



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, 12 September 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 Ordinary Meeting of the Council Tuesday, 12 September 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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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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1 OFFICIAL OPENING

2 ATTENDANCE AND APOLOGIES

In Attendance

Councillors

Ward

Officers

Apologies

On Approved Leave of Absence

Cr N Pazolli

Applecross - Mount Pleasant 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 will be dealt with at the Ordinary Council Meeting

7 AWARDS AND PRESENTATIONS

This item will be dealt with at the Ordinary Council Meeting

8 APPLICATIONS FOR NEW LEAVE OF ABSENCE

This item will be dealt with at the Ordinary Council Meeting

9 CONFIRMATION OF MINUTES

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 Council Meeting

13 REPORTS

13.1 Reports from Committees

Nil

13.2 Reports of the Chief Executive Officer**Management Services****M23/17 Policy Review - CP-027 Severance Policy**

This item has been withdrawn from the Agenda.

Corporate Services**C23/69 Common Seal September 2023**

Deputations	Type here
Officer Presentation	Questions only
Disclosure of Interest	Type here
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 21 July 2023 up to and including 18 August 2023 for the Council's noting. This is a standing report to the Council.

C23/70 Investment Statements for July 2023

Deputations	Type here
Officer Presentation	Questions only
Disclosure of Interest	Type here
Notes from Forum	To be Advised.

SUMMARY

This report presents the investment statements for the period ending 31 July 2023 for the Council's information and noting.

C23/71 **Statements of Financial Activity for July 2023**

Deputations	Type here
Officer Presentation	Questions only
Disclosure of Interest	Type here
Notes from Forum	To be Advised.

SUMMARY

This report presents:

- Year-end processes are still underway and therefore the final figures for July 2023 may be different from what is presented in this report.
- The Statements of Financial Activity by Nature or Type and Rate Setting Statement by Program and Nature or Type, for the period ending 31 July 2023 and recommends that they be noted by the Council.
- The variances for the month of 31 July 2023 and recommends that they be noted by the Council.
- The Amendments to the Fees and Charges schedule and budget amendments required for the month of 31 July 2023 that they be adopted by Absolute Majority decision of the Council.

C23/72 **Schedule of Accounts Paid for July 2023**

Deputations	Type here
Officer Presentation	Questions only
Disclosure of Interest	Type here
Notes from Forum	To be Advised.

SUMMARY

This report presents the details of payments made under delegated authority to suppliers for the period of July 2023 and recommends that the Schedule of Accounts Paid be noted.

Community Development**CD23/7 Better Together Melville Access and Inclusion Plan 2023 - 2028 and Social Justice (Access and Inclusion) Policy**

Deputations	Type here
Officer Presentation	Questions only
Disclosure of Interest	Type here
Notes from Forum	To be Advised.

SUMMARY

- In accordance with the *WA Disability Services Act (1993)* (Amended 2004) the Better Together Melville Access and Inclusion Plan (AIP) 2023 – 2028 is attached (**Attachment 1**) for adoption by Council. The Act requires all local government authorities to develop and implement a plan that outlines the ways in which the authority will ensure that people with disabilities have equal access to its facilities and services.
- The Better Together Melville AIP 2023 – 2028 goes further than the previous Disability Access and Inclusion Plan (DAIP) 2017 – 2022 by including all people who experience barriers to participation in community life. These include and are not limited to people with a disability and their family/carers, First Nations People, community members from diverse cultural backgrounds, those experiencing housing insecurity or homelessness and people who identify as lesbian, gay, bisexual, transgender, queer, intersex, asexual and other sexually or gender diverse (LGBTQIA +)
- The AIP 2023 – 2028 is underpinned by the Social Justice (Access and Inclusion) Policy (**Attachment 2**) that replaces the previous Disability Access and Inclusion Policy CP-084.

CD23/8 Christmas Lights Display

Deputations	Type here
Officer Presentation	Questions only
Disclosure of Interest	Type here
Notes from Forum	To be Advised.

SUMMARY

- The Council resolved at the March 2023 Ordinary Meeting Council for a report to be prepared by the CEO on the feasibility of the City of Melville creating a Christmas Display of lights (or other) at a key or key areas within the City.
- Three options are outlined in the item for consideration and an officer recommendation provided based on alignment to the City's Cultural Plan – Creative Melville.
- The options include:
 1. Capital infrastructure project
The hire, installation and maintenance of lights and decorations to be placed in one of the City's business centre locations for the month of December.
 2. Community engagement, artist led project
Six local schools work with an artist to each create a single temporary public artwork which is displayed and lit as a walking trail in one of the City's parks for the first two weeks of December.
 3. Business engagement, artist led project
Pairing ten artists with ten selected businesses located in one of the City's business centre locations to design and install a window display for the month of December.

