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, 1 December 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.

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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.

- **E**xcellence - Striving for the best possible outcomes.
- **P**articipation – Involving, collaborating and partnering.
- **I**ntegrity - Acting with honesty, openness and with good intent.
- **C**aring – Demonstrating empathy, kindness and genuine concern.

Our Approach

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

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

Making A Deputation

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

Information on making a deputation is available on the City's website. Request to make a Deputation.

Public Question Time

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

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

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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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1 OFFICIAL OPENING

2 ATTENDANCE AND APOLOGIES

In Attendance

Councillors	Ward

Officers

Apologies

On Approved Leave of Absence

Cr G Barber	Bicton - Attadale - Alfred Cove Ward
Cr C Ross	Applecross - Mount Pleasant Ward
Cr D Lim	Applecross - Mount Pleasant Ward

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3 DECLARATIONS BY MEMBERS

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

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

4 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Approved Deputations

Approved Written Submission

5 DISCLOSURE OF INTEREST

5.1 Financial or Proximity Interests

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

5.2 Disclosure of Interest That May Cause a Conflict

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

6 PUBLIC QUESTION TIME

6.1 Questions Received with Notice

6.2 Questions Received at the Meeting

6.3 Questions Taken on Notice at Previous Meeting

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 8 December 2026.

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7 AWARDS AND PRESENTATIONS

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 8 December 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, 8 December 2026.

9 CONFIRMATION OF MINUTES

This item is detailed in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 8 December 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, 8 December 2026.

13 ADOPTION OF RECOMMENDATIONS EN BLOC

This item will be dealt with at the Ordinary Meeting of Council to be held on Tuesday, 8 December 2026.

14 REPORTS

14.1 Reports from Committees

Nil.

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14.2 Reports of the Chief Executive Officer

Management Services

M26/112 Proposed Council Meeting Schedule for 2027

Deputations

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- The Council is required to determine and advertise the meeting dates for Ordinary Meetings of the Council each year.
- The Council holds Elected Member Engagement Sessions, Agenda Briefing Forums and Ordinary Meetings of Council in a set cycle each month. This report recommends the continuation of this cycle commencing February 2027.
- This report also considers indicative 2027 meeting dates for the Audit, Risk and Improvement Committee, Policy & Legislation Working Group and the CEO Performance Review Panels.
- A draft Schedule of Meeting Dates for 2027 is attached for the information of the Council.

M26/113 Common Seal December 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 September 2026 up to and including 11 November 2026 for the Council's noting. This is a standing report to the Council.

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Corporate Services

C26/447 Draft Lease and Licence Policy

Deputations

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- This report presents the Draft Lease and Licence Policy for consideration, which applies to both Community & Commercial leases or licences.
- Council is requested to consider the Draft Lease and Licence Policy to provide a fair, consistent and transparent framework for the occupation and use of land and buildings owned and managed by the City. The policy applies to community, sporting and commercial tenants, including agreements involving subleases.
- The Policy is intended to support a consistent approach to future lease and licence arrangements while ensuring alignment with the City's broader strategic property management objectives.
- The officer recommendation seeks Council endorsement of the draft Policy for public advertising. The outcomes of the consultation, together with the proposed final Policy, will be presented to a future Council meeting for consideration and adoption.
- A minor amendment to DA-007 – Leasing / Licensing of Property will clarify how the existing delegation applies to subleases and sublicences.

C26/448 Schedule of Accounts Paid - October 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 October 2026 and recommends that the Schedule of Accounts Paid be noted.

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C26/449 Investment Statements - October 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 October 2026 and recommends that it be noted by the Council.

C26/450 Statements of Financial Activity - October 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 October 2026; and
- Presents the variances for the month of 31 October 2026 and recommends that they be noted by the Council.

Community Development

CD26/78 Stakeholder Engagement External Audit Report (Late Covering Report)

This report is scheduled to be distributed to Elected Members and published on the City's website on Friday, 27 November 2026.

