

**MINUTES**

**OF THE**

**ORDINARY MEETING OF THE COUNCIL**

**HELD ON**

**TUESDAY 18 OCTOBER 2016**

**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, 18 OCTOBER 2016.**

**1. OFFICIAL OPENING**

The Presiding Member welcomed those in attendance to the meeting and declared the meeting open at 6:30pm. Mr J Clark, Governance & Compliance Program Manager 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 Standing Orders to ensure the efficient, effective and orderly decision making within this forum.**

**2. PRESENT**

His Worship the Mayor R Aubrey

**COUNCILLORS**

Cr N Pazolli, Cr C Schuster  
Cr M Woodall, Cr C Robartson  
Cr R Aubrey, Cr D Macphail  
Cr P Phelan  
Cr N Foxton  
Cr G Wieland, Cr J Barton

**WARD**

Applecross/Mount Pleasant  
Bull Creek/Leeming  
City  
Palmyra/Melville/Willagee  
University  
Bicton/Attadale

### 3. IN ATTENDANCE

Ms C Young	A/Chief Executive Officer
Mr M Tieleman	Director Corporate Services
Mr J Christie	Director Technical Services
Mr S Cope	Director Urban Planning
Mr B Dawkins	A/Director Community Development
Mr L Hitchcock	Executive Manager Legal Services
Mr G Ponton	Manager Strategic Urban Planning
Mr T Cahoon (Until 8.15pm)	Manager Health & Leisure Services
Mr P de Lang (Until 8.15pm)	Healthy Melville Coordinator - Leisure Planning
Mr B Stokes (Until 8.15pm)	Healthy Melville Coordinator - Leisure Facilities
Mr J Clark	Governance and Compliance Program Manager
Mr N Fimmano	Governance and Property Officer
Ms S Tranchita	Minute Secretary

At the commencement of the meeting there were 27 members of the public and one member from the Press representing The Fremantle Herald in the Public Gallery.

### 4. ELECTION OF DEPUTY MAYOR 2016/2017

#### Disclosure of Interest

Item No.	Election of Deputy Mayor
Elected Member/Officer	His Worship the Mayor
Type of Interest	Interest under Code of Conduct
Nature of Interest	Cr Aubrey is his Daughter
Request	Stay, discuss and vote
Decision of Council	Not Applicable

Acknowledging that the provisions of the *Local Government Act 1995* allow the person elected to occupy the position for a period of twenty-four (24) months, City of Melville Elected Members have previously indicated their desire to elect the Deputy Mayor for a period of only twelve (12) months to give as many Councillors as possible exposure to and experience that this role provides. Past protocol has established that Candidates after 12 months stand down (resign) from the position and allow another ballot to be conducted in October 2017.

At 6.35pm the Mayor invited nominations for the Office of Deputy Mayor for the 2016/2017 period as requested by the *Local Government Act 1995*.

The following nomination for the position of Deputy Mayor was received –

Cr Aubrey

The Mayor closed the nominations at 6.36pm and declared Cr Aubrey elected to the Office of Deputy Mayor unopposed..

At 6.38pm Cr Aubrey was declared Deputy Mayor from October 2016 to October 2017.

**DECLARATION**

The Mayor requested the newly elected Deputy Mayor to make the **DECLARATION OF OFFICE**, in accordance with Section 2.29 of the *Local Government Act 1995*, which was duly signed by the Deputy Mayor and the Mayor.

**5. APOLOGIES AND APPROVED LEAVE OF ABSENCE****5.1 APOLOGIES**

Cr L O'Malley	Palmyra/Melville/Willagee
Cr T Barling	University Ward

**5.2 APPROVED LEAVE OF ABSENCE**

Nil

**6. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION) AND DECLARATIONS BY MEMBERS****6.1 DECLARATIONS BY MEMBERS WHO HAVE NOT READ AND GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPERS PRESENTED BEFORE THE MEETING.**

Nil

**6.2 DECLARATIONS BY MEMBERS WHO HAVE RECEIVED AND NOT READ THE ELECTED MEMBERS BULLETIN.**

Nil

## 7. QUESTION TIME

### 7.1 Mr Steve Wallace – Bicton

Questions taken on notice from the 20 September 2016 Ordinary Meeting of Council

#### Question 1

*How many employees is a home based business allowed to have that do not live at the house?*

#### Response

The Planning and Development (Local Planning Schemes) Regulations 2015 provide a definition of Home Business, which states that the business should not employ any more than two persons who are not members of the occupier's household.

#### Question 2

*Can a business at a private house operate without home based business dispensation nor with any other written or verbal understanding or agreement with the city, store its work vehicles at the same house or on the street nearby or have employees regularly attend the house work days without planning approval?*

#### Response

This would depend as to whether the activity in question was deemed to constitute either a "Home Business" or a "Home Occupation" as per the definitions of such provided by the Planning and Development (Local Planning Schemes) Regulations 2015.

#### Question 3

*Can an employee that is not living at the same address as ASIC registration and a home based business attend the same property in the businesses work vehicles to regularly pick up other employees of the business without planning permission?*

#### Response

The activities described would generally be incidental to the use of the property as a dwelling, and as such would not contravene the relevant legislation.

#### Question 4

*Can a business regularly store work vehicles at a property that is not a ASIC registered business address and without any city endorsed home business dispensation?*

#### Response

In the absence of a formal approval for the establishment of a Home Business or Home Occupation, the activity outlined may be undertaken without the need for such, provided the activities described were deemed to be ancillary to the predominant land use of the property as a residence, and as such do not result in any adverse residential amenity impacts.

**7.1 Mr Steve Wallace – Bicton (Continued)**Question 5

*What are the benefits for ratepayers and the city with the legal department of the city not having any person registered with the WA legal practice board and being unable to give anyone legal advice whatsoever?*

Response

The City has the benefit of a number of experienced subject experts in all departments and obtains legal opinion from its panel of solicitors when required.

Question 6

*Can the city confirm that legal opinions are not being regularly secured by the city administrator nor general staff from the legal department staff on a daily basis or at all?*

Response

Refer to 5 above

Question 7

*Can the city confirm that all City of Melville staff are well aware that the city legal department staff are unable to give any legal advice what so ever to anyone in Western Australia in particular senior administration?*

Response

Refer to 5 above

**7.2 Mr Kelers – Alfred Cove**Question

*The strategic bowls plan has been deemed by many to be severely flawed. The flaws have been highlighted by Pres. of Leeming C. McCavana in a four page report to Council. If there has been a change to the plan it has not been made available for members and rate payers to peruse and comment on. How then can the Council make decisions to close two age friendly community bowls centres and spend 2.5 million on this relocation?*

Response

The supplementary information within this report addresses concerns raised with the initial Bowls Strategy as presented to Council in June 2016. This report confirms the initial findings and that the recommendations are the most appropriate for the future of the sport of Bowls in the City.

### **7.3 Ms Sandford – Applecross**

#### Question

*Will the existing Melville Bowls Club carpark, adjacent to the current club premises, remain as part of the Tompkins Park Redevelopment or will it be included in any proposed commercial lease for the existing Melville Bowls Club site?*

#### Response

The location of the existing carpark immediately East of the existing Melville Bowling Club is within the proposed leased area of the Wave Park proposal which is subject to Council endorsement of a business case and formal advertising of the proposal. The proposal includes the construction of approximately 220 car parking bays on site.

### **7.4 Mr McLerie – Bicton**

Mr McLerie provided background information relating to;

- 1 A State Administrative Tribunal order
- 2 A boundary wall
- 3 Demolition order
- 4 Pool fencing
- 5 Permit requirements; and
- 6 The City's response.

#### Question

- 1.1. *Why weren't the City's building surveyors and pool inspectors fully aware of the Building Regulations 2012 requirements in relation to 14 Beach St Bicton's temporary pool fencing and the requirement for a building permits for new swimming pool enclosures prior to 17 November 2015 and 4 October respectively?*

#### Response

The City's officers were at all times concerned to ensure the structural integrity of the fence and that it complied with the Australian Standards relating to pool safety. Whilst satisfied that the fence is in fact secure and complies with the Standards, it was considered prudent to further investigate the matter of a building permit for a portion of the fence. An application for this has been requested from the relevant owner.

#### Question

- 1.2. *Why did the City wait until October 2016 to seek qualified legal advice on the legislated requirements for new pool enclosures, especially given the controversy over 14 Beach St's new pool enclosure has been going on for over 12 months. Who is the practicing lawyer that gave the advice to which Mr Hitchcock refers in his 4 October email to the PSC?*

#### Response.

Until recently the City was of the view that the fence did not require approval. It has since established that that portion of the fence that constitutes a pool barrier requires approval



#### 7.4 Mr McLerie – Bicton (continued)

##### Question

- 1.3. *On what basis did the City undertake its multiple 14 Beach St Bicton swimming pool enclosure inspections. Since January 2012 how many times has 14 Beach St's pool enclosures (temporary or permanent) been found to be non-compliant with the Building Regulations and previously approved plans?*

##### Response

Due to the ongoing building works, the City was monitoring the fence on a regular basis to ensure compliance with safety provisions. As mentioned above, the City recently became aware that Building Approval was required for the portion of the fence that would also constitute a pool barrier.

##### Question

- 1.4. *Why didn't the City respond to a 17 August 2015 complaint made to Mr Cope in relation to his acting Manager Building Services not giving due attention to complaints about the adequacy of the 14 Beach St temporary pool fencing and the unauthorised and inadequate pool enclosure/fence being built along its boundary?*

##### Response.

See the response to 1 and 2 above

##### Question

- 1.5. *How many other pool enclosures within the City do not comply with the Building Regulations 2012 requirements; or are the City's failures to ensure compliance in this regard confined to 14 Beach St?*

##### Response

The City is not aware of any non-compliant pool enclosures, as referred to, but will continue to enforce the provisions of the Regulations when it becomes aware of any non-compliance. The City has requested an application for building approval from the relevant owner.

##### Question

- 1.6. *Why didn't the City use its best endeavours to enforce the exact and specific requirements outlined in the 3 June 2014 building order (BA-2014-01) it issued against the owner of 14 Beach St?*

##### Response

Other than to comment that the limestone retaining wall and limestone fence that was encroaching onto 12 Beach Street was demolished by order of the State Administrative Tribunal, the City does not understand the question.

#### **7.4 Mr McLerie – Bicton (Continued)**

##### Question

- 1.7. *Why hasn't the City issued building orders against the owners of 14 Beach St to rectify the identified Demolition Permit (BA-2014-1972) non-compliances based on the structural engineer's and licensed surveyor's boundary level reports provided by the adversely affected adjoining property owner in January and May 2016 respectively?*

##### Response

Despite request therefor, the owner of 12 Beach Street has not provided the City with certified evidence of encroachment.

##### Question

- 1.8. *In early 2013 the City became aware that the substantial limestone retaining wall on 14 Beach St's southern boundary with 14A Beach St was also unauthorised. Why did it take the City until December 2015 to finalise a retrospective building approval. Given this substantial wall is a close wall, that is hard up to the western boundary preventing the construction of a replacement dividing fence, why didn't the City contact the adversely affected western property owners and require the outward facing surface of that wall, as seen from the western property, to be finished in an appropriate manner and to the satisfaction of the adjoining property owners?*

##### Response

The wall and fence that was demolished resulted in the Western end portion (approximately 300mm) of the fence referred to becoming visible to the owner of 12 Beach Street, when previously it was not. This 300 mm portion is a fence that does not prevent the construction of a dividing fence, as alleged.

#### **7.5 Ms V Moore – Applecross**

##### Question

*Will a traffic survey, include current traffic to all amalgamating clubs and social users, be conducted to guide and assess the practicality of the proposed Tompkins Park Redevelopment or has this already been completed?*

##### Response

A Concept Plan for Tompkins Park has not been finalised. Once the outcome of the Bowls Strategy is known the concept plan will be completed. An initial capacity assessment was done and given the intention to change the existing use to accommodate the bowls facility, the formalisation and expansion of parking will more than likely improve traffic around the site. Further more, the City is aware that Main Roads WA are investigating options for the intersection of Dunkley Ave, Norma Rd and Canning Hwy.

## 7.6 Mr M Kalkhoven – Applecross

### Question

*Noting that the sporting clubs affected have been consulted at length and have had some input in to the current Tompkins Park Redevelopment proposal, how will the concerns of local residents living nearby Tompkins Park and directly affected by the proposal be considered in the overall design and implementation of the redevelopment project?*

*This is with particular emphasis on the loss of visual amenity due to extended car parks, increased noise (especially social functions), anti social behaviour (eg. Hoon driving in car parks – “burnouts”), speeding along Dunkley Avenue and significantly increased local traffic.*

### Response

Previous consultation with the local community (including residents) has informed the current development of the Concept Plan. The final draft of the concept plan will be made available to local residents for comment once a decision on the Bowls Strategy has been made and prior to being presented to Council for approval.

## 8. AWARDS AND PRESENTATIONS

Nil

## 9. CONFIRMATION OF MINUTES

### 9.1 ORDINARY MEETING OF THE COUNCIL – 20 SEPTEMBER 2016 Minutes 20 September 2016

#### **COUNCIL RESOLUTION**

At 7.00pm Cr Wieland moved, seconded Cr Foxton–

**That the Minutes of the Ordinary Meeting of the Council held on Tuesday, 20 September 2016, be confirmed as a true and accurate record.**

At 7.00pm the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY (11/0)**

### 9.2 NOTES OF AGENDA BRIEFING FORUM – 4 OCTOBER 2016 Notes 4 October 2016

#### **COUNCIL RESOLUTION**

At 7.00pm Cr Aubrey moved, seconded Cr Schuster –

**That the Notes of the Agenda Briefing Forum held on Tuesday, 4 October 2016, be received.**

At 7.00pm the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY (11/0)**

## 10. DECLARATIONS OF INTEREST

### 10.1 FINANCIAL INTERESTS

Nil

### 10.2 DISCLOSURE OF INTEREST THAT MAY CAUSE A CONFLICT

- Item 4 Election of Deputy Mayor – Mayor Aubrey
- Item CD16/8088 – Mayor Aubrey – Interest under the Code of Conduct
- Item CD16/8089 – Mayor Aubrey – Interest under the Code of Conduct
- Item P16/3721 – Cr Aubrey – Impartiality interest and chose to leave the meeting
- Item CD16/8088 – Cr Aubrey – Interest under the Code of Conduct
- Item CD16/8089 – Cr Aubrey – Interest under the Code of Conduct
- Item CD8089 – Cr Schuster – Interest under the Code of Conduct
- Item 17.1- Cr Macphail – Interest under the Code of Conduct

## 11. DEPUTATIONS

Mr G Gear – City of Melville Lawn Bowls Strategy

**12. APPLICATIONS FOR NEW LEAVES OF ABSENCE**

At 7.04pm Cr Aubrey moved, seconded Cr Wieland-

**That the applications for new leaves of absence submitted by Cr Schuster and Cr Macphail on 18 October 2016 be granted.**

At 7.04pm the Mayor submitted the motion which was declared

**CARRIED UNANIMOUSLY (11/0)**

**13. IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED**

Nil

**14. PETITIONS**

Nil

**15. REPORTS OF THE CHIEF EXECUTIVE OFFICER**

At 7.05pm His Worship the Mayor requested that Item C16/8089 be brought forward for discussion.

From 7.06pm to 7.20pm, Mr. G Gear gave a presentation on Item CD/16/8089 – City of Melville Lawn Bowls Strategy.

**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)**

Disclosure of Interest

Item No.	CD16/8089
Elected Member/Officer	His Worship the Mayor
Type of Interest	Interest under Code of Conduct
Nature of Interest	Patron of Palmyra R.F.C
Request	Stay, discuss and vote
Decision of Council	Not Applicable

Disclosure of Interest

Item No.	CD16/8089
Elected Member/Officer	Cr Aubrey
Type of Interest	Interest under Code of Conduct
Nature of Interest	Patron of Palmyra R.F.C
Request	Stay, discuss and vote
Decision of Council	Not Applicable

Disclosure of Interest

Item No.	CD16/8089
Elected Member/Officer	Cr Schuster
Type of Interest	Interest under Code of Conduct
Nature of Interest	Social Member of the Mount Pleasant Bowls Club
Request	Stay, discuss and vote
Decision of Council	Not Applicable

CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)

Ward	:	All
Category	:	Strategic
Subject Index	:	Recreation
Customer Index	:	Melville Bowling & Recreation Club Inc, Leeming Bowls & Recreation Club Inc, Mount Pleasant Bowling Club, Kardinya Bowling Club Inc.
Disclosure of any Interest	:	No Officer involved in the preparation of this report has a declarable interest in this matter.
Previous Items	:	Not Applicable
Works Programme	:	Not Applicable
Funding	:	Not Applicable
Responsible Officer	:	Peter de Lang Acting Manager Healthy Melville

**AUTHORITY / DISCRETION**

**DEFINITION**

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

**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)****KEY ISSUES / SUMMARY**

- The City needs to ensure the sport of Bowls is sustainable long term within the City of Melville.
- “A Balanced View Leisure Consultancy Services” has finalised the supplementary information which supports the original Bowls Strategy for the City of Melville.
- The Strategy highlights the following:
  - Participation in Pennant/Competitive Lawn Bowls has been steadily declining in the City of Melville for over ten years.
  - There is an oversupply of bowling greens in the City.
  - Stand-alone clubs are facing ongoing challenges to remain sustainable.
  - Opportunity exists to establish two main bowling facilities in the City long term.
  - The Northern site (Tompkins Park) is the highest priority.
  - Melville and Mount Pleasant Bowling Clubs to amalgamate and relocate to Tompkins Park.
- Officers have made key recommendations for the future of bowls based on the findings of the report and further analysis.
- Outstanding Self-Supporting Loan obligations require the Council’s consideration.
- Mount Pleasant Bowling Club Members have, subject to various conditions, voted in favour of amalgamating with Melville Bowling Club and relocate to Tompkins Park.

**BACKGROUND**

The Lawn Bowls Strategy Report (2016) was presented and considered by the Council at the Ordinary Meeting of Council held on 21 June 2016.

[8089 Final Draft Report City of Melville Bowls Strategy 2016](#)  
[8089 Appendix 1 Indicative Quotation Bowling Greens & Shade Structures](#)

The Council deferred a decision on the location and number of bowls facilities until further investigation and consultation, regarding the location and number of facilities, was undertaken and reported back to the Council.

This item addresses the above resolution.

The aims of the strategy and recommendations are to ensure that a sustainable future for the sport of bowls, within a financially responsible model for the City of Melville, exists in the long term.



