

MINUTES

OF THE

ORDINARY MEETING OF THE COUNCIL

HELD ON

TUESDAY 21 NOVEMBER 2017

AT 6.30PM IN THE COUNCIL CHAMBERS

MELVILLE CIVIC CENTRE

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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 21 NOVEMBER 2017.

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 Governance and 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 Meeting Procedures Local Law to ensure the efficient, effective and orderly decision making within this forum.

2. PRESENT

His Worship the Mayor R Aubrey

COUNCILLORS

Cr M Woodall (Deputy Mayor)
Cr C Robartson
Cr N Pazolli, Cr S Kepert
Cr T Barling, Cr N Robins
Cr G Wieland, Cr J Barton
Cr D Macphail, Cr K Mair
Cr P Phelan, Cr K Wheatland

WARD

Bull Creek - Leeming
Bull Creek - Leeming
Applecross – Mount Pleasant
Bateman – Kardinya - Murdoch
Bicton – Attadale – Alfred Cove
Central
Palmyra – Melville - Willagee

3. IN ATTENDANCE

Mr S Cope	A/Chief Executive Officer
Mr M Tieleman	Director Corporate Services
Ms C Young	Director Community Development
Mr G Ponton	A/Director Urban Planning
Ms K Brosztl	A/Director Technical Services
Mr J Clark	A/Executive Manager Governance and Legal Services
Mr P Prendergast (<i>until 7.55pm</i>)	Manager Statutory Planning
Mr T Capobianco (<i>until 7.00pm</i>)	Manager Building and Environmental Health Services
Ms C Newman	A/Governance and Compliance Advisor
Ms S Williams	Governance Officer

At the commencement of the meeting there were 22 members of the public and one representative from the Press in the Public Gallery.

At 6:32pm Mr M Tieleman left the meeting at returned at 6:33pm.

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

Nil.

4.2 APPROVED LEAVE OF ABSENCE

Nil.

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 Dr G Mahony, Attadale**

In respect of the proposed wave park at Alfred Cove Marine Reserve:

Question 1

What is the Council legally obliged to do as the Responsible Authority?

Response

The City will not act as Responsible Authority in the case of the Wave Park development application given that part of the application site includes land which is reserved under the Metropolitan Region Scheme as a road reserve.

Question 2

Will you please outline how Councillors will be involved in reviewing the Responsible Authority Report before it is finalised?

Response

As the City is not the Responsible Authority in this case, Elected Members will not be involved in reviewing the Responsible Authority Report before it is finalised.

Question 3

To which agency will the Responsible Authority Report be submitted?

Response

It is likely that the Western Australian Planning Commission (WAPC) will be the authority responsible for assessment of the proposal and, dependent on the value of the proposal the decision maker in this case, may be the Metro Central Joint Development Assessment Panel. The Responsible Authority Report is likely to be prepared by the Department of Planning, Lands and Heritage.

6.2 Mr E Nielson, Booragoon

Tomkins Park Cost Estimate:

Question 1

On what basis did the City officers arrive at \$9,420,500 expecting Council approval for something that is impossible to evaluate having no details?

Response

The value was assessed as per the Council item, based on a Quantity Surveyor report prepared by Ralph Beattie Bosworth, Construction Cost Consultants (including contingency, professional fees, public art) and also including additional costs as outlined in the item (e.g. Self supporting loan transfers, Bowling Club uniforms and others).

6.2 Mr E Nielson continued

Question 2

Are our Elected Members happy to see the City conduct its business in this manner, not only now but also into the future?

Response

See response to Question 3.

Question 3

What prompted our Elected Members to approve of \$9,420,500 when it appeared obvious that substantial amounts of details and information were missing at the time of approval (OMC 20 June 2017 refers)?

Response

Elected Members received a confidential attachment outlining more detailed cost breakdowns. This is not made public as is deemed commercial in confidence due to the impact it can present on any tendering process.

6.3 City of Melville Residents and Ratepayers Association (Inc)

Question 1

When did Council formally decide to change the use of Bert Jeffrey Park, from a passive recreational area to an active area. What is the expected patterns of use for the proposed change in use of the park and what other regulatory action was taken, or is necessary, to change the use of Bert Jeffrey Park?

Response

Regulatory action is not required. Bert Jeffrey Park is zoned Public Open Space, which can be used for active sports as well as passive recreation.

For many years Bert Jeffrey Park has been identified as one of the City's active reserves. Poor irrigation and lack of supporting facilities has limited the use for sporting activities. Junior Soccer training has been allocated at Bert Jeffrey for around the past 4 years during pre-season.

Question 2

When and to what level were the local community consulted about the proposed change in use of Bert Jeffrey Park. What information was provided to the community and what feedback from the community was received?

Response

There has been no formal change of use. The park will continue to be used for sporting activities and passive recreation.

7. AWARDS AND PRESENTATIONS**Australian Institute of Building Surveyor's 2017 - John George Award - WA Chapter**

His Worship the Mayor presented the Award to the Manager Building and Environmental Health, Tony Capobianco for an outstanding contribution towards the betterment of the Australian Institute of Building Surveying WA Chapter during 2017.

The award recognises those who demonstrate excellence in professional standards in terms of building surveying, mentoring skills, promotion of the profession and recognise both the contribution made both to the profession itself and the broader community.

Australian Business Excellence Award

His Worship the Mayor acknowledged the City's achievement of winning the prestigious Excellence Prize Award, becoming only the third ever Australian organisational to achieve the level of recognition for business excellence in thirty years.

Awarded by the Australian Organisational Excellence Foundation, Her Excellency Kerry Sanderson presented the City with the award, which criteria is set against internationally recognised standards and are regarded as world class.

At 6:52pm Mr T Capobianco entered the meeting and left at 6:53pm.

8. CONFIRMATION OF MINUTES**8.1 ORDINARY MEETING OF THE COUNCIL – 17 OCTOBER 2017**
Minutes 17 October 2017**COUNCIL RESOLUTION**

At 6:55pm Cr Macphail moved, seconded Cr Robartson –

That the Minutes of the Ordinary Meeting of the Council held on Tuesday, 17 October 2017, be confirmed as a true and accurate record.

At 6:55pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (13/0)

8.2 NOTES OF AGENDA BRIEFING FORUM – 7 NOVEMBER 2017
Notes 7 November 2017**COUNCIL RESOLUTION**

At 6:56pm Cr Phelan moved, seconded Cr Robartson –

That the Notes of the Agenda Briefing Forum held on Tuesday, 7 November 2017, be received.

At 6:56pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (13/0)

8.3 SPECIAL MEETING OF THE COUNCIL – 23 OCTOBER 2017
Minutes 23 October 2017

COUNCIL RESOLUTION

At 6:56pm Cr Woodall moved, seconded Cr Barling–

That the Minutes of the Special Meeting of the Council held on Monday, 23 October 2017, be confirmed as a true and accurate record.

At 6:57pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (13/0)

**8.4 FINANCIAL MANAGEMENT, AUDIT, RISK AND COMPLIANCE
COMMITTEE – 6 NOVEMBER 2017**

COUNCIL RESOLUTION

At 6:57pm Cr Macphail moved, seconded Cr Woodall –

That the Minutes of the Financial Management, Audit, Risk and Compliance Committee Meeting held on Monday, 6 November 2017 be noted.

At 6:57pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (13/0)

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

8.5 SPECIAL MEETING OF THE COUNCIL – 7 NOVEMBER 2017
Minutes SMC 7 November 2017

COUNCIL RESOLUTION

At 6:58pm Cr Barling moved, seconded Cr Weiland –

That the Minutes of the Special Meeting of the Council held on Tuesday, 7 November 2017, be confirmed as a true and accurate record.

At 6:58pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (13/0)

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

Nil.

9.2 DISCLOSURE OF INTEREST THAT MAY CAUSE A CONFLICT

Nil.

10. DEPUTATIONS

Nil.

11. APPLICATIONS FOR NEW LEAVES OF ABSENCE

Nil.

12. IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil.

13. PETITIONS**13.1 Petition – Sale of Public Open Space, corner of Ardross Street and Kinross Road, Applecross**

A petition signed by 130 residents was received by the City of Melville on Thursday, 19 October 2017. The petition reads as follows –

“We the undersigned residents of Applecross petition the Council and ask that the sudden sale of the block of land at the corner of Ardross Street and Kinross Road Applecross be halted. This block is precious open space and use thereof should be discussed publicly. There are two healthy Jarrah trees at least 120 years old (maybe even 200 years) on this land. Many birds including pink and grey galahs and parrots use these trees. We need more trees and open space (not less) to counteract the urban infill.”

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION

At 6:59pm Cr Pazolli moved, seconded Cr Kepert –

That the petition bearing 130 signatures be received and acknowledged in writing to the lead petitioner.

At 6:59pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (13/0)

14. REPORTS OF THE CHIEF EXECUTIVE OFFICER

14.1 ITEMS FROM FINANCIAL MANAGEMENT, AUDIT, RISK AND COMPLIANCE COMMITTEE MEETING 6 NOVEMBER 2017

C17/6156 – CITY OF MELVILLE ANNUAL FINANCIAL REPORT FOR 2016-2017 (REC) (ATTACHMENT)

Ward : All
 Category : Operational
 Subject Index : Financial Reporting – Annual Financial Reports
 Customer Index : Grant Thornton
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : Item C16/6105 – City of Melville Annual Financial Statements for 2015-2016 – Financial Management, Audit, Risk and Compliance Committee Meeting held 14 November 2016 and Ordinary Meeting of Council held 15 November 2016
 Works Programme : Not Applicable
 Funding : Not Applicable
 Responsible Officer : Bruce Taylor
 Manager Financial Services

AUTHORITY / DISCRETION

DEFINITION

	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
	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>
	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
	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>

**C17/6156 – CITY OF MELVILLE ANNUAL FINANCIAL REPORT FOR 2016-2017 (REC)
(ATTACHMENT)****KEY ISSUES / SUMMARY**

- This report presents the 2016-2017 Annual Financial Report, the Independent External Auditors Audit Findings Report and a summary of variances. It is recommended that after review and discussion with the City's Auditors the Committee notes the report and recommends the report for further noting by the Council.
- The overall closing funds/unrestricted cash amount available to be carried forward to 2017-2018 is \$3,029,416. This is \$2,779,416 more than the \$250,000 opening funds required to balance the 2017-2018 Annual Budget. In accordance with Council resolution (Special Meeting of Council held 22 June 2017 Item C17/6111 – Consideration and Adoption of the 2017-2018 Budget) the additional surplus has been transferred to the Rates Equalisation Reserve account.

BACKGROUND

The *Local Government Act 1995* (the Act) prescribes the following (but not limited to) in relation to the Annual Report:

- Section 5.53(1) requires a local government to prepare an Annual Report for each financial year.
- Section 5.53(2)(f) states that the Annual Report must contain the financial report for the financial year.
- Section 5.54 requires the Annual Report for a financial year is to be accepted by the local government no later than 31 December after that financial year.

The City refers to its Annual Report as the Community Annual Report and presents it in two parts:

- Part A – contains the full text summary and an extract of the Annual Financial Report
- Part B – contains the full Annual Financial Report and a copy of the independent audit letter

The Community Annual Report Parts A and B for 2016-2017 requires acceptance by the Council prior to the Annual General Meeting of Electors.

The Community Annual Report will be presented to Council at the Ordinary Meeting of Council on Tuesday 21 November 2017. This report is the vehicle whereby the Council will have presented for acceptance the full Annual Financial Report for 2016-2017 after consideration by the Financial Management, Audit, Risk and Compliance Committee (FMARCC).

The Annual General Meeting of Electors will be held on 6 December 2017.

**C17/6156 – CITY OF MELVILLE ANNUAL FINANCIAL REPORT FOR 2016-2017 (REC)
(ATTACHMENT)****DETAIL**

This item presents the City of Melville's Annual Financial Report for 2016-2017 and supporting analysis in the following attachments:

1. Variances Report on Rate Setting Statement [6156A](#)
2. Independent External Auditor's Audit Findings Report [6156B](#)
3. Audited Annual Financial Report (including):
[6156 Annual Financial Report 2016-2017](#)
 - a. Independent Auditor's Report
 - b. Statement by the Chief Executive Officer
 - c. Management Representation Letter
 - d. Statements of Comprehensive Income by Nature or Type
 - e. Statements of Comprehensive Income by Program
 - f. Statement of Financial Position
 - g. Statement of Changes in Equity
 - h. Statement of Cash Flows
 - i. Rate Setting Statement by Program and Sub-Program
 - j. Notes to and Forming Part of the Annual Financial Report.

The 2016-2017 Annual Financial Report shows a positive end to the 2016-2017 financial year for the City, with an overall cash surplus of \$3,029,416. This is \$2,779,416 more than the \$250,000 budgeted to balance the 2017-2018 Annual Budget. In accordance with previous Council resolutions the additional surplus has been transferred to the Rates Equalisation Reserve to be used to reduce the need to raise rates in future years or to meet any budget shortfalls identified during budget reviews. A brief analysis of the significant variances which contributed to this positive position is included in the Financial Implications section of this report and in the Variance Report on Rate Setting Statement Attachment [6156A](#).

The financial outcomes for the year are specified in the Audited Annual Financial Report and are summarised in the Financial Implications section of this report.

The Independent Auditor's Report provides an unqualified audit opinion in respect to the 2016-2017 Annual Financial Report. At the time of agenda distribution the draft Independent External Auditor's Audit Findings Report had been received with no recommendations identified by the auditor. The final report will be attached to the minutes of the meeting as attachment 6156B, when received.

STAKEHOLDER ENGAGEMENT**I. COMMUNITY**

No external public consultation has been carried out.

**C17/6156 – CITY OF MELVILLE ANNUAL FINANCIAL REPORT FOR 2016-2017 (REC)
(ATTACHMENT)****II. OTHER AGENCIES / CONSULTANTS**

The City's independent external auditors Grant Thornton Australia have audited the 2016-2017 Annual Financial Report.

Grant Thornton Australia will be attending the FMARCC meeting to discuss the Audit Completion Report including the proposed Independent Auditor's unqualified audit report prepared by them.

STATUTORY AND LEGAL IMPLICATIONS

Section 5.53 of the Act headed "Annual reports" specifies that:-

- "(1) The local government is to prepare an annual report for each financial year and that.*
- (2) The annual report is to contain... (f) the financial report for the financial year; ..."*

Section 5.54 of the Act headed "Acceptance of annual reports" specifies that the Annual Report for the financial year is to be accepted by the Local Government no later than 31 December after that financial year.

Section 5.27 of the Act specifies that a General Meeting of Electors is to be held within fifty-six (56) days after the local government accepts the Annual Report for the previous financial year.

Section 5.94 of the Act provides that *"a person can attend the office of a local government during office hours and, unless it would be contrary to section 5.95, inspect, free of charge, in the form or medium in which it is held by the local government and whether or not it is current at the time of inspection — ... (c) any annual report;"*

Section 6.4 of the Act headed "Financial report" specifies that:-

- "(1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.*
- (2) The financial report is to —*
 - (a) be prepared and presented in the manner and form prescribed; and*
 - (b) contain the prescribed information.*
- (3) By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —*
 - (a) the accounts of the local government, balanced up to the last day of the preceding financial year; and*
 - (b) the annual financial report of the local government for the preceding financial year."*

The Annual Financial Report has been prepared in accordance with all relevant legal requirements and accounting standards.

**C17/6156 – CITY OF MELVILLE ANNUAL FINANCIAL REPORT FOR 2016-2017 (REC)
(ATTACHMENT)****FINANCIAL IMPLICATIONS****Operating Surplus**

The net result for the 2016-2017 financial year was an operating surplus of \$21.5m as calculated in the Statement of Comprehensive Income.

The operating surplus is the result of:

- Operating revenue of \$119.5m
- Operating expenditure of \$101.8m
- Non-operating revenue of \$3.8m
- The City's share of the net result of its joint venture with the Southern Metropolitan Regional Council (SMRC) of \$100k loss.
- Investment gains of \$229k
- Loss on asset disposals of \$147k

This operating surplus is different to the actual cash surplus, previously mentioned, of \$3m. The operating surplus measures the ability of the City to cover its operational costs and have revenues available for capital funding. The cash surplus is then calculated following the inclusion of the capital outlays and reserve transfers..

The Department of Local Government and Communities (DLGC) set an advanced target for the Operating Surplus Ratio of greater than 0.15 (the higher the better). The City achieved a ratio of 0.16 which is a positive result.

Cash Surplus

The cash surplus for the 2016-2017 financial year was \$3,029,416 as calculated in the Rate Setting Statement.

