



ORDINARY MEETING OF COUNCIL

Tuesday 26 NOVEMBER 2019

Agenda



New mural installations in the Town

Notice is hereby given of the Ordinary Council Meeting to be held in the Council Chamber, 48 Old Perth Road, Bassendean, commencing at 7.00pm.

Peta Mabbs
CHIEF EXECUTIVE OFFICER

22 November 2019

INTRODUCING OUR COUNCILLORS



Mayor
Cr Renee McLennan
crmclennan@bassendean.wa.gov.au



Cr Kathryn Hamilton, Deputy Mayor
crhamilton@bassendean.wa.gov.au



Cr John Gangell
crgangell@bassendean.wa.gov.au



Cr Jai Wilson
crwilson@bassendean.wa.gov.au



Cr Sarah Quinton
crquinton@bassendean.wa.gov.au



Cr Hilary MacWilliam
crmacwilliam@bassendean.wa.gov.au



Cr Chris Barty
crbarty@bassendean.wa.gov.au

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Acknowledgement of Traditional Owners

The Town of Bassendean acknowledges the past and present traditional owners of the land on which we gather to conduct this meeting, and pays its respects to their Elders, both past and present.

Members of the public are requested to sign the attendance sheet located on the table at the rear of the Council Chamber.

2.0 PUBLIC QUESTION TIME & ADDRESS BY MEMBERS OF THE PUBLIC

It should be noted that public questions and comments are recorded and live streamed via YouTube, and that there is no protection from legal action being taken against you, should it arise from your comments delivered at the meeting.

2.1 Questions Taken on Notice – Mr Paul Bridges

Mr Brian Reed, Manager Development Services, has provided Mr Bridges, as follows:

“I refer to your questions asked at the last Council meeting about the status of the Heritage Incentives Policy and the Establishment of the Heritage Precincts and Heritage Policy Guidelines.

As previously advised by myself, the Heritage Incentives Policy is being developed by in-house staff, and a discussion paper has been presented to the Design Bassendean Advisory Group, to seek its views on the issue. The paper will be presented to Council in the next month or so, which hopefully will result in the preparation of a draft policy which will be advertised for public comment.

Funding towards the establishment of the Heritage Precincts will be considered by Council through the mid-year budget review.

Should you wish to discuss the matter further, please do not hesitate to contact me.”

2.2 Public Question Time

Members of the public who wish to do so may ask questions at this point in the agenda.

2.3 Address by Members of the Public

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

4.0 DEPUTATIONS

5.0 CONFIRMATION OF MINUTES

5.1 Ordinary Council Meeting held on 15 October 2019

Attachment No. 1:

OFFICER RECOMMENDATION – ITEM 5.1(a)

That the minutes of the Ordinary Council meeting held on 15 October 2019, be received.

OFFICER RECOMMENDATION – ITEM 5.1(b)

That the minutes of the Ordinary Council meeting held on 15 October 2019, be confirmed as a true record.

5.2 Special Council Meeting held on 22 October 2019

Attachment No. 2:

OFFICER RECOMMENDATION – ITEM 5.2(a)

That the minutes of the Special Council meeting held on 22 October 2019, be received.

OFFICER RECOMMENDATION – ITEM 5.2(b)

That the minutes of the Special Council meeting held on 22 October 2019, be confirmed as a true record.

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

7.0 PETITIONS

8.0 DECLARATIONS OF INTEREST

9.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

10.0 REPORTS

10.1 Adoption of Recommendations En Bloc

The following information is provided to Councillors for guidance on the use of en bloc voting as is permissible under the Town's Standing Orders Local Law 2011.

Standing Orders Local Law 2011, Clause 5.4 states:

- (1) In this clause adoption by en bloc voting means a resolution of the Council that has the effect of adopting, for a number of specifically identified reports, the officer recommendation as the Council resolution.
- (2) Subject to subclause (3), Council may pass an adoption by en bloc voting.
- (3) An adoption by en bloc voting may not be used for a matter –
 - (a) that requires a 75% majority or a special majority;
 - (b) in which an interest has been disclosed;
 - (c) that has been the subject of a petition or deputation;
 - (d) that is a matter on which a member wishes to make a statement; or
 - (e) that is a matter on which a member wishes to move a motion that is different to the Officer recommendation.

Councillors should be aware that should they wish to declare an interest in any of the items listed in the en bloc voting table, and have not done so under Item 8.0, Declarations of Interest, they should do so at this point of the agenda.

OFFICER RECOMMENDATION – ITEM 10.1

That Council adopts en bloc the following Officer recommendations contained in the Ordinary Council Agenda of 27 November 2019:

Item	Report
10.2	Point Reserve Jetties Update
10.3	Local Integrated Transport Plan
10.4	BassenDream Our Future Preliminary Engagement Report
10.5	Community Safety and Crime Prevention – Status Update Only
10.6	Waste Local Law
10.8	Community Benefit Sponsorship and Grants Applications Assessment Panel Report – Transitional Round and Round Two
10.11	Green Trail and Success Hill Principal Shared Path
10.12	Quarterly Report for Period Ended 30 September 2019
10.13	Town Assets Committee Meeting held on 9 October 2019
10.14	Bassendean Youth Advisory Council Meeting held in July 2019
10.15	Determinations Made by the Principal Building Surveyor
10.16	Determinations Made by Development Services
10.17	Monthly Financial Report – September 2019 and October 2019
10.18	Accounts Paid – July 2019 and August 2019
10.19	Bassendean Local Emergency Management Committee Meeting held on 6 November 2019
10.20	Use of the Common Seal
10.21	Implementation of Council Resolutions
10.22	Calendar for November/December 2019

Council is now requested to consider the balance of the Officer recommendations independently.

Item	Report
10.7	Bassendean Oval Football Facilities - Business Case Development
10.9	Major and Significant Events Sponsorship and Grants Application for WonderRealm Bassendean 2020
10.10	Policy 6.19 - Communication between Elected Members and the Administration
12.1	Notice of Motion – Cr Gangell: Weed Infestation
13.1	Sports Achievement Award

10.2 Point Reserve Jetties Update (Ref: PARE/MAINT/52 Phil Adams, Executive Manager Infrastructure)

APPLICATION

The purpose of this report is to provide:

- an update on the current state of the Point Reserve jetties;
- an understanding of associated risks and mitigating actions undertaken by the Administration to date; and
- advice on subsequent steps to address the issue and explore future considerations.

ATTACHMENT

Attachment No. 15

Bassendean Transport Study – Phase 2 Local Integrated Study Plan: A Plan for the Future, Version 8

BACKGROUND

Regular inspections of the jetties have been undertaken by Town staff and contractors.

In mid-2019, following the identification of termite infestation on both North and South Jetties at Point Reserve, termite controls were implemented, with the use of bait stations (to be inspected quarterly). Public access to North Jetty was restricted for safety reasons.

In September 2019, a contractor's inspection report highlighted structural issues at both North and South Jetties. It identified that structural components such as headstocks and stringers had been compromised by termite infestation, which rendered both structures at risk of localised failure within the areas of damage if works were not undertaken.

Acting on this report, Town Administration engaged a marine maintenance contractor to undertake remedial works which commenced in early November 2019. During the initial stages of these works, on 8 November 2019, it was discovered that the termite damage to both jetties was more extensive than originally observed.

COMMUNICATION & ENGAGEMENT

In November 2019, the Town informed the community about the deteriorating state of the two jetties via the Town website and Facebook. The primary focus of communications at this stage has been on public safety risks and the unsafe state of the jetties.

STRATEGIC IMPLICATIONS

The management of the Point Reserve Jetties aligns with the following Strategic Priorities under the current *Community Strategic Plan 2017-2027*.

Strategic Priority 1: Social

Objectives	Strategies
1.3 Plan for a healthy and safe community	1.3.1 Facilitate safer neighbourhood environments 1.3.2 Promote and advocate community health and well-being

Strategic Priority 3: Built Environment

Objectives	Strategies
3.3 Enhance the Town's appearance	3.3.1 Improve amenity and the public realm 3.3.2 Strengthen and promote Bassendean's unique character and heritage

Strategic Priority 5: Built Environment

Objectives	Strategies
5.1 Enhance organisational accountability	5.1.2 Ensure financial sustainability 5.1.5 Ensure optimal management of assets

COMMENT

Public Safety and Liability

The Town has a duty of care to ensure safe community infrastructure and act expeditiously to mitigate risk to public safety at all times.

From a public liability and safety perspective, the Town has a duty to take all reasonable care and reasonable measures to prevent injury from dangers that the Town is aware of. The hazards identified at the jetties present the Town with a significant public liability exposure.

The Town has acted quickly and decisively to put in place all necessary measures to protect the community from harm.

Town Administration Actions since 8 November 2019

Guidance was sought from the Town's insurer, LGIS, who advised the Town to implement the following management actions in relation to both Point Reserve Jetties, in order to manage the critical risk to public safety:

- Installation of signage (on land and on the jetty itself).
- Installation of barricades (on land and on the jetty itself).
- Regular monitoring and inspection to ensure the public are not accessing the jetty and the control measures remain in place.
- Taking action in response to issues arising from monitoring and inspection.
- Liaison with relevant authorities with regards to removal in a timely manner.

The Town has acted to mitigate the immediate and critical risk to public safety, following recommendations from both the Town's marine maintenance contractor and insurer.

Pursuant to Regulation 11 - Emergency Works of the Swan and Canning Rivers Management Regulations 2007, the Town has applied for, and received a permit (P12517) from the Department of Biodiversity, Conservation and Attractions (DBCA) to authorise requested works to remove the decking on both jetties to prevent public access, to address public safety risks caused by termite damage.

The DBCA permit is conditional upon the following:

- The Town now has to take appropriate preventative measures to ensure that no debris, rubbish or any other deleterious matter enters the river as a result of the works.
- North Jetty has steel (sleeved) piles that are structurally sound, and therefore the decking on this jetty is to be replaced as soon as is practicable so it can be reopened to the public. The use of timber-look composite decking is supported. The Town needs to confirm with DBCA by 14 December 2019 the details of the replacement decking material and timing for the reinstatement works.

The DBCA has not indicated actions for South Jetty (as it has wooden piles), noting future options will be explored by the Town. The wooden piles will be left in-situ pending further council direction.

The Town has also secured approval to proceed with emergency works to restore North Jetty from the Department of Transport (DoT), which issues the jetty licence (No.1249) to the Town to maintain and operate the jetties. DoT has stipulated the following:

- Removing and replacing jetty decking, with the decking to follow the existing footprint of the current structure. Any variation to the size and shape of the current jetty will require an application to modify the jetty licence.
- The Town must ensure that the work site is kept in a safe condition and the 'Notice to Mariners' is in place.

The Town has sought quotes and awarded the work to remove the decking and associated timber components on both jetties, with works planned to commence on 19 November 2019. The cost of this work is \$28,000 and is able to be funded from the Town's emergency contingency fund.

New information since Council Briefing Session on 19 November 2019:

The North Jetty decking is now removed and only the pylons remain.

More recently, on 25 November 2019, during the removal of the South Jetty structure, the maintenance contractor stated the following:

“Termite damage is very hard to ascertain, exterior damage to the timber is often not visible until the infestations are full blown as they were on the North Jetty, as witnessed by yourself (Town officer) when you attended site. As far as the South Jetty goes. In its infancy, termite damage will likely be nothing further than a pinhole entry point, and several pinholes are visible on the timber superstructure on the South Jetty, due to the known and active presence of termites from the abutment to Pier 3, these pin holes were reasonably presumed to be evidence of further infestation, This has been found now not to be the case on the South Jetty, with the problem seemingly not as bad as originally thought, now that we have had the benefit of being able to utilise mechanical tooling to lift the decking timbers off and gain complete access to the timber superstructure. Our team on site today, have gone over the structure multiple times and cannot see any visual signs of termite infestation past pier 3 other than pin holes in the timber, that are likely the result of a mixture of natural ageing of the timber and other organisms. A hammer was also utilised to sound the timbers during today's inspection, with the hollow sound present within the timber superstructure up to the span between pier 2 and 3, seemingly absent from Pier 3 onwards.”

With this new information, the maintenance contractor has recommended that a structural integrity report for South Jetty be commissioned from a marine engineer. Accordingly, work has ceased on the South Jetty pending provision of a structural integrity report and consideration of options. The report will enable Council to consider the full range of options available for the South Jetty.

STATUTORY REQUIREMENTS

Relevant Legislation

Jetties Act 1926

Swan and Canning Rivers Management Act 2006

Canning Rivers Management Regulations 2007

Town of Bassendean Local Government Property Local Law

Statutory Context

The Department of Biodiversity, Conservation and Attractions (DBCA) through the Swan River Trust, is the regulatory body for the Swan and Canning Rivers Management Act 2006. The Trust is charged with the protection of the Swan and Canning Rivers and associated land, pursuant to the SCRM Act. The Act vests the river reserve in the Trust as well as establishing the Riverpark that the Trust manages. The Riverpark and the Development Control Area (DCA) are land and waters as defined in sections 9 and 10 of the Act. The Department has overall planning, protection and management responsibility for the Swan-Canning River system. The Department provides advice, makes recommendations to and comes under the jurisdiction of the Minister for Environment. Among the Trust's various functions and powers (section 23) is the control of activities and development within the DCA. Accordingly, Part 5 of the SCRM Act outlines the role of the Trust in approving all development within the DCA.

The Department of Transport (DoT) has authority under the Jetties Act 1926 (WA). The Act defines a jetty as any structure connected to a body of water that, wholly or in part, may be used for the purpose of launching or landing a vessel.

All jetties require a licence. This is to ensure that the jetty meets all safety and maintenance standards, and does not interfere with navigation. Jetty licences are issued pursuant to sections 7 and 8 of the Jetties Act 1926. The terms of the Town's jetty licence state that the licensee is not to modify the approved jetty structure in any way unless permission in writing is obtained from the Department of Transport and that the jetty must be maintained in a good, proper and safe condition.

