



City of  
**Melville**

## **AGENDA**

### **AGENDA BRIEFING FORUM**

#### **NOTICE OF MEETING**

I respectfully bring to the attention of Elected Members that an Agenda Briefing Forum will be held in the Council Chambers, Melville Civic Centre, 10 Almondbury Road, Booragoon on Tuesday, 10 March 2026 commencing at 6:30 PM.

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

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

Use this link to access the [City of Melville Council Meetings YouTube channel](#) to watch the live stream or access the recordings of public Council meetings.



**Vision**

Vibrant, Sustainable, Inclusive Melville

**Mission**

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

**Values**

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

- **Excellence** - Striving for the best possible outcomes.
- **Participation** – Involving, collaborating and partnering.
- **Integrity** - Acting with honesty, openness and with good intent.
- **Caring** – Demonstrating empathy, kindness and genuine concern.

**Our Approach**

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



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

## **Making A Deputation**

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

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

## **Public Question Time**

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

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

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## **Audio-Visual Recording and Live Streaming**

In accordance with the Council Policy CP-088 Live Streaming and Audio-Visual Recordings of Public Meetings of the Council, this meeting is electronically recorded and broadcast to the [City of Melville Council Meetings YouTube Channel](#). All recordings are retained as part of the City's records in accordance with the *State Records Act 2000* and the General Disposal Authority for Local Government Records. Learn more about [live streaming and audio-visual recordings of meetings](#) on the City of Melville website.

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## **Purpose of Agenda Briefing Forum**

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

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**1 OFFICIAL OPENING**

**2 ATTENDANCE AND APOLOGIES**

**In Attendance**

Councillors

Ward

**Officers**

**Apologies**

**On Approved Leave of Absence**

**3 DECLARATIONS BY MEMBERS**

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

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

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

**Approved Deputations**

**Approved Written Submissions**

**5 DISCLOSURE OF INTEREST**

**5.1 Financial or Proximity Interests**

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

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

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

**6 PUBLIC QUESTION TIME**

**6.1 Questions Received with Notice**

**6.2 Questions Received at the Meeting**

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

This item is detailed in the Agenda for the Ordinary Meeting of Council to be held on Tuesday, 17 March 2026.

**7 AWARDS AND PRESENTATIONS**

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 17 March 2026.

**8 APPLICATIONS FOR NEW LEAVE OF ABSENCE**

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 17 March 2026.

**9 CONFIRMATION OF MINUTES**

This item is detailed in the Agenda for the Ordinary Meeting of Council to be held on Tuesday, 17 March 2026.

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

This item is detailed in the Agenda for the Ordinary Meeting of Council to be held on Tuesday, 17 March 2026.

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

Nil.

## 13.2 Reports of the Chief Executive Officer

### Management Services

#### **M26/69**      **WALGA - Electoral Reform Advocacy Position**

#### Deputations

**Officer Presentation**      Questions only.

#### Disclosure of Interest

**Notes from Forum**      To be advised.

#### **SUMMARY**

- In October 2024 Council resolved advocacy positions with regard to proposed State Government Electoral Reform at the request of the Western Australia Local Government Association.
- WALGA is again providing an opportunity for Council's to submit resolved positions with regard to election frequency and voter participation by 27 March 2026. This information will be presented to State Council.

#### **M26/70**      **Review of Code of Conduct Elected Members, Committee Members and Candidates**

#### Deputations

**Officer Presentation**      Questions only.

#### Disclosure of Interest

**Notes from Forum**      To be advised.

#### **SUMMARY**

- In 2021 following the introduction of the Local Government (Model Code of Conduct) Regulations 2021, the Council adopted its Code of Conduct for Elected Members, Committee Members and Candidates.
- The recent Local Government Amendment Act 2024, made provision for the introduction of the Office of the Local Government Inspector. The enactment of this amendment has amended the Local Government (Model Code of Conduct) Regulations 2021, on which the Code of Conduct for Elected Members, Committee Members and Candidates (Code of Conduct) is based upon.
- The amended Regulations came into effect on 1 January 2026, and the City is required to review and amend its Code of Conduct within 3 months of this date.
- This report presents to the Council to a revised, updated version of the Code of Conduct for consideration and adoption, by absolute majority, to meet the requirements of the legislation.

**M26/71 Deferral - Petition, Community Input to Policy Development****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- At the Ordinary Meeting of Council held 16 September 2025, the Council acknowledged a Petition from Mr G Waugh, which contained a request for consideration being given to voluntary community representation on the Policy and Legislation Committee and/or avenues for the community to provide input into policy development.
- The Local Government Amendment Act 2024 has result in a series of reforms which related to the role of Council, transparency of Committee meeting and

**Corporate Services****C26/365 Investment Statements for January 2026****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- This report presents the investment statements for the period ending 31 January 2026 for the Council's information and noting.

**C26/366 Schedule of Accounts Paid for January 2026****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- This report presents the details of payments made under delegated authority (DA-035) to suppliers for the period of January 2026 and recommends that the Schedule of Accounts Paid be noted.

