



TOWN OF CLAREMONT

ORDINARY COUNCIL MEETING

MINUTES

TUESDAY 3 JULY 2018

Liz Ledger

CHIEF EXECUTIVE OFFICER

Date:

DISCLAIMER

Would all members of the public please note that they are cautioned against taking any action as a result of a Council decision tonight until such time as they have seen a copy of the Minutes or have been advised, in writing, by the Council's Administration with regard to any particular decision.

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TOWN OF CLAREMONT
ORDINARY COUNCIL MEETING
3 JULY 2018
MINUTES

1 DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS

His worship the Mayor Jock Barker, welcomed members of the public, press, staff and Councillors, and declared the meeting open at 7:00PM.

2 RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE

Mayor Jock Barker	Town of Claremont
Cr Bruce Haynes	East Ward
Cr Kate Main	East Ward
Cr Alastair Tulloch	East Ward
Cr Jill Goetze	South Ward
Cr Paul Kelly	South Ward
Cr Chris Mews	South Ward
Cr Peter Edwards	West Ward

Ms Liz Ledger (Chief Executive Officer)
Mr Les Crichton (Executive Manager Corporate and Governance)
Ms Cathy Bohdan (Executive Manager People and Places)
Mr David Vinicombe (Executive Manager Planning and Development)
Miss Sarah Hingston (Governance Officer)

One member of the public
One member of the press

LEAVE OF ABSENCE

Cr Peter Browne OAM, JP	West Ward
Cr Sara Franklyn	West Ward

3 DISCLOSURE OF INTERESTS

NIL

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

NIL

5 PUBLIC QUESTION TIME

Mr Barry Markey – 40B Alfred Road, Claremont Re: Demolition Affecting Ratepayers' Properties

Q1. *For the protection of ratepayers and in view of the provisions of the Building Act 2011, will the Council now include damage to ratepayers' property as well as Council property in relation to the bond payable when a Demolition Order is granted? If not, what are the reasons for this refusal?*

A1. The bond is payable to the Town on application to cover damage to community assets immediately adjacent to the property such as the footpath, kerbing and trees as a result of works undertaken. The Town has no power to require a bond to cover damage to private assets, nor the capacity or resources to value or assess such assets and damage.

Q2. *You are speaking of the Council's property, I want the ratepayer's property. At the moment, a builder must take out an insurance policy for all aspects. Now a person who lodges a bond for a demolition, the Council is protecting itself and not insisting on either an insurance Policy or a bond for damage to other areas is evading responsibility to the tax payers. As this was a statement the following is an interpretation of Mr Markey's query:*

Does Council request an insurance policy of bond for damage to ratepayer's property also, not just Council's?

A2. No, the Council has no statutory authority to require an insurance policy for any damage to a neighbouring ratepayer's property during building or demolition works. The Bond for works in the road reserve relates to the protection of Council assets when a builder/ contractor accesses the property through road reserve for building or demolition works on the property.

Q3. *Covers liability to third party? I thought the answer was to my first question, which I then withdrew as the answer explained it was only on Council property. The public are being discarded. As this was a statement, the following is an interpretation of Mr Markey's query:*

The Building Indemnity Insurance covers third party insurance, why can't this be used to protect the neighbour?

A3. The *Building Act 2011* requires that Building Permits not be issued without Home Indemnity Insurance (some exceptions apply – e.g. building works valued less than \$20,000). The intent of the Home Indemnity Insurance is to protect the owner from a builder not being able to complete the building project in the event of death, disappearance or insolvency. The Building Indemnity Insurance requirement does not apply to demolition works or cover a third part such as a neighbour.

As previously advised, any dispute relative to damaged fencing as a result of demolition works is between the two adjoining owners and administered under the provisions of the *Dividing Fences Act 1961*, through the Magistrates Court as Council has no jurisdiction in relation to this Act.

6 PUBLIC STATEMENT TIME

NIL

7 APPLICATIONS FOR LEAVE OF ABSENCE

NIL

8 PETITIONS/ DEPUTATIONS/ PRESENTATIONS

NIL

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Moved Cr Kelly, seconded Cr Main.

That the minutes of the Ordinary Council Meeting held on 19 June 2018 be confirmed.