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**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)****Previous Council actions that inform this item**

At the Ordinary Meeting of Council on 21 June 2016, where the initial agenda item was presented, the following was the Council resolution:

***That the Council;***

- 1. notes the future direction for the sport of Bowls as identified in the City of Melville Lawn Bowls Strategy 2016 report 8089 Final Draft Report City of Melville Bowls Strategy 2016 and defers any decision on the location and number of bowls facilities until further investigation and consultation, regarding the location and number of facilities is undertaken and reported back to Council.***
- 2. endorses the model of future Bowls facilities forming part of a sporting hub that provides contemporary bowls facilities and shared amenities with other tenants to accommodate larger numbers of bowlers in fewer facilities throughout the City.***
- 3. endorses as part of future long term strategic planning for Morris Buzacott Reserve, the option of colocation of Kardinya Bowling Club as a tenant of a sporting hub facility with capacity to grow with demand to provide the principle location for Bowls in the South of the City.***
- 4. agrees that the Leeming Bowling Club:***
  - a. remains at its current venue whilst it is part of a sustainable sporting hub;***
  - b. be permitted to replace, at its own cost, the current natural grass "Green C" with a synthetic surface; and***
  - c. notes the long term strategic planning for lawn bowls in the City of Melville, as identified in the City of Melville Lawn Bowls strategy 2016 report, when considering infrastructure development on the site.***
- 5. directs the Chief Executive Officer to:***
  - a. investigate and report to the Council suitable future recreational uses of the existing Melville Bowling Club site for a possible financial contribution towards the redeveloped facilities at Tompkins Park and development of community sporting hubs.***
  - b. investigate and report to the Council suitable future uses for the existing Mount Pleasant Bowling Club site for possible financial contribution towards the development of community sporting hubs and the local replacement of Public Open Space at the current location.***

**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)****DETAIL**

The City of Melville re-engaged A Balanced View Leisure Consultancy Services (ABV), who developed the initial strategy report, to conduct further investigation and consultation in conjunction with City officers. The details and findings of this are contained in the following attachment:

**[8089 City of Melville Lawn Bowls Strategy 2016 - Supplementary Information](#)**

The Supplementary Information work investigated and addressed the following:

- Club Interviews – meetings with committee representatives, both ABV and City Officers in attendance.
- Opportunity to clarify elements of the initial report.
- Further engagement with Bowls WA and Bowls Australia.
- Investigation and understanding of other user groups within Bowling Clubs e.g. Darts, Scrabble groups.
- Social members – relationship to green provision/facilities required.
- Explore how Club history can be preserved should an amalgamation and relocation take place.

The further investigations clarified some concerns which were expressed with the initial Bowls Strategy report and confirmed that the figures and methods used were accurate and factual. An example of this is the player to rink ratio. The detail of this is contained in the attached Supplementary information report.

Whilst the extra investigation and consultation work was worthwhile in the fact that, for example, more was learnt about social playing use and Bowls WA future directions, it confirmed the original recommendations of the City of Melville Lawn Bowls Strategy 2016. That is, that Tompkins Park should be the Northern Hub for the Sport of Lawn Bowls into the future, noting that Morris Buzacott Reserve is the Southern Hub as per Council endorsement in June 2016.

The preservation of Club history is a very important component of any potential amalgamation or relocation. Discussions were held with both clubs about the transfer of honour boards and other club memorabilia to the Tompkins Park facility, should Council endorse the recommendations in this report.

In addition to this, considering the provision for the placement of commemorative plaques from their existing sites were discussed with both the Melville Bowling Club and the Mount Pleasant Bowling Club.

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**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)****STAKEHOLDER ENGAGEMENT****I. COMMUNITY****City of Melville Bowling Clubs**

(Leeming Bowling and Recreation Club, Melville Bowling and Recreation Club, Mount Pleasant Bowling Club and Kardinya Bowling Club).

Engagement with the bowling clubs (that are on land under the control of the City) by way of a club survey, conducted by ABV, informed the development of the bowls strategy document and the associated recommendations. Officers of the City have been working very closely with all City of Melville Bowling Clubs and Bowls WA for many years regarding industry trends, management and sustainability matters and are fully aware of the issues facing the sport of Bowls.

Bull Creek AFA Bowling Club (on private land) was also contacted as the Club is open to the public and therefore their operations have implications for the other clubs and participants in the region.

A secondary survey was conducted by ABV with an emphasis on social bowling facility use and other regular groups / bookings that utilise bowling club facilities.

Meetings were also held with the four clubs following completion of the above survey to discuss and clarify further.

A number of subsequent meetings were held with Melville Bowling Club and Mount Pleasant Bowling Club discussing the potential facilities at Tompkins Park and how it could operate in general terms.

The Mount Pleasant Bowling Club had a Special Members Meeting on Thursday, 15 September 2016 where, subject to certain conditions, members voted in favour to both amalgamating with the Melville Bowling Club and to relocate to Tompkins Park under a newly formed club.

The following Motion was carried at the meeting:

***That members endorse the executive committee's motion for the Mount Pleasant Bowling Club to in principle merge with the Melville Bowling Club and relocate to a new facility at Tompkins Park, subject to Mount Pleasant members approval of all MCC proposals under a newly formed bowling club; and under the following conditions:***

- 1. That the current loan repayments are suspended immediately and the current outstanding loan cancelled as part of the clubs relocation package.***
- 2. That all other relocation benefits as offered by the MCC are finalised within 3 months of this agreement to relocate to Tompkins Park.***
- 3. That members instruct the clubs executive to form a Relocation Steering Committee with representative of the Melville Bowling Club, to negotiate all aspects of the clubs relocation to Tompkins Park as a newly formed bowling club.***

**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)**

City of Melville Officers also addressed the membership of Melville Bowling Club on Saturday, 17 September 2016. A presentation was provided regarding the proposed draft plans for Tompkins Park and Officers answered a list of questions from Melville Bowling Club members.

A general discussion also took place around the challenges the City faces in the provision of community facilities and how the City is looking at ways to have excellent facilities for our community without solely relying on rates funding to deliver these important community projects / facilities.

**II. OTHER AGENCIES / CONSULTANTS****Bowls WA**

The state sporting association and governing body of the sport of lawn bowls in WA were consulted in regards to current trends, provision of facilities, shared use examples and collocations / amalgamations.

A follow up meeting of Bowls WA representatives, ABV and City of Melville Officers took place in late August; the summary of this meeting is in ABV's 'Supplementary Information Report.'

**Department of Sport and Recreation**

The Department of Sport and Recreation provide funding through the Community Sporting and Recreation Facility Funding (CSRFF) each year. The City of Melville has been successful in securing grants through in the past CSRFF (most recently \$1m for the Synthetic Sports Fields project at Murdoch University) and will continue to apply for this funding where appropriate.

The purpose of the program is to provide Western Australian Government financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation.

The program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

Priority is given to projects that lead to facility sharing and rationalisation. Multi-purpose facilities reduce infrastructure required to meet similar needs and increase sustainability.

The City will be applying for a CSRFF grant to contribute towards the Tompkins Park redevelopment, subject to Council adopting the recommendations in this report and a future report regarding the funding of the project.

The CSRFF application is a separate item for the Council's consideration.

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**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)****STATUTORY AND LEGAL IMPLICATIONS****Community Leases**

Should lease termination/s be required the following clause would take effect:

**Schedule 1**

**8. Either party can terminate this Lease for any reason upon three (3) months' notice in writing to the other party.**

In the event that this clause was enacted, the objective would be to increase the notice period to enable a relocation to occur in a planned and organised manner with minimal disruption to sporting activities as possible. It is not the City's intention to terminate any lease without new facilities being completed first and available for relocation.

**FINANCIAL IMPLICATIONS****Self Supporting Loans**

The total current outstanding self-supporting loan commitment of the Mount Pleasant Bowling Club is \$207,570.62 (as of 30 June 2016). Considering the proposed amalgamation and relocation of the Melville Bowling Club and Mount Pleasant Bowling Club to the Tompkins Park Sporting Hub, it is the recommendation of Officers that provided that the relocation and amalgamation occur, this self supporting loan debt would be met by the City and treated as a cost of the project.

In the mean time, the Council has been requested by the Mount Pleasant Bowling Club to suspend any further payments in respect to Self Supporting Loan repayments as a condition of their members' agreement to amalgamate with the Melville Bowling Club and relocate to Tompkins Park. The funds previously used to make loan repayments are to be set aside by the club to contribute to the costs of amalgamation on an equal basis.

The ongoing suspension and ultimate extinguishing of the loan will most importantly remain subject to the amalgamation and relocation to Tompkins Park taking place.

**Land Asset Strategy**

The purpose of the Land Asset Strategy is to establish an effective framework for the City to manage its land and property portfolio in such a way as to maximise the economic value and financial returns whilst supporting the long term financial sustainability of the City. This in turn supports the City undertaking further strategic capital investment, as well as expanding the range and types of services and facilities for the community.

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**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)**

The Bowls Strategy findings clearly identify a possible future location for the Melville Bowling Club and the Mount Pleasant Bowling Club at Tompkins Park. This relocation would see the vacating of a key land site in Mount Pleasant that has development and sale potential that could provide funds towards the new facility and the redevelopment proposed at the Shirley Strickland Reserve, whilst at the same time seeing developments that would be compatible with the current residential area, and including a significant amount of public open space. This process is dependent on State Government support and is a separate report on this agenda.

Likewise, Officers were directed by the Council to investigate alternative recreational uses for the current Melville Bowling Club site that can return income to fund the redevelopment at Tompkins Park and potentially other community supported recreation and leisure projects. This land use is in keeping with the current zoning. The recent unsolicited proposal from Wave Park Group Pty Ltd is in line with the previous Council direction and will also be subject to a future item to the Council to consider and potentially advertise the proposal.

This approach to land assets assists the community to gain new, redeveloped, fit for use and sustainable recreation facilities through income streams realised by maximising opportunities from some land holdings. This would also mean a reduction in the City's asset gap, and less reliance on rates to fund such recreation and leisure projects.

**Tompkins Park Concept Plan including Bowls**

There will be a cost to develop a bowls facility at the Tompkins Park sporting hub for both Mount Pleasant and Melville Bowling Clubs. Should the strategy and this report's recommendations be endorsed, the concept planning work at Tompkins Park will be finalised with the detailed design process commencing.

A detailed feasibility and business case will be presented to the Council at a later time.

CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

Risk Statement	Level of Risk	Risk Mitigation Strategy
Resistance to relocations / amalgamations from clubs and the resulting impact on sustainability of the City and the sport of Bowls.	Consequence Rating: Moderate Likelihood: Possible Risk Rating: <b>Medium</b>	Council provides direction by endorsement of this item's recommendations. Effective Engagement and involvement with affected clubs throughout process. New facilities suitable and attractive.  Demonstrate the long term sustainability for the clubs and City.  Full engagement and input from Clubs regarding design and governance models of new facilities.  MPBC have agreed to amalgamate and relocate.
Vacant/unused Sites should clubs relocate affecting the amenity of the area.	Consequence Rating: Moderate Likelihood: Possible Risk Rating: <b>Medium</b>	Investigate suitable options for future use on sites. Plan timing of transition to limit amount of time vacant.  Proposal has been received for MBC site.
Further decline in the sport leading to unsustainability of new facilities.	Consequence Rating: Moderate Likelihood: Possible Risk Rating: <b>Medium</b>	Design of modest multi-purpose facilities. Use existing built space where possible. Develop as part of wider community sporting hub. Understand the essential needs for the facility to operate efficiently. Ensure an appropriate management model and a comprehensive management plan is implemented.  Construction of contemporary fit for use facilities will encourage membership retention and growth.

**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Unsustainable levels of Council funding for Clubs and under-utilisation of City land resources.	Consequence Rating: Major Likelihood: Almost Certain Risk Rating: <b>Extreme</b>	Implement Bowls Strategy and investigate future suitable uses for the existing sites in question.
City of Melville does not support recommendations leading to continued development and self-supporting loan requests from stand-alone Bowling Clubs in an environment of declining competitive participation.	Consequence Rating: Major Likelihood: Likely Risk Rating: <b>Extreme</b>	Council provides direction by endorsement of this item's recommendations.

**POLICY IMPLICATIONS**

Reference is given to several Council Policies that guide decision making by the Council with consideration to this report and include the following:

Policy CP-028 Physical Activity highlights the increase of opportunities for physical activity; leading to the improved health and wellbeing of the community.

CP-037 Neighbourhood Development – Community Hub Policy highlights that gaining the greatest community benefit can be achieved through the provision of facilities consolidated into community hubs.

CP-031 Asset Management Policy highlights that assets must be reviewed on a regular basis to ensure they remain relevant, have a demonstrated community need and are achieving optimal levels of service in a cost effective manner over the asset lifecycle.

CP - 010 Self Supporting Loan Policy states that “Approval will only be considered where the Club or organisation can adequately demonstrate, by provision of forward financial plans covering the life of the loan, a capacity to meet the loan repayment. The financial plans are to be certified by an independent Certified Practising, Chartered or similarly qualified and experienced Accountant”.

**ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

**To not support the Bowls Strategy (i.e. do nothing)**

Under this option, it is predicted (from current data and trends) that bowling clubs will continue to have further declines in playing membership putting additional pressures on the sustainability of individual clubs. This will result in an increased per player subsidy the City provides. This option also has significant implications in terms of building maintenance and renewal as some facilities are approaching end of life or a time where major refurbishments are likely to be required. It also provides a high likelihood of a club or clubs dissolving.



**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)**

This is likely to be further impacted by a City review of lease arrangements which is expected to recommend that single use/ stand-alone facilities be responsible for an increased financial commitment to the City facilities to offset the level of subsidisation the City currently provides.

There are also significant opportunity costs with the strategic sites that Melville Bowling Club and Mount Pleasant Bowling Club currently occupy. They could be better utilised to potentially generate a significant income stream that could in turn fund community supported sport and recreation projects. For example, the Shirley Strickland Reserve Concept Plan.

**CONCLUSION**

Significant subsidies are provided to bowling clubs from the wider ratepayer base which is unsustainable in the long term.

The research conducted for the City of Melville Lawn Bowls Strategy 2016 indicates a continuing decrease in competitive playing numbers both across the State and the City of Melville.

There is an oversupply of bowling greens in the City. Seven greens or ~55 rinks at capacity would cater for the 680 pennant bowlers at City of Melville Clubs (i.e. without Bull Creek AFA Bowling Club).

Colocation of bowls clubs within sporting hubs is an increasing trend across Perth and is supported by the Department of Sport and Recreation.

Doing nothing would likely result in further declines in playing membership and place additional pressures on the sustainability and the future of individual clubs. This could result in a club or clubs dissolving.

Opportunity exists to establish two main bowling facilities in the City long term i.e. Tompkins Park and Morris Buzacott Reserve, with Tompkins Park being the priority.

Both Mount Pleasant and Melville Bowling Clubs should amalgamate and relocate to new bowling facilities at the Tompkins Park sporting hub which will include 27-30 rinks.

Mount Pleasant Bowling Club Members have voted in favour of amalgamating with Melville Bowling Club and relocate to Tompkins Park.

Club history is a very important consideration in this process. Honour boards / memorabilia and commemorative plaques will be relocated to the new premises with involvement from the Club.

Opportunities exist to generate an income stream from existing land assets for the community to fund many worthwhile and community supported sport and recreation projects.

The proposed Bowls Strategy and recommendations addresses those issues and ensures a sustainable future for the sport of bowls, within a financially responsible model for the City of Melville.

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**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)****OFFICER RECOMMENDATION (8089)****ABSOLUTE MAJORITY**

At 7.23pm Cr Wieland moved, seconded Cr Macphail –

**That the Council:**

- 1. Notes the ‘Supplementary Information’ to the City of Melville Lawn Bowls Strategy 2016.**
- 2. Endorses Tompkins Park as the central northern site for any future development of lawn bowls in the north of the City of Melville.**
- 3. Directs the Chief Executive Officer to:**
  - a) conduct planning for future Lawn Bowls facility provision within the City based on the future consolidated model that encourages and supports facility development at two central locations; Tompkins Park in the North and Morris Buzacott Reserve in the South of the City;**
  - b) facilitate the Melville Bowling Club and the Mount Pleasant Bowling Club to amalgamate and relocate to a new bowls facility at the expanded Tompkins Park Hub; and**
  - c) progress and expedite the Tompkins Park Concept Plan for the Councils endorsement.**
- 4. Approves the immediate suspension of repayments of the Mount Pleasant Bowling Club’s Self Supporting Loan (number 413), subject to the Mount Pleasant Bowling Club agreeing that;**
  - a) in the event that the Mount Pleasant Bowling Club rescinds its relocation motion all suspended repayments will be required to be paid by the Club; and**
  - b) the Club sets aside the current repayment amounts for the purpose of establishing a fund to assist with the relocation to Tompkins Park, or to repay loan obligations should the Mount Pleasant Bowling Club rescind its motion to relocate.**
- 5. By absolute majority decision agrees that upon the relocation and amalgamation of the Melville and Mount Pleasant Bowling Clubs at Tompkins Park, any self supporting loan liabilities owed to the City by those clubs be extinguished and the associated costs be charged to the Tompkins Park Redevelopment Project.**

At 7.50pm Cr Macphail left the meeting and returned at 7.52pm.  
At 7.53pm Cr Woodall left the meeting and returned at 7.55pm.

**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)**

**Procedural Motion**

At 7.24pm Cr Pazolli moved, seconded Cr Barton, the following Procedural Motion in accordance with Clause 11.1(b) of Standing Orders Local Law 2003 -

That Item CD16/8089 – City of Melville Lawns Bowls Strategy be deferred to the December Ordinary Meeting of Council, to allow the constitutional consideration of the Melville Bowling Club members of the proposal to move to Tompkins Park and to allow provision of additional information to be provided to the Elected Members.

At 7.35pm the Mayor submitted the motion, which was declared

**LOST (3/8)**

<b>Vote Result Summary</b>	
Yes	3
No	8

<b>Vote Result Detailed</b>	
Cr Barton	Yes
Cr Foxtton	Yes
Cr Pazolli	Yes
Cr Aubrey	No
Cr Macphail	No
Cr Phelan	No
Cr Robartson	No
Cr Schuster	No
Cr Wieland	No
Cr Woodall	No
Mayor Aubrey	No

**AMENDMENT**

At 7.37pm Cr Schuster moved, seconded Cr Aubrey –

**That the Council amend the Officer’s Recommendation by amending Recommendation 4 as follows:**

- 1. Retain the Preamble (concluding with the words “agreeing that”) in Recommendation 4 as printed, and;**
- 2. Amend Recommendation 4 a) to read as follows: “in the event that the Mount Pleasant Bowling Club rescinds its relocation motion, or through other actions or inactions does not proceed with the relocation, all suspended loan repayments will be required to be paid by the Club. However, should the relocation not proceed due to factors outside the Club’s control, City officers will work with the Club to identify and agree any costs that the Club may have incurred with respect to the proposed relocation and these will be**

**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)**

**AMENDMENT (Continued)**

**deducted from any repayments due by the Club to ensure that it is not financially disadvantaged; and,**

**3. Retain Recommendation 4 b) as printed with these additional words at the end after “to relocate” – “or otherwise cause the relocation to fail by its action or inaction”.**

At 7.44pm the Mayor submitted the amendment which was declared

**CARRIED (9/2)**

<b>Vote Result Summary</b>	
Yes	9
No	2

<b>Vote Result Detailed</b>	
Cr Aubrey	Yes
Cr Foxtton	Yes
Cr Macphail	Yes
Cr Phelan	Yes
Cr Robartson	Yes
Cr Schuster	Yes
Cr Wieland	Yes
Cr Woodall	Yes
Mayor Aubrey	Yes
Cr Barton	No
Cr Pazolli	No

**PERMISSION FOR EXTENSION OF TIME TO SPEAK**

At 7.50pm Cr Pazolli moved, seconded Cr Barton -

**That in accordance with Standing Order Clause 9.6 (Limitation of duration of speeches) Cr Pazolli be permitted an extension of time to speak.**

At 7.50pm the Mayor submitted the motion which was declared

**CARRIED (9/2)**

<b>Vote Result Summary</b>	
Yes	9
No	2

<b>Vote Result Detailed</b>	
Cr Aubrey	Yes
Cr Barton	Yes
Cr Foxtton	Yes
Cr Macphail	Yes
Cr Pazolli	Yes
Cr Phelan	Yes
Cr Robartson	Yes
Cr Schuster	Yes
Cr Wieland	Yes
Cr Woodall	Yes
Mayor Aubrey	No
Cr Phelan	No

**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)**

**MOTION OF DISSENT WITH THE PRESIDING MEMBER'S RULING**

At 7.51pm Cr Pazolli moved, seconded Cr Barton, the following Procedural Motion in accordance with Clause 11.1(f) of Standing Orders Local Law 2003 -

“That the ruling of the Presiding Member relating to a statement by Cr Aubrey be disagreed with”

At 7.51pm the Mayor submitted the Procedural Motion which was declared

**LOST (2/9)**

<b>Vote Result Summary</b>	
Yes	2
No	9

<b>Vote Result Detailed</b>	
Cr Barton	Yes
Cr Pazolli	Yes
Cr Aubrey	No
Cr Foxtton	No
Cr Macphail	No
Cr Phelan	No
Cr Robartson	No
Cr Schuster	No
Cr Wieland	No
Cr Woodall	No
Mayor Aubrey	No

**COUNCIL RESOLUTION (8089)**

**That the Council:**

- 1. Notes the ‘Supplementary Information’ to the City of Melville Lawn Bowls Strategy 2016.**
- 2. Endorses Tompkins Park as the central northern site for any future development of lawn bowls in the north of the City of Melville.**
- 3. Directs the Chief Executive Officer to:**
  - a) conduct planning for future Lawn Bowls facility provision within the City based on the future consolidated model that encourages and supports facility development at two central locations; Tompkins Park in the North and Morris Buzacott Reserve in the South of the City;**
  - b) facilitate the Melville Bowling Club and the Mount Pleasant Bowling Club to amalgamate and relocate to a new bowls facility at the expanded Tompkins Park Hub; and**
  - c) progress and expedite the Tompkins Park Concept Plan for the Councils endorsement.**

**CD16/8089 - CITY OF MELVILLE LAWN BOWLS STRATEGY (AMREC) (ATTACHMENT)**

4. Approves the immediate suspension of repayments of the Mount Pleasant Bowling Club's Self Supporting Loan (number 413), subject to the Mount Pleasant Bowling Club agreeing that;
- a) *in the event that the Mount Pleasant Bowling Club rescinds its relocation motion, or through other actions or inactions does not proceed with the relocation, all suspended loan repayments will be required to be paid by the Club. However, should the relocation not proceed due to factors outside the Club's control, City officers will work with the Club to identify and agree any costs that the Club may have incurred with respect to the proposed relocation and these will be deducted from any repayments due by the Club to ensure that it is not financially disadvantaged;and*
- b) *the Club sets aside the current repayment amounts for the purpose of establishing a fund to assist with the relocation to Tompkins Park, or to repay loan obligations should the Mount Pleasant Bowling Club rescind its motion to relocate or otherwise cause the relocation to fail by its action or inaction".*
5. By absolute majority decision agrees that upon the relocation and amalgamation of the Melville and Mount Pleasant Bowling Clubs at Tompkins Park, any self supporting loan liabilities owed to the City by those clubs be extinguished and the associated costs be charged to the Tompkins Park Redevelopment Project.

