



City of
Melville

AGENDA

AGENDA BRIEFING FORUM

NOTICE OF MEETING

I respectfully bring to the attention of Elected Members that an Agenda Briefing Forum will be held in the Council Chambers, Melville Civic Centre, 10 Almondbury Road, Booragoon on Tuesday, 11 March 2025 commencing at 6:30 PM.

Gail Bowman
Chief Executive Officer

The City of Melville acknowledges the Bibbulmun people as the Traditional Owners and custodians of the lands on which the City stands today and pays its respect to the Whadjuk people, and Elders both past, present and emerging.

Use this link to access the [City of Melville Council Meetings YouTube channel](#) to watch the live stream or access the recordings of public Council meetings.



Vision

Vibrant, Sustainable, Inclusive Melville

Mission

To provide good governance and quality services for the City of Melville community.

Values

In everything we do, we seek to adhere to our values that guide our behaviour.

- **Excellence** - Striving for the best possible outcomes.
- **Participation** – Involving, collaborating and partnering.
- **Integrity** - Acting with honesty, openness and with good intent.
- **Caring** – Demonstrating empathy, kindness and genuine concern.

Our Approach

To put our customer at the centre of everything we do.



Social / Community	Environment	Built Environment	Economic	Governance
Healthy, Safe and Inclusive	Clean and Green	Sustainable and Connected Development	Vibrant and Prosperous	Good Governance and Leadership
Healthy, safe and inclusive communities with a sense of belonging and wellbeing.	A clean, green and sustainable City for current and future generations.	Sustainable, connected development and transport infrastructure across our City.	Economic prosperity and vibrant resilient communities and businesses.	Leadership and good governance for the benefit of the whole community.

Making A Deputation

A deputation is a verbal presentation by one or more members of the public on a matter to be considered at the Council meeting. Deputations are made at the relevant Agenda Briefing Forum, held one week prior to the Ordinary Meeting of Council.

Information on making a deputation is available on the City's website. [Request to make a Deputation.](#)

Public Question Time

You can ask a question at a Council meeting during Public Question Time. Information on how to ask a question can be found on the City's website. [Public Question Time.](#)

Complex questions or those related to matters on the agenda and requiring a response at the meeting are "questions on notice" and should be submitted in writing, by the close of business the Tuesday prior to the meeting.

Disclaimer

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity who has an application before the City must obtain, and should only rely on, written notice of the City's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the City on the operation of written law, or the performance of a function by the City, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the City. Any advice on a matter of law, or anything sought to be relied upon as representation by the City should be sought in writing and should make clear the purpose of the request.

Audio-Vusal Recording and Live Streaming

In accordance with the Council Policy CP-088 Live Streaming and Audio-Visual Recordings of Public Meetings of the Council, this meeting is electronically recorded and broadcast to the [City of Melville Council Meetings YouTube Channel](#). All recordings are retained as part of the City's records in accordance with the *State Records Act 2000* and the General Disposal Authority for Local Government Records. Learn more about [live streaming and audio-visual recordings of meetings](#) on the City of Melville website.

Purpose of Agenda Briefing Forum

The purpose of this Forum is to provide an opportunity for Elected Members to ask questions and obtain additional information in respect to reports and items on the attached Council Agenda. It is not a decision making forum, nor is it open for debate on matters. Members of the public are able to present deputations in respect to matters on the Council Agenda at this Forum, prior to matters being formally deliberated upon at the next Ordinary Council Meeting.

Contents

1	Official Opening	7
2	Attendance and Apologies	7
3	Declarations by Members	8
3.1	Declarations by Members who have not read and given due consideration to all matters contained in the business papers presented before the Meeting	8
3.2	Declarations by Members who have received and not read the Elected Members Bulletin	8
4	Announcements by the Presiding Member (Without Discussion)	8
	Approved Deputations	8
	Approved Written Submission	8
5	Disclosure of Interest	8
5.1	Financial or Proximity Interests	8
5.2	Disclosure of Interest That May Cause a Conflict	8
6	Public Question Time	8
6.1	Questions Received with Notice	8
6.2	Questions Received at the Meeting	8
6.3	Questions Taken on Notice at Previous Meeting	8
7	Awards and Presentations	9
8	Applications for New Leave of Absence	9
9	Confirmation of Minutes	9
10	New Business of an Urgent Nature	9
11	Identification of Matters for which Meeting May Be Closed	9
12	Petitions	9
12.1	Receipt of Petition - Request to Decline Development Application for Short Term Accomodation	9
12.2	Receipt of Petition - Request for Off-Lead Dog Exercise Classification for Tompkins Park Canning Highway Fenced Playing Fields	9
13	Adoption of Recommendations En Bloc	10
14	Reports	10
14.1	Reports from Committees	10
14.2	Reports of the Chief Executive Officer	10
	Management Services	10
M25/47	Perth South West Metropolitan Alliance - Memorandum of Understanding	10
	Corporate Services	10
C25/245	Investment Statements for January 2025	10
C25/250	Schedule of Accounts Paid for January 2025	12
C25/246	Statements of Financial Activity for January 2025	12
C25/247	Common Seal March 2025	12

