



City of
Melville

NOTES

AGENDA BRIEFING FORUM

6:30pm, Tuesday, 12 November 2024

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.

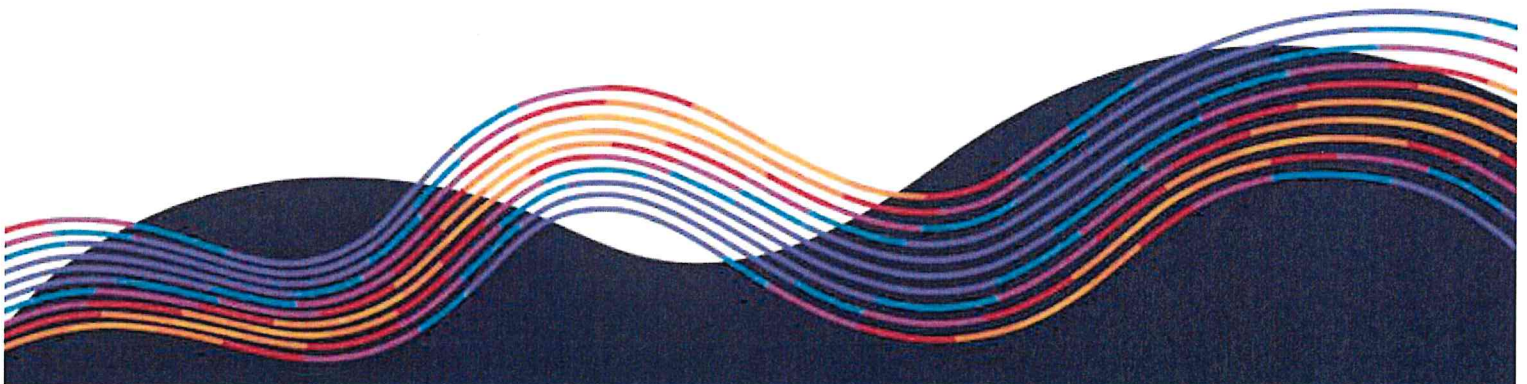
Minutes to be confirmed at the next Ordinary Council Meeting

These minutes are hereby confirmed as true and accurate

Mayor K Mair

A handwritten signature in blue ink, appearing to be 'K Mair', written over a horizontal line.

Date



Vision

Vibrant, Sustainable, Inclusive Melville

Mission

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

Values

In everything we do, we seek to adhere to our values that guide our behaviour.

- **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.

Our Approach

To put our customer at the centre of everything we do.



Social / Community	Environment	Built Environment	Economic	Governance
Healthy, Safe and Inclusive	Clean and Green	Sustainable and Connected Development	Vibrant and Prosperous	Good Governance and Leadership
Healthy, safe and inclusive communities with a sense of belonging and wellbeing.	A clean, green and sustainable City for current and future generations.	Sustainable, connected development and transport infrastructure across our City.	Economic prosperity and vibrant resilient communities and businesses.	Leadership and good governance for the benefit of the whole community.

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.

Disclaimer

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

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.

CONFIRMED

Contents

1	Official Opening	7
2	Attendance and Apologies	7
3	Declarations by Members.....	8
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	8
3.2	Declarations by Members who have received and not read the Elected Members Bulletin	8
4	Announcements by the Presiding Member (Without Discussion)	8
	Approved Deputations	8
	Approved Written Submission.....	8
5	Disclosure of Interest	9
5.1	Financial or Proximity Interests	9
5.2	Disclosure of Interest That May Cause a Conflict.....	9
6	Public Question Time	9
6.1	Questions Received with Notice	9
6.2	Questions Received at the Meeting	9
6.3	Questions Taken on Notice at Previous Meeting.....	9
7	Awards and Presentations	9
8	Applications for New Leave of Absence	9
9	Confirmation of Minutes.....	9
10	New Business of an Urgent Nature.....	10
11	Identification of Matters for which Meeting May Be Closed	10
12	Petitions	10
13	Adoption of Recommendations En Bloc	10
14	Reports.....	11
E24/53	Concept Design and Grant Application for Public Open Space – The Esplanade Mt Pleasant	11
14.1	Reports from Committees	13
14.2	Reports of the Chief Executive Officer	13
	Management Services	13
	Corporate Services	13
C24/216	Cat Local Law 2024 - Report on Submissions.....	13
C24/210	LGA Sale of Properties - Unpaid Rates over 3 years.....	15
C24/195	Review of Committee Structure.....	16
C24/212	Investment Statements for September 2024	18
C24/213	Schedule of Accounts Paid for September 2024	18
C24/214	Statements of Financial Activity for September 2024	19