**CARRIED(114/18)
(NO DISSENT)**

**10 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETING
MAY BE CLOSED TO THE PUBLIC**

NIL

11 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

NIL

Items 12.1.1 *Lake Claremont Operational Plan 2018-19*, 13.1 *Curtin Care Inc. – Wearne Development Draft Concept Masterplan*, 13.2.1 *List of Payments 1 to 31 May 2018*, 13.3.1 *Mike Balfe Heritage Grant – 8 Renown Avenue, Claremont*, and 13.3.2 *Mike Balfe Heritage Grant – 43 Claremont Crescent Swanbourne* were carried en bloc.

12 REPORTS OF COMMITTEES

12.1 LAKE CLAREMONT ADVISORY COMMITTEE

12.1.1 LAKE CLAREMONT OPERATIONAL PLAN 2018-19

File No:	PRK00123-03
Attachments:	Lake Claremont Operational Plan 2018-19 (Attachment 1)
Responsible Officer:	Saba Kirupanather Executive Manager Infrastructure
Author:	Andrew Head Manager Parks and Environment
Proposed Meeting Date:	3 July 2018

Purpose

To seek adoption of the Lake Claremont Operational Plan ('LCOP') 2018-19 and seek support for a trial of floating nests.

Background

At the 5 April 2018 Lake Claremont Advisory Committee ('LCAC') meeting, the draft LCOP 2018-19 plan was presented to the Committee and discussion ensued on the format of the plan. At the LCAC meeting on 7 June 2018, the simplified and updated plan was presented for their support.

In addition, a proposal was put forward in relation to trialling floating nesting platforms, which was presented but no recommendation of the Committee was made. The item is now included in the 2018-19 LCOP and an overview has been included within this report.

Discussion

Lake Claremont Operational Plan 2018-19

Attachment 1 is a newly formatted plan, which is easier to navigate and track progress during the year.

Rather than being based on the action plan, which is found in Section 5 of the Lake Claremont Management Plan ('LCMP') 2016-21 it has been simplified to include a calendar scheduling maintenance activities. Also included are budgeted projects identified for this year and a map of new planting locations. These items are all the activities and works the LCOP needs to cover to provide information on progress of implementation of the LCMP.

Floating nesting platforms

The purpose of the floating nest platform trial is to increase functional locations for bird breeding and reduce the competition for appropriate nesting sites. The proposed result of this would be to build a 'stick platform', which allows birds to nest and create a space for their young.

This would be completed by Officer's collecting suitable sized branches throughout the site and stock-piling those near the Friends of Lake Claremont shed (approximately 50 or more branches per nest). Branch sizes would be approximately 10mm – 30mm thick and between 1000mm and 2500mm long. Once these branches reach a quantity needed for one or two platforms, volunteers would then wire the branches together to create a platform of interconnected branches with gaps no more than 75mm and a height between 200 and 500mm. This proposal would be undertaken at the 'Monthly Busy Bees' by the volunteers, therefore cost is covered within the existing operational budget.

These structures would then be attached from a light chain to a small concrete slab in order to hold them in place.

The results of the trial platforms will determine whether there is a need to increase the number of platform sites within the Lake.

Past Resolutions

Lake Claremont Advisory Committee Meeting 7 June 2018, Resolution No. 17/18

That the Committee:

1. *Recommends the updated Lake Claremont Operational Plan 2018-19 be adopted by Council, and*
2. *Supports a trial installation of floating nesting platforms in Lake Claremont.*

CARRIED

Lake Claremont Advisory Committee Meeting 5 April 2018, Resolution No. 10/18.

That the Committee notes the proposed Lake Claremont Operational Plan 2018-19.

CARRIED

Financial and Staff Implications

N/A

Policy and Statutory Implications

Lake Claremont Management Plan 2016-21

Lake Claremont Operational Plan 2017-18

Communication / Consultation

Town's website www.claremont.wa.gov.au.

Strategic Community Plan

Liveability

We are an accessible community with well-maintained and managed assets. Our heritage is preserved for the enjoyment of the community.