OFFICER RECOMMENDATION — ITEM 10.2

That Council note:

1. The actions taken to date by the Town Administration to address the safety hazards related to both jetties, including actions to remove the decking and associated timber components from both jetties as authorised by both DBCA and DoT, with works commencing on 19 November 2019;
2. The DBCA response regarding the permit for emergency works which includes the condition to reinstate North Jetty so it can be reopened to the public; and
3. That a further report to Council will be provided at the December 2019 Ordinary Council Meeting to update Council on future considerations for the jetties, as well as the associated options and costs.

Voting requirements: Simple Majority

10.3 Local Integrated Transport Plan (LITP) (Ref: TRAF/PLANNING/5 – Luke Gibson, Director Community Planning)

APPLICATION

The purpose of this report is for Council to consider adopting the Local Integrated Transport Plan (LITP).

The revised document will be provided under separate cover, as an updated version of the LITP was not available.

At its meeting of 20 February 2017, Council resolved to undertake a Traffic and Transport Needs Assessment ('Transport Study'), to support the preparation of a new Local Planning Strategy for the district as well as informing the planning of transit-oriented development (TOD) around the Ashfield, Bassendean and Success Hill train stations. It was also intended to be used as an important document to advocate for strategic priorities.

Following a Request for Quotation process, the Town awarded the contract to transport planning firm ARUP.

The study is structured into two phases; the first being a Transport Assessment and the second being Transport Strategies. Where relevant and/or applicable, the plan was to be prepared in accordance with the Western Australian Planning Commission's (WAPC) *Guidelines for the preparation of Integrated Transport Plans* (2012).

Phase 1 comprised an assessment and overview of the current state and status of the Town's movement network through a Strengths, Weakness, Opportunities, and Threats (SWOT) analysis and was to inform Phase 2.

Phase 2 comprised the formulation of a draft Local Integrated Transport Plan (LITP) for the next 10 to 15 years, having regard to the following:

- The Town's street hierarchy;
- Strategic connections to the regional movement network;
- Freight traffic network;
- Cycling network;
- Public transport network;
- Pedestrian network;
- Private vehicle network; and
- Parking provision (on-street and off-street).

At its meeting of 25 June 2019, Council resolved to undertake public consultation and seek community feedback on the draft plan.

Additional Information

Since the finalisation of the agenda for the 19 November 2019 Briefing Session, the Local Integrated Transport Plan has been updated on pages 10,11, 52 and 54 to reflect that community consultation took place in mid-2019, and that the results of that community engagement informed the final version of the plan. There were no changes to the operative components of the Plan.

COMMUNICATION & ENGAGEMENT

In accordance with Council's resolution, the Town sought public feedback on the draft LITP from 8 July 2019 to 5 August 2019.

The consultation included:

- An opportunity to discuss the draft plan with ARUP's engineer at the Ideas Hub, at 31 Old Perth Road;
- Project webpage in Your Say Bassendean, The Town's online engagement platform, containing all relevant information including copies of the draft plan etc;
- Survey and quick polls on certain topics;
- Facebook posts;
- Option to send an email to yoursay@bassendean.wa.gov.au;
- Option to phone a Town Planner and leave comments/ask questions;
- Documents made available for viewing at the Library, Customer Service Centre and Ideas Hub at 31 Old Perth Road Bassendean during the advertising period; and
- Advertisement via a notice in the *Eastern Reporter* newspaper.

In response, there were 858 visits to the Your Say LITP webpage. It should be noted that LITP consultation overlapped with consultation undertaken as part of the *BassenDream Our Future*, an in-depth community engagement exercise to inform the Town's future Local Planning Strategy. A total of 113 transport-land use integration and transport comments were raised as part of the *BassenDream* engagement process.

During the course of the study and in the preparation of the draft LITP, ARUP consulted with Main Roads WA, METRONET, Public Transport Authority (PTA)/Transperth, and the Cities of Bayswater and Swan.

ARUP also briefed Council on four occasions, as follows:

- April 2018 - the outcomes of a SWOT (Strengths, Weaknesses, Opportunities and Constraints) analysis of the Town's existing movement network and emerging transport trends, and community engagement via the Town's Your Say Bassendean platform (Phase 1);
- August 2018 - 21 suggested 'Big Moves' (or 'Long List') of transport actions pertaining to parking, public transport, active transport, road network, land development options;
- May 2019 - an overview of the draft LITP incorporating feedback from Councillors and members of the Design Bassendean Advisory Group (some of who attended the second briefing); and
- September 2019 – an overview of the community engagement phase and guidance sought on a number of the proposals which have been incorporated into the final document.

Following the most recent briefing, the LITP was modified to incorporate feedback from Councillors.

STRATEGIC IMPLICATIONS

The proposed LITP accords with the following priorities and objectives of the current *Community Strategic Plan 2017-2027*:

STRATEGIC PRIORITY 3: Built Environment

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
3.2 Enhance connectivity between places and people	<p>3.2.1 Connect the Town through a safe and inviting walking and cycling network</p> <p>3.2.2 Advocate for improved and innovative transport access and solutions</p> <p>3.2.3 Enhance the liveability of local neighbourhoods</p> <p>3.2.4 Enhance road safety through design</p>	<p>Community / Stakeholder Satisfaction Survey (Roads, footpaths and cycle paths)</p> <p>Community / Stakeholder Satisfaction Survey (Access to public transport both access to Town and within)</p>

COMMENT

The LITP essentially provides a broad framework and recommended strategies as to how the Town's existing movement network could desirably evolve and be enhanced over time, with the recommended actions as follows:

	Proposal	Responsibility	Priority
Parking	P1 Preparation of town-wide parking strategy to replace 2011 plan	Town of Bassendean	Short
	P2 Supply pilot electric vehicle recharging infrastructure	Town of Bassendean/Public Transport Authority	Short
Public Transport	PT1 Improve pedestrian and cyclist access to Success Hill train station	Town of Bassendean/Public Transport Authority/Main Roads WA	Medium
	PT2 Plan for extended platforms at Bassendean train station and potential active transport link aligned with Park Lane	Public Transport Authority/ Transperth	Medium

	PT6	Channelise Ivanhoe Street on approach to Morley Drive to mitigate delays for buses	Town of Bassendean	Medium
	PT7	Advocate for sinking of Midland line to facilitate at-grade connectivity and new development opportunities in the vicinity of Bassendean station	METRONET/Public Transport Authority/Town of Bassendean	Short (ongoing)
Active Transport	AT1	Design and deliver improved active transport link along Second Avenue between Railway Parade and Walter Road East, according with Town Bike Plan and Station Access Strategy intent	Town of Bassendean/Department of Transport	Short
	AT2	Advocate/support redesign of Ashfield and Success Hill pedestrian bridges to achieve DDA compliance	Public Transport Authority/Town of Bassendean	Medium
	AT4	Assess opportunity to improve current design of Wilson Street subway as a key north-south access for pedestrians and cyclists of all abilities	Public Transport Authority/ Department of Transport/ Town of Bassendean	Short
	AT8	Create Town of Bassendean micro-funding account for small active transport improvements	Town of Bassendean	Short
Road network	RN1	Advocate for an alternative treatment to MRWA's proposal for Guildford Road corridor (<u>western Town boundary to West Road</u>) to one which : <ul style="list-style-type: none"> Balances local access needs and amenity, transit-oriented development, multimodal safety and comfort, and strategic network objectives Achieves signalisation of Colstoun Road/ Guildford Road intersection Retains key local street links under suitable traffic management 	WAPC/ Main Roads WA/Town of Bassendean	Short (ongoing advocacy)

<p>RN2</p>	<p>Advocate for an alternative treatment for Guildford Road corridor (<u>West Road to Swan River</u>) to one which:</p> <ul style="list-style-type: none"> • Balances local access needs (both in the Town and adjoining Guildford centre) and amenity, transit-oriented development, multimodal safety and comfort, and strategic network objectives • Achieves reasonable signal phasing at intersection of Guildford Road/West Road associated with Lord Street/ West Road bridge widening and anticipated intersection upgrade • Retains key local street links under suitable traffic management (in particular Guildford Road/North Road/Earlsferry Court) 	<p>WAPC/ Main Roads WA/Town of Bassendean</p>	<p>Short</p>
<p>RN3</p>	<p>Convert Walter Road East from four travel lanes to two with median division</p>	<p>Town of Bassendean/Department of Planning, Lands and Heritage</p>	<p>Medium</p>
<p>RN5</p>	<p>Advocate for traffic signal and boom gate synchronisation at Collier Road/Guildford Road</p>	<p>Main Roads WA/Public Transport Authority</p>	<p>Short– interim measure ahead of more suitable grade-separation treatment as part of METRONET programme</p>
<p>RN6</p>	<p>Assess potential to signalise intersection of Railway Parade/Lord Street</p>	<p>Town of Bassendean/Main Roads WA</p>	<p>Short – engineering feasibility and modelling required to ascertain impacts with a view to deciding whether this proposal should be adopted</p>

	RN8	Design and consult to further refine proposed conversion of Walter Road East/Lord Street/Seventh Avenue to four-way signalised intersection (and conversion of Success Road access to left-in/left-out)	Town of Bassendean/Main Roads WA	Short – engineering feasibility and modelling required to ascertain impacts with a view to deciding whether this proposal should be adopted
	RN9	Undertake further investigation to support alternative design concept (boulevard with central median) for Lord Street south of Morley Drive	Town of Bassendean/Department of Planning, Lands and Heritage	Short: planning studies and analysis Medium/ Long: implementation/works
	RN10	Create a pedestrian friendly town centre and community centres through implementing self explaining streets design and management principles to encourage slowing of vehicular traffic	Town of Bassendean	Short
	RN11	Review and update Town LATM and Bike Plans	Town of Bassendean	Short
	LD1	Focus development/ uplift around main transit assets including Ashfield, Bassendean and Success Hill train stations, and major bus routes including Ivanhoe Street and Walter Road East	Town of Bassendean/State Government	Short
Land Development	LD2	Investigate mixed-use redevelopment of the Bassendean park-and-ride site contingent on agreement with Public Transport Authority regarding possible reduction in park-and-ride demand associated with Morley-Ellenbrook	Public Transport Authority/Town of Bassendean	Medium
Governance	GP1	Establish new fleet procurement protocols in line with transport vision for Bassendean	Town of Bassendean	Short

Of the above actions, it is intended that the following be promoted as key strategic advocacy priorities:

- Opposing any widening of Guildford Road due to environmental and safety concerns. The Town's preference is for road network design and management to encourage the use of corridors such as Tonkin Highway and Great Eastern Highway for regional travel.
- The sinking of the Midland railway line which could facilitate at grade connectivity for all modes and unlock new development opportunities within the Town.
- The Town will work with agencies in the interim to improve overpass amenity and universal access (including disability access ramps) at stations to also help realise transit-orientated development opportunities.
- The Town to promote increasing accessibility in the Town by walking, cycling and public transport and reducing car dependency.

The LITP is also integral to informing the development of the new Local Planning Strategy, particularly given the important nexus between land use and transport. It is envisaged that the recommended strategies will be incorporated or reflected in the new Local Planning Strategy.

It should be noted that as the LITP is principally a recommended framework (or direction) for the Town's future movement network and the recommended strategies will require further detailed planning and design and/or policy development by the Town as part of the future implementation. In addition, a number of actions in the plan will either need the support of other agencies, or will be implemented by other agencies.

The Town intends to work in partnership the relevant agencies to achieve the community's vision and priorities as expressed through the plan.

Should Council consent to adopting the plan, it is intended to be publicly released via a news item on the Town's website, the Town's Facebook page, an email letter to survey respondents and added to the *Your Say Bassendean* page.

STATUTORY REQUIREMENTS

Nil.

FINANCIAL CONSIDERATIONS

There are no major financial implications for Council in adopting the LITP, with all proposed communication on the matter being able to be met within existing staff resources.

There are a number of strategic actions in the Plan that require funding. These strategic actions will be funded through separate budget allocations via Council and advocating to State and Federal Government.

OFFICER RECOMMENDATION – ITEM 10.3

That Council:

1. Adopts the Local Integrated Transport Plan, as attached to the Ordinary Council Agenda of 26 November 2019; and
2. Uses the Local Integrated Transport Plan as a key strategic advisory tool to achieve those outcomes which rely on other agencies as stakeholders.

Voting requirement: Simple Majority

10.4 BassenDream Our Future Preliminary Engagement Report (Ref: LUAP/PLANNG/22 - Brian Reed, Manager Development Services)

APPLICATION

The purpose of this report is for Council to consider adopting the *BassenDream Our Future Preliminary Engagement Report* dated October 2019, as prepared by Creating Communities

ATTACHMENTS

Attachment No. 3:

BassenDream Our Future Preliminary Engagement Report (Creating Communities, October 2019) – *previously circulated to Councillors (ref email sent Fri, 22 Nov 2019 at 12:58).*

BACKGROUND

At its meeting in December 2018, Council resolved to endorse a draft scope of works, expected deliverables and indicative project timeline for inclusion in a Request for Quotation (RfQ 374 2018-19) to design and deliver the proposed community and stakeholder engagement strategy.

As a result of the Request for Quotation process, Creating Communities Australia was awarded a contract to design and deliver the Strategy.

In March 2019, the Town supported by consultants from Creating Communities and Collaborative Place Design, launched *BassenDream Our Future*; a community engagement project to develop a vision for the future of Ashfield, Bassendean and Eden Hill.

The main aim of the project was to inform the development of a new Local Planning Strategy, as well as a new Strategic Community Plan.

The objectives of BassenDream Our Future were to:

- Maximise the number of Town of Bassendean residents who have the opportunity to get involved in the process;
- Engage a range of demographic and interest groups and reflect the diverse views of these groups;
- Inform and educate the community about strategic town planning and visioning for a local government;
- Continue to build a mutually respectful relationship between the Town of Bassendean and the community;

- Develop an agreed future vision for Ashfield, Bassendean and Eden Hill, informed by community feedback, particularly with reference to strategic land use planning;
- Inform the development of a new Local Planning Strategy, which is one key way that the future vision will be reflected and implemented; and
- Garner feedback that will help the Town of Bassendean link together disparate strategies and policies so that all reflect the vision.