C24/215	Common Seal November 2024	20
Community Development.....		21
CD24/29	Deferral of Consideration – CCTV Rebate Program	21
Environment and Infrastructure.....		21
E24/53	Concept Design and Grant Application for Public Open Space – The Esplanade Mt Pleasant	21
E24/54	Annual Report of the Corporate Climate Action Plan 2023 - 2028	22
Planning		23
UP24/50	Local Planning Policy 1.1 - Planning Processes and Decision Making	23
UP24/53	Road Closure - Fiona Wood Road, Murdoch.....	24
15	Motions with Previous Notice	25
16	Motions without Previous Notice (approval by absolute majority)	25
17	Matters for Which Meeting was Closed to the Public.....	25
18	Decisions Made While meeting was Closed to the Public	25
19	Closure	25

1 OFFICIAL OPENING

The Presiding Member welcomed those in attendance to the meeting, officially declared the meeting open at 6:30pm and invited Deputy Mayor Cr G Barber, 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

K Mair

Mayor

Councillors

Cr G Barber

Cr J Edinger

Cr T Fitzgerald

Cr N Robins

Cr C Ross

Cr M Woodall

Cr J Spanbroek

Cr D Lim

Cr S Green

Cr T Lee

Ward

Bicton - Attadale - Alfred Cove Ward

Bicton - Attadale - Alfred Cove Ward

Palmyra - Melville - Willagee Ward

Bateman - Kardinya - Murdoch Ward *(electronic attendance)*

Applecross - Mount Pleasant Ward

Bull Creek - Leeming Ward

Bull Creek – Leeming Ward

Applecross - Mount Pleasant Ward

Central Ward *(electronic attendance)*

Central Ward

Officers

Ms G Bowman

Chief Executive Officer

Mr M McCarthy

Director Environment & Infrastructure

Mr P Varelis

Director Planning

Ms M Pickering

Director Community Development

Mr G Tuffin

Director Corporate Services

Mr G Ponton *(from 7.10pm)*

Manager Strategic Urban Planner *(electronic attendance)*

Ms K Bainbridge

Manager Statutory Building and Planning

Mr J Bird *(from 6.33pm – until 6:48pm)*

Manager Natural Areas & Parks

Ms J Ahola *(until 6:48pm)*

Open Space Design Coordinator

Ms C Newman

Head of Governance

Mr S Curulli

Senior Governance Officer

Ms T Hardmeier *(until 6:58pm)*

Senior Governance Officer

Ms M Smith Poulton

Governance Officer

At the commencement of the meeting:

Public Gallery	6
Electronic	3
Press	0

Apologies

Cr K Wheatland Palmyra - Melville - Willagee Ward

On Approved Leave of Absence

Cr S Hong Bateman - Kardinya - Murdoch Ward

3 DECLARATIONS BY MEMBERS

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

Nil.

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

- Cr T Fitzgerald- declared that he has not read the Elected Members Bulletin in its entirety.

4 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Approved Deputations

- **Ms S Flis and Dr J Horton representing Save Our Space**
E24/53 Concept Design and Grant Application for Public Open space – The Esplanade, Mt Pleasant

Approved Written Submission

Nil.

5 DISCLOSURE OF INTEREST

5.1 Financial or Proximity Interests

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

- Cr T Lee- Proximity Interest
Item E24/53 Concept Design and Grant Application for Public Open Space- The Esplanade, Mount Pleasant

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 6:34pm 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

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 19 November 2024.

At 6:35pm the Presiding Member closed Public Question Time.

7 AWARDS AND PRESENTATIONS

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 19 November 2024.

8 APPLICATIONS FOR NEW LEAVE OF ABSENCE

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 19 November 2024.

9 CONFIRMATION OF MINUTES

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 19 November 2024.

10 NEW BUSINESS OF AN URGENT NATURE

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 19 November 2024.

11 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

At 6:35pm, the Presiding Member advised the Council that the following items had been identified as confidential, or containing confidential attachments:

- C24/216 Cat Local Law 2024 – Report on Submissions (Confidential Attachment)

12 PETITIONS

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 19 November 2024.