**C26/367      Statements of Financial Activity for January 2026****Deputations****Officer Presentation**      Questions only.**Disclosure of Interest****Notes from Forum**      To be advised.**SUMMARY**

- This report presents the Statements of Financial Activity, Statement of Comprehensive Income and Statement of Financial Position for the period ending 31 January 2026; and
- Presents the variances for the month of 31 January 2026 and recommends that they be noted by the Council; and

**Community Development****CD26/58      Deferred Consideration of the Feasibility of an Advertising Policy for Restricting Alcohol & Unhealthy Food Advertising on or in City Owned Property****Deputations****Officer Presentation**      Questions only.**Disclosure of Interest****Notes from Forum**      To be advised.**SUMMARY**

- At the Ordinary Meeting on 18 March 2025, Council resolved:
- *“That the CEO investigate, scope and report back by March 2026 on the feasibility of an advertising policy to restrict alcohol and unhealthy food advertising on or in City-owned property.”*
- This report seeks to defer this matter for consideration no later than the March 2027 Ordinary Meeting of Council.

**CD26/57 Adoption of the Community Safety Technology Roll-out Plan 2026-2031 & Other CCTV Related Matters****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- Council is asked to adopt the Community Safety Technology Roll-out Plan 2026 to 2031 to guide delivery of the City's CCTV and related community safety technology program.
- Consultation was undertaken from 6 November to 14 December 2025 across two streams (Roll-out Plan and Home CCTV Rebate Program), with 402 submissions received for the Roll-out Plan and 346 submissions received for the Home CCTV Rebate Program.
- Consultation results show high support for CCTV, including 74% indicating CCTV is important for community safety, and majority support for fixed and mobile CCTV.
- Council is asked to endorse participation arrangements with the Western Australia Police Force to share CCTV via technology system called vGRID under via a WALGA reviewed Memorandum of Understanding that has been accepted by approximately 19 other local governments.
- Council is asked to adopt a new Council CCTV Policy, changing from is currently an operational Policy, to a Council Policy, incorporating the community's feedback into transparent use of the CCTV network.

**Environment and Infrastructure****E26/93 Response to Notice of Motion - Applecross Ferry Terminal Carpark Funding****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- The City investigated opportunities to obtain State Government funding for public carpark construction associated with the future Applecross Ferry Terminal.
- Discussions with the Department of Transport, Major Infrastructure, and PTA confirm that car parking is outside the ferry project scope, with the focus instead on active and public transport connectivity.
- No suitable State grant programs are currently available for standalone car parking infrastructure, and typical funding models would require significant City co-contributions.
- The City has formally written to Transperth seeking funding support for carparking and awaits a response, with updates to be provided to Elected Members.

**E26/90 Approval to Demolish the Attadale Scout and Baden Powell Girl Guide Facilities****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- The Attadale Scout Hall and Baden Powell Girl Guides Hall have been assessed to present safety and health risks. The Scout Hall has structural issues, including corrosion and a non-compliant roof, while the Girl Guide Hall contains extensive asbestos and has been largely vacant for over 12 months.
- Demolishing both facilities is the safest and most cost-effective option.

**E26/91 Response to Notice of Motion – Bus Shelter Lighting****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- Council requested an investigation into installing motion-activated, low-voltage, solar-powered lighting in bus shelters, prompted by concerns about low visibility at night and limited existing lighting.
- Consultation with Transperth found very few complaints about visibility, none in Melville, and identified operational, technical, safety-perception, and neighbourhood-impact issues that limit the effectiveness of such lighting.
- Investigations confirmed several constraints, inadequate space for solar components, high maintenance demands, nuisance activation risks, and potential disturbance to nearby residents.
- A high-level cost estimate found installation would total approximately \$400,500 for 178 shelters, with approximately \$20,000 per year in ongoing maintenance. The project is not included in the Long-Term Financial Plan, meaning new funding or removal of existing priorities would be required.
- It is recommended that no further action be taken on the installation of motion-activated, low voltage, solar powered lighting in bus shelters throughout the City and instead, continue improving public-realm lighting through the LED Streetlight Upgrade and Targeted Underground Power Program, which provide broader and more effective safety and visibility benefits.

**E26/92 Response to Notice of Motion - Additional Green Waste Bins****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- At the Ordinary Meeting of Council (OMC) held on Tuesday, 19 August 2025, the Council resolved to request the CEO to prepare a report to the December 2025 OMC, detailing the resources and implications to implement an annual program to provide one additional Food Organics Green Organics (FOGO) bin to residents who reside in any area of the City, impacted by the leaves falling from deciduous trees during the fall-winter period. The FOGO bins to be delivered by the City on request, free of charge to affected residents and to be picked up by the City at the end of the fall period. At the OMC held on 9 December 2025, it was resolved to defer this report to March 2026.
- Such a service would have significant impacts on cost and operational efficiency.

