

MINUTES

OF THE

ORDINARY MEETING OF THE COUNCIL

HELD ON

TUESDAY 15 MARCH 2016

AT 6.30PM IN THE COUNCIL CHAMBERS

MELVILLE CIVIC CENTRE

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CONTENTS PAGE

Item Description	Page Number
ITEMS FROM FINANCIAL MANAGEMENT, AUDIT, RISK AND COMPLIANCE COMMITTEE 8 MARCH 2016	
M16/5462 Compliance Audit Return 2015	33
URBAN PLANNING	
P16/3688 Adoption of Parking Management Plans for Canning Bridge and Riseley Centre	39
P16/3691 Murdoch Mixed Use Precinct Activity Centre Structure Plan	59
P16/3692 Review of Council Policy 093: Outdoor Advertisements and Signage	77
P16/3693 Review of Council Policy 056: Planning Process and Decision Making	83
P16/3694 Review of Urban Planning Policies	91
TECHNICAL SERVICES	
T16/3696 Results of the Macrae Road, Applecross Traffic Treatment Trial	9
T16/3697 Waste Disposal Review Strategic Waste Management Plan	97
COMMUNITY DEVELOPMENT	
Nil	
MANAGEMENT SERVICES	
M16/5467 General Meeting of Electors – Motions Carried	25
M16/5000 Common Seal Register	123
CORPORATE SERVICES	
C16/5465 City of Melville – Chief Executive Officer Performance Review	127
C16/5468 Provision of Contestable Electricity to City of Melville Facilities	132
C16/6093 Mid Year Budget Review	139
C16/6000 Investment Statements for January 2016	150
C16/6001 Schedule of Accounts Paid for January 2016	158
C16/6002 Statements of Financial Activity for January 2016	162
MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	
16.1 Proposed Motion to WALGA re Local Government Investment Options	168
MOTIONS WITHOUT NOTICE BY ABSOLUTE MAJORITY OF THE COUNCIL	
17.1 City of Melville Insurer's Outcomes	169

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD IN THE COUNCIL CHAMBERS, MELVILLE CIVIC CENTRE, 10 ALMONDBURY ROAD, BOORAGOON, COMMENCING AT 6.30PM ON TUESDAY, 15 MARCH 2016.

1. OFFICIAL OPENING

The Presiding Member welcomed those in attendance to the meeting and declared the meeting open at 6:30pm. Mr J Clark, A/Executive Manager Legal Services, read aloud the Disclaimer that is on the front page of these Minutes and then His Worship the Mayor, R Aubrey, read aloud the following Affirmation of Civic Duty and Responsibility.

Affirmation of Civic Duty and Responsibility

I make this Affirmation in good faith on behalf of Elected Members and Officers of the City of Melville. We collectively declare that we will duly, faithfully, honestly, and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the City's Code of Conduct and Standing Orders to ensure the efficient, effective and orderly decision making within this forum.

2. PRESENT

His Worship the Mayor R Aubrey

COUNCILLORS

Deputy Mayor Cr C Schuster
Cr N Pazolli
Cr C Robartson, Cr M Woodall
Cr R Aubrey, Cr D Macphail
Cr P Phelan, Cr L O'Malley
Cr Foxton, Cr T Barling,

WARD

Applecross/Mount Pleasant
Applecross/Mount Pleasant
Bull Creek/Leeming
City
Palmyra/Melville/Willagee
University

3. IN ATTENDANCE

Mr M Tieleman	A/Chief Executive Officer
Ms C Young	Director Community Development
Mr J Christie	Director Technical Services
Mr S Cope	Director Urban Planning
Mr J Clark	A/Executive Manager Legal Services
Mr P Prendergast	Manager Statutory Planning
Mr G Ponton (Until 8.10pm)	Manager Strategic Urban Planning
Mr D Cracknell (Until 8.06pm)	Senior Strategic Urban/Property Planner
Mrs K Brosztl (Until 7.48pm)	Manager Engineering
Mr N Fimmano	A/Governance & Compliance Program Manager
Ms G Healey-Burgess	Minute Secretary

At the commencement of the meeting there were 19 members of the public and one member from the Press representing Melville Times in the Public Gallery.

4. APOLOGIES AND APPROVED LEAVE OF ABSENCE**4.1 APOLOGIES**

Nil

4.2 APPROVED LEAVE OF ABSENCE

Cr June Barton – Bicton/Attadale Ward
Cr Guy Wieland – Bicton/Attadale Ward

5. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION) AND DECLARATIONS BY MEMBERS**5.1 DECLARATIONS BY MEMBERS WHO HAVE NOT READ AND GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPERS PRESENTED BEFORE THE MEETING.**

Nil

5.2 DECLARATIONS BY MEMBERS WHO HAVE RECEIVED AND NOT READ THE ELECTED MEMBERS BULLETIN.

Nil

6. QUESTION TIME

6.1 Mr E Nielson - Booragoon

With reference to Item C 16/5465 – Chief Executive Officer Performance Review (Agenda OMC 15 March 2016, refers) it is recorded in the Key Issue /Summary box first bullet point that *“In accordance with Council resolution (5358) a further five year contract with the Chief Executive Officer (CEO) was entered into which became effective from the 20 March 2014.”*
This raises a few questions.

Council resolution (5358) Item 3 at the OMC 15 April 2014 state –

“That Council undertake discussion with the Chief Executive Officer regarding entering into a contract for a further five years as recommended by the Governance Committee to take effect from 20 March 2014.”

Please note **(NOT CARRIED)**

In the Minutes of the OMC 17 June 2014 under Item M14/5371 – Chief Executive Officer Contract reference again is made to Council resolution (5358) which appears to be the platform for the Officer Recommendation and Council Resolution (5371) being -

1. ***“That by absolute majority decision the draft five year Chief Executive Officer Employment Contract, provided as Confidential Attachment “A” be adopted.”***
2. ***“That His Worship the Mayor be authorised to finalise the adopted Contract with the Chief Executive Officer.”***

Carried 8/2

Question 1

How can Council resolution (5358) become a platform for Council resolution (5371) when according to the Minutes of the OMC 15 April 2014 Council resolution (5358) was not carried (approved by Council)?

Response

The comment that the motion (5358 Motion 3) was not carried is incorrect. The minutes from the Ordinary Meeting of Council on 15 April 2014 did not include the vote on this motion. However the vote has been established by reference to worksheets of the meeting that the motion was carried (11/1). The Minutes will be amended to correct this omission.

Question 2

Notwithstanding question 1 above Council resolution (5371) allows the Mayor to draft up a new contract and finalise the adopted contract. Why was this new contract not brought before Council for approval?

Response

The question is incorrect in asserting that the Mayor was provided the direction to draft up a new contract. It is clear therefore that the draft contract was provided as a confidential attachment to that item at the June 2014 Council meeting and the Mayor authorised to finalise (ie. Effectively by having the document signed) the contract on behalf of the City.

The contract was provided to Council for approval as part of the item and resolution.

Council resolution 5371 from June 2014 was adopted by absolute majority decision as follows:

- 1. That by absolute majority decision the draft five year Chief Executive Officer Employment Contract, provided as Confidential Attachment "A" be adopted.**
- 2. That His Worship the Mayor be authorised to finalise the adopted Contract with the Chief Executive Officer.**

Question 3

This is the second time the Chief Executive Officer's contract has been 'terminated' 2 years early and replaced with a new contract. What is the reason for this happening?

Response

On both occasions the Council have determined that the commitment to a new contract to ensure continuity is in the best interests of the City and have acted accordingly.

6.2 Mr R Willis – Bull CreekQuestion 1

It would appear officers have misunderstood Councils decision of 21 July 2015 relating to item 2 to investigate and consult on a possible second trial closure (Macrae Road on the east side of Ardross Road only)

How many vehicles a day entered Applecross from other areas to use Macrae Road as a "rat run" short cut?

Response

Traffic counts show approximately 2900 vehicles a day using Macrae Road prior to the closure.

Question 2

Have residents of Applecross been consulted to consider a second trial of closing Macrae Road east and Ardross Road when the area is mainly attended for only one to two hours in the morning?

Response

At this stage there hasn't been any consultation on the second trial as stated in the question. It was determined that through the process that has been undertaken, the trial that was implemented, is considered to be the most effective.

6.2 Mr R Willis – Bull CreekQuestion 3

Was the traffic using Munro Road mainly Applecross residents?

Response

It's difficult to determine if they were mainly Applecross residents. The traffic count data cannot identify the origin of the traffic in that location.

6.3 Mr R Willis – Bull CreekQuestion 1

In July 2014 Council resolved to use a revised master plan for further research and analysis.

When is a report to be submitted to Council?

Response

The date of any further reporting to the Council is subject to the further detailed investigations which are not yet complete.

Question 2

Has an independent financial verification been completed?

Response

The independent financial verification has not been completed.

Question 3

When will public comments be invited and when will there be a public meeting to discuss the proposed revised master plan?

Response

This would be subject to Council consideration after further reporting.

Question 4

Have there been further discussions with the State Government and the Opposition to commit to the land swap between Ken Hurst Park and the Melville Glades Golf Club leased area?

Response

Discussions occurred at officer level with the Department of Lands in February 2016.

Question 5

Have the 208 signatures of the petition been advised?

Response

It may be that the lead Petitioner was advised after that the previous council considerations, however, this requires confirmation.

It was confirmed the City wrote to the lead petitioner on 5 August 2014 in relation to the John Connell Reserve – Melville Glades Golf Course Master Planning and that correspondence was copied to all petitioners.

7. AWARDS AND PRESENTATIONS

Nil

8. CONFIRMATION OF MINUTES**8.1 ORDINARY MEETING OF THE COUNCIL – 16 FEBRUARY 2016**
Minutes 16 February 2016**COUNCIL RESOLUTION**

At 6:47pm Cr Schuster moved, seconded Cr Aubrey –

That the Minutes of the Ordinary Meeting of the Council held on Tuesday, 16 February 2016, be confirmed as a true and accurate record.

At 6.47pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (11/0)

8.2 NOTES OF AGENDA BRIEFING FORUM – 1 MARCH 2016
Notes 1 March 2016**COUNCIL RESOLUTION**

At 6:47pm Cr Aubrey moved, seconded Cr O'Malley –

That the Notes of the Agenda Briefing Forum held on Tuesday, 1 March 2016, be received.

At 6:47pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (11/0)

8.3 FINANCIAL MANAGEMENT, AUDIT, RISK AND COMPLIANCE COMMITTEE – 8 MARCH 2016**COUNCIL RESOLUTION**

At 6:48pm Cr Macphail moved, seconded Cr Foxton–

That the Minutes of the Financial Management, Audit, Risk and Compliance Committee Meeting held on Tuesday, 8 March 2016 be noted.

NB: Minutes to be confirmed at next Financial Management, Audit, Risk and Compliance Committee Meeting

At 6:48pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (11/0)

9. DECLARATIONS OF INTEREST**9.1 FINANCIAL INTERESTS**

Nil

9.2 DISCLOSURE OF INTEREST THAT MAY CAUSE A CONFLICT

- Cr Schuster - Interest Under the Code of Conduct
T16/3696 - Results of the Macrae Road, Applecross
Traffic Treatment Trial
- Cr Robartson - Interest Under the Code of Conduct
P16/3694 – Review of Urban Planning Policies

10. DEPUTATIONS

Nil

11. APPLICATIONS FOR NEW LEAVES OF ABSENCE

At 6.50pm Cr Aubrey moved, seconded Cr O'Malley-

That the applications for new leaves of absence submitted by Cr Schuster, Cr Foxton and Cr Macphail on 15 March 2016 be granted.

At 6.50pm the Mayor submitted the motion which was declared

CARRIED UNANIMOUSLY (11/0)

12. IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil

13. PETITIONS**13.2 Petition – Ineffective Traffic Diversions in Applecross**

Further signatures to this petition were received by the City of Melville on Tuesday 23 February 2016 and Tuesday 1 March 2016 totaling 75 residents and three non residents. The petition reads as follows –

“We the petitioners whose signatures appear hereafter, who are residents and rate payers residing in Applecross and/or the City of Melville, oppose the recent trial of traffic closures on Gairloch and Munro as a means of relieving traffic congestion on Macrae Road which – results in massive and disproportionate increases in traffic volumes on normally quiet, non-distributor streets such as Gairloch, Glenelg and MacDonald and Hazard the Safety of local residents, particularly children.

Significantly increase traffic volumes in vicinity of Applecross Primary School and distributor streets including Macleod, Matheson, Ardross and Kintail.

Seriously impede access to local amenities including the primary school, Gairloch Oval and the Applecross Village.

Further we urge the City of Melville to examine alternative strategic options which reduce opportunities for and the attractiveness of commuter traffic leaving Canning Highway and using Applecross streets”.

COUNCIL RESOLUTION

At 6:52pm Cr Schuster moved, seconded Cr Pazolli –

- 1. That the petition bearing 78 signatures be acknowledged in writing to the lead petitioner and considered by the Council in conjunction with Item T16/3697 – Results of the Macrae Road, Applecross Traffic Treatment Trial on this Agenda.**
- 2. That the lead petitioner be advised in writing of the resolution of the Council on the related report.**

At 6:52pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (11/0)

At 6.52pm the Mayor requested that items T16/3696 and M16/5467 – be brought forward for discussion.

T16/3696 – RESULTS OF THE MACRAE ROAD, APPECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

Disclosure of Interest

Item No. T16/3696
 Member Cr C Schuster
 Type of Interest Interest under the Code of Conduct
 Nature of Interest Mr Corser (who presented a deputation at the Agenda Briefing Forum on 1/3/2016) authorised Cr Schuster’s electoral material.
 Decision of Council Not Required

Ward : Applecross/Mt Pleasant
 Category : Operational
 Subject Index : Traffic Management
 Customer Index : Not Applicable
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : T15/3643 Macrae Road Applecross - Existing Perth Bike Network (PBN) Route Review and Traffic Treatments – July 2015
 Works Programme : Capital Works Program 2016/2017
 Funding : \$220,000 from Federal Black Spot Funding Implementation 2015-2016
 Responsible Officer : Kamal Khalil
 Traffic and Road Safety Coordinator

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person’s right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

T16/3696 – RESULTS OF THE MACRAE ROAD, APPLECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)**KEY ISSUES / SUMMARY**

During the review and investigation for the preparation of the City of Melville Bike Plan, it was identified that 14 crashes involving cyclists occurred on Macrae Road over a five year period; a road nearly three kilometres in length.

A Blackspot application for the relocation of the Perth Bicycle Network Route was made in anticipation that the alternative route of Kishorn Road, MacKenzie Road and Kinross Road would be safer for cyclists, both commuter and leisure cyclists. However, it was concluded that the treatment option submitted for Blackspot Funding may not resolve the safety issue on Macrae Road, as cyclists although directed elsewhere, could still use Macrae Road which is the straighter route.

On 21 July 2015 an Item was presented to the Council detailing the outcome of a traffic study undertaken by Cardno and the consultation process that followed the traffic study to discuss the various options that were proposed by Cardno.

At its ordinary meeting the Council resolved the following:

1. *Approves the temporary installation of cul-de-sacs on Macrae Road at Gairloch Street and an elbow closure at the intersection of Gairloch Street/Munro Road as shown in Final Concept 1 - Creation of cul-de-sacs on Macrae Road - Elbow at Munro Road for a minimum trial period of four (4) months.*
2. *Approves to investigate and consult on the possible temporary installation of a cul-de-sac on Macrae Road at Ardross street, on the North East side as a second trial for a minimum period of (4) months.*
3. *Notes that the outcome of the trial will be reported back to the Council.*

On 27 August 2015 letters were distributed to Applecross residents advising them of the Council's decision to implement trial road closures and inviting them to send their comments and feedback.

185 individual comments and two petitions have been received.

In order to assess traffic impact on the surrounding streets due to the trial traffic treatment on Macrae Street and Gairloch Street and on Munro Road and Gairloch Street, traffic surveys were conducted in the surrounding streets before and during the trial road closures. The survey results indicated that the impact on Local Access Roads is very minimal.

Site observations have concluded that Macrae Road is safer for all road users including bike riders and pedestrians which are the most vulnerable road users.

The trial road closure is considered to be successful in improving traffic safety on Macrae Road for both cyclists and pedestrians and it is recommended that the trial closures become permanent.

T16/3696 – RESULTS OF THE MACRAE ROAD, APPLECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)**BACKGROUND**

Macrae Road is classified as a Local Access Road in the Metropolitan Road Hierarchy adopted by Main Roads WA. Local Access Roads generally cater for a traffic volume of up to 3,000 vehicles per day. Macrae Road extends for approximately three kilometres between MacLeod Road to the west and Kishorn Road to the east. It is a six metre wide, two-way road with residential properties on both sides of the road.

During the review and investigation for the preparation of the City of Melville Bike Plan in 2012, it was identified that 14 crashes involving cyclists occurred on Macrae Road over a five year period. The Bike Plan also identified that during peak periods many motorists use Macrae Road in order to avoid Canning Highway. The recommendations from the City of Melville Bike Plan were:

- *Wherever possible, limit the desirability and thus traffic diversion along Macrae Road.*
- *Carry out detailed assessment of cyclists' crash types and consider remedial works to specifically address the predominant crashes.*

Many complaints have been received from the residents along Macrae Road expressing their concern regarding the lack of safe access to their premises due to the large number of vehicles during peak hours and requesting traffic treatments to improve safety along the street.

As Macrae Road runs parallel to Canning Highway, a large (and increasing) volume of motorists use Macrae Road as a regional east-west connection to bypass the most congested sections of Canning Highway (identified to be approximately from Riseley Street to the Kwinana Freeway interchange) in the morning peak hour periods. Recent manual traffic counts during peak hour shows approximately 800 vehicles and 60 cyclists per hour use Macrae Road during the morning peak period.

Macrae Road has been identified by the City of Melville and the Department of Transport (DoT) as an important cycling route and forms part of the Perth Bicycle Network (PBN) Routes. It is noted that the DoT is currently reviewing all the PBN Routes and Macrae Road is expected to remain as a strategic bicycle route due to the following factors:

- It provides direct cycling links to the Canning Bridge Precinct. A key element of the Canning Bridge Precinct Vision is to improve pedestrian and cyclists connections to the Canning Bridge Station.
- It has been identified as the preferred route for cyclists travelling from Applecross to Fremantle.
- Its proximity to Canning Bridge Station and the Kwinana Freeway Principal Shared Path (PSP).
- There is great potential for commuters to combine cycle trips with train journeys. The DoT has identified that cycling routes within a 3km radius of railway stations need to be established to make cycling a safer and convenient option for one leg of a commute. Macrae Road falls within this catchment area.

T16/3696 – RESULTS OF THE MACRAE ROAD, APPLECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

On 21 July 2015 an Item was presented to the Council which detailed recorded crash history on Macrae Road over a five year period involving cyclists due to high vehicle traffic volume during peak hour using Macrae Road to bypass traffic signals on Canning Highway. The report also detailed the study undertaken by Cardno and the various remedial treatments that were proposed by Cardno including the consultation process that followed to discuss the various treatment options that were proposed. The report presented to the Council recommended the installation of traffic treatments as a trial for a minimum of four months on Macrae Road at the intersection with Gairloch Street and elbow treatment on Gairloch Street at the intersection with Munro Street.

At its Ordinary Meeting of 21 July 2015, the Council resolved the following:

- “1. *Approves the temporary installation of cul-de-sacs on Macrae Road at Gairloch Street and an elbow closure at the intersection of Gairloch Street/Munro Road as shown in Final Concept 1 - Creation of cul-de-sacs on Macrae Road - Elbow at Munro Road for a minimum trial period of four (4) months.*
2. *Approves to investigate and consult on the possible temporary installation of a cul-de-sac on Macrae Road at Ardross street, on the North East side as a second trial for a minimum period of (4) months.*
3. *Notes that the outcome of the trial will be reported back to the Council.”*

DETAIL

On 27 August 2015 letters were distributed to Applecross residents in the area bound by Kishorn Road to east, MacLeod Road to the west, MacDonald Road to the north and Canning Highway to the south as shown in [3696 - Figure 1](#). The letter advised residents of the Council’s resolution at its Ordinary Meeting of 21 July 2015 to cul-de-sac Macrae Road at Gairloch Street and install an elbow closure at the intersection of Gairloch Street/Munro Road for a minimum period of four months. The letter also advised residents of the date on which the trial treatment will be installed.

Road closure notification signs were installed along Macrae Road, Gairloch Street and Munro Road 28 days prior to the scheduled closure to notify motorists using Macrae Road and Munro Road. A letter was sent to Main Roads WA and other service authorities advising them of the scheduled road closure. The proposed road closures were also advertised on the City of Melville website.

Following the completion of the 28 days road closure advertisement period, the trial treatments were installed on 29 September 2015.

Once the installation of the road closures was complete, the City’s website was updated to advise residents of the road closure and to submit their comments and feedback. Recently an advertisement was placed in the Melville Times reminding residents of the opportunity to submit their feedback and comments as the submission date for comments would be closing on 15 February 2016.

T16/3696 – RESULTS OF THE MACRAE ROAD, APPLECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

The investigation on the possible temporary installation of a cul-de-sac on Macrae Road at Ardross street, on the North East side showed that the installation would be ineffective as there were too many options to go around the closure easily such as:

- A driver travelling east on Macrae Road could turn left on Ardross Street at the closure, turn right on Kinross Road, left on Gairloch Street and left back onto Macrae Road with very little time added on to their trip.
- If Macrae Road was closed on both sides of Ardross Street drivers would turn left at Alness Street, right at Kinross Road, left at Gairloch Street and left back onto Macrae Road, again with little time added to their trip.

It was clear that this closure option would be ineffective or would require at least two other closures on Kinross Road and Munro Road to become effective and therefore did not proceed to consultation.

Comments and Feedback Received

A total of 185 individual comments were received from residents in the Applecross area. 99 of the comments received represented approximately 54% support of the trial treatments and requested the trial treatment to become permanent. 86 of the comments and feedback received represented approximately 46% opposition of the trial treatment and requested that the traffic treatment be modified or removed.

Figure 2A shows approximately the locations within the Applecross area where the residents submitted their comments and feedback. The green dots indicate the residents who supported the trial treatment and the red dots indicate the residents who opposed the trial treatment.

A petition signed by 301 residents was received by the City of Melville on Monday, 15 February 2016. The petition reads as follows:

“We, the undersigned, all being Electors of the City of Melville, support the permanent installation of traffic treatments on Macrae Road which are designed to improve cyclists and residents safety by discouraging drivers rat-running along Macrae Road. Furthermore, we give authority to Mr Ross Stuart of 11C Macrae Road Applecross to represent us on the matter of traffic treatments in Applecross at an Agenda Briefing Forum and/or Council Meeting of the City of Melville.”

A petition signed by 551 residents was received by the City of Melville on 16 February 2016. The petition reads as follows:

“We, the petitioners whose signatures appear hereafter, who are residents and rate payers residing in Applecross and/or the City of Melville, oppose the recent trial of traffic closures on Gairloch and Munro as a means of relieving traffic congestion on Macrae Road which -

- *Result in massive and disproportionate increases in traffic volumes on normally quiet, non-distributor streets such as Gairloch, Glenelg and MacDonald and hazard the safety of local residents, particularly children.*
- *Significantly increase traffic volumes in the vicinity of Applecross Primary School and distributor streets including MacLeod, Matheson, Ardross and Kintail.*
- *Seriously impede access to local amenities including the primary school, Gairloch Oval and the Applecross Village.*

T16/3696 – RESULTS OF THE MACRAE ROAD, APPLECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

Further, we urge the City of Melville to examine alternative strategic options which reduce opportunities for, and the attractiveness of commuter traffic leaving Canning Highway and using Applecross streets.”

The main reasons for the residents who supported and those who opposed the traffic treatments are listed below.

The main reasons residents supported the road closures were:

- Macrae Road is safer for all road users including pedestrians and cyclists.
- The traffic on Macrae Road has reduced significantly.
- Traffic has reduced on other adjoining roads.
- Easier to exit driveways at peak hour on Macrae Road.
- Easier and safer for children to access the park.
- Safer for children to walk to school.
- Noticed decrease in rubbish that was previously thrown from cars.
- Noise pollution has decreased on Macrae Road.
- Greater sense of community with more people in the street.
- Noted there is an inconvenience but the benefits far out way the negatives.

Main Reasons of residents opposed to the trial treatment:

- Driving through the suburb takes longer and is less convenient.
- Higher volumes on other roads such as Kintail Road, Ardross Street and MacLeod Street.
- Higher volumes of traffic past the school on Kintail Road.
- Higher volumes of traffic travelling down Glenelg Street past the school and at a higher speed than allowed.
- Safety concerns for children due to increased traffic to previously quieter streets especially near the school.
- Decreased property prices to previously quieter streets.
- Dislike the elbow at Gairloch Street/Munro Road as cuts off access to the school.
- Munro Road has at least three stop signs so will hardly be a fast rat run between McLeod and Kishorn as an alternative to Macrae Road.

A detail of all the comments received has been attached.

[3696 - Appendix A Comments from Residents Agree](#)
[3696 - Appendix B Comments from Residents Disagree](#)

Site Observations

The primary reason for installing the trial road closures was to improve cyclist safety on a PBN route. For every cyclist using Macrae Road there is one less motorist on the road contributing to the increasing congestion.

T16/3696 – RESULTS OF THE MACRAE ROAD, APPECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

Site observations since the closure have shown that Macrae Road is significantly safer for cyclists using the PBN route. The reduction in vehicles using Macrae Road has decreased the risk of cyclist/car crashes. Now cyclists are not surrounded on all sides by vehicles during peak times. Cyclist groups such as Bicycling Western Australia have indicated their full support for the closure. Their members have reported that the improvement to safety has been significant and the change in cycling environment has been remarkable.

Site observations of the Applecross Primary school at peak times have not presented further safety issues due to the road closures. The school is congested at peak times but the traffic flows reasonably well albeit it is busy for 15 minutes a day. The School have indicated that they haven't seen an impact on school traffic flow and people have not been complaining to them regarding the merits or problems of the trial.

Traffic Impact Assessment

In order to assess traffic impact on the surrounding streets due to the trial road closures, traffic surveys were conducted prior to the installation of the trial traffic treatment. Four weeks following the installation of the trial traffic treatments, traffic surveys were also conducted at the same locations where traffic surveys were conducted prior to the installation of the trial traffic treatment.

The locations where traffic surveys have been conducted and the results of the traffic surveys are shown in [3696 - Figure 2](#), which forms an attachment to this report.

[3696 - Figure 3](#) shows the Metropolitan Road Hierarchy within the Applecross area. As shown in Figure 3, Melville Beach Road, Dee Road, MacLeod Road and Ardross Street are classified as Local Distributor Roads. The maximum desirable daily traffic on these roads is 6,000 vehicles per day (vpd). Kintail Road is classified as District Distributor B Road and is expected to cater for a traffic volume of up to 8,000vpd. The remaining streets shown in figure 3 are classified as Local Access Roads with a maximum desirable traffic volume of 3,000vpd.

Traffic survey analysis

[3696 - Table 1](#) shows traffic survey results conducted before and while the trial treatments were in place. As shown in the table, the Local Distributor Roads that are Melville Beach Road, Dee Road, MacLeod Road, Ardross Street and District Distributor B Road which is Kintail Road, recorded an increase in daily and peak hour traffic volume.

Traffic surveys were conducted on three locations along Melville Beach Road, the increase in traffic volume was between 300vpd – 700vpd, and peak hour traffic between 10vph – 50vph. The maximum traffic volume along Melville Beach Road while the trial treatment was in place was recorded 120 metres south of Ness Road with a total of 1,726vpd that is an increase of approximately 500vpd. Melville Beach Road is classified as a Local Distributor Road in the Metropolitan Road Hierarchy and expected to cater for traffic volume of up to 6,000vpd. Therefore, the increase in traffic volume in Melville Beach Road is not considered to be significant.

T16/3696 – RESULTS OF THE MACRAE ROAD, APPLECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

The traffic survey along MacLeod Road was conducted at four locations; the increase in traffic volume was in the range between 300vpd to 600vpd and the peak hour traffic increase in the range between 20vph – 100vph. The maximum traffic volume of 2,744 vpd on MacLeod Road was recorded 25m south of Fletcher Street with an increase of 458 vpd from the survey results conducted prior to the installation of traffic treatment. As MacLeod Road is classified as a Local Distributor Road, the increase in traffic volume, which brings the total volume in MacLeod Road to be 2,744vpd, is considered to be within the traffic volume expected for this road class.

The traffic survey along Ardross Street was also conducted at four locations; the increase in traffic volume was in the range between 300vpd – 800vpd, and the peak hour traffic increase between 50vph – 100vph. The maximum traffic volume of 3,367vpd on Ardross Street was recorded 100 metres north of Canning Highway with an increase of 800vpd than the survey results conducted at the same location prior to the installation of the traffic treatment. As Ardross Street is classified as a Local Distributor Road, the traffic volume recorded in Ardross Street is considered to be within the capacity expected for this road class.

The traffic survey was conducted on Kintail Road at two locations, 50m east of Glenelg Street and 130m east of Ardross Street. Kintail Road has recorded a significant increase in daily traffic volume; the increase was in the range between 1,400vpd to 1,500vpd. The maximum traffic volume recorded in Kintail Road was 6,538vpd at a location 130m east of Ardross Street. Although the increase in traffic was significant, the total daily traffic volume is considered to be within the expected traffic volume for a District Distributor Road class which is a maximum desirable daily volume of 8,000vpd.

Applecross Primary School is located adjacent to Kintail Road and due to heavy traffic on Kintail Road there has always been congestion in the vicinity of the school during start and finish times. The increase in peak hour traffic in Kintail Road due to the road closures has increased the delay experienced by motorists using Kintail Road. Over time this may discourage external rat runners from using Kintail Road due to the delays. This will be monitored over time and further traffic investigations will be undertaken.

The closure of Macrae Road at the intersection with Gairloch Street resulted in a significant decrease in daily and peak hour traffic volume, the reduction in daily traffic volume was in the range between 900vpd to 1,500vpd and the peak hour traffic volume was in the range between 200vph to 300vph.

The traffic survey was conducted at four locations along Matheson Road. The traffic counts conducted north and south of Ness Road recorded a reduction in daily traffic volume in the range of between 40vpd to 300vpd, while the traffic survey conducted north of Dee Road and south of Spey Street recorded an increase of daily traffic volume in the range between 40vpd to 180vpd. The maximum traffic volume recorded on Matheson Road was 2,380 vpd which is within the capacity (3,000vpd) of a local access road. The peak hour traffic in Matheson Road south of Ness Road before the installation of the trial traffic treatment, was recorded to be 490vph which is considered to be very high for a Local Access Road, this peak hour traffic volume reduced to 351vph following the installation of the trial traffic treatment.

T16/3696 – RESULTS OF THE MACRAE ROAD, APPECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

Traffic survey results for MacDonald Road following the installation of traffic treatment revealed an increase in daily traffic volume of 533vpd bringing the total volume to be 942vpd. Although the traffic volume on MacDonald Road has increased significantly, the total volume of 942vpd is not considered to be high and is within the road capacity of a Local Access Road. Also, traffic survey results indicated an increase in daily traffic volume on Glenelg Street in the range between 100vpd to 270vpd, bringing the maximum recorded traffic survey to 619vpd which is still well within the expected traffic volume of a local access road.

Other Local Access Roads within the Applecross area that have been surveyed, did not record a significant change in traffic volume. The changes in traffic volume on these streets are below a 100vpd increase or decrease.

The traffic survey results indicated that due to the road closure on Macrae Road at the intersection with Gairloch Street, and the elbow treatment on Munro Road at the intersection with Gairloch Street, the increase in traffic volume was mainly on Local Distributor Roads except MacDonald Street. The survey also revealed a reduction in daily traffic volume on Macrae Road by approximately 1,500vpd, an increase by 1,500vpd on Kintail Road, an increase by approximately 690vpd on Melville Beach Road, an increase in Ardross Street by 800vpd and a reduction on Matheson Street south of Ness Road by approximately 300vpd.

From the traffic survey results discussed above, it could be concluded that some traffic from outside the Applecross area are using Melville Beach Road and Kintail Road as an alternative to Macrae Road. The increase in traffic volume in Ardross Street is mainly due to local traffic as the result of the elbow treatment on Munro Road at the intersection with Gairloch Street.

The latest traffic survey that was conducted at 41 locations through the Applecross area revealed very minor changes to the 85th percentile traffic speed which is the speed at which 85 percent of traffic travel at or below. The speed results obtained from recent survey before and during the trial traffic treatment are shown in Table 1 as above.

The volume and the speed of traffic in Matheson Road before and during the road closures is high in comparison to other local streets within the area. Further traffic investigations and consultation needs to be undertaken to reduce the speed and traffic on Matheson Road and this would be the next priority when Macrae Road has been finalised.

Unfortunately crash data is not available at this time to compare the before and after installation figures. The 2015 crash data is unlikely to be released until April/May 2016. The City has not been informed of any cyclist crashes on Macrae Road but this is only anecdotal. Due to the previous issues on Macrae Road the City was often informed by cyclists when a crash occurred and this has not occurred during the trial.

STAKEHOLDER ENGAGEMENT**I. COMMUNITY**

On 27 August 2015 letters were distributed to Applecross residents in the area bound by Kishorn Road to the east, MacLeod Road to the west, MacDonald Road to the north and Canning Highway to the south as shown in 3696 - Figure_1.

T16/3696 – RESULTS OF THE MACRAE ROAD, APPECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

The letter advises residents of the resolution made by the Council at its ordinary meeting of 21 July 2015 to cul-de-sac Macrae Road at Gairloch Street and an elbow closure at the intersection of Gairloch Street/Munro Road for a minimum period of four months. The letter also advised residents of the date on which the trial treatment will be installed. Residents were encouraged to submit their comments and feedback regarding the trial treatment.

II. OTHER AGENCIES / CONSULTANTS

A road closure notification form was distributed to Main Roads WA and other service authorities advising them of the scheduled road closure. Main Roads WA and the Department of Transport have indicated their support of the treatment.

STATUTORY AND LEGAL IMPLICATIONS

Under section 3.50 of the *Local Government Act 1995*, closing a certain thoroughfare to vehicles for a period exceeding four (4) weeks or continuing the closure of the thoroughfare, the local government is to:

- *“Give local public notice of the proposed order giving details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, and inviting submissions from any person who wishes to make a submission; and*
- *Give written notice to each person who is prescribed for the purposes of this section; or owns land that is prescribed for the purposes of this section.*
- *Allow a reasonable time for submissions to be made and consider any submissions made.”*

As per section 3.50 of the *Local Government Act 1995* stated above, letters were sent to residents in the Applecross area and road closure notification signs were installed along Macrae Road, Gairloch Street and Munro Road four weeks prior to the scheduled closure to notify motorists using Macrae Road and Munro Road of the proposed road closure and intersection modification. Also Main Roads WA and other service agencies were notified of the road closure.

FINANCIAL IMPLICATIONS

The City was successful in applying for a National Black Spot Grant of \$220,000 to move the PBN Route away from Macrae Road. Should the Council resolved to adopt the proposed road closure at Macrae Road and Gairloch Street and the intersection modification at Munro Road and Gairloch Street, a request to change the scope of the project will be submitted and the funding will be used to implement the closures permanently. If the scope change application is not successful, Bike Plan Implementation Works 2015-2016 funds will be used instead. There is also the opportunity to apply for funding through the Department of Transport.

T16/3696 – RESULTS OF THE MACRAE ROAD, APPLECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

The recommendations in this report align with the strategies from the Community Plan - People, Places, Participation 2012 – 2022 Aspiration of Sustainable and Connected Transport such as:

- *“Plan for and maintain a network of shared-use walkways, footpaths and cycle ways that provide access to facilities and services across the City.*
- *Identify and work to manage the impacts of transport on our communities.”*

As the crash record on Macrae Road shows a high number of crash history and traffic congestion, if the road environment remains unchanged, the current safety issues will remain unchanged.

There are no environmental management implications associated with this report.

Risk Statement	Level of Risk	Risk Mitigation Strategy
The current road configuration remains unchanged resulting in continued rat running and significant safety issues for road users especially cyclists.	Moderate/Likely High	Cul-de-sac Macrae Road at the intersection with Gairloch Street to discourage rat-running.
The installation of Cul-De-sac on Macrae Road could divert vehicle traffic to other local streets within the area	Moderate/Likely High	Traffic surveys before and during the trial period were conducted to assess if any traffic impact on local streets. The survey results indicate that traffic has been diverted to local distributor roads not to local access streets.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

One option is to remove the trial treatments. This would bring back the issues of:

- Cyclist safety.
- Pedestrian safety (especially for school children accessing the school and park).
- Rat running.
- Lack of safe access to residents properties.

T16/3696 – RESULTS OF THE MACRAE ROAD, APPECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

Several alternative treatment options were considered and these options were discussed at the public workshop held on 19 November 2014. The advantages and disadvantages of these options were discussed in detail during the workshop, however the installation of a cul-de-sac on Macrae Road as a trial option was considered to be the most practical and cost effective. The Cardno Report details the alternative options and their implications.