13 ADOPTION OF RECOMMENDATIONS EN BLOC

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 19 November 2024.

14 REPORTS

Items Brought Forward

At 6:36pm, the Presiding Member brought forward Item E24/53 Concept Design and Grant Application for Public Open Space – The Esplanade Mt Pleasant for the convenience of those providing a deputation.

At 6:36pm, having declared and interest in the matter, Cr Lee left the meeting.

E24/53 Concept Design and Grant Application for Public Open Space – The Esplanade Mt Pleasant

Deputations	At 6:36pm, Ms S Flis and Dr J Horton provided a deputation which concluded at 6:41pm. At 6:43pm, Ms S Flis and Dr J Horton returned to the public gallery. Deputation- Ms S Flis Save our Space (Hardcopy)
Officer Presentation	At 6:44pm, Mr J Bird, Manager Natural Areas & Parks, Ms J Ahola, Open Space Design Coordinator provided an officer presentation which concluded at 6:46pm, and responded to questions which concluded at 6.48pm.
Disclosure of Interest	Cr T Lee- Proximity Interest
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 on the Elected Members Portal: <ul style="list-style-type: none"> A detailed breakdown items and costs deleted from the design provided to Elected Members prior to the 19 November 2024 Ordinary Meeting of Council.

SUMMARY

- At the April 2023 Ordinary Meeting of Council (OMC), the Council resolved to forthwith progress conversion of 100% of the site at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant to public open space.
- At the July 2023 OMC, the Council resolved to adopt the following consultation, development and completion timeline for the site at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant. Public consultation, concept plans, report and recommendation to be presented to Council at the February 2024 OMC and to provide funding for construction to commence immediately on approval with a proposed completion date by December 2024.
- In response to the resolution from the July 2023 OMC, the City completed public consultation and concept design phases of the open space project at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant.
- At the February 2024 OMC, the City sought the Council's endorsement of the concept design of the public open space at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant, requesting \$1,700,000 over the 2023-2024 and 2024-2025 financial years to progress the development of the public open space and \$80,000 per annum for the Operational and Asset Renewal expenditure requirements. The Item was deferred until the May 2024 OMC. The Council did not support the officer recommendation.

- At the 18 June 2024 OMC, the Council amended the Capital Works Program Budget by deferring the Attadale boardwalk project and allocating \$500,000 for the 13 Esplanade Public Open Space project to facilitate the City obtaining grant funding which also required the City developing a detailed design to facilitate a grant application.
- This report presents the design as per the April 2023 OMC to convert 100% of the site at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant to public open space and to include extensive tree planting, a children's playground and seating.
- The City seeks the Council's support of the proposed design and to progress with the grant funding application process for the development of the public open space at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant.

OFFICER RECOMMENDATION

That the Council:

1. **Supports the design for the Public Open Space at 13 The Esplanade and 64 Kishorn Road, Mt Pleasant; and**
2. **Requests the CEO to seek funding for this project through a relevant grant in order for the Public Open Space to be developed.**

At 6.46pm, Ms M Smith-Poulton left the meeting.

At 6.48pm, Cr T Lee returned to the meeting.

At 6.48pm, Ms M Smith-Poulton returned to the meeting.

At 6:48pm, Mr Bird left the meeting and did not return.

At 6:48pm, Ms Ahola left the meeting and did not return.

14.1 Reports from Committees

Nil.

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

Nil.

Corporate Services**C24/216 Cat Local Law 2024 - Report on Submissions**

Deputations Nil

Officer Presentation At 6:49pm, Ms T Hardmeier, Senior Governance Officer provided an [officer presentation](#) which concluded at 6:55pm, and responded to questions which concluded at 6:58pm.

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 on the Elected Members Portal:

- Comparison of changes is it possible to show what was and want the changes are side-by-side.