This is determined by the inclusion of the following items:

- Operating revenue
- Operating expenditure
- Non-operating revenue
- Capital expenditure
- Reserve acco
- unt transfers
- Reversal of non-cash items (such as asset depreciation)

**C17/6156 – CITY OF MELVILLE ANNUAL FINANCIAL REPORT FOR 2016-2017 (REC)
(ATTACHMENT)**

This surplus was carefully analysed to fully understand the drivers behind this variance. There are a number of variances that are offset by a corresponding value such as income, expenditure or a transfer to or from reserve. In these cases, the variance does not contribute to the overall surplus and have therefore not been reflected in the summary below. The following table outlines the key areas contributing to the \$3m surplus:

	Variance
Underground Power/General Purpose Funding negative variance	(\$640,876)
Operating Income positive variance	\$690,324
Operating Expenditure positive variance	\$2,827,264
Net Reserve transfers positive variance	\$40,794
Other positive variances	\$111,910
Total Surplus	\$3,029,416

There was a shortfall in income generated for the Melville South Underground Power project. This resulted in lowering the surplus achieved by \$574k and therefore lowering the amount to be transferred to the Rates Equalisation Reserve. This income will be generated in the 2017-2018 financial year and will be transferred to the Reserve so will ultimately not impact the reserve balance.

There were various positive and negative operating income variances across the organisation, with the key positive variances contributing to the surplus being income generated by building and planning application fees and waste fees. Operating expenditure contributed \$2.8m to the surplus, being approximately 2.8% under budget. Savings were made across various areas of the organisation mainly in employee costs, materials and contractor expenses.

To be consistent with previous month end financial reports, a variance analysis at the Program/Sub Program level is detailed in the Variance Report on Rate Setting Statement Attachment [6156A](#).

The City budgeted for a \$250,000 opening funds surplus for the 2016-2017 financial year when setting the Budget for 2017-2018. This has resulted in an unallocated surplus of \$2,779,416 that will be transferred to the Rates Equalisation Reserve to be used to offset future year's rate increases.

**C17/6156 – CITY OF MELVILLE ANNUAL FINANCIAL REPORT FOR 2016-2017 (REC)
(ATTACHMENT)**

Reserves

The City's cash backed reserves total \$125m as at 30 June 2017, which is an increase of \$12.8m from the previous financial year. The City uses a number of reserves to streamline funding needs and quarantine funds for specific purposes.

The increasing reserve balance is due mainly to the net result of the following:

Reserve	Increase /(Decrease)	Comment
Various Reserves	\$3.5m	Investment earnings being transferred to reserves to maintain their value
Community Facilities Reserve	\$2.3m	\$2.6m transfer to reserve compared with a lower transfer from reserve of \$346k. Funds are required for identified projects in future years.
Infrastructure Asset Management Reserve	\$7.5m	\$14.2m transfer to reserve compared with a lower transfer from reserve of \$6.7m. Funds are required for identified projects in future years.
Land and Property Reserve	(\$1.2m)	The transfer from reserves for property purchases being higher than the amount transferred to reserve.
Public Open Space and Urban Forest Reserve	\$796k	1% of rates is transferred to this reserve annually. This amount was higher than the transfer from reserve to fund projects. Funds are required for identified projects in future years.
Rates Equalisation Reserve	\$2.4m	The unallocated surplus (\$2.8m) from the 2015-2016 annual accounts was transferred to reserve. Partially offset by a transfer from reserve to offset a successful rates appeal.
Special Projects Reserve	\$700k	\$1m transfer to reserve compared with a lower transfer from reserve of \$303k. Funds are required for identified projects in future years such as election expenses.
Unexpended Capital Works Reserve	(\$3.2m)	\$7.6m was transferred from this reserve for 2015-2016 projects undertaken in 2016-2017. This was much higher than the \$3.2m in projects transferred to reserve to be undertaken in 2017-2018.
	\$12.8m	

**C17/6156 – CITY OF MELVILLE ANNUAL FINANCIAL REPORT FOR 2016-2017 (REC)
(ATTACHMENT)**
Financial Ratios

The overall financial performance for the City as reported in the Annual Financial Report and the accompanying notes is positive. The City has historically performed very well in the Financial Health Indicator ranking (as calculated by the State Government) and this will continue for the 2016-2017 financial year.

Financial ratios are designed to provide users of annual financial reports with a clearer interpretation of the performance and financial results of the City. The table below outlines the seven financial ratios for 2016-2017, with comparisons to 2015-2016. All of the City's financial ratios continue to perform above the recommended benchmarks set by DLGC.

Ratio (higher the better)		DLGC Target	2016-2017	2015-2016	Comments
Liquidity Ratio					
Current Ratio	Ability to meet short-term financial obligations out of unrestricted current assets	> 1	1.49	1.46	Ratio has increased due to an increase in current assets relative to current liabilities.
Debt Ratio					
Debt Service Cover Ratio	Ability to produce enough cash to cover debt payments	> 5	73.07	66.05	Ratio has increased due to a higher operating surplus.
Coverage Ratio					
Own Source Revenue Coverage Ratio	Ability to cover costs through own taxing and revenue	> 0.90	1.12	1.10	Ratio has increased due to increasing own source revenue.
Financial Performance Ratio					
Operating Surplus Ratio	Ability to cover operational costs and have revenues available for capital funding or other purposes	> 0.15	0.16	0.17	Ratio has declined slightly but remains above DLGC standard.

**C17/6156 – CITY OF MELVILLE ANNUAL FINANCIAL REPORT FOR 2016-2017 (REC)
(ATTACHMENT)**

Asset Ratios					
Asset Sustainability Ratio	Extent to which assets are being replaced as they reach the end of their useful lives	between 0.90 and 1.10	1.28	1.35	Ratio has declined due to lower expenditure on assets relative to depreciation.
Asset Consumption Ratio	Extent to which depreciable assets have been consumed	between 0.60 and 0.75	0.65	0.66	Ratio has declined slightly but still within recommended range.
Asset Renewal Funding Ratio	Ability to fund projected asset renewals / replacements in the future	between 0.95 and 1.05	1.00	1.04	Ratio has declined slightly but still within recommended range.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

There are no strategic, risk or environmental management implications associated with this report.

POLICY IMPLICATIONS

CP - 025 Accounting Policy – defines the policy relating to the preparation of the Annual Financial Report. It should be noted that the Council Policy defines some of the accounting policies that are applied to the preparation of the annual financial report and other requirements are set and described in the Accounting Standards.

CP – 008 Financial Sustainability - Forward Financial Planning and Funding Allocation.

As part of the adoption of the 2017-2018 Budget (Item C17/6111 – Consideration and Adoption of the 2017-2018 Budget) the Council resolved –

That the Council note that an estimated Municipal Fund 30 June 2017 closing funds amount of \$250,000 has been used as an opening position in the 2017-2018 budget and that the final net closing funds amount will be determined following receipt of the 2016-2017 audited financial statements and approves the transfer of any additional net closing funds for the completed 2016-2017 financial year over \$250,000 being transferred to the Rates Equalisation Reserve account.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Should the Annual Report (which includes the Annual Financial Report) not be adopted by the Council, this would delay the annual general meeting of electors until such time as it is adopted.

**C17/6156 – CITY OF MELVILLE ANNUAL FINANCIAL REPORT FOR 2016-2017 (REC)
(ATTACHMENT)****CONCLUSION**

The 2016-2017 Annual Financial Report has been completed and an unaudited extract will be included in the Community Annual Report for 2016-2017 (Part A), with the full audited Annual Financial Report (Part B) being made available on the City's web-site, at its five libraries, the Civic Centre and in printed form to individuals upon request.

An unqualified auditor's report was received following the final audit. This report will be discussed by the auditors with the FMARCC at its meeting to be held on 6 November 2017, following which the complete 2016-2017 Community Annual Report will be presented to the Council for acceptance.

The Annual Financial Report is presented to the Committee for noting and for recommendation to the Council for acceptance (along with the Community Annual Report for 2016-2017 that will be submitted to the Council) by absolute majority decision.

OFFICER RECOMMENDATION AND COMMITTEE RESOLUTION (6156)**NOTING**

At 7:08pm Mr Woodgate moved, Mayor Aubrey seconded–

That the Financial Management, Audit, Risk and Compliance Committee:

Notes the City of Melville 2016-2017 Annual Financial Report, the Independent External Auditor's Audit Findings Report and Independent External Auditor's Unqualified Audit Report and recommends the report for further noting by the Council.

At 7:15pm the Presiding Member submitted the motion, which was declared

CARRIED UNANIMOUSLY (8/0)

Footnote:

- 1 At the time of agenda distribution the draft Independent External Auditor's Audit Findings Report had been received with no recommendations identified by the auditor. The final report was presented by the auditor at the meeting and has been attached to the minutes of the meeting as attachment 6156B.**
- 2 When the Council accepts the Annual Community Report and the Independent External Auditor's Unqualified Audit Report as attached to this report, an extract of the Annual Financial Report will be included in the Community Annual Report Part A. Part B of the Community Annual Report will contain the full Annual Financial Report and Audit Letter. The extract from the Annual Financial Report will be included in the Community Report following consideration of and decision on Item C17/5583 City of Melville Community Annual Report 2016-2017, of the 21 November 2017 Ordinary Meeting of Council.**

**C17/6156 – CITY OF MELVILLE ANNUAL FINANCIAL REPORT FOR 2016-2017 (REC)
(ATTACHMENT)****COMMITTEE RECOMMENDATION AND COUNCIL RESOLUTION (6156)**

At 7:01pm Cr Macphail moved, seconded Cr Woodall –

That the Financial Management, Audit, Risk and Compliance Committee recommends to the Council that it notes the City of Melville 2016-2017 Annual Financial Report, the Independent External Auditor's Audit Findings Report and Independent External Auditor's Unqualified Audit Report.

At 7:02pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (13/0)

Footnote:

- 1 At the time of agenda distribution the draft Independent External Auditor's Audit Findings Report had been received with no recommendations identified by the auditor. The final report was presented by the auditor at the meeting and has been attached to the minutes of the meeting as attachment 6156B.
- 2 When the Council accepts the Annual Community Report and the Independent External Auditor's Unqualified Audit Report as attached to this report, an extract of the Annual Financial Report will be included in the Community Annual Report Part A. Part B of the Community Annual Report will contain the full Annual Financial Report and Audit Letter. The extract from the Annual Financial Report will be included in the Community Report following consideration of and decision on Item C17/5583 City of Melville Community Annual Report 2016-2017, of the 21 November 2017 Ordinary Meeting of Council.

14.2. REPORTS OF THE CHIEF EXECUTIVE OFFICER

**P17/3767 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 369 (109-141)
SOMERVILLE BOULEVARD, WINTHROP (REC) (ATTACHMENT)**

Ward : Bateman – Kardinya - Murdoch
 Category : Operational
 Application Number : DA-2017-704
 Property : 109-141 Somerville Boulevard
 Proposal : Local Development Plan
 Applicant : Taylor Burrell Barnett
 Owner : Nostoc Pty Ltd
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : Nil
 Responsible Officer : Peter Prendergast
 Manager Statutory Planning

AUTHORITY / DISCRETION

DEFINITION

	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
	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>
	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
	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>
	Information	<i>For the Council/Committee to note.</i>

**P17/3767 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 369 (109-141)
SOMERVILLE BOULEVARD, WINTHROP (REC) (ATTACHMENT)**

KEY ISSUES / SUMMARY

- The City has received a proposed Local Development Plan (LDP) for Winthrop Village Shopping Centre for its determination.
- The LDP seeks to vary the development provisions for two portions of the site to allow for the future development.
- The LDP has been assessed in accordance with Part 6 of the *Planning and Development (Local Planning Scheme) Regulations 2015* (the Regulations).
- In accordance with the Regulations the application was the subject of public consultation as a result of which one objection was received.
- In accordance with Council Delegation *DA-201: Planning and Related Matters*, the application was referred to the Development Advisory Unit (DAU) for consideration and subsequently 'Called Up' for consideration by the Council in accordance with Clause 3.5.4(a)(i) of *Local Planning Policy LPP 1.1: Planning Process and Decision Making*.
- It is recommended that the proposed LDP be approved.



Figure 1 – Aerial Photography

BACKGROUND

Scheme Provisions

MRS Zoning	:	Urban
LPS Zoning	:	C4- Neighbourhood Centre
R-Code	:	R40
Use Type	:	NA
Use Class	:	NA

**P17/3767 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 369 (109-141)
SOMERVILLE BOULEVARD, WINTHROP (REC) (ATTACHMENT)****Site Details**

Lot Area	:	21,274sqm
Retention of Existing Vegetation	:	Tree Preservation Area proposed
Street Tree(s)	:	Not Applicable
Street Furniture (drainage pits etc)	:	Not Applicable
Site Details	:	Refer to Figure 1 above

[3767 LDP Somerville Boulevard Winthrop](#)**DETAIL**

An LDP is a mechanism used to coordinate and assist in achieving alternative built form outcomes by linking lot design to future development. Under Clause 46 Schedule 2 Part 6 of the Regulations, an LDP is defined as being “a *plan setting out specific and detailed guidance for a future development including one or more of the following – (a) site and development standards that are to apply to the development: (b) specifying exemptions from the requirement to obtain development approval for development in the area to which the plan relate.* An LDP is also referenced in the R Codes as being one of the mechanism’s by which some of the deemed to comply provisions of the R Codes may be amended or replaced (refer to Clause 7.3.1 of the R Codes)

Before the LDP was lodged with the City, and in accordance with Cl. 47 of the *Regulations*, the Western Australian Planning Commission (WAPC) considered whether an LDP was suitable for this site and determined to support its preparation and lodgement.

The LDP in this case is designed to establish tailored planning controls for the development of two separate portions of land within the centre:

- 1) The eastern portion of the site, including a vacant corner lot and an existing car park, proposed to be developed for multiple dwellings, and
- 2) A portion of the existing car park being set aside for a future liquor store.

**P17/3767 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 369 (109-141)
SOMERVILLE BOULEVARD, WINTHROP (REC) (ATTACHMENT)**



Figure 2 – Highlights two portions of the site affected by the proposed LDP

Site Context

Winthrop Village Shopping Centre is a “Neighbourhood Centre” under State Planning Policy 4.2 and Local Planning Scheme No. 6 (LPS6), and is principally a single storey retail centre flanked by substantial at-grade car parking.

The subject site is bounded on three sides by roads; with high frequency public transport running along Somerville Boulevard to the south (District Distributor road) and Jackson Avenue to the east (Local Distributor road) while Hatherley Parade to the north is a local access road.

Medium density grouped dwellings abut the sites western lot boundary. The two commercial sites adjacent (Lot 370 and 888 shown in Figure 2) comprise a Medical Centre and a mixed commercial building (including professional and medical uses).

Land Uses

As a C4-Neighbourhood Centre under LPS6, a broad range of land uses, including the proposed ‘Residential’ and ‘Liquor Store-Small’ uses, are permissible in this location.

**P17/3767 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 369 (109-141)
SOMERVILLE BOULEVARD, WINTHROP (REC) (ATTACHMENT)**

Under LPS6 the site is currently zoned R40 with a permitted plot ratio of 1.0 and a building height of 13.5m (max).

Proposal

The LDP in this case is designed to provide bespoke development controls to guide, in the main, future multiple dwelling development proposed to be located in the north east portion of the site. A secondary focus of the LDP is a proposed small liquor store proposed to be located along the southern boundary of the existing centre facing Somerville Boulevard.

In respect to the residential elements, the LDP will allow a maximum building height of between four and five storeys. The existing controls provided by LPS6 allow for a four storey development in this location. The additional building height will be complemented by more generous setback requirements. Under the current development controls, development in this location is encouraged to be designed in accordance with main street design principles, with nil or nominal street setbacks, and nil setback requirements where development interfaces with non residential development. The proposed LDP will require a minimum setback of 3m from where a significant group of mature trees are located along the Jackson Avenue frontage. Elsewhere the LDP setback requirements will revert to those advocated by LPS6. The safeguarding of trees such as this is particularly important given the focus of the City on the Urban Forest.

To the uppermost floors, the setback requirement will be set at 7m. This setback is generous and will ensure that any development has due regard to the prevailing streetscape in the interests of visual amenity.

The LDP proposes a modest increase in the applicable plot ratio from 1.0 to 1.25, and the ability to take advantage of existing car parking provided in the centre. Both of these measures are aligned with the approaches outlined in the City's Local Planning Strategy, and the Car Parking Strategy.

In addition to the benefits of tree retention, the LDP will assist in achieving residential density, diversity and affordability. This is a key objective of the City's Local Planning Strategy which seeks to encourage development of the type envisaged by this LDP in Activity Centre locations such as this.

The secondary element of the LDP refers to the provision of a small retail unit, proposed to be used as a small liquor store. Whilst the land use 'Small Liquor Store' is a permitted use in this location, the LDP includes built form provisions to ensure that any new building is designed and orientated in an appropriate manner taking into account its location within a local activity centre.

In addition to the modifications to the Scheme and Policy provisions, the LDP seeks to implement a higher-than-industry standard '4 Star Green Star' energy efficiency rating for residential development. This standard will apply to any residential development that results from the development standards required by the LDP. The LDP also provides for the establishment of a 'Tree Preservation Area' to ensure the retention and protection of high value mature vegetation along the Jackson Avenue frontage (see Figure 3 below) with associated site specific setbacks.