Some of the feedback and comments received from residents suggested the installation of traffic treatments to control traffic during peak hours by installing “No Left Turn” off Canning Highway between Dunkley Avenue and Simpson Street or by installing boom gates or signs indicating “No Through Road” during peak hours. These suggestions have been considered and were found to be impractical for the following reasons:

- A boom gate if installed will require continuous monitoring to ensure proper operation.
- The installation of a boom gate will require an ongoing operational budget.
- Boom gates are subject to vandalism.
- The installation of boom gate may require ministerial approval.
- Main Roads WA will not support the installation of a boom gate in public road.
- A road would need to be gazetted as private road so that a boom gate could be installed.
- Could pose further safety issues as when closures are only active for a short period of time during the day a person who generally travels through the area out of peak times may forget during peak and crash into the closure even with extensive signage.

CONCLUSION

Macrae Road is a PBN route and therefore the safety of bike riders is a high priority. Bike riders and pedestrians are the most vulnerable road users. The reduction in traffic along Macrae Road has significantly improved safety for the City’s most vulnerable road users.

Traffic Counts have been conducted before and during the trial period to monitor whether surrounding streets were adversely affected by the closures. The result from the survey conducted before and during the trial treatment shows that the increase in traffic was mainly on Local Distributor Roads which are expected to cater for higher traffic volumes. Traffic impact on Local Access Roads due to Macrae Road closure and elbow treatment on Munro Road is minimal.

The trial road closures which presented physical barriers made:

- Macrae Road unviable as a rat-running route;
- Increased the safety for all road users including pedestrians and cyclists; and
- Much lower traffic volumes in Local Access Streets as most of the internal traffic diverted to Distributor Roads which are designed to cater for higher traffic volume.

T16/3696 – RESULTS OF THE MACRAE ROAD, APPECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

- Although the road closure at Macrae Road, Gairloch Street and Munro Road and Gairloch Street causes some inconvenience to some local residents who have to choose different routes to complete their journey, the gain in road safety far outweighs the negative impact achieved by the road closures. The closure of Macrae Road without the elbow treatment at the intersection of Gairloch Street and Munro Road would result in Munro Road and Kishorn Road to be used by rat runners as an alternative to Macrae Road.

Therefore it is concluded that the installation of cul-de-sacs on Macrae Road at Gairloch Street and an elbow closure at the intersection of Gairloch Street/Munro Road which has been trialled since 29 September 2015 has been successful.

At 7:07pm Cr Woodall left the meeting and returned at 7:09pm.

OFFICER RECOMMENDATION (3696)**APPROVE**

That the Council:

1. Approves the permanent closure of Macrae Road, Applecross at Gairloch Street as a through route and the elbow treatment at the intersection of Gairloch Street and Munro Road in accordance with detailed designs [3696 Figure 4](#) to be implemented as part of the approved 2015-2016 Capital Works Budget.
2. Requests the Chief Executive Officer to advise all submitters, in writing, of the proposed permanent closure.

Reject and Replace

At 6:55pm Cr Schuster moved, seconded Cr Pazolli –

That the Council rejects the Officer's Recommendation in relation to Item T16/3696 and replaces it as follows:

That the Council:

1. Defers consideration of this matter to allow for further consultation and review;
2. Notes and appreciates the significant consultation and work involved in bringing this matter to the Council for consideration;
3. Notes that the issue of commuter traffic using MacRae Road as an apparent alternative to Canning Highway, and the interaction between cyclists using the Perth Bicycle Network and motor vehicles needs to be resolved as a priority;
4. Requests the Chief Executive Officer to convene further discussions with relevant Council staff, Main Roads WA, representatives of the two groups that both petitioned Council on the matter and presented Deputations at the Agenda Briefing Forum, and Ward Councillors to review and consider all the possible solutions raised in the discussion;
5. Requests the Chief Executive Officer to enter into discussion with Main Roads WA in respect to alternate options for traffic management including inter alia temporary timed road closure technologies;

T16/3696 – RESULTS OF THE MACRAE ROAD, APPLECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

6. Requests the Chief Executive Officer to report back to the Council in July/August 2016 with a recommendation arising from these further discussions; and,
7. Requests the Chief Executive Officer to remove the temporary street diversions installed at Munro Street as part of the trial, while conducting further traffic monitoring as the discussions continue.

Amendment

At 7:14 pm Cr Aubrey moved, seconded Cr O'Malley –

That item 4 be amended to read as follows;

4. Requests the Chief Executive Officer to convene further discussions with relevant Council staff, Main Roads WA and relevant interested parties to review and consider all the possible solutions raised in the discussion;

At 7:21pm the Mayor submitted the amendment, which was declared

CARRIED (6/5)

Vote Result Summary	
Yes	6
No	5

Vote Result Detailed	
Cr Aubrey	Yes
Cr Barling	Yes
Cr Foxtton	Yes
Cr Macphail	Yes
Cr O'Malley	Yes
Cr Phelan	Yes
Cr Pazolli	No
Cr Robartson	No
Cr Schuster	No
Cr Woodall	No
Mayor Aubrey	No

Reasons for the Amendment

The amendment will allow for a broader range of community participation at the stakeholder discussions.

T16/3696 – RESULTS OF THE MACRAE ROAD, APPLECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)

COUNCIL RESOLUTION (3696)

That the Council:

1. Defers consideration of this matter to allow for further consultation and review;
2. Notes and appreciates the significant consultation and work involved in bringing this matter to the Council for consideration;
3. Notes that the issue of commuter traffic using MacRae Road as an apparent alternative to Canning Highway, and the interaction between cyclists using the Perth Bicycle Network and motor vehicles needs to be resolved as a priority;
4. *Requests the Chief Executive Officer to convene further discussions with relevant Council staff, Main Roads WA and relevant interested parties to review and consider all the possible solutions raised in the discussion;*
5. Requests the Chief Executive Officer to enter into discussion with Main Roads WA in respect to alternate options for traffic management including inter alia temporary timed road closure technologies;
6. Requests the Chief Executive Officer to report back to the Council in *August/September 2016* with a recommendation arising from these further discussions; and,
7. Requests the Chief Executive Officer to remove the temporary street diversions installed at Munro Street as part of the trial, while conducting further traffic monitoring as the discussions continue.

At 7:44pm the Mayor submitted the motion as amended, which was declared

CARRIED (9/2)

Vote Result Summary	
Yes	9
No	2

Vote Result Detailed	
Cr Aubrey	Yes
Cr Barling	Yes
Cr Macphail	Yes
Cr O'Malley	Yes
Cr Pazolli	Yes
Cr Robartson	Yes
Cr Schuster	Yes
Cr Woodall	Yes
Mayor Aubrey	Yes
Cr Foxtton	No
Cr Phelan	No

T16/3696 – RESULTS OF THE MACRAE ROAD, APPLECROSS TRAFFIC TREATMENT TRIAL (REC) (CONFIDENTIAL ATTACHMENT)Reasons for Reject and Replace

Cr Schuster provided the following reasons for the Reject and Replace motion.

1. This matter is a vexed issue in the Applecross community with strongly held opinions on solutions for the matter. Hopefully most people involved recognize that the MacRae Road situation (pre the diversion trial) is unsustainable for both residents living on the street and bicyclists using it as part of the Perth Bicycle Network;
2. The significant consultation and review that led to the temporary trial is acknowledged, but as seems to happen in consultation (and this is not a fault of the process because it was widely circulated) processes people who don't see themselves as directly involved tend not to be active until outcomes are seen;
3. The trial appears to have been successful in reducing both traffic and cycling dangers on MacRae Road, while leaving other Applecross streets with heavier traffic (albeit within the designated carrying capacity of the streets) than residents are either used to or were aware of when purchasing properties etc;
4. The result has been a successful trial, but a significant potential rift in the Applecross community as people see themselves variously advantaged or disadvantaged by the implementation of public policy – in this case traffic diversions;
5. The proposal simply suggests, now that large numbers of people are strongly engaged on this matter that the Council should make one more attempt to see if a compromise solution more suitable to the broader community can be reached, including residents west of these temporary diversions; and,
6. Some of the potential parts of a solution could include signage for motorists; travel time notifications on Canning Highway (as there seems little doubt that the recent traffic light improvements have aided travel times); other road diversions (temporary timed closures or permanent); traffic calming; dealing with the Perth Bicycle Network in a different way or different location; perhaps even removing the Ardross Street traffic lights and stopping right turns from Ardross Street into Canning Highway.

At 7.48pm Ms Brosztl left the meeting

M16/5467 – GENERAL MEETING OF ELECTORS – MOTIONS CARRIED (REC)

Ward : All
 Category : Operational
 Subject Index : Council Administration
 Customer Index : Elected Members
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : Not Applicable.
 Works Programme : Not Applicable.
 Funding : In Accordance with 2015-2016 Budget
 Responsible Officer : Jeff Clark – Governance and Compliance Program Manager

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

M16/5467 – GENERAL MEETING OF ELECTORS – MOTIONS CARRIED (REC)**KEY ISSUES / SUMMARY**

- At the City of Melville General Meeting of Electors held on 2 December 2015, four motions were carried.
- Officers have provided comment on the substance of each motion to inform Elected Members.
- At the February 2016 Ordinary Meeting of the Council three Motions were resolved.
- The consideration of Motion 4 was deferred at the February 2016 Ordinary Meeting of the Council to allow Elected Members to discuss Motion 4 at an Elected Members Information Session held on 23 February 2016.
- The recommendation for Motion 4 is referred for consideration of the Council.

BACKGROUND

The City of Melville held the General Meeting of Electors on 2 December 2015. At the meeting four motions from electors were carried and the Council is required to consider the motions and decide on any future action that should be resolved in the interests of the City. Motions 1 to 3 were resolved at the February 2016 Ordinary Meeting of the Council and are not repeated in this report.

DETAIL

Three motions relating to parks management were carried at the General Meeting and the Council resolved these motions at the February 2016 Ordinary Meeting of the Council.

One motion relating to the proposed oversight by Council of complaints was carried at the General Meeting.

Motion 4 - Improving Council oversight of complaints

Council adopt a Complaints Policy that at a minimum requires:

1. *The City CEO to provide a report on all written complaints to Council at least monthly. The report should include at a minimum:*
 - 1.1. *Complainant name.*
 - 1.2. *A summary of the nature of the complaint.*
 - 1.3. *Date complaint received and if resolved a summary of the outcome.*
 - 1.4. *If not resolved whether escalated and/or referred to an external body.*
2. *If a Complaint has been escalated to any external body the CEO must inform Council as soon as possible.*
3. *A Council member can request the City administration to provide a briefing on any specific complaint at any time. A Council member may meet with the complainant and relevant City officers at any time to better understand the nature and detail of the complaint.*

M16/5467 – GENERAL MEETING OF ELECTORS – MOTIONS CARRIED (REC)

4. *Council must form a specific complaints committee to investigate and provide a report with recommendations back to Council (Complaints Committee) in the event a complaint is about the CEO or Mayor, is referred to an external body or at least 2 Councillors request to do so for any complaint or series of complaints.*
5. *The Complaints Committee, supported by independent advisers as required by the committee, must consist of at least 2 independent Council members for any complaint other than those about the City CEO or Mayor in which case the committee must consist of at least 3 independent Council members.*
6. *Any Council member can elect to join any Complaint Committee.*

CARRIED (20/0)

Issues:

The Motion - Improving Council oversight of complaints that was carried at the General Meeting of Electors poses difficulty in that should the Council resolve to approve the motion, actions required by the motion would at some time breach the *Public Interest Disclosure Act 2003*, the *Local Government Act 1995* and the *Corruption, Crime and Misconduct Act 2003*.

The issues with these acts are noted below:

The *Public Interest Disclosure Act 2003* at Section 11 confirms that in certain investigations of allegations, disclosure of the matter or identity of the person disclosing can not be made other than to the person undertaking an investigation into the allegation.

The proposed motion would be a breach of the *Local Government Act 1995* Section 5.123 depending on when any complaint was received relating to a candidate in a Local Government Election. In addition, should Elected Members wish to be involved in any “complaints committee” that required staff matters to be discussed, those participating Elected Members would be in breach of the *Local Government (Rules of Conduct) Regulations 2007* relating to involvement in “a task that contributes to the administration of the local government unless authorised by the Council or the CEO.”

In the case of referrals under the *Corruption, Crime and Misconduct Act 2003*, disclosure of any information may be prohibited (Section 99 and 167) and subject to imprisonment for three years and a fine of \$60,000 for any breach.

While the Federal Privacy Act does not apply to Western Australia, it is of interest to note that Local Governments in Western Australia operate in terms of the *Freedom of Information Act 1992* (FOI Act). It would be an onerous exercise for officers to examine all reports, as envisaged, for the purpose of testing compliance with the provisions relating to the dissemination of information as requested.

In the context of Point 3, it would be unusual for such briefings and may impede or compromise any investigation that is occurring. Should there be allegations against staff, the CEO is responsible to investigate and resolve the matter where it is deemed that a valid complaint has been made or not take action where the complaint has been made to another agency and is subject to that agency’s investigation. It is outside the role of an Elected Member to participate in operational staff matters.

M16/5467 – GENERAL MEETING OF ELECTORS – MOTIONS CARRIED (REC)

In reference to Point 4 relating to forming a complaints committee, the Council has established the Governance Committee and it has contained in its Charter, the power to investigate complaints against the Mayor, Elected Members and the CEO. The Governance Committee then reports its findings and recommendation to the Council. Should any complaints be lodged against staff that are considered to be valid, the CEO is required to investigate the allegation as part of his operational responsibility.

In Western Australia the avenues for complaints against a local government, Elected Members or staff are numerous. While it is dependant on the nature of complaints or allegations, matters may be lodged with the Mayor or CEO, the Department of Local Government and Communities, the Standards Panel, the Public Sector Commission, the Corruption and Crime Commission and the Western Australian Ombudsman. Each deals with specific complaint areas and have specialised staff experienced in their particular role. Where complaints are lodged with agencies external to the City, it is not appropriate for the City to investigate other than provide information to assist the external agency in their role.

It is considered that there are numerous options for lodgement of complaints or allegations that would not be enhanced by creating an internal committee that in many instances will have the potential to breach legislation and expose the members to potential significant penalties.

The City was subject to a Recertification Report by the Customer Service Institute of Australia in July 2014 and was tested against the International Customer Service Standard. The assessment summary is provided below:

“The result of this certification assessment is that City of Melville has achieved a score maintaining its excellent performance at the top level of organisations assessed against the International Customer Service Standard and should plan on a recertification assessment in about twelve months. The score achieved by City of Melville is another excellent score of 7.36, continuing the consistent improvement in organisational performance seen over recent years and measured against the ICSS. An organisational score at the 7+ level puts the organisation in elite company, and City of Melville is to be congratulated on reaching this milestone.”

One of the 25 areas of assessment is the City’s formal complaints-handling strategy and process. The assessors scored the City at 8 where the benchmark for *“Leading Local Government – 6 and Leading Government Organisation – 7”*. The assessors made the comment *“City of Melville has had an effective Complaints/Compliments management system in place for some time.”*

The City monitors the ratio of Complaints to Compliments. The Industry standard is 5 Complaints to every Compliment (5:1 ratio). The City of Melville target is 3 Complaints to every Compliment giving a ratio of 3:1. Anything better than 3:1 is within target. (Complaints/Compliments = Ratio).

In the period March 2013 to March 2014 a ratio of 1:1.01 Complaints for every Compliment which demonstrates the City’s continuous improvement of this area. In the financial year 2014-2015, the ratio of Complaints to Compliments was 1:1.2. From July to December 2015, the ratio of Complaints to Compliments was 1:1.36.

The City’s Complaints Handling Practices have been acknowledged by the Western Australian Ombudsman who subsequently provided the City’s information as a case study for other local governments. This information is noted at page 35 of the 2009-10 Survey on Complaint Handling Practices in the Western Australian State and Local Government Sectors.

M16/5467 – GENERAL MEETING OF ELECTORS – MOTIONS CARRIED (REC)

It is recommended that the motion - Improving Council oversight of complaints be noted.

Costs: The proposed Council Policy would incur an additional cost for meetings and any legal costs associated with possible breaches of legislation.

Recommendation 4:

That the Council notes Motion 4 - Improving Council oversight of complaints, that the City's complaint management system has been recognised as a local government industry model by the Customer Service Institute of Australia and that the Ombudsman Western Australia used the City's complaints handling practices as a best practice model. (Survey of complaint handling practices in the West Australian State and Local Government sectors, Page 35).

STAKEHOLDER ENGAGEMENT**I. COMMUNITY**

There has not been any community engagement in relation to Motion 4.

II. OTHER AGENCIES / CONSULTANTS

Consultation has taken place with other Agencies/Consultants in the development of the Customer Feedback Policy and in particular with the Customer Service Institute of Australia.

STATUTORY AND LEGAL IMPLICATIONS

The Council is required to consider any decisions from an electors meeting at the next or subsequent ordinary council meeting as noted below:

5.33. Decisions made at electors' meetings

(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —

(a) at the first ordinary council meeting after that meeting; or

(b) at a special meeting called for that purpose, whichever happens first.

(2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

The Motion - Improving Council oversight of complaints that was carried at the General Meeting of Electors contains elements that are legislated in the *Public Interest Disclosure Act 2003*, the *Local Government Act 1995* and the *Corruption, Crime and Misconduct Act 2003*.

Should the Council resolve to adopt the motion as worded, the outcome is likely to bring sanctions against participating Elected Members and in the worst case, significant fines and possible imprisonment.

M16/5467 – GENERAL MEETING OF ELECTORS – MOTIONS CARRIED (REC)**FINANCIAL IMPLICATIONS**

The financial implications relate to additional meeting costs and where necessary, providing legal services under Council Policy Legal Representation to defend actions taken by Elected Members that may breach any legislation when meeting as a “complaints committee”. In the event that legal action was taken against an Elected Member or the City, the City’s insurance policy premium would be reviewed by the City’s insurer.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

There are no strategic management implications contained in this report. There exist risk management implications associated with exposure to potential breaches of legislation.

POLICY IMPLICATIONS

Policy Implications are dependent on the Council’s decision whether to adopt the Motion 4. Should the proposed Council Policy be adopted, the CEO would only be able to respond to the elements of the Policy that were not ultra vires.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council could resolve to approve the Motion and put in practice procedures to manage the risk of exposure to a legislative breach. Should disclosure of investigations and names of complainants be made, investigations and appropriate outcomes are likely to be compromised.

CONCLUSION

The Council is required to consider any decisions made at a General Meeting of Electors and any decision made, will be recorded in the minutes of the Council meeting. The decisions made at the General Meeting of Electors have officer comment provided to inform Elected Members of the context and issues associated with each motion. Motion 4 is not recommended due to the potential for breaching legislation and confusing the roles of the Council and CEO in staffing and operational matters. There are multiple existing opportunities for complainants to lodge allegations to specialised government organisations with the skills and expertise to examine allegations within their roles.

M16/5467 – GENERAL MEETING OF ELECTORS – MOTIONS CARRIED (REC)**OFFICER RECOMMENDATION (5467)****NOTING****Recommendation 4:**

That the Council notes Motion 4 - Improving Council oversight of complaints, that the City's complaint management system has been recognised as a local government industry model by the Customer Service Institute of Australia and that the Ombudsman Western Australia used the City's complaints handling practices as a best practice model. (Survey of complaint handling practices in the West Australian State and Local Government sectors, Page 35).

Reject and Replace

At 7:47pm Cr Robartson moved, seconded Cr Macphail –

That the Council replaces the current motion with the following words;

“That the Council:

- 1. Notes Motion 4 and acknowledges the interest of the mover, and**
- 2. Advises the mover of the motion from the General Meeting of Electors, that the City's complaint management system has been recognised as a local government industry model by the Customer Service Institute of Australia and that the Ombudsman Western Australia used the City's complaints handling practices as a best practice model. (Survey of complaint handling practices in the West Australian State and Local Government sectors, Page 35).”**

Amendment

At 7:48pm Cr Pazolli moved,

That a point 3 be added to read as follows:

- 3. That the Chief Executive Officer be requested to prepare a Council Policy on the Complaints Procedure for presentation to Council at a future meeting**

The amendment lapsed for want of a seconder

COUNCIL RESOLUTION (5467)**That the Council:**

- 1. Notes Motion 4 and acknowledges the interest of the mover, and**
- 2. Advises the mover of the motion from the General Meeting of Electors, that the City's complaint management system has been recognised as a local government industry model by the Customer Service Institute of Australia and that the Ombudsman Western Australia used the City's complaints handling practices as a best practice model. (Survey of complaint handling practices in the West Australian State and Local Government sectors, Page 35).**

At 7:50pm the Mayor submitted the motion, which was declared

CARRIED (10/1)

M16/5467 – GENERAL MEETING OF ELECTORS – MOTIONS CARRIED (REC)

Vote Result Summary	
Yes	10
No	1

Vote Result Detailed	
Cr Aubrey	Yes
Cr Barling	Yes
Cr Foxton	Yes
Cr Macphail	Yes
Cr O'Malley	Yes
Cr Phelan	Yes
Cr Robartson	Yes
Cr Schuster	Yes
Cr Woodall	Yes
Mayor Aubrey	Yes
Cr Pazolli	No

Reasons for Reject and Replace

At the Agenda Briefing Forum, a question was raised relating to acknowledging the interest of the mover of the motion at the General Meeting of Electors. The officer recommendation has been revised to include acknowledgement in the recommendation and the original motion modified to incorporate that requested change.

**14.1 FINANCIAL MANAGEMENT, AUDIT, RISK AND COMPLIANCE COMMITTEE –
8 MARCH 2016**

The following item was presented by the Presiding Member of the Financial Management, Audit, Risk and Compliance Committee.

M16/5462 - COMPLIANCE AUDIT RETURN 2015 (REC) (ATTACHMENT)

Ward	:	All
Category	:	Operational
Subject Index	:	Audits – Compliance
Customer Index	:	Department of Local Government
Disclosure of any Interest	:	No Officer involved in the preparation of this report has a declarable interest in this matter.
Previous Items	:	Item M15/5407 - Compliance Audit Return 2014 - Ordinary Meeting of Council 17 March 2015
Works Programme	:	Not Applicable
Funding	:	Not Applicable
Responsible Officer	:	Jeff Clark Governance and Compliance Program Manager

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

M16/5462 - COMPLIANCE AUDIT RETURN 2015 (REC) (ATTACHMENT)**KEY ISSUES / SUMMARY**

- All Western Australian Local Authorities are required to undertake a Compliance Audit Return (the Return) and submit their findings to the Department of Local Government (the Department) by 31 March each year.
- 87 of 87 questions received a positive response by Officers confirming the actions were completed and that 100% compliance was achieved.
- It is recommended that the Compliance Audit Return 2015 be adopted.

BACKGROUND

A Compliance Audit Return was conducted covering the period 1 January 2015 to 31 December 2015. The completed Compliance Audit Return forms part of the Attachments to the Agenda [5462 Compliance Audit Return 2015](#).

It is a requirement that the Compliance Audit Return is presented to Council for adoption. A copy of the Council report and a certified copy of the return are required to be endorsed by the Mayor and Chief Executive Officer and submitted to the Department of Local Government by 31 March 2016.

DETAIL

The City has achieved another impressive compliance outcome for 2015. The Officers of the City perform extremely well against the requirements of various Acts, Regulations and legislative requirements that determine the work practices and responsibilities of the City. However the Compliance Audit Return only assesses compliance against the *Local Government Act 1995* and associated Regulations. The responses of Officers to the 87 audit questions have been audited by the Process Improvement Auditor who has included a comment in this report.

This year's audit has in the opinion of Officers provided 100% compliance. Of the 87 fields of compliance that have been tested, 87 received a positive response.

There has been an increase in the number of questions assessed in 2015 compared to past years due to the Department formulating questions regarding Regulations 24AD to 24AI of the *Local Government (Functions and General) Regulations 1996*. These are the result of recent changes to Regulation 13 of the *Local Government (Audit) Regulations 1996* which expanded on matters to be included in the Return.

The 2015 Compliance Audit Return continues in a reduced format with the Department only testing those areas considered to be high risk in this Return. Regulation 14 of the *Local Government (Audit) Regulations 1996* requires each local government's Audit Committee to review the Return and report the results of that review to the Council. The City has taken this approach for some years.

M16/5462 - COMPLIANCE AUDIT RETURN 2015 (REC) (ATTACHMENT)

Following recent amendments to reduce the Compliance Audit Return, the *Local Government (Audit) Amendment Regulations 2013* now extends the current role of local government Audit Committees to encompass a review of areas such as risk management, internal control and legislative compliance.

The transfer of responsibilities to local government Audit Committees will enable local governments to manage legislative compliance within their own timeframes, with increased transparency and involvement from Elected Members

The Return has been compiled with continued substantial rigour beyond that experienced in most Local Governments. Officers have been expected to demonstrate compliance and provide detail of their work to ensure the work procedures of the City assist to meet obligations of the Act and Regulations.

It is pleasing to note that there is an ongoing increase in Officer knowledge of compliance matters and where possible, systems have been amended to assist with compliance requirements.

The Return containing the questions and responses is provided as an attachment. This document is provided by the Department in an on-line environment to allow local governments to update the Return with their responses and when completed, print for certification by the Mayor and Chief Executive Officer.

The City's Compliance Calendar was introduced in 2008 and this is a major improvement to assist management of all compliance matters and is considered to be best practice in the local government industry. The Calendar is updated monthly which enables a management response should a matter require attention.

The monthly reports generated from the Calendar are reviewed by the Executive Management Team.

The Process Improvement Auditor's comments

The Compliance Audit Return for 2015 has 87 questions, and answers to all questions were checked for correctness.

It is pleasing to note that all answers were correct and 100% compliance was achieved. The management of compliance is a focus of the City and observed by the excellent result.

STAKEHOLDER ENGAGEMENT**I. COMMUNITY**

No external consultation has been carried out.

II. OTHER AGENCIES / CONSULTANTS

No external consultation with other agencies has been carried out.

M16/5462 - COMPLIANCE AUDIT RETURN 2015 (REC) (ATTACHMENT)

STATUTORY AND LEGAL IMPLICATIONS

As per the requirements of the *Local Government Act 1995*, Section 7.13(1)(i) and *Local Government (Audit) Regulations 1996* (Regulations 13–15).

FINANCIAL IMPLICATIONS

There are no financial implications for Council associated with this compliance audit.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

The compliance audit will not impact on the strategies of the Council. There is no risk or environmental management implications in this report.

Risk Statement	Level of Risk	Risk Mitigation Strategy
The Compliance Audit Return is a statutory requirement and if the Return was not submitted, the Department of Local Government might take adverse action on the City.	Minor consequences which are possible, resulting in a Medium level of risk	Complete and submit the Return by the due date.

POLICY IMPLICATIONS

There are no specific policy implications, except where it can be determined that a matter may be subject to policy change where it does not currently comply with legislative requirements. There are no such instances identified in the return.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The completion and submission of the Return by the due date is a statutory requirement.

CONCLUSION

The City is compliant in 100% of the 87 questions that have been examined for their accurate statutory completion.

M16/5462 - COMPLIANCE AUDIT RETURN 2015 (REC) (ATTACHMENT)**OFFICER RECOMMENDATION (5462)****APPROVAL**

At 7.08pm Mayor Aubrey moved, seconded Cr Macphail –

That the Financial Management, Audit, Risk and Compliance Committee recommends to the Council that the Compliance Audit Return for the period 1 January 2015 to 31 December 2015 [5462 Compliance Audit Return 2015](#) be adopted and following certification by His Worship the Mayor and the Chief Executive Officer, be forwarded to the Department of Local Government and Communities.

Amendment 1

At 7.09pm Cr Schuster moved, seconded Mayor Aubrey –

That the Officer Recommendation be numbered 1 and an additional point 2 as below be included in the Recommendation:

“2. That the Council notes its appreciation to the Chief Executive Officer and staff for the excellent Compliance Audit Return outcome.”

At 7.10pm the Presiding Member submitted the amendment, which was declared

CARRIED (8/0)

COMMITTEE RESOLUTION (5462)**APPROVAL**

1. That the Financial Management, Audit, Risk and Compliance Committee recommends to the Council that the Compliance Audit Return for the period 1 January 2015 to 31 December 2015 [5462 Compliance Audit Return 2015](#) be adopted and following certification by His Worship the Mayor and the Chief Executive Officer, be forwarded to the Department of Local Government and Communities;
2. ***That the Council notes its appreciation to the Chief Executive Officer and staff for the excellent Compliance Audit Return outcome.***

At 7.11pm the Presiding Member submitted the motion as amended, which was declared

CARRIED (8/0)

M16/5462 - COMPLIANCE AUDIT RETURN 2015 (REC) (ATTACHMENT)**COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION (5462)****APPROVAL**

At 7:52pm Cr Macphail moved, seconded Cr Schuster –

1. That the Council, on the recommendation of the Financial Management, Audit, Risk and Compliance Committee, adopts the Compliance Audit Return for the period 1 January 2015 to 31 December 2015 [5462 Compliance Audit Return 2015](#) and following certification by His Worship the Mayor and the Chief Executive Officer, the Compliance Audit Return be forwarded to the Department of Local Government and Communities;
2. That the Council notes its appreciation to the Chief Executive Officer and staff for the excellent Compliance Audit Return outcome.

At 7:52pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (11/0)

14.2 REPORTS OF THE CHIEF EXECUTIVE OFFICER

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

Ward : Applecross/Mt Pleasant
 Category : Policy
 Application Number : N/A
 Property : N/A
 Proposal : Adoption of Parking Management Plans for the Canning Bridge and Riseley Centres
 Applicant : City of Melville
 Owner : N/A
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : N/A
 Responsible Officer : Gavin Ponton
 Manager Strategic Urban Planning

AUTHORITY / DISCRETION

DEFINITION

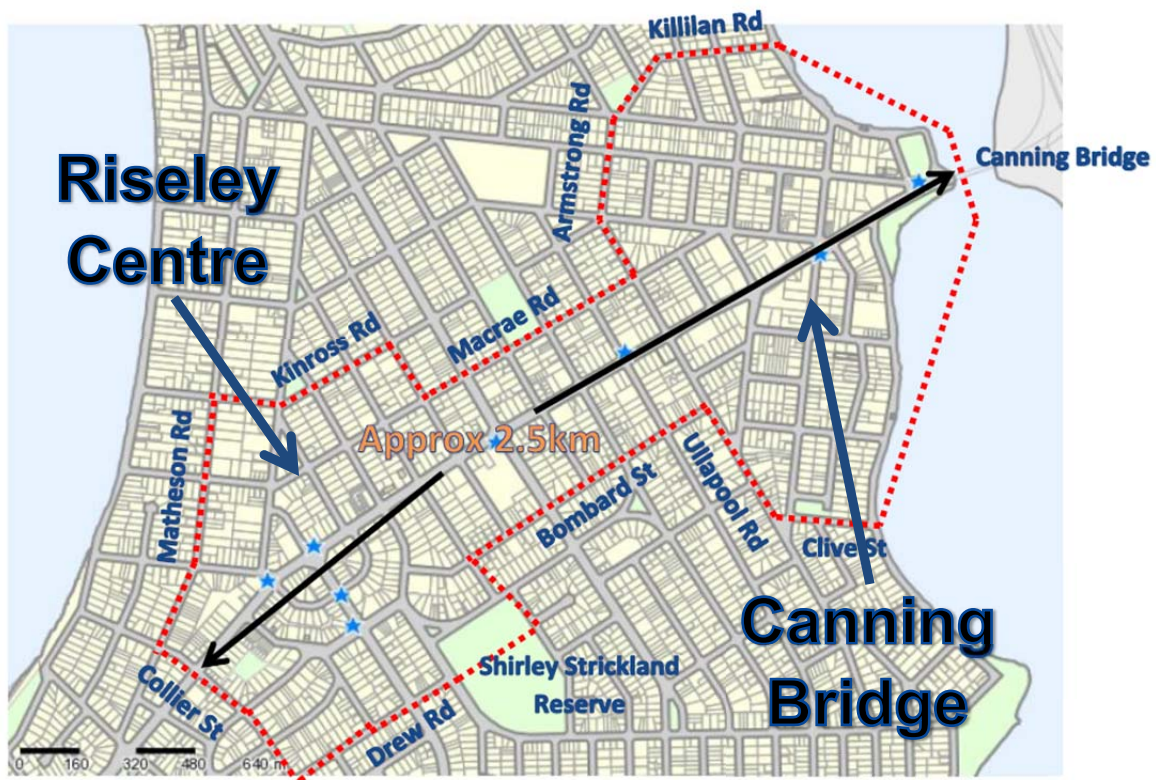
<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

KEY ISSUES / SUMMARY

- Feedback from local businesses and the community is that car parking is a problem that needs to be addressed in the Canning Bridge and Riseley Centres. Perceived parking issues are likely to grow in the future unless the City proactively plans for and better manages car parking.
- The City appointed Cardno to prepare car parking management plans for the Canning Bridge and Riseley Centres.
- It is considered that there is a strong case for better management of car parking. It is seen as more effective, easier and cheaper to better manage parking than attempting to satisfy potential demand for parking facilities.
- The research indicates that there is sufficient parking in both centres overall, but there are issues with how the parking is used and managed.
- The main reason for managing parking is to create a greater “turnover” of cars so that one car parking space can be used by as many cars as possible each day.
- It is considered that the City should take steps to improve parking management and encourage businesses and landowners to also address the issues. The Parking Management Plans recommend 35 ‘Quick Win’, Short, Medium and Long Term Actions to improve parking management in the two centres.
- The community and businesses were supportive of the proposed approach, with the main concern being the proposed introduction of paid parking in the Riseley Centre. It is considered that paid parking would be more effective than the alternatives in achieving more turnover of car bays in prime locations.
- It is recommended that the Council approves the Parking Management Plans.

Study Area of Parking Management Plans



P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)**BACKGROUND**

Car parking is a significant land use as most cars are parked for most of the day often at various locations at different times of the day.

Parking management refers to how parking bays are controlled through paid parking, time limits, and/or other regulations. The main reason for managing parking is to create greater “turnover” of cars so that one car parking space can be used by as many cars as possible each day. This allows motorists to more easily find a car bay (as one car is not parked in the space all day), assists local businesses by attracting customers and ensures maximum land use efficiency.

It is considered that the Parking Management Plans are required for the following reasons:

- Parking issues are a concern for landowners, businesses, residents and visitors to the centres;
- Structure Plans have been approved for the Canning Bridge and the Riseley Centres, which provide for more development potential and encourages an intensive mix of land uses;
- The draft Local Planning Scheme No. 6 (LPS6) proposes to increase the development potential and residential population along the Canning Highway corridor in line with the Western Australian Planning Commission’s Directions 2031 and Beyond strategy;
- Canning Highway is a key public transport route. The Department of Transport is investigating potential bus lanes and further improvements to public transport along the route. This may increase demand for park and ride options.

The Council adopted the City-wide Car Parking Strategy at its Ordinary Meeting held on 17 June 2014. The Parking Management Plans are based on the objectives and principles of the City’s Car Parking Strategy and best practice approaches to managing car parking. The key output for this project will be approved Parking Management Plans for the study area.

The City appointed Cardno to prepare the Parking Management Plans. The aim is to apply parking controls that achieve a parking bay occupancy of 85 per cent, with the intent of leaving 15 per cent of bays available for use by high priority users such as customers. The 85 per cent figure is a measure applied in best practice parking management plans. It is utilised to encourage car bays to be used, whilst still allowing motorists to find an available bay.

A key success factor would be encouraging longer term parking for staff and park and riders on the periphery of the centres, which would provide for more bays in the core of the centres for short term parking.

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

DETAIL

Parking is a complex issue and affects residents, visitors, businesses and landowners.

The project consultants have researched who is using the parking areas, how far they travel, how long they stay for and why they are visiting the centre. The Parking Management Plans recommend 35 'Quick Win', Short, Medium and Long Term Actions to improve parking management in the two centres.

[3688 Attachment 1 Parking Management Plans for Canning Bridge and Riseley Centres](#)

Cost of Car Parking

Car parking is commonly perceived to be “free” as motorists don’t need to pay a direct cost to park their car. However, car parking is never free as governments or businesses must pay for the cost of providing and maintaining car parks as well as absorbing the opportunity costs for the land required to provide parking.

The direct costs of parking are included in everyday expenses such as higher development costs, higher costs of goods or services to the consumer and/or high taxes and rates. These higher costs subsidise car parking and encourage higher parking demand. This also means that people who don’t drive subsidise people who do drive.