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Environment and Infrastructure

E26/110 Community Consultation Results and Petition - Gunbower Jetty

Deputations

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- Gunbower Jetty was closed in early 2026 after independent inspections found that the structure was not safe for public use. Preliminary estimates indicate approximately $700,000 would be required for like-for-like replacement or reinstatement.
- Community consultation undertaken from 10 to 30 August 2026 received 355 responses. The results demonstrated strong community support for the repair and reopening of Gunbower Jetty, with 90% of respondents supporting this option. A further 8% supported permanent closure, while the remaining respondents did not provide a position.
- A petition submitted on 27 August 2026, signed by 343 City residents and 7 non-residents, requested that Council retain, repair and recommission the jetty or, if repair is not reasonably practicable, replace it with a structure preserving its existing public use and function.
- A direction is required as the jetty cannot remain temporarily closed indefinitely. The decision must balance public safety, community value, accessibility, available alternatives, capital cost and whole-of-life asset obligations.

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E26/111 Attadale Scout Hall – Roof Replacement

Deputations

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- In May 2026, Council considered the future of the Attadale Scout Hall and requested further investigation into the cost and implications of renewing the roof before a final decision was made regarding the facility. At that time, officers advised that the investigation would determine the scope required, any National Construction Code implications and provide Council with a reliable cost before committing to the works.
- The subsequent feasibility investigation has confirmed that strengthening the existing roof trusses is not practicable and that formalising the temporary tie-down arrangement is not considered an appropriate permanent solution.
- The recommended minimum pathway to enable the building to return to use is replacement of the existing roof and supporting roof structure. The feasibility assessment also found the remainder of the building to be in generally fair condition and confirmed that the proposed works would not trigger other broader compliance upgrades.
- The concept project cost for the base scope is $237,250 excluding GST, including professional fees, design and construction contingencies and escalation.
- Council approval is sought to progress the roof replacement and provide funding of $237,250 excluding GST on the draft capital budget for 2027/28 to enable the project to proceed.

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E26/112 Verge Collection Review

Deputations

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- The Booked Verge Collection Service commenced in January 2024. It replaced the scheduled service of one bulk waste and three garden organics collections per year.
- This review compares the 2025 booked service with the 2022/23 scheduled service using the City's operational, cost and customer data.
- Costed at 2025 rates, the booked service was about $34,000 cheaper ($961,636 compared with $996,068).
- Resource recovery has been maintained at about 69%. White goods collections and steel recycling has increased and garden organics tonnes fell by about one third.
- Residents rate the service highly, with a Customer Effort Score of 1.62 against a target of 2 or less. It is one of the City's most complimented services.
- Officers recommend that Council endorse the continuation of the Booked Verge Collection Service as the City’s standard verge collection service.

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E26/113 Problematic Waste

Deputations

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- The Council resolved in June 2026 for a report to be prepared on dedicated tricky waste collection streams in City facilities and wider resident drop-off access.
- Officers support the intent but do not recommend new collection streams in City facilities. These would create operational, financial, safety and storage risks, and soft plastics and polystyrene have limited processing options in Perth.
- Residents already have a broad range of options, including stewardship schemes, City events and City services. Many are State or industry funded or provided at no cost.
- The recommended approach is to promote existing services, investigate more Recycling and E-waste Drop Off Days and accepted items, and strengthen contamination education through the Better Bins Behaviour Change Program and “Break Up With Your Waste” campaign from December 2026.
- Findings of the Community Recycling Facility feasibility study will be reported to Council. Any expansion beyond existing services will be referred for future budget consideration.
- The approach aligns with the City’s Resource Recovery and Waste Minimisation Policy and the State’s Waste Avoidance and Resource Recovery Strategy 2030.

