



City of
Melville

NOTES

AGENDA BRIEFING FORUM

6:30pm Tuesday, 14 March 2023

Held in the Council Chambers, Melville Civic Centre
10 Almondbury Road Booragoon

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.

Notes to be confirmed at the next Ordinary Council Meeting

These minutes are hereby confirmed as true and accurate

Mayor Gear _____ Date _____



Our Vision

Engaging with our diverse community to achieve an inclusive, vibrant and sustainable future.

Our Mission

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

Our Values

Excellence

Striving for the best possible outcomes

Participation

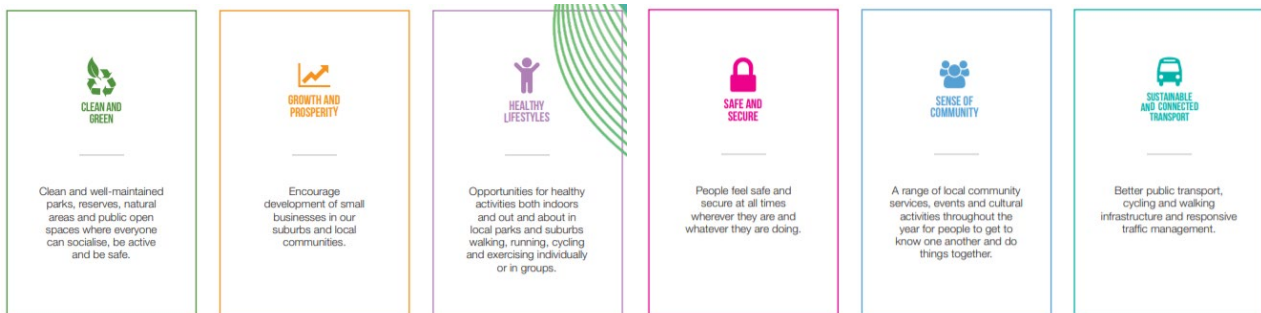
Involving, collaborating and partnering

Integrity

Acting with honesty, openness and with good intent

Caring

Demonstrating empathy, kindness and genuine concern



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.

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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.

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Audio Recording/ access to Recording

In accordance with the Council Policy CP- 088 Creation, Access and Retention of Audio Recordings of the Public Meetings this meeting is electronically recorded. 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. The Audio recording may be accessed at www.melvillecity.com.au/agendas.

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.

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MATTERS FOR WHICH THE MEETING WAS CLOSED

Nil.

1 OFFICIAL OPENING

The Presiding Member welcomed those in attendance to the meeting and officially declared the meeting open at 6:30pm and invited Cr Sandford to read the Acknowledgement of Country and advised those present of the Purpose of the Agenda Briefing Forum, the Disclaimer, the Affirmation of Civic Duty and Responsibility and the Audio Recording Advice.

2 ATTENDANCE AND APOLOGIES

In Attendance

Mayor Honourable George Gear

Councillors

Cr T Fitzgerald (Deputy Mayor)
Cr K Wheatland
Cr N Pazolli
Cr C Ross
Cr D Macphail
Cr G Barber
Cr J Edinger
Cr M Woodall
Cr M Sandford
Cr K Mair

Ward

Palmyra – Melville – Willagee
Palmyra – Melville – Willagee
Applecross – Mount Pleasant
Applecross – Mount Pleasant
Bateman – Kardinya – Murdoch
Bicton – Attadale – Alfred Cove
Bicton – Attadale – Alfred Cove
Bull Creek – Leeming (*electronic attendance*)
Central
Central

Officers

Mr M McCarthy	Acting Chief Executive Officer
Ms K Brosztl	Acting Director Environment & Infrastructure
Mr G Ponton	Acting Director Urban Planning
Mr P Molony	Manager Resource Recovery and Waste
Ms G Bowman	Director Community Development
Ms C Newman	Head of Governance
Ms R Davis	Governance Officer

At the commencement of the meeting:

Public Gallery	0
Electronic	3
Press	0

Apologies

Cr J Spanbroek	Bull Creek – Leeming
Cr N Robins	Bateman – Kardinya – Murdoch
Mr M Tieleman	Chief Executive Officer

On Approved Leave of Absence

Nil.

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.

Deputy Mayor Cr Fitzgerald and Cr Wheatland indicated they had not read all the late items circulated in the afternoon.

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

Nil.

4 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Approved Deputations

Nil.

Approved Written Submissions

Nil.

5 DISCLOSURES OF INTEREST

5.1 Financial or Proximity Interests

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

Nil.

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)

- Cr Wheatland – Item E123/4023 Review and Endorsement for the Establishment Agreement of the Resource Recovery Group – Impartiality Interest.

6 PUBLIC QUESTION TIME

At 6:32pm the Presiding Member opened Public Question Time.

6.1 Questions Received with Notice

Nil.

6.2 Questions Received at the Meeting

Nil.

6.3 Questions Taken on Notice at Previous Meeting

Nil.

At 6:32pm the Presiding Member closed Public Question Time.

7 NEW BUSINESS OF AN URGENT NATURE

Nil.

8 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil.

9. AGENDA ITEMS FOR PRESENTATION

Management Services

M23/5000 COMMON SEAL REGISTER

Deputations	Nil.
Officer Presentation	At 6:33pm pm Ms C Newman, Head of Governance was available for questions on the matter.
Disclosure of Interest	Nil.
Notes from Forum	No Discussion took place regarding the item and officer recommendation.