COMMUNICATION & ENGAGEMENT

Engagement with the community occurred between March and September 2019 and involved more than 3,000 interactions with community members and other stakeholders, and 1,281 feedback materials received (feedback materials include postcards, poll and survey responses and feedback forms). These were gathered through a total of 21 engagement initiatives, including:

- Seven meetings with Town of Bassendean representatives, including regular updates with Councillors and key officers;
- Six meetings with key government organisations and stakeholders directly involved in strategic planning;
- An engagement activity (involving the Minister for Children Protection; Women's Interests; Prevention of Family and Domestic Violence; Community Services) at the "Celebrating Community Voices" event on 11 March 2019 to celebrate International Women's Day and launch *BassenDream Our Future* (attended by over 90 participants; 30 feedback forms completed);
- Three stakeholder forums, attended by 34 representatives of 15 organisations;
- The Ideas Hub at the old Post Office, open during all weekdays, Saturday mornings and monthly on Sundays (during the Old Perth Road Markets) from 15 April to 14 September (open a total of 152 days). Over 700 people attended during this period;
- Four "Mobile Ideas Hub" sessions, where the project team visited Hawaiian's Bassendean Shopping Centre, Ashfield Sports Club, Eden Hill Primary School and Mary Crescent Reserve in Eden Hill (attended by over 150 participants);
- 674 online poll responses;
- 113 online survey responses;
- 190 completed feedback postcards;
- 185 anecdotal feedback forms; and
- Three Design Workshops (45 participants).

These engagement initiatives were supported by the following communications and promotional materials:

- Regular emails to stakeholders and community members who registered interest;
- 500 copies of the frequently asked questions booklet collected by community members from the Ideas Hub or during engagement initiatives (Appendix 2; Section 6.1);
- 14,000 flyers delivered to every residential letterbox in the Town of Bassendean (two different flyers, each delivered to 7,000 letterboxes) (Appendix 2; Section 6.2);
- A newspaper advertisement in the *Eastern Reporter* (delivered directly to residential properties in Bassendean; and available from local businesses in Ashfield, Bassendean and Eden Hill) (Appendix 2; Section 6.3); and
- 1,500 visits to the project page on the Town's "Your Say" website.

STRATEGIC IMPLICATIONS

The *BassenDream our Future* community engagement process represents the high level community vision and input contemplated by the State Government's Integrated Planning and Reporting Framework, and will inform a future Strategic Community Plan and Local Planning Strategy.

COMMENT

The *BassenDream our Future* community engagement process represents the most exhaustive consultation process that the Town has ever undertaken.

Whilst the aspirations of agencies such as the Western Australian Planning Commission, as to the future growth of the Town are well known, the *BassenDream our Future* report provides a valuable insight into the aspirations of the local community as to how the Town should develop into the future. It will be recommended that Council adopt the report for future use in association with a new Local Planning Strategy and Strategic Community Plan.

Should Council consent to adopting the plan, it is intended to be publicly released via a news item on the Town's website, the Town's Facebook page and added to the *Your Say Bassendean* page.

STATUTORY REQUIREMENTS

Nil.

FINANCIAL CONSIDERATIONS

There are no financial implications associated with Council adopting the Preliminary Engagement Report. In terms of the project more broadly, it has been delivered in accordance with the approved budget for the project.

OFFICER RECOMMENDATION — ITEM 10.4

That Council adopts the *BassenDream Our Future* Preliminary Engagement Report (Creating Communities, October 2019), attached to the Ordinary Council Agenda of 26 November 2019, as an essential input in the preparation of a new Local Planning Strategy and Strategic Community Plan.

Voting requirements: Simple Majority

10.5 Community Safety and Crime Prevention Plan – Status Update Only (Ref: COMPLA/PRJCTS/1 - Luke Gibson, Director Community Planning)

APPLICATION

The purpose of this report is to update Council on progress on the Community Safety and Crime Prevention Plan.

BACKGROUND

At the Council meeting of 20 May 2008, Council adopted a Community Safety and Crime Prevention (CSCP) Plan. This plan was premised on a more deficit based approach, reinforcing safety with vigilance and risk management practice.

COMMUNICATION & ENGAGEMENT

Earlier this year, a CSCP Taskforce was established to guide the development of the CSCP Plan; comprising Town staff, WA Police, Department of Communities (Housing Authority) and community representatives with crime prevention experience. The Taskforce met in April and May 2019 and discussed, amongst other things, how a multi-disciplinary urban and environmental design and management approach and use of built environment can be used to reduce crime and promote community safety.

A call for expressions of interest was posted on the Town's Facebook page and website on 28 April 2019, to develop a Community of Interest, representative of the diversity in the community. The Community of Interest was subsequently established, comprising 11 members.

To gain a better understanding of the community's current strengths, Asset Mapping workshops were conducted in July and August 2019 and involved members of the Community of Interest. (Asset mapping is a tool that highlights and encourages a strengths-based approach to building a stronger community).

(Since the Briefing Session held 19 November, the italicised text below has been added to this Officer Report).

The workshops delivered an important and strategic opportunity for a broad and diverse range of community members to be involved, share experiences and ideas and, importantly, collaborate on community-driven proposals.

The information garnered from the workshop is being utilised to inform and support discussions across a range of community of interest groups, including the future activities and priorities of the Community Safety and Crime Prevention Taskforce, which is the subject of this report.

More generally, the Town has also actively promoted a collective responsibility to community safety and provided information to the community about being diligent and ways in which to increase personal, property and community safety.

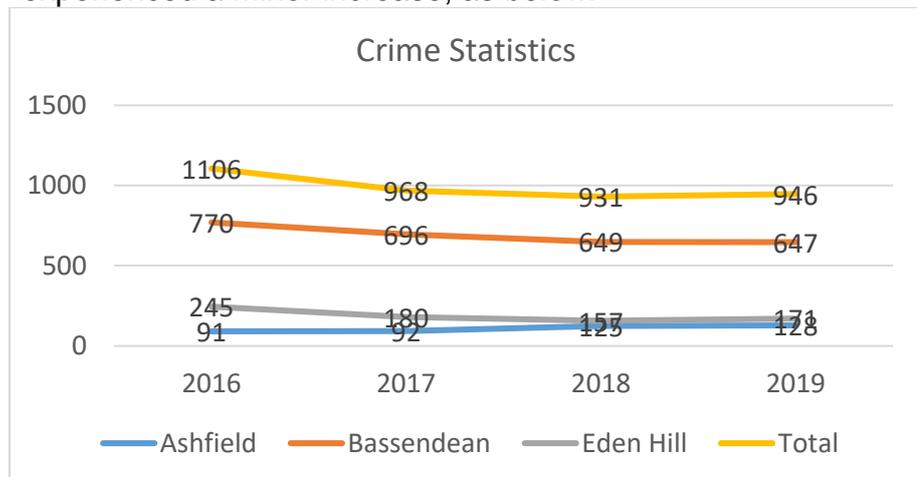
STRATEGIC IMPLICATIONS

Strategic Priority 1: Social

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures 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 Wellbeing)

COMMENT

It is understood the issues of Community Safety and Crime Prevention are of critical importance to the local community and that there may be a perception amongst community members that the instances of crime are increasing. Analysis of the available data suggests that across the district, instances of crime have fallen since 2016, although Ashfield has experienced a minor increase, as below.



In addition, the crime rate within the Town compares favourably to both the Midland District (which the Town of Bassendean sits within) and the broader Perth Metropolitan Region, on a per capita basis, with the Town having approximately 8,975 instances of crime per 100,000 people per year with the Midland District having approximately 9,650 instances of crime per 100,000 people per year.

Notwithstanding the above, it is acknowledged that the public perception on the issue may be different. In that regard, the Town is currently undertaking a community satisfaction survey, which will provide a valuable insight into the community's view about the current state of matters affecting the Town.

Once the current state is understood, the relevant issues will be able to be identified and analysed; allowing a multi-pronged response that will potentially involve partnerships with state government authorities, the application of crime prevention through environmental design (CPTED) principles, and ongoing communication and information sharing.

STATUTORY REQUIREMENTS

Nil.

FINANCIAL CONSIDERATIONS

Nil.

OFFICER RECOMMENDATION — ITEM 10.5

(Since the Briefing Session held 19 November 2019, Point 2 below has been amended).

That Council notes:

1. The update and the outcomes of the current community survey and further analysis of crime data, will inform the preparation of a new Community Safety and Crime Prevention Plan; and
2. That in the interim, the Town will continue to work closely with Police to share intelligence and discuss strategies.

Voting requirements: Simple Majority

10.6 Waste Local Law (Ref: WSTMNG/SVPROVN/5 - Ariadne Macleod, Recycling & Waste Officer)

APPLICATION

The purpose of this report is for Council to introduce a new Waste Local Law.

The proposed Town of Bassendean Waste Local Law 2019 is to provide for the regulation, control and management of waste and recycling collection services within the Town.

The effect of this local law is the efficient and orderly separation and removal of general, recycling and organic (FOGO) waste from households within the Town to minimise the impact on landfill and make the best use of these resources.

ATTACHMENTS

Attachment No. 4:

- Draft Town of Bassendean Waste Local Law 2019 (amended 05/11/2019);
- Draft (version 1) document identifying amendments made to the waste local law based on feedback from the Director General (with tracked changes);
- Letter outlining feedback from the Director General; and
- Responses from Town of Bassendean 'Have Your Say'.

BACKGROUND

Since the introduction of the *Waste Avoidance and Resource Recovery (WARR) Act 2007*, the management of household refuse has come under this Act, rather than the *Health (Miscellaneous Provisions) Act 1911*.

Transition arrangements are in place allowing local governments to continue to use the refuse provisions in their Health Local Laws, however, this will no longer be the case as the new *Public Health Act 2016* is progressively adopted and enforced (the Act received Royal Assent on 25/7/2016).

Container Deposit Scheme (CDS) legislation has been enacted in WA with CDS starting 2 June 2020. CDS places a 10 cent value on eligible containers and will result in lower numbers of bottles and cans being collected in the recycling bin. The 10 cent value may also encourage unintended negative behaviour, including removal of eligible containers from recycling bins by unauthorised persons often from inside private property, in a manner which may detract from local aesthetics or damage the environment.

The State Government has mandated a transition to a three bin FOGO collection system by local governments. This is a significant shift and requires updating significant aspects of the waste management landscape, including collection systems, processing capacity and legislation.

The attached draft Town of Bassendean Waste Local Law 2019 is based upon the WALGA Waste Local Law template with only minor changes to reflect the waste management services provided by the Town, and specific requirements relating to the storage of bins in the Town.

In part, Part 4, Division 2 of the Town of Bassendean Health Local Law 2001 (Disposal of Refuse) will be repealed as part of the process of adopting this new local law.

COMMUNICATION & ENGAGEMENT

Under Section 3.12 of the Local Government Act 1995, Council is to give Statewide public notice for not less than 6 weeks, stating its intention to introduce a new local law and invite public submissions to be made during this time.

A copy of the draft Waste Local Law was sent to the Minister for Local Government and Communities and the Minister for the Environment for comment.

Feedback was received on 5 July 2019 from the Director General. The suggested amendments have been made to the draft Waste Local Law 2019. Strong advice was given to reverse initial amendments to ensure the Waste Local Law aligns closely with the WALGA template.

Council resolved in February 2019 (OCM-8/02/2019) to commence advertising and consultation processes for the Draft Waste Local Law 2019. Feedback received was generally related to the transition to the third FOGO bin and other services provided.

Comments were provided regarding public place recycling (Container Deposit Scheme (CDS) and littering during the verge collection. These comments were considered and it was determined that the items were already covered by other legislation such as planning schemes, the *Environmental Protection Act 1986* and the *Litter Act 1979*.

Following public consultation, the Draft Local Law was referred to the Chief Executive Officer (CEO) of the Department of Water and Environmental Regulation (DWER) for consideration. Feedback from the DWER’s CEO advised that departures from the WALGA template would not be considered favourably.

With the Town implementing a 3-bin project in July 2020 and the start of CDS in June 2020, it is important to have the Waste Local Law approved and adopted by Council before this date. Advice received is that deviations from the template would make it very difficult and unlikely for the document to be accepted and approved by the CEO of DWER or the Joint Standing Committee.

STRATEGIC IMPLICATIONS

Objectives <i>What we need to achieve</i>	Strategies <i>How we’re going to do it</i>	Measures of Success <i>How we will be judged</i>
2.1 To display leadership in environmental sustainability	2.1.2 Reduce waste through sustainable waste management practices	Waste reduction ratio to population

COMMENT

Following the disallowance of a number of waste local laws by the Joint Standing Committee on Delegated Legislation, WALGA developed a template Waste Local Law that addresses the Committee’s concerns and ensures consistency with the WARR Act.

The Draft Town of Bassendean Waste Local Law 2019 is a key tool to improve the Town’s management and enforcement of waste related activities and support the goals of the Town’s draft Waste Strategy.

These draft laws cover all aspects of the Town’s waste management services with provisions relating to the planned three bin service, verge collection, public bins and waste management facilities.

The draft laws will form an integral component of the Town’s future approach to waste management and in particular, provide a mechanism to reinforce educational campaigns aimed at changing behavior and increasing the diversion of materials from landfill.

STATUTORY REQUIREMENTS

Waste Avoidance and Resources Recovery Act 2007, Section 64(2)

- *Local Government Functions and General Regulations – Regulation3*
- *Local Government Act 1995, Section 3.12*
- This local law repeals part 4, division 2 of the *Town of Bassendean Health Local Law 2001*, as published in the Government Gazette on 24 August 2001, except for the following clause that will be considered for repeal as part of the proposed Town of Bassendean Animals, Nuisance, Environment and Pests Local Laws 2019 currently being drafted.

The process of making a local law is governed by section 3.12 of the Local Government Act 1995.

FINANCIAL CONSIDERATIONS

An appropriate budget line exists for the cost of giving public notice and advertising.

