



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, 13 October 2026 commencing at 6:30pm.

Gail Bowman
Chief Executive Officer

The City of Melville acknowledges the Bibbulmun people as the Traditional Custodians of the land on which the City stands today and pays its respects to the Whadjuk people, and Elders past, present and future.

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.



OFFICIAL**Vision**

Vibrant, Sustainable, Inclusive Melville

Mission

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

Values

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

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

Our Approach

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

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

OFFICIAL**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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Any person or entity who has an application before the City must obtain, and should only rely on, written notice of the City's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the City on the operation of written law, or the performance of a function by the City, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the City. Any advice on a matter of law, or anything sought to be relied upon as representation by the City should be sought in writing and should make clear the purpose of the request.

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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.

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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OFFICIAL

1 OFFICIAL OPENING

2 ATTENDANCE AND APOLOGIES

In Attendance

Councillors

Ward

Officers

Apologies

On Approved Leave of Absence

OFFICIAL

3 DECLARATIONS BY MEMBERS

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

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

4 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Approved Deputations

Approved Written Submission

5 DISCLOSURE OF INTEREST

5.1 Financial or Proximity Interests

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

5.2 Disclosure of Interest That May Cause a Conflict

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

6 PUBLIC QUESTION TIME

6.1 Questions Received with Notice

6.2 Questions Received at the Meeting

6.3 Questions Taken on Notice at Previous Meeting

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 20 October 2026.

OFFICIAL**7 AWARDS AND PRESENTATIONS**

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 20 October 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, 20 October 2026.

9 CONFIRMATION OF MINUTES

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 20 October 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, 20 October 2026.

13 ADOPTION OF RECOMMENDATIONS EN BLOC

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 20 October 2026.

14 REPORTS**14.1 Reports from Committees**

Nil.

OFFICIAL**14.2 Reports of the Chief Executive Officer****Management Services****M26/109 Common Seal October 2026****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

This report details the documents to which the City of Melville Common Seal has been applied for the period from 24 July 2026 up to and including 23 September 2026 for the Council's noting. This is a standing report to the Council.

Corporate Services**C26/429 Schedule of Accounts Paid - August 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 August 2026 and recommends that the Schedule of Accounts Paid be noted.

C26/430 Investment Statements - August 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 August 2026 and recommends that it be noted by the Council.

OFFICIAL**C26/431 Statements of Financial Activity - August 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 August 2026; and
- Presents the variances for the month of 31 August 2026 and recommends that they be noted by the Council.

C26/434 P262702 - Pre-qualified Panel for Provision of Traffic Management Services**Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

This report is presented to Council to recommend the acceptance of a request submitted for P262702 Pre-Qualified Panel for Provision of Traffic Management Services.

OFFICIAL**Community Development****CD26/76 Sponsorship Funding Agreement Melville Cockburn Chamber of Commerce****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- Council approval is sought to enter into a two-year sponsorship agreement with the Melville Cockburn Chamber of Commerce (MCCC), with an option to extend for a further three years.
- MCCC is the primary regional business representative organisation servicing Melville and Cockburn and provides a platform for business engagement, networking, advocacy, capability development and economic growth.
- This is the first time this sponsorship is being presented to Council following adoption of CP-137 Community Grants and Sponsorships Policy, which requires any sponsorship application exceeding \$30,000 to be approved by Council.
- The proposal aligns with the City's Community Grants and Sponsorships Policy, which requires sponsorship arrangements to demonstrate strategic benefit, measurable outcomes, accountability and value for money.

OFFICIAL**Environment and Infrastructure****E26/106 John Connell Reserve Transplanting Trees****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- This report responds to the Council's May 2026 Ordinary Meeting of Council Notice of Motion resolution regarding the transplanting of vegetation and revegetation opportunities associated with the John Connell Reserve Field Extension Project.
- Approximately 100 Grass Trees and 5 Zamia Palms have been identified as potentially suitable for salvage and relocation, subject to final assessment at the time of clearing.
- The Council will need to consider a budget allocation of \$78,500 during the mid-year budget review to salvage, store and relocate up to 100 Grass Trees and 5 Zamia Palms.
- The City will work with interested stakeholders to identify suitable locations and, where practicable, assist with planting salvaged Grass Trees and Zamia Palms.
- Alternative revegetation locations have been considered; however, similar revegetation challenges would remain and further City resources would be required to investigate and implement. These alternative locations could be considered for revegetation should future funding or offset opportunities be identified.

E26/107 RFT262703 Design & Construction of Kardinya Netball Building**Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

This report is presented to Council to recommend the acceptance of a request submitted for RFT262703 Design and Construction of Kardinya Netball Building.

OFFICIAL**Planning****UP26/125 Amendment No. 18: Additional Use “Medical Centre” – Lot 400 (No. 729) Canning Highway, Applecross****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**SUMMARY**

- Council initiated Scheme Amendment No. 18 on 17 March 2026 to add Medical Centre as a site-specific Additional Use for Lot 400 (No. 729) Canning Highway, Applecross.
- The site currently operates as a dental practice under an existing approval for consulting rooms for up to two practitioners.
- The amendment would retain the Residential R40 zoning and identify Medical Centre as a discretionary ‘D’ use, meaning development approval would still be required before the use could operate. This development approval stage would allow for further consideration of matters relating to traffic, parking and amenity should intensification of the use be proposed.
- Following Western Australian Planning Commission (WAPC) consent to advertise, the amendment was advertised from 24 July to 13 August 2026.
- Three submissions were received, comprising two submissions of support and one submission of support with concerns. No objections were received.
- Having regard to the submissions and supporting technical assessments, it is recommended that Council forward Scheme Amendment No. 18 to the Minister for Planning with a recommendation that it be approved without modification.

15 MOTIONS WITH PREVIOUS NOTICE**15.1 Notice of Motion - Minimum Lighting Standards****Deputations****Officer Presentation** Questions only.**Disclosure of Interest****Notes from Forum** To be advised.**16 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)**

OFFICIAL**17 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(4) of the Local Government Act 1995:

C26/432 Carawatha Redevelopment Project - Satterley Property Group

This matter is considered to be confidential under section 5.23(4)(d) 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 information contained in a tender received by the local government for a contract to the extent that –

- (i) the information discloses any technology, or any manufacturing, industrial or trade process, that the tenderer proposes to use in performing the contract; and
- (ii) the information has not previously been made public; and
- (iii) the making public of the information would be likely to have an adverse effect on the tenderer's business interests.

18 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC**19 CLOSURE**