- Provide clean, usable, attractive and accessible streetscapes and public spaces.
- Develop the public realm as gathering spaces for participation, prosperity and enjoyment.

People

We live in an accessible and safe community that welcomes diversity, enjoys being active and has a strong sense of belonging.

- Provide opportunities for local community groups that supports their capacity and ongoing sustainability.

Environmental Sustainability

We are a leader in responsibly managing the built and natural environment for the enjoyment of the community and continue to demonstrate diligent environmental practices.

- Take a leadership in the community in environmental sustainability.
- Protect and conserve the natural flora and fauna of Lake Claremont and the Foreshore

Urgency

To undertake all operational works at the site during 2018-19 financial year.

Voting Requirements

Simple majority decision of Council required.

OFFICER RECOMMENDATION

Moved Cr Haynes, seconded Cr Mews.

That Council:

- 1. Adopts the Lake Claremont Operational Plan 2018-19**
- 2. Supports a trial installation of floating nesting platforms in Lake Claremont**

**CARRIED(115/18)
(NO DISSENT)**

13 REPORTS OF THE CEO**13.1 CURTIN CARE INC - WEARNE DEVELOPMENT DRAFT CONCEPT MASTERPLAN**

Attachments:	Advertisement April 2018 (Attachment 1) Curtin Care Consultation Feedback Form (Attachment 2)
Restricted Attachments:	Schedule of Submissions – Draft Wearne Concept Masterplan (R-Attachment 1)
Responsible Officer:	Liz Ledger Chief Executive Officer
Author:	Liz Ledger Chief Executive Officer
Proposed Meeting Date:	3 July 2018

Purpose

To present to Council Curtin Care Inc.'s Wearne Redevelopment Draft Concept Master Plan for adoption, following community consultation.

Background

At the 20 March Ordinary Council Meeting, Council approved the Curtin Care – Wearne Redevelopment Draft Concept Master Plan to be advertised for public consultation. The Agreement to Lease and Redevelop requires Curtin Care to submit a Masterplan to the four co-owners for approval as a condition precedent to the new lease. Prior to approving the Masterplan, the four co-owners sought community comment.

Under the terms of the Agreement to Lease and Redevelop, the Masterplan approvals provided by Council are limited to the capacity of a registered proprietor and lessor of the land, and not as a responsible local authority.

Once the Masterplan has been formally adopted by the four co-owners (Towns of Claremont, Cottesloe, Peppermint Grove and Mosman Park), the Town of Cottesloe will incorporate the Masterplan into a Local Planning Policy ('LPP') which will be advertised for public comment. The Town of Cottesloe is the approval authority for the LPP. After the LPP has been adopted, Curtin Care will prepare a Development Application which the four co-owners are required to sign before it can be lodged for a Metro-West Joint Development Assessment Panel ('JDAP') determination on behalf of the Town of Cottesloe. It is noted that should any of the owners disagree with element/s of the Development Application, those element/s will need resolution and all the respective owner's signatures before the application can be legally lodged.

A number of subsequent obligations exist within the Agreement where Curtin Care is required to provide information to the landowning Councils at key milestones to ensure the development continues to satisfy the needs of the landowners.

Discussion

The four Councils advertised the Wearne Redevelopment Draft Concept Masterplan for comment in April 2018 in the local newspaper, and on each of the co-owners websites. A feedback form for comment was provided. (Please refer to Attachment 1 'Advertisement' and Attachment 2 'Feedback Form'.) At the closing date, a total of eight submissions were received.

Past Resolutions

Ordinary Council Meeting 5 April 2016 Council, Resolution 45/16:

That Council

1. *Approves the Agreement to Lease and Lease (Attachment 2 and Attachment 3);*
2. *Authorises the Mayor and Chief Executive Officer to execute the documents on behalf of Town of Claremont following completion of all statutory requirements pursuant to Section 3.58 of the Local Government Act 1995;*
3. *Authorises the Chief Executive Officer in conjunction with the Shire of Peppermint Grove and Towns of Cottesloe and Mosman Park to give local public notice of the proposal to dispose of lot 555 in accordance with the Section 3.58 of the Local Government Act 1995;*
 - a) *Pursuant to Section 5.42 of the Local Government Act 1995 delegates to the Chief Executive Officer the duty, power and authority to, in consultation with the CEO's of the co-owners:*
 - i. *make and give any determination required by the Lease of lot 555 on behalf of the Lessor, approval, direction or order in relation to the Property; monitor compliance with and enforce as necessary the provisions of the CAPH lease (but this power does not include statutory powers of the Town of Cottesloe); and*
 - ii. *all matters relating to the Agreement to Lease of lot 555 to Curtin Care.*
 - b) *In exercising this delegation of authority the Chief Executive Officer shall not make a determination if:*
 - i. *the CEO believes the matter for decision is a material change to the terms and conditions of the Lease or Agreement to Lease, or*
 - ii. *the majority of the other co - owner Chief Executive Officers do not agree to exercise their delegated authority.*
 - c) *If the Chief Executive Officer declines to give a determination (for reasons set out in part 4(b)) the CEO must report the matter to the Council for decision.*

CARRIED

Ordinary Council Meeting 20 October 2015, Resolution 179/15:

That Council

1. *Supports a 25 year lease being granted to Curtin Care Inc for Lot 87 Gibney Street Cottesloe for the purposes of the provision of care, accommodation and residential facilities for aged persons and all activities relating to the provision of such care, accommodation and residential facilities on a not for profit basis.*
2. *Authorises the CEO of Town of Claremont to facilitate the preparation of the agreement to lease, and the lease which is to commence from practical completion, the legal costs of which to be shared equally between the local government owners.*

CARRIED

Ordinary Council Meeting 02 June 2015, Resolution 102/15:

That Council

1. *Agree to participate in a working group as proposed by Mosman Park Council.*
2. *Appoint the Mayor and Deputy Mayor to represent Claremont Council.*
3. *Appoint Cr Tulloch as the third Council member representative.*
4. *Acknowledge that the CEO and Executive Manager Corporate and Governance will be the Town's officer representatives.*

CARRIED

Ordinary Council Meeting 05 May 2015, Resolution 75/15:

That Council

1. *Authorise the Chief Executive Officer to advertise the Business Plan for both of the requested options for the disposition of land at 1 Gibney Street, Cottesloe as required by section 3.59 of the Local Government Act 1995, and to call for submissions on both of the proposals contained within the Business Plan accordingly; and*
2. *Advise the Minister for Lands of the advertised Business Plan and seek comment.*

MOTION TO DEFER

That the item be deferred back to Administration.

CARRIED

Ordinary Council Meeting 20 March 2018

That Council approves the Curtin Care – Wearne Redevelopment Masterplan to be advertised for public consultation.

CARRIED

Financial and Staff Implications

Resource requirements were allocated to Consultation expenses and within the current human resource allocation.

Communication / Consultation

In total, eight submissions were received from the four co-owners. These submissions included seven from Cottesloe and one from Mosman Park.

The submissions were generally supportive of the development, although some concerns were raised over building height, setback and parking. It should be noted though, the consultation was specifically in relation to proprietary concerns, and that issues of a planning nature will be considered by the Town of Cottesloe during its LPP consultation process.

(Please refer to R-Attachment 1 'Submissions on the Draft Concept Masterplan').

Strategic Community Plan

Leadership and Governance

We are an open and accountable local government; a leader in community service standards.

- Our stakeholders are well informed and we provide opportunities for community engagement.
- Demonstrate a high standard of governance, accountability, management and strategic planning.

Urgency

To allow for continuous progress of the project.

Voting Requirements

Simple majority decision of Council required.

OFFICER RECOMMENDATION

Moved Cr Haynes, seconded Cr Mews.

That Council endorses Curtin Care Incorporated's Wearne Redevelopment Draft Concept Master Plan.

**CARRIED(115/18)
(NO DISSENT)**

13.2 CORPORATE AND GOVERNANCE

13.2.1 LIST OF PAYMENTS 1 TO 31 MAY 2018

File No:	FIM/00062-02
Attachments:	OCM Schedule of Payments May 2018 (Attachment 1) NAB Purchase Card Statements May 2018 (Attachment 2)
Responsible Officer:	Les Crichton Executive Manager Corporate and Governance
Author:	Edwin Kwan / Fiona Li Senior Finance Officer/ Finance Officer
Proposed Meeting Date:	3 July 2018

Purpose

For Council to note the payments made in May 2018.

