



City of
Melville

NOTES

AGENDA BRIEFING FORUM

6:30pm Tuesday, 11 October 2022

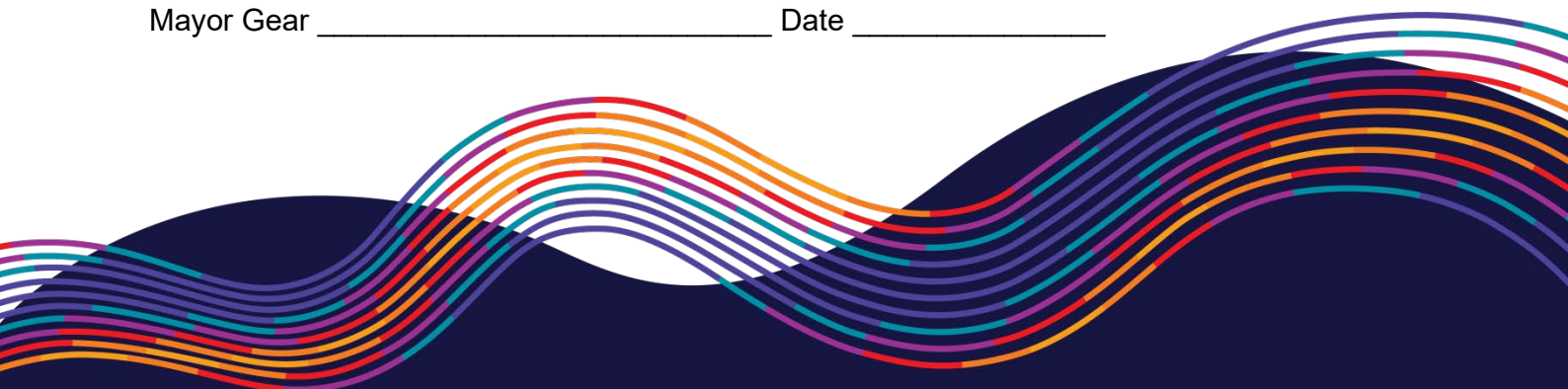
Held in the Council Chambers, Melville Civic Centre
10 Almondbury Road Booragoon

The City of Melville acknowledges the Bibbulmun people as the Traditional Owners and custodians of the lands on which the City stands today and pays its respect to the Whadjuk people, and Elders both past, present and emerging.

Notes to be confirmed at the next Ordinary Council Meeting

These minutes are hereby confirmed as true and accurate

Mayor Gear _____ Date _____



Our Vision

Engaging with our diverse community to achieve an inclusive, vibrant and sustainable future.

Our Mission

To provide good governance and quality services for the City of Melville community.

Our Values

Excellence

Striving for the best possible outcomes

Participation

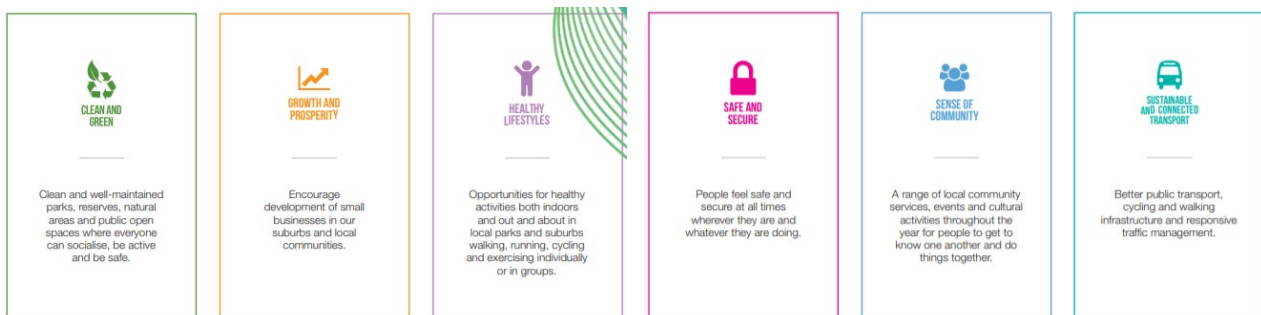
Involving, collaborating and partnering

Integrity

Acting with honesty, openness and with good intent

Caring

Demonstrating empathy, kindness and genuine concern



Making A Deputation

A deputation is a verbal presentation by one or more members of the public on a matter to be considered at the Council meeting. Deputations are made at the relevant Agenda Briefing Forum, held one week prior to the Ordinary Meeting of Council.

Information on making a deputation is available on the City's website [Request to make a Deputation](#).

Public Question Time

You can ask a question at a Council meeting during Public Question Time. Information on how to ask a question can be found on the City's website [Public Question Time](#).

Complex questions or those related to matters on the agenda and requiring a response at the meeting are "questions on notice" and should be submitted in writing, by the close of business the Tuesday prior to the meeting.