Table 1: Estimated Costs to Provide Car Parking in City of Melville Activity Centres

Type of parking	Land per bay	Land cost per m ² - \$2,000	Floor area per bay	Construction cost per bay	Estimated total cost per bay
On-street surface	15m ²	\$0	N/A	\$3,500	\$3,500
Off-street surface	35 m ²	\$70,000	35 m ²	\$3,500	\$73,500
Deck – 2 level	16 m ²	\$32,000	32 m ²	\$31,000	\$63,000
Deck – 4 level	8 m ²	\$16,000	32 m ²	\$34,000	\$50,000
Basement – 2 level	8 m ²	\$16,000	32 m ²	\$44,000	\$60,000

Source: Technical Report on Car Parking provided by Luxmoore Parking and Safety 2013

Examples of Parking Management Techniques

There are a wide variety of techniques that can be employed to manage parking, including:

- Paid parking
- Time-restricted parking
- Prioritise particular users – e.g. taxi only parking or ACROD parking
- Provide parking information and way finding to help motorists find the right parking
- Provide good alternatives to driving – walking, cycling, public transport, car pools etc
- Promote change in people’s thinking and actions – e.g. Travel smart

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

- Share parking areas on private land for more effective and efficient customer parking
- Wheel-clamping or tow-away zones to prevent parking for longer than permitted

The following key issues have been identified through the research undertaken:

Existing parking supply and occupancy rates	There is enough parking overall in both centres, but some parking areas have very high demand and are often full, while other parking areas have very low demand and are often empty
Management of parking	There is some confusion as to who should be managing what parking areas. In summary, it is proposed that the City take responsibility for better managing City of Melville (CoM) parking areas, and that business and landowners take responsibility for managing parking on private land, which is most of the parking in both centres
Existing parking restrictions	The existing parking restrictions have been assessed and need to be updated to better manage parking
Location of Staff Parking	This is the biggest issue identified by the project team and local businesses. Staff often park in prime parking bays all day rendering them unavailable for the 8-10 customers that could be using those car bays across the course of the day
Compliance with parking restrictions	There is some evidence of lack of compliance with existing restrictions.
Poor access, amenity and safety for cyclists and pedestrians	Many stakeholders have mentioned that it is perceived to be difficult, dangerous or unpleasant to walk or cycle to the centres. The statistics also reinforce this, with 17% of parked cars coming from less than 1km away in the Riseley Centre (10% average across metro Perth)

How Far Do Motorists Drive to Park in the Activity Centres?

Length of Trip	Riseley Centre	Canning Bridge	Metro Perth
Up to 500 metres	6%	2%	Not available
Up to 1 kilometre	17%	7%	10%
Up to 3 kilometres	44%	33%	30%
Up to 5 kilometres	65%	52%	50%

The data above shows that many local residents are driving short distances to the Riseley Centre when compared to the Canning Bridge Centre and the metropolitan Perth average.

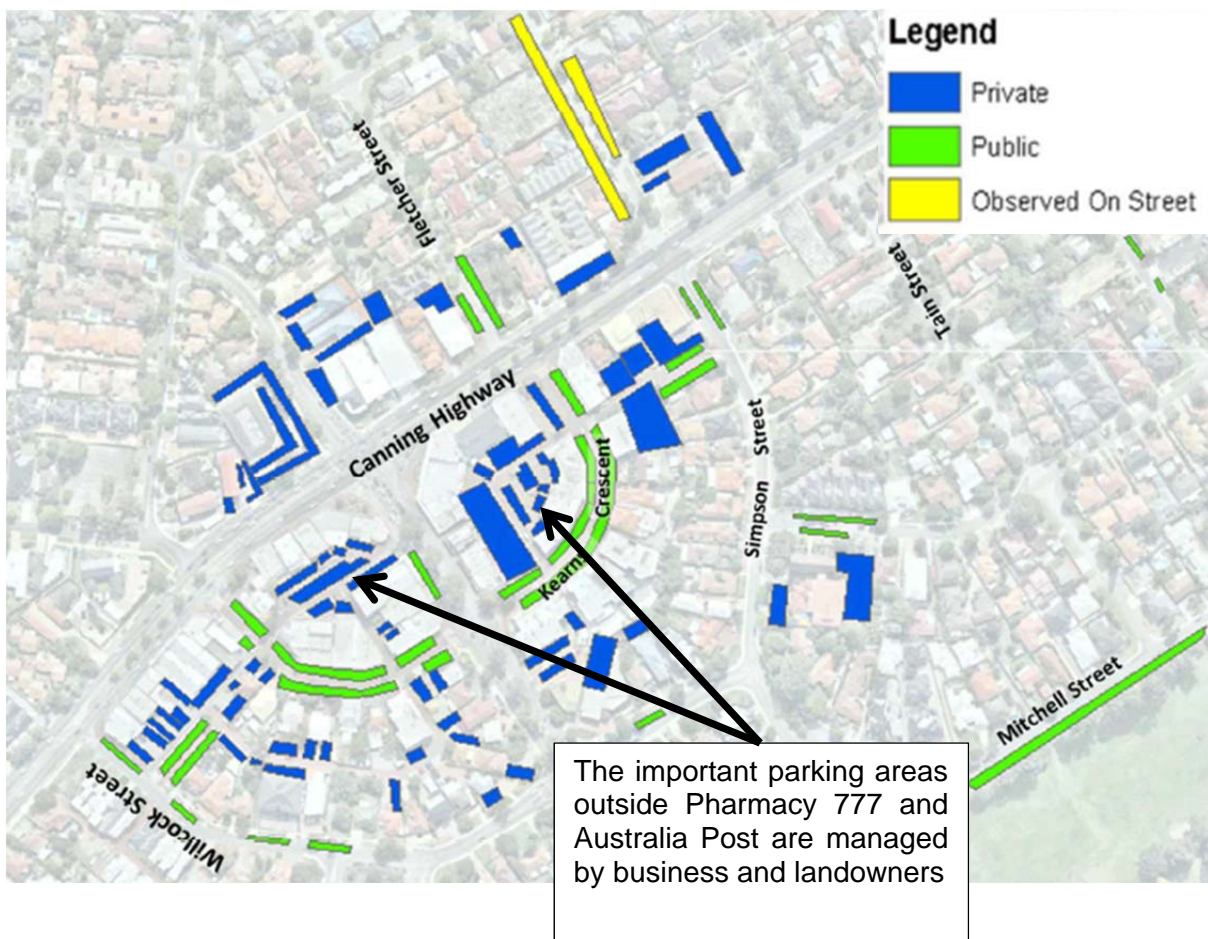
Perceived car parking issues could be reduced in the Riseley Centre if some of these local residents could walk, cycle or undertake a number of tasks in one trip, particularly those driving less than one kilometre.

The research shows the Riseley Centre is primarily a destination for local people, while Canning Bridge is more of a regional destination. The two most common reasons for driving to the Riseley Centre was to either go shopping or go to local cafes and restaurants. In contrast, more people drive to Canning Bridge for work in or to visit offices and for recreation opportunities along the Canning River.

P16/3688– ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

Management Responsibility for Parking Areas

There are 1,026 parking spaces in the Riseley Centre, with 310 (30%) being managed by the City and 716 (70%) managed privately by landowners or businesses. There are 1,233 parking spaces in Canning Bridge, with 503 (41%) being managed by the City and 730 (59%) managed privately by landowners or businesses. Most of the parking areas are therefore the responsibility of landowners/businesses, not the City. This is shown spatially in the report, with an example for the Riseley Centre shown below.



The City can only manage parking under its control. Parking management on private land is the responsibility of landowners and businesses. This is an important point.

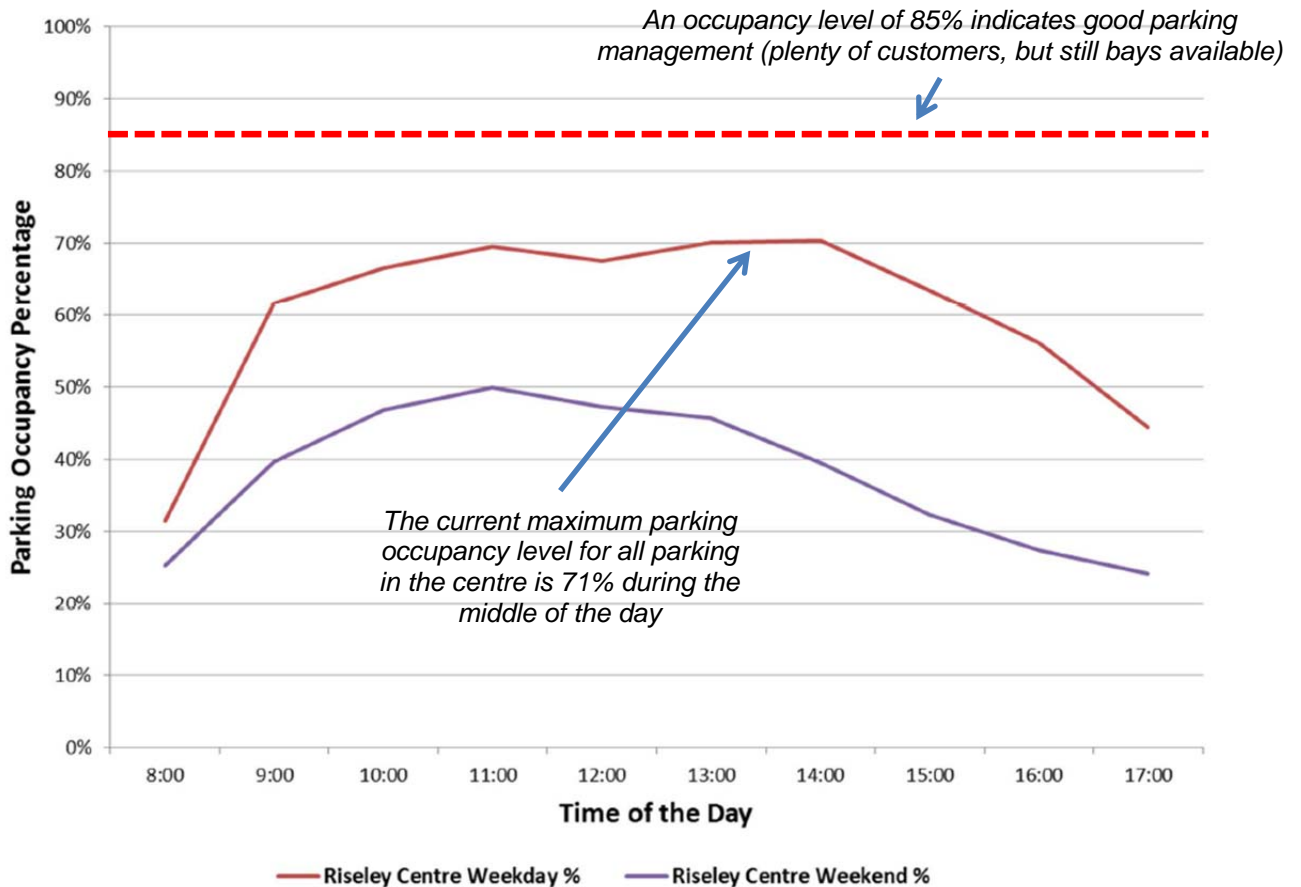
Occupancy Levels

An important part of the research was to establish the occupancy levels of car parking areas in the study area (i.e. how full each parking area is). The occupancy levels of car parking areas in the Study Area were surveyed over two days – a Friday and a Saturday – in March 2015. The research found that some parking areas are busy and other parking areas are very quiet.

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

Riseley Centre

Overall Parking Occupancy Levels – Riseley Centre (includes public and private parking)



The aim for good parking management is typically 85% utilisation. The current maximum parking occupancy level is 71% during the middle of the day. Large numbers of empty car bays is not a sign of good parking management, particularly given the economic, amenity, social and environmental costs.

City of Melville Managed Parking in Riseley Centre

The results for the parking areas managed by the City are summarised below.

Occupancy Rates by Hour for All Public Parking Areas managed by City of Melville										
Occupancy Rate by Hour – Friday	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00
Average Occupancy Rate by Hour	43%	73%	77%	82%	76%	80%	79%	74%	69%	61%

This table shows that the existing parking supply is not at full capacity. But vehicles are not spread evenly across the precinct.

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

Some CoM-managed car parking areas are close to full, such as Kearns Crescent West.

Occupancy Rates by Hour for Public Parking managed by CoM - Kearns Crescent West										
Occupancy Rate by Hour – Friday	08:00 09:00	09:00 10:00	10:00 11:00	11:00 12:00	12:00 13:00	13:00 14:00	14:00 15:00	15:00 16:00	16:00 17:00	17:00 18:00
Average Occupancy Rate by Hour	53%	85%	85%	93%	85%	94%	90%	84%	75%	74%

Parking occupancy rates above 85% are not ideal as it becomes difficult to find car parking.

Other parking areas a short walk away, are well below capacity, such as Willcock Street West.

Occupancy Rates by Hour for Public Parking managed by CoM – Willcock Street West										
Occupancy Rate by Hour – Friday	08:00 09:00	09:00 10:00	10:00 11:00	11:00 12:00	12:00 13:00	13:00 14:00	14:00 15:00	15:00 16:00	16:00 17:00	17:00 18:00
Average Occupancy Rate by Hour	0%	67%	44%	44%	22%	56%	44%	11%	11%	0%

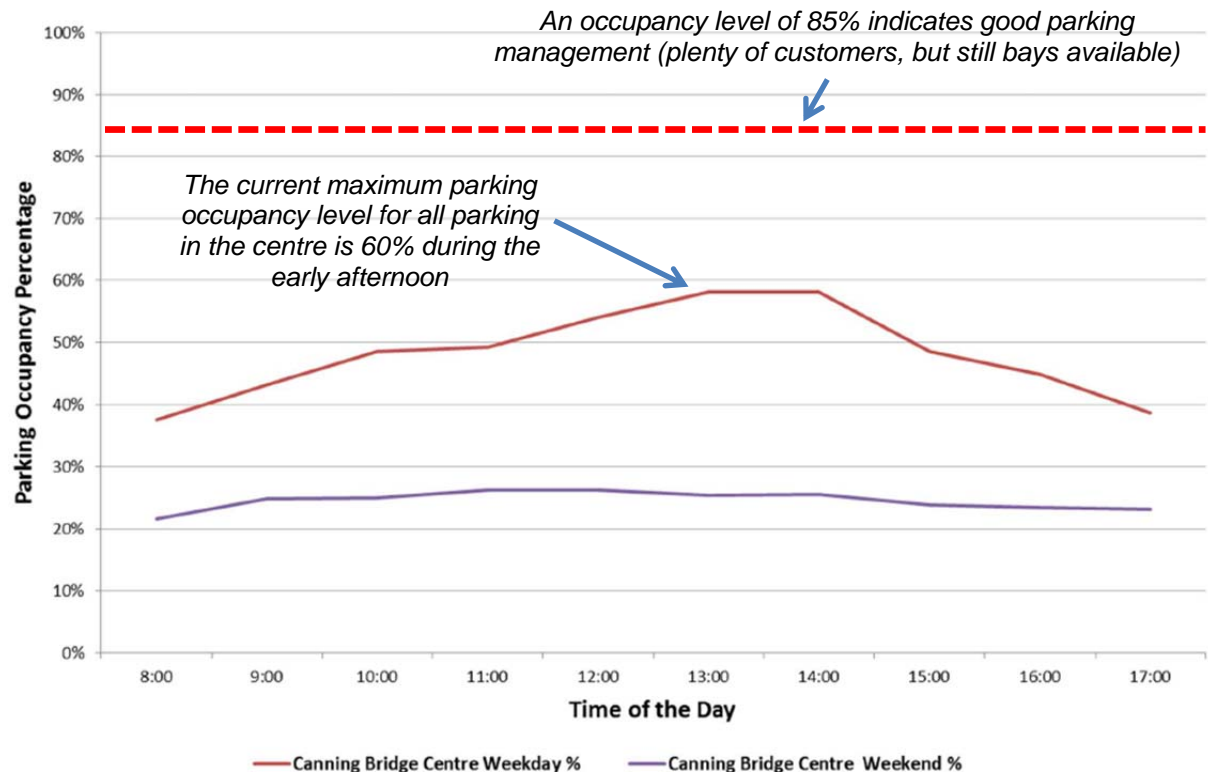
The analysis of the data suggests that additional parking restrictions are required for high demand areas to shift some of the parking away from prime locations.

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

Canning Bridge

Parking does not appear to be a problem at Canning Bridge according to the data collected.

Overall Parking Occupancy Levels – Canning Bridge (includes public and private parking)



City of Melville Managed Parking in Canning Bridge

The results for the parking areas managed by the City are summarised below.

Occupancy Rates by Hour for Public Parking Areas managed by City of Melville										
Occupancy Rate by Hour – Friday	08:00 09:00	09:00 10:00	10:00 11:00	11:00 12:00	12:00 13:00	13:00 14:00	14:00 15:00	15:00 16:00	16:00 17:00	17:00 18:00
Average Occupancy Rate by Hour	23%	27%	29%	28%	38%	50%	46%	34%	34%	43%

Some car parking areas are very busy, such as Ogilvie Road.

Occupancy Rates by Hour for Public Parking managed by CoM – Ogilvie Road										
Occupancy Rate by Hour – Friday	08:00 09:00	09:00 10:00	10:00 11:00	11:00 12:00	12:00 13:00	13:00 14:00	14:00 15:00	15:00 16:00	16:00 17:00	17:00 18:00
Average Occupancy Rate by Hour	32%	40%	38%	53%	91%	91%	112%	76%	82%	106%

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

Other parking areas are well below capacity, such as 29 Moreau Mews.

Occupancy Rates by Hour for Public Parking managed by CoM – 29 Moreau Mews										
Occupancy Rate by Hour – Friday	08:00 09:00	09:00 10:00	10:00 11:00	11:00 12:00	12:00 13:00	13:00 14:00	14:00 15:00	15:00 16:00	16:00 17:00	17:00 18:00
Average Occupancy Rate by Hour	25%	25%	28%	25%	25%	31%	31%	22%	17%	8%

Research Findings

The research indicates that there is not an overall parking supply problem in either centre. However, the attractiveness of ‘prime’ parking bays creates a local shortage close to the major activity hubs. For example, parking in Kearns Crescent in the Riseley Centre is often close to capacity, while parking areas a short walk away are often empty.

It is the lack of management of the car bays that is the real issue. For example, reserving car bays on private land for staff or customers of a particular business can be very inefficient and means that customers cannot use them. So some car bays sit empty but are not available for parking.

Allowing staff to park “right outside the front door” means that customers cannot use these bays. This presents a simple choice for businesses as to whether the available car parking bays should be prioritised for customers who drive sales in the shop or staff that park all day.

Local business owners agree that staff parking is the biggest issue to address, but that it is a complex issue and the businesses would need to be proactive in implementing changes with their staff. The City’s Travel Smart team may be able to assist this process.

Goals of the Parking Management Plans

The goals for the proposed Parking Management Plans are listed below:

1. Prioritise short-term parking in the central areas of activity centres and shift longer-term parking to the periphery (e.g. staff parking);
2. Focus on effective parking management measures as it is more effective, cheaper and easier to manage parking rather than attempting to satisfy parking demand
3. Focus on improving people’s access to activity centres by promoting walking, cycling, public transport and parking management

The proposed actions for the Parking Management Plans have been reassessed and amended following community feedback and are provided in Attachment 1. The key actions recommended are further discussed below.

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)Proposed Paid Parking in Riseley Centre

Parking is currently free in the Riseley Centre with two hour time limits. Paid parking becomes necessary where other management techniques are not sufficient to manage parking demand, often in 'prime' parking areas. Most people would consider that there are issues with parking in the precinct and that management of parking should be improved.

The Parking Management Plan for the Riseley Centre proposes to introduce paid parking with the first hour free within the next two years in the following high demand parking areas:

1. Kearns Crescent (all)
2. The 90 degree parking bays on Fletcher Street north of Canning Highway (parallel bays at north end of Fletcher St to remain free with 4hr limit)
3. The City-owned car park at 41 Simpson Street
4. The City-owned car park at 1 Willcock Street
5. Any bays on Riseley Street between Canning Highway and Willcock Street

The identified locations are 'prime' parking bays, with good access to adjacent businesses. Paid parking with the first hour free would help ensure that:

- Short term parking is prioritised, which helps promote a higher turnover of bays
- Long term parking, particularly staff parking, is dis-incentivised through paid parking fees
- Enforcement is made easier (checking to see whether a valid ticket is on each car is much easier than other methods of enforcement)

The fee payable would be the same as on-street parking in Canning Bridge, which is \$2.00 per hour (after the first hour). Revenue raised through paid parking can help fund better parking enforcement and improvements to the Centre (see below).

The key concern with introducing paid parking would be the possible loss to other centres of customers who are not willing to pay for parking, particularly Garden City Shopping Centre. Whilst this is a risk, it is considered that:

- People are already going to other centres because they find the Riseley Centre difficult to access and they believe that parking is difficult to find in the prime locations
- The Riseley Centre will never be able to compete with Garden City or other centres based on parking, size, range or price. Town centres need to compete with shopping centres and online retail by providing experiences for people, nice places to relax, independent and niche businesses and vibrancy/character
- The Riseley Centre is car-dominated, somewhat tired and is not a pleasant place to be or relax. The physical infrastructure, amenity and streetscapes need to be improved if it is to compete and these costs will need to be largely borne by the City. Paid parking can help fund some of these upgrades.

The alternative to introducing paid parking would be to allocate more resources and time to the enforcement of parking time restrictions. On balance, it is considered that parking is a key issue to address and that paid parking would be more effective than the alternatives in achieving more turnover of car bays in prime locations.

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

Proposed First Hour Free

It is recommended that a first hour free approach be utilised where paid parking is proposed in the Riseley Centre, along with two under-utilised car parks in Canning Bridge (29 Moreau Mews and Forbes Road) to encourage greater use and encourage customers to businesses around the Canning Bridge Post Office.

The first hour free is recommended because:

- First hour free is supported by businesses and community
- The survey results suggest that most visitors to the centre park for two hours or less, with the majority staying for up to one hour.

Area	Survey Size	% of Parkers Staying up to 1 Hour	% of Parkers Staying up to 2 Hours
Riseley Centre	96 people	68%	82%
Canning Bridge	91 people	52%	84%

- Parkers staying up to one hour would be encouraged by providing the first hour free. This promotes a high turnover of car bays
- Parkers staying up to two hours would only have to pay \$2
- Parkers staying longer than two hours could do so at a price of \$2 per hour. This provides flexibility for parkers, but dis-incentivises long term parking by charging accordingly
- First hour free is quite a common approach across Perth and generally works effectively overall
- First hour free also makes enforcement easier as parking inspectors would just check whether a ticket is valid rather than chalking tyres and then having to return two hours later to check for chalked tyres

A potential alternative approach of first two hours free was also considered, but is not recommended for the following reasons:

- The turnover of prime car bays would be a lot less (potentially 50% less)
- Most visitors (around 82-84%) would not need to pay, which may mean that paid parking is not financially viable

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

Overview of Other Recommended Actions

The recommended actions are broken down as follows:

- ‘Quick wins’ within the next 12 months
- Short term actions within the next two years
- Medium term actions within the next three years
- Long term actions within the next five years

Some of the actions will involve minimal time and expense while other actions will involve more time and expense. Some of the potential future costs can be paid for over time through paid parking fees, parking tickets and possible Specified Area Rates. The quick wins, short term and medium term actions can be summarised as follows:

Recommended Quick Win, Short and Medium Term Actions with Less Expense	Recommended Quick Win, Short and Medium Term Actions with More Expense
1. Updating Intramaps with parking information	1. Improve enforcement (additional Rangers’ time may be required)
2. Develop a new user-friendly webpage on parking	2. Providing more wayfinding signage, maps and information to make parking easier
3. Develop new signage and information for the public	3. Develop a positive marketing campaign to better explain issues and how money raised from parking fees is used to benefit the community
4. Providing new pavement marking to delineate more parking bays	4. Introduce paid parking in Riseley Centre
5. Removing redundant parking signage (Parking Stations 19 and 27)	5. Improve footpaths and road crossings
6. Modifying parking restrictions and fees and updating signage	6. Travelsmart initiatives
7. Provide new bike racks	7. Install loading bay outside Canning Bridge Post Office
8. Reduce vehicle speed limits in Riseley Centre as per adopted Structure Plan	8. Make it easier to pay for parking (e.g. pay-by-mobile phone)
9. Work with businesses to encourage better parking management on private land	9. Develop Kiss and Ride bays
	10. Streetscape upgrades

Streetscape Upgrades

Technical Services is investigating upgrades to streetscapes in the Riseley Centre based on the issues identified and recommendations made in the Riseley Centre Structure Plan. Preparation of a streetscape plan for the centre is funded through the 2015-2016 Budget. The initial idea is that streetscape upgrades could be broken down into stages, with upgrades to Kearns Crescent the top priority. This could include realigning the existing parking arrangements to provide for a footpath on the southern side of the street. Providing a footpath and improving pedestrian access is a key priority.

Streetscape upgrades in Canning Bridge precinct are also being investigated.

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

Improving Walking and Cycling Access

The community was very strongly in favour of improving walking and cycling access to the centres.

The research indicates that 17% of cars parked in the Riseley Centre come from one kilometre or less away. If this figure is relevant across the 1,026 bays in the centre, it means that 174 bays are occupied by people driving less than one kilometre. Across the Perth metropolitan area, 10% of vehicle trips are one kilometre or less (which would equal 103 car bays in the Riseley Centre example). The City could aim to increase walking and cycling trips to achieve the Perth metropolitan average of 10% of vehicle trips to the Riseley Centre being one kilometre or less. If this could be achieved, it would free up 71 car bays across the centre.

Improving the physical conditions for walking and cycling including shade and amenity, infrastructure such as safe crossing points and footpaths, dedicated bike lanes, seats and more greenery can have a range of positive outcomes to improve parking issues. For example, it would encourage more people to:

- Walk rather than drive, which has positive social, health and environmental outcomes
- Park once and then walk between different destinations within the centre
- Park on the periphery of the centre and walk in to the core rather than trying to find a parking spot right outside the destination.

Improving walking and cycling options would reduce pressure on the 'prime' parking bays.

Travelsmart programs could make a big difference by promoting more walking and cycling to/from/within the centres and should be prioritised.

STAKEHOLDER ENGAGEMENT

Advertising Required: Yes

I. COMMUNITY

The goals of the community consultation and engagement were as follows:

Inform	Let people know what is happening, what the research found and how they can get involved
Consult	Present the draft plans to stakeholders and the community and ask for feedback and improvements
Engage	Engage particularly with local businesses and landowners on the issues, options for action and risks of taking no action

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

There was a comprehensive stakeholder engagement approach given the nature of the project. Public advertising was conducted from 24 November 2015 to 15 December 2015 (21 days) and included:

- Two Business Reference Group meetings with local businesses and landowners
- Information and an invitation to comment on the City’s website and “We’re Listening Melville”
- Information at the Planning and Building Counter and Canning Bridge Library Lounge
- Email to approximately 350 people on the project updates databases
- ‘About Melville’ advertorial
- Media release
- Social media promotion
- Flyers dropped off to local businesses
- Twenty signs advertising the project distributed throughout the centres
- Two pop-up information sessions held at the Riseley Centre and Canning Bridge Library Lounge

A total of 42 submissions were received on the draft structure plan, which can be briefly summarised as follows:

Response	Number	Percentage
Support Parking Management Plan	14	33%
Object to Parking Management Plan	7	17%
Comments/suggestions	21	50%
TOTAL	100%	100%

[3688 Attachment 2: Summary of Public Submissions on the Parking Management Plans for Canning Bridge and Riseley Centres](#)

There was a high level of support for the proposed approach of improving parking management, upgrading parking areas and streetscapes and infrastructure upgrades to promote more walking and cycling to/from/around the centres. There was also good understanding of the major issues (e.g. staff/commuter parking, need to focus on parking management etc).

The major concerns were the introduction of paid parking to the Riseley Centre (discussed above), existing time restrictions not being long enough (longer parking times would likely exacerbate parking issues and reduce parking turnover) and lack of enforcement of parking restrictions.

II. OTHER AGENCIES / CONSULTANTS

Formal consultation with other agencies was not required. Notwithstanding, the City provided information to the Department of Transport on the proposed plans given that it is involved in planning for the Canning Highway corridor and parking management in general. The Department’s officers provided informal feedback in support of the Plans and provided some comments.

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)**STATUTORY AND LEGAL IMPLICATIONS**

There are no statutory or legal implications.

FINANCIAL IMPLICATIONSRevenue Generation Opportunities

The primary reason for introducing paid parking in the Riseley Centre is to improve parking management and increase the turnover of car bays. Paid parking would be more effective than the alternatives because it directly and quickly affects motorists' behaviour.

The City would be able to derive additional revenue by introducing paid parking and by improving parking enforcement, including the levying parking fines for motorists that do not comply with the relevant restrictions.

The additional revenue is difficult to forecast as it depends on many factors (parking demand, motorists' behaviour, how long bays are used for, particularly given the first hour will be free, parking management practices on private land etc). A comparison with the paid parking areas in Canning Bridge indicates that around \$130,000 per annum may be raised, but this again depends on user behaviour, the effect of the first hour free etc. It would cost approximately \$128,000 to install 16 ticket machines to cover the centre.

Infrastructure Upgrades

Some of the recommendations made would require capital funding to upgrade, develop and change streetscapes, car parking areas, footpaths and/or cycle paths. The recommendations can be considered as part of proposed streetscape upgrades or future capital works projects.

The streetscape improvements are considered necessary investments to improve the activity centres and attract high quality development, improve amenity and accessibility. They are also strongly recommended in the Riseley Centre Structure Plan and Canning Bridge Structure Plan. Costs for these works would be ascertained through the detailed design stage, but could be up to \$1.5 million over a number of years.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

There are no strategic implications with this proposal. The Parking Management Plans will help the activity centres to develop in accordance with the approved structure plans and the adopted City-wide Car Parking Strategy.

There was a high level of support for the proposed approach of improving parking management, upgrading parking areas and streetscapes and infrastructure upgrades to promote more walking and cycling to/from/around the centres.

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

The major concerns were the introduction of paid parking to the Riseley Centre, existing time restrictions not being long enough and lack of enforcement of parking restrictions.

There are no environmental management implications associated with this proposal.

POLICY IMPLICATIONS

There are no policy implications associated with this proposal.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

There are a number of alternate options available for the Council to consider which are summarised below.

Alternate Option	Implication
Do not support the proposed Parking Management Plans	There would be no changes to parking or parking management in the study area. Perceived parking issues would be likely to increase in future if no proactive action is taken by the City.
Change some of the information or details in the proposed Parking Management Plans	This can be done via a resolution of the Council and the proposed Plans can be updated accordingly.

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)

CONCLUSION

Car parking is one of the biggest issues for the community. Parking issues can't be "solved", but they can be better managed. There are no quick fixes. It is more effective, easier and cheaper to better manage parking rather than attempting to satisfy potential demand for parking facilities.

The goals for the proposed Parking Management Plans are to:

1. Prioritise short-term parking in the central areas of activity centres and shift longer-term parking (e.g. staff parking) to the periphery. This will make it easier for customers to find available parking
2. Focus on effective parking management measures
3. Focus on improving people's access to activity centres by promoting walking, cycling, public transport and effective parking management

It is considered that the City should take steps to improve parking management and encourage businesses and landowners to also address the issues. The Parking Management Plans recommend 35 'Quick Win', Short, Medium and Long Term Actions to improve parking management in the two centres.

A total of 42 submissions were received on the draft structure plan, which can be briefly summarised as follows:

Response	Number	Percentage
Support Parking Management Plan	14	33%
Object to Parking Management Plan	7	17%
Comments/suggestions	21	50%
TOTAL	100%	100%

The community and businesses were generally supportive of the proposed approach, with the main concern being the proposed introduction of paid parking in the Riseley Centre. It is considered that paid parking would be more effective than the alternatives in achieving more turnover of car bays in prime locations. It is therefore recommended that the City introduce paid parking in the Riseley Centre with the first hour free within the next two years. Canning Bridge already has paid parking.

Long-term staff parking in the core of the centres is one of the major issues to address. Allowing staff to park "right outside the front door" means that customers cannot use these bays. This presents a simple choice for businesses as to whether customer parking or staff parking should be the priority. It is very difficult to do both. A key success factor would be encouraging longer term parking for staff on the periphery of the centres, which would provide for more bays in the core of the centres for short term visitor parking.

It is recommended that Council adopts the Parking Management Plans and the associated actions to improve parking management.

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)**OFFICER RECOMMENDATION (3688)****APPROVAL**

At 7:55pm Cr Aubrey moved, seconded Cr Phelan –

That the Council:

1. Approves the Parking Management Plans for the Canning Bridge and Riseley Centres as detailed in Attachment 1.
2. Requests that a Communications Plan be prepared to inform the community of the Parking Management Plans for the Canning Bridge and Riseley Centres and the actions recommended.
3. Directs that the actions recommended be considered in future budgets.

Amendment

At 7:56pm Cr Schuster moved, seconded Cr Pazolli –

That the Council amend Recommendation 1 of the Agenda Item by adding after the words “Attachment 1” in Recommendation 1, the following words after deleting the full stop and inserting a comma;

“; except for Quick Action Number 10 in Canning Bridge, which is amended by extending first hour free parking to all on street and off street Council controlled parking in Moreau Mews, Sleat Road and Kishorn Road”

At 8:04pm the Mayor submitted the amendment, which was declared

CARRIED UNANIMOUSLY (11/0)**COUNCIL RESOLUTION (3688)****APPROVAL****That the Council:**

1. Approves the Parking Management Plans for the Canning Bridge and Riseley Centres as detailed in Attachment 1, *except for Quick Action Number 10 in Canning Bridge, which is amended by extending first hour free parking to all on street and off street Council controlled parking in Moreau Mews, Sleat Road and Kishorn Road.*
2. Requests that a Communications Plan be prepared to inform the community of the Parking Management Plans for the Canning Bridge and Riseley Centres and the actions recommended.
3. Directs that the actions recommended be considered in future budgets.

At 8:05pm the Mayor submitted the motion, as amended, which was declared

CARRIED UNANIMOUSLY (11/0)

P16/3688 – ADOPTION OF PARKING MANAGEMENT PLANS FOR THE CANNING BRIDGE AND RISELEY CENTRES (REC) (ATTACHMENT)Reasons for Amendment

Cr Schuster provided the following reasons in support of the amendment.

1. The parking Report at Attachment 1 makes clear that the Council owned parking north of Canning Highway in the Canning Bridge Precinct (particularly around Moreau Mews and Kishorn and Forbes Roads) is under utilized, and it makes sense to address this;
2. In extending only the first hour free parking to certain off road sites north of Canning Highway the Plan, would creates some unintended consequences for businesses in the area. “First hour Free” parking is, as the report outlines, a commonly used strategy in commercial areas to encourage short term commercial visits to businesses – to only do this in certain car parks in the same area to my view risks creating unintended consequences of customers staying away or going to similar businesses in other areas (it may not be logical but we see lots of evidence in our society of similar reactions to administrative laws). Feedback has been received from many business owners in the area that they think “first hour free” then paid parking is a sound strategy, but only if it is consistently applied north of Canning Highway, except for the Library 1 and 2 and Raffles Underground car parks which are some distance from Moreau Mews and its commercial businesses (south of Canning Highway for reasons related to the large developments there is a different situation);
3. The amendment simply sets out to achieve “first hour free” parking in the Council off street carpark north of Canning Highway in Moreau Mews, and on street parking on Forbes Road, Kishorn Road and Moreau Mews in the Canning Bridge precinct, hence extending the recommendation to a relatively few (perhaps 30 or 40) car parking bays in Moreau Mews and Kishorn Road.

At 8.06pm Mr. Cracknell left the meeting

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)**

Ward	:	University
Category	:	Strategic
Application Number	:	Not Applicable
Property	:	All land within Murdoch Mixed Use Precinct
Proposal	:	Consideration of Murdoch Mixed Use Precinct Activity Centre Structure Plan
Applicant	:	Taylor Burrell Barnett on behalf of Landcorp
Owner	:	State Government
Disclosure of any Interest	:	No Officer involved in the preparation of this report has a declarable interest in this matter.
Previous Items	:	P13/3415 Murdoch Specialised Activity Centre Structure Plan (20 August 2013) P13/3411 Final Adoption of Amendment 67 to CPS5 – Zoning of Mixed Use Precinct at Murdoch (20 August 2013)
Responsible Officer	:	Gavin Ponton Manager Strategic Urban Planning

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)****KEY ISSUES / SUMMARY**

- The Murdoch Specialised Activity Centre Structure Plan (MSACSP), supported by the Council on 20 August 2013 and subsequently approved by the Western Australian Planning Commission (WAPC), provides guidance to the ongoing development of the wider Murdoch Precinct. The MSACSP anticipated more detailed planning within sub precincts of the Structure Plan area.
- The Murdoch Mixed Use Precinct represents a sub precinct within the MSACSP. The 9.6 hectare site is in State Government ownership and the development of the land is being progressed by Landcorp.
- The Murdoch Mixed Use Precinct Activity Centre Structure Plan (MMUPACSP) has been prepared to coordinate subdivision, land use and development within the Mixed Use Precinct (MUP). The plan provides for 14 development sites which are estimated to have potential to accommodate a total of 900-1200 dwellings, 46,600 square metres of commercial floorspace and retention of a central conservation area.
- Details of the MMUPACSP were presented to Elected Members at Elected Members Information Sessions (EMIS) held on 20 October 2015 and 23 February 2016.
- The MMUPACSP has been advertised for public comment for a period of 28 days concluding on 15 December 2015.
- A total of six submissions were received during the comment period. Minor modifications to the plan are proposed in response to the submissions and as a result of officer evaluation, as discussed in the report.
- The Council is requested to consider the proposed MMUPACSP and the suggested modifications.
- It is recommended that the MMUPACSP with modifications be forwarded to the Western Australian Planning Commission (WAPC) for approval. Separate advice to the Minister for Planning and Local State Members is also recommended seeking commitment to relocation of the Public Transport Authority car park to allow prompt progress on Stage 2 of the MMUPACSP.