Background

Council has delegated to the Chief Executive Officer ('CEO') the exercise of its power to make payments from the Municipal Fund or Trust Fund. The CEO is required to present a list to Council of those payments made since the last list was submitted.

Discussion

Attached is the list of all accounts paid totalling \$2,282,894.70 during the month of May 2018.

The attached schedule covers:

• Municipal Funds electronic funds transfers (EFT)	\$	1,525,136.73
• Municipal Fund vouchers (39572-39573)	\$	278.00
• Municipal Fund direct debits	\$	697,704.38
• Trust Fund electronic funds transfer (EFT)	\$	59,775.59
• Trust Fund vouchers	\$	0.00

All invoices have been verified, and all payments have been duly authorised in accordance with Council's procedures.

Past Resolutions

Ordinary Council Meeting 15 May 2018, Resolution 82/18:

That Council notes all payments made for April 2018 totalling \$4,295,681.81 comprising:

<i>Municipal Funds electronic funds transfers (EFT)</i>	<i>\$</i>	<i>3,731,711.39</i>
<i>Municipal Fund vouchers (39570-39571)</i>	<i>\$</i>	<i>5,894.60</i>
<i>Municipal Fund direct debits</i>	<i>\$</i>	<i>501,457.45</i>

<i>Trust Fund electronic funds transfer (EFT)</i>	\$	56,618.37
<i>Trust Fund vouchers</i>	\$	0.00

Financial and Staff Implication

Resource requirements are in accordance with existing budgetary allocation.

Policy and Statutory Implications

Local Government (Financial Management) Regulations 1996, Regulations 12- 13.
Town of Claremont Delegation Register – DA9 Payment of Accounts.

Communication / Consultation

NIL

Urgency

The Schedule of Payments is to be presented to the next ordinary meeting of Council after the list has been prepared.

Voting Requirements

Simple majority decision of Council required.

OFFICER RECOMMENDATION

Moved Cr Haynes, seconded Cr Mews.

That Council notes all payments made by the Chief Executive Officer under Delegation DA9 for May 2018 totalling \$2,282,894.70, as detailed in Attachment 1 comprising:

Municipal Funds electronic funds transfers (EFT)	\$	1,525,136.73
Municipal Fund vouchers (39572-39573)	\$	278.00
Municipal Fund direct debits	\$	697,704.38
Trust Fund electronic funds transfer (EFT)	\$	59,775.59
Trust Fund vouchers	\$	0.00

**CARRIED(115/18)
(NO DISSENT)**

13.3 PLANNING AND DEVELOPMENT

13.3.1 MIKE BALFE HERITAGE GRANT – 8 RENOWN AVENUE, CLAREMONT

File Ref:	A-2981
Attachments:	Heritage Maintenance Grant Application Form (Attachment 1)
Restricted Attachments:	Two Quotations for Tuckpointing (R-Attachment 1)
Responsible Officer:	David Vinicombe Executive Manager Planning and Development
Author:	Eddie Marcus Heritage Officer
Proposed Meeting Date:	3 July 2018
Date Prepared:	1 June 2018
Property Owner:	Joshua and Holly Zucal
Address:	8 Renown Avenue Claremont
Financial Implications:	\$5,000 if grant is approved
Relevant Policies:	Council Policy LV130 – Mike Balfe Heritage Maintenance Grants Council Policy LV124 and Local Planning Policy 2/2015 – Retention of Heritage Places, Heritage Areas and Heritage Precincts

Summary

- An application for a Mike Balfe Heritage Maintenance Grant has been received requesting \$9,710 for works by the owners of 8 Renown Avenue, Claremont.
- *Policy LV130: Mike Balfe Heritage Maintenance Grants* states that the maximum matched funding is \$5,000.
- As the works are compliant with the policy, it is recommended that a Maintenance Grant be offered for \$5,000.

Purpose

The applicant requests \$9,710 for the purposes of maintaining their heritage-listed property such that the heritage fabric of the place is conserved, and that the original appearance of the place is restored.