At 8.15pm the Mayor submitted the substantive motion as amended, which was declared

**CARRIED BY ABSOLUTE MAJORITY (9/2)**

<b>Vote Result Summary</b>	
Yes	9
No	2

<b>Vote Result Detailed</b>	
Cr Aubrey	Yes
Cr Foxtton	Yes
Cr Macphail	Yes
Cr Phelan	Yes
Cr Robartson	Yes
Cr Schuster	Yes
Cr Wieland	Yes
Cr Woodall	Yes
Mayor Aubrey	Yes
Cr Barton	No
Cr Pazolli	No

At 8.17pm Cr Aubrey having declared an interest in item P16/3721, left the meeting.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)**

Disclosure of Interest

Item No.	P16/3721
Elected Member/Officer	Cr Aubrey
Type of Interest	Interest under Code of Conduct
Nature of Interest	Pre-determined position on the matter given my status as Liberal Candidate for Willagee
Request	Leave
Decision of Council	Leave

Ward	: All
Category	: Strategic
Application Number	: N/A
Property	: N/A
Proposal	: Strategic Comment on Perth Transport Plan
Applicant	: N/A
Owner	: N/A
Disclosure of any Interest	: No Officer involved in the preparation of this report has a declarable interest in this matter.
Previous Items	: N/A.
Responsible Officer	: Gavin Ponton Manager Strategic Urban Planning

**AUTHORITY / DISCRETION**

**DEFINITION**

<input checked="" type="checkbox"/>	<b>Advocacy</b>	<b><i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i></b>
<input 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>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes &amp; policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	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 type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)****KEY ISSUES / SUMMARY**

- The Perth Transport Plan (PTP) for 3.5 million people and beyond has been released.
- The PTP is open for a three month comment period which closes on 28 October 2016 after which the plan will be reviewed based on the comments received and submitted to Government for approval.
- The anticipated schedule for project priority is in three stages linked to population growth:
  - by 2.7 Million population:
  - by 3.5 Million population: and
  - beyond 3.5 Million population.
- The following Key Projects impact on the City of Melville:
  - Bus Rapid Transit or Light Rail:
    - Canning Bridge to Booragoon; and
    - Murdoch Station to Fremantle.
  - Stirling Murdoch Orbital Rail
  - High Priority Public Transit Corridors:
    - Canning Vale to Murdoch (along South Street);
    - Booragoon to Rossmoyne (along Leach Highway); and
    - Canning Highway.
  - High Frequency Public Transit Corridors:
    - Marmion Street;
    - Stock Road between Leach Highway and Canning Highway;
    - Route 115 through Riseley Street, Leach Highway, Jackson Ave, Somerville Boulevard, Gilbertson Road, and Murdoch Drive.
  - Perth Freight Link.
  - Fremantle - Rockingham Highway.
  - Stock Road Tunnel.
  - Three Points Bridge.
  - Expansion of off-road cycle network.
  - Expanding recreational network and providing boardwalks and floating pontoons for cycling and pedestrians.
  - Improving network efficiency.
  - Influencing travel choices.
- The PTP is a relatively high level strategic document and would benefit from further detail in terms of timing of implementation and funding; the document nevertheless provides the opportunity to support key infrastructure projects that could enhance the City.
- Transport planning in conjunction with land use planning and infrastructure planning is considered the means by which orderly and proper development can be delivered in a coordinated and sustainable way.



**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)**

- The City supports the vision of the PTP to: optimise the existing transport network, integrate transport with land use planning, deliver an effective and connected transit system, promote safe networks for all modes of transport and to minimise congestion on arterial roads to facilitate the efficient movement of people and freight.
- The City believes that a transport system should be based on providing for and encouraging the increased use of public transport. An inter-connected public transport network, which connects origins and destinations across a modern urbanised city, must be a fundamental part of any future transport plan.
- In terms of the movement of people, the City considers that emphasis should be given to prioritising public transport projects so that there is more incentive for road users to consider public transport use, while existing roads are managed to achieve their full capacity before new roads are built.
- The City is keen to work collaboratively with the State Government to achieve the vision and outcomes of the PTP.

**BACKGROUND**

The *Perth Transport Plan for 3.5 million people and beyond*, prepared by the Public Transport Authority and Main Roads Western Australia for the Department of Transport, has been released for consultation. The comment period opened 29 July and closes 28 October 2016. Extracts from the PTP are included as attachments to this report. Copies of the document may be viewed on the Department of Transport website:

[http://www.transport.wa.gov.au/mediaFiles/projects/PROJ\\_P\\_Perth\\_Transport\\_Plan\\_full.pdf](http://www.transport.wa.gov.au/mediaFiles/projects/PROJ_P_Perth_Transport_Plan_full.pdf)

The Vision of the PTP is:

*A vibrant, connected and productive Perth will need a transport network that meets the following objectives:*

- *optimises use of the existing network and as it grows;*
- *integrates with land use and across the public transport, active transport and road networks;*
- *delivers high frequency, 'turn up and go' mass rapid transit connected with effective public transport feeder services;*
- *provides a safe, connected active transport network of primarily off-road cycleways and walkways; and*
- *maintains a free-flowing freeway and arterial road network for the efficient distribution of people and freight.*

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)**

The PTP identifies the following outcomes to be achieved by delivering Transport @ 3.5 Million:

- *increase public transport use to*
  - *11 percent of all-day trips, including 65 percent of peak period trips to the Perth CBD; and*
  - *32 percent of person kilometres travelled by motorised vehicles during peak periods;*
- *increase cycling and walking to 18 percent of all-day trips; and*
- *reduce the mode share of car driver trips to 50 percent of all-day trips, and to 29 percent of peak period trips to the CBD.*

The PTP is based on the land use planning contained within the document *Perth and Peel @3.5 Million*. Accordingly, timeframes and priorities referred to in the PTP are linked to population growth milestones, namely:

- by 2.7 Million population:
- by 3.5 Million population: and
- beyond 3.5 Million population.

**DETAIL**

The following key projects impact directly on City of Melville:

**Public Transport**Bus Rapid Transit or Light Rail

- |                                |             |
|--------------------------------|-------------|
| • Canning Bridge to Booragoon  | Beyond 3.5M |
| • Murdoch Station to Fremantle | Beyond 3.5M |

Light rail routes were identified in South West Metro Rapid Transit Network Feasibility Study (2012) and are subject of consultancy planned for 2016-17 by the South West Group.

These routes are consistent with the connections between the key activity centres in the City of Melville and the Public Transport Corridors recognised in the Local Planning Strategy.

*City's Response:*

The above Bus Rapid Transit or Light Rail proposals in the PTP are supported. It is recommended however that the link from Canning Bridge to Booragoon be extended to Murdoch Specialised Activity Centre and that the timing for the route be moved forward to be complete before 2.7M population.

Stirling-Murdoch Orbital Rail

Heavy rail connecting Stirling and Murdoch activity centres.

- |  |              |
|--|--------------|
| • Stage 1 - Stirling to UWA and QEII           | By 3.5M      |
| • Stage 2 - UWA and QEII to Murdoch            | By 3.5M      |
| • Stage 3 - Murdoch to Thornlie Rail Extension | Beyond 3.5 M |

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)***City's Response:*

The Stirling-Murdoch Orbital proposal is supported. It is recommended however that the Stage 2 above be completed before Stage 1 to compliment the advanced activity centre planning at Booragoon and that the extension from Murdoch to Thornlie be brought forward to the "by 3.5M" timeframe.

High Priority Public Transit Corridors

High Priority Public Transit Corridors are defined as bus services which include facilities such as queue jumps, signal priority and transit lanes in key corridors. This is consistent with designation of public transport corridors in the Local Planning Strategy and provides opportunity for further increases in density along these corridors.

Within the City of Melville the following corridors are shown as High Priority

- Canning Vale to Murdoch (along South Street)  
There are already bus transit lanes from the Freeway to Roe Highway. These are proposed to be extended to at least Nicholson Road
- Booragoon to Rossmoyne (along Leach Highway)  
This proposal is for transit lanes and priority from Riseley Street, Booragoon to Karel Avenue, and Rossmoyne along Leach Highway.
- Canning Highway  
The proposal for bus lanes and priority along Canning Highway has been planned for at least ten years.

*City's Response:*

The High Priority Public transport proposals are supported.

[3721 PROJ P Integrated transport Map](#)[3721 PROJ P Public Transport On-Road Network Map](#)[3721 PROJ P Rail Network Map](#)High Frequency Public Transit Corridors

High frequency public transport corridors are where bus services are available at a frequency of five minutes in peak times and 15 minutes outside of peak times. The most significant change is to increase frequency from 15 minutes during peak to five minutes during peak.

High frequency bus services within the City are proposed for

- Marmion Street  
This follows the existing Route 501 which currently runs at 15 minute frequency servicing connections between Bull Creek Station, Melville City Centre and local and neighbourhood centres at North Lake Road, Redwood Crescent, Stock Road, McKimmie Street and Tamar Street as well as Myaree Industrial Area.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)**

- Stock Road between Leach Highway and Canning Highway.  
This additional connection has previously been promoted by the City as it would provide connection between Stock Road Local Centre and Melville District Centre and fills a gap in existing walkability to bus services. The corridor will provide opportunities for transfer to connections at Leach Highway, Marmion Street and Canning Highway.
- Route 115 through Riseley Street, Leach Highway, Jackson Ave, Somerville Boulevard and Gilbertson Road.  
This corridor recognises the existing high frequency service that runs at 15 minute frequency increasing the frequency to five minutes. The route connects Kardinya District Centre, Somerville Neighbourhood Centre, Melville City Centre, Riseley District Centre, Canning Bridge District Centre and Canning Bridge railway station.
- Murdoch Drive  
This corridor will connect Murdoch secondary activity centre with Melville City Centre as well as allowing transfers at South Street, Leach Highway, Riseley Street and Marmion Street.

The South West Group undertook journey to work investigations in 2013 for key employment locations such as Booragoon Shopping Centre and other work locations in the South West Group region. It concluded that improvements in the frequency and routes for bus services is required to increase utilisation and better support mobility options for workers.

**[3721 PROJ P Freeway Network Map](#)**

*City's Response:*

The identified High Frequency Public Transit Corridors are supported.

**Freight Network****Perth Freight Link (PFL)**

PFL part of inner metropolitan freeway ring including

- Roe Highway Stage 8
- Fremantle Tunnel
- Fremantle Port Connect

PFL links to Gateway and North Link By 2.7M

Confirms the commitment of Government to the PFL. Upgrade of whole Roe Highway to Freeway Standard.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)***City's Response:*

Directing freight movements to the primary freight route is supported as well as removing freight and the conflict with general traffic off roads such as Leach Highway and Stock Road. Although the Perth Freight Link is shown as the primary freight route, Leach Highway, Stock Road Tunnel and the Fremantle Rockingham Highway are shown as secondary freight routes. It is recommended that the Plan provide additional reinforcement that the bulk of freight through Melville will be directed to the primary freight routes.

**Road Network**

Fremantle - Rockingham Highway (the current Stock Road) By 3.5M

Freeway standard road extending from, Leach Highway south to Kwinana Freeway at Mundijong Road.

*City's Response:*

The proposed upgrade of Stock Road to freeway standard has potential for localised impact on the residential areas of Willagee and Palmyra. The design of the interchange with Leach Highway also has the potential of creating a barrier between the Stock Road local centre and surrounding residential areas. Discussion should continue in terms of potential impacts on local amenity and as to whether freeway standard is required or desirable.

Stock Road Tunnel By 3.5 M

A tunnel extending north from Leach Highway linking with Stephenson Avenue at Jon Sanders Drive in Osborne Park and extending to Mitchell Freeway south of Reid Highway.

*City's Response:*

The long term proposal for a tunnel from Leach Hwy to Stephenson Avenue in Osborne Park following the alignment of Stock Road is supported. The proposal has the potential to take pressure off Leach, Canning and Stirling Highways as well as the Kwinana Freeway. This will provide an alternative for traffic needing to access areas north of the River and also rationalise the traffic patterns within the City. The proposed upgrade of Stock Road to freeway standard and the proposed interchange with Leach Highway has potential for localised impact. The background reports suggest some resumption of properties to achieve this interchange. Northbound on-ramps are proposed from Canning Highway to the tunnel. The design of these should ensure they do not impinge on the adjoining Melville District Centre but instead make use of the current road reserve.

[3721 PROJ P Freight Network Map](#)

**Active Transport (Pedestrian/Cycle) Network**

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)**Three Points Green Bridge

By 2.7M

Cycle and pedestrian bridge across the Swan River connecting Chidley Point, Point Walter and Point Resolution

Expansion of off-road cycle network

By 2.7M

Fill gaps in off-road cycle network, expand off-road network (from 172kms to 850kms) to include additional river crossings and provide end of trip facilities at all major activity centres.

[3721 PROJ P Cycling Network Map](#)Expanding recreational network and providing boardwalks and floating pontoons for cycling and pedestrians

Proposed along the Swan and Canning Rivers where necessary and expanding network to four regional parks and wetland sites in the metropolitan area.

*City's Response:*

The identified measures with respect to the pedestrian/cycle networks are supported.

**Optimising the System**Improving network efficiency

Through optimising of the public transport network, introducing managed freeways and other Intelligent Transport System (ITS) technologies.

This proposal reinforces the City's current approach and may provide additional funding for the City to increase Public Transport accessibility and use.

Influencing travel choices

Through travel plans for new developments, parking strategies, transport pricing, travel behaviour programs and other factors influencing travel demand.

This proposal reinforces the City's current approach and may provide additional funding for the City to increase TravelSmart, Travel Demand Management Projects and Parking Strategies.

*City's Response*

The identified measures with respect to Optimising the System are supported.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)****COMMENT***Local Planning Strategy*

The City has prepared its recently adopted Local Planning Strategy (February 2016) based on the philosophy and requirements of the State government planning framework namely Directions 2031 and Beyond, the Central Sub Region Strategy and the draft Perth and Peel @ 3.5 Plan.

Based on Directions 2031 and Beyond, to accommodate 3.5 million people it is estimated that the Perth and Peel Regions will be required to produce 800,000 new dwellings by 2050. The objective is for 47% of all new dwellings constructed in the Perth/Peel Region or 215,000 dwellings are to be located within the Central Sub-Region.

The City of Melville has an estimated population of 106,655 (as at 2015) and approximately 40,000 dwellings. The City is expected to accommodate 18,500 new dwellings by 2050, which could generate an increase in population of around 42,500. Strategic planning across the City is providing the framework to facilitate these growth targets. The expected accelerated growth within the City will bring forward the need for improved road and transport services within the City.

The City's Local Planning Strategy reflects the centres designated in Directions 2031 and Beyond and State Planning Policy 4.2 (SPP 4.2 - Activity Centres Policy); with some minor variations particularly in respect to the public transport corridors, namely:

1. Activity Centres, Core – Murdoch, Garden City and Canning Bridge
2. Activity Centres – Riseley Street, Melville Plaza, Bullcreek, Petra Street and Kardinya shopping centre.
3. Station Precinct – Bull Creek Station.
4. Industrial Areas – Myaree and O'Connor.
5. Public Transport Corridors – Canning Highway, Marmion Street, South Street, part of Leach Highway, Riseley Street, Murdoch Drive, and part of North Lake Road.

The City's Local Planning Strategy confirms the activity centres in Directions 2031 and Beyond and SPP 4.2 and also includes additional local and neighbourhood centres.

*Murdoch Activity Centre*

The Murdoch Activity Centre (Core) is being planned and developed by the State Government as a large medical, education and mixed use centre, based on transport orientated principles, which when completed will have a development foot print second only to the Perth CBD. For this centre to function at its planned potential, it will require the road and public transport system to be designed to meet the expected future demand for road space, parking and accessibility to both bus and train services.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)**

The proposal to extend the Roe Highway west from the Kwinana Freeway will allow for a southern connection to Murdoch and will be a major factor in resolving the road planning issues and to avoid potential development constraints. The construction of the Roe 8 section of the Highway needs to be commenced as a matter of priority.

*Melville City Centre*

The City has prepared structure plans for the transformation of the Garden City Shopping Centre into a mixed-use City Centre comprising a “*high street*” with cafes, restaurants, additional shops, community facilities, and residential development. Given the strength of the City Centre which includes Garden City Shopping Centre and the future role of the Riseley Street Centre, the Riseley Street public transport corridor is suited to medium to high-density residential development which could support high frequency public transport services.

To support the City’s vision for the future role and development of Melville City Centre, it is imperative that the public transport proposals contained in the PTP are delivered in a timely way particularly the passenger rail connection between QE II - UWA and Murdoch together with the Bus Rapid Transit/Light Rail link to Canning Bridge.

*Riseley Street District Centre*

The City has established a clear vision for the Centre to become a vibrant and sustainable place to live, work, socialise and shop.

This Centre forms part of both the Canning Highway and Riseley Street Public Transport Corridors. Regardless of the type of development within the corridor, it is likely to remain a recognisable high order centre.