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)**

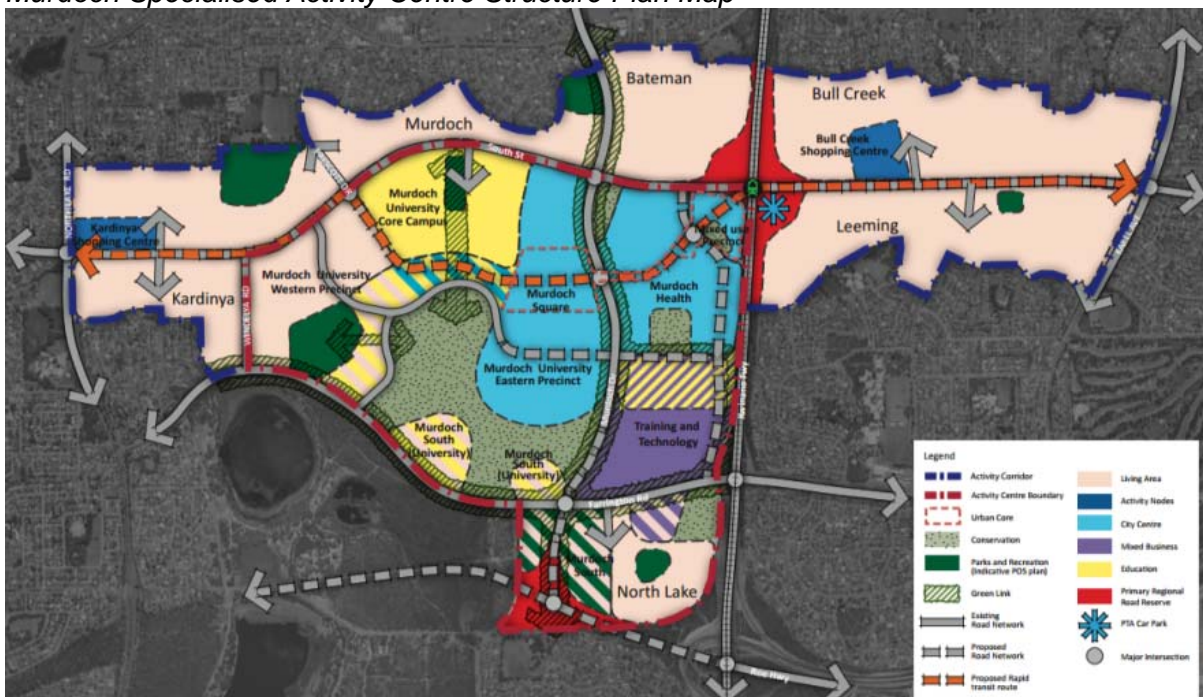
BACKGROUND

The Council at its meeting on 20 August 2013 resolved to advise the WAPC that it supported the Murdoch Specialised Activity Centre Structure Plan (MSACSP) subject to various requirements. These requirements centred on:

- The need for a strong governance model to facilitate the implementation of the structure plan content.
- The importance of the provision of supporting infrastructure in enabling Murdoch to develop to its optimal level, including a southern road connection to Murdoch via an extension of Roe Highway.
- Additional State government recognition of the strategic importance of Murdoch and the need for ongoing infrastructure investment, leadership and confidence to facilitate optimal development of the centre.

The MSACSP was subsequently approved by the WAPC in October 2013.

Murdoch Specialised Activity Centre Structure Plan Map



The Murdoch Mixed Use Precinct (MUP) is a precinct identified by the MSACSP. The site is immediately to the south west of the Murdoch Rail Station, is in government ownership and is identified under the structure plan to be developed for a mix of residential, office, commercial, retail and health related uses. A conservation area is located within the MUP. The land is part of environmental offsets associated with the Fiona Stanley Hospital. The land is owned by the Department of Health and is required to be maintained by the Department of Health in perpetuity.

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)**

Mixed Use Precinct - Activity Centre Structure Plan Area



Amendment 67 to Community Planning Scheme 5 (Report P13/3411) zoned the MUP for the purposes of “Development” and provided supporting text to facilitate the preparation of a structure plan to guide future development and land use over the site. An earlier concept plan for the MUP featured a circular road network around the Conservation Area. The plan involved relocation/rebuilding of the existing roads within the MUP. The costs associated with this concept plan resulted in a funding shortfall and the plan subsequently failed to receive government support.

Scheme Provisions

MRS Zoning : Urban
CPS 5 Zoning : Development

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)****DETAIL**

The City has received a revised Activity Centre Structure Plan for the MUP. The Murdoch Mixed Use Precinct Activity Centre Structure Plan (MMUPACSP) has been prepared to coordinate subdivision, land use and development within the MUP. The plan maintains the content and intensity of the earlier “circle” plan but proposes retention of the constructed roads within the precinct. Details of the MMUPACSP were presented to Elected Members at the EMIS’s held on 20 October 2015 and 23 February 2016. The Structure Plan is provided in Attachment 1 below:

[3691 Attach 1 Murdoch Activity Centre Structure Plan](#)

Appendices to the Structure Plan are available on the City’s web site via the following link:

<http://www.melvillecity.com.au/about-melville/future-vision/murdoch-specialised-activity-centre>

Activity Centre Plans received by the City are required to be advertised for public comment. The Council is then required to assess the plan, consider any submissions received and then provide a recommendation to the WAPC on whether the plan should be refused or approved (with or without modifications). The WAPC would then determine the application for the Activity Centre Plan.

The MMUPACSP was advertised from 17 November 2015 until 15 December 2015. The plan is now presented to the Council for assessment and review of submissions received.

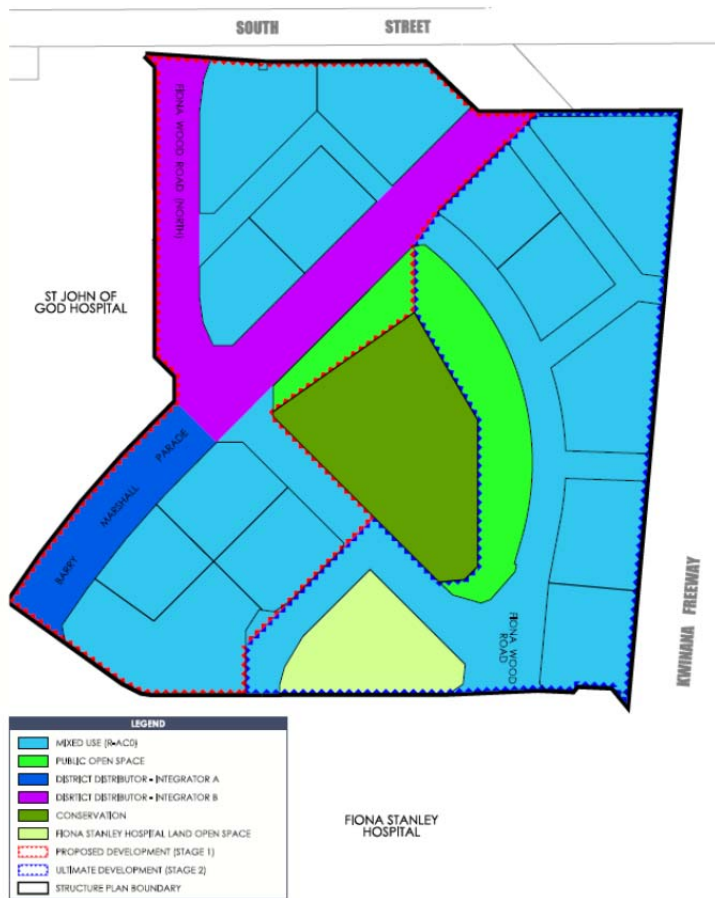
The MMUPACSP is proposed to guide the decision making with respect to subdivision, land use and development within the plan area. The Plan is divided into two parts:

- Part One, “Implementation” outlines the development and land use controls for the precinct; and
- Part Two, “Explanatory Information” provides background information relating to the precinct and an outline of the rationale for the content in Part One.

It is noted that Part One of the Plan would form the basis for decision making, with Part Two provided for information purposes.

The MMUPACSP provides a proposed lot layout for the precinct (see plan below), including identification of open space areas (light green) surrounding the central “conservation area” (dark green). Preferred land uses in the Mixed Use area (blue) comprise a mix of residential, commercial, office, health related uses and retail.

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)**



Content of the MMUPACSP is summarised below:

Item	Data
Total ACSP area	9.6ha
Estimated lot yield	14 development sites
Estimated dwelling yield	900-1,200 dwellings
Retail floorspace	5,271 sqm GFA
Commercial / office floorspace	33,120 sqm GFA
Commercial health floorspace	8,240 sqm GFA
Minimum building height	6 storeys
Conservation Area	0.9ha

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)***Mixed Use:*

The Mixed Use area is intended to provide a mix of varied, but compatible land uses including residential, offices, retail, commercial, civic uses and entertainment facilities. The Plan seeks high standards of design with a focus on creating diversity and activity at street level. A separate set of design guidelines is proposed to focus on building form, relationship between buildings and activation of public spaces. These design guidelines would be in the form of a Council Policy and the content is to be finalised prior to development in the MUP.

Residential:

An RAC0 classification is proposed for the Mixed Use area to allow development of residential apartments. A minimum density target of R80 is proposed to ensure an intensity in keeping with the strategic nature of the site.

Local Open Space:

These areas are proposed to be developed for open space purposes and would be vested in the City at the completion of the process. The land includes opportunities for pop-up facilities such as a café, which would assist in early activation of the precinct. Available open space would be supplemented by "North Park" (to the south of the Conservation Area) which is owned and maintained by the Department of Health.

Conservation Area:

The Conservation Area is identified for its significance under the *Commonwealth Environmental Protection and Biodiversity Act 1999*. The land forms part of offset arrangements for the Fiona Stanley Hospital and is subject to agreements between the Commonwealth Government and the Department of Health with respect to ongoing maintenance and protection.

Parking:

Parking in the Murdoch Activity Centre is subject to an Interim State Government Policy which applies parking "caps" to the area to regulate vehicle movements and promote public transport. Accordingly parking in the MMUPACSP is subject to maximum limits rather than minimum requirements. The MMUPACSP also identifies that parking for commercial uses such as retail, if provided is to be in the form of public parking. Residential development is not subject to the parking caps. In view of the transit orientated theme of the precinct, however, the plan proposes maximum bay numbers for residential development. An average of 1.1 bays (maximum) for one and two bedroom apartments and two bays for larger apartments is proposed, with an additional 5% of parking bays for visitors.

Building Height:

In keeping with the desire for intensive development of the MUP, the Plan identifies a minimum building height of six storeys (eight storeys for landmark sites). Maximum heights are not proposed however limitations resulting from proximity to Jandakot Airport restrict development to approximately seventeen storeys. The proposed design guidelines will provide further detail on preferred heights/building envelopes.

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)**

Public Art:

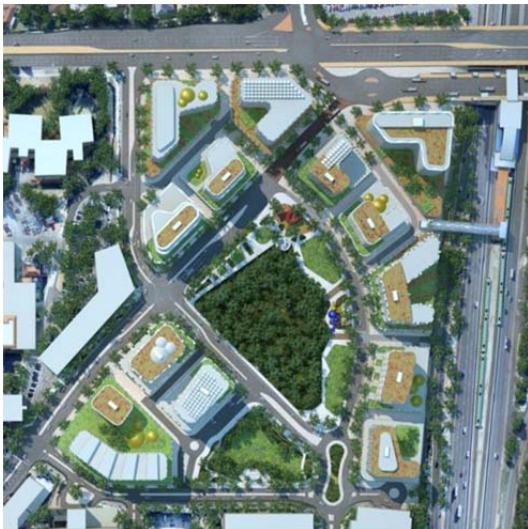
Development within the MUP would be subject to the City's Policy CP-085 Provision of Public Art in Development Proposals (1% contribution to art for developments over \$1 million). Part two of the MMUPACSP, the explanatory component, suggests an approach whereby the 1% contribution may be split with half provided in art on the development site and half provided into a City fund to be used to provide artwork in public spaces within the MUP. A process is also proposed involving the formation of a group (including City of Melville representation) to approve, select and acquire artworks.

Staging, Implementation:

The development of the MUP is proposed to be coordinated and completed by Landcorp. Key milestones include:

- Approval of Activity Centre Structure Plan
- Subdivisional Approval
- Completion of Subdivision Works, roads, utility services, streetscapes, landscaping, public open spaces.
- Release of Stage 1 Lots
- Completion of Stage 1

A concept plan and 3D perspective of the MUP are shown below.



It is noted that the proposed project is intended to be staged to enable continued use of the existing Public Transport Authority (PTA) car park. PTA have a lease over this land until 2017, however this lease may be renewed. The preferred option is for the PTA car park to be relocated, possibly to the eastern side of the Freeway to enable complete development of the MUP. Prior to relocation of the car park, the MUP development would be restricted to stage 1 identified below.

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)**

MUP Stage 1



STAKEHOLDER ENGAGEMENT

The MMUPACSP was advertised for a period of 28 days in accordance with the Planning Regulations (17 November 2015 until 15 December 2015). Advertising included a series of notifications in the Melville Times, web page content and written invitation to the members of the City's Murdoch Precinct Strategic Group. A total of six submissions were received.

No.	From	Content	Officer Comment/Actions
1.	Taylor Burrell Barnett (on behalf of Landcorp)	<p>Applicant has proposed to use the comment period and structure plan approval process to provide corrections/modifications to the submitted document relating to:</p> <ul style="list-style-type: none"> • Cycle network (removing proposed excess cycle lanes from service roads); and • Street interface plans (acknowledging commercial land use uptake may not allow non-residential active frontage to all street frontages). 	Suggested corrections/modifications supported.

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)**

2.	Stakeholder	<ul style="list-style-type: none"> Concerns regarding alignment of pedestrian link between Murdoch Eastern Precinct and rail station. Submission highlights the advantages of a direct link (to be proposed as part of the Murdoch University Master Plan) which would include a pedestrian bridge over Murdoch Drive, boardwalk through Quenda wetlands, pathway through St John of God Murdoch Hospital (SJOGMH) site then a direct route through MUP to align with proposed pedestrian bridge from train station. Query as to whether dwelling numbers at MUP will impede permitted dwelling numbers at Eastern Precinct. 	<p>The MUP development layout proposes a number of alternative pedestrian routes between the rail station and the wider precinct (including acknowledgement of a future pedestrian bridge to the rail platform). Design requirements aim at ensuring active edges to these routes and weather protection where possible. Barry Marshall Parade is likely to remain the most direct link to areas to the west. The proposed MUP road and footpath layout however provides opportunities to link into future routes such as through the St John of God site.</p> <p>Noted that dwelling numbers proposed at MUP will not impede allowable dwellings at Murdoch University Eastern Precinct</p>
3.	Leeming resident	Seeks requirements for rooftop gardens (accessible to residents, workers and visitors) to add to open space in precinct.	The notion of additional and accessible open spaces in private developments is supported. This level of detail is proposed to be included in the design guidelines which will be presented to the Council separately.
4.	Department of Water	No objection, no requirement for formal assessment of water management strategy	Noted

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)**

5.	Department of Planning (Traffic)	<ul style="list-style-type: none"> • Seeks minimum width for bike lanes of 1.5 metres. • Encourages way finding signage in precinct. • Suggests ability for any multi-storey car parks to be adaptable to residential use in long term 	<ul style="list-style-type: none"> • Noted. Existing and proposed bike lanes are 1.5m wide with the exception of the portion of Barry Marshall Parade north of Fiona Wood Road. This section of road is proposed to be modified as part of the stage 2 development of the precinct. Provision of wider cycle lanes as part of these works is recommended. • Included in part 2 of Plan. • Noted.
6.	Stakeholder	<ul style="list-style-type: none"> • Seeks further commitment to stage 2 (particularly as Stage 2 includes the bulk of residential opportunities) • Concerns regarding inconsistencies of parking allocation of 170 bay/hectare for non-hospital uses – notes also that this will still be insufficient and may impact on SJOGMH parking provision • Employment statistics for SJOG incorrect and understated. (SJOGMH has 1,000 FTE but also 1,000 further FTE at clinics and third party providers). • Transport Assessment (Appendix E) appears preliminary and incomplete. 	<ul style="list-style-type: none"> • Relocation of the PTA car park and prompt development of Stage 2 is supported. • The interim parking policy allocations are not the subject of the MMUPACSP. • Noted. • Transport Assessment is considered satisfactory. The assessment is informed by an overall transport model for the MAC precinct commissioned by Department of Transport. Assessment indicates that proposed MUP development and proposed initiatives to encourage

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)**

		<ul style="list-style-type: none"> Public art requirement is supported, but considered overly prescriptive/complicated (including proposal for 50% to be retained by CoM) 	<ul style="list-style-type: none"> Non-car travel is within expectations for MAC. <p>The City's standard approach to art contributions will apply to the Structure Plan area. Options provided in the explanatory section of the Plan will be the subject of further separate discussions between the City and Landcorp.</p>
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STATUTORY AND LEGAL IMPLICATIONS

Part 1 of the MMUPACSP if adopted would become the primary planning instrument guiding applications for subdivision, land use and development within the MUP. Should the MMUPACSP be adopted it would necessitate an administrative amendment to Community Planning Scheme No 5 or Local Planning Scheme 6 (whichever is operational) to provide additional recognition to the plan.

The procedure for dealing with applications for Activity Centre Structure Plan's (ACSP) is outlined in the "Deemed Provisions for Local Planning Schemes". The ACSP is to be advertised for 28 days. The City is then required to report on the ACSP, including consideration of submissions received. The report is to include a recommendation to the Western Australian Planning Commission (WAPC) on whether the local government considers that the ACSP should be approved by the WAPC including a recommendation on any proposed modifications.

The WAPC would then consider the local government's report and decide whether or not to approve the ACSP (with or without modifications). The applicant preparing the ACSP would have a right of review (appeal) against a decision by the Commission to not approve or modify the ACSP.

FINANCIAL IMPLICATIONS

There are no financial implications at this stage of the project.

Implementation of the MMUPACSP will result in the construction of additional roads, open space and public spaces which will ultimately become the maintenance responsibility of the City (maintenance of the Conservation Area is the responsibility of the Department of Health). Creation of new lots and associated development will provide future revenue in terms of rates and on-street parking. Negotiations with respect to timing of handover of maintenance responsibilities will aim to ensure that costs are offset by revenue. It is estimated that Stage 1 development sites would be released to the market in mid/late 2017 with completion of build-out of stage 1 by 2021.

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)**

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

Risk Statement	Level of Risk*	Risk Mitigation Strategy
Development is limited to Stage 1 due to retention of existing Public Transport Authority (PTA) car park resulting in suboptimal outcome.	Major consequences which are possible, resulting in a High level of risk	City to continue to advocate the benefits of optimal development of MUP and the strategic importance of relocation of PTA car park to alternate locations such as east of Freeway.
Delays in sale of proposed lots and subsequent development may result in costs being incurred by the City in terms of maintenance of roads and public spaces prior to generation of rates income.	Major consequences which are possible, resulting in a High level of risk	City intends to ensure that handover of roads and public spaces does not occur until revenue streams are suitably offsetting maintenance costs.

* As derived from using the Risk Assessment Matrix

POLICY IMPLICATIONS

There are no policy implications at this stage of the project.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council's role in considering the MMUPACP is to provide a recommendation to the WAPC as to whether the plan should be approved, refused or approved with modifications.

The assessment of the MMUPACP is that it is in keeping with the intent of the overarching Murdoch Specialised Activity Centre Structure Plan and provides suitable development and land use controls to facilitate the intended intensity and quality of development in the MUP.

A series of minor modifications are recommended to the MMUPACP in response to submissions received and as a result of the internal cross functional evaluation of the plan. The Council may choose to recommend to the WAPC that the plan not be supported, not require the identified modifications to the plan or seek to modify further aspects of the plan.

As noted the final decision on the Activity Centre Structure Plan would be made by the WAPC. The applicant would also have appeal rights in relation to the WAPC decision.

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)****CONCLUSION**

Preparation and adoption of the MMUPACSP is a significant step in the development of the MUP. The proposed plan provides for an intensity, design and quality in keeping with the wider vision for the MAC to develop into a major metropolitan centre.

The following actions/modifications are recommended to enhance the operation of the Activity Centre Structure Plan. The actions identified in response to the submissions received are also recommended to be included as required modifications.

Staging:

Retention of the PTA car park beyond 2017 is a major impediment to the optimal development of the MUP. Certainty is required that the PTA car park will be removed in a timely manner to enable uptake of stage 2 of the MUP development. A commuter car park in this location is not in keeping with the vision for the MAC and will detract from the function, vibrancy and attractiveness of the MUP. It is recommended that the Council continue to advocate for the prompt relocation/removal of the PTA car park to enable unconstrained development of the MUP. It should also be recognised that options for relocation/removal of the car park extend beyond the replacement of the bays in a multi storey structure east of the Freeway. For example relocation of these bays to a rail station more suited to a 'park and ride' role (as opposed to one designated for development of a major metropolitan centre) is likely to prove more cost effective and have wider benefits for the transport network. It is recommended that these messages be forwarded to relevant Ministers and local Members of Parliament.

Land Use Permissibility:

Local Planning Scheme 6 (LPS6) adopts an approach in Structure Plan areas whereby the Scheme allows the Structure Plan to identify preferred land uses (as opposed to specifying land use permissibility in the Scheme). It is recommended that the MMUPACSP (parts 4 and 6.1) be modified to reflect this approach.

Car Parking:

The identification of maximum parking requirements for land uses in the MUP is in accordance with the State Government Policy for the MAC and efforts to minimise car travel. It is recommended that the MMUPACSP (parts 4 and 6.2) be modified to provide additional clarity that parking requirements are maximums.

Building Height:

Introduction of a minimum building height of six storeys (eight storeys on landmark sites) is supported to ensure appropriate levels of intensity in the MUP. It is noted that these minimums are currently referenced in Part 2 (explanatory section) of the Plan as opposed to Part 1 (implementation). To reflect the importance of these minimum standards it is recommended that the preferred building heights be documented in Part 1.

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)***Community Planning Scheme 5/Local Planning Scheme 6:*

Gazettal of LPS6 is anticipated in February/March 2016. In these circumstances it is recommended that references to CPS5 in Part 2 of the plan be modified to refer to LPS6 or acknowledge expectation of Gazettal as applicable.

Public Art:

Part 2 (explanatory section) of the Plan provides an outline of the public art objectives for the MUP. The Plan acknowledges the importance of public art in contributing to the vibrancy and interest in what is intended to become an intensively developed urban area. The potential for significant art work within public spaces (POS and pedestrian areas) is also recognised. The MMUPACSP adopts the City's standard approach to require a 1% artworks contribution for developments with a value over \$1 million.

The explanatory sections of the Plan and associated Appendix G propose further detail with respect to how art is selected, commissioned/acquired and located. Proposals include an arrangement whereby the 1% art contribution is divided 50/50 with half being used for artworks on the development site and half being collected by the City and used to fund artwork in public spaces at the MUP.

Processes are proposed to guide the selection of artworks, including establishment of panels/committees (with membership from the City, Landcorp, community, stakeholders and developers as applicable). A more rigorous approach to provision of public art, such as that proposed has merit given the high urban design expectations for the MUP. A system which puts aside funding for the City to provide and control artworks in public spaces, also appears to be beneficial. These details however require further consideration by the City and are matters which can be addressed separately from the Structure Plan and considered as part of a current wider review of art contributions.

The Structure Plan area will be required to meet the standard 1% contribution requirement as per Council Policy CP-085 'Provision of Public Art in Development Proposals'. Policy CP-085 and also provides the Council with the scope to seek cash in lieu of artworks and flexibility to modify the art selection/assessment process along the lines proposed in the Structure Plan. Accordingly it is recommended that the MMUPACSP's references and proposals with respect to the processes for securing public art in the MUP be noted, but that these matters will be subject to separate discussion and agreement with the City prior to commencement of development

The complete list of modification and actions are detailed in the attached schedule.

[3691 Attach 2 Schedule of-Proposed Modifications and Advice MMUPACSP](#)

The MMUPACSP provides for progression of the development of the MUP at a scale, intensity and quality in keeping with the wider planning objectives for the MAC. It is recommended that the Plan be forwarded to the Western Australian Planning Commission with a recommendation that it be approved subject to the modifications identified in this report. Continued liaison with State Government is further recommended to secure the prompt implementation of stage 1 and stage 2 of the project and to explore opportunities for the City to provide civic/community services within the MAC.

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)****OFFICER RECOMMENDATION (3691)****APPROVAL**

At 8:06pm Cr Foxtan moved, seconded Cr Barling –

That the Council:

1. Notes the submissions received during the advertising of the Murdoch Mixed Use Precinct Activity Centre Structure Plan and advises all submitters in writing of the Council's resolution.
2. Resolves, pursuant to Part 5 of the deemed provisions for local planning schemes to recommend to the Western Australian Planning Commission that the proposed Murdoch Mixed Use Precinct Activity Centre Structure Plan be approved by the Commission subject to the modifications and advice outlined in report P16/3691.
3. Resolves to request the Chief Executive Officer to write to the Public Transport Authority, Minister for Planning, Minister for Transport, Minister for Lands and local Members of Parliament with regard to the benefits of the prompt relocation of the Public Transport Authority car park within the Mixed Use Precinct to enable implementation of proposed stage 2 of the Activity Centre Structure Plan.

Amendment

At 8:06pm Cr Schuster moved, seconded Cr Robartson –

That the Council amends the Officer's Recommendation by adding a Recommendation 4 as follows:

"4. Requests the Chief Executive Officer to write separately to the Public Transport Authority (copied to the Members for Bateman, Willagee and Alfred Cove) highlighting the need for the removal of the Public Transport Authority carpark to facilitate the Murdoch Mixed Use Precinct, and seeking its views on how commuter parking and transit to and from the Murdoch railway and bus station will be managed following this progressive removal of the western commuter carpark as a result of the implementation of the Murdoch Mixed Use Precinct Activity Centre Structure Plan."

At 8.08pm the Mayor submitted the amendment, which was declared

CARRIED UNANIMOUSLY (11/0)

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)****COUNCIL RESOLUTION (3691)****APPROVAL****That the Council:**

- 1. Notes the submissions received during the advertising of the Murdoch Mixed Use Precinct Activity Centre Structure Plan and advises all submitters in writing of the Council's resolution.**
- 2. Resolves, pursuant to Part 5 of the deemed provisions for local planning schemes to recommend to the Western Australian Planning Commission that the proposed Murdoch Mixed Use Precinct Activity Centre Structure Plan be approved by the Commission subject to the modifications and advice outlined in report P16/3691.**
- 3. Resolves to request the Chief Executive Officer to write to the Public Transport Authority, Minister for Planning, Minister for Transport, Minister for Lands and local Members of Parliament with regard to the benefits of the prompt relocation of the Public Transport Authority car park within the Mixed Use Precinct to enable implementation of proposed stage 2 of the Activity Centre Structure Plan.**
- 4. Requests the Chief Executive Officer to write separately to the Public Transport Authority (copied to the Members for Bateman, Willagee and Alfred Cove) highlighting the need for the removal of the Public Transport Authority carpark to facilitate the Murdoch Mixed Use Precinct, and seeking its views on how commuter parking and transit to and from the Murdoch railway and bus station will be managed following this progressive removal of the western commuter carpark as a result of the implementation of the Murdoch Mixed Use Precinct Activity Centre Structure Plan."**

At 8:09pm the Mayor submitted the motion, as amended, which was declared

CARRIED UNANIMOUSLY (11/0)Reasons for Amendment

1. The Mixed Use Precinct Activity Centre will be an asset to the City and its residents existing and new, therefore, it needs to be supported, however the progressive withdrawal of the car park west of the freeway is sure to have negative consequences for users and the community;
2. In the past few years the Public Transport Authority response to parking at train stations has been to expand at grade parking (Murdoch and Cockburn Central being cases in point), or in other cases on the northern suburbs rail line build multi story car parks. It is not clear to me how removing this western car park in a relatively short time frame will enable the State and the City to deal with the commuter pressures that until recently led to car park expansion;

**P16/3691 - MURDOCH MIXED USE PRECINCT ACTIVITY CENTRE STRUCTURE PLAN
(REC) (ATTACHMENT)**

3. Governments in this State generally lag the community in transport infrastructure spending (e.g. two lane freeways becoming three lane after demand exceeds capacity; northern suburbs railway lines five years behind housing demand etc.) –that is not a criticism of Governments, just a reality of the task they face. In this case the State, through Landcorp, will have access to a stream of revenue from land sales and perhaps the revenue from the sale of the western car park should be directed to assisting with the commuting solution? Perhaps even the first building should be on the car park land and incorporate a commuter car park on its lower levels, while land still exists for a temporary carpark to be established during construction; and,
4. The concern is that the car park will be removed quickly to facilitate land sales, but the solution to commuter access to the station will lag by several years until political pressure creates an expensive solution, while in the mean time Melville communities around the station endure the parking and commuting behaviours currently provided for at the station.

At 8.10pm Mr Ponton left the meeting.

P16/3692 – REVIEW OF COUNCIL POLICY 093: OUTDOOR ADVERTISEMENTS AND SIGNAGE (REC) (ATTACHMENT)

Ward : All
 Category : Policy
 Application Number : Not applicable
 Property : Not applicable
 Proposal : Review of Council Policy 090: Outdoor Advertisements and Signage
 Applicant : Not applicable
 Owner : Not applicable
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : P11/3210 – Stage Four Review of Urban Planning Policies - Ordinary Meeting of Council 17 May 2011
 P13/3371 - Adoption of Outdoor Advertisements and Signage Policy For Public Consultation - Ordinary Meeting of Council 19 February 2013
 P15/3617 – Adoption of Outdoor Advertisements and Signage Policy for Public Consultation - Ordinary Meeting of Council 17 March 2015
 P15/3651 - Review of CP-093 Outdoor Advertisements and Signage – Ordinary Meeting of Council on 18 August 2015
 Responsible Officer : Peter Prendergast
 Manager Statutory Planning

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input checked="" type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

P16/3692 - REVIEW OF COUNCIL POLICY 093: OUTDOOR ADVERTISEMENTS AND SIGNAGE (REC) (ATTACHMENT)**KEY ISSUES / SUMMARY**

- The *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) came into effect on 19 October 2015.
- The Deemed Provisions outlined under Schedule 2 of the Regulations override relevant provisions contained under Community Planning Scheme No. 5 (CPS5) and supplementary Council Policies.
- The Regulations contain provisions to enable the Council to prepare, adopt and amend local planning policies.
- Council Policy CP-093 was last reviewed by the Council at its Ordinary Meeting held on 18 August 2015. At this meeting, the Council resolved to adopt amendments to the policy for the purposes of public consultation. In addition, the Council also resolved that where no submissions were received during the public consultation period that the Chief Executive Officer (CEO) be permitted to finally adopt the policy.
- The amendments to the policy adopted by the Council in August last year were not advertised in accordance with the Council resolution, as shortly after the Council meeting it became apparent that additional changes were required to take account of the Regulations. In addition, the changes that will result from the gazettal of the City of Melville Local Planning Scheme No 6 (LPS6) need to be taken into account.
- It should be noted that the original amendments to the policy that were adopted for public consultation by the Council at its Ordinary Meeting on 18 August 2015 are to remain (subject to administrative changes required by the gazettal of LPS6).
- It is recommended that the Council adopt the revised 'Outdoor Advertisements and Signage' policy for public consultation in accordance with Clause 9.6(b) of CPS5 for a period of 21 days.

BACKGROUND

The Council at its Ordinary Meeting on 18 August 2015 resolved to amend *Council Policy 093: Outdoor Advertisements and Signage* as follows:

1. Pursuant to Clause 9.6(b) of Community Planning Scheme No. 5 resolves to adopt the revised Council Policy 093: Outdoor Advertisements and Signage as attached *3651_CP_093_Outdoor_Advertising_and_Signage_Policy* and for the purposes of public consultation advertise the revised Policy for a period of no less than 21 calendar days subject to the following amendments –
 1. Within "Policy Scope" reword the fourth dot point from "traffic signs" to "traffic and safety signs";
 2. In Clause 2.2 remove the words "must be maintained" at the end of the Clause;
 3. Amend Clause 2.4 by including the words "except safety signs" in brackets after the words "Illuminated signage";
 4. In Clause 4.3 (Pylon Signage) add the following zones as Permitted Precincts – City Centre, District Centre, Mixed Business Frame and Commercial Centre Frame;
 5. In Clause 4.4 (Monolith Signage) add the following zone as a Permitted Precinct – City Centre;

P16/3692 - REVIEW OF COUNCIL POLICY 093: OUTDOOR ADVERTISEMENTS AND SIGNAGE (REC) (ATTACHMENT)

6. *In Clause 5 (Temporary Signage) add the words “ controlled by the City” in brackets after the word “thoroughfare” in the first line of the Note to the Clause; and,*
 7. *In Clause 5.4 (Election Signage) add the phrase “, in the front garden or courtyard where one exists,” after the words “dwelling/building” in Clause 5.4. (c).*
 8. *In the section “Policy Scope” in the 7th dot point after “ –not exceeding 1.8m2 in area” add the words “except as allowed under Clause 5.3”;*
 9. *In Clause 5.3 (Real Estate Signage) within the sub Clause “Standards” in the first sentence , after the words “—in area” delete the “full stop”, add a comma, and the words “or 3m2 in the City Centre, District Centre, Industrial, Community Centres, Commercial Centre Frames, Mixed Business and Mixed Business Frame zones.” Also delete reference to “1.8m² in area” and substitute with the words “these dimensions”.*
2. *Where no submissions in objection are received in response to the consultation undertaken, the final adoption of Council Policy 093: Outdoor Advertisements and Signage be approved by the Chief Executive Officer.*

The Regulations were gazetted in August 2015 and came into effect on 19 October 2015. Schedule 2 of the Regulations contains provisions relating to development that is exempt from the need for planning approval. Clause 61(1) (h) indicates that signs which comply with a local planning policy do not require planning approval unless the property in question is affected by specific heritage considerations.

LPS6 is expected to be approved by the Minister for Planning in early 2016 and will replace CPS5. LPS6 contains a number of zones and development provisions which are not contained in CPS5 and therefore administrative changes to the policy are required.

DETAIL

Council Policy 093: Outdoor Advertisements and Signage provides criteria against which all applications for the display of signage are assessed.

The *Regulations* came into effect on 19 October 2015. Schedule 2 of the Regulations contains Deemed Provisions for Local Planning Schemes which override provisions contained under the current CPS5 and any relevant Council Policies.

Draft LPS6 expected to be approved by the Minister for Planning in early 2016 Amendments to the policy are required to reflect the terms used under LPS6.

[3692 CP 093 Outdoor Advertising and Signage Policy](#)**STAKEHOLDER ENGAGEMENT****I. COMMUNITY**

The *Regulations* came into effect on 19 October 2015. Clause 5 of Schedule 2 of the Regulations contains requirements for amending a local planning policy. In accordance with Sub-Clause 5(1) the local government should advertise the changes to the local planning policy in the same manner as it would for a new policy, described in Clause 4, unless the

P16/3692 - REVIEW OF COUNCIL POLICY 093: OUTDOOR ADVERTISEMENTS AND SIGNAGE (REC) (ATTACHMENT)

modifications are considered minor. In this instance the City considers the modifications require public consultation and the modified policy will, subject to Council resolution, be advertised pursuant to Clause 4 of the Regulations via a notice in a local newspaper and on the City's website.

II. OTHER AGENCIES / CONSULTANTS

Clause 4(4) of Schedule 2 of the Regulations requires that the Council advise the Western Australian Planning Commission (WAPC) if it is of the opinion that it is inconsistent with any State Planning Policy. The City does not consider that the WAPC needs to be informed in this instance as there are no State Planning Policies relating to signage.

STATUTORY AND LEGAL IMPLICATIONS

The application of planning policies provides a sound basis for planning decisions and improves the validity of decisions when used in determining applications. Provided a policy is soundly based, it has similar status to scheme provisions when a decision made by a decision maker on a development application is under review in the State Administrative Tribunal.

The amendments to the policy that are the subject of this report, reflect the Deemed Provisions contained under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the changes that will be brought about once LPS6 is gazetted.

FINANCIAL IMPLICATIONS

There are no financial implications which result from this report other than advertising costs for consultation and adoption purposes. The changes proposed to the Council Policy will ensure that the City is in the best possible position when dealing with applications for advertisements and signage, and when dealing with related compliance activity. The existence of a robust and up to date policy will ensure that costs associated with the management of signage throughout the City are managed effectively.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

The amendment to the existing policy does not provide risks associated with the subject matter of this report.

POLICY IMPLICATIONS

Given the changes brought about by the Regulations, planning approval is not required for signage that is consistent with the signage parameters outlined by the Policy. Where a proposed signage development does not meet the minimum standards outlined by the Policy, planning approval is required. Such planning applications will be assessed against the criteria outlined by Part 8 of the Policy.

P16/3692 - REVIEW OF COUNCIL POLICY 093: OUTDOOR ADVERTISEMENTS AND SIGNAGE (REC) (ATTACHMENT)**ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

There are no alternate options for this report.

COMMENT

Clause 61 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* prescribes types of development which do not require planning approval.