**P17/3767 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 369 (109-141)
SOMERVILLE BOULEVARD, WINTHROP (REC) (ATTACHMENT)**



Figure 3 – Trees protected by the proposed Tree Preservation Area

STAKEHOLDER ENGAGEMENT

I. COMMUNITY

Advertising Required: Yes
 Neighbour's Comment Supplied: Yes
 Reason: In accordance with Cl. 50 of the *Planning and Development (Local Planning Scheme) Regulations 2015*.
 Support/Object: One objection

Submission Number	Summary of Submission	Support/Objection	Officer's Comment	Action (Condition/Uphold/Not Uphold)
1	<i>Increased traffic will have a negative impact on the area.</i>	Object	The surrounding road network is capable of supporting any additional traffic generated by the outcomes sought as part of the LDP	Not uphold

**P17/3767 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 369 (109-141)
SOMERVILLE BOULEVARD, WINTHROP (REC) (ATTACHMENT)**

Submission Number	Summary of Submission	Support/Objection	Officer's Comment	Action (Condition/ Uphold/ Not Uphold)
	<i>The proposed liquor store will result in anti-social behaviour.</i>		In planning land use terms, the proposed liquor store is a permitted use under LPS6	
	<i>Apartments and/or development over two storey will be out of character</i>		Local and state planning strategies encourage diversification of dwelling types particularly within local centres. The development of multiple dwellings is already permissible in this Activity Centre location.	

II. OTHER AGENCIES / CONSULTANTS

Required: Yes
Reason: In accordance with Cl. 50 of the *Planning and Development (Local Planning Scheme) Regulations 2015*.
Support/Object: Support

Agency	Summary of Submission	Support/Objection	Officer's Comment	Action (Condition/ Uphold/ Not Uphold)
Western Power	No objections in principle subject to Western Power safety requirements being met.	Support	Noted	Uphold
Water Corporation	No objections in principle. Existing infrastructure is sufficient to accommodate the future density	Support	Noted	Uphold

STATUTORY AND LEGAL IMPLICATIONS

Should the City of Melville determine not to approve the LDP, the applicant has the right to have the decision reviewed by the State Administrative Tribunal in accordance with Part 14 of the *Planning and Development Act 2005*.

**P17/3767 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 369 (109-141)
SOMERVILLE BOULEVARD, WINTHROP (REC) (ATTACHMENT)****FINANCIAL IMPLICATIONS**

There are no financial implications for the City relating to this proposal.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

There are no strategic, risk or environmental management implications with this application.

POLICY IMPLICATIONS

There are no policy implications associated with this LDP.

COMMENT

The proposed LDP modifies several development controls applicable to the site in order to deliver a bespoke built form outcome which responds to the site context through the retention of existing vegetation, the provision of increased setbacks to the upper floors and alternative parking requirements to take advantage of locational characteristics. The proposal is considered to have the potential to deliver dwelling diversity within this centre consistent with the objectives of the City's Local Planning Strategy.

As outlined above, one objection was received during the consultation period which raised issues in relation to the impact of traffic, potential anti-social behaviour from the liquor store and built form compatibility. Comments below are provided in response to those issues raised.

1) Traffic/Parking

In consultation with the City's Technical Services department it has been determined that the adjacent road network has sufficient capacity to accommodate the potential density envisaged as part of the LDP, without prejudice to the free flow of traffic or road safety.

In relation to vehicle parking the LDP proposes reciprocal visitor parking, a potential reduction in onsite parking for residents, and on street parking if considered appropriate by the City as detailed below.

Under the provisions of the LDP the residential visitor parking for the multiple dwellings would include the use of up to five of the residual retail parking spaces as reciprocal residential visitor parking spaces. The City's Car Parking and Access Policy provides for reciprocal parking where the land uses can accommodate this and in this case, this will be an acceptable outcome. Secondly the LDP seeks the opportunity (where appropriate) for the provision of on street parking. This would be consistent with the Design Principles of the R-Codes. The impact of any on street parking would be considered in detail by the City's Traffic engineers prior to any subsequent approval being issued.

**P17/3767 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 369 (109-141)
SOMERVILLE BOULEVARD, WINTHROP (REC) (ATTACHMENT)**

Where future development satisfies the energy efficiency requirements stipulated by the LDP, a 25% reduction in the number of on-site car parking spaces required under the R-Codes will apply. This trade-off is deemed to be acceptable given the ease of access to public transport, adjacent employment opportunities, proximity to the university and the substantial numbers of parking opportunities provided already within the shopping centre.

With regard to the loss of parking for the centre as a result of the prospective development, a conservative parking calculation suggests the existing centre requires approximately 195 parking bays. Despite the loss of parking on site, there will be 222 parking bays retained on site resulting in an approximate 27 bay excess. Therefore any shortfall of residential parking will not prejudice the functionality of the centre.

2) Liquor Store

Although specifically referenced as part of the LDP, a liquor store use is a permitted use in this location based on the existing land use controls of LPS6. This means that anti-social behaviour is not a material planning consideration at this stage of the LDP process. Stipulated building orientation requirements will ensure that any liquor store will be oriented to face and engage with the existing shopping centre. Anti-social behaviour is a legitimate area of concern for the submitter at the Liquor Licencing stage and such matters are appropriately considered at that stage.

3) Built form

The proposed LDP modifies the existing development controls to enable additional height and plot ratio to be achieved subject to meeting more rigorous setback requirements and providing enhanced energy efficiency. The LDP seeks to ensure any development on this portion of the site has a positive impact on the streetscape via the use of a tree protection zone and generous setbacks at the upper floor levels.

The proposed multiple dwellings would be separated from any existing single houses by the road width. This serves to reduce potential bulk impacts, minimise overshadowing, and safeguard visual privacy. It is acknowledged that the introduction of multiple dwellings in this location represents a change, but that change is consistent with the provisions of the City's Local Planning Strategy and Scheme which aim to increase the intensity of land uses in Activity Centres and add dwelling diversity to existing suburbs, and is supported in principle on that basis.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The application is recommended for approval for the reasons outlined in the Comment section above. Should the Council have an alternate view, the application could be refused, or alternatively, additional conditions may be imposed.

If the Council refuses to grant approval, or, if any conditions of planning approval are imposed that are considered to be unreasonable, the applicant can apply to have the decision of the Council reviewed by the State Administrative Tribunal (SAT).

**P17/3767 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 369 (109-141)
SOMERVILLE BOULEVARD, WINTHROP (REC) (ATTACHMENT)****CONCLUSION**

Based on the above, the proposed Local Development Plan is considered to align with the strategic objectives in the City's Local Planning Strategy and with State Planning Policy 4.2- *Activity Centres for Perth and Peel*. On that basis, it is recommended that the LDP be approved as proposed.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (3767)**APPROVAL**

At 7:04pm Cr Macphail moved, seconded Cr Robins –

That the Council, in accordance with clause 52 of schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, approves the Local Development Plan for the Winthrop Neighbourhood Centre.

AMENDMENT ONE

At 7:03pm Cr Weiland moved, seconded Cr Mair –

That the Council, at Item 5 of the attachment. Parking, deletes the Local Development Plan Lot 369 Somerville Boulevard, Winthrop, subclause 5.2 as below:

5.2 For residential development which demonstrates "Australian Best Practise" in sustainability, as outlined in Provision 6.3 below, the minimum number of on-site car parking spaces required under the R-Codes may be reduced by up to 25%.

And subclause 5.2 be replaced by the following:

5.2 For residential development which demonstrates "Australian Best Practise" in sustainability, as outlined in Provision 6.3 below, the minimum number of on-site car parking spaces required under the R-Codes may be reduced by up to 15%.

At 7:16pm the Mayor submitted the amendment, which was declared

CARRIED UNANIMOUSLY (13/0)

Reason for Amendment

Cr Weiland provided the following reasons in support of the motion.

1. I have viewed the LDP plan and visited the site, the current inclusion of a 25% parking reduction is too excessive based on the internal plan of the residential development which also includes tandem parking inclusion and appears in conjunction with the utilization of "car stackers" within the Canning Bridge development precinct as unproven as an effective parking solution.
2. Somerville Blvd. Winthrop appears as a high volume vehicle traffic road with no on road parking available.
3. The inclusion of the residential lot, proposed liquor store and any future higher density development within the LDP will only but increase the need for parking to reduce any amenity loss to abutting residents.

**P17/3767 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 369 (109-141)
SOMERVILLE BOULEVARD, WINTHROP (REC) (ATTACHMENT)**

4. No fundamental evidence that higher density lots nor nodes have indicated a reduction of car ownership due to any proximity to public transport, thus private off street parking availability is a development requirement.

AMENDMENT TWO

At 7:17pm Cr Barling moved, seconded Cr Robartson –

That the Council, at item 5. Parking;

- 1. Amend the first sentence of the Local Development Plan Lot 369 Somerville Boulevard, Winthrop, subclause 5.1 as follows:**

“5.1 Residential visitor parking for multiple dwellings may be located on street where achievable and subject to the approval of the City of Melville.”

- 2. Replace “Council” in the second sentence with “City of Melville”.**

At 7:36pm the Mayor submitted the amendment, which was declared

CARRIED (10/3)

Vote Result Summary	
Yes	10
No	3

Vote Result Detailed	
Cr Barling	Yes
Cr Barton	Yes
Cr Kepert	Yes
Cr Macphail	Yes
Cr Mair	Yes
Cr Robartson	Yes
Cr Robins	Yes
Cr Wheatland	Yes
Cr Wieland	Yes
Mayor Aubrey	Yes
Cr Pazolli	No
Cr Phelan	No
Cr Woodall	No

Reason for Amendment

Mr Cope provided the following reasons in support of the motion.

To provide clarity that verge parking proposals will be subject to the consideration and approval of the City.

**P17/3767 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 369 (109-141)
SOMERVILLE BOULEVARD, WINTHROP (REC) (ATTACHMENT)**

COUNCIL RESOLUTION (3767)

At 7:37pm Cr Macphail moved, seconded Cr Robins -

That the Council, in accordance with clause 52 of schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, approves the Local Development Plan, Lot 369 Somerville Boulevard, Winthrop, for the Winthrop Neighbourhood Centre, subject to the following amendments:

1. Item 5.1, amend the first sentence of subclause 5.1 to read as follows:

“5.1 Residential visitor parking for multiple dwellings may be located on street where achievable and subject to the approval of the City of Melville.”

2. Item 5.1, replace “Council” in the second sentence with “City of Melville”.

3. Item 5.2. be amended to read as follows:

“For residential development which demonstrates "Australian Best Practise" in sustainability, as outlined in Provision 6.3 below, the minimum number of on-site car parking spaces required under the R-Codes may be reduced by up to 15%.”

At 7:37pm the Mayor submitted the substantive motion, which was declared

CARRIED (12/1)

Vote Result Summary	
Yes	12
No	1

Vote Result Detailed	
Cr Barling	Yes
Cr Barton	Yes
Cr Kepert	Yes
Cr Macphail	Yes
Cr Mair	Yes
Cr Phelan	Yes
Cr Robartson	Yes
Cr Robins	Yes
Cr Wheatland	Yes
Cr Wieland	Yes
Cr Woodall	Yes
Mayor Aubrey	Yes
Cr Pazolli	No

P17/3768 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 1 (287) CANNING HIGHWAY, PALMYRA (REC) (ATTACHMENT)

Ward : Palmyra-Melville-Willagee Ward
 Category : Operational
 Application Number : DA-2017-391
 Property : Lot 1 (287) Canning Highway, Palmyra
 Proposal : Local Development Plan
 Applicant : Stewart Urban Planning
 Owner : Bicton Uniting Church
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Responsible Officer : Peter Prendergast
 Manager Statutory Planning
 Previous Items : Not Applicable

AUTHORITY / DISCRETION

DEFINITION

	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
	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>
	Review	<i>When Council review decisions made by Officers.</i>
	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>
	Information	<i>For the Council to note.</i>

P17/3768 - PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 1 (287) CANNING HIGHWAY, PALMYRA (REC) (ATTACHMENT)

KEY ISSUES / SUMMARY

- The City has received a proposed Local Development Plan (LDP) for the Bicton Uniting Church site located at the south west corner of Canning Highway and Carrington Street.
- The LDP seeks to vary the existing development provisions that are applicable to the site to allow for future development.
- The LDP has been assessed in accordance with Part 6 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations). This assessment has included formal consultation with surrounding landowners
- Eight submissions were received in response to the formal consultation period.
- In accordance with Council Delegation *DA-201: Planning and Related Matters*, the application was referred to the Development Advisory Unit (DAU) for consideration and subsequently 'Called Up' for consideration by the Council in accordance with Clause 3.5.4(a)(i) of Local Planning Policy *LPP 1.1: Planning Process and Decision Making*.
- It is recommended that the proposed LDP be approved.



Figure 1: Aerial image of the site

BACKGROUND

The subject corner site is located within close proximity to a number of activity centres identified under SPP 4.2 *Activity Centres for Perth and Peel*. These include Petra Street (District Centre) and Melville (Plaza) District Centre in relatively close proximity.

P17/3768 – PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 1 (287) CANNING HIGHWAY, PALMYRA (REC) (ATTACHMENT)

The site is well serviced by public transport with Canning Highway operating as a high frequency bus route. It is located within the Mixed Use zone under the provisions of Local Planning Scheme No.6 and is surrounded by a mix of single and two storey grouped dwellings and single houses.

Scheme Provisions

MRS Zoning	:	Urban
LPS Zoning	:	Mixed use
R-Code	:	R50
Use Type	:	Not Applicable
Use Class	:	Not Applicable

Site Details

Lot Area	:	3,983sqm
Street Tree(s)	:	Two street trees to be retained
Street Furniture (drainage pits etc)	:	Not Applicable
Site Details	:	Refer to Figure 1 above

[3768 LDP Carrington Canning Modified 20170825](#)**DETAIL**

An LDP is a mechanism used to coordinate and assist in achieving alternative built form outcomes by linking lot design to future development. Under Clause 46 Schedule 2 Part 6 of the Regulations, an LDP is defined as being “a *plan setting out specific and detailed guidance for a future development including one or more of the following – (a) site and development standards that are to apply to the development: (b) specifying exemptions from the requirement to obtain development approval for development in the area to which the plan relate.* An LDP is also referenced in the R Codes as being one of the mechanism’s by which some of the deemed to comply provisions of the R Codes may be amended or replaced (refer to Clause 7.3.1 of the R Codes).

Before the LDP was lodged with the City, and in accordance with Cl. 47 of the *Regulations*, the Western Australian Planning Commission (WAPC) considered whether an LDP was suitable for this site and determined to support its preparation and lodgement.

In reviewing the submissions received by the City during the formal consultation period, the LDP has been modified by the applicant. These modifications respond to a number of the concerns raised by the submissions received.

The provisions contained within the LDP involve modifications to the following elements of Local Planning Scheme No. 6, Local Planning Policies and the Residential Design Codes (R-Codes):

P17/3768 – PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 1 (287) CANNING HIGHWAY, PALMYRA (REC) (ATTACHMENT)

- Building size: It is proposed that the existing applicable plot ratio of 0.6 be removed.
- Building Height: It is proposed that tailored building height controls linked to minimum setback requirements be applied. A graduated building height would result ranging from two - six storeys. The present height controls allow for a maximum building height of four storeys.
- Street Setbacks: It is proposed that development should be designed to accord with main street design principles, with a zero lot street setback. The current controls advocated by the R Codes require a 2m street setback.
- Lot boundary setbacks: It is proposed that tailored setback provisions linked to maximum building heights be applied. This will ensure that the lowest portions of the building have the appropriate reduced setback requirements, whilst the upper floors are setback further.
- Open space and landscaping: In addition to the R Code requirement for a minimum of 45% site area being set aside as open space, the LDP will require a minimum of 20% of the site area to be accessible open space for occupants of the development, and a minimum of 12% of the site area set aside to provide deep soil planting zones.
- Design of car parking spaces: The LDP will require that visitor car parking is located in a secure position with the benefit of intercom provision to facilitate ease of use.
- Vehicle access: The point(s) of access and egress for vehicles is defined by the LDP with a minimum of 35m separation between any access and the controlled junction of Canning Highway and Carrington Street.

STAKEHOLDER ENGAGEMENT

I. COMMUNITY

Advertising Required: Yes
 Neighbour's Comment Supplied: Yes
 Reason: In accordance with Schedule 2 Cl. 50 of the Regulations
 Support/Object: Seven objections, one support

Issue Raised	Officer's comments
Building height	See Comment section below
Building size	See comment section below
Primary and secondary street setback	See comment section below
Overshadowing	The existing overshadowing controls of the R-Codes are not proposed to be modified as part of the LDP.
Loss of residential amenity	The subject site is currently zoned Mixed Use. The current development controls already allow for the development of non-residential uses on the site. The current building height limit allows for development which is significantly greater in height than the existing built form surrounding the site.