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Any person or entity who has an application before the City must obtain, and should only rely on, written notice of the City's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the City on the operation of written law, or the performance of a function by the City, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the City. Any advice on a matter of law, or anything sought to be relied upon as representation by the City should be sought in writing and should make clear the purpose of the request.

Audio Recording/ access to Recording

In accordance with the Council Policy CP- 088 Creation, Access and Retention of Audio Recordings of the Public Meetings this meeting is electronically recorded. All recordings are retained as part of the City's records in accordance with the *State Records Act 2000* and the General Disposal Authority for Local Government Records. The Audio recording may be accessed at www.melvillecity.com.au/agendas.

Purpose of Agenda Briefing Forum

The purpose of this Forum is to provide an opportunity for Elected Members to ask questions and obtain additional information in respect to reports and items on the attached Council Agenda. It is not a decision making forum, nor is it open for debate on matters. Members of the public are able to present deputations in respect to matters on the Council Agenda at this Forum, prior to matters being formally deliberated upon at the next Ordinary Council Meeting.

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Environment and Infrastructure

Nil.

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MATTERS FOR WHICH THE MEETING WAS CLOSED

Nil.

1 OFFICIAL OPENING

The Presiding Member welcomed those in attendance to the meeting and officially declared the meeting open at 6:30pm and invited Cr Robins to read the Acknowledgement of Country and advised those present of the Purpose of the Agenda Briefing Forum, the Disclaimer, the Affirmation of Civic Duty and Responsibility and the Audio Recording Advice.

2 ATTENDANCE AND APOLOGIES

In Attendance

Councillors

Cr T Fitzgerald (Presiding Member)
Cr N Pazolli
Cr C Ross
Cr D Macphail
Cr N Robins
Cr G Barber
Cr J Edinger
Cr J Spanbroek
Cr M Woodall
Cr M Sandford
Cr K Mair

Ward

Palmyra – Melville – Willagee
Applecross – Mount Pleasant (electronic attendance)
Applecross – Mount Pleasant
Bateman – Kardinya – Murdoch
Bateman – Kardinya – Murdoch
Bicton – Attadale – Alfred Cove
Bicton – Attadale – Alfred Cove
Bull Creek – Leeming
Bull Creek – Leeming (electronic attendance)
Central
Central

Officers

Mr M Tieleman	Chief Executive Officer
Mr A Ferris	Director Corporate Services
Mr M McCarthy	Director Environment and Infrastructure
Ms G Bowman	Director Community Development
Ms C Newman	Head of Governance
Ms R Davis	Governance Officer

At the commencement of the meeting:

Public Gallery	1
Electronic	4
Press	0

Apologies

Mayor Honourable George Gear

On Approved Leave of Absence

Cr Macphail	Bateman – Kardinya – Murdoch
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3 DECLARATIONS BY MEMBERS

3.1 Declarations by Members who have not read and given due consideration to all matters contained in the business papers presented before the Meeting.

Nil.

3.2 Declarations by Members who have received and not read the Elected Members Bulletin.

Nil.

4 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Approved Deputations

- Ms Suzanne Gardiner (Mount Pleasant)
Item UP22/4003 New Local Planning Policy 1.22 Construction Management Plan

Approved Written Submissions

Nil.

5 DISCLOSURES OF INTEREST

5.1 Financial or Proximity Interests

Under sections 5.60A and/or 5.60B of the *Local Government Act 1995*

Nil.

5.2 Disclosure of Interest That May Cause a Conflict

Under *22 Local Government (Model Code of Conduct) Regulations 2021* or a City of Melville Code of Conduct)

Nil.

6 PUBLIC QUESTION TIME

At 6:33pm the Presiding Member opened Public Question Time.

6.1 Questions Received with Notice

Nil.

6.2 Questions Received at the Meeting

Nil.

6.3 Questions Taken on Notice at Previous Meeting

Nil.

At 6:34pm the Presiding Member closed Public Question Time.

7 NEW BUSINESS OF AN URGENT NATURE

Nil.

8 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil.

8. AGENDA ITEMS FOR PRESENTATION

At 6:34pm the Presiding Member brought forward Item UP22/4003 New Local Planning Policy 1.22 Construction Management Plan for the convenience of those giving a deputation.