Under sub clauses (g) and (h) of Clause 61, temporary election signage and signage which complies with the provisions of a local planning policy do not require planning approval. The proposed amendments to the Policy reflect the requirements outlined under Schedule 2 of the Regulations.

The impending gazettal of LPS6 will result in the introduction of new terminology, the details of which must be incorporated into the body of the proposed Council Policy. The policy also deals with the change in reference to 'precincts' in accordance with CPS5 where precincts are to be referred to as 'zones' in LPS6. In addition, there has been a rationalisation of zones in response to the Regulations, and this is also reflected in the revised Policy.

CONCLUSION

The proposed modifications are consistent with the Deemed Provisions of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and accurately reflect the provisions of LPS6.

It is recommended that the Council resolve to adopt the revised policy for the purposes of public consultation in accordance with Clause 4 of the Regulations.

The amendments the Council resolved to adopt at its Ordinary Meeting on 18 August 2015 are to remain and will be included in the public consultation process.

P16/3692 - REVIEW OF COUNCIL POLICY 093: OUTDOOR ADVERTISEMENTS AND SIGNAGE (REC) (ATTACHMENT)**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (3692) ADOPTION****That the Council:**

- 1 Pursuant to Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* adopts the revised Council Policy 093: Outdoor Advertisements and Signage for the purposes of public consultation for a period of not less than 21 calendar days.**
- 2 Directs, that where no submissions in objection are received in response to the consultation undertaken, the final adoption of Council Policy 093: Outdoor Advertisements and Signage shall be authorized by the Chief Executive Officer.**

At 8.36pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (11/0)

P16/3693 – REVIEW OF COUNCIL POLICY 056: PLANNING PROCESS AND DECISION MAKING (REC) (ATTACHMENT)

Ward : All
 Category : Policy
 Application Number : Not applicable
 Property : Not applicable
 Proposal : Review of Council Policy CP56 – Planning Process and Decision Making
 Applicant : Not applicable
 Owner : Not applicable
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : P15/3658 - Review of CP-056 Planning Process and Decision Making – Ordinary Meeting of Council on 15 September 2015
 Responsible Officer : Peter Prendergast
 Manager Statutory Planning

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input checked="" type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

P16/3693 – REVIEW OF COUNCIL POLICY 056: PLANNING PROCESS AND DECISION MAKING (REC) (ATTACHMENT)**KEY ISSUES / SUMMARY**

- The *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) came into effect on 19 October 2015.
- The Deemed Provisions outlined under Schedule 2 of the Regulations override relevant provisions contained under Community Planning Scheme No. 5 (CPS5) and supplementary Council Policies.
- The Regulations contain provisions to enable the Council to prepare, adopt and amend local planning policies.
- Council Policy CP-056 was last reviewed by the Council at its Ordinary Meeting held on 19 September 2015. At this meeting, the Council resolved to adopt amendments to CP - 056 for the purposes of public consultation. In addition, the Council also resolved that where no submissions were received during the public consultation period that the Chief Executive Officer (CEO) be permitted to finally adopt the policy.
- The amendments to the policy adopted by the Council in September last year were advertised and no submissions were received. Final adoption of the policy has not occurred however as further modifications are required to capture the changes to the planning process created by the gazettal of the Regulations.
- LPS6 is expected to be approved by the Minister for Planning in early 2016. The new Scheme will supersede CPS5. Additional administrative amendments to CP - 056 are required to reflect the provisions contained under the LPS6.
- Additional clarification is also provided with regard to the process for dealing with applications which are being reconsidered under Section 31 of the *State Administrative Tribunal Act 2004*.
- The modifications to CP-056 are of a minor administrative nature to reflect the recent changes to the planning framework, it is therefore recommended that the Council adopts the revised 'Planning Process and Decision Making' under Clause 5 of the Regulations.

BACKGROUND

The Council at its Ordinary Meeting on 19 September 2015 resolved to amend *Council Policy 056: Planning Process and Decision Making* as follows:

1. *That the Council approve of the following additions to the policy attachment:*

A. *In respect of the DAU call up provisions:*

“3.5.4 ‘Call Up’ of DAU applications for consideration by Council

(a) Where any of the following apply, the DAU application is to be referred to Council for determination:

P16/3693 – REVIEW OF COUNCIL POLICY 056: PLANNING PROCESS AND DECISION MAKING (REC) (ATTACHMENT)

- (ii) *An Elected Member requests that the CEO refer the application to Council for determination. Such requests may be made at the discretion of Elected Members or in response to a request being received by the Elected Members on behalf of an applicant or submitter requesting that a decision be made by the Council. An Elected Member call up request shall only be initiated where, in the opinion of the Elected Member, a ‘relevant planning matter(s)’ has not been adequately addressed by the DAU Report, and only after due consideration and review of the DAU report including consultation with the Director Urban Planning and/or the Manager Statutory Planning. The planning reasons forwarded by the Elected Members in the completed call up request form will be included within the report to the Council. In addition, the Elected Member is to provide a copy of the completed DAU Call Up Request Form to the CEO’s Executive Assistant and have the support of:*
- Two Councillors; or*
 - The Mayor (or Deputy Mayor in their absence) and one Councillor.”*

B. In respect of the DAP call up provisions:

- 3.7.6 To facilitate Council involvement in the DAP process, Elected Members can request that the CEO refer an RAR to the Council for information and consideration, where:*
- (a) The DAP application has been the subject of public consultation and submissions in opposition have been received; and/or*
 - (b) The DAP application relates to a site within the Canning Bridge or Melville City Centre Structure Plan areas, and requires consideration of proposed community benefits in lieu of proposed building height.*
- 3.7.7 Elected Members will be made aware of such applications via the weekly Elected Members Bulletin (EMB).*
- 3.7.8 Following publication of the EMB, Elected Members have until midday the Wednesday following the publication of the Bulletin to request that the RAR be referred to a meeting of Council.*
- 3.7.9 An Elected Member call up request is to be provided to the CEOs Executive Assistant, using the appropriate DAP Call Up Request Form and have the support of:*
- Two Councillors; or*
 - The Mayor (or Deputy Mayor in their absence) and one Councillor.*

- 2. Pursuant to Clause 9.6(b) of Community Planning Scheme No. 5 resolves to adopt the revised Council Policy 056: Planning Process and Decision Making 3658_CP_056_Planning_Process_and_Decision_Making for the purposes of public consultation for a period of not less than 21 calendar days.*

P16/3693 – REVIEW OF COUNCIL POLICY 056: PLANNING PROCESS AND DECISION MAKING (REC) (ATTACHMENT)

3. *Where no submissions in objection are received in response to the consultation undertaken, the final adoption of Council Policy 056: Planning Process and Decision Making can be approved by the Chief Executive Officer.*

At 9.43pm the Mayor declared the motion CARRIED UNANIMOUSLY (10/0)

Also delete reference to “1.8m² in area” and substitute with the words “these dimensions”.

The amendments to the Policy adopted by the Council in September last year were advertised and no submissions were received. Final adoption of the Policy has not occurred however as further modifications are required to capture the changes to the planning process created by the gazettal of the Regulations.

The Regulations were gazetted in August 2015 and came into effect on 19 October 2015. Part 5 of the Regulations contains detailed provisions in relation to the processing of scheme amendments. Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* contains provisions relating to the processing of applications for development approval. Each of these sections has implications for CP-056.

LPS6 is expected to be approved by the Minister for Planning in early 2016 and will replace CPS5. Further administrative changes to the policy are required to reflect this change.

The Policy has also been amended to account for the process that will be adopted by the Council in terms of consultation on matters that are the subject of appeal/review to the State Administrative Tribunal (SAT), and which result in the reconsideration of the original decision under Section 31 of the *State Administrative Tribunal Act 2004*.

In such circumstances, the City (or the JDAP) is directed by the SAT, who do not require, nor do they encourage, consultation with owners of adjoining properties when dealing with appeal matters. This position is therefore reflected in the revised Policy provisions.

In addition, the reviewed Policy includes reference to the City's preference of inviting those who made submissions on planning applications that are now the subject of appeal/review at the SAT, to advise them of relevant Council and/or JDAP meetings. Submitters are advised of the date and time of such meetings, and are offered the opportunity to make a deputation to them.

DETAIL

Council Policy 056 Planning Process and Decision Making enables a consistent approach by the City in relation to assessment and public advertising of development applications and other planning processes.

Since the most recent review of this Policy, the planning framework has changed specifically due to the recent gazettal of the Regulations and the imminent gazettal of LPS6. Amendments to this Policy are required to reflect these legislative changes. The proposed modifications are minor in nature and are therefore not required to be advertised for public comment.

P16/3693 – REVIEW OF COUNCIL POLICY 056: PLANNING PROCESS AND DECISION MAKING (REC) (ATTACHMENT)

The most significant change to the City's process caused by the gazettal of the Regulations, relates to scheme amendments. The Regulations divide scheme amendments into three streams, basic, standard and complex. Advertising requirements are based on the level of complexity and the anticipated level of community interest. These requirements are set out in the Regulations.

[3693 CP 056 Planning Process and Decision Making \(with changes\)](#)**STAKEHOLDER ENGAGEMENT****I. COMMUNITY**

The *Regulations* came into effect on 19 October 2015. Clause 5 of Schedule 2 of the Regulations contains requirements for amending a local planning policy. In accordance with Sub-Clause 5(1) the local government should advertise the changes to the local planning policy in the same manner as it would for a new policy, described in Clause 4, unless the modifications are considered minor. In this instance the City considers the modifications are minor and do not require advertising.

II. OTHER AGENCIES / CONSULTANTS

Clause 4(4) of Schedule 2 of the Regulations requires that the Council advises the Western Australian Planning Commission (WAPC) if it is of the opinion that the policy is inconsistent with any State Planning Policy. The City does not consider that the WAPC needs to be informed in this instance.

STATUTORY AND LEGAL IMPLICATIONS

The application of planning policies provides a sound basis for planning decisions and improves the validity of decisions when they are used in determining applications. Provided a policy is soundly based, it has similar status to scheme provisions when a decision made by a decision maker on a development application is under review in the State Administrative Tribunal.

The amendments to the Policy that are the subject of this report are to reflect the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Local Planning Scheme No.6.

FINANCIAL IMPLICATIONS

There are not considered to be any financial implications associated with this item other than advertising costs for consultation and adoption purposes

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

The amendment to the existing policy does not provide risks associated with the subject matter of this report.

P16/3693 – REVIEW OF COUNCIL POLICY 056: PLANNING PROCESS AND DECISION MAKING (REC) (ATTACHMENT)**POLICY IMPLICATIONS**

Council Policy 056 Planning Process and Decision Making enables a consistent approach by the City in relation to assessment and public advertising of development applications and other planning processes.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council has the ability to undertake modifications to the existing policy. Any modifications may require public consultation to be undertaken pursuant to Clause 4 of the Regulations.

COMMENT

Council Policy 056 Planning Process and Decision Making ensures that a consistent approach is taken in the assessment and advertising of various types of planning applications, including applications for review under consideration by the SAT. The recent changes to the statutory planning framework, specifically the gazettal of the Regulations and the imminent gazettal of LPS6, has resulted in a need to modify this Policy.

CONCLUSION

The proposed modifications are consistent with the *Planning and Development (Local Planning Schemes) Regulations 2015*. In addition the proposed modifications take into account the relevant provisions of LPS6 which is expected to be gazetted early 2016. The proposed modifications also provide further detail with regard to the process the City undertakes for applications for review under consideration by the SAT.

It is recommended that the Council resolve to adopt the revised Policy without consultation in accordance with Clause 5 of the Regulations.

OFFICER RECOMMENDATION (3693)**ADOPTION**

At 8:12pm Cr Robartson moved, seconded Cr Schuster–

That the Council:

Pursuant to Clause 4, Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, adopts the revised Council Policy CP-056 Planning Process and Decision Making.

P16/3693 – REVIEW OF COUNCIL POLICY 056: PLANNING PROCESS AND DECISION MAKING (REC) (ATTACHMENT)Amendment

At 8:14pm Cr Foxtan moved, seconded Cr Barling –

That the Council:

- 1. Amends Council Policy CP-056 Planning Process and Decision Making by inserting the following words in the Policy after the second paragraph of clause 1.8 Informal notification of Planning Applications:***

“1.8 Informal Notification of Planning Applications

1.8 (a) In dealing with Development Applications within the Canning Bridge and Melville City Centre Structure Plan areas for which additional height is sought in conjunction with the delivery of associated Community Benefits, informal notification may take place at the discretion of the City;

1.8 (b) Where an application for planning approval is to be determined by the JDAP and no consultation is required by other clauses of this policy, informal notification may take place at the discretion of the City.

1.8 (c) In order to facilitate this informal notification referred to in 1.8(a) and 1.8(b) above, details of the proposal will be made available on the City’s website and via a sign on site installed by the applicant. This informal notification process is designed to inform, as opposed to consult. Formal submissions are not sought.”

- 2. Inserts the words “as amended.” after the words “..Decision Making” in the original motion and the original motion be renumbered to 2.***

At 8:21pm the Mayor submitted the amendment, which was declared

CARRIED UNANIMOUSLY (11/0)

COUNCIL RESOLUTION (3693)**ADOPTION*****That the Council:***

- 1. Amends Council Policy CP-056 Planning Process and Decision Making by inserting the following words in the Policy after the second paragraph of clause 1.8 Informal notification of Planning Applications:***

“1.8 Informal Notification of Planning Applications

1.8 (a) In dealing with Development Applications within the Canning Bridge and Melville City Centre Structure Plan areas for which additional height is sought in conjunction with the delivery of associated Community Benefits, informal notification may take place at the discretion of the City;

P16/3693 – REVIEW OF COUNCIL POLICY 056: PLANNING PROCESS AND DECISION MAKING (REC) (ATTACHMENT)

- 1.8 (b)** *Where an application for planning approval is to be determined by the JDAP and no consultation is required by other clauses of this policy, informal notification may take place at the discretion of the City.*
- 1.8 (c)** *In order to facilitate this informal notification referred to in 1.8(a) and 1.8(b) above, details of the proposal will be made available on the City's website and via a sign on site installed by the applicant. This informal notification process is designed to inform, as opposed to consult. Formal submissions are not sought."*
- 2.** *Pursuant to Clause 4, Schedule 2 of the **Planning and Development (Local Planning Schemes) Regulations 2015**, adopts the revised Council Policy CP-056 **Planning Process and Decision Making as amended.***

At 8:22pm the Mayor submitted the motion, as amended, which was declared

CARRIED UNANIMOUSLY (11/0)

Reasons for Amendment

Concern has been expressed that a process for the informal notification of major development applications should be incorporated into the policy text. The changes to the policy text proposed by this amendment will ensure that the details of such major development proposals are brought to the attention of relevant and interested 3rd parties.

P16/3694 - REVIEW OF URBAN PLANNING POLICIES (ATTACHMENT) (REC)

Disclosure of Interest

Item No. P16/3694
 Member Cr C Robartson
 Type of Interest Interest under the Code of Conduct
 Nature of Interest Cr Robartson resides at the RAAFA Estate relating to this Master Plan.
 Decision of Council Not Required

Ward : All
 Category : Policy
 Application Number : Not applicable
 Property : Not applicable
 Proposal : Review of urban planning policies
 Applicant : Not applicable
 Owner : Not applicable
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : Not applicable
 Responsible Officer : Peter Prendergast
 Manager Statutory Planning

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input checked="" type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

P16/3694 - REVIEW OF URBAN PLANNING POLICIES (ATTACHMENT) (REC)**KEY ISSUES / SUMMARY**

- The City of Melville maintains a suite of planning policies. These policies augment the provisions of the Town Planning Scheme and assist in ensuring consistent decision making.
- The planning policies are reviewed every two years to ensure they remain relevant and reflect current best practice.
- It is recommended that the following policies are revoked upon gazettal of Local Planning Scheme No. 6, for the reasons set out in the body of the report and the notice of revocation be published in a local newspaper as required by the *Planning and Development (Local Planning Scheme) Regulations 2015* (the Regulations).
 - CP - 060 – Pulo Road Subdivision Development Standards
 - CP - 071 – Reynolds Road Local Area Policy
 - CP - 072 – Mixed Business Frame Additional Development Requirements
 - CP - 073 – Mixed Business Precinct Additional Development Requirements
 - CP - 076 – Community Concept Plan
 - CP - 082 – Design Guidelines for Development of Lot 100 (109) North Lake Road and Lot 9 (241) Leach Highway, Willagee.
- It is recommended that minor modifications to the following policies are approved. The modifications are listed in the body of the report. The LPS Regulations state that minor amendments are not required to be advertised for comment.
 - CP - 65 Crime Prevention Through Environmental Design of Buildings
 - CP - 68 Street Renumbering
 - CP - 70 Heathcote Heritage Precinct Signage Strategy
 - CP - 81 RAFFA Masterplan

BACKGROUND

Draft Local Planning Scheme No. 6 (LPS6) was presented to the Statutory Planning Committee of the Western Australian Planning Commission (WAPC) in December 2015, and January 2016. Once endorsed by the WAPC, the Scheme will be referred to the Minister for Planning for his endorsement, ahead of final gazettal.

The planning policies which are proposed to be revoked have been in place for a number of years and have been applied consistently since becoming operational. The purpose of the policies has generally been to provide additional guidance to assist in consistent decision making by the City, particularly where the scheme provisions did not provide detailed guidance. As detailed below several of the existing policies will not be required once LPS6 is gazetted as new scheme provisions will provide adequate guidance. Other policies do not reflect current best practice and therefore should be removed from the planning framework. The *Planning and Development (Local Planning Scheme) Regulations 2015* (the Regulations) state that a notice of revocation should be published in the local newspaper to inform the public that planning policies have been revoked.

P16/3694 - REVIEW OF URBAN PLANNING POLICIES (ATTACHMENT) (REC)

The remaining planning policies have been reviewed by City officers taking into account any changes that may have been made to legislation, the impending approval of LPS6, the R-Codes and other Council policies since their last review. On this basis minor updates are proposed in order to ensure the policies refer to the relevant planning framework. These amendments are detailed below and are considered to be minor in nature. The modifications therefore are not required to be advertised to the public. This approach is endorsed by the Regulations.

DETAILPolicies to be revoked**CP - 060 – Pulo Road Subdivision Development Standards**

The lots which are covered by this policy are zoned 'Living Area' with a residential density code of R12.5. Under the provisions of CPS5, CP - 060 provides alternative development standards for these lots allowing them to be developed in accordance with the R20 provisions of the R-Codes. LPS6 proposes to change the zoning of these lots to R20, therefore removing the need for this policy.

CP - 071 – Reynolds Road Local Area Policy

The lots which are covered by this policy are zoned 'Community Centre' with a residential density code of R40 under the provisions of CPS5. LPS6 proposes to change the zoning to 'Centre Zone – C4' consistent with its designation as a Local Centre in the Local Planning Strategy. LPS6 contains detailed development requirements for the C4 zone in relation to setbacks, building height, building bulk, open space and landscaping. CP -087-Non-Residential Development also contains detailed guidance with regard to desirable built form outcomes within centres. The provisions of CP - 071 are inconsistent with LPS6 and CP - 87 in a number of areas.

It is considered appropriate that this policy is revoked and future development in this centre is assessed having regard to LPS6 and CP-087.

CP - 072 – Mixed Business Frame Additional Development Requirements and CP-073 – Mixed Business Precinct Additional Development Requirements

Under the provisions of CPS5 a large portion of lots in Myaree are zoned Mixed Business and Mixed Business Frame. LPS6 changes the zoning of these lots to the Service Commercial zone. LPS6 contains detailed development requirements for the Service Commercial zone in relation to setbacks, building height, building bulk, open space and landscaping. In addition, it restricts the permitted uses on the lots abutting Residential zones to minimise the impact of this zone on adjoining residents. The provisions of CP - 087 will also continue to apply to development within the Service Commercial zone

Given that the mixed business and mixed business frame zones will not exist under LPS6 and detailed development provisions for the Service Commercial zone are contained in the scheme provisions, it is considered appropriate that both CP - 072 and CP - 073 are revoked.

P16/3694 - REVIEW OF URBAN PLANNING POLICIES (ATTACHMENT) (REC)**CP - 076 – Community Concept Plan**

This policy relates to the Community Concept Plan which was the long term vision adopted prior to the gazettal of CPS5. The Community Concept Plan has been superseded by the Local Planning Strategy which was prepared in conjunction with LPS6 and adopted in 2014. Given that the Community Concept Plan is no longer the current long term planning document for the City it is appropriate this policy is revoked.

CP - 082 – Design Guidelines for Development of Lot 100 (109) North Lake Road and Lot 9 (241) Leach Highway, Willagee

Development approval was granted for an Aged Care Facility in a Four Storey Building on 5 August 2014. Construction of the approved building is currently underway. The Design Guidelines aimed to ensure a high quality of development was accommodated on site while ensuring vehicle and pedestrian safety and neighbourhood amenity is not compromised. The Design Guidelines are considered to have served their purpose and are no longer required therefore the policy can be revoked.

Proposed Minor Modifications to Policies

The following policies have been reviewed taking into account any relevant changes that may have been made to legislation, the impending approval of LPS6, the R-Codes and other Council policies since their last review. The minor amendments proposed to these policies are listed below for ease of reference.

CP - 065: Crime Prevention through Environmental Design of Buildings

Remove any references to CPS5 and substitute with LPS6.

CP -068: Street Renumbering

Update Clause 4.3 to remove reference to CP-044 Development Advisory Unit policy and replace with CP-056 Planning Process and Decision Making.
Remove any references to CPS5 and substitute with LPS6

CP - 070: Heathcote Heritage Precinct Signage Strategy

Remove any references to CPS5 and substitute with LPS6

CP -0 81: RAFFA Masterplan

Remove any references to CPS5 and substitute with LPS6

STAKEHOLDER ENGAGEMENT**I. COMMUNITY**

Public consultation is not required where it is proposed to revoke or make minor modifications to planning policies.

P16/3694 - REVIEW OF URBAN PLANNING POLICIES (ATTACHMENT) (REC)**II. OTHER AGENCIES / CONSULTANTS**

Consultation with other agencies or consultants is not required in this instance.

STATUTORY AND LEGAL IMPLICATIONS

The regular review of Council's policies improves their validity in review situations by the State Administrative Tribunal.

FINANCIAL IMPLICATIONS

There are no financial implications which result from this report.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

The proposed policy changes do not result in any strategic, risk or environmental management implications for the Council.

POLICY IMPLICATIONS

The subject policies provide a sound basis for the assessment and determination of planning applications.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council could recommend any of the policies remain in place or make changes to any of the policies. Where modifications to any of the policies are recommended, the Council will need to defer the consideration of the policy to allow the requested changes to be made prior to further consideration and potential public consultation of the matter.

CONCLUSION

It is recommended that Council approves this review of planning policies.

P16/3694 - REVIEW OF URBAN PLANNING POLICIES (ATTACHMENT) (REC)**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (3694)****APPROVAL****That the Council resolves:**

- 1. That the planning policies listed below be revoked and a notice of revocation is placed in the local newspaper as required by the *Planning and Development (Local Planning Scheme) Regulations 2015*;**
 - CP - 060: Pulo Road Subdivision Development Standards**
 - CP - 071: Reynolds Road Local Area Policy**
 - CP - 072: Mixed Business Frame Additional Development Requirements**
 - CP - 073: Mixed Business Precinct Additional Development Requirements**
 - CP - 076: Community Concept Plan**
 - CP - 082 – Design Guidelines for Development of Lot 100 (109) North Lake Road and Lot 9 (241) Leach Highway, Willagee.**

- 2. That minor modifications to the following policies be approved and the policies updated accordingly;**
 - CP - 065: Crime Prevention Through Environmental Design of Buildings**
 - CP - 068 : Street Renumbering**
 - CP - 070: Heathcote Heritage Precinct Signage Strategy**
 - CP - 081: RAFFA Masterplan**

At 8.36pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (11/0)

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

Ward : All
 Category : Strategic
 Subject Index : Waste
 Customer Index : Southern Metropolitan Regional Council (SMRC)
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : T14/3531 Waste Review.
 Works Programme : Not Applicable
 Funding : \$100,000 - Refuse Facilities Reserve
 Responsible Officer : John Christie
 Director Technical Services

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)****KEY ISSUES / SUMMARY**

- The Council resolved to appoint the Southern Metropolitan Regional Council (SMRC) as the lead agency to undertake a review of waste disposal and to develop a Waste Management Strategy for the City and its Member Councils.
- The SMRC engaged Mike Ritchie and Associates (MRA Consulting) to undertake a review of waste disposal and a Draft Strategic Waste Management Plan has been developed.
- The SMRC have requested feedback and/or comment on the Draft Strategic Waste Management Plan.
- The Draft Strategic Waste Management Plan is intended to set the direction and policies for waste management across the Member Councils of the SMRC and the Southern Metropolitan Area.
- The draft Plan is recommending the introduction of a three bin Food Organics and Garden Organics (FOGO) trial and the transition to residual waste processing at a future Energy from Waste (EfW) facility once operational.
- The draft Plan also recommends a trial of processing FOGO through the Waste Compositing Facility (WCF) at the Regional Resource Recovery Centre (RRRC) in Canning Vale.
- The draft Plan contains a number of future actions that need to be considered and these have been assessed and a response to these actions is contained within this report.
- It is recommended that the Council gives “in principle” support to the intent of the Draft Strategic Waste Management Plan subject to further investigation.

BACKGROUND

At the 18 March 2014 Ordinary Meeting of Council, the Council resolved as follows:

“That the Council:

1. *Requests the Chief Executive Officer to undertake a review of the City’s waste and recycling collection and disposal services and from this develop a Waste Management Strategy which inter alia:*
 - (a) *Maximises the recovery of recyclable and re-useable materials from the City’s waste streams;*
 - (b) *Ensures the City’s entire waste management service continues to be operated cost efficiently and with the maximum environmental effectiveness consistent with the program cost; consistent with the Council’s Waste Minimisation Policy;*
2. *The review is further to consider the changes taking place in waste management and resource recovery nationally and in Western Australia, assess these in developing the proposed Strategy and advise the Council of the likely future costs and implications of any reasonably possible changes on the City’s operations and budgets, as well as the potential implications for customers of the City’s service;*

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

3. *Acknowledges such a review may require external resources and requests it be funded, from the Refuse Facilities Reserve provided if that funding exceeds;*
4. *With respect to the City's bulk waste verge collection service, which will be part of this review, the Council requests the Chief Executive Officer specifically to consider ways in which waste streams commonly found in these verge collections can be recovered and recycled, rather than landfilled; and,*
5. *The review of the strategy is to be provided to the Council by mid 2015 or earlier if found to be possible by the Chief Executive Officer.*

At 9.26pm the Mayor submitted the substantive motion as amended, which was declared

CARRIED (8/3)"

Subsequent to the above Council Resolution, the Council at its Ordinary Meeting of 19 August 2014 resolved as follows:

"That the Council:

1. *Endorse the Southern Metropolitan Regional Council as the lead agency to undertake a regional review of waste disposal and develop a Regional Waste Management Strategy.*
2. *Requests the Southern Metropolitan Regional Council and the Regional Executive Group of the Southern Metropolitan Regional Council to undertake joint responsibility for the monitoring and oversight of the waste disposal review process.*
3. *Requests the Chief Executive Officer to respond in writing to the Southern Metropolitan Regional Council confirming acceptance of their offer to take a lead role with the regional review of waste disposal.*
4. *Notes that all other aspects of the 18 March 2014 Council Resolution will be implemented and a further report will be prepared and presented to a future meeting of the Council no later than 30 June 2015.*

At 8.14pm the Mayor submitted the motion, which was declared

CARRIED (9/2)"

In accordance with the above Council resolution the SMRC commenced the development of a Strategic Waste Management Plan for the Member Councils of the SMRC and engaged MRA Consulting to assist with the development of the Plan.

During the initial discussions with the Member Councils, the City of Cockburn decided not to participate and informed the SMRC that they would not contribute financially to the development of the Plan. This decision has impacted on the delivery of the Strategic Waste Management Plan and has resulted in the remaining Member Councils having an increased financial contribution.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

At the SMRC Council Meeting 29 October 2015 the Council resolved as follows:

“11.1 DRAFT REGIONAL STRATEGIC WASTE MANAGEMENT PLAN 2015 COUNCIL RESOLUTION

15.10.03 MOVED CR K ALLEN SECONDED CR D THOMPSON

- 1. THE DRAFT STRATEGIC WASTE MANAGEMENT PLAN BE RECEIVED AND FORWARDED TO MEMBER COUNCILS AND THE COMMUNITY ADVISORY GROUP FOR COMMENT AND/OR ADOPTION BY THE 31 JANUARY 2016.*
- 2. THE REGIONAL COUNCIL CONSIDER COMMENTS AND ADOPT THE PLAN AT ITS FEBRUARY 2016 ORDINARY COUNCIL MEETING OR EARLIER IF THE OPPORTUNITY ARISES.*

CARRIED 5/-”

The City received confirmation of the SMRC Council resolution on 3 December 2015 requesting the City to provide comment on the Strategic Waste Management Plan prior to 29 February 2016. However, as a result of the Christmas and New Year holiday period the City confirmed with the SMRC that the Strategic Waste Management Plan would be presented to the March, 2016 Ordinary Meeting of Council.

DETAIL

The SMRC have requested comment and/or endorsement of the Draft Strategic Waste Management Plan and therefore it is important for the Council to consider the implications associated with the recommendations of the Plan.

The Draft Strategic Waste Management Plan is intended to set the direction and policies for waste management across the Member Councils of the SMRC and the Southern Metropolitan Area. Although the City of Cockburn did not actively participate in the development of the Plan, the Plan does incorporate the City of Cockburn's waste management activities as they are at this stage, still a participating member of the Regional Resource Recovery Centre Project.

The Draft Strategic Waste Management Plan is an extensive document and the following includes extracts from the Plan as a summary.

The full Draft Strategic Waste Management Plan is attached
[3697 Strategic Waste Management Plan](#)

The Plans' development and delivery methodology involved the following:

- Characterising the existing waste management landscape for the SMRC
- Forecasting future trends
- Establishing the strategic vision, themes and targets
- Forecasting future waste management needs
- Analysing two recycling collection options
- Analysing 10 bin system collection and processing options (plus additional garden organic options)
- Undertaking Multi-Criteria Analysis to prioritise options

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

- Investigating alternative modes of governance for regional action (collaboration with other groups or Councils) as a means of optimising services and cutting costs.

The Strategic Waste Management Plan - Vision

“The SMRC and its Members will be leaders in delivering innovative and sustainable waste management solutions for the benefit of our communities and the environment.

The delivery of the vision is achieved by undertaking actions across three Key Focus Areas:

- *Business Sustainability*
- *Resource Recovery*
- *Stakeholder Relationships*

This will be achieved by:

- *Placing waste minimisation to landfill at the core of the business*
- *Delivering waste management solutions that are effective and efficient.*
- *Identifying partnership opportunities to deliver waste management solutions*
- *Working towards solutions that add value to residual products*
- *Attracting new customers and partners to optimise processing capacity*
- *Delivering sustainable waste management solutions in an efficient and effective manner*
- *Reflecting the current commercial environment, and developing the flexibility to continually evolve as conditions change*
- *Understanding and integrating the expectations of member councils into a governance structure that is equitable and representative*
- *Providing the community with the right level of knowledge and education so that positive waste separation behaviour change happens in the household*
- *Placing education as a foundation for addressing all areas of the waste hierarchy paramount in the reduction of waste to landfill and a significant role in delivering an efficient operation.”*

Waste Management Options Assessment

A key component of the Plan was the comparison of 10 waste management options encompassing collection and processing/disposal of SMRC waste. Quantitative assessment of the options included:

- Total cost (economics)
- Recovery rate (%)
- Greenhouse gas emissions (CO₂-e)
- Vehicle kilometres travelled (km)

Qualitative assessment included:

- Political acceptability and compliance with State policy
- Community engagement and participation


The quantitative and qualitative findings were weighted by their importance via a multi criteria analysis (MCA) process.


**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**
Full Bin System and Processing Options Results

The below table summarises the results of the analysis whose key findings include:

- Option 2E three bin FOGO (with Energy from Waste) receives the highest MCA rank across all competing criteria;
- Option 1A Business as Usual is the least performing option;
- Option 1E Energy from Waste performs highly and ranks second; and
- Option 2A three bin FOGO (with landfill) can be implemented immediately and is not dependent on Energy from Waste proving its viability.

Scenario	System Options	System NPV (\$m)	Recovery rate	MCA result	MCA rank	
1	2 Bin	Option 1A BAU - MSW to WCF - WCF residual to landfill - WK/FN recycling	\$715.49	70%	49%	10
		Option 1B - MSW to WCF - AWT residual to landfill - FN recycling	\$676.98	70%	58%	8
		Option 1C - MSW to WCF - AWT residual to EfW - FN recycling	\$668.09	90%	65%	5
		Option 1D - MSW to landfill - FN recycling	\$469.92	33%	54%	9
		Option 1E - MSW to EfW - FN recycling	\$462.26	85%	83%	2
2	3 Bin	Option 2A - Residual waste bin (red lid) to landfill - FOGO to RRRC drums - FOGO residual to landfill - FN recycling	\$573.13	57%	66%	4
		Option 2B - Residual waste bin (red lid) to landfill - FOGO to RRRC drums - FOGO residual to EfW - FN recycling	\$572.49	59%	66%	3
		Option 2C - Residual waste bin (red lid) to landfill - FOGO to MAF - FOGO residual to landfill - FN recycling	\$520.77	57%	64%	7
		Option 2D - Residual waste bin (red lid) to landfill - FOGO to MAF - FOGO residual to EfW - FN recycling	\$519.76	59%	64%	6
		Option 2E - Residual waste bin (red lid) to EfW - FOGO to MAF - FOGO residual to EfW - FN recycling	\$519.33	89%	86%	1

Key
 Poorest performing option

 Best performing option

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

While Energy from Waste is the cheapest option with the highest diversion potential, there are considerable risks for Councils associated with Energy from Waste in the current Australian context. The gate fee quoted by Energy from Waste developers while competitive with landfill, (and much cheaper than the RRRC Waste Composting Facility gate fee), cannot be validated yet as a result of:

- Approval uncertainty;
- Operational and ash disposal risk;
- Scale risk and uncertainty regarding throughput tonnages and contracted supply;
- Inability to fully insulate Councils from gate fee increases in commercial contracts; and
- Technology risk and the absence of reference plants operating in the Australian context.

However, as more facilities come online and the technology matures in Australia, these risks are expected to reduce over time.

Yellow Top Bin Recycling Options

The analysis also examined weekly vs. fortnightly recycling collection systems to ameliorate the potential inconvenience of presenting three bins on a single collection day and to estimate any cost savings. The analysis finds that a fortnightly recycling service (currently provided by two of the five Member Councils) is considerably cheaper and with up to 50% of households being provided a new 360l recycling bin, the diversion from landfill rates can be largely maintained.

Strategic Waste Management Plan Recommendations

MRA Consulting recommends that SMRC implements a two stage model, which combines the resource recovery achievements of a three bin FOGO system (Option 2A) with the higher diversion rates of Energy from Waste when commercially viable (Option 2E).

The Plan therefore recommends:

- “1. SMRC consider reverting to a fortnightly recycling collection service;
2. Implementation of three bin FOGO collection and composting systems forthwith; and
3. Consideration of Energy from Waste for the Residual waste bin (red lid) only when and if a proven Energy from Waste technology for the same waste stream achieves commercial backing and is both operationally and commercially viable in the long term in Western Australia.”

The transition to a three bin FOGO collection could also occur under a staged implementation, which implements a Garden Organics (GO) collection first and a FOGO collection after the GO system is in place.

The above recommendations contained within the Executive Summary of the Draft Strategic Waste Management Plan are a broad overview of the recommended future direction for waste disposal. However the Draft Strategic Waste Management Plan includes a total of 38 recommended actions that require careful consideration prior to any future endorsement of a Strategic Waste Management Plan. While a number of these recommendations are SMRC specific and would not significantly impact on the City, others will have a direct impact on the City and therefore need to be considered appropriately.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

The Council will recall that the City of Cockburn has previously suggested a revised governance structure for the SMRC and it recently requested an amendment to the Project Participants Agreement for the Regional Resource Recovery Centre to allow it to implement a three bin trial with processing of Garden Organics at its Henderson Waste Recovery Park. Although this was not supported at the time by the Project Participants, it remains unclear what the future direction the City of Cockburn will take. This is a concern and could potentially impact the SMRC's and other Member Councils' ability to implement the Strategic Waste Management Plan. To effectively implement the recommended actions, there would need to be an amendment to the Project Participants Agreement for the Regional Resource Recovery Centre Project. These amendments will require all Member support.

The recommended actions are as follows and it is considered appropriate to provide comment on each of the recommended actions.

