



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 May 2024 commencing at 6:30pm.

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 [Register to attend the Agenda Briefing Forum to be held on Tuesday, 14 May 2024 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.

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 G Barber

Bicton - Attadale - Alfred Cove Ward

Cr M Woodall

Bull Creek - Leeming 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, 21 May 2024.

7 AWARDS AND PRESENTATIONS

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 21 May 2024.

8 APPLICATIONS FOR NEW LEAVE OF ABSENCE

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 21 May 2024.

9 CONFIRMATION OF MINUTES

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 21 May 2024.

10 NEW BUSINESS OF AN URGENT NATURE

11 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

12 PETITIONS

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 21 May 2024.

13 REPORTS

13.1 Reports from Committees

Nil.

13.2 Reports of the Chief Executive Officer

Management Services

M24/35 Policy Review - CP027 Severance Policy

Deputations

Officer Presentation Questions only

Disclosure of Interest

Notes from Forum To be Advised.

SUMMARY

- In August 2023, the Council resolved that CO-027 Severance Policy be reviewed to remove any inconsistencies with legislation and ensure clarity for the reader.
- The Policy review has now been completed, with a presentation to Elected Members on the review and the proposed updated policy CP-027 Payments to Employees in Addition to Contract or Award being made at the 23 April 2024 Elected Member Engagement Session.
- This report seeks the Council endorsement to revoke the current policy CP-027 Severance Policy and replace it with the updated policy CP-027 Payments to Employees in Addition to Contract or Award.

Corporate Services**C24/147 New Long Term Lease Agreements****Deputations**

Officer Presentation Officer presentation will be provided in addition to receiving Elected Member questions.

Disclosure of Interest

Notes from Forum To be Advised.

SUMMARY

- In March 2021 the City of Melville Chief Executive Officer (CEO) received a formal written request from the Bowmen of Melville Inc. for a long term 21 year lease for its facilities at John Connell Reserve, however approval was deferred to a future date until the John Connell master plan project was complete.
- The John Connell Reserve Master Plan project has now progressed to advertising of the draft Report and it is recommend the Bowmen of Melville stay in its current location.
- In November 2021 the City of Melville (the City) CEO received a request from Blue Gum Park Tennis Club for a long term 40 year lease with an option for a further 20 year term for its facilities at Blue Gum Reserve.
- The City advised Blue Gum Park Tennis Club that a new long term lease would be reviewed when the current lease expires in September 2024. The Club was also advised that given its location on a Crown Reserve, the maximum lease term available is 21 years.

C24/148 Investment Statements for March 2024**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 March 2024 and recommends that it be noted by the Council.

C24/149 Schedule of Accounts Paid for March 2024**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 March 2024 and recommends that the Schedule of Accounts Paid be noted.

C24/150 Statements of Financial Activity for March 2024**Deputations****Officer Presentation** Questions only**Disclosure of Interest****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 31 March 2024 and recommends that they be noted by the Council; and
- Presents the variances for the month of March 2024 and recommends that they be noted by the Council; and
- Presents the Budget amendments required for the month of March 2024 and recommends that they be adopted by Absolute Majority decision of the Council.
- Introduction of Climate Action financial reporting.

C24/151 Common Seal May 2024**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 Wednesday, 20 March 2024 up to and including Monday, 15 April 2024 for the Council's noting. This is a standing report to the Council.

C24/152 2024-2025 Rating Strategy**Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

- Corporate Business Planning/Budget workshops were recently held with Elected Members.
- These workshops have informed the update of the Corporate Business Plan, Long Term Financial Model and 2024-2025 Annual Budget.
- The Draft 2024-2025 Annual Budget proposes a rate increase of 4.5% for the financial year.
- In accordance with the *Local Government Act 1995*, this report seeks endorsement to advertise a rate increase of 4.5% for the 2024-2025 financial year and impose rates on differential basis.

Community Development**CD24/16 Disability Access and Inclusion Plan 2024 - 2029****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

- In accordance with the *WA Disability Services Act (1993)* (Amended 2004) the Disability Access and Inclusion Plan (DAIP) 2024 – 2029 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 Disability Access and Inclusion Plan 2024 – 2029 is underpinned by the Disability Access and Inclusion Policy CP-084 (*Attachment 3*) which has been modified slightly. These changes are clearly marked on the updated Policy which is provided for consideration.
- A DAIP comparison tool (*Attachment 2*), provides commentary on the key proposed changes to strategies and actions from the 2017-2022 Disability Access and Inclusion Plan to the 2024-2029 Disability Access and Inclusion Plan.

CD24/18 Reconciliation Action Plan**Deputations**

Officer Presentation Officer presentation will be provided in addition to receiving Elected Member questions.

Disclosure of Interest

Notes from Forum To be Advised.

SUMMARY

- This report presents the City of Melville's draft Stretch Reconciliation Action Plan.
- As a key step in the City's work towards reconciliation, the Reconciliation Action Plan outlines meaningful actions for reconciliation internally and within the City's sphere of influence.

Environment and Infrastructure**E24/29 Public Open Space - The Esplanade Mt Pleasant****Deputations**

Officer Presentation Officer presentation will be provided in addition to receiving Elected Member questions.