OFFICER RECOMMENDATION — ITEM 10.6

That Council:

1. Notes the draft Town of Bassendean Waste Local Law 2019 as attached to the Ordinary Council Agenda of 26 November 2019; and
2. Approves the submission of the draft Town of Bassendean Waste Local Law 2019 to the relevant authorities for consideration.

Voting requirements: Absolute Majority

10.7 Bassendean Oval Football Facilities - Business Case Development (Ref: COMDEV/PLANNG/4 – Salvatore Siciliano, Manager Recreation and Culture)

APPLICATION

(Since the finalisation of the agenda for the 19 November briefing session, the paragraph below has been amended)

The purpose of the report is to provide an update to Council on the development of a Business Case for Bassendean Oval and for Council to consider options going forward.

ATTACHMENTS

Attachment No. 5:

Minutes of the Bassendean Oval Football Facilities Project Control Group meetings held on Friday 22 March, Friday 3 May and 5 August 2019.

BACKGROUND

Council first resolved to participate in the Bassendean Oval Football Facilities business case project in July 2017. Specifically, on 13 July 2017, Council resolved that it:

- “1. Agrees to participate in the Bassendean Oval Football Facilities business case project;*
- 2. Appoints the Cr Gangell, Cr Lewis, Cr Pule and the Director Community Development to the Project Control Group;*
- 3. Agrees to taking a chairing role on the Project Control Group;*
- 4. Agrees to manage the project’s finances; and*
- 5. Communicates to the project partners that the Town requires an open and transparent process and discussion about how this may best be achieved be undertaken at the first meeting.”*

A Project Control Group (PCG) was established by the Department for Local Government, Sport and Cultural Industries (the Department) to oversee the development of the business case. Under the current terms of reference, membership of the PCG is comprised of the following:

- four Town representatives (three Councillors and the previous role of Director Community Development);
- The Chief Executive Officer (CEO) of the Swan Districts Football Club (SDFC);
- the Senior Projects Manager of the Department; and
- the Manager State Facilities of the West Australian Football Commission (WAFC).

In early 2018, the Town, on the advice of the PCG, appointed a consultant (Dave Lanfear Consulting) to prepare the business case. The PCG oversees the role of the consultant.

In April 2019, Council received minutes from the PCG held on 21 February and 22 August 2018 and 22 February 2019. Since that time, further PCG meetings were held on 22 March, 3 May and 15 August 2019, with minutes of those meetings attached for Council's noting.

To date, the consultant has completed two block design options which includes, at the request of SDFC, the provision of commercial space on the site, which would be able to be leased out by the SDFC to increase the financial sustainability of the Club.

On 6 June 2019, an options analysis was undertaken to gain alignment of sustainability principles between the primary stakeholders; agreement that the vision for financial and operational sustainability of the SDFC, the community and the Town is much broader than a built form outcome, and alignment of understanding that the future development of Bassendean Oval should provide benefits to both the sporting industry and the broader community. The session was facilitated by an independent consultant engaged by the Department.

Subsequent to the options analysis, at the last PCG meeting held on 15 August 2019, it was agreed that the scope of services for the development of the business case should be reviewed to accommodate the proposed commercial aspirations of the SDFC.

Whilst the provision of commercial floor space would likely benefit the SDFC, the ultimate acceptability of such an approach would need to be considered in the context of the planning of the broader area and what impacts such floor space may have on the Town Centre more generally.

In order to effectively complete this work, economic modelling analysis would be required, which would include a commercial analysis of the current site; business opportunities; and potential impact on surrounding commercial premises.

On 28 October 2019, Officers met with the SDFC's CEO and senior officers of the Department to discuss the future direction of the business case development. At that meeting, it was agreed that a report would be presented to the next available Council meeting to provide an update on the project and to consider the function and composition of the PCG and changes to the scope of works, taking into account the economic modelling required for additional commercial floor space to support the sustainability of the SDFC.

STRATEGIC IMPLICATIONS

The Town's Strategic Community Plan 2017-2027 includes a strategy to: Provide accessible facilities that support leisure, learning and recreation for people of all ages.

COMMUNICATION AND ENGAGEMENT

To date, communication and engagement has been restricted to PCG meetings.

(Since the finalisation of the agenda for the 19 November briefing session, the italicised text has been added to the paragraph below).

In terms of community engagement going forward, it is well understood that Bassendean Oval has been a long-standing part of the district and is of great importance to the local community. It will therefore be necessary to undertake comprehensive communication with the local community as part of this project, with such community engagement required to be endorsed by Council before it occurs.

COMMENT

Issue 1 - Scope of Services

Ultimately, any redevelopment of Bassendean Oval should involve some broader community benefit, beyond the needs of one user group.

In addition, it is appropriate to broaden the scope of the business case so as to consider the option of a multi-purpose/co-location of community facilities, as well as the SDFC. The potential development of a multi-purpose facility may also provide the Town with an opportunity to consider rationalising existing, ageing assets that are reaching the end of their economic life.

In any event, it will be necessary to undertake economic modelling to determine the impact of each of the options, including the appropriateness of providing additional commercial floor space as part of the SDFC facilities, given the amount of commercial zoned land that already exists within close proximity to the site. It would also be appropriate to review existing, comparative business cases / planning studies to better understand the landscape of community facility development within the context of West Australian Football League (WAFL) grounds and associated clubs.

(Since the finalisation of the agenda for the 19 November briefing session, the italicised text below has been added).

In considering this matter, it is open to Council to agree to amend the scope or services or alternatively, retain the current scope.

Issue 2 – Project Control Group

(Since the finalisation of the agenda for the 19 November briefing session, the paragraph below has been amended and the italicised text added).

To enable Council to maintain an appropriate level of decision-making independence from the operational working group, it is considered appropriate to amend the composition of the PCG to ensure a greater technical focus, as follows:

Town of Bassendean

- CEO (Co-Chair)
- Director Community Planning

- **Manager Recreation and Culture (Executive Officer to PCG)**

Swan Districts Football Club

- **CEO**

Department of Local Government, Sport and Cultural Industries

- **Executive Director (Co-Chair)**
- **Director Sport and Recreation Infrastructure**

West Australian Football Commission

- **Executive Manager Facilities**

(Since the finalisation of the agenda for the 19 November briefing session, the italicised text below has been added).

It is important to note that the above changes to the PCG will still allow Council to access relevant information as well as retain its decision making role in considering any proposed options, community engagement and potential implementation.

In considering this matter, it is open to Council to agree to amend the composition of the PCG or alternatively, retain the current PCG.

Issue 3 – Timing of project

In considering this project, the following is relevant:

- *The current project commenced over two years ago with relatively modest progress achieved in that time.*
- *There is no allocated funding to undertake any physical implementation works.*
- *Bassendean Oval forms a significant component of the Town Centre area, where much of the district's future development will broadly occur.*
- *The provision of any additional commercial floorspace will need to be considered in the context of the local strategic planning framework, having regard for the impact on existing commercial zoned land.*

Based on the above, a valid option may be for Council to defer its involvement in the Bassendean Oval Football Facilities Project until such time as further work has been progressed on the Town's Local Planning Strategy. (A report to Council early in the New Year will provide an update in this regard).

In considering this matter, it is open to Council agree to defers its involvement in the project or alternatively, retain its current involvement.

STATUTORY REQUIREMENTS

Local Government Act 1995

FINANCIAL CONSIDERATIONS

The development of the business case is being funded through external (state and WAFC) funding with an initial budget of \$55,000 approved in the 2017/18 year by Council. At the end of the 2018/19 year, a balance of \$45,000 remained unspent and was carried forward to the 2019/20 budget. To date, the Town has not expended any of that amount, although, the consultant has undertaken some work.

If Council was to agree to an expanded scope of services to complete the business case, consideration would need to be given to how the increased costs of the consultancy will be funded.

To complete additional work with an expanded scope of services for the business case, the Consultant has quoted an additional \$11,000 (approximately) to undertake a further study regarding the addition of community facilities and an additional \$12,000 to undertake an economic modelling assessment regarding the commercial space in association with the SDFC football facilities.

(Since the finalisation of the agenda for the 19 November briefing session, the italicised text below has been added).

If Council was to agree to an expanded scope of services to complete the business case, it would in turn be recommended that the Town fund some of the additional work, subject to funding also being sourced from the state government and the Western Australian Football Commission. In that case, a further report would be presented to Council on this matter, in due course.

OFFICER RECOMMENDATION – ITEM 10.7

That Council:

1. Receives the report of the minutes of the Bassendean Oval Football Facilities Project Control Group meetings held on 22 March, 3 May and 15 August 2019;
2. Endorses an amended scope of services to include:
 - (a) investigating the potential for any redevelopment of Bassendean Oval to also incorporate community facilities, in addition to accommodating the Swan Districts Football Club;
 - (b) undertaking economic modelling to assess the impact of each re-development option; and
 - (c) a review of existing, comparative business cases/planning studies;
3. Seeks funding from the State Government and the Western Australian Football Commission to undertake the work associated with the amended scope;
4. Notes that a subsequent report will be presented to Council to advise of the outcome of the funding requests; and
5. Approves the change in composition of the Project Control Group, as outlined in the report.

(Since the finalisation of the agenda for the 19 November 2019 briefing session, the italicised text below has been added as an alternative Officer Recommendation).

ALTERNATIVE OFFICER RECOMMENDATION – ITEM 10.7

That Council:

1. *Receives the report of the minutes of the Bassendean Oval Football Facilities Project Control Group meetings held on 22 March, 3 May and 15 August 2019; and*
2. *Defers its involvement in the Bassendean Oval Football Facilities Project until such time as further work has been progressed on the Town's Local Planning Strategy.*

Voting requirements: Simple majority

10.8 Community Benefit Sponsorship and Grants Applications Assessment Panel Report – Transitional Round and Round Two (Ref: GRSU/PROGM/26 – Salvatore Siciliano, Manager Recreation and Culture)

APPLICATION

This report provides for the assessment of applications for sponsorship received for the Transitional Round and Round Two of funding under the Community Benefit Sponsorship and Grants Guidelines for funding 2019-2020.

Additional Information

This item was initially presented as a confidential item in accordance with the Local Government Act 1995, however, since the Briefing Session, the need for confidentiality has been reconsidered and now the names of applicants applying for funding have been made public, given the non-confidential nature of that information. It is still proposed, however, the Assessment Panel Reports and Council's consideration of the item remain confidential as it involves information of a personal nature.

ATTACHMENTS

Attachment No. 6:

- Community Benefit Sponsorship and Grants Guidelines 2019-2020.

Confidential Attachment No. 1:

- Community Benefit Sponsorship and Grants Sponsorship Applications; and
- Grants Assessment Panel Reports.

BACKGROUND

On 27 August 2019, Council endorsed a new policy and governance framework for Sponsorship and Grants, including guidelines for the specific category of Community Benefit Sponsorship and Grants to support community projects or one-off initiatives. The maximum sponsorship that can be awarded is \$2,000.

As part of endorsing the new Community Benefit Sponsorship and Grants guidelines for 2019/2020, four (4) funding round timelines were also endorsed. This report will address applications for sponsorship lodged for the following 2 funding rounds:

Transitional Round	Round Two
For events or initiatives up to \$2,000 between 1 October 2019 – 31 December 2019	For events or initiatives up to \$2,000 between 1 January 2020 – 31 March 2020
Expressions of interest accepted between 1 September and 30 October 2019	Applications Open 30 September 2019
Notification of Decision Within 1 week after Council approval at the next available Ordinary Council Meeting.	Applications Close 4pm, AWST, Friday, 14 October 2019
	Notification of Decision No Later than 30 November 2019

The following six applications were received by the due date.

Applicant	Round	Event/Initiative
Morley Baptist Church	Transitional Round	Christmas Festival to be held on 8 December 2019
Eden Hill Dads	Transitional Round	Eden Hill Dads End of Year Picnic to be held on 8 or 15 December 2019
Bassendean Galaxy Basketball Club	Transitional Round	Newly established club – request for funding to purchase equipment
Success Hill Action Group	Round Two	SHAG Family Fun Day March 2020
Ashfield Sports Club	Transitional Round	Uniforms and equipment purchases
Glamour Girl Burlesque School	Transitional Round	Uniforms and equipment purchases

STRATEGIC IMPLICATIONS

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
1.1 Build a sense of place and belonging	1.1.1 Facilitate engagement and empowerment of local communities	Community / Stakeholder Satisfaction Survey (Engagement and Participation)
	1.1.2 Activate neighbourhood spaces to facilitate community gathering	
	1.1.3 Ensure our unique culture and history are shared and celebrated	
	1.1.4 Continue to support and facilitate participation in the arts, community festivals and events	

COMMUNICATION AND ENGAGEMENT

The new suite of sponsorship and grant opportunities have been promoted via the Town's communication mediums.

For the interim, an online application for funding form has been developed through the *Your Say Bassendean* to simplify the application process.

For the Community Benefit Sponsorship and Grants applications, the on-line application form has also streamlined the requirement for applicants to address each assessment criteria, by only being requested to select the relevant criteria of the One Planet Living Principles applicable to their event/initiative.

Given the on-line system, minimal engagement was required by Officers with applicants.

COMMENT

In accordance with item 10. Assessment of the Community Benefit Sponsorship and Grants Guidelines, the CEO is required to approve the composition of the Assessment Panel with a minimum of three appropriately qualified and experienced individuals.

The Assessment Panel, comprising Officers of the Town, met on two occasions, Wednesday 6 November and Friday 8 November to assess all applications for funding.

Assessment reports for eligible applications were completed by the Assessment Panel and have been provided as a confidential attachment with this report.

STATUTORY REQUIREMENTS

Local Government Act 1995

FINANCIAL CONSIDERATIONS

Funding is available in the 2019/2020 Budget.

Council approved \$300,000 in the 2019/20 Budget for the provision of events and sponsorship and grants.