Collection Actions	
1.	<i>Conduct a three bin FOGO trial through the RRRC drums (the WCF) – retain or mothball the drums dependent on the outcome.</i>
Comment	
The introduction of a three bin trial is considered appropriate and is consistent with the Waste Authority's Waste Hierarchy for resource recovery. Discussions with the SMRC indicate that if a cleaner feedstock is produced then the cost per tonne gate fee at the WCF could be reduced. If the feedstock is free from inert contaminants then the compost quality would be improved. It is therefore recommended that the Council support the implementation of a three bin FOGO trial.	
2.	<i>Implement a three bin FOGO collection and composting system.</i>
Comment	
The implementation of a three bin system across the SMRC Member Councils would be dependent on the results of the trial proposed in Action 1 above. Further analysis would need to be undertaken once the trial was concluded and further assessment is required to determine the cost implications associated with the introduction of a three bin system across the City. It is therefore recommended that the Council gives "in principle" support subject to a future report to Council.	
3.	<i>Seek urgent clarification on government policy three bin v two bin EfW – Waste Authority v Premier.</i>
Comment	
The Waste Hierarchy is quite clear, resource recovery must occur before recovering the energy from waste. Nevertheless, it is recommended the Council support this action to seek clarification from the State Government.	
4.	<i>Conduct a weekly to fortnightly recycling bin fullness study.</i>
Comment	
If the Council was to consider reducing the level of service for recyclables, then it would be appropriate to conduct a study to determine if there is sufficient capacity in a fortnightly 360l collection service. It is recommended that the Council support a weekly to fortnightly fullness study to be undertaken.	

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

5. Consider reverting to a fortnightly recycling collection service across all councils.
<p>Comment</p> <p>There would need to be further investigation and community consultation undertaken to determine the appetite of the community to revert back to a fortnightly collection service for recyclables. Council resolved to introduce a weekly recyclables collection service after giving careful consideration to a 360l fortnightly service. It is suggested that reverting back to a fortnightly collection service would offset the cost of implementing a three bin system, however further analysis of other options and the cost implications would be required. It is therefore recommended that the Council does not support this action until further analysis has been conducted.</p>
Processing Actions
6. Go to tender for FOGO processing and/or provision of composting technology.
<p>Comment</p> <p>This action should only be considered at the conclusion of a three bin trial, if the Member Councils agree to implement a three bin system and if in vessel composting is cost prohibitive. It is recommended that the Council does not support this recommendation at this time and that further investigation is required.</p>
7. Optimise the use and revenue obtained from the RRRC by either leasing or converting vacant sheds into an alternative use (e.g. FOGO processing if implemented).
<p>Comment</p> <p>This would be subject to the results of a three bin trial and the determining factor would be the cost of processing at the SMRC. Should there be a financial benefit from outsourcing the processing, then it would make sense to maximise revenue from the vacant sheds. However this would require approval from the Lessee. It is therefore recommended that the Council gives "in principle" support to this action.</p>
8. Analyse the existing "operational management overheads" based on the existing 73,000tpa MSW to the WCF compared to 32,000tpa of FOGO through the RRRC drums (WCF). Identify options to eliminate or mitigate these overheads.
<p>Comment</p> <p>Any analysis of the operations of the SMRC should take into consideration the allocation of overheads and the need to deliver a cost effective and efficient waste management operation. It is recommended that the Council supports this action.</p>
9. Consider Energy from Waste for the MSW bin and processing residuals only if, a proven Energy from Waste technology (which can be internationally proven) satisfies the following criteria: <ul style="list-style-type: none"> o It is operational at the same scale required; o On the same waste stream; and o Has three years of profitable operation.
<p>Comment</p> <p>Should the results of a three bin trial be successful and a three bin system subsequently implemented, then it would be a better outcome to send residual waste to a Waste to Energy facility, rather than Landfill. It is recommended that the Council support this action once a Waste to Energy Facility is operational.</p>

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

Facility Actions	
<i>10. Tender Materials Recovery Facility</i>	
Comment	The Council has previously endorsed this action and the Materials Recovery Facility is currently out to Tender.
<i>11. Trial RRRC drums for FOGO</i>	
Comment	This action appears to be similar to Action 1 and it is recommended that the Council support a trial and the use of in vessel composting for FOGO at the RRRC.
<i>12. Tender WCF site for FOGO (with GW option)</i>	
Comment	This action would be based on the outcome of a three bin trial, the successful implementation of a three bin system and the cost effectiveness of the SMRC continuing to operate the WCF. It is recommended that the Council gives "in principle" support to this action should the Member Councils implement a three bin system and the in vessel composting of FOGO is a cost effective option.
<i>13. Review Green Waste processing (if >50,000 then roll the green waste into FOGO processing and retain commercial gate fees</i>	
Comment	The rolling in of green waste (if greater than 50,000 tonnes per annum) with FOGO processing will become a capacity issue for the WCF. It is recommended that Council gives "in principle support to this action subject to further investigation by the SMRC.
<i>14. Retain the operation and ownership of the weighbridge</i>	
Comment	It is recommended that the Council support this action.
<i>15. Lease the vacant sheds as appropriate.</i>	
Comment	As stated previously, it is recommended that the Council give in principle support to the future leasing of vacant sheds. This is however subject to the future processing of FOGO and approval from the Lessee.
Regionalisation Actions	
<i>16. Consider working with Rivers Regional Council (RRC) to develop a regional 'hub' for green waste processing at the Green Waste Facility.</i>	
Comment	There would be economies of scale in a regional hub model for green waste processing. It is recommended that the Council support this action.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

17. *Submit a tender for Materials Recovery Facility processing of Rivers Regional Council (RRC), City of Canning, Western Metropolitan Regional Council (WMRC), Mindarie Regional Council (MRC) and Eastern Metropolitan Regional Council's (EMRC) comingled recycling (when services are tendered).*

Comment

This action is dependent on the sale of the MRF. This action can only be implemented if the SMRC retain ownership of the MRF. It is recommended that if the sale of the MRF does not progress, then the SMRC should continue to tender for processing of recyclables to ensure the MRF operates at maximum efficiency.

18. *Consider input into/partnering with RRC to develop the feasibility study for four regional processing 'hubs' for mattresses, household hazardous waste, batteries, C&D materials, whitegoods, e-waste, tyres, cars, asbestos and motor oil.*

Comment

There would be economies of scale in a regional hub model and providing additional services for other waste streams. It is recommended that the Council support this action.

19. *Work with City of Canning and RRC to develop four regional hubs for household hazardous waste, batteries, motor oil, e-waste and building and construction permanent drop off sites (if the feasibility study demonstrates that the model is viable).*

Comment

There would be economies of scale in a regional hub model and providing additional services for other waste streams. It is recommended that the Council support this action.

20. *Further discussions with RRC to set up a shared office/administrative support agreement.*

Comment

The SMRC have in the past attempted to enter into discussions with Rivers Regional Council, particularly when Local Government reform was on the State Government agenda, therefore this action is worthy of further progression. It is recommended that the Council support this action.

21. *Further discussions with RRC for partnering and use of educational resources such as the Recycle Right brand.*

Comment

Resource sharing is worthy of further discussion with Rivers Regional Council. It is recommended that the Council support this action.

22. *Consider tendering for FOGO processing should RRC (or any local government) move to three bin collection of organics (if SMRC becomes a FOGO processor).*

Comment

This again is subject to the implementation of a three bin FOGO system. It is recommended that the Council gives "in principle" support for this action.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

23. *Work with City of Canning to develop a regional green waste processing site for member councils' green waste either at the current GWF or at Ranford Road Transfer Station.*

Comment

There are potentially significant benefits for the SMRC, Member Councils and the City of Canning in relation to this action. However this action should be expanded to consider a regional model for all waste streams and not be limited to green waste. This action should therefore consider the potential to operate a regional hub and include the SMRC, the City of Canning, City of Gosnells and RRC. Should the SMRC transition the WCF to FOGO, then the WCF has the potential to process approximately 98,000 of FOGO. The inert waste generated from the third bin could then be transported to the City of Canning's transfer station and then on to a future Waste to Energy facility. It is therefore suggested that the recommended action be expanded and read as follows. Work with Member Councils of the SMRC, the City of Canning, the City of Gosnells and RRC to progress the development of a Regional Hub for Waste Management.

24. *Work with EMRC, RRC and City of Canning to establish Hazelmere as a regional collection point for separated wood waste from verge side collections for processing in the Pyrolysis plant (when operational).*

Comment

This action is worthy of further consideration in a similar manner to Action 23. It is recommended that the Council support this action.

25. *Work with EMRC to develop a protocol for any future EfW contracts in order to minimise risk.*

Comment

Given the need to enter into long term supply agreements with Waste of Energy companies and the risks associated with these contracts, it is recommended that the Council support this action to minimise the risk for the City should it transition to Energy from Waste.

26. *Work with MRC to establish a regional mattress recycling and asbestos disposal point at Balcatta Recycling Centre.*

Comment

The establishment of a regional mattress recycling and asbestos disposal facility does have merit and is worthy of further consideration and investigation. It is recommended that the Council gives "in principle" support for this to be investigated further.

27. *Continue inter-council cooperation through meetings of the Regional Executive Group.*

Comment

It is recommended that the Council supports the continuation of the Regional Executive Group.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

Education/Engagement Actions	
28.	<i>Develop a comprehensive resident behaviour change program for three bins FOGO through development of Recycle Right or similar model.</i>
Comment	It is considered essential that if the City was to trial a three bin system and then implemented this across the City that an extensive engagement campaign would be required. It is recommended that the Council support this action should the SMRC progress with a trial of the three bin system.
29.	<i>Continue Recycle Right or similar model campaign.</i>
Comment	Raising community awareness in respect of waste management is essential. It is recommended that the Council supports this action.
30.	<i>Continue community advisory group.</i>
Comment	Engagement with the Community is essential and it is recommended that the Council support this action.
31.	<i>Continue to actively promote RRRC and SMRC activities via traditional educational channels such as TV, brochures, radio, tours, apps and social media.</i>
Comment	Brand awareness is seen as essential to communicate the great work the SMRC and the Member Councils do with respect to achieving diversions from landfill and treating waste in an environmentally sustainable manner. It is recommended that the Council support this action.
32.	<i>Continue to offer RRRC community based recycling services for HHW, batteries, polystyrene etc.</i>
Comment	It is considered appropriate for the SMRC to continue to provide disposal options for these types of waste. It is recommended that the Council support this action.
Governance Actions	
33.	<i>Conduct a full cost accounting study to differentiate SMRC governance and coordination overhead functions and costs from those as a waste and recycling service provider.</i>
Comment	It is considered essential that the SMRC continues to provide waste management services in a cost effective and a financially sustainable manner. It is recommended that the Council support this action.
34.	<i>If the FOGO bin collection system is adopted, explore cost reduction initiatives such as commercial rental of vacant shed space and reduction of any unnecessary management overhead expenses arising from the revised service delivery model.</i>
Comment	If the FOGO three bin system is implemented, it would be appropriate to review the operational structure of the SRMC to ensure it was operating in a cost effective manner. It is recommended that the Council support this action.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

35. *Advocate for the implementation of State policies and in particular for the government to clarify how the EfW policy will operate in regards to two bin and three bin systems.*

Comment

It is recommended that this action should be expanded to advocate for a consistent approach to waste management across the metropolitan region in accordance with the WARR Act and other State Government Policies.

36. *Continue to work with the Waste Authority.*

Comment

It is recommended that the Council support this action.

37. *Continue to participate in Australian and International waste management groups.*

Comment

It is recommended that the Council support this action

38. *Conduct a full review of waste management contracts*

Comment

The Executive Summary of the Strategic Waste Management Plan states as follows: *It is recommended that Member Councils give permission for the SMRC to conduct a full review of waste collection and management contracts in order to identify potential economies of scale, by facilitating council cooperation and joint contracts. In the long term it can also lead to alignment between council contracts, which may be fundamental to establishing new waste processing facilities throughout the region.*

This would be a significant shift in direction for the SMRC and could result in the expansion of services into collection services. Currently the City of Melville and the City of Cockburn undertake the collection with an in house waste team, and therefore do not contract out the collection of waste services. This approach is similar to how Waste Authorities are set up in Victoria and New South Wales where Waste Authorities mainly procure services for Member Councils. It is recommended that Council gives "in principle" support and appreciates that economies of scale could perhaps be achieved however further investigation would be required to determine the impact on all Member Councils of the SMRC.

STAKEHOLDER ENGAGEMENT

I. COMMUNITY

There has not been any specific consultation with the Community undertaken in relation to this report.

II. OTHER AGENCIES / CONSULTANTS

There has been extensive consultation with the SMRC and the Member Councils during the development of the Draft Strategic Waste Management Plan.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)****STATUTORY AND LEGAL IMPLICATIONS**

There is an expectation that Local Governments will develop a Waste Plan within their Plan for the Future.

The *Waste Avoidance and Resource Recovery Act 2007* states as follows:

“Division 3 — Waste plans

40. Waste plans

- (1) In this section —
plan for the future means a plan made under the Local Government Act 1995 section 5.56.*
- (2) A local government may include within its plan for the future a waste plan outlining how, in order to protect human health and the environment, waste services provided by the local government in the relevant district will be managed to achieve consistency with the waste strategy.*
- (3) The waste plan may include —*
 - (a) population and development profiles for the district;*
 - (b) an assessment of significant sources and generators of waste received by the local government;*
 - (c) an assessment of the quantities and classes of waste received by the local government;*
 - (d) an assessment of the services, markets and facilities for waste received by the local government;*
 - (e) an assessment of the options for reduction, management and disposal of waste received by the local government;*
 - (f) proposed strategies and targets for managing and reducing waste received by the local government;*
 - (g) proposed strategies and targets for the efficient disposal of waste received by the local government that cannot be recovered, reused or recycled;*
 - (h) an implementation programme that identifies the required action, timeframes, resources and responsibilities for achieving these strategies and targets;*
 - (i) such other matters as may be prescribed by the regulations.*
- (4) The CEO may by written notice require a local government to include within its plan for the future a waste plan outlining how, in order to protect human health and the environment, waste services provided by the local government will be managed to achieve consistency with the waste strategy.*

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

- (5) *The notice may specify a reasonable period within which the waste plan must be included in the plan for the future.*
- (6) *The CEO may, on the request of a local government and at the expense of that local government, prepare a draft waste plan for that local government.”*

The SMRC has developed a Strategic Waste Management Plan on behalf of its Member Councils and as such, the City and the other Member Councils of the SMRC are complaint with this requirement.

FINANCIAL IMPLICATIONS

The Council previously allocated an amount of \$100,000 to undertake a Waste Collection and Disposal Review. These two components were undertaken separately with the City reviewing its Collection Service and the SMRC reviewing the Disposal Service. The Collection Service review cost the City \$46,980.

With regard to the Disposal Review the Council previously resolved to endorse the Southern Metropolitan Regional Council as the lead agency to undertake a regional review of waste disposal and develop a Regional Waste Management Strategy.

In accordance with the SMRC Tender T2015/02 the preparation of a Draft Strategic Waste Management Plan was awarded to MRA Consulting Group at a cost of \$106,562 (ex GST).

Additional increased costs included:

Including 10% Variations	\$117,300
Advertising of Tender	\$860
Strategic Workshop Catering	\$2,340
Total	\$120,500

The Member Councils (except the City of Cockburn) agreed to contribute 50% towards the cost of the Strategic Waste Management Plan on the following basis, with the SMRC agreeing to contribute the other 50%.

The final amount is subject to some minor variations; however the table below outlines the financial contributions for the participating Members.

Participants	Population	% Share	Amount
Town of East Fremantle	7,831	2.1%	\$2,530
City of Fremantle	30,883	8.5%	\$10,242
City of Kwinana	36,145	9.9%	\$11,930
City of Melville	107,239	29.5%	\$35,548
SMRC	182,098	50%	\$60,250
Total		100%	\$120,500

When combining both the collection review and the disposal review the total cost to the City is \$82,528.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

The Council will recall that part of the recommendations relating to the collection service review indicated that a further review of the Commercial Waste Business was to be undertaken and resourced internally. The cost of the internal review which is currently progressing is not included above.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONSStrategic Implications

The City is a signatory to the Establishment Agreement of the SMRC and the Project Participants' Agreement for the Regional Resource Recovery Centre Project. It is therefore important to note that once the Strategic Waste Management Plan is endorsed and should the Plan recommend the introduction of a three bin system across the region, then both the Establishment Agreement and the Project Participants' Agreement would need to be re-written and agreed to by the Member Councils. Given the non-participation of the City of Cockburn and their recent breach of these agreements, this may prove to be a challenge for the SMRC and the other Member Councils and could potentially impact the future direction of the SMRC.

Risk Implications

There is the potential for the Member Councils to not reach agreement on the Strategic Waste Management Plan and the future actions contained within the Plan. The City of Cockburn has recently requested an amendment to the Project Participants' Agreement to allow them to introduce a three bin system, with the intention to rolling this out across their district from 1 July 2016. The City of Cockburn trial proposed to divert the contents of the third bin (Garden Organics) from the RRRC Waste Composting Facility to the City of Cockburn's Henderson Waste Recovery Park. By doing so, this would have resulted in a reduced organic content being delivered to the Waste Composting Facility at the RRRC. The City of Cockburn also indicated that it would not be financially viable to continue to deliver residual waste to the Waste Composting Facility, therefore it was proposed that the waste from the residual bin and the waste from the garden organics bin would be diverted and processed at their Henderson Waste Recovery Park. If the City of Cockburn continues as indicated and implements the three bin system across its district from 1 July 2016, then this could result in a \$7million budget deficit to the SMRC.

Although none of the Project Participants supported this amendment, the City of Cockburn has introduced a three bin trial and has been diverting and processing garden organics at their Henderson Waste Recovery Park, which is considered to be a deliberate breach of the Project Participants' Agreement. At this stage it remains unclear what the City of Cockburn's intentions are regarding the rollout across their district, which is proposed to commence 1 July 2016. This uncertainty and their disregard for the SMRC and the other Member Councils, is a significant issue and could potentially have a significant impact on both the SMRC and the future direction of waste disposal.

The City of Cockburn's actions has caused some tension among the Member Councils and resolving this is considered essential if a unified approach to the future of waste management is to be implemented across the Region.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**Environmental Implications

The recommendations and actions within the Draft Strategic Waste Management Plan are considered to be consistent with the State Government's Waste Hierarchy and the City's Waste Minimisation Policy.

The implementation of a three bin system could result in improved resource recovery and potentially improve the quality of compost being produced at the Waste Composting Facility. The future development of Waste to Energy facilities, such as those proposed in Kwinana and East Rockingham, would improve recovery rates and reduce waste to landfill. It is anticipated that diversions from landfill could be as high as 95-100%

It is therefore considered that the implementation of the Draft Strategic Waste Management Plan would have a positive impact on the natural environment and that further investigation is required to facilitate the transition to consistent approach to waste management across the region that includes the transition to Waste to Energy consistent with the State Government's Waste Hierarchy.

POLICY IMPLICATIONS

There are no policy implications associated with this report. The Draft Strategic Waste Management Plan is consistent with Council Policy CP-036 Waste Minimisation.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council could resolve not to provide comment or endorsement of the Draft Strategic Waste Management Plan, however this is not recommended. The successful implementation of the actions will require Member Council support and involvement if there is to be a transition to a future state for waste management. The draft Plan is consistent with the Council's Waste Minimisation Policy and there is a need for the City and the SMRC to demonstrate leadership in sustainable waste management.

CONCLUSION

The recommendations and proposed actions form the basis for the transition from the current waste disposal options to the next generation of waste disposal. The impending development of Waste to Energy facilities in Kwinana and East Rockingham will lead to improved resource recovery and reduce waste going to landfill.

The City along with the other Member Councils and the SMRC are at the cross roads of the future of waste management and strong leadership and direction is required.

The Waste Composting Facility will reach the end of its asset life in 2023 and has a number of maintenance issues that will require significant funds to ensure it continues to operate until this date. The ongoing slippage of the digesters is a serious concern and has the potential to impact the processing capability of municipal solid waste. Therefore, it is essential that the SMRC and the Member Councils commence the transition to the next generation of waste management and support the further investigation into the proposed recommendations and actions contained within the Draft Strategic Waste Management Plan.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

The proposed recommendations indicate a desire to implement a three bin FOGO system and once a Waste to Energy facility is operational, then the disposal of residual waste that currently goes to landfill, is processed at a Waste to Energy facility. From a waste disposal and resource recovery perspective, this is consistent with practices across the globe and is consistent with the State Government's Waste Hierarchy.

The draft Plan sets the tone for the future and provides for sufficient time to undertake further analysis ahead of the 2023 deadline. As such, it is recommended that the Council provides "in principle" support, subject to further investigation of the recommendations and actions contained within the Draft Strategic Waste Management Plan.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (3697) APPROVAL

That the Council:

- 1. Gives "in principle" support to the recommendations and proposed actions contained within the Southern Metropolitan Regional Council's Draft Strategic Waste Management Plan.**
- 2. Requests that further detailed investigations be undertaken by the Southern Metropolitan Regional Council to determine the implications associated with the proposed recommendations and actions contained within the Draft Strategic Waste Management Plan.**
- 3. Requests the Chief Executive Officer to provide the City's responses to the Southern Metropolitan Regional Council in respect to each of the proposed actions contained within the Draft Strategic Waste Management Plan as outlined below.**

Collection Actions

- 1. Conduct a three bin Food Organics and Garden Organics trial through the Regional Resource Recovery Centre drums (the Waste Composting Facility) – retain or mothball the drums dependent on the outcome.*

Response:

The introduction of a three bin trial is considered appropriate and is consistent with the Waste Authority's Waste Hierarchy for resource recovery. The City of Melville supports the implementation of a three bin Food Organics and Garden Organics trial.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

2. <i>Implement a three bin Food Organics and Garden Organics collection and composting system.</i>
<p>Response:</p> <p>The implementation of a three bin system across the Southern Metropolitan Regional Council Member Councils should be dependent on the results of the trial proposed in Action 1 above. Further analysis would need to be undertaken once the trial was concluded and further assessment is required to determine the cost implications associated with the introduction of a three bin system across the City. The City of Melville gives “in principle” support to this action subject to a future report to Council.</p>
3. <i>Seek urgent clarification on government policy three bin v two bin EfW – Waste Authority v Premier.</i>
<p>Response:</p> <p>The Waste Hierarchy is quite clear, resource recovery must occur before recovering the energy from waste. The City of Melville supports this action to seek clarification from the State Government.</p>
4. <i>Conduct a weekly to fortnightly recycling bin fullness study.</i>
<p>Response:</p> <p>If the Council was to consider reducing the level of service for recyclables, then it would be appropriate to conduct a study to determine if there is sufficient capacity in a fortnightly 360l collection service. The City of Melville supports a weekly to fortnightly fullness study to be undertaken.</p>
5. <i>Consider reverting to a fortnightly recycling collection service across all councils.</i>
<p>Response:</p> <p>There would need to be further investigation and community consultation undertaken to determine the appetite of the community to revert back to a fortnightly collection service for recyclables. Council resolved to introduce a weekly recyclables collection service after giving careful consideration to a 360l fortnightly service. It is suggested that reverting back to a fortnightly collection service would offset the cost of implementing a three bin system, however further analysis of other options and the cost implications would be required. The City of Melville does not support this action until further analysis has been conducted.</p>
Processing Actions
6. <i>Go to tender for Food Organics and Garden Organics processing and/or provision of composting technology.</i>
<p>Response:</p> <p>This action should only be considered at the conclusion of a three bin trial, if the Member Councils agree to implement a three bin system and if in vessel composting is cost prohibitive. The City of Melville does not support this recommendation at this time and requests that further investigation be undertaken.</p>

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

7. *Optimise the use and revenue obtained from the Regional Resource Recovery Centre by either leasing or converting vacant sheds into an alternative use (e.g. Food Organics and Garden Organics processing if implemented).*

Response:

This would be subject to the results of a three bin trial and the determining factor would be the cost of processing at the Regional Resource Recovery Centre. Should there be a financial benefit from outsourcing the processing, then it would make sense to maximise revenue from the vacant sheds. However this would require approval from the Lessee. The City of Melville gives "in principle" support to this action.

8. *Analyse the existing "operational management overheads" based on the existing 73,000tpa Municipal Solid Waste to the Waste Composting Facility compared to 32,000tpa of Food Organics and Garden Organics through the Regional Resource Recovery Centre drums (Waste Composting Facility). Identify options to eliminate or mitigate these overheads.*

Response:

Any analysis of the operations of the Southern Metropolitan Regional Council should take into consideration the allocation of overheads and the need to deliver a cost effective and efficient waste management operation. The City of Melville supports this action.

9. *Consider Energy from Waste for the Municipal Solid Waste bin and processing residuals only if, a proven Energy from Waste technology (which can be internationally proven) satisfies the following criteria:*

- *It is operational at the same scale required;*
- *On the same waste stream; and*
- *Has three years of profitable operation.*

Response:

Should the results of a three bin trial be successful and a three bin system subsequently implemented, then it would be a better outcome to send residual waste to a Waste to Energy facility, rather than Landfill. The City of Melville supports this action once a Waste to Energy Facility is operational.

Facility Actions

10. *Tender Materials Recovery Facility*

Response:

The Council has previously endorsed this action and the Materials Recovery Facility is currently out to Tender.

11. *Trial Regional Resource Recovery Centre drums for Food Organics and Garden Organics*

Response:

This action appears to be similar to Action 1. The City of Melville supports a trial and the use of in vessel composting for Food Organics and Garden Organics at the Regional Resource Recovery Centre.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

<p>12. <i>Tender Waste Composting Facility site for Food Organics and Garden Organics (with Green Waste option)</i></p>
<p>Response: This action would be based on the outcome of a three bin trial, the successful implementation of a three bin system and the cost effectiveness of the Southern Metropolitan Regional Council continuing to operate the Waste Composting Facility. The City of Melville gives “in principle” support to this action should the Member Councils implement a three bin system and the in vessel composting of Food Organics and garden Organics is a cost effective option.</p>
<p>13. <i>Review Green Waste processing (if >50,000 then roll the green waste into Food Organics and Garden Organics processing and retain commercial gate fees)</i></p>
<p>Response: The rolling in of green waste (if greater than 50,000 tonnes per annum) with Food Organics and Garden Organics processing will become a capacity issue for the Waste Composting Facility. The City of Melville gives “in principle” support to this action subject to further investigation by the Southern Metropolitan Regional Council.</p>
<p>14. <i>Retain the operation and ownership of the weighbridge</i></p>
<p>Response: The City of Melville supports this action.</p>
<p>15. <i>Lease the vacant sheds as appropriate.</i></p>
<p>Response: The City of Melville gives “in principle” support to the future leasing of vacant sheds. This is however subject to the future processing of Food Organics and Garden Organics and approval from the Lessee.</p>
<p>Regionalisation Actions</p>
<p>16. <i>Consider working with Rivers Regional Council to develop a regional ‘hub’ for green waste processing at the Green Waste Facility.</i></p>
<p>Response: There would be economies of scale in a regional hub model for green waste processing. The City of Melville supports this action.</p>
<p>17. <i>Submit a tender for Materials Recovery Facility processing of Rivers Regional Council, City of Canning, Western Metropolitan Regional Council, Mindarie Regional Council and Eastern Metropolitan Regional Council’s comingled recycling (when services are tendered).</i></p>

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

Response:

This action is dependent on the sale of the Materials Recovery Facility. This action can only be implemented if the Southern Metropolitan Regional Council retains ownership of the Materials Recovery Facility. The City of Melville supports this action if the sale of the Materials Recovery Facility does not progress.

18. *Consider input into/partnering with Rivers Regional Council to develop the feasibility study for four regional processing 'hubs' for mattresses, household hazardous waste, batteries, construction and demolition materials, whitegoods, e-waste, tyres, cars, asbestos and motor oil.*

Response:

There would be economies of scale in a regional hub model and providing additional services for other waste streams. The City of Melville supports this action.

19. *Work with City of Canning and Rivers Regional Council to develop four regional hubs for household hazardous waste, batteries, motor oil, e-waste and building and construction permanent drop off sites (if the feasibility study demonstrates that the model is viable).*

Response:

There would be economies of scale in a regional hub model and providing additional services for other waste streams. The City of Melville supports this action.

20. *Further discussions with Rivers Regional Council to set up a shared office/administrative support agreement.*

Response:

The Southern Metropolitan Regional Council have in the past attempted to enter into discussions with Rivers Regional Council, particularly when Local Government reform was on the State Government agenda, therefore this action is worthy of further progression. The City of Melville supports this action.

21. *Further discussions with Rivers Regional Council for partnering and use of educational resources such as the Recycle Right brand.*

Response:

Resource sharing is worthy of further discussion with Rivers Regional Council. The City of Melville supports this action.

22. *Consider tendering for Food Organics and Garden Organics processing should Rivers Regional Council (or any local government) move to three bin collection of organics (if Southern Metropolitan Regional Council becomes a Food Organics and Garden Organics processor).*

Response:

This again is subject to the implementation of a three bin Food Organics and Garden Organics system. The City of Melville gives "in principle" support for this action.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

23. *Work with City of Canning to develop a regional green waste processing site for member councils' green waste either at the current GWF or at Ranford Road Transfer Station.*

Response:

There are potentially significant benefits for the Southern Metropolitan Regional Council, Member Councils and the City of Canning in relation to this action. However this action should be expanded to consider a regional model for all waste streams and not be limited to green waste. This action should therefore consider the potential to operate a regional hub and include the Southern Metropolitan Regional Council, the City of Canning, City of Gosnells and Rivers Regional Council. Should the Southern Metropolitan Regional Council transition the Waste Composting Facility to Food Organics and Garden Organics, then the Waste Composting Facility has the potential to process approximately 98,000 of Food Organics and Garden Organics. The inert waste generated from the third bin could then be transported to the City of Canning's transfer station and then on to a future Waste to Energy facility. The City of Melville recommends that this action be expanded and read as follows. Work with Member Councils of the Southern Metropolitan Regional Council, the City of Canning, the City of Gosnells and Rivers Regional Council to progress the development of a Regional Hub for Waste Management.

24. *Work with Eastern Metropolitan Regional Council, Rivers Regional Council and City of Canning to establish Hazelmere as a regional collection point for separated wood waste from verge side collections for processing in the Pyrolysis plant (when operational).*

Response:

This action is worthy of further consideration in a similar manner to Action 23. The City of Melville supports this action.

25. *Work with Eastern Metropolitan Regional Council to develop a protocol for any future EfW contracts in order to minimise risk.*

Response:

Given the need to enter into long term supply agreements with Waste of Energy companies and the risks associated with these contracts, the City of Melville supports this action to minimise the risk for the City should it transition to Energy from Waste.

26. *Work with Mindarie Regional Council to establish a regional mattress recycling and asbestos disposal point at Balcatta Recycling Centre.*

Response:

The establishment of a regional mattress recycling and asbestos disposal facility does have merit and is worthy of further consideration and investigation. The City of Melville gives "in principle" support for this to be investigated further.

27. *Continue inter-council cooperation through meetings of the Regional Executive Group.*

Response:

The City of Melville supports the continuation of the Regional Executive Group.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

Education/Engagement Actions	
<i>28. Develop a comprehensive resident behaviour change program for three bin Food Organics and Garden Organics through development of Recycle Right or similar model.</i>	
Response:	It is considered essential that if the City was to trial a three bin system and then implemented this across the City that an extensive engagement campaign would be required. The City of Melville supports this action should the Southern Metropolitan Regional Council progress with a trial of the three bin system.
<i>29. Continue Recycle Right or similar model campaign.</i>	
Response:	Raising community awareness in respect of waste management is essential. It is recommended that the Council supports this action.
<i>30. Continue community advisory group.</i>	
Response:	Engagement with the Community is essential. The City of Melville supports this action.
<i>31. Continue to actively promote the Regional Resource Recovery Centre and Southern Metropolitan Regional Council activities via traditional educational channels such as TV, brochures, radio, tours, apps and social media.</i>	
Response:	Brand awareness is seen as essential to communicate the great work the Southern Metropolitan Regional Council and the Member Councils do with respect to achieving diversions from landfill and treating waste in an environmentally sustainable manner The City of Melville supports this action.
<i>32. Continue to offer Regional Resource Recovery Centre community based recycling services for HHW, batteries, polystyrene etc.</i>	
Response:	It is considered appropriate for the Southern Metropolitan Regional Council to continue to provide disposal options for these types of waste. The City of Melville supports this action.
Governance Actions	
<i>33. Conduct a full cost accounting study to differentiate Southern Metropolitan Regional Council governance and coordination overhead functions and costs from those as a waste and recycling service provider.</i>	
Response:	It is considered essential that the Southern Metropolitan Regional Council continues to provide waste management services in a cost effective and a financially sustainable manner. The City of Melville supports this action.

**T16/3697 - WASTE DISPOSAL REVIEW STRATEGIC WASTE MANAGEMENT PLAN
(REC) (ATTACHMENT)**

34. *If the Food Organics and Garden Organics bin collection system is adopted, explore cost reduction initiatives such as commercial rental of vacant shed space and reduction of any unnecessary management overhead expenses arising from the revised service delivery model.*

Response:

If the Food Organics and Garden Organics three bin system is implemented, it would be appropriate to review the operational structure of the Southern Metropolitan Regional Council to ensure it was operating in a cost effective manner. The City of Melville supports this action.

35. *Advocate for the implementation of State policies and in particular for the government to clarify how the Energy from Waste policy will operate in regards to two bin and three bin systems.*

Response:

The City of Melville recommends that this action should be expanded to advocate for a consistent approach to waste management across the metropolitan region in accordance with the Waste Avoidance and Resource Recovery Act and other State Government Policies.

36. *Continue to work with the Waste Authority.*

Response:

The City of Melville supports this action.

37. *Continue to participate in Australian and International waste management groups.*

Response:

The City of Melville supports this action.

38. *Conduct a full review of waste management contracts*

Response:

The Executive Summary of the Strategic Waste Management Plan states as follows: *It is recommended that Member Councils give permission for the SMRC to conduct a full review of waste collection and management contracts in order to identify potential economies of scale, by facilitating council cooperation and joint contracts. In the long term it can also lead to alignment between council contracts, which may be fundamental to establishing new waste processing facilities throughout the region.*

This would be a significant shift in direction for the Southern Metropolitan Regional Council and could result in the expansion of services into collection services. Currently the City of Melville and the City of Cockburn undertake the collection with an in house waste team, and therefore do not contract out the collection of waste services. This approach is similar to how Waste Authorities are set up in Victoria and New South Wales where Waste Authorities mainly procure services for Member Councils. The City of Melville gives "in principle" support for this action and appreciates that economies of scale could perhaps be achieved however further investigation would be required to determine the impact on all Member Councils of the Southern Metropolitan Regional Council.

At 8.36pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (11/0)

M16/5000 – COMMON SEAL REGISTER (REC)

Ward : All
 Category : Operational
 Subject Index : Legal Matters and Documentation
 Customer Index : City of Melville
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : Standard Item
 Works Program : Not applicable
 Funding : Not applicable
 Responsible Officer : Jeff Clark – Governance and Compliance Program Manager

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input checked="" type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

KEY ISSUES / SUMMARY

This report details the document to which the City of Melville Common Seal has been applied for the period from 22 January 2016 up to and including 18 February 2016 and recommends that the information be noted.

M16/5000 – COMMON SEAL REGISTER (REC)

BACKGROUND

Section 2.5 of the *Local Government Act 1995* states that a Local Government is a Body Corporate with perpetual succession and a common seal. A document is validly executed by a Body Corporate when the common seal of the Local Government is affixed to it and the Mayor and the Chief Executive Officer (CEO) attest the affixing of the seal.

DETAIL

Register Reference	Party	Description	ECM Reference
1161	The City of Melville and Booragoon Occasional Child Care Centre in Booragoon	Deed of Lease – The City of Melville and Booragoon Occasional Child Care Centre Booragoon – to commence 1 July 2016 expiring 30 June 2021	3728017
1162	The City of Melville and Community First International in Rockingham	Deed of Lease – The City of Melville and Community First International Rockingham - from 1 July 2016 expiring 30 June 2017	3731414
1163	The City of Melville and The Revellers Australia in Kadidjiny Park Melville	Deed of Lease – The City of Melville and The Revellers Australia Kadidjiny Park Melville – to commence 1 July 2016 expiring 30 June 2019	3731450
1170	The City of Melville and Andrea Viknovic (Artist in Residence)	Artist in Residence Agreements between The City of Melville and Andrea Viknovic at the Heath Precinct Administration Building to commence 1 February 2016 and expire 30 April 2016	3763594
1172	The City of Melville and Activate Life Rehabilitation and Hayden Fisher	Commercial Management Licence - Activate Life Rehabilitation Portion of space at LeisureFit Booragoon for two years to commence 1 February 2016 and expiring 31 January 2018	3765927
1179	The City of Melville and The City of Melville Social Club Civic Centre	Management Licence for five years to commence 1 July 2016 expiring 30 June 2021	3742619
1180	The City of Melville and The City of Melville Social Club Operations Centre	Management Licence for five years to commence 1 July 2016 expiring 30 June 2021	3742590

M16/5000 – COMMON SEAL REGISTER (REC)**STAKEHOLDER ENGAGEMENT****I. COMMUNITY**

Not applicable.

II. OTHER AGENCIES / CONSULTANTS

Not applicable.

STATUTORY AND LEGAL IMPLICATIONS

Section 2.5(2) of the *Local Government Act 1995* states:

The local government is a body corporate with perpetual succession and a common seal.