Background

The following table outlines key dates regarding this proposal:

Date	Item/Outcome
21 May 2018	Initial contact from owner and site visit by Heritage Officer and Planner to determine if work was likely to be supported.

Date	Item/Outcome
21 May 2018	Development Application submitted.
25 May 2018	Mike Balfe Heritage Grant application received.
6 June 2018	Development Approval granted.
25 June 2018	Report prepared for Council.

The owners of 8 Renown Avenue, Claremont contacted the Town on 27 October 2017 to enquire whether their proposed works were eligible for a Heritage Maintenance Grant. After a site inspection the Heritage Officer determined that the proposed works were likely to increase the heritage values of the place.

Subsequently, the owners submitted a Development Application and a Mike Balfe Heritage Grant application form. Development Approval for the works were granted by the Town under delegation on 6 June 2018.

Details of application

The applicant describes the project as:

- *The owners have identified that the original heritage character is available to be restored and are committed to reinstating the 1929 features of the house.*
- *Removal of 1960s white render.*
- *Brickwork to be repaired and tuck-pointed.*
- *Limestone footings repaired.*
- *Dampcourse installed.*

Two quotations were submitted along with the application. The applicant does not propose going with the lower quotation, but both exceed the maximum amount of a heritage maintenance grant, which is capped at \$5,000.

The applicant requested 50% grant funding for:

Item	Total cost	Officer Comments
1. Damp proofing	\$5,692.50	
2. Tuck-pointing	\$10,780	
3. Limestone repointing	\$1,848	
4. Strip corbel	\$1,100	
Total works	\$19,420.50	
Requested Grant Amount	\$9,710.25	50% of total project
Recommended Grant	\$5,000.00	Maximum single grant available

Past Resolutions

Council Policy LV130 - Mike Balfe Heritage Maintenance Grants was initially adopted by Council in April 2016 and modified (renamed) in September 2016 to recognise the significant contribution Mr Mike Balfe made to heritage conservation in the Town.

Relevant Sections of Council Policy LV130

Purpose: To support owners of dwellings on the Town of Claremont's Heritage List to maintain their heritage listed properties such that significant heritage fabric is conserved.

Matched funding between \$1,000 and \$5,000 is available for maintenance works associated with the conservation of significant heritage fabric of dwellings listed on the Town of Claremont's Heritage List.

The recipient must, as a minimum, match the grant dollar for dollar. In-kind support will not be considered.

Grant funding is to be capped in perpetuity to a maximum of \$10,000 for each place on the Heritage List.

Applications will be considered eligible if:

- the property is a privately owned, rateable dwelling on the Town's Heritage List.
- the applicant is the property owner (or legally acting on behalf of the owner).

The following works may be considered eligible for the Heritage Grant where they contribute to the conservation of the heritage significance of a place:

- works to external fabric (including roof structures and foundations).
- repairing or replacing deteriorated structural elements and major heritage features such as walls, columns, beams, floors, roofs and roof features and structures (e.g. chimneys) and verandah or balcony structures.

Applications will be assessed against the following essential criteria:

- compliance with the objectives of Council Policy LV124 and Local Planning Policy 2/2015 - Retention of Heritage Places, Heritage Areas and Heritage Precincts.
- compliance with the purpose of the Heritage Maintenance Grant Policy.
- project design and achievability, budget rigour and value-for-money.
- demonstrated need for assistance.
- significance of the place.
- demonstrated need for work.
- other funding received or sought.
- overall benefit to the place or streetscape.

Heritage List

The 1929 Californian Bungalow is entered in the Town's Heritage List and Local Government Inventory as as Management Category 'C': Some Significance. The Statement of Significance for the place is:

The place has aesthetic value for its contribution to the streetscape and the surrounding area. It is representative of the typical building stock located within the residential areas of Claremont.

The place is a good example of the Interwar California Bungalow style of architecture.

As such, the subject property is important to maintain in order to conserve its heritage values and long-term viability as a heritage place, as is consistent with the objectives of Council Policy LV124 and Local Planning Policy 2/2015.