C25/248	Melville Golf Centre Lease Extension Request - 21 Year Lease.....	13
C25/249	Motions Carried at the Annual General Meeting of Electors Held 3 February 2025	13
	Community Development	14
CD25/41	Assess the Impacts of Prohibiting Alcohol and Unhealthy Food Advertising on Bus Shelters within the City of Melville	14
CD25/42	Netball and Multi Use Indoor and Outdoor Courts Needs Assessment.....	14
	Environment and Infrastructure	15
E25/64	Moreau Mews Town Square Public Open Space - Concept Designs	15
E25/62	Response to Petition - Brentwood Village Shopping Centre Car Park	15
	Planning.....	16
UP25/60	Review of Local Planning Policy 1.21 - Short Term Accommodation (Late Covering Report)	16
15	Motions with Previous Notice.....	16
14.1	Notice of Motion - Superannuation for Elected Members	16
14.2	Notice of Motion - Review of Tree Policy.....	16
16	Motions without Previous Notice (approval by absolute majority).....	16
17	Matters for Which Meeting was Closed to the Public	16
18	Decisions Made While meeting was Closed to the Public	16
19	Closure	16

1 OFFICIAL OPENING

2 ATTENDANCE AND APOLOGIES

In Attendance

Councillors

Ward

Officers

Apologies

On Approved Leave of Absence

Cr G Barber

Bicton - Attadale - Alfred Cove Ward

3 DECLARATIONS BY MEMBERS

3.1 Declarations by Members who have not read and given due consideration to all matters contained in the business papers presented before the Meeting

3.2 Declarations by Members who have received and not read the Elected Members Bulletin

4 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Approved Deputations

Approved Written Submission

5 DISCLOSURE OF INTEREST

5.1 Financial or Proximity Interests

Under sections 5.60A and/or 5.60B of the *Local Government Act 1995*

5.2 Disclosure of Interest That May Cause a Conflict

Under *22 Local Government (Model Code of Conduct) Regulations 2021* or a City of Melville (Code of Conduct)

6 PUBLIC QUESTION TIME

6.1 Questions Received with Notice

6.2 Questions Received at the Meeting

6.3 Questions Taken on Notice at Previous Meeting

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 18 March 2025.

7 AWARDS AND PRESENTATIONS**8 APPLICATIONS FOR NEW LEAVE OF ABSENCE**

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 18 March 2025.

9 CONFIRMATION OF MINUTES

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 18 March 2025.

10 NEW BUSINESS OF AN URGENT NATURE**11 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED****12 PETITIONS****12.1 RECEIPT OF PETITION - REQUEST TO DECLINE DEVELOPMENT APPLICATION FOR SHORT TERM ACCOMODATION****DEPUTATIONS**

OFFICER QUESTIONS ONLY.

PRESENTATION

DISCLOSURE OF INTEREST

NOTES FROM FORUM TO BE ADVISED.

12.2 RECEIPT OF PETITION - REQUEST FOR OFF-LEAD DOG EXERCISE CLASSIFICATION FOR TOMPKINS PARK CANNING HIGHWAY FENCED PLAYING FIELDS**DEPUTATIONS**

OFFICER QUESTIONS ONLY.

PRESENTATION

DISCLOSURE OF INTEREST

NOTES FROM FORUM TO BE ADVISED.**13 ADOPTION OF RECOMMENDATIONS EN BLOC****14 REPORTS****14.1 Reports from Committees**

Nil.

14.2 Reports of the Chief Executive Officer**Management Services****M25/47 Perth South West Metropolitan Alliance - Memorandum of Understanding****Deputations**

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- The City has been a member of the Perth South West Metropolitan Alliance (Alliance), formally the South West Group) since 1985.
- At the 21 November 2023 Ordinary Meeting of Council the Council resolved to appoint the Mayor and the CEO as the City's representatives to the Alliance for the 2023 -2025 period.
- The current Memorandum of Understanding (MoU) concludes 30 June 2025.
- The Alliance has drafted a new six-year MoU for the member Council's to consider.

Corporate Services**C25/245 Investment Statements for January 2025****Deputations**

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

This report presents the investment statements for the period ending 31 January 2025 and recommends that it be noted by the Council.

C25/250 Schedule of Accounts Paid for January 2025

Deputations

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- This report presents the details of payments made under delegated authority (DA-035) to suppliers for the period of January 2025 and recommends that the Schedule of Accounts Paid be noted.

C25/246 Statements of Financial Activity for January 2025

Deputations

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- This report presents the Statements of Financial Activity, Statement of Comprehensive Income and Statement of Financial Position for the period ending 31 January 2025 and recommends that they be noted by the Council; and
- Presents the variances for the month of January 2025 and recommends that they be noted by the Council; and
- Presents the Budget amendment schedule required for the month of February 2025 and recommends that it be adopted by Absolute Majority decision of the Council.