It is estimated that the impact on internal Town resources (hours) for the recommended applications for funding will be as follows across the areas of Recreation & Culture (R&C), Environmental Health Officers (EH), Building Maintenance (BM), Parks & Gardens (P&G), Rangers (Rgrs), Youth Services (YS), Waste & Recycling (W&R) and Volunteering (V):

Applicant	Event/Initiative	R & C	EH	BM	P&G	Rgrs	YS	W&R	V	Total
Morley Baptist Church	Christmas Festival	1	1	0	0	0	0	0	0	2
Eden Hill Dads	Eden Hill Dads' End of Year Picnic	1	1	0	0	0	0	0	0	2
Bassendean Galaxy Basketball Club	Equipment purchases	0.5	0	0	0	0	0	0	0	0.5
Success Hill Action Group	Family Fun Day	1	1	0.5	0.5	1	0	0.5	0	4.5
Ashfield Sports Club	Uniforms and equipment purchases	0.5	0	0	0	0	0	0	0	0.5
Glamour Girl Burlesque School	Uniforms and equipment purchases	0.5	0	0	0	0	0	0	0	0.5
Total		4.5	3	0.5	0.5	1	0	0.5	0	10

OFFICER RECOMMENDATION – ITEM 10.8

That Council:

1. Receives the Community Benefit Sponsorship and Grants applications lodged, as attached in the Confidential Attachments in the Ordinary Council Agenda of 26 November 2019;
2. Receives the Assessment Panel report on applications for funding; and
3. Approves the Assessment Panel's recommendations for funding and additional conditions.

Voting requirements: Simple majority

10.9 Major and Significant Events Sponsorship and Grants Application for WonderRealm Bassendean 2020 (Ref: GRSU/PROGM/26 – Salvatore Siciliano, Manager Recreation and Culture)

APPLICATION

The purpose of this report is for Council to consider amending conditions of sponsorship previously approved to Nella Fitzgerald Events regarding the staging of the WonderRealm Bassendean 2020 event.

Additional Information

This item was initially presented as a confidential item in accordance with the Local Government Act 1995, however, since the Briefing Session, the need for confidentiality has been reconsidered and now the matter is not considered to be of a confidential nature and will be considered in public.

ATTACHMENTS

Confidential Attachment No. 2:

- Major and Significant Events Sponsorship and Grants Application Form – WonderRealm 2020, including proposed event budget; and
- Grants Assessment Panel Report – WonderRealm 2020.

BACKGROUND

At the Special Council Meeting held on 10 September 2019 (SCM24/09/19), Council resolved the following regarding the Town's sponsorship of the WonderRealm Bassendean 2020 event:

“MOVED Cr Wilson, Seconded Cr Quinton, that Council:

- 1. Receives the Major and Significant Events Sponsorship and Grants application lodged by Nella Fitzgerald Events for the 2020 WonderRealm event;*
- 2. Approves funding in the amount of \$50,000 to Nella Fitzgerald Events for the staging of the 2020 WonderRealm event to be held from 8 to 10 and 14 to 16 February 2020;*
- 3. Notes that given the large scale of the event, that an independent evaluation be conducted at the conclusion of the event to review process and outcomes; and*

4. Approves waiver of all applicable fees and charges for the use of the Town's Bassendean Community Hall, Bassendean Senior Citizens Centre and the BIC Reserve which are venues for the event.
5. Enters into a funding agreement with the applicant to be clear that the Town's allocation is for up to \$50,000 based upon funding for logistics, infrastructure and marketing expenses only."

Since then, Nella Fitzgerald Events (NFE) has made a request that consideration be given to amend the conditions of funding approved up to \$50,000 for logistics, infrastructure and marketing expenses only. (i.e. part 5 of the resolution, above).

STRATEGIC IMPLICATIONS

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
1.1 Build a sense of place and belonging	1.1.1 Facilitate engagement and empowerment of local communities	Community / Stakeholder Satisfaction Survey (Engagement and Participation)
	1.1.2 Activate neighbourhood spaces to facilitate community gathering	
	1.1.3 Ensure our unique culture and history are shared and celebrated	
	1.1.4 Continue to support and facilitate participation in the arts, community festivals and events	

COMMUNICATION AND ENGAGEMENT

Officers have maintained communication through regular meetings with Ms Fitzgerald regarding the staging of the event and execution of the funding agreement.

COMMENT

Ms Fitzgerald has requested that consideration be given by Council to approving \$50,000 sponsorship as a financial contribution towards the staging of the WonderRealm Bassendean 2020 event, without specific conditions being imposed in regards to the limit of funding and the costs for which the funding is to be attributed to.

Ms Fitzgerald has previously indicated to Officers during planning meetings that significant costs are incurred in securing suitable entertainment and performing artists for which there are limited funding opportunities that NFE would be eligible to apply for.

Officers believe that Ms Fitzgerald's request is reasonable given the magnitude of the event and the flexibility required for the proponent to allocate funding towards critical costs incurred such as entertainment.

If Council was to agree to remove the limit and conditions of funding and approve the funding as a financial contribution to the staging of event, through the acquittal process sufficient controls are in place to ensure that the Town's sponsorship of the event is duly acquitted.

STATUTORY REQUIREMENTS

Local Government Act 1995

FINANCIAL CONSIDERATIONS

The total cost of the event is proposed to be \$127,985 with \$50,000 sought from the Town as a contribution. Funding is available as per the 2019/2020 adopted budget. Council approved \$200,000 in the 2019/20 Budget for the staging of major and significant events. The impact on internal Town resources will be approximately 60 hours, based on the 2019 event.

OFFICER RECOMMENDATION – ITEM 10.9

That Council:

1. Rescinds Part 5 of Council resolution SCM-24/09/19 made at the Special Council meeting held on 10 September 2019, which reads:

“Enters into a funding agreement with the applicant to be clear that the Town's allocation is for up to \$50,000 based upon funding for logistics, infrastructure and marketing expenses only”; and

2. Enters into a funding agreement with Nella Fitzgerald Events for the Town's \$50,000 contribution to the WonderRealm Bassendean event 2020.

Voting requirements: Absolute majority

10.10 Policy 6.19 - Communication between Elected Members and the Administration (Ref: Peta Mabbs, Chief Executive Officer; Council)

APPLICATION

This report provides a new Council Policy 6.19 - Communication between Elected Members and the Administration (policy) to repeal and replace Council Policy 6.19 of 8 November 2009: Councillor Contact with Administration Policy (existing policy).

ATTACHMENTS

Attachment No. 7:

- Draft Council Policy 6.19 - Communication between Elected Members and the Administration.
- Council Policy 6.19 - Councillor Contact with Administration Policy.

BACKGROUND

To support strategic business priorities of the Town of Bassendean (Town), a review of certain policies and governance instruments was conducted in the first half of 2019. The review uncovered policy gaps, including issues with respect to the robustness of some policy in the context of contemporary best practice policy standards, and statutory imperatives.

The existing policy on Councillor contact with the Administration was identified as containing significant deficits and gaps for articulating the current requirements and direction for lawful, effective and appropriate communication between Elected Members and the Administration. Adding to this were issues identified through the employee survey about a lack of clear direction for employees in relation to these matters.

Therefore, the revised policy clarifies the legal imperatives for Elected Members and employees under the *Local Government Act 1995* (Act) and the *Local Government (Rules of Conduct) Regulations 2007* (Regulations), in relation to communication between Elected Members and employees. The policy aims to ensure that employees and Council are aware of and understand the lawful obligations and expectations in this regard. The policy complements the Code of Conduct for Councillors, Committee Members and Employees and supports the effective administration of the Town.

CONSULTATION

The development of the policy involved consultation with a broad cross section of employees. The Western Australia Local Government Association was also consulted. The policy was also tabled and discussed at a Councillor Workshop held on 12 November 2019 and provided in a previous CEO Bulletin for Councillors' feedback.

Benefits

The policy repeals and replaces the existing policy to provide a more contemporary policy in accordance with lawful requirements and reflect the cultural and organisational change within the Town due to the recent restructure.

The policy does not detract from or impede the application of sound judgement or common sense in circumstances where Elected Members and employees may engage in social interactions within the community or at the Town. Instead, and most importantly, the policy supports employees and Council more effectively in communication, in business or social settings, through a shared understanding of the requirements and obligations, under the *Act* and Regulations, for communication between Elected Members and the Administration.

SUMMARY

The policy will benefit existing and incoming Elected Members to understand their obligations and comply with the lawful requirements of communication between Elected Members and the Administration. For these reasons and based on the issues canvassed in this report, the implementation of this policy is timely and appropriate.

STATUTORY REQUIREMENTS

Local Government Act 1995.

- *Division 2, Local Governments and Councils of Local Governments*
- *Section 2.7 Role of Council*
- *Section 2.8 Role of Mayor or President*
- *Section 2.9 Role of Deputy Mayor or Deputy President*
- *Section 2.10 Role of Councillors*
- (Link to Legislation:
https://www.legislation.wa.gov.au/legislation/statutes.nsf/main_mrtitle_551_homepage.html)

Local Government (Rules of Conduct) Regulations 1996.

- *Regulation 9 Prohibition Against Involvement in Administration*
- *Regulation 10 Relations with Local Government Employees*
- (Link to Regulations:
https://www.legislation.wa.gov.au/legislation/statutes.nsf/law_s34895.html)

OFFICER RECOMMENDATION – ITEM 10.10

That Council:

1. Repeals Council Policy 6.19 - Councillor Contact with Administration Policy; and
2. Endorses Council Policy 6.19 - Communication between Elected Members and the Administration, as attached to the Ordinary Council Agenda of 26 November 2019.

Voting requirement: Absolute majority

10.11 Green Trail and Success Hill Principal Shared Path (Ref: TRAF/PLANNG/3ROAD/ DESCONT/5 – David Dwyer, Engineering Technical Coordinator)

APPLICATION

The purpose of this report is to:

- provide feedback from a community engagement event (i.e. Family Fun Day); and
- recommend the implementation of a Green Trail to coincide with the construction of the Principal Shared Path (PSP) on Railway Parade, Success Hill.

ATTACHMENTS

Attachment No. 8:

- Consultation Report - Green Trail November 2019;
- Success Hill Principal Shared Path Option 3 Design; and
- Department of Transport response to Option 4.

BACKGROUND

As part of the commitment by the Department of Transport, the Town of Bassendean has been selected for a Green Transport Route (aka a 'Green Trail') demonstration project. These paths are designed to be visually appealing by increasing natural landscaping, shade, shelter and amenity. A similar path from Perth to Cottesloe to Fremantle is currently being implemented. The Green Trail enables our community to build upon the Town's existing plantings in public open space along transportation routes. The funding for the Green Trail in the Town of Bassendean is conditional on the remaining 230 metre of PSP being constructed.

In May 2019, the Department of Transport, Main Roads WA and the Town of Bassendean sought feedback on three alignment options for the Success Hill to Railway Parade PSP. These options were:

- Option 1 – the verge alignment developed to detail design in 2018:
- Option 2 – a mixed verge/road space alignment that narrows the road outside the railway station:
- Option 3 – a mixed verge/road alignment that narrows the road along the majority of the missing link.

Consultation on the Success Hill to Railway Parade PSP occurred from 1 to 20 May 2019. During this consultation, participants were provided with an information brochure, details of each option and a survey requesting feedback. Each option contained a description along with an artist's impression of how the option may look if constructed.

The survey asked respondents to rank the three alignment options by order of preference and comment boxes were made available for comments and questions.

At the conclusion of the consultation period, 76 surveys had been returned. Survey results showed that 48% of responses preferred option 3 – a mixed verge/road alignment that narrows the road along the majority of the missing link.

Subsequent to the Success Hill Principal Shared Path Report presented at the Ordinary Council Meeting in July 2019 (OCM – 17/07/19), the following actions have been taken:

- The Town has provided feedback to the community on the preferred alignment option (i.e. Option 3) and Council's decision to support the design of this Option.
- The Department of Transport has now completed the detailed design of Option 3 (see attached design)
- The Town has received advised from the Department of Transport stating that it does not support Option 4 (see attached letter).
- A community engagement event (i.e. Family Fun Day) was held on Sunday 17 November to provide feedback on the creation of a Green Trail and to present the project design of the remaining section of the PSP so that the community could see the two projects in parallel and context.
- The Department of Transport has agreed to the Town's request to extend the scope of the Green Trail Route to include Kelly Park.

COMMUNICATION & ENGAGEMENT

A community engagement event (i.e. a Family Fun Day) was held between 10am to 12noon from Bassendean Train Station to Kelly Park on Sunday 17 November 2019. The aim was to raise awareness in the community about creating a Green Trail along the PSP from Ashfield train station to Success Hill and the design of the remaining 230 metre of PSP between Success Hill train station and Kelly Park.

The event was advertised on Facebook, by email newsletter and on the Town's websites.

The Town of Bassendean sought feedback on its proposal to create a green trail from Ashfield train station to Bassendean train station to Success Hill train station as the second “green trail” to be funded by the Department of Transport in WA.

See the attached Consultation Report Green Trail November 2019.

STRATEGIC IMPLICATIONS

Strategic Priority 3 Built Environment:

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
3.2 Enhance connectivity between places and people	3.2.1 Connect the Town through a safe and inviting walking and cycling network.	Community / Stakeholder Satisfaction Survey (roads, footpaths and cycle paths)
	3.2.2 Advocate for improved and innovative transport access and solutions.	Community/ Stakeholder Satisfaction Survey (access to public transport both access to Town and within.)
	3.2.3 Enhance the liveability of local neighbourhoods.	
	3.2.4 Enhance road safety through design	

COMMENT

Green Trail

The Department of Transport has set aside up to \$50,000 to contribute to the Town’s Green Trail project, with the funding offer conditional on the remaining 230 metre of PSP being constructed. Following community engagement undertaken in November 2019, the Town will create a vision for what the community is seeking and present back to Council

PSP Design

The Department of Transport, Main Roads WA and Town of Bassendean have progressed the detailed design of Option 3 (see attached design), in accordance with Councils in principle support from the July Ordinary Council Meeting.

Option 3 is designed to minimise the impact on existing verge trees by using a mixture of space from the road and verge, and has required narrowing of the Railway Parade carriageway between Seventh Avenue and Kelly Park.