P17/3768 – PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 1 (287) CANNING HIGHWAY, PALMYRA (REC) (ATTACHMENT)

Issue Raised	Officer's comments
Dwelling diversity	Since initial submission and in response to concerns raised, the LDP has been amended to remove the dwelling size clause. Dwelling size will continue to be assessed in accordance with Cl. 6.4.3 of the R-Codes.
Visual privacy	Since initial submission and in response to concerns raised the LDP has been amended to remove the visual privacy clause. Visual privacy will continue to be assessed in accordance with the R50 provisions of the R-Codes.
Commercial tenancy vacancies within the existing area	Not a relevant planning consideration. Proposed land uses will be determined in accordance with Table 3-Zoning Table of LPS6.
Access to the site	See comment section below
Lot boundary setbacks	See comment section below
Lack of on and off-site parking	Since initial submission and in response to concerns raised the LDP has been modified to remove the car parking clause. Car parking will continue to be assessed in accordance with Cl. 6.3.3 of the R-Codes and LPP 1.6: <i>Car Parking and Access</i> .
Operating hours of commercial tenancies	This is a matter for a future Development Application, at which time noise from commercial activities will be controlled under the relevant Environmental Health Legislation.
Negative impact on resale value of surrounding properties	Not a relevant planning consideration
Interface issues and inconsistent built form relationships	See comment section below
Deep soil zones not sufficient to support significant mature trees	Since initial submission and in response to concerns raised the LDP has been amended so that the open space and landscaping requirements are consistent with those of Design WA.
Impact of retaining walls on streetscape and adjoining lots	Since initial submission and in response to concerns raised the LDP has been amended to remove the retaining wall clause. Retaining walls and site works will continue to be assessed in accordance with Cl. 6.3.6 and Cl. 6.3.7 of the R-Codes.

P17/3768 – PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 1 (287) CANNING HIGHWAY, PALMYRA (REC) (ATTACHMENT)

II. OTHER AGENCIES / CONSULTANTS

Required: Yes
Reason: In accordance with Schedule 2 Cl. 50 of the Regulations
Support/Object: Support

Agency	Summary of Submission	Support/Objection	Officer's Comment	Action (Condition/ Uphold/ Not Uphold)
Main Roads WA	No objections in principle subject to any future development of the site to be in accordance with the amended LDP access arrangements as discussed with MRWA and a Transport Impact Assessment that was provided in support of the LDP application.	Support	Noted	Uphold

STATUTORY AND LEGAL IMPLICATIONS

Should the City of Melville determine not to approve the LDP, the applicant has the right to have the decision reviewed by the State Administrative Tribunal in accordance with Part 14 of the *Planning and Development Act 2005*.

FINANCIAL IMPLICATIONS

There are no financial implications for the City relating to this proposal.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

There are no strategic, risk or environmental management implications with this application.

POLICY IMPLICATIONS

There are no policy implications associated with this LDP.

P17/3768 – PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 1 (287) CANNING HIGHWAY, PALMYRA (REC) (ATTACHMENT)**COMMENT**

The proposed LDP modifies several development controls applicable to the site in order to facilitate a site specific built form outcome which responds to the site context through staggered building heights, increased setbacks to the upper floors and the removal of plot ratio. The LDP is considered to have the potential to deliver a mixed use building and add to the dwelling diversity of the locality and is consistent with the objectives of the City's Local Planning Strategy.

As outlined above, seven objections were received during the consultation period. Additional comments below are provided in response to those issues raised:

Building Height

The intent of the LDP is to ensure the future building on this site does not have a negative impact on the adjoining properties in terms of bulk and scale. It does this by reducing the permissible height near the southern and western boundaries of the site where it abuts existing residential development and focussing the bulk of development on the north-eastern corner where it fronts on to Canning Highway and Carrington Street. The subject site is considered to be conducive to additional height considering its prominent corner location within close proximity to the Petra Street District Centre, and on a key transport corridor.

Building Size

Whilst plot ratio controls assist in the management of building bulk, their effectiveness is best achieved when it is exercised in conjunction with other building controls, such as building height, setbacks, open space and landscaping, and through building design, use of materials, and use of architectural articulation.

As the LDP reduces the permissible height of the building on the southern and western boundaries, development on the site that is consistent with the proposed LDP will respect its neighbours in a more meaningful way, reducing building bulk while creating a more strident yet activated interface towards Canning Highway and Carrington Street.

The additional development provisions are consistent with the intent of the City's Local Planning Strategy which encourages increase in density for properties in the vicinity of public transport corridors such as Canning Highway to enhance the availability and use of public transport as well as other facilities in the area. The Strategy promotes that further research be undertaken resulting in the development of more detailed plans (such as LDP's) in these areas to enable the realisation of this strategic planning potential.

Primary and Secondary Street Setbacks

The proposed LDP will allow a zero lot setback to the front and eastern side, as opposed to the current setback requirement of 2m to the front and 1m to the eastern side (Secondary Street). This will allow for a greater setback to be achieved along the western and southern sides, where the lot has an interface with existing adjoining property, which is residential in nature, and of low rise domestic design.

P17/3768 – PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 1 (287) CANNING HIGHWAY, PALMYRA (REC) (ATTACHMENT)

The site is zoned Mixed Use and is located in close proximity to the Petra Street District Activity Centre. Given this location, coupled with the fact that Canning Highway functions as a key activity corridor, the nil setbacks and main street design principles that are proposed to be relied upon are considered an appropriate design response to the site's location.

The LDP does not modify the requirements of the City's LPP 2.2: *Outdoor Advertisements and Signage*, which will continue to apply for any building that is ultimately developed on the lot. This will ensure that any signage is managed and to be consistent with Local Planning Policy to ensure there are no adverse safety or visual amenity impacts.

Traffic Congestion and Access to the Site

Traffic and access arrangements of the LDP have been reviewed by the City's Technical Services officers as well as by officers from Main Roads WA (MRWA). The existing road network is considered to be capable of accommodating the scale of development envisaged by the LDP without compromise to the free flow of traffic and road safety.

In response to initial concerns expressed by MRWA regarding the vehicle access position into the site from Carrington Street relative to the controlled junction of Canning Highway with Carrington Street, the distance between the junction and the vehicle access point has been increased to 35m. This level of separation meets with the approval of MRWA, who support the details of the LDP in principle.

The LDP does not propose to vary the sightline requirements of the R-Codes, which require that development adjoining vehicle access points is truncated to allow for clear sightlines when vehicles access and egress the site.

Lot Boundary Setbacks

The setback requirements of the LDP for the ground and first floor level of any future development will remain consistent with the current R-Code requirements. Above the second floor the LDP requires large setbacks thereby reducing the impact that any future development on the lot may have on adjoining existing residential development to the south and to the west.

Interface Issues and Inconsistent Built Form Relationships

The height and setback controls will ensure there is a compatible transition from the north-eastern corner of the site to the adjoining lots to the south and to the west. The existing applicable development controls allow building to a height of 12m or four storeys for those lots located to the west, and two storeys for that to the south. The controls embodied within the LDP will serve to ensure the relationship between any future development, and existing adjoining development, can be provided without compromise to visual or residential amenity.

P17/3768 – PROPOSED LOCAL DEVELOPMENT PLAN AT LOT 1 (287) CANNING HIGHWAY, PALMYRA (REC) (ATTACHMENT)**ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

The application is recommended for approval for the reasons outlined in the Comment section above. Should the Council have an alternate view, the application could be refused, or alternatively, additional conditions may be imposed.

If the Council refuses to grant approval, or, if any conditions of planning approval are imposed that are considered to be unreasonable, the applicant can apply to have the decision of the Council reviewed by the State Administrative Tribunal (SAT).

CONCLUSION

Based on the above, the proposed Local Development Plan is considered to align with the strategic objectives in the City's Local Planning Strategy and with State Planning Policy 4.2- *Activity Centres for Perth and Peel*. On that basis, it is recommended that the LDP be approved as proposed.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (3768) APPROVAL

That the Council, in accordance with clause 52 of schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, approves the Local Development Plan for 287 Canning Highway, Palmyra.

At 8:39pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (13/0)

At 7:38pm His Worship the Mayor brought forward Notice of Motion Item 16.2 - Use of Bert Jeffery Reserve by Applecross Cricket Club for the convenience of members of the public gallery.

16.2 Use of Bert Jeffrey Reserve by Applecross Cricket Club

At 7:38pm Cr Robins moved, seconded Cr Barling –

That the Council;

- 1. Acknowledges the challenges the City faces with the provision of sporting fields whilst balancing the access and amenity of these parks for local residents.**
- 2. Notes the efforts of Officers to address the increasing demand by the community for sporting facilities.**
- 3. Endorses that the key objectives of any review for future use of parks and reserves will include the follow points;**
 - a) To cater for both organised sport and non-sport activities on sports reserves.**
 - b) To address the future growth of sport while balancing access and amenity for the local community.**
- 4. Endorses the following approach with regard to engaging with the local residents potentially impacted by the Applecross Cricket Club's use of Bert Jeffrey Reserve:**
 - a) Provide a summary of the sites within the City of Melville which were considered for the installation of a turf wicket to be used by Applecross Cricket Club for training and games and why Bert Jeffrey Reserve was considered the best option.**
 - b) Invite the local residents to comment on the proposed location for change room facilities.**
 - c) Inform local residents of the installation of a small green keeper's shed on the north-eastern portion of the site.**
 - d) That after the first season of cricket at Bert Jeffrey Park, comment will be sought from residents regarding any impact of cricket training and games at the Reserve.**
 - e) Seek confirmation from Applecross Cricket Club that;**
 - They will only use Bert Jeffrey Park for games on weekends and for a maximum of four hours during the week for game preparation sessions.**
 - That most training sessions undertaken will be held at Shirley Strickland Reserve.**

At 8:06pm the Mayor submitted the motion, which was declared

CARRIED (10/3)

16.2 Use of Bert Jeffrey Reserve by Applecross Cricket Club

Vote Result Summary	
Yes	10
No	3

Vote Result Detailed	
Cr Barling	Yes
Cr Macphail	Yes
Cr Mair	Yes
Cr Phelan	Yes
Cr Robartson	Yes
Cr Robins	Yes
Cr Wheatland	Yes
Cr Wieland	Yes
Cr Woodall	Yes
Mayor Aubrey	Yes
Cr Barton	No
Cr Kepert	No
Cr Pazolli	No

Reasons for Motion

Cr Robins provided the following reasons in support of the motion.

1. There is recognition of the important role that organised physical activity plays in the life of our community, and that as our population increases demand for playing spaces places pressure on existing Sport Reserves and necessitates the City to use alternative reserves that were not previously used for organised sport. This change creates concern with local residents who see a perceived loss of amenity to previously passive Reserves. The City needs to consider this possible impact and take all steps necessary to mitigate any adverse impact.
2. Communication regarding the installation of the turf wicket at Bert Jeffrey Reserve was provided to local residents, however the timing of this was only shortly before the installation. This didn't allow residents time to provide comment or submissions. Local residents are asking for further explanation about which other venues were considered and why they were not considered.
3. Understanding that the decision has been made and turf wicket has been installed at the cost of Applecross Cricket Club, it is now important to ensure that the amenity of local residents is not unreasonably impacted by the increased sporting use.
4. The final decision about the location of the change rooms should be made with input from those living near the Reserve
5. Several concerns with regards to loss of amenity have been identified by residents, including but not limited to, the consumption of alcohol at the reserve after games, noise, parking and offensive language in the team song. Ongoing monitoring and management should be conducted to ensure issues like these do not actually happen.

At 7:55pm Cr Woodall left the meeting and returned at 7.58pm.

At 7:55pm Mr P Prendergast left the meeting and did not return.

At 8:07pm the Presiding Member adjourned the meeting.

At 8:13pm the Presiding Member resumed the meeting.

T17/3769 – TECHNICAL SERVICES POLICY REVIEW (REC) (ATTACHMENT)

Ward : All
 Category : Policy
 Subject Index : BMS – Council Policies
 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 : T15/3673 – Technical Services Policy Review – 17 November 2015
 Works Programme : Not Applicable
 Funding : Not Applicable
 Responsible Officer : Kimberly Brosztl
 Acting Director Technical Services

AUTHORITY / DISCRETION

DEFINITION

	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
	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>
	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
	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>
	Information	<i>For the Council/Committee to note.</i>

T17/3769 – TECHNICAL SERVICES POLICY REVIEW (REC) (ATTACHMENT)**KEY ISSUES / SUMMARY**

- The policies within the responsibility of the Director Technical Services have been reviewed and brought forward with amendments for consideration and adoption.
- Policies that are defined as Council Policy require the approval of the Council whereas Operational Policies are approved by the Chief Executive Officer.
- It is recommended that the nine policies reviewed by the Director Technical Services be approved.

BACKGROUND

A two year review cycle has been implemented to ensure all Council Policies remain current.

The Policies presented in this report have been reviewed by staff with significant and minor changes being made.

DETAIL

All policies are held under one of two categories being, Council Policies or Operational Policies. The policies that are required to be approved by Council relate to:

- Strategic Positioning of Council
- Executive Functions
- Legislative Functions
- Chief Executive Officer and Senior Officer Appointments
- Termination payments in excess of contracts of employment or Award provisions.

All other policies are considered to be operational in nature and have therefore been designated as Operational Policies. Operational Policies are those which are made in relation to the functions of the Chief Executive Officer (CEO) as prescribed by Section 5.41 of the *Local Government Act 1995* (The Act) as follows:

Management of the day to day operations of the local government:

- The employment, management supervision, direction and dismissal of other employees (subject to Section 5.37(2) of The Act) in relation to senior employees
- Ensuring that records and documents of the Local Government are properly kept for the purposes of The Act and any other written law and
- Policy on powers and duties delegated by the Council within the limitations as set by Section 5.43 of The Act

This report provides comment on policies from the area of responsibility of the Director Technical Services and includes:

T17/3769 – TECHNICAL SERVICES POLICY REVIEW (REC) (ATTACHMENT)

[3769 - CP 001 Citizenship Ceremonies Policy](#)

[3769 - CP 029 Street Tree Policy](#)

[3769 - CP 031 Asset Management Policy](#)

[3769 - CP 033 Path and Crossover Policy](#)

[3769 - CP 034 Road Safety Audit Policy](#)

[3769 - CP 035 School Parking Policy](#)

[3769 - CP 036 Waste Minimisation Policy](#)

[3769 - CP 086 Verge Treatment Policy](#)

[3769 - CP 102 Urban Forest and Green Spaces Policy](#)

Changes in the Policies are highlighted below:

CP-001 – Citizenship Ceremonies Policy

There are no changes to this policy.

CP-029 – Street Tree Policy

A number of changes to the wording and formatting of the policy were made to improve clarity and readability.

The most significant change to the policy is the name; it is recommended CP-029 Street Tree Policy now become the CP-029 Tree Policy to incorporate all trees within City controlled land. The City has recently created the Urban Forest Strategy and it is important to ensure the protection of all trees on City controlled land be incorporated into this policy.

The below paragraph and dot points have been added to provide clarity regarding Tree Protection Zones during development.

“During all development works, including demolition, and construction, the developer/owner is responsible for the protection of all trees on City managed land. All street trees that are not approved to be removed, shall be retained and protected at the contractor/owners cost. Protection includes;

- *The installation of a Tree Protection zone (TPZ) to cover a minimum area of 2 metre Diameter from the edge of the tree trunk. The final size may be increased as determined by the City, dependent on the size of the tree, but shall not obstruct footpaths or roads unless approved alternative routes are in place.*
- *Nothing is to be attached to or lent up against the tree during any period during the development and chemical or other material shall not be placed or dumped to cause harm to the tree.*
- *Limit compaction and/or digging within the root zone of the tree where possible/practicable.*
- *Additional watering as required, or determined by the City, to be supplied by the contractor/owner to sustain the tree during the development. Where the owner/contractor is unable to supply additional water as required, the City may, by request, assist. At a minimum this will be required if an existing reticulation system has been turned off for the duration of the development, changing the trees environment, the development runs over an extended period of time, multiple years, or during the summer period.”*

T17/3769 – TECHNICAL SERVICES POLICY REVIEW (REC) (ATTACHMENT)

The following sentence has been added under Section 5 Trees and Development of the Policy

–

“Where more than one property frontage is created, due to sub division, then a minimum of one street tree shall be planted per frontage, where practicable.”

The following sentence has been added under Section 5 Trees and Development of the Policy

–

“For all development applications where no street tree exists, the applicant will fund the purchase of one street tree to be planted on the adjacent verge and associated maintenance costs for the first two years after installation.”

A new addition to the Policy is Section 6 Vandalism. The section states the following –

“The City encourages the reporting of vandalism towards the City’s trees and all reports will be investigated and responded to appropriately. If an individual is proven to have vandalised a City tree in any way, the City of Melville Activities in Thoroughfares, Public Places and Trading Local Law 2014 Part 9 – Enforcement, will be applied.”

CP-086 – Verge Treatment Policy

A number of changes to the wording and formatting of the policy were made to improve clarity and readability.

One change of note that has been added is where treatments have been installed prior to the adoption of this policy; the City at its discretion may approve the treatment retrospectively.

The other change to note is in the previous policy it was stated that;

“A 2 metre wide strip from the back of the road kerb shall be kept free of vegetation; other than grass to allow for safe pedestrian access where there is no footpath within the verge, unless written authorisation is received from the City.”

This will now read;

“Where there is no footpath, ensure a pedestrian has safe and clear access immediately adjacent to the road.”

CP-031 – Asset Management Policy

A number of minor changes to the wording and formatting of the policy were made to improve clarity and readability.