Disclosure of Interest

Notes from Forum To be Advised.

SUMMARY

- At the April 2023 Ordinary Meeting of Council, Council resolved to forthwith progress conversion of 100% of the site at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant to public open space.
- At the July 2023 Ordinary Meeting of Council, Council resolved to adopt the following consultation, development and completion timeline for the site at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant. Public consultation, concept plans, report and recommendation to be presented to Council at the February 2024 Ordinary Meeting of Council and to provide funding for construction to commence immediately on approval with a proposed completion date by December 2024.
- In response to the resolution from the July 2023 Ordinary Meeting of Council, the City has completed the public consultation and concept design phases of the open space project at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant.
- The City now seeks the Council's endorsement of the concept design and to progress with the detail design of the public open space at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant.
- The City requests \$1,700,000 over the 2023-2024 and 2024-2025 financial years to progress the development of the public open space at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant.
- The City requests \$80,000 per annum for the Operational and Asset Renewal expenditure requirements of the public open space at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant in future financial years.

E24/36 Walk and Ride Melville Plan**Deputations**

Officer Presentation Officer presentation will be provided in addition to receiving Elected Member questions.

Disclosure of Interest

Notes from Forum To be Advised.

SUMMARY

- The Walk and Ride Melville plan supports the community's aspirations of sharing the space when people are walking and riding, using eRideables, and other wheeled sustainable transport modes.
- The plan aligns with the City of Melville and State government visions.
- Through extensive stakeholder engagement the main issues in the community were identified.
- Opportunities that came from the study included vehicle speed reduction, making roundabouts safer, traffic calming and safe crossings. Connecting the community through footpaths, shared paths and safer on road facilities was paramount together with behavioural change programs promoting active transport.
- The plan aligns with the State Government Long term Cycling Network (LTCN) with some recommended alterations.
- The plan builds on the 2012 Bike Plan: increasing the footpath and bike network around schools and train stations.
- A new footpath priority system was created around the metrics; need and impact.
- The culmination of the studies resulted in a full list of works, further studies, and advocacy projects.
- It is recommended that the Walk and Ride Melville Plan is endorsed so that the City can implement a safer, connected and more attractive walk and ride network for everyone.

E24/30 Response to Petition - Traffic Treatment Options - Wheatley Drive, Bull Creek**Deputations**

Officer Presentation Officer presentation will be provided in addition to receiving Elected Member questions.

Disclosure of Interest

Notes from Forum To be Advised.

SUMMARY

- The City of Melville (the City) received complaints from residents regarding the speed of traffic on Wheatley Drive. Following site investigations and assessment of the existing traffic conditions and activity generators, it was concluded that the installation of traffic calming measure is warranted.
- On April 2021, consultation letters proposing the installation of blister islands on Wheatley Drive as shown in Attachment 1 was sent to affected residents seeking their comments. Due to the lack of community support and design issues encountered with the blister islands, it was decided to investigate other traffic calming options.
- As a temporary measure of traffic treatment, two Speed Check Signs were installed on Wheatley Drive to alert motorists of the speed at which they are travelling.
- The City investigated many different traffic treatment types to put together a list of the most viable options. In March 2023, consultation letters were sent to affected residents seeking their comments on four proposed options to mitigate the speed of traffic on Wheatley Drive. The proposed options are shown in Attachments 2 to 4 in addition to the fourth option of do nothing. The comments received from residents indicated most support to Option 1, which is the installation of raised intersection treatments and speed platform.
- In December 2023, the City received a petition signed by 213 residents on Wheatley Drive and surrounding streets seeking a range of traffic calming measures.
- Results from the traffic surveys shows that traffic volumes were within acceptable limits, however the 85th percentile speeds ranged from 54-60 km/h which is above the 50km/h speed limit. Crash analysis showed most crashes occurred mid-block and speed was a contributing factor in the crashes.
- As detailed in the report below the petitioners proposed traffic treatments are not considered the best solution for Wheatley Drive as they are not the appropriate form of control needed to address speed, can create access issues for residents and are less effective when provision must be made for driveways. The suggested measures in the petition would also encroach on the verge and shoulders/bike lanes, create complexity in the design, may not be cost-effective and may introduce other safety issues.
- It is recommended that the City continue with the implementation of raised intersection treatments and speed platforms to reduce speed and improve road safety on Wheatley Drive.

E24/37 Resource Recovery Group - Revised Update of the Establishment Agreement**Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

- Following a previous review of the Establishment Agreement for the Resource Recovery Group (RRG) and submission to the Minister for Local Government seeking approval, feedback has been received from the Minister to undertake further changes before the revised Establishment Agreement is approved.
- This report seeks Council consideration for approval of the further minor changes to the Establishment Agreement for the RRG as suggested by the Minister.
- Subject to this approval, the amended Establishment Agreement will be resubmitted to the Minister for approval.

Urban Planning

Nil.

14 MOTIONS WITH PREVIOUS NOTICE**14.1 Notice of Motion - Book Club Sets****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**14.2 Notice of Motion - Council Owned Land (67-69 Canning Beach Road and 2 Kintail Road, Applecross)****Deputations****Officer Presentation** Questions only**Disclosure of Interest****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

Nil.

17 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC

18 CLOSURE