SUMMARY

- On 16 April 2024, the Council resolved by absolute majority to give local public notice of its intention to make the proposed *City of Melville Cat Local Law 2024*.
- In accordance with section 3.12(3) of the *Local Government Act 1995* (The Act), the City sent a copy of the proposed Cat Local Law to the Minister for Local Government and invited submissions from the community between 10 June 2024 and 26 July 2024.
- In total, the City received 359 valid submissions from the community, as well as advice from the Department of Local Government, Sports and Cultural Industries (DLGSC), both of which were reviewed by the working group responsible for the proposed Cat Local Law.
- To address the feedback and advice provided by the community and the DLGSC, and to further improve the local law, the City has made a number of changes to the proposed Cat Local Law, as outlined in this report.
- As the City considers these changes to be significant, the City is required, under section 3.13 of the Act, to re-commence the local law making process.
- This report seeks Council approval to invite public comment on the as-amended proposed Cat Local Law, for a six-week period, in accordance with section 3.12 of the Act.
- Following consultation, a report on the submissions, as well as the final proposed Cat Local Law, will be presented back to Council.

OFFICER RECOMMENDATION

That the Council, by absolute majority decision:

1. notes the community submissions and correspondence received from the DLGSC, as attached to this report (Attachment 1 and 2);
2. notes the as-amended proposed Cat Local Law (Attachment 3) and changes made to the proposed Cat Local Law, as summarised in Attachment 4 to this report;
3. notes the advice in this report that the proposed changes are likely to be considered significant and require the City to re-commence the procedure for making a local law;
4. gives notice of its intention to make the as-amended proposed *City of Melville Cat Local Law 2024* with the following purpose and effect:
 - (a) the purpose of the proposed local law is to promote responsible cat ownership and develop a coordinated approach in the management of cats within the City of Melville.
 - (b) the effect of the proposed local law is to establish provisions to reduce the impact domestic cats have in the community by specifying places within the district where cats are prohibited absolutely; and
5. authorises the CEO to re-commence the procedure under section 3.12 of the Act, as required by section 3.13 of the Act, to make the above local law by:
 - (a) giving local public notice and inviting public submissions in accordance with section 3.12(3)(a) of the Act;
 - (b) giving a copy of the public notice and proposed local law to the Minister for Local Government in accordance with section 3.12(3)(b) of the Act; and
 - (c) after the last day of submissions, preparing and presenting a report for the Council to consider and determine whether to make the local law in accordance with section 3.12(4) of the Act.

At 6:58pm, Ms T Hardmeier left the meeting and did not return.

C24/210 LGA Sale of Properties - Unpaid Rates over 3 years**Deputations** Nil**Officer Presentation** At 6:58pm, Mr G Tuffin, Director Corporate Services responded to questions which concluded at 7:02pm.**Disclosure of Interest** Nil**Notes from Forum** General discussion took place regarding the item and officer recommendation.

The following information was provided at the meeting:

- The details of individual properties are identified as sensitive and confidential information, specific questions related to the properties may be directed to the CEO for response.
- Whether attempts have been made to contact the known Directors of the defunct companies. The Director Corporate Services confirmed that attempts have been made to contact them.
- If the trust account accumulates interest over the years it is held, which the Director Corporate Services advised that generally trust funds do not accumulate interest, however any interest or additional funds would be held in that account and transferred to the recipient..

SUMMARY

- This report seeks council approval to proceed to Possession of Land for recovery of rates and service charges accordance with the Local Government Act 1995. The properties have been in arrears for three or more years and have been unsuccessfully pursued for debt recovery.

OFFICER RECOMMENDATION

That the Council pursuant to Section 6.64(1)(b) of the *Local Government Act 1995*, approve the taking possession of the properties listed which have rates in arrears for three or more years and recover from the proceeds of sale the outstanding balances which total \$48,138.80 from the following three properties:-

- 1. 116707 \$23,548.43**
- 2. 206094 \$10,250.82**
- 3. 467241 \$14,339.55**

C24/195 Review of Committee Structure

Deputations	Nil
Officer Presentation	At 7:02pm, Ms C Newman, Head of Governance responded to questions which concluded at 7:03pm.
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 on the Elected Members Portal:</p> <ul style="list-style-type: none">• If the content in the Officers Recommendation can be changed from dot points to alphabetical order, to assist in the interpretation of information.

SUMMARY

- As part of the adoption of the Governance Framework in March 2024, it was identified that the City of Melville Committee Structure required review, in particular to review the associated Terms of Reference/charters.
- A review of the Committee Charters has been undertaken with a refreshed template for Committee Terms of Reference. This report presents renewed Terms of Reference for the Governance Committee, the revised Audit, Risk and Improvement Committee, and a proposed new Policy and Legislation Committee.
- The report seeks consideration of a reduction in the quorum for the Conduct Committee, with a more comprehensive review to be undertaken.
- Under this project, terms of reference are also proposed for the Elected Member Engagement Session meetings, to provide clarity and consistency in the function of those meetings.
- A further report to the Council will be presented to seek nominations to the revised Committees, with the new Committee Structure to come into effect after that date.