CP-033 – Path and Crossover Policy

The title of the Policy has changed from Path Policy to Path and Crossover Policy. The policy has always included guidance and direction on crossovers as well as paths therefore the title was changed to better reflect the policy.

The minimum path width was changed to 2.1 metres where possible to ensure paths cater for pedestrians and cyclists which are now legally allowed to ride on all paths.

A number of minor changes to the wording and formatting of the policy were made to improve clarity and readability.

T17/3769 – TECHNICAL SERVICES POLICY REVIEW (REC) (ATTACHMENT)CP-034 – Road Safety Audit Policy

The Road Safety Audit Policy has been updated to better align with Main Roads Western Australia Policy and Guidelines for Road Safety Audit. The principles of road safety auditing and information of Safe Systems have been included in the updated policy to improve the understanding of road safety auditing by users of the policy.

More detail has been provided on the make-up of the audit team, the type of projects to be audited, and what type of audits should be undertaken. This provides better clarity for implementation of the policy. Clearer parameters have been set for when to audit developments.

Previous versions of the policy did not include requirements for completing the Corrective Action Report (CAR) which is included in a Road Safety Audit report. This omission has been corrected in the updated policy. The completion of the CAR ensures recommendations from the audit report are implemented.

CP-035 – School Parking Policy

Number of changes to the wording and formatting of the policy were made to improve clarity and readability.

CP-036 – Waste Minimisation Policy

Minor changes have been made to reflect internal and external Departmental name changes and to ensure consistent use of terminology that clearly conveys the intent of the Policy.

CP-102 - Urban Forest and Green Spaces Policy

There are no changes to this policy.

STAKEHOLDER ENGAGEMENT**I. COMMUNITY**

Not Applicable

II. OTHER AGENCIES / CONSULTANTS

Not Applicable

STATUTORY AND LEGAL IMPLICATIONS

The policies are consistent with the current *Local Government Act 1995* and relevant Regulations.

T17/3769 – TECHNICAL SERVICES POLICY REVIEW (REC) (ATTACHMENT)

FINANCIAL IMPLICATIONS

Policies set out various strategic positions of the Council. The commitments of the Council as identified in Council Policies will be reflected in future Capital and Operational Programs which will be presented as part of the formal budget setting process.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

The process of policy review will serve to minimise both strategic and risk management implications by ensuring policies are consistent with current legislation.

Risk Statement	Level of Risk	Risk Mitigation Strategy
Administration undertakes functions delegated by the Council in a manner not in accordance with the Council's objectives causing reputational risk.	Minor to Major depending on issue.	Ensure sound Council policies are in place that provides clear guidance to the administration.
Policies are not in compliance with legislative requirements or contemporary standards.	Minor consequences which are possible, resulting in a Medium level of risk	Periodic review mitigates against outdated legislative or other relevant references.

POLICY IMPLICATIONS

Should the Council resolve to adopt the policies as presented within this report, then these will replace the previous polices.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

There are no alternative options presented as part of this report.

CONCLUSION

The individual polices have been reviewed by senior officers and their amendments are consistent with the current provisions of the *Local Government Act 1995* and relevant Regulations.

T17/3769 – TECHNICAL SERVICES POLICY REVIEW (REC) (ATTACHMENT)**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (3769)****APPROVAL**

That the Council approves the nine policies as reviewed by the Director Technical Services and as contained in the following attachments:

[3769 - CP 001 Citizenship Ceremonies Policy](#)

[3769 - CP 029 Street Tree Policy](#)

[3769 - CP 031 Asset Management Policy](#)

[3769 - CP 033 Path and Crossover Policy](#)

[3769 - CP 034 Road Safety Audit Policy](#)

[3769 - CP 035 School Parking Policy](#)

[3769 - CP 036 Waste Minimisation Policy](#)

[3769 - CP 086 Verge Treatment Policy](#)

[3769 - CP 102 Urban Forest and Green Spaces Policy](#)

At 8:39pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (13/0)

M17/5575 – NOMINATION OF CITY OF MELVILLE LOCAL GOVERNMENT MEMBERS FOR DEVELOPMENT ASSESSMENT PANELS (REC)

Ward : All
 Category : Operational
 Subject Index : Development Assessment Panels
 Customer Index : Development Assessment Panels
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.
 Previous Items : M17/5522 – Nomination of City of Melville Government Members for Joint Development Assessment Panels – Ordinary Meeting of Council 21 February 2017.
 Works Programme : Not Applicable
 Funding : Not Applicable
 Responsible Officer : Jeff Clark
 Governance and Compliance Advisor

AUTHORITY / DISCRETION

DEFINITION

	Advocacy	When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/>	Executive	The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
	Legislative	Includes adopting local laws, town planning schemes & policies.
	Review	When the Council operates as a review authority on decisions made by Officers for appeal purposes.
	Quasi-Judicial	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.
	Information	For the Council/Committee to note.

**M17/5575 – NOMINATION OF CITY OF MELVILLE LOCAL GOVERNMENT MEMBERS
FOR DEVELOPMENT ASSESSMENT PANELS (REC)****KEY ISSUES / SUMMARY**

- Development Assessment Panels (DAPs), also known as Joint Development Assessment Panels (JDAPs) and Local Development Assessment Panels (LDAPs) commenced on 1 July 2011.
- The City of Melville's nominated Members are Cr R Aubrey and Cr N Foxtan, with Cr C Schuster and Cr M Woodall being nominated as Alternate Members.
- The current terms of appointment will expire on 26 July 2018 or when a member ceases to be a Councillor of their local government – whichever is sooner.
- Following receipt of all local government nominations, the Minister for Planning will consider and appoint nominees for up to a three-year term.
- All DAP members are required to attend training prior to sitting on a DAP and determining applications. Training is provided for new members and previous members are encouraged to attend refresher training.
- As a result of the recent election this report seeks the Council's nomination of one replacement Member and one replacement Alternate Member of the Metro Central Joint Development Assessment Panel for the remaining period to 26 July 2018.

BACKGROUND

Development Assessment Panels (DAP's) are independent decision making bodies comprised of technical experts and local government representatives, who make decisions based on the existing planning framework of the municipality within which the application site is located.

The City of Melville is part of the Metro Central Joint Development Assessment Panel (JDAP) which also includes representatives from the Cities of Bayswater, Belmont, Canning and South Perth and the Towns of Bassendean and Victoria Park.

The current nominated Development Assessment Panel Members and Alternate Member's terms are due to expire on 26 July 2018.

DETAIL

The October 2017 Local Government Elections has resulted in a change to local JDAP membership as current Elected Members, who are JDAP members, were not re-elected. In this instance, the alternative local JDAP members will take the place of the former local JDAP members. The local government will need to re-nominate Elected Member's for the Minister's consideration of appointment. The Council is requested to consider these matters in selecting nominees as local JDAP members.

Following the Local Government Elections held on the 21 October 2017, the composition of Council changed as Cr Aubrey and Cr Schuster were not re-elected and consequently, the Council will need to nominate a replacement DAP member and Alternate Member. The Minister for Planning will consider all applications and appoint all nominees for the remainder of the term expiring on 26 July 2018.

M17/5575 – NOMINATION OF CITY OF MELVILLE LOCAL GOVERNMENT MEMBERS FOR DEVELOPMENT ASSESSMENT PANELS (REC)

The Council resolved at the Ordinary Meeting of the Council held on 21 February 2017 that Cr Aubrey and Cr Foxton were nominated as the Development Assessment Panel Members and Cr Schuster and Cr Woodall were nominated as the Alternative Members. Further, the Council resolved that Cr Schuster was to be Alternative Member one and Cr Woodall Alternative Member two.

It is a mandatory requirement, pursuant to the JDAP regulations, that all JDAP members attend training before they can sit on JDAP and determine applications. Local Government representatives who have previously received training will not be required to attend further training.

Elected Members who are nominated by the City will be required to provide contact and employment details together with their curriculum vitae for consideration by the Minister.

STAKEHOLDER ENGAGEMENT**I. COMMUNITY**

Advertising of the Local Government Development Assessment Panel nominations is not required under the *Planning and Development (Development Assessment Panels) Regulations 2011*.

II. OTHER AGENCIES / CONSULTANTS

No consultation with external agencies is required.

STATUTORY AND LEGAL IMPLICATIONS

DAPs are to make decisions based on the existing planning framework of the municipality within which the application site is located.

Where an application to review a decision made by a DAP is lodged with the State Administrative Tribunal (SAT), members of the DAP who made the decision may be called upon to represent the DAP at SAT.

FINANCIAL IMPLICATIONS

The sitting fee for the local government DAP members determining applications is \$425.00 for a Form 1 application (to determine an application) and \$100 for a Form 2 application (to determine to amend or cancel determination). Local Government DAP members will also be paid \$400.00 upon the completion of the compulsory training and \$200.00 upon the completion of re-training and \$425.00 for attending proceedings at the State Administrative Tribunal in relation to a DAP decision.

**M17/5575 – NOMINATION OF CITY OF MELVILLE LOCAL GOVERNMENT MEMBERS
FOR DEVELOPMENT ASSESSMENT PANELS (REC)****STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS**

The Minister for Planning must remove a DAP member if they cease to hold a position or qualification which made them eligible to sit as a DAP member, this includes non-attendance of compulsory training, before they can sit on a DAP and determine applications.

DAP members are bound by similar requirements regarding behaviour and conflict of interest as Elected Members, such as:

- Declare direct or indirect interest in a matter;
- Not to disclose or make improper use of information acquired as a member;
- Not accepting “prohibited” gifts;
- Comply with the Code of Conduct;
- Not to make any statement regarding the competence or honesty of a local government employee or public sector employee.

The primary risk is that the City does not nominate representatives. There are no other risks associated with this report.

POLICY IMPLICATIONS

There are no policy implications that relates to the nomination of City of Melville DAP members

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Should the Council fail to nominate representatives, the Minister for Planning has the ability to appoint community representatives to represent the City of Melville on the DAP. The community representatives would be selected from residents within the local government area who are considered to have relevant knowledge or experience which will enable them to represent the interests of their local community. The implication of this option is that the City of Melville and its interests will not be represented in the determination of the applications by the DAP.

CONCLUSION

It is recommended that the Council nominate Elected Members as a JDAP member to replace former Cr Aubrey and as an Alternate JDAP member to replace former Cr Schuster. Nominations are required to be forwarded to the Minister for Planning following the November 2015 Ordinary Meeting of Council.

M17/5575 – NOMINATION OF CITY OF MELVILLE LOCAL GOVERNMENT MEMBERS FOR DEVELOPMENT ASSESSMENT PANELS (REC)**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (5575)****APPROVAL**

At 8:16pm Cr Wieland moved, seconded Cr Macphail –

That the Council:

- 1. Nominates Councillor Barling as the City of Melville Development Assessment Panel Member for the remainder of the term expiring on the 26 July 2018.**
- 2. Nominates Councillor Phelan and Councillor Pazolli as the City of Melville Development Assessment Panel Alternate Members for the remainder of the term expiring on the 26 July 2018.**
- 3. Confirms that Councillor Phelan is to be the Local Joint Development Assessment Panel Alternative Member one and Councillor Pazolli is the Development Assessment Panel Member two.**
- 4. Directs the Chief Executive Officer to forward the advice of the City of Melville nominees for the Development Assessment Panel to the Director General of the Department Planning.**

At 8:34pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (13/0)

Footnote:

As the nominations for each position exceed the positions available, the following ballots were undertaken to determine the order of representatives;

- City of Melville Development Assessment Panel Member
Nominations were received from Cr Pazolli and Cr Barling for the position of Development Assessment Panel Member. At 8:21pm the Acting Chief Executive Officer conducted a ballot to determine the representative for this position and declared the result of the ballot as Cr Barling being the nominated representative.
- City of Melville Development Assessment Panel Alternate Member one
Nominations from Cr Pazolli and Cr Phelan for the Alternate Member one position. At 8:31pm the Acting Chief Executive Officer conducted a ballot to determine the representative for this position and declared the result of the ballot as Cr Phelan being the nominated representative.

M17/5000 – 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 Advisor

AUTHORITY / DISCRETION

DEFINITION

	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
	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>
	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
	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 documents to which the City of Melville Common Seal has been applied for the period from 21 September 2017 up to and including 26 October 2017 for the Council's noting.

M17/5000 – 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	Parties	Description	ECM Reference
1417	The City of Melville and The Bowmen of Melville	The Bowmen of Melville Management License for two years commencing 1 July 2017 and expiring 30 June 2019.	4235562
1430	The City of Melville and Jana Topler - Studio 6 Heathcote	Hire Agreement to commence on 7 July 2017 and expiring on 31 December 2017	4252002
CS2003	The City of Melville and Troy Park Sports Association Inc.	Management License Extension Troy Park Reserve Club Rooms (Reserve No. 24063), For five years commencing on 1 November 2017 and expiring on 31 October 2022.	4329293
CS2007	The City of Melville and Robyn Laycock – Studio 1 Heathcote	Hire of the studio is to commence on 19 September 2017 and expiring on 31 December 2017. The City may provide an option to renew the Hire Agreement following a satisfactory review prior to the end of the expiry date.	4405525

STAKEHOLDER ENGAGEMENT

I. COMMUNITY

Not applicable.

II. OTHER AGENCIES / CONSULTANTS

Not applicable.

M17/5000 – COMMON SEAL REGISTER (REC)**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 held in the contracts advised above.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

There are 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.

CONCLUSION

This is a standard report for the Council's 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 21 September 2017 up to and including 26 October 2017.

At 8:39pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (13/0)

**C17/5583 - CITY OF MELVILLE COMMUNITY ANNUAL REPORT 2016-2017 (AMREC)
(ATTACHMENT)**

Ward	:	All
Category	:	Operational
Subject Index	:	City of Melville Annual Report
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	:	C16/5514 City of Melville Community Annual Report 2015-2016 – Ordinary Meeting of the Council 15 November 2016
Works Programme	:	Not Applicable
Funding	:	Not Applicable
Responsible Officers	:	Kylie Johnson Executive Manager Organisational Development

AUTHORITY / DISCRETION

DEFINITION

	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>
	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
	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>
	Information	<i>For the Council/Committee to note.</i>

**C17/5583 - CITY OF MELVILLE COMMUNITY ANNUAL REPORT 2016-2017 (AMREC)
(ATTACHMENT)****KEY ISSUES / SUMMARY**

- This report presents the finalised City of Melville Community Annual Report 2016-2017, including Parts A and B for the Council's acceptance by absolute majority.
- The text and design component of the Community Annual Report 2016-2017 Part A, excluding the financial data, was provided to the Council through the Elected Member Bulletin (EMB) in September 2017.
- The financials have been finalised, externally audited and then considered by the Financial Management Audit, Risk and Compliance Committee at its meeting held on 6 November 2017.
- An extract of the audited Financial Report has been incorporated in the finalised Community Annual Report 2016-2017 Part A. The extract itself has not been separately audited.
- The Community Annual Report 2016-2017 Part A together with the full audited Annual Financial Report – Part B includes all the information required by the *Local Government Act 1995* and other relevant legislation.
- In accordance with the *Local Government Act 1995* section 5.54, the Community Annual Report including parts A and B is to be accepted by absolute majority decision no later than 31 December after the close of the financial year.

BACKGROUND

In accordance with Section 5.53(1) of the *Local Government Act 1995* (the Act), a local government is required to prepare an Annual Report for each financial year. Section 5.54 of the Act requires that the Annual Report be accepted by the Local Government no later than 31 December after that financial year, and that that decision is to be by absolute majority decision.

Section 5.27 of the Act specifies that a General Meeting of Electors is to be held within fifty-six (56) days after the local government accepts the Annual Report for the previous financial year. The Annual Report is required to be prepared and printed in time for that meeting.

The format of this year's Annual Report again consists of two parts;

- part A which features a full text summary and unaudited extracts from the Annual Financial Report; and
- part B the Audited Annual Financial Report, which together comprise the City's Annual Report.

**C17/5583 - CITY OF MELVILLE COMMUNITY ANNUAL REPORT 2016-2017 (AMREC)
(ATTACHMENT)****DETAIL**

The 2016-2017 Community Annual Report has been prepared and meets the requirements of the Act. It is designed to report against *The City of Melville Corporate Business Plan 2016-2020*. It also references and reinforces the importance of the Strategic Community Plan, which aligns with the Department of Local Government, Sport and Cultural Industries Integrated Planning Framework.

Section 5.53 of the Act requires the Annual Report to contain the following:

- a report from the Mayor;
- a report from the CEO;
- an overview of the plan for the future including major initiatives that are proposed to commence or to continue in the next financial year;
- the financial report for the financial year;
- such information as may be prescribed in relation to the payments made to employees;
- the auditor's report for the financial year;
- a matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*;
- details of entries made under section 5.121 regarding complaints against Council Members;
- details of FOI applications made under *Freedom of Information Act 1992*; and
- such other information as may be prescribed including Regulations 19CA requiring information about modifications made during the year to the Strategic Community Plan and Corporate Business Plan).