Section 9.49A (3) of the *Local Government Act 1995* states:

(3) *The common seal of the local government is to be affixed to a document in the presence of —*

- (a) *the mayor or president; and*
- (b) *the chief executive officer or a senior employee authorised by the chief executive officer, each of whom is to sign the document to attest that the common seal was so affixed.*

FINANCIAL IMPLICATIONS

There are no financial implications in this report other than that implicit in the documents advised above.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

There is no strategic, risk or environmental management implications in this report.

POLICY IMPLICATIONS

There are no policy implications in this report.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Not applicable.

M16/5000 – COMMON SEAL REGISTER (REC)**CONCLUSION**

This is a standard report for the Elected Members' information.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (5000)**NOTING**

That the Council notes the actions of His Worship the Mayor and the Chief Executive Officer in executing the documents listed under the Common Seal of the City of Melville from 22 January 2016 up to and including 18 February 2016.

At 8.36pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (11/0)

**C16/5465 – CITY OF MELVILLE – CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW
(REC) (ATTACHMENT)**

Ward	:	All
Category	:	Operational
Subject Index	:	Personnel file
Customer Index	:	Not Applicable
Disclosure of any Interest	:	No Officer involved in the preparation of this report has a declarable interest in this matter.
Previous Items	:	Item M15/5405 – Chief Executive Officer Performance Review – Ordinary Meeting of Council – May 2015 Item M15/5437 – Chief Executive Officer Performance Review – Ordinary Meeting of Council – September 2015
Works Programme	:	Not Applicable
Funding	:	Not Applicable
Responsible Officer	:	Kylie Johnson Executive Manager Organisational Development

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council reviews decisions made by Officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

**C16/5465 – CITY OF MELVILLE – CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW
(REC) (ATTACHMENT)****KEY ISSUES / SUMMARY**

- In accordance with Council resolution (5358) a further five year contract with the Chief Executive Officer (CEO) was entered into which became effective from the 20 March 2014.
- The last CEO performance review in 2015 included a review of the survey tool with the Performance Review Consultant, and refinement of the performance criteria for the 2015-2016 review. A contract variation was finalised with the Chief Executive Officer, and made effective from 20 March 2015 in accordance with Council resolution (5405).
- The annual CEO performance review process is ultimately the determination of the Council. The operational management of the process is through the direction of the Mayor, on behalf of Council and the Governance Committee. The Governance Committee has been determined through Council to be the reviewers of the CEO performance.
- The Governance Committee will discuss the CEO performance, future expectations performance criteria, performance development plan and review the salary package, for recommendation to Council.
- A defined process is proposed for the CEO performance review, as detailed in the agenda item, which incorporates the reviewed performance survey and opportunities to improve the process recommended by the Performance Review Consultant engaged for the 2015 CEO performance review, and communicated to elected members as part of the process.

BACKGROUND

On 20 March 2008 Dr Shayne Silcox commenced in the role of Chief Executive Officer at the City of Melville. The last performance review was finalised in May 2015 and a contract variation was finalised with the Chief Executive Officer, and made effective from 20 March 2015 in accordance with Council resolution (5405).

Clause 7 of the CEO contract details that there needs to be a review of remuneration on an annual basis at a time that is no later than three months after the anniversary of the commencement date.

DETAIL

The Chief Executive Officer performance review process that is attached has indicative estimated dates, and will commence once the Council has approved the stages to be followed, as per attachment: [C16/5465 Chief Executive Officer Performance Review Process](#).

**C16/5465 – CITY OF MELVILLE – CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW
(REC) (ATTACHMENT)**

The attached process reflects that the performance review survey was reviewed with the Performance Review Consultant last year as per attachment: [C16/5465 Chief Executive Officer Performance Review Survey](#). The process also incorporates opportunities to enhance the previous processes, as communicated to the Council being;

- The CEO selecting stakeholders for 360 feedback;
- Councillor training on legislative and councillor responsibilities (Relating to a CEO Performance Review);
- Qualitative feedback on achievement of KPI's;
- Councillors offered email or phone interview dependent on preference in lieu of face to face interviews with performance review consultant;
- CEO offered email or phone interview dependent on preference in lieu of face to face interview with performance review consultant

Ultimately the overall process is the determination of the Council. The operational management of the process is through the direction of the Mayor, on behalf of Council and the Governance Committee, and is supported administratively by the Executive Manager Organisational Development, who acts under the Mayor's guidance.

STAKEHOLDER ENGAGEMENT**I. COMMUNITY**

There are no public consultation/communication aspects relating to this item.

II. OTHER AGENCIES / CONSULTANTS

There has been no consultation for the 2016 performance review process with any other agencies/consultants at this stage, although there will be future involvement with respect to appointment of a Performance Review Consultant as identified in the proposed process of the CEO review.

STATUTORY AND LEGAL IMPLICATIONS

Section 5.16(1) of the *Local Government Act 1995*, states that "*Under and subject to section 5.17, a local government may delegate to a committee any of its powers and duties other than this power of delegation*" Absolute Majority required.

Section 5.38 of the *Local Government Act 1995* states the requirement to review a CEO's performance at least once a year in relation to every year of employment.

**C16/5465 – CITY OF MELVILLE – CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW
(REC) (ATTACHMENT)**

Section 5.39 (7) of the *Local Government Act 1995* requires a report from the Salaries and Allowances Tribunal with a recommendation as to the remuneration to be paid or provided to a CEO, to be taken into account by the local government before entering into, or renewing a contract of employment with a CEO. Although this section of the *Local Government Act 1995* does not include salary reviews this information has been included in the comparative salary data for consideration by the Council when assessing salary.

Section 5.23 (2)(a) of the *Local Government Act 1995* states that a meeting by a Council or Committee, or part of a meeting, may be closed to members of the public if a matter affecting an employee is being dealt with.

FINANCIAL IMPLICATIONS

The estimated cost of engaging a Performance Review Consultant, who acts as a facilitator to assist with the Performance Review process, is provided for within the current operational budget.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

Risk Statement	Level of Risk	Risk Mitigation Strategy
That the performance criteria for the next twelve months are not determined	Low	Defined process that includes this stage

POLICY IMPLICATIONS

There are no policy implications applicable.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

An alternate option is that in accordance with section 5.16 of the *Local Government Act 1995*, the Council delegates to the Governance Committee all the powers, functions and duties necessary to select and appoint an external consultant to facilitate the performance review process of the Chief Executive Officer.

The implication of this option is that the Governance Committee meetings would require public notice so that the public are invited to attend the meeting. The current proposal is that the Committee formally recommend the Consultant and the authority for appointment remains an operational authority of the Executive Manager Organisational Development.

**C16/5465 – CITY OF MELVILLE – CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW
(REC) (ATTACHMENT)****CONCLUSION**

The CEO performance review process provides feedback opportunities to the Council and Chief Executive Officer on performance over the past twelve months, and clarifies future expectations, which are to be reflected in the performance criteria of the Chief Executive Officer's Contract and the Performance Development Plan.

An outcome of the process is resolution by the Council in relation to the Performance Criteria, Performance Development Plan and Salary Review for the Chief Executive Officer.

The attached process reflects that the performance review survey was reviewed with the Performance Review Consultant last year, and also incorporates opportunities to enhance the previous processes, as communicated to the Council being;

- The CEO selecting stakeholders for 360 feedback;
- Councillor training on legislative and councillor responsibilities (Relating to a CEO Performance Review);
- Qualitative feedback on achievement of KPI's;
- Councillors offered email or phone interview dependent on preference in lieu of face to face interviews with performance review consultant;
- CEO offered email or phone interview dependent on preference in lieu of face to face interview with performance review consultant

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (5465)**APPROVAL**

That the Council;

- 1 Approves the process detailed in Attachment [5465 Chief Executive Officer Performance Review Process](#) for the Chief Executive Officer performance review.**
- 2 Approves the survey tool to be used for the Chief Executive Officer performance review as detailed in Attachment [5465 Chief Executive Officer Performance Review Survey](#).**

At 8.36pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (11/0)

C16/5468 — PROVISION OF CONTESTABLE ELECTRICITY TO CITY OF MELVILLE FACILITIES (CO24/15) (REC) (CONFIDENTIAL ATTACHMENT)

Ward	: All
Category	: Operational
Subject Index	: Tenders
Customer Index	: City of Melville
Disclosure of any Interest	: No Officer involved in the preparation of this report has a declarable interest in this matter.
Previous Items	: Not Applicable
Works Programme	: Not Applicable
Funding	: 2015-2016 Operational Budgets
Responsible Officers	: Paul Kellick Manager, Asset Management

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council to note.</i>

C16/5468 -- PROVISION OF CONTESTABLE ELECTRICITY TO CITY OF MELVILLE FACILITIES (CO24/15) (REC) (CONFIDENTIAL ATTACHMENT)

KEY ISSUES / SUMMARY

To recommend acceptance of a contract for the supply of electricity, for a two year period, to 19 City of Melville facilities that have a 'contestable' energy supply.

BACKGROUND

The Western Australian (WA) Economic Regulation Authority allows contestable customers to choose their electrical retailer. For the City, a contestable site is one where the electrical usage is more than 50 MWh per year.

The City currently has 19 sites that meet this criteria:

Facility
Beasley Reserve Clubrooms
Bicton Water Polo Club
Blue Gum Community Centre
Bull Creek Library and Hall
Heathcote site services
Kardinya Community Hall, Football Club, Car park, Play centre
Leeming Recreation Centre
Leeming Sports Association
Len Shearer Clubhouse & Lights
Melville Aquatic Centre
Melville Civic Centre
Melville Reserve
Operation Centre Bramanti Road
Piney Lakes pumps, EEC, and Juett Park, Sinclair Crescent, Winthrop (Piney Lakes Reserve - Pump)
Point Walter Golf Bore Meter
Point Walter Golf
Stock Road Senior Citizen's Centre
Telstra Tower Supply
Wireless Hill Reserve

The current contract for the supply of Contestable Power is due to run out on 31 March 2016.

Since the last contract, one new site has been added:

Facility
Beasley Reserve Clubrooms

C16/5468 — PROVISION OF CONTESTABLE ELECTRICITY TO CITY OF MELVILLE FACILITIES (CO24/15) (REC) (CONFIDENTIAL ATTACHMENT)

During the course of the new contract the following sites may have solar panels installed.

Facility
Civic Centre (already completed)
LeisureFit Melville and AH Bracks Library
LeisureFit Booragoon
Operations Centre

Request for Quotation (RFQ)

Quotes were called through WALGA's Preferred Supply Contract C024_14 for Energy: Contestable Energy & Related Services. The RFQ was issued to:

1. Alinta Energy
2. Infinite Energy Electricity
3. Landfill Gas and Power Pty Ltd
4. Perth Energy Pty Ltd
5. Synergy

Four responses were received. Infinite Energy Electricity declined to respond.

Evaluations

The Evaluation Panel members consisted of the Manager Asset Management, the Asset Management Coordinator and the Facilities and Assets Coordinator.

The Evaluation Sheet forms part of the Attachments to the Agenda, which was distributed to the Members of the Contract and Tender Advisory Unit on Friday 12 February 2016 under confidential cover.

Each offer was assessed using the following selection criteria and weightings:

Criteria	Weighting
Terms and conditions of supply contract	20%
Quoted price	80%

The 'terms and conditions' criteria was scored out of five for each quote and pricing was scored using the lowest price weighting method.

C16/5468 — PROVISION OF CONTESTABLE ELECTRICITY TO CITY OF MELVILLE FACILITIES (CO24/15) (REC) (CONFIDENTIAL ATTACHMENT)

Terms and Conditions

The relative advantages and disadvantages of the contract Terms and Conditions were assessed and scored based on the following ratings.

Assessment Rating	Score
Highly advantageous to the City	5
Moderately advantageous to the City	4
Average	3
Moderately advantageous to the supplier	2
Highly advantageous to the supplier	1

Pricing

A price schedule was included that required the following information for all 19 sites:

- On-peak price (c/kWh)
- Off peak price (c/kWh)
- Supply charge (\$/day)
- Other charges
- On peak percentage
- Off peak percentage
- Estimates total annual consumption
- Annual cost (estimate)

Estimates of total annual consumption, on peak percentage and off peak percentage could be obtained from Western Power as consent was given by the City as part of the RFQ process. This range of pricing information was required so the City could understand the pricing structure of each submission and compare them methodically.

The Pricing Summary forms part of the Attachments to the Agenda, which was distributed to the Members of the Contract and Tender Advisory Unit on Friday 12 February 2016 under confidential cover.

Comparing the Offers

The annual prices were broken into two groups, the lower priced group was Synergy and Alinta, the higher priced group was Perth Energy and LGP.

The initial scoring of the Terms and Conditions by the Evaluation Panel was spread in a range between Synergy at 4.0 i.e. considered moderately Advantageous to the City to Alinta at 2.5 i.e. considered moderately advantageous to the supplier.

Combining and weighting the Evaluation Panel scores as per the RFQ resulted in Synergy having the highest score. The confidential attachment contains these details.

C16/5468 — PROVISION OF CONTESTABLE ELECTRICITY TO CITY OF MELVILLE FACILITIES (CO24/15) (REC) (CONFIDENTIAL ATTACHMENT)**STAKEHOLDER ENGAGEMENT****I. COMMUNITY**

No external engagement has been carried out because the choice of supplier does not affect the provision of the service.

II. OTHER AGENCIES / CONSULTANTS

No other agencies or consultants were engaged as part of this process.

STATUTORY AND LEGAL IMPLICATIONS

Section 3.57 11 (2) of the *Local Government Act 1995* states that “Tenders do not have to be publically invited according to the requirements of this Division if – (b) the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA.”

FINANCIAL IMPLICATIONS

The budget for provision of electricity to City facilities is approved annually in existing operational budgets totaling approximately \$1.3 million.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONSStrategic

This report is consistent with the City’s Corporate Plan’s Key Result Area of Business Excellence including the implementation of strong financial management and cost control.

Risk Management Implications

The provision of electricity to City of Melville facilities will allow the City to continue to provide services to its community. The risk of interruptions to the supply of electricity is in respect to the generation and network providers, as opposed to the retailers that the City enters into the supply contracts with.

Environmental Management Implications

Pricing was not sought for ‘GreenPower’ renewable energy on this occasion. Council Policy on the purchase of ‘GreenPower’ will need to be finalised before the contract is renewed in two years and the City is directly investing in solar power generation through the installation of solar panels on various City owned and operated buildings.

POLICY IMPLICATIONS

Two Council Policies are relevant to this procurement being:

- Procurement of Goods and Services Policy CP-023 and
- Environmental Policy CP-030

C16/5468 — PROVISION OF CONTESTABLE ELECTRICITY TO CITY OF MELVILLE FACILITIES (CO24/15) (REC) (CONFIDENTIAL ATTACHMENT)

Whilst the consumption of electricity is a major contributor to the CO2 emissions of the City previous quotations for the cost of acquiring GreenPower have in the past proven to be beyond the economic capacity of the City to fund at this time. In proceeding to acquire electricity generated from non-renewable CO2 emitting sources the City is not meeting the objective of Policy CP-030 which is “*To provide guidance and direction for the City to minimise our impact on the environment and include climate change considerations in decision making.*” and the following section of the Policy statement “*Identify and manage environmental risks, including climate change risks within operations and apply best practice principles to the prevention of pollution;*”

As previously noted the City is however making a direct investment in the installation of solar power generation on some of its facilities and last financial year also installed solar hot water heating on the aquatic centre in order to heat the pools and substantially reduce gas consumption.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Other than seeking further quotations for GreenPower there are no alternative options as a continuing electricity supply to City facilities is an essential service.

CONCLUSION

The Council is required to consider this tender and the recommendation from the Contract and Tender Advisory Unit because the value of the contract exceeds the \$500,000 limit delegated to the Chief Executive Officer under Delegated Authority DA-027.

The Evaluation Panel submitted the following recommendation to the Contracts and Tender Advisory Unit (CTAU)

EVALUATION PANEL RECOMMENDATION CO24/15**APPROVAL**

That the submission by Synergy for the provision of electricity to City of Melville facilities, for a two year period, procured through WALGA’s Preferred Supply Contract C024_14, Energy: Contestable Energy & Related Services, Contract Number, be accepted as the most advantageous.

That the submission for Energy: Contestable Energy & Related Services be referred to Council for consideration.

The CTAU considered the Evaluation Panels evaluation and recommendation and, noting the significant variation in the scoring of the Terms and Conditions of 2.5 to 4.0 (60%) between the two overall highest scoring submitters, sought further advice from the City’s Strategic Procurement, Contracts and Risk Program Manager (SPCRPM). The SPCRPM advised that having examined all proposed Terms and Conditions that were submitted with the quotations, in his opinion changes would be required to all submitters Terms and Conditions in order for them to be acceptable to the City and its insurers. In light of those comments and the price variations the CTAU resolved as follows:-

C16/5468 — PROVISION OF CONTESTABLE ELECTRICITY TO CITY OF MELVILLE FACILITIES (CO24/15) (REC) (CONFIDENTIAL ATTACHMENT)**CONTRACT AND TENDER ADVISORY UNIT RECOMMENDATION CO24/15 (5468) APPROVAL**

The Contract and Tender Advisory Unit recommend to the Council that:

1. In light of the advice received by the Contracts and Tender Advisory Unit that certain changes would be required to all submitters Terms and Conditions to make them acceptable to the City and it's insurers, the Chief Executive Officer be delegated the power to negotiate with the two highest scoring submitters, Alinta Energy and Synergy changes to the Terms and Conditions to ensure that the final Terms and Conditions are to the satisfaction of the City;
2. After negotiation of the changes, a further evaluation assessment of the final agreed Terms and Conditions be undertaken and the evaluation scoring updated as per the original Request For Quotation and;
3. The Chief Executive Officer be delegated the authority to enter into a Contract for the supply of electricity for the 19 contestable sites with the then highest scoring submitter.

Note: In light of the advice received by the Contracts and Tender Advisory Unit that certain changes would be required to all submitters Terms and Conditions to make them acceptable to the City and its insurers, the following recommendation has been made to allow negotiations to be conducted.

CONTRACT AND TENDER ADVISORY UNIT RECOMMENDATION AND COUNCIL RESOLUTION CO24/15 (5468): APPROVAL

That the Council:

1. **Authorises the Chief Executive Officer to negotiate with the two highest scoring submitters, Alinta Energy and Synergy, changes to the Terms and Conditions to ensure that the final Terms and Conditions are to the satisfaction of the City;**
2. **Requests the Chief Executive Officer that after negotiation of any changes, a further evaluation assessment of the final agreed Terms and Conditions be undertaken and the evaluation scoring updated as per the original Request For Quotation and;**
3. **The Chief Executive Officer be authorised to enter into a Contract for the supply of electricity for the 19 contestable sites with the then highest scoring submitter.**

At 8.36pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (11/0)

C16/6093 – 2015-2016 MID YEAR BUDGET REVIEW (AMREC) (ATTACHMENT)

Ward	:	All
Category	:	Operational
Subject Index	:	Financial Statements and Investments
Customer Index	:	Not Applicable
Disclosure of any Interest	:	No Officer involved in the preparation of this report has a declarable interest in this matter.
Previous Items	:	C15/6083 - Consideration and Adoption of the 2015-2016 Budget 24 June 2015 Special Meeting of Council C16/6088 - Budget Review Allocation of 2014-2015 Financial Surplus
Works Programme	:	Not Applicable
Funding	:	Not Applicable
Responsible Officer	:	Bruce Taylor Manager Financial Services

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

C16/6093 – 2015-2016 MID YEAR BUDGET REVIEW (AMREC) (ATTACHMENT)**KEY ISSUES / SUMMARY**

- A Mid Year Budget Review (the Review) is required to be undertaken in accordance with the *Local Government (Financial Management) Regulations 1996*.
- This report presents the results of the Review for the period 1 July 2015 to 31 December 2015 and highlights significant positive and negative variations that require budget amendment.
- This report recommends that the Council note the results of the Review and by absolute majority decision approves of the recommended budget amendments required to the 2015-2016 Budget as a result of the Review.

BACKGROUND

The City of Melville reviews its actual versus budget position on an ongoing basis and a budget variation listing and a budget variance report is submitted to the Council as a part of the monthly Statements of Financial Activity Report 6002.

The Financial Management Regulations (33A) specify that Local Governments must at the least undertake a formal budget review between 1 January and 31 March each year, have it reviewed and adopted by the Council and submit the findings to the Department of Local Government. The City of Melville has undertaken the Review within this period based on the financial year to date revenue and expenditure position as at 31 December 2015.

DETAIL

The Review has been undertaken by Budget Responsible Officers and reviewed by the Management Accounting and the Executive Management Teams.

The financial position for the City of Melville as at 31 December 2015 resulted in an overall \$151,632 positive variance being identified. This is the net result of both positive and negative variances, across both operating and capital budgets and funds to be set aside and funds to be used from specific purpose Reserve Accounts.

The positive variance referred to above does not include the 2015-2016 opening funds surplus net positive variance brought forward from the 2014-2015 financial year. That amount has been dispersed in accordance with the following resolution of the Council made after consideration of report C15/6088 Budget Review – Allocation of 2014-2015 Financial Surplus, submitted to the Council at its Ordinary Meeting held on 17 November 2015:-

OFFICER RECOMMENDATION (6088) ABSOLUTE MAJORITY

At 7:59pm Cr Schuster moved, seconded Cr Robartson –

That the Council allocate the 2014/2015 surplus of \$4,234,869 to the following accounts and projects

C16/6093 – 2015-2016 MID YEAR BUDGET REVIEW (AMREC) (ATTACHMENT)

Infrastructure Asset Management Reserve	\$2,097,465
Community Facilities Reserve	\$429,602
Community Facilities Reserve (Synthetic Turf Project - Murdoch University)	\$250,000
Infrastructure Asset Management Reserve (Shirley Strickland Reserve Verge Parking Project)	\$400,000
Rates Equalisation Reserve Account	\$1,057,802

At 7.59pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY (12/0)

The following table is a summary of the Mid Year Review results, with positive variances shown as \$xxx and negative variances shown as (\$xxx) i.e. in red and parentheses:

Operating	
Loan Funds	(\$16,121)
Community Amenities	\$497,340
Economic Services	(\$384)
Education and Welfare	\$18,034
General Purpose Funding	(\$1,334,953)
Governance	\$26,767
Health	\$32,464
Housing	(\$1,632)
Law, Order, Public Safety	(\$37,030)
Other Property and Services	\$863,252
Recreation and Culture	(\$288,896)
Transport	\$172,683
Net Operating Variance	(\$68,476)
Capital	
Community Amenities	\$409,493
Other Property and Services	(\$96,878)
Recreation and Culture	\$9,006
Transport	\$1,081,690
Net Capital Variance	\$1,403,311
Sub-total Net Operating and Capital Variance from Mid Year Review	\$1,334,835
Net Reserve Fund Transfers	(\$1,183,203)
Net Positive Variance as at 31 December 2015	\$151,632

C16/6093 – 2015-2016 MID YEAR BUDGET REVIEW (AMREC) (ATTACHMENT)

Key findings are shown below and amendments are shown in line with the Adopted Annual Budget format in attachment: [6093 Mid Year Budget Review Summary Amendments](#).

Whilst the reporting variance levels adopted by the Council when adopting the 2015-2016 Budget, at its Special Meeting of the Council held on 24 June 2015, were 10% or \$50,000 (whichever is greater), some commentary has been provided on variances less than these numbers where considered necessary to gain a full understanding of the net position.

Key material variance findings in the Operating Budget:

Community Amenities – \$497,340 Net Positive Variance

Materials and Contracts - \$529,897 Net positive variance made up of:-

- Waste disposal costs \$264,268 positive variance due to reduced tonnages of waste disposed when compared to budget. This saving is offset by adjustments to the Refuse Facilities Reserve;
- Waste Recyclables Processing Fees \$111,629 positive variance due to reduced tonnages of recyclables processed when compared to budget. This saving is offset by adjustments to the Refuse Facilities Reserve;
- Professional Consultancies \$165,000 positive variance due to project work being undertaken in house;
- Other net non material negative variances **(\$11,000)** arising from various positive and negative variances.

Minor Capital Equipment – **(\$55,000)** negative variance. Due to the unbudgeted costs of relocating the Statutory Urban Planning unit to the Urban Planning area.

Other non material positive variances totalling - \$22,443.

General Purpose Funding – **(\$1,334,953) Net Negative Variance**

Grants and Contributions – **(\$1,600,000)** Net negative variance due to:-

- Federal Assistance Grant (General) – Negative Variance of **(\$1,075,000)** due to receipt of the advance payment in the 2014-2015 financial year. A corresponding adjustment has been made to the Land and Property Reserve account transfer budgets;
- Federal Assistance Grant (Roads) – Negative Variance of **(\$525,000)** due to receipt of the advance payment in the 2014-2015 financial year. A corresponding adjustment has been made to the Infrastructure Reserve account transfer budgets.

Rates - \$259,047 Net positive variance due to:-

- Instalment Interest and administration fees \$59,450 positive variance as a result of increased numbers of ratepayers electing to pay their accounts by instalments;
- Interim rates \$198,897 positive variance as a result of higher levels and value of building and development activity than expected;
- Other Rates net positive non material variance \$700.

Other - net positive non material variances - \$6,000.

C16/6093 – 2015-2016 MID YEAR BUDGET REVIEW (AMREC) (ATTACHMENT)**Law, Order, Public Safety – (\$37,030) Net Negative Variance**

Fees and Charges \$32,600 Positive variance primarily due to increases in dog and cat registrations and the implementation of life time registrations.

Employee Costs (\$55,813) negative variance due to back pay and adjustments to staff establishment levels in the Community Security Service not accounted for when developing the budget.

Balance (\$13,817) net negative variance arising from various positive and negative non material variances.

Other Property and Services – \$863,252 Net Positive Variance

Other Revenue \$369,460 Positive variance due to:-

- Investment realised gains – \$303,701 positive variance being the first instalment of the final payout on the City's Collateralised Debt Obligation (CDO) investments; This amount has been transferred to the Risk Management Reserve from which the losses were deducted;
- Other non material net positive variances amounting to \$56,231.

Materials and Contracts \$306,999 Positive Variance due to:-

- Fuel and Lubricants \$200,000 positive variance due to significant falls in fuel prices;
- Professional Consultancies \$57,500 positive variance due primarily to reduced scope of works and revised budget costings;
- Other non material net positive variances amounting to \$49,499.

Insurance \$200,906 Positive Variance due to:-

- Reduction in Industrial Special Risk insurance premiums of \$90,000. This amount has been transferred to the Risk Management Reserve in order to fund any difference between the previous insurance excess level of \$10,000 per claim and the new level of \$50,000 per claim that was agreed to in exchange for a reduced annual premium amount;
- Reduction in Motor Vehicle and plant insurance premiums of \$100,000. This saving has been passed on to those service areas in the City that use the vehicles concerned;
- Other non material net positive variances amounting to \$10,906.

Employee Costs \$53,534 Positive Variance due to savings in training and other employee costs across all services areas.

Balance (\$67,647) net negative variance arising from various non material positive and negative variances.

Recreation and Culture – (\$288,896) Net Negative Variance

Fees and Charges - (\$269,567) net negative variance due to:-

- Casual fees (\$100,000) negative variance as a result of reduced attendance at the LeisureFit Centres.

C16/6093 – 2015-2016 MID YEAR BUDGET REVIEW (AMREC) (ATTACHMENT)

- Membership Fees **(\$186,000)** negative variance as a result of reduced attendance at the LeisureFit Centres.
- Other non material net positive variances amounting to \$16,433.

Utilities – \$158,778 positive variance due to:-

- Electricity - \$79,078 positive variance due to lower than budgeted pricing and consumption.
- Gas - \$72,700 positive variance due to lower than budgeted pricing and also consumption as a result of the effectiveness of the recent solar hot water heating installed at LeisureFit Booragoon .

Internal Charges – **(\$111,953)** negative variance as a result of adjustments to Operations Overheads, sign costs and waste charges on City owned properties.

Materials and Contracts – **(\$97,878)** negative variance due to Contractors increased scope of works across several reserves and parks.

Other non material net positive variances amounting to \$31,724.

Transport – \$172,683 Net Positive Variance

Fees and Charges - \$95,000 positive variance due to increased parking fee income arising from higher than expected utilisation of the City's new parking bays in the Fiona Stanley Hospital parking precinct.

Materials and Contracts - \$98,465 positive variance due to reduced expenditure on contractors offset by increases in stores and materials.

Balance **(\$20,782)** net negative non materials

Key Findings in Capital Budgets:**Community Amenities – \$409,493 Net Positive Variance**

Positive variance arising from Net Capital expenditure adjustments to the capital works program totalling \$409,493. A listing of material capital works program adjustments is included in attachment [6093A Significant Capital Works Project Budget Amendments](#).

Other Property and Services – (\$96,878) Net Negative Variance

Proceeds on disposals of assets – **(\$65,949)** Negative income variance with **(\$62,700)** arising from the temporary deferment of the sale of various light fleet vehicles due to delayed purchases.

Balance **(\$3,249)** net negative variance arising from non material variances.

C16/6093 – 2015-2016 MID YEAR BUDGET REVIEW (AMREC) (ATTACHMENT)

Non-Current Assets – (\$66,657) Negative Variance

Negative variance made up of positive and negative non material variances on various items of IT equipment, software and website development.

Balance \$35,728 net positive variance arising from various non material variances.

Transport – \$1,081,690 Net Positive Variance

Positive variance arising from Net Capital income adjustments to the capital works program totalling \$721,888

Positive variance arising from Net Capital expenditure adjustments to the capital works program totalling \$359,802.

It should be noted that these variances are offset by either reductions in amounts to be used from the City's reserves, or by increases in amounts to be set aside to the City's reserves, and consequently do not contribute to any operating surplus or deficit adjustment. A listing of material capital works program adjustments is included in attachment [6093A Significant Capital Works Project Budget Amendments](#).

Reserve Accounts**Net Funds (Set Aside)/Used– (\$1,183,203) Net transfers to reserves**

Plant Replacement Reserve - \$36,449 Net funds to be used to fund the Net Heavy Plant and Light Fleet budget variance

Refuse Facilities Reserve – (\$503,673) Net funds set aside as savings from Waste Services are transferred.

Risk Management Reserve - (\$393,701) Net funds set aside due to the transfer of Investment realised gains – \$303,701 being the first instalment of the final payout on the City's CDO investments and the reduction in Industrial Special Risk insurance premiums of \$90,000 transferred to the reserve.

Community Facilities Reserve - (\$55,000) Net funds set aside. This represents the reduction in reserve funding required for the adjusted buildings renewal component of the Capital Works program funded from the reserve in the 2015-2016 adopted budget.

Infrastructure Asset Management Reserve - (\$1,116,867) Net funds set aside. This represents the reduction in reserve funding required for the adjusted renewal component of the Capital Works program funded from the reserve in the 2015-2016 adopted budget.

Land and Property Reserve - \$1,075,000 Net funds to be used. This represents the reduction in the General Federal Assistance Grant to be received in 2015-2016.

Future Works Reserve – (\$318,322) Net funds set aside. This represents the reduction in reserve funding required for the adjusted new and upgrade component of the Capital Works program funded from the reserve in the 2015-2016 adopted budget.

C16/6093 – 2015-2016 MID YEAR BUDGET REVIEW (AMREC) (ATTACHMENT)

Community Surveillance and Security Service Reserve - \$92,911 Net funds to be used. This represents the funding of the additional budget required as identified in the Community Surveillance and Security Service operating budget.

STAKEHOLDER ENGAGEMENT**I. COMMUNITY**

Not applicable.

II. OTHER AGENCIES / CONSULTANTS

Not applicable.

STATUTORY AND LEGAL IMPLICATIONS

The *Local Government (Financial Management) Regulations 1996* stipulate the following:

“33A. Review of budget

(1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*

(2A) *The review of an annual budget for a financial year must —*

(a) *consider the local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*

(b) *consider the local government’s financial position as at the date of the review; and*

(c) *review the outcomes for the end of that financial year that are forecast in the budget.*

(2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*

(3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

(4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.”*

C16/6093 – 2015-2016 MID YEAR BUDGET REVIEW (AMREC) (ATTACHMENT)**FINANCIAL IMPLICATIONS**

After taking into account the various positive and negative variances and Reserve Funds adjustments, the Mid Year Budget Review has identified a positive net budget variance of \$151,632.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

Following a review of the risk implicit in the subject of this agenda, no high or extreme risks have been identified.

POLICY IMPLICATIONS

The review has been conducted in accordance with the Accounting Policy CP-025 using the Programme and Sub programme categories.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

After considering the review Council is to determine whether or not to adopt the review, any parts of the review or any recommendations made in the review.

CONCLUSION

The Budget Review has identified a number of programs requiring budget amendments. Overall, the net impact on the 2015-2016 Budget is a positive variance of \$151,632.

C16/6093 – 2015-2016 MID YEAR BUDGET REVIEW (AMREC) (ATTACHMENT)

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (6093)

ABSOLUTE MAJORITY APPROVAL

At 8:33pm Cr Schuster moved, seconded Cr Macphail –

That the Council:

1. **Note the 2015-2016 Mid Year Budget Review and attachments [6093 Mid Year Budget Review Summary Amendments](#) and [6093A Significant Capital Works Project Budget Amendments](#)**
2. **By Absolute Majority decision adopt the budget review with the following amendments to be made to the rate setting statement adopted in the 2015-2016 Annual Budget;**

OPERATING INCOME	
Loan Funds	14,606
Economic Services	(3,799)
Education & Welfare	4,440
General Purpose Funding	(1,340,953)
Health	40,974
Law, Order, Public Safety	32,600
Other Property and Services	369,460
Recreation and Culture	(218,235)
Transport	65,000
TOTAL OPERATING INCOME	(1,035,907)

OPERATING EXPENDITURE	
Loan Funds	(30,727)
Community Amenities	497,340
Economic Services	3,415
Education & Welfare	13,594
General Purpose Funding	6,000
Governance	26,767
Health	(8,510)
Housing	(1,632)
Law, Order, Public Safety	(69,630)
Other Property and Services	493,792
Recreation and Culture	(70,661)
Transport	107,683
TOTAL OPERATING EXPENDITURE	967,431
NET FUND TRANSFERS	
Funds to be set aside	177,626
Funds to be used	(1,360,829)
NET FUND TRANSFERS	(1,183,203)

C16/6093 – 2015-2016 MID YEAR BUDGET REVIEW (AMREC) (ATTACHMENT)

CAPITAL INCOME	
Other Property and Services	(65,949)
Transport	721,888
TOTAL CAPITAL INCOME	655,939
CAPITAL EXPENDITURE	
Community Amenities	409,493
Other Property and Services	(30,929)
Recreation and Culture	9,006
Transport	359,802
TOTAL CAPITAL EXPENDITURE	747,372
SURPLUS/(DEFICIT)	151,632

At 8:34pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY (11/0)

C16/6000 - INVESTMENT STATEMENTS FOR JANUARY 2016 (REC)

Ward : All
 Category : Operational
 Subject Index : Financial Statements and Investments
 Customer Index : Not applicable
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : Standard Item
 Works Programme : Not applicable
 Funding : Not applicable
 Responsible Officer : Bruce Taylor – Manager Financial Services

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input checked="" type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

KEY ISSUES / SUMMARY

This report presents the investment statements for the period ending 31 January 2016 for the Council's information and noting.

C16/6000 - INVESTMENT STATEMENTS FOR JANUARY 2016 (REC)

BACKGROUND

The City has cash holdings as a result of timing differences between the collection of revenue and its expenditure. Whilst these funds are held by the City, they are invested in appropriately rated and liquid investments.

The investment of cash holdings is undertaken in accordance with Council Policy CP-009 - Investment of Funds, with the objective of maximising returns whilst maintaining low levels of credit risk exposure.

DETAIL

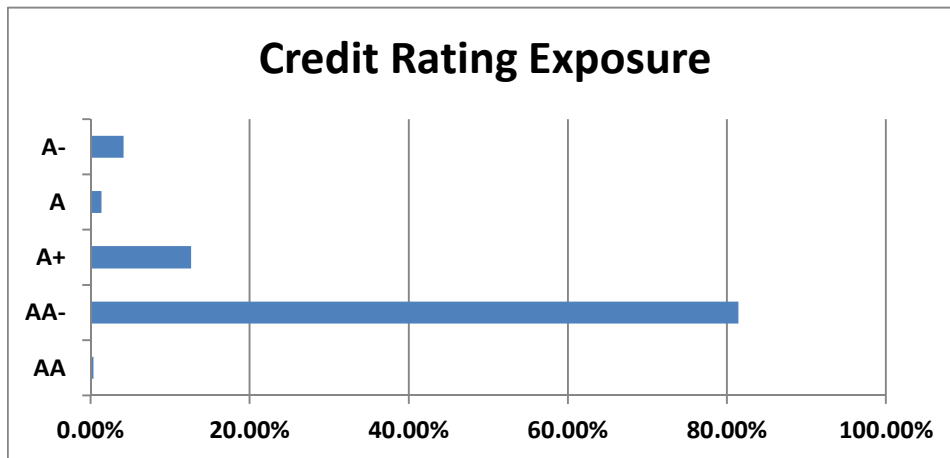
Summary details of investments held as at 31 January 2016 are shown in the tables below.