However, to achieve this, the City will rely on the upgrade and intensification of public transport services along Canning Highway and Riseley Street.

*Melville District Centre*

The City is developing an Activity Centre plan to encourage development of the Melville Plaza Shopping Centre and surrounding area into a vibrant mixed use activity centre. To achieve this, it is important that the level of service by public transport on Canning Highway be improved. Melville District Centre is part of the Canning Highway Public Transport Corridor and because of its ultimate size and commercial strength, it will be a dominant centre on Canning Highway serving a significant catchment.

*Canning Bridge District Centre*

The plan for Canning Bridge Activity Centre was approved by the Western Australian Planning Commission (WAPC) in April 2016.



**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)**

It is proposed that this area be developed for a wide range of uses including residential, civic, office, retail, and entertainment, with access to the Swan and Canning Rivers. The development area is extensive. In the City of South Perth section it includes parts of Como, Karawara, Manning and Salter Point. In the City of Melville section it includes parts of Applecross and Mount Pleasant. This is a significant area for redevelopment that will require high levels of road and public transport services to enable the project area to reach its full potential.

In 2014-15 MRWA traffic data showed that an average of 69,000 vehicles per day travelled over Canning Bridge and at peak times it carries between, 5,000 to 6,000 vehicles per hour. Because traffic flow is restricted this causes congestion during the peak periods. Canning Bridge is the only gateway into the City of South Perth from the western side of the Swan River. It is one of only three gateways into the City of Melville from the east. Canning Bridge is therefore a major link serving the two Cities.

Canning Bridge serves as a primary on ramp connection from the west onto the Kwinana Freeway and an off ramp connection from the north and south. Except for Judd Street and South Terrace this is the only other off ramp from the Kwinana Freeway into the City of South Perth. Therefore, Canning Bridge is an important part of the district and regional road system.

Canning Bridge is currently a highly constrained component of the regional road and public transport network serving the Perth CBD and the Cities of South Perth and Melville.

There are three lanes flowing in each direction on the Kwinana Freeway where it passes under Canning Highway. These lanes have already been expanded into the break-down lane and are up against the buttresses to the Bridge. The scope to increase the running lanes is limited. Every vehicle travelling to and from the Perth CBD from localities as close as, Manning and as far away as Bunbury, have to pass under Canning Highway. Currently this is the only feasible choice. This factor needs to be addressed, as the lane limitations under the Highway will reduce the benefit of increasing the capacity of the running lanes to the north.

The PTP proposal to duplicate Canning Bridge will not greatly alleviate the constriction that the Bridge places on the free flow of traffic on the Kwinana Freeway, but will improve the capacity of the bridge to carry more vehicles during peak flows and assist in facilitating the proposed increased density and mixed use activity in the vicinity.

Currently Canning Bridge is constrained with only two effective lanes travelling east and two effective lanes travelling west. Travelling east the flow of traffic in the inside lane is interrupted because of the bus stop serving the "*bus interchange*" with the passenger rail service. This effectively reduces the capacity of east-bound traffic lanes to one.

The bus to rail interchange warrants improvement as passengers wanting to connect from the train to the Curtin University bus service have no seating and have to either, stand by, lean against or sit on the traffic barrier while waiting for their connecting service.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)**

Therefore it is considered imperative that the upgrade of the road system and public transport interchange at Canning Bridge be included in the PTP road works program.

In May 2016 MRWA published a Kwinana Freeway and Canning Highway upgrade priorities plan, which includes the duplication of Canning Bridge, the relocation of the bus interchange and Cassey Street Bridge and the construction of the Manning Road south-bound on-ramp. These measures concur with the transport network improvements envisaged in the Canning Bridge Activity Centre Plan.

Despite the importance of Canning Bridge to both the Cities of Melville and South Perth and to the delivery of the Canning Bridge Redevelopment Precinct, the upgrading of Canning Bridge is not included in the road works program included in Appendix 1- Estimated Timelines in the PTP report. This needs to be addressed in the PTP.

The estimated cost of the works associated with the Canning Bridge upgrades as determined by MRWA is \$200m. In addition there is the proposal to increase the running capacity of the north and south bound lanes on the Kwinana Freeway, construction of the south-bound Manning Road on ramp and the proposal to grade separate Sleat Road and Reynolds Road at Canning Highway, which is estimated to cost \$277m.

**Public Transport**

The City is well served by public transport, with over 98% of properties within 400m of a bus stop. Opportunity exists to enhance connections to regional and district centres. For example, there is a lack of direct connections from Bicton, Attadale and Applecross to the Garden City Shopping Centre. Non-residential land located along the major through-roads within the City, are also well served by bus services. Generally the frequency of the bus services run between 15 to 30 minutes throughout the day.

The City is also served by the Canning Bridge, Bull Creek and Murdoch Railway Stations, located on the Perth to Mandurah line. The Bull Creek and Murdoch stations provide park and ride facilities and bus transfer facilities to connect travellers with the rail service. The Canning Bridge Station does not provide formal park and ride facilities, it is not conveniently located for bus to rail interchange and is not well served by pedestrian linkages.

To ensure that more rail travellers use buses rather than cars to get to the stations, it is important that the bus and rail timetables are better coordinated and more express services are available between the stations and selected bus ranks.

The City generally supports the proposed Public Transport On-Road Network. The Bus Rapid Transit routes proposed are consistent with the connections between the key activity centres in the City of Melville and the Public Transport Corridors recognised in the Local Planning Strategy. Forward planning for the enhancement of these routes in the future scenarios as High Frequency, High Priority and Bus Rapid Transport (BRT) provide the clarity for land use planning for higher density development in these centres and along these corridors as well as promoting enhanced services in the interim.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)**

Having regard to the intended scale of the Murdoch Specialised Activity Centre, strong preference is given to early introduction of light rail on the identified routes as opposed to bus rapid transit, particularly with respect to South Street and the link between Canning Bridge, Riseley Centre, Melville City Centre Booragoon and Murdoch.

The City proposes that consideration should be given to combining Stage 5A (UWA to Curtin) and 5B (Curtin to Canning Bridge) of the proposed Perth Light Rail service into a single project so that the current bus connection from Curtin University to Canning Bridge can be replaced with the ultimate service (light rail) and be integrated into the Canning Bridge Activity Centre plan. This would not only complete the light rail link but also give impetus to redevelopment of the precinct.

Similarly, the Bus Rapid Transit or Light Rail on-road link between Canning Bridge and Melville City Centre Booragoon should be brought forward to the 2.7 million target year and be extended to the Murdoch Centre. This is seen as important as this would provide a level of service that would assist in the redevelopment of Canning Bridge and the Activity Centres at Riseley Street, Booragoon and Murdoch and also encourage redevelopment within the associated Public Transport Corridor. The redevelopment of these centres earlier rather than later will help drive the objectives of Directions 2031 and Beyond and Perth and Peel @ 3.5 million.

In respect to the Public Transport Rail Network @ 3.5 Million and Beyond the City supports the notion of a passenger rail tunnel between QE II – UWA, Booragoon and Murdoch by 3.5 million, as a longer term project, which underlines the need to bring forward the On-Road Bus or Light Rail connection by 2.7 million between Canning Bridge and the Murdoch Centre. The route presents opportunities for further connections/stations at centres such as Point Walter and Riseley Street,

Moreover, it is recommended that Stage 2C of the project (Murdoch to Thornlie) form part of the 2A (Stirling to UWA) and 2B (UWA to Murdoch) stages of the project as this additional short section of the rail service would greatly enhance the public investment in the service by greatly increasing the catchment and therefore potential patronage.

The City supports the High Priority Public Transit Corridors proposed being Canning Vale to Murdoch (along South Street), Booragoon to Rossmoyne (along Leach Hwy) and Canning Hwy (along South Street).

The High Frequency Public Transport Corridor routes proposed (Marmion Street, Stock Road from Leach Hwy to Canning Hwy, Route 115, and Murdoch Drive) are consistent with the connections between the key activity centres in the City of Melville and are supported. Forward planning for the enhancement of these routes in the future scenarios as High Frequency, High Priority and Bus Rapid Transit provide the clarity necessary for land use planning for higher density developments in these centres and along these corridors as well as promoting enhanced services in the interim.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)****Road Network**

The three major north south roads serving the City are the Kwinana Freeway, North Lake Road and Stock Road. The three major east west roads are Canning Highway, Leach Highway and South Street.

Under the PTP proposals, the regional and district importance of these roads is reinforced.

These roads will continue to be the primary “*through-roads*” traversing the district and have been adopted under the Perth and Peel @ 3.5 Million Plan as the frame for the Public Transit Corridors. In some instances the characteristics and functions of these main roads may provide for and sustain Public Transit Corridors, but in many instances they may not because of existing road reserve widths, subdivision patterns and the configuration of land uses. The location, extent and opportunity to establish Public Transit Corridors along these major roads will have to be planned on a case-by-case basis so that neither the function of the road nor the operation of the land uses are compromised.

The proposed upgrade of Stock Road to freeway standard has potential for localised impact on the residential areas of Willagee and Palmyra. The design of the interchange with Leach Highway also has the potential of creating a barrier between the Stock Road local centre and surrounding residential areas. Discussion should continue in terms of potential impacts on local amenity and as to whether freeway standard is required or desirable.

The long term proposal for a tunnel from Leach Hwy to Stephenson Avenue in Osborne Park following the alignment of Stock Road has the potential to take pressure off Leach, Canning and Stirling Highways as well as the Kwinana Freeway. This will provide an alternative for traffic needing to access areas north of the River and also rationalise the traffic patterns within the City. The proposed upgrade of Stock Road to freeway standard and the proposed interchange with Leach Highway has potential for localised impact. The background reports suggest some resumption of properties to achieve this interchange. Northbound on-ramps are proposed from Canning Highway to the tunnel. The design of these should ensure they do not impinge on the adjoining Melville District Centre but instead make use of the current road reserve.

The City also supports the proposal to construct a tunnel as part of the Roe Highway extension between Stock Road and Stirling Bridge. This will provide for an efficient purpose built road to operate within a dedicated regional road reservation connecting traffic from the eastern sector of the Perth Metropolitan Region to the west and the Fremantle Port. The completion of this section of the Roe Highway will complete the ring road link, which has been planned for the past 60 years.

The Roe extension will cause the high levels of through traffic using Leach Highway, to be redirected onto a well-planned and designed road reducing the congestion on Leach Highway, improving safety, reducing pollution and enhancing the amenity and convenience for those residents and businesses that have direct property access onto Leach Highway. The finalisation of the Roe Highway will rationalise traffic movements in the City by taking pressure off the “*rat runs*” used by residents to avoid using Leach Highway because of the mix of heavy and light vehicles on a road not designed for high volumes of freight traffic.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)**

Although the City supports the proposal to improve the capacity of the running lanes on the Kwinana Freeway to improve access to the Perth CBD and to the northern and southern suburbs, according to the MRWA program this is planned to be completed by 2.7 million which could be by about 2036. This project requires additional priority. Planned upgrades to the Freeway should also consider the need for coastal protection works to provide for potential rise in sea level/river level as a result of long term climate change.

**Freight Network**

The City supports the inclusion of the proposed freight network to serve the Perth's southwest urban corridor where the State's largest industrial areas are located between Fremantle and Rockingham. The network provides a comprehensive road and rail network that is required to support existing and future industries planned for this area, such as Latitude 32, regardless of whether the outer harbour eventuates or not.

Based on the Freight Network works program it is clear that the outer harbour is not expected to be programmed for construction before the Perth and Peel population reaches 2.7 million, but may be contemplated before the population reaches 3.5 million.

As the South West Corridor is a major employment area, the proposed Freight road network, together with other roads, also serve as convenient connections for employees travelling to and from the Region.

The Council has previously resolved to support the proposal to confirm the extension of the Roe Highway as part of the Freight Network between, the Kwinana Freeway to Stirling Bridge. This will complete the Roe Highway ring road to Fremantle Port with connections to the Kwinana Freeway and Stock Road. Given the outer harbour is not programmed until after the population reaches 2.7 million, Leach Highway cannot continue to be the primary access road for freight traffic serving the Fremantle Port. Leach Highway is not sustainable as a freight route.

The completion of the Roe Highway as provided for in the Metropolitan Region Scheme will enable Fremantle Port to expand to its ultimate capacity without further exacerbating the current adverse impacts on residents and businesses fronting Leach Highway.

The City also supports the increased use of rail to convey freight to the Port, subject to due regard being given to the potential adverse noise and vibration impacts the rail service may have on adjoining land uses, heritage buildings and accessibility along the coast and Victoria Quay.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)****Active Transport (Pedestrian and Bicycle) Network**

The City of Melville is well served with pedestrian and bicycle paths.

The City supports the Cycling Network proposed in the PTP. The concept for a pedestrian and bicycle bridge from Chidley Point to Point Walter to Point Resolution has the potential for significant improvement of the cycling connections from City of Melville to University of WA, QEII Hospital precinct and CBD for Residents in West of the City. As well, this route would significantly improve the cycle times from Fremantle to CBD.

All points of proposed connection of the bridge are located in public recreation reserves and would require thorough and detailed technical consideration.

The proposal has the potential to enhance a popular tourist landmark at Point Walter and could be supported with tourist facilities, additional public art and landscaped public areas. There will need to be adequate parking and public transport facilities provided and these needs to be planned as part of the proposal.

The proposed expansion of the off-road cycle network reinforces the City's current approach and may provide additional funding for the City to improve and enhance cycling facilities.

The proposed expansion of the recreational network in selected locations along the Swan and Canning Rivers, by providing boardwalks and floating pontoons for cycling and pedestrians, reinforces the City's current approach. This additional priority may assist in the City gaining additional funding to improve and enhance existing or future cycling facilities.

**Ferry Services**

The PTP report mentions ferries as a mode of transport that should be the subject of further planning when there is the possibility of providing higher volume ferry services on the Swan River. The report suggests services could include East Perth, Claisebrook Cove, the Perth Stadium, Coode Street, Canning Bridge, Point Walter and the University of WA.

The City is of the view that the Swan and Canning River are underutilised for public transport services and supports the prospect of introducing and expanding ferry services on the River. There are some sites within the City with existing jetties that could be suitable for ferry boardings although the limited parking at some of the jetty sites and lack of public transport connections for ferry users is a constraint. The City also acknowledges that currently ferry services operating beyond Perth Water, are unlikely to be viable when competing with road and rail services.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)****Estimated Timelines**

Appendix 1 – Estimated Timelines in the PTP report sets out the indicative time frames for the prioritised transport projects to be implemented before the population of the Perth and Peel Region reaches 2.7 million, 3.5 million or 3.5 million and beyond.

The targets used in the timeline are too broad and do not give any real indication of the most likely years that the projects could be achieved making it difficult to make informed comment. Moreover, the Plan has been prepared without regard for the budgets necessary to implement the works.

The timeline comprises 70 projects. Of these 24 (34%) are planned to be undertaken before the 2.7million population target is reached, 33 (47%) before 3.5 million and 13 (19%) beyond 3.5 million. This demonstrates the need to ensure that the Plan remains a long-term commitment by successive governments given that only 34% of the proposed projects will be implemented within the next 20 years. This is important as some of the earlier projects rely on the later projects to complete the network i.e. some of these projects will not be complete without the later down-stream projects being undertaken.

Of the project areas, 33% relate to public transport initiatives, 21% to roads, the freight road and rail network 17%, intermodal terminals 4%, pedestrian and cycling 14% and system optimisation 11%.

The City of Melville will benefit from the public transport and road initiatives and these will drive the City's Local Planning Strategy which is aligned with the Perth Peel @ 3.5 Million and Beyond objectives and targets.

In relation to those projects that affect the City of Melville, the following amendments are recommended to the provisional programming in the PTP.

**Public Transport Network On-Road**

- The Canning Bridge to Curtin University light rail connection Stage 5B should be undertaken as part of Stage A to complete the light rail connection between QE II – UWA, Curtin and Canning Bridge. This reflects the current bus connection between Canning Bridge and Curtin University and will provide impetus to the Canning Bridge Activity Centre Plan redevelopment initiative. It is considered that this project should be implemented before the 3.5 million population target.
- The Stage 3 bus rapid transit between Canning Bridge and Booragoon (Garden City) should be extended to the Murdoch Centre as a single project and be implemented before the 2.7 million target population. This initiative has the potential to promote the redevelopment of the Canning Bridge Activity Centre, the intensification of the Riseley Street Centre, the Melville City Centre intensification and the Murdoch Activity Centre, all of which are recognised activity centres and form part of designated Public Transport Corridors. As outlined above, it is further recommended that the PTP recognise the importance of this route by reflecting it as a priority for light rail.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)****Public Transport Rail Network**

- The proposed rail link between QE II – UWA, namely Stages 2A and 2B should incorporate Stage 2C to become a single project. The short connection between Murdoch and the Thornlie railway line would make a significant difference to the catchment and level of service to this rail link initiative. This would also reinforce the importance of the Murdoch Activity Centre and enhance its accessibility from the eastern suburbs.

**Freeway Network**

- The Canning Bridge upgrade works should be included in the Estimated Timelines as part of the planned road improvements. These works should be included in the 2.7 million target period, and the planning and design should be commenced as soon as possible. The upgrades to Canning Bridge are seen as essential pre-emptive works necessary to facilitate and drive the Canning Bridge redevelopment precinct. It is considered that “all lanes running” initiatives on the Kwinana Freeway also require immediate implementation.

**Freight Network**

- The proposed timing of the extension of the Roe Highway between the Kwinana Freeway and Stirling Bridge in the PTP report is supported.
- The proposal to provide transfer systems to support the outer harbour for future container activities could be moved out to 3.5 million and beyond based on the PTP report and the ability for the inner harbour to handle 2.2 million TEU's.

**Local Planning Scheme and Local Policy Requirements**

N/A

**STAKEHOLDER ENGAGEMENT**

Advertising Required:	No stakeholder Engagement required.
Neighbour's Comment Supplied:	N/A
Reason:	N/A
Support/Object:	N/A

**COMMUNITY**

No external engagement has been carried out because the Perth Transport Plan is being advertised by State Government for public comment.

**II. OTHER AGENCIES / CONSULTANTS**

Other Agencies will respond to the PTP through the State Government consultation.



**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)**

**STATUTORY AND LEGAL IMPLICATIONS**

The Perth Transport Plan is currently in draft form for consultation. Following consultation the document will be adjusted and will be approved by the Minister for Transport. The document will then become a Regional Strategy that will guide planning for the Metropolitan area. The City of Melville's Integrated Transport Plan and Local Planning Strategy will be expected to be consistent with the PTP.

**FINANCIAL IMPLICATIONS**

There are potential long term financial implications in that the final version of the Perth Transport Plan may influence the City's forward works program.

**STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS**

There are no immediate strategic, risk or environmental management implications with this application. There may be some longer term risks with implementation of the Perth Transport Plan.

Although the release of the PTP represents an opportunity to comment on the long term strategic plan for transport in the metropolitan area, the detailed planning will require future consultation with the City. At this stage the following risks are identified.

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
The upgrading of Stock Road to a freeway standard may have a negative impact on residents in Willagee, Palmyra and Melville.	Major consequences which are likely, resulting in an <b>Extreme</b> level of risk.	Ensure State conforms to open and transparent planning practices which ensure the community is informed. Ensure all options are considered in future planning.
Construction of a tunnel from Leach Highway to North of the River along the Alignment of Stock road may lead to loss of amenity for residents close to Stock Road Leach Highway intersection.	Major consequences which are likely, resulting in an <b>Extreme</b> level of risk.	Ensure State conforms to open and transparent planning practices which ensure the community is informed. Ensure all options are considered in future planning.
Construction of the Perth Freight Link including Roe 8 to the Fremantle Port does not occur resulting in continuing and increased freight traffic on Kwinana Freeway, Leach Highway and South Street.	Major consequences which are likely, resulting in an <b>Extreme</b> level of risk.	The Plan relating to the construction of Roe 8 and the Perth Freight Link are commenced without delay.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)****POLICY IMPLICATIONS**

Final approval of the Perth Transport Plan will require a reference in the next review of the Local Planning Strategy and will influence the forward works program for transport related works.

**ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

N/A

**CONCLUSION**

The PTP is somewhat conceptual and lacks detail in terms of timing, complexity of implementation and funding. As a strategic future vision for transport options, the PTP provides an opportunity for the City to provide feedback on preferred elements and general transport priorities. This feedback is provided throughout this report. The following comment is also provided with respect to implementation of the PTP, particularly with regard to its capability as a robust long term strategy:

1. Land use planning, transport planning and utility infrastructure planning are inextricably linked and cannot be undertaken in isolation. All future planning associated with delivering the Perth and Peel @3.5 Million and Beyond Plan should be undertaken collaboratively with representative and responsible planning agencies to ensure the plans are highly integrated and drive common outcomes. The PTP does not demonstrate a clear relationship between the Perth and Peel @3.5 million Plan and the Perth Transport Plan, despite the understanding that the PTP was based on the 3.5 million Plan.
2. The Perth Transport Plan should be agreed and adopted as a bi-partisan plan to ensure that it remains an agreed strategy for delivering a long term transport plan for Perth and Peel. The success of the Metropolitan Region Scheme, which was gazetted in 1963, has been largely because it has been supported on a bi-partisan basis. Successive governments have continued to use the plan to achieve orderly and proper development in Perth over the past 53 years, which in the Australian context has been unique. There is no reason that this cannot apply to the proposed long term strategic plans being contemplated for Perth and Peel for the next 30 to 40 years.
3. The Perth and Peel @ 3.5 Million Plan and the Perth Transport Plan should be combined and incorporated into an MRS companion document and also be used as a basis to inform the preparation of Local Planning Strategies and Local Planning Schemes. This would be the means by which the PTP would be delivered.
4. It is proposed that the PTP be reviewed every four years. This should be done in the normal course of business, but the reviews should be confined to a review of the priorities, implementation and funding of the Plan. The strategic direction of the Plan should continue to apply and should only be modified if there are compelling circumstances that require a change in direction.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)**

5. There is a need to develop a detailed plan for the implementation of the priorities that make up the Plan until population target 2.7 million. Unless this is done it will be difficult to commit to a deliverable outcome. In particular priority should be given to public transport projects like heavy rail, rapid transit and bus priority corridors. Early completion of public transport projects will incentivise public transport usage, while existing roads are managed to achieve their full capacity before new roads are built.
6. The first five years of the Plan should be funded by way of a capital program. Alongside this should be specific budgets for delivering planning, transport and infrastructure projects designed to achieve the vision and objectives of the Perth and Peel @ 3.5 Million Plan.
7. The budgets should be sufficient to not only to deliver projects but also provide funding for the planning, design and approvals of proposed projects to ensure that there is continuity in the delivery of the Plan.
8. The WAPC's Infrastructure Coordinating Committee (ICC) should take a lead role in the co-ordination of the land use planning, transport planning and infrastructure planning to ensure that agency planning, programming and budgeting is delivered so as to maximise the opportunity for achieving the objectives of the Perth and Peel @ 3.5 Million Plan.
9. The State and local government planning authorities should work collaboratively to deliver co-ordinated regional strategic planning with local planning schemes, as it will be through local schemes that the State's strategic plans will be realised. The ICC should ensure that the State's investment in the delivery of infrastructure will deliver maximum economic and community benefit and minimises the risk of underutilised and stranded infrastructure resulting from a lack of agency co-ordination and co-operation.
10. Due to the scale and complexity of the task and the size of the financial commitment required to build the infrastructure necessary to support the Perth and Peel @ 3.5 Million Plan, the Government should undertake to investigate innovative ways to raise funds and deliver outcomes through alternative approaches such as private sector partnerships and other incentive arrangements.

Overall the PTP provides a range of strategic long term transport options for Perth. Content of the plan is largely in keeping with the City's planning framework and accordingly is generally supported. It is recommended that the City provide a submission on the PTP outlining general support in accordance with this report and identify the specific issues and comments raised in this report.

**P16/3721 - STRATEGIC COMMENT ON PERTH TRANSPORT PLAN (REC)  
(ATTACHMENT)****OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (3721)                      APPROVAL**

At 8.17pm Cr Schuster moved, seconded Cr Robartson –

**That the Council**

- 1. Notes the Public Transport Plan and the future planning for a complete transport system for Perth @3.5 million people.**
- 2. Requests the CEO to forward this report to the Department of Transport and prepare a submission on the Perth Transport Plan based on and consistent with this report by the end of the comment period.**

At 8.20pm the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY (10/0)**

At 8.21pm Cr Aubrey returned to the Meeting.

**CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)**

Disclosure of Interest

Item No.	CD16/8088
Elected Member/Officer	His Worship the Mayor
Type of Interest	Interest under Code of Conduct
Nature of Interest	Patron of Palmyra R.F.C
Request	Stay, discuss and vote
Decision of Council	Not Applicable

Disclosure of Interest

Item No.	CD16/8088
Elected Member/Officer	Cr Aubrey
Type of Interest	Interest under Code of Conduct
Nature of Interest	Patron of rugby at Palmyra Rugby Club
Request	Stay, discuss and vote
Decision of Council	Not Applicable

Ward	: All
Category	: Operational
Subject Index	: Community Sporting and Recreation Facility Funding
Customer Index	: Tompkins Park John Connell Reserve
Disclosure of any Interest	: No Officer involved in the preparation of this report has a declarable interest in this matter.
Previous Items	: Not applicable
Works Programme	: 2017-2018
Funding	: \$229,234
Responsible Officer	: Mick Doyle Healthy Melville Coordinator – Recreation Development.

CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)

AUTHORITY / DISCRETION

DEFINITION

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

**CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)****KEY ISSUES / SUMMARY**

This report seeks the endorsement of:

- The priority and ranking for two applications as part of the 2016 Standard and Forward Planning Grants for Community Sport and Recreation Facility Funding facilitated by the Department of Sport and Recreation.
- An increase of \$79,234 in the current Long Term Financial Plan 2017-2018 allocation of \$150,000 to \$229,234, for the installation of floodlights and upgrade to power cabling at John Connell Reserve.

**BACKGROUND**

The purpose of the Community Sport and Recreation Facilities Fund (CSRFF) program is to provide Western Australian Government financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation.

The program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

Priority is given to projects that lead to facility sharing and rationalisation. Multi-purpose facilities reduce infrastructure required to meet similar needs and increase sustainability. Applicants must be a local government authority or a not-for-profit sport, recreation or community organisation incorporated under the WA Associations Incorporation Act 2016. Clubs must demonstrate equitable access to the public on a short-term and casual basis.

When prioritising and rating, the local government is asked to consider the Key Principles of Facility Provision, rank in order of priority (highest priority application being ranked as one) and rate all applications based on:

- High: Well planned and needed by the municipality.
- High/Medium: Well planned and needed by the applicant.
- Medium: Needed by municipality, more planning required.
- Medium/Low: Needed by applicant, more planning required.
- Low: Idea has merit, more planning work needed.
- Not recommended.

The rating is to reflect how worthwhile the project is and indicate its importance on its actual benefit to the community.

**CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)**

The City is putting forward two applications for the 2016 Standard and Forward Planning Grant:

1. The establishment of a sporting hub at the Tompkins Park, including state of the art bowling facilities.
2. The installation of four floodlight towers at John Connell Reserve.

No other applications were received.

There are two key strategies for the City:

1. To create a sporting hub shared by a range of not for profit community groups at Tompkins Park.
2. To cater for the demand on its active reserves is to increase and improve the floodlighting on these reserves.

All applicants must liaise with their local government authority regarding the planning and building approvals pertinent to their project. It is a requirement of the Community Sporting and Recreation Facilities Fund process that all applications for funding are assessed, ranked and prioritised by the local government authority prior to being submitted to the Department of Sport and Recreation for funding consideration.

This item only requires endorsement of the priority and ranking, not endorsement of the project Business Cases that will come to the Council at a later date. The priority and ranking must meet the Department of Sport and Recreation's deadline which cannot be any later than the October 2016 Ordinary Meeting of Council. Failure to lodge the priority and ranking will miss an opportunity for any Department funding in 2017-2018.

**DETAIL**

The City of Melville engaged consultancy services to prepare a 20 year strategic plan for the potential future requirements of active reserves within the City. The objective of the study titled 'Strategic Provisions of Active Reserves' is to assess the current and future active reserves needs for each of the current sports played within the City, and provides potential scenarios for better utilisation and distribution of clubs on the City's reserves and facilities.

The study's key findings recommended that the City take action in terms of future development and management of floodlighting on active reserves and to complete a concept plan for Tompkins Park including Melville Bowling Club.

The City embarked on the development of a Lawn Bowls Strategy to address the future sustainable provision of facilities for the Sport of Bowls within the City. The Strategy recommended the development of a northern bowls and sporting hub at Tompkins Park and the relocation to and merger of Melville Bowls and Recreation Club and the Mount Pleasant Bowling Club to this hub.



**CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)****Tompkins Park Sporting Hub**

The attached draft Tompkins Park Concept Plan provides future direction for the development of Tompkins Park Reserve. It reflects the needs of the community inclusive of sporting and recreational use of the area, whilst providing optimum design to achieve social, environmental and financial benefits to the community and meets the following objectives:

1. To develop a site concept plan for Tompkins Park Reserve.
2. To investigate and recommend the optimal mix of facilities to accommodate existing and potential future tenants according to the best practice principles of shared use and collocation and to the needs of sporting clubs consistent with previous reporting.
3. To identify funding strategies to limit, if not eliminate the need to fund any developments from Council rates.

**8088 Tompkins Park Concept Plan (Draft)**

The draft Concept Plan is impacted by a proposal that was received for the Melville Bowls site and a section of Tompkins Park abutting the bowling club. However this does not impact on the area that this grant application relates to, which includes:

- Installing a minimum of 27 rinks to support the relocation of the Mount Pleasant Bowling and the Melville Bowls and Recreation Clubs;
- Repurposing the existing southern function area to become the bowling club/sports bar;
- Extending the existing southern building to include a kiosk, bowls office and change rooms;
- Upgrade and extend the existing eastern car park and new southern car parking to accommodate a minimum of 210 car bays;
- Relocation of the existing playground to make way for the extended car park; and
- External works relating to the reconfiguration of the sports fields, relocation of flood light towers and landscaping.

Stage two works will look at:

- Upgrades to the northern club bar and an extended balcony to the upstairs board room;
- Relocation of the existing centre management office;
- Development of a covered tiered limestone spectator area for the northern fields; and
- Further external works including the establishment of a new eastern cricket field.

**Installation of Four Floodlight Towers at John Connell Reserve**

All of the City of Melville reserves that are floodlit are at capacity; except John Connell Reserve which only has partial lighting. Introducing floodlighting at designated training grounds will provide additional flexibility when allocating use of grounds to clubs and provide additional options should a need arise in the future.

**CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)**

This application will see the removal of poor quality floodlighting which no longer meet Australian Standards. Additionally, an audit conducted by the City's Facilities and Assets Department found that the poles are at the end of life expectancy and recommended removal.

Currently, the reserve is partly floodlit and providing four new floodlighting poles will allow the active reserve to be fully floodlit.

The following represent the benefits of installing new floodlights:

- Opportunity to provide relief to over used active reserves;
- Opportunity for the current user groups to train and play later in the day/night;
- Spread the wear and tear on the reserve;
- Provides an overflow floodlit reserve if needed;
- Allows for passive recreation when floodlights are operating, improving the safety for local residents;
- Provides better security for the local area; and
- Provides another reserve which can be utilised all year round.

The main user group that will benefit from the installation of floodlights is the Leeming Strikers Football Club.

The Leeming Strikers Football Club has approached the City on many occasions to improve the floodlighting at John Connell Reserve. As can be seen in the background of this report, priority for floodlighting projects was given to projects that provided a larger community benefit.

In terms of future priorities, given the state of the existing lights and that John Connell Reserve is now also an overflow for Melville City Football Club; it is the next project of the priority list.

In 2016, the Leeming Strikers Football Club reported a membership of 112 senior and four junior members, with 14.65% of members reported as City of Melville residents. The Melville City Football Club, who will utilise the ground, has over 1,000 junior and 229 senior members, with approximately 65% being City of Melville residents.

The installation of upgraded floodlighting at this Reserve can also be relocated if this is required in the future.

**Assessment Process**

The City of Melville assessment process evaluates the key assessment factors in line with the Community Sporting and Recreation Facilities Fund Policy and Procedures for Local Government Authorities and State Sporting Associations. These assessment factors are:

**CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)**

- Project Justification;
- Planned Approach;
- Community Consultation;
- Management Planning;
- Access and Opportunity;
- Design;
- Financial Viability;
- Coordination;
- Impact on physical activity; and
- Sustainability.

See attached the CSRFF Recreation Development Fund Assessment Matrix Guidelines, CSRFF for Tompkins Park Sporting Hub and John Connell Floodlighting Assessments completed by Officers, and the Musco Lighting John Connell Specifications.

[8088 CSRFF Recreation Development Fund Assessment Matrix Guidelines](#)

[8088 CSRFF Tompkins Park Sporting Hub Assessment](#)

[8088 CSRFF John Connell Floodlighting Assessment](#)

[8088 Musco Lighting John Connell Specifications](#)

**STAKEHOLDER ENGAGEMENT****I. COMMUNITY****Tompkins Park Sporting Hub**

All existing user groups have been involved with the community engagement process undertaken by the City of Melville as part of developing the Tompkins Park Sporting Hub. This includes the general public and the feedback is summarised as follows:

- Face to Face Interviews with all Tompkins Park Clubs initially;
- Resident Forum & Survey conducted;
- Bang The Table (web based) survey;
- At least eight meetings with the Melville Bowling Club executive;
- Approximately four to six meetings with each of the users groups and the Tompkins Park Community Recreation Association;
- Atwell Arts Association Consultation –Involved in Concept Planning and design process; and
- Swan Estuaries Reserve Action Group (SERAG) consulted – future meeting scheduled for November.

**Installation of Four Floodlight Towers at John Connell Reserve**

The application to install new floodlighting at John Connell Reserve will be subject to the normal planning and building approval processes.

**CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)****II. OTHER AGENCIES / CONSULTANTS****Tompkins Park Sporting Hub**

The following community groups have been involved in the Tompkins Park consultations:

- Palmyra Rugby Union Club;
- Melville Cricket Club (WACA);
- Murdoch Melville Cricket Club;
- Ardross Junior Cricket Club;
- Perth Saints Football Club;
- Tompkins Park Touch;
- Bowls WA;
- Melville Bowls and Recreation Club;
- Mount Pleasant Bowling Club;
- Tompkins Park Sporting Association;
- The Department of Sport and Recreation; and
- The City of Melville.

There is general support from the clubs for the Concept Plan noting that there is still some concern in regard to developing the management model right so that no parties are disadvantaged.

Additionally, on 15 September 2016, the Mount Pleasant Bowling Club voted at a Special Meeting of Members to relocate to Tomkins Park and amalgamate with Melville Bowls and Recreation Club.

**Installation of Four Floodlight Towers at John Connell Reserve**

The following community groups have been involved in the proposed floodlighting of John Connell Reserve:

- The Department of Sport and Recreation;
- The Leeming Strikers Football Club;
- The City of Melville; and
- The Leeming Sporting Association.

**STATUTORY AND LEGAL IMPLICATIONS**

Both the Tompkins Park Sporting Hub and John Connell floodlighting project will be subject to the City of Melville's System Procedure SP-019 Purchasing and Procurement and will require the normal planning and building approvals. These internal procedures and applications will be under taken should the application for grant funding be successful.

**CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)****FINANCIAL IMPLICATIONS****Tompkins Park Sporting Hub**

At the time of writing this item, the City is considering a proposal for the lease of the existing Melville Bowls site and a section of Tompkins Park abutting the bowling club. The draft Concept Plan does not take into account the recently received proposal, which if approved, will reduce the overall cost of the Tompkins Park Concept Plan project.

The final concept and costs will be formalised once the outcome of the proposal for the bowling club site is known and will be subject to a separate agenda item to the Council at a later date. The objective of this Council report is to prioritise and rank the applications submitted for the purpose of assessment by the Department of Sport and Recreation.

Both the City of Melville and the Department of Sport and Recreation give a higher funding priority to joint and shared use facilities. Officers believe the application to the Department of Sport and Recreation has added benefits which the Department would find attractive when providing funding. These include:

- A large regional type community sporting facility used by a minimum of six sporting clubs;
- The ability of the facility to cater for a range of community activity above that of sports;
- The relocation of two bowling clubs into a sports hub to merge and form a new club; and
- The new bowling club operating out of state of the art facilities and relocation from facilities that are in need of significant refurbishment.

The maximum funding this project could receive from the Department of Sport and Recreation is \$2,000,000.

The funding amount of \$150,000 for detailed design is listed within the City of Melville's 2016-2017 budget. The ten year Long Term Financial Plan lists \$3,200,000 in 2017-2018 for stage one works and a further \$1,600,000 in 2019/2020 for future works. These amounts will be updated to reflect the project costs and staging prior to the Long Term Financial Plan being presented to Council for endorsement in December 2016.

**Installation of Four Floodlight Towers at John Connell Reserve**

The City's Long Term Financial Plan has an allocation of \$150,000 for the installation of floodlights in the 2017-2018 financial year.

**CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)**

The total cost of the project is \$321,900 (ex GST) which includes:

- Design, supply, install and commission Musco LSG Sports Lighting System comprising of four 25 metre poles with a total of 24 fixtures;
- Includes budget on electrical, installation of concrete foundations and all crane work for poles P1 and P2; and
- Site clean-up including soils from foundations and the final commission and test of lights.

Total \$ 260,000.00

- Provide a remote controlled Wi-Fi system which can be operated by the Bookings Officer at the City of Melville. Lighting can be operated in line with the Ground Allocations usage.

Total \$18,000.00

- Five percent contingency

\*Total \$13,900.00

- A power cable upgrade (from transformer to the club rooms) will be required. These upgrades are not part of the criteria for funding so the City of Melville would be required to meet the full cost of these works.

\*Estimate \$30,000.00

<b>Project Cost</b>	<b>Department of Sport</b>	<b>City of Melville</b>
\$260,000	\$ 86,666	\$173,334
\$ 18,000	\$ 6,000	\$ 12,000
\$ 13,900*		\$ 13,900
\$ 30,000*		\$ 30,000
<b>\$321,900</b>	<b>\$ 92,666</b>	<b>\$229,234</b>

\*Not funded by Community Sport and Recreation Facilities Funding

Assuming a contribution from the Community Sport and Recreation Facilities Funding of \$92,666, the City of Melville would be required to fund \$229,234. This item is also requesting that the \$150,000 listed in the long term financial plan be increased by \$79,234 to have a total of \$229,234 put forward in the 2017-2018 budget.

Officers are not seeking financial support from the Leeming Strikers Soccer Club for this initial project due to:

- The reserve will be used by other groups as shared usage;
- The Officers aim for flexibility in booking the reserve, and
- The intention is for the City to charge a fee for the use of the floodlights.

CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)

STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS

Tompkins Park Sporting Hub

Risk Statement	Level of Risk	Risk Mitigation Strategy
Unsustainable levels of Council funding for Clubs and under-utilisation of City land resources.	Consequence Rating: Catastrophic Likelihood: Almost Certain Risk Rating: <b>Extreme</b>	Continue to review Sports and community facilities in line with the City's Neighbourhood Development – Community Hub Policy.
The operations of the redeveloped Tomkins Park are unsustainable for clubs and leads to an increased cost to the community.	Consequence Rating: Moderate Likelihood: Possible Risk Rating: <b>Medium</b>	Design of modest multi-purpose facilities. Use existing built space where possible. Develop as part of wider community sporting hub. Understand the essential needs for the facility to operate efficiently.  Ensure an appropriate management model and a comprehensive management plan is implemented.
Negative public reaction from disapproving members of either bowling club or members of the public.	Consequence Rating: Moderate Likelihood: Likely Risk Rating: <b>High</b>	Full engagement and input from Clubs regarding design and governance models of new facilities.

**CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)**

**Installation of Four Floodlight Towers at John Connell Reserve**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
The Reserve has limited aging floodlighting which restricts the City from allocating the reserve in the evening.	Moderate consequences which are possible, resulting in a <b>Medium</b> level of risk.	Install floodlighting at John Connell to upgrade the current lights and increase light spill and usage of the active playing reserve.
This presents a number of issues such as safety, supervision, wear and tear.	Moderate consequences which are possible, resulting in a <b>Medium</b> level of risk.	
This contributes to the overuse of other reserves.	Major consequences which are possible, resulting in a <b>High</b> level of risk.	
The current conditions of the existing lights could result in a pole falling causing injury or damage to property.	Major consequences which are unlikely, resulting in a <b>Medium</b> level of risk.	Remove existing and install new floodlight towers.
Lights left on by users resulting in unnecessary costs, reduced life expectancy and impact of the local amenity.	Minor consequences which are possible, resulting in a <b>Medium</b> level of risk.	Install remotely programmed lighting system.

**POLICY IMPLICATIONS**

The objective of the City of Melville's Policy CP – 037 Neighbourhood Development – Community Hub is to ensure a consistent approach to Neighbourhood Development to gain the greatest community benefit through the facilitation or provision of:

- Appropriately located community facilities owned by the City.
- Facilities consolidated into identified community hubs – which aim to provide:
  - effective and efficient service coordination and delivery;
  - place making;
  - community building;
  - a localised approach for the delivery of services; and
  - a financially sustainable community asset.
- Provision of services to support and develop community groups.



**CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)**

The objective of the City of Melville's Policy CP – 028 Physical Activity is to increase opportunities for physical activity; leading to the improved health and wellbeing of the community.

**ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

An alternative is not to support the recommended Priority and Rating of these projects and rank as Not Recommended.

However, to not support each of these options would result in the applications for funding through the CSRFF being unsuccessful. This option would also be at odds with the City's strategy to provide joint and shared use facilities and adequate floodlighting to its sporting reserves. It would also be in conflict with the City of Melville's policies CP – 037 and CP – 028.

By not supporting the Tompkins Park Sporting Hub would leave the City with a pending sustainability issue with the sport of Bowls. Furthermore, the colocation of two single sporting groups into a multi-use community facility is advantageous to the City and the future of the sport of bowls.

Additionally, there are added benefits for the existing user groups at Tompkins Park. Upgraded clubroom facilities, new playing surfaces and a realigning of current pitches will assist in the sustainability of these other clubs.

By not floodlighting John Connell Reserve will contribute to the increasing over use of other flood lit reserves in the winter season. This will result in the City not keeping pace with the increasing demand from population and participation growth. Cost to rectify wear and tear of these overused reserves will also be an ongoing issue. If the lights are not removed within the next three to four years, there is a potential of the lights failing due to condition or a pole falling, which could cause injury of damage to persons and property.

**CONCLUSION**

The CSRFF program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

The redeveloped facilities at Tompkins Pak provide an optimal mix of facilities to accommodate existing and new tenants. The potential colocation of two clubs form a critical part of this optimal mix and demonstrates best practice principles of shared use community facilities. Should the concept be broadened to include a wave park it would become a facility with regional status.

Installing improved floodlighting towers at John Connell Reserve will allow the City to allocate use of the whole ground in the evenings. It will provide quality lighting to a reserve which has the capacity to increase use and relieve some overuse from other reserves.

The current floodlighting at the John Connell Reserve is inadequate and not to current Australian Standards.

**CD16/8088 – COMMUNITY SPORT AND RECREATION FACILITIES FUND ANNUAL FORWARD PLANNING GRANTS ROUND (REC) (ATTACHMENT)**

Floodlights provide an increased level of safety for players, parents and club members.

Lighting of local reserves also provides an opportunity for members of the public to use the reserve later into the evening for casual activities such as walking, jogging and walking the dog.

Having the lights remotely controlled removes further pressure on clubs, allows the lights to be scheduled in line with ground allocations and will alleviate the lights being left on when no activity is taking place.

**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (8088)****APPROVAL****That the Council:**

1. **Prioritise and rate the Community Sport Recreation Facilities Fund (CSRFF) grant submission for the Tompkins Park Sporting Hub as follows:**

**PROJECT PRIORITY            1**

**PROJECT RATING            High - Well planned and needed by municipality.**

2. **Prioritise and rate the CSRFF grant submission for the installation of four floodlight towers at John Connell Reserve as follows:**

**PROJECT PRIORITY            2**

**PROJECT RATING            High - Well planned and needed by municipality.**

3. **Support an increase to the 2017-2018 budget allocation in the Long Term Financial Plan from \$150,000 to \$229,234 for the installation of floodlights on sports reserves to be funded by the Community Facilities Reserve.**

4. **Notes that the Concept Plan and cost estimates for the Tompkins Park redevelopment, including bowling facilities, will be presented at a future Council meeting for endorsement.**

At 8.23pm the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**M16/5505 - POLICY REVIEW – MANAGEMENT SERVICES (REC) (ATTACHMENTS)**

Ward : All  
 Category : Policy  
 Subject Index : Corporate Policy  
 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 : Item M15/5458 - Policy Review – Management Services - Ordinary Meeting of the Council – 8 December 2015  
 Works Programme : Not Applicable  
 Funding : Not Applicable  
 Responsible Officer : Corrine Newman  
 A/Governance & Compliance Program Manager

**AUTHORITY / DISCRETION**

**DEFINITION**

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

**M16/5505 - POLICY REVIEW – MANAGEMENT SERVICES (REC) (ATTACHMENTS)****KEY ISSUES / SUMMARY**

- The policies within the responsibility of Management Services have been examined and brought forward with minor amendments for consideration and adoption.
- Policies that are defined as a Council Policy require the approval of the Council whereas Operational Policies are approved by the Chief Executive Officer.
- This report recommends that the reviewed policies be adopted.

**BACKGROUND**

A two yearly review cycle has been implemented to ensure all policies remain current. The City of Melville has Council Policies, which for Management Services, the majority were reviewed in December 2015. Officers have reviewed the balance of the Management Services policies in 2016 and presented the reviewed policies with proposed amendments to the Council for consideration.

**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 the Council relate to:

- Strategic Positioning of the 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) 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 Council within the limitations as set by Section 5.43 of The Act.

Where applicable procedures will be prepared for some policies to define a sequence of activities, tasks or steps that when undertaken in the sequence laid down produces the described result, product or outcome.

**M16/5505 - POLICY REVIEW – MANAGEMENT SERVICES (REC) (ATTACHMENTS)**

This report provides comment on four policies from Management Services. The policies referred to in this report are as follows:

**CP-004 Council Chamber, Committee Rooms, Conference Room and Members Reception Lounge**

Title of Policy changed from “Council Chamber, Committee Rooms, Conference Room and Members Reception Lounge” to “Use of Elected Member Meeting Rooms and Facilities”

Policy Scope - Minor changes have been made

Policy Statement – Changed from “Use of Council Chamber is determined by the Mayor: to “The Council Chamber is to be used for official Meetings of the Council. Other uses of the Council Chamber are to be approved by the Mayor”.

Members Reception Lounge – Minor Changes have been made.

Procedures – The procedures section has been deleted.

Other References Applicable to this Policy – Other documents have been added applicable to the Policy

**CP-017 Legal Representation**

No Change

**CP-052 Quasi Judicial Role**

Policy Owner changed from “Director Urban Planning” to “Executive Manager Legal Services” plus several very minor changes in body of Policy.

**CP-062 Fraud and Corruption Prevention Policy**

Policy Owner changed from “Director Corporate Services” to “Executive Manager Legal Services”, plus several minor changes in the Policy Statement section.

**STAKEHOLDER ENGAGEMENT****I. COMMUNITY**

Not applicable.

**II. OTHER AGENCIES / CONSULTANTS**

Not applicable.

**M16/5505 - POLICY REVIEW – MANAGEMENT SERVICES (REC) (ATTACHMENTS)**

**STATUTORY AND LEGAL IMPLICATIONS**

This review of policies has particularly included references to legislation to support the policy position. The policies are consistent with the current *Local Government Act 1995* and relevant Regulations.

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

**STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS**

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

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

**POLICY IMPLICATIONS**

All Council Policies are being reviewed and a significant number will be amended as a consequence of the review.

**ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

The Council has policies to provide direction to officers on the Council's expectation of how a variety of matters will be addressed. This direction provides a consistent approach to all persons who make similar applications to the City.

Should the Council resolve to remove the Council Policies, it is possible that inconsistency in the dealing with these matters would occur.

**M16/5505 - POLICY REVIEW – MANAGEMENT SERVICES (REC) (ATTACHMENTS)****CONCLUSION**

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

**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (5505)****APPROVAL**

**That the Council approves the four policies reviewed by Management Services as contained in the following attachments:**

**[CP-004 Council Chamber, Committee Rooms, Conference Room and Members Reception Lounge](#)**

**[CP-017 Legal Representation](#)**

**[CP-052 Quasi Judicial Role](#)**

**[CP-062 Fraud and Corruption Prevention](#)**

At 8.23pm the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**M16/5000 – 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 : Corrine Newman – A/Governance and Compliance Program Manager

**AUTHORITY / DISCRETION**

**DEFINITION**

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

**KEY ISSUES / SUMMARY**

This report details the documents to which the City of Melville Common Seal has been applied for the period from 26 August 2016 up to and including 22 September 2016 and recommends that the information be noted.



**M16/5000 – 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**

<b>Register Reference</b>	<b>Parties</b>	<b>Description</b>	<b>ECM Reference</b>
1256	The City of Melville and Rusty Dolphin Pty Ltd and Gregory James Sommer	Extension to the Deed of Lease for five years expiring 31 May 2021	3950957
1257	The City of Melville and Rusty Dolphin Pty Ltd (Portion of Point Walter Reserve No 4813)	Deed of Variation to Lease	3950959
1259	The City of Melville and Sarah Pearn Studio 3 Admin	Hire of the studio is to commence on 1 July 2016 and expiring on 31 December 2016.	3961713

**M16/5000 – COMMON SEAL REGISTER (REC)****STAKEHOLDER ENGAGEMENT****I. COMMUNITY**

Not applicable.

**II. OTHER AGENCIES / CONSULTANTS**

Not applicable.

**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.

**M16/5000 – COMMON SEAL REGISTER (REC)****CONCLUSION**

This is a standard report for Elected Members' 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 26 August 2016 up to and including 22 September 2016.**

At 8.23pm the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**C16/6000 - INVESTMENT STATEMENTS AS AT 31 AUGUST 2016 (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**

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

**KEY ISSUES / SUMMARY**

This report presents the investment statements for the period ending 31 August 2016 for the Council's information and noting.

**C16/6000 - INVESTMENT STATEMENTS FOR AUGUST 2016 (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**

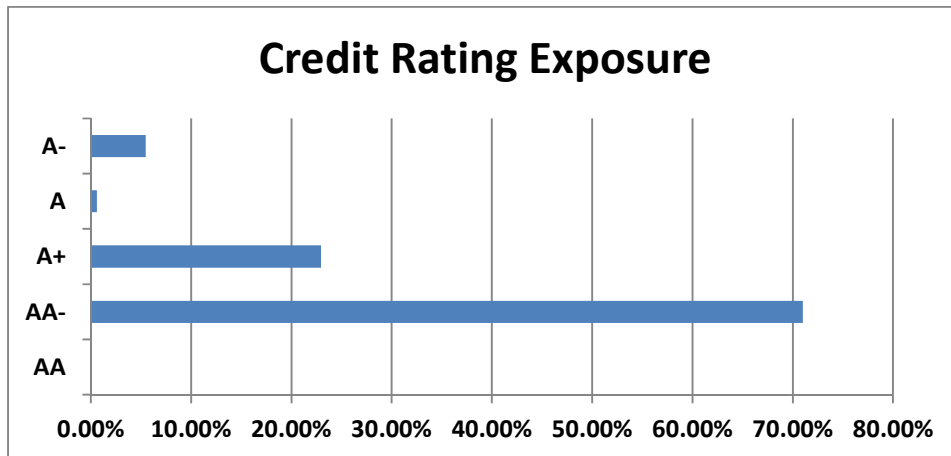
Summary details of investments held as at 31 August 2016 are shown in the tables below. The following statements detail the investments held by the City as at 31 August 2016.

<b>CITY OF MELVILLE</b>	
<b>STATEMENT OF INVESTMENTS</b>	
<b>FOR THE PERIOD ENDING 31 August 2016</b>	
<b>SUMMARY BY FUND</b>	<b>AMOUNT</b>
	<b>\$</b>
MUNICIPAL	\$ 52,729,779
RESERVE	\$ 111,225,898
TRUST	\$ 832,134
CITIZEN RELIEF	\$ 206,154
	<b>\$ 164,993,965</b>
<b>SUMMARY BY INVESTMENT TYPE</b>	<b>AMOUNT</b>
	<b>\$</b>
11AM	\$ 5,472,124
31DAYS AT CALL	\$ 1,000,000
60DAYS AT CALL	\$ 2,000,000
90DAYS AT CALL	\$ 5,000,000
TERM DEPOSIT	\$ 149,291,196
BOND	\$ -
FRTD	\$ 2,000,000
UNITS (Local Govt Hse)	\$ 230,645
	<b>\$ 164,993,965</b>
<b>SUMMARY BY CREDIT RATING</b>	<b>AMOUNT</b>
	<b>\$</b>
AA	\$ -
AA-	\$ 116,963,320
A+	\$ 37,800,000
A	\$ 1,000,000
A-	\$ 9,000,000
BBB+	\$ -
UNITS (Local Govt Hse)	\$ 230,645
	<b>\$ 164,993,965</b>

**C16/6000 - INVESTMENT STATEMENTS FOR AUGUST 2016 (REC)**

STATEMENT OF INVESTMENTS FOR THE PERIOD ENDING 31 August 2016					
INSTITUTION / INVESTMENT	INVESTMENT TYPE	Interest Rate %	S & P RATING	AMOUNT \$	MATURITY DATE
BANKWEST (11AM)	11AM	2.50%	AA-	\$0	On call
WESTPAC (MAXI DIRECT)	11AM	1.70%	AA-	\$2,100,000	On call
WESTPAC (MAXI BONUS 1)	11AM	1.95%	AA-	\$2,341,848	On call
WESTPAC (MAXI BONUS 2)	11AM	1.95%	AA-	\$1,030,276	On call
				<b>\$5,472,124</b>	
WESTPAC (31DAYS AT CALL)	31DAYS AT CALL	2.15%	AA-	\$1,000,000	On call
				<b>\$1,000,000</b>	
WESTPAC (60DAYS AT CALL)	60DAYS AT CALL	2.95%	AA-	\$2,000,000	On call
				<b>\$2,000,000</b>	
WESTPAC (90DAYS AT CALL)	90DAYS AT CALL	3.05%	AA-	\$5,000,000	On call
				<b>\$5,000,000</b>	
BANK OF QUEENSLAND (TERM)	TERM	Various	A-	\$2,000,000	Various
BANKWEST (TERM)	TERM	Various	AA-	\$22,000,000	Various
BENDIGO AND ADELAIDE BANK (TERM)	TERM	Various	A-	\$3,000,000	Various
CITIBANK (TERM)	TERM	Various	AA-	\$0	Various
COMMONWEALTH BANK (TERM)	TERM	Various	AA-	\$30,500,000	Various
AMP BANK (TERM)	TERM	Various	A+	\$5,000,000	Various
ANZ BANK (TERM)	TERM	Various	AA-	\$11,500,000	Various
ING BANK (TERM)	TERM	Various	A-	\$2,000,000	Various
MACQUARIE BANK (TERM)	TERM	Various	A	\$1,000,000	Various
NAB (TERM)	TERM	Various	AA-	\$31,503,726	Various
RABODIRECT (TERM)	TERM	Various	AA	\$0	Various
ST GEORGE BANK (TERM)	TERM	Various	AA-	\$1,000,000	Various
SUNCORP METWAY LTD (TERM)	TERM	Various	A+	\$20,300,000	Various
WESTPAC (TERM)	TERM	Various	AA-	\$19,487,470	Various
				<b>\$149,291,196</b>	
ING BANK (FRTD)	FRTD	3.27%	A-	\$2,000,000	7-Mar-17
				<b>\$2,000,000</b>	
UNITS IN LOCAL GOVT HOUSE	NA	NA	NA	\$230,645	NA
<b>TOTAL FUNDS INVESTED</b>				<b>\$164,993,965</b>	
<b>CREDIT RISK COMPARISON</b>					
CREDIT RISK	AMOUNT	\$	ACTUAL PROPORTION	MAX. % AMOUNT IN TOTAL PORTFOLIO	Comments
AA		\$0	0%	80%	
AA-		\$129,463,320	78%	80%	
A+		\$25,300,000	15%	50%	
A		\$1,000,000	1%	50%	
A-		\$9,000,000	5%	50%	
BBB+		\$0	0%	20%	
UNITS IN LOCAL GOVT: HOUSE		\$230,645	0%	0.1%	Council Decision
<b>TOTAL</b>		<b>164,993,965</b>	<b>100%</b>		

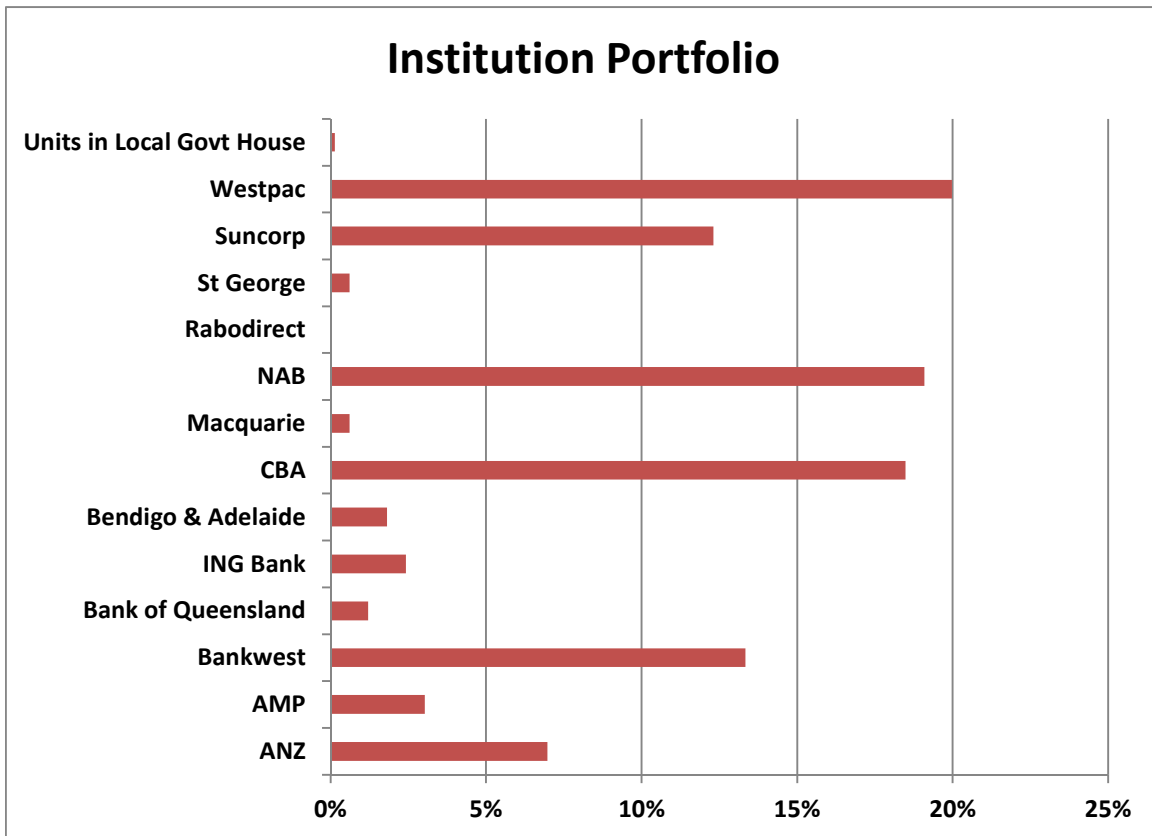
**C16/6000 - INVESTMENT STATEMENTS FOR AUGUST 2016 (REC)**



