



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, 8 October 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 Agenda Briefing Forum to be held on Tuesday, 8 October 2024 electronically](#)



## 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
<b>Healthy, Safe and Inclusive</b>	<b>Clean and Green</b>	<b>Sustainable and Connected Development</b>	<b>Vibrant and Prosperous</b>	<b>Good Governance and Leadership</b>
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.

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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**

Cr C Ross

Applecross - Mount Pleasant 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**

**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, 15 October 2024.



**7 AWARDS AND PRESENTATIONS**

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 15 October 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, 15 October 2024.

**9 CONFIRMATION OF MINUTES****10 NEW BUSINESS OF AN URGENT NATURE****11 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED****12 PETITIONS**

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 15 October 2024.

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

Nil.

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

Nil.

**Corporate Services****C24/198      RFT232422 New Southside BMX Facility at Bob Gordon Reserve****Deputations**

**Officer Presentation**      An officer presentation will be provided, followed by an opportunity for Elected Members to raise questions.

**Disclosure of Interest**

**Notes from Forum**      To be advised.

**SUMMARY**

- This report is presented to Council to recommend the acceptance of a request submitted for RFT232422 New Southside BMX Facility at Bob Gordon Reserve.

**C24/200      Investment Statements for August 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 31 August 2024 and recommends that it be noted by the Council.

**C24/201      Schedule of Accounts Paid for August 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 August 2024 and recommends that the Schedule of Accounts Paid be noted.

**C24/202      Statements of Financial Activity for August 2024****Deputations****Officer Presentation**      Questions only.**Disclosure of Interest****Notes from Forum**      To be advised.**SUMMARY**

- This report presents the Preliminary Statements of Financial Activity, Statement of Comprehensive Income and Statement of Financial Position for the period ending 31 August 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 August 2024 and recommends that they be noted by the Council.

**C24/203      Common Seal October 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 Tuesday, 20 August 2024 up to and including Monday, 16 September 2024 for the Council's noting. This is a standing report to the Council.

**C24/204      WALGA Advocacy Position - Local Government Elections****Deputations**

**Officer Presentation**      An officer presentation will be provided, followed by an opportunity for Elected Members to raise questions.

**Disclosure of Interest**

**Notes from Forum**      To be advised.

**SUMMARY**

- The Western Australian Local Government Association (WALGA) has recently undertaken a comprehensive review and analysis of local government election cycles, including the 2023 local government election cycle, against the recent legislative reforms.
- In order to determine sector advocacy positions on a range of Local Government Election matters, WALGA is seeking the Council's resolved position on these matters by 28 October 2024. This information will be reported to the December 2024 WALGA State Council meeting.

**Community Development****CD24/25      Rolling Forward - Our Wheeled Sports Plan****Deputations**

**Officer Presentation**      An officer presentation will be provided, followed by an opportunity for Elected Members to raise questions.

**Disclosure of Interest**

**Notes from Forum**      To be advised.

**SUMMARY**

- Rolling Forward – Our Wheeled Sports Plan provides strategic guidance for the planning, development, management and maintenance of wheeled sports facilities in the City of Melville.
- A strategy for wheeled sports facilities in the City of Melville has not previously existed which has led to an inequitable distribution, poor function and limited diversity in existing facilities to service the needs of our community.
- The adoption of Rolling Forward – Our Wheeled Sports Plan will ensure our future wheeled sports facilities are functional, diverse, sustainable and accessible.

**CD24/28 Melville Bowling Club Variation of Lease****Deputations**

**Officer Presentation** An officer presentation will be provided, followed by an opportunity for Elected Members to raise questions.

**Disclosure of Interest**

**Notes from Forum** To be advised.

**SUMMARY**

- In May 2024 the City of Melville Chief Executive Officer (CEO) received a formal written request from the Melville Bowling Club Inc for a variation to the 50-year lease for the land that the Melville Bowling Club operates on, located at 592 Canning Highway Alfred Cove.
- The proposed variation to the Melville Bowling Club lease reduces the term of the lease from 50 years to 21 years.
- Working with the Club, the City's officers have negotiated a variation on the current lease that has an impact on the City's budget.
- As such the Council's consideration of the lease variation is required.

**CD24/31 Netball and Multi Use Indoor and Outdoor Courts Needs Assessment (Late Covering Report)**

This report is scheduled to be distributed to elected members and published on the City's website on Wednesday, 2 October 2024.

**Environment and Infrastructure****E24/49 Urban Forest Strategy Review****Deputations**

**Officer Presentation** An officer presentation will be provided, followed by an opportunity for Elected Members to raise questions.