The alignment of Option 3 retains all but two existing verge trees. The existing verge trees to be removed in Option 3 are a medium sized Blue Mallet and a small Flooded Gum opposite 4 Railway Parade. Canopy lifting of some existing verge trees will be required to maintain adequate vertical clearance for the PSP. The width of the PSP will also reduce from 3.0 metres to 2.5 metres at some locations to retain existing large verge trees.

In response to community feedback and following further investigations as part of the design, balustrades have been removed from the entire road edge of the path and will only be installed to protect pedestrians and cyclists conflicting with trees within 0.3m of the path. The path will also be constructed from reinforced red concrete to reduce the impact on tree roots as this method requires less excavation and compacting than asphalt construction.

Due to the incline of Railway Parade and the proposed path, rest spots have been designed into the project to allow path users to come off the path if they need to rest temporarily.

Community members and the Council have previously raised concerns regarding potential conflicts between path users at Success Hill Railway Station footbridge. The PSP design includes measures to mitigate potential conflict by replacing balustrading at the end of the footbridge and installing tactile ground surface indicators to guide pedestrians to deviate from the direct path of oncoming users and be aware of their surroundings before crossing the PSP.

Green surfacing treatments will be applied to the PSP to emphasise that the space adjacent to the footbridge is a shared space. Rumble strips and pavement markings on the PSP will inform users of the approaching shared zone and encourage them to slow down and be aware of other users. The alignment will also support better sight lines for all users and create more space for people moving on and off the footbridge.

These safety measures are consistent with the independent Road Safety Audit presented at the July Ordinary Council Meeting, and have been used successfully in other locations of the PSP network that experience high volumes of pedestrian and cyclists flow.

STATUTORY REQUIREMENTS

N/A

FINANCIAL CONSIDERATIONS

N/A

OFFICER RECOMMENDATION — ITEM 10.11

That Council:

1. Notes the Department of Transport's agreement to contribute up to \$50,000 towards the Town's Green Trail project conditional on the remaining 230 metre length of PSP being constructed;
2. Notes the Department of Transport agreement to extend the scope of the Green Trail Route to include Kelly Park;
3. Notes community support for a Green Trail as outlined in Consultation Report November 2019;
4. Notes that the Green Trail Route will be designed and maintained by the Town with funding and support being provided from the Department of Transport, and that further consultation be carried out in 2020, to ensure it complements and adds to the area's biodiversity and character;
5. Notes previous in principle support for the PSP Option 3, as attached to the Ordinary Council Agenda of 26 November 2019;
6. Authorises the Department of Transport and Main Roads WA to construct the PSP Option 3; and
7. Notes the Department of Transport's formal response on Option 4.

Voting requirements: Simple Majority

10.12 Quarterly Report for Period Ended 30 September 2019 (Ref: FINM/AUD/1 – Peta Mabbs, Chief Executive Officer)

APPLICATION

The purpose of this report is for Council to receive the Quarterly Report for the period ended 30 September 2019.

ATTACHMENTS

Attachment No. 9:

Quarterly Report P/E 30 September 2019.

BACKGROUND

Council’s Quarterly Report format addresses progress against the CEO’s Key Performance Indicators, as well as providing a progress report on budget deliverables in the 2017-2027 Corporate Business Plan, where those deliverables will commence in the current financial year.

STRATEGIC IMPLICATIONS

Strategic Priority 5: Good Governance

Objectives <i>What we need to achieve</i>	Strategies <i>How we’re going to do it</i>	Measures of Success <i>How we will be judged</i>
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	
	5.1.3 Strengthen governance, risk management and compliance	Compliance Audit
	5.1.4 Improve efficiency and effectiveness of planning and services	Risk Management Profile
	5.1.5 Ensure optimal management of assets	Financial Ratio Benchmarked. Asset Ratio Benchmarked

OFFICER RECOMMENDATION – ITEM 10.12

That Council receives the Quarterly Report for the quarter ended 30 September 2019, and notes the new improved format as part of continuous improvements to corporate reporting.

Voting requirements: Simple majority

10.13 Town Assets Committee Meeting held on 9 October 2019
(Ref: GOVNCCL/MEET/37 – Phillip Adams, Executive
Manager Infrastructure

APPLICATION

The purpose of this report is for Council to receive the report on a meeting of the Town's Asset Committee held on 9 October 2019, and supports the following recommendation from the Committee:

TAC - 1/10/19 Tree Planting Program in the Town

ATTACHMENTS

Attachment No. 10:

Town Assets Committee Minutes of 9 October 2019

COMMENT

The Committee discussed the tree planting program, including proposed species and locations which includes verges, medians, parks and reserves, playgrounds, carparks, industrial area and roundabouts. These items were discussed in the context of the priority areas set by Council where overhead power lines have been undergrounded and other particular areas nominated within the body of the report.

The Committee discussed our communication and engagement approach which may require an additional approach where the uptake is not achieved by the residence.

The tree planting program methodology was discussed noting that the program will be developed over the following months and within the program development the limitations of large species and the reluctance of some residence to have them planted in certain areas was debated.

Procurement of the range of species to make up the 600 trees for the 2020 Winter planting season was agreed, being the procurement of the tree species make up 30% large, 50% medium and 20% small.

OFFICER RECOMMENDATION – ITEM 10.13

That Council:

1. Supports the procurement of the tree species being 30% large, 50% medium and 20% small for the 2020 Winter tree planting program; and
2. Receives the report on the Town Assets Committee meeting held on 9 October 2019, be received.

Voting requirement: Simple majority

10.14 Bassendean Youth Advisory Council Meeting held in July 2019 (Ref: GOVN/MEETCCL20 – Ayden Mackenzie – Youth Development Officer)

APPLICATION

The purpose of the report is for Council to receive the minutes of the Youth Advisory Council (YAC) meeting held in July 2019.

It should be noted, that Council disbanded this group in August 2019, and therefore, these are the remaining minutes to be received.

ATTACHMENTS

Attachment No. 11:

Minutes of the Youth Advisory Council meeting held on 26 July 2019

BACKGROUND

The Bassendean Youth Advisory Council meets monthly to consider issues of relevance to young people of the Town.

The Bassendean Youth Advisory Council (BYAC) is comprised of up to 6 young people who live, work or recreate in the Town. The BYAC meets monthly at Bassendean Youth Services.

STRATEGIC IMPLICATIONS

Issues discussed at the YAC are in line with the Bassendean 2023 Strategic Community Plan 2013-2023 and the key actions are of inclusiveness, lifelong learning, health and social wellbeing, and the following:

Objective: Build a sense of belonging and connectivity in community.

Strategies: Encourage people of all ages, abilities and backgrounds to actively participate in community life and democratic processes, and support community members to actively volunteer and make a positive contribution to the overall health and well-being of the community.

COMMENT

At the July 2019 meeting, the Bassendean Youth Advisory Council focused its discussions on the NAIDOC Day Youth Zone.

STATUTORY REQUIREMENTS

Nil

FINANCIAL CONSIDERATIONS

Nil

OFFICER RECOMMENDATION — ITEM 10.14

That Council receives the report on a meeting of the Youth Advisory Council meeting held on the 26 July 2019.

Voting requirements: Simple Majority

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

BUILDING APPLICATIONS DETERMINED IN THE MONTH OF OCTOBER 2019			
APPLICATION NO	PROPERTY ADDRESS	DESCRIPTION	DETERMINATION
201900200	39 BASSENDEAN PARADE, BASSENDEAN	GARAGE	DELEGATE APPROVED
201900204	65 KATHLEEN STREET, BASSENDEAN	DWELLING	DELEGATE APPROVED
201900206	10 CHAPMAN STREET, BASSENDEAN	FULL DEMOLITION - RESIDENTIAL DWELLING AND INCIDENTAL STRUCTURES	DELEGATE APPROVED
201900205	21 FAULKNER WAY, EDEN HILL	FIBREGLASS SWIMMING POOL & POOL FENCING	DELEGATE APPROVED
201900201	48 OLD PERTH ROAD, BASSENDEAN	OFFICE DIVIDING WALL	DELEGATE APPROVED
201900209	35 CLARKE WAY, BASSENDEAN	SHED	DELEGATE APPROVED
201900207	49 EILEEN STREET, BASSENDEAN	RESIDENTIAL DWELLING & DOUBLE GARAGE	DELEGATE APPROVED
201900203	93 OLD PERTH ROAD, BASSENDEAN	INTERNAL FIT OUT	DELEGATE APPROVED
201900216	13 CUMBERLAND WAY, BASSENDEAN	OUTBUILDING	DELEGATE APPROVED
201900212	51 HARCOURT STREET, BASSENDEAN	RESIDENTIAL DWELLING GARAGE & SCREEN WALL	DELEGATE APPROVED
201900210	232 MORLEY DRIVE, EDEN HILL	DECK	DELEGATE APPROVED
201900218	60 RUGBY STREET, BASSENDEAN	FENCE APPLICATION	DELEGATE APPROVED
201900213	117 OLD PERTH ROAD, BASSENDEAN	PROPOSED RAISED AND FLAT PATIO	DELEGATE APPROVED
201900215	42 WILSON STREET, BASSENDEAN	SWIMMING POOL	DELEGATE APPROVED
201900219	16 NURSTEAD AVENUE, BASSENDEAN	DWELLING	DELEGATE APPROVED
201900211	46 FREELAND SQUARE, EDEN HILL	PATIO	DELEGATE APPROVED
201900174	110 IOLANTHE STREET, EDEN HILL	SHED	DELEGATE APPROVED
201900198	190 MORLEY DRIVE, EDEN HILL	NEW SWIMMING POOL AND FENCE	DELEGATE APPROVED
201900194	33 CLARKE WAY, BASSENDEAN	DECKING	DELEGATE APPROVED
201900192	6 DAYLESFORD ROAD, BASSENDEAN	HABITABLE STUDIO	DELEGATE APPROVED
201900195	73 IOLANTHE STREET, BASSENDEAN	PATIO	DELEGATE APPROVED
201900191	17 CARMAN WAY, BASSENDEAN	SHED AND CONCRETE SLAB	DELEGATE APPROVED

201900197	176 WALTER ROAD EAST, BASSENDEAN	2 STOREY DWELLING	DELEGATE APPROVED
201900193	5A FIFTH AVENUE, BASSENDEAN	DWELLING	DELEGATE APPROVED
201900186	4 LITTLEMORE WAY, EDEN HILL	PATIO	DELEGATE APPROVED

OFFICER RECOMMENDATION – ITEM 10.15

That Council notes the decisions made under delegated authority by the Principal Building Surveyor.

Voting requirement: Simple majority

10.16 Determinations Made by Development Services (Ref: LUAP/PROCED/1 – Brian Reed, Manager Development Services)

The Manager Development Services made the following planning decisions under Delegated Authority since those reported to the last Council meeting:

PLANNING AND SUBDIVISION APPLICATIONS DETERMINED TO 7 NOVEMBER 2019			
APPLIC NO	PROPERTY ADDRESS	DESCRIPTION	DETERMINATION
2019-074	22A FIFTH AVENUE BASSENDEAN	SINGLE HOUSE	DELEGATE APPROVED
2019-78	51 IVANHOE STREET BASSENDEAN	AMENDED APPLICATION FOR FIVE ADDITIONAL DWELLINGS TO EXISTING TO FORM SIX GROUPED DWELLINGS	DELEGATE APPROVED
2019-087	23 HANWELL WAY BASSENDEAN	FACTORY / WORKSHOP	DELEGATE APPROVED
2019-094	72 MARGARET STREET ASHFIELD	SINGLE HOUSE	DELEGATE APPROVED
2019-097	140 FIRST AVENUE EDEN HILL	SINGLE HOUSE	DELEGATE APPROVED
2019-104	5 PENZANCE STREET BASSENDEAN	SINGLE HOUSE	DELEGATE APPROVED
2019-107	25 BASSENDEAN PARADE BASSENDEAN	ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
2019-108	2 FIRST AVENUE BASSENDEAN	SINGLE HOUSE	DELEGATE APPROVED
2019-114	147 WEST ROAD BASSENDEAN	PATIO & EXISTING RETAINING WALL	DELEGATE APPROVED
2019-117	50A LORD STREET EDEN HILL	AMENDED APPLICATION FOR A GROUPED DWELLING	DELEGATE APPROVED
2019-119	6 DEVON ROAD BASSENDEAN	CARPORT	DELEGATE APPROVED
2019-120	25 PARKER STREET BASSENDEAN	ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
2019-125	80 GREY STREET BASSENDEAN	CHANGE OF USE - CARAVAN SALES AND SHOWROOM	DELEGATE APPROVED
2019-126	UNIT 10/117 OLD PERTH ROAD BASSENDEAN	PATIO	DELEGATE APPROVED
2019-127	28 DOROTHY STREET ASHFIELD	CARPORT	DELEGATE APPROVED
2019-128	2 SHACKLETON STREET BASSENDEAN	SINGLE HOUSE	DELEGATE APPROVED
2019-129	UNIT A 57 HARDY ROAD ASHFIELD	SINGLE HOUSE	DELEGATE APPROVED

2019-130	1 MARY CRESCENT EDEN HILL	SINGLE HOUSE	DELEGATE APPROVED
2019-134	20 KENNY STREET BASSENDEAN	PATIO	DELEGATE APPROVED
2019-135	13 HAMILTON STREET BASSENDEAN	ADDITIONS AND ALTERATIONS TO SINGLE HOUSE	DELEGATE APPROVED
2019-137	4 LITTLEMORE WAY EDEN HILL	CARPORT	DELEGATE APPROVED
2019-139	110 IOLANTHE STREET EDEN HILL	OUTBUILDING	DELEGATE APPROVED
2019-141	35 CLARKE WAY BASSENDEAN	OUTBUILDING (SHED)	DELEGATE APPROVED
2019-149	32 NORTH ROAD BASSENDEAN	VERANDA RESTORATION, AWNING AND ALTERATIONS	DELEGATE APPROVED
SUBDIVISION APPLICATIONS			
884-19	6 MCGLEW STREET EDEN HILL	TWO LOT SUBDIVISION	STATUTORY ADVICE RECOMMEND APPROVAL

OFFICER RECOMMENDATION – ITEM 10.16

That Council notes the decisions made under delegated authority by the Manager Development Services.