The text of this Annual Report was developed from information gathered from all areas of the organisation and various corporate documents. This text was reviewed by the Operational Management and Executive Management Teams. The Governance and Compliance Advisor also completed an audit of the text against the specific legislative requirements and confirmed relevant requirements had been addressed.

The text and design component of the 2016-2017 Community Annual Report, excluding the financial data, was provided to Council through the Elected Members Bulletin, for feedback in late September 2017.

Electors will be made aware that the full version of the Community Annual Report consists of two parts:

- Part A containing all of the textual information and the extracts from the Annual Financial Report which will be printed and provided in hard copy and on the City's website; and
- Part B the independently audited Annual Financial Report will not be professionally printed but will be made available in hard copy on request and also published on the City's website.

**C17/5583 - CITY OF MELVILLE COMMUNITY ANNUAL REPORT 2016-2017 (AMREC)
(ATTACHMENT)**

Part B of the Community Annual Report, has been audited and reviewed by the Financial Management, Audit, Risk and Compliance Committee on 6 November 2017. The Financial Extract included in Part A of the Community Annual Report is taken from the audited Annual Financial Report and used to present a summary of what are considered to be the key aspects of the audited financial information. In order to save on costs the financial report extract in Part A is not separately audited and this is stated clearly in the report.

The Council is required to, by absolute majority decision, accept the complete version of Community Annual Report which includes Parts A and B [Annual Report 2016-2017 Part A](#), [Annual Financial Report 2016-2017 Part B](#). This is to be done by 31 December and prior to the General Meeting of Electors.

STAKEHOLDER ENGAGEMENT

In accordance with section 5.55 of the Act the Chief Executive Officer (CEO) is to give local public notice of the availability of the Annual Report as soon as practicable after the report has been accepted by the local government. The notice will include comment that the Full Financial Report is available on request.

I. COMMUNITY

No external public consultation has been carried out as the Annual Report is a report on the business activities of the City of Melville.

II. OTHER AGENCIES / CONSULTANTS

No consultation with other agencies/consultants has been carried out.

STATUTORY AND LEGAL IMPLICATIONS

Section 5.27 of the Act specifies that a general meeting of the electors is to be held on a day selected by the local government but not more than 56 days after the local government accepts the Annual Report for the previous financial year.

Section 5.53 of the Act specifies requirements for information to be included in the Annual Report as noted previously.

Regulations 19B and 19CA of the *Local Government (Administration) Regulations 1996* require additional information to be included in the Annual Report.

Section 5.54 of the Act specifies that the Annual Report for the financial year is to be accepted by the Local Government no later than 31 December after that financial year.

Section 5.55 of the Act specifies that the Chief Executive Officer is to give local public notice of the availability of the Annual Report as soon as practicable after the report has been accepted by the local government.

**C17/5583 - CITY OF MELVILLE COMMUNITY ANNUAL REPORT 2016-2017 (AMREC)
(ATTACHMENT)**

FINANCIAL IMPLICATIONS

Funds have been provided in the 2017-2018 budget to enable graphic design, publication, promotion and distribution of Part A of the Annual Report. As per the previous years, minimal hard copy Annual Reports will be published, and more environmentally responsible distribution methods such as through CD and access via the City of Melville website will be utilised.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

Risk Statement	Level of Risk	Risk Mitigation Strategy
Not publishing an Annual Report in accordance with all relevant legal requirements and accounting standards would result in non-compliance with required legislative and regulatory requirements.	Moderate consequences which are likely, resulting in a High level of risk	Ensure the Annual Report conforms to all requirements through assessment by the Governance and Compliance Advisor of the updated version of the Report, inclusive of the abridged Financial Statements, prior to going to the Ordinary Meeting of Council in November 2017.

POLICY IMPLICATIONS

There are no policy implications for Council to consider as part of this report.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

There are no alternate options as the production and acceptance of the Annual Report is a legislative requirement.

CONCLUSION

The text of this Annual Report is a succinct and accurate reflection of the activities undertaken by the City of Melville in the 2016-2017 financial year, and has been prepared in accordance with legislative and regulatory requirements.

The full Annual Financial Report has been finalised and certified by the independent external auditors and presented to the Financial Management, Audit, Risk and Compliance Committee and Council. The abridged Financial Extract has been integrated into the Community Annual Report design, along with further explanatory comment to enhance the financial information presented to the community. The full Community Annual Report is being presented in this report for Council approval by absolute majority decision.

Following Council adoption, this document will be edited appropriately and made available for all stakeholders in various formats, including CD, the City's website and hard copy.

**C17/5583 - CITY OF MELVILLE COMMUNITY ANNUAL REPORT 2016-2017 (AMREC)
(ATTACHMENT)**

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (5583)

ABSOLUTE MAJORITY

At 8:35pm Cr Phelan moved, seconded Cr Macphail –

**That the Council, by Absolute Majority Decision, accepts the City of Melville 2016-2017
Community Annual Report which includes Parts A and B.**

[Annual Report 2016-2017 Part A](#) [Annual Financial Report 2016-2017 Part B](#)

At 8:36pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY (13/0)

**C17/6114 - INTEREST CHARGE ON 2017-2018 UNDERGROUND POWER PROJECTS
(AMREC)**

Ward	: Bicton – Attadale – Alfred Cove Central
Category	: Operational
Subject Index	: Rates – Underground Power Electricity
Customer Index	: Various
Disclosure of any Interest	: No Officer involved in the preparation of this report has a declarable interest in this matter.
Previous Items	: Special Meeting of Council 22 June 2017 Item C17/6111 – Consideration and Adoption of the 2017-2018 Budget
Works Programme	: Not Applicable
Funding	: Not Applicable
Responsible Officer	: Bruce Taylor Manager Financial Services

AUTHORITY / DISCRETION

DEFINITION

	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>
	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
	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>
	Information	<i>For the Council/Committee to note.</i>

**C17/6114 - INTEREST CHARGE ON 2017-2018 UNDERGROUND POWER PROJECTS
(AMREC)****KEY ISSUES / SUMMARY**

- Western Power is commencing two underground power projects (Melville North and Alfred Cove East) in 2017-2018 with 50% of the cost being recovered from property owners within the project area through an underground power charge on their rate notice.
- The charges and interest to be applied were set at the Special Council Meeting held 22 June 2017 Item C17/6111 – Consideration and Adoption of the 2017-2018 Budget.
- The projects are however not planned to commence until the latter part of the financial year.
- In accordance with the Budget resolution interest has been applied on outstanding amounts, which is prior to the first cash call to be paid Western Power.
- Interest on the underground power charges has been charged to those ratepayers who have elected to pay by instalments.
- This report recommends that interest not be applied for the current financial year due to the City not being required to make cash calls to Western Power until late in the financial year.

BACKGROUND

The City and Western Power have planned to undertake two underground power projects in 2017-2018. The projects are Melville North and Alfred Cove East. The City has received verbal queries regarding the period that interest will be applied before the project actually commences and before the acquittal of the first cash call to Western Power.

At the Special Council Meeting held 22 June 2017 Item C17/6111 – Consideration and Adoption of the 2017-2018 Budget, the Council resolved by Absolute Majority

That by Absolute Majority Decision of the Council

Properties included in the Melville North Underground Power Project Area shall be charged a Network Charge of \$1,060.00 per property.

Properties included in the Alfred Cove East Underground Power Project Area shall be charged a Network Charge of \$1,380.00 per property.

The Council also resolved to apply interest charges as follows.

That by Absolute Majority Decision of the Council, an interest charge of 4% be imposed on all outstanding underground power and streetscape service charges or specified area rate debts that remain unpaid and this concessional interest charge be applicable for a period of five years from 1 July in the year in which the specified area rate or service charge was first levied, after which time the standard interest charge (8% proposed for 2017-2018) is to be applied.

**C17/6114 - INTEREST CHARGE ON 2017-2018 UNDERGROUND POWER PROJECTS
(AMREC)****DETAIL**

In previous years, the City has received the cash call schedule from Western Power for its underground power projects in a timely manner for inclusion in the annual budget preparation. In the preparation of the 2017-2018 Budget the City was only advised in general terms that cash calls would commence in 2018 and that a detailed schedule would not be available until closer to that time.

Working within the restraints of the *Local Government Act 1995*, the City is only able to impose a charge for underground power costs at the time of adopting the annual budget.

At the time of the adoption of the 2017-2018 Budget the cash call schedules detailing the City's financial obligations to Western Power were not (and are still not) available from Western Power. This has created a situation where underground power charges outstanding as at 28 August 2017 will attract interest even though the City is not required to pay the first cash call to Western Power until later in the financial year. Any delay to the project may see the first cash call being delayed until early in the 2018-2019 financial year.

It is considered that it is not appropriate that interest be charged on outstanding underground power charges when the City is not required to remit those funds until a later date.

In addition, those ratepayers who have elected to pay their rates by instalments will also have incurred as a proportion of their instalment charges, an amount of interest relating to the underground power charge.

STAKEHOLDER ENGAGEMENT**I. COMMUNITY**

Residents within the Melville North and Alfred Cove East project areas have received surveys and newsletters. Newsletters containing information regarding the project status are sent to residents periodically. Any changes to the application of interest applied to these charges would be communicated to residents via these newsletters.

II. OTHER AGENCIES / CONSULTANTS

Communication and consultation plans are well established with Western Power and occur in relation to this and other underground power programs.

STATUTORY AND LEGAL IMPLICATIONS*6.51. Accrual of interest on overdue rates or service charges*

- (1) *A local government may at the time of imposing a rate or service charge resolve* to impose interest (at the rate set in its annual budget) on —*
- (a) *a rate or service charge (or any instalment of a rate or service charge);*

* *Absolute majority required.*

**C17/6114 - INTEREST CHARGE ON 2017-2018 UNDERGROUND POWER PROJECTS
(AMREC)**

Section 6.47 of the *Local Government Act 1995* states that

.. a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

** Absolute majority required.*

FINANCIAL IMPLICATIONS

In addition, those ratepayers in the project areas who have elected to pay by instalments will have incurred instalment interest in their instalment charges. The total amount that relates to charges levied for these projects is \$8,800. These charges will be reversed if the Council resolves to not apply the late penalty interest.

To date \$954,000 has been received in charges for the two projects and the City is expected to have sufficient funds on hand to meet the first cash call contribution.

It is recommended that the application of any interest on outstanding charges for these two projects be applied as part of the 2018-2019 budget adoption process.

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

Risk Statement	Level of Risk	Risk Mitigation Strategy
As a result of the proposed deferral of interest application there will be a non material reduction in late payment interest income	Minor consequences which are almost certain, resulting in a Medium level of risk	Not applicable

POLICY IMPLICATIONS

There are no policies that relate to underground power.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council has the option to retain the existing interest arrangements that have been implemented on accordance with the budget resolution.

The implications are that the City would be charging interest on funds that are not currently required for these projects. The purpose of imposing of interest is to either discourage the late payment of funds required to operate programs run by the City, or to recompense the City for having to use alternative sources of funding until underground power payments are received.

In this case, the delay in the commencement of the underground power projects means that the funding is not required at this point in time.

**C17/6114 - INTEREST CHARGE ON 2017-2018 UNDERGROUND POWER PROJECTS
(AMREC)****CONCLUSION**

This report proposes:

1. That the City not apply interest on underground power levies in the Melville North and Alfred Cove East project areas for 2017-2018 and that the application of the interest on these projects applied as part of the 2018-2019 budget adoption.
2. That any interest applied to those ratepayers in the Melville North and Alfred Cove East project areas who have elected to pay by instalments to date be reversed.
3. That should the Council resolve to support the officer recommendation then the ratepayers in the Melville North and Alfred Cove East project areas be notified of the decision in the next project update to be sent to residents.

**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (6114)
ABSOLUTE MAJORITY APPROVAL**

At 8:36pm Cr Wieland moved, seconded Cr Barling –

That by Absolute Majority Decision the Council;

1. **Determines not to apply interest on underground power levies in the Melville North and Alfred Cove East project areas for the 2017-2018 financial year.**
2. **Determines that any interest applied to those ratepayers in the Melville North and Alfred Cove East project areas who have elected to pay by instalments to date be reversed.**
3. **Determines that the application of the interest on the Melville North and Alfred Cove East projects be considered at the adoption of the 2018-2019 budget.**
4. **Directs the Chief Executive Officer to notify ratepayers in the project area of the decision in the next project update.**

At 8:36pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY (13/0)

C17/6000 - INVESTMENT STATEMENTS AS AT 30 SEPTEMBER 2017 (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

	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
	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>
	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
	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 30 September 2017 for the Council's information and noting.

C17/6000 - INVESTMENT STATEMENTS FOR SEPTEMBER 2017 (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.

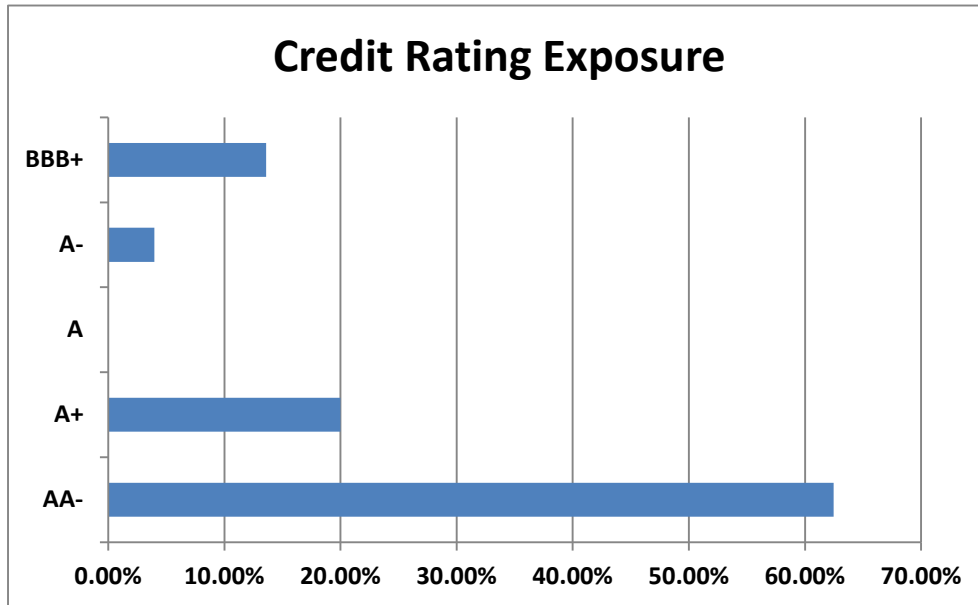
The investment of cash holdings is undertaken in accordance with Council Policy CP-009 - Investment of Funds, with the objective of maximising returns whilst maintaining low levels of credit risk exposure.

DETAIL

Summary details of investments held as at 30 September 2017 are shown in the tables below. The following statements detail the investments held by the City as at 30 September 2017.

