



City of  
**Melville**

## **AGENDA**

### **AGENDA BRIEFING FORUM**

#### **NOTICE OF MEETING**

I respectfully bring to the attention of Elected Members that an Agenda Briefing Forum will be held in the Council Chambers, Melville Civic Centre, 10 Almondbury Road, Booragoon on Tuesday, 9 April 2024 commencing at 6:30pm.

**Gail Bowman**  
**Chief Executive Officer**

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

Use this link to [Register to attend the Ordinary Meeting of the Council Tuesday, 9 April 2024 electronically](#)



## Our Vision

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

## Our Mission

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

## Our Values

### Excellence

Striving for the best possible outcomes

### Participation

Involving, collaborating and partnering

### Integrity

Acting with honesty, openness and with good intent

### Caring

Demonstrating empathy, kindness and genuine concern



## Making A Deputation

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

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

## Public Question Time

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

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

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## **Audio Recording/ Access to Recording**

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

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## **Purpose of Agenda Briefing Forum**

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

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**1 OFFICIAL OPENING**

**2 ATTENDANCE AND APOLOGIES**

**In Attendance**

Councillors

Ward

**Officers**

**Apologies**

**On Approved Leave of Absence**

Mayor K Mair

Mayor

**3 DECLARATIONS BY MEMBERS**

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

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

**4 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)**

**Approved Deputations**

**Approved Written Submission**

**5 DISCLOSURE OF INTEREST**

**5.1 Financial or Proximity Interests**

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

**5.2 Disclosure of Interest That May Cause a Conflict**

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

**6 PUBLIC QUESTION TIME**

**6.1 Questions Received with Notice**

**6.2 Questions Received at the Meeting**

**6.3 Questions Taken on Notice at Previous Meeting**

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 16 April 2024.

**7 AWARDS AND PRESENTATIONS**

This item will be dealt with at the Ordinary Meeting of Council.

**8 APPLICATIONS FOR NEW LEAVE OF ABSENCE**

This item will be dealt with at the Ordinary Meeting of Council.

**9 CONFIRMATION OF MINUTES**

This item will be dealt with at the Ordinary Meeting of Council.

**10 NEW BUSINESS OF AN URGENT NATURE**

**11 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED**

**12 PETITIONS**

This item will be dealt with at the Ordinary Meeting of Council.

**13 REPORTS****13.1 Reports from Committees**

Nil,

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

Nil.

**Corporate Services****C24/128 Melville City Centre Bushfire Management****Deputations**

**Officer Presentation** Questions only

**Disclosure of Interest**

**Notes from Forum** To be Advised.

**SUMMARY**

- A portion of the City's Civic Centre site fronting Davy Street currently has native and non-native vegetation. The presence of this vegetation triggers a classification of the site as containing bushfire prone vegetation, increasing the bushfire attack level (BAL) for the Library and Cultural Centre (LCC), future land swap site and adjoining development sites.
- Vegetation management of the affected area to a low threat vegetation status will reduce the bushfire attack level (BAL), whilst still retaining the conservation value trees. This provides multiple benefits to the City and all the adjoining sites as it facilitates the vision for the Booragoon (Melville) City Centre Structure Plan; and also enables creation of the high street for placemaking activation.

**C24/129 Investment Statements for February 2024****Deputations**

**Officer Presentation** Questions only

**Disclosure of Interest**

**Notes from Forum** To be Advised.

**SUMMARY**

- This report presents the investment statements for the period ending 29 February 2024 and recommends that it be noted by the Council.

**C24/130 Common Seal April 2024****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

This report details the documents to which the City of Melville Common Seal has been applied for the period from Wednesday, 21 February 2024 up to and including Wednesday, 20 March 2024 for the Council's noting.

**C24/131 Schedule of Accounts Paid for February 2024****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

- This report presents the details of payments made under delegated authority (DA-035) to suppliers for the period of February 2024 and recommends that the Schedule of Accounts Paid be noted.

**C24/132 Statements of Financial Activity February 2024****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

- This report presents the Statements of Financial Activity or Type and Rate Setting Statement by Program and Nature or Type for the period ending 29 February 2024; and
- Presents the variances for the month of February 2024; and
- Recommends that they be noted by the Council.

**C24/133 RFQ232433 Purchase of Resource Recovery Bulk Verge Waste Truck (Late Covering Report)**

This report will be distributed to elected members and published on the City's website on Friday, 5 April 2024.