**Planning****UP25/95 Review of Local Planning Policy 1.7 - Telecommunications Facilities and Communications Equipment****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- The City continuously reviews and updates the Local Planning Policies regularly to ensure that best practice is enacted in relation to planning decision making.
- Local Planning Policy 1.7 – Telecommunications Facilities and Communications Equipment (LPP1.7) currently provides guidance regarding the assessment of this infrastructure on zoned land, noting that majority of infrastructure is exempt from requiring development approval as public works, low impact or on reserves where the State Government determines the application.
- LPP 1.7 was last reviewed in September 2016 and is operating effectively.
- Only minor administrative amendments are recommended which can be approved by Council without the policy requiring advertising / community consultation as *Planning and Development (Local Planning Schemes) Regulations 2015*.
- It is recommended that the amendments to LPP 1.7 are approved and subsequently published.

**UP25/96      Review of Local Planning Policy 1.10 - Amenity****Deputations****Officer Presentation**      Questions only.**Disclosure of Interest****Notes from Forum**      To be advised.**SUMMARY**

- The City continuously reviews and updates Local Planning Policies regularly to ensure that best practice is enacted in relation to planning decision making.
- Local Planning Policy 1.10 – Amenity currently provides guidance in the assessment of amenity impact where there is an exercise of discretion (i.e. performance assessment) in relation to a discretionary land use and/or a built form standard.
- LPP 1.10 was last reviewed in August 2019 and is presently working well.
- Only minor administrative amendments are recommended which can be approved by Council without the policy requiring advertising / community consultation in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015.
- It is recommended that the amendments to LPP 1.10 are approved and subsequently published.

**UP25/97      Review of Local Planning Policy 3.3 - Exhibition and Display Homes****Deputations****Officer Presentation**      Questions only.**Disclosure of Interest****Notes from Forum**      To be advised.**SUMMARY**

- The City continuously reviews and updates Local Planning Policies regularly to ensure that best practice is enacted in relation to planning decision making.
- Local Planning Policy 3.3 – Exhibition and Display Homes (LPP 3.3) currently provides guidance regarding the assessment of this type of non-residential land use which is usually occurs within the residential zone and/or in a residential development. The purpose of the policy is to provide guidance to ensure that the land use is temporary in nature and to ensure the impact is managed accordingly.
- Local Planning Policy 3.3 was last reviewed in October 2019 and continues to operate effectively.
- Only minor administrative amendments are recommended which can be approved by Council without the policy requiring advertising / community consultation as Planning and Development (Local Planning Schemes) Regulations 2015.
- It is recommended that the amendments to LPP 3.3 are approved and subsequently published.

**UP26/102 Review of Local Planning Policy 1.2 - Design Review (Minor Administrative Changes)****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- Following the most recent review of Local Planning Policy 1.2 – Design Review Panels (LPP1.2) in June 2023, the State Government has introduced the Local Government Design Review Manual, produced by the Department of Planning, Lands and Heritage in June 2025. As a result, administrative changes are recommended to LPP1.2 to better align with this manual.
- The Local Government Design Review Manual (manual) provides best-practice guidance for Local Government Design Review Panels in Western Australia. It aims to support consistent, high-quality design outcomes across jurisdictions, aligned with State Planning Policy 7.0 Design of the Built Environment (SPP 7.0)
- Other administrative changes have included an update to the name to the Design Review Group (DRG) to remove any confusion with the Development Assessment Panel. The changes also include updates to increase ease of use of LPP 1.2 and operational efficiency/flexibility of the DRG, clearer outline what does and does not need to be reviewed by the DRG and require the appointment of DRG members by Council (to align with the approach of many other local governments).
- The changes proposed are administrative in nature noting that the policy is procedural and the changes proposed are to align with best practice. Therefore, advertising is not required in accordance with Schedule 2 Clause 5 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- The recommendation is to endorse the changes to LPP 1.2 as minor as per Schedule 2 Clause 5 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and adopt the changes to LPP1.2 and publish in accordance with Schedule 2 Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**UP26/104 Local Planning Scheme 6 Amendment: Additional Use Medical Centre - 729 Canning Highway, Applecross****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- An application has been received proposing to amend Local Planning Scheme No. 6 to apply 'Medical Centre' as an Additional Use to the property at Lot 400 (No.729) Canning Highway, Applecross.
- The site is currently approved for use as consulting rooms for up to two practitioners and the proposed amendment seeks to provide flexibility for use by three or more practitioners.
- The Council is requested to consider whether a scheme amendment process should be initiated.
- The proposed scheme amendment is considered suitable for initiation for the purpose of advertising given the current medical use of the site, results of preliminary advertising and the expected limited impacts on amenity given its location.
- It is recommended that the Council initiate the scheme amendment. Initiation will include referral to the Western Australian Planning Commission for approval to commence advertising.

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

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

**That the Council considers the confidential report(s) listed below behind closed doors in accordance with Section 5.23(2) of the Local Government Act 1995:**

**C26/368 Update - Disposal 410 Canning Highway, Attadale**

**This matter is considered to be confidential under Section 5.23(2) - (e) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter that if disclosed, would reveal –**

- (i) a trade secret; or**
- (ii) information that has a commercial value; or**
- (iii) information about the business, professional, commercial or financial affairs of a person.**

**17 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC****18 CLOSURE**