**Disclosure of Interest**

**Notes from Forum** To be advised.

**SUMMARY**

- The City of Melville Urban Forest Strategic Plan 2017 – 2036: Part A City-Controlled Land was adopted by the Council in 2017.
- The City has made significant progress on the goals and indicators within the Urban Forest Strategic Plan 2017-36: Part A City Controlled land, with Part B Private Land being progressed as part of the review of Local Planning Scheme 6.
- As part of our ongoing commitment to delivering a sustainable Urban Forest the City has worked in collaboration with an experienced and well recognised arboricultural consultancy to review the existing Urban Forest Strategic Plan.
- The purpose of this report is to seek the Council endorsement of the Urban Forest Strategy 2024 review.

**E24/50      Moreau Mews Town Square Public Open Space - Progress Report and Stakeholder Engagement Plan****Deputations**

**Officer Presentation**      An officer presentation will be provided, followed by an opportunity for Elected Members to raise questions.

**Disclosure of Interest**

**Notes from Forum**      To be advised.

**SUMMARY**

- At Ordinary Meeting of Council held 18 and 19 April 2023, the Council resolved: (point 5)  
*With regard to the City owned land at 50-52 Kishorn Road and 23, 29 and 31 Moreau Mews, Applecross, resolves to forthwith progress conversion of 100% of the site to public open space, to include extensive tree planting, a children's playground and seating"*
- A timeframe was adopted for the Moreau Mews Public Open Space (POS) development at the Ordinary Meeting of Council on 18 July 2023 where Council resolved:  
*"3. Public consultation, concept plans, report and recommendation to be presented to Council at the October 2024 Ordinary Meeting of Council and to provide funding for construction to commence immediately on approval with a proposed completion date by 30 June 2026."*  
*"4. Exercise the redevelopment clauses for 50-52 Kishorn Road and 31 Moreau Mews and give notice on or before 30 October 2023 to obtain vacant possession by 30 November 2024 and not to enter into or extend any leases for 23 and 29 Moreau Mews beyond 30 November 2024."*
- These timeframes cannot be achieved due to no funding being provided in the 2024-2025 budget to progress design and consultation and in delays seeking clarification of the design intent for the space.
- Given the strategic importance of the Moreau Mews site and its location identified as the Town Centre/Village Heart of the Canning Bridge Precinct, a more comprehensive stakeholder engagement approach is recommended by officers that captures the initial intent of the Council resolution as well as exploring additional town centre related elements.

**E24/45      Community Climate Action Plan****Deputations**

**Officer Presentation**      An officer presentation will be provided, followed by an opportunity for Elected Members to raise questions.

**Disclosure of Interest**

**Notes from Forum**      To be advised.

**SUMMARY**

- The City of Melville Council resolved to prepare a Climate Action Plan to be presented to Council in two years from the 21 June 2021 as part of its declaration of a climate emergency.
- A Corporate Climate Action Plan for the City to reach carbon neutral by 2030 was endorsed by Council in July 2023.
- The Community Climate Action Plan for net zero by 2050 was developed through a consultative process with the Climate Action Reference Group (CARG) and the broader community.
- Significant public consultation has been undertaken to develop and refine the draft Community Climate Action Plan.
- The draft Community Climate Action Plan was endorsed for public advertising by Council in July 2024, with the addition of summary costs for the actions and themes included in the plan.
- Public feedback on the draft Community Climate Action Plan was received between 29 July and the 12 August 2024. During the engagement periods, the City received 59 submissions with 76.27% indicating overall support for the plan and 15.25% not supporting the plan.
- The officers recommend that Council endorse the final Community Climate Action Plan (2024 to 2030), noting there is no financial impact to the 2024-2025 budget to progress short term actions with funding to be considered in the annual budget process from 2025-2026 onwards.
- Additional graphic design to the plan will be undertaken should the plan be endorsed by Council.

**Planning****UP24/51      Deferral of Consideration - CP-114 Compliance & Enforcement Policy Review****Deputations****Officer Presentation**      Questions only.**Disclosure of Interest****Notes from Forum**      To be advised.**SUMMARY**

- At the Ordinary Meeting of Council (OMC) held on Tuesday, 20 February 2024, the Council resolved that a review of CP-114 Compliance and Enforcement Policy be undertaken to incorporate the Compliance Matrices and that a report be presented back to the Council by no later than the November 2024 Ordinary Meeting of Council.
- This report is requesting that the Council note the deferral of this report to the June 2025 Ordinary Meeting of Council.

**14      MOTIONS WITH PREVIOUS NOTICE**

Nil.

**15      MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)****16      MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC****17      DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC****18      CLOSURE**