



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, 14 November 2023 commencing at 6:30pm.

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, 14 November 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.

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 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 K Wheatland

Palmyra - Melville - Willagee 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 Meeting, 21 November 2023.

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 is detailed with at the Ordinary Meeting of Meeting, 21 November 2023.

13 REPORTS**13.1 Reports from Committees**

Nil

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

Nil

Corporate Services**C23/84 Investment Statements for September 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 30 September 2023 for the Council's information and noting.

C23/85 Schedule of Accounts Paid for September 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 September 2023 and recommends that the Schedule of Accounts Paid be noted.
- The report also advises of a new Local Government (Financial Management) Regulation (r13A.) relating to reporting requirements for payments made by employees using credit, debit or other purchasing cards. The list of payments made using purchase cards during September 2023 is provided as an attachment to this report.

C23/86 Statements of Financial Activity September 2023

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

SUMMARY

This report presents:

- The Statements of Financial Activity by Nature or Type and Rate Setting Statement by Program and Nature or Type, for the period ending 30 September 2023 and recommends that they be noted by the Council.
- The variances for the month of 30 September 2023 and recommends that they be noted by the Council.
- The Budget amendments required for the month of 30 September 2023 and recommends that they be adopted by Absolute Majority decision of the Council.

Year-end processes are still underway and therefore the final figures for September 2023 may be different from what is presented in this report.

C23/87 Common Seal November 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 18 October 2023 up to and including 1 November 2023 for the Council's noting. This is a standing report to the Council.

C23/88 Election of Representatives to Council Committees 2023 - 2025

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

SUMMARY

- Following elections, it is necessary to reappoint the membership to each of the City of Melville Committees:
 - Governance Committee
 - Financial Management Audit Risk and Compliance Committee
 - Conduct Committee
- This report seeks to appoint the membership of each of the Committees for the period November 2023 to October 2025.
- This report also recommends that a minimum of four Governance Committee meetings be scheduled in advance, to support the CEO Key Performance Indicator reporting requirements.

C23/89 Election of Representatives to Advisory Committees and Working Groups 2023 - 2025

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

SUMMARY

- This report provides the Council with the opportunity to review the continuation of each Advisory Committee or Working Group and if still required, to elect representatives to the various Advisory Committees and Working Groups for a term of two years.
- This report reviews Elected Member participation on Advisory Committees and Working Groups and recommends representation as required by Council Policy CP-021 Advisory and Management Committees.

C23/92 DEVELOPMENT ASSESSMENT PANELS - CITY OF MELVILLE REPRESENTATION

DEPUTATIONS [TYPE HERE](#)
OFFICER PRESENTATION QUESTIONS ONLY
DISCLOSURE OF INTEREST [OF TYPE HERE](#)
NOTES FROM FORUM TO BE ADVISED.

SUMMARY

- DEVELOPMENT ASSESSMENT PANELS (DAPS), ALSO KNOWN AS JOINT DEVELOPMENT ASSESSMENT PANELS (JDAPS) AND LOCAL DEVELOPMENT ASSESSMENT PANELS (LDAPS) COMMENCED ON 1 JULY 2011.
- SINCE 26 JANUARY 2021, THE CITY HAS BEEN REPRESENTED BY FORMER CR PAZOLLI AND CR WOODALL, WITH FORMER CR SANDFORD AND CR ROSS AS THE ALTERNATE MEMBERS.
- FOLLOWING THE LOCAL GOVERNMENT ELECTIONS, CR WOODALL AND CR ROSS ARE THE REMAINING REPRESENTATIVES FOR THE CITY OF MELVILLE, WITH THEIR TERMS EXPIRING 26 JANUARY 2024.
- NOTIFICATION HAS BEEN RECEIVED FROM THE DIRECTOR GENERAL, DEPARTMENT OF PLANNING, LANDS AND HERITAGE REQUESTING NOMINATIONS FOR THE DAP LOCAL GOVERNMENT MEMBERS FOR THE PERIOD FROM 27 JANUARY 2024.

COMMUNITY DEVELOPMENT

Nil

Environment and Infrastructure**E23/23 Request To Remove Street Tree at 25 Purdie Avenue Ardross**

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

SUMMARY

- The City of Melville has received a request from the resident of 23 Purdie Avenue, Ardross to remove the street tree located on the verge of 25 Purdie Avenue, Ardross as they believe the tree poses a risk to personal safety from branch drop and property damage from leaf debris resulting in blocking gutters and causing roof leaks.
- The tree is known as a River Red Gum (*Eucalyptus camaldulensis*). It is at a height of 22 meters and has a canopy spread of 12 metres.
- City Officers have assessed the tree on several occasions over the years and have conducted pruning works as required.
- Independent arborists reports have confirmed that the tree is in good health and poses a low risk in terms of public safety.
- In accordance the Tree Policy CP-029, a decision by Council is required to retain or remove the tree.
- The Officer's recommendation is to not support the request for the removal of the River Red Gum at 25 Purdie Avenue, Ardross given the tree is in good health and provides environmental and amenity value to the streetscape.