Items Brought Forward

UP22/4003 NEW LOCAL PLANNING POLICY 1.22 CONSTRUCTION MANAGEMENT PLANS

Deputations	At 6:34pm Ms Gardiner gave a deputation which concluded at 6:48pm. At 7:09pm Ms Gardiner returned to the Public Gallery. Ms Gardiner tabled a hardcopy document – Ms Gardiner Hardcopy Document
Officer Presentation	At 7:09pm the CEO was available to respond to questions, which concluded at 7:29pm.
Disclosure of Interest	Nil.
Notes from Forum	<p>General Discussion took place regarding the item and officer recommendation.</p> <p>At the request of Elected Members, the CEO undertook to provide the following information in the Elected Members Bulletin:</p> <ul style="list-style-type: none">• Process and mechanisms in place for reports of bullying by external parties to residents.• Clarification that the LPP is being endorsed by the Council, and not the proforma.• How is a major or minor amendment to the Policy determined, and what is the advertising period for a major amendment?• Overview of the radius from a development for engagement and notifications of proposed developments.• Request that an Advice Note for Amendments proposed by Cr Sandford, be provided to Elected Members as soon as possible.• That a definition for the term “Road Reserve” be included in the LPP.

Procedural Motion

COUNCIL RESOLUTION

At 6:45pm Cr Barber moved, seconded Cr Wheatland –

That Ms Gardiner be granted an extension of time of five minutes.

At 6:45pm the Presiding Member declared the motion

CARRIED UNANIMOUSLY (11/0)

At 7:05pm Cr Wheatland left the meeting and returned at 7:06pm.

At 7:25pm Mr Ferris left the meeting and returned at 7:27pm.

Management Services

M22/5935 PROPOSED NEW POLICY CP-118 CODE OF CONDUCT BEHAVIOUR COMPLAINTS COMMITTEE FOR THE ESTABLISHMENT OF A BEHAVIOUR COMPLAINTS COMMITTEE

Deputations	Nil.
Officer Presentation	At 7:29pm Ms Newman responded to questions which concluded at 7:37pm.
Disclosure of Interest	Nil.
Notes from Forum	<p>General Discussion took place regarding the item and officer recommendation.</p> <p>At the request of Elected Members, the CEO undertook to provide the following for consideration:</p> <ul style="list-style-type: none">• A request that a reason be provided on the process map to show when a Compliant is forwarded to the Complaints Committee.• That connections be made to the “End” of process.

Corporate Services

C22/6000 INVESTMENT STATEMENTS FOR AUGUST 2022

Deputations	Nil.
Officer Presentation	At 7:37pm Mr Ferris responded to questions which concluded at 7:42pm.
Disclosure of Interest	Nil.
Notes from Forum	<p>General Discussion took place regarding the item and officer recommendation.</p> <p>At the request of Elected Members, the CEO undertook to provide the following information in the Elected Members Bulletin:</p> <ul style="list-style-type: none">• Detailed list of Investments and their maturity.

C22/6001 SCHEDULE OF ACCOUNTS PAID FOR AUGUST 2022

Deputations	Nil.
Officer Presentation	At 7:37pm Mr Ferris responded to questions which concluded at 7:42pm.
Disclosure of Interest	Nil.
Notes from Forum	General Discussion took place regarding the item and officer recommendation.

C22/6002 STATEMENTS OF FINANCIAL ACTIVITY FOR AUGUST 2022

Deputations	Nil.
Officer Presentation	At 7:37pm Mr Ferris responded to questions which concluded at 7:42pm.
Disclosure of Interest	Nil.
Notes from Forum	General Discussion took place regarding the item and officer recommendation.

At the request of Elected Members, the CEO undertook to provide the following information in the Elected Members Bulletin:

- Further information regarding write-offs for LeisureFit Membership.

Community Development

CD22/8151 COMMUNITY SPORTING AND RECREATION FACILITY FUNDING 2023-2024 (CSRFF)

Deputations	Nil.
Officer Presentation	At 7:42pm Ms Bowman was available to answer questions.
Disclosure of Interest	Nil.
Notes from Forum	No discussion took place regarding the item and officer recommendation.

Environment and Infrastructure

Nil.

Urban Planning

UP22/3993 THE ESPLANADE / 64 KISHORN ROAD, MOUNT PLEASANT FUTURE OPTIONS REPORT

Deputations	Nil.
Officer Presentation	At 7:43pm the CEO responded to questions which concluded at 8:07pm.
Disclosure of Interest	Nil.
Notes from Forum	<p>General Discussion took place regarding the item and officer recommendation.</p> <p>At the request of Elected Members, the CEO undertook to provide the following information in the Elected Members Bulletin:</p> <ul style="list-style-type: none">• Further information on identified sites for Public Open Space within the Canning Bridge Activity Centre.• Information on the social and health benefits of having public open space in this location.

At 7:57 Cr Spanbroek left the meeting and returned at 8:00pm.

UP22/4003 NEW LOCAL PLANNING POLICY 1.22 CONSTRUCTION MANAGEMENT PLANS

Item Brought Forward
See Page 8

9 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC

Nil.

10 CLOSURE

There being no further business to discuss, the Presiding Member confirmed Cr Pazolli and Cr Woodall were still in attendance electronically and declared the meeting closed at 8:07pm.