<b>DIVERSIFICATION RISK</b>						
INSTITUTION	INVESTMENT TYPE	S & P RATING	AMOUNT \$	ACTUAL PROPORTION	INSTITUTION PROPORTION	MAX. % WITH ANY ONE INSTITUTION
ANZ BANK (TERM)	TERM	AA-	11,500,000	6.97%	6.97%	25%
AMP BANK (TERM)	TERM	A+	5,000,000	3.03%	3.03%	20%
BANKWEST (11AM)	11AM	AA-	-	0.00%		
BANKWEST (TERM)	TERM	AA-	22,000,000	13.33%	13.33%	25%
BANK OF QUEENSLAND (TERM)	TERM	A-	2,000,000	1.21%	1.21%	20%
BENDIGO AND ADELAIDE BANK (TERM)	TERM	A-	3,000,000	1.82%	1.82%	20%
CITIBANK (TERM)	TERM	AA-	-	0.00%	0.00%	25%
COMMONWEALTH BANK (TERM)	TERM	AA-	30,500,000	18.49%		
COMMONWEALTH BANK (COVERED BOND)	BOND	AAA	-	0.00%		
COMMONWEALTH BANK (RETAIL BOND)	BOND	AA	-	0.00%		
COMMONWEALTH BANK (FRN)	FRN	AA	-	0.00%	18.49%	25%
ING BANK (TERM)	TERM	A-	2,000,000	1.21%		20%
ING BANK (FRTD)	FRTD	A-	2,000,000	1.21%	2.42%	20%
MACQUARIE BANK (TERM)	TERM	A	1,000,000	0.61%	0.61%	20%
NAB (TERM)	TERM	AA-	31,503,726	19.09%	19.09%	25%
RABODIRECT (TERM)	TERM	AA	-	0.00%	0.00%	25%
ST GEORGE BANK (TERM)	TERM	AA-	1,000,000	0.61%	0.61%	25%
SUNCORP METWAY LTD (TERM)	TERM	A+	20,300,000	12.30%	12.30%	20%
WESTPAC (MAXI BONUS 1)	11AM	AA-	2,341,848	1.42%		
WESTPAC (MAXI BONUS 2)	11AM	AA-	1,030,276	0.62%		
WESTPAC (MAXI DIRECT)	11AM	AA-	2,100,000	1.27%		
WESTPAC (31DAYS AT CALL)	31DAYS AT CALL	AA-	1,000,000	0.61%		
WESTPAC (60DAYS AT CALL)	60DAYS AT CALL	AA-	2,000,000	1.21%		
WESTPAC (90DAYS AT CALL)	90DAYS AT CALL	AA-	5,000,000	3.03%		
WESTPAC (FRTD)	FRTD	AA-	-	0.00%		
WESTPAC (TERM)	TERM	AA-	19,487,470	11.81%	19.98%	25%
UNITS IN LOCAL GOVT HOUSE	NA	NA	230,645	0.14%	0.14%	
			<b>164,993,965</b>	<b>100%</b>	<b>100%</b>	

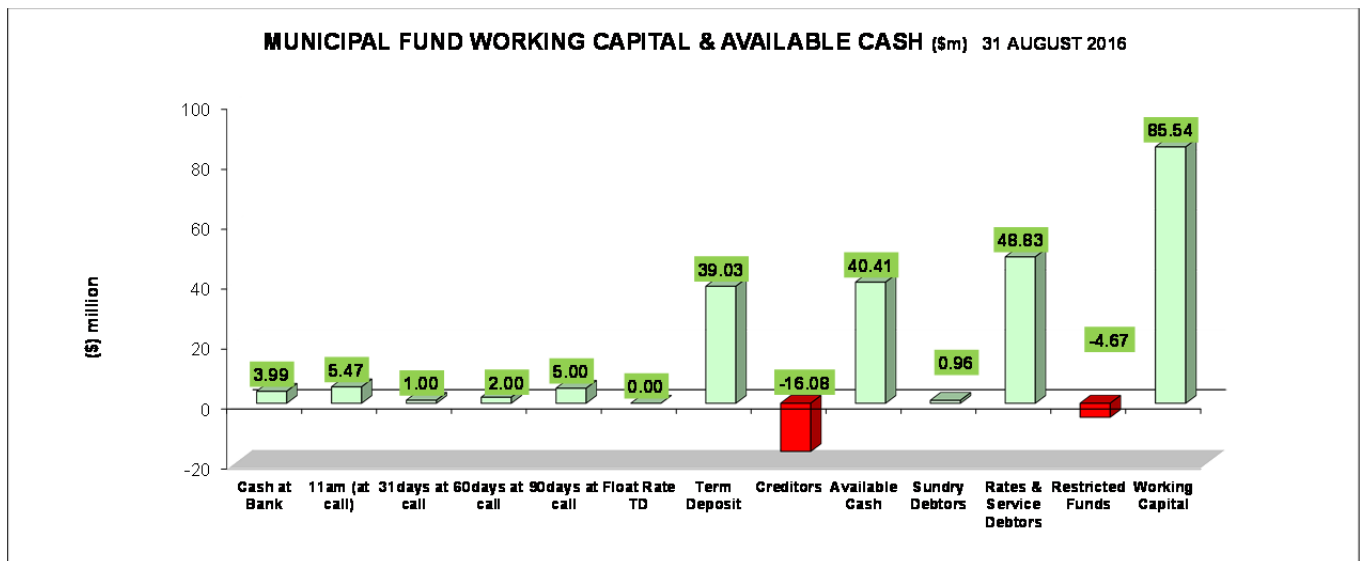
<b>MATURITY COMPARISON</b>				
TERM to MATURITY	AMOUNT \$	ACTUAL PROPORTION	MAX. % IN ANY ONE YEAR	Comments
MUNICIPAL & TRUST FUNDS				
< 1 year	53,331,267	100%	100%	
	<b>53,331,267</b>	<b>100%</b>		
RESERVE FUNDS				
< 1 year	111,225,898	100%	100%	
	<b>111,225,898</b>	<b>100%</b>		

C16/6000 - INVESTMENT STATEMENTS FOR AUGUST 2016 (REC)



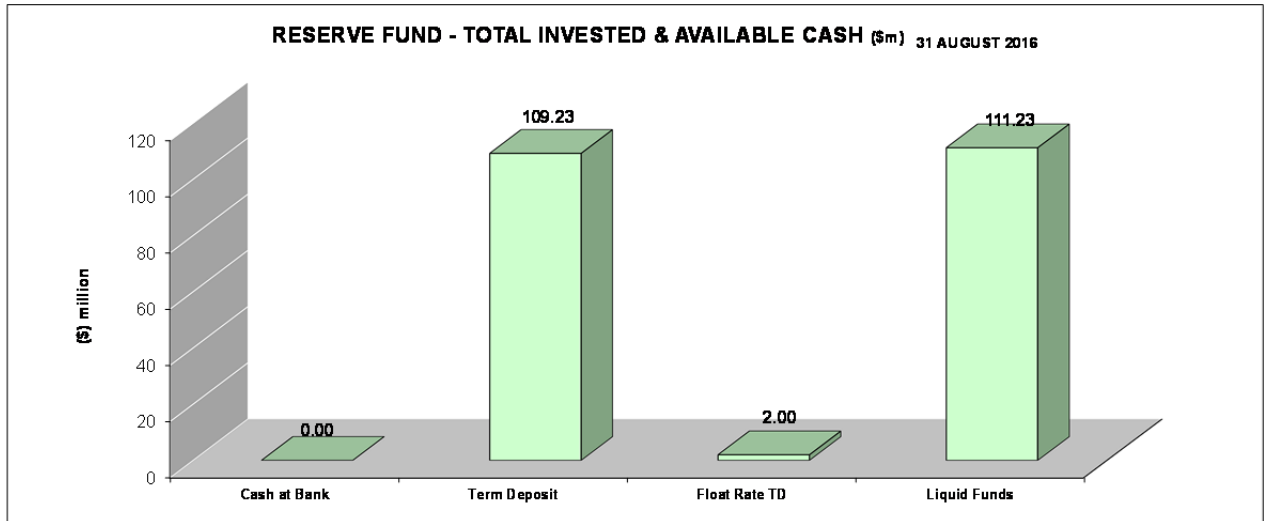
**Net Funds Held**

The graphs below summarise the Municipal Fund working capital and available cash and the funds held in the Reserve Fund as at 31 August 2016.

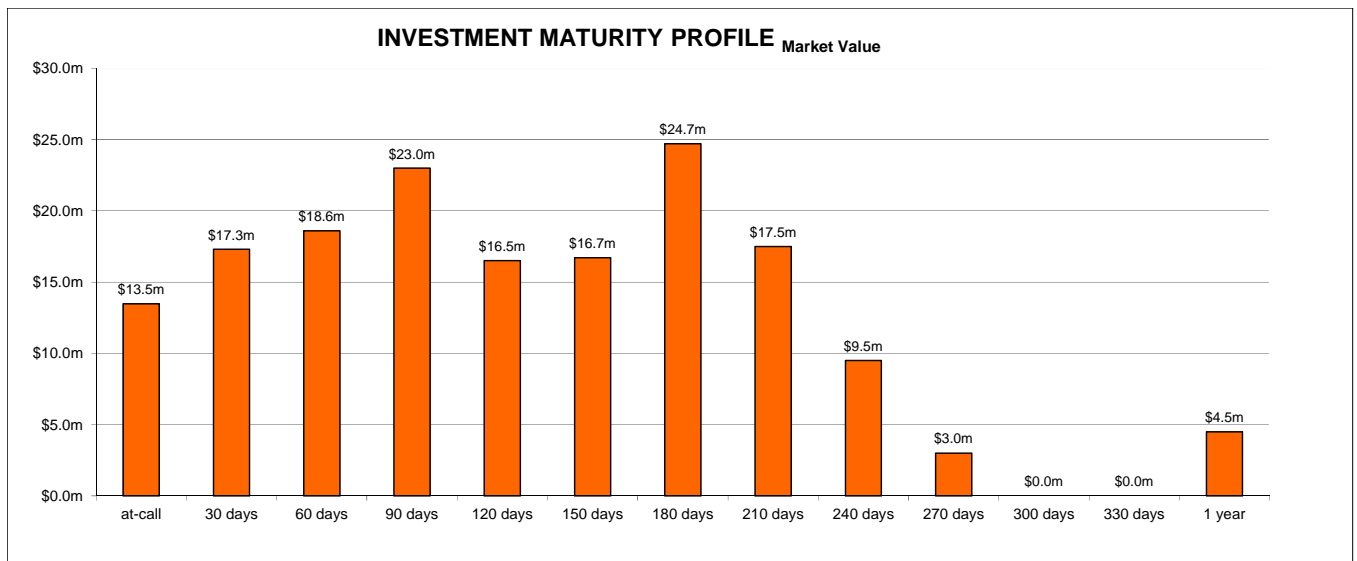




C16/6000 - INVESTMENT STATEMENTS FOR AUGUST 2016 (REC)



The graph below summarises the maturity profile of the City's investments at market value as at 31 August 2016.



**C16/6000 - INVESTMENT STATEMENTS FOR AUGUST 2016 (REC)****STAKEHOLDER ENGAGEMENT****I. COMMUNITY**

This report is available to the public on the City's web-site and hard copies of this agenda and attachments are available for viewing at the City's five public libraries.

**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).

**FINANCIAL IMPLICATIONS**

For the period ending 31 August 2016:

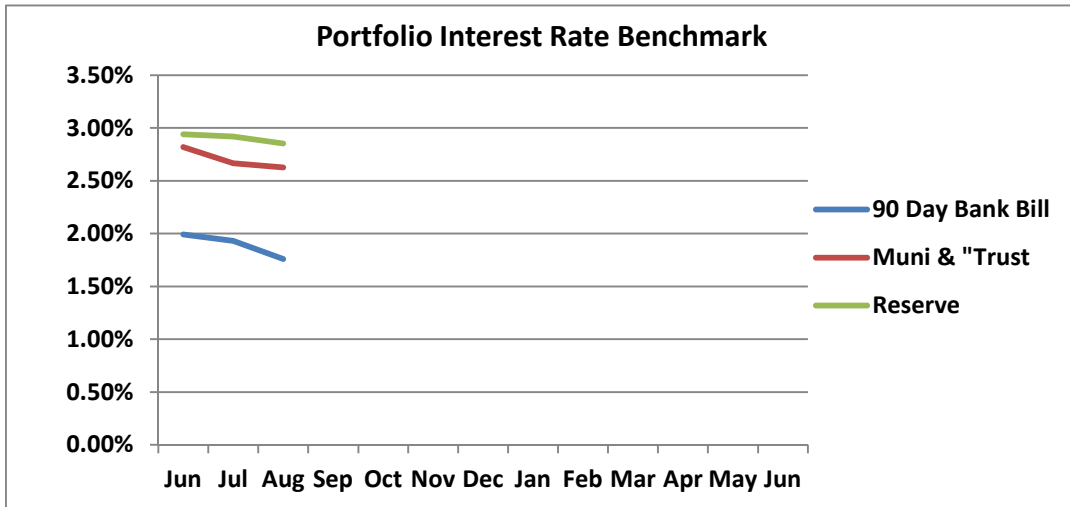
- Investment earnings on Municipal and Trust Funds were \$68,857 against a year to date budget of \$106,839 representing a \$37,982 negative variance.

The weighted average interest rate for Municipal and Trust Fund investments as at 31 August 2016 was 2.63% which compares favourably to the benchmark three month bank bill swap (BBSW) reference rate of 1.76%.

- Investment earnings on Reserve accounts were \$506,177 against a year to date budget of \$384,027 representing a \$122,150 positive variance.

The weighted average interest rate for Reserve account investments as at 31 August 2016 was 2.85% which compares favourably to the benchmark three month bank bill swap (BBSW) reference rate of 1.76%.

**C16/6000 - INVESTMENT STATEMENTS FOR AUGUST 2016 (REC)**



**STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS**

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.

The interest rate risk is high due to the short-term nature of the City’s investments and the inability, due to legislative restrictions, to lock into longer dated investments which attract higher interest rates and help reduce exposure to reductions in interest rates.

There are no other identifiable strategic, risk and environmental management implications.

**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*.

**ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

Not applicable.

**C16/6000 - INVESTMENT STATEMENTS FOR AUGUST 2016 (REC)****CONCLUSION**

The City's investment portfolio is invested in highly secure investments that are returning low investment returns which are commensurate with the low level of risk of the portfolio.

Future investment earnings are expected to continue to decrease when compared to previous years as interest rates continue to stay low and the Reserve Bank of Australia (RBA) continues to reduce the official cash rate. Furthermore legislative restrictions that have been implemented by the Western Australian State Government limiting term deposits to a maximum term of 12 months, has resulted in the City not being able to invest in longer term deposits which, depending on the interest rate yield curve, can attract higher interest rates than shorter term investments.

**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (6000)****NOTING**

**That the Council notes the Investment Report for the period ending 31 August 2016.**

At 8.23pm the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**C16/6001 – SCHEDULE OF ACCOUNTS PAID FOR AUGUST 2016 (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**

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

**KEY ISSUES / SUMMARY**

This report presents the details of payments made under delegated authority to suppliers for the month of August 2016 and recommends that the Schedule of Accounts Paid be noted.

**C16/6001 – SCHEDULE OF ACCOUNTS PAID FOR AUGUST 2016 (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 31 August 2016 ([6001 August 2016](#)), including Payment Registers numbers, Cheques 529 to 532 and Electronic Funds Transfers batches 404 to 407, Trust Payments, Card Payments and Payroll was distributed to the Elected Members of the Council on 30 September 2016.

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

Supplier Name	Remittance Number	Remittance Details	Amount
Australia Post Perth	E051114 & E051372	Postage charges	\$39,214.18
Australian Taxation Office	Direct Bank Transfer	Pay as You-Go taxation and other deductions from employee payroll for pays 3 & 4	\$620,229.00
Axiis Contracting Pty Ltd	E051216 & E051442	Concrete works	\$236,661.22
City of Cockburn	E051036	Commercial waste tip fees for July 2016	\$35,088.04
Crazy Lobster Pty Ltd	E051242	Cleaning of public toilets City wide	\$30,386.40
Data#3 Limited	E051123 & E051378	Citrix licence renewal, Symantec subscription renewal, 12x HP Elite desktop computers and 3x HP EliteBook 840 G3 computers	\$79,567.31
Department of Commerce	E051031	Remittance of Building Service Levy collected on building licence applications	\$26,075.70
Department of Fire and Emergency Services	E051424	ESL remittance for June and July 2016	\$1,857,361.74
DVG Mountway Melville Hyundai	E051058	Purchase of Hyundai TQ3 iLoad van	\$41,970.19
EMSO Maintenance T/A Crabclaw Holdings P/L Trustee for EMSO Investment Trust	E051111 & E051370	Building maintenance	\$66,628.38
Excel Kerbing	E051161 & E051407	Kerbing works	\$43,733.25
Flexi Staff	E051066 & E051333	Temporary employment	\$47,648.66
Forpark Australia	E051312	Replacement of playground equipment at Carmody Park, Layman Park, Bill Dixon Park and Kadidjiny Park	\$98,912.00
Fredon Air Pty Ltd	E051233 & E051457	Service and maintenance to air conditioners City wide	\$38,191.21
Hydroquip Pumps	E051074 & E051339	Service and repairs to pumps City wide	\$193,924.50
Local Health Authority Analytical Committee	E051427	Analytical services	\$26,234.10

**C16/6001 – SCHEDULE OF ACCOUNTS PAID FOR AUGUST 2016 (REC) (ATTACHMENT)**

<b>Supplier Name</b>	<b>Remittance Number</b>	<b>Remittance Details</b>	<b>Amount</b>
Natural Area Management and Services	E051293	Foreshore revetment works at Point Heathcote and Jeff Joseph Reserve, weed control at various Reserves and tube stock	\$99,820.17
Nexxis Pty Ltd	Chq 065502	Riezler FWL-150 camera system for drainage	\$86,734.45
RBM Drilling	E051091 & E051349	Drilling of bore at Jeff Joseph Reserve and Attadale Foreshore	\$40,290.80
Rhysco Electrical Services	E051154 & E051401	Electrical services	\$47,721.69
Roads 2000 Pty Ltd	E051199	Road resurfacing at The Esplanade and Marmion Street	\$107,650.19
Southern Metropolitan Regional Council	E051125 & E051380	MSW, MRF and green waste gate fees for July, MSW gate fees for August and annual member contributions for 2016/2017	\$1,390,556.73
Supersealing	E051404	Crack sealing works City wide	\$107,687.53
Swan Contracting and Labour Hire	E051251 & E051471	Construction maintenance	\$31,464.00
Synergy	E051065 & E051332	Electricity charges	\$323,390.15
TJS Cleaning Services Perth Pty Ltd	E051215 & E051441	Cleaning of LeisureFit Booragoon and Melville and AH Bracks Library	\$35,974.40
Tree Amigos Tree Surgeons	E051149	Tree lopping services	\$38,316.63
Water Corporation	Chq's 065412 & 065492	Water charges	\$333,235.56
Western Power	E051062 & E051330	Cash call 6 for Melville South project, cash call 2 for Bicton North project and pole relocation at The Esplanade	\$1,557,919.54
Woodlands Distributors & Agencies Pty Ltd	E051398	Installation of parking shelter at Operations Centre	\$35,582.80
Westpac Bank	Direct Bank Transfer	Payment of salaries and wages to City employees net of tax and deduction for pays 3 and 4	\$2,071,601.97
Youngs Plumbing Service Pty Ltd	E051141 & E051394	Building maintenance	\$59,770.84

**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.

**C16/6001 – SCHEDULE OF ACCOUNTS PAID FOR AUGUST 2016 (REC) (ATTACHMENT)****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.