Voting requirement: Simple majority

10.17 Monthly Financial Report – September 2019 and October 2019 (Ref: FINM/AUD/1 – Paul White, Director Corporate Services)

APPLICATION

The Local Government (Financial Management) Regulations 1996, Regulation 34, requires that a statement of financial activity be prepared each month and presented to Council.

ATTACHMENTS:

Attachment No. 12:

Monthly Financial Report, containing the Statement of Financial Activity, for September 2019 and October 2019.

BACKGROUND

The statement of financial activity is to show a comparison of the budget estimates with the actual revenue and expenditure figures for the year to date and can be presented by nature and type classification, program or Business Unit. The statement of financial activity hereby presented to Council is by nature and type classification and by program.

A statement of financial activity and accompanying documents must be presented to Council within two months after the end of the month to which the statement relates.

Each year Council is required to adopt a percentage or value to be used in statements of financial activity for reporting material variances. Council adopted 10% or \$5,000, whichever is greater, as part of its 2019-20 Annual Budget.

STRATEGIC IMPLICATIONS

Strategic Priority 5: Good Governance

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people 5.1.2 Ensure financial sustainability 5.1.3 Strengthen governance, risk management and compliance	Community / Stakeholder Satisfaction Survey (Governance) Compliance Audit Risk Management Profile Financial Ratio Benchmarked. Asset Ratio Benchmarked

COMMENT

The statements of financial activity attached represent the adopted 2019/20 Annual Budget estimates and actual income and expenditure amounts for the months ending 30 September 2019 and 31 October 2019.

The September 2019 Statement of Financial Activity (nature and type classification) indicates that:

- Income year to date is 0.75% below budget. This is due to the adjustment for rates paid in advance and timing of interest earnings and operating grants and contributions;
- Expenditure year to date is 4.16% under budget. This is due to timing of materials and contracts and other expenses; and
- Expenditure on Infrastructure Capital projects is under budget due to the late adoption of the budget. Also, a number of projects are awaiting finalisation of the tender process.

The October 2019 Statement of Financial Activity (nature and type classification) indicates that:

- Income year to date is 0.40% above budget due timing of other revenue. This is offset by rates under budget due to the adjustment for rates paid in advance;
- Expenditure year to date is 0.32% under budget due to timing of materials and contracts, utility charges and other expenditure. This is offset by employee costs which are over budget due to terminations; and
- Expenditure on Infrastructure Capital projects is under budget due to the late adoption of the budget. Also, a number of projects are awaiting finalisation of the tender process.

The statements of financial activity provide a comparison between actual and budget income and expenditure on year to date basis. The notes accompanying the statements provide a detailed breakdown of the amounts.

Budget Amendments

There are no budget amendments identified in the statements of financial activity for September 2019 and October 2019.

STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996.

FINANCIAL CONSIDERATIONS

The monthly financial report provides an overview of income and expenditure for the appropriate period. There are no direct financial implications arising from this report.

OFFICER RECOMMENDATION – ITEM 10.17

That Council receives the monthly financial reports for September 2019 and October 2019, as attached to the Ordinary Council Agenda of 26 November 2019.

Voting requirements: Simple majority

10.18 Accounts Paid – July 2019 and August 2019 (Ref: FINM/CREDTS/4 – Paul White, Director Corporate Services)

APPLICATION

The Local Government (Financial Management) Regulations 1996, Regulation 13, requires a list of accounts paid by the CEO each month to be presented to Council at the next Ordinary meeting of Council after the list is prepared.

ATTACHMENTS

Attachment No. 13:

List of payments made under delegated authority for September 2019 and October 2019.

BACKGROUND

The monthly payments made for September 2019 and October 2019 are presented to Council, with details of payments made by the Town in relation to goods and services received.

STRATEGIC IMPLICATIONS

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
5.1 Enhance organisational accountability	5.1.1 Enhance the capability of our people	Community / Stakeholder Satisfaction Survey (Governance) Compliance Audit Risk Management Profile Financial Ratio Benchmarked. Asset Ratio Benchmarked
	5.1.2 Ensure financial sustainability	
	5.1.3 Strengthen governance, risk management and compliance	
	5.1.4 Improve efficiency and effectiveness of planning and services	
	5.1.5 Ensure optimal management of assets	

STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996

FINANCIAL CONSIDERATIONS

All payments are authorised prior to disbursement in accordance with their allocated budget.

OFFICER RECOMMENDATION – ITEM 10.18

That Council receive the list of payments for September 2019 and October 2019.

Voting Requirements: Simple majority

10.19 Bassendean Local Emergency Management Committee Meeting held on 6 November 2019 (Ref: GOVN/CCLMEET/18 – Luke Gibson, Director Community Planning)

APPLICATION

The purpose of the report is for Council to receive the report on a meeting of the Bassendean Local Emergency Management Committee held on 6 November 2019. The Committee discussed the following items:

- BLEMC – 1/11/19 - Flood Mitigation Project update
- BLEMC – 2/11/19 - Risk Management Project Report
- BLEMC – 3/11/19 - Tabletop exercise – LEMC Business Plan
- BLEMC – 4/11/19 - Emergency Management Agency Reports
- BLEMC – 5/11/19 - Committee Members' contact details
- BLEMC – 6/11/19 - Preparedness, Prevention, Response and Recovery Issues

ATTACHMENTS

Attachment No. 14:

Minutes of the Bassendean Local Emergency Management Committee meeting held 6 November 2019.

COMMENT

At the meeting, the Committee considered the following:

1. An update on the completed Flood Mitigation Project and the final \$6000 of funding outstanding;
2. A report on the Town's assessment to date, of heatwave, air crash, HAZMAT, storm and flood hazards and upcoming assessment of earthquake hazard as part of the Local Government Risk Management Project;
3. A tabletop exercise on 'Fire Risk at Success Hill' planned for the February 2020 meeting, as part of the LEMC Business Plan;
4. Reports from the Emergency Management Agencies SEMC, DEMC, WALGA EMAG and the Local Welfare Committee;
5. Updated Committee contact and key holder details; and

6. Preparedness, prevention, response and recovery issues relating to fire break and fuel load non-compliance at 24 properties.

OFFICER RECOMMENDATION – ITEM 10.19

That Council receives the report on a meeting of the Bassendean Local Emergency Management Committee held on 6 November 2019.

Voting requirements: Simple majority.

10.20 Use of the Common Seal (Ref: INFM/INTPROP/1 – Elizabeth Nicholls, Executive and Research Officer to CEO)

The Chief Executive Officer and the Mayor have been delegated the responsibility for affixing the Common Seal to documents requiring signing and sealing, and for reporting the exercise of that delegation to the next available Ordinary Meeting of the Council.

The Common Seal was attached to the following documents during the reporting period:

Document Sealed	Date Sealed
Adoption of Town of Bassendean Parking Local Law 2019	15/10/2019
Adoption of Town of Bassendean Dogs Local Law 2019	15/10/2019
Notification Under Section 70A Conditional approval for Stormwater to be connected to the Town's system.	14/11/2019
Restrictive Covenant associated with a 3x lot subdivision approval. Covenant to restrict and inform landowners of relevant Local Planning Policy 2.	14/11/2019

OFFICER RECOMMENDATION – ITEM 10.20

That Council notes the affixing of the Common Seal during the reporting period.

Voting Requirements: Simple majority

10.21 Implementation of Council Resolutions (Ref: GOVN/CCLMEET/1 – Peta Mabbs, CEO)

At the Ordinary Council meeting held on 14 December 2010, it was resolved that only those items that are to be deleted from the implementation of Council resolutions be referred to Council, and all other items in progress be included in the CEO's Bulletin on the last Friday of the month.

STRATEGIC IMPLICATIONS

Strengthen Council governance and compliance.

COMMENT

The following table detail those resolutions of the Council that are recommended for deletion:

ROC19/68333	BRIAN REED	OCM-11/8/19 - REQUEST TO THE MINISTER OF LANDS TO DEDICATE THE LANEWAY BETWEEN GUILDFORD ROAD AND KENNY/KATHLEEN STREETS AS A PUBLIC ROAD MOVED CR WILSON SECONDED CR MYKYTIUK THAT COUNCIL: 1.TAKES NO FURTHER ACTION UNDER SECTION 52 OF THE LAND ADMINISTRATION ACT TO ACQUIRE P054415 LOT 100 ON PLAN 054415 AS CROWN LAND. AND ADVISES THE CONSULTEES ACCORDINGLY; AND 2.SUPPORTS THAT THE FUTURE OF THE 21 RIGHTS OF WAYS IN THE TOWN BE CONSIDERED IN THE CONTEXT OF THE TOWN'S NEW LOCAL PLANNING STRATEGY AND SCHEME.	CONSULTEES ADVISED OF COUNCIL'S DECISION. FUTURE OF THE REMAINING RIGHTS OF WAYS IN THE TOWN TO BE CONSIDERED THROUGH THE DEVELOPMENT OF THE LOCAL PLANNING STRATEGY RECOMMEND DELETION
ROC19/68947	BRIAN REED	OCM-7/10/19 - JOINT METROPOLITAN CENTRAL DEVELOPMENT ASSESSMENT PANEL APPLICATION – FORM 1 – APPLICATION FOR A PROPOSED CHILDCARE CENTRE – LOT 54 (NO. 72) RAILWAY PARADE BASSENDEAN MOVED CR MCLENNAN SECONDED CR HAMILTON THAT COUNCIL ADVISE THE METRO CENTRAL JOINT DEVELOPMENT ASSESSMENT PANEL THAT COUNCIL DOES NOT SUPPORT THE OFFICERS RECOMMENDATION IN THE RESPONSIBLE AUTHORITY REPORT TO THE PANEL AND THE APPLICATION FOR THE PROPOSED CHILDCARE PREMISES AT LOT 54	DETAILS OF COUNCIL RESOLUTION INCLUDED IN RESPONSIBLE AUTHORITY REPORT. THE PROPOSED CHILD CARE PREMISES WAS APPROVED BY THE METROPOLITAN METRO CENTRAL JOINT DAP RECOMMEND DELETION.

		<p>(NO. 72) RAILWAY PARADE BASSENDEAN SHOULD BE REFUSED ON THE GROUNDS THAT: 1.IT REPRESENTS AN UNDERDEVELOPMENT OF THE LAND AND DOES NOT ALIGN WITH COUNCIL'S AND STATE GOVERNMENT'S FUTURE INTENT AND DESIRE FOR MORE INTENSIVE MIXED USE DEVELOPMENT IN THIS LOCATION DUE TO ITS CLOSE PROXIMITY TO THE BASSENDEAN TRAIN STATION; AND 2.THE PROPOSED CHILDCARE CENTRE FAILS TO MEET ALL OF THE OBJECTIVES OF PLANNING BULLETIN 72/2009 CHILDCARE CENTRES AND THEREFORE IS INCONSISTENT WITH THE PRINCIPLES OF ORDERLY AND PROPER PLANNING GIVEN THE CHILDCARE CENTRE IS PROPOSED TO BE LOCATED NEXT TO AN APPROVAL LIQUOR STORE (76 RAILWAY PARADE BASSENDEAN). COUNCIL CONSIDERS THAT A LIQUOR STORE AND CHILDCARE PREMISES ARE INCOMPATIBLE LAND USES AND IT WOULD THEREFORE BE INAPPROPRIATE TO LOCATE A CHILDCARE PREMISE NEXT TO AN EXISTING LIQUOR STORE.</p>	
<p>ROC17/53221</p>	<p>MONA SOLIMAN</p>	<p>OCM-10/2/17 - BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON 1 FEBRUARY 2017 MOVED CR BRIDGES SECONDED CR MCLENNAN THAT: 1.COUNCIL RESCINDS OCM-33/10/16 WHICH READS: "MOVED CR BRIDGES SECONDED CR BROWN THAT THE TEMPORARY 100 YEAR FLOOD HEIGHT VINYL STICKERS RECENTLY ATTACHED TO POWER POLES BE REPLACED WITH NON-CORRODING METAL BANDS WITH THE SAME MESSAGE AND WHERE THIS IS IMPRACTICAL DUE TO THE PRESENCE OF REINFORCED SUPPORTS A WHITE BAND BE PAINTED AROUND THE POLE AND SUPPORTS AND THE 25 AND 100 YEAR FLOOD ZONE BANDS BE REMOVED. 2.THE TEMPORARY 100 YEAR FLOOD HEIGHT VINYL STICKERS RECENTLY ATTACHED TO POWER POLES BE REPLACED WITH NON-CORRODING METAL DISCS WITH THE SAME MESSAGE</p>	<p>FLOOD HEIGHT MARKERS NOW INSTALLED AND PROJECT COMPLETED. FINAL REPORT INCLUDING PROJECT ACQUITTAL SENT TO DFES AND HAS BEEN ACCEPTED. DFES HAS BEEN INVOICED FOR FINAL PAYMENT OF \$6000 TO THE TOWN AND THIS HAS BEEN RECEIVED. *RECOMMENDED FOR DELETION*.</p>