Discussion

The following assess the essential criteria noted above:

- The proposed repairs and repointing to the wall is compatible the Policy LV124, as it is removes intrusive material, restores the façade to closer to the original intention, and undertakes repairs.
- Damp-proofing will assist with the conservation of heritage fabric for the long term.
- The project is achievable, and although the quote preferred by the applicant is higher than the alternative, neither are low enough to alter the recommended maximum grant of \$5,000.
- The applicant states that the work is essential as the rising damp is affecting the brick course above the limestone base.
- The applicant has not sought funding from alternative sources.
- The heritage values of the place will be increased by removing later interventions and returning the wall to its original 1929 appearance.

It is noted that this property was sold twice last year, with the first purchaser not following through with the sale as they had intended to demolish the dwelling. The new owner is eager to restore the heritage fabric of the original dwelling.

Summary

Based on the above discussion, it is recommended approval be given for a Maintenance Grant of \$5,000 to be offered to the owner of 8 Renown Avenue, Claremont.

Voting Requirements

Simple majority decision of Council required.

OFFICER RECOMMENDATION

Moved Cr Haynes, seconded Cr Mews.

That Council grant approval for a Mike Balfe Heritage Maintenance Grant to the owner of 8 Renown Avenue, Claremont, for \$5,000.

**CARRIED(115/18)
(NO DISSENT)**

13.3.2 MIKE BALFE HERITAGE GRANT – 43 CLAREMONT CRESCENT, SWANBOURNE

File Ref:	A-940
Attachments:	Heritage Maintenance Grant Application Form (Attachment 1)
Restricted Attachments:	Two Quotations for Window Replacement (R-Attachment 1)]
Responsible Officer:	David Vinicombe Executive Manager Planning and Development
Author:	Eddie Marcus Heritage Officer
Proposed Meeting Date:	3 July 2018
Date Prepared:	1 June 2018
Property Owner:	Jasmine and Ben Raisbeck
Address:	43 Claremont Crescent Swanbourne
Financial Implications:	\$5,000 if grant is approved
Relevant Policies:	Council Policy LV130 – Mike Balfe Heritage Maintenance Grants Council Policy LV124 and Local Planning Policy 2/2015 – Retention of Heritage Places, Heritage Areas and Heritage Precincts

Summary

- An application for a Mike Balfe Heritage Maintenance Grant has been received requesting \$5,000 for works by the owners of 43 Claremont Crescent, Swanbourne.
- *Policy LV130: Mike Balfe Heritage Maintenance Grants* states that the maximum matched funding is \$5,000.
- As the works are compliant with the Council Policy, it is recommended that a Maintenance Grant be offered for \$5,000.

Purpose

The applicant requests \$5,000 for the purposes of maintaining their heritage-listed property such that the heritage fabric of the place is conserved, and that the original appearance of the place is restored.

Background

The following table outlines key dates regarding this proposal:

Date	Item/Outcome
12 Sept 2017	Initial contact from owner and site visit by Heritage Officer to determine if work was likely to be supported.

Date	Item/Outcome
21 November 2017	Development Application received.
22 December 2017	Development Approval granted.
28 May 2018	Mike Balfe Heritage Grant application received.
25 June 2018	Report prepared for Council.

The owners of 43 Claremont Crescent, Swanbourne contacted the Town on 12 September 2017 to enquire whether their proposed works were eligible for a Heritage Maintenance Grant. After a site inspection, the Heritage Officer determined that the proposed works were likely to increase the heritage values of the place.

Subsequently, the owners submitted a Development Application and a Mike Balfe Heritage Grant application form. Development Approval for extensions and modifications to the existing dwelling were granted by the Town under delegation on 22 December 2017. The existing six windows the subject of this grant application were not specified for modification in this application, however as they are proposed to be replaced "like-for-like", this is considered maintenance and does not require a Development Approval.

Details of application

The applicant describes the project as:

- *Replace six double-hung windows with like-for-like timber equivalents.*

Two quotations were submitted along with the application. Both exceed the maximum amount of a heritage maintenance grant, which is capped at \$5,000.