OFFICER RECOMMENDATION**That the Council:**

1. **Endorse the review of the Council Committee Structure, with the following actions:**
 - renaming the Financial Management, Audit, Risk and Compliance Committee to the “Audit, Risk and Improvement Committee” (ARIC);
 - reduction of the ARIC Committee membership to 6, including an External Member;
 - endorse the revised Draft Terms of Reference for the ARIC Committee as attached.
 - reduce the Governance Committee membership to 5;
 - Endorse the revised Draft Terms of Reference for the Governance Committee, as attached.
 - an amendment to the Terms of Reference for the Conduct Committee to reduce the quorum for the Committee from 7 to 5;
 - the updated Terms of Reference for the Conduct Committee as attached.
2. **Endorse the Draft Terms of Reference for Elected Member Engagement Sessions, as attached.**
3. **By absolute majority decision:**
 - Establish a Policy and Legislation Committee under s 5.8 of the *Local Government Act 1995*;
 - Endorse the Draft Terms of Reference for the Policy and Legislation Committee, as attached.
4. **Note that a further report to the Council, by November 2024, providing details of meeting schedules for the revised Committee Structure, and seeking nominations to each of the Committees, after which time the new structure will come into effect.**

C24/212 Investment Statements for September 2024

Deputations	Nil
Officer Presentation	At 7:03pm, Mr G Tuffin, Director Corporate Services was available to answer questions on the matter.
Disclosure of Interest	Nil
Notes from Forum	No discussion took place regarding the item and officer recommendation.

SUMMARY

This report presents the investment statements for the period ending 30 September 2024 and recommends that it be noted by the Council.

OFFICER RECOMMENDATION

That the Council notes the Investment Report for the period ending 30 September 2024.

C24/213 Schedule of Accounts Paid for September 2024

Deputations	Nil
Officer Presentation	At 7:03pm, Mr G Tuffin, Director Corporate Services was available to answer questions which concluded at 7:03pm.
Disclosure of Interest	Nil
Notes from Forum	No discussion took place regarding the item and officer recommendation.

SUMMARY

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

OFFICER RECOMMENDATION

That the Council notes the Schedule of Accounts paid for the period September 2024 as approved by the Director Corporate Services in accordance with delegated authority DA-035, and detailed in the attachments to this report; Payment Details September 2024 (Attachment 1) and Card Payment Details September 2024 (Attachment 2).

C24/214 Statements of Financial Activity for September 2024

Deputations	Nil.
Officer Presentation	At 7:03pm, Mr G Tuffin, Director Corporate Services was available to answer questions on the matter.
Disclosure of Interest	Nil.
Notes from Forum	No discussion took place regarding the item and officer recommendation.

SUMMARY

- This report presents the Preliminary Statements of Financial Activity, Statement of Comprehensive Income and Statement of Financial Position for the period ending 30 September 2024 and recommends that they be noted by the Council; and
- Presents the statements and figures for 2023-2024 which are still subject to change and recommends that they be noted by the Council. Year-end accounting processes are still underway and therefore the final accounts for 2023-2024 may be materially different to what is presented in this report; and
- Presents the preliminary variances for the month of September 2024 and recommends that they be noted by the Council; and
- Presents the Budget Amendments required for the month of September 2024 and recommends that they be adopted by Absolute Majority decision of the Council.

OFFICER RECOMMENDATION**That the Council**

1. **Notes the Statement of Financial Activity for the month ending 30 September 2024 as detailed in the following attachments:**
 - **Statement of Financial Activity September 2024 (Attachment 1); and**
 - **Statement of Comprehensive Income September 2024 (Attachment 2); and**
 - **Net Working Capital September 2024 (Attachment 3); and**
 - **Reconciliation Net Working Capital September 2024 (Attachment 4); and**
 - **Notes to Statement of Financial Activity September 2024 (Attachment 5); and**
 - **Statement of Financial Position September 2024 (Attachment 6); and**
 - **Summary Rate Debtors September 2024 (Attachment 7); and**
 - **Rates Collections Graph September 2024 (Attachment 8); and**
 - **General Debtors Aged 90 Days September 2024 (Attachment 9).**
2. **By Absolute Majority Decision adopts the budget amendments, as detailed in the attached Budget Amendment Reports for September 2024 (Attachment 10).**

C24/215 Common Seal November 2024

Deputations	Nil
Officer Presentation	At 7:04pm, Ms C Newman, Head of Governance was available to answer questions on the matter.
Disclosure of Interest	Nil.
Notes from Forum	No discussion took place regarding the item and officer recommendation.