		<p>AND WHERE THIS IS IMPRACTICAL DUE TO THE PRESENCE OF REINFORCED SUPPORTS A WHITE BAND BE PAINTED AROUND THE POLE AND SUPPORTS AND THE 25 AND 100 YEAR FLOOD ZONE BANDS BE REMOVED TO AVOID CONFUSION WHERE NOT ADJACENT TO THE FLOOD INFORMATION SIGNS; AND 3.COUNCIL RECEIVES THE REPORT ON THE MEETING OF THE BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD ON 1 FEBRUARY 2017.</p>	
<p>ROC19/67077</p>	<p>PHILLIP ADAMS</p>	<p>OCM-15/05/19 - TOWN ASSETS COMMITTEE MEETING HELD ON 8 MAY 2019 MOVED CR MCLENNAN SECONDED CR BROWN THAT COUNCIL: 1.RECEIVES THE REPORT ON A MEETING OF THE TOWN ASSETS COMMITTEE HELD ON 8 MARCH 2019; 2.RECEIVES THE ARBORICULTURAL ASSESSMENT ON THE 2019 STREET TREE SELECTION REPORT BY BOWDEN TREE CONSULTANCY; 3.REQUESTS OFFICERS TO REQUEST BOWDEN TREE CONSULTANCY TO PROVIDE A REPORT ON THE AVAILABLE NUMBER OF TREES THAT CAN BE PURCHASED FROM NURSERIES FOR THE 2019 WINTER PLANTING SEASON IN ACCORDANCE WITH AUSTRALIAN STANDARD AS2303:2015; 4.NOTES THAT THE NUMBER OF TREES THAT CAN BE PLANTED DURING THE WINTER PLANTING SEASON WILL DEPEND ON THE AVAILABILITY OF TREES IN STOCK FROM NURSERIES WHICH ARE CURRENTLY AVAILABLE THAT WILL MATCH THE ARBORICULTURAL ASSESSMENT – 2019 STREET TREE SELECTION; AND 5.NOTES THAT FURTHER ENGAGEMENT WITH THE COMMUNITY WILL BE UNDERTAKEN TO RECONSIDER MORE APPROPRIATE SOLUTIONS THAN LED LIGHTING TO ADDRESS THE ISSUES WITH LIGHTING WITHIN A 200M RADIUS OF SUCCESS HILL TRAIN STATION.</p>	<p>TREE PURCHASE HAS BEEN IMPLEMENTED. LIGHTING WITHIN 200M OF SUCCESS HILL WILL BE PUT UP FOR MID YEAR BUDGET REVIEW AS WP HAS CONFIRMED THEY WILL NOT BE UNDERTAKING WORKS IN THIS AREA. RECOMEND DELETION</p>

ROC19/68948	SALVATORE SICILIANO	OCM-8/10/19 - COMMUNITY BENEFIT SPONSORSHIP AND GRANTS APPLICATIONS: SWANS CAMP OUT MOVED CR HAMILTON SECONDED CR WILSON THAT: 1.COUNCIL RECEIVES THE COMMUNITY BENEFIT SPONSORSHIP AND GRANTS APPLICATIONS LODGED BY THE SWAN DISTRICTS FOOTBALL CLUB TO STAGE THE SWAN'S CAMP OUT EVENT; 2.COUNCIL APPROVES FUNDING IN THE AMOUNT OF \$2100 TO SWAN DISTRICTS FOOTBALL CLUB TO STAGE THE SWANS CAMP OUT EVENT; 3.THE SWAN DISTRICTS FOOTBALL CLUB OFFERS A 70% DISCOUNT TO THE FIRST 30 CONCESSION CARD HOLDERS WHO ARE TOWN OF BASSENDEAN RESIDENTS; 4.THE RISK MANAGEMENT PLAN IS REVISED BY THE SWAN DISTRICTS FOOTBALL CLUB TO ENSURE RISKS ASSOCIATED WITH THE 'FIRE PIT' ARE MANAGED APPROPRIATELY; AND 5.THE EVENT IS FREE OF SINGLE-USE PLASTICS (INCLUDING BALLOONS) IN LINE WITH THE TOWN'S COMMITMENT TO COUNCIL'S RESOLUTION (OCM-13/3/18).	SWANS FC ADVISED THE TOWN ON 15 NOVEMBER 2019 THAT DUE TO LOW REGISTRATION NUMBERS THAT THE CAMP OUT EVENT WILL NOT BE STAGED. THE FUNDING AGREEMENT WAS NOT EXECUTED AT THIS POINT SO NO REFUND IS REQUIRED BACK TO THE TOWN. RECOMMEND DELETION
ROC19/68330	SALVATORE SICILIANO	COMMUNITY GROUPS FUNDING APPLICATIONS MOVED CR MYKYTIUK SECONDED CR GANGELL THAT COUNCIL: 1.APPROVES THE APPLICATION FOR FUNDING OF \$3000 FROM STRUT DANCE FOR THE STAGING OF THE DANCE PERFORMANCE IN-SITU AND \$5000 FROM THE EDEN HILL CAN GROUP TO COVER ONGOING OPERATIONAL AND EVENT COSTS IN CONNECTING THE COMMUNITY OF EDEN HILL; AND 2.NOTES THAT A FUNDING AGREEMENT WILL BE DEVELOPED AND SIGNED BETWEEN THE TWO APPLICANTS AND THE TOWN.	FUNDING AGREEMENTS HAVE BEEN DEVELOPED WITH APPLICANTS. RECOMMEND DELETION.
ROC19/67782	SHARNA MERRITT	OCM-11/7/19 - ADOPTION OF TOWN OF BASSENDEAN PARKING LOCAL LAW 2019 MOVED CR QUINTON SECONDED CR BROWN THAT COUNCIL: 1. MAKES THE TOWN OF BASSENDEAN PARKING LOCAL LAW 2019 AS ATTACHED TO THE ORDINARY COUNCIL AGENDA OF 23 JULY 2019; AND 2.INSTRUCTS OFFICERS TO CONTINUE WITH THE PROCESS LEADING TO THE IMPLEMENTATION OF THE LOCAL	LOCAL LAW SIGNED AND SEAL ATTACHED. LOCAL LAW GAZETTED IN NOVEMBER 2019. ALL DOCUMENTATION HAS BEEN SENT TO THE MINISTER AND THE JOINT STANDING COMMITTEE FOR DELEGATED LEGISLATION AND NOTICE OF ADOPTION

		LAW AS SET OUT IN SECTION 3.12 OF THE LOCAL GOVERNMENT ACT 1995.	PUBLISHED 20/11/19. LOCAL LAW IN EFFECT FROM 20/11/19. RECOMMEND DELETION.
ROC19/67362	SHARNA MERRITT	OCM-9/6/19 - ADOPTION OF TOWN OF BASSENDEAN DOGS LOCAL LAW 2019 MOVED CR GANGELL SECONDED CR MYKYTIUK THAT COUNCIL: 1.MAKES THE TOWN OF BASSENDEAN DOGS LOCAL LAW 2019 AS ATTACHED TO THE ORDINARY COUNCIL MEETING AGENDA OF 25 JUNE 2019; AND 2.INSTRUCTS OFFICERS TO CONTINUE WITH THE PROCESS LEADING TO THE IMPLEMENTATION OF THE LOCAL LAW AS SET OUT IN SECTION 3.12 OF THE LOCAL GOVERNMENT ACT 1995.	LOCAL LAW SIGNED AND SEAL ATTACHED. LOCAL LAW GAZETTED IN NOVEMBER 2019. ALL DOCUMENTATION HAS BEEN SENT TO THE MINISTER AND THE JOINT STANDING COMMITTEE FOR DELEGATED LEGISLATION AND NOTICE OF ADOPTION PUBLISHED 20/11/19. LOCAL LAW IN EFFECT FROM 20/11/19. RECOMMEND DELETION.
ROC19/68950	TIM DAYMAN	OCM-16/10/19 - SPORTS ACHIEVEMENT AWARD 1.COUNCIL AWARDS THE TOWN OF BASSENDEAN SPORTS ACHIEVEMENT AWARD TO THE RECIPIENT SHOWN IN THE CONFIDENTIAL REPORT ATTACHED TO THE ORDINARY COUNCIL AGENDA OF 15 OCTOBER 2019; 2.PRESENTS THE SPORTS ACHIEVEMENT AWARDS AT A FUTURE ORDINARY COUNCIL MEETING; AND 3.NOTE THAT THE REPORT AND NAME OF THE RECIPIENT OF THE AWARD WILL REMAIN CONFIDENTIAL UNTIL AFTER THE AWARD IS PRESENTED.	TO BE PRESENTED AT DEC OCM. RECOMMEND DELETION
ROC19/68949	YVONNE ZAFFINO	OCM-9/10/19 - CONSIDERATION OF ORDINARY COUNCIL MEETINGS AND BRIEFINGS SESSIONS DATES AND CITIZENSHIP CEREMONIES FOR 2020 MOVED CR MCLENNAN SECONDED CR MYKYTIUK THAT COUNCIL ENDORSES THE BRIEFINGS SESSIONS AND COUNCIL MEETING DATES FOR 2020 AND CITIZENSHIP CEREMONIES FOR 2020 BE HELD ON: SUNDAY 26 JANUARY WEDNESDAY 25 MARCH WEDNESDAY 17 JUNE WEDNESDAY 9 SEPTEMBER	MEETINGS AND CIITIZNESHIP CEREMONIES WILL BE ADVERTISED ACCORDINGLY. RECOMMEND DELETION

OFFICER RECOMMENDATION – ITEM 10.21

That the outstanding Council resolutions detailed in the table listed in the Ordinary Council Meeting Agenda of 26 November 2019 be deleted from the Implementation of Council Resolutions list.

Voting Requirements: Simple majority

10.22 Calendar for November/December 2019 (Ref: Elizabeth Nicholls, Executive and Research Officer to CEO)

Date	Time	Meeting
Wed 27 Nov	5.30pm	Audit and Governance Committee – Council Chamber – Cr McLennan, Cr Hamilton and Cr MacWilliam
Thurs 28 Nov	5.00pm	Perth Airports Municipalities Group Annual General Meeting and Ordinary General Meeting – City of Gosnells – Cr Barty (Deputy: Cr Gangell)
Thurs 28 Nov	6.00pm	WALGA East Metropolitan Zone Meeting – Shire of Mundaring – Cr Gangell, Cr Quinton, Cr Barty (Deputy: Cr McLennan)
Mon 2 Dec	6.00pm	State Planning Framework and Directions Presentation – David Caddy – Council Chamber
Tues 3 Dec	6.00pm (tbc)	Concept Workshop – Council Chamber – All Councillors
Thurs 5 Dec	6.00pm	EMRC Council Meeting – EMRC – Cr Hamilton and Cr Wilson
Tues 10 Dec	6.00pm TBC	Meet and Greet - Bassendean Youth Services, Bassendean Oval
	7.00pm	Briefing Session in the Community – Bassendean Youth Services – All Councillors
Tues 17 Dec	7.00pm	Ordinary Council Meeting – Council Chamber – All Councillors

OFFICER RECOMMENDATION - ITEM 10.22

That the Calendar for November/December 2019 be adopted.

Voting Requirements: Simple majority

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11.1 Notice of Motion – Cr Gangell: Weed Infestation

Cr Gangell has advised that he wishes to move the following motion:

“That Council receives a report to the 2019 December Ordinary Council Meeting on options and costs to the Town of Bassendean to undertake urgent action to address the weed infestation that has occurred on the Guildford Road median strips.”

BACKGROUND – CR GANGELL

The Town of Bassendean changed its method of weed control on hard surfaces which has resulted in the Town expending in excess of \$218,000.00 since July 2017 on steam weed control. An additional \$30,000.00 was allocated to conduct a weeds forum and for associated reports to be produced.

The Town engaged with Main Roads WA to advise them of the change of method that Council adopted and requested that Main Roads WA take the same approach with weed control for land that is their responsibility within the Town.

As the adopted method of Council is contrary to that used by Main Roads WA for weed control, Main Roads WA have subsequently ceased conducting weed control within the Town, leaving the median strips on Guildford Road to become overtaken by weeds to an unacceptable level.

As a result weed control on Guildford Road, outside of the methods conducted by Main Roads WA, have become the responsibility of the Town of Bassendean and therefore costs associated with weed control on Guildford Road need to be borne by the Town.

This motion is seeking to urgently address the resulting weed infestation on the Guildford Road median strips.

OFFICER COMMENT

A Weeds Community Workshop took place on Wednesday, 20 November 2019 at Steel Blue Oval, Bassendean. The discussion drew on diverse community, local government and expert perspectives to build a shared understanding and inform the development of an Integrated Weed Management Strategy for the Town of Bassendean. The forum had representatives from neighboring local governments along with residents and Town staff.

Feedback will be received on the “*Your Say*” portal up until 4 December 2019. Officers will be setting up a stall at the Hawaiian Shopping Centre asking patrons to fill in a survey on weed management.

The forum was aimed at providing:

- A clearer understanding of the context for weed management in the Town of Bassendean and globally;
- Consideration of existing and emerging methods and technologies for weed management;
- Discussion about community preferences;
- Consideration about the next steps for developing a weed management strategy.

Will Bessen of Tuna Blue facilitated the forum, with technical information provided by Andrew Fry and David Kaesehagen of Ecoscape, and guest speakers Jane Bremmer, Friends of Success Hill and National Toxic Network and Steve McFarland Bassendean Preservation Group . Will Besson will provide the Town with a report on the feedback obtained during the forum activities and a general synopsis of the forum which will be made publically available.

Officers have organised for Town staff to brush cut the median islands on Guildford Road. Approval for the traffic management will take approximately 4 weeks. Officers have also contacted the contractor responsible for the steam weeding treatment and requested a quotation to treat Guildford Road from Old Perth Rd to the Town’s boundary at the traffic bridge, which Main Roads WA is no longer treating. The contractor has advised that a traffic management plan and an accredited road works traffic manager, will need to be approved by Main roads, before any treatment takes place. This can take up to 4 weeks. Alternatively, Officers are seeking a second quote to treat the median island using a new keckex steamer that is attached to a mobile vehicle with an articulated arm. This will also require Main Roads approval, that can take up to 4 weeks.

The matter raised in the Notice of Motion will be addressed in the short term by the above action. In the future, an integrated weed management strategy will be developed.

12.0

ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

13.0 **CONFIDENTIAL BUSINESS**

It should be noted that that the audio and live streaming will be turned off whilst confidential items are being discussed.

13.1 **Sports Achievement Award**

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

14.0 **CLOSURE**

The next Briefings Session will be held on Tuesday 10 December 2019 commencing at 7.00pm at the Bassendean Youth Services, West Road, Bassendean. A pre-welcome gathering will commence at 6:00pm (TBC).

The next Ordinary Council meeting will be held on Tuesday 17 December 2019 commencing at 7.00pm.