OFFICIAL

E26/114 Money Road Path Upgrade and Road Rehabilitation - Petition Submission

Deputations

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- As part of the City's capital works program, work is proposed on Money Road, between Bridges Road and the cul-de-sac near Canning Highway. The proposed work includes narrowing the road to 5.5m and upgrading the existing path from 1.2m to 1.8m.
- On 14 August 2026, the City received a petition signed by 10 residents from six properties, requesting that Money Road be kept at its current width, the path be widened into the verge and barrier kerb be retained. On 18 August 2026, the Council resolved that a report on the matters raised be presented by the December 2026 OMC.
- The project combines planned road rehabilitation with the path widening identified in the City's Walk and Ride Plan, replacing a narrow path that has trip hazards.
- The proposed design provides a 5.5-metre carriageway, a 1.8-metre path and semi-mountable kerb. The 5.5-metre width is consistent with WAPC guidance for low-volume residential streets and maintains access for waste collection and emergency vehicles.
- Widening the path into the verge is not considered viable due to the steep verge near the cul-de-sac, which would increase crossover grades, potentially require retaining and add significant cost.
- An independent Road Safety Audit by an external consultant identified no issues with the proposed carriageway width or semi-mountable kerb.
- Of the 93 owners and occupiers consulted, five (5.4%) made submissions raising concerns, and no objections were raised by the remaining 88 (94.6%). In response to feedback, the design will be amended to retain the existing path at the cul-de-sac head.
- It is recommended that the Council endorse the proposed design.

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Planning

UP26/132 Draft Local Planning Policy 1.24 - Regulated Trees on Private Land - Report Back Following Community Engagement

Deputations

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- Council authorised public advertising of draft Local Planning Policy 1.24 (LPP 1.24) on 16 June 2026 (Attachment 1). The policy was not adopted or implemented and was required to return to Council after consultation.
- The draft Policy established a regulatory approach to require mature tree retention where reasonable and practical. Stated exemptions and options in the draft Policy outlined circumstances where tree removal may occur and where replacement trees were required.
- Advertising of the draft Policy occurred between 31 August and 31 October 2026. A total of 1451 valid submissions were received.
- Feedback indicates continued recognition of the value of mature trees and urban canopy, yet material opposition to the requirement for development approval to assess tree removal on private property along with associated costs and delays.
- It is recommended that Council not adopt LPP 1.24 and to progress the corresponding non-regulatory pathway to establish tree damaging activity as being exempt from development approval.
- The proposed amendment to Local Planning Policy 1.17 (LPP 1.17) (Additional Development Exemptions) is consequential to a decision to not proceed with draft LPP 1.24 and further advertising of this change is not recommended as the comprehensive policy development, public advertising and Council consideration process has effectively tested both the regulatory proposal and the alternative exemption pathway.

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UP26/131 Response to Notice of Motion - Impact of Proposed State Planning Reforms on Local Planning Scheme No. 6

Deputations

Officer Presentation Questions only.

Disclosure of Interest

Notes from Forum To be advised.

SUMMARY

- The Council's resolution to the notice of motion considered at the 18 August 2026 Ordinary Meeting of Council (OMC) requested further assessment of the implications of proposed State R-Code reforms, engagement with State planning agencies, development of an advocacy position and reporting back to Council before the next draft of Local Planning Scheme 6 (LPS6) is considered.
- In September 2026, Council subsequently amended the City's Advocacy Strategy to include the priority of preserving low-density suburbs while targeting more intensive development in strategic centres and along suitable public transit corridors aligned with the adopted Local Planning Strategy. This has effectively addressed the advocacy component of the August motion.
- The City of Melville (the City) undertook modelling of the potential housing outcomes of the proposed LPS6 changes and broader State reform scenarios. The modelling indicates that changes to lower-density R-Code lot-size requirements would have a comparatively modest effect, whereas applying a minimum R30 density across Melville could result in substantially greater and more dispersed growth across established residential areas.
- The modelling also demonstrates that most housing growth to 2050 is expected to occur through existing development opportunities, including established higher-density and structure plan areas. The current proposed LPS6 changes are forecast to contribute approximately 2,182 additional dwellings by 2050, representing a comparatively minor component of overall growth while responding to State expectations for additional housing around centres and transport corridors.
- Therefore, the recommended approach is to continue progressing the targeted LPS6 changes in alignment with the Local Planning Strategy and Council's adopted advocacy priority. This provides an evidence-based alternative to applying broad minimum-density increases across established low-density suburbs.
- The City has engaged with the Department of Planning, Lands and Heritage (DPLH) and written to the Chair of the Western Australian Planning Commission (WAPC) seeking support for this targeted approach. Further engagement with the Minister for Planning is proposed once Council has committed to a revised draft Scheme.

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15 MOTIONS WITH PREVIOUS NOTICE

16 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)

17 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC

18 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE PUBLIC

19 CLOSURE