SUMMARY

This report details the documents to which the City of Melville Common Seal has been applied for the period from Tuesday, 17 September 2024 up to and including Monday, 21 October 2024 for the Council's noting. This is a standing report to the Council.

OFFICER RECOMMENDATION

That the Council notes the actions of the Mayor and the Chief Executive Officer in executing the documents listed under the Common Seal of the City of Melville from Tuesday, 17 September 2024 up to and including Monday, 21 October 2024 for the Council's noting.

Community Development**CD24/29 Deferral of Consideration – CCTV Rebate Program****Deputations** Nil**Officer Presentation** At 7:04pm, Ms M Pickering, Director Community Development was available to answer questions on the matter.**Disclosure of Interest** Nil.**Notes from Forum** No discussion took place regarding the item and officer recommendation.**SUMMARY**

- At the 18 June 2024 Ordinary Meeting of Council (OMC), the Council resolved to direct the CEO to prepare a feasibility report by the 19 November 2024 OMC on providing a CCTV rebate program.
- While significant research has been completed on a rebate program, including comparable programs offered by other local governments, it is recommended that Council consider this program as part of the broader Community Safety review currently underway.
- This report seeks to defer the CCTV rebate program feasibility report from the 19 November OMC to the February 2025 meeting, where it can be reviewed within the broader context of the community safety services offered to the community.
- The deferral will have no foreseeable impact on the community, as any new program would likely commence in the FY26 financial year.

OFFICER RECOMMENDATION

That Council approve the deferral of the CCTV rebate program feasibility report to the February 2025 Ordinary Meeting of Council.

Environment and Infrastructure**E24/53 Concept Design and Grant Application for Public Open Space – The Esplanade Mt Pleasant**

This item was brought forward in the agenda for the convenience of those providing a deputation. Please see page 11.

E24/54 Annual Report of the Corporate Climate Action Plan 2023 - 2028**Deputations** Nil**Officer Presentation** At 7:04pm, Mr M McCarthy, Director Environment & Infrastructure responded to questions which concluded at 7:12pm.**Disclosure of Interest** Nil**Notes from Forum** General discussion took place regarding the item and officer recommendation.

The following information was provided at the meeting:

- Clarity on the current status of future installation of Solar PV's and batteries, in the short term. Director Environment and Infrastructure advised the intention this year is the inclusion of Solar PV at the Civic Centre, the Point Walter Depot and opportunities for additional PV at Piney Lakes Environmental Education Centre. Some limitations for this work is related to the electrical control boards and there ability to take on the extra load.
- Clarification on whether the Plan includes a supply chain. For example, does the City request emission from supply chain and if dealing with small businesses, does the City provide a standardised template to assist them. Director Environment & Infrastructure advised the City currently does this, and will provide progress updates on both of these topics in the next Annual Report.

At the request of Elected Members, the CEO undertook to provide the following information on the Elected Members Portal:

- Update on the grants that were being applied (noted in the report as being made in September).

SUMMARY

- The City of Melville adopted the Corporate Climate Action Plan in June 2023, following on from its declaration of a climate emergency.
- The Plan details how the City will be carbon neutral by 2030 and adapt to climate change impacts on Council operations.
- This is the first annual report since the Plan's adoption, detailing updates to the actions, emissions and financial statements.

OFFICER RECOMMENDATION

That the Council note the 2023 - 2024 Annual Report for the Corporate Climate Action Plan 2023 – 2028.

At 7:10pm, Mr Ponton joined the meeting electronically.

