilitate safer neighbourhood environments	Community / Stakeholder Satisfaction Survey (Safety, Health and Well-being)

Natural Environment:

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measure of Success <i>How we will be judged</i>
2.3 Ensure the Town's open space is attractive and inviting.	2.3.1 Enhance and develop open spaces and natural areas to facilitate community use and connection.	Community / Stakeholder Satisfaction Survey (Open Space and use of Open Space) Increase in Public Open Space Tree Canopy Area monitoring (Private and Public realms) Water Quality (entering the Swan River analysed in accordance with the Australian Government National Health and Medical Research Council Guidelines)

Built Environment:

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measure of Success <i>How we will be judged</i>
3.3 Enhance the Town's appearance	3.3.1 Improve amenity and the public realm	Community / Stakeholder Satisfaction Survey (heritage, amenity and appearance)
	3.3.2 Strengthen and promote Bassendean's unique character and heritage	
	3.3.3 Implement design policies and provisions of buildings and places	

COMMENT

Please note: due to time restraints (30 January OCM and 6 February Town Assets Committee), Officers were unable to prepare new drafts of the Verge Policy & Guideline documents.

Considering the Council (OCM-10/01/18) resolution, Officers will prepare a new draft policy and associated guidelines that essentially replicate the current City of Bayswater "Street Verges Policy" & "Verge Greening Guidelines" incorporating feedback from the Town Assets committee and Verge Transformation group.

The Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010 states in Clause 2.7 Permissible verge treatments, that, *“an owner or occupier of land, which abuts on a verge, may on that part of the verge directly in front of her or his land install a permissible verge treatment.”*

Council has previously approved a Permissible Verge Treatments Information Sheet, which is promoted and available to assist residents understand what they can and cannot undertake on the verge adjacent to their property.

Therefore, the local law and Council policy permits someone to install a permissible verge treatment.

The Permissible Verge Treatments Information Sheet explains for example, that verges should not be fully paved to ensure street trees can be planted and to reduce the urban heat load and provide for rain water penetration.

From a public safety perspective Council has resolved for example that materials should not be used that would create a slip or trip hazard such as gravel, rocks, retaining walls and from an environmental perspective that artificial grass is not permitted on the verge due to the urban heat load increases.

In regards to underground services that are located in every verge, the information sheet requires that residents obtain dial before-you-dig information. The reason for including this information is because anyone damaging an underground service is responsible for the repair or reinstating damaged assets. Where damage occurs and negligence appears to be a contributing factor the State Government Utility Agency will commence proceedings against individuals and/or companies to recover costs.

In accordance with the local law, it is not compulsory for a verge application to be submitted, but it is a requirement that landscaping uses acceptable materials and is compliant to the Permissible Verge Treatments. Therefore, as a service to residents, the Town's Engineering Technical Assistant/Compliance Officer currently receives verge applications and the Town provides a free review service within 5-10 days.

This upfront assessment service was made available to help residents and developers undertake compliant landscaping works so that they do not expend their funds or time to install a verge treatment, only to be advised after landscaping, that the verge treatment requires modification in order to comply with the Local Law and the Permissible Verge Treatment requirements.

In the past Rangers, Asset Services, Elected Members and neighbours have reported hazards, fully paved verges etc and when this occurs, the Town will initially liaise with the property owner adjacent to the verge landscaping and follow up with a notice requiring compliance with the local law.

Recently, the City of Bayswater changed their verge treatments policy and guidelines allowing residents to install “deem-to-comply” verge treatments without a formal application being submitted and therefore residents and developers are expected to self-regulate based on the criteria provided.

The City of Bayswater guidelines allows residents to plant fruit trees. Should the Town’s Asset Committee wish to consider this as an option, it should be noted that fruit trees are susceptible to pest and diseases, will most likely require regularly baiting or spraying treatments to control these pest such as Mediterranean Fruit Fly and the fruit trees may not meet the Council’s adopted street tree selection criteria:

- “Boulevard” style streetscapes;
- Biodiversity Corridors;
- Historical, cultural or natural association;
- Form and scale;
- Impact on utility services;
- Drought tolerance;
- Performance record;
- Response to pruning;
- Planting tolerance in paved areas;
- Resistance to pest and diseases;
- Verge widths;
- Long lived; and
- Limb shear.

The draft policy & guidelines being referred to the Town’s Asset Committee, is to provide the opportunity for the Committee members could provide feedback to Officers.

To improve the current Verge Treatment and Maintenance policy, it was recommended to the January 2018 Ordinary Council meeting that the current policy be divide into two, being:

- Verge Maintenance Policy; and
- Verge Treatment Policy – Appendix 1 Pre-approved Plant Species & Appendix 2 Verge Treatment Application Form, Permissible Verge Treatment Guidelines.

As explained above, on occasions some residents/developers install non-compliant verge treatments as they are not aware of the local law and Council's Permissible Verge Treatment requirements.

The current free application service assists residents/developers to ensure their funds or resources used to landscape the verge are compliant with the Local Law and Councils Permissible Verge Treatment requirements. It is not compulsory for an application to be submitted, but it is a requirement that the landscaping is compliant.

The Town's Asset Committee and Council may wish to remove this free service, and if so, Appendix 2 can simply to be deleted from the attached draft Verge Treatment Policy, which has been provided for Council consideration.

FINANCIAL CONSIDERATIONS

There are no financial implications associated with this report.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.3

TAC - 2/02/18

MOVED Cr McLennan, Seconded Cr Hamilton, that the Town Assets Committee:

1. Receives draft Verge Treatment Policy and Verge Maintenance Policy report attached to its agenda of 6 February 2018; and
2. Notes that Council Officers will commence the Council (OCM-10/01/18) requested amendments, liaise with the Verge Transformation Group and provide a further Verge Treatment Policy and Verge Maintenance Policy report for the Town Assets Committee's consideration.

CARRIED UNANIMOUSLY 3/0

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

Nil

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

Nil

12.0 **CONFIDENTIAL BUSINESS**

Nil

13.0 **CLOSURE**

Meetings will be held as required. Next meeting to be advised.

There being no further business, the Presiding Member closed the meeting at 8.30pm.