The applicant requested 50% grant funding for:

Item	Total cost	Officer Comments
Remove & replace windows	\$14,558.69	
Requested Grant Amount	\$5,000	Less than 50% of total project
Recommended Grant	\$5,000	Maximum single grant available

Past Resolutions

Council Policy LV130 - Mike Balfe Heritage Maintenance Grants were initially adopted by Council in April 2016 and modified (renamed) in September 2016 to recognise the significant contribution Mr Mike Balfe made to heritage conservation in the Town.

Relevant Sections of Council Policy LV130

Purpose: To support owners of dwellings on the Town of Claremont's Heritage List to maintain their heritage listed properties such that significant heritage fabric is conserved.

Matched funding between \$1,000 and \$5,000 is available for maintenance works associated with the conservation of significant heritage fabric of dwellings listed on the Town of Claremont's Heritage List.

The recipient must, as a minimum, match the grant dollar for dollar. In-kind support will not be considered.

Grant funding is to be capped in perpetuity to a maximum of \$10,000 for each place on the Heritage List.

Applications will be considered eligible if:

- the property is a privately owned, rateable dwelling on the Town's Heritage List.
- the applicant is the property owner (or legally acting on behalf of the owner).

The following works may be considered eligible for the Heritage Grant where they contribute to the conservation of the heritage significance of a place:

- works to external fabric (including roof structures and foundations).
- repairing or replacing deteriorated structural elements and major heritage features such as walls, columns, beams, floors, roofs and roof features and structures (e.g. chimneys) and verandah or balcony structures.

Applications will be assessed against the following essential criteria:

- compliance with the objectives of Council Policy LV124 and Local Planning Policy 2/2015 - Retention of Heritage Places, Heritage Areas and Heritage Precincts.
- compliance with the purpose of the Heritage Maintenance Grant Policy.
- project design and achievability, budget rigour and value-for-money.
- demonstrated need for assistance.
- significance of the place.
- demonstrated need for work.
- other funding received or sought.
- overall benefit to the place or streetscape.

Heritage List

The 1904 Federation Bungalow is entered in the Town's Heritage List and Local Government Inventory as making 'some contribution' to the Claremont Crescent Heritage Area. The Statement of Significance for the place is:

Design as for Nos. 37, 39, 41. Single-storey painted brick. Hipped Colorbond roof with half-timbered roughcast gable to the projecting half front with a pair of double-hung windows. Return separate hipped skillion verandah extends across the front of the gable wall to form an awning over the window. Tall face brick chimney with moulded corbel detail.

As such, the subject property is important to maintain in order to conserve its heritage values and long-term viability as a heritage place, as is consistent with the objectives of Council Policy LV124 and Local Planning Policy 2/2015.

Discussion

The following assesses the essential criteria noted above:

- The proposed work is consistent with the Town's heritage policies, in particular:
 - Original materials should be retained and conserved. For example... timber joinery should not be replaced with metal framed windows... Where material requires replacement, the policy of replacing 'like for like' shall be applied.
- The proposed work will ensure continued preservation of other heritage fabric, and the Heritage Maintenance Grant Policy states that the Town will contribute towards:
 - reinstatement of missing or damaged heritage fabric where it will assist with preventing ingress of water – e.g. replacing broken window panes.
- The project is achievable and realistic. Value for money is demonstrated by two quotations, of which the applicant has selected the lower.
- The applicant has not sought funding from alternative sources.
- The project will entail a good heritage outcome through like-for-like replacement of heritage fabric. The contractor selected by the applicant has demonstrated experience in heritage works.

Summary

Based on the above discussion, it is recommended approval be given for a Maintenance Grant of \$5,000 to be offered to the owner of 43 Claremont Crescent, Swanbourne.

Voting Requirements

Simple majority decision of Council required.

OFFICER RECOMMENDATION

Moved Cr Haynes, seconded Cr Mews.

That Council grant approval for a Mike Balfe Heritage Maintenance Grant to the owner of 43 Claremont Crescent, Swanbourne, for \$5,000.

**CARRIED(115/18)
(NO DISSENT)**

14 ANNOUNCEMENTS BY THE PRESIDING PERSON

Mayor Barker formally congratulated Ms Liz Ledger on her appointment as Chief Executive Officer for the Town of Claremont.

Cr Goetze reported on her attendance at the Cycling for the Aged event at Wearne.