C25/247 Common Seal March 2025

Deputations

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

This report details the documents to which the City of Melville Common Seal has been applied for the period from Tuesday, 21 January 2025 up to and including Monday, 17 February 2025 for the Council's noting. This is a standing report to the Council.

C25/248 Melville Golf Centre Lease Extension Request - 21 Year Lease**Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- The Melville Golf Centre Pty Ltd leases a portion of the John Connell Reserve (Reserve Number 28426) to operate a golf driving range and associated ancillary facilities and services.
- The Centre currently has a 21-year lease that commenced 1 August 2004 and will terminate 31 July 2025.
- This report considers a request from the Centre that the lease be extended for a further period of 25 years with a further 10-year option.
- Under the Management Order the City only has the power to enter into a lease for no longer than 21 Years.

C25/249 Motions Carried at the Annual General Meeting of Electors Held 3 February 2025**Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- On Monday, 3 February 2025 the City of Melville (the City) held its Annual General Meeting of Electors (AGME), for the purpose of the community receiving the Community Annual Report 2023-2024.
- At the AGM, four motions were received from the community with three motions carried by the meeting.
- This report presents the three motions carried at the meeting, with officer comments and recommendations, for consideration by the Council.

Community Development**CD25/41 Assess the Impacts of Prohibiting Alcohol and Unhealthy Food Advertising on Bus Shelters within the City of Melville****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- This report responds to the Council's request to assess the impacts of prohibiting alcohol and unhealthy food advertising on bus shelters within the City of Melville.
- The report outlines the public health benefits of such restrictions, as well as legal constraints associated with the City's current contract with oOh!media Street Furniture Pty Ltd (oOh!media).
- The report recommends that any restrictions be considered for inclusion in future contracts and other options explored.

CD25/42 Netball and Multi Use Indoor and Outdoor Courts Needs Assessment**Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- The draft Netball and Multi Use Indoor and Outdoor Courts Needs Assessment (Needs Assessment) was presented to the October 2024 Ordinary Meeting of Council, where the Council resolved to:
 - Endorse the Needs Assessment for further engagement with local netball clubs.
 - Present the final draft Needs Assessment by March 2025 Ordinary Meeting of Council.
- Following the October 2024 resolution, local netball clubs were invited to provide feedback and are supportive of the draft, with some minor amendments.
- Minor amendments, driven by engagement with local netball clubs, have been made and the final draft Needs Assessment is presented, along with a summary of club engagement, to Council for consideration.
- It is recommended to incorporate the Needs Assessment findings into the Active Reserve Infrastructure Strategy review to further develop the recommendations into prioritised infrastructure proposals.

Environment and Infrastructure**E25/64 Moreau Mews Town Square Public Open Space - Concept Designs****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- At the Ordinary Meeting of Council (OMC) held on 15 October 2024, the Council resolved to support the Community Engagement Approach and noted that a further report would be presented at the December 2024 OMC seeking approval of a budget to meet implementation costs for the Community Engagement Plan, fit out costs for 50-52 Kishorn Road as a temporary City office space and the demolition works for City owned buildings related to 31 Moreau Mews
- At the OMC held on 10 December 2024, the Council resolved to fund the Community Engagement Approach and noted that the 3 concept plans prepared in response to initial feedback received would be presented to Council in March 2025.
- Community consultation was completed in November and December 2024 for the Moreau Mews Town Square project through the gathering of ideas via a range of engagement activities.
- Three concept designs have been developed for the Council to consider in response to feedback received.
- This item seeks Council endorsement of the two concept plans for the purpose of further community consultation activities to inform the development of a final concept design to be presented to the Council at the May or June 2025 Ordinary Meeting of Council.

E25/62 Response to Petition - Brentwood Village Shopping Centre Car Park**Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- The City of Melville (the City) received a petition signed by 91 residents of the City of Melville requesting the City to undertake investigation and study to redesign the car park at Brentwood Village Shopping Centre to make the car park safe for all pedestrians and drivers that use the carpark.
- The Cranford Avenue entry to the carpark is very close to the existing roundabout in Moolyeen Road at the intersection with Cranford Avenues and needs to be reviewed.
- Initial site inspection revealed that the lane way at the back of the shops is not used properly by the shop owners and needs to be investigated and possible redesign to improve traffic flow in the lane way.

Planning**UP25/60 Review of Local Planning Policy 1.21 - Short Term Accommodation (Late Covering Report)**

This report is scheduled to be distributed to elected members and published on the City's website on Friday, 14 March 2025.

15 MOTIONS WITH PREVIOUS NOTICE**14.1 Notice of Motion - Superannuation for Elected Members****Deputations**

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

14.2 Notice of Motion - Review of Tree Policy**Deputations**

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

16 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)**17 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC****18 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC****19 CLOSURE**