**C24/134 City of Melville Parking Local Law 2023 - Undertaking****Deputations**

**Officer Presentation** Questions only

**Disclosure of Interest**

**Notes from Forum** To be Advised.

**SUMMARY**

- At the Ordinary Meeting of Council held 12 December 2023, the Council resolved to make the City of Melville Parking Local Law 2023. The local law was subsequently gazetted and came into effect on 2 January 2024.
- As required under the *Local Government Act 1995*, the City of Melville provided all required documentation to the Joint Standing Committee on Delegated Legislation, on 21 December 2023.
- On the 13 March 2024, the Joint Standing Committee on Delegated Legislation wrote to the City of Melville Mayor, requesting minor amendments be made to the Parking Local Law 2023 when next reviewed, in form of an undertaking.
- The Joint Standing Committee on Delegated Legislation has requested that the Council makes minor amendments to the Parking Local Law and adopts an undertaking to do this at its 16 April 2024 Ordinary Meeting of Council and provide a copy of the undertakings to the Committee by 23 April 2024.

**C24/135 Proposed City of Melville Cat Local Law 2024****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

- The City of Melville currently does not have a Cat Local Law.
- In response to historical Council resolutions, the City has undertaken extensive internal consultation, which has resulted in producing a draft City of Melville Cat Local Law 2024.
- This report seeks the Council approval to invite public comment on the proposed Cat Local Law 2024, for a six-week period, in accordance with section 3.12 of the *Local Government Act 1995*.
- The purpose of the proposed City of Melville Cat Local Law 2024 is to promote responsible cat ownership and develop a coordinated approach in the management of cates within the City of Melville.
- The effect of the proposed City of Melville Cat Local Law 2024 is to establish provisions to reduce the impact domestic cats have in the community by specifying placing within the district where cats are prohibited absolutely.
- Following consultation, a report on the community submissions, as well as the final proposed Cat Local law 2024, will be presented back to Council for consideration.

**C24/136 Motions Carried at the Annual General Meeting of Electors and Special Meeting of Electors Held 25 March 2024 (Late Covering Report)**

This report will be distributed to elected members and published on the City's website on Friday, 5 April 2024.

**C24/137 Proposed Communication Agreement (Late Covering Report)**

This report will be distributed to elected members and published on the City's website on Friday, 5 April 2024.

**Community Development****CD24/13 National General Assembly of Local Government Motion****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

The City of Melville will present a motion at the 30th National General Assembly of Local Government (NGA), to be held in Canberra from 2-4 July 2024, that calls on the Australian Government to invest in the sustainability of the arts and cultural sector.

**CD24/14 Parking Availability in Vicinity of 13 The Esplanade and 64 Kishorn Road Proposed POS, Mount Pleasant****Deputations****Officer Presentation** Questions only**Disclosure of Interest****Notes from Forum** To be Advised.**SUMMARY**

- In response to a Notice of Motion and subsequent Advice Note regarding report item E24/29 Public Open Space – The Esplanade at the 20 February 2024 Ordinary Meeting of Council, a number of questions were received on the availability of car parking in the vicinity of 13 The Esplanade and 64 Kishorn Road, Mount Pleasant.
- This report identifies the number of publicly accessible parking within the Mount Pleasant area of the Canning Bridge Activity Centre Precinct.
- A total of 217 designated and publicly accessible parking spaces (including 4 ACROD bays) were identified in the study area, noting 5 bays in Ogilvie Road are currently not available due to use for construction purposes.

**CD24/15      Deferral of Consideration of Disability Access and Inclusion Plan 2024-2029****Deputations****Officer Presentation**      Questions only**Disclosure of Interest****Notes from Forum**      To be Advised.**SUMMARY**

- At the Ordinary Meeting of Council (OMC) held on 12 December 2023, the Council resolved to “conduct a minor review of the 2017-2022 Disability Access and Inclusion Plan, suggesting minimal changes and taking into account recent community feedback where possible, for consideration by Council by April 2024.”
- This report seeks to defer this matter for consideration at the May 2024 OMC.

**Environment and Infrastructure****E24/34      Environment and Infrastructure Policy Review****Deputations****Officer Presentation**      Questions only**Disclosure of Interest****Notes from Forum**      To be Advised.**SUMMARY**

- The policies within the responsibility of the Environment and Infrastructure Services directorate 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 three policies as amended be approved.

**Urban Planning**

Nil

**14 MOTIONS WITH PREVIOUS NOTICE**

**14.1 Notice of Motion - Trees for Bus Stops**

**Deputations**

**Officer Presentation** Questions only

**Disclosure of Interest**

**Notes from Forum** To be Advised.

**14.2 Notice of Motion - Grants for Native Planted Verges**

**Deputations**

**Officer Presentation** Questions only

**Disclosure of Interest**

**Notes from Forum** To be Advised.

**15 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)**

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

Nil.

**17 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC**

**18 CLOSURE**