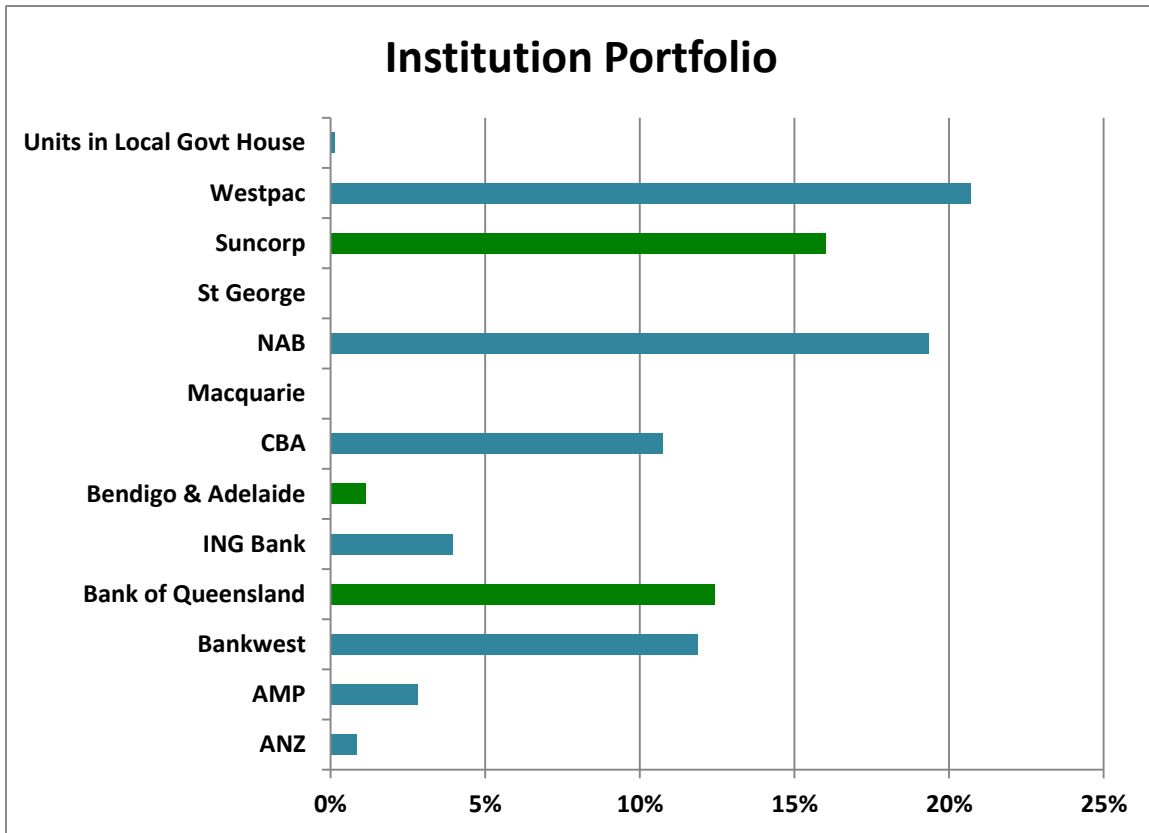
CITY OF MELVILLE	
STATEMENT OF INVESTMENTS	
FOR THE PERIOD ENDING 30 SEPTEMBER 2017	
SUMMARY BY FUND	
	AMOUNT
	\$
MUNICIPAL	\$ 51,451,025
RESERVE	\$ 124,155,837
TRUST	\$ 1,048,784
CITIZEN RELIEF	\$ 210,281
	\$ 176,865,928
SUMMARY BY INVESTMENT TYPE	
	AMOUNT
	\$
11AM	\$ 2,025,850
31DAYS AT CALL	\$ 25,000,000
60DAYS AT CALL	\$ 2,000,000
90DAYS AT CALL	\$ 7,600,000
TERM DEPOSIT	\$ 140,009,434
UNITS (Local Govt Hse)	\$ 230,645
	\$ 176,865,928
SUMMARY BY CREDIT RATING	
	AMOUNT
	\$
AA-	\$ 110,335,283
A+	\$ 35,300,000
A	\$ -
A-	\$ 7,000,000
BBB+	\$ 24,000,000
UNITS (Local Govt Hse)	\$ 230,645
	\$ 176,865,928

C17/6000 - INVESTMENT STATEMENTS FOR SEPTEMBER 2017 (REC)



DIVERSIFICATION RISK & GREEN INVESTMENTS									
INSTITUTION	INVESTMENT TYPE	S & P RATING	AMOUNT	\$	ACTUAL PROPORTION	INSTITUTION PROPORTION	MAX. % WITH ANY ONE INSTITUTION	NON FOSSIL FUEL	INVESTMENT WITH ADI WITH NON FOSSIL FUEL
ANZ BANK (TERM)	TERM	AA-	1,500,000		0.85%	0.85%	30%	No	
AMP BANK (TERM)	TERM	A+	5,000,000		2.83%	2.83%	25%	No	
BANKWEST (TERM)	TERM	AA-	21,000,000		11.87%	11.87%	30%	No	
BANK OF QUEENSLAND (TERM)	TERM	BBB+	22,000,000		12.44%	12.44%	15%	Yes	22,000,000
BENDIGO AND ADELAIDE BANK (TERM)	TERM	BBB+	2,000,000		1.13%	1.13%	15%	Yes	2,000,000
COMMONWEALTH BANK (TERM)	TERM	AA-	19,000,000		10.74%	10.74%	30%	No	
ING BANK (TERM)	TERM	A-	7,000,000		3.96%				
ING BANK (FRTD)	FRTD	A-	-		0.00%	3.96%	25%	No	
MACQUARIE BANK (TERM)	TERM	A	-		0.00%	0.00%	25%	No	
NAB (TERM)	TERM	AA-	34,209,434		19.34%	19.34%	30%	No	
ST GEORGE BANK (TERM)	TERM	AA-	-		0.00%	0.00%	30%	No	
SUNCORP METWAY LTD (TERM)	TERM	A+	28,300,000		16.00%	16.00%	25%	Yes	28,300,000
WESTPAC (MAXI BONUS 1)	11AM	AA-	866,575		0.49%				
WESTPAC (MAXI BONUS 2)	11AM	AA-	1,042,015		0.59%				
WESTPAC (MAXI DIRECT)	11AM	AA-	117,260		0.07%				
WESTPAC (31DAYS AT CALL)	31DAYS AT CALL	AA-	25,000,000		14.14%				
WESTPAC (60DAYS AT CALL)	60DAYS AT CALL	AA-	2,000,000		1.13%				
WESTPAC (90DAYS AT CALL)	90DAYS AT CALL	AA-	7,600,000		4.30%				
WESTPAC (TERM)	TERM	AA-	-		0.00%	20.71%	30%	No	
UNITS IN LOCAL GOV'T HOUSE	NA	NA	230,645		0.13%			N/A	
			176,865,928		100%	100%			52,300,000
Total Non Fossil Fuel Lending ADI									30%

C17/6000 - INVESTMENT STATEMENTS FOR SEPTEMBER 2017 (REC)



■ Non Fossil Fuel Authorised Deposit Taking Institutions. (ADI's)

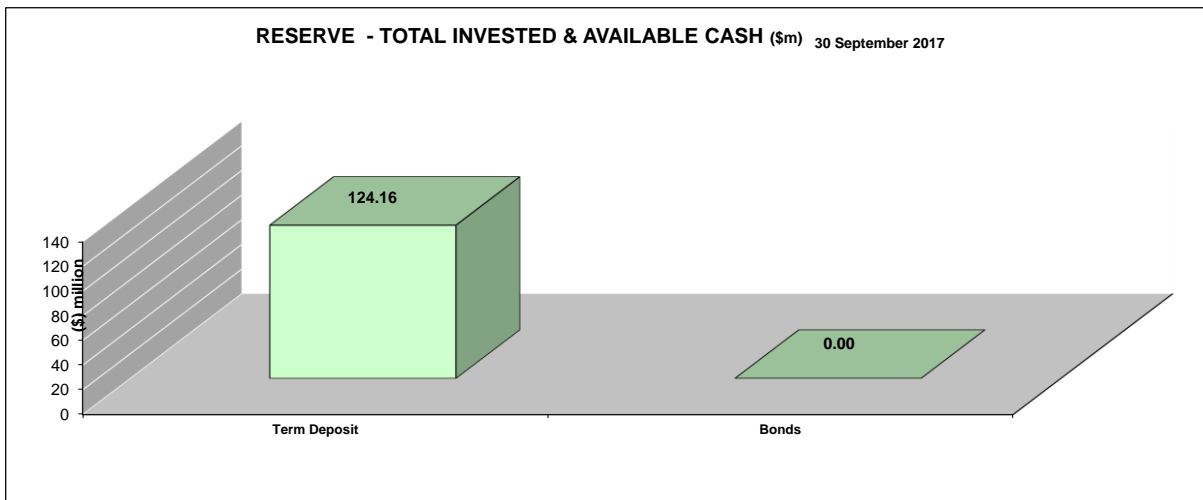
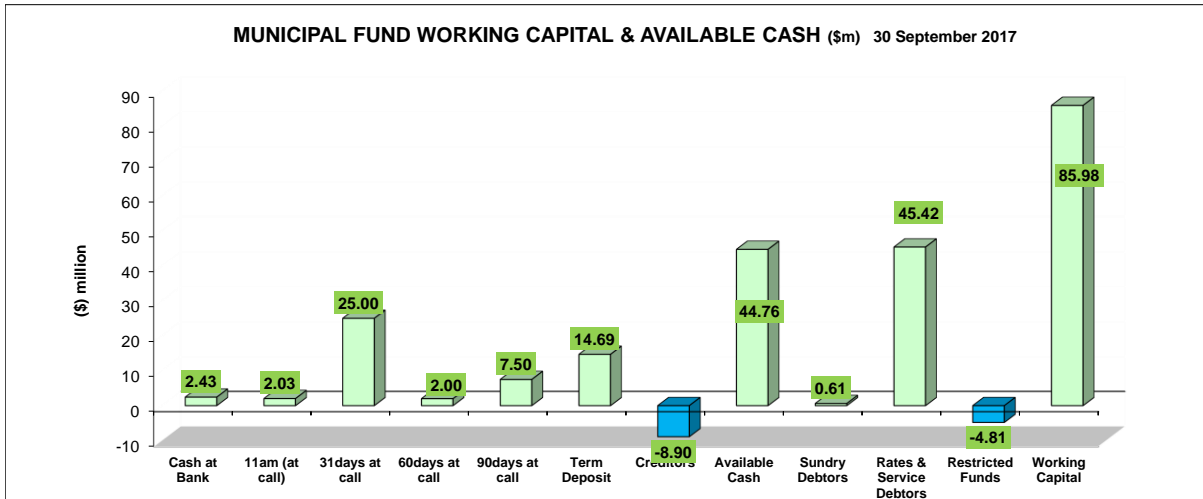
“Green investments” are authorised investment products made in authorised institutions that respect the environment by not investing in fossil fuel industries.

The total investment in authorised institutions that do not lend to industries engaged in the exploration for, or production of, fossil fuels, as at 30 September was \$52,300,000 or 30% of total investment holdings being in non-fossil fuels institutions. This compared to \$52,300,000 (29%) in August 2017. The amount of investment holdings in non-fossil fuels institutions remained the same between August and September however, the percentage of holding increased as less funds are being invested in September 2017.

C17/6000 - INVESTMENT STATEMENTS FOR SEPTEMBER 2017 (REC)

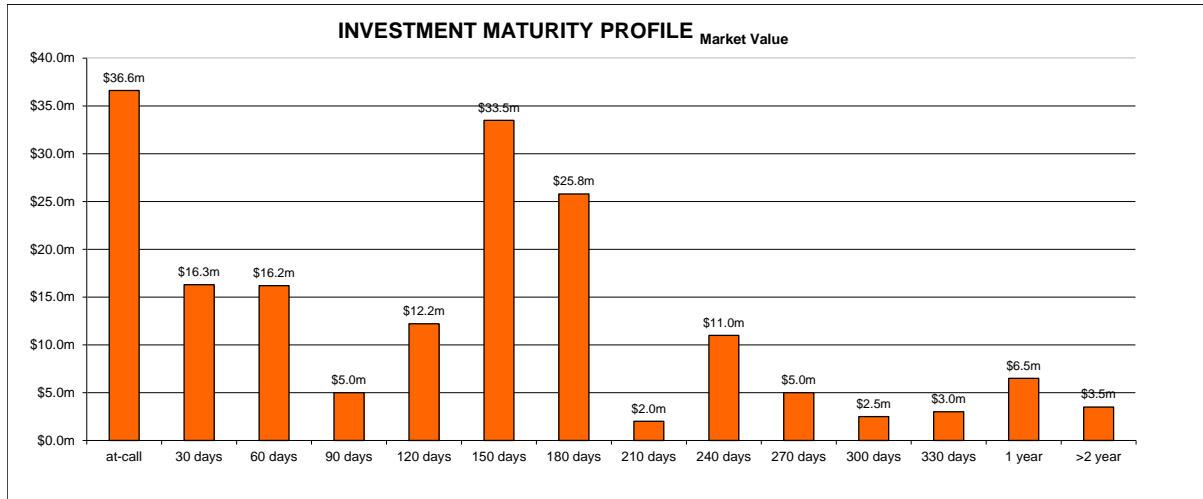
Net Funds Held

The graphs on the following page summarise the Municipal Fund working capital and available cash and the funds held in Cash Backed Specific Purpose Reserve Accounts as at 30 September 2017.



C17/6000 - INVESTMENT STATEMENTS FOR SEPTEMBER 2017 (REC)

The graph below summarises the maturity profile of the City's investments at market value as at 30 September 2017.



STAKEHOLDER ENGAGEMENT

I. COMMUNITY

This report is available to the public on the City's web-site.

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).

Effective from 13 May 2017 the *Local Government (Financial Management) Regulations 1996* were amended (regulation 19C) to allow local governments to deposit funds for a fixed term of three years or less. The regulation previously only allowed for deposits of 12 months or less. Deposits of greater than one year may enable the City to achieve better investment returns.

C17/6000 - INVESTMENT STATEMENTS FOR SEPTEMBER 2017 (REC)

FINANCIAL IMPLICATIONS

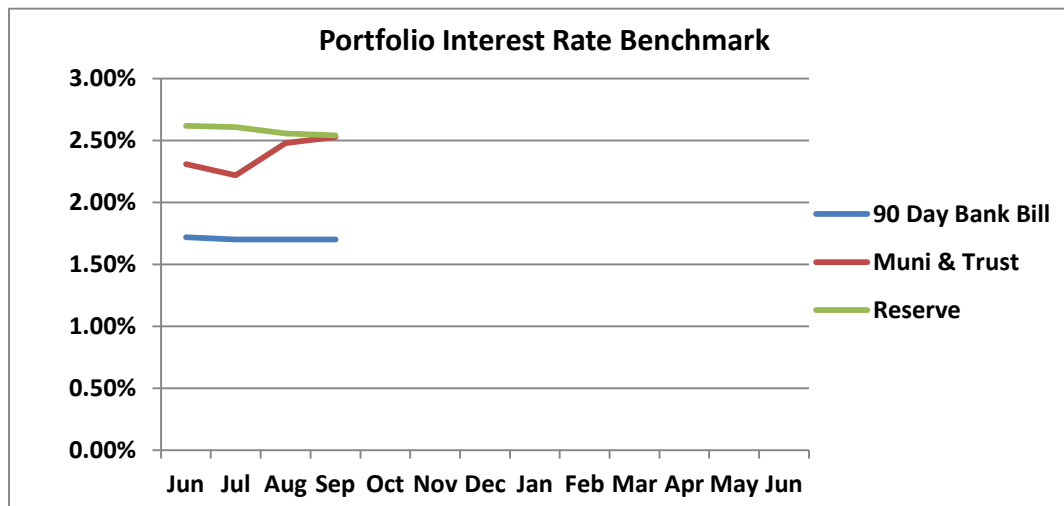
For the period ending 30 September 2017:

- Investment earnings on Municipal and Trust Funds were \$216,145 against a year to date budget of \$151,750 representing a \$64,395 positive variance.

The weighted average interest rate for Municipal and Trust Fund investments as at 30 September 2017 was 2.53% which compares favourably to the benchmark three month bank bill swap (BBSW) reference rate of 1.70%.

- Investment earnings on Reserve accounts were \$731,940 against a year to date budget of \$662,149 representing a \$69,791 positive variance.

The weighted average interest rate for Reserve account investments as at 30 September 2017 was 2.54% which compares favourably to the benchmark three month bank bill swap (BBSW) reference rate of 1.70%.



STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

Strategic

The interest earned on invested funds assists in addressing the following key priority area identified in The City of Melville Corporate Business Plan 2016-2020.

Priority Number One – “Restricted current revenue base and increasing /changing service demands impacts on rates”.

Risk

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.

C17/6000 - INVESTMENT STATEMENTS FOR SEPTEMBER 2017 (REC)

Effective from 13 May 2017 the *Local Government (Financial Management) Regulations 1996* were amended (regulation 19C) to allow local governments to deposit funds for a fixed term of three years or less. The regulation previously only allowed for deposits of 12 months or less. Deposits of greater than one year may, depending on the shape of the yield curve, enable the City to achieve better investment returns.

Environmental

When investing the City's funds, a deliberative preference will be made in favour of authorised institutions that respect the environment by not investing in fossil fuel industries. This preference will however, only be exercised after the foremost investment considerations of credit rating, risk diversification and interest rate return are fully satisfied.

POLICY IMPLICATIONS

Council Policy CP-009 – Investment of Funds provides guidelines with respect to the investment of City of Melville (the City) funds by defining levels of risk considered prudent for public monies. Liquidity requirements are determined to ensure the funds are available as and when required and take account of appropriate benchmarks for rates of return commensurate with the low levels of risk and liquidity requirements. The types of investments that the City has the power to invest in is limited by prescriptive legislative provisions governed by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Part III of the *Trustees Act 1962*.

Council Policy CP-030 – Environmental states that the “The City aims to prevent, manage and minimise environmental impacts associated with its activities, while conserving and enhancing the City's biodiversity and environmental quality, thereby maintaining and creating healthy surroundings for the community.” Whilst this Policy directly relates to the environmental impacts that relate to activities within the Cities boundaries and there is a tenuous link between the City's investment activities and lending to organisations producing fossil fuels, the City will, to the extent it can without putting invested funds at undue risk, direct its investments to financial institutions that do not lend to those organisations.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Not applicable as this report only presents information for noting.

CONCLUSION

The City's investment portfolio is invested in highly secure investments with a low level of risk yielding a weighted average rate of return of 2.53 to 2.54% which well exceeds the benchmark three month bank bill swap (BBSW) reference rate of 1.70%.

30% of the City's investment portfolio is invested in authorised deposit taking institutions that do not lend to industries engaged in the exploration for, or production of, fossil fuels.

Future investment earnings will be determined by the cash flows of the City and movements in interest rates on term deposits.

C17/6000 - INVESTMENT STATEMENTS FOR SEPTEMBER 2017 (REC)**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (6000)****NOTING**

At 8:38pm Cr Barling moved, seconded Cr Wieland –

That the Council notes the Investment Report for the period ending 30 September 2017.

At 8:39pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (13/0)

**C17/6001 – SCHEDULE OF ACCOUNTS PAID FOR SEPTEMBER 2017 (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

	Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
	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>
	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
	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 to suppliers under delegated authority for the month of September 2017 and recommends that the Schedule of Accounts Paid be noted.