E23/24 Traffic Investigation for Bombard Street and Surrounds, Mount Pleasant

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

SUMMARY

The Council resolved at its Ordinary Meeting of 18 and 19 April 2023 that traffic treatments on Bombard Street be investigated. A petition was also received at the Ordinary Council Meeting of 20 June 2023 regarding speed concerns on Mitchell Street Mount Pleasant, which runs parallel to Bombard Street. These two issues were considered in a report that was referred to the Ordinary Meeting of 18 July 2023 and in consideration of the matter Council resolved to defer the matter to this meeting. The City has also received another petition related to this matter and officers have prepared the attached Advice Note to provide preliminary responses to the petition requests.

Bombard Street has the following traffic treatments already in place which have significantly reduced crashes and improved road safety:

- Speed plateaus west of Tain Street (installed pre-2002)
- Roundabout at Bombard Street/Reynolds Road (installed 2013)
- Roundabout at Bombard Street/Ardross Street (installed 2017)

- Children's Crossing on Bombard Street near Tain Street (installed 2022)

In February 2018, the City installed a traffic island with pedestrian crossing facility on Mitchell Street at the intersection with Coogee Road to slow the speed of traffic turning from Coogee Road onto Mitchell Street thus improving the safety at the intersection.

Mitchell Street has not had any additional traffic control measures installed as these have not been warranted to date.

The City receives many requests from residents for traffic treatments for a variety of reasons. Prior to any change to the road network and road conditions, the City undertakes a thorough investigation to assess the road condition and the factors that influence traffic flow and speed. This traffic assessment includes the following:

- Site inspections
- Recorded traffic count data comprising of speed, classification of vehicles and traffic volumes
- Crash history
- Road design
- Topography of the land
- Vulnerable road users
- Activity generators.

Crash history obtained from Main Roads WA for a five-year period between January 2018 to December 2022, shows that crashes in this area are within expected levels. Earlier traffic interventions installed by the City have significantly reduced crashes and improved road safety on Bombard Street.

The traffic survey results indicate that the volumes of traffic on Bombard Street and Mitchell Street are within the capacity for local access roads, as defined in the Metropolitan Road Hierarchy.

The Traffic Management Warrant System analysis for Bombard Street and Mitchell Street indicated that traffic treatments were not needed at this stage and the site should be monitored with traffic surveyed again in two years (2025).

It has been suggested that Bombard Street has a similar issue to Macrae Road before the closure at Glenelg Street was put into place. However, the traffic data does not suggest this is the case with peak traffic on Macrae Road before the closure over double the peak traffic volume of Bombard Street. It also had a high incidence of bike crashes.

In terms of pedestrian safety, there is a path installed on Mitchell Street between Simpson Street and Ardross Street however, there is no path east of Ardross Street. This segment is listed for consideration on the future capital works program but due to the priority score related to this path section, it is unlikely to be installed within the next five years due to other higher priorities.

The investigation has concluded that at this stage traffic treatments are not warranted on Bombard Street or Mitchell Street.

Urban Planning**UP23/27 Deferral of Consideration of Public Open Space Strategy Scoping Report**

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

SUMMARY

- At the Ordinary Meeting of Council (OMC) in May 2023, Council resolved to pass a Notice of Motion (UIP23/4030) to *“Investigate further provision of public open space where there is an identified deficiency”*.
- At the subsequent June 2023 OMC, Council expanded on this with a second Notice of Motion requesting the CEO prepare a report for Council’s consideration by November 2023, regarding the scope and resourcing requirements for investigations to ensure the City’s localities are provided with public open space (POS) in accordance with community expectations and contemporary State Government planning policy and guidelines.
- Following the recent Council elections, there have been a number of important matters that required prioritising at the late October 2023 Elected Members Engagement Sessions (EMES). As a result, the POS Scope Report was not able to be presented for strategic direction and guidance ahead of the November 2023 OMC.
- This report seeks to defer this matter for consideration at the February 2024 OMC to enable the draft scope to be workshopped and presented at a November 2023 EMES, affording the opportunity for further refinement.

14 MOTIONS WITH PREVIOUS NOTICE**14.1 Notice of Motion - Applecross Town Centre Appointment of Community Consultation Group**

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

14.2 Council Policy - Leasing of City Property for the purpose of Sporting, Recreation, Cultural and Community Uses

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

15 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)

16 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC**RECOMMENDATION**

That the Council considers the confidential report(s) listed below behind closed doors in accordance with Section 5.23(2) of the *Local Government Act 1995*:

M23/19 Statutory Authorisations CSA_Local- 01

This matter is considered to be confidential under Section 5.23(2) - (d) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

E23/26 Report on the Review of the Resource Recovery Group and Regional Resource Recovery Centre in Canning Vale

This matter is considered to be confidential under Section 5.23(2) - (c) and (d) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting and legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

17 CLOSURE