Planning**UP24/50 Local Planning Policy 1.1 - Planning Processes and Decision Making****Deputations** Nil**Officer Presentation** At 7:12pm, Mr P Varelis, Director Planning was available to answer questions on the matter.**Disclosure of Interest** Nil.**Notes from Forum** No discussion took place regarding the item and officer recommendation.**SUMMARY**

- There have been amendments to the Planning and Development Act 2005 and the Residential Design Codes Vol. 1 and 2 which has prompted a review of Local Planning Policy 1.1 – Planning Processes and Decision Making.
- These updates are to cover advertising requirements for medium density development, significant development application processes and single house development delegation.
- The review has also identified opportunities to ensure greater consistency with the *Planning and Development (Local Planning Schemes) Regulations 2015* and the City's business friendly approach to make the purpose of the policy clearer at the front end of the document.
- Other changes include:
 - Clarification on process for Metropolitan Region Scheme (MRS) referrals and other state government agency referrals
 - Introduction of discretion to not advertise for minor discretion requests
 - Removal of the need to advertise where the City isn't the decision maker
 - Clarification on petitions in the context of July 1 legislative changes
 - Clarification on Swan River Trust applications under MRS section
 - Clarification on scheme amendment processing tasks undertaken by City
 - Removal of street numbering as this is not a planning process as it is covered by a local law and is governed by the *Local Government Act 1995*
 - Other administrative amendments for clarity purposes.
- It is recommended that the draft amended LPP 1.1 is advertised for a period not less than 21 days, and a further report be presented to Council to considering the outcomes of advertising.

OFFICER RECOMMENDATION**That the Council:**

1. **Endorse Local Planning Policy 1.1 – Planning Process and Decision Making as modified;**
2. **Pursuant to Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015* to adopt the amended Local Planning Policy 1.1 – Planning Process and Decision Making for the purposes of public consultation for a period of not less than 21 calendar days; and**
3. **Where no submissions in objection are received in response to the consultation undertaken, that the final adoption of amended Local Planning Policy – Planning Process and Decision Making 1 shall be authorised by the Chief Executive Officer.**

UP24/53 Road Closure - Fiona Wood Road, Murdoch**Deputations** Nil**Officer Presentation** At 7:12pm, Mr P Varelis, Director Planning was available to answer questions on the matter.**Disclosure of Interest** Nil**Notes from Forum** No discussion took place regarding the item and officer recommendation.**SUMMARY**

- A Western Power transformer is currently located on a portion of road reserve at the corner of Fiona Wood Road and Barry Marshall Road, Murdoch.
- A 24-storey mixed-use development was approved for the site and the substation is proposed to be relocated to the basement level of the approved building.
- When the substation is relocated, this portion of land will no longer be required for road reserve and is proposed to be amalgamated into Lot No.121.
- No submissions were received during the 35-day comment period. The road closure was advertised in the local paper on two occasions over a 35-day period. Correspondence from Western Power was provided as part of the application supporting of the road closure and the transformer being relocated to the basement level of the approved building.
- It is recommended that the Council support the road closure and advise the Minister of Lands of its decision. The City will then forward the Council decision to the Department of Planning, Lands and Heritage (DPLH) who will make recommendation to the Minister for Lands.
- If the Minister approves the road closure, the land parcel will be created and then purchased by the applicant to then be amalgamated into Lot 121 of Deposited Plan 428306 via the subdivision process.
- All costs associated with the road closure will be cover by the owner of Lot No.121.

OFFICER RECOMMENDATION**That the Council:**

1. **Resolves to support the closure of the portion of Fiona Wood Road 'road reserve' shown as Lot 121 of Deposited Plan 428306; and**
2. **Follows the City's resolution to the Minister for Lands to Facilitate the closure of the portion of road reserve.**

15 MOTIONS WITH PREVIOUS NOTICE

Nil.

16 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)

Nil.

17 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC

Nil.

18 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC

Nil.

19 CLOSURE

At 7.13pm, the Presiding Member advised that two late items are scheduled to be included in the Agenda to be published on Friday, 15 November 2024:

- Item UP24/54 Canning Bridge Activity Centre Plan Review- Further Information Request from Department of Planning Lands and Heritage- Consideration of the Scope of Works for Community Benefit Analysis; and
- Confidential Item E24/55 Withdrawal from Resource Recovery Group- Heads of Agreement for Regional Resource Recovery Centre Operations and Assets.

There being no further business to discuss, the Presiding Member confirmed Cr Robins and Cr Green were still in attendance electronically and declared the meeting closed at 7:14pm.