Environment and Infrastructure

E23/19 Budget Amendment - Public Open Space - The Esplanade Mt Pleasant and Moreau Mews Applecross

- Deputations** [Type here](#)
- Officer Presentation** Questions only
- Disclosure of Interest** [Type here](#)
- Notes from Forum** To be Advised.

SUMMARY

- In response to Council resolutions from the July 2023 Ordinary Meeting of Council, the City will be progressing with the public consultation, design and construction of the open space projects at The Esplanade and Moreau Mews sites.
- These activities were not identified prior to the adoption of the 2023-2024 budget and therefore additional funding is required to implement the resolutions.
- The City requests \$350,000 to progress the development of The Esplanade POS and Moreau Mews POS in the 2023-2024 financial year.
- The City requests \$2,100,000 to progress the development of The Esplanade and Moreau Mews POS in the 2024-2025 financial year.
- The City requests \$3,100,000 to progress the development of the Moreau Mews POS in the 2025-2026 financial year.
- The City requests \$90,000 per annum for operational expenses to maintain The Esplanade and Moreau Mews POS once construction is completed.
- The City requests \$210,000 per annum for asset renewal funding requirements for The Esplanade and Moreau Mews POS once construction is completed.
- The City will defer 3 projects to the value of \$690,000 in the 2023-2024 budget until 2024-2025 budget to free up resources in allowing the design team to focus on The Esplanade and Moreau Mews projects.

E23/20 RFT222325 - Building Refurbishment of Willagee Library

- Deputations** [Type here](#)
- Officer Presentation** Questions only
- Disclosure of Interest** [Type here](#)
- Notes from Forum** To be Advised.

SUMMARY

- This report is presented to Council to recommend the acceptance of a request submitted for RFT222325 Building Refurbishment of Willagee Library

E23/21 RFT222322 - Major Refurbishment Work LeisureFit Booragoon

Deputations	Type here
Officer Presentation	Questions only
Disclosure of Interest	Type here
Notes from Forum	To be Advised.

SUMMARY

- This report is presented to Council to recommend the acceptance of a request submitted for RFT222322 Major Refurbishment Works at LeisureFit Booragoon.

Urban Planning**UP23/23 Patio, Shed and Front Fence Additions to Existing Single House at Lot 55 (No.13) Widdicombe Street, Myaree**

Deputations	Type here
Officer Presentation	Questions only
Disclosure of Interest	Type here
Notes from Forum	To be Advised.

SUMMARY

- Development approval is sought for a patio, outbuilding and front fence addition to the existing single house at Lot 55 (No. 13) Widdicombe Street, Myaree.
- The details of the proposed development have been assessed against *Local Planning Scheme No. 6* (LPS6), State Planning Policy 7.3 (SPP 7.3) - Residential Design Codes Volume 1 (R-Codes) and relevant local planning policies including Local Planning Policy 3.1 – Residential Development (LPP3.1).
- The proposed development requires a performance assessment in relation to the height of the outbuilding which exceeds the deemed to comply standards contained in the R-Codes and LPP3.1.
- The proposed development was advertised in accordance with Part 4 of the R-Codes and *Local Planning Policy 1.1- Planning Process and Decision Making* (LPP1.1). One submission was received in response, objecting to the height and setback of the outbuilding.
- In response to concerns raised by the submitters and the City, the applicant amended the plans to reduce the height of the outbuilding and increase the setback to the eastern boundary. The proposed development was presented to the Development Advisory Unit (DAU) meeting held on 18 July 2023 and a report was published on the City's website. Following the DAU meeting, the development application was called up to Council by Cr Sandford in accordance with the provisions of LPP1.1.
- Notwithstanding the objection received, it is considered that the development suitably responds to the relevant Design Principles of the R-Codes and it is recommended that the development is approved with conditions.

UP23/24 Draft WAPC Operational Policy 2.3: Planning for Public Open Space

Deputations	Type here
Officer Presentation	Questions only
Disclosure of Interest	Type here
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.
- An initial report in response to this matter was presented to the Council Meeting on 15 August 2023. The item was withdrawn to allow further consideration of the matter at an Elected Member Engagement Session (EMES).
- A City of Melville (City) submission in response to OP 2.3 has been prepared. The submission includes revisions following the EMES held 22 August 2023. 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.

14 MOTIONS WITH PREVIOUS NOTICE

Nil

15 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)**16 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC**

Nil

17 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC

18 CLOSURE