**CONCLUSION**

This is a regular monthly report for the Council's information.

**OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (6001)****NOTING**

**That the Council notes the Schedule of Accounts paid for the period ending 31 August 2016 as approved by the Director Corporate Services in accordance with delegated authority DA-035, and detailed in attachment [6001 August 2016](#)**

At 8.23pm the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY EN BLOC (11/0)**



**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR AUGUST 2016 (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**

<input type="checkbox"/>	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"/>	<b>Executive</b>	<b><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></b>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes &amp; policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	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 type="checkbox"/>	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 31 August 2016 and recommends that they be noted by the Council.
- The variances for the month of August 2016 and recommends that they be noted by the Council.
- Budget amendments for the period ending 31 August 2016 and recommends that they be adopted by Absolute Majority decision of the Council.

**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR AUGUST 2016 (AMREC)  
(ATTACHMENTS)**

**BACKGROUND**

The Statements of Financial Activity for the period ending 31 August 2016 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.

For the period ending 31 August 2016, net (i.e. incomes less expenditure) operating positive variances of \$4.43 million and net capital positive variances of \$1.17 million were recorded.

**Variations**

CITY OF MELVILLE STATEMENT OF VARIANCES IN EXCESS OF \$50,000 by Program for the Period Ended 31 August 2016							
	August Actual \$	YTD Rev. Budget \$	YTD Actual \$	Variance \$	Variance %	Annual Budget \$	Annual Rev. Budget \$
<b>Revenue</b>							
Governance	(21,340)	150	(50,475)	(50,625)	-33750%	900	900
General Purpose Funding	1,639,784	7,153,775	7,285,217	131,443	2%	12,931,170	12,931,170
Health	107,105	58,227	202,482	144,255	248%	349,360	349,360
Community Amenities	143,959	1,831,034	1,919,670	88,636	5%	3,136,387	3,236,387
Recreation and Culture	679,496	1,450,364	1,137,885	(312,479)	-22%	8,469,621	8,469,621
Transport	119,627	239,695	336,436	96,741	40%	4,641,787	5,054,358
Other Property and Services	143,910	70,897	398,433	327,536	462%	3,356,430	3,356,430
	2,917,462	13,980,261	14,422,014	653,898	3%	35,739,377	36,350,078
<b>Expenses</b>							
Governance	(251,649)	(855,467)	(497,180)	358,287	-42%	(4,110,317)	(4,299,013)
Law, Order, Public Safety	(322,333)	(628,486)	(568,027)	60,459	-10%	(4,051,723)	(4,159,633)
Community Amenities	(1,980,046)	(4,806,934)	(3,454,779)	1,352,155	-28%	(24,619,692)	(25,419,269)
Recreation and Culture	(2,323,301)	(4,758,502)	(3,789,918)	968,584	-20%	(28,710,832)	(28,913,122)
Transport	(1,105,919)	(2,519,340)	(2,044,202)	475,139	-19%	(15,078,943)	(15,133,578)
Other Property and Services	(905,665)	(3,590,488)	(2,878,693)	711,796	-20%	(11,740,320)	(12,471,900)
	(9,099,178)	(21,338,741)	(17,429,783)	5,902,092	-18%	(101,232,456)	(103,308,395)
<b>Net Result Excluding Rates</b>	<b>(6,181,716)</b>	<b>(7,358,479)</b>	<b>(3,007,768)</b>			<b>(65,493,079)</b>	<b>(66,958,317)</b>
<b>Capital Revenue &amp; Expenditure</b>							
Purchase of Furniture & Equipment	(47,951)	(581,395)	(50,530)	530,865	-91%	(1,454,494)	(2,388,989)
Purchase of Land & Buildings	(80,702)	(696,102)	(128,673)	567,428	-82%	(3,786,000)	(8,407,372)
Purchase of Infrastructure Assets	(970,263)	(1,115,644)	(1,043,683)	71,961	-6%	(15,935,141)	(21,035,187)

**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR AUGUST 2016 (AMREC)  
(ATTACHMENTS)**

A more detailed summary of variances and comments based on the Rate Setting Statement by Sub-Program ([6002A Sub Program August 2016](#)) is provided in attachment [6002H August 2016](#).

**Revenue**

\$82.63 million in Rates was raised to 31 August 2016. This is compared with a revised year to date budget of \$82.63 million, resulting in an immaterial positive variance of \$127.00

**Money Expended in an Emergency and Unbudgeted Expenditure**

Not applicable for August 2016.

**Budget Amendments**

Details of Budget Amendments requested for the month of August 2016 are shown in attachment [6002J August 2016](#). Highlighted are seven budget amendment journals greater than \$50,000 that were processed in August 2016.

- \$1,294,293 – Transfer of Capital Works Income to Project Specific Cost Centres.
- \$5,365,858 – Carry Forward Budgets from 2015/2016.
- \$84,000 – Transfer of PLEEC Carpark Lighting Project to Willagee Structure / Place Planning Project and Pt Walter Wash Down Bay Project .
- \$80,710 – Reversal of duplicate carry forward for Bull Creek Library refurbishment.
- \$1,240,500 – Amalgamate Carry Forward Capital Works Projects to streamline project management.
- \$135,375 – Transfer income budget for Capital Works Projects: Deep Water Point and Pt Walter Boat Ramp.
- \$97,130 – New grant funding from Department of Attorney General for Criminal Property Confiscation Grants Program.

**Rates Collections and Debtors**

Rates, Refuse, Fire and Emergency Service Authority and Underground Power payments totalling \$51,078,420 were collected over the course of the month. Rates collection progress for the month of August is -1.8% below the target of 58%. This represents a dollar value of \$1,551,608. As at 31 August, 56.2% of 2016/2017 rates had been collected, compared with 57.5% collected for the same time last year.

Total sundry debtor balances decreased by \$235,705 over the course of the month from \$1,202,223 to \$996,518. The 90+ day's debtor balance increased by \$71,054 from \$41,014 to \$112,068.

**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.

No debts were written off under delegated authority in the month of August 2016.

**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR AUGUST 2016 (AMREC)  
(ATTACHMENTS)**

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

DESCRIPTION	LINK
Rate Setting Statement by Program – August 2016	<a href="#">6002A August 2016</a>
Rate Setting Statement by Sub-Program – August 2016	<a href="#">6002A Sub Program August 2016</a>
Statement of Financial Activity – August 2016	<a href="#">6002B August 2016</a>
Representation of Net Working Capital – August 2016	<a href="#">6002E August 2016</a>
Reconciliation of Net Working Capital – August 2016	<a href="#">6002F August 2016</a>
Notes on Rate Setting Statement reporting on variances of 10% or \$50,000 whichever is greater – August 2016	<a href="#">6002H August 2016</a>
Details of Budget Amendments requested – August 2016	<a href="#">6002J August 2016</a>
Summary of Rates Debtors – August 2016	<a href="#">6002L August 2016</a>
Graph Showing Rates Collections – August 2016	<a href="#">6002M August 2016</a>
Summary of General Debtors aged 90 Days Old or Greater – August 2016	<a href="#">6002N August 2016</a>

**STAKEHOLDER ENGAGEMENT**

**I. COMMUNITY**

Not applicable.

**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:

**34. Financial activity statement report — s. 6.4**

(1A) In this regulation — **committed assets** means revenue unspent but set aside under the annual budget for a specific purpose.

**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR AUGUST 2016 (AMREC)  
(ATTACHMENTS)**

(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.

**FINANCIAL IMPLICATIONS**

Variances are dealt with in attachment [6002H August 2016](#) (Notes on Statement of Variances in excess of \$50,000 by Sub-Program).

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**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR AUGUST 2016 (AMREC)  
(ATTACHMENTS)****STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS**

There are no identifiable strategic, risk and 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 31 August 2016.

**C16/6002 – STATEMENTS OF FINANCIAL ACTIVITY FOR AUGUST 2016 (AMREC)  
(ATTACHMENTS)**

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

At 8.22pm Cr Aubrey moved, seconded Cr Robartson –

**That the Council:**

- Note the Rate Setting Statement and Statements of Financial Activity for the month ending 31 August 2016 as detailed in the following attachments:**

<b>DESCRIPTION</b>	<b>LINK</b>
Rate Setting Statement by Program – August 2016	<a href="#">6002A August 2016</a>
Rate Setting Statement by Sub-Program – August 2016	<a href="#">6002A Sub Program August 2016</a>
Statement of Financial Activity – August 2016	<a href="#">6002B August 2016</a>
Representation of Net Working Capital – August 2016	<a href="#">6002E August 2016</a>
Reconciliation of Net Working Capital – August 2016	<a href="#">6002F August 2016</a>
Notes on Rate Setting Statement reporting on variances of 10% or \$50,000 whichever is greater – August 2016	<a href="#">6002H August 2016</a>
Details of Budget Amendments requested – August 2016	<a href="#">6002J August 2016</a>
Summary of Rates Debtors – August 2016	<a href="#">6002L August 2016</a>
Graph Showing Rates Collections – August 2016	<a href="#">6002M August 2016</a>
Summary of General Debtors aged 90 Days Old or Greater – August 2016	<a href="#">6002N August 2016</a>

- By Absolute Majority Decision adopts the budget amendments, as detailed in the attached Budget Amendment Reports for August 2016 [6002J August 2016](#).**

At 8.22pm the Mayor submitted the motion, which was declared

**CARRIED BY ABSOLUTE MAJORITY (11/0)**

**16. EN BLOC ITEMS**

At 8.23pm Cr Schuster moved, seconded Cr Phelan–

**That the recommendations for items CD16/8088, M16/5505, M16/5000, C16/6000 and C16/6001, be carried En Bloc.**

At 8.23pm the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY (11/0)**

**17. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****17.1 Public Question Time at Agenda Briefing Forums**Disclosure of Interest

Item No.	17.1
Elected Member/Officer	Cr Macphail
Type of Interest	Interest under Code of Conduct
Nature of Interest	In a Partiality Interest Disclosure
Request	Stay, discuss and vote
Decision of Council	Not Applicable

**That the Council amends Council Policy CP-014 – “Question Time at Council and Committee Meetings” by:**

- 1. Amending the “Policy Scope” section of the policy to read:  
“Ordinary and Special Council meetings, Agenda Briefing Forums and Committee meetings that are open to the public.”**
- 2. Amending the second paragraph of the “Policy Statement” section of the policy to read:  
"In accordance with The Act and Regulations, the minimum time of fifteen minutes will be allocated at the commencement of a meeting prior to the debate of any matter that requires a decision to be made by the Council or the Committee. In addition to the requirements of The Act and Regulations and subject to the same provisions, the minimum time of fifteen minutes will be allocated at the commencement of an Agenda Briefing Forum of any matter that requires a decision to be made by the Council in the immediate following Ordinary Council meeting. Question Time provides for questions to be raised by members of the public and responded to at the meeting (Question Time)."**



**17.1 Public Question Time at Agenda Briefing Forums (Continued)****REJECT AND REPLACE**

At 8.25pm Cr Schuster moved, seconded Cr Robartson –

**The Council rejects the proposed Notice of Motion in relation to Public Question Time at Agenda Briefing Forums (ABFs) listed at Item 17 and replaces it as follows:**

- 1. The Council amends Policy CP-014 (Question Time at Committee and Council Meetings) as follows;**
- 2. Inserts a new section on page 2 at the end of the section “Policy Statement” headed “Public Question Time at Agenda Briefing Forums”, which reads as follows:**
  - a) Council recognises that Agenda Briefing Forums, as currently structured, are not Prescribed meetings within the meaning of the *Local Government Act* in respect to the matter of Public Question Time;**
  - b) Council, as a matter of policy, allows a public question time at its Agenda Briefing Forums subject to the following requirements;**
    - questions can be asked by any resident, ratepayer or representative of a corporate ratepayer in the City of Melville;**
    - questions must be submitted in writing to the Chief Executive Officer (CEO) by 10.00am on the day before the start of the ABF (for avoidance of doubt if an ABF commences at 6.30pm on a Tuesday, the written question must be received by the CEO by 10.00am on the preceding day unless that day is a Public Holiday in which case the question must be received by 10.00am on the day of the ABF.**
    - if the person asking the question is not seen to be present in the Council Chamber by the Presiding Member, when the question is read, the question will be taken on notice and responded to in writing to the questioner;**
    - the public question time will last for 15 minutes, except where all submitted questions have been answered prior to 15 minutes elapsing, unless a majority of Councillors present at the ABF indicate to the Presiding Member it should be extended;**
    - questions specifically relating to an item on the particular ABF agenda, and referenced as such, will be dealt with first; and,**
    - the general provisions of the *Local Government Act* as they relate to Public Question Time at Prescribed Council meetings will guide the conduct and management of Public Question Time at ABFs in addition to this Policy.**

**17.1 Public Question Time at Agenda Briefing Forums (Continued)**

**AMENDMENT**

At 8.46pm Cr Woodall moved seconded Cr Phelan –

**That dot point 5 of the Reject and Replace Motion be amended as follows -**

**“Only questions specifically relating to an item on the particular ABF agenda, as determined by the Presiding Member, will be responded to”.**

At 8.55pm the Mayor submitted the motion, which was declared

**CARRIED (8/3)**

Vote Result Summary	
Yes	8
No	3

Vote Result Detailed	
Cr Aubrey	Yes
Cr Foxtton	Yes
Cr Macphail	Yes
Cr Phelan	Yes
Cr Robartson	Yes
Cr Wieland	Yes
Cr Woodall	Yes
Mayor Aubrey	Yes
Cr Barton	No
Cr Pazolli	No
Cr Schuster	No

**COUNCIL RESOLUTION (17.1)**

**The Council rejects the proposed Notice of Motion in relation to Public Question Time at Agenda Briefing Forums (ABFs) listed at Item 17 and replaces it as follows:**

- 1. The Council amends Policy CP-014 (Question Time at Committee and Council Meetings) as follows;**
- 2. Inserts a new section on page 2 at the end of the section “Policy Statement” headed “Public Question Time at Agenda Briefing Forums”, which reads as follows:**
  - a) Council recognises that Agenda Briefing Forums, as currently structured, are not Prescribed meetings within the meaning of the *Local Government Act* in respect to the matter of Public Question Time;**
  - b) Council, as a matter of policy, allows a public question time at its Agenda Briefing Forums subject to the following requirements;**
    - questions can be asked by any resident, ratepayer or representative of a corporate ratepayer in the City of Melville;**
    - questions must be submitted in writing to the Chief Executive Officer (CEO) by 10.00am on the day before the start of the ABF (for avoidance of**

### 17.1 Public Question Time at Agenda Briefing Forums (Continued)

- **doubt if an ABF commences at 6.30pm on a Tuesday, the written question must be received by the CEO by 10.00am on the preceding day unless that day is a Public Holiday in which case the question must be received by 10.00am on the day of the ABF.**
- **if the person asking the question is not seen to be present in the Council Chamber by the Presiding Member, when the question is read, the question will be taken on notice and responded to in writing to the questioner;**
- **the public question time will last for 15 minutes, except where all submitted questions have been answered prior to 15 minutes elapsing, unless a majority of Councillors present at the ABF indicate to the Presiding Member it should be extended;**
- **Only questions specifically relating to an item on the particular ABF agenda, as determined by the Presiding Member, will be responded to.**
- **the general provisions of the *Local Government Act* as they relate to Public Question Time at Prescribed Council meetings will guide the conduct and management of Public Question Time at ABFs in addition to this Policy.**

At 8.57pm the Mayor submitted the substantive motion as amended, which was declared

**CARRIED (9/2)**

<b>Vote Result Summary</b>	
Yes	9
No	2

<b>Vote Result Detailed</b>	
Cr Barton	Yes
Cr Macphail	Yes
Cr Pazolli	Yes
Cr Phelan	Yes
Cr Robartson	Yes
Cr Schuster	Yes
Cr Wieland	Yes
Cr Woodall	Yes
Mayor Aubrey	Yes
Cr Aubrey	No
Cr Foxtton	No

At 9.04pm Cr Pazolli left the meeting and returned at 9.06pm.

## 17.2 Complaints Management Policy

At 9.01pm Cr Phelan moved, Seconded Cr Aubrey

**That the Council Amends Council Policy CP-101, Complaints Management Policy by:**

1. **Showing the last sentence under Policy Scope as dot point five.**
  - **Inserting appropriate links to the Customer Service Charter and the Customer Services Charter for Contractors in the policy.**
  - **Including in the External Review section on page 3 that the level of information provided to the City by these agencies and that which it can report to others is constrained by the various laws and policies governing those agencies.**
2. **Endorses the attached CP-101 Complaints Management Policy, as amended [CP 101 Complaints Management Policy](#)**
3. **Confirms that the resolution of the Ordinary Meeting of Council held on 19 April 2016 for Item 16.1, Proposal to create a Council Policy on Complaints Management, has been completed.**
4. **Acknowledges that the Notice of Motion that the resolution to lay on the Council table pending production of a Council Policy has been met and the Notice of Motion be removed from the Council table.**

At 9.10pm the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY (11/0)**

### Reasons for Motion

At the September Agenda Briefing Forum, Elected Members requested that the above amendments be made to the Complaints Management Policy:

When discussed at the September Ordinary Meeting of the Council, the original Policy and not the amended Policy was attached to the Agenda and the Council endorsed the original Policy excluding the amendments.

Each of the 3 points indicated above should be incorporated into the Complaints Management Policy document.

The requirements of the Ordinary Council Meeting of 19 April 2016 that the Notice of Motion lay on the Council table has now been completed and the Notice of Motion can be removed from the Council table.

An Amendment was moved by Cr Schuster and withdrawn in favour of a Motion with Notice being presented to the November 2016 Ordinary Meeting of the Council as the proposed amendment had not been circulated to all Elected Members as requested.

**18. MOTIONS WITHOUT NOTICE BY ABSOLUTE MAJORITY OF THE COUNCIL**

Nil

**19. IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED**

Nil

**20. CLOSURE**

There being no further business to discuss, the Mayor declared the meeting closed at 9.10pm.