



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, 8 August 2023 commencing at 6:30 PM.

**Marten Tieleman**  
**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 Register to attend the Agenda Briefing Forum Tuesday, 8 August 2023 electronically](#)



## 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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## **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](http://www.melvillecity.com.au/agendas).

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## **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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**1 OFFICIAL OPENING**

**2 ATTENDANCE AND APOLOGIES**

**In Attendance**

Councillors

Ward

**Officers**

**Apologies**

**On Approved Leave of Absence**

**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.

**7 AWARDS AND PRESENTATIONS**

This item will be dealt with at the Ordinary Meeting of Council.

**8 APPLICATIONS FOR NEW LEAVE OF ABSENCE**

This item will be dealt with at the Ordinary Meeting of Council.

**9 CONFIRMATION OF MINUTES**

This item will be dealt with at the Ordinary Meeting of Council.

**10 NEW BUSINESS OF AN URGENT NATURE**

**11 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED**

**12 PETITIONS**

This item will be dealt with at the Ordinary Meeting of Council.

**13 ADOPTION OF RECOMMENDATIONS EN BLOC**

This item will be dealt with at the Ordinary Meeting of Council.

**14 REPORTS**

**14.1 Reports from Committees**

Nil

**14.2 Reports of the Chief Executive Officer****Management Services**

Nil

**Corporate Services****C23/54 RFT222302 – Melville Civic Centre HVAC Upgrade & Chiller Relocation****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

- This report is presented to Council to recommend the acceptance of a request submitted for the Tender RFT222302 Melville Civic Centre HVAV Upgrade and Chiller Relocation.

**C23/55 Common Seal August 2023****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 22 June 2023 up to and including 20 July 2023 for the Council's noting. This is a standing report to the Council.

**C23/56 RFT222320 Change Room Upgrades, Melville Reserve****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

This report is presented to Council to recommend the acceptance of a request submitted for the Change Room Upgrades at Melville Reserve.

**C23/57      Schedule of Accounts Paid for June 2023****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 to suppliers for the period of June 2023 and recommends that the Schedule of Accounts Paid be noted.

**C23/58      Preliminary Statements of Financial Activity for June 2023****Deputations****Officer Presentation**      Questions only**Disclosure of Interest****Notes from Forum**      To be Advised.**SUMMARY**

This report presents:

- The preliminary Statements of Financial Activity by Nature or Type and Rate Setting Statement by Program and Nature or Type, for the period ending 30 June 2023 and recommends that they be noted by the Council.
- The statements and figures for 2022-2023 which are still subject to change. Year end accounting processes are still underway and therefore the final accounts for 2022-2023 may be materially different to what is presented in this report.
- The preliminary variances for the month of 30 June 2023 and recommends that they be noted by the Council.
- The Budget amendments required for the month of 30 June 2023 and recommends that they be adopted by Absolute Majority decision of the Council.

**C23/59      Investment Statements for June 2023****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 30 June 2023 for the Council's information and noting.

**C23/60 RFT222327 - Demolition and Reconstruction of Mount Henry Jetty****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

This report is presented to Council to recommend the acceptance of a request submitted for RFT222327 Demolition and Reconstruction of Mount Henry Jetty.

**Community Development**

Nil

**Environment and Infrastructure****E23/14 RFT222324 Disposal of Bulk Verge and Commercial General Waste****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

- To recommend the acceptance of a tender submitted for the Disposal of Bulk Verge and Commercial General Waste.

**Urban Planning****UP23/20 Final Adoption of Local Planning Policy 2.2 Outdoor Advertising and Signage****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

- Advertising of modifications to Local Planning Policy 2.2 – Outdoor Advertising and Signage (LPP2.2) took place from 4 May to 29 May 2023. Five submissions were received during the advertising process with three in support, one objecting and one providing comment.
- Separately to the advertising process, an Elected Member suggested changes to LPP 2.2 and several improvements have been identified by the City.
- It is recommended that further changes are made to LPP2.2 in response to the submissions and final adoption takes place in accordance with the procedures detailed in the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations).