Corporate Services

C23/5956 LOCAL GOVERNMENT ELECTIONS 2023

Deputations	Nil.
Officer Presentation	At 6:34pm Ms C Newman, Head of Governance was available for questions on the matter.
Disclosure of Interest	Nil.
Notes from Forum	No Discussion took place regarding the item and officer recommendation.

C23/6000 INVESTMENT STATEMENTS FOR JANUARY 2023

Deputations	Nil.
Officer Presentation	At 6:34pm Mr M McCarthy, Acting CEO was available for questions on the matter.
Disclosure of Interest	Nil.
Notes from Forum	No Discussion took place regarding the item and officer recommendation.

C23/6001 SCHEDULE OF ACCOUNTS PAID FOR JANUARY 2023

Deputations	Nil.
Officer Presentation	At 6:34pm Mr M McCarthy, Acting CEO was available for questions on the matter.
Disclosure of Interest	Nil.
Notes from Forum	No Discussion took place regarding the item and officer recommendation.

C23/6002 STATEMENTS OF FINANCIAL ACTIVITY FOR JANUARY 2023

Deputations	Nil.
Officer Presentation	At 6:34pm Mr M McCarthy, Acting Chief Executive Officer responded to questions which concluded at 6:36pm
Disclosure of Interest	Nil.
Notes from Forum	<p>General Discussion took place regarding the item and officer recommendation.</p> <p>At the request of Elected Members, the Acting CEO undertook to provide the following information on the Elected Members Portal:</p> <ul style="list-style-type: none">• Budget amendment - 31 Moreau Mews \$21,370 kitchen refurbishment, when there is a schedule for redevelopment and why is this amount be expended at this time?

Community Development

CD23/8157 STAKEHOLDER AND COMMUNITY ENGAGEMENT REPORT

Deputations	Nil.
Officer Presentation	At 6:34pm Ms G Bowman, Director Community Development responded to questions which concluded at 6:36pm.
Disclosure of Interest	Nil.
Notes from Forum	General Discussion took place regarding the item and officer recommendation.

Environment and Infrastructure

**EI23/4019 UNDERGROUND POWER PROGRAM – MEMORANDUM OF UNDERSTANDING
BICTON SOUTH / PALMYRA PROJECT**

Deputations	Nil.
Officer Presentation	At 6:36pm Ms K Brosztl, Acting Director Environment & Infrastructure responded to questions which concluded at 6:41pm.
Disclosure of Interest	Nil.
Notes from Forum	General Discussion took place regarding the item and officer recommendation.

**EI23/4023 REVIEW AND ENDORSEMENT FOR THE ESTABLISHMENT AGREEMENT OF
THE RESOURCE RECOVERY GROUP**

Deputations	Nil.
Officer Presentation	At 6:41pm Mr P Molony, Manager Resource Recovery and Waste was available for questions on the matter.
Disclosure of Interest	Cr Wheatland – Impartiality Interest - Stay, Discuss, Vote.
Notes from Forum	No Discussion took place regarding the item and officer recommendation.

Urban Planning

**UP23/4020 REVIEW OF LOCAL PLANNING POLICY 2.2 OUTDOOR ADVERTISING AND
SIGNAGE**

Deputations	Nil.
Officer Presentation	At 6:41pm Mr G Ponton, Acting Director Urban Planning responded to questions which concluded at 6:49pm.
Disclosure of Interest	Nil.
Notes from Forum	General Discussion took place regarding the item and officer recommendation.

At the request of Elected Members, the CEO undertook to provide the following information on the Elected Members Portal:

- A review of the policy to ensure consistency with respect to illuminated and/or animated to ensure safety concerns are appropriately addressed.
- Review of reference of other policies and legislation to ensure they are cross-referenced.

**UP23/4021 13 THE ESPLANADE / 64 KISHORN ROAD, MOUNT PLEASANT FUTURE
OPTIONS REPORT**

Deputations	Nil.
Officer Presentation	At 6:49pm Mr G Ponton, Acting Director Urban Planning responded to questions which concluded at 6:55pm.
Disclosure of Interest	Nil.
Notes from Forum	General Discussion took place regarding the item and officer recommendation.

Late Items

**EI23/4024 RFQ222342 SUPPLY OF TWO (2) BULK VERGE REAR LOADING WASTE
TRUCKS**

Deputations	Nil.
Officer Presentation	At 6:55pm Mr P Molony, Manager Resource Recovery and Waste responded to questions which concluded at 7:02pm.
Disclosure of Interest	Nil.
Notes from Forum	General Discussion took place regarding the item and officer recommendation.

The Mayor advised that the following late items for the 14 March 2023 Ordinary Meeting of Council had been circulated today:

- C23/5965 – Establishment of Conduct Committee
- C23/5966 – Compliance Audit Return 2022
- M23/5960 – Property Developer Policy and Register

12.2 - PETITION – REQUEST FOR SPECIAL MEETING OF ELECTORS.

Deputations	Nil.
Officer Presentation	At 7:02pm Ms C Newman, Head of Governance responded to questions which concluded at 7:05pm.
Disclosure of Interest	Nil.
Notes from Forum	General Discussion took place regarding the item and officer recommendation. An Officer Advice Note has been circulated in relation to this item.

11 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC

Nil.

12 CLOSURE

There being no further business to discuss, the Mayor confirmed that Cr Woodall was still in attendance electronically and declared the meeting closed at 7:07pm.