CITY OF MELVILLE	
STATEMENT OF INVESTMENTS	
FOR THE PERIOD ENDING 31 JANUARY 2016	
SUMMARY BY FUND	
	AMOUNT
	\$
MUNICIPAL	\$ 46,637,694
RESERVE	\$ 97,527,522
TRUST	\$ 342,815
CITIZEN RELIEF	\$ 200,625
	\$ 144,708,656
SUMMARY BY INVESTMENT TYPE	
	AMOUNT
	\$
11AM	\$ 11,246,592
31DAYS AT CALL	\$ 1,000,000
60DAYS AT CALL	\$ 2,000,000
90DAYS AT CALL	\$ 5,000,000
TERM DEPOSIT	\$ 124,231,419
BOND	\$ -
FRTD	\$ 1,000,000
UNITS (Local Govt Hse)	\$ 230,645
	\$ 144,708,656
SUMMARY BY CREDIT RATING	
	AMOUNT
	\$
AA	\$ 500,000
AA-	\$ 117,678,011
A+	\$ 18,300,000
A	\$ 2,000,000
A-	\$ 6,000,000
BBB+	\$ -
UNITS (Local Govt Hse)	\$ 230,645
	\$ 144,708,656

C16/6000 - INVESTMENT STATEMENTS FOR JANUARY 2016 (REC)

The following statements detail the investments held by the City for the period ending 31 January 2016.

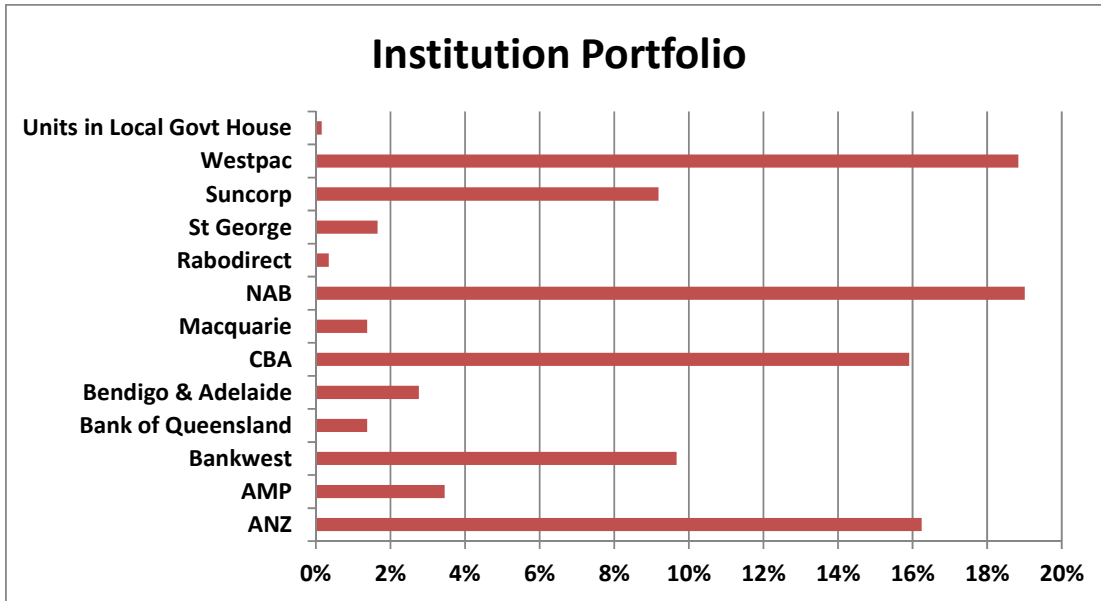
STATEMENT OF INVESTMENTS FOR THE PERIOD ENDING 31 JANUARY 2016					
INSTITUTION / INVESTMENT	INVESTMENT TYPE	Interest Rate %	S & P RATING	AMOUNT \$	MATURITY DATE
BANKWEST (11AM)	11AM	2.50%	AA-	\$0	On call
WESTPAC (MAXI DIRECT)	11AM	1.70%	AA-	\$7,900,000	On call
WESTPAC (MAXI BONUS 1)	11AM	1.95%	AA-	\$2,324,891	On call
WESTPAC (MAXI BONUS 2)	11AM	1.95%	AA-	\$1,021,701	On call
				\$11,246,592	
WESTPAC (31DAYS AT CALL)	31DAYS AT CALL	2.15%	AA-	\$1,000,000	On call
				\$1,000,000	
WESTPAC (60DAYS AT CALL)	60DAYS AT CALL	2.95%	AA-	\$2,000,000	On call
				\$2,000,000	
WESTPAC (90DAYS AT CALL)	90DAYS AT CALL	3.05%	AA-	\$5,000,000	On call
				\$5,000,000	
BANK OF QUEENSLAND (TERM)	TERM	Various	A-	\$2,000,000	Various
BANKWEST (TERM)	TERM	Various	AA-	\$14,000,000	Various
BENDIGO AND ADELAIDE BANK (TERM)	TERM	Various	A-	\$4,000,000	Various
CITIBANK (TERM)	TERM	Various	AA-	\$0	Various
COMMONWEALTH BANK (TERM)	TERM	Various	AA-	\$23,020,942	Various
AMP BANK (TERM)	TERM	Various	A+	\$5,000,000	Various
ANZ BANK (TERM)	TERM	Various	AA-	\$23,500,000	Various
ING BANK (TERM)	TERM	Various	A-	\$0	Various
MACQUARIE BANK (TERM)	TERM	Various	A	\$2,000,000	Various
NAB (TERM)	TERM	Various	AA-	\$27,500,625	Various
RABODIRECT (TERM)	TERM	Various	AA	\$500,000	Various
ST GEORGE BANK (TERM)	TERM	Various	AA-	\$2,400,000	Various
SUNCORP METWAY LTD (TERM)	TERM	Various	A+	\$13,300,000	Various
WESTPAC (TERM)	TERM	Various	AA-	\$7,009,852	Various
				\$124,231,419	
WESTPAC (FRTD)	FRTD	2.80%	AA-	\$1,000,000	Various
				\$1,000,000	
UNITS IN LOCAL GOVT HOUSE	NA	NA	NA	\$230,645	NA
TOTAL FUNDS INVESTED				\$144,708,656	
CREDIT RISK COMPARISON					
CREDIT RISK	AMOUNT	\$	ACTUAL PROPORTION	MAX. % AMOUNT IN TOTAL PORTFOLIO	Comments
AA	\$500,000		0%	80%	
AA-	\$117,678,011		81%	80%	
A+	\$18,300,000		13%	50%	
A	\$2,000,000		1%	50%	
A-	\$6,000,000		4%	50%	
BBB+	\$0		0%	20%	
UNITS IN LOCAL GOVT: HOUSE	\$230,645		0%	0.1%	Council Decision
TOTAL	144,708,656		100%		

C16/6000 - INVESTMENT STATEMENTS FOR JANUARY 2016 (REC)


DIVERSIFICATION RISK							
INSTITUTION	INVESTMENT TYPE	S & P RATING	AMOUNT	\$	ACTUAL PROPORTION	INSTITUTION PROPORTION	MAX. % WITH ANY ONE INSTITUTION
ANZ BANK (TERM)	TERM	AA-	23,500,000		16.24%	16.24%	20%
AMP BANK (TERM)	TERM	A+	5,000,000		3.46%	3.46%	15%
BANKWEST (11AM)	11AM	AA-	-		0.00%		
BANKWEST (TERM)	TERM	AA-	14,000,000		9.67%	9.67%	20%
BANK OF QUEENSLAND (TERM)	TERM	A-	2,000,000		1.38%	1.38%	15%
BENDIGO AND ADELAIDE BANK (TERM)	TERM	A-	4,000,000		2.76%	2.76%	15%
CITIBANK (TERM)	TERM	AA-	-		0.00%	0.00%	20%
COMMONWEALTH BANK (TERM)	TERM	AA-	23,020,942		15.91%		
COMMONWEALTH BANK (COVERED BOND)	BOND	AAA	-		0.00%		
COMMONWEALTH BANK (RETAIL BOND)	BOND	AA	-		0.00%		
COMMONWEALTH BANK (FRN)	FRN	AA	-		0.00%	15.91%	20%
ING BANK (TERM)	TERM	A-	-		0.00%	0.00%	15%
MACQUARIE BANK (TERM)	TERM	A	2,000,000		1.38%	1.38%	15%
NAB (TERM)	TERM	AA-	27,500,625		19.00%	19.00%	20%
RABODIRECT (TERM)	TERM	AA	500,000		0.35%	0.35%	15%
ST GEORGE BANK (TERM)	TERM	AA-	2,400,000		1.66%	1.66%	20%
SUNCORP METWAY LTD (TERM)	TERM	A+	13,300,000		9.19%	9.19%	15%
WESTPAC (MAXI BONUS 1)	11AM	AA-	2,324,891		1.61%		
WESTPAC (MAXI BONUS 2)	11AM	AA-	1,021,701		0.71%		
WESTPAC (MAXI DIRECT)	11AM	AA-	7,900,000		5.46%		
WESTPAC (31DAYS AT CALL)	31DAYS AT CALL	AA-	1,000,000		0.69%		
WESTPAC (60DAYS AT CALL)	60DAYS AT CALL	AA-	2,000,000		1.38%		
WESTPAC (90DAYS AT CALL)	90DAYS AT CALL	AA-	5,000,000		3.46%		
WESTPAC (FRTD)	FRTD	AA-	1,000,000		0.69%		
WESTPAC (TERM)	TERM	AA-	7,009,852		4.84%	18.84%	20%
UNITS IN LOCAL GOVT HOUSE	NA	NA	230,645		0.16%	0.16%	
			144,708,656		100%	100%	

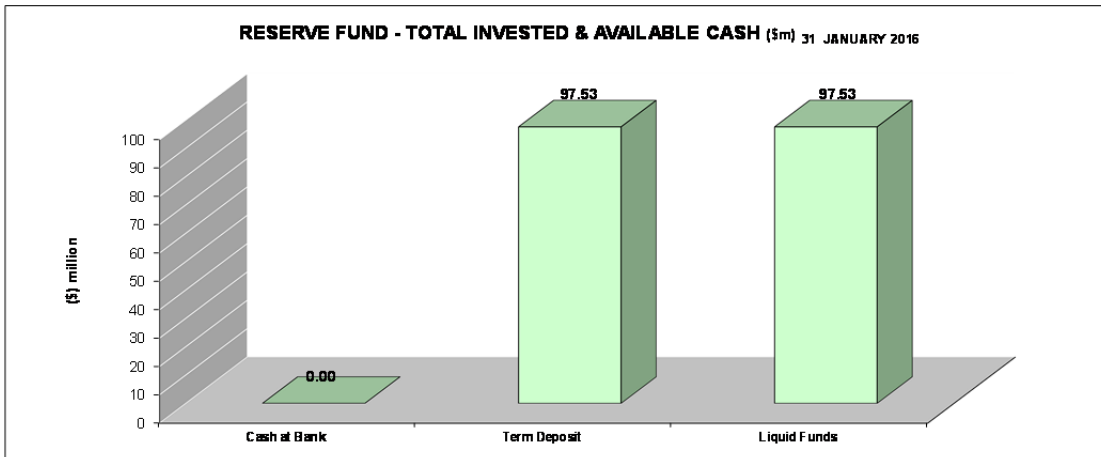
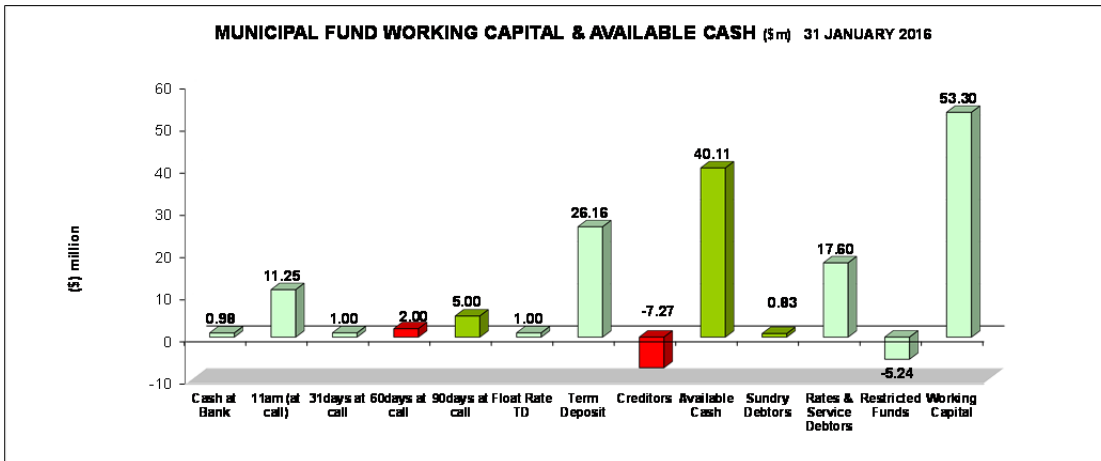
MATURITY COMPARISON					
TERM to MATURITY	AMOUNT	\$	ACTUAL PROPORTION	MAX. % IN ANY ONE YEAR	Comments
MUNICIPAL & TRUST FUNDS					
< 1 year	46,749,864		100%	100%	
	46,749,864		100%		
RESERVE FUNDS					
< 1 year	97,527,522		100%	100%	
	97,527,522		100%		

C16/6000 - INVESTMENT STATEMENTS FOR JANUARY 2016 (REC)



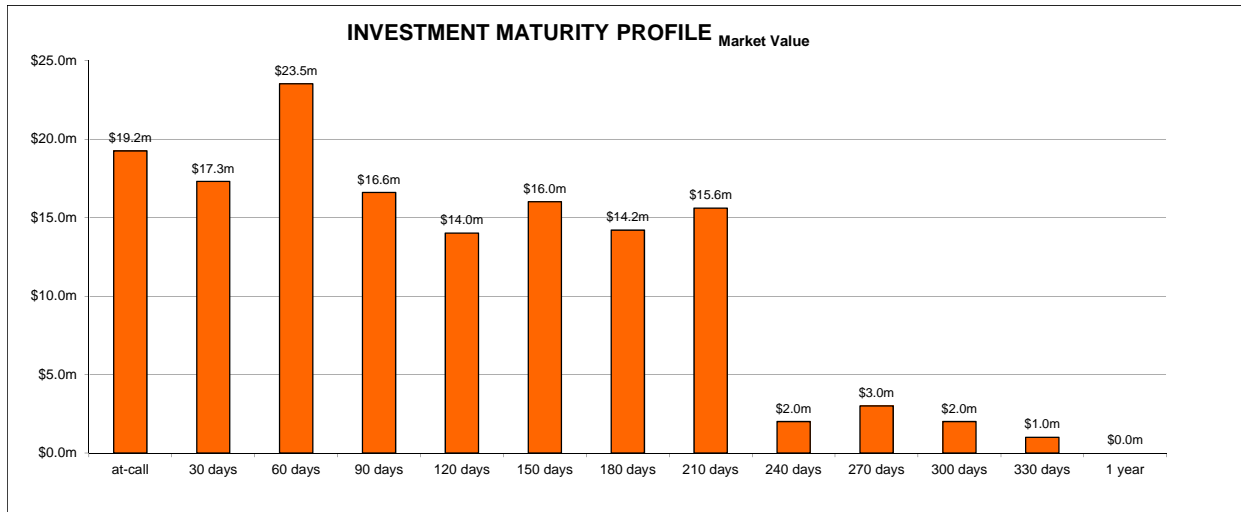
Net Funds Held

The graphs below summarise the Municipal Fund working capital and available cash and the funds held in the Reserve Fund as at 31 January 2016.



C16/6000 - INVESTMENT STATEMENTS FOR JANUARY 2016 (REC)

The graph below summarises the maturity profile of the City's investments at market value as at 31 January 2016.



STAKEHOLDER ENGAGEMENT

I. COMMUNITY

This report is available to the public on the City's web-site and hard copies of this agenda and attachments are available for viewing at the City's five public libraries.

II. OTHER AGENCIES / CONSULTANTS

A wide range of suitably credit rated Authorised Deposit-taking Institutions (ADI's) were engaged with during the course of the month in respect to the placement and renewal of investments.

STATUTORY AND LEGAL IMPLICATIONS

The following legislation is relevant to this report:

- *Local Government (Financial Management) Regulations 1996* Regulation 19 – Management of Investments
- *Trustee Act 1962* (Part 3)

Authorised Deposit-taking Institutions are authorised under the *Banking Act 1959* and are subject to Prudential Standards oversight by the Australian Prudential Regulation Authority (APRA).

C16/6000 - INVESTMENT STATEMENTS FOR JANUARY 2016 (REC)

FINANCIAL IMPLICATIONS

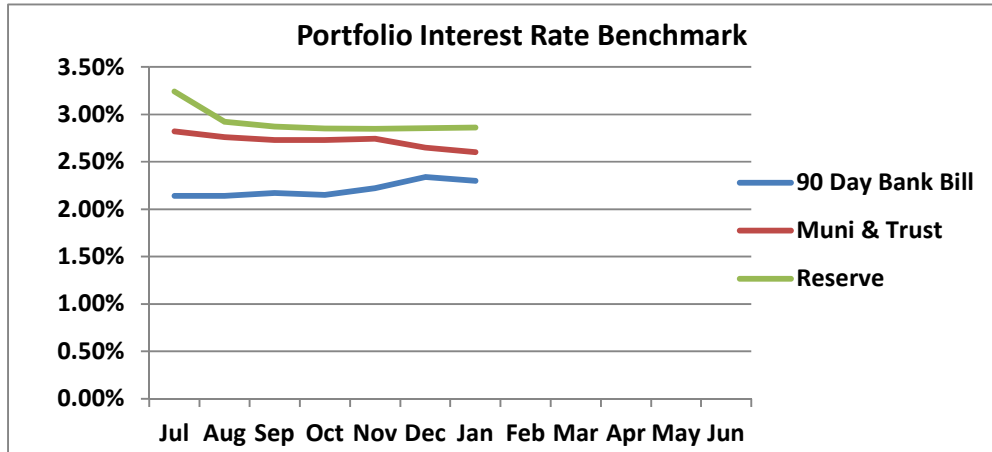
For the period ending 31 January 2016:

- Investment earnings on Municipal and Trust Funds were \$649,627 against a year to date budget of \$475,417 representing a \$174,210 positive variance.

The weighted average interest rate for Municipal and Trust Fund investments as at 31 January 2016 was 2.60% which compares favourably to the benchmark three month bank bill swap (BBSW) reference rate of 2.30%.

- Investment earnings on Reserve accounts were \$1,717,204 against a year to date budget of \$1,458,333 representing a \$258,871 positive variance.

The weighted average interest rate for Reserve account investments as at 31 January 2016 was 2.86% which compares favourably to the benchmark three month bank bill swap (BBSW) reference rate of 2.30%.



STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

The Council's Investment of Funds Policy CP-009 was drafted so as to minimise credit risk through investing in highly rated securities and diversification. The Policy also incorporates mechanisms that protect the City's investments from undue volatility risk as well as the risk to reputation as a result of investments that may be perceived as unsuitable by the Community.

The interest rate risk is high due to the short-term nature of the City's investments and the inability, due to legislative restrictions, to lock into longer dated investments which attract higher interest rates and help reduce exposure to reductions in interest rates.

There are no other identifiable strategic, risk and environmental management implications.

C16/6000 - INVESTMENT STATEMENTS FOR JANUARY 2016 (REC)**POLICY IMPLICATIONS**

Council Policy CP-009 – Investment of Funds.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Not applicable.

CONCLUSION

The City's investment portfolio is invested in highly secure investments that are returning low investment returns. These return's are however commensurate with the low level of risk of the portfolio.

Future investment earnings are expected to continue to decrease when compared to previous years as interest rates continue to stay low and the effect of tighter Basel III based banking implemented by the Australia Prudential Regulation Authority (APRA). Furthermore legislative restrictions that have been implemented by the Western Australian State Government limiting term deposits to a maximum term of 12 months, has resulted in the City not being able to invest in longer term deposits which, depending on the interest rate yield curve, can attract higher interest rates than shorter term investments.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (6000)**NOTING**

That the Investment Report for the month of January 2016 be noted.

At 8.36pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (11/0)

C16/6001 – SCHEDULE OF ACCOUNTS PAID FOR JANUARY 2016 (REC)
(ATTACHMENT)

Ward : All
 Category : Operational
 Subject Index : Financial Statement and Investments
 Customer Index : Not applicable
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : Standard Item
 Works Programme : Not Applicable
 Funding : Annual Budget
 Responsible Officer : Bruce Taylor – Manager Financial Services

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input checked="" type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

KEY ISSUES / SUMMARY

This report presents the details of payments made under delegated authority to suppliers for the month of January 2016 and recommends that the Schedule of Accounts Paid be noted.

**C16/6001 – SCHEDULE OF ACCOUNTS PAID FOR JANUARY 2016 (REC)
(ATTACHMENT)**
BACKGROUND

Delegated Authority DA-035 has been granted to the Chief Executive Officer to make payments from the Municipal and Trust Funds. This authority has then been on-delegated to the Director Corporate Services. In accordance with Regulation 13.2 and 13.3 of the *Local Government (Financial Management) Regulations 1996*, where this power has been delegated, a list of payments for each month is to be compiled and presented to Council. The list is to show each payment, payee name, amount and date of payment and sufficient information to identify the transaction.

DETAIL

The Schedule of Accounts Paid for the period ending 31 January 2016 ([6001 January 2016](#)), including Payment Registers numbers, Cheques 499 to 501 and Electronic Funds Transfers batches 387 to 388 was distributed to the Elected Members of Council on 26 February 2016.

Payments in excess of \$25,000 for the period are detailed as follows:

Supplier Name	Remittance Number	Remittance Details	Amount
Asphaltech Pty Ltd	E047798	Road resurfacing at Canning Avenue, Pulo Road, Adamson Road & Cranford Avenue	\$857,390.33
Calibre Coatings Pty Ltd	E047910	Painting at Melville Aquatic Fitness Centre & Heathcote Swan House	\$29,214.90
City of Cockburn	E047866	Tip fees for December	\$139,472.75
Data #3 Limited	E047740 & E047931	Software & hardware supplies	\$102,204.41
Dickies Tree Service	E047678 & E047868	Tree lopping services	\$90,416.70
EMSO Maintenance T/A Crabclaw Holdings Pty Ltd	E047728 & E047923	Building maintenance	\$54,355.24
Fire & Emergency Services Authority WA	E047793	ESL remittance for December	\$672,306.41
Flexi Staff	E047698 & E047893	Temporary employment	\$80,668.33
Landgate	E047720 & E047918	GRV interim valuations	\$35,104.28
Major Motors Pty Ltd	E047684 & E047878	Purchase of 2 Isuzu NPR400 Crew Cab Tipper Trucks	\$131,529.46
Melville Toyota	E047919	Purchase of Toyota Kluger V6 wagon	\$50,654.52
Miracle Recreation Equipment	E047904	Replacement of playground at Oz Park	\$31,515.00
Prestige Honda	E047991	Purchase of Honda Accord sedan	\$48,329.40
Southern Metropolitan Regional Council	E047741 & E047933	RRRC loan repayment, MSW gate fees for December, mixed recyclables for December, green waste gate fees for December & over compaction charges for December	\$875,816.65
Synergy	E047697 & E047892	Electricity charges	\$279,953.71
TJS Cleaning Services Perth Pty Ltd	E047807	Cleaning of LeisureFit Booragoon & LeisureFit Melville	\$25,880.38
Tree Amigos Tree Surgeons	E047766	Tree lopping services	\$43,986.51
Water Corporation	Chq's 063734 & 063796	Water charges	\$47,387.83

C16/6001 – SCHEDULE OF ACCOUNTS PAID FOR JANUARY 2016 (REC)
(ATTACHMENT)**STAKEHOLDER ENGAGEMENT****I. COMMUNITY**

Not applicable.

II. OTHER AGENCIES / CONSULTANTS

Not applicable.

STATUTORY AND LEGAL IMPLICATIONS

This report meets the requirements of the *Local Government (Financial Management) Regulations 1996* Regulation 11 - Payment of Accounts, Regulation 12 - List of Creditors and Regulation 13 - Payments from the Trust Fund and the Municipal Fund.

FINANCIAL IMPLICATIONS

Expenditures were provided for in the adopted Budget as amended by any subsequent Budget reviews.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

There are no identifiable strategic, risk and environmental management implications.

POLICY IMPLICATIONS

Procurement of Products and Services is conducted in accordance with Council Policy CP-023 and Systems Procedure 019 Purchasing and Procurement.

**C16/6001 – SCHEDULE OF ACCOUNTS PAID FOR JANUARY 2016 (REC)
(ATTACHMENT)****ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

Not applicable.

CONCLUSION

This is a regular monthly report for Elected Members' information.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (6001)**NOTING**

That the Council notes the Schedule of Accounts paid for the period ending 31 January 2016 as approved by the Director Corporate Services in accordance with delegated authority DA-035, and detailed in attachment [6001 January 2016](#)

At 8.36pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (11/0)

**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR JANUARY 2016 (REC)
(ATTACHMENTS)**

Ward	:	All
Category	:	Operational
Subject Index	:	Financial Reporting - Statements of Financial Activity
Customer Index	:	Not applicable
Disclosure of any Interest	:	No Officer involved in the preparation of this report has a declarable interest in this matter.
Previous Items	:	Standard Item
Works Programme	:	Not applicable
Funding	:	Not applicable
Responsible Officer	:	Bruce Taylor – Manager Financial Services

AUTHORITY / DISCRETION

DEFINITION

<input type="checkbox"/>	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

KEY ISSUES / SUMMARY

This report presents:

- The Statements of Financial Activity by Program, Sub-Program and Nature and Type, for the period ending 31 January 2016 and recommends that they be noted by the Council.
- There are no budget amendments for the period ending 31 January 2016 as the 2015-2016 mid-year budget review is underway.
- The variances for the month of January 2016 and recommends that they be noted by the Council.

**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR JANUARY 2016 (REC)
(ATTACHMENTS)**
BACKGROUND

The Statements of Financial Activity for the period ending 31 January 2016 have been prepared and tabled in accordance with the *Local Government (Financial Management) Regulations 1996*.

DETAIL

The attached reports have been prepared in compliance with the requirements of the legislation and Council policy. Two new monthly reports have been prepared and will be reported to Council each month. These reports are:-

1. the Rate Setting Statement by Sub-Program, which provides further details on the Program classifications and,
2. the Statement of Financial Activity by Nature and Type which provides details on the various categories of income and expenditure.

For the period ending 31 January 2016, net operating positive variances of \$10.131 million and net capital positive variances of \$1.633 million were recorded.

Variances

A summary of variances and comments are provided in attachment [6002H January 2016](#) based on the Rate Setting Statement by Sub-Program ([6002A Sub Program January 2016](#)).

Revenue

\$81.590 million in Rates was raised to 31 January 2016. This is compared with a revised year to date budget of \$81.164 million, resulting in a positive variance of \$426k.

CITY OF MELVILLE STATEMENT OF VARIANCES IN EXCESS OF \$50,000 for the Period Ended 31 January 2016							
	January Actual \$	YTD Rev. Budget \$	YTD Actual \$	Variance \$	Variance %	Annual Budget \$	Annual Rev. Budget \$
Revenue							
General Purpose Funding	3,074,474	6,844,000	9,375,085	2,531,085	37%	9,904,000	9,904,000
Law, Order, Public Safety	40,363	2,408,601	2,484,778	76,177	3%	2,503,484	2,503,484
Community Amenities	148,314	2,482,461	2,617,391	134,930	5%	3,205,507	3,156,624
Recreation and Culture	668,159	4,862,160	4,717,611	(144,548)	-3%	8,286,606	8,290,606
Transport	325,593	1,697,826	1,947,944	250,118	15%	3,124,779	3,693,266
Other Property and Services	86,416	604,200	808,178	203,978	34%	3,374,667	3,587,667
	4,791,877	21,313,432	24,729,830	3,759,850	16%	31,022,213	31,758,817
Expenses							
Governance	(188,948)	(2,605,516)	(2,064,524)	540,991	-21%	(4,195,642)	(4,596,275)
General Purpose Funding	(908,023)	(3,803,201)	(3,884,871)	(81,670)	2%	(4,243,834)	(5,212,429)
Law, Order, Public Safety	(274,807)	(2,182,940)	(2,096,817)	86,123	-4%	(3,807,299)	(3,801,844)
Health	(61,856)	(630,774)	(560,088)	70,685	-11%	(1,071,022)	(1,070,760)
Education & Welfare	(203,753)	(1,614,843)	(1,501,472)	113,370	-7%	(2,899,612)	(2,852,048)
Community Amenities	(1,823,616)	(14,616,896)	(12,875,627)	1,741,269	-12%	(24,390,165)	(24,838,830)
Recreation and Culture	(1,883,774)	(16,363,193)	(14,982,385)	1,380,807	-8%	(29,594,045)	(28,809,795)
Transport	(647,467)	(5,400,302)	(4,570,505)	829,797	-15%	(8,903,681)	(9,260,715)
Economic Services	(176,463)	(1,262,065)	(1,453,970)	(191,905)	15%	(2,142,783)	(2,162,783)
Other Property and Services	(1,438,008)	(12,605,587)	(11,314,142)	1,291,445	-10%	(20,130,413)	(20,331,433)
	(7,609,712)	(61,108,745)	(55,330,531)	8,909,787	-9%	(101,412,725)	(102,974,028)
Capital Revenue & Expenditure							
Purchase of Furniture & Equipment	(26,049)	(1,442,362)	(978,477)	463,886	-32%	(1,476,120)	(2,585,834)
Purchase of Land & Buildings	(84,311)	(1,338,699)	(914,767)	423,932	-32%	(5,153,700)	(6,699,179)
Purchase of Infrastructure Assets	(1,019,603)	(6,556,141)	(5,747,220)	808,921	-12%	(16,644,956)	(21,536,907)

**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR JANUARY 2016 (REC)
(ATTACHMENTS)****Money Expended in an Emergency and Unbudgeted Expenditure**

Not applicable for January 2016.

Budget Amendments

There are no budget amendments that were processed in January 2016 as the 2015-2016 mid-year budget review is currently underway.

Rates Collections and Debtors

Details of Rates and Sundry Debtors are shown in attachments 6002L, 6002M and 6002N. Rates, Refuse, Fire and Emergency Service Authority & Underground Power payments totalling \$5,777,933 were collected over the course of the month. Rates collection progress for the month of January is 0.2% below target which represents a dollar value of \$169,618. As at 31 January 83.8% of 2015-2016 rates had been collected. This is 1.4% less than collected for the same time last year.

Total sundry debtor balances increased by \$405,750 over the course of the month from \$427,369 to \$833,119. The 90+ day's debtor balance increased by \$31,700 from \$85,935 to \$117,635.

Granting of concession or writing off debts owed to the City

Delegation DA-032 empowers the Chief Executive Officer (CEO) to grant concessions and write off monies owing to the City to a limit of \$10,000 for any one item. The CEO has partially on-delegated this to the Director Corporate Services to write off debts or grant concessions to a value of \$5,000.

One debt with a value of \$744 for commercial waste collection was written off under delegated authority in the month of January 2016 as advised by the debt collectors as being uncollectable.

**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR JANUARY 2016 (REC)
(ATTACHMENTS)**

The following attachments form part of the Attachments to the Agenda.

DESCRIPTION	LINK
Rate Setting Statement by Program – January 2016	6002A January 2016
Rate Setting Statement by Sub-Program – January 2016	6002A Sub Program January 2016
Statement of Financial Activity – January 2016	6002B January 2016
Representation of Net Working Capital – January 2016	6002E January 2016
Reconciliation of Net Working Capital – January 2016	6002F January 2016
Notes on Rate Setting Statement reporting on variances of 10% or \$50,000 whichever is greater – January 2016	6002H January 2016
Details of Budget Amendments requested – January 2016	Not Applicable
Summary of Rates Debtors – January 2016	6002L January 2016
Graph Showing Rates Collections – January 2016	6002M January 2016
Summary of General Debtors aged 90 Days Old or Greater – January 2016	6002N January 2016

STAKEHOLDER ENGAGEMENT

I. COMMUNITY

Not applicable.

II. OTHER AGENCIES / CONSULTANTS

Not applicable.

STATUTORY AND LEGAL IMPLICATIONS

Local Government Act 1995 Division 3 – Reporting on Activities and Finance Section 6.4 – Financial Report.

Local Government (Financial Management) Regulation 1996 Part 4 – Financial Reports Regulation 34 requires that:

34. Financial activity statement report — s. 6.4

(1A) In this regulation — **committed assets** means revenue unspent but set aside under the annual budget for a specific purpose.

**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR JANUARY 2016 (REC)
(ATTACHMENTS)**

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
- (b) budget estimates to the end of the month to which the statement relates;
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) the net current assets at the end of the month to which the statement relates.

(2) Each statement of financial activity is to be accompanied by documents containing —

- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
- (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
- (c) such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity may be shown —

- (a) according to nature and type classification; or
- (b) by program; or
- (c) by business unit.

(4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —

- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
- (b) recorded in the minutes of the meeting at which it is presented.

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

The variance adopted by the Council is 10% or \$50,000 whichever is greater.

Local Government Act 1995 Division 4 – General Financial Provisions Section 6.12; Power to defer, grant discounts, waive or write off debts.

FINANCIAL IMPLICATIONS

Variances are dealt with in attachment [6002H January 2016](#) (Notes on Statement of Variances in excess of \$50,000).

**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR JANUARY 2016 (REC)
(ATTACHMENTS)**

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

There are no identifiable strategic, risk and environmental management implications arising from this report.

POLICY IMPLICATIONS

The format of the Statements of Financial Activity as presented to the Council and the reporting of significant variances is undertaken in accordance with the Council's Accounting Policy CP-025.

CONCLUSION

The attached financial reports reflect a positive financial position of the City of Melville as at 31 January 2016.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (6002)

NOTING

That the Council:

- Note the Rate Setting Statement and Statements of Financial Activity for the month ending 31 January 2016 as detailed in the following attachments:**

DESCRIPTION	LINK
Rate Setting Statement by Program – January 2016	6002A January 2016
Rate Setting Statement by Sub-Program – January 2016	6002A Sub Program January 2016
Statement of Financial Activity – January 2016	6002B January 2016
Representation of Net Working Capital – January 2016	6002E January 2016
Reconciliation of Net Working Capital – January 2016	6002F January 2016
Notes on Rate Setting Statement reporting on variances of 10% or \$50,000 whichever is greater – January 2016	6002H January 2016
Details of Budget Amendments requested – January 2016	Not Applicable
Summary of Rates Debtors – January 2016	6002L January 2016
Graph Showing Rates Collections – January 2016	6002M January 2016
Summary of General Debtors aged 90 Days Old or Greater – January 2016	6002N January 2016

At 8.36pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (11/0)

15. EN BLOC ITEMS

At 8:36pm Cr Phelan moved, seconded Cr Macphail –

That the recommendations for items P16/3691, P16/3692, P16/3694, M16/5000, T16/3697, C16/5465, C16/5468, C16/6000, C16/6001 and C16/6002, be carried En Bloc.

At 8:36pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (11/0)

16. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**16.1 Proposed Motion to WALGA re Local Government Investment Options**

At 8:37pm Cr Schuster moved, seconded Cr Barling –

That the Council:

Seek WALGA support, initially through the Zone policy processes, for the following motion:

“The Local Government (Financial Management) Regulations 1996 as amended be further amended by replacing the words “12 months” in Clause 19C (2) (b) with the words “three years”.”

At 8:42pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (11/0)

Reasons for the Motion

1. The current Clause 19C (2) (b) limits local governments to only investing in fixed term deposits of 12 months duration or less;
2. This is unreasonably limiting local governments' capacity to gain revenue from its investments. Whilst still complying with the risk ratings and other limitations in the Regulations the potential to earn even an additional 0.25% in interest revenue would translate to additional interest of \$250,000 which would in turn moderate the need to increase rates (\$250,000 equating to approximately 0.30% of rates) in order to fund the cost of delivering services to, or procuring community assets, for the ratepayers of the City;
3. Generally when one looks at the fixed term deposits available to people with modest sums the interest rate available increases with length of investment term, even in these times of historically low interest rates; and,
4. Allowing local governments to invest as they see fit for periods up to three years has the potential to increase earnings, while still complying with all the risk mitigation mechanisms set out in the Regulations.

17. MOTIONS WITHOUT NOTICE BY ABSOLUTE MAJORITY OF THE COUNCIL**17.1 Proposed Motion City of Melville Insurer's Outcomes****COUNCIL RESOLUTION****ABSOLUTE MAJORITY**

At 8.44pm Cr Robartson moved, seconded Cr Macphail -

That Cr Schuster be permitted to present to the Council, a Motion Without Notice relating to City of Melville Insurer's outcomes.

At 8.44pm the Mayor submitted the motion which was declared

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY (11/0)

MOTION**APPROVAL**

At 8:45pm Cr Schuster moved, seconded Cr Barling –

That the Council in the light of criticism of Australian insurance companies over recent years in respect to claims management procedures, requests the Chief Executive Officer to seek the Western Australian Local Government Association advice in respect to whether there has been a third party review of the balance of equity and due diligence in respect to how the Local Government Insurance Scheme handles claims on behalf of its members and third parties and if not, whether such a review would be countenanced.

At 8:45pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (11/0)

18. IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil

19. CLOSURE

There being no further business to discuss, the Mayor declared the meeting closed at 8:46pm.