**UP23/21 Draft WAPC Operational Policy 2.3: Planning For Public Open Space****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

- The Western Australian Planning Commission (WAPC) is inviting comment on proposed changes to Operational Policy 2.3 Planning for Public Open Space (OP 2.3). Submissions are to be lodged by 25 August 2023.
- The proposed changes to OP 2.3 respond to community open space needs and include focus on the additional demands resulting from infill development. The overall principle of a 10 per cent Public Open Space (POS) provision remains, while additional clarity is proposed as to how and when contributions will apply to infill projects and different forms of subdivision such as strata titles. Specifically, OP 2.3 clarifies that POS contributions may be sought for all subdivisions including built strata (such as apartment buildings). The role of local government in identifying changing community needs for POS and potential upgrades to existing POS is also emphasised.
- A City of Melville (City) submission in response to OP 2.3 has been prepared. The submission supports the additional clarity provided with respect to the ability to acquire POS or cash in-lieu payments associated with infill development. The clarification provides additional opportunity to plan and respond to increased demand for POS, particularly in infill areas. Opposition from the development industry with respect to this clarification is noted. In response, the submission emphasises the fundamental need for all proposals which increase the number of lots, to be required to contribute to POS.
- The submission highlights challenges with respect to the anticipated lengthy timeframes for cash in lieu POS contributions to accumulate to meaningful levels to enable acquisition of new POS. The linking of contributions to a percentage of land area (regardless of the number of additional lots/dwellings) also raises issues of relativity and fairness. The submission seeks WAPC investigation of further approaches to respond to these challenges as part of finalisation of the policy review.

**UP23/22 Modifications to Local Planning Policy 1.9 Height of Buildings and Local Planning Policy 3.1 Residential Development****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

- State Planning Policy 7.3 – Residential Design Codes Volume 1 (R-Codes) will be updated on 1 September 2023, to include Part C: Medium Density (Part C).
- The updated R-Codes Part B will apply to residential development in low density areas, where Part C will apply to residential development in areas coded R30 and above. Part C is intended to promote greater housing diversity and better-quality medium density development.

- Clause 3.2.3a of the R-Codes identifies various provisions which may be modified through a local planning policy without Western Australian Planning Commission (WAPC) approval for both low density and medium density areas.
- Local Planning Policy 1.9 – Height of Buildings (LPP 1.9) and Local Planning Policy 3.1 – Residential Development (LPP 3.1) are required to be updated in response to the changes to the R-Codes. It's proposed to modify these policies to confirm these will only apply to development in low density areas.
- Updates to LPP 1.9 are also proposed to improve the clarity and utility of the policy.
- • These changes are administrative in nature and therefore it is recommended these be adopted without community consultation as permitted by the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations).

## 15 MOTIONS WITH PREVIOUS NOTICE

### 15.1 Notice of Motion - Neighbour Dispute Mediation Policy

#### Deputations

**Officer Presentation** Questions only

**Disclosure of Interest**

**Notes from Forum** To be Advised.

### 15.2 Notice of Motion - Improving Community Safety and Security

#### Deputations

**Officer Presentation** Questions only

**Disclosure of Interest**

**Notes from Forum** To be Advised.

### 15.3 Notice of Motion - Applecross Town Centre Appointment of Community Consultation Group

#### Deputations

**Officer Presentation** Questions only

**Disclosure of Interest**

**Notes from Forum** To be Advised.

### 15.4 Notice of Motion - Community Men's Shed in John Connell Reserve

#### Deputations

**Officer Presentation** Questions only

**Disclosure of Interest**

**Notes from Forum** To be Advised.

**15.5 Notice of Motion - Priorising the Development of the Netball Plan / Indoor Sports Plan**

**Deputations**

**Officer Presentation** Questions only

**Disclosure of Interest**

**Notes from Forum** To be Advised.

**15.6 Notice of Motion - Statutory Authorisations LG 01**

**Deputations**

**Officer Presentation** Questions only

**Disclosure of Interest**

**Notes from Forum** To be Advised.

**15.7 Notice of Motion - Severance Policy CP-027**

**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**

Nil

**18 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC**

**19 CLOSURE**