**C17/6001 – SCHEDULE OF ACCOUNTS PAID FOR SEPTEMBER 2017 (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 30 September 2017 including Payment Registers numbers, Cheques 610 to 614 and Electronic Funds Transfers batches 471 to 474, Trust Payments, Card Payments and Payroll was distributed to the Elected Members of the Council on 3 November 2017. Payments for the period totalled \$15,917,479.68 for the Municipal Fund and \$113,266.90 for the Trust Fund whilst new investment transactions totalled \$1,500,000.00. Details of the payments are shown in attachment [6001 September 2017](#).

Payments in excess of \$25,000 for the period are detailed as follows:

Supplier Name	Remittance Number	Remittance Details	Amount
Aquamonix Pty Ltd	E059218 & E059513	Irrigation controllers for various sites	\$61,272.48
Asphaltech Pty Ltd	E059174	Road resurfacing at various sites	\$85,148.16
Australia Post	E059089 & E059416	Mail charges	\$26,559.87
Axiis Contracting Pty Ltd	E059190 & E059492	Concrete works at various sites	\$28,450.60
Building & Construction Industry Training Fund	Chq 007158	Remittance of the building construction training levy collected by the City with building licence applications	\$55,942.30
Caltex	Direct Bank Transfer	Caltex fuel	\$78,560.31
City of Cockburn	E059015	Commercial waste tip fees for August	\$33,519.52
Datacom Systems WA Pty Ltd	E059481	Xen App Citrix renewal and 20x Samsung 23.6" monitors	\$36,414.24
Denver Technology Australia Pty Ltd	E059180	Cylance security licence renewal	\$29,700.66
Department of Commerce	E058987	Remittance of Building Service Levy collected on building licence applications	\$57,324.60
Department of Fire & Emergency Services	E059479	ESL remittance for August 2017	\$8,143,702.50
Devco Holdings Pty Ltd T/A Devco Builders	E059467	Refurbishment of LeisureFit Melville change rooms	\$79,362.27
Dickies Tree Service	E059016 & E059346	Tree lopping services	\$77,008.52
EMSO Maintenance T/A Crabclaw Holdings Pty Ltd	E059085 & E05414	Building maintenance	\$86,969.27
Flexi Staff	E059042 & E059370	Temporary employment	\$37,236.81
Fredon Air Pty Ltd	E059206 & E059507	Air conditioning maintenance	\$57,675.30
Hays Specialist Recruitment (Australia) Pty Ltd	E059173 & E059485	Temporary employment	\$26,581.78

**C17/6001 – SCHEDULE OF ACCOUNTS PAID FOR SEPTEMBER 2017 (REC)
(ATTACHMENT)**

Supplier Name	Remittance Number	Remittance Details	Amount
Local Health Authorities Analytical Committee	E059167	Analytical services for 2017/2018	\$26,127.60
Main Roads WA	E059092 & E09419	Refund for grant funding received and not used and signage and line marking works	\$31,139.14
Melville Mitsubishi	E059161	Mitsubishi XC ASX wagon	\$25,092.35
Melville Toyota	E059077 & E059408	3x Toyota Hilux 4x2 crew cab	\$102,382.21
MG Group (ATF) Menchetti Consolidated Pty Ltd	E059256	Remedial works to Heathcote Reserve playground	\$70,532.31
Natural Area Management & Services	E059289 & E059547	Planting, weed control, erosion maintenance, grass treatment and revetment works at various Reserves	\$45,288.69
Office of State Revenue	Chq 067542	Refunds for overpaid rates	\$29,478.98
RBM Drilling	E059391	Drill bores at Bicton Quarantine	\$51,308.40
Rhysco Electrical Services	E059138 & E059451	Electrical services	\$55,449.94
Sheoaks Landscapes	E059197 & E059501	Progress claim for entrance upgrade at Blue Gum Community Centre	\$50,328.75
Southern Metropolitan Regional Council	E059101 & E059426	MSW, MRF, green waste and over compaction charges for August, MSW gate fees for September and RRRC loan repayment	\$1,092,088.78
Synergy	E058989, E059041 & E059369	Electricity charges	\$401,107.19
TJS Cleaning Services Perth Pty Ltd	E059188	Cleaning services for LeisureFit Booragoon and Melville and AH Bracks Library	\$29,173.22
Tree Amigos Tree Surgeons	E059134 & E059449	Tree lopping services	\$37,310.79
Turf Care WA Pty Ltd	E059421	Herbicide spraying at various sites	\$32,010.89
Urbis Pty Ltd	E059253	Property development options analysis	\$26,244.00
Water Corporation	Chqs 067508, 067701, 067510 & 067702	Water charges	\$51,046.38
Xander Rood	E059268	Design and installation of mural at 1-3 The Esplanade	\$35,200.00

Payroll

Supplier Name	Remittance Number	Remittance Details	Amount
Various Banking Institutions	Direct Bank Transfers 06.09.2017 & 20.09.2017	Payment of salaries and wages to City employees net of tax and deduction for pays 5 and 6	\$2,125,058.22
Australian Taxation Office	Direct Bank Transfers 06.09.2017 & 20.09.2017	Pay as You-Go taxation and other deductions from employee payroll for pays 5 and 6	\$638,563.00
Creditors	Direct Bank Transfers 06.09.2017 & 20.09.2017	Payment of superannuation, union membership, council rates, vehicle deductions, Centrelink, etc. for pays 5 and 6	\$503,153.83
Total			\$3,266,775.05

**C17/6001 – SCHEDULE OF ACCOUNTS PAID FOR SEPTEMBER 2017 (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 and amendments.

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.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Not applicable as this report presents information for noting only.

CONCLUSION

Payments for interfund for the period totalled \$15,917,479.68 for the Municipal Fund and \$113,266.90 for the Trust Fund whilst new investment transactions totalled \$1,500,000.

The report and attached Schedule of Accounts Paid is presented for the Council's information.

**C17/6001 – SCHEDULE OF ACCOUNTS PAID FOR SEPTEMBER 2017 (REC)
(ATTACHMENT)****OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (6001) NOTING**

That the Council notes the Schedule of Accounts paid for the period ending 30 September 2017 as approved by the Director Corporate Services in accordance with delegated authority DA-035, and detailed in attachment [6001 September 2017](#)

At 8:39pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY EN BLOC (13/0)

**C17/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR SEPTEMBER 2017 (AMREC)
(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

	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>
	Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
	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>
	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 30 September 2017 and recommends that they be noted by the Council.
- The variances for the month of September 2017 and recommends that they be noted by the Council.
- The Budget amendments required for the month of September 2017 and recommends that they be adopted by Absolute Majority decision of the Council.

**C17/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR SEPTEMBER 2017 (AMREC)
(ATTACHMENTs)**
BACKGROUND

The Statements of Financial Activity for the period ending 30 September 2017 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. The three monthly reports that are presented are the:-

1. Rate Setting Statement by Program, which provides details on the Program classifications,
2. Rate Setting Statement by Sub-Program, which provides further details on the Program classifications and,
3. Statement of Financial Activity by Nature and Type, which provides details on the various categories of income and expenditure.

Variances

CITY OF MELVILLE								
EXTRACT OF RATE SETTING STATEMENT FOR VARIANCE IN EXCESS OF \$50,000								
for the Period 1 July 2017 to 30 September 2017								
	September	YTD	YTD			Annual	Annual	Current
	Actual	Rev. Budget	Actual	Variance	Variance	Budget	Rev. Budget	Commit.
	\$	\$	\$	\$	%	\$	\$	\$
Revenue								
General Purpose Funding	953,476	4,560,032	4,827,852	267,821	6%	10,206,355	10,206,355	-
Community Amenities	225,740	2,139,394	2,021,462	(117,932)	-6%	4,005,202	3,510,202	-
Transport	63,842	488,600	416,824	(71,776)	-15%	3,092,980	3,721,113	-
Economic Services	327,533	970,850	1,238,042	267,192	28%	2,613,767	2,613,767	-
Other Property and Services	54,747	(19,894)	201,597	221,491	-1113%	1,881,450	2,235,250	7,840
	2,472,746	13,062,166	13,531,421	469,255	4%	33,687,094	34,948,097	7,840
Expenses								
Governance	(314,181)	(1,229,581)	(1,016,057)	213,523	-17%	(5,263,277)	(5,436,369)	(194,528)
General Purpose Funding	(84,384)	(181,774)	(435,313)	(253,539)	139%	(3,232,581)	(3,232,581)	(14,882)
Law, Order, Public Safety	(301,375)	(974,174)	(891,045)	83,129	-9%	(4,118,059)	(4,212,294)	(77,292)
Education & Welfare	(207,643)	(675,066)	(571,832)	103,234	-15%	(2,729,585)	(2,755,855)	(94,296)
Community Amenities	(2,323,454)	(6,298,477)	(5,797,385)	501,092	-8%	(24,667,337)	(25,136,079)	(1,199,683)
Recreation and Culture	(2,071,372)	(7,336,651)	(5,933,203)	1,403,448	-19%	(29,988,278)	(30,287,624)	(1,416,278)
Transport	(1,321,464)	(4,457,528)	(3,934,423)	523,105	-12%	(17,725,955)	(17,790,955)	(705,649)
Other Property and Services	(358,852)	(3,137,633)	(2,499,090)	638,544	-20%	(10,369,279)	(11,033,089)	(766,095)
	(7,297,372)	(25,163,918)	(21,972,583)	3,191,335	-13%	(101,719,144)	(103,529,641)	(4,531,358)
Net Result Excluding Rates	(4,824,626)	(12,101,752)	(8,441,162)			(68,032,050)	(68,581,544)	
Purchase of Infrastructure Assets	(794,157)	(3,955,827)	(1,938,639)	2,017,188	-51%	(17,552,829)	(24,242,966)	(2,715,871)

**C17/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR SEPTEMBER 2017 (AMREC)
(ATTACHMENTS)**

A more detailed summary of variances and comments based on the Rate Setting Statement by Sub-Program is provided in attachments ([6002C Sub Program September 2017](#)) and [6002H September 2017](#).

Revenue

\$85.33 million in Rates was raised to 30 September 2017, compared to \$82.63 million for the same reporting period last year. This is compared with a revised year to date budget of \$85.20 million, resulting in a positive variance of \$129,923. This variance has arisen out of an additional commercial gross rental values being applied to commercial properties that had not been received when rates' modelling was conducted during the development of the 2017-2018 Budget, resulting in additional commercial rates income.

Money Expended in an Emergency and Unbudgeted Expenditure

Not applicable for September 2017.

Budget Amendments

Details of Budget Amendments requested for the month of September 2017 are shown in attachment [6002J September 2017](#). Highlighted are four budget amendment journals greater than \$50,000 that were processed in September 2017:

- \$1,100,000 – Transfer LeisureFit Booragoon budget for pool repairs to the responsibility of Technical Services.
- \$280,000 – Transfer budget for MacRae Road Realignment income to project specific cost centre to allow greater transparency.
- \$211,990 – Transfer from Information Technology Reserve for IT Server Hardware and storage replacement as per Council resolution C17/6113.
- \$843,000 – Transfer from Community Facilities Reserve to fund commencement of Shirley Strickland Redevelopment Project as per Council Resolution CD17/8101.

Rates Collections and Debtors

Rates, Refuse, Fire and Emergency Service Authority and Underground Power payments totalling \$5,724,095 were collected over the course of the month. Rates collection progress for the month of September is 1.5% below the target of 62%. This represents a dollar value of \$1,634,403. As at 30 September 60.5% of 2017-2018 rates, including prior year arrears had been collected compared with 61.9% collected for the same time last year. Rates collection for 2017-2018 excluding prior year rates arrears is 62.4%.

Total sundry debtor balances increased by \$190,000 over the course of the month from \$444,210 to 634,210. The 90+ day's debtor balance increased by \$75,674 from \$29,972 to \$105,646.

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.

There were no debts written off for the month of September 2017.

**C17/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR SEPTEMBER 2017 (AMREC)
(ATTACHMENTS)**

The following attachments form part of the Attachments to the Agenda.

DESCRIPTION	LINK
Statement of Financial Activity By Nature and Type – September 2017	6002A Nature Type September 2017
Rate Setting Statement by Program – September 2017	6002B Program September 2017
Rate Setting Statement by Sub-Program – September 2017	6002C Sub Program September 2017
Representation of Net Working Capital – September 2017	6002E September 2017
Reconciliation of Net Working Capital – September 2017	6002F September 2017
Notes on Rate Setting Statement reporting on variances of 10% or \$50,000 whichever is greater – September 2017	6002H September 2017
Details of Budget Amendments requested – September 2017	6002J September 2017
Summary of Rates Debtors – September 2017	6002L September 2017
Graph Showing Rates Collections – September 2017	6002M September 2017
Summary of General Debtors aged 90 Days Old or Greater – September 2017	6002N September 2017

STAKEHOLDER ENGAGEMENT

I. COMMUNITY

Local Public Notice of the proposed Amendments to the Schedule of Fees and Charges will be undertaken by public advertisement in the Melville Times, in respect of the above fees and charges if they are adopted by the Council.

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:

C17/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR SEPTEMBER 2017 (AMREC)**34. Financial activity statement report — s. 6.4**

(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.

C17/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR SEPTEMBER 2017 (AMREC)**FINANCIAL IMPLICATIONS****Variances**

Variances are dealt with in attachment [6002H September 2017](#) (Notes on Statement of Variances in excess of \$50,000 by Sub-Program).

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

There are no identifiable strategic, risk or 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 30 September 2017.

**C17/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR SEPTEMBER 2017 (AMREC)
(ATTACHMENTS)**

**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (6002)
NOTING AND ABSOLUTE MAJORITY**

At 8:37pm Cr Barling moved, seconded Cr Phelan –

That the Council:

- 1. Notes the Rate Setting Statement and Statements of Financial Activity for the month ending 30 September 2017 as detailed in the following attachments:**

DESCRIPTION	LINK
Statement of Financial Activity By Nature and Type – September 2017	<u>6002A Nature Type September 2017</u>
Rate Setting Statement by Program – September 2017	<u>6002B Program September 2017</u>
Rate Setting Statement by Sub-Program – September 2017	<u>6002C Sub Program September 2017</u>
Representation of Net Working Capital – September 2017	<u>6002E September 2017</u>
Reconciliation of Net Working Capital – September 2017	<u>6002F September 2017</u>
Notes on Rate Setting Statement reporting on variances of 10% or \$50,000 whichever is greater – September 2017	<u>6002H September 2017</u>
Details of Budget Amendments requested – September 2017	<u>6002J September 2017</u>
Summary of Rates Debtors – September 2017	<u>6002L September 2017</u>
Graph Showing Rates Collections – September 2017	<u>6002M September 2017</u>
Summary of General Debtors aged 90 Days Old or Greater – September 2017	<u>6002N September 2017</u>

- 2. By Absolute Majority Decision adopts the budget amendments, as detailed in the attached Budget Amendment Reports for September 2017 [6002J September 2017](#).**

At 8:37pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY (13/0)

15. EN BLOC ITEMS

At 8:38pm Cr Barling moved, Cr Wieland seconded –

That the recommendations for items P17/3768, T17/3769, M17/5000, C17/6000 and C17/6001 be carried En Bloc.

At 8:39pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (13/0)

16. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**16.1 Changes to Delegations Manual**

At 8:40pm Cr Robins moved, seconded Cr Barling –

That the Council amends Delegation No. DA – 020 of the Delegations Manual 2017-2018 to:

- 1. Remove the delegation “Determination of Local Development Plans where no objection(s) which raise relevant planning matters have been received.”**
- 2. Remove the delegation “Determination of Local Development Plans where objection(s) which raise relevant planning matters have been received”**
- 3. Under “Notes: There is no delegation to:” add another dot point, being “Adopt or amend a Local Development Plan”**

At 8:43pm the Mayor submitted the motion, which was declared

CARRIED UNANIMOUSLY (13/0)

Reasons for Motion

Cr Robins provided the following reasons in support of the motion –

1. Local Development Plans (LDPs) can result in a significant departure from Local Planning Scheme No. 6, and as such, may result in development outcomes which differ greatly from community expectations for a particular area. As such, there may be heightened community interest in the adoption of LDPs, and I think it is appropriate that Council are made aware of each LDP.
2. Due to the impact an LDP may have on the local community, I believe it is appropriate for LDPs to be approved or rejected by the Council.
3. Will not result in a significant increase in the number of items coming to Council, as there will only be a few LDPs per year at most.
4. Local Planning Schemes and Scheme Amendments, Structure Plans, Activity Centre Plans and Local Planning Policies all come to Council, and as LDPs will result in a change to LPS 6, it is deemed appropriate for them to be considered by Council.

16.2 Use of Bert Jeffrey Reserve by Applecross Cricket Club

Item brought forward refer to page 41.

17. MOTIONS WITHOUT NOTICE BY ABSOLUTE MAJORITY OF THE COUNCIL

Nil.

18. IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil.

19. CLOSURE

There being no further business to discuss, his Worship the Mayor declared the meeting closed at 8:42pm.